

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

AGENDA

A Special Meeting (Closed Session) of the Board of Directors of the Kensington Police Protection and Community Services District will be held **Thursday, October 26, 2017, at 6:00 P.M.** at the Community Center, 59 Arlington Avenue, Kensington, California. The Board will commence its monthly Regular Meeting in Open Session **Thursday, October 26, 2017, at 7:30 P.M.**, at the Community Center, 59 Arlington Avenue, Kensington, California. If further Closed Session is required, the Board will return to Closed Session following the end of the Regular Meeting.

Note: All proceedings of the Open Session will be videotaped.

1. **Call to Order/Roll Call**
2. **Closed Session – Public Comments**
 - a. **CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION**
One case, name unspecified because disclosure would jeopardize existing settlement negotiations.
§ 54956.9(d)(2) and (g) of the California Government Code.
 - b. **CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION**
Initiation of litigation pursuant to § 54956.9(d)(4) of the California Government Code.
 - c. **CONFERENCE WITH LABOR NEGOTIATORS**
Agency designated representatives: (General Manager Anthony Constantourous and Jonathan Holzman.)
Employee organization: Kensington Police Officers Association
 - d. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Title: District General Manager
3. **Swearing-in Ceremony for Amit Nath as a Kensington Reserve Police Officer.**
4. **Regular Meeting: Open Session – Call to Order/Roll Call 7:30 P.M.**
5. **Public Comments:** Prior to speaking, speakers are asked to complete and submit Speaker Cards to District staff. Members of the public may address the Board on any issue on the Consent Calendar and on items not listed on the agenda but that are within the jurisdiction of the District. Comments on matters that are listed on the agenda may be made at the time the Board is considering each item. Each speaker is allowed a maximum of five (5) minutes, per Board Policy 5030.41.
6. **Board/Staff Comments**
7. **Consent Calendar**
 - a) Minutes from September 14, 2017 Meeting – Pg. 3
 - b) Minutes from September 28, 2017 Meeting – Pg. 13
 - c) Unaudited Profit and Loss Budget Performance Report for June 2017 (reflects adjustments made by CPA Deborah Russell after 6/30/17) – Pg. 18
 - d) Unaudited Profit and Loss Budget Performance Report for September 2017 – Pg. 21
 - e) KPD Monthly Statistics for August – Pg. 24
 - f) KPD Monthly Statistics for September – Pg. 30
 - g) Correspondence - Pg. 37
 - h) Recreation Reports for September and October – Pgs. 54 and 55
 - i) Monthly Calendar – Pg.56
 - j) Chief's Report – Pg. 58

8. New Business

- a) The Board will review and discuss the execution of an MOU between the Kensington Fire Protection District and the KPPCSD to provide a fire-wise demonstration garden in Kensington Park. (President Sherris-Watt) Action Item. Pg. 59
- b) Resolution Authorizing the General Manager to Execute Documents Relating to District Employees' PERS Benefits. (Ann Danforth) Action Item. Pg. 70
- c) The KPPCSD will discuss the request from the Kensington Green Group regarding the adoption of renewable electric energy at District-owned buildings. Action Item. (President Sherris-Watt)

ADJOURNMENT

General Information

- All proceedings of the Open Session will be audio and video taped.
- The Community Center has devices for hearing assistance. Please contact GM Anthony Constantouros for information about the equipment.
- The Community Center is Wi-Fi accessible.
- Upon request, the Kensington Police Protection and Community Services District will provide written agenda materials in appropriate alternative formats or disability-related modification of disabilities to participate in public meeting. Please send written request, including your name, mailing address, phone number, and a brief description of the requested materials and preferred alternative format or auxiliary aid or service at least two days before the meeting. Requests should be sent to:
General Manager Anthony Constantouros, Kensington Police Protection & Community Services District, 217 Arlington Ave, Kensington, CA 94707

NOTE: UPON REQUEST THE KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT WILL PROVIDE WRITTEN AGENDA MATERIALS IN APPROPRIATE ALTERNATIVE FORMATS, OR DISABILITY-RELATED MODIFICATION OR DISABILITIES TO PARTICIPATE IN PUBLIC MEETINGS. PLEASE SEND A WRITTEN REQUEST, INCLUDING YOUR NAME, MAILING ADDRESS, PHONE NUMBER AND A BRIEF DESCRIPTION OF THE REQUESTED MATERIALS AND PREFERRED ALTERNATIVE FORMAT OR AUXILIARY AID OR SERVICE AT LEAST 2 DAYS BEFORE THE MEETING. REQUESTS SHOULD BE SENT TO:

General Manager Anthony Constantouros, Kensington Police Protection & Community Services District, 217 Arlington Ave, Kensington, CA 94707

POSTED: Public Safety Building-Colusa Food-Library-Arlington Kiosk- and at www.kensingtoncalifornia.org
Complete agenda packets are available at the Public Safety Building and the Library.

All public records that relate to an open session item of a meeting of the Kensington Police Protection & Community Services District that are distributed to a majority of the Board less than 72 hours before the meeting, excluding records that are exempt from disclosure pursuant to the California Public Records Act, will be available for inspection at the **District offices, 217 Arlington Ave, Kensington, CA 94707** at the same time that those records are distributed or made available to a majority of the Board.

**Kensington Police Protection
and
Community Services**

Meeting Minutes for Board Meeting 09/14/2017

A Special Meeting (Closed Session) of the Board of Directors of the Kensington Police Protection and Community Service District was held Thursday, September 14, 2017, at 6:30 P.M., at the Community Center, 59 Arlington , California. A Special Meeting (Open Session) followed.

Note: All proceedings of the Open Board will be videotaped.

1. **Call to Order/Roll Call**
2. **Christopher Deppe-Oath of Office** (to be administered by General Manager Anthony Constantouros)
3. **Closed Session-Public Comments**
 - a. **CONFERENCE CALL WITH LEGAL COUNSEL- EXISTING LITIGATION** (Paragraph (1) of subdivision (d) of Government Code Section 94956.9) One case, name unspecified because disclosure would jeopardize existing settlement negotiations.
4. **Regular Meeting:** Open Session-Call to Order/Roll Call 7:30 P.M.
5. **Christopher Deppe- Oath of Office** (to be administered by General Manager Anthony Constantouros) before Closed Session and at beginning of Open Session.
6. **Public Comments:**Members of the public may address the Board on any issue on the Consent calendar and on items not listed on the agenda but that are within the jurisdiction of the District. Comments on matters that are listed on the agenda may be made at the time the Board is considering each item,. Each speaker is allowed a maximum of five (%) minutes, per Board Policy 5030.41
7. **Board/Staff Comments**
8. **Consent Calendar**
 - a. Minutes from August 14, 2017 Meeting, Pg. 6
 - b. Unaudited Profit and Loss Budget Performance Report for August 2017, Pg. 19
 - c. Franchise Fees Report for August 2017, Pg. 23
 - d. KPD Monthly Statistics for August: None this meeting
 - e. Correspondence, Pg. 25
 - f. Recreation Report: None this meeting
 - g. Monthly Calendar, Pg.50
 - h. General Manager's report- None this month
 - i. Designation of Negotiators, Pg. 52
9. **Request for Proposals for an Evaluation of Options Related to Delivering Police Service**, pg. 54

ADJOURNMENT

General Information

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Kensington Police Protection & Community Services
217 Arlington Avenue
Kensington, CA 94707

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ATTENDEES

Board Members:

Rachelle Sherris-Watt	President
Eileen Nottoli	Vice President
Len Welsh	Director
Sylvia Hacaj	Director
Christopher Deppe,	Director

STAFF

Anthony Constantouros	General Manager
Ann Danforth	Legal Counsel
Rickey Hull	Interim Chief of Police

Courtney Walmsley	Assistant to District Administrator Lynn Wolter
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PRESS

Linnea Due	Reporter
?	Photographer

SPEAKERS/PRESENTERS

Jeff Loan Renne Sloan Sakai	Jim Watt
Linda Lipscomb	Paul D?
Len Welsh	Celia Concus
Rachelle Sherris-Watt	Sylvia Hacaj
Tony Constantouros	Christopher Deppe
Eileen Nottoli	Leonard Whiksbord
Paula Black	Chris Hafner

Roll Call: LW, SH, EN, RSW, CD

President Sherris-Watt called the meeting to order at 6:06 P.M. President Sherris-Watt. Vice President, Nottoli, Director Welsh, Director Hacaj, Director Christopher Deppe, GM Constantouros, ICOP Hull, Legal Counsel Ann Danforth, Assistant Administrator Walmsley were present. President Sherris-Watt reported on Chris Deppe's oath to office filling in vacant Board position.

Vacancy is filled. Christopher Deppe takes/is sworn in oath of office. The official swearing in occurred before Closed Session. Ceremonial opening of Christopher Deppe will happen at the beginning of the open meeting.

CLOSED SESSION PUBLIC COMMENTS

The Board entered into closed session at 6:08 pm.

CLOSED SESSION

The Board returned to Open Session at 7:32 P.M.

Roll Call: LW, SH, EN, RSW, CD

Welcomed Christopher Deppe and took oath of office- recital and Tony Constantouros presentation of oath. Deppe sworn in.

Speakers at Board meeting: September 14, 2017

1st Speaker: ?

1. Is upset thinking the Board was voting or making a decision whether to pursue contract police force or keep Kensington police force independent. He said he attended the Kensington Fire Department meeting and was told (erroneously) that decision was happening and was upset that little public comments/input were being addressed. Board President refuted this information and did not speculate on why the Fire Department mentioned this issue. Speaker wholeheartedly does NOT want Kensington Police Department to use contract services and thinks it would be huge disservice to the community.

Speaker: Linda Lipscom

1. Welcomed Mr. Deppe to the Board, looks forward to his calm demeanor especially when it comes to dealing with the difficult tasks ahead. One of these tasks is the ongoing question of what the Kensington Police department should do (in particular regard to citizens' opinion of the current state of affairs of the KPD):
 - a) After an assessment of KPD, use contract services or
 - b) fix internal problems and keep the KPD independent

According to the statistics, 40% of Kensington's police services are used by neighboring cities like El Cerrito. Thinks the Board should propose cities that use KPD services pay for portion of upgrades/assessment to Kensington Police department. Thinks that KPD uses this as a bargaining chip for payment of upgrades/services (i.e. If particular city like El Cerrito uses services, that particular city should help pay for some costs/upgrades necessary to by KPD).

Really wants Kensington to become one unified town and make the best decisions for the town. Sees too much division and would like it to be more unified keeping its distinct characteristics, personality, and high quality of life and services intact. She wants the citizens coming together, letting their opinions and voices be heard by the Board when the Board makes major decisions about the direction of the town.

Speaker: Jim Watt

1. Has numerous issues with the Board and would like to address his three main points. One, he read the September 17th *Outlook* article giving mixed reviews on process of cost control and financial issues.
2. Issue # 2: He witnessed a high speed chase by Kensington Police Department and was extremely concerned by the dangerous behavior exhibited by the cruisers. He was deeply troubled by the need of the police to catch perpetrator versus the safety of the citizens and those on the road. He would like to know what the protocol is, if none, create and adopt guidelines to appropriate means and behavior. He demanded to know if this dangerous pursuit was really necessary.
3. He has concerns with the cost of upgrades to the Kensington Community Center. He thinks there have been deficiencies in public review of costs associated with upgrades. He believes the new structure is too costly and wants the Board to deny the Fire Department more money. He thinks the rent of the KCC is justifiable. As a landlord, landlords do not have to make the same commitment to seismic upgrades/retrofits and ADA upgrades to properties. The Board should be sole financial responsibility for bulk of building costs and

discuss more realistic options of new building costs saving Kensington residents from exorbitant costs and spending.

Speaker: Paul D.

1. Welcomes Mr. Deppe to the Board and knows his calm personality will be beneficial to the Board. Paul Dee does not agree or like when the Board discusses personnel issues in closed sessions. Would prefer personnel issues be addressed during the open session portion of the meeting. He wants to be continually and constantly updated with Kensington Police department personnel matters and issues.

Speaker: Board Member Director Len Welsh

1. Welcomes Mr. Deppe to Board. Knows he did not vote for Mr. Deppe, but does look forward to working with him

Speaker: Board Member Rachelle Sherris-Watt

1. Welcomes Mr. Deppe to Board and looks forward to his participation
2. Thanks Board members for all their hard work and dedication to the process of filling the vacancy.
3. Announces Finance Meeting (scheduled for 09/27/2017 at 7:00 pm and Solid Waste meeting at 09/21/2017 also at 7:00pm).

Speaker: Sylvia Hacaj

Item 8 from Consent Calendar

-Item b

-Item d

-Item i

Speaker: Karl Kruger

He was curious to understand the legal fees and why the fees were separate from each other (police legal fees separate and apart from district legal fees). He thought that looked suspicious and there was some aspect of playing with numbers; he wanted additional clarity in how these fees were spent.

Financial statement, 7.5 years

Speaker: Rachelle Sherris-Watt

Responded to Mr. Kruger and said there was a gross error in the financial statement report. Said that Ann Danforth would address the issue and respond to why the police and district had separate legal feeds, it was not intentional obfuscation or playing with numbers.

Speaker: Jim Watt

1. Disagrees with Debbie Russell's conclusions.
2. Thought the financials and budget looked peculiar.
3. Would like Debbie's response to Jim Watt's concerns be emailed to the board/committee. Mr. Watt wanted to know why salary 502 was higher than anticipated. Officer barrow was mistreated and later, re-instated. Why was this not mentioned to the public. What is the current status of Officer Barrows?
4. What is going with compensated absences of Sargent Hughie separation? Is he still employed or considered part of the police force or department? Again, why were not people told or the public kept informed?

Consent Item (d)

- August statistics not available
- What are officers doing? What is happening with Barrows, Wilkins and Hughie?
- Is Wilkins available for duty (capable?) Wants an update on his status.

Designation of Negotiations

Negotiate OMU (GM tony Constantouros and Mr. Wolstrom) for KPD. Negotiate and contract in context. "Are we going to retain an independent police department?" Agency not great as KPD is far behind other agencies and do not make contributions into account for medical benefits for retirement or when they retire.

Primary role: Better benefits rather versus benefit obligations to employees.

Speaker: Rachelle Sherris-Watt

1. Will update statistics.
2. Needs to ask about the legality of commenting upon employment status police officers before making any comments on particulars of status or providing updates.

Consent Calendar continued:

Speaker: Linda Lipscomb

1. Other jurisdictions have greater gains to retirement fund .
2. Officers received 17% wage increase although this was not the case of the Kensington Police Department.

Consent Calendar approved

Ayes: 5 -0

Request for Proposals for Kensington Police Department Assessment

Speaker: Tony Constantouros (?)

This is a major community issue and needs to be addressed. This request is important and may be somewhat costly due to the far-reaching implications it will have on KPD. The proposal will not identify any issues, but will also have a number of other benefits basically educating the department and the public about the issues facing the KPD: 1) Are the problems easily remedied? 2)What is the cost and are the fixes financially viable and sustainable? 3) Does contracting out make sense of Kensington or not?

1. The request for proposal is at beginning stage. The request would like to compare organization of KPD to similar department in other cities like Kensington.
2. There will be multiple opportunities for public input at various stages of proposal assessment. Report can take up to six months or more to construct as it will be an ever-evolving, fluid, and possible increasing in scope process.
3. The cost can run anywhere from \$50,000-\$100,000 and going with the lowest proposal cost is not always the best option as scope may(and likely will change). 30% of KPD's current costs are related to personnel issues and need to be addressed.
4. Open to suggestions and would like to continue receiving input and opinions on an ongoing basis. Respects the variety of points of view and would like to keep the process of assessment as open as possible. Public comments and forums are good places and times to give these ideas.

