

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, May 10, 2012, at 7:00 P.M., at the Community Center, 59 Arlington Avenue, Kensington, California. The Board will enter into Closed Session pursuant to Government Code Section 54956.9, conference with legal counsel to discuss one potential case of anticipated litigation.

Note: All proceedings of the Open Session meeting will be tape recorded and video taped.

Roll Call

Public Comments - Pre- Closed Door Session

DISTRICT CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION

The Board will enter into Closed Session pursuant to Government Code Section 54956.9(b), conference with legal counsel to discuss significant exposure to litigation: Bay View Refuse & Recycling, Inc. demand for arbitration.

Public Comments - Post- Closed Door Session

Board Member/ Staff Comments

APPROVAL OF CONSENT CALENDAR

- a) Minutes of the Regular Meeting April 12, 2012, Page 2
- b) Profit & Loss Budget Performance for April 2012, Page 13
- c) Park Revenue & Expenses Report for April 2012, Page 18
- d) Board Member Reports- None
- e) Correspondence- None
- f) Police Department Update, Page 29
- g) Monthly Calendar, Page 41
- h) Recreation Report, Page 43
- i) General Manager Update, Page 44

DISTRICT – OLD BUSINESS- NONE

DISTRICT - NEW BUSINESS

1. General Manager Greg Harman will present to the Board for adoption Resolution 2012-04 of the Kensington Police Protection & Community Services District confirming the assessment and ordering the levy for the Kensington Park Assessment District for Fiscal Year 2012/2013. Board Action. Page 46
2. General Manager Greg Harman will present to the Board for the first reading and discussion the Kensington Police Protection & Community Services District Preliminary Operating Budget for Fiscal Year 2012/ 2013. Board Action. (The KPPCSD 2012/2013 Preliminary Operating Budget is a separate attachment to this document.)

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 AUXILARY AID OR SERVICE AT LEAST 2 DAYS BEFORE THE MEETING. REQUESTS SHOULD BE SENT TO:

District Secretary Anita Gardyne, Kensington Police Protection & Community Services District, 217 Arlington Ave, Kensington, CA 94707
POSTED: Public Safety Building-Colusa Food-Library-Arlington Kiosk- and at www.kensingtoncalifornia.org
Complete agenda packets are available at the Public Safety Building and the Library.

KENSINGTON POLICE & COMMUNITY SERVICES DISTRICT 1
BOARD OF DIRECTORS

Meeting Action Minutes for 04/12/2012

AGENDA

A regular meeting of the Board of Directors (BOD) of the Kensington Police Protection and Community Services District (KPPCSD) was held Thursday, April 12, 2012, 7:00 PM, at the Community Center, 59 Arlington Avenue, Kensington, California.
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ATTENDEES

<u>Elected Members</u>	<u>Guests/Presenters</u>	
Charles Toombs, President	Joel Koosed, Outlook	Joan Gallegos
Tony Lloyd, Vice President	Anthony Knight	Lynn Wolter
Cathie Kosel, Director	Barbara Dilts	Elena Knight
Linda Lipscomb, Director	Kalinda Lisy, Mechanics Bank	Kimberly Wilkens, Mechanics Bank
	Haig Harris, Jr, Scampini, Mortara & Harris	Allison C. Schutte, Hanson Bridgett
	John Stein	Bruce Morrow
	Louise Lacy	Bryce Nesbitt
<u>Staff Members</u>	Jan Spinsland	Gail Tapscott
Gregory E. Harman, General Manager/Chief of Police	Gail Tapscott	Jack Griffith
Anita Darden Gardyne, District Administrator	Andrew Mixer	Italo Calpestri
Master Sergeant Rickey Hull	Todd Hudson	Melissa Holmes Snyder
Sergeant Keith Barrow	Bob Lindquist	Gail Feldman
Sergeant Kevin Hui		

ANNOUNCEMENTS: Board President Charles Toombs called the meeting to order at approximately 7:00 PM and announced that the Board would enter into Closed Session pursuant to Government Code Section 54956.9(b) to conference with legal counsel to discuss one potential case of anticipated litigation. He said this portion of the meeting would last approximately 25 to 30 minutes. He also said that Director Metcalf was excused from tonight's meeting as she was out of the area. He moved the Board to closed session at approximately 7:05 PM.

President Toombs reconvened the public session at approximately 7:38PM and stated that no action was taken in its closed session. He also stated that each member of the public who spoke during the Public Comment portion of the evening had a maximum of five minutes to speak.

PUBLIC COMMENTS

Bruce Morrow said KPPCSD Board members Metcalf and Kosel had attended the most recent KCC meeting and disputed some information written about them in the Outlook. He said Director Metcalf read from a statement and that attacked Outlook Editor, Joel Koosed.

An unnamed female said she was in attendance at the KCC meeting referenced and that Bruce Morrow's behavior was unacceptable.

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BOARD OF DIRECTORS

Jan Spinsland thanked the Outlook for a well written article in its March 2012 issue.

Todd Hudson said that he appreciates the Kensington Police Dept. (KPD), that he was in attendance at the KCC meeting referenced, and recommended making the video of the KCC meeting available on line for all to see.

BOARD COMMENTS

Director Kosel said that she had reviewed KPD's Police Officer Standards & Training (POST) Certification levels and determined that KPD has: 2 officers at the Basic POST certification level, 4 officers at the Intermediate certification level, 1 Sergeant at the Advance & Supervisory level, GM/COP Harman has Advanced certification plus Supervisory, Management and Executive certification, and one officer is in probationary status. GM/COP Harman confirmed KPD's POST officers' certification standing.

President Toombs reminded the public that on Thursday, April 19th at 7 PM, KPD, the Kensington Fire Department (KFD), and the El Cerrito Police Department would jointly host a meeting on carbon monoxide poisoning.

STAFF COMMENTS

District Administrator Gardyne thanked GM/COP Harman for sending her to California Special District Association (CSDA) Board Secretary Training in March, 2012. She said she was currently certified as a Board Secretary. She also reminded the public that on Saturday April 28th KPD and the KFD are jointly hosting a Drug Take Back Day from 10:00 – 3:30PM at the Public Safety Building. Sergeant Keith Barrow added that all narcotics, vitamins, inhalers, illegal drugs, and needles are being accepted and will be disposed of free of charge.

GM/COP Harmon presented a Certificate of Appreciation to Jack Griffith, Andrew Mixer, and Italo Calpestri for their leadership and hard work in building the Kensington Park Restroom. He also said the restroom cost \$150,000 to build and noted that KCC donated \$50,000 and the remaining \$100,000 was awarded from an East Bay Parks Grant. Then he introduced Master Sergeant Rickey Hull and said Rickey would present a monthly Traffic Enforcement Briefing during the Staff Comment portion of each regular KPPCSD BOD meeting going forward.

Master Sergeant Hull said traffic hot spots in town are the Arlington, Colusa, Franciscan Way, and sometimes Grizzly Peak. He said that over the past few months KPD had placed an increased focus on Franciscan Way in response to community feedback. He noted that County's Public Works Department sent out a questionnaire to approximately sixty Franciscan Way residents seeking their input on potential improvements to road safety such as speed bumps, a radar speed sign and/or raised striping. Master Sergeant Hull said he could not provide an update on what Public works would do with the residents' feedback but that he understood the return rate from residents was high.

CONSENT CALENDAR

Note all changes appear in bold

President Toombs requested to pull item b, the March 22, 2012 KPPCSD BOD Minutes. He asked that page 19 paragraph 6 be amended to read, "At about 10:19 PM, President Toombs, Vice President Lloyd, and Director **Lipscomb** returned from the Closed Session and announced that by a vote of 3-2 the Board had voted to renew GM/COP Harman's contract for an additional two years."

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BOARD OF DIRECTORS

Director Kosel requested to pull item g, the Police Department Update. She questioned the crime reduction rates that GM/COP Harman had presented at an earlier KPPCSD BOD meeting and also used to present the entire KPPCSD staff with a commendation for crime reduction. She cited several errors in the report and GM/COP Harman acknowledged they were actual errors. Director Kosel said she lacked confidence in the crime data presented and found it disturbing that this incorrect data was used to make commendations. In response, GM/COP Harman acknowledged that he had erred in his crime reduction calculations and said he prepared a detailed letter that appears on pages 46 – 49 of the April 12, 2012 KPPCSD BOD Agenda package detailing each of the errors he made. He said that the actual reduction in crime was 36% and not the 60% he previously reported. He said that despite the error, he still stands behind his team and believes they are deserving of a commendation. He apologized for his error.

Director Lipscomb commended GM/COP Harman and his force for the 36% reduction in crime and asked him to confirm that corrective action steps have been taken to improve the integrity of crime data presented going forward. GM/COP Harman responded that controls had been introduced to improve data accuracy.

An unnamed female member of the public spoke and said she thinks KPD is doing a good job but the statistics are wrong and this misinformation creates a false sense of security in the community.

MOTION: Director Lipscomb moved to approve the Consent Calendar as amended. President Toombs seconded this motion.

AYES: Toombs, Lloyd, Kosel, Lipscomb NOES: 0 ABSENT: Metcalf

DISTRICT – OLD BUSINESS – None.

DISTRICT – NEW BUSINESS #1 - Bay View Refuse and Recycling Services has requested the District undertake a rate study, at a cost not to exceed \$25,000, to be shared equally between Bay View and the District. The study would follow the process performed by HF&H in 2009, encompassing, but not limited to: (1) reviewing Bay View’s actual costs incurred to provide solid waste-related services; (2) testing all expense categories to verify that expenses were reasonable and allowable; (3) verifying whether payments to related parties exceed the limits identified in the Agreement; (4) verifying whether Bay View has properly billed and collected rate revenues from its customers and accurately accounted for the sale of recyclable materials, which sales are used to offset rates; and (5) calculating the gap between projected expenses and projected revenues and identify a rate adjustment that would mitigate the gap (if any).
Board Action.

BOARD COMMENTS

President Toombs said that he had invited the District’s attorney Allison C. Schutte to lead off the discussion and then he would have Mr. Harris, who represents Mr. Figone and Bay View, speak next. He said that after these two spoke, the Board would weigh in followed by the public.

Ms. Schutte said that the request before the BOD was for the District to share costs with Bay View, up to \$25,000, to perform a rate study consistent with Section 9.4 of the Franchise Agreement. She said that the Agreement in place between the District and Bay View generally allows for a rate review to be conducted every four years and noted that the last one had occurred in 2009. She also said that the current Agreement allows for annual CPI increases and for rate increases in the event of an extraordinary event. She said that last spring there was a Prop 218 Hearing process and that in June, 2011 the BOD did not adopt a rate increase. She noted that the BOD did grant two CPI price increases in Fall, 2011.



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BOARD OF DIRECTORS

Ms. Schutte said that the District had several options. She said that the District could choose to: 1) do the rate review in partnership with Bay View as requested and share the costs up to \$12,500 for the District, 2) do the review as requested with conditions such as no more rate increase requests other than CPI until the contract term expires and that Bay View excludes its study costs from the rate setting process, 3) agree to the review but require Bay View to bear the full cost of the study, 4) deny Bay View's request for the rate study, 5) contract with HF&H to perform a truncated study that only looks at the rate structure, including the mini-can for about \$5,000. She said that denying Bay View's request for a new rate study may lead to Bay View seeking arbitration as Bay View feels the current rates are not fair.

Mr. Harris said he went to Ms. Schutte's office in January in an effort to try to set the rates in accordance with the Agreement. He said that Bay View continues to lose money each month and that the intended 12% profit objective included in the Agreement is not being met. He also said he had reviewed the audio recordings and Minutes of the April, 2011 KPPCSD BOD meeting and he believes the KPPCSD BOD approved the rate increase pending the outcome of the 218 hearing which was held in June, 2011. He said Ms. Schutte disagrees with that view. He reiterated his opinion that the KPPCSD BOD had passed a 6% and 23% rate increase subject to a required Prop 218 Hearing. He said that since less than 50% of the community expressed a negative view at last spring's 218 hearing, the rate increase was approved. He said since the District and Bay View disagree about: 1) the 12% profit benchmark, 2) what constitutes an extraordinary event thereby triggering a rate case, and 3) approval of a rate increase by the KPPCSD BOD at its April, 2011 regular meeting, Bay View has no choice except to proceed with either arbitration or to Superior Court. He said the public should know of section 9.6 of the Agreement as it specifies extraordinary events can trigger a rate study and says parties are to act reasonably towards each other to modify rates as necessary to maintain the contractor's compensation at the benchmark level. He thanked the BOD for allowing him to speak and said that he was there to ensure the BOD was fully aware of Bay View's position and action it might be forced to take absent BOD action.

Later, in response to a question from President Toombs, Mr. Harris said he was surprised this topic was being discussed in open forum. He reiterated that he thought it was unfair that Bay View was taking care of Kensington residents and losing money each month. He would not say what actions Bay View would take but expressed his continued dissatisfaction with District BOD inaction.

Director Lipscomb said she is aware of examples of extraordinary events listed in Section 9.6 of the Agreement, such as an oil embargo that resulted in a five times increase in the price of oil. She said results presented to date do not rise to that level. She also said the 12% profit target reflected in the Agreement was a benchmark for the quadrennial review and not a guarantee and she also understood a demand for arbitration had already been made and it could have a significant financial impact on the District. She also said contractual obligations for a rate review do not exist but she is open to balancing the economic best interests of the District.

Mr. Harris said section 9.6 of the Agreement only identifies examples of extraordinary events and not a specific list. He also said he started his presentation this evening by stating his client would prefer to avoid arbitration and that's why he went to meet with Ms. Schutte at her office. He said that he was here tonight because the parties are no closer to resolution than they were last April. He said his client is seeking to stop the bleeding not litigation.

Director Lipscomb stated those examples of events cited in Section 9.6 of the Agreement are all events that occur outside the control of Bay View like a war or an embargo. She said an issue like the number of mini cans serviced by the contractor, Bay View, does not rise to the level.

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BOARD OF DIRECTORS

Director Kosel asked Ms. Schutte if it was true that a 50% objection rate by the community was required to invalidate the vote that the KPPCSD BOD had taken at its April, 2011 meeting as apart of the 218 Hearing. Ms. Schutte responded that in April, 2011 the BOD approved mailing a notice that identified a proposed maximum rate but it did not actually approve the rates. She also said that if 50% or more of the community had protested the potential rate schedule, the Board would not have been able to approve the proposed rates. Ms. Schutte reiterated that the rates had not been adopted at the April, 2011 meeting but merely that the notice and proposed public hearing for June had been approved. Later, Mr. Harris said that he disagreed with Ms. Schutte's interpretation of the BOD vote at the April, 2011 BOD meeting and he believes the rates were approved and only a 50% objection rate by the community at the subsequent Prop 218 Hearing could have stopped the rate increase from being implemented.

Director Kosel asked Mr. Harris if it was true that the firm that Bay View had contemplated reassigning its Kensington Solid Waste contract to had rejected the contract because there was not enough profit. Mr. Harris responded that Mr. Figone had only contemplated contract reassignment because he was frustrated with what was going on after his 60 year relationship with Kensington. He has since decided he wants to stay in the community.

Vice President Lloyd said when he arrived the meeting, he was of the opinion there was an offer to reach a negotiated settlement on this issue and that completion of a rate review was a part of that offer. He asked Mr. Harris if he was at the right meeting. Mr. Harris responded that the goal of this meeting from his perspective was to secure what his client has already had approved by the BOD though he is listening to another meeting and spending another month talking about a proposal potentially with conditions while his client loses money. He said at this point, the landscape keeps changing and he believes he has no other option except to start a process that involves the opinion of a third party

Director Kosel asked Mr. Harris what rate increase Mr. Figone is seeking. Mr. Harris responded that an increase of 23% in the mini-can rate and a 6% increase in all the other rates would bring Bay View back to its benchmark target.

Director Lipscomb said it is very unlikely anything that came from this BOD would not have conditions attached to it and it is unwise to enter into negotiations about a potential rate increase without conditions. Mr. Harris said he understands that and reiterated his client is asking that the provision of Section 9.6 be implemented and nothing more. Director Lipscomb then asked if Bay View would seek a rate increase in 2013 and Mr. Harris responded that he is not a sage though he pointed out that the Agreement provides for it to occur. He again reiterated his disagreement with the District's counsel's interpretation and that the Agreement includes a mechanism as to how to proceed when a disagreement exists between parties.

President Toombs said if Bay View was making a demand for an increase tonight, it was not going to get it. He went on to say that he might be inclined to vote for a rate review and a subsequent Prop 218 Hearing if Bay View agreed this would be the last rate review until the contract expires in 2015. He also expressed concern about the cost of the rate review and associated legal fees being passed onto the ratepayers. He said he would like to see conditions attached to an agreement to proceed with a rate review. Mr. Harris responded that he did not think this was an appropriate subject for public discussion and he thought this should be discussed in closed session with counsels present. Mr. Harris also said a Prop 218 Hearing was already held and he does not see the need for another one. Mr. Harris added that his client only wishes to stop losing money and he is not prepared to negotiate away Mr. Figone's potential future rate increases because Mr. Harris cannot predict the future. President Toombs said the goal was to move this matter forward, to have the ratepayers served, and have a fair deal for Bay View.

Later, Director Kosel said she thinks the BOD should keep in mind that the increase Bay View is

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BOARD OF DIRECTORS

requesting amounts to approximately \$15 per household per year versus substantially more in the event the District loses in arbitration. She said she believes the District will lose if Bay View moves to arbitration so the District should consider accepting the rate increase.

