

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

AGENDA

A Regular Meeting of the Board of Directors of the Kensington Police Protection and Community Services District will be held **Thursday, March 13, 2014, at 7:30 P.M.**, at the Community Center, 59 Arlington Avenue, Kensington, California.

Note: All proceedings of the open session meeting will be videotaped.

Roll Call
Public Comments
Board Member/ Staff Comments

APPROVAL OF CONSENT CALENDAR

- a) Minutes of the Special & Regular Meeting February 13, 2014, Page 2
- b) Profit & Loss Budget Performance for February 2014, Page 11
- c) Park Revenue & Expenses Report for February 2014, Page 17
- d) Board Member Reports- None
- e) Training & Reimbursement Reports, Page 26
- f) Correspondence- None
- g) Police Department Update, Page 33
- h) Monthly Calendar, Page 43
- i) Recreation Report, Page 45
- j) General Manager's Report, Page 46

DISTRICT - NEW BUSINESS

1. KPPCSD Board President Len Welsh will present KPPCSD Proclamation 2014-1, proclaiming March 2014 as American Red Cross month. Board Action. Page 49
2. KPPCSD Directors Chuck Toombs and Pat Gillette will present the negotiated Extension Agreement between the Kensington Police Protection & Community Services District and the Kensington Police Officers Association for the period between July 1, 2013 through June 30, 2014. Board Action. Page 51
3. The Park Buildings Committee will present the educational material for the Community Center Safety Project drafted by the Lew Edwards Group for Board discussion and approval. Board Action. Page 72
4. KPPCSD Board President Len Welsh will discuss his initial conversations with representatives of the Kensington Fire Protection District (KFPD) regarding the lease agreement between the KFPD and the KPPCSD. Possible Board Action.

ADJOURNMENT

General Information

Accessible Public Meetings

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/ Chief of Police Greg Harman, 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.

Meeting Minutes for 2/13/14

A Special Meeting (Closed Session) of the Board of Directors (BOD) of the Kensington Police Protection and Community Services District (KPPCSD) was held Thursday, February 13, 2014, at 6:30 PM, at the Community Center, 59 Arlington Avenue, Kensington, California. The Regular Monthly Meeting (Open Session) of the Board of Directors (BOD) followed the conclusion of the Special Meeting.

ATTENDEES

<u>Elected Members</u>	<u>Members of the Public/Presenters</u>
Len Welsh, President	John Stein
Linda Lipscomb, Vice President	Lisa Caronna
Tony Lloyd, Director	Dan O'Brien
Charles Toombs, Director	Lorraine Osmundson
Pat Gillette	Ann Forrest
<u>Staff Members</u>	Simon Brafman
GM/COP Gregory Harman	Leonard Schwartzburd
Sgt. Kevin Hui (on duty)	Gloria Morrison
Lynn Wolter, District Administrator	Ray Barraza
Sgt. Keith Barrow (own time)	Andrew Reed
	Karl Kruger
<u>Press</u>	Mabry Benson
Joel Koosed, Outlook	Jack Griffith
	Anthony Knight
	Elena Caruthers
	Rosary Matteson
	Italo Calpestri
	Suzanned Calpersri
	Bruce Morrow
	Katie Gluck
	Steven Chang, Lamorena Chang
	Deborah Russell, CPA
	Julie Wunderlich, Jones Hall
	Craig Hill, NHA Advisors
	Dave Gehrig, Hanson Bridgett

Board President Len Welsh called the meeting to order at 6:34 PM and took roll call. Director Toombs, Vice President Lipscomb, Director Lloyd, Director Gillette, President Welsh, General Manager/Chief of Police Harman, and District Administrator Wolter were present.

PUBLIC COMMENTS

None

CLOSED SESSION

At 6:35, the Board entered into Closed Session to:

1. Confer with legal counsel re: anticipated litigation (Government Code Section 54956(b)). Significant exposure to litigation from Union Pacific Railroad Company regarding alleged use and environmental contamination of Stege Pistol Range.
2. Discuss a Worker's Compensation Claim (Government Code Section 54956.95).
Claimant: Anita Gardyne
Agency: Kensington Police Protection & Community Services District
3. Confer with Labor Negotiators (Government Code Section 54957.6).
Agency Representatives: Patricia Gillette and Chuck Toombs.
Employee Organization: Kensington Police Officers Association.

OPEN SESSION

At 7:39 PM, the Board returned to Open Session.

President Welsh reported that there had been no action taken on Items #1 and #2 and that Director Gillette would report on Item #3 as part of the Agenda.

President Welsh took roll call. President Welsh, Vice President Lipscomb, Director Toombs, Director Lloyd, Director Gillette, GM/COP Harman, and District Administrator Wolter were present.

PUBLIC COMMENTS

Ann Forrest, President of the Kensington Community Council (KCC), said that, at its last meeting, the KCC passed a motion to contribute \$250,000 towards the Community Center project, if the bond measure passes.

Anthony Knight said that he had attended the prior night's Kensington Fire Protection District Board meeting. He said that Fire Board President, Janice Kosel, had announced that there had been communications with the KPPCSD about the upcoming contract negotiations about the rent paid by the KPPCSD to the Fire District. Mr. Knight said the KPPCSD is currently paying \$30,000 and that many in the community believe that, because the Public Safety Building is owned by the community and because the KPPCSD receives significantly fewer property taxes than does the Fire District, the rent should be waived. Mr. Knight said that this topic would be on the next Fire District Board meeting agenda, in closed session, following input from the KPPCSD.

In response to Mr. Knight's comments, President Welsh said that had spoken with Fire District Board President Janice Kosel in response to her asking for a KPPCSD proposal regarding the upcoming contract negotiations. President Welsh further said that President Kosel had told him that she would vote "no" on any proposed reduction in the amount of rent. President Welsh concluded by saying that he would like to achieve a good outcome for the community.

Director Lloyd asked that the community communicate its wishes regarding this issue in anticipation of the upcoming Fire District meeting.

Director Toombs said that rent negotiations were not a closed meeting issue.

Vice President Lipscomb said that the Fire District receives 31% of property tax revenues plus a special assessment and that the KPPCSD receives 13% plus two special assessments. She further said that the difference between these two totals translated into the Fire District receiving \$1,000 more per parcel per year than the KPPCSD. She concluded by saying that the KPPCSD is "boots on the ground" – all the time – and that she supported a rent of \$1.00 per year.

Director Gillette said that she echoed the comments of the others, that it was time to address the rent issue head-on, and that she, too, favored a \$1.00 per year rent.

Resident Gloria Morrison said that she echoed what had been said regarding the rent.

BOARD COMMENTS

Director Toombs reported that Ron Egberman had passed away in January. Director Toombs said that Mr. Egberman had contributed to the community on many fronts, including having served on the Fire District Board and on the Kensington Community Council.

Vice President Lipscomb reported that there had been a meeting with Kate Rauch regarding the paths and that there would be another meeting with County staff to determine the methodology to be used going forward. Vice President Lipscomb said that the board had previously adopted a resolution to acquire the path between Highland and Kenyon. She said this path's newly installed drain was working well and that she was thankful that Supervisor Gioia had helped make this project possible.

Vice President Lipscomb said that she had received an email from Kate Rauch about the Arlington Avenue streetlights and that a meeting to discuss whether or not teardrop style light fixtures should be installed in the business section should be installed. She encouraged the community to provide input.

Vice President Lipscomb reported that the Policy Committee's work was ongoing, that committee member Barbara Dilts had been doing commendable work, and that the committee would, hopefully, conclude its work at its next meeting.

Director Gillette reported that she had been out of the country in January and that she and Director Toombs had been working on negotiations with the KPOA.

President Welsh encouraged everyone to attend the next Fire District Board meeting.

STAFF COMMENTS

GM/COP Harman reported that Chris Turner had been selected “Officer of the Year” for the second year in a row and that he also had earned the “Mothers Against Drunk Driving Award”. He reported that, during the past year, Officer Turner had made 23 arrests, with 15 of these being for drunk driving. Officer Turner is the first Kensington officer to have earned the “Mothers Against Drunk Driving” award.

District Administrator Wolter reported that, to meet two of the objectives set for the year by the Board, the Board’s meeting tables had been set at angles to allow the Directors to see one another more easily and that a timer had been purchased to use, when needed, during Public Comments.

CONSENT CALENDAR

**MOTION: Director Gillette moved, and President Welsh seconded, that the Board approve the Consent Calendar.
Motion passed 5 to 0.**

AYES: Welsh, Lipscomb, Lloyd, Toombs, Gillette NOES: 0 ABSENT:

DISTRICT NEW BUSINESS

1. Steven Chang, of Lamorena Chang, presented the Kensington Police Protection and Community District’s Fiscal Year 2011/2012 Annual Audit.

Steven Chang said that this was the eighth year his firm had provided services to the KPPCSD and that this was his last year of doing so. He thanked GM/COP Harman, the District’s CPA, Deborah Russell, and District Administrator Wolter for enabling his firm to finish the audit easily.

Mr. Change summarized the Financial Reports, saying that the District had \$5.7 million in assets, with \$3.9 million in fixed assets and \$1.7 million in cash and receivables. He reported that the District had \$2.6 million in revenues and \$2.5 million in expenses, resulting in a net of \$97,000. He further reported that salaries and benefits were the biggest expenses and that there had been one finding: one officer had been paid overtime

incorrectly. He said that further payroll testing indicated that this had been a one-time occurrence. He concluded by saying that new procedures had been established to ensure that this problem wouldn't recur.

President Welsh asked for Board comments.

Director Lloyd thanked Mr. Chang for his years of service.

**MOTION: Vice President Lipscomb moved, and President Welsh seconded, that the Board accept the Financial Report for Fiscal Year June 30, 2012.
Motion passed 5 to 0.**

AYES: Welsh, Lipscomb, Lloyd, Toombs, Gillette NOES: 0 ABSENT:

2. District Staff presented the Fiscal Year 2013/2014 Mid-Year Budget Review.

GM/COP Harman reviewed the memo he had prepared for the Board Packet. He reported that, although property tax revenue for the current fiscal year likely would be 5.4% higher than what was received during the prior fiscal year, the amount received likely would be only 2.4% higher than what had been budgeted for the prior fiscal year. The Fiscal Year 2013's budgeted amount for property tax revenue had been the basis for setting the Fiscal Year 2014's budgeted amount.

GM/COP Harman also reported that, for the first half of the fiscal year, legal expenses had exceeded the amount budgeted by \$46,000 and that legal expenses associated with Bay View Refuse had exceeded the budgeted amount by \$56,000. The amount that had been budgeted for solid waste legal expenses included \$50,000 for the upcoming RFP, but those legal expenses had not yet been incurred.

GM/COP Harman then summarized the District's cash flow projection for the balance of the fiscal year. Assumed remaining income (\$1,169,852) added to the cash balance as of January 31, 2014 (\$1,430,418) less assumed remaining expenses (\$1,090,934) resulted in estimated total reserves of \$1,509,336. Of this amount, \$681,790 was set aside for allocated reserves and \$827,546 was the estimated unallocated reserves amount that would remain at the end of the fiscal year on June 30, 2014.

President Welsh asked for Board member comments.

Director Lloyd said that he would like to see periodic cash flow projections to gauge the park building project's impact on cash reserves.

Director Toombs asked the District's CPA, Deborah Russell, if cash invested in the building would affect the balance sheet. Ms. Russell said that trading cash for improvements to the building would not affect the balance sheet.

President Welsh responded that, although this wouldn't affect the balance sheet, it would affect liquidity.

Vice President Lipscomb asked GM/COP Harman to explain the allocated reserves for notes payable. He responded that this money was set aside to ensure that, should Kensington's taxpayers fail to pay the amount they owe for the park bonds, the District would need to meet the obligation. He added that the park bonds mature in 2019.

President Welsh invited public comments.

Karl Kruger said that he didn't know how the Board could be comfortable with \$827,000 in unallocated reserves when they were overspending on legal expenses by \$20,000 per month.

Director Gillette responded that these legal expenses were due primarily to seven citizens.

Director Lloyd asked GM/COP Harman to discuss the memo he had prepared earlier in the day that provided a three-year forecast for unallocated cash reserves. Because some of the data appeared to be inaccurate, the Board, by consensus, agreed to table this item until its next meeting.

3. KPPCSD Directors Chuck Toombs and Pat Gillette presented the negotiated Extension Agreement between the Kensington Police Protection and Community Services District and the Kensington Police Officers Association for the period July 1, 2013 through June 30, 2014.

Director Gillette said she supported the police but that, because of uncertainties about property taxes and expenses, especially legal expenses, it was decided that a one-year contract, covering the period July 1, 2013 to June 30, 2014, was preferable. She reported that the KPPCSD and the KPOA had agreed upon a 3% pay increase that would be retroactive to July 1, 2013 and that the language of the agreement would be completed by the Board's next meeting.

Bruce Morrow said if Dr. Schwartzburd dropped his lawsuit, the pay increase would be paid for in two months.

Karl Kruger said he was concerned about the benefits program, especially that of lifetime medical coverage upon an officer's completion of five years of employment. He also said that 3% pay increases wouldn't be sustainable.

Director Toombs responded that the five-year vesting period for lifetime medical coverage was a benefit for all PERS participants, not just Kensington officers and that state law mandated this.

Mabry Benson asked if there would be discussions about the officers picking up the officer's portion of the PERS contributions. Director Gillette said that this discussion was not anticipated for this year. She said that there were legal issues and uncertainty surrounding this topic but that this would be addressed in the next round of negotiations in concert with the state's recent pension reforms.

4. The Park Buildings Committee presented Resolution 2014-01, a Resolution of the Kensington Police Protection and Community Services District making determinations and calling an election and ordering the submission of a proposition of incurring bonded debt for the purpose of making improvements to the Kensington Community Center, to the qualified voters of the District at the statewide General Election to be held on June 3, 2014.

Director Toombs introduced Lisa Caronna and the other members of the Park Buildings Committee: Vice President Lipscomb, Andrew Reed, Jack Griffith, Bruce Morrow, and John Stein.

Ms. Caronna began her presentation by recognizing Director Toombs and Andrew Reed for the work they had done in preparing documents for the Board packet. She then summarized recent prior events with respect to the park's building, including the Board's decision at its January meeting to move forward with the process needed to issue 30-year general obligation bonds of up to \$2 million. The per parcel cost of these bonds would be approximately \$14 per \$100,000 of assessed value, and the bond measure would require a 2/3 voter approval.

Ms. Caronna introduced Craig Hill, bond counsel with NHA Advisors. He said that both Hanson Bridgett and bond counsel had reviewed the documents contained in the Board's packet.

Ms. Caronna said that the park and its buildings were major assets for the District, that most of the work proposed for the park buildings was safety-related, and that bond rates were currently very low. She reviewed funding of the proposed project: \$36,000 of District funds had been spent to date; \$30,000 - \$35,000 District funds would need to be spent to place the measure on the ballot; and \$137,500 would need to be spent (for bond issue-related expenses) out of bond proceeds, if the bond measure passed.

Ms. Caronna summarized the overall budget for the buildings project. Anticipated revenue, comprised of \$504,984 Funds plus \$280,000 Contributions, would be \$784,984. Expenses (those already incurred plus those that would remain) would be \$122,984. The remaining funds that would be available for the project, in addition to the bond proceeds remaining (after bond associated expenses had been incurred), would be \$662,000.

Ms. Caronna summarized the project costs, which she estimated would be \$2,225,000, and total funding sources, including bond proceeds, which she estimated would be

\$2,462,000. She noted that, until the bond proceeds and bids were received, these amounts wouldn't be finalized.

Craig Hill addressed the Board, saying that, should the Board approve placing the recommended measure on the ballot, doing so would begin the clock on the election process. He said that, should the election prove successful, the bond process would be completed within 60 to 90 days. Subsequent to that, NHA Advisors would notify the County of the amount to be collected. Mr. Hill described this as a very conservative financing plan, that the bond proceeds were expected to exceed anticipated expenses, and said that the bond proceeds could be used only for buildings.

Director Gillette asked where community meetings would be held during the Community Center renovation. Ms. Caronna responded that the Annex, which would undergo minor improvements prior to the Community Center work, or other space within the community, would be used.

Julie Wunderlich, of Jones Hall, addressed the Board, saying that the Board could move forward once it determined the purpose of the bond proceeds: acquisition or capital improvements. She said that the bond resolution needed to be specific about the use of the bond proceeds. She reviewed the proposed Resolution 2014-01, which clarified the purpose of the proposed bond proceeds, cited the proposed language of the bond measure, and described the principal amount (\$2,000,000) the maximum term of the bonds (not to exceed 30 years) and the maximum rate of interest to be paid (not to exceed 12% per annum). She also reviewed the accountability measures contained in the proposed resolution. She concluded by saying that the proposed ballot language had been vetted.

At 9:00 PM, President Welsh asked for a recess.

The meeting resumed at 9:15 PM.

President Welsh asked Ms. Caronna if anyone had looked into where recreation activities would occur during the renovation. She responded that GM/COP Harman would be researching this.

A brief discussion ensued about making a punctuation amendment to the proposed ballot language. It was concluded that a comma would be added between the words "bonds" and "proceeds".

Mabry Benson said that she was bothered that the proposed funding would extend over 30 years because the building likely would need to be refurbished before the end of that period.

