

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

**BOARD OF DIRECTORS MEETING**

**January 14, 2021**

**ITEM 10**

**RENUMBER AND AMEND POLICIES 6030 AND 4020, BUDGET PREPARATION AND DISTRICT COMMITTEES**

**BACKGROUND AND SUMMARY**

The District is in the process of finalizing its new Policy and Procedures Manual (“PPM”). The Board has adopted new policies one or two at a time to facilitate the large task; staff expects to bring forward a consolidated PPM for adoption in February. In the process of reviewing the new policies, staff has identified areas for improvement, to eliminate inconsistencies and inefficiencies, correct clerical errors and streamline and modernize District operations.

Most of these changes are non-substantive and will be identified in connection with the proposed adoption of the consolidated PPM. However, Board President Hacaj has requested that we agendaize one substantive change for the Board’s January 14, 2021 meeting. In the past, volunteers on the Finance Committee have provided advice to the Board on the budget and other financial matters. During the past year, the District has begun using professional staff and contractors to provide technical expertise on such issues. Although the Board may still wish to convene a committee to study financial issues from time to time, Policy 4020 authorizes the Board to create temporary committees on an as-needed basis. Standing committees such as the Finance Committee require significant staff time to prepare for their meetings. Accordingly, the Board may wish to consider adopting the proposed amendments, which would deactivate the Finance Committee, and adjust language accordingly related to the budget process.

**FISCAL IMPACT**

The amendment will reduce the expenditure of staff time; the cost savings are difficult to estimate at this time.

**RECOMMENDATION**

Staff recommends that the Board hear public testimony, consider the proposed draft policy amendment and adopt the draft resolution.

**ATTACHMENT**

Resolution No. 2021-01

**SUBMITTED BY:**

Ann Danforth  
General Counsel