Vice President asked his colleagues to humor him and requested the two counsels work out a solution that they can bring back to the BOD to act on. The two counsels agreed to do so.

PUBLIC COMMENTS

Bob Lindquist said he wants Bay View to continue providing service to Kensington.

Melissa Holmes Snyder said she had written a letter on behalf of the Kensington Improvement Committee (KIC) and they are opposed to a proposed rate increase.

John Stein encouraged both parties to be prudent, noted there were several years in which Bay View earned more than a 12% profit, expressed concern that increasing the mini-can rate would be in conflict with California State laws around increasing recycling, does not support sharing the rate review fees with Bay View, and cannot support a rate review unless Bay View takes a future rate increase off the table.

Louise Lacy said she did a study of neighboring communities and their garbage rates and determined Mr. Figone's rates are lower than anywhere else. She encouraged the BOD to look at the bigger picture and decide what it takes to get together on this.

Fadi "no last name" spoke and asked a series of questions as to why several specific questions had not been asked in previous years during the contract drafting. He asked if there was a lack of foresight from a management and an operational perspective.

Gail Feldman said she feels like this is "Groundhog's Day" because she feels this is the third time the threat of litigation has come up and she recommends going to arbitration.

Gail Tapscott asked what a rate review entails. President Toombs said it's a combination of an audit and an examination of what is a reasonable rate for this snapshot in time going forward.

BOARD COMMENTS

President Toombs motioned that the District move forward with a rate review performed by HF&H, that it cap the District's out of pocket costs at \$12,500, and that the District and Bay View attorneys draft an agreement, potentially with conditions, to perform this rate review over the next ten days. Doing so would allow the BOD to reconvene after ten days to review this agreement and move forward. Later, Vice President Lloyd said he seconded the motion. After some discussion, Ms. Schutte reminded the BOD that there was a motion on the floor, President Toombs later retracted this motion.

Director Kosel asked Ms. Schutte what the worst case scenario was for the District. Ms. Schutte said she preferred not to answer the question in public session.

Director Lipscomb said if a motion for a rate review is made using the language President Toombs had suggested, she is concerned it could be interpreted in the future as an agreement to approve a rate review. She suggested the motion's language be amended for clarity. Later, Mr. Harris said he is not trying to amend the Agreement, just enforce it.

KENSINGTON POLICE & COMMUNITY SERVICES DISTRICT 7
BOARD OF DIRECTORS

Director Kosel asked what would be different in two weeks as it appears the attorneys have reached an impasse and are seeking direction from the BOD at this point.

MOTION: Director Lipscomb moved to extend the meeting time so that the BOD could continue to meet. President Toombs seconded this motion.

AYES: Toombs, Lloyd, Kosel , Lipscomb NOES: ABSENT: Metcalf

MOTION: Director Lipscomb moved to direct the District's counsel to meet with counsel for Bay View Refuse to resolve the current dispute about rates with a view towards a rate review. President Toombs seconded this motion.

AYES: Toombs, Lloyd, Lipscomb NOES: Kosel ABSENT: Metcalf

DISTRICT – NEW BUSINESS #2 - General Manager Greg Harman will present to the Board for adoption Resolution 2012-01 of the Kensington Police Protection & Community Services District initiating proceedings for the levy and collection of assessments for the Kensington Park Assessment District for Fiscal Year 2012/2013. Board Action. Page 66

STAFF COMMENTS

GM/COP Harman read an April 5, 2012 letter he submitted to the BOD which appears on page 67 of the April 12, 2012 BOD Agenda package. His letter summarizes the need and process for the BOD to approve three Resolutions, Resolutions 2012-01, 2012-02, and 2012-03 respectively, to enable the District to move forward with the levying and collection of taxes for the Kensington Park Assessment District for Fiscal year 2012/2013. He said the total assessment to each dwelling unit is \$14.52, which is an increase of 3% compared to the \$14.09 assessment unit currently in place. The final step in the process will be holding the public meeting on May 10th, 2012 and approval of Resolution 2012-04.

Later, GM/COP Harman noted that the NBS provided signature pages for each of the Resolutions contained in the BOD Agenda package incorrectly listed Vice President Lloyd as a Director and Director Lipscomb as Vice President. He said this error had been identified in advance of the meeting and that corrected signature pages were available at the meeting.

BOARD COMMENTS

Director Kosel asked if actual park maintenance expenses increased an amount to require full collection of the potential 3% CPI increase. GM/COP Harman responded that park maintenance expenses are currently about \$80,000 and projected to reach approximately \$90,000 by current fiscal year end. He said this measure only recovers about \$33,000 each year so this assessment does not fully cover actual park maintenance expenses.

President Toombs explained that approval of these Resolutions is a necessary part of the BOD role function and they must be approved annually. He said if this was not approved, the money stops.

Later, Director Kosel suggested the President allow other Directors to make motions.

PUBLIC COMMENTS

None.

KENSINGTON POLICE & COMMUNITY SERVICES DISTRICT 8
BOARD OF DIRECTORS

MOTION: President moved to approve Resolution 2012-01. Director Lipscomb seconded this motion.

AYES: Toombs, Lloyd, Kosel, Lipscomb NOES: ABSENT: Metcalf

DISTRICT – NEW BUSINESS #3 - General Manager Greg Harman will present to the Board for adoption Resolution 2012-02 of the Kensington Police Protection & Community Services District declaring its intention to levy and collect assessments for the Kensington Park Assessment District for Fiscal Year 2012/2013. Board Action. Page 70

BOARD COMMENTS

Director Kosel noted as a point of order, the public should be allowed to comment on each item before the BOD votes.

PUBLIC COMMENTS

None.

MOTION: Director Lipscomb moved to approve Resolution 2012-02. Vice President Lloyd seconded this motion.

AYES: Toombs, Lloyd, Kosel, Lipscomb NOES: ABSENT: Metcalf

DISTRICT – NEW BUSINESS #4 - General Manager Greg Harman will present to the Board for adoption Resolution 2012-03 of the Kensington Police Protection & Community Services District approving the Annual Report for the Kensington Park Assessment District for Fiscal Year 2012/2013. Board Action. Page 73

BOARD COMMENTS

President Toombs referred all to the NBS provided Engineering report contained in the April 12, 2012 BOD Agenda package starting on page 76. He summarized its contents and said it included the formula for determining price, how it's broken down per household or resident or commercial lot, and a listing of every parcel in Kensington and the amount assessed.

PUBLIC COMMENTS

None.

MOTION: Vice President Lloyd moved to adopt 2012-03 as presented. Director Lipscomb seconded this motion.

AYES: Toombs, Lloyd, Kosel, Lipscomb NOES: ABSENT: Metcalf

DISTRICT – NEW BUSINESS #5 - General Manager Greg Harman will present to the Board for approval the All City Management Services (ACMS) Crossing Guard Services contract for Fiscal Year 2012-2013. The contract calls for a 2.5% increase in pricing that adjusts the hourly rate to \$15.66, not to exceed 630 hours of service or \$9,866.00. Board Action. Page 135

STAFF COMMENTS

KENSINGTON POLICE & COMMUNITY SERVICES DISTRICT 9
BOARD OF DIRECTORS

GM/COP Harman said All City Management Services (ACMS) has been the crossing guard service at the single stop light near the school since he arrived in the District. He said last year there was no increase in their price and this year they are seeking a modest 2.5% increase. He said this appears reasonable given that the BOD just discussed a 3% increase in CPI. GM/COP Harman said he has never received a complaint about their services and recommends continuing with ACMS.

BOARD COMMENTS

President Toombs confirmed that ACMS provides the services at the stop light near the school.

PUBLIC COMMENTS

Joan Gallegos said that the ACMS provided contract incorrectly identifies Kensington as a City in the last paragraph of its proposed contract appearing on page 137 of the April 12, 2012 BOD Agenda package. She suggested the word "city" be changed to "District".

MOTION: Director Lipscomb moved to approve as recommended. Vice President seconded this motion.

AYES: Toombs, Lloyd, Kosel, Lipscomb NOES: ABSENT: Metcalf

MOTION: Director Kosel moved to extend the meeting time by 15 minutes so that the BOD could continue to meet. Vice President Lloyd seconded this motion.

AYES: Toombs, Lipscomb, Lloyd, Kosel NOES: ABSENT: Metcalf

DISTRICT – NEW BUSINESS #6 - General Manager Greg Harman will be asking the Board for their vote for the LAFCO Special District Selection Committee "Special District Member" taking place on Monday, April 16th. Vice President Tony Lloyd will be casting the District's vote. The two candidates are Mike McGill, the current incumbent seeking reelection and George Schmidt, who has sent in a candidate statement that is attached to the agenda packet. Board Action. Page 139

STAFF COMMENTS

GM/COP Harman said LAFCO has an opening for the Special District representative on the LAFCO BOD. He said that the challenger, Mr. Schmidt, elected to submit a bio but the incumbent did not. He said he had no recommendation to offer.

BOARD COMMENTS

President Lipscomb said she noticed that Mr. Schmidt was a West County resident and that Mr. Schmidt had noted on his candidate statement that there was only one other West County resident on the committee.

President Toombs said he too likes inclusion of a West County resident.

Director Kosel said that she would support Mr. Schmidt but has no strong opinion.

PUBLIC COMMENTS

None.

KENSINGTON POLICE & COMMUNITY SERVICES DISTRICT 10
BOARD OF DIRECTORS

MOTION: Director Kosel motioned to support Mr. Schmidt. Director Lipscomb seconded this motion.

AYES: Toombs, Lloyd, Kosel, Lipscomb NOES: ABSENT: Metcalf

DISTRICT – NEW BUSINESS #7 - Director Cathie Kosel is requesting the Board discuss changing the current District auditor, Lamorena & Chang, to another provider of auditing services. Possible Board Action. No documentation submitted for this item.

STAFF COMMENTS

None.

BOARD COMMENTS

Director Kosel said the Contra Costa County Grand Jury has recommended all Special Districts change auditors every five years. She noted KPPCSD has had Lamorena & Chang for 8 or 9 years and they had just increased their rates by 30% from \$10,000 to \$13,000. Director Kosel said she supports being consistent with the Grand Jury Investigations.

President Toombs asked if there was currently an audit underway. In response, GM/COP Harman said that the Fiscal year 2010/2011 audit is underway and noted that the price paid for an audit covers the prior fiscal year's review. Later President Toombs said the Grand Jury recommendation was an interesting read and changing auditors every five years was listed as a best practice.

In response to a question from President Toombs around the timing of potentially bringing a new auditor on board, GM/COP Harman said a new auditor had to be in place by July 2012 in order to respond to data requests from the State that start to arrive at that time.

Director Lipscomb said she had heard in the past that the District was small and it was difficult to find someone to take our account. GM/COP Harman said he too had heard that in the past but now that Lamorena & Chang has increased their rates from their initial price of \$8,000 to the current \$13,000, the potential for finding another vendor may exist.

President Toombs said that worst case Lamorena & Chang may remain in place for the next fiscal year and be replaced in July 2013.

Director Kosel suggested GM/COP Harman contact other Special Districts or partner with CSDA to find potential auditors.

Vice President Lloyd said he wanted to ensure that GM/COP Harman had the capacity to take on this initiative given the tight timeframe and current workload. In response, President Toombs reiterated that worse case, Lamorena & Chang remain in place for the 2012/2012 fiscal year so more time is devoted to a replacement process resulting in a new auditor by July 2013.

Later, Director Lipscomb said she would like to learn more about when a formal Request for Proposal (RFP) must be issued.

PUBLIC COMMENTS

Gail Tapscott asked about the costs associated with a RFP process and questioned how it would impact the budget.

KENSINGTON POLICE & COMMUNITY SERVICES DISTRICT 11
BOARD OF DIRECTORS

MOTION: Director Kosel moved that the KPPCSD BOD direct GM/COP Harman to go out for an RFP for our external auditor hopefully to be available by July, 2012 but if not by the following year. Director Lipscomb seconded this motion.

AYES: Toombs, Lloyd, Kosel, Lipscomb NOES: ABSENT: Metcalf

MOTION: Director Kosel moved to end the meeting at about 10:20 P.M. and President Toombs seconded this motion.

AYES: Toombs, Lloyd, Kosel, Lipscomb NOES: 0 ABSENT: Metcalf

ADJOURNMENT

KPPCSD
Unaudited Profit & Loss Budget Performance
 April 2012

	<u>Apr 12</u>	<u>Budget</u>	<u>Jul '11 - Apr 12</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
400 · Police Activities Revenue					
401 · Levy Tax	0.00		1,238,585.72	1,251,500.00	1,263,000.00
402 · Special Tax-Police	0.00		679,890.00	680,000.00	680,000.00
403 · Misc Tax-Police	0.00		0.00		50.00
404 · Measure G Supplemental Tax Rev	0.00		405,667.70	453,200.00	453,200.00
410 · Police Fees/Service Charges	0.00	150.00	1,385.00	1,880.00	2,000.00
414 · POST Reimbursement	0.00		8,291.64		
416 · Interest-Police	0.00	750.00	724.64	2,250.00	3,000.00
418 · Misc Police Income	2,608.87		20,702.64	11,144.00	12,000.00
419 · Supplemental W/C Reimb (4850)	0.00		2,037.00		
Total 400 · Police Activities Revenue	<u>2,608.87</u>	<u>900.00</u>	<u>2,357,284.34</u>	<u>2,399,974.00</u>	<u>2,413,250.00</u>
420 · Park/Rec Activities Revenue					
424 · Special Tax-L&L	0.00		31,679.36	30,000.00	30,000.00
426 · Park Donations	0.00		0.00		500.00
427 · Community Center Revenue	300.00	1,000.00	17,134.77	21,250.00	24,000.00
435 · Grants-Park/Rec	100,000.00		100,000.00	100,000.00	100,000.00
436 · Interest-Park/Rec	0.00	50.00	0.00	150.00	200.00
438 · Misc Park/Rec Rev	0.00		552.00	500.00	500.00
Total 420 · Park/Rec Activities Revenue	<u>100,300.00</u>	<u>1,050.00</u>	<u>149,366.13</u>	<u>151,900.00</u>	<u>155,200.00</u>
440 · District Activities Revenue					
448 · Franchise Fees	0.00	7,000.00	13,306.74	21,000.00	21,000.00
456 · Interest-District	0.00	125.00	0.00	375.00	500.00
Total 440 · District Activities Revenue	<u>0.00</u>	<u>7,125.00</u>	<u>13,306.74</u>	<u>21,375.00</u>	<u>21,500.00</u>
Total Income	102,908.87	9,075.00	2,519,957.21	2,573,249.00	2,589,950.00
Expense					
500 · Police Sal & Ben					

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KPPCSD
Unaudited Profit & Loss Budget Performance
 April 2012

	<u>Apr 12</u>	<u>Budget</u>	<u>Jul '11 - Apr 12</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
502 · Salary - Officers	68,011.92	73,735.00	672,740.38	737,354.00	884,824.00
504 · Compensated Absences	0.00	0.00	21,043.25	0.00	10,000.00
506 · Overtime	2,492.96	3,333.33	50,578.31	33,333.34	40,000.00
508 · Salary - Non-Sworn	3,642.00	4,875.00	41,910.25	48,750.00	58,500.00
516 · Uniform Allowance	599.94	650.00	5,966.07	6,500.00	7,800.00
518 · Safety Equipment	0.00		1,925.28	1,250.00	2,500.00
521-A · Medical/Vision/Dental-Active	9,786.12	13,035.00	109,102.40	130,346.00	156,416.00
521-R · Medical/Vision/Dental-Retired	10,650.16	13,128.25	119,815.84	131,282.50	157,539.00
521-T · Medical/Vision/Dental-Trust	0.00		0.00	96,432.00	96,432.00
522 · Insurance - Police	175.50	1,000.00	11,196.59	10,500.00	12,500.00
523 · Social Security/Medicare	1,090.91	1,209.67	10,265.71	12,096.66	14,516.00
524 · Social Security - District	256.03	302.25	2,848.66	3,022.50	3,627.00
527 · PERS - District Portion	23,209.36	25,291.00	233,402.47	252,910.00	303,492.00
528 · PERS - Officers Portion	6,175.08	6,694.67	61,986.67	66,946.66	80,336.00
530 · Workers Comp	0.00		64,064.00	68,656.00	68,656.00
Total 500 · Police Sal & Ben	<u>126,089.98</u>	<u>143,254.17</u>	<u>1,406,845.88</u>	<u>1,599,379.66</u>	<u>1,897,138.00</u>
550 · Other Police Expenses					
552 · Expendable Police Supplies	360.38	150.00	2,293.16	1,500.00	1,800.00
553 · Range/Ammunition Supplies	1,291.83	333.33	1,911.23	3,333.34	4,000.00
560 · Crossing Guard	1,069.60	802.17	7,540.68	8,021.66	9,626.00
562 · Vehicle Operation	3,116.16	4,583.33	33,415.79	45,833.34	55,000.00
564 · Communications (RPD)	9,006.68		94,599.57	119,320.00	154,320.00
566 · Radio Maintenance	1,075.54	1,950.00	20,695.01	19,500.00	23,400.00
568 · Prisoner/Case Exp./Booking	0.00	416.67	1,579.64	4,166.66	5,000.00
570 · Training	4,342.70	833.33	9,319.77	8,333.34	10,000.00
572 · Recruiting	0.00		988.00		
574 · Reserve Officers	0.00	166.67	1,287.44	1,666.66	2,000.00
576 · Misc. Dues, Meals & Travel	0.00	267.50	2,109.50	2,675.00	3,210.00
580 · Utilities - Police	1,095.79	666.67	6,105.86	6,666.66	8,000.00
581 · Bldg Repairs/Maint.	602.92		1,541.72	750.00	1,000.00
582 · Expendable Office Supplies	2,563.82	500.00	7,585.68	5,000.00	6,000.00