5. Right now, there seems to be a lot of outdated financials that also need to be addressed. There are a fair amount of unusual and unnecessarily high costs to the ongoing litigation the KPD is dealing with. Seems outright excessive. Why?
6. Has certain specifics related to the Four Phases of the Assessment and findings of the RFP.
 - a. Phase One: Public Input
 - b. Phase Two: Initial observations
 - c. Phase Three: Problem-solving issue in KPD. Is the leadership effective at proposing solutions and troubleshooting or not.
 - d. Phase Four:
7. To reiterate, this report does NOT make any decisions; it is simply an opportunity to define issues, make suggestions, take opportunity for public feedback, and make an educated financially sound decision on whether or not to keep Kensington's Police Force independent or contract out. This assessment will provide many answers while probably generating more questions about the happenings to the police department and what the best, most cost-effective measures should be adopted and implemented. This is a time to get educated on what challenges are present and best way to proceed forward.

Speaker: Len Welsh

Wants to know processes in information gathering and what that entails.

Speaker: Tony Constantouros

Wants to have public forums and meetings for public input

Speaker: Christopher Deepe

Are timelines on various phases possible?

Speaker: Tony Constantouros

Difficult to pin down. Thinks six months for initial input is good, but does not really know specifics.

Speaker: Rachelle Sherris-Watt

Would like more directors involved to interview potential contract hire.

Speaker: Tony Constantouros

Would like to invite police chiefs from neighboring communities to get input from them

Speaker: Sylvia Hacaj

Thanks GM for being responsive to community and respecting their wishes. Agrees with Sherris-Watt regarding the need for more Board members to be involved in the hiring and interview process. She recommends herself and Len Welsh to be involved.

Would also like the potential consultants if they have any personal connections (family members, business interests, etc.) to Kensington. Any ties that might compromise the integrity of the preliminary findings.

Speaker: Rachelle Sherris-Watt

Agrees with Sylvia Hacaj in interviewing process excluding those who have personal connection to Kensington.

Speaker: Sylvia Hacaj

Would like some clarification on “the district” not “they city” as Kensington has special considerations. Would like to see other reports from similarly sized communities

Speaker: Eileen Nottoli

Thanks Tony for his RFP proposal gathering as recognizes it as a great tool for analyzing issues and really sinking teeth into issues/concerns. Really welcomes the opportunity to see options and changes in the Kensington Police Department. Also it will mention issues with CalPers associated cost with various options. Potential consultants must understand that they will be working on a tight budget and stick to it as much as possible.

Speaker: Sylvia Hacaj

Wants budget to reflect cost of proposals. Wants to see what each proposal will cost and the scope to make the best decision between cost and scope understanding that scope and cost might increase if questions and issues come up that need further and more in depth knowledge. The community needs this information for everyone to make an informed decision when times comes.

Speaker: Rachelle Sherris-Watt

Thanked Tony for his work and request for proposals and moving Kensington is analysis and vetting of the Kensington Police Department.

Speaker: Leonard Whiksbord

Thanked Tony for gathering RFPs and thanked Board for hiring Tony and looks at this as an opportunity to exercise his capabilities as the new GM.

Speaker: Paula Black

Welcomed Mr. Deppe to the Board. She thanked the Board for all their hard work and is glad that the Board finally is complete. Thanked Toney for his RFPs. She herself recognizes and respects community input and wants everyone to participate in this decision looking at facts after the assessment is complete. She has given this independent police vs. contract police work a lot of thought and is really looking forward to additional clarity and knowledge that she hopes assessments will shine light on. She knows that more information will lead to making better decisions for the community and the KPD.

Speaker: Chris Hafner (Kensington Property Association member)

He feels like he is “flying blind” as he has very little knowledge, clarity or understanding of all the issues and concerns that the Kensington Police Department is facing in regards to personnel and litigation. Thanked Tony for requesting proposals (RFPs). Thinks this will be a perfect manner to do some information gathering.

Speaker: ?

Some people already feel strongly one way or another with this decision, but wants everyone to remain calm and measured in behavior and make ultimate decision based on FACTS, not emotion. Public involvement, active participation, input, and knowledge is absolutely essential to this entire process and wants limited redacted information in assessment when made available to public.

Speaker: Jim Watt

Had spoken with Tony regarding the budget and would like to make quite a few changes to the proposal (attached two documents of his changes and what he would like included).

1. In the introduction or Phase One of the RFP, he wants a description and organizational structure of KPD. The last assessment of a description and organizational structure are from 1984 (extremely out-of-date). Watt created a flowchart of the KPD shift-scheduling in demonstrating how chronically short-staffed and disorganized the KPD is.
2. Has lots of questions regarding KPD, wants more description, details, and information about the variety of issues the KPD has. He wants details, scope, and minutia to be know to public.
3. Organizationally, Watt wants increased in-house KPD stability where the KPD utilizes the chief more efficiently and also wants to know length of some officer service.
4. Has many questions and terms. Provides his own suggestions he thinks would be beneficial to the process and thinks everyone should agree to them.

Speaker” Rachelle Sherris-Watt

She thinks the proposal (RFP) should take on a two-pronged approach:

1. What needs to be done for the future of the Kensington Police Department? What good policies and practices will be discovered, what needs immediate change, and what needs to be addressed in further detail down the road?
2. What are the current issues and how best to ameliorate the problem-areas?

Looking for ways to improve police department for community and employees.

Speaker: Len Welsh

He would like to focus on 5-10 year sustainability of current police forces versus the 5-10 plan if they choose to contract out police.

Speaker: Linda Lispcomb

Looking to how we can improve the police department, she would prefer to work with current department and police protection that Kensington has rather than just starting all over again with contracting out services. She believes contracting out would be disruptive, expensive, and maybe not the best option overall. Would like to stay independent and fix the problems.

Adopt the Motion the Request for Proposals regarding Evaluation of KPD

Speaker: Rachelle Sherris-Watt

Would like to see changes in introduction and description of Kensington community on P.4 of RFP. Would also like public input to be a part of each part of Four Phases mentioned in assessment. Would like performance measures applied to Phase Two of assessment, p. 9. She wants ten paper copies made.

Speaker: Sylvia Hacaj

Would like assessment and public to define what are clear measures of success. Defining and creating a specific rubric to measure success needs to be discussed in Phase 4 of assessment

Speaker: Tony Constantouros

Agreed that anybody that has a personal connection with Kensington should be a part of the consulting firm doing the assessment of the KPD. Would like two Board members to be part of interview team for the consulting firms interested in working with Kensington and their RFPs.

Two Directors for Ad hoc Interview Team: Sylvia Hacaj, Len Welsh plus General Manager Tony Constantouros, and Chief of Police Rickey Hull.

Speaker: Sylvia Hacaj

Would like to solicit information from other jurisdictions, but not including police chiefs from other agencies.

Speaker: Len Welsh

Agrees with Board member Hacaj about not including police chiefs from other agencies as that would give other agencies unfair advantage and not provided unbiased feedback.

Speaker: Rachelle Sherris-Watt

Need to address police chief attendance/inclusion at another time.

Speaker: Celia Concus

Reason for proposal is to gather information exploring issues & concerns of KPD to make an educated decision about maintaining an independent force or contracted force.

Speaker: Len Welsh

Has concerns regarding combining district with Fire Department board.

Speaker: Celia Concus

Does not think Welsh should not be a part of the interviewing committee as he is too biased as he was in favor of some earlier ruling Does have confidence in his ability and remain unbiased

Speaker: Len Welsh

In response, he says he regrets he attitude.

Speaker: Sylvia Hacaj

Has full confidence Welsh would do well as part of interviewing committee and the sole purpose of committee is to examine the different options, different costs, different proposals.

Speaker: Rachelle Sherris-Watt

Has full confidence in Sylvia and Len's in hiring process without preconceived notions or biases.

Motion to Create Ad Hoc Committee for conducting interviews and vetting proposals,
5-0 Ayes, 0 No

Motion to Adjourn: 5-0 Ayes, 5- 0 Nos Meeting Adjourned: 8:53 P.M.

Prepared by: Courtney Walmsley Date: 09/25/2017

Rachelle Sherris-Watt, President

These are draft minutes. Once approved by the Board, the minutes will be posted on the District website, under the dropdown menu "Approved Minutes."

Meeting Minutes for 9/28/17

A Special Meeting (Closed Session) of the Board of Directors of the Kensington Police Protection and Community Services District was held Thursday, September 28, 2017, at 6:30 P.M., at the Community Center, 59 Arlington Ave., Kensington, California. A Regular Meeting (Open Session) followed.

ATTENDEES

<u>Elected Members</u>	<u>Speakers/Presenters</u>
Rachelle Sherris-Watt, President	Ann Danforth, District's Legal Counsel
Eileen Nottoli, Vice President	Simon Brafman
Sylvia Hacaj, Director	Mabry Benson
Chris Deppe, Director	Andrew Gutierrez
<u>Staff Members</u>	
Anthony Constantouros, General Manager	
Rickey Hull, Interim Chief of Police	
Lynn Wolter, District Administrator	
<u>Press</u>	

President Sherris-Watt called the meeting to order at 6:32 P.M. President Sherris-Watt, Vice President Nottoli, Director Hacaj, Director Deppe, GM Constantouros, ICOP Hull, and District Administrator Wolter were present. President Sherris-Watt announced that Director Welsh was absent because of a family obligation.

CLOSED SESSION PUBLIC COMMENTS

None.

The Board entered into Closed Session at 6:33 P.M.

CLOSED SESSION

- 2a. Conference with Legal Counsel – Existing Litigation
 1. Three cases, names unspecified because disclosure would jeopardize existing settlement negotiations. Sections 54956.9(d)(2) and (g) of the California Government Code.
 2. Claims of Chih Lin and [REDACTED]. Section 54956.9(d)(1) of the California Government Code.
- 2b. Conference with Legal Counsel – Anticipated Litigation
 1. Initiation of litigation pursuant to Section 54956.9(d)(4) of the California Government Code.
 2. Significant exposure to litigation pursuant to Sections 54956.9(d)(2) and (e)(1) of the California Government Code.

These are draft minutes. Once approved by the Board, the minutes will be posted on the District website, under the dropdown menu "Approved Minutes."

The Board returned to Open Session at 7:33 P.M.

Roll call: President Sherris-Watt, Vice President Nottoli, Director Hacaj, and Director Deppe were present. President Sherris-Watt announced that Director Welsh was absent because of a family obligation.

President Sherris-Watt announced there was nothing to report from the Closed Session.

PUBLIC COMMENTS

Simon Brafman said that one of the drinking fountains wasn't working and that the tennis courts needed some maintenance because they'd developed cracks. He asked if there were plans to take care of these. President Sherris-Watt responded that GM Constantouros had made note of his comments.

With respect to the prior meeting's discussion about the consulting firm RFP, Mabry Benson said she liked the suggestion that, when evaluation criteria were established for possible contracting out, these evaluation criteria should also be applied to Kensington's own department: She thought this would be enlightening.

Andrew Gutierrez asked if he could comment on the police statistics report that had been distributed by ICOP Hull. He said that,

- For the first time in the 25 years he'd been attending KPPCSD meetings, there was finally a summary of what Kensington's officers were doing.
- Officer Foley seemed to be an active officer on the street, but other officers... Wilkens – there was one tick that indicated she was still alive.
- He'd been speaking with ICOP Hull because the traffic and the speeding on the "North Arlington Freeway" were out of control.
- Tickets weren't given in Kensington for speeding because everyone appeared to be following the speed limits for the 300 countries they'd come from.
- The "North Arlington Freeway" light and Westminster were dangerous places, but this wasn't reflected in the police statistics or in the signs about people wanting to keep Kensington's police independent.
- Kensington's police had been independent for far too long and hadn't been doing a lot.
- He was glad to see that the Board was proceeding to try to get information about how to move forward and what the community could afford to correct some of these incidents.
- He thanked ICOP Hull for providing this information because it showed who was active on the streets and who wasn't.

ICOP Hull clarified that Officer Wilkens had been back on duty, but it had taken a couple of months for her to take the necessary trainings to get her retrained before he could put her back on the street. Therefore, he said the statistics reflected her having been back on the street for a short period of time. Mr. Gutierrez responded that he took his comment back.

BOARD COMMENTS

Vice President Nottoli reported that she'd attended the Tri-City Safety event at El Cerrito Plaza the prior Saturday and that ICOP Hull had been there for five or six hours. She said ICOP Hull had invited children to sit in the front seat of his vehicle and had encouraged someone to pursue a law enforcement career. She clarified that this had been a tri-city event with El Cerrito, Albany, and Kensington, and that there had been police cars and fire trucks.

These are draft minutes. Once approved by the Board, the minutes will be posted on the District website, under the dropdown menu "Approved Minutes."

With respect to traffic, Vice President Nottoli said she'd observed Officer Foley patrolling the Colusa Circle area on foot and stopping cars that had failed to stop at the stop signs – he'd issued polite warnings, which she said were sufficient for many people. She also reported that ICOP Hull had been able to produce the police statistics report because of the new Albany dispatch software. She said that, previously, it had taken a lot of work, by hand, to obtain and produce this information: However, ICOP Hull had been able to produce this report with a few strokes of a keyboard.

Vice President Nottoli reported that the Solid Waste Committee was looking to replace some of Kensington's public garbage containers that had been put out by the Kensington Improvement Club several years earlier. She reported that Committee members had indicated that some people didn't want to have to do composting for themselves – they wanted others to do this for them: Thus, the Committee would be getting a composting quote from Bay View. She noted that the 2015 survey had indicated that people didn't want to have to pay more for this service. She reported there would be a composting event at the Community Center on October 28th, though none of the Committee members wanted to attend because they thought someone else should do their composting for them. She also reported that the Committee was looking into having a quarterly pick-up of household hazardous waste at peoples' homes instead of having residents drive to Richmond to drop off such materials. She noted that the El Cerrito recycle center took many things considered to be household hazardous waste; thus, not much would need to go to Richmond or be picked up by Bay View on a quarterly basis. She also reported that old cans of paint could be taken to the Kelly Moore paint store on San Pablo Avenue.

President Sherris-Watt thanked ICOP Hull for attending the Tri-City Safety Day and said it had been a "child's delight" because of all the safety vehicles. She thanked ICOP Hull for representing Kensington and apologized for the lack of inclusion of the police statistics in the Board Packet – there had been email confusion, and this had not been ICOP Hull's fault. She said the report would be included in a future agenda packet.

President Sherris-Watt reported that the Board members had just returned from the California Special District Association Conference and that they would provide a synopsis of the events they had attended – hopefully by the October agenda.

STAFF COMMENTS

GM Constantouros reported that, with respect to the RFP process, he'd been able to make contact with the three major firms that conduct these kinds of analyses, that all are interested in submitting proposals, and that he'd mailed them copies of the RFP. He reported that he'd also identified who had done the analysis for the City of San Carlos, that he'd been able to contact this individual, and that this individual would be interested in participating. Thus, he said there could be as many as four proposals.

CONSENT CALENDAR

President Sherris-Watt noted that the Consent Calendar included the Statement of Budget Performance for August, 2017 and asked if anyone had any questions.

With respect to Account 972, Park Buildings Improvements, David Spath asked if the \$300,000, plus the \$158,000 East Bay Regional Park District grant money, was the total amount available. Director Hacaj responded that additional money had been set-aside in reserves. President Sherris-Watt clarified that the grant was a reimbursement bond and that there were \$250,000 in the District's reserves. Dr. Spath asked for clarification about the \$218,000 notation. Director Hacaj responded that it had been anticipated that more money was to have been spent in the prior fiscal year, but it hadn't been spent; thus, this was carried-over.

