

# 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, April 8, 2010, at 7:00 P.M., at the Community Center, 59 Arlington Avenue, Kensington, California.

Note: All proceedings of this meeting will be tape recorded

Roll Call  
Public Comments  
Board Member/ Staff Comments

### APPROVAL OF CONSENT CALENDAR

- a) Minutes of the Regular Meeting November 12, 2009, pg 3
- b) Minutes of the Regular Meeting March 11, 2010, pg 10
- c) Profit & Loss Budget Performance for March 2010, pg 17
- d) Variance Report March 2010, pg 20
- e) Board Member Reports
- f) Correspondence, pg 21
- g) Police Department Update, pg 23
- h) Monthly Calendar, pg 31
- i) Recreation Report
- j) General Manager Update, pg 33

### DISTRICT -- OLD BUSINESS

1. Board Consultant Brown Taylor will provide the Board the "General Manager/ Chief of Police Annual Goal Setting and Performance Appraisal Process and Procedure Amendment" for the District's Policies & Procedures Manual, second reading. Board Action, , pg 39

### DISTRICT - NEW BUSINESS

1. Acting Chief of Police Rickey Hull will present commendations to Detective Keith Barrow, Officer Doug Wilson, and Officer Juan "Manny Ramos for their actions on March 15, 2010, during the investigation and arrest of two residential burglary suspects, KPD #2010-1067, pg 44
2. General Manager Greg Harman will present the Board Resolution 2010-03, approving the annual Engineer's Report for the Kensington Park Assessment District for Fiscal Year 2010/2011, for discussion and Board action, pg 45
3. General Manager Greg Harman will present the Board Resolution 2010-04, initiating proceedings for the levy and collection of assessments for the Kensington Park Assessment District for Fiscal Year 2010/2011, for discussion and Board action, pg 106
4. General Manager Greg Harman will present the Board Resolution 2010-05, declaring its intention to levy and collect assessments for the Kensington Park Assessment District for Fiscal Year 2010/2011, for discussion and Board action, pg 109
5. General Manager Greg Harman will present the Board an agreement and election of (Resolution 2010-07) the Kensington Police Protection and Community Services District to prefund other post employment benefits through CalPERS for discussion and Board action, pg 112

### 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 10 DAYS BEFORE THE MEETING. REQUESTS SHOULD BE SENT TO:

DISTRICT SECRETARY STEPHANIE FRIES, COMMUNITY SERVICES DISTRICT, 217 ARLINGTON AVE., KENSINGTON, CA 94707  
POSTED: Public Safety Building-Colusa Food-Library-Arlington Kiosk- and at [www.kensingtoncalifornia.org](http://www.kensingtoncalifornia.org)  
Complete agenda packets are available at the Public Safety Building and the Library.

# CONSENT CALENDAR

- Minutes
- Profit & Loss Budget Performance
- Board Member Reports
- Correspondence
- Police Department Update
- Monthly Calendar
- Recreation Report
- General Manager Update

# KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

## Meeting Minutes for 11/12/2009

### AGENDA

A Regular meeting of the Board of Directors of the Kensington Police Protection and Community Services District was held Thursday November 12, 2009, 7:00 PM , at the Community Center, 59 Arlington Avenue, Kensington, California.

The board entered into Open Session at 7:00 PM.

### ATTENDEES

Elected Members	Guests/Presenters:	
Charles Toombs, President	Sergeant Rickey Hull	Nicki Kaiser
Patricia M. McLaughlin, Vice President	Joan Gallegos	Gloria Morrison
Bill Wright, Director	Joel Koosed	Anthony Knight
Cathie Kosel, Director	Todd Hodson	Vida Dorroh
John Stein, Director	Gretchen Gillfillan	Kathy Stein
	Ray Baraza	Brown Taylor
	Gayle Feldman	Chris Hafner
Staff Members	Ciara Wood	Lynn Wolter
	Helmut	Paul Dorroh
Gregory E. Harman, General Manager/ Chief of Police	Linda Lipscomb	
Stephanie Fries, District Secretary	Henry Schiff	

**ANNOUNCEMENTS:** None

**NEW BUSINESS #1 - (moved to the beginning of the meeting) General Manager/ Chief of Police Greg Harman will administer the Oath of Office to newly appointed Reserve Police Officers Hui, Tyler, Colon, and Lafitte.**

General Manager / Chief of Police Gregory Harman swears in Reserve Officers Kevin Hui, Suzanne Tyler, Michael Colon, and Rodney LaFitte.

### PUBLIC COMMENTS

Nicki Kaiser, resident, expressed concern over the location of the park restroom and its impact on serpentine spiders that inhabit the area.

Linda Lipscomb, resident, thanked President Toombs and Vice President McLaughlin for their participation in the KIC Town Hall Meeting.

# KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

## BOARD COMMENTS

Director Kosel requested numbered pages on future Agenda Packets. Director Kosel also expressed disappointment in the Special Meeting scheduled for November 13, 2009 and commented that she does not feel Director Stein's participation is appropriate.

## BOARD COMMENTS

Vice President McLaughlin thanked Linda Lipscomb for KIC hosting the Town Hall Meeting.

Director Stein announced that he would be providing copies of the results of the survey of the community at the next board meeting.

## STAFF COMMENTS

General Manager / Chief of Police Gregory Harman announced that he requested a traffic survey from the Berkeley Institute of Transportation Studies and that Kensington has been chosen to participate in this study which will begin this month.

General Manager / Chief of Police Gregory Harman commented that Officer Wilson has been working with the Principal of Hilltop School to manage traffic issues at the school.

General Manager / Chief of Police Gregory Harman commented that he attended the Prop 1A Securitization Program Notification meeting. All bonds were sold as of November 10 with the first check scheduled for January 2010 and the next check scheduled for May 2010.

General Manager / Chief of Police Gregory Harman announced that there will be a LAFCO meeting on November 18 in Martinez, noting that they will review the Municipal Services Review chapter devoted to Kensington.

General Manager / Chief of Police Gregory Harman announced that the Annual Electronic Waste Pickup Event will take place in the park parking lot on January 16.

## CONSENT CALENDAR

**MOTION:** The Board moves to approve the Consent Calendar as presented

**AYES:** Wright, Toombs, McLaughlin, Kosel, Stein

**NOES:** 0

**ABSTAIN:** 0

# KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

**NEW BUSINESS #2** - Todd Hodson, representing the Kensington Community Council, will give a presentation to the Board providing information on the proposed KCC remodel of the Community Center. Following the presentation there will be Board discussion and action as to the proposed remodeling project.

Todd Hodson gave a presentation on the proposed KCC remodel of the Community Center.

## **BOARD COMMENTS**

The Board thanked Todd Hodson for his presentation and suggested that President Toombs and Bruce Morrow meet between now and December with direction from District counsel to work out any legal issues that may arise.

## **PUBLIC COMMENTS**

Nicki Kaiser, resident, commented that she would like to see the Board make an action regarding preliminary testing.

Caroline, resident, commented that she rents the Community Center for dinner parties and inquired as to whether there will be an increase in rental fees. Todd Hodson replied that KCC has no control over any increases in rental fees that may occur after the remodel.

President Toombs commented that the Board needs to get a handle on what they are bound to by public contract law, noting that the Board cannot make a decision regarding this agenda item until it is known what the Board is legally empowered to do.

**MOTION: The Board moves to go on record as being in favor of the proposed KCC remodel of the Community Center, in principle.**

**AYES: Wright, Toombs, McLaughlin, Kosel, Stein**

**NOES: 0**

**ABSTAIN: 0**

**NEW BUSINESS #3** - General Manager Greg Harman will present the final HF&H Consultants Review of the Bay View Refuse & Recycling Rate Review and make a recommendation to the Board for a rate increase of 0.6% of garbage rates beginning January 1, 2010.

General Manager / Chief of Police Gregory Harman gave a summary of the garbage rate review, making a recommendation of a 0.6% increase of garbage rates beginning January 1, 2010.

## **PUBLIC COMMENTS**

Gayle Feldman, resident, commented that according to Prop 218 a public hearing is needed for a rate increase and is opposed to the rate increase due to the inclusion of District garbage costs in the rates charges to residents.

Gloria Morrison, resident, asked the Board if the new garbage contract will do away with backyard collection of garbage, to which the Board replied it would not.

Linda Lipscomb thanks the Board for having garbage picked up in the park and Community Center.

# KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

## PUBLIC COMMENTS

Henry Schiff, resident, commented that this is a minimal cost for a wonderful service and asks the Board to approve the rate increase.

Joan Gallegos, resident, commented that she does not agree with Gayle Feldman. Ms. Gallegos noted that since the District contracts out for garbage service and the District does not physically own the equipment, the Prop 218 rules do not apply to the District in this case.

**MOTION: The Board moves to approve the increase of 0.6% of garbage rates beginning January 1, 2010.**

**AYES: Wright, Toombs, McLaughlin, Kosel, Stein**

**NOES: 0**

**ABSTAIN: 0**

**NEW BUSINESS #4 - Board President Chuck Toombs will present the latest lease agreement proposed by the Kensington Fire Protection District for the lease of the Public Safety Building to the Board for discussion and possible action.**

President Toombs presented the proposed lease agreement from the Kensington Fire Protection District, noting that the District would like the option to renew the lease and the KFPD has not agreed to this.

## BOARD COMMENTS

Director Wright commented that he would like the option to renew and would approve the new lease subject to making that change.

Vice President McLaughlin commented that she would like to approve the lease, but it is against the spirit of the community and she would like to see an option to renew.

Director Stein commented that he was troubled by a comment made by a KFPD Board member at a town hall meeting who indicated that her "hands were tied" with regard to the lease agreement. Director Stein suggested the Board get District counsel's opinion on the matter.

## PUBLIC COMMENTS

Anthony Knight, resident, commented that having KPPCSD rent space from KFPD is very distasteful and urges the Board not to settle on this issue tonight.

Vida Dorroh, resident, commented that she also feels the agreement is very distasteful, noting that KFPD does not pay rent when they use our facilities.

Kathy Stein, resident, commented that before the District purchased the park, we rented the property from the school district for \$1 per year.

Joan Gallegos, resident, commented that the Board needs to get this issue settled as it may add fuel to the LAFCO consolidation fire.

# KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

**MOTION:** The Board moves to approve the lease agreement proposed by the Kensington Fire Protection District for the lease of the Public Safety Building less section 7, with an option to renew, and a subrogation clause.

**AYES:** Wright, Toombs, McLaughlin, Kosel, Stein

**NOES:** 0

**ABSTAIN:** 0

**NEW BUSINESS #5** - Presentation by Brown Taylor, Special Employee to the District, of *Draft Kensington Police Protection and Community Services District Staff Report on Feasibility Study for Outsourcing Police Services by Contract with the El Cerrito Police Department* for review and discussion by Board.

District Consultant Brown Taylor gave a presentation of the *Draft Kensington Police Protection and Community Services District Staff Report on Feasibility Study for Outsourcing Police Services by Contract with the El Cerrito Police Department*.

## BOARD COMMENTS

Director Kosel asks Brown Taylor if it is his recommendation to retain the split General Manager / Chief of Police position, to which Brown Taylor responded by confirming that is his recommendation.

Director Brown asks Brown Taylor to explain who would manage the police department if the District were to contract out to El Cerrito.

District Consultant Brown Taylor indicated that the police department would be managed by El Cerrito and we would need someone to manage our contract with El Cerrito. Brown Taylor also noted that the District would have to retain non-sworn positions.

## PUBLIC COMMENTS

Vida Dorroh, resident, commented that it would only be a savings of \$79 per household to contract out with El Cerrito and noted that El Cerrito PD will have a difficult time navigating the streets of Kensington.

Chris Hafner, resident, suggested the Board explore other options to cut back on costs.

Director Wright commented that the Board presented an outline of District costs at a previous meeting and it was determined that the District would need to cut two officer positions to balance the budget, negatively impacting the level of service.

Nicki Kaiser, resident, commented that if Kensington were to contract with El Cerrito we would have little control over the costs. Ms. Kaiser also noted that property values and quality of life are higher due to Kensington having a dedicated police department and we risk losing this if we were to contract out.

# KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

## PUBLIC COMMENTS

Linda Lipscomb, resident, commented on the high crime rate in El Cerrito and noted that El Cerrito PD will not make Kensington a priority.

Lynn Wolter, resident, asked Brown Taylor if El Cerrito PD's upcoming 10% pay increase was factored into the numbers in his report. District Consultant Brown Taylor indicated that this report reflects El Cerrito PD salaries through January 1, 2010 and does not include the upcoming 10% pay increase.

**MOTION: The Board moves to extend the meeting until 10:15pm**

**AYES: Wright, Toombs, McLaughlin, Kosel, Stein**

**NOES: 0**

**ABSTAIN: 0**

**MOTION: The Board moves to direct District Consultant Brown Taylor to complete his final report to be presented at the December meeting.**

**AYES: Wright, Toombs, McLaughlin, Kosel, Stein**

**NOES: 0**

**ABSTAIN: 0**

**NEW BUSINESS #6 - Director John Stein will request for discussion and possible action a review of the District's projected five year financial forecast and recommendations for next steps to be taken.**

Director Stein gave a review of the District's projected five year financial forecast, noting that if nothing is done the District's unallocated reserves will be in the negative as of August 30, 2012. Director Stein suggested \$200/year assessment increase to balance the budget. Director Stein would like the Board to direct General Manager / Chief of Police Gregory Harman to research what is needed to get a ballot measure for a \$200/year assessment increase ready for the June election.

## BOARD COMMENTS

The Board discussed placing the suggested measure on the June ballot and noted that they are committed to giving the community all available options to balance the budget.

## PUBLIC COMMENTS

Anthony Knight, resident commented that it would be useful to amplify the tax option just as Brown Taylor has amplified the option to contract out with El Cerrito.

Paul Dorroh, resident, commented that most Kensington residents are going to want to keep the Police Dept in Kensington and will in favor of a tax increase.

Lynn Wolter, resident, commented that she agrees with Paul Dorroh and noted the importance of the ballot process timeline since the District will want to start collection the money from the tax increase prior to running out of money.



**KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS**

**MOTION:** The Board moves to adopt Director Stein's recommendation and directs General Manager / Chief of Police Gregory Harman to research what is needed to get a ballot measure for a \$200/year assessment increase ready for the June election to be presented at the next meeting.

**AYES:** Wright, Toombs, McLaughlin, Stein, Kosel

**NOES:** 0

**ABSTAIN:** 0

**NEW BUSINESS #7** - General Manager Greg Harman will present the Board with a California Environmental Quality Act Notice of Exemption for the park restroom prepared by Colette Meunier, AICP, for discussion and possible action

General Manager / Chief of Police Gregory Harman presented the Board with the California Environmental Quality Act Notice of Exemption for the park restroom prepared by Colette Meunier and summarized the application process.

**BOARD COMMENTS**

Director Kosel noted that the application incorrectly lists Windsor Avenue as Windsor Street. Director Kosel also noted that the District contact phone number listed on the application is incorrect.

**PUBLIC COMMENTS**

Nicki Kaiser, resident, expressed her concern regarding possible endangered species inhabiting the site of the proposed park restroom. President Toombs indicated that such evaluations are built into the CEQA process.

**MOTION:** The Board moves to adopt the Environmental Quality Act Notice of Exemption for the park restroom prepared by Colette Meunier, AICP.

**AYES:** Wright, Toombs, McLaughlin, Kosel, Stein

**NOES:** 0

**ABSTAIN:** 0

**MOTION:** President Toombs moves to adjourn the meeting at 10:14pm.

**AYES:** Wright, Toombs, McLaughlin, Kosel, Stein

**NOES:** 0

**ABSTAIN:** 0

# KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

## Meeting Minutes for 03/11/2010

### AGENDA

A Regular meeting of the Board of Directors of the Kensington Police Protection and Community Services District was held Thursday March 11, 2010, 7:00 PM , at the Community Center, 59 Arlington Avenue, Kensington, California.

The board entered into Open Session at 7:00 PM.

### ATTENDEES

Elected Members	Guests/Presenters:	
Charles Toombs, President	Lynn Wolter	Dennis Klingelhofer
John Stein, Vice President	Joan Gallegos	Marie Adrianis
Bill Wright, Director	Joel Koosed	Gayle Feldman
Patricia M. McLaughlin, Director	Catherine Denergaard	Judy Jung
Cathie Kosel, Director	Andrew Reed	Sergeant Hussain Khan
	Ray Baraza	
	Gloria Morrison	
	John Wolter	
	Walt Gillfillan	
Gregory E. Harman, General Manager/ Chief of Police	Paul Dorroh	
Stephanie Fries, District Secretary	Vida Dorroh	

**ANNOUNCEMENTS:** None

### PUBLIC COMMENTS

Gloria Morrison, resident, expressed her concerns regarding Item B of the Consent Calendar and asked the Board to address these concerns.

Judy Jung, Director of the Kensington Senior Center, commented that the West Contra Costa School District Board of Trustees is considering eliminating the Adult Education Program under which she is employed.

Sergeant Hussain Khan announced that the Kensington Police Officers Association took a vote of confidence in Chief of Police Gregory Harman. Sergeant Khan also announced that Chief of Police Gregory Harman was awarded the POST Executive Certificate, which is one of only 1,159 of these certificates to be awarded since the formation of POST in 1959.

# KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

## BOARD COMMENTS

Director Kosel commented that five homes in Kensington had been foreclosed on in March alone and that there are a record number of homes on the market in Kensington.

President Toombs commented that he attended the KPSC meeting on Wednesday night. President Toombs also commented that CERT training for Board Members will be in June at the Community Center.

## STAFF COMMENTS

General Manager / Chief of Police Gregory Harman commented that the new traffic signs on Arlington are a result of the University of Berkeley Traffic Survey.

## CONSENT CALENDAR

Director Kosel pulls Item B of the Consent Calendar.

The Board commented that Item B of the Consent Calendar should read "Unaudited".

## PUBLIC COMMENTS

Gloria Morrison, resident, commented that the year-to-date income was less in February than January.

General Manager / Chief of Police Gregory Harman responded to Gloria Morrison's comment, explaining that the Profit & Loss Budget Performance Report is a picture in time on the day it is generated. General Manager / Chief of Police Gregory Harman also commented that many of the changes seen between the January and February are due to staff and the District Accountant making necessary corrections to the numbers in preparation for the annual audit. General Manager / Chief of Police Gregory Harman also noted that the numbers do not become finalized until the auditor's report is completed.

**MOTION: The Board moves to adopt the Consent Calendar as amended with the corrections to Item B.**

**AYES: Wright, Kosel, Toombs, McLaughlin, Stein**

**NOES: 0**

**ABSENT: 0**

**OLD BUSINESS #1 - General Manager Greg Harman will present the Board with an update on the Annex remodeling project for Board action.**

General Manager / Chief of Police Gregory Harman gave an update on the Annex remodeling project, noting that it will cost \$129,000 to bring the building up to code (this total does not include the \$30,000 for dry rot repair). General Manager / Chief of Police Gregory Harman also read a letter from FME offering a review and discussion for possible use of the Annex building. This review is being offered free of charge to the District.

## BOARD COMMENTS

President Toombs suggested forming an ad-hoc committee to work with FME and offer ideas as to why the Board should or should not make the Annex a public space.

**KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS**

**PUBLIC COMMENTS**

Andrew Reed, resident, asked the Board if this ad-hoc committee would be only for the Annex building or the entire park. President Toombs indicated that the ad-hoc committee would be just for the park buildings.

Vida Dorroh, resident, suggested including a representative from KCC in the ad-hoc committee if it is to include building E and the Community Center.

**MOTION: The Board moves to form an ad-hoc committee for the Annex building with Directors Kosel and Stein to chair.**

**AYES: Wright, Kosel, Toombs, McLaughlin, Stein**

**NOES: 0**

**ABSENT: 0**

**OLD BUSINESS #2 - NO ACTION - General Manager Greg Harman will present to the Board the revised Fiscal Year 2009/2010 Mid-Year Budget Review for discussion, comment, and possible action.**

General Manager / Chief of Police Gregory Harman gave a summary of the Fiscal Year 2009/2010 Mid-Year Budget Review, noting that he met with the Finance Committee to make all necessary corrections with the exception of \$62,000 of COPS Grant money that was incorrectly reported and has since been corrected.

**BOARD COMMENTS**

Director McLaughlin noted that we have \$80,000 of COPS grant money left over from Fiscal Year 2008/2009 and the District needs to promptly spend this money or risk having to return it. Director McLaughlin also noted that in the past the Board has had to make mid-year adjustments to the budget and we may need to make such an adjustment for the COPS Grant money and the park restroom.

**PUBLIC COMMENTS**

John Wolter, resident, commented that once a budget is set, you generally do not make changes to it. The General Manager can articulate the differences between actual vs. budget because there will always be variances.

Gayle Feldman, resident, commented that it is appropriate for the Board to make an amendment to the budget.

Gloria Morrison, resident, commented that there have been weaknesses in the budget and dedicated funds have not been pulled aside with their dedicated expenditures.

# KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT

## BOARD OF DIRECTORS

**NEW BUSINESS #1 - General Manager Greg Harman will present the Board the Finance Committee's recommendation for the final expenditures of the 2008/2009 COPS Grant.**

General Manager / Chief of Police Gregory Harman gave a summary of the Finance Committee's recommendations for the final expenditures of the 2008/2009 COPS Grant funds, noting that we have a carryover of over \$80,000 of COPS Grant funds from last fiscal year and the District needs to spend at least \$49,000 of this money by June 30, 2010 or we'll have to return the money. The Finance Committee recommends that the District use the money to purchase a patrol vehicle and a laptop for the patrol vehicle, and the adjustment for the Police Services Aide.

### **PUBLIC COMMENTS**

Catherine Denergaard, resident, commented that she'd like to see the COPS Grant money be used to serve an educational function for the community. Director McLaughlin responded by noting we are absolutely restricted as far as how we spend these funds.

Chris, resident, inquired about the possibility of using the COPS Grant funds for a radar sign on Franciscan Way. General Manager / Chief of Police Gregory Harman responded by indicating he did not know whether the COPS Grant would allow for a permanent radar sign, but noted that the COPS grant did approve using the funds for the purchase of a speed trailer.

Marie Adrianis, resident, commented that she had been told the District had no money and now she is hearing of this \$80,000 of COPS Grant money that has not been used. Ms. Adrianis also commented that she is angry that nothing is being done to control the speed of traffic on Franciscan Way, which has become a serious problem.

Lynn Wolter, resident, commented that there have been signage changes and a significant increase in police presence and traffic enforcement on Franciscan Way in the last year and a half.

**MOTION: The Board moves to accept the recommendations presented by General Manager / Chief of Police Gregory Harman for use of the COPS Grant funds.**

**AYES: Wright, Toombs, McLaughlin, Stein**

**NOES: Kosel**

**ABSENT: 0**

**NEW BUSINESS #2 - General Manager Greg Harman will present to the Board the Finance Committee's recommendation for approval Resolution 2010-02, the acceptance and expenditure plan of the 2009/2010 COPS Grant**

General Manager / Chief of Police Gregory Harman gave a summary of the proposed expenditure plan for the 2009/2010 COPS Grant, noting that a recent traffic survey of Kensington indicated that we have a significant need for stricter traffic enforcement and this proposal recommends funding a dedicated traffic officer.

**KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS**

**BOARD COMMENTS**

Director McLaughlin commented that she believes this is exactly what Kensington needs and that we would have difficulty finding another appropriate use of COPS Grant funds.

President Toombs indicated there may be an issue with the language of the resolution regarding who will be conducting the traffic enforcement.

**PUBLIC COMMENTS**

Catherine Denergaard, resident, suggested hiring more female officers.

**MOTION: The Board moves to adopt Resolution 2010-02, the acceptance and expenditure plan of the 2009/2010 COPS Grant with the amended language "The officer will allow for the department to enhance traffic enforcement".**

**AYES: Wright, Toombs, McLaughlin, Stein, Kosel**

**NOES: 0**

**ABSENT: 0**

**NEW BUSINESS #3 - General Manager Greg Harman will present to the Board Ordinance 2010-01, ordering a supplemental special tax for police protection, establishing a date for election, adopting intended ballot language, ordering the consolidation of said election, and requesting election service by the Contra Costa Election Division.**

Dennis Klingelhofer of NBS gave a summary of the proposed ordinance, noting that District counsel determined that the Board needs a 3/5 vote to approve the resolution and a supermajority of 2/3 of the voters to pass the ballot measure.