KPPCSD
Unaudited Profit & Loss Budget Performance
 April 2012

	<u>Apr 12</u>	<u>Budget</u>	<u>Jul '11 - Apr 12</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
588 · Telephone(+Rich. Line)	887.01	665.00	4,835.17	6,650.00	7,980.00
590 · Housekeeping	199.34	333.33	2,591.23	3,333.34	4,000.00
592 · Publications	31.20	250.00	2,376.92	2,500.00	3,000.00
594 · Community Policing	211.00	208.33	2,735.21	2,083.34	2,500.00
596 · WEST-NET/CAL I.D.	0.00		12,893.00	12,900.00	12,900.00
598 · COPS Special Fund	0.00		0.00	0.00	0.00
599 · Police Taxes Administration	0.00		3,197.44	3,000.00	3,200.00
Total 550 · Other Police Expenses	25,853.97	12,126.33	219,602.02	257,233.34	316,936.00
600 · Park/Rec Sal & Ben					
601 · Park & Rec Administrator	487.50	541.67	5,119.50	5,416.66	6,500.00
602 · Custodian	1,750.00	2,166.67	17,800.00	21,666.66	26,000.00
623 · Social Security/Medicare - Dist	0.00	41.42	354.34	414.16	497.00
Total 600 · Park/Rec Sal & Ben	2,237.50	2,749.76	23,273.84	27,497.48	32,997.00
635 · Park/Recreation Expenses					
640 · Community Center Expenses					
642 · Utilities-Community Center	319.94	396.33	3,178.25	3,963.34	4,756.00
643 · Janitorial Supplies	0.00	62.50	985.79	625.00	750.00
646 · Community Center Repairs	0.00		28,155.53	750.00	1,000.00
Total 640 · Community Center Expenses	319.94	458.83	32,319.57	5,338.34	6,506.00
660 · Annex Expenses					
662 · Utilities - Annex	117.78	83.33	1,034.23	833.34	1,000.00
Total 660 · Annex Expenses	117.78	83.33	1,034.23	833.34	1,000.00
670 · Gardening Supplies	0.00	166.67	0.00	1,666.66	2,000.00
672 · Kensington Park O&M	3,084.00	5,151.67	40,549.08	51,516.66	61,820.00
678 · Misc Park/Rec Expense	0.00		3,508.64	750.00	1,000.00
Total 635 · Park/Recreation Expenses	3,521.72	5,860.50	77,411.52	60,105.00	72,326.00

800 · District Expenses

KPPCSD
Unaudited Profit & Loss Budget Performance
 April 2012

	<u>Apr 12</u>	<u>Budget</u>	<u>Jul '11 - Apr 12</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
810 · Computer Maintenance	1,449.59	2,502.83	24,067.35	25,028.34	30,034.00
820 · Cannon Copier Contract	470.95	513.33	4,442.37	5,133.34	6,160.00
830 · Legal (District/Personnel)	6,654.00	2,916.67	71,859.82	29,166.66	35,000.00
835 · Consulting	108.91		77,429.82	3,600.00	3,600.00
840 · Accounting	747.50	1,000.00	19,617.50	22,500.00	25,275.00
850 · Insurance	0.00		28,085.11	30,000.00	30,000.00
865 · Police Bldg. Lease	0.00		29,705.00	29,705.00	29,705.00
870 · County Expenditures	-6.00	100.00	20,034.40	19,800.00	19,900.00
890 · Waste/Recycle	3,808.56		22,633.22	15,600.00	17,500.00
898 · Misc. Expenses	167.00	886.75	6,677.14	8,867.50	10,641.00
Total 800 · District Expenses	<u>13,400.51</u>	<u>7,919.58</u>	<u>304,551.73</u>	<u>189,400.84</u>	<u>207,815.00</u>
950 · Capital Outlay					
963 · Patrol Car Accessories	0.00		0.00		
972 · Park Buildings Improvement	0.00		142,609.38	120,000.00	120,000.00
Total 950 · Capital Outlay	<u>0.00</u>		<u>142,609.38</u>	<u>120,000.00</u>	<u>120,000.00</u>
Total Expense	<u>171,103.68</u>	<u>171,910.34</u>	<u>2,174,294.37</u>	<u>2,253,616.32</u>	<u>2,647,212.00</u>
Net Ordinary Income	-68,194.81	-162,835.34	345,662.84	319,632.68	-57,262.00
Other Income/Expense					
Other Expense					
700 · Bond Issue Expenses					
701 · Bond Proceeds	0.00		-176,400.42		
710 · Bond Admin.	0.00		10,797.43		
715 · Bond Interest Income	0.00		-179.26		
720 · Bond Principal	0.00		109,519.55		
730 · Bond Interest	0.00		53,427.93		
Total 700 · Bond Issue Expenses	<u>0.00</u>		<u>-2,834.77</u>		
Total Other Expense	0.00		-2,834.77		

KPPCSD
Unaudited Profit & Loss Budget Performance
April 2012

	<u>Apr 12</u>	<u>Budget</u>	<u>Jul '11 - Apr 12</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Net Other Income	0.00	0.00	2,834.77	0.00	0.00
	<u>-68,194.81</u>	<u>-162,835.34</u>	<u>348,497.61</u>	<u>319,632.68</u>	<u>-57,262.00</u>

Memorandum

Kensington Police Department



To: KPPCSD Board of Directors

APPROVED YES NO

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

Date: Friday, May 04, 2012

FORWARDED TO:

Subject: Consent Calendar Item C- Park Revenue & Expenses

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

This information is obtained through our QuickBooks software. Revenue and expenses from July 1, 2011 through April 30, 2012 is attached to this memo.

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KPPCSD
Account QuickReport
 July 1, 2011 through May 4, 2012

Type	Date	Num	Name	Memo	Split	Amount
420 · Park/Rec Activities Revenue						
424 · Special Tax-L&L						
General Journal	10/3/2011	JV08...	CCC Taxes-LLD	SP ASSESS ...	146 · Advance...	31,679.36
Total 424 · Special Tax-L&L						31,679.36
427 · Community Center Revenue						
Deposit	7/29/2011	1072		East Bay Coll...	112 · General ...	598.00
Deposit	7/29/2011	3133		CC Rental	112 · General ...	375.00
Deposit	7/29/2011	1247		CC Rental	112 · General ...	600.00
Deposit	7/29/2011	6168		CC Rental	112 · General ...	180.00
Deposit	9/23/2011	957		CC Rental	112 · General ...	600.00
Deposit	9/23/2011	154		CC Rental	112 · General ...	700.00
Deposit	9/23/2011	710		Wake Up to ...	112 · General ...	45.00
Deposit	9/23/2011	746		Wake Up to ...	112 · General ...	45.00
Deposit	11/4/2011	317		GPFf Oct 20...	112 · General ...	1,089.00
Deposit	11/4/2011			Extra hour for...	112 · General ...	100.00
Deposit	11/4/2011	731		AA Rent	112 · General ...	90.00
Deposit	11/4/2011	2252		Rental	112 · General ...	1,300.00
Deposit	12/29/2011	2569		CC Rental	112 · General ...	500.00
Deposit	12/29/2011	187		CC Rental	112 · General ...	450.00
Deposit	12/29/2011	271		CC Rental	112 · General ...	375.00
Deposit	12/29/2011	221		CC Rental	112 · General ...	450.00
Deposit	12/29/2011	1375		CC Rental	112 · General ...	600.00
Deposit	12/29/2011	4350		CC Rental	112 · General ...	300.00
Deposit	12/29/2011	1004		Alanon Rent	112 · General ...	45.00
Deposit	12/29/2011			CC Rental	112 · General ...	300.00
Deposit	12/29/2011	3306		Ewaste paym...	112 · General ...	247.77
Deposit	1/31/2012	6032		Half of Bldg ...	112 · General ...	7,500.00
Deposit	3/26/2012	1771		Comm Cente...	112 · General ...	300.00
Deposit	3/26/2012	993		Wake Up Ala...	112 · General ...	45.00
Deposit	4/11/2012	180		CC Rental	112 · General ...	300.00
Total 427 · Community Center Revenue						17,134.77

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Accrual Basis

KPPCSD
Account QuickReport
July 1, 2011 through May 4, 2012

Type	Date	Num	Name	Memo	Split	Amount
435 · Grants-Park/Rec						
Deposit	4/11/2012	231489		East Bay Re...	112 · General ...	100,000.00
Total 435 · Grants-Park/Rec						100,000.00
438 · Misc Park/Rec Rev						
Deposit	11/4/2011	3408		Tennis Court ...	112 · General ...	40.00
Deposit	11/4/2011	3462		Tennis Court ...	112 · General ...	40.00
Deposit	11/4/2011	3202		Tennis Court ...	112 · General ...	120.00
Deposit	11/4/2011			Tennis Court ...	112 · General ...	6.00
Deposit	12/29/2011	3543		Tennis Court ...	112 · General ...	40.00
Deposit	12/29/2011	3218		Tennis Court ...	112 · General ...	64.00
Deposit	12/29/2011	3224		Tennis Court ...	112 · General ...	80.00
Deposit	2/14/2012	974		Tennis Court ...	112 · General ...	45.00
Deposit	2/14/2012	3599		Tennis Court ...	112 · General ...	40.00
Deposit	3/26/2012	3251		Tennis Court ...	112 · General ...	72.00
Deposit	3/26/2012	1173		Tennis Court ...	112 · General ...	5.00
Total 438 · Misc Park/Rec Rev						552.00
Total 420 · Park/Rec Activities Revenue						149,366.13
TOTAL						149,366.13

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KPPCSD
Account QuickReport
 July 1, 2011 through May 4, 2012

Type	Date	Num	Name	Memo	Split	Amount
600 · Park/Rec Sal & Ben						
601 · Park & Rec Administrator						
Paycheck	7/15/2011		Di Napoli, Andrea		112 · General ...	151.00
Paycheck	7/29/2011		Di Napoli, Andrea		112 · General ...	222.00
Paycheck	8/15/2011		Di Napoli, Andrea		112 · General ...	307.25
Paycheck	8/30/2011		Di Napoli, Andrea		112 · General ...	291.25
Paycheck	9/14/2011		Di Napoli, Andrea		112 · General ...	307.50
Paycheck	9/29/2011		Di Napoli, Andrea		112 · General ...	281.25
Paycheck	10/14/2011		Di Napoli, Andrea		112 · General ...	240.50
Paycheck	10/28/2011		Di Napoli, Andrea		112 · General ...	262.75
Paycheck	11/15/2011		Di Napoli, Andrea		112 · General ...	305.00
Paycheck	11/30/2011		Di Napoli, Andrea		112 · General ...	270.00
Paycheck	12/15/2011		Di Napoli, Andrea		112 · General ...	266.50
Paycheck	12/30/2011		Di Napoli, Andrea		112 · General ...	252.25
Paycheck	1/13/2012		Di Napoli, Andrea		112 · General ...	241.50
Paycheck	1/30/2012		Di Napoli, Andrea		112 · General ...	311.00
Paycheck	2/15/2012		Di Napoli, Andrea		112 · General ...	205.00
Paycheck	2/29/2012		Di Napoli, Andrea		112 · General ...	216.00
Paycheck	3/15/2012		Di Napoli, Andrea		112 · General ...	269.75
Paycheck	3/30/2012		Di Napoli, Andrea		112 · General ...	231.50
Paycheck	4/12/2012		Di Napoli, Andrea		112 · General ...	260.25
Paycheck	4/29/2012		Di Napoli, Andrea		112 · General ...	227.25
Total 601 · Park & Rec Administrator						5,119.50

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Accrual Basis

KPPCSD
Account QuickReport
July 1, 2011 through May 4, 2012

Type	Date	Num	Name	Memo	Split	Amount
602 - Custodian						
Check	7/15/2011	13224	William Driscoll	July 1 - 15 se...	112 · General ...	875.00
Check	7/29/2011	13267	William Driscoll	July 16 - July...	112 · General ...	875.00
Check	8/15/2011	13289	William Driscoll	August 1-15, ...	112 · General ...	875.00
Check	8/30/2011	13330	William Driscoll	August 16-31...	112 · General ...	875.00
Check	9/15/2011	13346	William Driscoll	Sept 1 - 15, 2...	112 · General ...	875.00
Check	9/30/2011	13414	William Driscoll	Sept 16 -30, ...	112 · General ...	875.00
Check	10/14/2011	13440	William Driscoll	Oct. 1-15, 2011	112 · General ...	875.00
Check	10/14/2011	13441	William Driscoll	restroom & s...	112 · General ...	300.00
Check	10/28/2011	13469	William Driscoll	Oct 16 - 31 cl...	112 · General ...	875.00
Check	11/15/2011	13495	William Driscoll	Nov 1 - 15 cl...	112 · General ...	875.00
Check	11/30/2011	13532	William Driscoll	Invoice #0064	112 · General ...	875.00
Check	12/15/2011	13554	William Driscoll	Invoice #0065	112 · General ...	875.00
Check	12/30/2011	13588	William Driscoll	Invoice #0066	112 · General ...	875.00
Check	1/30/2012	13694	William Driscoll	Invoice #0068	112 · General ...	875.00
Check	1/30/2012	13694	William Driscoll	Invoice #0069	112 · General ...	875.00
Check	2/15/2012	13723	William Driscoll	Invoice #0070	112 · General ...	875.00
Check	2/29/2012	13756	William Driscoll	Invoice #0071	112 · General ...	875.00
Check	3/15/2012	13787	William Driscoll	Invoice #0073	112 · General ...	875.00
Check	3/30/2012	13829	William Driscoll	Invoice #0074	112 · General ...	875.00
Check	4/13/2012	13864	William Driscoll	Invoice #0075	112 · General ...	875.00
Check	4/30/2012	13900	William Driscoll	Invoice #0076	112 · General ...	875.00
Total 602 - Custodian						17,800.00

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Accrual Basis

KPPCSD
Account QuickReport
July 1, 2011 through May 4, 2012

Type	Date	Num	Name	Memo	Split	Amount
623 - Social Security/Medicare - Dist						
General Journal	7/15/2011	SS A...		07/01-07/15/11	523 - Social S...	11.55
General Journal	7/29/2011	SS A...		07/16-07/31/11	523 - Social S...	16.98
General Journal	8/15/2011	SS A...		08/01-08/15/11	523 - Social S...	23.51
General Journal	8/30/2011	SS A...		08/16-08/31/11	523 - Social S...	22.28
General Journal	9/14/2011	SS A...		09/01-09/15/11	523 - Social S...	23.53
General Journal	9/29/2011	SS A...		09/16-09/30/11	523 - Social S...	21.52
General Journal	10/14/2011	SS A...		10/01-10/15/11	523 - Social S...	18.40
General Journal	10/28/2011	SS A...		10/16-10/31/11	523 - Social S...	20.10
General Journal	11/15/2011	SS A...		11/01-11/15/11	523 - Social S...	23.33
General Journal	11/30/2011	SS A...		11/16-11/30/11	523 - Social S...	20.66
General Journal	12/15/2011	SS A...		12/01-12/15/11	523 - Social S...	20.38
General Journal	12/30/2011	SS A...		12/16-12/31/11	523 - Social S...	19.30
General Journal	1/13/2012	SS A...		01/01-01/15/12	523 - Social S...	18.47
General Journal	1/30/2012	SS A...		01/16-01/31/12	523 - Social S...	23.79
General Journal	2/15/2012	SS A...		02/01-02/15/12	523 - Social S...	15.68
General Journal	2/29/2012	SS A...		02/16-02/29/12	523 - Social S...	16.52
General Journal	3/15/2012	SS A...		03/01-03/15/12	523 - Social S...	20.63
General Journal	3/30/2012	SS A...		03/16-03/31/12	523 - Social S...	17.71
Total 623 - Social Security/Medicare - Dist						354.34
Total 600 - Park/Rec Sal & Ben						23,273.84
TOTAL						23,273.84

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KPPCSD
Account QuickReport
 July 1, 2011 through May 4, 2012

