

**KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS MEETING MINUTES**

**Thursday, January 9, 2025**

**Regular Meeting (Hybrid)**

**Regular Meeting – 7:00 p.m.**

1. **Call to Order**

President Spath called the regular meeting to order at 7:01 p.m.

2. **Roll Call** [TS 0.00]

Vice-President Alexandra Aquino-Fike, Director Cassandra Duggan, Director Sarah Gough, Director Sylvia Hacaj, and President David Spath were present at roll call.

3. **Public Comment** [TS 0.15]

None.

4. **President's Comments** [TS 0.48]

President Spath wished everyone a Happy New Year. He reminded residents about the community survey and the outreach efforts to encourage participation. Next, he announced that there will be a town hall meeting Saturday, January 11<sup>th</sup> at 10:00 a.m. At this meeting, Dmitry Semonov will of Ridgeline Municipal Strategies will present the fiscal analysis that he conducted on the potential consolidation of the KPPCSD and the Kensington Fire Protection District (KFPD).

**Discussion and Action**

5. **Receive presentation and approve the 2024 Fiscal Year Audit by Nigro and Nigro.**

[TS 3:27]

Paul Kaymark with Nigro and Nigro provided an overview of the audit for FY Ended June 30, 2024. He highlighted information from the Final Communication with Governance Letter and Financials Statements and Independent Auditors Report for FY Ended June 30, 2024. He reported that the District received an unmodified opinion on the annual financial statements and no material issues arose to be reported to the governing board/management.

- Motion by Director Hacaj, seconded by Director Duggan, that the Board accept the Fiscal Year 2024 independent audit report, carried unanimously (5-0) by roll call vote.

**Consent Calendar** [\[TS 20:11\]](#)

Director Duggan pointed out that Vice-President Alexandra Aquino-Fike's name was misspelled ("Alexandria") under Item 15 in the November 14<sup>th</sup> Minutes.

- Motion by Director Hacaj, seconded by Director Duggan, to approve the Consent Calendar Items 6, 7, and 8 with a correction to name of Vice-President Alexandra Aquino-Fike's name in the Minutes of November 14<sup>th</sup>, carried (5-0) by unanimous voice vote.

**6. Approve minutes of the Special Joint Meeting with the Kensington Fire Protection District on November 7, 2024 and the Regular Meeting of November 14, 2024.**

Approved with the necessary correction.

**7. Ratify the bills for November and December 2024.**

Received and ratified the financial documents as presented.

**8. Receive and file the revenue received for November and December 2024, financial budget to actual reports, and the balance sheet year to date.**

Received and ratified the monthly financials as presented.

**Comments & Reports**

**9. Receive Police Chief's Monthly Report for November and December 2024.** [\[TS 22:31\]](#)

Chief of Police Mike Gancasz announced that his monthly report for November and December had been submitted. He highlighted the following: response times for November (4.0 minutes) and December (5.5 minutes); Thanksgiving dinner provided to four police officers by a Kensington resident; Kensington Police Department's (KPD) employee recognition event; Officer David Payne received a letter of appreciation for his work; FLOCK security camera information helped solve a criminal case; and KPD hired its 10<sup>th</sup> officer and brought in a second volunteer.

**10. Receive General Manager's Report covering November 9, 2024 through December 31, 2024.** [\[TS 32:55\]](#)

Interim General Manager Aranda announced his monthly report had been submitted. Next, he reported that Kensington Fire Protection District had moved into their newly renovated building, and their general manager offered to arrange tours of the building.

11. **Director Comments.** [\[TS 38:36\]](#)

None.

**Discussion**

12. **Discussion about the pricing options regarding housing the administrative and police departments in Kensington/El Cerrito.** [\[TS 38:47\]](#)

Interim General Manager Aranda highlighted the various pricing options for a Kensington Police Facility. Board members provided comments on the options and expressed appreciation for the work done. The Board's general consensus was to have the reorganized Board consider the options at a later time.

- Addressing the Board was Tansy R., Kensington resident, who suggested contacting U.C. Berkeley about the Blake Garden site located in Kensington.