15

MOTION: President Sherris-Watt moved, and Vice President Nottoli seconded, to adopt the Consent Calendar.

Motion passed: 4 – 0.

AYES: Sherris-Watt, Nottoli, Hacaj, Deppe

NOES:

ABSENT: Welsh

NEW BUSINESS

7. The Board discussed the appointment of Director Deppe to be the KPPCSD Liaison to LAFCO.

President Sherris-Watt introduced the item, explaining that the Local Agency Formation Commission (LAFCO) needed a representative from each special district. She reported that Vanessa Cordova had filled this role when she'd been on the Board and that Director Deppe had offered to take on this role.

Director Hacaj read Director Welsh's emailed comment: He supported Director Deppe's appointment to be KPPCSD's liaison to LAFCO.

President Sherris-Watt reported that LAFCO typically met monthly to discuss issues pertinent to special districts; thus, it would be helpful to have a representative who could attend those meetings.

Director Deppe said he'd worked with LAFCO a lot when he'd served on the Ad Hoc Committee's Consolidation Subcommittee. Thus, he said that he'd spent time with Lou Ann Texeira, LAFCO's General Manager, that he knew how LAFCO worked, and that he looked forward to this.

MOTION: President Sherris-Watt moved, and Director Hacaj seconded, to appoint Director Deppe to be the KPPCSD's liaison to LAFCO.

Motion passed: 4 – 0.

AYES: Sherris-Watt, Nottoli, Hacaj, Deppe

NOES:

ABSENT: Welsh

8. The Board discussed moving the date of the regular November meeting, now scheduled for November 9th, to November 16th, 2017.

President Sherris-Watt reported that, because of Director obligations, there might not be a quorum on November 9th. Thus, the need to move the meeting to November 16th.

Director Hacaj noted that Director Welsh had emailed that he had no objections to the change of date.

MOTION: President Sherris-Watt moved, and Vice President Nottoli seconded, that the Board move the date of the Regular November meeting from November 9, 2017 to Thursday, November 16, 2017.

Motion passed: 4 – 0.

YES: Sherris-Watt, Nottoli, Hacaj, Deppe

NOES:

ABSENT: Welsh

MOTION: President Sherris Watt moved, and Director Deppe seconded to adjourn the meeting.

Motion passed: 4 – 0.

YES: Sherris-Watt, Nottoli, Hacaj, Deppe

NOES:

ABSENT: Welsh

These are draft minutes. Once approved by the Board, the minutes will be posted on the District website, under the dropdown menu "Approved Minutes."

The meeting was adjourned at 7:54 P.M.

Rachelle Sherris-Watt
KPPCSD Board President

Lynn Wolter
District Administrator

Unaudited Profit & Loss Budget Performance

June 2017

	Jun 17	Budget	Jul '16 - Jun 17	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
400 · Police Activities Revenue					
401 · Levy Tax	7,208.29	0.00	1,685,128.58	1,653,000.00	1,653,000.00
402 · Special Tax-Police	0.00	0.00	681,630.00	680,000.00	680,000.00
403 · Misc Tax-Police	70.88	0.00	70.88	0.00	0.00
404 · Measure G Supplemental Tax Rev	0.00	0.00	527,989.12	529,601.28	529,601.28
409 · Asset seizure forfeit/WEST NET	0.00	0.00	143,777.00	0.00	0.00
410 · Police Fees/Service Charges	211.75	125.00	3,368.90	1,500.00	1,500.00
411 · Kensington Hilltop Srvc Reimb	4,867.00	0.00	19,468.00	19,467.00	19,467.00
412 · Special Assignment Revenue	0.00	0.00	0.00	0.00	0.00
413 · West County Crossing Guard Reim	0.00	3,717.00	7,434.00	11,151.00	11,151.00
414 · POST Reimbursement	0.00	0.00	1,053.59	0.00	0.00
415 · Grants-Police	0.00	0.00	119,534.65	0.00	0.00
416 · Interest-Police	2,200.57	375.00	7,633.29	1,500.00	1,500.00
418 · Misc Police Income	5,198.24	1,083.34	15,062.20	13,000.00	13,000.00
419 · Supplemental W/C Reimb (4850)	9,772.00	0.00	91,888.30	0.00	0.00
Total 400 · Police Activities Revenue	29,528.73	5,300.34	3,304,038.51	2,909,219.28	2,909,219.28
420 · Park/Rec Activities Revenue					
424 · Special Tax-L&L	0.00	0.00	36,220.00	35,000.00	35,000.00
427 · Community Center Revenue	9,553.85	2,700.00	31,393.20	33,000.00	33,000.00
437 · Contributions for Sound System	0.00	0.00	11,000.00	8,000.00	8,000.00
438 · Misc Park/Rec Rev	0.00	50.00	122.00	200.00	200.00
439 · Contributions for Community Ctr	0.00	0.00	0.00	0.00	0.00
Total 420 · Park/Rec Activities Revenue	9,553.85	2,750.00	78,735.20	76,200.00	76,200.00
440 · District Activities Revenue					
448a · Franchise Fees Gross	25,991.90	5,600.00	93,551.41	65,000.00	65,000.00
448b · less Franchise Fees Paid Out	-11,139.39	0.00	-37,732.24	0.00	0.00
456 · Interest-District	210.13	0.00	579.78	0.00	0.00
458 · Misc District Revenue	0.00	0.00	0.00	0.00	0.00
Total 440 · District Activities Revenue	15,062.64	5,600.00	56,398.95	65,000.00	65,000.00
Total Income	54,145.22	13,650.34	3,439,172.66	3,050,419.28	3,050,419.28
Expense					
500 · Police Sal & Ben					
502 · Salary - Officers	74,018.95	84,606.16	925,016.28	1,015,274.00	1,015,274.00
504 · Compensated Absences	0.00	766.66	17,507.63	9,200.00	9,200.00
506 · Overtime	5,213.14	6,250.00	88,012.70	75,000.00	75,000.00
508 · Salary - Non-Sworn	8,621.80	8,389.75	110,411.49	100,677.00	100,677.00
516 · Uniform Allowance	533.28	750.00	6,812.40	9,000.00	9,000.00
518 · Safety Equipment	0.00	187.50	2,867.34	2,250.00	2,250.00
521-A · Medical/Vision/Dental-Active	-14,969.91	15,174.50	160,483.77	182,094.00	182,094.00
521-R · Medical/Vision/Dental-Retired	-7,570.73	13,356.50	145,274.48	160,278.00	160,278.00
521-T · Medical/Vision/Dental-Trust	0.00	64,226.00	95,868.00	64,226.00	64,226.00
522 · Insurance - Police	728.50	578.34	4,247.50	6,940.00	6,940.00
523 · Social Security/Medicare	1,188.52	1,458.91	14,522.79	17,507.00	17,507.00
524 · Social Security - District	880.51	520.16	7,655.39	6,242.00	6,242.00
527 · PERS - District Portion	13,993.04	16,209.46	488,860.53	509,304.00	509,304.00
528 · PERS - Officers Portion	3,375.24	4,986.34	52,772.71	59,836.00	59,836.00
530 · Workers Comp	0.00	0.00	66,467.05	67,000.00	67,000.00
Total 500 · Police Sal & Ben	86,012.34	217,460.28	2,186,780.06	2,284,828.00	2,284,828.00
550 · Other Police Expenses					
552 · Expendable Police Supplies	14.06	141.66	3,333.94	1,700.00	1,700.00
553 · Range/Ammunition Supplies	5,645.75	416.66	6,020.75	5,000.00	5,000.00
560 · Crossing Guard	1,424.85	1,200.00	11,089.05	11,150.00	11,150.00
562 · Vehicle Operation	2,272.03	3,125.00	25,484.75	37,500.00	37,500.00
564 · Communications (RPD)	24,347.65	13,035.00	122,587.31	156,420.00	156,420.00
566 · Radio Maintenance	181.69	190.09	1,816.90	2,281.00	2,281.00
568 · Prisoner/Case Exp./Booking	3,052.58	741.66	10,248.78	8,900.00	8,900.00
570 · Training	1,243.31	833.34	3,793.95	10,000.00	10,000.00
572 · Recruiting	0.00	1,291.66	3,285.27	15,500.00	15,500.00

Unaudited Profit & Loss Budget Performance

June 2017

	Jun 17	Budget	Jul '16 - Jun 17	YTD Budget	Annual Budget
574 · Reserve Officers	1,250.00	337.50	3,580.00	4,050.00	4,050.00
576 · Misc. Dues, Meals & Travel	331.00	252.91	1,687.00	3,035.00	3,035.00
580 · Utilities - Police	2,162.58	833.34	13,164.19	10,000.00	10,000.00
581 · Bldg Repairs/Maint.	168.35	416.66	658.40	5,000.00	5,000.00
582 · Expendable Office Supplies	396.38	625.00	5,588.34	7,500.00	7,500.00
588 · Telephone(+Rich. Line)	734.62	623.00	4,903.66	7,476.00	7,476.00
590 · Housekeeping	439.25	333.34	4,556.63	4,000.00	4,000.00
592 · Publications	0.00	250.00	2,923.16	3,000.00	3,000.00
594 · Community Policing	961.40	1,166.66	7,019.79	14,000.00	14,000.00
595 · Legal/Consulting - Police	0.00	0.00	0.00	0.00	0.00
596 · WEST-NET/CAL I.D.	0.00	0.00	6,101.00	6,100.00	6,100.00
599 · Police Taxes Administration	0.00	0.00	3,462.84	3,500.00	3,500.00
Total 550 · Other Police Expenses	44,625.50	25,813.48	241,305.71	316,112.00	316,112.00
600 · Park/Rec Sal & Ben					
601 · Park & Rec Administrator	552.41	670.16	8,439.67	8,042.00	8,042.00
602 · Custodian	1,750.00	1,850.00	21,000.00	22,750.00	22,750.00
623 · Social Security/Medicare - Dist	69.61	51.25	618.51	615.00	615.00
Total 600 · Park/Rec Sal & Ben	2,372.02	2,571.41	30,058.18	31,407.00	31,407.00
635 · Park/Recreation Expenses					
640 · Community Center Expenses					
642 · Utilities-Community Center	1,221.75	468.00	6,680.17	5,616.00	5,616.00
643 · Janitorial Supplies	0.00	125.00	676.43	1,500.00	1,500.00
646 · Community Center Repairs	42.91	458.34	5,611.11	5,500.00	5,500.00
Total 640 · Community Center Expenses	1,264.66	1,051.34	12,967.71	12,616.00	12,616.00
660 · Annex Expenses					
662 · Utilities - Annex	0.00	83.34	0.00	1,000.00	1,000.00
666 · Annex Repairs	0.00	83.34	0.00	1,000.00	1,000.00
668 · Misc Annex Expenses	0.00	83.34	0.00	1,000.00	1,000.00
Total 660 · Annex Expenses	0.00	250.02	0.00	3,000.00	3,000.00
670 · Gardening Supplies	0.00	0.00	0.00	0.00	0.00
672 · Kensington Park O&M	4,785.22	5,775.00	75,027.68	69,300.00	69,300.00
674 · Park Construction Exp	0.00	0.00	0.00	5,000.00	5,000.00
678 · Misc Park/Rec Expense	0.00	0.00	1,370.82	1,000.00	1,000.00
Total 635 · Park/Recreation Expenses	6,049.88	7,076.36	89,366.21	90,916.00	90,916.00
800 · District Expenses					
808 · District Salaries	0.00	0.00	0.00	0.00	0.00
809 · District Payroll Taxes	0.00	0.00	0.00	0.00	0.00
810 · Computer Maintenance	3,335.54	2,093.16	26,105.08	25,118.00	25,118.00
820 · Cannon Copier Contract	459.77	475.00	4,864.81	5,700.00	5,700.00
830 · Legal (District/Personnel)	50,108.10	8,230.00	227,418.74	99,530.00	99,530.00
835 · Consulting	10,461.50	3,500.00	46,647.84	46,500.00	46,500.00
840 · Accounting	3,345.00	2,000.00	50,747.99	45,500.00	45,500.00
850 · Insurance	0.00	0.00	27,607.07	30,000.00	30,000.00
860 · Election	0.00	0.00	3,561.61	4,500.00	4,500.00
865 · Police Bldg. Lease	0.00	0.00	1.00	1.00	1.00
870 · County Expenditures	39.00	0.00	21,396.00	22,300.00	22,300.00
890 · Waste/Recycle	0.00	1,666.66	0.00	20,000.00	20,000.00
898 · Misc. Expenses	872.57	1,433.34	15,819.33	17,200.00	17,200.00
899 · Depreciation Expense	0.00	0.00	0.00	0.00	0.00
Total 800 · District Expenses	68,621.48	19,398.16	424,169.47	316,349.00	316,349.00
950 · Capital Outlay					
961 · Police Bldg Improvements	0.00	0.00	0.00	0.00	0.00
962 · Patrol Cars	0.00	0.00	0.00	0.00	0.00
963 · Patrol Car Accessories	0.00	0.00	0.00	0.00	0.00
965 · Personal Police Equipment-Asset	0.00	0.00	13,546.64	0.00	0.00
966 · Police Traffic Equipment	0.00	0.00	8,810.16	6,600.00	6,600.00
967 · Station Equipment	0.00	0.00	6,005.00	6,100.00	6,100.00
968 · Office Furn/Eq	0.00	0.00	0.00	0.00	0.00

Unaudited Profit & Loss Budget Performance

June 2017

	Jun 17	Budget	Jul '16 - Jun 17	YTD Budget	Annual Budget
969 · Computer Equipment	0.00	0.00	2,170.48	1,500.00	1,500.00
972 · Park Buildings Improvement	10,100.00	0.00	10,100.00	100,000.00	100,000.00
974 · Other Park Improvements	0.00	0.00	0.00	7,500.00	7,500.00
978 · Pk/Rec Furn/Eq	182.75	0.00	35,180.44	21,000.00	21,000.00
Total 950 · Capital Outlay	10,282.75	0.00	75,812.72	142,700.00	142,700.00
997 · Payroll Expenses	5,937.50		5,937.50		
Total Expense	223,901.47	272,319.69	3,053,429.85	3,182,312.00	3,182,312.00
Net Ordinary Income	-169,756.25	-258,669.35	385,742.81	-131,892.72	-131,892.72
Other Income/Expense					
Other Expense					
700 · Bond Issue Expenses					
701 · Bond Proceeds	0.00	0.00	-179,304.50	0.00	0.00
710 · Bond Admin.	1.00	0.00	12,139.63	0.00	0.00
715 · Bond Interest Income	-215.21	0.00	-695.15	0.00	0.00
720 · Bond Principal	0.00	0.00	133,201.28	0.00	0.00
730 · Bond Interest	0.00	0.00	27,811.25	0.00	0.00
Total 700 · Bond Issue Expenses	-214.21	0.00	-6,847.49	0.00	0.00
995 · Loss/(Gain) - Asset Disposition	0.00	0.00	808.84	0.00	0.00
Total Other Expense	-214.21	0.00	-6,038.65	0.00	0.00
Net Other Income	214.21	0.00	6,038.65	0.00	0.00
Net Income	-169,542.04	-258,669.35	391,781.46	-131,892.72	-131,892.72