Craig Hill responded that, should rates be lower at the time that the bonds are sold, the term of the bonds could be shorter.

Board discussion ensued.

Director Lloyd said that he would like to have received more information and expressed concern about the project's impact on the operating budget and on reserves. He also said that he would like to see the effect of the project in the context of a 5-year forecast.

Director Toombs responded that changing dollars into building improvements would not change the District's net worth and therefore an analysis would be unnecessary.

Director Lloyd said he was concerned that \$100,000 had been spent out of reserves for this project.

Director Toombs said that, at this point, the Board would only be authorizing \$35,000 for election costs and the resolution to place the measure on the ballot.

President Welsh confirmed Director Toomb's comments about the action before the Board and said that the issues raised by Director Lloyd were legitimate.

Director Lloyd said that he wanted to be sure that there weren't implied encumbrances.

Director Toombs responded that there weren't.

MOTION: Director Toombs moved, and Director Gillette seconded, that the Board accept and approve the Resolution to place a general obligation bond measure on the June 3, 2014 ballot as set forth at Attachment A and that the Board approve the additional expenditures estimated at \$35,000 to place a measure on the ballot and to allocate \$35,000 from the Park Building reserve fund as set forth at Attachments B and C.

Motion passed 5 to 0.

AYES: Welsh, Lipscomb, Lloyd, Toombs, Gillette NOES: 0 ABSENT:

President Welsh said that that police can't be paid with bricks and mortar and the Board needed to track liquidity.

MOTION: Vice President Lipscomb moved, and President Welsh seconded, that the meeting be adjourned.

Motion passed 5 to 0

AYES: Welsh, Lipscomb, Lloyd, Toombs, Gillette NOES: 0 ABSENT:

The meeting was adjourned at 9:41 PM.

Memorandum

Kensington Police Department



To: KPPCSD Board of Directors

APPROVED YES NO

From: Gregory E. Harman, General Manager/ Chief of Police

FORWARDED TO:

Date: Friday, March 07, 2014

Subject: Consent Calendar Item B- Unaudited Profit & Loss Report

For the month of February, the Unaudited Profit & Loss Budget Performance Report is attached for review.

Variances in revenue and expenses for the month, as well as year to date fiscal projections can be found in the "Budget" portion of the General Manager's Report.

KPPCSD
Unaudited Profit & Loss Budget Performance
 February 2014

	Feb 14	Budget	Jul '13 - Feb 14	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
400 · Police Activities ...					
401 · Levy Tax	0.00	0.00	1,317,060.84	1,286,000.00	1,286,000.00
402 · Special Tax-Po...	0.00		681,390.00	680,000.00	680,000.00
403 · Misc Tax-Police	0.00		66.70	0.00	0.00
404 · Measure G Sup...	0.00		488,102.86	486,986.00	486,986.00
410 · Police Fees/Se...	255.30	0.00	1,395.95	750.00	1,500.00
414 · POST Reimbur...	2,895.70		4,971.98	1,000.00	2,000.00
415 · Grants-Police	0.00	0.00	28,879.31	0.00	0.00
416 · Interest-Police	0.00		820.76	1,500.00	3,000.00
417 · Police Asset S...	0.00		0.00	0.00	0.00
418 · Misc Police Inc...	2,742.47	1,500.00	13,144.30	12,000.00	18,000.00
419 · Supplemental ...	0.00		0.00	0.00	0.00
Total 400 · Police Acti...	5,893.47	1,500.00	2,535,832.70	2,468,236.00	2,477,486.00
420 · Park/Rec Activiti...					
424 · Special Tax-L&L	0.00		33,495.74	33,000.00	33,000.00
426 · Park Donations	0.00		0.00	0.00	0.00
427 · Community Ce...	390.00	1,500.00	19,570.50	16,600.00	25,000.00
435 · Grants-Park/Rec	0.00		0.00	0.00	0.00
436 · Interest-Park/R...	0.00		0.00	100.00	200.00
438 · Misc Park/Rec ...	104.00	50.00	400.00	300.00	500.00
Total 420 · Park/Rec A...	494.00	1,550.00	53,466.24	50,000.00	58,700.00
440 · District Activities...					
448 · Franchise Fees	0.00		14,597.99	7,000.00	21,000.00
456 · Interest-District	0.00		0.00	250.00	500.00
458 · Misc District R...	0.00		0.00	0.00	0.00
Total 440 · District Act...	0.00		14,597.99	7,250.00	21,500.00
Total Income	6,387.47	3,050.00	2,603,896.93	2,525,486.00	2,557,686.00
Expense					

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KPPCSD
Unaudited Profit & Loss Budget Performance
 February 2014

	Feb 14	Budget	Jul '13 - Feb 14	YTD Budget	Annual Budget
500 · Police Sal & Ben					
502 · Salary - Officers	78,398.10	78,002.75	627,987.04	624,022.00	936,033.00
504 · Compensated ...	0.00		8,063.20	6,700.00	10,000.00
506 · Overtime	4,651.16	3,333.33	37,120.69	26,666.68	40,000.00
508 · Salary - Non-S...	4,735.75	4,333.33	37,318.41	34,666.68	52,000.00
516 · Uniform Allow...	666.60	666.67	5,332.80	5,333.32	8,000.00
518 · Safety Equipm...	0.00		0.00	1,250.00	2,500.00
521-A · Medical/Visi...	15,624.19	14,800.25	131,206.80	118,402.00	177,603.00
521-R · Medical/Visi...	12,053.56	13,902.42	102,736.72	111,219.32	166,829.00
521-T · Medical/Visio...	0.00		42,818.00		-21,109.00
522 · Insurance - Pol...	945.00	436.67	3,999.30	3,493.32	5,240.00
523 · Social Security...	1,290.18	1,263.92	8,747.35	10,111.36	15,167.00
524 · Social Security...	326.33	268.67	2,414.51	2,149.32	3,224.00
527 · PERS - District...	28,840.42	28,696.17	231,567.92	229,569.36	344,354.00
528 · PERS - Officer...	7,115.80	7,080.25	56,998.60	56,642.00	84,963.00
530 · Workers Comp	0.00		30,906.00	34,500.00	46,000.00
540 · Advanced Indu...	0.00		0.00	0.00	0.00
Total 500 · Police Sal ...	154,647.09	152,784.43	1,327,217.34	1,264,725.36	1,870,804.00
550 · Other Police Exp...					
552 · Expendable Po...	0.00	125.00	373.64	1,000.00	1,500.00
553 · Range/Ammun...	0.00	250.00	2,229.47	2,000.00	3,000.00
560 · Crossing Guard	1,062.01	1,006.10	5,645.43	6,036.60	10,061.00
562 · Vehicle Operat...	3,035.93	5,000.00	27,962.51	40,000.00	60,000.00
564 · Communicatio...	10,656.40	10,000.00	71,106.42	104,460.00	154,460.00
566 · Radio Mainten...	67.62	159.09	19,588.51	21,113.64	21,750.00
568 · Prisoner/Case ...	100.00	450.00	3,470.18	3,600.00	5,400.00
570 · Training	-159.00	833.33	8,181.18	6,666.68	10,000.00
572 · Recruiting	0.00	541.67	1,075.00	4,333.32	6,500.00
574 · Reserve Officers	0.00	337.50	104.04	2,700.00	4,050.00
576 · Misc. Dues, Me...	0.00		2,544.83	2,075.00	2,075.00
580 · Utilities - Police	897.71	716.67	5,136.57	5,733.32	8,600.00
581 · Bldg Repairs/M...	0.00		148.63	500.00	500.00
582 · Expendable Of...	266.14	500.00	3,034.87	4,000.00	6,000.00

KPPCSD
Unaudited Profit & Loss Budget Performance
 February 2014

	Feb 14	Budget	Jul '13 - Feb 14	YTD Budget	Annual Budget
586 · Machine Maint...	0.00		0.00	0.00	0.00
588 · Telephone(+Ri...	837.17	712.00	6,548.54	5,696.00	8,544.00
590 · Housekeeping	335.64	333.33	2,591.99	2,666.68	4,000.00
592 · Publications	50.00	183.33	2,008.30	1,466.68	2,200.00
594 · Community Po...	136.95	250.00	183.19	1,800.00	2,000.00
596 · WEST-NET/CA...	0.00		13,386.00	13,386.00	13,386.00
598 · COPS Special ...	0.00		0.00	0.00	0.00
599 · Police Taxes A...	0.00		2,471.74	2,475.00	3,300.00
550 · Other Police E...	0.00		41.61		
Total 550 · Other Polic...	17,286.57	21,398.02	177,832.65	231,708.92	327,326.00
600 · Park/Rec Sal & B...					
601 · Park & Rec Ad...	527.75	541.67	4,397.00	4,333.32	6,500.00
602 · Custodian	1,750.00	1,750.00	14,000.00	14,000.00	21,000.00
623 · Social Security...	0.00	41.42	212.05	331.32	497.00
Total 600 · Park/Rec S...	2,277.75	2,333.09	18,609.05	18,664.64	27,997.00
635 · Park/Recreation ...					
640 · Community Ce...					
642 · Utilities-Com...	489.42	448.00	3,100.08	3,584.00	5,376.00
643 · Janitorial Su...	0.00		597.90	600.00	750.00
646 · Community ...	0.00		2,639.91	1,000.00	2,000.00
Total 640 · Communi...	489.42	448.00	6,337.89	5,184.00	8,126.00
660 · Annex Expenses					
662 · Utilities - An...	0.00		704.69	0.00	0.00
666 · Annex Repairs	0.00		0.00	0.00	0.00
668 · Misc Annex ...	0.00		0.00	0.00	0.00
Total 660 · Annex Ex...	0.00		704.69	0.00	0.00
672 · Kensington Pa...	3,620.45	7,369.33	53,189.75	58,954.68	88,432.00
678 · Misc Park/Rec ...	0.00		170.00	0.00	0.00
Total 635 · Park/Recre...	4,109.87	7,817.33	60,402.33	64,138.68	96,558.00

N

KPPCSD
Unaudited Profit & Loss Budget Performance
 February 2014

	<u>Feb 14</u>	<u>Budget</u>	<u>Jul '13 - Feb 14</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
800 · District Expenses					
810 · Computer Main...	1,304.76	2,292.00	22,630.14	18,336.00	27,504.00
820 · Cannon Copier...	457.97	475.00	3,757.63	3,800.00	5,700.00
830 · Legal (District/...	0.00	5,833.33	115,733.99	46,666.68	70,000.00
835 · Consulting	0.00		20,800.00	2,000.00	3,000.00
840 · Accounting	7,075.00	4,062.50	24,923.81	32,500.00	48,750.00
850 · Insurance	0.00		28,522.26	30,000.00	30,000.00
860 · Election	0.00		0.00	0.00	0.00
865 · Police Bldg. Le...	0.00		31,514.00	31,514.00	31,514.00
870 · County Expen...	0.00		7,377.23	7,000.00	19,900.00
890 · Waste/Recycle	294.24	4,500.00	57,336.00	36,000.00	54,000.00
898 · Misc. Expenses	167.26	858.33	8,979.17	6,866.68	10,300.00
Total 800 · District Exp...	<u>9,299.23</u>	<u>18,021.16</u>	<u>321,574.23</u>	<u>214,683.36</u>	<u>300,668.00</u>
950 · Capital Outlay					
961 · Police Bldg Im...	0.00		1,395.00		
962 · Patrol Cars	0.00		33,192.03	25,000.00	25,000.00
963 · Patrol Car Acc...	15,403.74		15,403.74	10,000.00	10,000.00
969 · Computer Equi...	0.00		21,066.82	16,250.00	16,250.00
Total 950 · Capital Out...	<u>15,403.74</u>		<u>71,057.59</u>	<u>51,250.00</u>	<u>51,250.00</u>
Total Expense	<u>203,024.25</u>	<u>202,354.03</u>	<u>1,976,693.19</u>	<u>1,845,170.96</u>	<u>2,674,603.00</u>
Net Ordinary Income	-196,636.78	-199,304.03	627,203.74	680,315.04	-116,917.00
Other Income/Expense					
Other Expense					
700 · Bond Issue Expe...					
701 · Bond Proceeds	0.00		-178,144.40		
710 · Bond Admin.	658.98		9,305.59		
715 · Bond Interest I...	0.00		-60.43		
720 · Bond Principal	0.00		120,230.37		
730 · Bond Interest	0.00		23,161.56		

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03/05/14
Accrual Basis

KPPCSD
Unaudited Profit & Loss Budget Performance
February 2014

	<u>Feb 14</u>	<u>Budget</u>	<u>Jul '13 - Feb 14</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Total 700 · Bond Issue...	658.98		-25,507.31		
995 · Loss/(Gain) - Ass...	-154.00		-154.00		
Total Other Expense	504.98		-25,661.31		
Net Other Income	-504.98	0.00	25,661.31	0.00	0.00
Net Income	<u>-197,141.76</u>	<u>-199,304.03</u>	<u>652,865.05</u>	<u>680,315.04</u>	<u>-116,917.00</u>

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Memorandum

Kensington Police Department



To: KPPCSD Board of Directors

APPROVED YES NO

From: Gregory E. Harman, General Manager/ Chief of Police

Date: Friday, March 07, 2014

FORWARDED TO:

Subject: Consent Calendar Item C- Park Revenue & Expenses

The KPPCSD Board and the Park Buildings Committee has requested a separate and detailed accounting of park revenues and expenses.

This information is obtained through our QuickBooks software. Revenue and expenses from July 1, 2013 through February 28, 2014 is attached to this memo.

5:33 PM
 03/05/14
 Accrual Basis

KPPCSD
Account QuickReport
 July 1, 2013 through March 5, 2014

Type	Date	Num	Name	Memo	Split	Amount
420 · Park/Rec Activities Revenue						
424 · Special Tax-L&L						
General Journal	10/1/2013	JV07...	CCC Taxes-LLD	SP ASSESS ...	146 · Advance...	33,495.74
Total 424 · Special Tax-L&L						33,495.74
427 · Community Center Revenue						
Deposit	7/12/2013	512		CC Rental 6-...	112 · General ...	300.00
Deposit	7/12/2013	2954		July Rent fro...	112 · General ...	45.00
Deposit	7/12/2013	3005		CC Rental 7-...	112 · General ...	700.00
Deposit	8/7/2013	2132		CC Rental S...	112 · General ...	150.00
Deposit	8/7/2013	2130		CC Rental	112 · General ...	600.00
Deposit	8/7/2013	1158		CC Rental	112 · General ...	975.00
Deposit	8/7/2013	3523		CC Rental	112 · General ...	700.00
Deposit	9/5/2013	2962		Wake Up to ...	112 · General ...	45.00
Deposit	9/5/2013	1053		CC Rental 9-...	112 · General ...	1,100.00
Deposit	9/5/2013	1118		East Bay Coll...	112 · General ...	598.00
Deposit	9/30/2013	2977		Wake Up to ...	112 · General ...	45.00
Deposit	10/22/2013	382		CC Rental on...	112 · General ...	450.00
Deposit	10/22/2013	2342		CC Rental 10...	112 · General ...	450.00
Deposit	10/22/2013	3209...		Alanon Mtg ...	112 · General ...	45.00
Deposit	12/5/2013	6266		CC Rental	112 · General ...	750.00
Deposit	12/5/2013	110		CC Rental	112 · General ...	300.00
Deposit	12/5/2013	5118		CC Rental	112 · General ...	487.50
Deposit	12/5/2013	1388		CC Rental	112 · General ...	225.00
Deposit	12/5/2013	983		CC Rental	112 · General ...	250.00
Deposit	12/5/2013	224		CC Rental	112 · General ...	250.00
Deposit	12/5/2013	2793		CC Rental	112 · General ...	525.00
Deposit	12/5/2013	1436		CC Rental	112 · General ...	450.00
Deposit	12/5/2013	40609		CC Rental	112 · General ...	300.00
Deposit	12/5/2013	2995		Wake Up to ...	112 · General ...	45.00
Deposit	1/10/2014	3009		Wake Up to ...	112 · General ...	45.00
Deposit	1/10/2014			CC Rental 12...	112 · General ...	500.00
Deposit	1/10/2014	2805		CC Rental 1-...	112 · General ...	300.00
Deposit	1/10/2014	129		CC Rental 12...	112 · General ...	300.00
Deposit	1/10/2014	7141		1st Half of re...	112 · General ...	7,500.00

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Accrual Basis

KPPCSD
Account QuickReport
July 1, 2013 through March 5, 2014

Type	Date	Num	Name	Memo	Split	Amount
Deposit	1/10/2014	2664		CC Rental 1-...	112 · General ...	750.00
Deposit	2/24/2014	4060		CC Rental 3-...	112 · General ...	300.00
Deposit	2/24/2014	096		Alanon paym...	112 · General ...	45.00
Deposit	2/24/2014	3024		Alanon paym...	112 · General ...	45.00
Total 427 · Community Center Revenue						19,570.50
438 · Misc Park/Rec Rev						
Deposit	7/12/2013	3898		Tennis Court ...	112 · General ...	40.00
Deposit	9/5/2013	4025		Tennis Court ...	112 · General ...	40.00
Deposit	9/5/2013	3358		Tennis Court ...	112 · General ...	64.00
Deposit	10/22/2013	3369		Tennis Court ...	112 · General ...	112.00
Deposit	12/5/2013	4087		Tennis Court ...	112 · General ...	40.00
Deposit	2/24/2014	3386		Tennis Court ...	112 · General ...	64.00
Deposit	2/24/2014	4149		Tennis Court ...	112 · General ...	40.00
Total 438 · Misc Park/Rec Rev						400.00
Total 420 · Park/Rec Activities Revenue						53,466.24
TOTAL						53,466.24