Type	Date	Num	Name	Memo	Split	Amount
635 · Park/Recreation Expenses						
640 · Community Center Expenses						
642 · Utilities-Community Center						
General Journal	7/1/2011	REV ...	Kensington Police P...		210 · Account...	-118.67
General Journal	7/1/2011	REV ...	Kensington Police P...		210 · Account...	-164.53
Check	7/15/2011	13245	EBMUD	840 Coventry...	112 · General ...	23.82
Check	7/29/2011	13273	Pacific Telemanage...	Pay Phone C...	112 · General ...	78.00
Check	8/15/2011	13291	PG&E	59 Arlington ...	112 · General ...	156.15
Check	8/15/2011	13302	EBMUD	For 2 Arlmont	112 · General ...	329.06
Check	8/30/2011	13325	PG&E	59 Arlington ...	112 · General ...	134.58
Check	9/15/2011	13356	Pacific Telemanage...	Pay phone CC	112 · General ...	78.00
Check	9/30/2011	13396	Pacific Telemanage...	Pay phone C...	112 · General ...	78.00
Check	9/30/2011	13416	PG&E	59 Arlington ...	112 · General ...	144.61
Check	10/14/2011	13455	EBMUD	8-1-11 to 9-3...	112 · General ...	233.99
Check	10/28/2011	13485	PG&E	59 Arlington ...	112 · General ...	166.44
Check	11/15/2011	13497	EBMUD	7-1-11 to 10-...	112 · General ...	51.32
Check	11/15/2011	13502	Pacific Telemanage...	Pay phone C...	112 · General ...	78.00
Check	11/30/2011	13535	PG&E	59 Arlington ...	112 · General ...	146.77
Check	12/15/2011	13548	Pacific Telemanage...	Monthly fee f...	112 · General ...	78.00
Check	12/15/2011	13559	EBMUD	2 Arlmont Dr	112 · General ...	118.30
Check	12/15/2011	13573	PG&E	CC 11-4-11 t...	112 · General ...	213.60
Check	1/13/2012	13666	Pacific Telemanage...	CC Payphone	112 · General ...	78.00
Check	1/13/2012	13684	PG&E	Dec CC Billing	112 · General ...	264.15
Check	1/13/2012	13685	EBMUD	Gore Lot Irrig...	112 · General ...	25.24
Check	1/30/2012	13706	PG&E	due Jan 23, ...	112 · General ...	27.15
Check	2/15/2012	13724	Pacific Telemanage...	monthly fee f...	112 · General ...	78.00
Check	2/29/2012	13757	PG&E	Community C...	112 · General ...	228.38
Check	3/15/2012	13791	Pacific Telemanage...	monthly fee f...	112 · General ...	78.00
Check	3/30/2012	13843	PG&E	Community C...	112 · General ...	253.95
Check	4/13/2012	13869	Pacific Telemanage...	monthly fee f...	112 · General ...	78.00
Check	4/13/2012	13893	PG&E	Community C...	112 · General ...	241.94
Total 642 · Utilities-Community Center						3,178.25

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KPPCSD
Account QuickReport
 July 1, 2011 through May 4, 2012

Type	Date	Num	Name	Memo	Split	Amount
643 · Janitorial Supplies						
Check	7/29/2011	13278	UBS	Community C...	112 · General ...	597.62
Check	12/15/2011	13577	Kensington Home a...	Comm Center	112 · General ...	7.46
Check	12/30/2011	13599	Bank Card	Nov 12 - Dec...	112 · General ...	13.74
Check	3/15/2012	13794	UBS	towel roll	112 · General ...	92.45
Check	3/15/2012	13794	UBS	towels, soap,...	112 · General ...	274.52
Total 643 · Janitorial Supplies						985.79
646 · Community Center Repairs						
Check	8/15/2011	13299	Kensington Home a...	Bill Driscoll	112 · General ...	17.61
Check	8/15/2011	13299	Kensington Home a...	Bill Driscoll C...	112 · General ...	74.37
Check	9/15/2011	13384	Cherokee Construct...	Job # 0911-3	112 · General ...	18,600.00
Check	10/28/2011	13484	Key Shack Inc.	community c...	112 · General ...	32.63
Check	11/30/2011	13525	Summer Rain Land...	storm drain a...	112 · General ...	4,500.00
Check	12/30/2011	13589	KEL-AIRE	service order ...	112 · General ...	591.68
Check	1/13/2012	13660	KEL-AIRE	Repair of hea...	112 · General ...	818.02
Check	1/13/2012	13673	Summer Rain Land...	CC Leak Rep...	112 · General ...	120.00
Check	1/30/2012	13696	Key Shack Inc.	keys for Roo...	112 · General ...	13.05
Check	1/30/2012	13696	Key Shack Inc.	Cam Lock keys	112 · General ...	4.35
Check	1/30/2012	13714	Summer Rain Land...	cut pipe and ...	112 · General ...	260.00
Check	1/30/2012	13714	Summer Rain Land...	storm drain ...	112 · General ...	650.00
Check	3/15/2012	13815	Key Shack Inc.	comm ctr adj...	112 · General ...	145.00
Check	3/30/2012	13838	KEL-AIRE	no gas suppl...	112 · General ...	130.00
Check	3/30/2012	13847	Summer Rain Land...	temp sump p...	112 · General ...	300.00
Check	3/30/2012	13847	Summer Rain Land...	heavy duty p...	112 · General ...	430.00
Check	3/30/2012	13847	Summer Rain Land...	snaked drain ...	112 · General ...	360.00
Check	3/30/2012	13838	KEL-AIRE	replace gas v...	112 · General ...	1,108.82
Total 646 · Community Center Repairs						28,155.53
Total 640 · Community Center Expenses						32,319.57

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KPPCSD
 Account QuickReport
 July 1, 2011 through May 4, 2012

Type	Date	Num	Name	Memo	Split	Amount
660 · Annex Expenses						
662 · Utilities - Annex						
General Journal	7/1/2011	REV ...	Kensington Police P...		210 · Account...	-155.00
Check	7/15/2011	13217	EBMUD	1 Windsor se...	112 · General ...	155.00
Check	8/30/2011	13325	PG&E	Annex	112 · General ...	50.31
Check	9/15/2011	13371	EBMUD	1 windsor 7-1...	112 · General ...	160.10
Check	9/30/2011	13416	PG&E	Annex	112 · General ...	27.83
Check	10/28/2011	13485	PG&E	Annex	112 · General ...	24.42
Check	11/15/2011	13509	EBMUD	8/29 - 10/28/...	112 · General ...	160.10
Check	11/30/2011	13535	PG&E	Annex	112 · General ...	26.32
Check	12/15/2011	13573	PG&E	Annex 11-4-1...	112 · General ...	27.44
Check	1/13/2012	13685	EBMUD	Annex & Buil...	112 · General ...	149.48
Check	2/15/2012	13751	EBMUD	service from ...	112 · General ...	93.15
Check	2/29/2012	13757	PG&E	Annex expen...	112 · General ...	22.24
Check	3/15/2012	13813	EBMUD	service from ...	112 · General ...	145.94
Check	3/30/2012	13843	PG&E	Annex expen...	112 · General ...	29.12
Check	4/13/2012	13893	PG&E	Annex expen...	112 · General ...	24.63
Check	4/13/2012	13895	EBMUD	020112 -040...	112 · General ...	93.15
Total 662 · Utilities - Annex						1,034.23
Total 660 · Annex Expenses						1,034.23
672 · Kensington Park O&M						
General Journal	7/1/2011	REV ...	Kensington Police P...		210 · Account...	-659.88
Check	7/15/2011	13213	NBS Government Fi...	LMD Admin I...	112 · General ...	1,080.59
Check	7/15/2011	13218	EBMUD	1 Windsor irri...	112 · General ...	659.88
Check	7/15/2011	13247	Summer Rain Land...	monthly main...	112 · General ...	2,050.00
Check	8/15/2011	13300	Summer Rain Land...	August fee	112 · General ...	2,050.00
Check	8/15/2011	13300	Summer Rain Land...	Repair of wo...	112 · General ...	400.00
Check	9/15/2011	13352	Olivero Plumbing Co.	Backflow Tes...	112 · General ...	112.00
Check	9/15/2011	13371	EBMUD	1 windsor 7-1...	112 · General ...	1,018.00
Check	9/15/2011	13373	Summer Rain Land...	removal of 2 l...	112 · General ...	3,100.00
Check	9/15/2011	13373	Summer Rain Land...	removal of tr...	112 · General ...	460.00
Check	9/15/2011	13373	Summer Rain Land...	repair of hunt...	112 · General ...	185.00
Check	9/15/2011	13373	Summer Rain Land...	Sept 2011 m...	112 · General ...	2,050.00

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3:39 PM
 05/04/12
 Accrual Basis

KPPCSD
Account QuickReport
 July 1, 2011 through May 4, 2012

Type	Date	Num	Name	Memo	Split	Amount
Check	9/15/2011	13375	Summer Rain Land...	removal of 2 l...	112 · General ...	0.00
Check	9/15/2011	13375	Summer Rain Land...	removal of tr...	112 · General ...	0.00
Check	9/15/2011	13375	Summer Rain Land...	repair of hunt...	112 · General ...	0.00
Check	9/15/2011	13375	Summer Rain Land...	Sept 2011 m...	112 · General ...	0.00
Check	9/30/2011	13399	NBS Government Fi...	LMD Admin I...	112 · General ...	1,108.86
Check	10/14/2011	13450	Summer Rain Land...	October 2011	112 · General ...	2,050.00
Check	10/14/2011	13450	Summer Rain Land...	removal of br...	112 · General ...	380.00
Check	10/14/2011	13450	Summer Rain Land...	painting of wall	112 · General ...	280.00
Check	10/14/2011	13450	Summer Rain Land...	removal of so...	112 · General ...	340.00
Check	10/28/2011	13468	Summer Rain Land...	Work done O...	112 · General ...	215.00
Check	10/28/2011	13468	Summer Rain Land...	INv Dated Oc...	112 · General ...	0.00
Check	10/28/2011	13468	Summer Rain Land...	INv Dated Oc...	112 · General ...	0.00
Check	11/15/2011	13509	EBMUD	8/29 - 10/28/...	112 · General ...	713.56
Check	11/30/2011	13525	Summer Rain Land...	location mont...	112 · General ...	2,050.00
Check	11/30/2011	13525	Summer Rain Land...	2 Invoices Da...	112 · General ...	0.00
Check	12/15/2011	13566	Fernando Herrera	Monthly Main...	112 · General ...	2,050.00
Check	12/15/2011	13566	Fernando Herrera	planter repair...	112 · General ...	510.00
Check	12/15/2011	13566	Fernando Herrera	Monthly main...	112 · General ...	
Check	1/13/2012	13663	UBS	Park Bathroo...	112 · General ...	1,927.23
Check	1/13/2012	13668	NBS Government Fi...	1-1-12 to 3-3...	112 · General ...	1,108.86
Check	1/13/2012	13673	Summer Rain Land...	Jan O&M	112 · General ...	2,050.00
Check	1/13/2012	13685	EBMUD	Irrigation Use...	112 · General ...	373.72
Check	2/15/2012	13735	UBS	Park Bathroo...	112 · General ...	584.00
Check	2/15/2012	13742	Summer Rain Land...	Monthly main...	112 · General ...	2,050.00
Check	2/29/2012	13760	Summer Rain Land...	invoice date...	112 · General ...	460.00
Check	3/15/2012	13823	Summer Rain Land...	monthly servi...	112 · General ...	2,050.00
Check	3/15/2012	13823	Summer Rain Land...	24 yards of pl...	112 · General ...	2,400.00
Check	3/15/2012	13823	Summer Rain Land...	2 yds top soil...	112 · General ...	220.00
Check	3/15/2012	13794	UBS	monthly janir...	112 · General ...	584.00
Check	3/15/2012	13813	EBMUD	service from ...	112 · General ...	345.40
Check	3/30/2012	13853	NBS Government Fi...	4-1-12 to 4-3...	112 · General ...	1,108.86
Check	4/13/2012	13870	SBCA Tree Consulti...	Monterey Pin...	112 · General ...	150.00
Check	4/13/2012	13870	SBCA Tree Consulti...	Arborist repor...	112 · General ...	300.00

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3:39 PM
 05/04/12
 Accrual Basis

KPPCSD
Account QuickReport
 July 1, 2011 through May 4, 2012

Type	Date	Num	Name	Memo	Split	Amount
Check	4/13/2012	13886	Summer Rain Land...	monthly main...	112 · General ...	2,050.00
Check	4/13/2012	13890	UBS	park services...	112 · General ...	584.00
Total 672 · Kensington Park O&M						40,549.08
678 · Misc Park/Rec Expense						
General Journal	7/1/2011	REV ...	Kensington Police P...		210 · Account...	-184.01
Check	7/15/2011	13248	Steven Lee	Eagle Scout ...	112 · General ...	203.45
Check	9/15/2011	13360	Saviano Company I...	Tennis Court ...	112 · General ...	2,000.00
Check	10/28/2011	13477	California Park & R...	paid thru jan ...	112 · General ...	155.00
Check	11/15/2011	13496	Kensington Home a...	Martinez Offi...	112 · General ...	28.65
Check	11/15/2011	13505	Moran Engineering	Tmapping an...	112 · General ...	1,000.00
Check	11/30/2011	13524	Mighetto Electric	1pole lights r...	112 · General ...	305.55
Total 678 · Misc Park/Rec Expense						3,508.64
Total 635 · Park/Recreation Expenses						77,411.52
TOTAL						77,411.52

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April 2012 Police Department Report

May 4, 2012

- Department Personnel
 - We are currently staffed at 9 sworn positions and 3 reserve officers.
- Commendations and Correspondence - None this month
- Investigation of Alleged Misconduct
 - Department Investigation 2011-004 was initiated on July 5, 2011 on allegations that an officer violated department reporting procedures. This investigation is being conducted by Sergeant Hull.
 - Citizen's Investigation 2011-005 was initiated on October 5, 2011, on allegations that an officer was rude while signing off on a fix it ticket. This investigation is being conducted by Sergeant Hull.
 - Citizen's Investigation 2012-001 was initiated on January 8, 2012 on an allegation that an officer used racial profiling in issuing a traffic citation. This investigation is being conducted by Sergeant Hull.
- 9-1-1 / Richmond Communication Center Information.
 - The Ring Time Report for March documented 54 total 911 calls received by dispatch with none having a ring time of over 20 seconds.

The Ring Time Report for April documented 61 total 911 calls received by dispatch with 3 having a ring time of over 20 seconds. The first occurred on 04-09-12, at 1:36 PM, with a ring time of 1:12 seconds. The caller spoke to the dispatcher for 1:12 seconds but there is no indication of the type of call or if a call was generated.

The second occurred on 04-19-12, at 11:44 AM, with a ring time of 1:10 seconds. The call appears to be a mis-dial with the dispatcher speaking to the caller for 2 seconds.

The third also occurred on 04-19-12, at 1:29 PM, with a ring time of 1:10 seconds. This was a call a medical call of a 50 year old fall victim at the Hilltop School.

The average ring time for the month of March was 4 seconds.

The average ring time for the month of April was 8 seconds.

- Community Networking

- On 04-04-12, Chief Harman attended the West County Police Chief's meeting in Hercules.
- On 04-19-12, Officer Doug Wilson, Chief Harman, and KPSC Chair Peter Liddell co-sponsored with the Kensington Fire Protection District, "Smoke Detectors, Carbon Monoxide Detectors, and Wildfire Workshop" presented by Fire Marshal Michael Bond.
- On 04-23-12, Chief Harman attended the KIC meeting.
- On 04-28-12, Sergeant Barrow, Detective Stegman, and the crew of Engine 65 participated in the National Drug Take Back Day, collecting 112 pounds of unneeded prescription medications.

- Community Criminal Activity

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

- Watch Commander Reports

- **Sergeant Hui**
(1600-0400)

TEAM #1 STATISTICS

Officer:	Ramos (K41) (0600-1800)	Wilson (K38) (1800-0600)
Days Worked	14	10
Traffic Stops	17	4
Moving Citations	11	3
Parking Citations	--	--
Vacation/Security Checks	91	55
FI-Field Interview Cases	0 1	1 1
Self Initiated Cases	0	0
Arrests	0	0
Calls for Service	53	21

Note: Parking citation data was not available at the time of this report.

Officer Wilson recovered 12 hours of comp time.

Officer Wilson took 44 hours of vacation time.

Officer Ramos took 5 hours of vacation time.

Acting Sergeant Hui recovered 12 hours of comp time.

Officer Ramos attended an 8 hour report writing class.

BRIEFING/TRAINING:

- Reviewed KPD Policy #100 – Law Enforcement Authority
- Reviewed KPD Policy #200 – Organizational Structure
- Reviewed KPD Policy #203 – Orders by Supervisor
- Reviewed KPD Policy #320 – Domestic Violence
- Reviewed KPD Policy #332 – Missing Person Reporting
- Reviewed KPD Policy #342 – Department Computer Use
- Reviewed KPD Policy #344 – Report Preparation
- Reviewed KPD Policy #360 – Death Investigation
- Reviewed KPD Policy #500 – Traffic Function Responsibility
- Reviewed KPD Policy #502 – Traffic Collision Reporting
- Reviewed KPD Policy #700 – Department Owned and Personal Property
- Reviewed KPD Policy #1020 – Personnel Complaint Procedure
- Reviewed KPPCSD Policy 3010.1 – Occupational Injury Reporting
- Reviewed KPD Victim Non-Disclosure Request
- Reviewed Miranda Warning Update
- Reviewed Traffic Issues within Kensington
- Reviewed Child Abuse reporting and paperwork
- Reviewed Case Law – Miranda v. Shatzer
- Reviewed patrol responsibilities
- Discussed use of social media websites in Law Enforcement
- Reviewed updates on Child Passenger Restraint laws

SERGEANT'S SUMMARY:

In the past several months, we have had two instances of residential burglaries where the residents were home when the suspect forced entry into the residence. In both of these events, it appears that the suspect first knocked on the door and then forced entry into the residence after no one answered the door. In many burglaries, the suspect will walk up to the front door and knock or ring the doorbell to see if anyone is home. If the resident is home, they will often pose as a solicitor. If the resident is not home, the suspect will then look for a means of gaining entry into the residence.