**BOARD COMMENTS**

Director McLaughlin commented that she feels the proposed ordinance is fine as it is.

President Toombs commented that this is the only option that gives the District structural sources of income with a cost of living allowance.

Director Wright indicated that he would support this passing this ordinance.

Director Kosel commented that the Board has not made any budget cuts and there is no offer from the KPOA to accept a rollback. For these reasons, Director Kosel indicated that she will be opposing this ordinance.

# KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT

## BOARD OF DIRECTORS

### PUBLIC COMMENTS

Andrew Reed, resident, asked the Board if this proposed tax increase would be in addition to the existing tax. Vice President Stein responded and indicated that this will be in addition to the existing tax.

Vida Dorroh, resident, commented that Kensington property values are based on the specialized services we get and indicated that she would support the tax increase.

Catherine Denergaard, resident, commented that she was stopped in Kensington by a police officer although she did nothing wrong. Ms. Denergaard commented that she does not like this style of policing where people who do not look as if they belong in Kensington are stopped.

Lynn Wolter, resident, commented that the additional tax will help the police department address special requests and noted that if a CPI had been allowed when the last tax was passed, we would be paying about the same as what the Board is suggesting.

Anthony Knight, resident, commented that he would like the opportunity to vote on this issue and hopes the Board gives the community that opportunity.

Walt Gillfillan, resident, commented that he supports the tax and noted that there is community support for the tax just as there has been in the past.

Ray Baraza, resident, asked the Board if the CPI applies only to the new tax. Vice President Stein indicated that it would only apply to the new proposed tax.

Paul Dorroh, resident, commented that he supports the tax and supports the Board adopting the ordinance. Mr. Dorroh also commented that there is a high level of support in the community and great efforts have been made to educate the community about the proposed tax increase.

**MOTION: The Board moves to adopt Board Ordinance 2010-01, ordering a supplemental special tax for police protection, establishing a date for election, adopting intended ballot language, ordering the consolidation of said election, and requesting election service by the Contra Costa Election Division.**

**AYES: Wright, Toombs, McLaughlin, Stein      NOES: Kosel      ABSENT: 0**

**NEW BUSINESS #4 - Board Consultant Brown Taylor will provide the Board the "General Manager/Chief of Police Annual Goal Setting and Performance Appraisal Process and Procedure Amendment" for the District's Policies & Procedures Manual, first reading.**

### BOARD COMMENTS

The Board indicated that they are pleased with the changes made to the proposed procedure amendment.

**KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS**

**PUBLIC COMMENTS**

Joan Gallegos, resident, commented that she would like to see a determination made as to what percentage of Gregory Harman's duties fall under General Manager and Chief of Police.

**MOTION: The Board moves to approve the first reading of the General Manager/ Chief of Police Annual Goal Setting and Performance Appraisal Process and Procedure Amendment for the District's Policies & Procedures Manual.**

**AYES: Wright, Toombs, McLaughlin, Stein, Kosel      NOES: 0      ABSENT: 0**

**MOTION: President Toombs moves to adjourn the meeting at 9:25pm.**

**AYES: Wright, Toombs, McLaughlin, Stein, Kosel      NOES: 0      ABSENT: 0**



**KPPCSD**  
**Unaudited Profit & Loss Budget Performance**  
March 2010

	Mar 10	Budget	Jul '09 - Mar 10	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
400 · Police Activities Revenue					
401 · Levy Tax	0.00	0.00	1,221,265.40	1,273,315.09	1,279,315.09
402 · Special Tax-Police	0.00		680,130.00	680,340.00	680,340.00
410 · Police Fees/Service Charges	110.00	250.00	1,707.71	2,250.00	3,000.00
415 · Grants-Police	0.00		23,155.81		
416 · Interest-Police	0.00		3,633.71	9,000.00	18,000.00
418 · Misc Police Income	1,079.94	1,000.00	9,805.37	9,000.00	12,000.00
<b>Total 400 · Police Activities Revenue</b>	<b>1,189.94</b>	<b>1,250.00</b>	<b>1,939,698.00</b>	<b>1,973,905.09</b>	<b>1,992,655.09</b>
420 · Park/Rec Activities Revenue					
424 · Special Tax-L&L	0.00		30,451.36	29,000.00	29,000.00
426 · Park Donations	0.00		350.00	500.00	1,000.00
427 · Community Center Revenue	0.00	1,250.00	18,156.50	11,250.00	15,000.00
436 · Interest-Park/Rec	0.00		115.79	350.00	700.00
438 · Misc Park/Rec Rev	0.00		792.05		
420 · Park/Rec Activities Revenue - Other	0.00		650.00		
<b>Total 420 · Park/Rec Activities Revenue</b>	<b>0.00</b>	<b>1,250.00</b>	<b>50,515.70</b>	<b>41,100.00</b>	<b>45,700.00</b>
440 · District Activities Revenue					
448 · Franchise Fees	0.00		13,672.08	14,000.00	21,000.00
456 · Interest-District	0.00		342.04	1,250.00	2,500.00
458 · Misc District Revenue	0.00		5,252.22		
<b>Total 440 · District Activities Revenue</b>	<b>0.00</b>		<b>19,266.34</b>	<b>15,250.00</b>	<b>23,500.00</b>
<b>Total Income</b>	<b>1,189.94</b>	<b>2,500.00</b>	<b>2,009,480.04</b>	<b>2,030,255.09</b>	<b>2,061,855.09</b>
<b>Expense</b>					
500 · Police Sal & Ben					
502 · Salary - Officers	68,207.12	77,078.34	605,006.13	693,704.98	924,940.00
504 · Compensated Absences	0.00		17,988.36	10,000.00	10,000.00
506 · Overtime	2,552.47	2,500.00	49,633.40	22,500.00	30,000.00
508 · Salary - Non-Sworn	870.00	2,437.50	23,255.00	21,937.50	29,250.00
516 · Uniform Allowance	933.27	666.66	5,332.83	6,000.02	8,000.00
518 · Safety Equipment	0.00	208.34	2,500.00	1,874.98	2,500.00
521-A · Medical/Vision/Dental-Active	11,491.90	10,189.08	112,809.79	91,701.72	242,269.00
521-R · Medical/Vision/Dental-Retired	17,685.88	9,500.00	78,149.49	85,500.00	114,000.00
522 · Insurance - Police	827.37	1,016.66	11,643.23	9,150.02	12,200.00
523 · Social Security/Medicare	1,112.80	1,249.16	11,149.10	11,242.52	14,990.00
524 · Social Security - District	472.53	325.67	2,991.57	2,930.99	3,908.00
527 · PERS - District Portion	21,123.08	24,100.92	189,492.64	216,908.24	289,211.00
528 · PERS - Officers Portion	6,222.60	6,997.09	56,106.43	62,973.73	83,965.00
530 · Workers Comp	-708.54		47,102.60	46,279.00	46,279.00
<b>Total 500 · Police Sal &amp; Ben</b>	<b>130,790.48</b>	<b>136,269.42</b>	<b>1,213,160.57</b>	<b>1,282,703.70</b>	<b>1,811,512.00</b>
550 · Other Police Expenses					
552 · Expendable Police Supplies	972.84	166.67	2,926.73	1,499.99	2,000.00

**KPPCSD**  
**Unaudited Profit & Loss Budget Performance**  
 March 2010

	Mar 10	Budget	Jul '09 - Mar 10	YTD Budget	Annual Budget
553 · Range/Ammunition Supplies	0.00		1,840.09	2,000.00	2,000.00
562 · Vehicle Operation	4,643.19	3,000.00	29,691.95	27,000.00	36,000.00
564 · Communications (RPD)	0.00	9,380.00	26,401.89	84,420.00	112,560.00
566 · Radio Maintenance	0.00	366.66	0.00	3,300.02	4,400.00
568 · Prisoner/Case Exp./Booking	80.00	416.67	2,581.33	3,749.99	5,000.00
570 · Training	1,005.00	1,000.00	8,252.17	9,000.00	12,000.00
572 · Recruiting	0.00	637.50	9,174.21	5,737.50	7,650.00
574 · Reserve Officers	56.00	166.66	7,750.25	1,500.02	2,000.00
576 · Misc. Meals & Travel	25.00	250.00	1,096.50	2,250.00	3,000.00
580 · Utilities - Police	606.96	666.67	5,307.27	5,999.99	8,000.00
581 · Bldg Repairs/Maint.	0.00	166.67	138.66	1,499.99	2,000.00
582 · Expendable Office Supplies	477.36	500.00	7,308.25	4,500.00	6,000.00
588 · Telephone(+Rich. Line)	1,176.79	920.66	6,733.16	8,286.02	11,048.00
590 · Housekeeping	321.62	416.67	3,790.83	3,749.99	5,000.00
592 · Publications	0.00	250.00	2,911.58	2,250.00	3,000.00
594 · Community Policing	447.21	416.66	4,441.66	3,750.02	5,000.00
596 · WEST-NET/CAL I.D.	0.00		12,471.00	12,472.00	12,472.00
598 · COPS Special Fund	4,078.75	2,622.50	28,512.74	23,602.50	31,470.00
550 · Other Police Expenses - Other	26.79		26.79		
<b>Total 550 · Other Police Expenses</b>	<b>13,917.51</b>	<b>21,343.99</b>	<b>161,357.06</b>	<b>206,568.03</b>	<b>270,600.00</b>
600 · Park/Rec Sal & Ben					
601 · Park & Rec Administrator	722.50	812.50	8,034.50	7,312.50	9,750.00
602 · Custodian	1,750.00	1,895.84	15,750.00	17,062.48	22,750.00
623 · Social Security/Medicare - Dist	55.28	62.16	623.24	559.52	746.00
<b>Total 600 · Park/Rec Sal &amp; Ben</b>	<b>2,527.78</b>	<b>2,770.50</b>	<b>24,407.74</b>	<b>24,934.50</b>	<b>33,246.00</b>
635 · Park/Recreation Expenses					
640 · Community Center Expenses					
642 · Utilities-Community Center	214.52	333.34	799.88	2,999.98	4,000.00
643 · Janitorial Supplies	0.00		118.30	1,500.00	1,500.00
646 · Community Center Repairs	320.00		471.11	800.00	1,000.00
640 · Community Center Expenses - Other	0.00		81.38		
<b>Total 640 · Community Center Expenses</b>	<b>534.52</b>	<b>333.34</b>	<b>1,470.67</b>	<b>5,299.98</b>	<b>6,500.00</b>
650 · Building E Expenses					
658 · Bldg E Misc	0.00		-13.22		
<b>Total 650 · Building E Expenses</b>	<b>0.00</b>		<b>-13.22</b>		
660 · Annex Expenses					
662 · Utilities - Annex	178.10	41.67	962.75	374.99	500.00
666 · Annex Repairs	497.90		497.90		
<b>Total 660 · Annex Expenses</b>	<b>676.00</b>	<b>41.67</b>	<b>1,460.65</b>	<b>374.99</b>	<b>500.00</b>
672 · Kensington Park O&M	2,072.16	4,400.00	33,138.56	39,800.00	52,800.00
678 · Misc Park/Rec Expense	0.00		2,944.25	1,500.00	2,000.00
<b>Total 635 · Park/Recreation Expenses</b>	<b>3,282.68</b>	<b>4,775.01</b>	<b>39,000.91</b>	<b>46,774.97</b>	<b>61,800.00</b>

**KPPCSD**  
**Unaudited Profit & Loss Budget Performance**  
 March 2010

	Mar 10	Budget	Jul '09 - Mar 10	YTD Budget	Annual Budget
<b>800 · District Expenses</b>					
810 · Computer Maintenance	0.00	1,266.67	14,045.45	19,100.02	22,900.00
820 · Cannon Copier Contract	461.26	458.34	7,138.83	4,124.98	5,500.00
830 · Legal (District/Personnel)	7,282.55	4,166.66	38,328.11	37,500.02	50,000.00
835 · Consulting	834.00	833.34	45,650.50	7,499.98	10,000.00
840 · Accounting	1,737.46	4,000.00	4,677.46	16,011.12	21,800.00
850 · Insurance	-2,273.00		-2,273.00	30,000.00	30,000.00
860 · Election	10,089.72		20,804.51	8,000.00	8,000.00
865 · Police Bldg. Lease	-109.35	3,567.66	27,890.65	32,109.02	42,812.00
870 · County Expenditures	13,535.00	13,500.00	23,160.39	18,500.00	18,600.00
890 · Waste/Recycle	0.00		30,176.58	30,000.00	30,000.00
898 · Misc. Expenses/Lobbyist	0.00	779.16	4,333.71	7,012.52	9,350.00
<b>Total 800 · District Expenses</b>	<b>31,557.64</b>	<b>28,571.83</b>	<b>213,933.19</b>	<b>209,857.66</b>	<b>248,962.00</b>
<b>950 · Capital Outlay</b>					
962 · Patrol Cars	23,965.09		23,965.09		
968 · Office Furn/Eq	338.56		338.56		
971 · Park Land	50.00		50.00		
972 · Park Buildings Improvement	742.66		1,848.06		
<b>Total 950 · Capital Outlay</b>	<b>25,096.31</b>		<b>26,201.71</b>		
997 · Payroll Expenses	0.00		0.00		
<b>Total Expense</b>	<b>207,172.40</b>	<b>193,730.75</b>	<b>1,678,061.18</b>	<b>1,770,838.86</b>	<b>2,426,120.00</b>
<b>Net Ordinary Income</b>	<b>-205,982.46</b>	<b>-191,230.75</b>	<b>331,418.86</b>	<b>259,416.23</b>	<b>-364,264.91</b>
<b>Other Income/Expense</b>					
<b>Other Expense</b>					
<b>700 · Bond Issue Expenses</b>					
701 · Bond Proceeds	0.00		-178,410.52		
710 · Bond Admin.	0.00		1,704.98		
715 · Bond Interest Income	0.00		-353.85		
720 · Bond Principal	0.00		101,987.21		
730 · Bond Interest	0.00		62,443.29		
<b>Total 700 · Bond Issue Expenses</b>	<b>0.00</b>		<b>-12,628.89</b>		
<b>Total Other Expense</b>	<b>0.00</b>		<b>-12,628.89</b>		
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>12,628.89</b>	<b>0.00</b>	<b>0.00</b>
	<b>-205,982.46</b>	<b>-191,230.75</b>	<b>344,047.75</b>	<b>259,416.23</b>	<b>-364,264.91</b>

# Memorandum

Kensington Police Department



To: KPPCSD Board of Directors

APPROVED YES NO

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

FORWARDED TO:

Date: Thursday, April 01, 2010

Subject: March 2010 Unaudited Profit & Loss Variance Report

The following are the most significant unaudited budget variances for the month:

	Mar	Budgeted	Jul-Mar	YTD Budgeted
502 Salary-Officers	\$68,207	\$77,078	\$605,006	\$693,704

We continue to save on officer salaries as we maintain 9 sworn officers.

506 Overtime	\$2,552	\$2,500	\$49,633	\$22,500
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In March, we were able to get our overtime expenditures back to what we estimated they would be when the budget was prepared.

527 PERS	\$21,011	\$24,100	\$168,369	\$192,807
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We continue to save on PERS expenses due to maintaining staff at 9 officers.

562 Vehicle Operation	4,643	3,000	29,691	27,000
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In March, we had an increase in vehicle expenditures due to body work needing to be completed following a traffic collision involving a patrol vehicle and a fixed object.

830 Legal	\$7,282	\$4,166	\$38,328	\$37,500
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Legal costs increased due to ballot issue questions.

Greg Harman General Manager

March 17, 2010

Chief Greg Harman  
Kensington Police Department  
217 Arlington Ave.  
Kensington, CA 94707

Dear Chief Harman,

I just realized that this letter, which I submitted to The Kensington Outlook in February, was not published.

I would like to thank Officer Kevin Hui of The Kensington Police Department for his recent assistance in helping us with a case of mistaken identity related to a CHP traffic charge.

We really had no idea how to even begin to correct it, and he pointed us in the right direction more than once.

We are very grateful for his prompt assistance and his availability.

The charges were dropped!

With Kind Regard,



Leslie Reckler

Kensington, CA

*CC: OFFICER HUI, FILE, MUEL*

March 25, 2010

El Cerrito, CA 94530

Chief of Police  
Kensington, CA

Dear Chief:

I want to thank and commend your department and Officer Ramos. On February 24, Officer Ramos stopped me for a minor traffic infraction. He was courteous and professional. I work at a county trauma center and had been up all night and was returning home when I was stopped. We discussed the infraction in a friendly manner and he understood my difficult situation. He gave me a serious warning which I will follow. This is an excellent example of community policing at its best. Once again, thank you to your department and Officer Ramos.

Sincerely,

*Robert*

*MD*

*cc: AMO, FIVE, PAUL*

# March 2010 Police Department Report

March 30, 2010

- Department Personnel

We are currently staffed at 9 sworn positions, however, at the February Board meeting, the Board authorized me to hire our 10<sup>th</sup> officer with the 2009/2010 COPS Grant funding. We have identified one of our 6 reserve officers to be hired as full time paid staff and are waiting to receive the second COPS Grant allocation before bringing the officer on board.

- Commendations and Correspondence

- On March 17<sup>th</sup>, Officer Hui received a letter of thanks for his assistance with a case of mistaken identity.
- On March 25<sup>th</sup>, Officer Ramos received a letter thanking him for his courtesy and professionalism during a traffic stop.

- Investigation of Alleged Misconduct

- Department Investigation #09-06 was initiated on December 24<sup>th</sup> on an allegation that an officer was rude during a disturbance call for service. The investigation is continuing by Sergeant Khan.

- 9-1-1 / Richmond Communication Center Information.

- The Ring Time Report for February shows that of the 49 total "911" calls received, 2 had a ring time of over 20 seconds. Average ring time was 6.9 seconds.

The first occurred on 02-01-10, at 11:08 AM, and had a ring time of 34 seconds. The call was on the fire channel and the dispatcher only spoke to the caller for 4 seconds before cancelling the call.

The second occurred on 02-22-10, at 4:54 PM, and had a ring time of 52 seconds. This call had a 2 second dialog with the dispatcher and was cancelled for no call for service.

- Communication Center Service Complaints

- No complaints received this month however, ***this is a good time to remind everyone that for police non-emergencies, you need to contact the dispatch center at "236-0474" and not the KPPCSD business line of 526-4141.*** The KPPCSD business line is only monitored 6 hours a day during the week and should not be used to report police matters. Doing so, only delays the police response time, so please dial Dispatch direct.

- Community Networking

- On 03-01-10, Chief Harman attended the Kensington Community Council meeting.
- On 03-03-10, Chief Harman attended the West Contra Costa County Police Chiefs Committee meeting in Hercules.
- On 03-05-10, Officer Martinez participated in the Kensington Hilltop walk to school event.
- On 03-08-10, Sergeant Khan attended the Kensington Public Safety Council meeting.

The Kensington Public Safety Council has expanded upon the issues of police services to include those of emergency preparedness and other public safety issues affecting the community. It is hoped that by meeting in the evenings, we will be able to increase community participation and feedback on those issues concerning Kensington.

The next meeting is scheduled for Monday, April 12<sup>th</sup>, at 6:30 PM at the Community Center, Room 3. The agenda for this meeting is to set the direction and policies for the group and to vote on bylaws.

- On 03-13-10, Chief Harman and Yolla Harman attended the KCC Spring Celebration at the Community Center.
- On 03-14-10, Chief Harman, Sergeant Khan, Detective Barrow, Concord Detective DeAnne Khan, and former KPPCSD Director Lynn Wolter attended the "Celebration of Life" for retired officer Philip Balousek who passed away February 28<sup>th</sup>. The service was held at the Pleasant Hill Adventist Church.
- On 03-24-10, Chief Harman attended the Contra Costa County Police Chief's Association meeting in Martinez.

Following the meeting, Chief Harman attended the Contra Costa



County Hazard Mitigation meeting also in Martinez.

- On 03-26-10, Sergeant Hull and Chief Harman attended the memorial service for George McDaniel, the first African-American correctional officer in the state. Mr. McDaniel was also the co-founder of the SBCC Hunger Program in Berkeley.
- On 03-30-10, Chief Harman, Jerry Fahy of the Contra Costa County Public Works Department, John Gioia, and Kate Rauch of John Gioia's office met with residents of the unit block of Arlington Avenue to discuss follow up concerns regarding traffic issues in the area. Our next meeting is scheduled for May 6<sup>th</sup>.
- Community Criminal Activity
  - This section of the report has been prepared by the Watch Commanders reporting on their areas of responsibility.
- Watch Commander Reports
- **Sergeant Khan Team 1**

#### **SIGNIFICANT CASES/ EVENTS:**

- 10-860 On 3/1/10 at 1022 hrs. Officer Ramos took an auto burglary report from a resident on Norwood Ct.
- 10-876 On 3/2/10 at 1350 hrs. Officer Wilson took an identity theft case from a business owner on Arlington Ave.
- 10-902 On 3/4/10 at 0200 hrs. Officer Stegman recovered a stolen vehicle from Berkeley on Willamette Ave.
- 10-951 On 3/7/10 at 0830 hrs. Officer Ramos took a hit & run accident report from a resident on Willamette Ave.
- 10-957 On 3/8/10 at 0907 hrs. Officer Wilson took a residential burglary on Purdue Ave. where two bicycles were stolen.
- 10-961 On 3/8/10 at 1805 hrs. Officer Ramos recovered a stolen vehicle on Kenilworth Rd.
- 10-1050 On 3/14/10 at 1051 hrs. Officer Wilson took a vandalism (graffiti) report to a street sign.
- 10-1067 On 3/15/10 at 1100 hrs. Officers Wilson, Ramos, & Barrow, with the assistance of Chief Harman, took two residential burglars into custody. They also recovered almost \$10,000 in stolen property.
- 10-1068 On 3/15/10 at 1652 hrs. I took a grand theft report from an unlocked vehicle on Coventry Rd.
- 10-1096 On 3/17/10 at 0014 hrs. Officers Stegman and Tyler arrested a subject for public intoxication on Coventry Rd.
- 10-1119 On 3/18/10 at 0106 hrs. Officers Stegman & Hui stopped a car for a vehicle code violation and seized a small amount of marijuana.

- 10-1172 On 3/21/10 at 1531 hrs. Officer Wilson took a brandishing a firearm report from a teenager on Coventry Rd.
- 10-1173 On 3/21/10 at 1629 hrs. I took a residential burglary report from a resident on Purdue Ave.
- 10-1195 On 3/23/10 at 0806 hrs. Officer Wilson took a residential burglary report from a resident on Highland Blvd.
- 10-1278 On 3/28/10 at 1348 hrs. Officer Ramos took a residential burglary on Yale Circle where property was stolen from an unlocked garaged vehicle.
- 10-1295 On 3/29/10 at 1314 hrs. Officer Ramos arrested a subject on Highgate Rd. for a no bail warrant.

**BRIEFING/ TRAINING:**

Officers Wilson, Stegman, Ramos and I all took on-line training courses. Officer Stegman went to an instructor development course. I took a firearms investigation class from the ATF. We all had firearms training this month.

**SERGEANT'S SUMMARY:**

As I drive around the District and monitor traffic I am reminded that these residential streets were not built for the volume of traffic that travels on them. I am seeing less and less courteous driving. Drivers are tailgating other drivers; slow moving vehicles are failing to let faster moving traffic go by, by pulling over. Drivers are exceeding the posted 25 mph speed limit and failing to stop **completely** at stop signs. The only thing that changes driver attitudes is education and traffic enforcement. This paragraph is the education portion. Drive safely.