Unaudited Profit & Loss Budget Performance

September 2017

	Sep 17	Budget	Jul - Sep 17	YTD Budget	Annual Bu...
Ordinary Income/Expense					
Income					
400 · Police Activities Revenue					
401 · Levy Tax	0.00	0.00	1,581,774.74	1,740,000.00	1,740,000.00
402 · Special Tax-Police	0.00	0.00	0.00	680,000.00	680,000.00
403 · Misc Tax-Police	0.00	0.00	0.00	0.00	0.00
404 · Measure G Supplemental Tax Rev	0.00	0.00	0.00	0.00	547,995.00
409 · Asset seizure forfeit/WEST NET	0.00	0.00	0.00	0.00	0.00
410 · Police Fees/Service Charges	0.00	125.00	260.75	375.00	1,500.00
411 · Kensington Hilltop Srvc Reimb	0.00	0.00	0.00	0.00	20,051.00
412 · Special Assignment Revenue	0.00	0.00	0.00	0.00	0.00
413 · West County Crossing Guard Reim	0.00	0.00	0.00	0.00	11,623.00
414 · POST Reimbursement	0.00	0.00	0.00	0.00	0.00
415 · Grants-Police	0.00	0.00	0.00	0.00	0.00
416 · Interest-Police	0.00	0.00	0.00	0.00	2,500.00
418 · Misc Police Income	0.00	1,150.00	1,085.41	1,150.00	11,500.00
419 · Supplemental W/C Reimb (4850)	0.00	2,233.00	4,413.16	11,033.00	11,033.00
Total 400 · Police Activities Revenue	0.00	3,508.00	1,587,534.06	2,432,558.00	3,026,202.00
420 · Park/Rec Activities Revenue					
424 · Special Tax-L&L	0.00	0.00	0.00	0.00	37,503.00
427 · Community Center Revenue	0.00	2,000.00	2,475.00	6,500.00	28,000.00
437 · Contributions for Sound System	0.00	0.00	0.00	0.00	0.00
438 · Misc Park/Rec Rev	0.00	0.00	40.00	0.00	200.00
439 · Contributions for Community Ctr	0.00	350.00	262.00	350.00	3,500.00
Total 420 · Park/Rec Activities Revenue	0.00	2,350.00	2,777.00	6,850.00	69,203.00
440 · District Activities Revenue					
448a · Franchise Fees Gross	0.00	3,150.00	2,437.12	6,300.00	90,000.00
448b · less Franchise Fees Paid Out	0.00	-1,350.00	-1,044.48	-1,350.00	-38,570.00
456 · Interest-District	0.00	0.00	0.00	0.00	200.00
458 · Misc District Revenue	0.00	0.00	0.00	0.00	0.00
Total 440 · District Activities Revenue	0.00	1,800.00	1,392.64	4,950.00	51,630.00
Total Income	0.00	7,658.00	1,591,703.70	2,444,358.00	3,147,035.00
Expense					
500 · Police Sal & Ben					
502 · Salary - Officers	65,952.08	73,935.00	222,817.31	221,805.00	940,953.00
504 · Compensated Absences	0.00	0.00	30,211.82	4,500.00	9,200.00
506 · Overtime	11,705.87	6,250.00	37,677.36	18,750.00	75,000.00
508 · Salary - Non-Sworn	4,757.99	5,382.50	20,915.44	16,147.50	64,590.00
516 · Uniform Allowance	466.62	666.67	1,466.52	2,000.01	9,000.00
518 · Safety Equipment	582.05	208.33	1,582.05	624.99	2,500.00
521-A · Medical/Vision/Dental-Active	10,945.06	15,046.92	51,692.03	45,140.76	180,563.00
521-R · Medical/Vision/Dental-Retired	10,947.56	11,519.25	43,344.22	34,557.75	138,231.00
521-T · Medical/Vision/Dental-Trust	0.00	0.00	0.00	0.00	262,462.00
522 · Insurance - Police	565.00	578.33	1,294.00	1,734.99	6,940.00
523 · Social Security/Medicare	1,376.50	1,326.42	4,825.60	3,979.26	15,917.00
524 · Social Security - District	1,176.06	333.75	3,658.91	1,001.25	4,005.00
527 · PERS - District Portion	12,571.18	14,430.00	195,608.54	196,281.00	326,151.00
528 · PERS - Officers Portion	2,984.34	3,212.00	10,408.01	9,636.00	38,546.00
530 · Workers Comp	0.00	0.00	91,391.75	92,000.00	92,000.00
Total 500 · Police Sal & Ben	124,030.31	132,889.17	716,893.56	648,158.51	2,166,058.00
550 · Other Police Expenses					
552 · Expendable Police Supplies	0.00	183.33	0.00	549.99	2,200.00

Unaudited Profit & Loss Budget Performance

September 2017

	Sep 17	Budget	Jul - Sep 17	YTD Budget	Annual Bu...
553 · Range/Ammunition Supplies	0.00	458.33	0.00	1,374.99	5,500.00
560 · Crossing Guard	904.06	1,162.30	904.06	1,162.30	11,623.00
562 · Vehicle Operation	2,627.82	3,020.83	7,871.82	9,062.49	36,250.00
564 · Communications (RPD)	470.26	0.00	75,393.41	222,958.00	222,958.00
566 · Radio Maintenance	181.69	181.67	545.07	545.01	2,180.00
568 · Prisoner/Case Exp./Booking	29.90	741.67	362.79	2,225.01	8,900.00
570 · Training	1,182.00	833.33	2,217.00	2,499.99	10,000.00
572 · Recruiting	350.00	1,312.50	350.00	3,937.50	15,750.00
574 · Reserve Officers	0.00	806.25	349.49	2,418.75	9,675.00
576 · Misc. Dues, Meals & Travel	775.00	236.25	775.00	708.75	2,835.00
580 · Utilities - Police	222.01	1,600.00	1,468.44	2,000.00	11,040.00
581 · Bldg Repairs/Maint.	0.00	250.00	0.00	750.00	3,000.00
582 · Expendable Office Supplies	678.60	541.67	1,004.06	1,625.01	6,500.00
588 · Telephone(+Rich. Line)	445.64	425.00	987.01	1,275.00	5,100.00
590 · Housekeeping	509.13	333.33	1,290.12	999.99	4,000.00
592 · Publications	0.00	0.00	0.00	0.00	3,500.00
594 · Community Policing	3,040.70	800.00	3,758.90	2,700.00	9,000.00
595 · Legal/Consulting - Police	7,547.59	2,766.67	9,239.59	8,300.01	33,200.00
596 · WEST-NET/CAL I.D.	0.00	0.00	0.00	6,100.00	6,100.00
599 · Police Taxes Administration	0.00	875.00	871.43	1,750.00	3,500.00
Total 550 · Other Police Expenses	18,964.40	16,528.13	107,388.19	272,942.79	412,811.00
600 · Park/Rec Sal & Ben					
601 · Park & Rec Administrator	734.95	600.00	2,274.92	2,020.00	8,323.00
602 · Custodian	1,300.00	1,750.00	4,800.00	5,250.00	22,750.00
623 · Social Security/Medicare - Dist	0.00	53.08	0.00	159.24	637.00
Total 600 · Park/Rec Sal & Ben	2,034.95	2,403.08	7,074.92	7,429.24	31,710.00
635 · Park/Recreation Expenses					
640 · Community Center Expenses					
642 · Utilities-Community Center	377.59	553.00	1,068.26	1,659.00	6,636.00
643 · Janitorial Supplies	0.00	250.00	755.49	400.00	1,250.00
646 · Community Center Repairs	0.00	208.33	0.00	624.99	2,500.00
Total 640 · Community Center Expenses	377.59	1,011.33	1,823.75	2,683.99	10,386.00
660 · Annex Expenses					
662 · Utilities - Annex	0.00	0.00	0.00	0.00	0.00
666 · Annex Repairs	0.00	0.00	0.00	0.00	1,000.00
668 · Misc Annex Expenses	0.00	0.00	0.00	0.00	1,000.00
Total 660 · Annex Expenses	0.00	0.00	0.00	0.00	2,000.00
670 · Gardening Supplies	0.00	250.00	0.00	250.00	1,000.00
672 · Kensington Park O&M	6,511.81	20,000.00	14,471.72	32,500.00	69,300.00
674 · Park Construction Exp	0.00	0.00	0.00	0.00	5,000.00
678 · Misc Park/Rec Expense	0.00	0.00	0.00	0.00	1,370.82
Total 635 · Park/Recreation Expenses	6,889.40	21,261.33	16,295.47	35,433.99	89,056.82
800 · District Expenses					
808 · District Salaries	13,476.04	11,635.00	35,824.61	34,905.00	139,620.00
809 · District Payroll Taxes	0.00	890.08	0.00	2,670.24	10,681.00
810 · Computer Maintenance	1,089.00	2,207.33	13,337.00	6,621.99	26,488.00
820 · Cannon Copier Contract	191.66	420.42	1,113.92	1,261.26	5,045.00
830 · Legal (District/Personnel)	6,224.84	5,220.00	7,358.84	15,660.00	53,000.00
835 · Consulting	0.00	3,566.67	0.00	10,700.01	42,800.00
840 · Accounting	3,360.00	1,800.00	4,060.00	6,100.00	45,500.00
850 · Insurance	0.00	0.00	37,070.96	32,576.00	32,576.00
860 · Election	0.00	0.00	0.00	0.00	0.00

Unaudited Profit & Loss Budget Performance

September 2017

	Sep 17	Budget	Jul - Sep 17	YTD Budget	Annual Bu...
865 · Police Bldg. Lease	2,955.67	2,955.67	8,867.01	8,867.01	35,468.00
870 · County Expenditures	0.00	0.00	117.06	0.00	21,800.00
890 · Waste/Recycle	0.00	0.00	0.00	0.00	0.00
898 · Misc. Expenses	953.10	1,687.50	4,720.09	5,062.50	20,250.00
899 · Depreciation Expense	0.00	0.00	0.00	0.00	0.00
Total 800 · District Expenses	28,250.31	30,382.67	112,469.49	124,424.01	433,228.00
950 · Capital Outlay					
961 · Police Bldg Improvements	0.00	0.00	0.00	0.00	0.00
962 · Patrol Cars	0.00	0.00	0.00	0.00	0.00
963 · Patrol Car Accessories	0.00	0.00	0.00	1,000.00	1,000.00
965 · Personal Police Equipment-Asset	0.00	3,287.75	0.00	3,287.75	13,546.64
966 · Police Traffic Equipment	0.00	0.00	100.16	0.00	8,810.16
967 · Station Equipment	0.00	0.00	0.00	0.00	6,005.00
968 · Office Furn/Eq	0.00	0.00	0.00	0.00	0.00
969 · Computer Equipment	0.00	0.00	0.00	1,500.00	3,000.00
972 · Park Buildings Improvement	0.00	15,000.00	4,670.00	30,000.00	307,230.00
974 · Other Park Improvements	0.00	0.00	0.00	0.00	4,500.00
978 · Pk/Rec Furn/Eq	182.75	1,000.00	548.25	1,000.00	1,000.00
Total 950 · Capital Outlay	182.75	19,287.75	5,318.41	36,787.75	345,091.80
Total Expense	180,352.12	222,752.13	965,440.04	1,125,176.29	3,477,955.62
Net Ordinary Income	-180,352.12	-215,094.13	626,263.66	1,319,181.71	-330,920.62
Other Income/Expense					
Other Expense					
700 · Bond Issue Expenses					
701 · Bond Proceeds	0.00	0.00	0.00	0.00	0.00
710 · Bond Admin.	0.00	0.00	2,500.55	0.00	0.00
715 · Bond Interest Income	0.00	0.00	0.00	0.00	0.00
720 · Bond Principal	0.00	0.00	140,484.95	0.00	0.00
730 · Bond Interest	0.00	0.00	12,490.36	0.00	0.00
Total 700 · Bond Issue Expenses	0.00	0.00	155,475.86	0.00	0.00
995 · Loss/(Gain) - Asset Disposition	0.00	0.00	0.00	0.00	0.00
Total Other Expense	0.00	0.00	155,475.86	0.00	0.00
Net Other Income	0.00	0.00	-155,475.86	0.00	0.00
Net Income	-180,352.12	-215,094.13	470,787.80	1,319,181.71	-330,920.62

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KENSINGTON POLICE DEPARTMENT

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PATROL STATISTICS

REPORTING PERIOD: AUGUST 2017

09/23/2017

Statistic	Count
Total Incidents	2510
Calls for Service	1496
Officer Initiated Incidents	1014
Traffic Stops	259
Other OIA Incidents	755
Bus/Building checks	19
Veh/Ped Check	128
Total Officer Reports	21
Accident	1
Crime	11
Criminal Accident	0
Missing Person	0
Trial by Declaration	0
Utility	0
Vehicle	0
Unclassified Reports	9
Total Misdemeanor & Felony Arrests	0
Misdemeanor Arrests	0
Felony Arrests	0
Total Citations	13
Moving	1
Parked	12
FIs	0



KENSINGTON POLICE DEPARTMENT

OFFICER ACTIVITY

AUGUST 2017

09/23/2017

Name	Officer ID	Inc	OIA	TStops	Cases	Arsts	Cites	FIs	Hr:Mn	10-8%	Asgnd%	Other%
Barrow, Keith	K26	24	9	1	3	0	0	0	139:11	87%	12%	1%
Foley, Theodore	K48	71	26	17	1	0	1	0	198:45	84%	9%	7%
Hull, Rickey	K17	12	10	0	0	0	0	0	152:37	3%	4%	93%
Martinez, Rodney	K31	19	2	1	2	0	0	0	182:32	28%	6%	66%
Ramos, Juan	K41	58	13	1	9	0	0	0	214:45	83%	11%	6%
Wilkens, Stephanie	K50	1	1	0	0	0	0	0	155:47	2%		98%
Wilson, Douglas	K38	42	14	4	5	0	11	0	210:50	91%	8%	1%

Legend

- Inc Number of incidents responded to
- OIA Number of officer initiated incidents
- TStops Number of VEHSTOP incidents
- Cases Number of cases where officer was primary
- Arsts Number of arrests
- Cites Number of citations
- FIs Number of FIs
- Hr:Mn Total number of hours on duty
- 10-8% Percentage of time spent in 10-8 status
- Asgnd% Percentage of time assigned to an incident
- Other% Percentage of time spent otherwise

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**KENSINGTON POLICE DEPARTMENT****INCIDENTS BY INCIDENT TYPE
AUGUST 2017**

09/23/2017

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
10-33	Alarm	19
11-24	Abandoned Vehicle	13
11-82	Vehicle Accident - No Injury	3
20002 VC	Hit and Run - Property Damage	1
23103 VC	Reckless Driving	2
415 PC	415 PC - Disturbance of Peace	7
459 PC	Burglary	5
487 PC	Grand Theft	1
488 PC	Petty Theft	4
5150WI	Dangerous or Gravely Disabled Person	1
530.5 PC	Identity Theft	2
594 PC	Vandalism	2
911CALL	911 Call	9
ADVICE	Person Seeking Advice From PD	5
ANIMAL	Animal Call	10
AREACHK	Area Security Check	4
CITECORR	Citation Correction	3
COP	Community Oriented Policing	2
EXTPATRL	Request for Extra Patrol	2
FDAMBRUN	Medical - Illness, injury, accident, 5150	4
FNDPROP	Found Property Report	1
FOLLOWUP	Case/Incident Follow-Up Activity	12
FOOTPTRL	Foot Patrol	3
HAZARD	Hazard	2
INFO	INFORMATION	8
KPDASST	KPD Assist	1
LOCKOUT	Residential or Vehicle Lockout	1
MISCAMC	Misc Albany Muni Code Violation	1
MPAIDED	Citizen Assist	21
MPAUTO	Mis Pub Auto	6
MPCIVIL	Misc Civil Matter	1
NARCOACT	Info on Drug Activity	1
OUTASST	Assistance to an Outside Agency	4
PARKER	Parking Citation	13
PEDCHK	Misc Check of a Pedestrian	3
PROPTMGE	Damage to Property (City or Private)	1
SECURITY	Security or Business Chk	3
SUSCIRC	Suspicious Circumstance	8
SUSPERS	Suspicious Person/s	2
SUSVEH	Suspicious Vehicle	8
TRFHAZ	Traffic Hazard	5
TRIP	Check Vehicle Registration & Status	10
VEHSTOP	Vehicle Stop	26
WELFARE	Welfare Check	5