If someone knocks on your door that you do not recognize, one effective method that I have seen in dealing with the subject is to:

1. Call KPD's non-emergency dispatcher at 510-236-0474
2. Without opening the door, tell the person that you are not interested in whatever they wish to discuss and that you have already called the police.

Many of our residents are worried about getting someone in trouble. In a "suspicious person" type of call, responding officers will contact the subject and check why they are knocking on your door. If they are supposed to be in the area, the officer will quickly conclude his contact with the subject and be on his way.

One important item to remember is that all solicitors must have a Contra Costa County Solicitors permit that is issued by the Contra Costa County Sheriff's Records department. The permit should identify the company that the permit has been issued to, and list each solicitor that is allowed to conduct business within the county. The purpose of issuing solicitor permits is to ensure that the companies and their solicitors are of a legitimate nature and within compliance with local planning and health ordinances. If you are interested in learning more about these permits, you can call the Contra Costa County Records Unit at (925)335-1570.

SIGNIFICANT EVENTS:

- 2012-2427 – On 4/10/2012, Officer Ramos met a resident at KPD on a report of a petty theft.
- 2012-2608 – On 4/18/2012, Sergeant Hui responded to the unit blk of Arlmont Dr on a report of an identity theft.
- 2012-2744 – On 4/24/2012, Officer Wilson responded to the 100 blk of Windsor Ave on a report of a petty theft.

Reserve Officer:	Colon (K44)	Armanino (K47)
Days Worked	0	4
Traffic Stops	0	16
Moving Citations	0	8
Parking Citations	0	--
Vacation/Security Checks	0	24
FI-Field Interview	0	0
Cases	0	0
Self Initiated Cases	0	0
Arrests	0	0
Calls for Service	0	11

**** Sergeant Barrow**

Sgt. Barrow, issued 9 moving citations, and made two arrests. One with Detective Stegman, and the other with Officer Turner.

TEAM #2 STATISTICS

Officer:	Martinez (K31) (0600-1800)	Turner (K46) (1800-0600)
Days Worked	9	14
Traffic Stops	13	50
Moving Citations	7	17
Parking Citations	N/A	N/A
Vacation/Security Checks	39	94
FI-Field Interview	0	0
Cases	3	2
Self Initiated Cases	0	1
Arrests	0	2
Calls for Service	26	42

Parking citation data was not available at the time of this report.

BRIEFING/TRAINING:

Sergeant Barrow attended an 8 hour Business writing class.

- o Reviewed KPD Policy #100 – Law Enforcement Authority
- o Reviewed KPD Policy #200 – Organizational Structure
- o Reviewed KPD Policy #203 – Orders by Supervisor
- o Reviewed KPD Policy #320 – Domestic Violence
- o Reviewed KPD Policy #344 – Report Preparation
- o Reviewed KPD Policy #360 – Death Investigation
- o Reviewed KPD Policy #500 – Traffic Function Responsibility
- o Reviewed KPD Policy #502 – Traffic Collision Reporting
- o Reviewed KPD Policy #1020 – Personnel Complaint Procedure
- o Reviewed KPPCSD Policy 3010.1 – Occupational Injury Reporting
- o Reviewed KPD Victim Non-Disclosure Request
- o Reviewed Miranda Warning Update
- o Reviewed Traffic Issues within Kensington
- o Reviewed Child Abuse reporting and paperwork
- o Reviewed Case Law – Miranda v. Shatzer
- o Reviewed patrol responsibilities
- o Discussed use of social media websites in Law Enforcement
- o Reviewed updates on Child Passenger Restraint laws

SERGEANT'S SUMMARY:

The Kensington Police and Fire Departments participated in the **National Dug**

Take Back Initiative on April 28, 2012. The Police department received over 112 pounds of pills and various medications. The Fire Department filled five 18 gallon plastic containers with various medical waste, syringes, inhalers, and non-prescription medications. The Kensington Police Department has hosted three **National Dug Take Back Initiatives and to date have received over 390 pounds of pills** and various prescription medications. I hope we will be having another event in approximately six months. As soon as a new date is determined I will forward it through the outlook and the Police Department Monthly report.

SIGNIFICANT EVENTS:

- 2012-2340 – On 4-5-2012, Officer Turner was assisting El Cerrito Police with a search for a stolen vehicle. Officer Turner contacted a similar subject who was wanted on a no bail warrant out of Richmond. He took the suspect into custody without incident.
- 2012-2385 – On 4-7-2012, Officer Turner and I responded to the 400 block of Colusa Avenue for a reported strong arm robbery. A female adult victim was walking in the 400 block of Colusa Avenue when the suspect grabbed her purse and ran south bound Colusa Avenue. See Detective Stegman's report for further.
- 2012-2455 – On 4-11-2012, Detective Stegman and I responded to Wellesley Avenue for an attempted suicide by hanging. The subject telephoned 911 after the tree branch gave way causing injuries. We arrived and found the subject and cut him down. The subject was unresponsive and as we prepared to begin CPR the subject coughed and gasped for air. The subject was given medical aid and transported to the hospital. The subject is expected to make a full recovery.
- 2012-2643 – On 4-20-2012, Officer Martinez responded to the unit block of Sunset Terrace for a reported residential burglary. The door had been damaged and the victim could not find any loss at the time of this report.
- 2012-2754 – On 4-25-2012, Officer Martinez responded to the unit block of Highland Blvd. for a reported non-injury hit and run vehicle collision.
- 2012-2757 – On 4-25-2012, Officer Martinez responded to the unit block of Ardmore Drive for a reported petty theft from a residence.
- 2012-2762 – On 4-25-2012, Sergeant Barrow responded to the unit block of Avon Drive for a reported domestic dispute. Sergeant Barrow arrived and contacted the parties. Officer Turner arrived at work and immediately responded to my location to assist me. One of the subjects was arrested and booked into county jail.
- 2012-2815 – On 4-27-2012, Officer Turner responded to the unit block of Arlington Avenue for a reported petty theft. A UPS package was reported stolen but was delivered to the wrong address. The package was returned and no further action was taken.

TRAFFIC STATISTICS:

24 moving citations were issued on Colusa Ave.
16 moving citations were issued on Arlington Ave.
8 moving citations were issued on Grizzly Peak Blvd.
2 moving citations were issued on Franciscan Way.
1 moving citation was issued on Kenyon Ave.
1 citation was issued on Highland Blvd.
1 citation was issued on Berkeley Park Blvd.
2 citations were issued on Rincon Rd.

•• **Detective Eric Stegman**

SIGNIFICANT EVENTS:

12-2385- On 4/7/12, at approximately 1843 hours, a "rip and run", strong arm robbery occurred, near Colusa Circle. The suspect was a thin build Black male, approximately 17-18 years old, 5' 8", and 115-130 lbs. He was wearing a grey hooded sweatshirt with the hood covering his head and saggy blue jeans. He also was wearing black gloves, and black and white shoes (probably Converse Chuck Taylors). By 2159 hours, the same day, charges were being to be made to the victim's American Express card at various locations in Pinole. **This case is under investigation.**

On 4/17/12 Sgt. Barrow and Detective Stegman arrested a Parolee at Large who is believed to have information about case 11-1618 (Homicide).

12-2590- On 4/17/12, a burglary occurred on Franciscan Way. Entry was gained by forcing the front door open. The loss was several valuable musical instruments and electronics. **This case is under investigation. Anyone with information please call Detective Stegman.**

12-2643- On 4/20/12, a burglary occurred on Sunset Terrace. Entry was gained by forcing the front door open. There was nothing taken from the residence as it was vacant. **This case is under investigation.**

On Saturday 4/28/12, Sergeant Barrow and Detective Stegman, in conjunction with the El Cerrito Fire Department, and the DEA, participated in Drug Take Back Day. The event took place from 10 AM thru 4PM. We collected 112 pounds of medications in pill and powder form. This does not include the large unmeasured amounts of cream, liquid, and aerosol medications that were collected separately, to be disposed of by ECFD.

KPD INVESTIGATIONS INFORMATION:

2011-1618 Homicide.

On 03-12-11, KPD Officers were dispatched to a possible dead body in the 00 block of Arlington Avenue. The individual was pronounced dead at the scene. This case is being investigated as a homicide.

KPD INVESTIGATIONS

- Made court run for filling cases, and retrieve court notifications.
- Updated the KPD Case Review Log
- Updated stolen property log.
- I'm currently assigned one day per week as a Field Training Officer

KPD Monthly Crime Statistics

APRIL 2012

Part 1 Crimes	Reported	Open/ Pending	Suspended	Closed	Arrest
Homicide	0	1	0	0	0
Rape	0	0	0	0	0
Robbery	1	1	0	0	0
Felonious Assault	0	0	0	0	0
Residential Burglary	2	1	1	0	0
Grand Theft	0	0	0	0	0
Vehicle Theft	0	0	0	0	0
Part 1 Totals	3	3	1	0	0
Other Crimes					
Auto Burglary	0	0	0	0	0
Identity Theft	2	2	0	0	0
Fraud	0	0	0	0	0
Forgeries	0	0	0	0	0
Petty theft	4	1	2	1	0
Restraining Order Violations/ Stalking/ Criminal Threats	0	0	0	0	0
Sex Crimes (other)	0	0	0	0	0
Assault/ Battery (other)	1	0	0	1	1
Vandalism	0	0	0	0	0
Drugs	0	0	0	0	0
Warrant	2	0	0	2	2
Hit and Run Felony	0	0	0	0	0
Hit and Run Misdemeanor	1	1	0	0	0
Other Misdemeanor Traffic	0	0	0	0	0

Other Crime Totals	10	4	2	4	3
All Crime Totals	13	7	3	4	3

Traffic Accidents (Non Injury)	1
Traffic Accidents (Injury)	0

•• Chief Harman

Rumor, rumor, rumor...

Webster's Dictionary defines rumor as, "a story or statement in general circulation without conformation or certainty as to facts". There are many rumors in our community, how and why they are started is as many as the rumors themselves. However, as the Webster definition would indicate, the best way to deal with rumors is to provide the facts. Therefore, I will provide the facts.

Rumor: "Questions about the chaos and lack of systems in payroll, receivables, payables, and reimbursements go unanswered, and Chief Harman has proposed no new systems."

Fact: Changes in personnel have been made and all of the suggestions in both the KPPCSD Fiscal Year Audit of 2010 prepared by our auditor and the suggestions made in December 2011 by the forensic auditor hired by the District have been implemented and are in place and have been since the first of the year.

Rumor: "Questions about the source for data Chief Harman cited when he claimed to have reduced crime in Kensington by 50% last year and 62% over 4 years has gone unanswered for over 3 months".

Fact: All questions about the source of data cited in the reduction of crime were reported at the April 12th meeting of the KPPCSD Board, also in the April 2012 Police Monthly report which is available on line at www.kensingtoncalifornia.org, and on Page 8 of the May 2012 issue of the Outlook.

Rumor: "Why is it that during Mr. Harman's tenure we have lost 15 employees? We only have 10 full time employees?"

Fact: Since taking office in September of 2007, we have had 10 full time sworn positions in the police department. Over the course of the last 5 years, we have

had one officer resign during probation, one officer retire, one officer resign, one officer retire due to a medical condition, and one officer that was terminated. That would be five officers in five years, for an average of one a year or 10% attrition rate of the sworn force a year. In Brown Taylor's Audit of the Police Department completed and presented to the Board in January 2008, Taylor identified industry standards as, "officer attrition can be anticipated to be "15%" per year". The Kensington Police Department attrition rates are lower than industry standards.

However, what about the reserve officer positions that have been in place at the Kensington Police Department. Upon my hire, there was 1 reserve officer position. That reserve officer resigned his position after moving out of the area.

I have hired 5 reserve officers, two that have resigned after moving out of the area, 1 that left to take a full time sworn position from the agency that she currently was working for, 1 that took a position at a large agency in another state, and 2 that have been promoted from the reserve program to full time paid status.

Finally, how about the civilians that have left the District? One left to take another position, 1 left to take a full time job, 1 left because the position was eliminated, and 1 was released before completing probation.

Rumor: "What is the rational for promoting officers so that we now have 5 officers supervising 4 patrolmen? California Police Officer Standards & Training (POST) requires that sergeants have an advance degree."

Fact: For those in attendance at the March 8th KPPCSD Board meeting, this was explained by me to everyone in attendance. First, the KPPCSD Board negotiated the new positions of Master Sergeant and Corporal with the Kensington Police Officers Association. The costs of these promotions were fully discussed by the Board during negotiations. With these promotions, the structure of the department is as follows, 1 Chief, 1 Master Sergeant whose patrol duties include the supervision of the Detective and Traffic Officer. His administrative duties include the mentoring of the 2 newly promoted patrol sergeants that supervise two officers on their respective teams. The sergeants also supervise the reserve officers when they are on duty in the District. In addition, with the creation of the Master Sergeant position, this has allowed us to increase the shift coverage throughout the week, limiting the time officers would have to patrol the District alone.

In fact, in Taylor's audit he states, "As part of the 2007 / 2008 financial plan a new District Organizational Structure was adopted. The new structure, with full analysis, in the "Organizational Structure" Chapter III of this report, made the following modifications. (1) Reclassified 1 of 4 authorized Police Sergeant positions to a police officer classifications moving authorized sworn to 1 Chief, 3 Sergeants, and 6 Officers."

By increasing the 2 sergeant positions funded in 2011 to the 3 that includes the Master Sergeant in 2012, the Board and the KPOA negotiated the supervisory positions back to the recommendation of 2007/08.

The intent of the creation of the paid status of the Corporal position was to provide a salary increase for the duties and responsibilities that are associated with the Detective position.

As for the POST requirement that all sergeants have an advanced POST certificate, that is simply not true. The only POST requirement for sergeants is that they hold the Basic Peace Officer certification and that they eventually attend supervisor training in order to receive their supervisory certificate.

Rumor: "The funding measures sold to the community on the basis that we needed 11 officers to adequately provide patrol and safety to our community. We have never had 11 officers, currently we have just 9, and the first funding measure was passed in 1994."

Fact: The number of officer positions in the department is determined and approved by the KPPCSD Board and is authorized in the yearly budget.

Quoted from Taylor's 2008 audit, "A full staffing analysis follows in Chapter II of this report. In Summary: Nine Field Officers (3 Sergeants and 6 Officers) are recommended as optimum authorized strength". "Officer attrition can be anticipated to be "15%" per year".

Staffing and funding for sworn positions over the years since 1994 are as follows:

1993/94	8 Officers
1994/95	8 Officers
1995/96	10 Officers
1996/97	10 Officers
1997/98	10 Officers
1998/99	10 Officers
1999/00	10 Officers
2000/01	10 Officers
2001/02	10 Officers
2002/03	10 Officers
2003/04	10 Officers
2004/05	10 Officers
2005/06	10 Officers
2006/07	10 Officers
2007/08	10 Officers
2008/09	10 Officers
2009/10	10 Officers

2010/11 10 Officers
2011/12 10 Officers

The KPPCSD has never authorized or funded 11 officer positions. The funding measures that were voted in over the years were passed to increase revenue to off set the increase in District costs over the years. Even Measure G, that was passed in 2010, there is no mention of the number of sworn positions that were to be authorized by the District.

Since September of 2011, we have been at 9 sworn positions. Until the employment status of the 10th officer is determined, we need to maintain our staffing level at 9 officers. This 10% attrition rate is well within industry norms.

Will these facts eliminate the rumors? Unfortunately probably not, however, I believe it is important to try and get the facts out once these rumors are known to be circulated.

May 2012

May 2012							June 2012						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5				6	7	8	9
6	7	8	9	10	11	12	10	11	12	13	14	15	16
13	14	15	16	17	18	19	17	18	19	20	21	22	23
20	21	22	23	24	25	26	24	25	26	27	28	29	30
27	28	29	30	31									

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Apr 29 - May 5	Apr 29	30	May 1	2	3	4	5
			Staffer in class; Rodney				6:30pm CC Rental; C
May 6 - 12	6	7	8	9	10	11	12
		7:00pm Pack 82; CCM 7:30pm KCC Meeting	7:00pm Troop 100; C	7:00pm KFD Mtg; CC 7:30pm GPF; CCM	7:00pm KPPCSD MTC	5:00pm Book Sale FKL; CCM	
May 13 - 19	13	14	15	16	17	18	19
	Book Sale FKL; CCM	4:00pm Brownies-Las 7:00pm Pack 82; CCM 7:30pm KARO; CC3	Monthly Statistics D 7:00pm Troop 100; C		7:15pm EBC; CC3		1:00pm 1-4pm Gymn 6:00pm CC Rental; C
May 20 - 26	20	21	22	23	24	25	26
	9:00am Brownies Cer	7:00pm Pack 82; CCM	7:00pm Troop 100; C			4:30pm KSAEP STAFF	8:00am CERT PROGR
May 27 - Jun 2	27	28	29	30	31	Jun 1	2
		MEMORIAL DAY HO 7:30pm KIC; CC3	7:00pm Troop 100; C 7:30pm KMAC; CC3	4:30pm Daisy Troop			

June 2012

June 2012							July 2012						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2	1	2	3	4	5	6	7
3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
May 27 - Jun 2	May 27	28	29	30	31	Jun 1	2
						8:00am CC Rental; C	5:30pm CC Rental; C
Jun 3 - 9	3	4	5	6	7	8	9
	Troop 100 BBQ; CCM	7:00pm Pack 82; CCM 7:30pm KCC Meeting	7:00pm Troop 100; C		7:15pm EBC; CC3		1:00pm CC Rental; C 7:00pm CC Rental; C
Jun 10 - 16	10	11	12	13	14	15	16
	3:00pm CC Rental; C	Staffers in class; Keith & Kevin					Monthly Statistics D
		7:00pm Pack 82; CCM 7:30pm KARO; CC3	7:00pm Troop 100; C	7:00pm KFD Mtg; CC 7:30pm GPF; CCM	7:00pm KPPCSD MTC		
Jun 17 - 23	17	18	19	20	21	22	23
	Staffers in class; Keith & Kevin				7:15pm EBC; CC3		
		7:00pm Pack 82; CCM					
Jun 24 - 30	24	25	26	27	28	29	30
		7:00pm Pack 82; CCM 7:30pm KIC; CC3	7:30pm KMAC; CC3				

12

KASEP:

The spring session is on the downhill slope with only four more weeks of KASEP classes (KASEP classes end Friday, June 1st). Looking at the numbers, we have 55 classes in progress, with an enrollment of 402 (including gymnastics and karate). Attendance is up from last year's spring session by about 20 students. KASEP 2nd Payment Billing was processed and invoices mailed out the week of April 25th.