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 03/05/14
 Accrual Basis

KPPCSD
Account QuickReport
 July 1, 2013 through March 5, 2014

Type	Date	Num	Name	Memo	Split	Amount
600 · Park/Rec Sal & Ben						
601 · Park & Rec Administrator						
Paycheck	7/15/2013		Di Napoli, Andrea		112 · General ...	277.25
Paycheck	7/30/2013		Di Napoli, Andrea		112 · General ...	326.00
Paycheck	8/15/2013		Di Napoli, Andrea		112 · General ...	293.00
Paycheck	8/29/2013		Di Napoli, Andrea		112 · General ...	281.25
Paycheck	9/13/2013		Di Napoli, Andrea		112 · General ...	283.25
Paycheck	9/30/2013		Di Napoli, Andrea		112 · General ...	57.00
Paycheck	10/15/2013		Di Napoli, Andrea		112 · General ...	333.00
Paycheck	10/30/2013		Di Napoli, Andrea		112 · General ...	346.00
Paycheck	11/15/2013		Di Napoli, Andrea		112 · General ...	290.25
Paycheck	11/29/2013		Di Napoli, Andrea		112 · General ...	284.50
Paycheck	12/13/2013		Di Napoli, Andrea		112 · General ...	270.75
Paycheck	12/30/2013		Di Napoli, Andrea		112 · General ...	266.50
Paycheck	1/15/2014		Di Napoli, Andrea		112 · General ...	251.50
Paycheck	1/29/2014		Di Napoli, Andrea		112 · General ...	309.00
Paycheck	2/13/2014		Di Napoli, Andrea		112 · General ...	285.25
Paycheck	2/27/2014		Di Napoli, Andrea		112 · General ...	242.50
Total 601 · Park & Rec Administrator						4,397.00
602 · Custodian						
Check	7/15/2013	14838	William Driscoll	Com. Center ...	112 · General ...	875.00
Check	7/30/2013	14864	William Driscoll	Com. Center ...	112 · General ...	875.00
Check	8/15/2013	14898	William Driscoll	Com. Center ...	112 · General ...	875.00
Check	8/30/2013	14927	William Driscoll	Com. Center ...	112 · General ...	875.00
Check	9/13/2013	14955	William Driscoll	Community C...	112 · General ...	875.00
Check	9/30/2013	14990	William Driscoll	Community C...	112 · General ...	875.00
Check	10/15/2013	15035	William Driscoll	Community C...	112 · General ...	875.00
Check	10/30/2013	15062	William Driscoll	Community C...	112 · General ...	875.00
Check	11/15/2013	15104	William Driscoll	Community C...	112 · General ...	875.00
Check	11/29/2013	15193	William Driscoll	Community C...	112 · General ...	875.00
Check	12/13/2013	15226	William Driscoll	Community C...	112 · General ...	875.00
Check	12/30/2013	15247	William Driscoll	Community C...	112 · General ...	875.00
Check	1/15/2014	15286	William Driscoll	Community C...	112 · General ...	875.00
Check	1/30/2014	15310	William Driscoll	Community C...	112 · General ...	875.00

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Accrual Basis

KPPCSD
Account QuickReport
July 1, 2013 through March 5, 2014

Type	Date	Num	Name	Memo	Split	Amount
Check	2/14/2014	15345	William Driscoll	Community C...	112 · General ...	875.00
Check	2/28/2014	15389	William Driscoll	Community C...	112 · General ...	875.00
Total 602 · Custodian						14,000.00
623 · Social Security/Medicare - Dist						
General Journal	7/15/2013	SS A...		07/01-07/15/13	523 · Social S...	21.21
General Journal	7/30/2013	SS A...		07/16-07/31/13	523 · Social S...	24.94
General Journal	8/15/2013	SS A...		08/01-08/15/13	523 · Social S...	22.42
General Journal	8/30/2013	SS A...		08/16-08/31/13	523 · Social S...	21.52
General Journal	9/15/2013	SS A...		09/01-09/15/13	523 · Social S...	21.67
General Journal	9/30/2013	SS A...		09/16-09/30/13	523 · Social S...	4.36
General Journal	10/15/2013	SS A...		10/01-10/15/13	523 · Social S...	25.48
General Journal	10/30/2013	SS A...		10/16-10/31/13	523 · Social S...	26.47
General Journal	11/15/2013	SS A...		11/01-11/15/13	523 · Social S...	22.21
General Journal	11/30/2013	SS A...		11/16-11/30/13	523 · Social S...	21.77
Total 623 · Social Security/Medicare - Dist						212.05
Total 600 · Park/Rec Sal & Ben						18,609.05
TOTAL						18,609.05

KPPCSD
Account QuickReport
 July 1, 2013 through March 5, 2014

Type	Date	Num	Name	Memo	Split	Amount
635 · Park/Recreation Expenses						
640 · Community Center Expenses						
642 · Utilities-Community Center						
General Journal	7/1/2013	REV ...	CCC Treasurer's Of...		210 · Account...	-668.26
Check	7/15/2013	14840	Pacific Telemanage...	Pay Phone C...	112 · General ...	78.00
Check	7/30/2013	14862	EBMUD	840 Coventry	112 · General ...	26.87
Check	7/30/2013	14873	PG&E	Community C...	112 · General ...	223.45
Check	7/30/2013	14892	Pacific Telemanage...	Pay Phone C...	112 · General ...	78.00
Check	8/30/2013	14924	PG&E	Community C...	112 · General ...	232.51
Check	8/30/2013	14926	EBMUD	2 Arlmont - C...	112 · General ...	388.98
Check	9/13/2013	14958	Pacific Telemanage...	Pay Phone C...	112 · General ...	78.00
Check	9/13/2013	14964	Olivero Plumbing Co.	Com. Center ...	112 · General ...	115.00
Check	9/30/2013	14993	PG&E	Community C...	112 · General ...	197.03
Check	9/30/2013	14996	EBMUD	840 Coventry...	112 · General ...	29.34
Check	10/15/2013	15038	Pacific Telemanage...	Pay Phone C...	112 · General ...	78.00
Check	10/30/2013	15061	EBMUD	2 Arlmont 8/1...	112 · General ...	304.58
Check	10/30/2013	15068	PG&E	Community C...	112 · General ...	197.85
Check	11/15/2013	15105	Pacific Telemanage...	Pay Phone N...	112 · General ...	78.00
Check	11/15/2013	15182	EBMUD	840 Coventry	112 · General ...	29.34
Check	11/15/2013	15185	PG&E	Community C...	112 · General ...	209.50
Check	11/29/2013	15214	Pacific Telemanage...	Pay Phone D...	112 · General ...	78.00
Check	12/30/2013	15248	EBMUD	2 Arlmont 10/...	112 · General ...	234.50
Check	12/30/2013	15249	PG&E	Community C...	112 · General ...	240.06
Check	1/15/2014	15282	Pacific Telemanage...	Pay Phone J...	112 · General ...	78.00
Check	1/15/2014	15305	PG&E	Community C...	112 · General ...	274.57
Check	1/30/2014	15309	EBMUD	840 Coventry...	112 · General ...	29.34
Check	2/14/2014	15351	Pacific Telemanage...	CC Pay Phon...	112 · General ...	78.00
Check	2/28/2014	15385	PG&E	Community C...	112 · General ...	252.84
Check	2/28/2014	15405	EBMUD	2 Arlmont (C...	112 · General ...	158.58
Total 642 · Utilities-Community Center						3,100.08
643 · Janitorial Supplies						
General Journal	7/1/2013	REV ...	CCC Treasurer's Of...		210 · Account...	-185.23
Check	7/15/2013	14839	UBS	Janitorial sup...	112 · General ...	185.23
Check	9/30/2013	15008	UBS	Com. Center ...	112 · General ...	582.72

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KPPCSD
Account QuickReport
 July 1, 2013 through March 5, 2014

Type	Date	Num	Name	Memo	Split	Amount
Check	12/13/2013	15231	Kensington Home a...	Trash bags	112 · General ...	15.18
Total 643 · Janitorial Supplies						597.90
646 · Community Center Repairs						
Check	7/30/2013	14889	Summer Rain Land...	650 sq ft. of s...	112 · General ...	1,200.00
Check	8/15/2013	14918	Summer Rain Land...	8 yards of ba...	112 · General ...	400.00
Check	9/30/2013	15025	Summer Rain Land...	Tree trimmin...	112 · General ...	180.00
Check	10/30/2013	15083	Summer Rain Land...	Tree trimmin...	112 · General ...	65.00
Check	11/15/2013	15177	Kensington Home a...	9/28/13 - 10/...	112 · General ...	23.85
Check	11/15/2013	15180	Summer Rain Land...	Repaiars to ir...	112 · General ...	95.00
Check	11/29/2013	15192	KEL-AIRE	service call, r...	112 · General ...	248.91
Check	11/29/2013	15217	Summer Rain Land...	Brush remov...	112 · General ...	380.00
Check	12/13/2013	15231	Kensington Home a...	Plumbing rep...	112 · General ...	47.15
Total 646 · Community Center Repairs						2,639.91
Total 640 · Community Center Expenses						6,337.89
660 · Annex Expenses						
662 · Utilities - Annex						
General Journal	7/1/2013	REV ...	CCC Treasurer's Of...		210 · Account...	-94.15
Check	7/30/2013	14862	EBMUD	1 Windsor (S...	112 · General ...	188.30
Check	9/30/2013	14996	EBMUD	1 Windsor - ...	112 · General ...	230.54
Check	11/15/2013	15182	EBMUD	1 Windsor - s...	112 · General ...	183.82
Check	1/15/2014	15304	EBMUD	1 Windsor - ...	112 · General ...	196.18
Total 662 · Utilities - Annex						704.69
Total 660 · Annex Expenses						704.69
672 · Kensington Park O&M						
General Journal	7/1/2013	NBS	NBS Government Fi...	JUL-SEP 2013	710 · Bond Ad...	1,073.29
General Journal	7/1/2013	REV ...	CCC Treasurer's Of...		210 · Account...	-1,113.80
Check	7/15/2013	14829	Summer Rain Land...	Drinking foun...	112 · General ...	85.00
Check	7/15/2013	14839	UBS	June 2013 P...	112 · General ...	432.00
Check	7/30/2013	14862	EBMUD	1 Windsor (lr...	112 · General ...	1,363.60
Check	7/30/2013	14866	Summer Rain Land...	Park Repairs	112 · General ...	0.00

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 Accrual Basis

KPPCSD
Account QuickReport
 July 1, 2013 through March 5, 2014

Type	Date	Num	Name	Memo	Split	Amount
Check	7/30/2013	14889	Summer Rain Land...	July monthly ...	112 · General ...	2,050.00
Check	7/30/2013	14889	Summer Rain Land...	2 yards of ba...	112 · General ...	240.00
Check	7/30/2013	14889	Summer Rain Land...	Repair of ste...	112 · General ...	180.00
Check	7/30/2013	14889	Summer Rain Land...	removal of br...	112 · General ...	80.00
Check	7/30/2013	14889	Summer Rain Land...	trouble shoot ...	112 · General ...	140.00
General Journal	7/30/2013	CK 1...	Summer Rain Land...	For CHK 148...	112 · General ...	640.00
General Journal	8/9/2013	VD C...	Summer Rain Land...	Reverse of G...	112 · General ...	-640.00
Check	8/15/2013	14905	UBS	July 2013 Pa...	112 · General ...	432.00
Check	8/15/2013	14918	Summer Rain Land...	Irrigation rep...	112 · General ...	430.00
Check	8/30/2013	14930	William Driscoll	Park Restroo...	112 · General ...	425.00
Check	9/13/2013	14963	Summer Rain Land...	Park Monthly...	112 · General ...	2,050.00
Check	9/13/2013	14976	Kensington Home a...	Park restroom	112 · General ...	13.48
Check	9/30/2013	14990	William Driscoll	Park Restro...	112 · General ...	425.00
Check	9/30/2013	14996	EBMUD	1 Windsor - Ir...	112 · General ...	1,390.74
Check	9/30/2013	15011	NBS Government Fi...	Inv. #913000...	112 · General ...	1,098.83
Check	9/30/2013	15025	Summer Rain Land...	Park Monthly...	112 · General ...	2,260.00
Check	10/30/2013	15062	William Driscoll	Park Rest. M...	112 · General ...	425.00
Check	10/30/2013	15083	Summer Rain Land...	Park Monthly...	112 · General ...	3,980.00
Check	11/15/2013	15180	Summer Rain Land...	Repairs to fie...	112 · General ...	185.00
Check	11/15/2013	15182	EBMUD	1 Windsor - ir...	112 · General ...	1,592.62
Check	11/29/2013	15193	William Driscoll	Park Restroo...	112 · General ...	425.00
Check	11/29/2013	15217	Summer Rain Land...	Tree Remova...	112 · General ...	780.00
Check	11/29/2013	15217	Summer Rain Land...	Monthly fee - ...	112 · General ...	2,050.00
Check	12/30/2013	15247	William Driscoll	Restroom Cl...	112 · General ...	425.00
Check	1/15/2014	15275	NBS Government Fi...	Inv. #121301...	112 · General ...	1,091.96
Check	1/15/2014	15277	Summer Rain Land...	Irrigation rep...	112 · General ...	165.00
Check	1/15/2014	15277	Summer Rain Land...	Monthly fee - ...	112 · General ...	2,050.00
Check	1/15/2014	15296	E. R. A. Constructio...	Storm drain i...	112 · General ...	17,500.00
Check	1/15/2014	15296	E. R. A. Constructio...	Storm dain i...	112 · General ...	1,400.00
Check	1/30/2014	15309	EBMUD	1 Windsor - ir...	112 · General ...	904.58
Check	1/30/2014	15310	William Driscoll	Park Restroo...	112 · General ...	425.00
Check	1/30/2014	15339	Summer Rain Land...	Irrigation rep...	112 · General ...	200.00
Check	1/30/2014	15339	Summer Rain Land...	Monthly fee - ...	112 · General ...	2,050.00
Check	1/30/2014	15339	Summer Rain Land...	Road repair n...	112 · General ...	720.00
Check	1/30/2014	15339	Summer Rain Land...	Tree trimmin...	112 · General ...	145.00

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Accrual Basis

KPPCSD
Account QuickReport
July 1, 2013 through March 5, 2014

Type	Date	Num	Name	Memo	Split	Amount
Check	2/14/2014	15357	Mighetto Electric	Inv. # 2657 P...	112 · General ...	295.45
Check	2/14/2014	15379	Summer Rain Land...	Repair Tenni...	112 · General ...	380.00
Check	2/14/2014	15379	Summer Rain Land...	Mulch Restro...	112 · General ...	420.00
Check	2/14/2014	15379	Summer Rain Land...	Remove Tree...	112 · General ...	2,100.00
Check	2/28/2014	15389	William Driscoll	Park Restroo...	112 · General ...	425.00
Total 672 · Kensington Park O&M						53,189.75
678 · Misc Park/Rec Expense						
General Journal	7/1/2013	REV ...	CCC Treasurer's Of...		210 · Account...	-24.69
Check	7/15/2013	14844	BPXpress	Copies of Par...	112 · General ...	24.69
Check	10/30/2013	15081	California Park & R...	Membership t...	112 · General ...	170.00
Total 678 · Misc Park/Rec Expense						170.00
Total 635 · Park/Recreation Expenses						60,402.33
TOTAL						60,402.33

Memorandum

Kensington Police Department



To: KPPCSD Board of Directors

APPROVED

YES

NO

From: Gregory E. Harman, General Manager/ Chief of Police

FORWARDED TO:

Date: Friday, March 07, 2014

Subject: Consent Calendar Item # E- Training & Reimbursement Reports

For the month of February, the following attached Training and Reimbursement Reports pursuant to KPPCSD Board Policy # 4030 were submitted for approval.

APPENDIX A - EXPENSE PREPAYMENT/REIMBURSEMENT FORM

Name: Lynn Walter

Event/Activity: CSDA Training "Board's Role in Finance + Fiscal

Location of Event/Activity: Sacramento Accountability" (Date: 2/7/14)

Approved by Board of Directors on: _____

	Prepay	Reimburse
1. Event/Activity Registration Fee	\$ <u>225.00</u>	\$ _____
2. Transportation		
• Airfare	\$ _____	\$ _____
• Car Rental (\$ _____ per day for _____ days)	\$ _____	\$ _____
• Car Mileage (\$ <u>0.50</u> per mile for <u>158.12</u> miles)	\$ _____	\$ <u>88.55</u>
• Taxi	\$ _____	\$ _____
• Parking	\$ _____	\$ _____
3. Lodging (\$ _____ per night for _____ nights)	\$ _____	\$ _____
4. Meals (Complete information requested on next page of form)		
a. Breakfast	\$ _____	\$ _____
b. Lunch	\$ _____	\$ <u>9.71</u>
c. Dinner	\$ _____	\$ _____
5. Other (Explain details of request)	\$ _____	\$ _____
Total Requested	\$ <u>225.00</u>	\$ <u>98.26</u>

Please attach all receipts documenting each expense above. This Expense Prepayment/Reimbursement Form must be submitted within 30 days after the event. All expenses reported on this form must comply with the District's Expense Policy for Board members, the General Manager/Chief of Police, and all non-sworn District employees.