Total Incidents**245**

**KENSINGTON POLICE DEPARTMENT****INCIDENTS BY OFFICER BY INCIDENT TYPE****AUGUST 2017**

09/23/2017

OFFICER	NO. THIS OFFICER	INCIDENT TYPE	NUMBER THIS TYPE		
Barrow, Keith	24	415 PC - Disturbance of Peace	3		
		Alarm	3		
		Animal Call	2		
		Burglary	1		
		Check Vehicle Registration & Status	6		
		Citizen Assist	3		
		Medical - Illness, injury, accident, 5150	2		
		Misc Albany Muni Code Violation	1		
		Parking Citation	1		
		Suspicious Circumstance	1		
		Vehicle Stop	1		
Foley, Theodore	71	415 PC - Disturbance of Peace	1		
		911 Call	3		
		Abandoned Vehicle	4		
		Alarm	5		
		Animal Call	1		
		Area Security Check	1		
		Assistance to an Outside Agency	3		
		Case/Incident Follow-Up Activity	1		
		Citizen Assist	8		
		Dangerous or Gravely Disabled Person	1		
		Foot Patrol	3		
		INFORMATION	2		
		Identity Theft	2		
		Info on Drug Activity	1		
		KPD Assist	1		
		Misc Check of a Pedestrian	1		
		Misc Civil Matter	1		
		Parking Citation	2		
		Person Seeking Advice From PD	1		
		Reckless Driving	1		
		Request for Extra Patrol	1		
		Suspicious Circumstance	1		
		Suspicious Person/s	1		
		Suspicious Vehicle	4		
		Traffic Hazard	2		
		Vehicle Stop	17		
		Welfare Check	2		
		Hull, Rickey	12	Case/Incident Follow-Up Activity	1
				Check Vehicle Registration & Status	3
Citizen Assist	4				
INFORMATION	1				

**KENSINGTON POLICE DEPARTMENT**

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**INCIDENTS BY OFFICER BY INCIDENT TYPE
AUGUST 2017**

09/23/2017

OFFICER	NO. THIS OFFICER	INCIDENT TYPE	NUMBER THIS TYPE
		Parking Citation	1
		Security or Business Chk	1
		Vehicle Stop	1
Martinez, Rodney	19	Abandoned Vehicle	2
		Alarm	2
		Animal Call	2
		Assistance to an Outside Agency	1
		Burglary	1
		Case/Incident Follow-Up Activity	1
		Hazard	1
		Person Seeking Advice From PD	1
		Suspicious Circumstance	1
		Suspicious Vehicle	1
		Traffic Hazard	3
		Vandalism	1
		Vehicle Accident - No Injury	1
		Vehicle Stop	1
Ramos, Juan	58	415 PC - Disturbance of Peace	1
		911 Call	2
		Abandoned Vehicle	6
		Alarm	5
		Burglary	1
		Case/Incident Follow-Up Activity	5
		Citation Correction	1
		Citizen Assist	4
		Community Oriented Policing	2
		Damage to Property (City or Private)	1
		Found Property Report	1
		Hit and Run - Property Damage	1
		INFORMATION	4
		Medical - Illness, injury, accident, 5150	1
		Mis Pub Auto	3
		Misc Check of a Pedestrian	2
		Parking Citation	2
		Person Seeking Advice From PD	1
		Petty Theft	4
		Reckless Driving	1
		Residential or Vehicle Lockout	1
		Security or Business Chk	1
		Suspicious Vehicle	2
		Vandalism	1
		Vehicle Accident - No Injury	2

**KENSINGTON POLICE DEPARTMENT****INCIDENTS BY OFFICER BY INCIDENT TYPE
AUGUST 2017**

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09/23/2017

OFFICER	NO. THIS OFFICER	INCIDENT TYPE	NUMBER THIS TYPE
		Vehicle Stop	2
		Welfare Check	1
Wilkins, Stephanie	1	Citation Correction	1
Wilson, Douglas	42	415 PC - Disturbance of Peace	1
		911 Call	4
		Abandoned Vehicle	1
		Alarm	1
		Animal Call	3
		Area Security Check	3
		Burglary	1
		Case/Incident Follow-Up Activity	2
		Check Vehicle Registration & Status	1
		Citation Correction	1
		Citizen Assist	1
		Grand Theft	1
		Hazard	1
		Mis Pub Auto	2
		Parking Citation	6
		Person Seeking Advice From PD	1
		Security or Business Chk	1
		Suspicious Circumstance	4
		Suspicious Person/s	1
		Suspicious Vehicle	1
		Vehicle Stop	4
		Welfare Check	1



PATROL STATISTICS
REPORTING PERIOD: SEPTEMBER 2017

10/05/2017

Statistic	Count
Total Incidents	327
Calls for Service	197
Officer Initiated Incidents	130
Traffic Stops	28
Other OIA Incidents	102
Bus/Building checks	25
Veh/Ped Check	20
Total Officer Reports	11
Accident	0
Crime	6
Criminal Accident	0
Missing Person	0
Trial by Declaration	0
Utility	0
Vehicle	0
Unclassified Reports	5
Total Misdemeanor & Felony Arrests	0
Misdemeanor Arrests	0
Felony Arrests	0
Total Citations	14
Moving	5
Parked	7
Unclassified	2
FIs	0

**KENSINGTON POLICE DEPARTMENT**

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**INCIDENTS BY INCIDENT TYPE
SEPTEMBER 2017**

10/05/2017

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
10-33	Alarm	32
10851 VC	Vehicle Theft	2
11-24	Abandoned Vehicle	16
20002 VC	Hit and Run - Property Damage	1
23103 VC	Reckless Driving	1
242 PC	Battery	1
415 PC	415 PC - Disturbance of Peace	13
417 PC	Drawing, Exhibiting or Using Deadly Weapon or Firearm	1
459 PC	Burglary	3
470 PC	Forgery	1
484G	Fraud Use of Credit Card	1
530.5 PC	Identity Theft	2
602L PC	Enter & Occupy Property W/out Consent of Owner	1
653M PC	Annoying Telephone Calls	1
911CALL	911 Call	3
ADVICE	Person Seeking Advice From PD	3
ANIMAL	Animal Call	11
CITECORR	Citation Correction	1
COP	Community Oriented Policing	1
EXTPATRL	Request for Extra Patrol	12
FLAG	Flagdown of Officer	2
FNDPROP	Found Property Report	1
FOLLOWUP	Case/Incident Follow-Up Activity	12
FOOTPTRL	Foot Patrol	3
HAZARD	Hazard	2
INFO	INFORMATION	12
KPDASST	KPD Assist	2
MISCAMC	Misc Albany Muni Code Violation	1
MPAIDED	Citizen Assist	29
MPAUTO	Mis Pub Auto	12
MPCIVIL	Misc Civil Matter	3
MPJUV	Juvenile Problem	1
OUTASST	Assistance to an Outside Agency	5
PARKER	Parking Citation	28
PARKNWLK	Park and walk	2
PEDCHK	Misc Check of a Pedestrian	3
RECVEH	Recovered Stolen Vehicle	1
RESTORDR	Restraining Order	2
SECURITY	Security or Business Chk	25
SUICIDE	Suicide	1
SUSCIRC	Suspicious Circumstance	7
SUSPERS	Suspicious Person/s	9
SUSVEH	Suspicious Vehicle	8
TRFHAZ	Traffic Hazard	2



**INCIDENTS BY INCIDENT TYPE
SEPTEMBER 2017**

10/05/2017

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
TRIP	Check Vehicle Registration & Status	13
VEHSTOP	Vehicle Stop	28
WELFARE	Welfare Check	6
Total Incidents		327



KENSINGTON POLICE DEPARTMENT

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INCIDENTS BY OFFICER BY INCIDENT TYPE SEPTEMBER 2017

10/05/2017

OFFICER	NO. THIS OFFICER	INCIDENT TYPE	NUMBER THIS TYPE
[REDACTED]	49	415 PC - Disturbance of Peace	6
		911 Call	1
		Alarm	2
		Check Vehicle Registration & Status	5
		Citizen Assist	6
		Hit and Run - Property Damage	1
		INFORMATION	1
		Mis Pub Auto	1
		Parking Citation	13
		Request for Extra Patrol	3
		Suspicious Circumstance	3
		Suspicious Person/s	1
		Suspicious Vehicle	3
		Vehicle Stop	3
[REDACTED]	47	Abandoned Vehicle	2
		Alarm	5
		Animal Call	2
		Case/Incident Follow-Up Activity	1
		Check Vehicle Registration & Status	3
		Citizen Assist	5
		Flagdown of Officer	1
		INFORMATION	4
		Misc Check of a Pedestrian	2
		Parking Citation	2
		Person Seeking Advice From PD	1
		Recovered Stolen Vehicle	1
		Request for Extra Patrol	1
		Suicide	1
		Suspicious Circumstance	1
		Suspicious Person/s	2
		Suspicious Vehicle	1
		Vehicle Stop	12
[REDACTED]	7	Case/Incident Follow-Up Activity	1
		Citizen Assist	1
		Hazard	1
		INFORMATION	1
		Misc Albany Muni Code Violation	1
		Security or Business Chk	1
		Suspicious Person/s	1
[REDACTED]	12	Abandoned Vehicle	2
		Alarm	1



KENSINGTON POLICE DEPARTMENT

INCIDENTS BY OFFICER BY INCIDENT TYPE SEPTEMBER 2017

10/05/2017

OFFICER	NO. THIS OFFICER	INCIDENT TYPE	NUMBER THIS TYPE
		Animal Call	1
		Assistance to an Outside Agency	1
		Case/Incident Follow-Up Activity	2
		Foot Patrol	1
		Identity Theft	2
		Vehicle Theft	2
	70	415 PC - Disturbance of Peace	3
		Abandoned Vehicle	6
		Alarm	10
		Animal Call	3
		Annoying Telephone Calls	1
		Assistance to an Outside Agency	2
		Burglary	2
		Case/Incident Follow-Up Activity	5
		Check Vehicle Registration & Status	1
		Citizen Assist	3
		Community Oriented Policing	1
		Fraud Use of Credit Card	1
		Hazard	1
		INFORMATION	4
		Mis Pub Auto	6
		Misc Civil Matter	1
		Parking Citation	3
		Person Seeking Advice From PD	2
		Request for Extra Patrol	6
		Suspicious Circumstance	1
		Vehicle Stop	5
		Welfare Check	3
	73	911 Call	1
		Abandoned Vehicle	2
		Alarm	3
		Case/Incident Follow-Up Activity	3
		Check Vehicle Registration & Status	4
		Citation Correction	1
		Citizen Assist	5
		Flagdown of Officer	1
		Foot Patrol	2
		Found Property Report	1
		INFORMATION	1
		Mis Pub Auto	1
		Misc Check of a Pedestrian	1
		Misc Civil Matter	2



KENSINGTON POLICE DEPARTMENT

INCIDENTS BY OFFICER BY INCIDENT TYPE SEPTEMBER 2017

10/05/2017

OFFICER	NO. THIS OFFICER	INCIDENT TYPE	NUMBER THIS TYPE
		Park and walk	2
		Parking Citation	1
		Request for Extra Patrol	2
		Restraining Order	1
		Security or Business Chk	24
		Suspicious Person/s	2
		Suspicious Vehicle	2
		Traffic Hazard	2
		Vehicle Stop	8
		Welfare Check	1
	38	415 PC - Disturbance of Peace	3
		911 Call	1
		Abandoned Vehicle	2
		Alarm	5
		Animal Call	4
		Assistance to an Outside Agency	1
		Battery	1
		Citizen Assist	4
		Enter & Occupy Property W/out Consent of Owner	1
		Forgery	1
		INFORMATION	1
		Juvenile Problem	1
		KPD Assist	1
		Mis Pub Auto	2
		Parking Citation	4
		Suspicious Circumstance	1
		Suspicious Person/s	2
		Suspicious Vehicle	2
		Welfare Check	1



KENSINGTON POLICE DEPARTMENT

CITATIONS BY VIOLATION BY OFFICER SEPTEMBER 2017

10/05/2017

VIOLATION	DESCRIPTION	TOTAL	OFFICER	COUNT
16028(A)	Proof of Insurance	1	[REDACTED]	1
22350	Speed	2	[REDACTED]	2
22450	Stop Sign	2	[REDACTED]	2
22502	Wrong Way One Way Street	4	[REDACTED]	4
22502(A)	Over 18" Right Curb	1	[REDACTED]	1
22514		1	[REDACTED]	1
4454(A)	Reg. Not with Vehicle	2	[REDACTED]	2
46-2.004(16)		1	[REDACTED]	1
5204(A)	Registration Tabs	2	[REDACTED]	2

September 11, 2017

Tony Constantouros, General Manager KPPCSD
KPPCSD Board
217 Arlington Ave.
Kensington, CA 94707

Dear Mr. Constantouros and Members of the Board,

I am pleased to see that the General Manager has prepared and submitted a RFP for evaluation of police services to the KPPCSD Board for consideration. This a needed next step in determining sustainability and effectiveness of our current police services and what other options for provision of these services could be considered.

The scope of work includes a brief mention of process for public input under "Project Phase", however I didn't see this discussed anywhere else in the RFP. Is there a chance that surveys or other metrics for gaging community service interest might be conducted by the consultant and can this be included in the scope of work? By what other mechanisms will the consultant be able to directly obtain information from our residents on service priorities so that the consultant can prepare recommendations for optimal policing models for Kensington?

KPOA previously indicated an interest in seeing some type of community priority ranking of the services provided by the department. We'd like to see these service priorities aligned with cost information, a survey of willingness to pay additional fees or taxes and use that information to prepare a matrix to identify what police services and levels of services are important to the community and the operational options and possibilities for providing these services.

Finally, please clarify that the final report that is produced by the consultant and provided to the KPPCSD Board, will not be attorney-client privileged and will be made available to the public.

Thank you.

Sincerely,

Gail Feldman

Phase I – Information Gathering

- Assessment of all aspects of existing operations to include staffing, deployment, performance, compensation and procedures.
- Recommended modification to existing operations for stand-alone department.
- Suggested considerations for contracting out.
- Opportunity for public input.

Phase II - Preliminary Findings

- Suggested modifications for a stand-alone police department.
- Provide an estimate of the cost of such a modified department, and any factors affecting service levels or operational efficiencies. Costs need to include those associated with CalPERS, and start up costs such as new equipment, technology and training.
- Prepare a list of factors to be considered as part of contracting with another agency.
- Opportunity for public input.

Phase III _Proposals & Comparison of Options

- Meet with other agencies to discuss Kensington's preferences for contracting out.
- Based on information from other agencies prepare an RFP for submittal to other agencies.
- Prepare independent analysis of these agencies in terms of training, recruitment, MOU terms, unfunded financial liabilities and internal issues to include turnover, workers comp and disciplinary problems.
- Compare proposals to modified stand-alone department option.
- Present draft report for public review and discussion.