KCC Board Members are invited to drop-in at our end-of-year celebration of teachers and Oversight Committee Members at the Community Center, May 25th from 4:00 – 6:00 pm.

KCC Summer Day Camp:

Camp is just 6 weeks away! Enrollment is continuing as families are looking ahead towards summer and vacation plans. We've filled 315 spots out of 620 total, down by 70 campers from same time last year. There are spaces available in each of the 10 weeks.

Danielle Power, Ethan Houser, Jacob Fong and myself interviewed 8 counselor candidates in one day! SKYPE proved to be an effective tool that allowed us to talk and see candidates across the United States. Our staffing is complete with a final headcount of 7 new counselors and 6 returning counselor. Camp staff to counselor ratio is targeted at 8 campers to 1 counselor. The number of staff working per week is based on weekly enrollment figures.

Counselor orientation and camp set-up is scheduled for Sunday, June 10th and camp starts Monday, June 11th.

KCC Classes and Events:

The high school senior picture will be taken on Sunday, May 6th at 3:00 pm, and will be on the front page of the June issue. A special thank you to Wenyan Petersen, parent volunteer, who will be taking this year's photo.

Artists in the weekly KCC adult art class will be taking a break starting June 13th and will return Wednesday, September 5th.

Family Movie Night – FREE is scheduled for Saturday, June 9th. Families bring picnic baskets and blanket for outside viewing at the Community Center. A giant inflatable movie screen and technician to set-up the equipment have been reserved. Movie starts at sunset. Featured movie is Toy Story 3!

Bay Cities Pyrotector is scheduled to conduct its annual fire alarm test, mid-May.

General Manager April 2012 Report

Budget

On May 1st, the Finance Committee met to discuss the proposed KPPCSD Fiscal Year 2012/2013 Operating Budget. The good news, if the 2012/2013 COPS Grant money is funded by the State, we will be in good shape. If it isn't, we only anticipate a \$13,000 shortfall and we still will be in good shape.

To view a copy of the Preliminary 2012/2013 Operating Budget, go to the website and open the agenda packet for the KPPCSD May 10th meeting.

Kensington Park

Community Center & Annex

Rosemary Muller of Muller & Caulfield presented the "Kensington Park Buildings Master Plan Report" to the Board at the March 8th KPPCSD Board Meeting. This project was begun by the KPPCSD Board in February of 2010, when the Board formed the Park Buildings Ad-Hoc Committee to look at the best use and repair of the park buildings. Following their initial investigation and the issuance of a request for proposals, the Park Buildings Committee recommended the Board hire the firm of Muller & Caulfield to produce an integrated park buildings plan.

The report was accepted by the Board and they instructed the Park Buildings Committee to begin to look at possible financing options for the project. The committee is continuing its work investigating financing options.

Emergency Preparedness

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

The next meeting of the Kensington Public Safety Council will take place Monday, May 14th, at 6:30 PM at the Community Center Room #3. It is very important for those interested in Kensington's emergency preparedness to come to the meetings. The declining community interest in this group is placing this group's continued existence in jeopardy.

KPSC, KPPCSD, and the Kensington Fire Protection District hosted a Home Fire Safety Workshop on Thursday, April 19th, at 6PM, at the Community Center. The well attended workshop topics included fire safety, carbon monoxide detection, and wildfire protection.

Other District Items of Interest

Solid Waste

The KPPCSD Board will be meeting in closed session May 10th with counsel to discuss significant exposure to litigation as a result of the demand for arbitration made by Bay View recently.

Public Works

The County notified us that they soon will be beginning a 2012 Street Micro-surfacing Project on the streets east of the Arlington up to Grizzly Peak. As more information is learned, I will pass it along.

Drug Take Back Day

The Kensington Police Department and the Kensington Fire Protection District participated in the Fourth National Take Back Initiative, held on Saturday, April 28th, between 10:00 AM and 2:00 PM. We collected 112 pounds of unneeded medical prescriptions.

Website

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

www.kensingtoncalifornia.org

Memorandum

Kensington Police Department



To: KPPCSD Board of Directors

APPROVED YES NO

From: Gregory E. Harman, General Manager

Date: Thursday, May 03, 2012

FORWARDED TO:

Subject: New Business Items #1 Resolution 2012-04 Ordering Park Assessment

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 was the approval of Resolution 2012-03; the approval of the Annual Report for the Kensington Park Assessment District for Fiscal Year 2012/2013.

The total assessment to each dwelling unit is \$14.52, with a total of 2,183 parcels to be assessed.

The second step in the process was the approval of Resolution 2012-01; the initiating of proceedings for the levy and collection of the assessments for the Kensington Park Assessment District for Fiscal Year 2012/2013.

The third step was the approval of Resolution 2012-02; the Board's declaring its intention to levy and collect assessments for the Kensington Park Assessment District for Fiscal Year 2012/2013 and setting the public hearing for Thursday, May 10th, at 7:00 PM. Resolution 2012-02 was passed at the April 12th KPPCSD Board meeting and was published in the May 1st issue of the Outlook and the April 25th edition of the West County Costa Times. This met the requirement that the May 10th meeting be noticed at least 10 days prior the public meeting date.

The final step in the process is the holding of the public meeting on May 10th and the approval of Resolution 2012-04.

Greg Harman
General Manager

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

RESOLUTION NO. 2012-04

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT, CONFIRMING THE ASSESSMENT AND ORDERING THE LEVY FOR THE KENSINGTON PARK ASSESSMENT DISTRICT FOR FISCAL YEAR 2012/13

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, declared its intention to hold a Public Hearing concerning the levy and collection of assessments within the Assessment District; and

WHEREAS, a Public Hearing has been held and concluded and notice thereof was duly given in accordance with Section 22626 of the Act; and

WHEREAS, at the time and place specified in the Resolution of Intention the Board of Directors conducted such hearing and considered all objections to the assessment.

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

- 1. Confirmation of Assessment and Diagram:** The Board of Directors hereby confirms the assessment and the diagram as is described in full detail in the Annual Report on file with the Secretary.
- 2. Levy of Assessment:** Pursuant to Section 22631 of the Act, the adoption of this resolution shall constitute the levy of an assessment for the fiscal year commencing July 1, 2012 and ending June 30, 2013.
- 3. Ordering of the Levy:** The Board of Directors hereby orders NBS to prepare and submit the levy of assessments to Contra Costa County for placement on the Fiscal Year 2012/13 secured property tax roll.

PASSED AND ADOPTED by the Board of Directors of the Kensington Police Protection and Community Services District on _____, the ____ day of _____, 2012, by the following vote to wit:

AYES:

Chuck Toombs, President

NOES:

Tony Lloyd, Vice President

ABSENT:

Linda Lipscomb, Director

Mari Metcalf, 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 _____, 2012.

District General Manager

**KENSINGTON POLICE PROTECTION
&
COMMUNITY SERVICES DISTRICT**

**PRELIMINARY OPERATING
BUDGET
FISCAL YEAR 2012/2013**

**Chuck Toombs, President/ Finance Committee
Chair**

Tony Lloyd, Vice President

**Linda Lipscomb, Director/ Finance Committee
Vice Chair**

Mari Metcalf, Director

Cathie Kosel, Director

Greg Harman, General Manager/ Chief of Police

May 10, 2012

First Reading

CODE	CLASSIFICATION	2012/2013		2011/2012 BALANCE	PERCENT SPENT	2012/2013 BUDGET	BUDGET DIFFERENCES
		2011/2012 BUDGET	EXPENDITURES March 31, 2012				
POLICE SALARIES AND BENEFITS							
502	Salary - Police	\$884,824	\$604,728	\$280,096	68.34%	\$890,107	\$5,283
504	Compensation Cash-Out	\$10,000	\$21,043	(\$11,043)	210.43%	\$10,000	\$0
506	Overtime	\$40,000	\$48,085	(\$8,085)	120.21%	\$40,000	\$0
508	Salary/Non-Sworn	\$58,500	\$38,268	\$20,232	65.42%	\$52,000	(\$6,500)
516	Uniform Allowance	\$7,800	\$5,366	\$2,434	68.80%	\$8,000	\$200
518	Safety Equipment	\$2,500	\$1,925	\$575	77.01%	\$6,000	\$3,500
521A	Medical Insurance - Active	\$156,416	\$99,316	\$57,100	63.49%	\$150,452	(\$5,964)
521R	Medical Insurance - Retired	\$157,539	\$109,166	\$48,373	69.29%	\$178,662	\$21,123
521T	Medical Insurance - Trust	\$96,432	\$0	\$96,432	0.00%	(\$32,942)	(\$129,374)
522	Disab. & Life Insurance	\$12,500	\$11,021	\$1,479	88.17%	\$5,240	(\$7,260)
523	Medicare 1.45% (District)	\$14,516	\$9,175	\$5,341	63.20%	\$14,502	(\$14)
524	Social Security(6.2%) /Non-Sworn	\$3,627	\$2,593	\$1,034	71.48%	\$3,224	(\$403)
527	P.E.R.S. - District	\$303,492	\$210,193	\$93,299	69.26%	\$305,356	\$1,864
528	P.E.R.S. - Officers Portion	\$80,336	\$55,812	\$24,524	69.47%	\$80,830	\$494
530	Workers Compensation	\$68,656	\$64,064	\$4,592	93.31%	\$56,687	(\$11,969)
540	Advanced Industrial Disability	\$0	\$0	\$0	0.00%	\$0	\$0
SUB-TOTAL		\$1,897,139	\$1,280,756	\$616,383	67.51%	\$1,768,118	(\$129,021)
POLICE EXPENSES							
552	Expendable Police Supplies	\$1,800	\$1,933	(\$133)	107.38%	\$1,800	\$0
553	Range/Ammunition	\$4,000	\$619	\$3,381	15.49%	\$4,000	\$0
560	Crossing Guard	\$9,626	\$6,471	\$3,155	67.23%	\$9,866	\$240
562	Vehicle Operation	\$55,000	\$30,300	\$24,700	55.09%	\$57,200	\$2,200
564	Communications	\$154,320	\$85,593	\$68,728	55.46%	\$141,960	(\$12,360)
566	Radio Maintenance	\$23,400	\$19,619	\$3,781	83.84%	\$21,750	(\$1,650)
568	Prisoner/Case Expenses/Bookings	\$5,000	\$1,580	\$3,420	31.59%	\$6,400	\$1,400
570	Training	\$10,000	\$4,977	\$5,023	49.77%	\$13,000	\$3,000
572	Recruiting	\$0	\$988	(\$988)	0.00%	\$13,000	\$13,000
574	Reserve Officers	\$2,000	\$1,287	\$713	64.37%	\$8,100	\$6,100
576	Misc. Dues, Meals,Travel	\$3,210	\$2,110	\$1,101	65.72%	\$3,125	(\$85)
580	Utilities - Police	\$8,000	\$5,010	\$2,990	62.63%	\$8,000	\$0
581	Bldg. Repair/Maint	\$1,000	\$939	\$61	93.88%	\$1,000	\$0
582	Office Supplies	\$6,000	\$5,022	\$978	83.70%	\$6,000	\$0
588	Telephones	\$7,980	\$3,948	\$4,032	49.48%	\$16,620	\$8,640
590	Housekeeping	\$4,000	\$2,392	\$1,608	59.80%	\$4,000	\$0
592	Publications	\$3,000	\$2,346	\$654	78.19%	\$3,000	\$0
594	Comm. Policing	\$2,500	\$2,524	(\$24)	100.97%	\$1,500	(\$1,000)
596	CAL-ID/WEST-NET	\$12,900	\$12,893	\$7	99.95%	\$13,130	\$230
598	COPS Special Fund	\$0	\$0	\$0	0.00%	\$0	\$0
599	Police Taxes Administration	\$3,200	\$3,197	\$3	99.92%	\$3,200	\$0
SUB-TOTAL		\$316,936	\$193,748	\$123,188	61.13%	\$336,651	\$19,714
RECREATION SALARIES AND BENEFITS							
601	Park and Rec. Admin.	\$6,500	\$4,632	\$1,868	71.26%	\$6,500	\$0
602	Custodian	\$26,000	\$16,050	\$9,950	61.73%	\$21,000	(\$5,000)
623	Social Security (7.65%) /District	\$497	\$354	\$143	71.30%	\$497	\$0
SUB-TOTAL		\$32,997	\$21,036	\$11,961	63.75%	\$27,997	(\$5,000)
RECREATION EXPENSES							
640	Community Center Expenses						
642	Community Center Utilities	\$4,756	\$2,858	\$1,898	60.10%	\$4,696	(\$60)
643	Janitorial Supplies	\$750	\$986	(\$236)	131.44%	\$750	\$0
646	Community Center Repairs	\$1,000	\$28,156	(\$27,156)	2815.55%	\$2,000	\$1,000
650	Building E Expenses						
656	Building E Repairs	\$0	\$0	\$0	0.00%	\$0	\$0
660	Annex Expenses						
662	Annex - Utilities	\$1,000	\$916	\$84	91.65%	\$1,500	\$500
666	Annex Repairs	\$0	\$0	\$0	0.00%	\$0	\$0
668	Annex - Misc. Exp	\$0	\$0	\$0	0.00%	\$0	\$0
670	Gardening Supplies	\$2,000	\$0	\$2,000	0.00%	\$1,000	(\$1,000)
672	Park O&M	\$61,820	\$37,465	\$24,355	60.60%	\$81,908	\$20,088
674	Park Construction Expense	\$0	\$0	\$0	0.00%	\$0	\$0
678	Misc. Park/Rec Expense	\$1,000	\$3,509	(\$2,509)	350.86%	\$1,000	\$0
SUB-TOTAL		\$72,326	\$73,890	(\$1,564)	102.16%	\$92,854	\$20,528

CODE	CLASSIFICATION	2012/2013		2011/2012 BALANCE	PERCENT SPENT	2012/2013 BUDGET	BUDGET DIFFERENCES
		2011/2012 BUDGET	EXPENDITURES March 31, 2012				
DISTRICT EXPENSES							
810	Computer	\$30,034	\$22,618	\$7,416	75.31%	\$30,869	\$835
820	Canon Copier Contract	\$6,160	\$3,971	\$2,189	64.47%	\$6,700	\$540
830	Legal	\$35,000	\$65,206	(\$30,205)	186.30%	\$65,000	\$30,000
835	Consultant	\$3,600	\$77,430	\$0	0.00%	\$0	(\$3,600)
840	Accounting	\$25,275	\$18,870	\$6,405	74.66%	\$30,075	\$4,800
850	Insurance	\$30,000	\$28,085	\$1,915	93.62%	\$30,000	\$0
860	Election	\$0	\$0	\$0	0.00%	\$6,000	\$6,000
865	Police Bldg Lease	\$29,705	\$29,705	\$0	100.00%	\$30,596	\$891
870	County Expenditures	\$19,900	\$20,040	(\$140)	100.71%	\$19,900	\$0
890	Waste/Recycle Expenses	\$17,500	\$18,825	(\$1,325)	107.57%	\$36,500	\$19,000
898	Miscellaneous Expenses	\$10,641	\$6,510	\$4,131	61.18%	\$10,400	(\$241)
	SUB-TOTAL	\$207,815	\$291,260	(\$83,445)	140.15%	\$266,040	\$58,225
	Operating Expense TOTAL	\$2,527,214	\$1,860,690	\$666,524	73.63%	\$2,491,660	(\$35,554)
CAPITAL OUTLAY							
961	Police Bldg. Improvements	\$0	\$0	\$0	0.00%	\$0	\$0
962	Patrol Cars	\$0	\$0	\$0	0.00%	\$23,000	\$23,000
963	Patrol Car Accessories	\$0	\$0	\$0	0.00%	\$10,000	\$10,000
965	Weapons / Radios	\$0	\$0	\$0	0.00%	\$0	\$0
967	Station Equipment	\$0	\$0	\$0	0.00%	\$0	\$0
968	Office Furn. & Equip.	\$0	\$0	\$0	0.00%	\$0	\$0
969	Computer Equipment	\$0	\$0	\$0	0.00%	\$8,000	\$8,000
971	Park Land	\$0	\$0	\$0	0.00%	\$0	\$0
972	Park Bldgs. Improvements	\$120,000	\$142,609	(\$22,609)	118.84%	\$0	(\$120,000)
973	Park Construct. Fund	\$0	\$0	\$0	0.00%	\$0	\$0
974	Other Park Improvements	\$0	\$0	\$0	0.00%	\$0	\$0
978	Park/Rec. Furniture & Equipment	\$0	\$0	\$0	0.00%	\$0	\$0
	Capital Outlay SUB-TOTAL	\$120,000	\$142,609	(\$22,609)	118.84%	\$41,000	(\$79,000)
	BUDGET GRAND TOTAL	\$2,647,214	\$2,003,300	\$643,914	75.68%	\$2,532,660	(\$114,554)