**Adjournment** [TS 1:02:23]

President Spath announced the meeting was adjourned at 8:05 p.m. He also announced the January 11<sup>th</sup> town hall meeting and the January 16<sup>th</sup> special meeting. The next regular meeting is scheduled for February 13, 2025.

SUBMITTED BY:

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Lynelle M. Lewis, District Clerk of the Board

APPROVED: February 13, 2025

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David Aranda, Interim General Manager

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David Spath, President of the Board

## KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

### BOARD OF DIRECTORS MEETING MINUTES

Thursday, January 16, 2025

Special Meeting

Special Meeting – 7:00 p.m.

1. **Call to Order** [\[TS 9:08\]](#)

President David Spath called the special meeting to order at 7:03 p.m.

2. **Roll Call** [\[TS 9:25\]](#)

Vice-President Alexandra Aquino-Fike, Director Cassandra Duggan, Director Sarah Gough, Director Sylvia Hacaj, and President David Spath were present at roll call.

Staff present included Interim General Manager David Aranda (via Zoom), General Counsel Ann Siprelle (via Zoom) and Clerk of the Board Lynelle M. Lewis.

### **Discussion and Action**

3. **Consider the Ad Hoc Committee’s recommendation to proceed in concert with the KFPD in developing a reorganization proposal to combine the two districts including a draft resolution defining the terms and conditions of the reorganization. Consider holding a Town Hall meeting on March 1, 2025, to present the proposal.** [\[TS 10:05\]](#)

President Spath commented on the purpose of the meeting. Next, Director Hacaj summarized Ad Hoc Committee’s key findings and recommendations. The top considerations included: financial savings, improved staffing support, organizational resilience, accountability, community involvement, benefit around emergency preparedness, scope of services, and loosening of budget pressures.

President Spath reviewed the process for moving forward. Reorganization of the two districts would result in the dissolution of the KFPD and the annexation of the KFPD by the KPPCSD. He pointed out that as a Community Services District, the KPPCSD is authorized to carry out the services presently provided by the KFPD. The legal process for the KFPD to dissolve and be annexed by the KPPCSD involves a number of action items on the part of both boards. Board members asked about the process for consolidating both boards and suggested that legal counsel provide clarification.

- Motion by Director Hacaj, seconded by Director Gough, that the KPPCSD Board approve the Ad Hoc Committee's recommendation to proceed in concert with the KFPD in developing a reorganization proposal to combine the two districts including a draft resolution defining the terms and conditions of the reorganization and agree to hold a town hall meeting on March 1, 2025 to present the proposal, carried by unanimous voice vote (5-0).

President Spath announced that he would like the KPPCSD General Manager and General Counsel work with the KFPD General Manager and General Counsel on developing the resolutions defining the terms and conditions of the reorganization for submittal to LAFCO.

4. **Contingent upon the Board's decision on proceeding with a reorganization proposal, approve moving forward with developing a proposal including a draft resolution to exercise the district's latent powers to provide fire protection service and emergency medical services as part of the reorganized Community Services District. Consider holding the required public hearing on the proposal at a date to be determined.** [\[TS 38:57\]](#)

President Spath announced that as part of the reorganization process, KPPCSD also would be required to exercise its latent power as a Community Services District to provide fire protection services and emergency medical services. This requires a drafting a resolution for these services as part of the reorganized community services district. Additionally, it requires a public hearing on the proposal which must be noticed in a major newspaper not just the Outlook or East Bay Times.

- Motion by Vice-President Aquino-Fike, seconded by Director Hacaj, that we develop a proposal including a draft resolution to exercise the district's latent powers to provide fire protection service and emergency medical services as part of the reorganized community services district and hold a required public hearing on the proposal at a date to be determined, carried by unanimous voice vote (5-0).

**Adjournment** [\[TS 41:36\]](#)

President Spath announced that the meeting was adjourned at 7:36 p.m. The next regular meeting is scheduled for February 13, 2025.

SUBMITTED BY:

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Lynelle M. Lewis, District Clerk of the Board

KPPCSD Special Meeting Minutes

January 16, 2025

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APPROVED: February 13, 2025

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David Aranda, Interim General Manager

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David Spath, President of the Board