**TEAM STATISTICS:**

Officer	<u>Wilson</u>	<u>Stegman</u>	<u>Ramos</u>
Days Worked	15	10	14
Traffic Stops (no cite)	7	19	0
Moving Citations	4	12	15
Parking Citations	1	0	0
Vacation/ Security Checks	32	15	28
Field Interviews (FI's)	0	1	11
Cases	7	4	6
Self Initiated Cases	0	4	1
Arrests	1	3	1
Calls for Service	27	20	19

•• **Sergeant Hull Team 2**

TEAM STATISTICS

<b>Officer:</b>	<b>Martinez (K31) (0600-1800)</b>	<b>Medina (K35) (1800-0600)</b>
<b>Days Worked</b>	<b>14</b>	<b>16</b>
<b>Traffic Stops</b>	<b>16</b>	<b>8</b>
<b>Moving Citations</b>	<b>8</b>	<b>1</b>
<b>Parking Citations</b>	<b>12</b>	<b>1</b>
<b>Vacation/Security Checks</b>	<b>15</b>	<b>5</b>
<b>FI-Field Interview Cases</b>	<b>1</b>	<b>0</b>
<b>Self Initiated Cases</b>	<b>0</b>	<b>1</b>
<b>Arrests</b>	<b>0</b>	<b>0</b>
<b>Calls for Service</b>	<b>59</b>	<b>64</b>

- Officer Martinez was off two days sick.
- Sgt. Hull was off two days vacation.
- Sgt. Hull wrote two traffic citations.
- Officer Martinez attended Kensington Hilltop walk to school event.
- Officer Medina started traffic survey on Franciscan Way.
- Training for Officer Involved Fatal Incidents was postponed until May.
- Reserve Lafitte wrote three parking citations.
- Reserve Colon was involved in a traffic collision in a District police vehicle with a barrier pole at Hilltop Elementary School while training with FTO Medina.

SIGNIFICANT EVENTS:

2010-0903 – On 3-4-2010, at approximately 0652 hours, Officer Martinez responded to the unit block of Kenyon Ave. to a report of a stolen vehicle. A resident's vehicle was stolen from the roadway in front of their home. This vehicle was recovered by CHP on 3-22-2010 in Contra Costa County.

2010-0911 – On 3-4-2010, at approximately 1257 hours, Officer Martinez responded to the unit block of Franciscan Way to a reported suspicious event. A resident found the door of their vehicle ajar and the contents of the glove box on the floor. The resident only wanted to report this incident occurred and wanted no further action or assistance from KPD.

2010-0915 – On 3-4-2010, at approximately 1511 hours, Officer Martinez located a stolen vehicle in the 100 block of Kenyon Avenue. Officer Martinez recovered two fingerprints from the interior of the stolen vehicle which were sent to the crime lab for examination.

2010-1138 – On 3-19-2010, at approximately 1254 hours, Officer Martinez took a report of a stolen bicycle from the 200 block of Amherst Avenue. A resident left an expensive mountain bike unsecured in the front yard and discovered it had been stolen the next morning.

2010-1140 – On 3-19-2010, at approximately 1831 hours, FTO Medina and Reserve Officer Colon responded to the unit block of Arlington Ave. to a report of Hit & Run collision. It appears the suspect vehicle sideswiped the victim vehicle while it was legally parked in the south bound lane of Arlington Avenue.

2010-1257 – On 3-26-2010, at approximately 2031 hours, FTO Medina and Reserve Officer Colon responded to the unit block of Kingston Rd. to a report of identity theft. A resident suffered a few thousand dollars of fraudulent debt and several thousand more attempted fraudulent debt. The fraud is mainly associated with airline tickets.

#### BRIEFING/TRAINING:

- Reviewed KPD Policy 414 – Hostages and Barricaded Suspects
- Reviewed KPD Policy 416 – Response to Bomb Calls
- Reviewed Walnut Creek PD Bomb Squad Callout Procedures
- Reviewed Mayer Alert Memo – Supreme Court modifies Miranda and allows for re-interrogation after a suspects invokes.
- Reviewed KPD Policy 418 – Mental Illness Commitments
- Reviewed KPD Policy 420 – Cite and Release Policy
- Reviewed Lexipol Client Alert – Unloaded Open Carry Movement
- Reviewed and completed a quick reference guide of DOJ mandates and forms for confiscating firearms at domestic violence and mental health scenes.
- Reviewed the Abandonment Exception to the Fourth Amendment
- Reviewed KPD Policy 422 – Arrest or Detention of Foreign Nationals
- Briefed “Transaction in Progress” notification of vehicle registrations
- Reviewed KPD Policy 424 – Rapid Deployment Team Policy
- Reviewed KPD Policy 426 – Police Activity Outside of KPD Jurisdiction
- Reviewed KPD Policy 428 – Immigration Violations
- Reviewed Ferguson, Praet, and Sherman Client Alert – Donning and Doffing
- Reviewed KPD Policy 430 – Emergency Utility Service
- Reviewed KPD Policy 432 – Patrol Rifles

#### SERGEANT'S SUMMARY:

As you may be aware, the cities contiguous to Kensington have been suffering significant property crimes as of late. I cannot emphasize enough the importance

of contacting KPD if you believe persons or circumstance to be suspicious. At a minimum, we would like KPD to be notified so individuals can be contacted, identified, and circumstances assessed.

As we continue to do our best at keeping crime to a minimum, no place is crime free. With the help of the public KPD will continue to do its part in reducing the level of crime we currently experience.

•• **Detective Keith Barrow**

Due to last minute training dates, Detective Barrow's report was not ready at this printing and will be part of the April Monthly Report.

•• **Chief Harman**

On Monday, 3-15-10, at 1100 hours, Officers Wilson, Ramos, and I responded to 400 block of Santa Fe on a report of a residential burglary with the suspects possibly still in the area. Contacting the victim and witnesses in the area, and with the assistance of Albany Police Department, contact was made at a residence in which the two possible suspects were detained. Detective Barrow responded to the crime scene and continued the investigation.

As physical evidence was located linking the suspects to the burglary, the Contra Costa Sheriff's Office Crime Scene Investigator was called in to assist with the recovery of evidence.

With the evidence recovered, and the statements made by the suspects to Detective Barrow during his initial questioning, the suspects were taken into custody and all of the stolen property was recovered.

This was an excellent investigation that resulted in the arrest of the suspects responsible. The officers were also able to connect these suspects to several other crimes that they committed in Albany. Because of the professionalism demonstrated by the officers involved, they will be receiving commendations at the April Board meeting.

One of the main law enforcement issues concerning the community is traffic safety. Our Board took a proactive approach to addressing the traffic safety issues at the February Board meeting when they approved the expenditure of the 2009/2010 COPS Grant allocation for the hiring of our 10<sup>th</sup> officer position. By hiring the 10<sup>th</sup> officer, we will now be able to assign an officer as a traffic enforcement officer, whose primary duty will be to traffic enforcement and traffic safety issues in the community.

I plan on promoting one of our reserve officers to full time paid status, and once the officer completes field training, I will select our traffic officer from our staff. In

the coming months, with the publication of our recently completed traffic survey, the roadway improvements made by County Public Works, the assignment of our full time traffic enforcement officer, and an increase in the traffic enforcement duties by other Kensington officers, I believe the community will see a direct result of our efforts to increase both vehicle and pedestrian safety in the community.

# April 2010

May 2010

April 2010

S	M	T	W	T	F	S
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

S	M	T	W	T	F	S
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

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Mar 28		29	30	31	Apr 1	2	3
Mar 28 - Apr 3					7:30pm EBC; CC3		6:00pm CC Rental; C
4	5	6	7	8	9	10	
	7:00pm Pack 82; CC 7:00pm KCC; CCM	7:00pm Troop 100; C		7:00pm GPFF; CCM 7:00pm KPPCSD, CC3		9:00am KIC MTG; CC 4:00pm CC Rental; C	
Apr 4 - 10							
11	12	13	14	15	16	17	
Apr 11 - 17							
	7:00pm Pack 82; CC 7:30pm KARO; CC3	7:00pm KFD Mtg; CC 7:00pm Troop 100; C	7:00pm KFD Mtg; CC	7:30pm EBC; CC3		8:00am CC Rental; C	
18	19	20	21	22	23	24	
Apr 18 - 24							
	8:00am CC Rental; C 4:00pm Daisy Troop; 7:00pm Pack 82; CC	7:00pm Troop 100; C				10:00am Town Hall Mt 12:00pm Pack 82; CC	
Apr 25 - May 1							
25	26	27	28	29	30	May 1	
	8:00am KIC; CC3 7:00pm Pack 82; CC	7:00pm Troop 100; C 7:30pm KMAC, CC3					

# May 2010

June 2010

May 2010

S	M	T	W	T	F	S
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			

S	M	T	W	T	F	S
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
<b>Apr 25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>May 1</b>
						9:00am Ken. Prop Ov
<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
	7:00pm Pack 82; CC 7:00pm KCC; CCM	7:00pm Troop 100; C		7:30pm EBC; CC3	5:30pm FKL	FKL; CCM
<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>
FKL; CCM	7:30pm KARO; CC3	7:00pm Troop 100; C	7:00pm KFD Mtg; CC	7:00pm GPFF; CCM 7:00pm KPPCSD, CC3		9:00am Compost Woi 1:00pm Judy Baker; G 4:30pm CC Rental; C
<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>
1:00pm CC Rental; C	4:00pm Daisy Troop;	7:00pm Troop 100; C		7:30pm EBC; CC3		7:00pm CC Rental; C
<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>
		7:00pm Troop 100; C 7:30pm KMAC, CC3				

Apr 25 - May 1

May 2 - 8

May 9 - 15

May 16 - 22

May 23 - 29



# General Manager

## March 2010 Report

### Budget

#### **Police Tax**

At the March 11<sup>th</sup> Regular Meeting of the KPPCSD Board, the public discussion regarding the proposed supplemental police tax was held, and the Board will voted to move forward with placing the tax on the June ballot.

The Kensington Improvement Club (KIC) will be holding a Special Town Hall Meeting, Saturday, April 10<sup>th</sup>, between 9 AM and 12 Noon, with the main discussion topic to be the supplemental police tax and other District issues.

#### **COPS Funding**

At the March 11<sup>th</sup> meeting, the Board voted to use the 2009/2010 COPS Grant allocation to hire our 10<sup>th</sup> officer position. I had not filled this position to date because of the budget shortfall. The Board agreed to the hire with the understanding that the 10<sup>th</sup> position would be used to increase traffic enforcement in the community.

We have received \$21,000 of the 2009/2010 COPS Fund Allocation so far, and we are waiting for the balance as soon as the funding becomes available. Once we receive our next payment, I will hire a full time paid officer from our pool of reserve officers.

#### **CERBT Funding**

I attended a CalPERS Workshop on March 9<sup>th</sup>, which was an update on their California Employer's Retiree Benefit Trust (CERBT) Fund and information on new GASB requirements.

The Finance Committee has already recommended the Calpers CERBT Program for the District, and this recommendation will be presented to the Board at the April 8<sup>th</sup> Meeting.

### Kensington Park

#### **Park Restroom**

I have prepared and submitted our application for reimbursement to the East Bay Regional Park District Measure WW Grant committee.

The Park Restroom Committee is preparing our park restroom documents for release for bids on the project. We hope to have this process completed in May.

### **Community Center**

At the January 14<sup>th</sup> KPPCSD Board meeting, KCC presented their proposal to the Board for the remodel of the Community Center. Discussions and plans are ongoing with the KCC regarding the remodeling project which is scheduled to begin this summer.

### **Annex**

At our March 11<sup>th</sup> KPPCSD Board meeting, the Board formed a Park Building Master Plan Committee to research and prepare a recommendation to the Board at the May KPPCSD Board meeting for the best uses for the park's buildings and how best to use funds to support these facilities.

### **Solid Waste**

The next County Solid Waste Coordinating Committee is set for May 18<sup>th</sup>, at 1:00 PM at the Public Safety Building. The minutes of the February meeting will soon be published on our website.

### **Emergency Preparedness**

We now have the agenda and the minutes of the Public Safety Council posted on the KPPCSD web page for future review.

The next meeting of the Kensington Public Safety Council will take place Monday, April 12<sup>th</sup>, at 6:30 PM at the Community Center Room #3. This will be a very important meeting because members will be discussing and voting on the direction and organization the group will be taking in the coming months.

On April 21<sup>st</sup>, members of the KPPCSD Board and the Kensington Fire Protection District will be meeting to discuss emergency preparedness in our community.

### **Other District Items of Interest**

#### **Traffic**

John Gioia, Kate Rauch of John Gioia's office, Jerry Fahy of the County's Public Works Department, and I met March 30<sup>th</sup> with a group of concerned residents to discuss the recent steps taken to improve traffic safety along the Arlington and the next steps to be taken. Our next meeting is scheduled for May 6<sup>th</sup> at the Public Safety Building.

#### **Street Sweeping**

Street sweeping began in Kensington in January and will be provided at no cost to Kensington by the Contra Costa County Public Works Department. On the first Friday of every month, the County will sweep the streets of Arlington, Coventry, Ardmore, Edgcroft, Lenox, Kingston, Stratford, Beverly, Berkeley Park, Ocean View, Oak View, and Colusa.

Residents are being asked to help by moving their vehicles, garbage and recycling cans from the street, clearing large debris and obstructions from the gutters, trimming back vegetation along the curb and sidewalk, and not piling leaves or green waste in the roadway.

If we all do our part we can keep Kensington streets clean and help keep pollutants out of our waterways.

### **Census**

During the last week in February, the United States Department of Commerce was in Kensington to begin the 2010 Decennial Census. The process began with the delivery of the census questionnaires and the contacting of some residents. Census Bureau employees will be working in the area through August and they can be identified through identification cards issued by the Census Bureau.

### **Website**

The Board packets, monthly reports, and minutes and recordings of the KPPCSD Board Meetings are available for review on our website at:

[www.kensingtoncalifornia.org](http://www.kensingtoncalifornia.org).

### **Public Works**

March saw a lot of activity to roadways in the District. The County installed additional traffic control measures along the Arlington, removed parking on the unit block of the Arlington, and increased visibility of the five crosswalk areas on the Arlington.

On March 13<sup>th</sup>, there was a water main break at Arlington and Cowper that resulted in traffic being diverted until EBMUD crews could make the necessary repairs.

Finally, on March 30<sup>th</sup>, work crews struck and ruptured a gas line on the unit block of Highgate, causing the fire department to stand by while PG&E crews made repairs.

### **District Timeline**

I have begun the process of preparing a KPPCSD District Timeline, which can be used by District employees, Directors, and the public to identify items that need to be accomplished by specific dates in conducting District business. I view this document as a "living document", with additions, changes, and other information being provided to fit the needs of the District.

The timeline, as drafted thus far, is attached to this report for review. Suggestions are welcome.

### KPPCSD TIMELINE 2010

MONTH	DAY	ACTION NEEDED	DUE	BY	COMPLETED BY
Jan	7	Approve NBS Contract @ Spc Meet	1/7/2010	Board	Board
Jan	14	Board Committee Assignments New Board Pres est a timeline for GM/COP	1/14/2010	Board	Board
Jan	14	Performance Appraisal process	1/14/2010	Brd Pres	Board
Feb		Begin KPOA contract negotiations	6/30/2010	Toombs/ Wright	
Feb	11	Mid Year Budget Review	2/11/2010	GM	Harman
Feb	16	Solid Waste Coordinating Committee	2/16/2010	GM	Harman
Feb	22	Last day to submit Board resolution for police tax	2/22/2010	Board/GM	Board
Mar	12	Last day to submit argument for tax	3/12/2010	Voters	
Mar	12	Last day to submit Board resolution & Ordinance for police tax	3/12/2010	Board/GM	BRD/GM
Mar	12	Last day to submit arguments for tax	3/12/2010	Voters	
Mar	19	Last day for rebuttal arguments	3/19/2010	Voters	
Mar	19	NBS to prepares Annual Report	3/19/2010	NBS	
Mar	23	Pre-Lim 2010/2011 Budget	3/19/2010	GM/ACC	
Mar	30	NBS submits Annual Report	3/30/2010	NBS	
Mar	30	Last day to submit VW application for park restroom	3/30/2010	GM	GM
Apr	8	Board adopts NBS Levy Tax (3) resolutions	3/8/2010	GM/BRD	
Apr		Pre-Lim 2010/2011 Budget Review		GM/FIN	
Apr	29	County issues mail in ballots		County	
Apr	30	Deadline for publishing Levy Tax Resolutions	4/30/2010	GM/SEC	
May	10	First day for mail in ballots	5/10/2010	Voters	
May	13	Present 2010/2011 Budget to Board	5/13/2010	GM	
May	13	Board passes NBS Levy Tax (3) resolutions	5/13/2010	Board	
May	13	GM/COP Performance Appraisal Worksheet to Board	5/13/2010	Brd Pres	

May	13	Posting of Appropriations Limit	5/14/2010	GM
May	18	Solid Waste Committee Meeting	5/18/2010	GM
May	27	Secretary delivers copies of approved Resolutions to NBS	5/27/2010	SEC
June	8	Election Day	6/8/2010	Voters
June	10	Appropriations Limit to Board	6/10/2010	GM
June	10	If not approved in May, Board Budget Approval	6/10/2010	Board
June	10	Board provides Appraisal to GM/COP	6/10/2010	Board
June	10	Begin GM/COP Negotiations	6/30/2010	Board
June	30	KPOA Contract Expires	6/30/2010	Board
June	30	GM/COP contract expires	6/30/2010	Board
July	6	Certified statement of results	7/6/2010	County
July	6	First day for Notice of Election Nov 2	8/6/2010	PM/BW/JS
Aug	6	Last day to file for (3) Board positions	8/6/2010	Voters
Aug	17	Solid Waste Coordinating Committee	8/17/2010	GM
Sep	30	Special Districts Financial Report Due	9/30/2010	Auditor
Nov	2	Election day		
Nov	16	Solid Waste Coordinating Committee	11/16/2010	GM
Dec	9	Swearing In of elected Board members	12/9/2010	GM/COP

**KPPCSD EMPLOYEE EVALS**

Barrow	3/19/2010	COP
Borgfeldt	6/30/2010	Khan
Chandler	7/10/2010	Khan
Colon	11/12/2010	Khan
DiNapoli	4/20/2010	COP
Fries	5/15/2010	COP
Harman	6/30/2010	Board
Hui	11/12/2010	Khan
Hull	10/16/2010	COP
Khan	2/1/2010	COP
LaFitte	11/12/2010	Khan

Martinez  
Medina  
Ramos  
Stegman  
Tyler  
Wilson

1/1/2011  
7/12/2010  
12/15/2010  
6/1/2010  
11/12/2010  
6/12/2010

Hull  
Hull  
Khan  
Khan  
Khan  
Khan

**EMPLOYEE EVALS by DATE**

Khan  
Barrow  
DiNapoli  
Fries  
Stegman  
Wilson  
Borgfeldt  
Harman  
Chandler  
Medina  
Hull  
Colon  
Hui  
LaFitte  
Tyler  
Ramos  
Martinez

2/1/2010  
3/19/2010  
4/20/2010  
5/15/2010  
6/1/2010  
6/12/2010  
6/30/2010  
6/30/2010  
7/10/2010  
7/12/2010  
10/16/2010  
11/12/2010  
11/12/2010  
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1/1/2011

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Hull

# OLD BUSINESS

#1 - Board Consultant Brown Taylor will provide the Board the “General Manager/ Chief of Police Annual Goal Setting and Performance Appraisal Process and Procedure Amendment” for the District’s Policies & Procedures Manual, second reading. Board Action.

**Kensington Police Protection and Community Services District**  
**STAFF REPORT**

**DATE:** April 8, 2010  
**TO:** KPPCSD Board of Directors  
**FROM:** Brown Taylor, Special District Employee  
**SUBJECT:** **General Manager / Chief of Police Annual Goal Setting and Performance Appraisal Process District Policy and Procedure Amendment – SECOND READNG**

---

**Recommendation:**

That the KPPCSD Board of Directors approve the "Second Reading", of the proposed amendment to District Policy Manual Series 2000, (Personnel), to include Policy Number 2000.25 "Performance Appraisal – General Manager" as approved by the District Board at the March 11, 2010 Board Meeting and as displayed on page three, (3), of this staff report; AND

That the District General Manager be directed to amend the District Policy Manual to reflect the changes of the proposed amendment.

**Background**

At the March 11, 2010 meeting of District Directors approved the "First Reading" of the proposed modifications to amend District Policy Manual Series 2000, (Personnel), to include Policy Number 2000.25 "Performance Appraisal – General Manager".

To complete the process a "Second Reading" is required for inclusion of the proposed modifications pursuant to District Policy "1010".

At the March Board meeting recommendations for internal administrative modifications to put the proposed policy modifications in place were also approved. These modifications, which do not require further Board action, were:



- Annual Performance Appraisal Time Line to be Calendared and Monitored by the District Secretary.
- Annual Goal Setting and Performance Appraisal “Board Worksheet” to be maintained in file by the District Secretary for use by Directors in developing the annual performance appraisal for the General Manager.
- Annual Goal Setting and Performance Appraisal Board “Final Document” to be maintained in file by the District Secretary for use by Directors in the administration of the annual performance appraisal for the General Manager.

**POLICY TITLE: Annual Goal Setting and Performance Appraisal --  
General Manager / Chief of Police**

**POLICY NUMBER: 2000.25**

**2000.25.1** The General Manager of the District is retained and serves at the will of the Board of Directors. The Board of Directors shall review the performance of the General Manager after the initial six months of service after appointment and then annually thereafter, using a process that provides for discussion and encourages feedback in the development of goals and the performance evaluation.

**2000.25.2** The performance evaluations should occur in closed session annually during the first Board of Directors meeting of the month in which the evaluation is due, or on another date mutually acceptable to the Board of Directors and the General Manager. The President of the Board shall, annually, establish a time line for the performance appraisal process and the District Board Secretary shall maintain a notification system that tracks process dates, specifically, when the evaluation is due to ensure the Board agenda is properly noticed and to provide adequate advance notice to the Board and the General Manager.

**2000.25.3** The Board of Directors will agree upon an evaluation form to be provided to the Board and completed prior to the formal performance review session. Board of Directors shall be encouraged to prepare input on the form (worksheet) prior to the Board of Directors meeting.

**2000.25.4** During the scheduled closed session(s) the Board should offer opportunity to meet as a group with the General Manager to verbally discuss the components of the performance evaluation. If requested by the Board and/or the General Manager, the District's Legal Counsel may attend the evaluation session.

Following input of the General Manager and the Board by way of the Performance Appraisal Worksheet, the Board shall meet and determine an overall evaluation of the General Manager's performance for the past review period and by way of the Board's designated committee provide written notification to the General Manager of the assessment and any recommended compensation adjustment, as appropriate. A copy of this written assessment should be provided to the General Manager and a copy kept in the General Manager's personnel file. The performance evaluation shall be kept confidential. Any decision on a compensation award shall be made at a public meeting following the closed session evaluation meeting.

**2000.25.5** The Board of Directors and General Manager should jointly develop mutually agreed upon written goals and objectives for the subsequent evaluation period. They can be a combination of personal, professional, and District goals reflective of District priorities.

Kensington Police Protection and Community Services District  
Policy Series #2000 – Personnel "Executive Officer"  
Annual Performance Appraisal and Goal Setting  
March 2010 Amendment

# Memorandum

Kensington Police Department



**To:** KPPCSD Board of Directors

APPROVED      YES      NO

**From:** Gregory E. Harman, General Manager

\_\_\_\_\_

**Date:** Thursday, April 01, 2010

FORWARDED TO:

**Subject:** New Business Items #2-4 Resolutions 2010-03,04,& 05

\_\_\_\_\_

Every year, the Board needs to approve the resolutions prepared by NBS that initiate the process of collecting the park tax assessment pursuant to the Landscaping and Lighting Act of 1972 that established the Kensington Park Assessment District.

The first step of that process is the approval of Resolution 2010-03; the approval of the Annual Report for the Kensington Park Assessment District for Fiscal Year 2010/2011. A copy of the report titled, "Engineer's Report Fiscal Year 2010/ 2011", is attached to the resolution for review and Board approval. The only increased expense this year is \$4,800 to the maintenance contract for the maintenance of the new park restroom.

The total assessment to each dwelling unit is \$13.85, with a total of 2,183 parcels to be assessed.

The second step in the process is the approval of Resolution 2010-04; the initiating of proceedings for the levy and collection of the assessments for the Kensington Park Assessment District for Fiscal Year 2010/2011.

The third step is the approval of Resolution 2010-05; the Board's declaring its intention to levy and collect assessments for the Kensington Park Assessment District for Fiscal Year 2010/2011 and sets the public hearing for Thursday, May 13<sup>th</sup>, at 7:00 PM. Once Resolution 2010-05 is passed, it will need to be published in the local paper at least 10 days prior the May 13<sup>th</sup> public meeting.