**KPPCSD
Revenue Projection
2012/2013**

	Estimated Actual 2011/2012	Projected 2012/2013
Ordinary Income/Expense		
Income		
400 · Police Activities Revenue		
401 · Levy Tax	\$1,258,638.00	\$1,262,000.00
HomeOwners' Tax	13,128.00	13,000.00
402 · Special Tax-Police	679,890.00	680,000.00
403 · Misc Tax-Police	65.00	50.00
404 · Measure G Supplemental Tax Rev	405,668.00	405,614.00
410 · Police Fees/Service Charges	1,500.00	2,000.00
414 · POST Reimbursement	8,292.00	0.00
415 · Grants-Police	100,000.00	0.00
416 · Interest-Police	2,959.00	3,000.00
418 · Misc Police Income	20,594.00	15,000.00
419 · Supplemental W/C Reimb (4850)	<u>2,037.00</u>	<u>0.00</u>
Total 400 · Police Activities Revenue	\$2,492,771.00	\$2,380,664.00
420 · Park/Rec Activities Revenue		
424 · Taxes-L&L	\$31,679.00	\$30,000.00
426 · Park Donations	0.00	500.00
427 · Community Center Revenue	25,335.00	24,000.00
435 · Grants-Park/Rec	100,000.00	0.00
436 · Interest-Park/Rec	149.00	200.00
438 · Misc Park/Rec Rev	<u>702.00</u>	<u>500.00</u>
Total 420 · Park/Rec Activities Revenue	\$157,865.00	\$55,200.00
440 · District Activities Revenue		
448 · Franchise Fees	\$19,907.00	\$20,000.00
456 · Interest-District	553.00	500.00
458 · Misc District Revenue	<u>1,500.00</u>	<u>0.00</u>
Total 440 · District Activities Revenue	<u>\$21,960.00</u>	<u>\$20,500.00</u>
Total Income	\$2,672,596.00	\$2,456,364.00

KPPCSD
Projected Revenue and Expense
2012/2013

Budgeted Revenues 2012/2013

Total 400 · Police Activities Revenue	\$2,380,664
Total 420 · Park/Rec Activities Revenue	55,200
Total 440 · District Activities Revenue	<u>20,500</u>

Total Revenues \$2,456,364

Budgeted Expenditures 2012/2013

500 · Police Sal & Ben	
Total 500 · Police Sal & Ben	\$1,768,118
Total 550 · Other Police Expenses	336,651
Total 600 · Park/Rec Sal & Ben	27,997
Total 635 · Park/Recreation Expenses	92,854
Total 800 · District Expenses	266,040
Total 950 · Capital Outlay	<u>41,000</u>

Total Expenditures \$2,532,660

Excess of Revenue over Expense 2012/2013 -\$76,296

Previously Allocated Funds

Bay View	16,500
COPS Grant	<u>47,400</u>

Total Allocated Funds Used 63,900

Excess Funding over Expenses 2012/2013 -12,396

Cash Carryovers 2011/2012 \$1,759,035

Estimated Fund Carryovers into 2012/2013 \$1,746,639

Future Allowances:

Allowance for Mandated Contingencies (10% of Total Expenditures)	\$253,266
Allowance for Est'd Vacation/Comp Liab	80,000
Allowance for Notes Payable - District Portion of Bond	92,830
Allowance for Park Bldgs Replacement (Originally Stated)	300,000
Expenditure for Annex Renovation in Current Year	<u>0</u>

Total Allowances \$726,096

Allocated Funds:

Bay View Account Balance	109,967
Use of Dedicated Funds for Bay View	(\$16,500)

COPS Carry Forward 2012/2013	47,700
Use of COPS Funds for Officer's Salary	<u>(\$47,700)</u>

Total Allocations \$93,467

Available Funds Net of Future Allowances and Allocations \$927,077

**KPPCSD
Estimated Available Cash
06/30/12**

	<u>03/31/12</u>	Incoming Tx Advance	Incoming Grant/Reimb	Apr Exp	May Exp	June Exp	Transfer between funds	06/30/12 Est	
ASSETS									
Current Assets									
Checking/Savings									
	100 · Petty Cash	371.82						372	
	110 · CCC Cash Accts								
	112 · General Fund	-467.98	1,040,815.90		250,000.00	250,000.00	300,000.00	-461,393.00	28,955
	113 · Capital Fund-Cash	26,788.27							26,788
	114 · Land & Light-Park O&M	16,494.29	13,080.13					-29,574.00	0
excluded	116 · PB Admin-Cash	91,526.39	75,196.88					-9,033.00	157,690
excluded	117 · PB Resv-Cash	17,703.99							17,704
	Total 110 · CCC Cash Accts	<u>152,044.96</u>							<u>\$55,744</u>
	134 · CCC LAIF Accounts								
	134a · General LAIF	837,514.39					591,318.53	1,428,833	
	134b · COPS LAIF	0.00		100,000.00			-52,251.53	47,748	
	134c · Park LAIF	0.00						0	
	134d · Garbage/Bay View LAIF	165,533.88					-39,067.00	126,467	
	134e · Capital LAIF	99,871.21						99,871	
	Total 134 · CCC LAIF Accounts	<u>1,102,919.48</u>						<u>\$1,702,919</u>	
	Total Checking/Savings	<u>\$1,255,336</u>	<u>\$1,129,093</u>	<u>\$100,000</u>		<u>\$250,000</u>	<u>\$300,000</u>	<u>\$0</u>	<u>\$1,759,035</u>
								KPPCSD	
								2,084,429	including
									Bond \$

FISCAL YEAR 2012/2013			
CODE 502	CLASSIFICATION; Salary - Police		
	2011/2012 Budget	\$884,824	
	Cumulative as of 3/31/2012	\$604,728.46	
ITEM	AMOUNT		
Officers Base pay		\$879,836	
Holiday pay		\$5,314	
Longevity Pay	1 x 1500	\$1,500	
Incentive Pay		\$3,458	
			\$890,107
NOTE: 10th officer annual salary previously paid out of COPS Grant			
	will be reabsorbed by General Fund until		
	COPS Grant funding is reinstated		
\$5,283	Total	\$890,107	

KPPCSD Officers' Salaries - Fiscal 2011/2012

Officer Name	Grade	Date Hired	Date in Grade	Date in Step	Months in Step	Monthly Base	Holiday Pay	Incentive	Monthly Salary	Pay Period	Hourly Base	Hourly	Longevity Pay	Annual Total
Harman, G	Chief	9/4/2007	9/4/2007	09/04/09	12.000	\$ 11,212.50			11,212.50	\$ 5,606.25	\$ 64.69	\$ 64.69		\$ 134,550.00
Hull, R	MS/Step 1	10/16/97	03/16/12	03/16/12	8.500	\$ 7,614.05	\$ 410.01	\$571.05	8,595.11	\$ 4,297.56	\$ 43.93	\$ 49.59	\$ 1,500.00	\$ 74,558.47
	MS/Step 2			03/16/13	3.500	\$ 7,842.47	\$ 422.33	\$588.19	8,852.99	\$ 4,426.49	\$ 45.25	\$ 51.07		\$ 30,985.45
Barrow, K.	Sgt/Step 1	09/16/05	03/16/12	03/16/12	8.500	6,635.50	\$ 357.28	\$331.78	7,324.56	\$ 3,662.28	\$ 38.28	\$ 42.26		\$ 62,258.72
	Sgt/Step 2			03/16/13	2.500	6,900.92	\$ 371.56	\$345.05	7,617.53	\$ 3,808.76	\$ 39.81	\$ 43.95		\$ 19,043.82
Hui, K	Sgt/Step 1	04/17/10	03/16/12	03/16/12	8.500	6,635.50	\$ 357.28		6,992.78	\$ 3,496.39	\$ 38.28	\$ 40.34		\$ 59,438.63
	Sgt/Step 2			03/16/13	2.500	6,900.92	\$ 371.56		7,272.48	\$ 3,636.24	\$ 39.81	\$ 41.96		\$ 18,181.20
Corporal	Step 1	09/01/12	09/01/12	09/01/12	9.000	\$ 6,576.71	\$ 354.11	\$493.25	7,424.07	\$ 3,712.04	\$ 37.94	\$ 42.83		\$ 66,816.66
Martinez, R	Step 5	01/01/06	01/01/06	01/01/10	12.000	6,447.75	\$ 347.20	\$322.39	7,117.34	\$ 3,558.67	\$ 37.20	\$ 41.06		\$ 85,408.05
Stegman, E	Step 5	06/01/06	06/01/06	06/01/10	3.000	6,447.75	\$ 347.20	\$483.58	7,278.53	\$ 3,639.27	\$ 37.20	\$ 41.99		\$ 21,835.59
Wilson, D	Step 5	05/19/08	05/19/08	05/19/10	12.000	6,447.75	\$ 347.20	\$322.39	7,117.34	\$ 3,558.67	\$ 37.20	\$ 41.06		\$ 85,408.05
Ramos, J	Step 5	09/16/09	09/16/09	09/16/11	12.000	6,447.75	\$ 347.20		6,794.95	\$ 3,397.48	\$ 37.20	\$ 39.20		\$ 81,539.40
Turner, C	Step 3	10/03/11	10/03/11	10/03/11	3.000	5,788.05	\$ 311.64		6,099.69	\$ 3,049.85	\$ 33.39	\$ 35.19		\$ 18,299.07
	Step 4			10/03/12	9.000	\$ 6,106.39	\$ 328.81		6,435.20	\$ 3,217.60	\$ 35.23	\$ 37.13		\$ 57,916.80
Officer	Step 3	05/01/12	05/01/12	05/01/12	10.000	\$ 5,788.05	\$ 311.64		6,099.69	\$ 3,049.85	\$ 33.39	\$ 35.19		\$ 60,996.90
	Step 4			5/1/2013	2.000	\$ 6,106.39	\$ 328.81		6,435.20	\$ 3,217.60	\$ 35.23	\$ 37.13		\$ 12,870.40
							\$ 5,313.83	\$ 3,457.67					\$ 1,500.00	\$ 890,107.21

Total BasePay Minus Holiday, Incentive, & Longevity:

\$ 879,835.71

	Mo. Base	Holiday	Mo. Total	HrlyBase	HrlyTot		Mo. Base	Holiday	Mo. Total	HrlyBase	HrlyTot
Sergeants						Officers					
Step#1	6,635.50	357.28	6,992.78	38.28	40.34	Step#1	5,200.28	\$280.00	5,480.28	30.00	31.62
Step#2	6,900.92	371.56	7,272.48	39.81	41.96	Step#2	5,486.30	\$295.40	5,781.70	31.65	33.36
Step#3	7,107.95	382.76	7,490.71	41.01	43.22	Step#3	5,788.05	\$311.64	6,099.69	33.39	35.19
Step#4	7,392.28	398.07	7,790.35	42.65	44.94	Step#4	6,106.39	\$328.81	6,435.20	35.23	37.13
						Step#5	6,447.75	\$347.20	6,794.95	37.20	39.20
Master Sgts						Corporal					
Step#1	7614.05	410.01	8,024.06	43.93	46.29	Step #1	6576.71	\$354.11	6,930.82	37.94	39.99
Step #2	7842.47	422.33	8,264.80	45.25	47.68						

FISCAL YEAR 2012/2013		
CODE 504	CLASSIFICATION:	Compensation Time Cash-Out
	2011/2012 Budget	\$10,000
	Cumulative as of 3/31/2012	\$21,043.25
ITEM		AMOUNT
Compensation Time Cash-Out	Officers est - 03/31/12	
	averg \$41 x 200 hrs	\$10,000
	adjusted to probability	
\$0	Total	\$10,000

FISCAL YEAR 2012/2013		
CODE 506	CLASSIFICATION:	Overtime
	2011/2012 Budget	\$40,000
	Cumulative as of	\$48,085.35
	3/31/2012	
ITEM		AMOUNT
Overtime For:	Cover Training	\$40,000
	Court Time	
	Sick/Vacation Coverage	
	Case Coverage	
\$0	Total	\$40,000

FISCAL YEAR 2012/2013		
CODE 508	CLASSIFICATION:	Salary/Non-Sworn
	2011/2012 Budget	\$58,500
	Cumulative as of 3/31/2012	\$38,268.25
ITEM		AMOUNT
\$25.00 Per Hour	\$25.00	
25 hr/wk - Gardyne	1300 hours	\$32,500
15 hr/wk - Dinapoli	780 hours	\$19,500
(\$6,500)	TOTAL	\$52,000

FISCAL YEAR 2012/2013	0	
CODE 516	CLASSIFICATION: Uniform Allowance	
	2011/2012 Budget	\$7,800
	Cumulative as of	\$5,366.13
	3/31/2012	
ITEM		AMOUNT
\$800.00 x 10 officers		\$8,000
Uniform Damage		\$0
\$200	TOTAL	\$8,000

FISCAL YEAR 2012/2013	0		
CODE 518	CLASSIFICATION:	Safety Equipment	
	2011/2012 Budget	\$2,500	
	Cumulative as of	\$1,925.28	
	3/31/2012		
ITEM		AMOUNT	
Safety Equipment/Reimbursement	nt \$250 x 10	\$2,500	2012/2013
Carry Over Reimbursements -	2010/2011 and 2011/2012	\$3,500	
	MOU ended 06/13		
\$3,500	TOTAL	\$6,000	

FISCAL YEAR 2012/2013	0		
CODE 521R	CLASSIFICATION:	Medical Insurance - Retired	
		Vision, Dental	
	2011/2012 Budget	\$157,539	
13 Retirees			
1 Retiree not on VSP	Cumulative as of	\$109,165.68	
2 Retirees not on Delta Dental	3/31/2012		
ITEM		AMOUNT	
Retired P.E.R.S. Medical	Retirees 3 @ \$1587 x 12	\$57,132	
	Retirees 4 @ \$1221 x 12	\$58,608	
	Retirees 1 @ \$931 x 12	\$11,172	
	Retiree 2 @ \$610 x 12	\$14,640	
	Retiree 3 @ \$278 x 12	\$10,008	
	7% increase 01/13	\$5,305	
Retired P.E.R.S Admin. Cost	0.40% of \$156,865	\$627	
Retired Vision Care	\$18.35 x 12 x 12	\$2,642	
Retired Delta Dental	\$64.41 x 1 employees x 12	\$773	
	\$124.48 x 7 employees x 12	\$10,456	
	\$202.72 x 3 employees x 12	\$7,298	
	0% increase Oct 2012-new contract 2013	\$0	
Total Retired	\$178,662		\$178,662
\$21,123		\$178,662	

FISCAL YEAR 2012/2013	0	
CODE 524	CLASSIFICATION:	Security(6.2%) /Non-Sworn
	2011/2012 Budget:	\$3,627
	Cumulative as of	\$2,592.63
	3/31/2012	
ITEM		AMOUNT
Social Security/Medicare (District Matching Portion)	Non-sworn salaries x 6.2%	\$3,224
(\$403)	TOTAL	\$3,224

FISCAL YEAR 2012/2013	0	
		P.E.R.S.
CODE 527	CLASSIFICATION:	P.E.R.S. - District
	2011/2012 Budget	\$303,492
9 Officers		
1 Chief	Cumulative as of	\$210,193.11
	3/31/2012	
ITEM		AMOUNT
Salary: 890,107 x 34%		\$302,636
Uniform: \$8000 x 34%		\$2,720
PERS rate remained the same for 12/13		
\$1,864	TOTAL	\$305,356

FISCAL YEAR 2012/2013	0	
		P.E.R.S.
CODE 528	CLASSIFICATION:	P.E.R.S. - Officers Portion
	2011/2012 Budget	\$80,336
9 Officers		
1 Chief	Cumulative as of	\$55,811.59
	3/31/2012	
ITEM		AMOUNT
Salary: 890,107 x 9%		\$80,110
Uniform: \$8000 x 9%		\$720
\$494	TOTAL	\$80,830

FISCAL YEAR 2012/2013	0		
CODE 552	CLASSIFICATION:	Expendable Police Supplies	
	2011/2012 Budget	\$1,800	
	Cumulative as of 3/31/2012	\$1,932.78	
ITEM		AMOUNT	
SUPPLIES FOR I.D. FUNCTION INCLUDES: PENS, GLOVES, BAGS, FILM, BRUSHES, ETC.		\$1,600	
Miscellaneous		\$200	
\$0	TOTAL	\$1,800	

