

KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT

Board of Directors Meeting

August 12, 2021

Item 2

Summary of Recommendation

Receive financial reports for the month of June 2021

***These numbers are based on a “soft close” of the year and may change as we receive updated statements from Contra Costa County.

Attachments:

June 2021 Financial Reports include:

1. Summary Balance Sheet as of June 30, 2021
2. Budget to Actual Snapshot July 2020 through June 2021
Please take note of the new footnotes on this report. The past reports had the percentage of budget column comparing to YTD numbers, going forward this column will compare to the annual budget to see how close departments are to their annual budget numbers. The footnotes will remain as a reminder of what these numbers are comprised of.

Additional Altered Budget to Actual Snapshot July 2020 through June 2021 that takes out the community center expense of \$171,301.91 and the park bond expense of \$340,029.70.
3. Income & Expense Report – Detailed July 2020 through June 2021

Submitted by:



Katherine Korsak

Finance Director

Kensington Police Protection & Community Services District Summary Balance Sheet

As of June 30, 2021

	Jun 30, 21
ASSETS	
Current Assets	
Checking/Savings	2,124,279.55
Accounts Receivable	(5,473.02)
Other Current Assets	146,074.01
	2,264,880.54
Total Current Assets	2,264,880.54
Fixed Assets	5,404,780.39
Other Assets	5,636,782.31
	13,306,443.24
TOTAL ASSETS	13,306,443.24
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	8,097.45
Other Current Liabilities	30.07
	8,127.52
Total Current Liabilities	8,127.52
Long Term Liabilities	11,919,369.13
	11,927,496.65
Total Liabilities	11,927,496.65
Equity	1,378,946.59
	13,306,443.24
TOTAL LIABILITIES & EQUITY	13,306,443.24

***Numbers are based on a "soft close" and may change slightly once final statements are received from Contra Costa County. The negative \$5473.02 has to do with an advance on supplemental property taxes account from Contra Costa County and will be adjusted before the books are closed for the fiscal year 2020-2021.

Kensington Police Protection & Community Services District
Budget to Actual Snapshot
 July 2020 through June 2021

	Jul '20 - Jun 21	YTD Budget	Annual Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
400 · Police Activities Revenue	3,447,155.62	3,405,057.00	3,405,057.00	42,098.62	101.24%
405 · Restricted Lost/Found/Misc	2,486.04				
420 · Park/Rec Activities Revenue	59,176.06	56,500.00	56,500.00	2,676.06	104.74%
440 · District Activities Revenue	63,018.68	67,000.00	67,000.00	(3,981.32)	94.06%
Total Income	3,571,836.40	3,528,557.00	3,528,557.00	43,279.40	101.23%
Gross Profit	3,571,836.40	3,528,557.00	3,528,557.00	43,279.40	101.23%
Expense					
500 · Police Sal & Ben	2,250,748.36	2,214,567.00	2,214,567.00	36,181.36	101.63%
550 · Other Police Expenses	378,825.16	432,509.00	432,509.00	(53,683.84)	87.59%
600 · Park/Rec Sal & Ben	7,900.00	9,639.00	9,639.00	(1,739.00)	81.96%
635 · Park/Recreation Expenses	115,475.49	148,379.00	148,379.00	(32,903.51)	77.83%
800 · District Expenses	600,683.76	614,433.00	614,433.00	(13,749.24)	97.76%
950 · Capital Outlay	220,311.25	45,117.00	45,117.00	175,194.25	488.31%
Total Expense	3,573,944.02	3,464,644.00	3,464,644.00	109,300.02	103.16%
Net Ordinary Income	(2,107.62)	63,913.00	63,913.00	(66,020.62)	(3.3%)
Other Income/Expense					
Other Expense					
700 · Bond Issue Expenses	340,029.70	0.00	0.00	340,029.70	100.0%
Total Other Expense	340,029.70	0.00	0.00	340,029.70	100.0%
Net Other Income	(340,029.70)	0.00	0.00	(340,029.70)	100.0%
Net Income	(342,137.32)	63,913.00	63,913.00	(406,050.32)	(535.32%)

**The dollar amount in the \$ Over Budget Column displays a value for the dollars over/under budget through June 2021 compared to the budget numbers through June 2021.*