The final step in the process will be the holding of the public meeting on May 13<sup>th</sup> and the approval of Resolution 2010-06.

Greg Harman  
General Manager

# NEW BUSINESS

#1 - Acting Chief of Police Rickey Hull will present commendations to Detective Keith Barrow, Officer Doug Wilson, and Officer Juan "Manny" Ramos for their actions on March 15, 2010, during the investigation and arrest of two residential burglary suspects, KPD #2010-1067.

# NEW BUSINESS

#2 - General Manager Greg Harman will present the Board Resolution 2010-03, approving the annual Engineer's Report for the Kensington Park Assessment District for Fiscal Year 2010/2011, for discussion and Board action.

2010-03

RESOLUTION NO.

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT,  
APPROVING THE ANNUAL REPORT FOR  
THE KENSINGTON PARK ASSESSMENT DISTRICT  
FOR FISCAL YEAR 2010/11**

The Board of Directors of the Kensington Police Protection and Community Services District (hereafter referred to as the "Board of Directors") does resolve as follows:

**WHEREAS**, the Board of Directors previously completed its proceedings in accordance with and pursuant to the Landscaping and Lighting Act of 1972, Part 2, Division 15 of the California Streets and Highways Code (commencing with Section 22500) (the "Act") to establish the Kensington Park Assessment District (the "Assessment District"); and

**WHEREAS**, the Board of Directors has retained NBS for the purpose of assisting with the annual levy of the Assessment District, and the preparation and filing of an Annual Report; and

**WHEREAS**, the Board of Directors has, by previous resolution, ordered NBS to prepare and file such Annual Report; and

**WHEREAS**, NBS has prepared and filed such Annual Report with the Secretary.

**NOW, THEREFORE BE IT RESOLVED, DETERMINED, AND ORDERED BY THE BOARD OF DIRECTORS, AS FOLLOWS:**

1. **Approval of Report:** The Board of Directors hereby approves the Annual Report concerning the levy of assessments as submitted by NBS for the fiscal year commencing July 1, 2010 and ending June 30, 2011.

PASSED AND ADOPTED by the Board of Directors of the Kensington Police Protection and Community Services District on \_\_\_\_\_, the \_\_\_\_ day of \_\_\_\_\_, 2010, by the following vote to wit:

AYES:

\_\_\_\_\_  
Chuck Toombs, President

NOES:

\_\_\_\_\_  
Pat McLaughlin, Vice President

ABSENT:

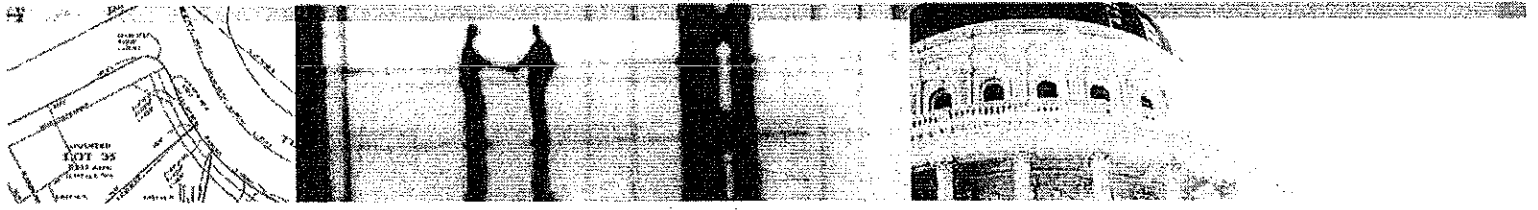
\_\_\_\_\_  
Bill Wright, Director

\_\_\_\_\_  
John Stein, Director

\_\_\_\_\_  
Cathie Kosel, Director

I HEREBY CERTIFY the foregoing resolution was duly and regularly adopted by the Board of Directors of the Kensington Police Protection and Community Services District at the regular meeting of said Board held on \_\_\_\_\_, the \_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
District Secretary



**Kensington Police Protection and  
Community Services District**

**Kensington Park Assessment District**

**Engineer's Report  
Fiscal Year 2010/11**

*Submitted by*

M | B | S

**Main Office**  
32605 Temecula Parkway, Suite 100  
Temecula, CA 92592  
800.676.7516

**Regional Office**  
870 Market Street, Suite 1223  
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800.434.8349



**Kensington Police Protection and Community Services District**  
217 Arlington Avenue  
Kensington, CA 94707  
Phone - (510) 526-4141  
Fax - (510) 526-1028

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**BOARD MEMBERS**

Chuck Toombs, President

Pat McLaughlin, Vice President

Bill Wright, Director

John Stein, Director

Cathie Kosel, Director

**DISTRICT STAFF**

Gregory E. Harman, Chief of Police/General Manager

Stephanie Fries, District Secretary

**NBS**

Greg Ghironzi, Client Services Director

Stephanie Parson, Project Director

Jason Roth, Financial Analyst

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# 1. EXECUTIVE SUMMARY

The Board of Directors of the Kensington Police Protection and Community Services District ("KPPCSD"), State of California, has directed NBS Government Finance Group DBA NBS ("NBS") to prepare and file a report presenting plans and specifications describing the general nature, location, and extent of the improvements to be maintained and an estimate of the costs of the maintenance and operations and servicing of the improvements for the Kensington Park Assessment District (the "District") for Fiscal Year 2010/11 pursuant to the provisions of the *Landscape and Lighting Act of 1972, Part 2, Division 15 of the California Streets and Highways Code (commencing with Section 22500)* (hereafter referred to as the "Act").

The report includes a diagram for the District, showing the area and properties proposed to be assessed, an assessment of the estimated costs of the maintenance, operations and servicing the improvements, and the net amount upon all assessable lots and/or parcels within the District in proportion to the special benefit received.

The assessment rate and the annual rate escalation factor of the annual San Francisco Bay Area CPI were approved by property owners through the assessment balloting procedures set forth in Section 4 of Article XIID of the California Constitution at a public hearing on May 28, 1997.

The following assessment is made to cover the portion of the estimated costs of maintenance, operation and servicing of said improvements to be paid by the assessable real property within the District in proportion to the special benefit received.

## SUMMARY OF ASSESSMENT

DESCRIPTION	AMOUNT
Balance to Levy	\$31,149.42
Total Equivalent Dwelling Units	2,249.056
<b>Total Assessment Per Equivalent Dwelling Unit</b>	<b>\$13.85</b>
<b>Total Parcels to be Assessed</b>	<b>2,183</b>

## **2. OVERVIEW**

### **2.1. Introduction**

---

On December 6, 1994, the KPPCSD formed the District for the purpose of providing improvements which benefit parcels in the District. Since that time, the District has been levying and collecting special assessments to pay for maintaining and servicing those improvements.

This Engineer's Report ("Report") describes the District and the proposed charge per Equivalent Dwelling Unit (E.D.U.) for Fiscal Year 2010/11 based on the historical and estimated costs to maintain the improvements and to provide the services that benefit parcels within the District. Maintenance and operation of the facilities provides a healthy alternative for youth and adult activities while protecting the capital investments that have been made within the District.

The word "parcel," for the purposes of this Report, refers to an individual property assigned its own Assessor's Parcel Number by the Contra Costa County Assessor's Office. The Contra Costa County Auditor/Controller uses Assessor's Parcel Numbers and specific Fund Numbers, to identify on the tax roll, properties assessed for special district benefit assessments.

Following consideration of public comments at a noticed public hearing, the Board of Directors may confirm the diagram and may order the levy and collection of assessments for Fiscal Year 2010/11. If approved, the assessment information shall be submitted to the County Auditor/Controller and included on the property tax roll for each benefiting parcel for Fiscal Year 2010/11.

### **2.2. Effect of Proposition 218**

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On November 5, 1996, California voters approved Proposition 218 by a margin of 56.5% to 43.5%. The provisions of the Proposition, now California Constitutional Articles XIIC and XIID, adds substantive and procedural requirements to assessments, which affect the Kensington Police Protection and Community Services District maintenance assessments.

The assessment rate and the annual rate escalation factor of the annual San Francisco Bay Area CPI were approved by property owners through the assessment balloting procedures set forth in Section 4 of Proposition 218 at a public hearing on May 28, 1997. The San Francisco Bay Area CPI increase for the period ending February 2010 was 1.791%.

### **2.3. Description of District and Services**

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The District operates, services, and maintains the following improvements:

- Landscaping and grass
- Water and electric services
- Equipment and supplies
- Repair or replacement of existing improvements
- Addition of future improvements (if determined to be necessary)

The District consists of a residential area, generally located north of the Contra Costa County line, east of Santa Fe Avenue, west of Kensington Road and south of Gelston Place.

### 3. ESTIMATE OF COSTS

#### 3.1. Description of Budget Items

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**Operations & Maintenance** - Includes the following:

*Tree Pruning/Removal* – Includes the costs for trimming trees and removal of debris.

*Utilities* – Includes the costs for water to irrigate the landscaping and the costs for electricity for street lighting.

*Miscellaneous Services/Equipment* – Includes the costs for maintaining and replenishing equipment and supplies.

*Miscellaneous Repairs* – Includes any infrastructure repair on District Property, including repairs to buildings.

**Incidental Expenses** - Includes the following:

*Administrative Services* – Includes services necessary for District maintenance, including preparation of the Annual Engineer's Report and expenses for the services of KPPCSD personnel.

*Levy Fees* – Includes the County of Contra Costa parcel charges to collect the assessments on the County Tax Roll.

#### 3.2. Kensington Park Budget

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The proposed budget for Fiscal Year 2010/11 is as follows:

Account Description	2010/11 Proposed Budget
Maintenance Contract (1)	\$39,800.00
Tree Pruning/Removal	3,000.00
Utilities	7,500.00
<b>Operations &amp; Maintenance Total</b>	<b>\$50,300.00</b>
Administrative Services	6,000.00
Levy Fees	2,300.00
Drain Clearing	1,000.00
Incidental Expenses	2,000.00
<b>Expenses Total</b>	<b>\$11,300.00</b>
<b>Total Costs</b>	<b>\$61,600.00</b>

(1) \$4,800 is for maintenance of new park bathroom.

## 4. METHOD OF APPORTIONMENT

### 4.1. Method of Apportionment

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Pursuant to the Act, the costs of the District may be apportioned by any formula or method which fairly distributes the net amount to be assessed, among all assessable parcels in proportion to the estimated special benefit to be received by each such parcel from the maintenance, servicing, and operation of the improvements. The formula used for the District reflects the composition of the parcels, and the improvements and services provided, to fairly apportion the costs based on the estimated benefits to each parcel.

The benefit was determined to be equal for all Equivalent Dwelling Units (E.D.U.) within the District.

#### Kensington Park Assessment District

The method used to calculate the assessments within the District is as follows:

$$\text{Total Balance to Levy} / \text{Total E.D.U.} = \text{Levy per E.D.U.}$$

To determine the E.D.U. for assessable parcels, the Benefit Unit Factor (B.U.F.) is multiplied by the number of developed residential units on the parcel. Undeveloped and non-residential parcels are not assessed. The CPI Rate Escalation Factor is applied to the Levy per E.D.U. each year.

The Operations and Maintenance are of special benefit to those parcels in the District. The benefit derived by the community at large is negligible and is considered a general benefit.

### 4.2. Land Use Benefit Factors

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Property Type/ Land Use Code	B.U.F. Per Unit
Single Family Residential Parcels	1.000
Multi-Family Residential Parcels	0.768
Vacant Residential Parcels	0.000
Non-Assessable Parcels	0.000

### 4.3. Balance To Levy

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*Total District Costs* – Includes the Maintenance and Operations and Incidental costs determined above, in Section 3 of this Report.

*Other Funding Sources* – This is the amount of surplus or deficit funds resulting from the previous year's assessments. This can also include funds designated for use by the District that are not from District Assessments. These funds are added to or subtracted from the District account, and assessments adjusted accordingly.

*Balance to Levy* – This is the total amount to be levied and collected through assessments for the current fiscal year. The Balance to Levy represents the sum of the Maintenance & Operations, Incidental Expenses, Beginning Balance, (deficit or surplus from last year) and Other Revenue Sources.

Description	Amount
Total Costs	\$61,600.00
Beginning Balance	0.00
Other Funding Sources (1)	(30,450.58)
<b>Subtotal Balance to Levy</b>	<b>\$31,149.42</b>
Installment Rounding	(21.78)
<b>Total Balance To Levy</b>	<b>\$31,127.64</b>

(1) Revenue from the KPPCSD general fund

#### 4.4. Total Assessment Per EDU

Description	Amount
Balance to Levy	\$31,149.42
Total District E.D.U.	2,249,056
<b>Total Assessment Per E.D.U.</b>	<b>\$13.85</b>

#### 4.5. Historical Assessment Per EDU

Fiscal Year	Assessment Rate
2001/2002	11.51
2002/2003	11.72
2003/2004	12.11
2004/2005	12.14
2005/2006	12.33
2006/2007	12.69
2007/2008	13.09
2008/2009	13.46
2009/2010	13.61
2010/2011	13.85

#### 4.6. Sample Calculations

Property Type/ Land Use Code	B.U.F. X Units or Acres = E.D.U.	Parcel E.D.U. X Levy Per E.D.U = Parcel Charge	Parcel Charge
Single-Family Residential	1.00 X 1 Unit	1.000 X 13.85	\$13.85
Multi-Family Residential	0.768 X 2 Units	1.536 X 13.85	21.27
Vacant Residential	0.00 X 1 Unit	0.000 X 13.85	0.00

## **5. ASSESSMENT DIAGRAM**

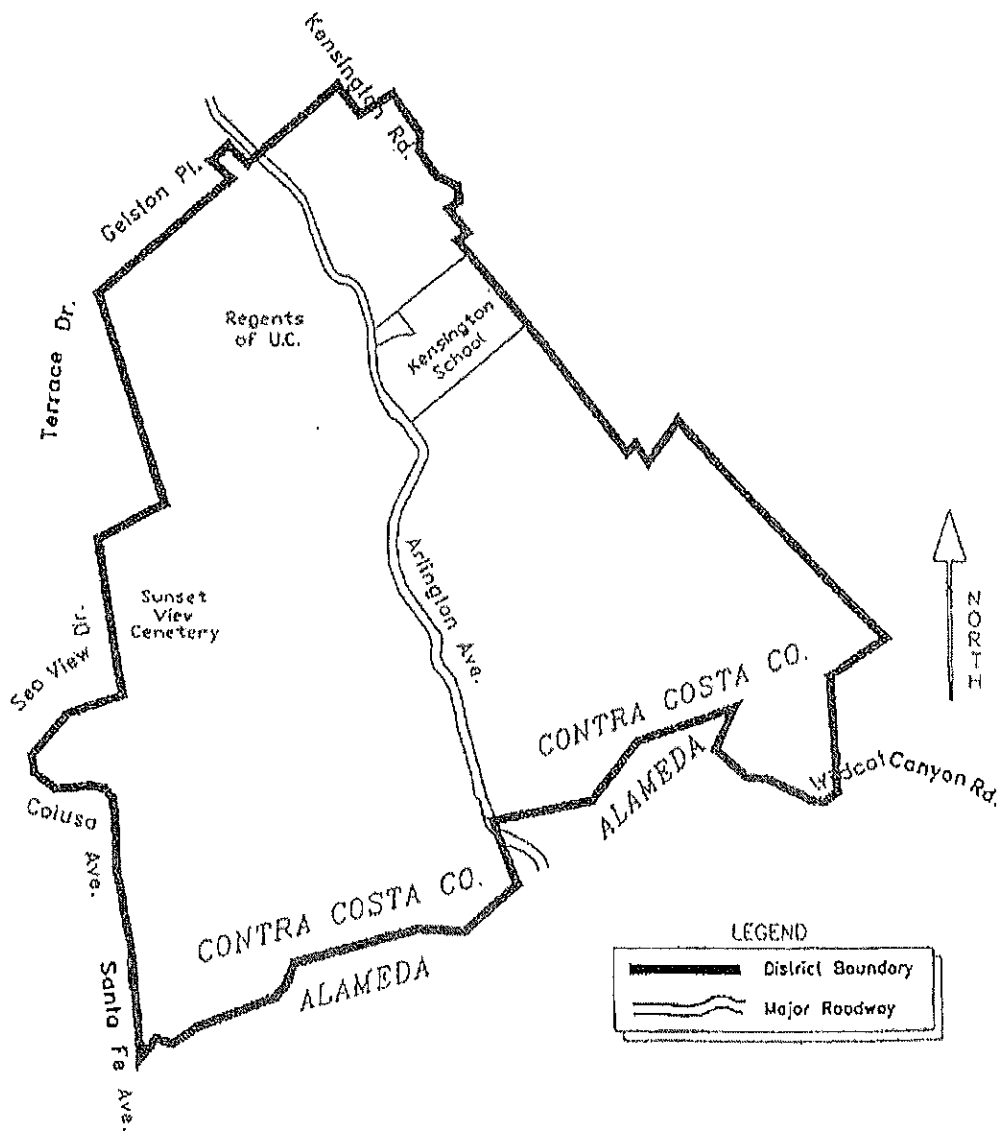
The following page provides a facsimile of the Assessment Diagram for the District. The lines and dimensions shown on the maps of the Contra Costa County Assessor for the current year are incorporated by reference herein and made part of this Report.



ASSESSMENT DIAGRAM  
 Kensington Park Assessment District  
 Kensington Police Protection and Community Services District  
 Contra Costa County, California

Filed in the office of the District Secretary of the Kensington Police Protection and Community Services District this \_\_\_\_\_ day of \_\_\_\_\_

David Joseph, District Secretary of the Kensington Police Protection and Community Services District  
 County of Contra Costa, State of California



## **6. ASSESSMENT ROLL**

The assessment roll is provided on the following pages. The description of each lot or parcel as part of the records of the County Assessor of the County of Contra Costa are, by reference, made part of this Report.

**Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District**

**2010/11 Parcel Listing**

APN	Levy
570-011-002	\$13.84
570-011-003	13.84
570-011-004	13.84
570-011-005	13.84
570-011-006	13.84
570-011-007	13.84
570-011-008	13.84
570-011-009	13.84
570-011-010	13.84
570-011-011	13.84
570-011-012	13.84
570-011-013	13.84
570-011-014	13.84
570-012-001	13.84
570-012-002	13.84
570-012-003	13.84
570-012-004	13.84
570-012-005	13.84
570-012-008	13.84
570-012-009	13.84
570-012-010	13.84
570-012-011	13.84
570-012-012	13.84
570-012-013	13.84
570-012-014	13.84
570-012-015	13.84
570-012-016	13.84
570-020-001	13.84
570-020-002	13.84
570-020-003	13.84
570-020-004	13.84
570-020-005	13.84
570-020-006	13.84
570-020-007	0.00
570-020-010	13.84
570-020-011	13.84
570-020-012	13.84
570-020-013	13.84
570-020-014	13.84
570-020-015	21.26
570-031-001	13.84
570-031-002	13.84
570-031-003	13.84
570-031-004	13.84
570-031-005	13.84
570-031-006	13.84
570-031-007	13.84
570-031-008	13.84
570-031-009	13.84
570-031-010	13.84

**Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District**

**2010/11 Parcel Listing**

APN	Levy
570-031-011	13.84
570-031-012	13.84
570-031-013	13.84
570-031-014	13.84
570-032-001	13.84
570-032-002	13.84
570-032-003	13.84
570-032-004	13.84
570-032-005	13.84
570-032-006	13.84
570-032-007	13.84
570-032-008	13.84
570-032-009	13.84
570-032-010	13.84
570-032-011	13.84
570-032-012	13.84
570-032-013	21.26
570-032-014	13.84
570-032-015	13.84
570-032-016	13.84
570-032-017	13.84
570-032-018	13.84
570-032-019	13.84
570-032-020	13.84
570-032-021	13.84
570-032-022	13.84
570-032-023	13.84
570-032-024	13.84
570-032-025	13.84
570-032-026	13.84
570-032-027	13.84
570-032-028	13.84
570-032-029	13.84
570-032-030	13.84
570-032-031	13.84
570-041-001	13.84
570-041-002	13.84
570-041-003	13.84
570-041-004	13.84
570-041-005	13.84
570-041-006	13.84
570-041-007	13.84
570-041-008	13.84
570-041-009	13.84
570-041-010	13.84
570-041-011	13.84
570-041-012	13.84
570-041-013	13.84
570-041-014	13.84

**Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District**

**2010/11 Parcel Listing**

APN	Levy
570-041-015	13.84
570-041-016	13.84
570-041-017	13.84
570-041-018	13.84
570-041-019	13.84
570-041-021	13.84
570-041-022	13.84
570-041-023	13.84
570-041-024	13.84
570-041-025	13.84
570-042-001	13.84
570-042-002	13.84
570-042-003	13.84
570-042-004	13.84
570-042-005	13.84
570-042-006	13.84
570-042-007	13.84
570-042-008	13.84
570-042-009	13.84
570-042-010	13.84
570-042-011	13.84
570-042-012	13.84
570-042-013	13.84
570-042-014	13.84
570-042-015	13.84
570-042-016	13.84
570-042-017	13.84
570-042-018	21.26
570-042-019	13.84
570-042-020	13.84
570-042-021	13.84
570-050-001	13.84
570-050-002	13.84
570-050-003	13.84
570-050-004	13.84
570-050-005	13.84
570-050-006	13.84
570-050-007	13.84
570-050-008	13.84
570-050-009	13.84
570-050-010	13.84
570-050-011	13.84
570-050-012	13.84
570-050-013	13.84
570-050-014	21.26
570-050-017	13.84
570-050-018	13.84
570-050-019	13.84
570-050-020	13.84

**Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District**

**2010/11 Parcel Listing**

APN	Levy
570-050-022	13.84
570-050-023	13.84
570-050-024	13.84
570-050-025	13.84
570-050-026	13.84
570-050-027	13.84
570-060-001	13.84
570-060-002	13.84
570-060-003	13.84
570-060-004	13.84
570-060-005	13.84
570-060-006	21.26
570-060-007	13.84
570-060-008	13.84
570-060-009	13.84
570-060-010	13.84
570-060-011	13.84
570-060-012	0.00
570-060-013	0.00
570-060-014	0.00
570-060-017	0.00
570-060-018	13.84
570-060-019	13.84
570-060-020	13.84
570-060-021	13.84
570-060-022	13.84
570-060-023	0.00
570-071-001	13.84
570-071-002	13.84
570-071-003	13.84
570-071-004	13.84
570-071-005	13.84
570-071-006	13.84
570-071-007	13.84
570-071-008	13.84
570-071-009	13.84
570-071-010	13.84
570-072-001	13.84
570-072-002	13.84
570-072-003	13.84
570-072-004	13.84
570-072-005	13.84
570-072-006	13.84
570-072-007	21.26
570-072-008	13.84
570-072-009	13.84
570-072-010	13.84
570-072-011	13.84
570-072-012	13.84

**Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District**

**2010/11 Parcel Listing**

APN	Levy
570-072-013	13.84
570-072-014	13.84
570-081-001	13.84
570-081-002	13.84
570-081-003	13.84
570-081-004	21.26
570-081-005	13.84
570-081-007	13.84
570-081-008	13.84
570-081-009	13.84
570-081-010	13.84
570-081-011	13.84
570-081-012	13.84
570-081-013	13.84
570-082-001	13.84
570-082-002	13.84
570-082-003	13.84
570-082-004	13.84
570-082-005	13.84
570-082-006	13.84
570-082-007	13.84
570-082-008	13.84
570-082-009	13.84
570-082-010	13.84
570-082-011	13.84
570-082-012	13.84
570-082-013	13.84
570-082-014	13.84
570-082-015	13.84
570-082-016	13.84
570-091-001	13.84
570-091-002	13.84
570-091-003	13.84
570-091-004	13.84
570-091-005	13.84
570-091-006	13.84
570-091-007	13.84
570-092-001	13.84
570-092-002	21.26
570-092-003	0.00
570-092-004	13.84
570-092-005	13.84
570-092-006	13.84
570-092-007	13.84
570-092-008	13.84
570-092-009	13.84
570-092-010	13.84
570-092-011	13.84
570-092-012	13.84

Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District

2010/11 Parcel Listing

APN	Levy
570-092-013	13.84
570-092-014	13.84
570-093-001	27.70
570-093-002	13.84
570-093-003	13.84
570-093-004	13.84
570-093-005	13.84
570-093-006	13.84
570-093-007	13.84
570-093-008	13.84
570-093-009	13.84
570-093-010	13.84
570-093-011	13.84
570-093-012	13.84
570-093-013	13.84
570-100-002	0.00
570-100-003	13.84
570-100-005	27.70
570-100-008	13.84
570-100-009	13.84
570-100-010	13.84
570-100-011	21.26
570-100-012	13.84
570-100-013	13.84
570-100-014	13.84
570-100-015	13.84
570-100-016	13.84
570-100-017	13.84
570-100-018	13.84
570-100-019	13.84
570-100-020	0.00
570-100-021	0.00
570-100-022	13.84
570-100-023	13.84
570-100-024	13.84
570-110-001	13.84
570-110-002	13.84
570-110-003	13.84
570-110-004	13.84
570-110-005	13.84
570-110-006	13.84
570-110-007	13.84
570-110-008	13.84
570-110-009	21.26
570-110-010	13.84
570-110-011	13.84
570-110-012	13.84
570-110-013	13.84
570-110-014	13.84



**Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District**

**2010/11 Parcel Listing**

APN	Levy
570-110-015	13.84
570-110-016	13.84
570-121-001	13.84
570-121-002	13.84
570-121-003	13.84
570-121-004	13.84
570-121-005	13.84
570-121-006	13.84
570-121-007	13.84
570-121-008	13.84
570-121-009	13.84
570-121-010	13.84
570-121-011	13.84
570-121-014	13.84
570-121-015	13.84
570-121-016	13.84
570-121-017	13.84
570-121-018	13.84
570-121-019	13.84
570-121-020	13.84
570-122-001	13.84
570-122-002	13.84
570-122-003	13.84
570-122-004	13.84
570-122-005	21.26
570-122-011	13.84
570-122-012	13.84
570-122-013	13.84
570-122-014	13.84
570-122-015	13.84
570-122-020	13.84
570-122-025	13.84
570-130-002	13.84
570-130-003	13.84
570-130-004	13.84
570-130-005	13.84
570-130-006	13.84
570-130-007	13.84
570-130-008	13.84
570-130-009	13.84
570-130-010	13.84
570-130-011	13.84
570-130-012	13.84
570-130-013	13.84
570-130-014	13.84
570-130-015	13.84
570-130-016	13.84
570-130-017	13.84
570-130-018	13.84

**Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District**

**2010/11 Parcel Listing**

APN	Levy
570-130-019	13.84
570-130-020	13.84
570-130-021	21.26
570-130-022	13.84
570-130-023	13.84
570-130-024	21.26
570-130-025	13.84
570-130-027	13.84
570-130-031	0.00
570-130-032	13.84
570-130-033	13.84
570-141-001	13.84
570-141-002	13.84
570-141-003	13.84
570-141-004	13.84
570-141-005	13.84
570-141-006	13.84
570-142-001	13.84
570-142-002	13.84
570-142-003	13.84
570-142-004	13.84
570-142-005	13.84
570-142-006	13.84
570-142-007	13.84
570-142-008	13.84
570-142-009	13.84
570-142-010	13.84
570-142-011	13.84
570-142-012	13.84
570-142-013	13.84
570-142-014	13.84
570-142-015	13.84
570-142-016	13.84
570-142-017	13.84
570-142-019	13.84
570-142-020	13.84
570-142-023	13.84
570-142-024	13.84
570-142-025	21.26
570-142-026	13.84
570-142-027	13.84
570-142-028	13.84
570-142-029	13.84
570-151-001	13.84
570-151-002	13.84
570-151-003	13.84
570-151-004	13.84
570-151-005	13.84
570-151-006	13.84

Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District

2010/11 Parcel Listing

APN	Levy
570-151-007	13.84
570-151-008	13.84
570-151-009	13.84
570-151-010	13.84
570-151-011	13.84
570-151-012	13.84
570-151-013	13.84
570-151-014	13.84
570-151-015	13.84
570-151-016	13.84
570-151-017	13.84
570-151-018	13.84
570-151-019	13.84
570-151-020	13.84
570-151-021	13.84
570-151-022	13.84
570-151-023	13.84
570-151-024	13.84
570-151-025	13.84
570-151-026	13.84
570-151-027	13.84
570-151-028	13.84
570-151-029	13.84
570-152-001	13.84
570-152-002	13.84
570-152-003	13.84
570-152-004	13.84
570-152-005	13.84
570-152-006	13.84
570-152-007	13.84
570-152-008	13.84
570-152-009	13.84
570-152-010	13.84
570-152-011	13.84
570-152-012	13.84
570-152-013	13.84
570-152-014	13.84
570-152-015	13.84
570-152-016	13.84
570-152-017	13.84
570-161-001	13.84
570-161-002	13.84
570-161-003	13.84
570-161-004	13.84
570-161-008	13.84
570-161-009	0.00
570-162-001	13.84
570-162-002	13.84
570-162-003	13.84

Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District

2010/11 Parcel Listing

APN	Levy
570-162-004	13.84
570-162-005	21.26
570-162-006	13.84
570-162-007	13.84
570-162-008	13.84
570-162-009	13.84
570-162-010	13.84
570-162-011	13.84
570-162-012	13.84
570-162-013	13.84
570-162-014	13.84
570-162-015	13.84
570-162-016	13.84
570-162-017	13.84
570-162-018	13.84
570-162-019	13.84
570-162-020	13.84
570-162-021	13.84
570-162-022	13.84
570-162-023	13.84
570-162-024	13.84
570-162-025	13.84
570-162-026	13.84
570-162-027	13.84
570-162-028	13.84
570-171-001	13.84
570-171-002	13.84
570-171-003	13.84
570-171-004	13.84
570-171-005	13.84
570-171-006	13.84
570-171-007	13.84
570-171-008	13.84
570-171-009	13.84
570-171-010	13.84
570-171-011	13.84
570-171-012	21.26
570-171-013	13.84
570-171-014	13.84
570-171-015	13.84
570-171-016	13.84
570-172-001	13.84
570-172-002	13.84
570-172-003	13.84
570-172-004	13.84
570-172-005	13.84
570-172-006	13.84
570-172-007	13.84
570-172-008	13.84

**Kensington Police Protection and Community Services District  
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Kensington Park Assessment District**

**2010/11 Parcel Listing**

APN	Levy
570-172-009	13.84
570-172-010	13.84
570-172-011	13.84
570-172-012	13.84
570-172-013	13.84
570-172-014	13.84
570-173-002	13.84
570-173-003	13.84
570-173-004	13.84
570-173-005	13.84
570-173-006	13.84
570-173-007	13.84
570-173-008	13.84
570-173-009	13.84
570-180-001	13.84
570-180-002	13.84
570-180-003	13.84
570-180-004	13.84
570-180-005	13.84
570-180-006	13.84
570-180-007	13.84
570-180-008	13.84
570-180-009	13.84
570-180-010	13.84
570-180-011	13.84
570-180-012	13.84
570-180-013	13.84
570-180-014	13.84
570-180-015	13.84
570-180-016	13.84
570-180-017	13.84
570-180-018	13.84
570-180-019	13.84
570-180-020	13.84
570-180-021	13.84
570-180-022	13.84
570-180-023	13.84
570-180-024	13.84
570-180-025	13.84
570-180-027	13.84
570-180-028	13.84
570-191-001	13.84
570-191-002	13.84
570-191-003	13.84
570-191-004	13.84
570-191-005	13.84
570-191-006	13.84
570-191-007	13.84
570-191-009	13.84

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County of Contra Costa, California  
Kensington Park Assessment District**

**2010/11 Parcel Listing**

APN	Levy
570-191-010	13.84
570-191-011	13.84
570-191-012	13.84
570-191-013	13.84
570-191-014	13.84
570-192-001	13.84
570-192-002	13.84
570-192-003	13.84
570-192-004	13.84
570-192-005	13.84
570-192-006	13.84
570-192-007	13.84
570-192-008	13.84
570-192-009	13.84
570-192-010	13.84
570-192-011	13.84
570-192-012	13.84
570-192-013	13.84
570-192-014	13.84
570-192-015	13.84
570-192-016	13.84
570-192-017	13.84
570-192-018	13.84
570-192-019	13.84
570-192-020	13.84
570-192-021	13.84
570-192-022	13.84
570-192-023	13.84
570-192-024	13.84
570-192-025	13.84
570-192-026	13.84
570-192-027	13.84
570-201-001	13.84
570-201-002	13.84
570-201-003	13.84
570-201-004	13.84
570-201-005	13.84
570-201-006	13.84
570-201-007	13.84
570-201-008	13.84
570-202-002	27.70
570-202-003	13.84
570-202-004	13.84
570-202-005	13.84
570-203-001	13.84
570-203-002	13.84
570-203-003	13.84
570-203-004	13.84
570-203-005	13.84

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APN	Levy
570-203-006	21.26
570-203-007	13.84
570-203-008	13.84
570-203-009	13.84
570-203-010	13.84
570-203-011	13.84
570-203-012	13.84
570-203-013	13.84
570-203-014	13.84
570-221-001	13.84
570-221-002	13.84
570-221-003	13.84
570-221-004	13.84
570-221-005	13.84
570-221-006	13.84
570-221-007	13.84
570-221-008	13.84
570-221-009	13.84
570-221-010	13.84
570-221-011	13.84
570-221-012	13.84
570-221-013	13.84
570-221-014	13.84
570-221-015	13.84
570-222-001	13.84
570-222-002	13.84
570-222-003	13.84
570-222-004	13.84
570-222-005	13.84
570-222-006	13.84
570-222-007	13.84
570-222-008	13.84
570-222-009	13.84
570-222-010	13.84
570-222-011	13.84
570-222-012	13.84
570-222-013	13.84
570-222-014	13.84
570-222-015	13.84
570-222-016	13.84
570-222-017	13.84
570-222-018	13.84
570-222-019	13.84
570-222-020	13.84
570-222-021	13.84
570-222-022	13.84
570-222-023	13.84
570-222-024	13.84
570-222-025	13.84

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**2010/11 Parcel Listing**

APN	Levy
570-222-026	13.84
570-222-027	13.84
570-223-001	13.84
570-223-002	13.84
570-223-003	13.84
570-223-004	21.26
570-223-005	13.84
570-223-006	13.84
570-231-001	13.84
570-231-002	13.84
570-231-003	13.84
570-231-004	13.84
570-231-005	13.84
570-231-006	13.84
570-231-007	13.84
570-231-008	13.84
570-231-009	13.84
570-231-010	13.84
570-231-011	13.84
570-231-012	21.26
570-231-013	13.84
570-231-014	13.84
570-231-015	13.84
570-231-018	13.84
570-231-019	13.84
570-232-001	0.00
570-232-002	13.84
570-232-003	13.84
570-232-004	13.84
570-232-005	13.84
570-232-006	13.84
570-232-007	13.84
570-232-008	13.84
570-232-009	13.84
570-232-010	13.84
570-232-011	13.84
570-232-012	13.84
570-240-003	13.84
570-251-006	13.84
570-251-007	13.84
570-251-008	13.84
570-251-009	13.84
570-251-010	13.84
570-251-011	13.84
570-251-012	13.84
570-251-015	13.84
570-251-016	13.84
570-251-017	13.84
570-251-018	0.00



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APN	Levy
570-251-019	0.00
570-251-020	0.00
570-251-021	0.00
570-252-002	13.84
570-252-003	13.84
570-252-004	13.84
570-252-005	13.84
570-252-006	13.84
570-252-007	13.84
570-252-008	13.84
570-252-009	13.84
570-252-010	13.84
570-252-011	13.84
570-252-012	13.84
570-252-013	13.84
570-252-014	13.84
570-252-015	13.84
570-252-016	13.84
570-252-017	13.84
570-252-018	13.84
570-252-019	13.84
570-252-020	13.84
570-252-021	13.84
570-252-022	13.84
570-252-023	13.84
570-252-024	13.84
570-252-025	13.84
570-252-026	13.84
570-252-027	13.84
570-252-028	13.84
570-252-029	13.84
570-252-030	13.84
570-252-031	13.84
570-253-006	0.00
570-253-010	13.84
570-253-011	13.84
570-253-012	0.00
570-253-013	13.84
570-253-014	13.84
570-253-015	13.84
570-253-016	13.84
570-253-017	13.84
570-253-018	13.84
570-253-019	13.84
570-253-020	13.84
570-253-021	13.84
570-253-022	13.84
570-253-023	0.00
570-253-024	0.00

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**2010/11 Parcel Listing**

APN	Levy
570-253-025	0.00
570-253-026	13.84
570-253-028	13.84
570-253-029	13.84
570-253-031	13.84
570-253-032	13.84
570-253-033	13.84
570-253-034	13.84
570-253-035	13.84
570-253-036	13.84
570-253-037	0.00
570-261-001	13.84
570-261-002	13.84
570-261-003	13.84
570-262-013	13.84
570-262-014	13.84
570-262-015	13.84
570-262-020	13.84
570-262-021	13.84
570-262-022	13.84
570-262-025	13.84
570-262-026	13.84
570-262-029	13.84
570-262-030	13.84
570-262-032	13.84
570-262-033	13.84
570-262-034	13.84
570-262-035	13.84
570-262-036	13.84
570-262-037	13.84
570-262-038	13.84
571-010-001	13.84
571-010-002	13.84
571-010-003	13.84
571-010-004	13.84
571-010-005	13.84
571-010-006	13.84
571-010-007	13.84
571-010-008	13.84
571-010-009	13.84
571-010-010	13.84
571-010-012	13.84
571-010-013	13.84
571-010-014	13.84
571-010-015	13.84
571-010-016	13.84
571-010-017	13.84
571-010-018	13.84
571-010-019	13.84

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**2010/11 Parcel Listing**

APN	Levy
571-010-020	13.84
571-010-021	13.84
571-010-022	13.84
571-010-023	13.84
571-021-001	13.84
571-021-002	13.84
571-021-003	13.84
571-021-004	13.84
571-021-005	13.84
571-021-006	13.84
571-021-007	13.84
571-021-008	13.84
571-021-010	13.84
571-021-011	13.84
571-021-014	21.26
571-021-015	13.84
571-021-016	13.84
571-021-017	13.84
571-021-018	13.84
571-021-019	13.84
571-021-020	13.84
571-021-021	13.84
571-021-022	13.84
571-021-023	13.84
571-021-024	13.84
571-021-026	13.84
571-021-030	13.84
571-021-032	13.84
571-021-033	13.84
571-021-034	13.84
571-022-001	13.84
571-022-003	13.84
571-022-004	13.84
571-022-005	13.84
571-022-006	13.84
571-022-007	13.84
571-022-008	13.84
571-022-009	13.84
571-022-010	13.84
571-022-011	13.84
571-022-012	13.84
571-022-013	13.84
571-030-001	13.84
571-030-002	13.84
571-030-003	13.84
571-030-005	13.84
571-030-006	13.84
571-030-007	13.84
571-030-008	13.84

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**2010/11 Parcel Listing**

APN	Levy
571-030-009	21.26
571-030-010	13.84
571-030-011	21.26
571-030-012	13.84
571-030-013	13.84
571-030-014	13.84
571-030-015	13.84
571-030-017	13.84
571-030-018	13.84
571-030-019	0.00
571-040-001	13.84
571-040-002	13.84
571-040-003	13.84
571-040-004	13.84
571-040-005	13.84
571-040-006	0.00
571-040-007	0.00
571-040-008	13.84
571-040-011	13.84
571-040-012	21.26
571-050-002	13.84
571-050-003	13.84
571-050-009	0.00
571-050-011	13.84
571-050-012	13.84
571-050-013	13.84
571-050-014	13.84
571-050-015	13.84
571-050-017	13.84
571-050-018	13.84
571-050-019	13.84
571-050-021	0.00
571-050-022	13.84
571-050-023	53.18
571-060-002	13.84
571-060-003	13.84
571-060-004	21.26
571-060-005	21.26
571-060-006	21.26
571-060-007	31.90
571-060-008	31.90
571-060-009	13.84
571-060-010	13.84
571-060-011	13.84
571-070-001	13.84
571-070-002	27.70
571-070-003	13.84
571-070-006	13.84
571-070-009	13.84

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APN	Levy
571-070-010	0.00
571-070-011	13.84
571-070-012	21.26
571-070-013	13.84
571-070-014	13.84
571-070-015	13.84
571-070-016	13.84
571-070-017	0.00
571-070-018	21.26
571-070-019	13.84
571-080-001	13.84
571-080-002	13.84
571-080-003	13.84
571-080-004	13.84
571-080-006	13.84
571-080-007	13.84
571-080-008	13.84
571-080-009	13.84
571-080-010	13.84
571-080-011	13.84
571-080-012	13.84
571-080-013	13.84
571-080-014	13.84
571-080-015	13.84
571-080-016	13.84
571-080-017	13.84
571-080-018	13.84
571-080-019	13.84
571-080-020	13.84
571-080-021	13.84
571-080-022	13.84
571-080-025	13.84
571-090-001	13.84
571-090-002	13.84
571-090-003	13.84
571-090-004	13.84
571-090-005	13.84
571-090-006	13.84
571-090-007	0.00
571-090-008	13.84
571-090-011	13.84
571-090-012	13.84
571-090-013	13.84
571-090-014	13.84
571-090-015	13.84
571-090-016	13.84
571-090-017	13.84
571-090-019	13.84
571-100-001	13.84

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APN	Levy
571-100-002	13.84
571-100-003	13.84
571-100-004	13.84
571-100-005	13.84
571-100-006	13.84
571-100-007	13.84
571-100-008	13.84
571-100-009	13.84
571-100-010	13.84
571-100-011	13.84
571-100-012	13.84
571-100-013	13.84
571-100-014	13.84
571-100-015	13.84
571-100-016	13.84
571-100-017	13.84
571-110-001	13.84
571-110-002	13.84
571-110-003	13.84
571-110-004	13.84
571-110-007	13.84
571-110-008	27.70
571-110-009	13.84
571-110-010	13.84
571-110-011	13.84
571-110-012	13.84
571-110-013	13.84
571-110-014	13.84
571-110-015	13.84
571-110-016	13.84
571-110-017	27.70
571-110-019	13.84
571-110-020	13.84
571-110-021	13.84
571-120-001	13.84
571-120-002	13.84
571-120-003	13.84
571-120-005	13.84
571-120-006	13.84
571-120-007	21.26
571-120-008	13.84
571-120-010	13.84
571-120-011	13.84
571-120-012	13.84
571-120-013	13.84
571-120-014	13.84
571-120-015	27.70
571-120-016	13.84
571-120-017	13.84

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**2010/11 Parcel Listing**

APN	Levy
571-120-018	13.84
571-120-019	13.84
571-120-020	13.84
571-120-021	13.84
571-120-022	13.84
571-120-023	13.84
571-120-024	13.84
571-120-025	13.84
571-120-026	13.84
571-120-027	13.84
571-120-028	13.84
571-130-001	13.84
571-130-002	13.84
571-130-003	13.84
571-130-004	13.84
571-130-005	21.26
571-130-006	13.84
571-130-007	13.84
571-130-008	13.84
571-130-009	13.84
571-130-010	13.84
571-130-011	13.84
571-130-012	13.84
571-130-013	13.84
571-130-014	13.84
571-130-015	13.84
571-130-016	13.84
571-130-017	13.84
571-130-018	13.84
571-130-019	13.84
571-130-020	21.26
571-130-021	13.84
571-130-022	21.26
571-130-023	13.84
571-130-024	13.84
571-130-025	27.70
571-140-001	21.26
571-140-002	21.26
571-140-003	21.26
571-140-004	13.84
571-140-005	13.84
571-140-006	13.84
571-140-007	13.84
571-140-008	13.84
571-140-009	21.26
571-140-010	13.84
571-140-011	13.84
571-140-012	13.84
571-140-013	13.84

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**2010/11 Parcel Listing**

APN	Levy
571-140-014	13.84
571-140-015	21.26
571-140-016	13.84
571-140-017	13.84
571-140-018	13.84
571-140-022	13.84
571-140-023	13.84
571-140-024	13.84
571-140-025	13.84
571-140-026	13.84
571-140-031	13.84
571-140-032	13.84
571-150-001	13.84
571-150-002	21.26
571-150-003	13.84
571-150-005	13.84
571-150-008	13.84
571-150-010	13.84
571-150-011	21.26
571-150-012	13.84
571-150-013	13.84
571-150-015	0.00
571-150-017	21.26
571-150-019	13.84
571-150-020	13.84
571-150-021	13.84
571-150-022	21.26
571-150-023	0.00
571-160-001	13.84
571-160-002	13.84
571-160-003	13.84
571-160-004	13.84
571-160-006	21.26
571-160-012	13.84
571-160-013	13.84
571-160-014	13.84
571-160-017	27.70
571-160-019	0.00
571-160-020	13.84
571-170-001	13.84
571-170-002	13.84
571-170-004	13.84
571-170-005	13.84
571-170-006	13.84
571-170-007	13.84
571-170-008	13.84
571-170-010	13.84
571-170-014	13.84
571-170-015	13.84



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APN	Levy
571-170-016	13.84
571-170-017	13.84
571-170-022	13.84
571-170-023	13.84
571-170-031	13.84
571-170-032	13.84
571-170-034	13.84
571-170-035	13.84
571-170-036	13.84
571-170-037	0.00
571-170-038	13.84
571-180-001	13.84
571-180-002	13.84
571-180-003	21.26
571-180-004	13.84
571-180-005	13.84
571-180-006	13.84
571-180-007	13.84
571-180-009	13.84
571-180-010	13.84
571-180-011	13.84
571-180-012	13.84
571-180-013	13.84
571-180-014	13.84
571-180-017	13.84
571-190-001	13.84
571-190-002	13.84
571-190-003	13.84
571-190-004	21.26
571-190-006	13.84
571-190-007	13.84
571-190-008	31.90
571-190-009	13.84
571-190-010	13.84
571-190-011	13.84
571-190-012	13.84
571-190-013	13.84
571-190-014	13.84
571-190-015	13.84
571-190-016	13.84
571-190-018	13.84
571-190-019	13.84
571-200-001	13.84
571-200-002	13.84
571-200-003	13.84
571-200-004	13.84
571-200-005	13.84
571-200-006	13.84
571-200-007	13.84

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**2010/11 Parcel Listing**

APN	Levy
571-200-008	13.84
571-200-009	13.84
571-200-010	13.84
571-200-011	13.84
571-200-012	13.84
571-200-013	13.84
571-200-014	13.84
571-200-015	13.84
571-200-016	13.84
571-200-017	13.84
571-211-004	13.84
571-211-005	13.84
571-211-006	13.84
571-211-007	13.84
571-211-008	13.84
571-211-009	13.84
571-211-011	13.84
571-211-012	27.70
571-211-013	31.90
571-212-001	13.84
571-212-002	13.84
571-212-004	13.84
571-212-005	13.84
571-212-006	13.84
571-212-007	13.84
571-212-008	13.84
571-212-009	13.84
571-212-010	13.84
571-212-011	13.84
571-221-001	13.84
571-221-002	13.84
571-221-004	13.84
571-221-005	13.84
571-221-006	13.84
571-221-007	13.84
571-221-008	13.84
571-221-009	13.84
571-221-010	13.84
571-221-011	13.84
571-221-012	13.84
571-222-001	13.84
571-222-002	13.84
571-222-003	13.84
571-222-004	13.84
571-222-005	13.84
571-231-001	13.84
571-231-002	13.84
571-231-003	13.84
571-231-004	13.84