FISCAL YEAR 2012/2013		0	
CODE 553	CLASSIFICATION:	Range/Ammunition	
		Supplies	
	2011/2012 Budget	\$4,000	
	Cumulative as of	\$619.40	
	3/31/2012		
ITEM		AMOUNT	
RANGE/AMMUNITION SUPPLIES:		\$4,000	
INCLUDES: AMMUNITION,			
TARGETS, WEAPONS, REPAIR,			
MAINTENANCE, CLEANING			
SUPPLIES			
\$0	TOTAL	\$4,000	

FISCAL YEAR 2012/2013	0		
CODE 560	CLASSIFICATION: Crossing Guard		
	2011/2012 Budget	\$9,626	
	Cumulative as of	\$6,471.08	
	3/31/2012		
ITEM		AMOUNT	
Crossing Guard		\$9,866	
\$240	TOTAL	\$9,866	

FISCAL YEAR 2012/2013	0	
CODE 562	CLASSIFICATION:	Vehicle Operation
	2011/2012 Budget	\$55,000
	Cumulative as of	\$30,299.63
	3/31/2012	
ITEM		AMOUNT
Gasoline - Patrol Cars	Est.7000 gallons @ \$4.60	\$32,200
Vehicle Maintenance:		\$25,000
Includes all servicing		
and equipment		
\$2,200	TOTAL	\$57,200

FISCAL YEAR 2012/2013	0	
CODE 566	CLASSIFICATION:	Radio Maintenance
	2011/2012 Budget	\$23,400
	Cumulative as of	\$19,619.47
	3/31/2012	
ITEM		AMOUNT
Cell phone connections to mobile units Toughbooks		\$2,281
Motorola Radio Lease		\$19,469
(\$1,650)	TOTAL	\$21,750

FISCAL YEAR 2012/2013		0
CODE 568	CLASSIFICATION:	Prisoner/Case Expenses/Bookings
	2011/2012 Budget	\$5,000
	Cumulative as of	\$1,579.64
	3/31/2012	
ITEM		AMOUNT
County Booking Fee	10 @ \$100	\$1,000
Crime Lab:		\$4,000
Drug Testing		
Alcohol Testing		
Fingerprint Comparisons		
Childrens Interview Center		\$500
Evidence Room Monitored Alarm		\$900
\$1,400	TOTAL	\$6,400

FISCAL YEAR 2012/2013		0
		Law Enforcement
CODE 570	CLASSIFICATION:	Training
	2011/2012 Budget	\$10,000
	Cumulative as of	\$4,977.07
	3/31/2012	
ITEM		AMOUNT
INCLUDES:		
ALL ASPECTS OF OFFICER		
TRAINING		\$8,000
SCHOOL, TUITION, BOOKS, ETC	\$500 PER OFFICER	\$5,000
\$3,000	TOTAL	\$13,000

FISCAL YEAR 2012/2013	0	
CODE 574	CLASSIFICATION:	Reserve Officers
	2011/2012 Budget	\$2,000
	Cumulative as of	\$1,287.44
	3/31/2012	
ITEM		AMOUNT
Reserve Officers:	Training	
	Uniforms	
	Insurance Coverage	
	Safety Equipment	
	Total	\$7,500
Misc. Reserve Costs		\$600
\$6,100	TOTAL	\$8,100

FISCAL YEAR 2012/2013	0	
CODE 580	CLASSIFICATION:	Utilities - Police
Former 514		
	2011/2012 Budget	\$8,000
	Cumulative as of	\$5,010.07
	3/31/2012	
ITEM		AMOUNT
Utilities	\$667 average x 12	\$8,000
\$0	Total	\$8,000

FISCAL YEAR 2012/2013	0	
CODE 581	CLASSIFICATION: Bldg. Repair/Maint	
	2011/2012 Budget	\$1,000
	Cumulative as of	\$938.80
	3/31/2012	
ITEM		AMOUNT
Miscellaneous Repairs		\$1,000
\$0	Total	\$1,000

FISCAL YEAR 2012/2013		0
CODE 582	CLASSIFICATION:	Office Supplies
	2011/2012 Budget	\$6,000
	Cumulative as of	\$5,021.86
	3/31/2012	
ITEM		AMOUNT
Paper (colored, letter, legal, fax)		
Stamps, envelopes, postage		
Printing		
Envelopes (manilla), folders, etc.		
Ink cartridges/correction tape		
Calendars, refills, etc.		
Miscellaneous (pens, pencils, clips, staples, etc.)		\$6,000
\$0	TOTAL	\$6,000

FISCAL YEAR 2012/2013		0
CODE 590	CLASSIFICATION:	Housekeeping
	2011/2012 Budget	\$4,000
	Cumulative as of	\$2,391.89
	3/31/2012	
ITEM		AMOUNT
INCLUDES:		
Toilet paper, paper towels, Soaps, light bulbs, cleaning supplies, rug cleaning (\$250), trash bags and coffee, sugar, creamer	Estimated Total	\$1,120
Custodial Service	\$200 x 12	\$2,400
Drinking Water	Avg. \$40 x 12	\$480
\$0	TOTAL	\$4,000

FISCAL YEAR 2012/2013	0	
CODE 592	CLASSIFICATION:	Publications
	2011/2012 Budget:	\$3,000
	Cumulative as of	\$2,345.72
	3/31/2012	
ITEM		AMOUNT
INCLUDES: Deering updates, Penal Codes,		\$1,000
magazines, etc.		
Legal Source Book		
Department Policy - Lexipol		\$2,000
\$0	TOTAL	\$3,000

FISCAL YEAR 2012/2013	0	
CODE 596	CLASSIFICATION:	CAL-ID/WEST-NET
	2011/2012 Budget	\$12,900
	Cumulative as of	\$12,893.00
	3/31/2012	
ITEM		AMOUNT
CAL-ID expenses		\$5,130
WEST-NET expenses		\$8,000
\$230	TOTAL	\$13,130

FISCAL YEAR 2012/2013	0	
CODE 598	CLASSIFICATION:	COPS Special Fund
	2011/2012 Budget	\$0
	Cumulative as of	\$0.00
	3/31/2012	
ITEM		AMOUNT
	TOTAL	\$0

FISCAL YEAR 2012/2013	0		
CODE 599	CLASSIFICATION:	Police Taxes Administration	
	2011/2012 Budget		\$0
	Cumulative as of		\$3,197.44
	3/31/2012		
ITEM			AMOUNT
NBS Admin Fees			\$1,600
NBS Administration	Original Police Tax		\$1,600
\$3,200	TOTAL		\$3,200

FISCAL YEAR 2012/2013	0		
CODE 601	CLASSIFICATION: Park and Rec. Admin.		
	2011/2012 Budget	\$6,500	
	Cumulative as of 3/31/2012	\$4,632.00	
ITEM		AMOUNT	
P. & R. Admin. Salary	\$25.00 x 260 hours	\$6,500	
\$0	TOTAL	\$6,500	

FISCAL YEAR 2012/2013	0	
CODE 602	CLASSIFICATION: Custodian	
	2011/2012 Budget	\$26,000
	Cumulative as of	\$16,050.00
	3/31/2012	
ITEM		AMOUNT
600/Custodian	Community Center	\$21,000
Park Restroom Custodian	see G/L Acct #672	
(\$5,000)	TOTAL	\$21,000

FISCAL YEAR 2012/2013	0	
CODE 623	CLASSIFICATION:	Social Security (7.65%) /District
	2011/2012 Budget	\$497
	Cumulative as of	\$354.34
	3/31/2012	
ITEM		AMOUNT
P&R Admin. \$6500 x 7.65%		\$497
\$0	TOTAL	\$497

FISCAL YEAR 2012/2013	0	
CODE 643	CLASSIFICATION:	Janitorial Supplies
	2011/2012 Budget	\$750
	Cumulative as of	\$985.79
	3/31/2012	
ITEM		AMOUNT
Community Center		
Janitorial Supplies, paper towels, light bulbs, etc.		\$750
Annex		
Janitorial Supplies, paper towels, light bulbs, etc.		\$0
\$0	Total	\$750

FISCAL YEAR 2012/2013		0
CODE 646	CLASSIFICATION:	Community Center
		Repairs
	2011/2012 Budget	\$1,000
	Cumulative as of	\$28,155.53
	3/31/2012	
	ITEM	AMOUNT
Misc Repairs		\$2,000
Fire Extinguishers	Four Extinguishers	\$0
\$1,000	TOTAL	\$2,000

FISCAL YEAR 2012/2013		0
CODE 662	CLASSIFICATION:	Annex - Utilities
	2011/2012 Budget	\$1,000
	Cumulative as of	\$916.45
	3/31/2012	
ITEM		AMOUNT
Utilities		\$1,500
\$500	Total	\$1,500

FISCAL YEAR 2012/2013	0	
CODE 666	CLASSIFICATION:	Annex Repairs
	2011/2012 Budget	\$0
	Cumulative as of	\$0.00
	3/31/2012	
ITEM		AMOUNT
\$0	Total	\$0

FISCAL YEAR 2012/2013	0	
CODE 668	CLASSIFICATION:	Annex - Misc. Exp
	2011/2012 Budget	\$0
	Cumulative as of	\$0.00
	3/31/2012	
ITEM		AMOUNT
Miscellaneous Expenses		\$0
\$0	Total	\$0

FISCAL YEAR 2012/2013	0	
CODE 670	CLASSIFICATION:	Gardening Supplies
	2011/2012 Budget	\$2,000
	Cumulative as of	\$0.00
	3/31/2012	
ITEM		AMOUNT
Plantings		\$1,000
	(Total	\$1,000
(\$1,000)		

FISCAL YEAR 2012/2013		0
CODE 672	CLASSIFICATION	Park O&M
	2011/2012 Budget	\$61,820
	Cumulative as of	\$37,465.08
	3/31/2012	
ITEM		
Operations/Maintenance Park Property		
Maintenance Contract	(O&M Funding)	\$27,000
Park Maintenance Repairs	(O&M Funding)	\$10,000
Tree Pruning/Removal		\$4,000
Utilities	Water	\$3,500
Drain Clearing		\$1,000
Incidental Expenses		\$2,000
	Shared Expense Total	\$47,500
Old Park Allocated Exp	40% of Shared Expenses	\$19,000
New Park Allocated Exp	60% of Shared Expenses	\$28,500
Levy Fees	(County)	\$4,400
Engineer's Annual Report/Admin Services		\$6,000
Park Restroom Custodian		\$7,008
	New Park Sub-Total	\$45,908
Pine Tree @ 90 Highland - Removal		\$5,000
Windsor/Arlington Drainage		\$12,000
	New Park Total	\$62,908
\$20,088	Total	\$81,908

FISCAL YEAR 2012/2013		0		
CODE 674	CLASSIFICATION		Park Construction	Expense
	2011/2012 Budget		\$0	
	Cumulative as of		\$0.00	
	3/31/2012			
	ITEM			
Misc. Expenses			\$0	
\$0	Total		\$0	

FISCAL YEAR 2012/2013	0	
CODE 678	CLASSIFICATION:	Misc. Park/Rec Expense
	2011/2012 Budget	\$1,000
	Cumulative as of 3/31/2012	\$3,508.64
ITEM		AMOUNT
Miscellaneous Projects / Eagle Scout		\$1,000
\$0	Total	\$1,000

FISCAL YEAR 2012/2013		0
CODE 810	CLASSIFICATION:	Computer
	2011/2012 Budget	\$30,034
	Cumulative as of 3/31/2012	\$22,617.76
ITEM		AMOUNT
Service Contract/Misc. Supp.		\$16,284
ARIES	CCC Office of Revenue	\$9,185
CLETS - Annual Fee		\$400
ACCJIN Shared Costs	CCC Office of Revenue	\$5,000
\$835	Total	\$30,869

FISCAL YEAR 2012/2013	0	
CODE 820	CLASSIFICATION:	Canon Copier Contract
	2011/2012 Budget	\$6,160
	Cumulative as of 3/31/2012	\$3,971.42
ITEM		AMOUNT
IMAGERNR 330S NQJ45065	Lease \$325 x 12	\$3,900
Overage Charges	\$150 x 12 average	\$1,800
Outside Reproduction		\$1,000
\$540	TOTAL	\$6,700

FISCAL YEAR 2012/2013	0	
CODE 830	CLASSIFICATION:	Legal
		(Dist./Personnel)
	2011/2012 Budget	\$35,000
	Cumulative as of	\$65,205.82
	3/31/2012	
ITEM		AMOUNT
Legal Expenses		\$65,000
\$30,000	Total	\$65,000

FISCAL YEAR 2012/2013	0	
CODE 840	CLASSIFICATION:	Accounting
	2011/2012 Budget	\$25,275
	Cumulative as of	\$18,870.00
	3/31/2012	
ITEM		AMOUNT
Deborah Russell Accountant	\$65 X 235 HOURS	\$15,275
2011/2012 Year End Audit		\$13,000
Payroll Processing Service	\$150 x 12	\$1,800
\$4,800	TOTAL	\$30,075

FISCAL YEAR 2012/2013	0	
CODE 850	CLASSIFICATION:	Insurance
	2011/2012 Budget	\$30,000
	Cumulative as of	\$28,085.11
	3/31/2012	
ITEM		AMOUNT
Special District Risk Management/\$5,000,000 (District General Liability, Auto Liability Property, Floater, Employee Blanket Bond, Error & Omissions, Flood Protection, Personal liability Board Members) Kensington Park/Property Police Liability Included		\$30,000
\$0	TOTAL	\$30,000

FISCAL YEAR 2012/2013		0
CODE 860	CLASSIFICATION:	Election
	2011/2012 Budget	\$0
	Cumulative as of	\$0.00
	3/31/2012	
ITEM		AMOUNT
Directors (2), etc.	Nov-12	\$6,000
\$6,000	TOTAL	\$6,000

FISCAL YEAR 2012/2013	0	
CODE 865	CLASSIFICATION: Police Bldg Lease	
	2011/2012 Budget	\$29,705
	Cumulative as of	\$29,705.00
	3/31/2012	
ITEM		AMOUNT
Lease		\$30,596
\$891	Total	\$30,596

FISCAL YEAR 2012/2013	0	
Code 870	CLASSIFICATION:	County Expenditures
	2011/2012 Budget	\$19,900
	Cumulative as of	\$20,040.40
	3/31/2012	
ITEM		AMOUNT
Property Tax Administration costs		
Senate Bill 2557 (Chapter 466 of 1990)		
\$1,300,000 x 1.3%		\$16,900
Miscellaneous		
Fees, Assessments, Interest, etc		\$3,000
\$0	Total	\$19,900

FISCAL YEAR 2012/2013	0		
CODE 961	CLASSIFICATION: Police Bldg. Improvements		
	2011/2012 Budget	\$0	
	Cumulative as of	\$0.00	
	3/31/2012		
ITEM		AMOUNT	
Final Year of Renovation Fees was 08/09		\$0	
	TOTAL	\$0	
\$0			

	0	
CODE 962	CLASSIFICATION:	Patrol Cars
Former 506		
	2011/2012 Budget	\$0
	Cumulative as of	\$0.00
PATROL CAR PURCHASE/OUTFITTING	3/31/2012	
Replacement of Ford Crown Victoria Patrol Vehicle		\$23,000
\$23,000	TOTAL	\$23,000

FISCAL YEAR 2012/2013		0	
CODE 963	CLASSIFICATION:	Patrol Car Accessories	
	2011/2012 Budget	\$0	
	Cumulative as of	\$0.00	
	3/31/2012		
ITEM		AMOUNT	
Police Vehicle Emergency Equipment		\$10,000	
\$10,000	TOTAL	\$10,000	

FISCAL YEAR 2012/2013		0
CODE 967	CLASSIFICATION:	Station Equipment
Former 504		
	2011/2012 Budget	\$0
	Cumulative as of	\$0.00
	3/31/2012	
ITEM		AMOUNT
\$0	TOTAL	\$0

FISCAL YEAR 2012/2013	0	
CODE 968	CLASSIFICATION: Office Furn. & Equip.	
Former 504		
	2011/2012 Budget	\$0
	Cumulative as of	\$0.00
	3/31/2012	
ITEM		AMOUNT
\$0	TOTAL	\$0

FISCAL YEAR 2012/2013	0	
CODE 969	CLASSIFICATION:	Computer Equipment
Former 800		
	2011/2012 Budget	\$0
	Cumulative as of	\$0.00
	3/31/2012	
ITEM		AMOUNT
Replacement Server		\$8,000
\$8,000	TOTAL	\$8,000

FISCAL YEAR 2012/2013		0
CODE 971	CLASSIFICATION:	Park Land
	2011/2012 Budget	\$0
	Cumulative as of	\$0.00
	3/31/2012	
ITEM		AMOUNT
	TOTAL	\$0
\$0		\$0

FISCAL YEAR 2012/2013		0	
CODE 973	CLASSIFICATION	Park Construct.	Fund
	2011/2012 Budget		\$0
	Cumulative as of 3/31/2012		\$0.00
ITEM			
	\$0	Total	\$0

FISCAL YEAR 2012/2013	0		
CODE 974	CLASSIFICATION	Other Park Improvements	
	2011/2012 Budget	\$0	
	Cumulative as of	\$0.00	
	3/31/2012		
ITEM			
\$0	Total	\$0	

FISCAL YEAR 2012/2013	0	
CODE 978	CLASSIFICATION:	Park/Rec. Furniture & Equipment
Former 609		
	2011/2012 Budget	\$0
	Cumulative as of	\$0.00
	3/31/2012	
ITEM		AMOUNT
\$0	TOTAL	\$0