***The % of Budget (Annual) column displays the comparison of actuals through June 2021 to the total annual budget.*

Kensington Police Protection & Community Services District

Budget to Actual Snapshot

July 2020 through June 2021

Altered - Please refer to footnotes

	Jul '20 - Jun 21	YTD Budget	Annual Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
400 · Police Activities Revenue	3,447,155.62	3,405,057.00	3,405,057.00	42,098.62	101.24%
405 · Restricted Lost/Found/Misc	2,486.04				
420 · Park/Rec Activities Revenue	59,176.06	56,500.00	56,500.00	2,676.06	104.74%
440 · District Activities Revenue	63,018.68	67,000.00	67,000.00	(3,981.32)	94.06%
Total Income	3,571,836.40	3,528,557.00	3,528,557.00	43,279.40	101.23%
Gross Profit	3,571,836.40	3,528,557.00	3,528,557.00	43,279.40	101.23%
Expense					
500 · Police Sal & Ben	2,250,748.36	2,214,567.00	2,214,567.00	36,181.36	101.63%
550 · Other Police Expenses	378,825.16	432,509.00	432,509.00	(53,683.84)	87.59%
600 · Park/Rec Sal & Ben	7,900.00	9,639.00	9,639.00	(1,739.00)	81.96%
635 · Park/Recreation Expenses	115,475.49	148,379.00	148,379.00	(32,903.51)	77.83%
800 · District Expenses	600,683.76	614,433.00	614,433.00	(13,749.24)	97.76%
950 · Capital Outlay	* 49,009.34	45,117.00	45,117.00	3,892.34	108.63%
Total Expense	3,402,642.11	3,464,644.00	3,464,644.00	(62,001.89)	98.21%
Net Ordinary Income	169,194.29	63,913.00	63,913.00	105,281.29	(264.73%)
Other Income/Expense					
Other Expense					
700 · Bond Issue Expenses	** 0.00	0.00	0.00	0.00	0.0%
Total Other Expense	0.00	0.00	0.00	0.00	0.0%
Net Other Income	0.00	0.00	0.00	0.00	0.0%
Net Income	169,194.29	63,913.00	63,913.00	0.00	264.73%

**This shows the net income if we take out the community center remodel from the budget as (income account 950) \$171,301.91 was paid in 2020-21 but not budgeted for to close out the community center project. We have also not received the WW Grant in the amount of \$158,000. We have budgeted to receive the \$158,000 in the 2021-22 fiscal year.*

*** Also removed from this equation is the park bond expense which was closed in 2020-21.*

Kensington Police Protection & Community Services District
Income & Expense Report - Detailed
 July 2020 through June 2021

	Jul '20 - Jun 21
Ordinary Income/Expense	
Income	
400 · Police Activities Revenue	
401 · Levy Tax	2,023,873.10
402 · Special Tax-Police	685,710.00
404 · Measure G Supplemental Tax Rev	598,395.70
410 · Police Fees/Service Charges	995.00
414 · POST Reimbursement	12,082.06
415 · Grants-Police	119,092.90
416 · Interest-Police	2,620.19
417 · Police Asset Sale	209.37
418 · Misc Police Income	4,157.30
400 · Police Activities Revenue - Other	20.00
	3,447,155.62
Total 400 · Police Activities Revenue	3,447,155.62
405 · Restricted Lost/Found/Misc	2,486.04
420 · Park/Rec Activities Revenue	
424 · Special Tax-L&L	41,529.06
427 · Community Center Revenue	1,450.00
438 · Tennis Court Revenue	797.00
439 · Contributions for Community Ctr	15,400.00
	59,176.06
Total 420 · Park/Rec Activities Revenue	59,176.06
440 · District Activities Revenue	
448a · Franchise Fees Gross	103,809.30
448b · less Franchise Fees Paid Out	(44,489.68)
456 · Interest-District	3,198.73
458 · Misc District Revenue	500.33
	63,018.68
Total 440 · District Activities Revenue	63,018.68
Total Income	3,571,836.40
Gross Profit	3,571,836.40
Expense	
500 · Police Sal & Ben	
502 · Salary - Officers	1,123,015.71
504 · Vacation Pay	13,887.16
506 · Overtime	78,000.04
508 · Salary - Non-Sworn	39,575.59
516 · Uniform Allowance	14,306.93
518 · Safety Equipment	2,057.43
521-A · Medical/Vision/Dental-Active	147,037.55
521-R · Medical/Vision/Dental-Retired	180,107.42
521-T · Medical/Vision/Dental-Trust	151,304.00

Kensington Police Protection & Community Services District
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 July 2020 through June 2021