Signed: Lynn A. Walter

Date: 2/10/14

Approved by: [Signature]

Signed: [Signature]

Print Name: [Signature]

Date: 2/11/14

To: The KPPCSD Directors
From: Lynn Wolter
Date: February 11, 2014

Notes from CSDA 2/7/14 Training – “Board’s Role in Finance & Fiscal Accountability”

Spending plan (budget) should be set so that District carries out what is necessary to its mission.

The mindset of the Directors:

Vision – where the Board wants to go.

Strategy – how the Board wants to get there.

Overall – understand the real mission of the District.

Understand the physical and economic limitations of the District.

Know the history of the District – where has the District been, where is it now, and where is it going?

Fiscal review is a Board activity, not an individual activity.

Do homework – be prepared to participate.

Be voice for and to the community.

Be mindful of your role as policy maker.

One of the attendees asked how to get more people to District meetings. Other attendees responded that, if there aren’t many in the audience, the District likely is doing its job well.

Getting Board members acclimated:

District staff and legal counsel usually provide briefing to bring new members “up to speed”. Among other things, they explain what staff does and what the District does.

To ensure that new member training occurs, Board should have a policy requiring it. This training usually falls on staff, rather than other Directors, to avoid potential Brown Act problems.

Once on the Board, Directors are no longer supposed to be “I”. They are supposed to be “we”. Whatever the Board decides, all Board members are to support, even if they didn’t vote for it.

Why Board role in finance and fiscal accountability is important:

Board has responsibility to constituents.

Board has fiduciary responsibility for the dollars and finances.

Board sets the tone of the organization – this impacts everything. How the Board acts and reacts in meetings and otherwise has huge impact on the organization.

Three years ago, new categories were established for Reserve Funds:

- Non-spendable
- Restricted
- Committed
- Assigned or Designated
- Unassigned or Undesignated

Board needs to have Financial Policies

Legally required policies:

- AB 1234 Compensation/Reimbursement Policy
- Investment policy

“Good Practice” policies:

- AB 1234
- Purchasing
- Check Signing
- Investment
- Reserves
- Audit Services
- Definition of “balanced budget”
- Capital Asset
- Other (i.e. credit card, petty cash, bereavement, education, budgeting, accounts payable, accounts receivable)

Periodic or Monthly Financial Reports for Boards can include:

- P&L
- Cash flow projections
- Executive summary
- Cash fund balances

Budgets:

- Are spending plans.
- Staff should provide needs assessments as part of the priorities and budget-setting process.
- Board needs to set priorities for the year, in advance of setting the budget. These priorities should be posted during the budget setting process.
- Budget process should begin in December.
- Board should set priorities in Fall-Winter.
- Staff develops budget based on these priorities.
- Should include money the District needs to set aside for long-term capital improvements.
- Should include an amount for depreciation (need to set aside money for things that are currently being used up and that will need to be replaced in the future).

Finance Committees:

Purpose – to provide input to Board, not to control amounts for each line in the budget and not to override management or to take control from the Board.
Board should have control over the budget, not a finance committee.

Reserves

There should be unallocated reserves, in addition to the State-mandated contingency.

Levels:

- 3 months of operating expenses – bare minimum
- 6 months “ “ – better
- 9 – 12 months “ “ – best

Why create Reserves?

1. To satisfy internal policies and/or covenants of creditors
 - a) Debt service reserves
 - b) Operating reserves
 - c) Depreciation reserves
 - d) Rate stabilization funds
2. To take advantage of unexpected opportunities
3. To cover emergencies
4. To fund future projects with cash instead of with debt
5. Cash is required to satisfy everyday demands (working capital)

Policy implications of Reserves

1. Certain level of working capital is prudent for sound financial management
2. Accumulation of liquid financial resources strengthens balance sheet and improves credit balance

Special District Reserve Guidelines are available on CSDA website: www.csda.net

Red Flags for Districts

1. Financial Indicators
 - a) Reserves –
 - Are reserves being depleted?
 - Reserves should not use reserves for ongoing operations.
 - Reserves should be used for long-term capital improvements or one-time expenses.
 - b) Is debt service, as a percentage of operating expenses, too high?
 - c) Studies revealing a significant long term impact on the finance of the district:
 - Retiree health benefits
 - Employee benefits
 - Board member benefits

- d) Has scheduled maintenance been deferred?
- e) Is the district unable to finance projects that are critical to its mission?
- f) Did the district receive an unfavorable audit and management letter?
- g) Have voters repeatedly failed to pass requests for fee increases?

2. Non-financial Indicators

- a) Has the district received numerous citizen complaints re: service levels, expenditures, or other financial issues?
- b) Has the district been the subject of regulatory body investigations?
- c) Has the district experienced votes of no confidence from other entities or citizens?

3. Organizational Indicators

- a) Does the district have high employee turnover?
- b) Does the district provide the services and programs it set out to provide?
- c) Are claims or litigation increasing?
- d) Are employees with financial responsibilities taking vacation? During vacations of these employees, are other employees performing their financial functions? (Failure of such employees to take vacation and to have others perform their financial tasks could indicate lack of good internal controls.)

Audits:

Include examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements

Assesses the accounting principles used and significant estimates made by management

Minimum cost of an audit – between \$8,000 and \$10,000

The board hires the auditor

The board must review, discuss, and accept the audit report in a public meeting

Are public documents

Should include the following:

- a) Audited financial statements
- b) Report on internal controls
- c) Communications with those charged with governance
- d) Management Letter
- e) Presentation to audit committee and/or full board

How often should district change auditors?

There is a legal requirement that districts change audit firms or audit teams within a firm every six years.

Districts are not required to do RFPs for audit or other professional services. If district does do an RFP, it should be sure to interview the auditor and check references.

Retention of Accounts Payable documents: These should be kept for current year, plus three years, once the audit has been completed.

Capital Improvement Program

- Should go out ten years (the more infrastructure you have, the longer your time frame should be)
- Should be part of the Board's strategic plan
- Sometimes requires the specialized knowledge of experts
- Exists to identify and prioritize the district's needs for mission-critical capital projects, in terms of both order and timing
- Contemplates how those projects will be funded (cash or debt)
- Is the strategic plan for the identification, prioritization, acquisition and implementation of the agency's capital needs over time

Creating a Capital Improvement Plan

- Assess needs
- Establish goals
- Is vital to the efficient use of capital

Facilities

- District should have a process in place re: examining facilities
- District should have a comprehensive facilities plan
 - Plan should include inventory of all district facilities
 - Age
 - Maintenance
 - Projected life span
 - Replacement of facilities
 - How will new facilities be paid for?
 - Pay as you go
 - Debt financing

Risk Management

- Identify loss exposures
 - Property
 - Liability
 - Personnel
 - Net income
- Analyze loss exposures
 - Number and frequency
 - Loss severity – amount of loss in dollars
 - Total dollar losses
 - When loss occurs, when payments are made
- Select and implement appropriate risk management technique
- Monitor results

CSDA Sample Policy Handbook – contains examples of appropriate financial policies.

February 2014 Police Department Report

March 7, 2014

- Department Personnel
 - We are fully staffed at 10 sworn positions with two reserve officers.

On March 12th, I will be a guest speaker at Solano Junior College, and on March 13th, I will be a project evaluator for the Administration of Justice course at California State University East Bay. I will take both opportunities to do recruiting during my presentations at both campuses.

- Commendations and Correspondence
 - On February 6th, I received an e-mail from Caroline McCall thanking Officer Ramos for his professionalism during his contact with her.
 - On February 17th, Sergeant Hui and Officer Turner received a thank you card from Ms. Dorothy Portman for assisting her on February 14th.

- Investigation of Alleged Misconduct
 - On February 12th, Department Investigation 2014-01 was initiated by me on an allegation that an officer had used their status as a police officer to gain influence. The investigation was completed by me on February 24th with a finding of Unsubstantiated, however, the officer did receive verbal counseling.
 - On February 24th, Citizen's Complaint 2014-02 was initiated on an allegation that an officer failed to perform their duty. The investigation has been assigned to Master Sergeant Hull.

- 9-1-1 / Richmond Communication Center Information.
 - The Ring Time Report for February identified 60 total 911 calls with 7 having ring times over 20 seconds. The average ring time for the month was 20 seconds. Per the dispatcher supervisor, this unusually long ring time was due to a higher number of calls for the month, and that there were two disconnected calls from the same residence that rang for 29 seconds and 1 minute and 22 seconds,

both turned out to be misdials.

- Community Networking

- On 2-05-14, Chief Harman attended the West County Police Chief's meeting in Hercules.
- On 2-10-14, Officer Wilson attended the Kensington Public Safety Council meeting.
- On 2-12-14, Chief Harman attended the Police Officer Appreciation Night sponsored by the Richmond Elks honoring our Officer of the Year, Chris Turner.
- On 02-18-14, Chief Harman attended the Mothers Against Drunk Driving (MADD) awards luncheon in which Officer Chris Turner received an award for making 15 driving under the influence arrests in 2013.
- On 2-19-14, Chief Harman attended the Contra Costa County Police Chief's Association meeting in Martinez.
- On 2-25-14, Sergeant Barrow and Officer Wilson attended the Troop 100 Boy Scout Court of Honor meeting.

Following their presentation, they attended the KMAC meeting.

- Community Criminal Activity

- This section of the Watch Commanders Reports are prepared by Sergeant Barrow for Team One, Sergeant Hui for Team Two, and Detective Stegman.

- Watch Commander Reports

- **Sergeant Barrow**

TEAM #1 STATISTICS

Officer:	Ramos (K41) (0600-1800)	Wilson (K38) (1800-0600)	Wilkins (K50) (1800-0600)
Days Worked	15	14	7
Traffic Stops	8	4	8
Moving Citations	7	3	1
Parking Citations	1	4	1

Vacation/Security Checks	12	15	10
FI-Field Interview	0	0	0
Traffic Collision Reports	1	0	0
Cases	4	1	2
Arrests	1	0	1
Calls for Service	30	23	23

- BRIEFING/TRAINING:
- Reviewed Child Abuse and Neglect Reporting Law
- Reviewed Warrantless Home Searches Following Arrests
- Reviewed KPD Policy 350 – Reserve Officers

SERGEANT'S SUMMARY:

- SIGNIFICANT EVENTS:
- 2014-0413 – On 2-3-2014, Officer Wilson and Sgt. Barrow responded to the 400 block of Ocean View Ave for a reported at risk missing person who was later found in Fremont.
- 2014-0514 – On 2-9-2014, Officer Ramos responded to the 200 block of Yale Ave for a reported civil stand-by that later became an assault case.
- 2014-0516 – On 2-9-2014, Sgt. Barrow and Officer Wilson responded to the 200 block of Yale Ave for a reported disturbance. One of the involved subjects was later cited and released for drug and alcohol related crimes.
- 2014-0526 – On 2-10-2014, Officer Ramos responded to the 600 block of Coventry Road for a reported injury vehicle collision. The driver was later arrested at the scene.
- 2014-0531 – On 2-11-2014, Officer Ramos responded to the 00 block of Kerr Ave for a reported identity theft.
- 2014-0534 – On 2-11-2014, Officer Ramos responded to the 00 block of Edgcroft Ave for a reported fraud.
- 2014-0553 – On 2-12-2014, Sergeant Barrow, Corporal Detective Stegman and Reserve Officer Armanino responded to the 4000 block of Redding Street in Oakland to serve an arrest warrant for a Kensington PD case. The suspect was arrested while trying to escape through the rear door.
- 2014-0637 – On 2-16-2014, Master Sgt. Hull and Officer Wilkens responded to the 200 block of Willamette Ave for a reported child abuse that had occurred in the City of El Cerrito.
- 2014-0659 – On 2-18-2014, Officer Wilson responded to the 00 block of Franciscan Way for a reported petty theft from an unlocked vehicle.
- 2014-0665 – On 2-19-2014, Officer Wilkens responded to the 200 block of Arlington Ave for a reported identity theft.
- 2014-0747 – On 2-25-2014, Sgt. Barrow responded to the 200 block of Arlington Ave for a resident who was, "Upset over the Girl Scouts selling

- cookies on corner wants to make sure they have a permit." The Girl Scouts did not and were not cited. No further action was taken.
- 2014-0750 – On 2-25-2014, Sgt. Barrow and Officer Wilson arrested a subject wanted for an outstanding warrant in the 200 block of Arlington Ave.

TRAFFIC STATISTICS:

Team #1 took 1 traffic collision (injury) report during the month of February.

4 moving citations was issued on Franciscan Way.

8 moving citations were issued on Arlington Ave.

•• Sergeant Hui

TEAM #2 STATISTICS

Sergeant Hui (K42)
(1600-0400)

Officer:	Martinez (K31) (0600-1800)	Turner (K46) (1800-0600)
Days Worked	12	13
Traffic Stops	4	19
Moving Citations	1	2
Parking Citations	11	2
Vacation/Security Checks	16	28
Cases	2	2
Arrests	0	3
Traffic Accident Reports	1	1
Calls for Service	55	42

Officer Turner took 1 vacation day.

Sergeant Hui recovered 8 hours of comp time.

BRIEFING/TRAINING:

- Reviewed Child Abuse and Neglect Reporting Law
- Reviewed Warrantless Home Searches Following Arrests
- Reviewed KPD Policy 350 – Reserve Officers

SERGEANT'S SUMMARY:

This past few weeks, it appears that the rain has finally showed up! This rain is definitely well needed, however with this rain also comes wet streets. This month, I would like to touch upon the importance of exercising extra caution while driving in the rain.

When the roads are wet, please reduce your speeds and allow extra time for maneuvering. This month, I responded to an injury collision where a driver drove over a manhole where the manhole lid may have been displaced by an excess of water in the storm drains. The driver was most likely driving within the posted speed limits, but a reduction in speed could have possibly prevented this collision or at least minimized the injuries sustained.

I have also noticed a trend where drivers increasingly roll through stop signs when the roads are wet. Several drivers that I have spoken to have told me that they did not come to a complete stop because they were afraid of skidding. This is probably one of the worst excuses that you can tell a police officer that just pulled you over for failing to stop at a stop sign in the rain. Logic would dictate that a driver should allow more time during inclement weather to stop because of reduced traction.

The California Vehicle Code section for "speeding" is 22350 CVC. This section states, "No person shall drive a vehicle upon a highway at a speed greater than is reasonable or prudent having due regard for weather, visibility, the traffic on, and the surface and width of, the highway, and in no event at a speed which endangers the safety of persons or property." Given the topic of this month's summary, I would like to direct your attention to "weather" in this code section. Inclement weather is a factor determining the safe speed within 22350 CVC.

SIGNIFICANT EVENTS:

- 2014-0402– On 2/01/2014, Officer Martinez responded to the 100 blk of Arlington Ave on a report of identity theft.
- 2014-0443– On 2/06/2014, Officer Martinez responded to the 700 blk of Coventry Rd on a report of identity theft.
- 2014-0621– On 2/15/2014, Officer Turner responded to the 200 blk of Arlington Ave on a report of a grand theft.
- 2014-0629– On 2/16/2014, Officer Turner responded to the unit blk of Arlington Ave on a report of vandalism.

Reserve Officer:	Armanino (K47)
Days Worked	2
Traffic Stops	5
Moving Citations	3

Parking Citations	0
Vacation/Security	0
Checks	
Cases	0
Arrests	1
Traffic Accident Reports	0
Calls for Service	1

Traffic Totals for Team 2 – includes Master Sergeant Hull

13 citations were issued on Arlington Ave
 1 citation were issued on Colusa Ave
 1 citation was issued on Coventry Rd

•• **Detective Eric Stegman**

SIGNIFICANT EVENTS:

14-0552 Warrant Arrest

Sergeant Barrow, Reserve Officer Armanino, and I went to Oakland on an anonymous tip that the primary suspect in one of KPD's extensive identity theft cases, had resurfaced at a family member's home. While attempting to serve the arrest warrant the suspect attempted to flee the house and was apprehended running out the back door. Due to the scope and extensive criminal activity this case will be further investigated by the FBI for further victims/ suspects.

KPD INVESTIGATIONS

- I made court runs to file cases, and retrieve court notifications.
- I updated the KPD Case Review Log.
- I reviewed the "Trak Flyer" messages and maintained the flyer board.
- On 2/24/14 and 2/25/14, I attended the first of a series of classes at the Inner Perspectives Leadership Program.
- I assisted WestNet in serving a search warrant for one of the suspects in a recent San Pablo homicide.

KPD Statistics

Much of my and Andrea DiNapoli's time this month was spent reviewing over 200 crime reports and checking for accuracy in the entries to our records system. I am relieved to say we have completed the 2013 audit of KPD's UCR Part 1 statistics. In addition to the current month and year to date statistics for this month, you can review the final numbers for 2013. From March forward Sergeant Barrow will be taking over as Detective and will also be responsible for compiling statistical data.