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APN	Levy
571-231-005	13.84
571-231-006	13.84
571-232-001	13.84
571-232-002	13.84
571-232-003	13.84
571-232-004	13.84
571-232-005	13.84
571-232-006	13.84
571-240-001	13.84
571-240-002	13.84
571-240-003	13.84
571-240-004	13.84
571-240-005	13.84
571-240-006	13.84
571-240-007	13.84
571-240-008	13.84
571-240-009	13.84
571-240-010	13.84
571-240-011	13.84
571-240-012	13.84
571-240-013	13.84
571-240-014	13.84
571-240-018	0.00
571-240-019	13.84
571-240-022	13.84
571-240-023	13.84
571-240-024	27.70
571-240-027	13.84
571-250-003	13.84
571-250-004	13.84
571-250-005	13.84
571-250-006	13.84
571-250-007	13.84
571-250-008	13.84
571-250-009	13.84
571-250-010	13.84
571-250-013	13.84
571-250-014	13.84
571-250-015	13.84
571-250-016	13.84
571-250-017	13.84
571-250-018	13.84
571-250-019	13.84
571-250-020	21.26
571-250-021	13.84
571-250-022	13.84
571-250-023	13.84
571-250-024	13.84
571-250-025	13.84

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APN	Levy
571-250-026	21.26
571-250-027	13.84
571-250-028	13.84
571-250-029	13.84
571-250-030	13.84
571-250-031	13.84
571-250-032	13.84
571-250-033	13.84
571-250-034	13.84
571-260-001	13.84
571-260-002	13.84
571-260-003	13.84
571-260-004	13.84
571-260-005	13.84
571-260-006	13.84
571-260-008	13.84
571-260-013	13.84
571-260-014	13.84
571-260-015	13.84
571-260-016	13.84
571-270-001	13.84
571-270-002	13.84
571-270-003	13.84
571-270-004	13.84
571-270-005	13.84
571-270-006	13.84
571-270-007	13.84
571-270-012	13.84
571-270-013	13.84
571-270-014	13.84
571-270-015	13.84
571-270-018	13.84
571-270-019	13.84
571-270-020	13.84
571-270-021	13.84
571-270-022	13.84
571-270-023	13.84
571-270-024	13.84
571-270-025	13.84
571-270-026	13.84
571-270-027	13.84
571-270-029	13.84
571-270-030	13.84
571-270-031	13.84
571-270-032	13.84
571-270-033	13.84
571-280-002	13.84
571-280-003	13.84
571-280-004	21.26

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APN	Levy
571-280-005	13.84
571-280-008	13.84
571-280-009	13.84
571-280-010	13.84
571-280-012	13.84
571-280-013	13.84
571-280-014	13.84
571-280-015	13.84
571-280-016	13.84
571-280-017	13.84
571-280-018	13.84
571-280-019	13.84
571-290-001	13.84
571-290-002	13.84
571-290-003	13.84
571-290-004	13.84
571-290-005	21.26
571-290-006	13.84
571-290-007	13.84
571-290-008	13.84
571-290-009	21.26
571-290-010	13.84
571-290-011	13.84
571-290-012	13.84
571-290-013	13.84
571-290-014	13.84
571-290-015	13.84
571-290-016	13.84
571-290-017	13.84
571-290-018	13.84
571-290-019	13.84
571-290-020	13.84
571-300-001	53.18
571-300-002	13.84
571-300-003	13.84
571-300-004	13.84
571-300-005	13.84
571-300-006	13.84
571-300-007	13.84
571-300-008	13.84
571-300-009	13.84
571-300-010	13.84
571-300-011	13.84
571-300-012	13.84
571-300-013	13.84
571-300-014	21.26
571-300-015	13.84
571-300-016	13.84
571-300-017	13.84

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APN	Levy
571-300-018	13.84
571-300-019	13.84
571-300-020	13.84
571-300-021	13.84
571-300-022	13.84
571-300-023	13.84
571-300-024	13.84
571-300-025	13.84
571-300-026	27.70
571-300-027	13.84
571-300-028	13.84
571-300-029	13.84
571-300-030	13.84
571-300-031	13.84
571-300-032	13.84
571-311-001	0.00
571-311-002	13.84
571-311-003	13.84
571-311-004	13.84
571-311-005	13.84
571-311-006	13.84
571-311-007	13.84
571-311-008	13.84
571-311-009	13.84
571-311-010	13.84
571-311-011	13.84
571-311-012	13.84
571-311-013	13.84
571-311-014	13.84
571-311-015	13.84
571-311-016	13.84
571-311-017	13.84
571-311-018	13.84
571-311-019	13.84
571-311-020	13.84
571-311-021	13.84
571-311-022	13.84
571-311-023	13.84
571-311-024	13.84
571-311-025	13.84
571-311-026	13.84
571-311-027	13.84
571-311-028	13.84
571-311-029	13.84
571-311-030	13.84
571-311-031	13.84
571-312-001	0.00
571-312-003	13.84
571-312-004	13.84

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APN	Levy
571-312-005	13.84
571-312-006	13.84
571-312-007	13.84
571-312-008	13.84
571-312-009	13.84
571-312-010	13.84
571-312-012	13.84
571-312-013	13.84
571-320-001	13.84
571-320-002	13.84
571-320-003	13.84
571-320-005	13.84
571-320-006	13.84
571-320-007	13.84
571-320-008	0.00
571-320-009	0.00
571-320-010	13.84
571-320-011	13.84
571-320-012	13.84
571-320-013	13.84
571-320-014	21.26
571-331-001	0.00
571-331-002	0.00
571-331-003	0.00
571-332-001	13.84
571-332-002	13.84
571-332-003	13.84
571-332-004	13.84
571-332-005	13.84
571-332-006	13.84
571-332-007	13.84
571-332-008	13.84
571-332-009	0.00
571-332-013	0.00
571-332-014	13.84
571-332-015	13.84
571-332-016	13.84
571-332-017	13.84
571-332-018	21.26
571-332-019	21.26
571-340-001	13.84
571-340-002	13.84
571-340-003	13.84
571-340-004	13.84
571-340-005	13.84
571-340-006	13.84
571-340-007	13.84
571-340-008	13.84
571-340-009	13.84

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APN	Levy
571-340-010	13.84
571-340-011	13.84
571-340-012	13.84
571-340-013	13.84
571-340-014	13.84
571-340-015	13.84
571-340-016	13.84
571-340-017	13.84
571-340-018	0.00
571-340-019	0.00
571-340-020	0.00
571-340-021	13.84
571-340-022	13.84
571-340-023	13.84
571-340-024	21.26
571-340-025	13.84
571-340-026	27.70
571-340-027	27.70
571-340-028	13.84
571-340-029	13.84
571-340-030	27.70
571-340-031	13.84
571-340-032	13.84
571-340-033	13.84
571-340-034	13.84
571-340-035	13.84
571-340-036	13.84
571-350-001	13.84
571-350-002	13.84
571-350-003	13.84
571-350-004	13.84
571-350-005	13.84
571-350-006	13.84
571-350-007	13.84
571-350-008	13.84
571-350-009	13.84
571-350-010	13.84
571-350-011	13.84
571-350-012	13.84
571-350-013	13.84
571-350-014	13.84
571-350-015	21.26
571-350-016	13.84
571-350-017	27.70
571-350-018	13.84
571-350-019	13.84
571-350-020	13.84
571-350-021	13.84
571-350-022	13.84



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APN	Levy
571-350-023	13.84
571-350-024	13.84
571-350-025	13.84
571-350-026	13.84
571-350-027	13.84
571-360-001	13.84
571-360-003	13.84
571-360-004	13.84
571-360-005	13.84
571-360-006	13.84
571-360-007	13.84
572-011-001	13.84
572-011-002	13.84
572-011-003	13.84
572-011-004	13.84
572-011-005	13.84
572-011-006	0.00
572-011-007	13.84
572-011-008	13.84
572-011-009	13.84
572-012-001	13.84
572-012-002	13.84
572-012-003	13.84
572-012-004	13.84
572-012-005	13.84
572-012-006	13.84
572-012-007	13.84
572-012-008	13.84
572-012-009	13.84
572-012-011	13.84
572-012-012	13.84
572-012-013	13.84
572-012-014	13.84
572-012-015	13.84
572-012-016	13.84
572-012-020	13.84
572-012-021	13.84
572-012-022	13.84
572-012-023	13.84
572-012-024	13.84
572-012-025	13.84
572-012-026	13.84
572-012-027	13.84
572-012-028	13.84
572-013-001	13.84
572-013-002	13.84
572-013-003	13.84
572-013-004	13.84
572-013-005	13.84

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**2010/11 Parcel Listing**

APN	Levy
572-013-006	13.84
572-013-007	13.84
572-013-008	13.84
572-014-001	13.84
572-014-002	13.84
572-014-003	13.84
572-014-004	13.84
572-014-005	13.84
572-014-007	13.84
572-014-008	13.84
572-014-009	13.84
572-014-016	13.84
572-021-001	0.00
572-021-002	13.84
572-021-003	13.84
572-021-004	13.84
572-021-005	13.84
572-021-006	13.84
572-021-007	13.84
572-021-008	13.84
572-021-009	13.84
572-022-001	13.84
572-022-002	13.84
572-022-003	13.84
572-022-004	13.84
572-022-005	13.84
572-022-006	13.84
572-022-009	13.84
572-022-010	13.84
572-022-013	21.26
572-022-014	13.84
572-022-015	13.84
572-022-016	13.84
572-022-017	13.84
572-023-001	13.84
572-023-002	13.84
572-023-003	13.84
572-023-004	13.84
572-023-005	13.84
572-023-006	13.84
572-023-007	13.84
572-023-008	13.84
572-024-001	13.84
572-024-002	13.84
572-024-003	21.26
572-024-004	13.84
572-024-005	13.84
572-024-006	13.84
572-024-007	13.84

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APN	Levy
572-024-008	13.84
572-024-009	13.84
572-024-010	13.84
572-025-001	13.84
572-025-002	13.84
572-025-003	13.84
572-025-004	13.84
572-025-005	13.84
572-025-006	13.84
572-025-007	13.84
572-025-008	13.84
572-025-009	13.84
572-026-001	13.84
572-026-002	13.84
572-026-003	13.84
572-026-004	13.84
572-026-005	13.84
572-026-006	13.84
572-026-007	13.84
572-026-008	13.84
572-026-009	13.84
572-026-010	13.84
572-026-011	13.84
572-026-012	13.84
572-026-013	13.84
572-026-014	13.84
572-026-015	13.84
572-026-016	13.84
572-026-017	13.84
572-026-018	13.84
572-027-001	13.84
572-027-002	13.84
572-027-003	13.84
572-027-004	13.84
572-027-005	13.84
572-027-006	13.84
572-027-007	13.84
572-027-008	13.84
572-027-009	13.84
572-027-010	13.84
572-027-011	13.84
572-027-012	13.84
572-028-001	13.84
572-028-002	13.84
572-028-003	13.84
572-028-004	13.84
572-028-005	13.84
572-028-006	13.84
572-028-007	13.84

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APN	Levy
572-028-008	13.84
572-028-009	13.84
572-028-010	13.84
572-028-011	21.26
572-029-006	0.00
572-029-007	13.84
572-029-008	13.84
572-029-009	13.84
572-029-011	21.26
572-029-012	13.84
572-031-001	13.84
572-031-002	13.84
572-031-003	13.84
572-032-001	13.84
572-032-002	13.84
572-032-003	13.84
572-032-004	13.84
572-032-005	13.84
572-032-006	13.84
572-032-007	13.84
572-032-008	13.84
572-032-010	13.84
572-032-012	13.84
572-032-014	13.84
572-032-016	13.84
572-032-017	13.84
572-032-018	0.00
572-032-020	13.84
572-032-023	13.84
572-032-024	13.84
572-032-025	13.84
572-033-003	13.84
572-033-005	13.84
572-033-006	13.84
572-033-007	13.84
572-033-008	13.84
572-033-009	13.84
572-034-004	13.84
572-034-005	13.84
572-034-006	13.84
572-034-007	13.84
572-034-010	13.84
572-034-011	13.84
572-034-012	13.84
572-034-014	13.84
572-034-015	13.84
572-034-016	13.84
572-034-017	13.84
572-034-018	0.00

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APN	Levy
572-040-012	0.00
572-050-001	13.84
572-050-002	13.84
572-050-005	13.84
572-050-009	13.84
572-050-013	13.84
572-050-016	13.84
572-050-017	13.84
572-050-020	13.84
572-050-021	13.84
572-050-022	13.84
572-050-023	13.84
572-050-024	13.84
572-050-025	0.00
572-050-026	0.00
572-060-008	13.84
572-060-009	13.84
572-060-010	13.84
572-060-011	13.84
572-060-012	13.84
572-060-013	13.84
572-060-016	13.84
572-060-017	13.84
572-060-018	13.84
572-060-026	13.84
572-060-027	13.84
572-060-028	13.84
572-060-029	13.84
572-060-030	13.84
572-060-031	13.84
572-060-032	27.70
572-070-001	13.84
572-070-002	13.84
572-070-003	13.84
572-070-011	13.84
572-070-013	13.84
572-070-014	13.84
572-070-015	13.84
572-070-016	27.70
572-070-019	13.84
572-070-020	0.00
572-080-005	0.00
572-080-007	13.84
572-080-008	13.84
572-080-009	13.84
572-080-016	13.84
572-080-017	0.00
572-080-018	13.84
572-080-023	13.84

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APN	Levy
572-080-024	13.84
572-080-025	13.84
572-080-026	13.84
572-080-028	13.84
572-080-029	0.00
572-080-030	13.84
572-080-031	0.00
572-080-035	13.84
572-080-036	13.84
572-090-001	13.84
572-090-002	13.84
572-090-003	13.84
572-090-004	13.84
572-090-005	13.84
572-090-006	13.84
572-090-007	13.84
572-090-008	13.84
572-090-009	13.84
572-090-010	13.84
572-090-011	13.84
572-090-012	13.84
572-090-013	13.84
572-090-014	13.84
572-090-015	13.84
572-090-016	13.84
572-090-017	13.84
572-090-018	13.84
572-090-019	13.84
572-100-001	13.84
572-100-002	13.84
572-100-003	13.84
572-100-004	13.84
572-100-005	13.84
572-100-006	13.84
572-100-007	13.84
572-100-008	0.00
572-100-009	13.84
572-100-010	13.84
572-100-011	13.84
572-100-012	13.84
572-100-013	13.84
572-100-014	13.84
572-100-015	13.84
572-100-016	13.84
572-100-017	13.84
572-100-018	13.84
572-110-001	13.84
572-110-002	13.84
572-110-003	13.84

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APN	Levy
572-110-004	13.84
572-110-005	13.84
572-110-006	13.84
572-110-007	13.84
572-110-008	13.84
572-110-009	13.84
572-110-010	13.84
572-110-011	13.84
572-110-012	13.84
572-110-013	13.84
572-110-014	13.84
572-110-015	13.84
572-110-016	13.84
572-110-017	13.84
572-110-018	13.84
572-110-019	13.84
572-110-020	13.84
572-110-021	13.84
572-110-022	13.84
572-110-023	13.84
572-110-024	13.84
572-110-025	13.84
572-110-029	13.84
572-121-003	13.84
572-121-004	13.84
572-121-005	13.84
572-121-006	13.84
572-121-007	13.84
572-121-008	13.84
572-122-001	13.84
572-122-002	13.84
572-122-003	13.84
572-122-004	13.84
572-122-005	13.84
572-122-006	13.84
572-122-007	13.84
572-122-008	13.84
572-122-009	13.84
572-122-010	13.84
572-122-011	13.84
572-123-001	13.84
572-123-002	13.84
572-123-003	13.84
572-123-004	13.84
572-124-001	13.84
572-124-002	13.84
572-124-003	13.84
572-124-004	13.84
572-124-005	13.84

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APN	Levy
572-124-006	13.84
572-124-007	13.84
572-124-008	13.84
572-124-009	13.84
572-124-010	13.84
572-124-011	13.84
572-124-012	13.84
572-124-013	13.84
572-124-014	13.84
572-124-015	13.84
572-124-016	13.84
572-124-017	13.84
572-124-018	13.84
572-130-001	13.84
572-130-002	13.84
572-130-003	13.84
572-130-004	13.84
572-130-005	13.84
572-130-006	13.84
572-130-007	13.84
572-130-008	13.84
572-130-009	13.84
572-130-010	13.84
572-130-011	13.84
572-130-012	13.84
572-130-013	13.84
572-130-014	13.84
572-130-015	13.84
572-130-016	13.84
572-130-017	13.84
572-130-018	13.84
572-130-019	13.84
572-130-020	13.84
572-130-021	13.84
572-130-022	13.84
572-130-023	13.84
572-130-024	13.84
572-130-025	13.84
572-130-026	13.84
572-130-027	13.84
572-130-028	13.84
572-130-029	13.84
572-130-030	13.84
572-140-001	13.84
572-140-002	13.84
572-140-004	13.84
572-140-005	13.84
572-140-006	13.84
572-140-007	13.84



**Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District**

**2010/11 Parcel Listing**

APN	Levy
572-140-008	13.84
572-140-009	13.84
572-140-010	13.84
572-140-011	13.84
572-140-012	13.84
572-140-013	13.84
572-140-014	13.84
572-140-015	13.84
572-140-016	13.84
572-140-017	13.84
572-140-018	13.84
572-140-019	13.84
572-140-022	13.84
572-140-025	13.84
572-140-027	13.84
572-140-028	13.84
572-150-001	13.84
572-150-002	13.84
572-150-003	13.84
572-150-004	13.84
572-150-005	13.84
572-150-006	13.84
572-150-007	13.84
572-150-008	13.84
572-150-009	13.84
572-150-010	13.84
572-150-011	13.84
572-150-012	13.84
572-150-013	13.84
572-150-015	13.84
572-150-016	13.84
572-150-017	13.84
572-150-018	13.84
572-150-019	13.84
572-150-020	13.84
572-150-021	13.84
572-150-022	13.84
572-150-023	13.84
572-150-024	13.84
572-150-025	13.84
572-150-026	13.84
572-150-027	13.84
572-150-028	13.84
572-150-029	13.84
572-150-030	13.84
572-150-031	13.84
572-160-001	13.84
572-160-002	13.84
572-160-003	13.84

**Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District**

**2010/11 Parcel Listing**

APN	Levy
572-160-004	13.84
572-160-005	13.84
572-160-006	13.84
572-160-010	13.84
572-160-011	13.84
572-160-012	13.84
572-160-013	27.70
572-160-014	13.84
572-160-015	13.84
572-160-016	13.84
572-160-018	13.84
572-160-023	13.84
572-160-024	13.84
572-160-025	13.84
572-160-026	13.84
572-160-027	27.70
572-160-028	13.84
572-160-029	13.84
572-160-030	13.84
572-160-032	13.84
572-170-001	13.84
572-170-002	13.84
572-170-003	13.84
572-170-004	13.84
572-170-005	13.84
572-170-006	13.84
572-170-007	13.84
572-170-008	13.84
572-170-009	13.84
572-170-011	13.84
572-170-012	13.84
572-170-013	13.84
572-170-014	13.84
572-170-015	13.84
572-170-016	13.84
572-170-017	13.84
572-170-018	13.84
572-170-019	13.84
572-170-020	13.84
572-170-021	13.84
572-170-022	13.84
572-170-023	13.84
572-170-024	13.84
572-170-025	13.84
572-170-026	13.84
572-170-027	27.70
572-170-028	13.84
572-170-029	13.84
572-170-030	13.84

**Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District**

**2010/11 Parcel Listing**

APN	Levy
572-170-031	13.84
572-170-032	13.84
572-170-033	13.84
572-170-034	13.84
572-170-035	13.84
572-170-037	13.84
572-170-038	13.84
572-170-039	13.84
572-170-040	13.84
572-170-041	13.84
572-170-042	13.84
572-170-043	13.84
572-181-002	13.84
572-181-003	13.84
572-181-004	27.70
572-181-005	13.84
572-181-006	13.84
572-181-007	13.84
572-181-008	13.84
572-181-009	13.84
572-181-010	13.84
572-181-011	27.70
572-181-013	13.84
572-181-014	13.84
572-181-015	13.84
572-181-016	13.84
572-181-017	13.84
572-181-019	13.84
572-181-020	13.84
572-181-022	13.84
572-181-023	13.84
572-181-024	13.84
572-181-025	13.84
572-181-026	13.84
572-181-027	13.84
572-181-029	13.84
572-181-030	13.84
572-181-031	13.84
572-181-032	13.84
572-181-033	13.84
572-181-034	27.70
572-181-035	13.84
572-181-036	0.00
572-181-037	13.84
572-181-038	13.84
572-181-039	13.84
572-181-040	13.84
572-182-001	13.84
572-182-002	13.84

**Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District**

**2010/11 Parcel Listing**

APN	Levy
572-182-003	13.84
572-182-004	21.26
572-182-007	13.84
572-182-008	13.84
572-182-009	13.84
572-182-010	13.84
572-182-013	13.84
572-182-014	13.84
572-182-015	13.84
572-182-016	13.84
572-182-017	13.84
572-190-001	13.84
572-190-002	13.84
572-190-003	13.84
572-190-004	13.84
572-190-005	13.84
572-190-006	13.84
572-190-007	13.84
572-190-008	13.84
572-190-009	13.84
572-190-010	13.84
572-190-011	13.84
572-190-012	13.84
572-190-013	13.84
572-201-002	13.84
572-201-003	13.84
572-201-004	13.84
572-201-005	13.84
572-201-006	13.84
572-201-007	13.84
572-201-008	13.84
572-201-009	13.84
572-201-010	13.84
572-201-011	13.84
572-201-012	13.84
572-201-013	13.84
572-201-014	13.84
572-201-015	13.84
572-201-016	13.84
572-201-019	13.84
572-201-020	13.84
572-201-021	0.00
572-202-004	13.84
572-202-005	13.84
572-202-006	13.84
572-202-007	13.84
572-202-008	13.84
572-202-009	13.84
572-202-010	13.84

Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District

2010/11 Parcel Listing

APN	Levy
572-202-012	13.84
572-202-013	13.84
572-202-014	13.84
572-202-015	13.84
572-202-016	13.84
572-202-020	13.84
572-202-023	13.84
572-202-024	13.84
572-202-025	13.84
572-202-026	13.84
572-202-027	13.84
572-202-029	13.84
572-202-032	13.84
572-203-001	13.84
572-203-002	13.84
572-203-003	13.84
572-203-004	13.84
572-203-007	13.84
572-203-008	13.84
572-203-009	13.84
572-203-010	13.84
572-203-011	13.84
572-203-012	0.00
572-203-013	13.84
572-203-014	13.84
572-203-015	13.84
572-203-016	13.84
572-203-017	13.84
572-203-018	13.84
572-203-019	13.84
572-203-020	13.84
572-203-021	13.84
572-203-022	13.84
572-203-023	13.84
572-203-024	13.84
572-203-025	13.84
572-203-028	0.00
572-203-029	13.84
572-204-001	13.84
572-204-002	13.84
572-204-003	13.84
572-204-004	13.84
572-204-005	13.84
572-204-006	13.84
572-204-007	13.84
572-204-008	13.84
572-204-009	13.84
572-204-010	13.84
572-204-011	13.84

**Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District**

**2010/11 Parcel Listing**

APN	Levy
572-204-012	13.84
572-204-013	13.84
572-204-014	13.84
572-204-015	13.84
572-204-016	13.84
572-204-017	13.84
572-204-018	13.84
572-204-019	13.84
572-204-020	13.84
572-210-001	0.00
572-210-002	13.84
572-221-001	13.84
572-221-002	13.84
572-221-003	13.84
572-221-004	13.84
572-221-005	13.84
572-221-006	13.84
572-222-003	13.84
572-222-004	13.84
572-222-005	13.84
572-222-006	13.84
572-222-007	13.84
572-222-008	13.84
572-222-009	13.84
572-222-010	13.84
572-222-011	13.84
572-222-012	13.84
572-222-013	13.84
572-222-014	13.84
572-222-015	13.84
572-222-016	13.84
572-222-017	13.84
572-222-018	13.84
572-222-019	13.84
572-222-020	13.84
572-222-021	13.84
572-222-022	13.84
572-222-025	0.00
572-222-026	13.84
572-231-001	13.84
572-231-002	13.84
572-231-003	13.84
572-231-004	13.84
572-231-005	13.84
572-231-006	13.84
572-231-007	13.84
572-231-008	13.84
572-231-009	13.84
572-231-010	0.00

**Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District**

**2010/11 Parcel Listing**

APN	Levy
572-231-011	13.84
572-231-012	13.84
572-231-013	13.84
572-231-014	13.84
572-231-015	13.84
572-231-016	13.84
572-231-017	13.84
572-231-018	13.84
572-231-019	13.84
572-231-020	13.84
572-231-021	13.84
572-231-022	13.84
572-231-023	13.84
572-231-024	13.84
572-231-025	13.84
572-231-026	13.84
572-231-027	13.84
572-231-028	13.84
572-231-029	13.84
572-232-001	13.84
572-232-002	13.84
572-232-003	13.84
572-232-004	13.84
572-232-005	13.84
572-232-006	13.84
572-232-007	13.84
572-232-008	13.84
572-232-009	13.84
572-232-010	13.84
572-232-011	13.84
572-232-012	13.84
572-232-013	13.84
572-232-014	13.84
572-232-015	13.84
572-232-016	13.84
572-232-017	13.84
572-232-018	13.84
572-232-019	13.84
572-232-020	13.84
572-232-021	13.84
572-232-022	13.84
572-232-023	13.84
572-232-024	13.84
572-232-025	13.84
572-232-026	13.84
572-233-001	13.84
572-233-002	13.84
572-233-003	13.84
572-233-004	13.84

**Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District**

**2010/11 Parcel Listing**

APN	Levy
572-233-005	13.84
572-233-006	13.84
572-233-007	13.84
572-233-008	13.84
572-233-009	13.84
572-233-010	13.84
572-233-011	13.84
572-233-012	13.84
572-233-013	13.84
572-233-014	13.84
572-233-015	13.84
572-233-016	13.84
572-234-001	13.84
572-234-002	13.84
572-234-003	13.84
572-234-004	13.84
572-234-005	13.84
572-234-006	13.84
572-234-007	13.84
572-240-001	0.00
572-240-009	0.00
572-240-010	0.00
572-240-011	0.00
573-091-002	13.84
573-091-003	13.84
573-091-004	13.84
573-091-007	13.84
573-091-008	13.84
573-091-009	13.84
573-092-001	13.84
573-092-002	13.84
573-092-003	13.84
573-092-004	13.84
573-093-001	13.84
573-093-002	13.84
573-093-003	13.84
573-093-004	13.84
573-093-005	13.84
573-093-006	13.84
573-093-007	13.84
573-093-008	13.84
573-093-009	13.84
573-093-011	13.84
573-093-012	13.84
573-093-013	13.84
573-093-014	13.84
573-093-015	13.84
573-093-016	13.84
573-093-017	13.84



Kensington Police Protection and Community Services District  
County of Contra Costa, California  
Kensington Park Assessment District

2010/11 Parcel Listing

APN	Levy
573-093-018	0.00
	\$31,127.64

# NEW BUSINESS

#3 - General Manager Greg Harman will present the Board Resolution 2010-04, initiating proceedings for the levy and collection of assessments for the Kensington Park Assessment District for Fiscal Year 2010/2011, for discussion and Board action.