Phase IV – Final Report

- Provide final report and recommendations.
- Commence implementation of recommendations.
- Monitor results with any material changes brought back to the Board for further approval

KPD Shift Schedule

		1:00 AM	2:00 AM	3:00 AM	4:00 AM	5:00 AM	6:00 AM	7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 AM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM	10:00 PM	11:00 PM	11:00 PM
Sunday (Team 1)	Day shift Officer																								
	Supervisor																								
	Graveyard Officer																								
Monday (Team 1)	Chief																								
	Day shift officer																								
	Supervisor																								
	Graveyard Officer																								
	Detective																								
	Traffic Officer																								
Tuesday (Team 1)	Chief																								
	Day shift officer																								
	Supervisor																								
	Graveyard officer																								
	Detective																								
	Traffic officer																								
Wednesday	Chief																								
	Day shift officer																								
	Supervisor																								
	Graveyard officer																								
	Detective																								
	Traffic officer																								
Thursday (Team 2)	Chief																								
	Day shift officer																								
	Supervisor																								
	Graveyard officer																								
	Detective																								
	Traffic officer																								
Friday (Team 2)	Chief																								
	Day shift officer																								
	Supervisor																								
	Graveyard officer																								
Saturday (Team 2)	Day shift officer																								
	Supervisor																								
	Graveyard officer																								

Lynn Wolter

From: Kevin Fitzsimmons <khovin@att.net>
Sent: Saturday, September 23, 2017 5:37 PM
To: Lynn Wolter
Subject: Item for Minutes

Dear Ms. Wolter,

May I have my concerns entered into the minutes for the upcoming Board Meeting?

I wanted to share some thoughts on the RFP that will be discussed at the next Board Meeting. Unfortunately, I will be unable to attend the meeting, but I think that now is the best time for me ask questions, and have my thoughts and concerns entered into the record. Is it possible to have this posted, or somehow read at that meeting?

Thank you for your consideration.

Now that the board has chosen their newest member, they are free to start (and have wasted no time) starting the process of outsourcing Kensington's Police services. In the interest of insuring a good dialog, such as our board spoke so passionately when they represented the community so astutely at the last meeting, I would like to offer three suggestions:

As part of the Request for Proposal (RFP) process, I think it is important that any relationship between members, the General Manager, attorneys, or any other person involved in the decision making process to any other neighboring jurisdiction we are considering outsourcing with be disclosed to the public.

In order to avoid scandals similar to the infamous Reno Gate, I recommend that we not outsource with any neighboring jurisdiction that had officers involved in the recent sex scandal involving teenage prostitute Jasmin Abulsin; or have shown a decided interest in being right hand "men" to ICE. also think that we need to seriously question the UC campus police that like to steal money from struggling business people (as we saw with the recent hot dog vendor scandal).

Assuming that the outsourcing effort is economic (and not merely vindictiveness), limiting the RFP only to neighboring jurisdictions seems unnecessarily restrictive. I recommend broadening our search to not only include neighboring jurisdictions but also recommend that the General Manager along with the board look into private security/police services, such as Black water or Security Eye, in order to provide service to the community. As has been stated repeatedly at board meetings one of the reasons we are apparently safe is because of geography and only nice people choosing to live here. Given what a panacea of virtue we live in maybe a police department is redundant. A private company would be able to provide their own vehicles, guns, and personnel. Most importantly, we will not have to become further embroiled in arguments over pensions, union representation, mutual aid exceeding 50% of officer time, or tenure.

Thank you,

Khoi Dang

Lynn Wolter

From: Len Welsh <lenwelsh@gmail.com>
Sent: Wednesday, September 27, 2017 7:26 PM
To: Lynn Wolter
Cc: Rachelle Sherris-Watt; Eileen Nottoli; Sylvia Hacaj; Christopher Deppe; Tony Constantouros
Subject: Re: KPPCSD September 28, 2017 Agenda Posted

Hi folks. I will not be able to attend the meeting tomorrow because of a family obligation. However, please note that I support the appointment of Chris Deppe to be KPPCSD's liaison to LAFCO, and I have no objection to moving the November 9th meeting to November 16th.

Sincerely,
Len

On Wed, Sep 27, 2017 at 12:48 PM, Lynn Wolter <lwolter@kensingtoncalifornia.org> wrote:
The KPPCSD September 28, 2017 Agenda Packet has been posted. The link to it appears below.

<http://kensingtoncalifornia.org/download/board-agenda-packets/2017-board-agenda-packets/2017-09-28-KPPCSD-Agenda.pdf>

I heartily endorse Chris Deppke
to fill the position of KPCCSD
Director with the resignation of
Vanessa Colvins.

Chris has been working on the problem
of police protection and its cost for
approximately a year and a half. He is
the most knowledgeable person for this
position because of the various choices
that have been presented to the membership
of the board as well as those who have
attended meetings on this problem.

In addition Chris and his wife Marie
have helped those who live on Franciscan Way
out the problem of those speaking excessively
on that street. I for one owe them many
thanks for their help with this problem.

Samuel C. Byarski
10 Red Bluff



Paul Adamson, FAIA

Attention: Board Member

KPPCSD

217 Arlington Ave, Kensington, CA 94707

Date: 08/08/17

SUBJECT: Support for Chris Deppe to fill the vacancy on our Board of Directors

Paul Adamson, FAIA
30 Reed Place
Kensington, CA 94707
T 510-528-8849
C 415-297-8019
pwadamson@gmail.com

Dear KPPCSD Board Member,

I have known Chris Deppe for 17 years. He and Maria Adriaans are our neighbors, and we've enjoyed their companionship and generous hospitality these many years. We've also been the beneficiaries of Chris and Maria's conscientious observation and critique of policies and operations of our governance. They've alerted us to issues affecting our immediate neighborhood and the community at large. And together they hosted get-togethers with board candidates at election times, and invited me and my wife to their house for discussions with our potential representatives.

At these gatherings Chris demonstrated a keen understanding of the issues at hand, the relevant policies and the political mechanics by which citizen's concerns are manifest, communicated to representatives and ultimately translated into advocacy or action. Chris is a brilliant, ethical and continuously engaged member of our community, and his participation on the Board would be of unqualified benefit to Kensington's residents.

I wholeheartedly endorse his decision to seek this position, and should he be successful in this effort, will be thereafter a more conscientious and engaged citizen myself, as I will have every faith that his participation will ensure me and my family of an earnest and consistently conscientious voice on behalf of our community.

I thank you for your kind attention, and for the opportunity to write to you on his behalf.

Respectfully yours,

Paul Adamson, FAIA

Appointment to Fill Vacancy

Richard Lyon [richardlyon1126@gmail.com]

Sent: Tuesday, August 08, 2017 10:16 AM**To:** Rachelle Sherris-Watt; Eileen Nottoli; Len Welsh; Sylvia Hacaj

I urge you to appoint Chris Deppe to fill the vacancy on the board.

His service on the Ad Hoc Committee, and the Technology Committee, demonstrate his commitment to the community, and also his knowledge of the challenging issues currently facing the board and the community.

I am familiar with Chris' position on the issues, as well as the positions of the other applicants, as expressed at the Candidates Forum last fall, during public comment at Board meetings I have attended, and in postings on the community website.

With due respect to the other two applicants, and acknowledging their past service to the community, I feel that Chris represents the kind of new, forward-looking leadership we need on the Board.

Richard Lyon

(31-year resident, not that it matters)

2/21

Fwd: Endorsement for Chris Deppe to fill vacancy on Kensington Board

Eileen Nottoli

Sent: Wednesday, August 09, 2017 10:41 AM
To: Lynn Wolter
Attachments: ChrisDeppe-letter.pdf (289 KB) ; ATT00001.htm (232 B)

Eileen Nottoli

Begin forwarded message:

From: Paul Adamson <pwadamson@gmail.com>
Date: August 8, 2017 at 10:03:24 PM PDT
To: Rachelle Sherris-Watt <rsherriswatt@Kensingtoncalifornia.org>, Eileen Nottoli <ENottoli@Kensingtoncalifornia.org>, Len Welsh <lwelsh@Kensingtoncalifornia.org>, Sylvia Hacaj <shacaj@Kensingtoncalifornia.org>
Subject: Endorsement for Chris Deppe to fill vacancy on Kensington Board

Dear Board Member,

Please find attached my letter of endorsement of Chris Deppe to fill the vacant seat on the KCCP Board of Directors.

Regards,
Paul Adamson

PAUL ADAMSON FAIA LEED AP
pwadamson@gmail.com
c. 415.297.8019
AIASF BOARD OF DIRECTORS

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Support for Christopher DeppeI

Kaplan, Andrea [akaplan@argosy.edu]

Sent: Wednesday, August 09, 2017 10:32 AM**To:** Rachelle Sherris-Watt; Eileen Nottoli; Len Welsh; Sylvia Hacaj

I am writing this letter to support the appointment of Christopher Deppe to the open seat on the KPPCSD Board. Chris has been my neighbor for more than a decade and I have rarely had the pleasure to meet a finer, more responsible and more reasonable person. Chris is always available to lend a helping hand. In the rare case where problems have arisen, for example, costs for cleaning up a fallen tree or repairing a damaged fence, Chris is an excellent problem solver. He remains calm, logical, and dedicated to finding a fair solution to the problem. This is exactly the set of skills we can use to calm the troubled dynamics on our Board. Chris is the model of a fine neighbor and would work for the benefit of our entire community.

Chris is highly intelligent and familiar with all the pressing issues we have been facing in Kensington recently. He has relevant experience because he has been functioning on the ad hoc Committee the Board commissioned. Chris, by virtue of his character, experience and intelligence is uniquely suited to become a member of our Board. We would be fortunate to have him working for all of us.

Andrea Kaplan, Ph.D.
Professor, Clinical Psychology
American School of Professional Psychology
1005 Atlantic Avenue
Alameda, CA 945001
(510) 604-2280 (Mobile)
(510) 217-4800 (Fax)
akaplan@argosy.edu

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Recommendation for the Board, August 9

Marilyn Stollon [mstollon@sonic.net]

Sent: Wednesday, August 09, 2017 4:12 PM**To:** Rachelle Sherris-Watt; Sylvia Hacaj; Eileen Nottoli; Len Welsh**Cc:** John G office [studiojvg@sonic.net]; mary mark [wegorn@sbcglobal.net]; Frances McCosker [frances_ffm@yahoo.com]; bjctrains@aol.com

Dear Board Members:

I am writing this letter of reference on behalf of Chris Deppe who has submitted his application to replace Ms. Cordova as a board member of the KPPCSD.

I know Chris for several years in our collaborative efforts to educate and inform the previous board on community issues in an unbiased manner. He has analyzed and presented data to the board on traffic issues, made suggestions, has expressed his concerns about police performance and oversight, as well as commenting on budget/finance items at numerous board meetings.

Additionally, he volunteered to participate on the AdHoc committee where he competently researched, analyzed and presented information to the residents on splitting the GMCOP, contracting for police services and consolidation. During that process, I was impressed with his resolute efforts to remove bias from the study group methodology and to keep the process as open and fair as he could. He has a high level of integrity and is a personable team player, necessary attributes for a board member.

In terms of his skills, I have found Chris to be highly intelligent, analytical, articulate, thorough and logical in his approach to researching and resolving complex issues with well thought out solutions. He is a good listener, highly organized, and is committed to improving Kensington. He has an understanding of the past, current and upcoming problems and is well informed.

It is with great enthusiasm that we highly recommend Chris for consideration and approval by the board. We believe he will add value to the team.

Sincerely,

Marilyn Stollon
John Gaccione
Mary Kron
Mark Wegner
Carolyn Wegner
Frances McCosker
Ben Clow
Bernard Suessmeier

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Letter of recommendation for Mr. Chris Deppe for the vacant position on the KPPCSD Board

Andrew Paul Gutierrez [casas.kensington@gmail.com]

Sent: Wednesday, August 09, 2017 2:13 PM

To: Rachelle Sherris-Watt; Eileen Nottoli; Len Welsh; Sylvia Haca

Dear KPPCSD Board Members,

Christopher Deppe informed me via email that he has applied for the open seat on the KPPCD Board, and has asked me to write a letter of recommendation on his behalf for this position.

Mr. Deppe was active on the recent Ad hoc Consolidation sub-committee, and I had the opportunity to chat with him about this and other ongoing Kensington issues. I found him to be forthright and caring about the issues confronting our community without being ideological about final resolutions – he wanted to know what the facts were and how to use them to resolve the issues in the best interests of the community. He is highly intelligent and ethical, takes a positive role in problem resolution, and as such would make a great addition to the current KPPCSD Board.

By way of context, I realize there is a push by the *old guard* to appoint David Spath to the board, but I needn't remind the Board that this is not a Miss America beauty contest wherein the second also ran is appointed when a vacancy occurs. The appointment must be viewed in the light of the previous election when more than 91% of eligible Kensington voters cast ballots and voted by a 2:1 margin for Eileen Nottoli and Sylvia Haca rejecting the status quo positions of David Spath and Chuck Toombs. Christopher Deppe views on the development of KPPCSD policy and future direction are in line with voter wishes, and this includes exploring options for future Kensington police services.

Last, I wish to thank the Board for doing a marvelous job of moving forward the numerous KPD and other problems it inherited from prior Boards in a calm business-like manner.

Kind regards,

--

Andrew Paul Gutierrez FRES
Professor Emeritus UC Berkeley
CEO CasasGlobal.org

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My support for a board candidate

David Bergen [dpbergen@gmail.com]

Sent: Friday, August 11, 2017 12:09 PM**To:** Eileen Nottoli

Director Nottoli,

I do not know everyone who has applied for the fifth director position, the only applicants I'm aware of are Christopher Deppe, Simon Brafman and David Spath.

Of these applicants I support Christopher Deppe.

I know that he has an analytical mind and will put his abilities to figuring out a way to consider contracting out police services. He also is very capable of dealing with all of the other issues facing the district. He served on the Ad Hoc Committee and understands the issues and knows the people involved.

I know him and respect his integrity. We also need someone with his technical knowledge on the board.

I support his appointment to the board.

Thank you for considering my comments.

- David Bergen

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Open board position

EYLEEN [eyleenn@comcast.net]

Sent: Friday, August 11, 2017 9:35 PM

To: Rachelle Sherris-Watt; Eileen Nottoli; Sylvia Hacaj; len.welsh@kensingtoncalifornia.org

Dear Board Members:

I write in support of the application of Christopher Deppe for the vacant Board position. Chris is intelligent, analytical and fair-minded. His calm and respectful approach to problem solving would be a tremendous asset to the work of the Board.

This Board is already doing a fine job in bringing good government back to Kensington. I believe adding Chris's talents to your ranks will be a huge help in making the difficult decisions that lie ahead for our community,

Thank you for your consideration.

Eyleen Nadolny
125 Windsor Avenue
Kensington

50

writing to support Chris Deppe

Mari Metcalf [marimetcalf@gmail.com]

Sent: Saturday, August 12, 2017 8:47 PM**To:** eileen nottoli [enottoli@comcast.net]; Eileen Nottoli

Hi Eileen,

Hello. I hope you are having a wonderful summer.

As we approach the special meeting on Monday to fill the seat vacated by Vanessa Cordova, I wanted to take a minute to write in support of Chris Deppe's application for the open position on the KPPCSD. I have known Chris for approximately 10 years, having first met him when he and his wife Maria were struggling to obtain safer traffic conditions along Franciscan Way, where cars were regularly traveling at speeds that threatened the safety of local walkers and residents of the street. Chris led a long quest for change with regard to the speed limits on Franciscan. He worked tirelessly, driven to achieve a reasonable solution to a complex problem. I believe that he and the other residents of Franciscan were ultimately successful in their quest to raise consciousness amongst the rest of the residents of this community with regard to the safety issues and the problem with the lack of sidewalk along that stretch. I was impressed with his work and with his long-term commitment to that issue. Chris and his fellow grass roots organizers were successful in having the County visit Kensington on multiple occasions in order to analyze the problem and assess the speed limit along that treacherous stretch bordering the cemetery. Many residents amended their speed to be 15 mph following the organizing done by Chris, who was a leader in that long battle.