KPD Monthly Crime Statistics

February 2014

Part 1 Crimes	Reported	Open/ Pending	Suspended	Closed	Arrest
Homicide	0	0	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Assault	1	0	0	1	0
Residential Burglary	0	0	0	0	0
Larceny Theft	3	0	2	1	0
Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Part 1 Totals	4	0	2	2	0
Other Crimes					
Auto Burglary	0	0	0	0	0
Identity Theft	4	1	3	0	0
Fraud	1	0	1	0	0
Forgeries	0	0	0	0	0
Restraining Order Violations/ Stalking/ Criminal Threats	0	0	0	0	0
Sex Crimes (other)	0	0	0	0	0
Assault/ Battery (other)	1	0	0	1	0
Vandalism	0	0	0	0	0
Drugs	2	0	0	2	2
Warrant	2	0	0	2	2
Hit and Run Felony	0	0	0	0	0
Hit and Run Misdemeanor	0	0	0	0	0
Other Misdemeanor Traffic	1	0	0	1	1
Other Crime Totals	11	1	4	6	5
All Crime Totals	15	1	6	8	5

Traffic Accidents (Non-Injury)	2
Traffic Accidents (Injury)	1

YTD 2014

Part 1 Crimes	Reported	Open/ Pending	Suspended	Closed	Arrest
Homicide	0	1*	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Assault	2	0	0	2	1
Residential Burglary	1	1	0	0	0
Larceny Theft	6	1	4	1	0
Vehicle Theft	1	1	0	0	0
Arson	0	0	0	0	0

Part 1 Totals	10	3	4	3	1
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Other Crimes

Auto Burglary	0	0	0	0	0
Identity Theft	6	1	5	0	0
Fraud	2	1	1	0	0
Forgeries	0	0	0	0	0
Restraining Order Violations/ Stalking/ Criminal Threats	0	0	0	0	0
Sex Crimes (other)	0	0	0	0	0
Assault/ Battery (other)	1	0	0	1	0
Vandalism	0	0	0	0	0
Drugs	2	0	0	2	2
Warrant	5	0	0	5	5
Hit and Run Felony	0	0	0	0	0
Hit and Run Misdemeanor	3	2	1	0	0
Other Misdemeanor Traffic	3	0	0	3	3

Other Crime Totals	22	4	7	11	10
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All Crime Totals	32	7	11	14	11
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Traffic Accidents (Non-Injury)	9
Traffic Accidents (Injury)	1

* 2011 case

KPD Crime Statistics

YTD 2013

Part 1 Crimes	Reported	Open/ Pending	Suspended	Closed	Arrest
Homicide	0	1*	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Assault	8	0	0	8	1
Residential Burglary	36	15	15	6	1
Larceny Theft	35	8	27	0	0
Vehicle Theft	14	3	10	1	0
Arson	2	0	2	0	0
Part 1 Totals	95	26	54	15	2

Other Crimes

Auto Burglary	0	0	0	0	0
Identity Theft	32	12	15	5	2
Fraud	2	0	2	0	0
Forgeries	1	0	1	0	0
Restraining Order Violations/ Stalking/ Criminal Threats	4	3	0	1	0
Sex Crimes (other)	1	1	0	0	0
Assault/ Battery (other)	2	0	0	2	1
Vandalism	24	3	19	2	0
Drugs	0	0	0	0	0
Warrant	13	0	0	13	15
Hit and Run Felony	0	0	0	0	0
Hit and Run Misdemeanor	12	0	11	1	0
Other Misdemeanor Traffic	17	0	0	17	17
Other Crime Totals	108	19	48	41	35

All Crime Totals	203	45	102	56	37
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Traffic Accidents (Non-Injury)	44
Traffic Accidents (Injury)	1

* 2011 case

•• **Chief Harman**

At the end of February and the beginning of March, the department had our semi-annual Watch Change during which time we made a small re-organization of duties.

After nearly two years as the department's detective, Corporal Eric Stegman has been reassigned to Patrol and will be taking over as the Team One Watch Commander. This will provide Corporal Stegman an opportunity to supervise a patrol team and provide him with experience as a patrol sergeant/ watch commander.

Sergeant Keith Barrow will be returning to his previous assignment as the department's detective. (It's my personal opinion that Detective Sergeant is the best assignment in any police agency.)

Officer Chris Turner will be moving from Team Two's graveyard shift, trading his flashlight for sunglasses, and moving to Team One as the day shift patrol officer.

Officer Wilkens will move from Team One day shift patrol officer, to Team Two graveyard patrol officer. (Sorry Stephanie, it is all about seniority.)

Finally, now that we are back up to full staffing, Officer Juan "Manny" Ramos has returned to his Traffic Officer duties full time.

March 2014

March 2014							April 2014						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Feb 23	24	25	26	27	28	Mar 1
2 6:00pm *CC Rental (CCM)	3 4:00pm **Brownies** (CCM) 7:00pm *Cub-Scouts 7:30pm *KCC (CC3)	4 7:30pm *Troop 100 (CCM)	5	6 7:15pm EBC (CC1)	7	8 2:00pm *CC Rental *KCC Fundraiser (CCM)
9 6:00pm *CC Rental (CCM)	10 6:00pm KPSC (CC3) 7:00pm *Cub-Scouts (CCM) 7:30pm *KCC (CC3)	11 7:30pm *Troop 100 (CCM)	12 6:00pm GPF (CCM) 7:00pm *KED (CC3)	13 6:30pm KPSC (CCM)	14	15 2:00pm GPF ANNUAL BANQUET (CCM)
16	17 7:00pm *Cub-Scouts (CCM)	18 7:30pm *Troop 100 (CCM)	19	20 6:30pm KPSC PRESENTATION (CCM) 7:15pm EBC (CC1)	21	22 2:00pm *CC Rental (CCM)
23	24 7:00pm *Cub-Scouts (CCM) 7:30pm *KCC (CC3)	25 7:30pm *Troop 100 (CCM) 7:30pm *KED (CC3)	26	27	28	29
30	31 4:00pm **Brownies** (CCM) 7:00pm *Cub-Scouts (CCM)	Apr 1	2	3	4	5

48

April 2014

April 2014						
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			

May 2014						
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						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 30	31	Apr 1 7:30pm *Troop 100 (CCM)	2	3 7:15pm EBC (CC1)	4	5 10:00am Shooting Event (Parking Lot)
6	7 7:00pm *Cub-Scouts (CCM)	8 7:30pm *Troop 100 (CCM)	9 6:00pm GPEF (CCM) 7:00pm *KEDMig (CCM)	10 8:00pm *EBCSD Mtg (CCM)	11	12
13	14 6:00pm KPSC (CC3) 7:00pm *Cub-Scouts (CCM) 7:30pm *KAROL (CCM)	15 7:30pm *Troop 100 (CCM)	16 7:00pm *EBCSD Mtg Carnival Planning (CCM)	17 6:30pm KPSC PRESENTATION (CCM) 7:15pm EBC (CC1)	18	19 5:00pm *CC Rentals (CCM)
20 4:00pm *CC Rentals (CCM)	21 4:00pm **Brownies** (CCM) 7:00pm *Cub-Scouts (CCM)	22 7:30pm *Troop 100 (CCM)	23	24	25	26
27	28 7:00pm *Cub-Scouts (CCM) 7:30pm *KAROL (CCM)	29 7:30pm *Troop 100 (CCM) 7:30pm *KAROL (CCM)	30	May 1	2	3

AD

Office Report prepared by Marty Westby, Administrator
Kensington Community Council Board Meeting
March 3, 2014

KASEP:

KASEP Spring Registration is scheduled for Tuesday, March 4th beginning at 6:00pm. KCC staff will be onsite at the KCC Office to provide telephone support. Spring session begins Monday March 24th and continues through to Friday May 30th.

KCC Office will be closed for Spring Break, no KASEP classes, April 7 – 11th.

However, KCC is offering a week long workshop for children wanting to learn how to use a digital camera and learn the parts of movie production – from story development, set design to production. Spring Break April 7 – 11th: Movie Making Workshop for children grades 2nd - 5th. M-F 9:00am-noon; Call KCC Office to reserve.

KCC Summer Day Camp:

The KCC Summer Camp Registration opened its online registration on February 25th. Camp flyers were delivered to Hilltop on February 25th and are also available online for viewing/registration; KCC Webpage: WWW.Kensingtoncommunitycouncil.org

We are very excited to have Ethan Houser return this year as Camp Director. KCC Summer Day Camp runs for 10 weeks, beginning June 9th through August 15th.

KCC Classes and Events:

The Annual KCC Senior Picture for the Outlook is scheduled for Sunday, May 4th at 3:30pm at KCC's Office. This is open to all high school senior students attending El Cerrito, Berkeley, Albany and private high schools who attended all or part of their elementary school years at Kensington Hilltop School. High School Seniors who live (d) in Kensington are also invited to participate.

KCC Mardi Grass Fundraiser Dance is scheduled for Saturday March 8th from 7:30pm – 10:00pm. Childcare is provided for families attending the dance. Desserts, refreshments, dance lessons and DJ all packaged together to make a special Parent's Night Out. Tickets are available at the KCC Office and sold at the door (community center).

KCC's website has a new landing page for viewers. This landing page allows people to view brochures and register for summer day camp and KASEP classes. To access the landing page from a browser: Kensingtoncommunitycouncil.org.

General Manager February 2014 Report

Budget

For the month of February, there were no variances in the budget.

I would however like to take this opportunity to present an estimated three year budget forecast for unallocated cash reserves that I had prepared at the request of a couple of KPPCSD directors prior to last month's KPPCSD meeting.

The following is an estimate of revenues based on a 5% increase in property tax revenue each year:

	13/14	14/15	15/16	16/17
Rev	2,657,686	2,723,539	2,792,684	2,865,286

The following is an estimate of expenses for the next three years:

Salary	1,905,804	1,962,978	2,021,867	2,082,523
(Estimate 3% increase in salary and benefit costs each year)				
Pol Exp	327,326	335,509	343,896	352,493
(Estimate 2.5% increase in police expenditures each year)				
Park Exp	96,558	98,971	101,445	103,981
(Estimate 2.5% increase in Park Expenses each year)				
Dist Exp	360,000	360,000	360,000	360,000
(Estimate that District expenses are at their highest point and that legal costs will not increase higher than at current levels the next three years)				
Shortfall	-32,002	-33,919	-34,524	-33,711

(*Please note that each year under the terms of Measure G the District can increase Measure G by the annual increase in the Consumer Price Index (CPI). Although no increase was projected in this forecast, the Board as the option to reduce the estimated shortfalls by increasing Measure G each year.)

The estimated budget shortfalls would affect Unallocated Cash Reserves available:

\$828,214	\$794,295	\$759,771	\$726,060
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YLO

Kensington Park

Community Center & Annex

At the February 13th KPPCSD Board meeting, the Board voted to move forward with a June 2014 election ballot measure for the approval of general obligation bonds to fund building safety improvements and renovations to the Community Center.

The Park Buildings Committee will be presenting educational materials on the Community Center Safety Project to the Board for approval at the March 13th KPPCSD Board meeting. Once approved, these materials will be distributed to the public and posted on the District's website.

Park Repairs

In February, we completed the following additional maintenance to the park:

Repairing the backboard of the tennis court wall, \$380.00

Installing three yards of mulch by the restroom, \$420.00

Removal of two dead pine trees, \$2,100

*Please note that most of the repairs that we make in the park are the result of vandalism. If you see vandalism being committed, please call the police department immediately.

Emergency Preparedness

The agenda and the minutes of the Public Safety Council posted are on the KPPCSD web page.

The next meeting of the Kensington Public Safety Council will take place Monday, March 10th, at 6:00 PM at the Community Center Room #3.

It is very important for those interested in Kensington's emergency preparedness to come to the meetings.

Other District Items of Interest

Public Works Issues

Street Lights

On November 12th, we received a letter from Public Works updating the progress of the Arlington Street Light Project. A copy of that letter is available on the website.

I also received an e-mail from Kate Rauch at John Gioia's Office, indicating that they are still planning on having another ad-hoc committee meeting on the street light project possibly on March 13th.

Paths

On August 19th, former KPPCSD President Tony Lloyd, new Board President Len Welsh, and I had a meeting with County Supervisor John Gioia, his staff, and County representatives regarding the District's desire to acquire the paths. The possible process to acquire the paths was discussed, along with a commitment from John Gioia to work with us to move this exploratory process forward.

At the KIC meeting October 26, County Supervisor John Gioia again stated his support and assistance in the District's attempts to acquire the paths.

In January, KPPCSD Board President Len Welsh met with County Supervisor John Gioia to inspect several paths and discuss the proposed acquisition process. President Welsh discussed this meeting at the February 13th KPPCSD Board. The process is slowly moving forward.

Website

The Board packets, monthly reports, minutes, recordings of the KPPCSD Board Meetings, and our Bay View – County Solid Waste contracts are available for review on our website at: www.kensingtoncalifornia.org

Drug Take Back Day

The next drug take back day is scheduled for Saturday, April 26th, between 10 AM and 2PM, at the Public Safety Building.

- 1. KPPCSD Board President Len Welsh will present KPPCSD Proclamation 2014-1, proclaiming March 2014 as American Red Cross month. Board Action.**

KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT
PROCLAMATION 2014-1

AMERICAN RED CROSS MONTH 2014

A Proclamation

March is American Red Cross Month – a special time to recognize and thank our Everyday Heroes – those who reach out to help their neighbors when they are in need.

American Red Cross heroes are on the front lines every day. They volunteer their time, give blood, take lifesaving courses, or provide financial donations to help those in need.

We would like to remember our heroes here in Kensington who assist people in need. They work tirelessly to help in time of disaster, when someone needs lifesaving blood, or the comfort of a helping hand. They provide round-the-clock support to members of the military, veterans and their families, and teach lifesaving classes in CPR, aquatics safety and first aid.

Across the country and around the world, the American Red Cross responded to hurricanes, tornadoes, floods and wildfires, the tragedy at the Boston Marathon, and Typhoon Haiyan in the Philippines.

When an injured service member ended up in a hospital far from home, the American Red Cross offered comfort. When a hospital patient needed blood, American Red Cross blood donors helped them. When a lifeguard jumped in to save a drowning child or someone stepped up to help a heart attack victim, the American Red Cross was there.

In the past year, the **3,000 local volunteers** of the American Red Cross Bay Area Chapter **helped more than 730 families with** temporary housing, clothing, food, and emotional support during 433 local disasters. Our local Chapter **trained more than 177,000** people in lifesaving CPR, first aid, water safety, and preparedness education. Our local Chapter provided emergency communications, counseling, financial assistance, and a caring presence to more than **8,000 local military families**. Our local Chapter supported 28 Bay Area hospitals, providing them with nearly **75,000 units of red blood cells, platelets, and plasma** to patients in need.

We dedicate the month of March to all those who support the American Red Cross mission to prevent and alleviate human suffering in the face of emergencies. Our community depends on the American Red Cross, which relies on donations of time, money, and blood to fulfill its humanitarian mission.

NOW, THEREFORE, we, the Directors of the Board of the Kensington Police Protection and Community Services District, do hereby proclaim March 2014 as American Red Cross Month. I encourage all Americans to support this organization and its noble humanitarian mission.

IN WITNESS WHEREOF, we have hereunto set our hands this thirteenth day of March, in the year of our Lord two thousand fourteen, and of Kensington, California.

Ayes:

Nays:

Absent:

Attest: Gregory E. Harman, General Manager/ Chief of Police

- 2. KPPCSD Directors Chuck Toombs and Pat Gillette will present the negotiated Extension Agreement between the Kensington Police Protection & Community Services District and the Kensington Police Officers Association for the period between July 1, 2013 through June 30, 2014. Board Action.**

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

MEMORANDUM

To: KPPCSD Board

From: Charles Toombs and Patricia Gillette, Board Negotiating Team

Date: March 7, 2014

Re: Summary of Negotiations for 2013-2014 Agreement

We submit the following information as background to the agreement extending the contract with the Kensington police officers.

The highlights of the agreement are as follows:

- The term is for one year, running retroactively from July 1, 2013 to June 30, 2014
- The only significant change from the previous extension agreement is that the officers will be given a 3% salary increase. The total cost to the District of this agreement for this year, including increases in pension contributions, is \$34,331.37*.
- If the parties do not reach an agreement for a new contract before June 30, 2014, the terms of this contract shall remain in effect, with no further increases in compensation until a new agreement is reach or the parties reach legal impasse.

The rationale for these terms is as follows:

- **One year term.** The negotiating teams considered one, three and four year contracts. However, due to the uncertainty of (1) the increases in the tax assessments Kensington will be receiving due to the improved economy and the increase in home sales; and (2) the impact of the Affordable Care Act on the cost of health benefits, the teams determined that it did not make sense to enter into a contract for more than one year. During the next few months, as we begin negotiations for a new contract, we will have more insight into the financial impact of these two significant factors.
 - In the context of discussing the term of the agreement, the KPPCSD team vetted the concept of requiring officers to contribute to the health benefits provided by the district. The KPPCSD team concluded, however, that the uncertainty of how health care costs might rise or fall with the Affordable Care Act made it difficult to calculate an appropriate contribution requirement at this time.