RESOLUTION NO. 2010-04

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT,  
INITIATING PROCEEDINGS FOR THE LEVY AND COLLECTION OF ASSESSMENTS FOR  
THE KENSINGTON PARK ASSESSMENT DISTRICT  
FOR FISCAL YEAR 2010/11**

The Board of Directors of the Kensington Police Protection and Community Services District (hereafter referred to as the "Board of Directors") does resolve as follows:

**WHEREAS**, the Board of Directors previously completed its proceedings in accordance with and pursuant to the Landscaping and Lighting Act of 1972, Part 2, Division 15 of the California Streets and Highways Code (commencing with Section 22500) (the "Act") to establish the Kensington Park Assessment District (the "Assessment District"); and

**WHEREAS**, the Board of Directors has retained NBS for the purpose of assisting with the annual levy of the Assessment District, and the preparation and filing of an Annual Report.

**NOW, THEREFORE BE IT RESOLVED, DETERMINED, AND ORDERED BY THE BOARD OF DIRECTORS, AS FOLLOWS:**

1. **Annual Report:** The Board of Directors hereby orders NBS to prepare and file with the Secretary of the Board of Directors the Annual Report concerning the levy and collection of assessments within the Assessment District for the fiscal year commencing July 1, 2010 and ending June 30, 2011.
2. **New Improvements or Changes to Existing Improvements:** There are no changes to existing improvements nor are there any items being added to the list of improvements previously approved at the formation of the Assessment District.

PASSED AND ADOPTED by the Board of Directors of the Kensington Police Protection and Community Services District on \_\_\_\_\_, the \_\_\_\_ day of \_\_\_\_\_, 2010, by the following vote to wit:

AYES:

\_\_\_\_\_  
Chuck Toombs, President

NOES:

\_\_\_\_\_  
Pat McLaughlin, Vice President

ABSENT:

\_\_\_\_\_  
Bill Wright, Director

\_\_\_\_\_  
John Stein, Director

\_\_\_\_\_  
Cathie Kosel, Director

I HEREBY CERTIFY the foregoing resolution was duly and regularly adopted by the Board of Directors of the Kensington Police Protection and Community Services District at the regular meeting of said Board held on \_\_\_\_\_, the \_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
District Secretary

# NEW BUSINESS

#4 - General Manager Greg Harman will present the Board Resolution 2010-05, declaring its intention to levy and collect assessments for the Kensington Park Assessment District for Fiscal Year 2010/2011, for discussion and Board action.

2010-05  
RESOLUTION NO.

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT,  
DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS FOR  
THE KENSINGTON PARK ASSESSMENT DISTRICT  
FOR FISCAL YEAR 2010/11**

The Board of Directors of the Kensington Police Protection and Community Services District (hereafter referred to as the "Board of Directors") does resolve as follows:

**WHEREAS**, the Board of Directors previously completed its proceedings in accordance with and pursuant to the Landscaping and Lighting Act of 1972, Part 2, Division 15 of the California Streets and Highways Code (commencing with Section 22500) (the "Act") to establish the Kensington Park Assessment District (the "Assessment District"); and

**WHEREAS**, the Board of Directors has retained NBS for the purpose of assisting with the annual levy of the Assessment District, and the preparation and filing of an Annual Report.

**NOW, THEREFORE BE IT RESOLVED, DETERMINED, AND ORDERED BY THE BOARD OF DIRECTORS, AS FOLLOWS:**

1. **Intention:** The Board of Directors hereby declares its intention to levy and collect assessments within the Assessment District to pay the costs of the Improvements for the fiscal year commencing July 1, 2010 and ending June 30, 2011. The Board of Directors finds that the public's best interest requires such action.
2. **Improvements:** The improvements within the District include, but are not limited to: the operating, maintaining and servicing of all public landscaping improvements, consisting of landscaping and grass. Operating, maintaining and servicing include, but are not limited to: personnel, materials, electrical energy and water. Services provided include all necessary service, operations, administration and maintenance required to keep the improvements in a healthy, vigorous, and satisfactory condition.
3. **Assessment District Boundaries:** The boundaries of the Assessment District are as shown by the assessment diagram filed in the offices of the Secretary, which map is made a part hereof by reference.
4. **Annual Report:** Reference is made to the Annual Report prepared by NBS, on file with the Secretary, for a full and detailed description of the improvements, the boundaries of the Assessment District and the zones therein, and the proposed assessments upon assessable lots and parcels of land within the Assessment District.
5. **Notice of Public Hearing:** The Board of Directors hereby declares its intention to conduct a Public Hearing concerning the levy of assessments in accordance with Section 22629 of the Act. All objections to the assessment, if any, will be considered by the Board of Directors. The Public Hearing will be held on **Thursday May 13, 2010 at 7:00 pm** or as soon thereafter as is feasible in the meeting place of the Board of Directors located at 59 Arlington Avenue, Kensington, CA. The Board of Directors further orders the Secretary to publish notice of this resolution in accordance with Section 22626 of the Act.
6. **Increase of Assessment:** The maximum assessment is not proposed to increase from the previous year above that previously approved by the property owners (as "increased assessment" is defined in Section 54954.6 of the Government Code).

PASSED AND ADOPTED by the Board of Directors of the Kensington Police Protection and Community Services District on \_\_\_\_\_, the \_\_\_\_ day of \_\_\_\_\_, 2010, by the following vote to wit:

AYES:

\_\_\_\_\_  
Chuck Toombs, President

NOES:

\_\_\_\_\_  
Pat McLaughlin, Vice President

ABSENT:

\_\_\_\_\_  
Bill Wright, Director

\_\_\_\_\_  
John Stein, Director

\_\_\_\_\_  
Cathie Kosel, Director

I HEREBY CERTIFY the foregoing resolution was duly and regularly adopted by the Board of Directors of the Kensington Police Protection and Community Services District at the regular meeting of said Board held on \_\_\_\_\_, the \_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
District Secretary

# NEW BUSINESS

#5 - General Manager Greg Harman will present the Board an agreement and election of (Resolution 2010-07) the Kensington Police Protection and Community Services District to prefund other post employment benefits through CalPERS for discussion and Board action.



# Memorandum

Kensington Police Department



**To:** KPPCSD Board of Directors

APPROVED      YES      NO

**From:** Gregory E. Harman, General Manager

\_\_\_\_\_

**Date:** Thursday, April 01, 2010

FORWARDED TO:

\_\_\_\_\_

**Subject:** New Business Item #5 Resolution 2010-07 CalPERS CERBT Funding

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In 2008, the District entered into an agreement with Nicolay Consulting to provide the actuarial valuation of the Kensington Police Protection and Community Services District postemployment healthcare plan (GASB 45). The report was completed on September 22, 2008, with the results of the July 1, 2008 actuarial valuation, and accepted by the Board at the October 2008 KPPCSD Board meeting.

On November 5, 2009, the Finance Committee met and held discussions to recommend to the Board the alternative avenues for maintaining our funding for GASB 45 requirements. After discussing the options of funding through either CalPERS or PARS, the Finance Committee made the recommendation to fund our postemployment healthcare benefits with CalPERS.

An overview of the California Employers' Retirement Benefit Trust (CERBT) from their website:

"The California Employers' Retiree Benefit Trust (CERBT) Fund is a Section 115 Trust - set up for the purpose of receiving employer contributions that will prefund health and other post-employment benefit costs for retirees and their beneficiaries. By joining this trust fund, California public employers can help finance future costs in large part from the investment earnings provided by CalPERS. Just as earnings from invested retirement contributions cover \$3 of every \$4 spent in pension benefits, this trust is expected to generate significant revenues to apply toward OPEB obligations.

Why prefund our postretirement healthcare liabilities?

- Prefunding enables you to make actuarially determined periodic contributions to partially or completely fund your future obligations
- Earnings on assets reduce employer contributions
- Investment return assumptions, known as discount rate assumptions, will be higher, making the annual required contribution and unfunded liability lower
- May prevent your net OPEB obligation from becoming a significant liability on your balance sheet
- Can contribute to a positive credit rating
- Enhances financial security for retirees

As of February 24, 2010, 221 agencies have contracted with CalPERS to participate in the California Employers' Retiree Benefit Trust (CERBT) Fund. This list includes 71 cities or towns, 10 counties, 21 schools or offices of education, two courts, as well as a number of special districts. I am attaching a listing of those agencies to this memo for review.

Some of the benefits of investing with CalPERS are as follows:

- Over 75 years experience in administering employer-sponsored plans  
They have administered pension plans for public employees since 1932.
- They have a history of exceptional risk-adjusted investment performance

CalPERS is the largest public pension system in the U.S., managing assets for more than 3,000 California employers.

- Low Total Cost

The California Employers Retiree Benefits Trust (CERBT) is a public sector, not-for-profit OPEB service provider, operating in a competitive marketplace. The CERBT will provide trust administration and investment management for a lower cost.

The CERBT is a self-funded program, in which the participating employers pay for the program costs. In this regard, the CERBT is exactly like the Public Employees Retirement Fund (PERF). Fees vary from year to year and are determined at the end of the operating year.

As an agency of the State of California, CalPERS is required to cover all operational costs and to retain NO profit. As part of our agency mission, CalPERS seeks to provide the lowest cost service to all participating agencies, irrespective of size or financial

resources. For these reasons, the CalPERS OPEB trust is organized to charge a single cost rate to all participating agencies. The cost charged to participating employers is based on the average daily balance of assets. Although costs will vary from year to year, generally as the trust assets continue to grow, the annual cost rate charged to each participating employer should decrease. During the first two years of CERBT operation, the total cost to participating employers was less than 10 basis points per year. As the CERBT program matures, we expect the average annual total cost to be about 20 basis points.

Program Costs are compiled at the year end and charged to the CERBT program. These costs include items like investment management, legal, actuarial, and accounting costs and are allocated to each employer based on the average daily balance of assets held throughout the entire year. Since CalPERS will not know the total actual costs until the end of each year, and because the allocation of those costs is based on the average daily balances of all assets contained within the CERBT fund, the actual cost rate will not be known until the end of the year.

There are no outside investment or administrative costs. All costs charged to the CERBT are controlled under the budgetary processes in place at CalPERS and are closely monitored. There will be no separate charges for administration, trust management, or investment management. The costs for all of these activities are included.

What keeps the CERBT from overcharging the participating employers? Competition; public sector law and regulations; active oversight from an Administrative Board, the composition of which is set by statute to represent all stakeholders; the institutional transparency legally required of public governance meetings and public records; and the fact that CalPERS cannot retain a profit."

The expected CalPERS discount rate is 7.75%, and that number is net of all costs. This was the same discount rate used by Nicolay Consulting in providing our actuarial. Our present value of future postretirement healthcare benefits based on a 7.75% discount rate as of July 1, 2008 was:

Active employees	\$497,189
Retirees, Spouses, and Surviving Spouses	\$1,730,160
Actuarial Accrued Liability (AAL)	\$2,227,349

Our full Annual Required Contribution (ARC) would be \$226,257, however, the Finance Committee has recommended that the District pay a partial ARC of \$120,000 for

retirees and continue to pay "as you go" for our active members. This \$120,000 payment has been budgeted for in the 2009/2010 Fiscal Year Budget.

I have attached a copy of the February 28, 2010 CalPERS CERBT Fund report for review.

I am recommending that the Board take action to approve Resolution 2010-07 and to instruct me to proceed with the funding of the District's postretirement healthcare benefits through CalPERS.

Gregory E. Harman

General Manager

# CalPERS CERBT Fund

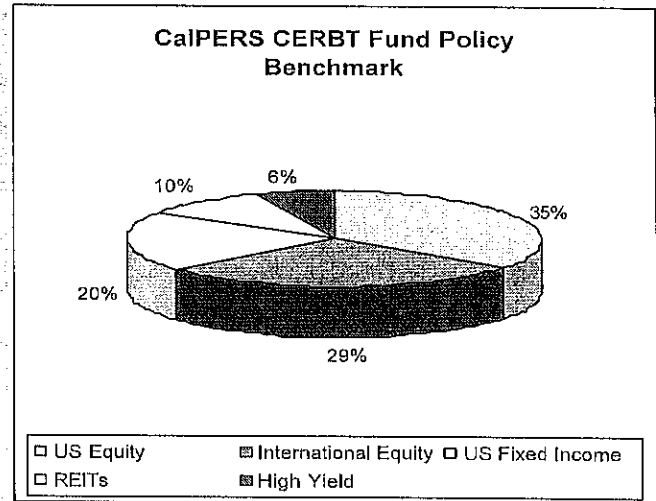
California Employers' Retiree Benefit Trust



February 28, 2010

## California Employers' Retiree Benefit Trust (CERBT) Fund

The purpose of the CalPERS CERBT Fund (the Fund) is to provide California government employers with a trust through which they may pre-fund retiree medical costs and other post-employment benefits. The objective of the Fund is to seek favorable returns that reflect the broad investment performance of the financial markets through moderate capital appreciation and reasonable investment income. The Fund provides opportunities for long-term growth of capital balanced with stable income. The Fund utilizes the concept of diversification through asset allocation. It is designed to carry a lower level of risk than a portfolio consisting entirely of common stocks. There is no guarantee the Fund will achieve its investment objective. The Fund's benchmark is the CalPERS CERBT Fund Policy Benchmark.



## Strategy

The Fund is managed in accordance with the approved target asset class allocations and is strategically designed for a moderate balance between stocks and bonds. Stocks help build the value of your portfolio over the long term while bonds provide income and stability of principal. The fund also invests in other asset classes for diversification.

## Composition

This portfolio is managed according to a pre-defined asset allocation strategy consisting of CalPERS internally managed funds as follows:

Target Asset Class Allocations	
U.S. Equity	35%
International Equity	29%
U.S. Fixed Income	20%
Real Estate Investment Trusts (REITs)	10%
High Yield	6%
Cash	0%

## Performance as of February 28, 2010

Past performance does not indicate future results.	Fund Portfolio Gross Return	CalPERS CERBT Fund Policy Benchmark Gross Return
3 Months	0.24%	-0.21%
Fiscal YTD (7/1-6/30)	19.73%	18.55%
1 Year	50.49%	48.70%

## Portfolio Manager Information

Since the inception of the Public Employees' Retirement Fund in the 1930s, investments by CalPERS have provided income (in the form of interest, dividends, and capital gains) to meet the retirement and health needs of its members. The Fund is managed by CalPERS Investment Office staff

## About the Fund's Benchmark

The Fund's benchmark is a custom index consisting of broad-based market indexes representing the strategy of each of the fund's underlying investments. Each index is assigned the target weight for the strategy it represents.

## What Employers Own

You own units of the Fund's portfolio that invests in accordance with the approved strategic asset allocation. You do not have direct ownership of the securities in the portfolio.

# CalPERS CERBT Fund



California Employers' Retirement Benefit Trust

February 28, 2010

## Price

The unit value of the Fund changes daily, based upon the market value of the underlying securities. Just as prices in individual securities fluctuate, the Fund's unit value changes with market conditions.

## Information Accessibility

Since the Fund is not a mutual fund, information is not available from a newspaper source. Instead, the Plan's Administrator provides quarterly statements and an annual statement of your account.

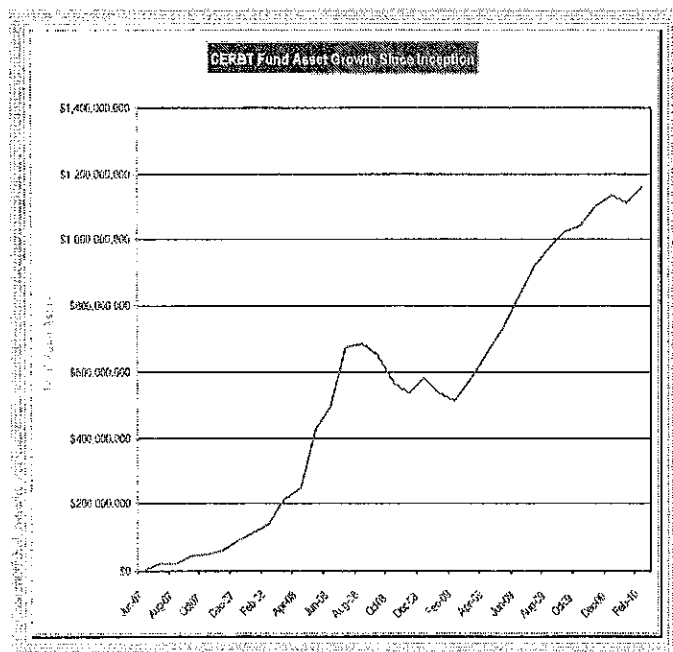
## Prospectus Information

The Fund consists of assets managed in a separate account, specifically for CalPERS. Because it is not a mutual fund, a prospectus is not available. This summary is designed to provide descriptive information.

## Fund Assets: as of February 28, 2010

Total Assets under management in the Fund is \$1,156,087,000.

## Assets Under Management Chart



## Fees

The CERBT is a self-funded program, in which the participating employers pay for the program costs. The cost charged to participating employers is based on the average daily balance of assets. Although costs will vary from year to year, generally as the trust assets continue to grow, the annual cost rate charged to each participating employer should decrease. During the first two years of CERBT operation, the total cost to participating employers was less than 0.10% per year. As the CERBT program matures, we expect the average annual total cost to be about 0.20%. Program costs are compiled at year end and charged to the CERBT program. These costs include items like investment management, legal, actuarial, and accounting costs and are allocated to each employer based on the average daily balance of assets held throughout the entire year. Since we won't know the total actual costs until the end of each year, and because the allocation of those costs is based on the average daily balances of all assets contained within the CERBT fund, the actual cost rate will not be known until the end of the year. There are no outside investment or administrative costs. All costs charged to the CERBT are controlled under the budgetary processes in place at CalPERS and are closely monitored. There will be no separate charges for administration, trust management, or investment management. The costs for all of these activities are included. The investment return and principal value of an investment will fluctuate so that an investor's units, when redeemed, may be worth more or less than their original cost. Current performance may be lower or higher than the performance data shown above.

For current performance information, including performance to the most recent month-end, investment policy, and detailed asset allocation, please visit our website at [www.calpers.ca.gov](http://www.calpers.ca.gov).



February 28, 2010

## Additional Disclosures

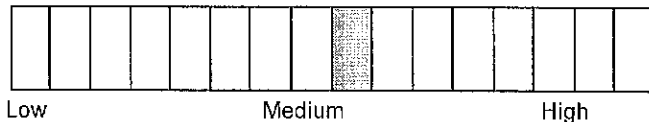
### Expenses

Expenses are an important aspect of investing. To pay for the administration and management of a fund, each investor is charged a fee, which is calculated as a percentage of the amount the investor has in the fund. Even if the fund loses money during a period, the fee is still charged. Although an annual fee may seem relatively small, its effect on performance over time can be substantial.

### A Note About the Fund's Risk

The Fund's risks depend in part on the fund's asset class allocations and the selection, weighting and risks of the underlying investments. The degree to which the following risks apply to a particular fund may vary according to the Fund's asset allocation: allocation risk, market risk, interest rate risk, credit risk, foreign risks such as political risk and principal loss.

### Risk Level



### Policy on Frequent Trading

CalPERS Frequent Trading Policy is an attempt to discourage excessive trading and address the tighter restrictions on retirement funds by regulators. Rather than charging frequent traders additional fees, trading may be subject to certain restrictions.

An investment in the Fund is not a bank deposit, and it is not insured or guaranteed by the Federal Deposit Insurance Corporation (FDIC) or any other government agency.

### What are the Fund's principal risks?

The degree to which the risks described below apply to a particular fund may vary according to the fund's asset allocation.

**Allocation Risk** – Each fund's ability to achieve its investment objective depends in part on the managers' skill in determining the funds' asset class allocations and in selecting and weighting the underlying funds. The managers' evaluations and assumptions regarding asset classes and underlying funds may differ from actual market conditions.

**Market Risk** – The value of a fund's shares will go up and down based on the performance of the underlying funds in which it invests. The value of the underlying funds' shares will, in turn, fluctuate based on the performance of the securities they own and other factors generally affecting the securities market.

**Interest Rate Risk** – Generally, when interest rates rise, the value of an underlying fund's fixed-income securities will decline. The opposite is true when interest rates decline.

**Credit Risk** – The value of an underlying fund's fixed-income securities will be affected adversely by any erosion in the ability of the issuers of these securities to make interest and principal payments as they become due.

**Foreign Risk** – Some of the underlying funds invest in foreign securities, which are generally riskier than U.S. securities. As a result, the funds are subject to foreign risk, meaning that political events (such as civil unrest, national elections and imposition of exchange controls), social and economic events (such as labor strikes and rising inflation), and natural disasters occurring in a country where the funds invest could cause the funds' investments in that country to experience gains or losses.

**Principal Loss** – At any given time your shares may be worth less than the price you paid for them. In other words, it is possible to lose money by investing in the funds.



This information is for: Public Agency Employer

[Employer Information](#) > [GASB 45 and California Employers' Retiree Benefit Trust Fund](#) > **List of Agencies Participating in the CERBT Fund**

## List of Agencies Participating in the CERBT Fund

As of February 24, 2010, these 221 agencies have contracted with CalPERS to participate in the California Employers' Retiree Benefit Trust (CERBT) Fund. This list includes 71 cities or towns, 10 counties, 21 schools or offices of education, two courts, as well as a number of special districts. Many more agencies are in the process of joining the CERBT, so we expect this list to continue to grow rapidly.