Since then I have had the chance to observe Chris in a number of circumstances, and I have seen time and again that he is committed to the interests of the residents of Kensington. I believe that Chris will work to achieve greater transparency, greater accountability, greater fiscal responsibility in all issues facing the current Board. In the decade I have known him, I have seen Chris demonstrate good listening skills, equanimity, calm, and humility. I consider these to be ideal traits for anyone seeking to join the KPPCSD Board.

Sincerely,

Mari Metcalf
Former Director KPPCSD
12 year Kensington resident
Hilltop parent

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Board vacancy

Mary Lynn [marylynn@one4nature.com]

Sent: Sunday, August 13, 2017 1:35 PM

To: Eileen Nottoli

Hello Eileen-

As a Kensington resident, I recommend Chris Deppe to fill the Board vacancy.

Thank you-
Mary Lynn Sasso

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I am asking**Karl H. Kruger** [khkatgolf@aol.com]**Sent:** Thursday, August 10, 2017 4:05 PM**To:** Eileen Nottoli

Hi Eileen,

I trust you are well and Police District and community business does not beat you down too much. You will remember that I told you when we met, that i not only supported David Spath, but I also acted as his treasurer. David cares for our community. He is compassionate, well-spoken, and works well with others. He did an excellent job heading the ad-hoc committee last year. And, as you know, he is applying for the open board seat. I know that local politics are very complex at this time. However, i hope that you are willing and able to give David a fair listening next Monday.

Tank you,

Karl

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**Office Report prepared by Rowena Cerri, Administrator
Kensington Community Council Board Meeting
September 11, 2017**

KASEP:

September 5th was our on-line FALL KASEP registration; over 432 seats filled in the first hours of registration. KCC is offering 54 classes for children grades kindergarten through 6th. New classes offered this session include: Art Adventures in the Garden, Crafty Creations, Creative Clay, and Skyhawks Sports Medley. The majority of classes filled. I have been making phone calls to parents with waitlisted students, and I am hopeful all classes will fill at start of KASEP. Classes begin on Monday, September 18th and end Friday, December 15th (13 weeks).

All-Day Kindergarten (Continuing):

Last year, our teachers revamped their curriculum to accommodate all day kindergarten. We shortened KASEP kinder classes to 50 minutes. This year we offered 15 kindergarten classes. There are 3 new K classes: Adventures in the Garden, Beginning Mandarin, and Skyhawks Sports Medley.

Continuing Routine:

All students, grades 1-6 enrolled in KASEP classes, walk down independently and directly from school to attend KASEP class. Children who are enrolled in KASEP class and attend Neighborhood School afterschool childcare are escorted by KCC staff up to Neighborhood School after KASEP classes are over. For the first two weeks of KASEP, KCC staff will help guide kids new to KASEP program to their classes. Gymnastics staff provide escort service up to NS after the two afternoon gymnastic classes have finished.

KCC Summer Day Camp:

Ethan Houser and Galen Hans were a great leadership team over the past summer. We averaged approximately 64 campers per week, with highest enrollment the first and last weeks of summer. Vicky Brodt was an exceptional art instructor and introduced new creative projects every week.

KCC Classes:

Jazzercise and Body Sculpting will end this month in the community center. Starting October, he is moving his classes to the Arlington Community Church due to the community center renovation. Kevin is very appreciative for the 5 year relationship he had with KCC. Acrylic Artists resumed after their summer break, Wednesdays 9:45am – 1:00pm, Sept 6th. Tai Chi Chuan with Nobuo Nishi is continuing from summer to the fall months, Fridays 9:30 - 10:30am.

KCC Events:

SAVE THE DATE: FAMILY OUTDOOR MOVIE NIGHT- **Saturday, Sept. 23rd** - Finding Dory" is the movie of choice. Bring picnic, blanket and layers of clothing. FREE

ANNUAL FALL PICNIC AND PARADE: **Sunday, October 29th**. March in the parade!

Office Report prepared by Rowena Cerri, Administrator
Kensington Community Council Board Meeting
October 9th, 2017

KASEP:

KASEP fall session began on September 18th and runs through December 15th. After changes in weeks 1 and 2, our final enrollment numbers total 449 students in 55 KCC/KASEP classes for students from kindergarten up through sixth grade. Two classes (Kinder "Kids Can Help Planet Earth" and Gr. 1-6 "Spanish") were cancelled due to low enrollment.

Historically our KCC/KASEP Fall classes' number of filled seats has increased over the years:

2016 412 students

2015 390 students

2014 430 students

New classes offered this session include Beginning Mandarin through Hands-On Art, Crafty Paper Creations, Adventures in the Garden, and Skyhawks Sports Medley, which all classes filled.

Routine with Neighborhood School:

Students in grades 1-6 who are enrolled in KASEP classes have been walking down independently directly from school to attend KASEP class. Children who are enrolled in KASEP/KCC classes and attend Neighborhood School (NS) afterschool childcare are escorted by KCC staff up to NS after KASEP classes are over. KCC escorts 170 students (K-6) per week up the hill to NS.

KCC Classes:

Wednesday's Acrylic Artists meets in the main room of the Community Center Hut at 9:45am - 1:00pm. They are a small group of self-directed artists, who enjoy painting together.

Friday's Tai Chi Chuan with Nobuo Nishi meets in the main room of the Community Center at 9:30am - 10:30am.

KCC Events:

On Saturday, September 23rd, a cozy community of families, friends, and children gathered to enjoy a screening of Pixar's film "***Finding Dory***". The weather was warm and the night sky was perfect for star gazing. A small glitch during the viewing (brand new DVD had a scratch), but a parent was able to run home and get his copy for viewing. KCC sold a dinner package (hot dog / chips / drink), candy, and glow necklaces, while Marvin Gardens sold popcorn. Raffle tickets were sold during the dinner and awarded before the screening. There were wonderful prizes: toys, pies, wine, gift cards, and the grand prize - Winter KASEP class.

KCC's annual fall Parade and Picnic is set for **Sunday, October 29th**. If you want to march in the parade, please contact the KCC office at 510-525-0292.

KCC Administrative:

Fall Fund Drive envelopes went out in the September Outlook as KCC launched its Annual Fund Drive for 2017-18. The official kick off letter posted in the October Outlook and generous donations are being received with thanks.

KCC donated two classes to the Kensington Hilltop Garden Party, one for Winter KASEP and one for Spring KASEP class.

The Recreation Buildings annual fire alarm system was tested and passed.

The replacement window glass for Rec. Bldg, Room A was ordered and will be installed in a few weeks.

October 2017

October 2017						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2017						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 1	2 7:00pm KCC MTG (CCM) 7:00pm Cub Scouts - Pack 82 (CCM)	3 7:00pm Boy Scouts - Troop 100 (CCM)	4	5	6	7
8 CC Rental	9 COLUMBUS DAY 6:00pm KPSC (CC3) 7:00pm Cub Scouts - Pack 82 (CCM) 7:30pm KARO Mtg (cc3)	10 7:00pm Boy Scouts - Troop 100 (CCM)	11 6:00pm GPFF (CCM) 7:00pm *KFD Mtg (CC3)	12 6:00pm KPPCSD Mtg (CCM)	13	14 9:00am KIC Annual Meeting and Town Hall (CCM)
15	16 7:00pm Cub Scouts - Pack 82 (CCM)	17 7:00pm Boy Scouts - Troop 100 (CCM)	18	19 7:00pm Dad's Club (CC1)	20	21 10:00am Shredding Event (Lower Parking Lot) 5:00pm CC Rental (CCM)
22	23 7:00pm Cub Scouts - Pack 82 (CCM) 7:30pm *KIC (CC3)	24 7:00pm Boy Scouts - Troop 100 (CCM) 7:00pm KMAC Mtg (CC3)	25 7:00pm Finance Comm (CCM)	26	27	28 9:30am 2017 Free Home Composting Workshop (CCM) 5:00pm CC Rental (CCM)
29 8:00am KCC Annual Parade & Picnic (CCM)	30 7:00pm Cub Scouts - Pack 82 (CCM)	31 HALLOWEEN 7:00pm Boy Scouts - Troop 100 (CCM)	Nov 1	2	3	4

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November 2017

November 2017							December 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 29	30	31	Nov 1	2	3	4 4:00pm CC Rental (CCM)
5	6 7:00pm KCC MTG (CCM) 7:00pm Cub Scouts - Pack 82 (CCM)	7 7:00pm Boy Scouts - Troop 100 (CCM)	8 6:00pm GPFF (CCM) 7:00pm *KFD Mtg (CC3)	9 6:00pm KPPCSD Mtg (CCM)	10 Veterans Day	11 6:00pm CC Rental (CCM)
12	13 6:00pm KPSC (CC3) 7:00pm Cub Scouts - Pack 82 (CCM) 7:30pm KARO Mtg (cc3)	14 7:00pm Boy Scouts - Troop 100 (CCM)	15 7:00pm Parks Committee Mtg (CCM)	16 7:00pm Dad's Club (CC1)	17	18 Tentative Hold (CCM)
19	20 7:00pm Cub Scouts - Pack 82 (CCM)	21 7:00pm Boy Scouts - Troop 100 (CCM)	22 7:00pm Finance Comm (CCM)	23 THANKSGIVING	24	25 8:00am Tentative Hold (CCM)
26	27 7:00pm Cub Scouts - Pack 82 (CCM) 7:30pm *KIC (CC3)	28 7:00pm Boy Scouts - Troop 100 (CCM) 7:00pm KMAC Mtg (CC3)	29 7:00pm Finance Committee (CC3)	30	Dec 1	2

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SEPTEMBER/OCTOBER 2017 CHIEF'S MONTHLY REPORT

I am glad to announce Officer Wilkens is back from leave.

Kensington Police Department personnel volunteered to respond to a Mutual Aid request from the Sonoma County Sheriff to assist them with their law enforcement and emergency services needs due to the recent fires that decimated Napa and Sonoma Counties. These officers complete two 12-hour shifts in this effort. A heartfelt thanks goes out to Sgt. Barrow, Officer Foley and Officer Wilkens.

The Police Department welcomes Amit Nath as a police reserve officer. This will bring our current police reserves to two individuals. There is a third individual who has submitted an application and the request has been submitted to the Alameda County Sheriff Dept. to start a background investigation for potential hire as a police reserve.

This District suffered three water main breaks on the same day (10/18/17); Lake Dr./Kenyon Ave; Highland Blvd./Kenyon Ave; and Yale Ave./Cambridge Avenue.

Due to the unfortunate recent fires, a concern has risen about how resident can be notified in cases of emergency. County Supervisor John Gioia sent out a mass email about emergency preparedness that was full of interesting and relevant information about systems in place at the County that are used to notify the population of natural disasters. The following is an excerpt from his email.

- **This is also a good time to make sure we're registered with the Contra Costa County Emergency Warning System**, which sends voice, text and email alerts for natural disasters as well as industrial or refinery incidents. You must register to receive this information.
- Emergency alert telephone calls automatically go out on **landline phones** in an affected area, without the need to register. Register to receive alerts on your cell phone or via email.

To receive the information listed here you must register with the County. Supervisor Gioia's email was placed on Next Door so you can click the link and follow the prompts to register to receive this information or go to: cwsalerts.com/registration/

NEW BUSINESS

ITEM 8a

MEMORANDUM OF UNDERSTANDING
BETWEEN
KENSINGTON FIRE PROTECTION DISTRICT AND KENSINGTON POLICE
PROTECTION AND COMMUNITY SERVICES DISTRICT

This Memorandum of Understanding (“MOU”) is made and entered into this _ day of ___, 2017 by and between the Kensington Fire Protection District (“KFPD”) and the Kensington Police Protection and Community Services District (“KPPCSD”) (collectively the “Parties”) for the benefit of the community by providing park property for the construction of a fire-wise demonstration garden (“garden”).

Recitals

WHEREAS, KPPCSD is the owner of certain property (“property”) described in Exhibit A, which is attached hereto and incorporated herein by reference; and

WHEREAS, KFPD desires to design, construct, and maintain a fire-wise demonstration garden (“garden”) on the property for the benefit of the community; and

WHEREAS, KPPCSD confirms its interest in the same; and

WHEREAS, the Parties now wish to enter into an agreement to bring clarity to their joint commitment and to set out in general terms the various roles each Party will play and actions needed to be taken to effectuate the proposal; and

NOW THEREFORE, the Parties hereby agree as follows:

Section 1. Purpose. This Agreement is intended to set forth the design, construction, and maintenance obligations of a fire-wise demonstration garden on KPPCSD property. The garden is intended to provide community members with ideas and the knowledge to transform their own home gardens into low water and/or fire resistive design and shall be approximately 2,200 square feet.

Section 2. Terms. The following terms shall apply:

A. Location

i. The garden shall be located on a site owned by KPPCSD and described in Exhibit A of up to 2,200 square feet, the exact location and size to be determined in connection with the KPPCSD approval of the garden plans as set forth in this section.

B. Financial Contribution

i. KFPD shall pay the entire cost of designing, constructing, and maintaining the garden.

ii. The KPPCSD Board or its designee must approve the garden plans before work begins.

- C. Maintenance and Access
 - i. KFPD shall be solely responsible for the maintenance and upkeep of the garden.
 - ii. KPPCSD shall permit KFPD necessary and reasonable access for the design, construction, and maintenance of the garden.
- D. Property Ownership. KPPCSD shall maintain ownership of the property. No portion of the property shall be deeded to KFPD.

Section 3. Indemnification.

- A. To the fullest extent permitted by law, KFPD shall (1) immediately defend and (2) indemnify KPPCSD, and its officials, officers, and employees from and against all liabilities regardless of nature, type, or cause, arising out of or resulting from or in connection with the performance of this MOU. Liabilities subject to the duties to defend and indemnify include, without limitation, all claims, losses, damages, penalties, fines, and judgments; associated investigation and administrative expenses; defense costs, including but not limited to reasonable attorneys' fees; court costs; and costs of alternative dispute resolution. KFPD's obligation to indemnify applies regardless of whether a liability is a result of the negligence of any other person, unless it is adjudicated that the liability is caused by the sole active negligence or sole willful misconduct of an indemnified party.
- B. The duty to defend is a separate and distinct obligation from KFPD's duty to indemnify. KFPD shall be obligated to defend, in all legal, equitable, administrative, or special proceedings, with counsel approved by KPPCSD, KPPCSD and its directors, officers, and employees, immediately upon submittal to KFPD of the claim in any form or at any stage of an action or proceeding, whether or not liability is established. A determination of comparative active negligence or willful misconduct by an indemnified party does not relieve KFPD from its separate and distinct obligation to defend KPPCSD. The obligation to defend extends through final judgment, including exhaustion of any appeals. The defense obligation includes an obligation to provide independent defense counsel if KFPD asserts that liability is caused in whole or in part by the negligence or willful misconduct of the indemnified party. If it is finally adjudicated that liability was caused by the sole active negligence or sole willful misconduct of an indemnified party, KFPD may submit a claim to KPPCSD for reimbursement of reasonable attorneys' fees and defense costs.

The review, acceptance or approval of KFPD's work or work product by any indemnified party shall not affect, relieve or reduce KFPD's indemnification or defense obligations. This Section survives completion of the services or the termination of this contract. The provisions of this

Section are not limited by and do not affect the provisions of this contract relating to insurance.