	Jul '20 - Jun 21
522 · Insurance - Police	4,406.24
523 · SocialSecurity/Medicare-Police	18,011.69
524 · Social Security - District	103.93
527 · PERS - District Portion	180,190.53
528 · PERS - Officers Portion	4,835.21
529 · Pension Obln Bond Payment	263,789.42
530 · Workers Comp	30,119.51
	2,250,748.36
Total 500 · Police Sal & Ben	
550 · Other Police Expenses	
552 · Expendable Police Supplies	10,394.37
553 · Range/Ammunition Supplies	1,660.39
554 · Traffic Safety	6,433.45
560 · Crossing Guard	2,941.05
561 · Vehicle Fuel	15,540.07
562 · Vehicle Operation	19,761.76
563 · Vehicle Lease	21,478.39
564 · Communications	149,136.00
566 · Radio Maintenance	(4,057.32)
567 · Alarm	931.56
568 · Prisoner/Case Exp./Booking	3,667.13
570 · Training	23,301.23
571 · Records	641.02
572 · Hiring	8,380.73
574 · Reserve Officers	517.11
576 · Misc. Dues, Meals & Travel	2,294.00
580 · Utilities - Police	7,899.70
581 · Bldg Repairs/Maint.	1,450.58
582 · Expendable Office Supplies	2,624.27
586 · Machine Maintenance	17.39
587 · IT Contract	19,570.01
588 · Telephone	30,847.11
590 · Janitorial	4,356.71
591 · General Liability Insurance	29,021.19
592 · Publications	3,121.00
594 · Community Policing	2,341.24
595 · Legal/Consulting - Police	5,008.71
596 · CAL I.D.	6,268.00
599 · Police Taxes Measure G Admin	3,015.00
550 · Other Police Expenses - Other	263.31
	378,825.16
Total 550 · Other Police Expenses	

Kensington Police Protection & Community Services District
Income & Expense Report - Detailed
 July 2020 through June 2021

	Jul '20 - Jun 21
600 · Park/Rec Sal & Ben	
602 · Custodian	7,900.00
	7,900.00
Total 600 · Park/Rec Sal & Ben	7,900.00
635 · Park/Recreation Expenses	
640 · Community Center Expenses	
641 · General Maintenance	889.44
642 · Utilities-Community Center	5,881.83
643 · Janitorial Supplies	513.58
644 · Landscaping	5,517.50
645 · General Liab./Workers Comp	6,431.71
646 · Community Center Repairs	1,230.00
648 · Community Center Equip Maint	7.99
649 · Interest Expense	8,701.37
640 · Community Center Expenses - Ot...	329.36
	29,502.78
Total 640 · Community Center Expenses	29,502.78
650 · Park	
651 · General Maintenance	10,750.00
652 · Repairs	3,419.00
653 · Landscaping	22,927.50
656 · Utilities	10,731.94
657 · General Liab/Workers Comp	6,431.71
658 · Levy Administration	2,243.55
659 · Misc	139.01
	56,642.71
Total 650 · Park	56,642.71
660 · Annex Expenses	
667 · Annex Landscaping	2,975.00
669 · Misc Projects	2,000.00
	4,975.00
Total 660 · Annex Expenses	4,975.00
672 · Kensington Park O&M	2,050.00
674 · Tennis Courts (new title)	21,500.00
635 · Park/Recreation Expenses - Other	805.00
	115,475.49
Total 635 · Park/Recreation Expenses	115,475.49

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Income & Expense Report - Detailed
 July 2020 through June 2021

	Jul '20 - Jun 21
800 · District Expenses	
808 · Payroll Taxes	247,454.23
809 · Benefits	19,413.86
810 · IT Contract	15,442.94
815 · Admin Communications	6,361.83
816 · Office Supplies	1,399.49
817 · Postage	493.38
818 · Mileage	111.44
819 · Dues/Subscriptions	7,396.94
820 · Copier Contract	4,379.01
825 · Board Continuing Ed/Conferences	3,075.86
826 · Board Meetings	(937.05)
830 · Legal (District/Personnel)	51,326.28
835 · Consulting	41,350.29
840 · Accounting	88,350.00
850 · Insurance	24,309.17
851 · Workers Comp	9,402.12
860 · Election	4,990.83
861 · LAFCO	1,728.55
865 · Police Bldg. Lease	36,602.75
870 · County Expenditures	22,695.52
890 · Waste/Recycle	2,869.33
891 · COVID	5,918.37
898 · Misc. Expenses	6,549.62
899 · Depreciation Expense	(1.00)
	600,683.76
 Total 800 · District Expenses	 600,683.76
 950 · Capital Outlay	
963 · Patrol Car Accessories	212.74
965 · Personal Police Equipment-Asset	10,090.02
966 · Police Traffic Equipment	0.00
968 · Office Furn/Eq	1,225.33
969 · Computer Equipment	6,964.63
975 · Community Center Loan Repayment	30,516.62
985 · Comm. Ctr Renovation (Cap Fund)	171,301.91
	220,311.25
 Total 950 · Capital Outlay	 220,311.25
 Total Expense	 3,573,944.02
 Net Ordinary Income	 (2,107.62)

Kensington Police Protection & Community Services District
Income & Expense Report - Detailed
July 2020 through June 2021

	Jul '20 - Jun 21
Other Income/Expense	
Other Expense	
700 · Bond Issue Expenses	
710 · Bond Admin.	8,625.46
715 · Bond Interest Income	(448.37)
720 · Bond Principal	150,662.12
730 · Bond Interest	96,990.99
731 · POB Interest	84,199.50
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Total 700 · Bond Issue Expenses	340,029.70
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Total Other Expense	340,029.70
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Net Other Income	(340,029.70)
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Net Income	(342,137.32)
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