- We also discussed pension contributions but ultimately determined that it would make more sense to discuss this in the context of a longer contract. In any case, under the current law, all officers will be required to make contributions to their pension in 2018.
- **3% increase.** The officers have not had a salary increase across the board since June 2010. While ensuring that the District is long-term fiscally responsible in its negotiations with the KPOA, the goals of the District negotiating team included treating officers fairly, avoiding labor strife and poor officer morale, and compensating our officers at or around the median of total compensation (i.e., salaries, wages and overtime pay, health and pension benefits, vacation and other leave, reimbursements, incentives, differentials and all other form of remuneration) for comparable and similarly situated police departments. While the respective negotiating teams did not align on which police departments to include for comparisons, or on what should be included in total compensation, the parties agreed that for this one-year contract a 3% base-wage increase was appropriate - not only given that lack of an across the board increase for the past three years, but also to be consistent with the Board's compensation philosophy.

The negotiating teams believe this is a fair agreement and should be adopted by the full Board.

Breakdown of Contract Costs*

3% increase to salaries for the 2013/2014 Fiscal Year	\$23,358.33
<ul style="list-style-type: none"> ● PERS District portion paid by the District for pension benefits Are 36.477% of the 3% increase in salary: ● PERS Officer's portion paid by the District per prior agreement is 9% of the 3% increase in salary: ● Increase in Medi Cal as a result of the 3% increase in salary: 	8,520.42 2,102.25 350.37
Total Impact on Current Budget	\$34,331.37

FURTHER EXTENSION AGREEMENT
Between the Kensington Police Protection and Community Services District
and the Kensington Police Officers' Association

This Further Extension Agreement of the Memorandum of Understanding ("2013-2014 Agreement") between the Kensington Police Protection and Community Services District ("the District") and the Kensington Police Officers' Association ("KPOA") is entered into on March 13, 2014, and is retroactive to the 1st day of July, 2013. By entering into this 2013-2014 Agreement, the parties have agreed to extend the current Memorandum of Understanding ("MOU") effective from July 1, 2010 to June 30, 2013 (attached hereto as Exhibit A), on the terms and conditions set forth below. It is the intent of the parties, and purpose of this 2013-2014 Agreement, to comply with state law, including the California Public Employees' Pension Reform Act (PEPRA) of 2013.

1. Except as so specifically provided below and consistent with interpretation under state law, the MOU shall be extended retroactively for one year, from July 1, 2013 through June 30, 2014.
2. Any provision of the MOU that is by its term cyclical or recurring from year to year (e.g., sick leave, vacation) shall be continued during the term of this extension under the same terms and conditions as set forth in the MOU.
3. The following language shall be inserted into the salary section of the MOU for purposes of this 2013-2014 Agreement:

Salaries: Beginning July 1, 2013, a three percent (3%) base wage increase will be provided to the monthly base wage rates for the positions of: (a) Officer, (b) Corporal, (c) Sergeant, and (d) Master Sergeant.

Specifically, the monthly base wage rate salary schedule and compensation levels effective July 1, 2013 through June 30, 2014, shall be:

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>
Master Sergeant	\$7,842.47	\$8,077.74	-----	-----	-----
Sergeant	\$6,834.57	\$7,107.95	\$7,321.19	\$7,614.05	-----
Corporal	\$6,774.01	-----	-----	-----	-----
Officer	\$5,356.29	\$5,650.89	\$5,961.69	\$6,289.58	\$6,641.18

4. The following language shall be inserted into the MOU to specify the duration of the 2013-2014 Agreement:

Duration: This 2013-2014 Agreement is retroactive to July 1, 2013 and shall continue in full force and effect until June 30, 2014. If the parties fail to reach agreement for a new contract by June 30, 2014, the salary schedule and compensation levels as expressly set forth in Paragraph 3 above shall not increase but remain in effect until any applicable impasse procedure is exhausted.

5. All other terms of the MOU not specifically addressed in this 2013-2014 Agreement shall remain the same.

**Kensington Police Protection &
Community Services District**

**Kensington Police
Officers' Association**

By: _____
Len Welsh
President, Board of Directors

By: _____
President

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EXTENSION AGREEMENT

Between the Kensington Police Protection and Community Services District
and the Kensington Police Officers' Association

Effective July 1, 2010 the Kensington Police Protection and Community Service District ("the District") and the Kensington Police Officers' Association ("KPOA") have agreed to extend the Memorandum of Understanding ("MOU") between the parties on the terms and conditions as set forth below:

1. Except as so specifically provided for in this Extension Agreement ("Agreement"), the current MOU shall be extended from July 1, 2010 through June 30, 2013.
2. Any provision of the current MOU that is by its term cyclical or recurring from year to year (i.e., sick leave, vacation), shall be continued during the term of the extension under the same terms and conditions as set forth in the current MOU.
3. Article IV.A: Health Plan Benefits/Pension: The parties agree that the provisions regarding a dental plan shall be amended to read as follows. "The District agrees to meet and confer with the Association during the extended term of this contract, if and when the Association identifies a new dental plan to replace the current dental plan that would be both beneficial to the District and the Association."
4. Article IV.D Disability Insurance: The parties agree to strike "PORAC Long Term Disability Plan (Option 2-Multi-Level Benefit with a 60 day elimination period)" and replace same with "California Law Enforcement Association ("CLEA") Plan A." The District shall fund the entire premium.
5. Article VII Salaries:
 - a. For the duration of this Agreement, there will be no general wage increase.
 - b. The parties agree to add the following classifications to the current salary structure, effective January 1, 2012:

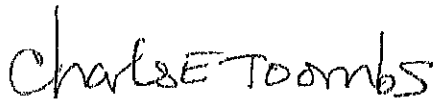
Master Sergeant
Corporal
 - c. The parties agree that effective January 1, 2012, the base salary for the Master Sergeant classification shall be as follows:

Starting salary:	\$ 7,614.05
Step Two:	\$ 7,842.47
 - d. The parties agree that effective January 1, 2012, the base salary for the Corporal classification shall be \$ 6,576.71 and that there shall be no step increases.

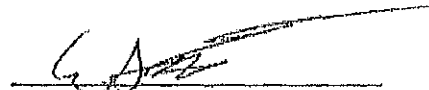
6. Article VII.A Step Increases: Add subparagraph 4 as follows:
4. Classification – Master Sergeant
- a. Step One: Starting salary
 - b. Step Two: Employees shall be eligible for advancement to Step Two upon completion of twelve (12) months employment in grade, affirmation by the department head that there has been satisfactory growth in the service value of the employee.
7. Article XIV Duration: Substitute "July 1, 2010 through June 30, 2013."
8. All other terms of the current MOU not specifically addressed in this Agreement shall remain the same.

**Kensington Police Protection &
Community Services District**

**Kensington Police Officers'
Association**



By: Charles E. Toombs
Its: President, Board of Directors



By: Eric Stegman
Its: President

COPY

MEMORANDUM OF UNDERSTANDING
Between

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
and
KENSINGTON POLICE OFFICERS' ASSOCIATION

July 1, 2008 until June 30, 2010

This Memorandum of Understanding is made and entered into the 22nd day of December, 2008, and is retroactive to the 1st day of July, 2008, between the Kensington Police Protection and Community Services District, Contra Costa County, Kensington, California, hereinafter referred to as "The District", and the Kensington Police Officers' Association, hereinafter referred to as "The Association". It is the intent and purpose of this Memorandum to assure sound and mutually beneficial working and economic relations between the parties hereto.

ARTICLE I - RECOGNITION

The District agrees to recognize the Association as the majority representative of all police personnel, excluding the Chief of Police, and agrees to meet and confer with the Association in all matters relating to wages, hours and other terms and conditions of employment.

ARTICLE II - RIGHTS

A. District Rights Include:

Except as otherwise provided in this Agreement, the rights of the District include, but are not limited to, the exclusive right to determine the mission of its constituent departments, commissions and boards; set standards of service; determine the procedures and standards of selection for employment and promotion; direct its employees; take disciplinary action; relieve its employees from duty because of lack of work or for other legitimate reasons; maintain the efficiency of government operation; determine the methods, means and personnel by which government operations are to be conducted; determine the content of job classifications; take all necessary actions to carry out its mission in emergencies; and exercise complete control and discretion over its organization and the technology of performing its work, including contracting of specified services.

Nothing contained within this article is intended to, in any way, supersede or infringe upon the rights of the recognized employee organization as provided under state and federal law, including, but not limited to, California State Government Code Sections 3500 through 3510, inclusive.

B. Association Rights Include:

1. The Association's right to represent their members before the Board of Directors or advisory boards with regard to wages, hours and working conditions or other matters within the scope of representation.
2. The right to be given reasonable written notice of any proposed ordinance, rule, resolution, regulation or amendment thereto relating to matters within the scope of representation.
3. Employees represented by the Association shall be free to participate in Association activities without interference, intimidation or discrimination, in accordance with State Law and the Department's Rules & Regulations.

ARTICLE III - SCOPE OF AGREEMENT

A. Conditions

The conditions set forth in the Memorandum of Understanding are final. Except as otherwise provided herein, no changes or modifications shall be offered, urged, or otherwise presented by the Association or the District for the duration of this agreement, provided, however, that nothing herein shall prevent the parties to this Memorandum of Understanding from meeting and conferring and making modifications herein by mutual consent.

B. Benefits

Included in the Memorandum of Understanding.

C. Procedure for Meet and Confer:

The District, through its representatives, shall meet and confer in good faith with representatives of the Association regarding matters within the scope of representation, including wages, hours and other terms and conditions of employment.

ARTICLE IV - HEALTH PLAN BENEFITS/PENSION

A. Health Plan Benefits/Pension

The District shall provide a health plan through the Public Employees' Retirement System Health Benefit Program. The District shall also provide a vision plan and a dental plan. Beginning July 1, 2004, premiums will be paid by the District at the rate for the Kaiser HMO plan. The employee will pay any additional costs over the rate for the Kaiser HMO plan. Beginning July 1, 2004, the premiums will be paid by the District after retirement at the Kaiser HMO level.

The District agrees to meet and confer with the Association during the course of this contract, if and when the Association identifies a dental plan that would be both beneficial to the District and the Association.

B. Retirement Plan

Three Percent (3%) at Age 50 PERS PLAN.

To include: One-Year final compensation. 01/06/93
1959 Survivor Benefit 09/01/79
Inc. 59 Survivor Benefit 07/04/80

C. Life Insurance

The District shall provide an one hundred thousand dollar (\$100,000) term life insurance policy for represented employees. The District shall pay the base premium. The employee shall pay any additional costs over the standard base premium.

D. Disability Insurance

The District agrees to provide PORAC Long Term Disability Plan, (Option 2 - Multi-Level Benefit with a 60 day elimination period) and shall fund the entire premium.

E. Deferred Compensation

The District has established a Deferred Compensation Plan to be made available to all eligible district employees pursuant to Federal legislation permitting such plans. Employees can invest portions of their current income to meet their future financial requirements and supplement their District retirement, at no cost to the District.

F. Contra Costa County Employees' Federal Credit Union

Optional participation by payroll deduction at no cost to the District.

ARTICLE V - SICK LEAVE

A. Accrual

All personnel working four (4) day ten (10) hour schedule shall accrue sick leave at the rate of ten (10) hours for each calendar month that the employee has worked; all personnel working a five (5) day, eight (8) hour schedule shall accrue sick leave at the rate of eight (8) hours for each calendar month that the employee has worked. Employees may accumulate an unlimited amount of sick leave.

B. Termination of Sick Leave

The District has entered into a contract with PERS to provide retirement credit for unused sick leave in lieu of sick leave payout upon termination or retirement.

C. Family Sick Leave

Employees may utilize up to 40 hours of accrued sick leave per year for illness or injury to members of their immediate family, or other dependents, when care or assistance for the immediate family or dependents is required. Immediate family shall be construed as being family members residing within the employees' home. Additional family sick leave may be granted at the discretion of the Chief of Police.

ARTICLE VI - VACATION AND LEAVES OF ABSENCE

A. Eligibility

All personnel shall be eligible for a paid vacation at the end of twelve (12) months of continuous service.

B. Vacation for employees are as follows:

Employees shall receive thirteen (13) days vacation upon completion of the first year; vacation time shall be posted monthly on an hourly basis, the employee shall receive 104 hours the first year. Eight (8) additional hours per year until the end of the eighth (8th) year and eight (8) hours every other year thereafter, to a maximum of twenty-six (26) days. Formula: Number of vacation days multiplied by 8 hours and divided by 12 months.

Special Request - At the discretion of the Chief of Police, Officers may be allowed to take 52 hours upon completion of continuous service for six (6) months. Such a request must be made in writing and forwarded to the Chief of Police.

C. Use of Vacation:

1. WorkWeek Vacation Sign Up - Employees are to sign up for their yearly-allotted vacation time by January 31st in the order of their seniority, (Sign up sheet to be posted on or around December 15th.) Not to include single day vacation requests, employees must sign up for a minimum of one (1) workweek per vacation selection. Employees shall have the option to pass on one or both selections. Vacation period runs from February 1st through January 31st.
2. Single Day Vacations - Employees are allowed one single day vacation per shift page. Request must be turned in a minimum of 72 hours prior to the vacation day and are not to be used during the following holidays: Christmas, New Year's Day and Thanksgiving Day. Note: If two (2) or more employees are away, either on vacation, sick or school, single vacation days shall be allowed only if it does not incur overtime or present an undue hardship to the department.
3. Remaining Vacations Days - Upon completion of the initial posting of vacations, employees may sign up for additional vacation time on a first come first serve basis. Additional vacation day requests shall be allowed at the discretion of the Chief of Police. It shall be the policy of the department not to cancel days off during the above mentioned holidays to allow additional vacation day requests.
4. Vacation Holdover - Employees are allowed to hold over a maximum one hundred (100) hours vacation to the following year.
5. Number of Employees on Vacation - One officer, corporal or sergeant allowed off per team. When at full strength, a maximum of two (2) officers or two (2) corporals or two (2) sergeants may be off on vacation per workday. Department will make every effort to allow assigned vacations when not at full strength. The Chief of Police has the authority to change the number of employees allowed if circumstances warrant it.

6. Vacation at Termination - Employees leaving the district with accrued vacation leave shall be paid the amount of accrued vacation to the date of termination. Payment for accrued vacation shall be at the employee's current rate of pay.
7. Effect of Extended Military Leave - An employee who interrupts his service because of extended military leave shall be compensated for accrued vacation at the time the leave becomes effective.
8. Sick Leave During Vacation - Vacation leave may be converted to sick leave, subject to the review and approval of the Chief of Police if an employee is injured or sick during his vacation for a period in excess of twenty-four (24) hours.
9. Transfer of Vacation Time to Bereavement Leave - Vacation leave may be converted to bereavement leave, subject to the review and approval of the Chief of Police, if a death or anticipated death in the immediate family of an employee occurs during that employee's vacation period.
10. Leaves of Absence - The Directors have the power to grant leaves of absence with or without pay; The decision is normally based upon the recommendation of the Chief of Police. The Chief of Police has the authority to grant leaves of absence not to exceed three (3) days.
11. Bereavement/Emergency Leave of Absence
 - a. Time off, consisting of 40 hours with pay, may be granted to any employee in the event of the death of a member of the employees' immediate family. One day of death leave for deaths occurring to persons not in the immediate family may also be granted at the discretion of Chief of Police.
 - b. In addition to the 40 hours, additional hours may be granted at the discretion of the Chief of Police.
 - c. Bereavement leave shall not be charged against either vacation or sick leave accumulation.
 - d. The Chief of Police shall be notified as soon as possible of any event requiring an emergency leave of absence.

e. Definition of Family

For the purpose of bereavement or emergency leaves of absence, family as used herein shall be construed as being the following relatives of the employee:

Spouse	Brother	Mother-in-law	Step Child
Child	Sister	Father-in-law	Step Sibling
Mother	Grandmother	Sister-in-law	Step Parent
Father	Grandfather	Brother-in-law	Step Grandparent

ARTICLE VII - SALARIES

The Directors provide that an employee must be paid a salary within the range established for their classification.

EFFECTIVE July 1, 2008 the District and the Association agree the District will compensate all members of the Association as follows:

Retroactive, beginning July 1, 2008 a six percent (6%) increase will be provided to all members of the Association.

The monthly base wage rates effective July 1, 2008 shall be:

Sergeant	\$6,380.29 - \$6,635.50 - \$6,834.57 - \$7,107.96
Officer	\$5,000.27 - \$5,275.29 - \$5,565.43 - \$5,871.53 - \$6,199.76

Beginning July 1, 2009 a four percent (4%) increase to the base salary will be provided to all members of the association.

The monthly base wage rates effective July 1, 2009 shall be:

Sergeant	\$6,635.50 - \$6,900.92 - \$7,107.95 - \$7,392.28
Officer	\$5,200.28 - \$5,486.30 - \$5,788.05 - \$6,106.39 - \$6,447.75

A. Step Increases

1. Classification - Police Officers

- a. Step One: Minimum hiring rate.
- b. Step Two: Employees shall be eligible for advancement to Step Two upon completion of twelve (12) months employment, affirmation by the department head that there has been satisfactory growth in the service value of the employee.

- c. Additional Steps: Employees shall be eligible for advancement to additional steps upon completion of one year at the previous step, affirmation by the department head that there has been satisfactory growth in the service value of the employee.