- C. Liabilities subject to this Section include any claim of discrimination or harassment, including but not limited to sexual harassment, arising from the conduct of the KFPD or any of the KFPD's officers, employees, agents, licensees, or subcontractors. In the event of a discrimination or harassment complaint against any employee, agent, licensee or subcontractor of the KFPD or its subcontractors, the KFPD shall take immediate and appropriate action in response to such complaint, including, but not limited to termination or appropriate discipline of any responsible employee, agent, licensee or subcontractor.

Section 4. Insurance.

Before commencing any public works project upon the Property, the KFPD will provide insurance as set forth in Exhibit B, which is attached hereto and incorporated herein by this reference.

Section 5. Term.

- A. This MOU may be terminated at any time by mutual consent of the Parties.
- B. The KPPCSD may terminate this MOU by providing six months written notice of intent to terminate.

Section 6. Counterparts.

This MOU may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one instrument.

IN WITNESS WHEREOF, the Parties have executed this Agreement, effective as of the date first written above.

KENSINGTON FIRE PROTECTION DISTRICT

By:  _____

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

By: _____

Exhibit A
The Property

The area to be utilized is identified in the Kensington Park Master Plan as "Area K" or "6.3.11". The area is just northeast of the library, south of the driveway and northwest of the children's Play Area. A colored diagram is included in the Master Plan showing the area as "Area K" between pages 24 and 25. The area is 50 feet by 60 feet at its widest points in a roughly triangular shape. The total approximate square footage is 2,200 s.f.

Kensington Park Master Plan

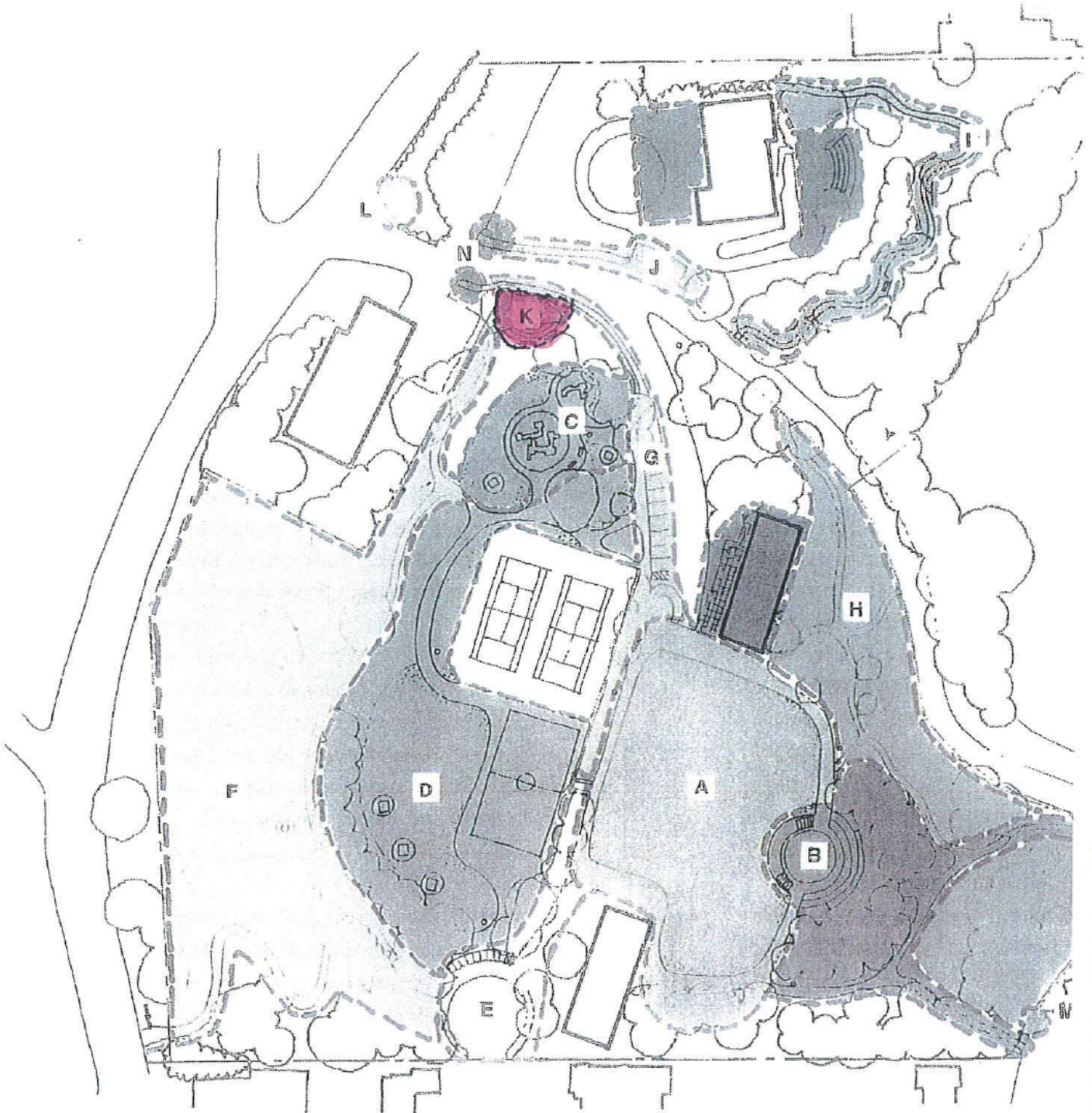


Exhibit B
Insurance Requirements

- (a) Requirement. KFPD shall procure and maintain during the period of performance of this Master Contract and for 24 months following completion, insurance from insurance companies authorized to do business in the State of California, as set forth in this section. These policies shall be primary insurance as to the KPPCSD so that any other coverage held by the KPPCSD shall not contribute to any loss under KFPD's insurance.

General liability: (with coverage at least as broad as ISO form CG 00 01 10 01) coverage in an amount not less than \$2,000,000 general aggregate and \$1,000,000 per occurrence for general liability, bodily injury, personal injury, and property damage.

Automobile liability: (with coverage at least as broad as ISO form CA 00 01 10 01, for "any auto") coverage in an amount not less than \$1,000,000 per accident for personal injury, including death, and property damage.

Workers' compensation and employer's liability: coverage shall comply with the laws of the State of California, but not less than an employer's liability limit of \$1,000,000.

A deductible or retention may be utilized, subject to approval by the KPPCSD.

- (b) Endorsements. The insurance policies shall be endorsed as follows:

For the commercial general liability insurance, the KPPCSD (including its officers, employees, and agents) shall be named as additional insured, and the policy shall be endorsed with a form equivalent to ISO form CG 20 10 10 93, that contain the provisions required by this contract.

KFPD's insurance is primary to any other insurance available to the KPPCSD with respect to any claim arising out of this Contract. Any insurance maintained by the KPPCSD shall be excess of the KFPD's insurance and shall not contribute with it. The KFPD's endorsement of insurance shall include a waiver of any rights of subrogation against the KPPCSD, and its directors, officers, employees and agents.

KFPD's insurance will not be canceled, limited, amended, reduced in coverage amount, or allowed to expire without renewal until after 30 days' written notice has been given to the KPPCSD, or after 10 days' written notice in the case of cancellation for non-payment of premium.

- (c) Qualifications of Insurer. The insurance shall be provided by an acceptable insurance provider, as determined by the KPPCSD, which satisfies the following minimum requirements: An insurance carrier admitted to do business in California and maintaining an agent for process within the state. Such insurance carrier shall maintain a current A.M. Best rating classification of "A-" or better and a financial size of "\$10 million to \$24 million (Class V) or better", or A Lloyds of London program provided by syndicates of Lloyds of London and other London insurance carriers, providing all participants are

qualified to do business in California and the policy provides for an agent for process in the state. Workers' Compensation and Employer's Liability shall be provided by an A-V rated carrier or by the California State Compensation Fund. If provided by a carrier other than California State Compensation Fund, KFPD shall provide proof of the carrier's A-V rating to KPPCSD.

- (d) Provision of Insurance Prior to Commencement of Services. Before commencing any services, KFPD shall furnish certificates of insurance and endorsements affecting coverage on forms provided by KPPCSD, or on equivalent ISO forms that contain provisions required by this contract.
- (e) Any third party contractors or subcontractors retained to perform work on the Property shall provide KPPCSD with insurance coverage as set forth above.

County Administrator
Risk Management Division

2530 Arnold Drive, Suite 140
Martinez, California 94553

Contra Costa County

Risk Management
Administration
Fax Number

(925) 335-1400
(925) 335-1497



August 16, 2017

Kensington Police Protection and Community Services District
217 Arlington Avenue
Kensington CA 94707

Re: Kensington Fire Protection District Agreement to Build a Demonstration Garden in the Kensington Police Protection and Community Services District Community Park

To Whom It May Concern:

The Kensington Fire Protection District, as a participant, is included under the Contra Costa County Joint Powers Authority program for self-insurance.

The Contra Costa County Joint Powers Authority program for self-insurance is a comprehensive self-insurance program covering general and automobile liability exposures.

The self-insurance program provides for the legal defense of officials, employees, and volunteers of the Kensington Fire Protection District pursuant to government Code Section 825 and for the payment of all sums that the District is obligated to pay by reason of liability imposed by law and arising from acts or failures to act, excepting punitive damages. This protection covers services performed by officers, employees, and volunteers within the scope of their official duties in accordance with the conditions of their employment or service.

The self-insurance program is funded to provide payment of claims.

Sincerely,

Sharon Hymes-Offord
Director of Risk Management

**COUNTY OF CONTRA COSTA
CERTIFICATE OF SELF-INSURANCE**

Risk Management Division, 2530 Arnold Drive, Suite 140, Martinez, California 94553

Coverages: This is to certify to the *Kensington Police Protection and Community Services District* that the Kensington Fire Protection District is a participant in the Contra Costa County Joint Powers Authority program for self-insurance for the following:

Type of Coverage	Self-Insured Limit
General Liability: Personal Injury, Property Damage, and Errors and Omissions	\$1,000,000

Professional Liability:	\$1,000,000

Automobile Liability: Owned, Non-Owned & Hired Vehicles	\$1,000,000

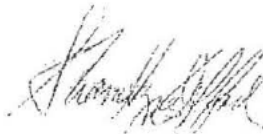
Terms, Conditions and Special Items:

Re: Kensington Fire Protection District Agreement with the Kensington Police Protection and Community Services District (KPPCSD) to Build a Demonstration Garden in the KPPCSD Community Park

It should be expressly understood that the intent of the insurance evidenced herein follows the provisions of the policies and regulations of the County of Contra Costa that does not permit any assumption of liability which does not result from and is not caused by the negligent acts or omissions of its officers, agents, employees or other persons under its direction and control, including the Kensington Fire Protection District. Any indemnification or hold harmless clause with broader provisions than required under such policies and regulations shall invalidate this certificate.

The provisions under General Liability, above, shall apply only with respect to claims arising out of the negligent acts or omissions of the Kensington Fire Protection District its officers, agents and employees or any other person under its direction and control.

Additional Insured: The Kensington Policy Protection and Community Services District including its officers, employees and agents are named as additional insured on the Contra Costa County Joint Powers Authority Program but only with respect to the above named agreement.



Date Issued: 8/16/17

Sharon Hymes-Offord
Director of Risk Management

Client#: 7348

KENSIPOLI

ACORDTM

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/05/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Dealey, Renton & Associates P. O. Box 12675 Oakland, CA 94604-2675 510 465-3090	CONTACT NAME: _____	
	PHONE (A/C, No, Ext): 510 465-3090 FAX (A/C, No): 510 452-2193 E-MAIL ADDRESS: _____	
INSURED Kensington Fire Protection District 217 Arlington Avenue Berkeley, CA 94707	INSURER(S) AFFORDING COVERAGE INSURER A: State Compensation Ins. Fund of	NAIC # 35076
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

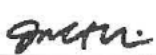
COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: _____					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/OP AGG \$ _____ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ _____ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ _____ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	1561431-2017	09/01/2017	09/01/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Community Demonstration

CERTIFICATE HOLDER Kensington Police Protection Community Services District 217 Arlington Ave. Kensington, CA 94707	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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ITEM NUMBER: 8b

To: KPPCSD Board of Directors
From: Ann R. Danforth, General Counsel
Date: October 26, 2017
Subject: Resolution Authorizing the District General Manager to Make Findings and execute Documents relating to CalPERS Disability Retirements

I. BACKGROUND AND ANALYSIS

The Kensington Police Protection and Community Services District's public safety officers receive retirement benefits under the District's contract with the California Public Employees' Retirement System ("CalPERS").

Many of the District's interactions with CalPERS are routinely handled at an administrative level. However, certain types of employee benefits claims require action at a managerial level. Disability retirements are one such type of case. CalPERS requires that the District itself, as the contracting agency, make certain findings and representations to support the disability retirement application. The findings regarding the member's disability must be supported by qualified medical opinion.

State law allows a contracting agency to delegate authority to prepare and execute disability retirement documentation to a subordinate officer. This is commonly done for two reasons:

- To streamline the application process, thereby reducing the public agency's payment responsibilities.
- To avoid unnecessary disclosure of employee medical records, which are private and confidential under almost all circumstances.

I believe that the District Board would have made such a delegation to the General Manager/Chief of Police in the past. However, I have found no record of this action and CalPERS currently requires a certified written copy of the signing official's authority from the governing board. In addition, given that the General Manager is now a separate position, the Board should enact a new delegation of authority with the appropriate title.

II. CONCLUSION AND RECOMMENDATION

The Board should adopt the attached resolution delegating to the General Manager the authority to make the findings and determinations necessary to complete a disability retirement application under the Public Employees' Retirement Law and execute all documents necessary and appropriate to effectuate the purpose of said law. The text of this draft resolution is derived from the applicable CalPERS form.

Exhibits: Draft Resolution

RESOLUTION 2017-19

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES
DISTRICT DELEGATING AUTHORITY TO MAKE DETERMINATIONS
AND FINDINGS RELATING TO MEMBER DISABILITY RETIREMENT
PURSUANT TO THE PUBLIC EMPLOYEES' RETIREMENT LAW**

WHEREAS, the Kensington Policy Protection and Community Services District (herein referred to as District) is a contracting agency of the Public Employees' Retirement System;

WHEREAS, the Public Employees' Retirement Law requires that a contracting agency determine whether an employee of such agency in employment in which he/she is classified as a local safety member is disabled for purposes of the Public Employees' Retirement Law and whether such disability is "industrial" within the meaning of such Law:

WHEREAS, the District Board of Directors has determined upon legal advice that it may delegate authority under Section 21173 of the Government Code to make such determinations to the incumbent of the office/position of the District General Manager.

NOW, THEREFORE, BE IT RESOLVED: That the District Board of Directors may delegate and does hereby delegate to the incumbent of the office/position of the District General Manager authority to make determinations under Division 5, Part 3, Chapter 12, Article 6 of the California Government Code, on behalf of the District, of disability and whether such disability is industrial and to certify such determinations and all other necessary information to the Public Employees' Retirement System; and

BE IT FURTHER RESOLVED that such incumbent be and he/she is authorized to make applications on behalf of the District for disability retirement of all employees and to initiate requests for reinstatement of such employees who are retired for disability.

Date adopted and approved: October 26, 2017

AYES: DIRECTORS:

NOES: DIRECTORS:

ABSENT: DIRECTORS:

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RESOLUTION 2017-19

RACHELLE SHERRIS-WATT
President, District Board of Directors

CERTIFICATION:

I hereby certify that the Board of Directors of the Kensington Police Protection and Community Services District duly and regularly adopted the foregoing resolution at its regular meeting of Thursday, October 26, 2017

ANTHONY CONSTANTOUROS
General Manager & Secretary to the Board