- ACWA/JPWA
- Acalanes Union High School District
- Alameda Corridor Transportation Authority
- Alameda County Congestion Management Agency
- Alameda County Waste Management Authority
- American Canyon Fire Protection District
- Aptos/La Selva Fire Protection District
- Association of Bay Area Governments
- Barstow Community College District
- Bay Area Air Quality Management District
- Belmont San Carlos Fire Department
- Big Bear Area Regional Wastewater Agency
- CA Authority of Racing Fairs
- California Fair Services Authority
- California Fairs Financing Authority
- Campbell Union Elementary School District
- Capitol Area Development Authority
- Carlsbad Municipal Water District
- Castaic Lake Water Agency
- Chino Valley Independent Fire District
- Chula Vista Elementary School District
- City of Agoura Hills
- City of American Canyon
- City of Anaheim
- City of Antioch
- City of Barstow
- City of Bellflower
- City of Belmont
- City of Bishop
- City of Buena Park
- City of Burbank
- City of Campbell
- City of Carlsbad
- City of Cerritos
- City of Concord
- City of Corona
- City of Downey
- City of Dublin



- City of Dublin
- City of El Cajon
- City of El Segundo
- City of Encinitas
- City of Hawaiian Gardens
- City of Hayward
- City of Huntington Beach
- City of Huntington Park
- City of Indian Wells
- City of Irwindale
- City of La Mesa
- City of La Mirada
- City of La Puente
- City of Live Oak
- City of Livermore
- City of Loma Linda
- City of Lompoc
- City of Los Banos
- City of Malibu
- City of Manhattan Beach
- City of Martinez
- City of Menlo Park
- City of Merced
- City of Milpitas
- City of Mission Viejo
- City of Moorpark
- City of Moreno Valley
- City of Mountain View
- City of Murrieta
- City of Newport Beach
- City of Norco
- City of Palm Desert
- City of Palo Alto
- City of Pismo Beach
- City of Paramount
- City of Rancho Mirage
- City of Redondo Beach
- City of Ridgecrest
- City of Salinas
- City of San Carlos
- City of San Diego
- City of San Gabriel
- City of San Luis Obispo
- City of Santa Fe Springs
- City of Seal Beach
- City of Shasta Lake
- City of Stanton
- City of Temecula
- City of Thousand Oaks
- City of Vacaville
- City of West Sacramento
- City of Woodlake
- Contra Costa Transportation Authority
- Cooperative Personnel Services
- Consumnes Community Services District
- County of Del Norte
- County of Monterey
- County of Nass

- County of Inyo
- County of Nevada
- County of Placer
- County of Riverside
- County of San Benito
- County of San Mateo
- County of Santa Clara
- County of Shasta
- County of Yolo Superior Court of CA
- Crestline Lake Arrowhead Water Agency
- Cucamonga Valley Water District
- Del Paso Manor Water District
- Del Puerto Water District
- Delta Vector Control District
- Denair Community Services District
- Dublin San Ramon Services District
- East Palo Alto Sanitary District
- El Dorado Hills Community Services District
- El Dorado Hills County Water District
- Enterprise Elementary School District
- Foothill De Anza Community College District
- Florin Resource Conservation District
- Fresno County Law Library
- Goleta Sanitary District
- Goleta West Sanitary District
- Grossmont Healthcare District
- Housing Authority of Santa Cruz County
- Indian Wells Valley Water District
- Ironhouse Sanitary District
- John Swett Unified School District
- Kensington Fire Protection District
- Kern County Housing Authority
- Las Virgenes Municipal Water District
- Lassen County Superior Court
- Leucadia Wastewater District
- Los Angeles Community College District
- Los Angeles County Sanitary District No. 2
- Marin Municipal Water District
- Metropolitan Transportation Commission
- Midpeninsula Regional Open Space District
- Mojave Water Agency
- Moulton Niguel Water District
- Mt. San Jacinto Community College
- Napa County Mosquito Abatement District
- Napa County Schools
- Nevada County Superior Court
- Nevada Irrigation District
- Newhall County Water District
- Nipomo Community Services District
- Northern California Power Agency
- Ojai Valley Sanitary District
- Oro Loma Sanitary District
- Otay Water District
- Padre Dam Municipal Water District
- Placer County Cemetery District #1
- Placer County Water Agency
- Placer County Transportation Planning Agency
- Port of Oakland

- PORT OF OAKLAND
- Public Agency Risk Sharing Authority of CA
- Rancho Cucamonga Fire Protection District
- Regional Water Authority
- Rincon Valley Fire Protection District
- Riverside County Flood Control and Water Conservation District
- Riverside County Regional Park and Open-Space District
- Riverside County Transportation Commission
- Riverside Transit Agency
- Rodeo-Hercules Fire District
- Sacramento Area Council of Governments
- Sacramento City Housing Authority
- Sacramento County Office of Education
- Sacramento Metropolitan Air Quality Management District
- Sacramento Municipal Utility District
- Sacramento Regional Transit Authority
- Sacramento Suburban Water District
- Sacramento-Yolo Mosquito and Vector Control District
- San Bernardino City Unified School District
- San Diego Association of Governments
- San Diego County Regional Airport Authority
- San Dieguito Water District
- San Francisco County Transportation Authority
- San Francisco Redevelopment Agency
- San Geronimo Pass Water Agency
- San Marcos Unified School District
- San Mateo County Transit District
- San Ramon Valley Fire Protection District
- San Ramon Valley Unified School District
- Santa Ana Watershed Project Authority
- Santa Clara County Health Authority
- Santa Clara Valley Water District
- Santa Cruz County Office of Education
- Santa Fe Irrigation District
- Santa Monica Community College District
- Shasta Mosquito & Vector Control District
- Siskiyou County Schools
- South Coast Water District
- South Placer Municipal Utility District
- South San Joaquin Irrigations District
- Southern California Association of Governments
- Stanislaus County Housing Authority
- State of California - California Highway Patrol
- Sweetwater Authority
- Tahoe City Public Utilities District
- Tahoe-Truckee Sanitation Agency
- Tamalpais Union High School District
- The State Bar of California
- Tiburon Fire Protection District
- Town of Corte Madera
- Town of Hillsborough
- Town of Los Altos Hills
- Town of Los Gatos
- Truckee Fire Protection District
- Truckee Donner Public Utilities District
- Truckee Sanitary District
- Tuolumne Utilities District

- Turlock Irrigation District
- Turlock Mosquito Abatement District
- Union Sanitary District
- Valley Center Water District
- Ventura County Transportation Commission
- Vista Irrigation District
- West Basin Municipal Water District
- West Valley Sanitation District of Santa Clara County
- Western County Riverside Regulation Conservation Authority
- Westlands Water District
- Yreka Union Elementary School District
- Yreka Union High School District
- Yuba County Water Agency

**Additional Resources**

[FAQs - California Employers' Retiree Benefit Trust Fund](#)

Dated: 02-24-2010

**CALIFORNIA EMPLOYER'S RETIREE BENEFIT TRUST PROGRAM ("CERBT")**

**AGREEMENT AND ELECTION OF  
the Kensington Police Protection  
and Community Services District**

**Resolution 2010-07**

**TO PREFUND OTHER POST EMPLOYMENT  
BENEFITS THROUGH CalPERS**

WHEREAS (1) Government Code Section 22940 establishes in the State Treasury the Annuitants' Health Care Coverage Fund for the prefunding of health care coverage for annuitants (Prefunding Plan); and

WHEREAS (2) The California Public Employees' Retirement System (CalPERS) Board of Administration (Board) has sole and exclusive control and power over the administration and investment of the Prefunding Plan (sometimes also referred to as CERBT), the purposes of which include, but are not limited to (i) receiving contributions from participating employers and establishing separate Employer Prefunding Accounts in the Prefunding Plan for the performance of an essential governmental function (ii) investing contributed amounts and income thereon, if any, in order to receive yield on the funds and (iii) disbursing contributed amounts and income thereon, if any, to pay for costs of administration of the Prefunding Plan and to pay for health care costs or other post employment benefits in accordance with the terms of participating employers' plans; and

WHEREAS (3) the Kensington Police Protection and Community Services District\_

(Employer) desires to participate in the Prefunding Plan upon the terms and conditions set by the Board and as set forth herein; and

WHEREAS (4) Employer may participate in the Prefunding Plan upon (i) approval by the Board and (ii) filing a duly adopted and executed Agreement and Election to Prefund Other Post Employment Benefits (Agreement) as provided in the terms and conditions of the Agreement; and

WHEREAS (5) The Prefunding Plan is a trust fund that is intended to perform an essential governmental function within the meaning of Section 115 of the Internal Revenue Code as an agent multiple-employer plan as defined in Governmental Accounting Standards Board (GASB) Statement No. 43 consisting of an aggregation of single-employer plans, with pooled administrative and investment functions;

NOW, THEREFORE, BE IT RESOLVED THAT EMPLOYER HEREBY MAKES THE FOLLOWING REPRESENTATION AND WARRANTY AND THAT THE BOARD AND EMPLOYER AGREE TO THE FOLLOWING TERMS AND CONDITIONS:

A. Representation and Warranty

Employer represents and warrants that it is a political subdivision of the State of California or an entity whose income is excluded from gross income under Section 115 (1) of the Internal Revenue Code.

B. Adoption and Approval of the Agreement; Effective Date; Amendment

(1) Employer's governing body shall elect to participate in the Prefunding Plan by adopting this Agreement and filing with the CalPERS Board a true and correct original or certified copy of this Agreement as follows:

Filing by mail, send to: CalPERS  
Constituent Relations Office  
CERBT (OPEB)  
P.O. Box 942709 Sacramento,  
CA 94229-2709

Filing in person, deliver to: CalPERS Mailroom  
Constituent Relations Office  
CERBT (OPEB)  
Attn: Employer Services Division  
400 Q Street  
Sacramento, CA 95811

(2) Upon receipt of the executed Agreement, and after approval by the Board, the Board shall fix an effective date and shall promptly notify Employer of the effective date of the Agreement.

(3) The terms of this Agreement may be amended only in writing upon the agreement of both CalPERS and Employer, except as otherwise provided herein. Any such amendment or modification to this Agreement shall be adopted and executed in the same manner as required for the Agreement. Upon receipt of the executed amendment or modification, the Board shall fix the effective date of the amendment or modification.

(4) The Board shall institute such procedures and processes as it deems necessary to administer the Prefunding Plan, to carry out the purposes of this Agreement, and to maintain the tax exempt status of the Prefunding Plan. Employer agrees to follow such procedures and processes.

### C. Other Post Employment Benefits (OPEB) Cost Reports and Employer Contributions

(1) Employer shall provide to the Board an OPEB cost report on the basis of the actuarial assumptions and methods prescribed by the Board. Such report shall be for the Board's use in financial reporting, and shall be prepared at least as often as the minimum frequency required by GASB 43. This OPEB cost report may be prepared as an actuarial valuation report or, if the employer is qualified under GASB 45 and 57, may be prepared as an Alternative Measurement Method (AMM) report.

- (a) Unless qualified under GASB 45 and 57 to provide an AMM report, Employer shall provide to the Board an actuarial valuation report. Such report shall be for the Board's use in financial reporting, and shall be prepared at least as often as the minimum frequency required by GASB 43 and 57, and shall be:
  - 1) prepared and signed by a Fellow or Associate of the Society of Actuaries who is also a Member of the American Academy of Actuaries or a person with equivalent qualifications acceptable to the Board;
  - 2) prepared in accordance with generally accepted actuarial practice and GASB 43,45 and 57; and,
  - 3) provided to the Board prior to the Board's acceptance of contributions for the valuation period or as otherwise required by the Board.
  
- (b) If qualified under GASB 45 and 57, Employer may provide to the Board an AMM report. Such report shall be for the Board's use in financial reporting, shall be prepared at least as often as the minimum frequency required by GASB 43 and 57, and shall be:
  - 1) affirmed by Employer's external auditor, or by a Fellow or Associate of the Society of Actuaries who is also a Member of the American Academy of Actuaries or a person with equivalent qualifications acceptable to the Board, to be consistent with the AMM process described in GASB 45;
  - 2) prepared in accordance with GASB 43, 45, and 57; and,
  - 3) provided to the Board prior to the Board's acceptance of contributions for the valuation period or as otherwise required by the Board.

(2) The Board may reject any OPEB cost report submitted to it, but shall not unreasonably do so. In the event that the Board determines, in its sole discretion, that

the OPEB cost report is not suitable for use in the Board's financial statements or if Employer fails to provide a required OPEB cost report, the Board may obtain, at Employer's expense, an OPEB cost report that meets the Board's financial reporting needs. The Board may recover from Employer the cost of obtaining such OPEB cost report by billing and collecting from Employer or by deducting the amount from Employer's account in the Prefunding Plan.

(3) Employer shall notify the Board of the amount and time of contributions which contributions shall be made in the manner established by the Board.

(4) Employer contributions to the Prefunding Plan may be limited to the amount necessary to fully fund Employer's actuarial present value of total projected benefits, as supported by the OPEB cost report acceptable to the Board. As used throughout this document, the meaning of the term "actuarial present value of total projected benefits" is as defined in GASB Statement No. 45. If Employer's contribution causes its assets in the Prefunding Plan to exceed the amount required to fully fund the actuarial present value of total projected benefits, the Board may refuse to accept the contribution.

(5) The minimum Employer contribution will be at least \$5000 or be equal to Employer's Annual Required Contribution, whichever is less, as that term is defined in GASB Statement No. 45. Contributions can be made at any time following the seventh day after the effective date of the Agreement provided that Employer has first complied with the requirements of Paragraph C.

#### D. Administration of Accounts, Investments, Allocation of Income

(1) The Board has established the Prefunding Plan as an agent plan consisting of an aggregation of single-employer plans, with pooled administrative and investment functions, under the terms of which separate accounts will be maintained for each employer so that Employer's assets will provide benefits only under employer's plan.

(2) All Employer contributions and assets attributable to Employer contributions shall be separately accounted for in the Prefunding Plan (Employer's Prefunding Account).

(3) Employer's Prefunding Account assets may be aggregated with prefunding account assets of other employers and may be co-invested by the Board in any asset classes appropriate for a Section 115 Trust.

(4) The Board may deduct the costs of administration of the Prefunding Plan from the investment income or Employer's Prefunding Account in a manner determined by the Board.

(5) Investment income shall be allocated among employers and posted to Employer's Prefunding Account as determined by the Board but no less frequently than annually.



(6) If Employer's assets in the Prefunding Plan exceed the amount required to fully fund the actuarial present value of total projected benefits, the Board, in compliance with applicable accounting and legal requirements, may return such excess to Employer.

#### E. Reports and Statements

(1) Employer shall submit with each contribution a contribution report in the form and containing the information prescribed by the Board.

(2) The Board shall prepare and provide a statement of Employer's Prefunding Account at least annually reflecting the balance in Employer's Prefunding Account, contributions made during the period and income allocated during the period, and such other information as the Board determines.

#### F. Disbursements

(1) Employer may receive disbursements not to exceed the annual premium and other costs of post employment health care benefits and other post employment benefits as defined in GASB 43.

(2) Employer shall notify CalPERS in writing in the manner specified by CalPERS of the persons authorized to request disbursements from the Prefunding Plan on behalf of Employer.

(3) Employer's request for disbursement shall be in writing signed by Employer's authorized representative, in accordance with procedures established by the Board. The Board may require that Employer certify or otherwise establish that the monies will be used for the purposes of the Prefunding Plan.

(4) Requests for disbursements that satisfy the requirements of paragraphs (2) and (3) that are received on or after the first of a month will be processed by the 15<sup>th</sup> of the following month. (For example, a disbursement request received on or between March 1st and March 31st will be processed by April 15th; and a disbursement request received on or between April 1 st and April 30th will be processed by May 15th.)

(5) CalPERS shall not be liable for amounts disbursed in error if it has acted upon the written instruction of an individual authorized by Employer to request disbursements. In the event of any other erroneous disbursement, the extent of CalPERS' liability shall be the actual dollar amount of the disbursement, plus interest at the actual earnings rate but not less than zero.

(6) No disbursement shall be made from the Prefunding Plan which exceeds the balance in Employer's Prefunding Account.

#### G. Costs of Administration

Employer shall pay its share of the costs of administration of the Prefunding Plan, as determined by the Board.

#### H. Termination of Employer Participation in Prefunding Plan

(1) The Board may terminate Employer's participation in the Prefunding Plan if:

- (a) Employer gives written notice to the Board of its election to terminate;
- (b) The Board finds that Employer fails to satisfy the terms and conditions of this Agreement or of the Board's rules or regulations.

(2) If Employer's participation in the Prefunding Plan terminates for any of the foregoing reasons, all assets in Employer's Prefunding Account shall remain in the Prefunding Plan, except as otherwise provided below, and shall continue to be invested and accrue income as provided in Paragraph D.

(3) After Employer's participation in the Prefunding Plan terminates, Employer may not make contributions to the Prefunding Plan.

(4) After Employer's participation in the Prefunding Plan terminates, disbursements from Employer's Prefunding Account may continue upon Employer's instruction or otherwise in accordance with the terms of this Agreement.

(5) After thirty-six (36) months have elapsed from the effective date of this Agreement or at such earlier date as may be approved by the Board in its sole discretion:

- (a) Employer may request a trustee to trustee transfer of the assets in Employer's Prefunding Account. Upon satisfactory showing to the Board that the transfer will satisfy applicable requirements of the Internal Revenue Code and the Board's fiduciary duties, then the Board shall effect the transfer within one hundred twenty (120) days. The amount to be transferred shall be the amount in the Employer's Prefunding Account as of the disbursement date and shall include investment earnings up to the investment earnings allocation date immediately preceding the disbursement date. In no event shall the investment earnings allocation date precede the transfer by more than 120 days.
- (b) Employer may request a disbursement of the assets in Employer's Prefunding Account. Upon satisfactory showing to the Board that all of Employer's obligations for payment of post employment health care benefits and other post employment benefits and reasonable administrative costs of the Board have been satisfied, then the Board shall

effect the disbursement within one hundred twenty (120) days. The amount to be disbursed shall be the amount in the Employer's Prefunding Account as of the disbursement date and shall include investment earnings up to the investment earnings allocation date immediately preceding the disbursement date. In no event shall the investment earnings allocation date precede the disbursement by more than 120 days.

(6) After Employer's participation in the Prefunding Plan terminates and at such time that no assets remain in Employer's Prefunding Account, this Agreement shall terminate.

(7) If, for any reason, the Board terminates the Prefunding Plan, the assets in Employer's Prefunding Account shall be paid to Employer after retention of (i) amounts sufficient to pay post employment health care benefits and other post employment benefits to annuitants for current and future annuitants described by the employer's current substantive plan (as defined in GASB 43), and (ii) amounts sufficient to pay reasonable administrative costs of the Board.

(8) If Employer ceases to exist but Employer's Prefunding Plan continues to exist and if no provision has been made by Employer for ongoing payments to pay post employment health care benefits and other post employment benefits to annuitants for current and future annuitants, the Board is authorized to and shall appoint a third party administrator to carry out Employer's Prefunding Plan. Any and all costs associated with such appointment shall be paid from the assets attributable to contributions by Employer.

(9) If Employer should breach the representation and warranty set forth in Paragraph A., the Board shall take whatever action it deems necessary to preserve the tax-exempt status of the Prefunding Plan.

#### I. General Provisions

##### (1) Books and Records.

Employer shall keep accurate books and records connected with the performance of this Agreement. Employer shall ensure that books and records of subcontractors, suppliers, and other providers shall also be accurately maintained. Such books and records shall be kept in a secure location at the Employer's office(s) and shall be available for inspection and copying by CalPERS and its representatives.

##### (2) Audit.

- (a) During and for three years after the term of this Agreement, Employer shall permit the Bureau of State Audits, CalPERS, and its authorized representatives, and such consultants and specialists as needed, at all

reasonable times during normal business hours to inspect and copy, at the expense of CalPERS, books and records of Employer relating to its performance of this Agreement.

- (b) Employer shall be subject to examination and audit by the Bureau of State Audits, CalPERS, and its authorized representatives, and such consultants and specialists as needed, during the term of this Agreement and for three years after final payment under this Agreement. Any examination or audit shall be confined to those matters connected with the performance of this Agreement, including, but not limited to, the costs of administering this Agreement. Employer shall cooperate fully with the Bureau of State Audits, CalPERS, and its authorized representatives, and such consultants and specialists as needed, in connection with any examination or audit. All adjustments, payments, and/or reimbursements determined to be necessary by any examination or audit shall be made promptly by the appropriate party.

(3) Notice.

- (a) Any notice, approval, or other communication required or permitted under this Agreement will be given in the English language and will be deemed received as follows:
  - 1. Personal delivery. When personally delivered to the recipient. Notice is effective on delivery.
  - 2. First Class Mail. When mailed first class to the last address of the recipient known to the party giving notice. Notice is effective three delivery days after deposit in a United States Postal Service office or mailbox.
  - 3. Certified mail. When mailed certified mail, return receipt requested. Notice is effective on receipt, if delivery is confirmed by a return receipt.
  - 4. Overnight Delivery. When delivered by an overnight delivery service, charges prepaid or charged to the sender's account, Notice is effective on delivery, if delivery is confirmed by the delivery service.
  - 5. Telex or Facsimile Transmission. When sent by telex or fax to the last telex or fax number of the recipient known to the party giving notice. Notice is effective on receipt, provided that (i) a duplicate copy of the notice is promptly given by first-class or certified mail or by overnight delivery, or (ii) the receiving party delivers a written confirmation of receipt. Any notice given by telex or fax shall be

deemed received on the next business day if it is received after 5:00 p.m. (recipient's time) or on a nonbusiness day.

6. E-mail transmission. When sent by e-mail using software that provides unmodifiable proof (i) that the message was sent, (ii) that the message was delivered to the recipient's information processing system, and (iii) of the time and date the message was delivered to the recipient along with a verifiable electronic record of the exact content of the message sent.

Addresses for the purpose of giving notice are as shown in Paragraph B.(1) of this Agreement.

- (b) Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified shall be deemed effective as of the first date that said notice was refused, unclaimed, or deemed undeliverable by the postal authorities, messenger or overnight delivery service.
- (c) Any party may change its address, telex, fax number, or e-mail address by giving the other party notice of the change in any manner permitted by this Agreement.
- (d) All notices, requests, demands, amendments, modifications or other communications under this Agreement shall be in writing. Notice shall be sufficient for all such purposes if personally delivered, sent by first class, registered or certified mail, return receipt requested, delivery by courier with receipt of delivery, facsimile transmission with written confirmation of receipt by recipient, or e-mail delivery with verifiable and unmodifiable proof of content and time and date of sending by sender and delivery to recipient. Notice is effective on confirmed receipt by recipient or 3 business days after sending, whichever is sooner.

#### (4) Modification

This Agreement may be supplemented, amended, or modified only by the mutual agreement of the parties. No supplement, amendment, or modification of this Agreement shall be binding unless it is in writing and signed by the party to be charged.

#### (5) Survival

All representations, warranties, and covenants contained in this Agreement, or in any instrument, certificate, exhibit, or other writing intended by the parties to be a part of their Agreement shall survive the termination of this Agreement until such time as all amounts in Employer's Prefunding Account have been disbursed.

(6) Waiver

No waiver of a breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this Agreement shall be effective unless it is in writing and signed by the party waiving the breach, failure, right, or remedy. No waiver of any breach, failure, right, or remedy shall be deemed a waiver of any other breach, failure, right, or remedy, whether or not similar, nor shall any waiver constitute a continuing waiver unless the writing so specifies.

(7) Necessary Acts, Further Assurances

The parties shall at their own cost and expense execute and deliver such further documents and instruments and shall take such other actions as may be reasonably required or appropriate to evidence or carry out the intent and purposes of this Agreement.

A majority vote of Employer's Governing Body at a public meeting held on the 8th day of the month of April in the year 2010, authorized entering into this Agreement.

Signature of the Presiding Officer:

Printed Name of the Presiding Officer: Charles Toombs

Name of Governing Body: Kensington Police Protection & Community Services District

Name of Employer: Kensington Police Protection & Community Services District

Date: April 8, 2010

BOARD OF ADMINISTRATION  
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY \_\_\_\_\_

RONALD L. SEELING  
ACTUARIAL AND EMPLOYER SERVICES BRANCH  
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM

To be completed by CalPERS

The effective date of this Agreement is: \_\_\_\_\_