3. Classification - Sergeants

- a. Step One: Minimum hiring rate.
- b. Steps Two: through Step four: Employees shall be eligible for advancement to the next higher Step upon completion of twelve (12) months employment in grade, affirmation by the department head that there has been satisfactory growth in the service value of the employee.

B. Hourly Rate of Pay

The hourly rate shall be calculated by multiplying the monthly salary by twelve (12) and dividing by the total number of working hours per year, which by convention is 2080.

ARTICLE VIII - OVERTIME

A. Overtime Policy - Definition

Overtime work for all employees, except as otherwise provided, shall be defined as any time worked beyond the normal working day or shift, or beyond the normal working week. Time worked in excess of the basic workweek because of changes in days off or shifts shall not be considered overtime. Except as otherwise provided herein, overtime shall commence at the time an employee reaches the place where he or she is directed to report and shall continue until he or she is released or the work is completed, whichever is the earlier. Compensation for overtime shall be at one and a half the current rate of pay.

B. Compensatory Time Policy - Defined

Compensation for overtime hours worked shall be paid at one and one-half times the employee's basic hourly salary every pay period. Compensatory time off at the rate of one and one-half times the number of hours worked may be accrued at the employees' request in lieu of time and one-half pay.

Compensatory time off may be requested and taken, as long as it does not cause overtime.

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Employees shall be allowed to cash in compensation time three (3) specific times per year, with a maximum cash-in for forty (40) hours each date. Employees will be allowed to hold a maximum of one hundred (100) hours on the books. The specific dates are:

July 1st - November 1st - - March 1st

C. Reimbursement for Meals

District agrees to reimburse members of the Association for up to two (2) meals per month at a cost not to exceed ten (10) dollars per meal when they work over twelve (12) hours during a single shift.

D. Minimum Call-Out Compensation

Employees who are called out to perform unscheduled work shall be compensated for a minimum of three (3) hours work at the time and one-half rate.

E. Non Call-Out Overtime

Non Call-Out overtime, or that overtime which represents a simple extension extension of the normal workday, is not subject to any minimum period for pay purposes. Compensation will be based on the nearest one-half hour, to be rounded off; except that overtime worked during the first one-half hour following a normal shift shall be compensated by a minimum of one-half hour overtime.

F. Appearances in Court

Officers directed to appear in court outside of normal shift hours shall receive a minimum of four (4) hours overtime. Court time exceeding the minimum four (4) hours shall be granted on an hour by hour basis, unless part of normal shift.

G. Call-Out Standby

When any employee is placed on standby by the Police Department or any related department in regards to official police duties, the employee shall receive the minimum of two (2) hours overtime (time and a half).

ARTICLE IX - EDUCATION/LONGEVITY BENEFITS

A. Education Incentive Program

A monthly incentive payment of five percent (5%) of their base salary shall be paid to qualified personnel who have obtained an Intermediate Post Certificate.

An additional monthly incentive payment of two and one-half percent (2.5%) of their base salary shall be paid to qualified personnel who obtain an Advanced POST Certificate.

B. Tuition Refund Plan

The District establishes an education pool each Fiscal Year; individual employees shall have the opportunity to draw from this pool to a maximum of five hundred dollars (\$500.00) per year. The money shall be used for tuition, books, materials and supplies. Employees shall be working towards a degree, POST Certificate or taking a class that benefits the District and must complete the course with a passing grade.

Employees failing to complete the course or failing to receive a passing grade shall reimburse the District the amount paid in full.

C. Training

Training shall be provided as mandated by the State of California, at a minimum.

D. Longevity Incentive Benefit

The District agrees to provide Longevity Incentive to each member of the Association. There will be an annual bonus of one hundred dollars for each year of service with the District, beginning with the 10th year of service, to be paid every year at the end of the first pay period in December.

ARTICLE X - CLOTHING ALLOWANCE/SAFETY EQUIPMENT

A. Installments - Amount

The District shall provide a clothing allowance in the amount of eight hundred dollars (\$800.00) per year, to be paid in four (4) installments - September/December/March/June - of two hundred dollars (\$200.00).

B. Damaged Uniforms

It is the policy of the District to pay for the cost of repairing and/or replacing uniforms that are damaged in the line of duty.

C. Safety Equipment

The District agrees to reimburse members of the Association for safety equipment up to two hundred and fifty dollars (\$250.00) per year each year the officer is employed under this contract. Unused reimbursement funds may be rolled over by individual officers to the following year for the life of the contract, not to exceed seven hundred and fifty dollars (\$750.00.)

ARTICLE XI - HOLIDAY PAY

A. Court Holidays

Employees shall receive pay for the following thirteen (13) Court Holidays: New Years Day, Martin Luther King's Birthday, Lincoln's Birthday, President's Day, Memorial Day, Independence Day, Labor Day, Admission Day, Columbus Day, Veteran's Day, Thanksgiving Day and day after and Christmas.

B. Officer's Birthday

Employees shall receive pay for a fourteenth (14th) holiday, which is designated as the officer's birthday

ARTICLE XII- PERSONNEL

A. Authority

The information contained in Chapter 8 of the Rules and Regulations is furnished to acquaint officers with some of the more important personnel policies and practices pertaining to employment with the Kensington Police Department. Although not presented in the form of regulations, each of the subjects covered in subsequent paragraphs has substantive authority in the powers granted to the Board of Directors or the Chief of Police by special laws of the State of California.

B. Violation of Orders

Failure of an employee either willfully, or through negligence or incompetence, to perform the duties of his rank or assignment, or violation by an employee of any police regulations or order, or instruction having the effect of a regulation or order, may be considered sufficient cause for discharge, demotion, suspension or other penalty.

C. Discharge for Cause

An employee may be discharged for a disciplinary purpose at any time for just cause. An employee may be discharged for cause by the Board of Directors or the Chief of Police. Any employee who has been discharged is entitled to receive a written statement of reasons for such action and shall have ten (10) days in which to respond.

D. Suspension

An employee may be suspended from his position by the Chief of Police at any time for the good of the service, for a disciplinary purpose, or for other just cause. Suspension without pay cannot exceed thirty (30) days per occurrence.

The Sergeant of Police, may for the good of the service, detach an employee from active duty, require that the employee relinquish his badge and other official police credentials, and assign the employee to remain at his home pending action by the Chief of Police at the earliest practical moment.

E. Demotion

The Chief of Police can demote an employee whose ability to perform required duties falls below standard or for disciplinary purposes. Notice of the demotion must be given the employee no later than two (2) weeks prior to the effective date of demotion and a copy must be filed with the Chief of Police.

F. Reduction in Departmental Seniority

The Chief of Police can reduce an employee in departmental seniority with attendant loss of privileges normally determined by such seniority and by such seniority and as outlined elsewhere in this Memorandum.

G. Right of Appeal to the Kensington Police Protection and Community Services District Directors

An employee has the right to appeal to the Directors relative to any situation affecting their employment status or conditions of employment, except in those cases involving a general plan affecting the department as a whole. Complaints shall first be made to the Chief of Police. If after presentation to the Chief of Police the complaint has not been satisfactorily adjusted, the employee may appear before the Directors at any of their regular meetings to request a hearing of their complaint, or may file such complaint in writing with the Chief of Police. In the latter

instance, the Chief of Police will inform each of the Directors of the filing and contents of the complaint.

Upon receipt of any complaint, the Directors may conduct an investigation as deemed necessary or advisable. In cases where the employee is entitled to a hearing as a matter of right, or in cases here the Directors deem it advisable to hold a hearing, such hearing shall be closed to the public and held within twenty (20) days after the request for the hearing is made.

Whenever a hearing on any complaint is to be held, the Directors shall notify the Chief of Police and the person requesting the hearing of the time and place of the hearing.

Upon conclusion of the hearing, the Directors shall cause its findings and recommendations to be prepared in writing. The findings are countersigned and filed as a permanent record. The Directors shall deliver a true copy of the findings and recommendations to the Chief of Police and to the employee affected.

The action of the Chief of Police and the findings of the Directors are final and conclusive.

ARTICLE XIII- SCOPE AND SEVERABILITY

It is mutually agreed that ratification and approval of this Memorandum of Understanding relieves the Association and the District of any and all further obligation to meet and confer pursuant to Section 3500, et seq., of the California Government Code for the period covered by the Memorandum of Understanding. Meet and confer sessions may, however, be reopened during the life of the Memorandum of Understanding by mutual consent of the Association and the District.

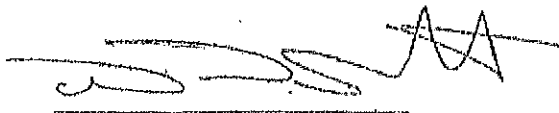
In the event any portion of this Memorandum of Understanding is declared null and void by superseding Federal or State Law, the balance of the Memorandum of Understanding shall continue in full force and effect, and the parties hereto shall commence negotiations to insure that the superseded portion shall be rewritten to conform as closely as possible to the original intent.

ARTICLE XIV - DURATION

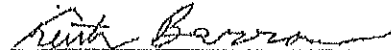
This agreement shall be in full force and effect from July 1, 2008 through June 30, 2010.

Kensington Police Protection &
Community Services District
Board of Directors

Kensington Police Officers'
Association Representatives



Bill Wright, Board President



Keith Barrow, POA President

REV: 12/22/08

by Gregory E. Harman

General Manager/ Chief of Police

- 3. The Park Buildings Committee will present the educational material for the Community Center Safety Project drafted by the Lew Edwards Group for Board discussion and approval. Board Action.**

03/20/14

Dear Friends and Neighbors,

For 30 years the Kensington After School Education Program has been using the Community Center to provide a safe place for our young people to gather after school. Additionally, the Center holds regular Girl and Boy Scout meetings, summer programs and numerous other programs that bring more than 3000 attendees through the Center each year. Over the past 5 years we have spent a considerable amount of time looking into how we can best utilize our Community Center to make it safer and more functional.

We have held community meetings, posted online surveys, conducted phone interviews with the community and retained independent experts to help us with a plan for bringing our Center into compliance with current health and safety standards and improved earthquake safety.

The Community Center is 57 years old. The last major addition and renovation was completed almost 30 years ago. In addition to being aesthetically outdated, the building does not meet current health, safety and ADA standards. Three options were presented by our Park Buildings Committee and the Board selected the most prudent, cost-effective plan to allow us to bring the Community Center up to health code and safety standards and make it more functional.

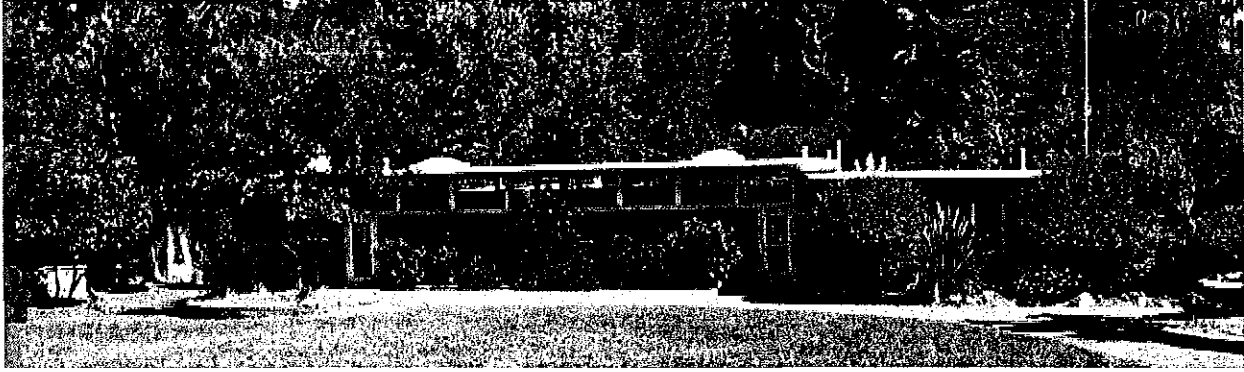
The Board has placed a measure on this June's ballot to raise the revenue needed for these safety projects - money that is legally required to be spent only as promised to the community, and cannot be taken by the State or County. NONE of these bond funds can be spent on administrative salaries or pensions.

Please read the information contained in the enclosed Frequently Asked Questions sheet and learn more. Thank you for your time.

For additional information, go to the District's website at www.kensingtoncalifornia.org and click on Kensington Community Center Safety Project.

On behalf of the Board of Directors,

Gregory Harman
General Manager/Chief of Police



**Kensington Police Protection and Community Services District
Community Center Safety Project
FREQUENTLY ASKED QUESTIONS**

Q: Why upgrade the Community Center? What's the issue?

A: The Kensington Community Center was originally built in 1956 and no longer meets current earthquake, health or safety standards. In 2012, the Board retained independent experts to evaluate potential repairs and future uses for the Community Center, including its physical condition. With significant input from the community, including public meetings, online and telephone surveys, the Kensington Police Protection and Community Services District plans to upgrade our local Community Center, including repairing the aging and leaky roof, retrofitting to improve earthquake safety, renovating the kitchen to meet health and safety codes and updating public restrooms for better disability access

Q: Why address these issues now?

A: The Community Center is 57 years old and simply doesn't meet today's health, safety and earthquake standards. Historically called the "Youth Hut," for the services it provides, we must ensure that after-school and summer programs for youth and teens as well as girl and boy scout meetings and other community activities can continue in a safe building. The Kensington After School Enrichment Program (KASEP) also needs a continued, safe location. If we delay these urgent and necessary upgrades, not only will the building continue to deteriorate, but repairs will only become more expensive in the future. The Board believes it is in the best interests of the District to have a Community Center that meets current electrical and fire safety codes.

Q: How do I know funds will be spent properly?

A: If a local funding measure is enacted to upgrade the Community Center, by law all funds must only be spent on improving the Center—NO bond measure money can be spent on administrative salaries or pensions and the State cannot take or use these funds.

Q: What role has the community had in this process?

A: The District Board has been working extensively on this project for more than 4 years. The Board has held numerous meetings where the community has come to participate, to ask questions, and to comment. The Park Buildings Committee has worked closely with independent experts to help conduct public meetings on this issue as well as community surveys to solicit the public's perspectives and feedback. The community survey conducted in November 2013 showed that more than 70% of Kensington respondents support a measure that will raise funds to make our Community Center safer.

Q: How does this affect me?

A: The Kensington Police Protection and Community Services District Board has placed a local funding measure on the June 2014 ballot that would generate the revenue for these health and safety needs. These funds would be raised locally and controlled locally and will not be taken over by the State.

Q: How can I get more information about this issue?

A: Information is available on the District's website at www.kensingtoncalifornia.org and click on "Kensington Community Center Safety Project" or contact General Manager/Chief of Police Greg Harman at 510-526-4141.

4/10/2014

Dear Friends and Neighbors,

I am writing to update you on our efforts to repair and upgrade our Community Center. As I have previously outlined, the District has spent a considerable amount of time and effort determining how we can best preserve our Community Center. Additionally, a recently conducted independent professional opinion research survey showed that 70% of residents would support a measure to raise funds for this Community Center Safety Project.

It's been many years since the Community Center had any major renovations and the wear and tear has taken its toll. Today's health and safety standards are far different than those that were used when the building was originally constructed in the 1950's. The building is located in a seismic hazard zone and work can be done to improve earthquake safety.

The Board evaluated three possible options for modernizing the Community Center and selected the most sensible option that will allow us to bring the Center up to fire and health safety standards, improve our earthquake safety and make the Center more functional. To fund these safety projects the Board has placed a measure on the June ballot. All money from the bond will be spent only as promised in the language of the bond measure and none of the funds can be spent on administrative salaries. The money cannot be taken away by the State. To ensure financial accountability the measure requires annual financial reports by an independent citizen's bond oversight committee.

Specific plans for the Community Center include:

- Improving earthquake safety
- Bringing the Center to current electrical and fire safety codes
- Updating the kitchen and restroom facilities to meet current health and safety codes
- Repairing the roof

The Community Center has been a valuable asset for our community for many years. The District's Board of Directors believes that improving the Center and bringing it up to current health and safety standards now is both important and sensible.

For additional information, go to the District's website at www.kensingtoncalifornia.org and click on Kensington Community Center Safety Project.

On behalf of the Board of Directors,

Gregory Harman
General Manager/Chief of Police

5/1/14

Dear Friends and Neighbors,

This letter is to update you on the Kensington Community Center Safety Project. The District has placed a measure on the June 3, 2014 ballot – Measure ___. This measure, if passed, will generate the funding for necessary improvements to the Community Center.

Specifically, the proposed renovations will provide a modernized Community Center that improves earthquake safety, and meets electrical and fire safety codes. Replacing the aging and leaky roof and updating kitchen facilities are included in the plan. In addition to these necessary health and safety upgrades, the renovation plans will make the Center more flexible, functional and attractive for youth programs, larger meetings and ceremonies or smaller family events.

The Community Center has been home to our Kensington After School Enrichment Program for 30 years. Additionally, the Center is used for local Boy and Girl Scout meetings, and other programming that brings more than 3000 people through the Center each year. The proposed earthquake, electrical, fire and health safety measures will ensure a safer and more functional environment.

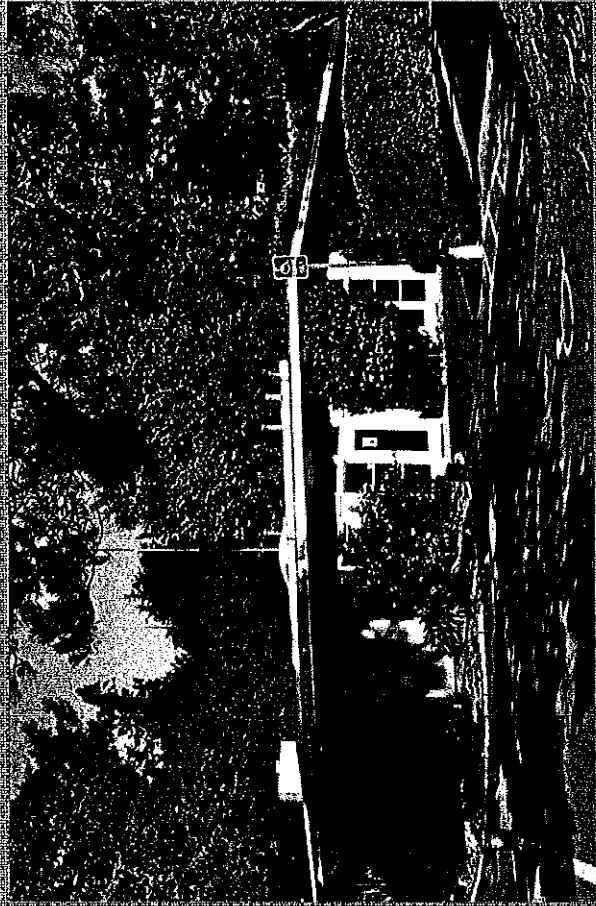
This bond measure will provide Kensington with local funding which cannot be taken away by the State or used for administrative salaries. The measure provides for strict financial accountability through an independent citizen's bond oversight committee.

The Bond, if passed, will be paid back over 30 years and property owners will pay an amount based on their property's assessed value. The bond repayment amount is set at up to \$14 per \$100,000 of assessed value.

For additional information go to the District's website at www.kensingtoncalifornia.org and click on Kensington Community Center Safety Project.

On behalf of the Board of Directors

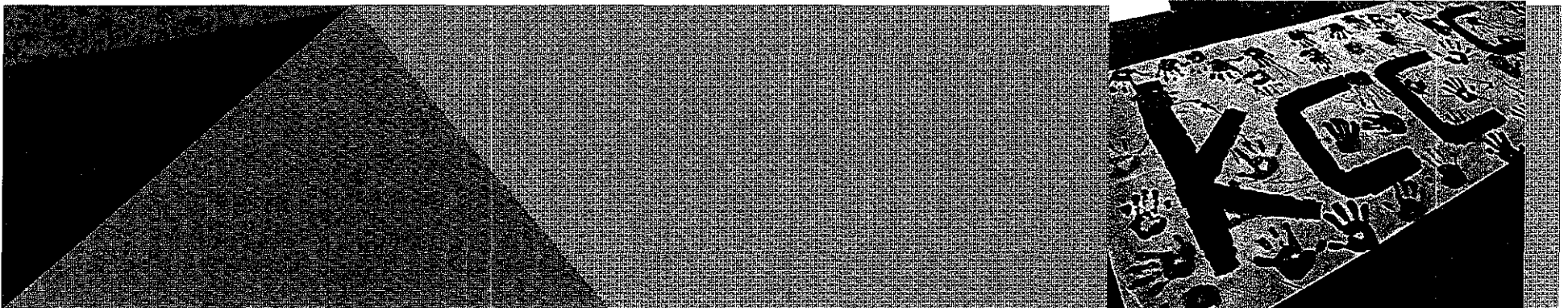
Gregory Harman
General Manager/Chief of Police



MODERNIZING THE CENTER FOR EARTHQUAKE
 SAFETY AND MORE FLEXIBLE PROGRAMMING
**KENSINGTON
 COMMUNITY CENTER
 SAFETY PROJECT**

OVERVIEW

- ❖ The Kensington Community Center was originally built in 1956 and has not been updated in almost 30 years
- ❖ The building will benefit from upgrades to improve earthquake safety and meet current health, fire and electrical safety codes
- ❖ The Board has placed a Bond Measure on the June 2014 ballot to pay for vital repairs

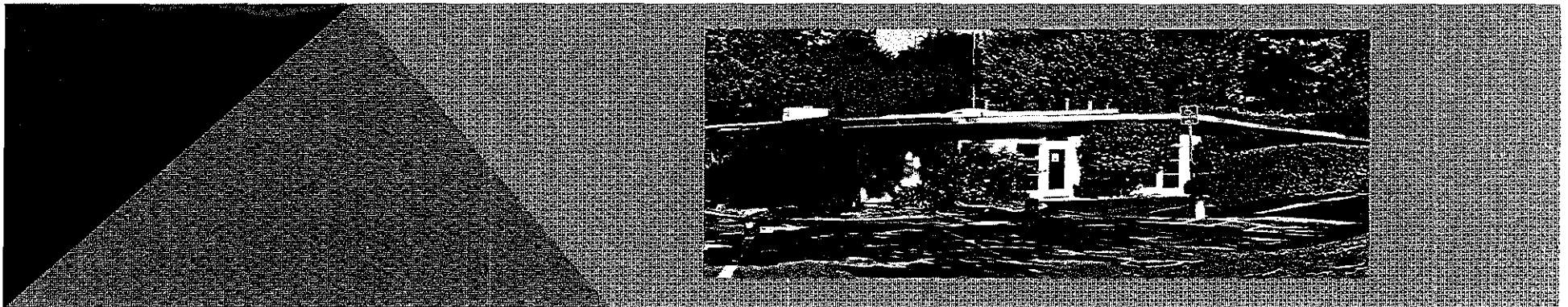
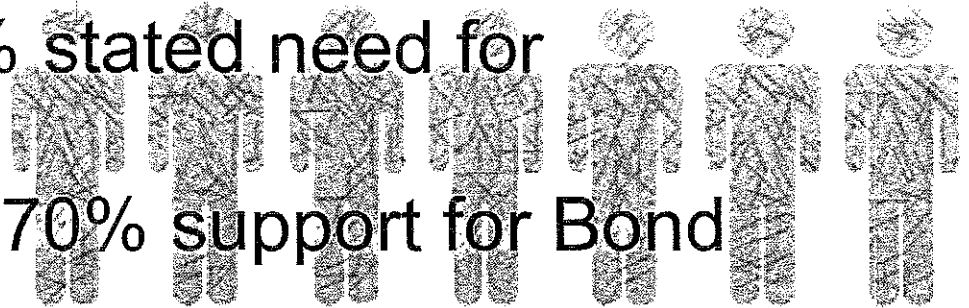


THE PROCESS

Over the last 5 years volunteers have spent countless hours reaching out to our residents.

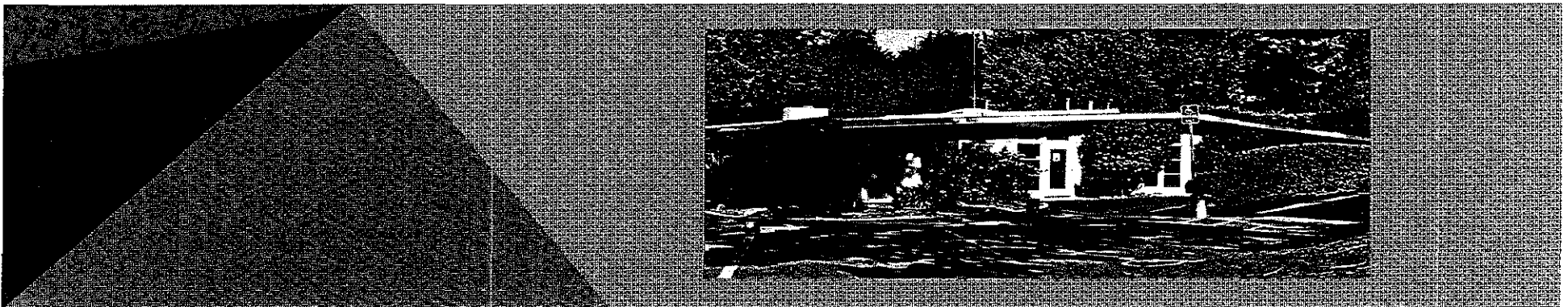
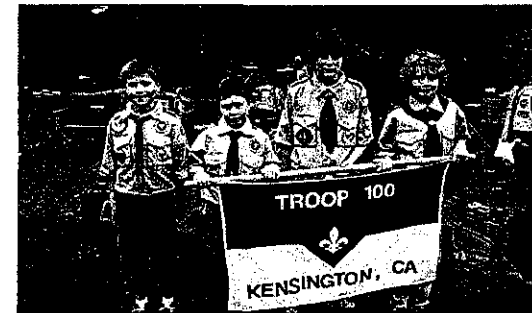
Additionally we have conducted:

- ❖ Community meetings for input
- ❖ Online survey – 52% stated need for improvement
- ❖ Telephone survey – 70% support for Bond Measure



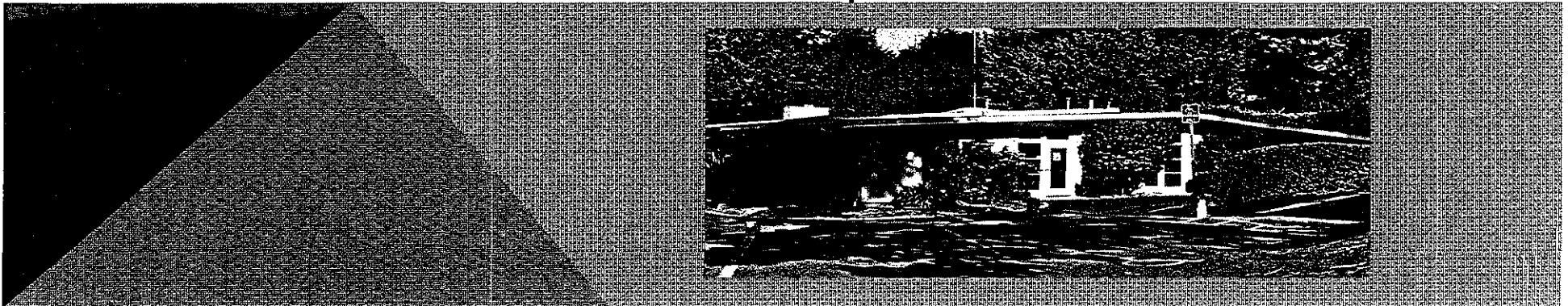
PROPOSED UPGRADES

- ❖ Improve occupant safety during an earthquake – the Center is within a seismic hazard zone
- ❖ Upgrade to meet current fire and electrical safety codes
- ❖ Renovate kitchen and bathroom facilities to meet health and safety standards
- ❖ Provide improved disabled access
- ❖ Improved aesthetics



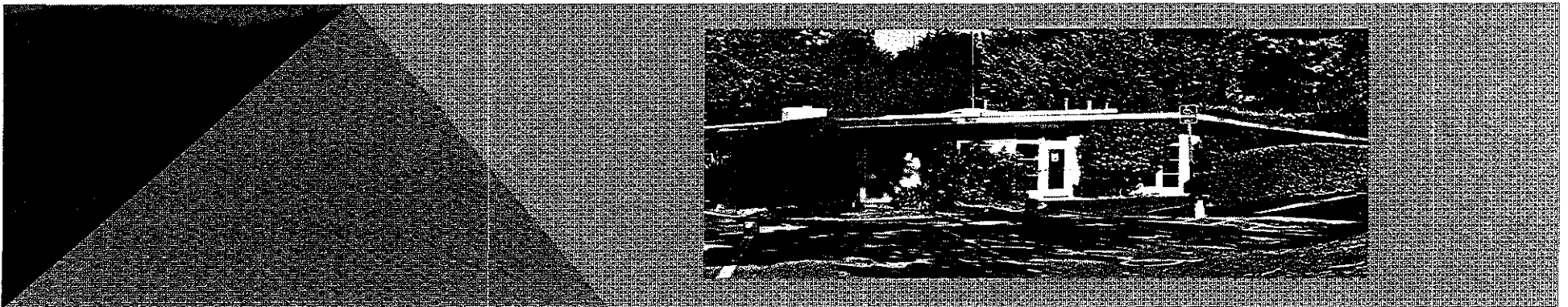
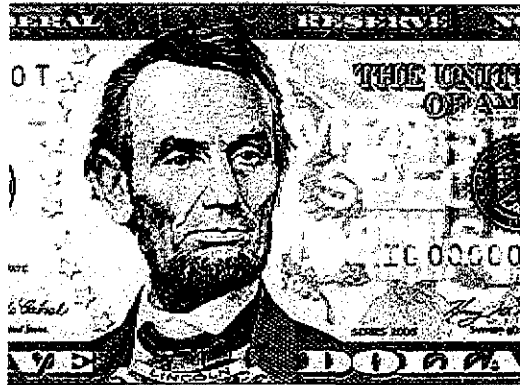
PROGRAMMING ENHANCEMENTS

- ❖ Youth after-school summer programs continue
- ❖ Safe location for Kensington After School Enrichment Program, Scout meetings and all other programs
- ❖ More flexible configuration will allow for better space utilization for programs, classes, and community events
- ❖ Potential rental income to help defer costs



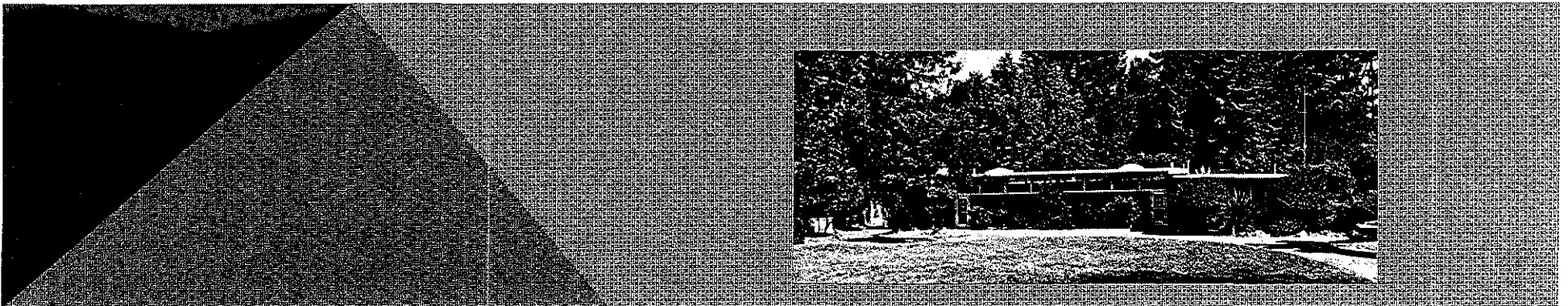
HOW DO WE PAY FOR THE RENOVATIONS

- ❖ The Board has placed a Bond Measure on the June 2014 ballot
- ❖ Funds would be raised and controlled locally
- ❖ Average cost per home less than \$5/month



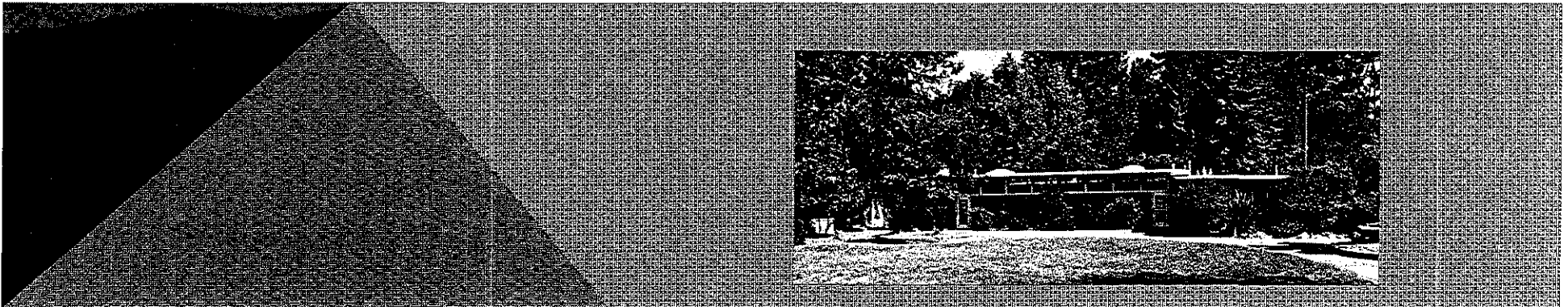
BALLOT QUESTION

To meet community needs of Kensington residents by modernizing the aging Community Center (Youth Hut), improving earthquake safety, meeting fire and health safety codes, repairing the roof, updating the kitchen and restrooms, updating spaces for youth programs, meetings and events and providing disabled access, shall the Kensington Police Protection and Community Service District issue up to \$2 million in bonds, proceeds of which cannot be taken by the State and requiring independent citizens' oversight?



CONCLUSION

- ❖ Our Community Center is 57 years old and will benefit from being modernized for safety and more flexible programming
- ❖ Proceeds from this bond measure will allow us to make necessary repairs and upgrades by raising funds that will be kept local, with financial accountability



- 4. KPPCSD Board President Len Welsh will discuss his initial conversations with representatives of the Kensington Fire Protection District (KFPD) regarding the lease agreement between the KFPD and the KPPCSD. Possible Board Action.**