

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

AGENDA

A Special Meeting (Closed Session) of the Board of Directors of the Kensington Police Protection and Community Services District will be held **Thursday, July 10, 2014, at 6:00 P.M.**, at the Community Center, 59 Arlington Avenue, Kensington, California. The Board will commence its monthly Regular Meeting in open session at **7:30 P.M.** If further Closed Door Session is required, the Board will return to Closed Door Session following the end of the Regular Meeting.

Roll Call
Public Comments

SPECIAL MEETING; CLOSED SESSION 6:00 P.M.

1. Conference with Labor Negotiators (Government Code Section 54957.6)
Agency Representatives: Patricia Gillette and Chuck Toombs
Employee Organization: Kensington Police Officers Association
2. Pursuant to California Government Code Section 54957b:
 - a. The Board will enter into closed session to discuss the General Manager/ Chief of Police performance review pursuant to California Government Code Section 54957b.
 - b. The Board will discuss the possible contract extension and terms of the extension of the General Manager/ Chief of Police.
 - c. The General Manager/ Chief of Police will discuss personnel appointment, employment, and evaluation of performance of District personnel.

REGULAR MEETING; OPEN SESSION 7:30 P.M.

The Board will return to Open Session at approximately 7:25 PM and report out on the Closed Door Session.

A Regular Meeting of the Board of Directors of the Kensington Police Protection and Community Services District will be held **Thursday, July 10, 2014, at 7:30 P.M.**, at the Community Center, 59 Arlington Avenue, Kensington, California.

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

Roll Call
Public Comments
Board Member/ Staff Comments

APPROVAL OF CONSENT CALENDAR

- a) Minutes of the Special & Regular Meeting June 12, 2014, Page 3
- b) Minutes of the Special Meeting June 14, 2014, Page 15
- c) Profit & Loss Budget Performance for June 2014, Page 17
- d) Park Revenue & Expenses Report for June 2014, Page 23
- e) Board Member Reports- None
- f) Training & Reimbursement Reports, Page 35
- g) Correspondence, Page 38
- h) Police Department Update, Page 45
- i) Monthly Calendar, Page 54
- j) Recreation Report, Page 56
- k) General Manager's Report, Page 57

DISTRICT - NEW BUSINESS

1. General Manager/ Chief of Police Greg Harman will give the oath of office to Reserve Police Officer Jefferson C. Rosete
2. KPPCSD Board President Len Welsh and General Manager/ Chief of Police Greg Harman will provide the Board with an update to the request for proposal process for solid waste and recycling services due to start September 2015. Possible Board Action.
3. General Manager/ Chief of Police Greg Harman will present for a third reading and possible adoption the KPPCSD Operational Budget for Fiscal Year 2014/2015. Board Action. Page 59

4. General Manager/ Chief of Police Greg Harman will present for Board approval Kensington Police Protection & Community Services District Resolution 2014-09, setting the Appropriations Limit for 2015-2016, ordering the consolidation of elections, and the specifications of the election order. Board Action. Page 144
5. General Manager/ Chief of Police Greg Harman will ask for the Board's choice of vote for the candidate to fill the CSDA Board of Directors seat for Region 3, Seat C. The two candidates are incumbent Stanley Caldwell, Board Member of the Mt. View Sanitary District and Shane McAfee, General Manager of the Greater Vallejo Recreation District. Board Action. Page 149
6. District Administrator Lynn Wolter will ask the Board's approval to enter into a contract for website design and maintenance with PagePoint. Board Action. Page 153

(If needed, the Board will return to Closed Session following the end of the Regular Open Session meeting.)

ADJOURNMENT

General Information

Accessible Public Meetings

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

General Manager/ Chief of Police Greg Harman, Kensington Police Protection & Community Services District, 217 Arlington Ave, Kensington, CA 94707

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

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

Meeting Minutes for 6/12/14

A Special Meeting (Closed Session) of the Board of Directors of the Kensington Police Protection and Community Services District was held Thursday, June 12, 2014, at 6:00 P.M. at the Community Center, 59 Arlington Avenue, Kensington, California. The Regular Meeting of the Board of Directors (BOD) of the Kensington Police Protection and Community Services District (KPPCSD) followed.

ATTENDEES

<u>Elected Members</u>	<u>Speakers/Presenters</u>
Len Welsh, President	Emily Charlie, Hanson Bridgett
Linda Lipscomb, Vice President	Peter Liddell
Chuck Toombs, Director	Phil Zimmerman
Pat Gillette, Director	Deborah Lane
Tony Lloyd, Director	Vida Dorroh
	Paul Dorroh
<u>Staff Members</u>	John Stein
GM/COP Gregory Harman	Leonard Schwartzburd
Sgt. Kevin Hui (on duty)	Mabry Benson
Lynn Wolter, District Administrator	A. Stevens Delk
Sgt. Keith Barrow (own time)	Anthony Knight
	Simon Braufman
<u>Press</u>	Karl Kruger
Joel Koosed, Outlook	Gayle Tapscott
	Jim Watt
	Gretchen Gillfillan

Board President Welsh called the meeting to order at 6:14 PM and took roll call. President Welsh, Vice President Lipscomb, Director Gillette, Director Lloyd, General Manager/Chief of Police Harman, and District Administrator Wolter were present.

Director Toombs arrived at 6:24 PM.

PUBLIC COMMENTS

None

CLOSED SESSION

The Board entered into Closed Session at 6:15 P.M. to:

1. Confer with Legal Counsel re: existing litigation (Government Code Section 54956.9(a) Leonard Schwartzburd v. Kensington Police Protection and Community Services District (Case Number N12-1625)
2. Confer with Labor Negotiators (Government Code Section 54957.6)
Agency Representatives: Patricia Gillette and Chuck Toombs
Employee Organization: Kensington Police Officers Association
3. Pursuant to California Government Code Section 54957b
 - a. Discuss the General Manager/Chief of Police performance review
 - b. Discuss the possible contract extension and terms of the extension of the General Manager/Chief of Police
 - c. With the General Manger/Chief of Police, discuss personnel appointment, employment, and evaluation of performance of District personnel

OPEN SESSION

The Board came back into Open Session at 7:36 P.M.

President Welsh took roll call. President Welsh, Vice President Lipscomb, Director Gillette, Director Toombs, and Director Lloyd were present.

President Welsh reported that the Board met to discuss:

- Existing litigation with Leonard Schwartzburd et al and took no action.
- Labor negotiations with the KPOA and took no action.

He reported that the Board did not discuss the GM/COP's evaluation, contract extension, or District personnel and that the Board would discuss those items when it resumed its Closed Session at the end of the evening.

PUBLIC COMMENTS

Peter Liddell announced that the Kensington Public Safety Council (KPSC) would be hosting a meeting on June 19th at 7:00 PM for a discussion about wildfire prevention. He announced that, on June 20 – 22, there would be fuel reduction work done at the Community Center by a group of volunteers. He also encouraged residents to sign up for the cell phone community warning system.

Paul Dorroh spoke about the recent Measure L election. He said he looked forward to finding a good way to move forward with the needed Community Center work. He said that residents had paid for all the "Yes" campaign signs and brochures and that, to

legally terminate the “Yes” committee, the committee needed to have a zero balance in its checking account. He presented a check, in the amount of \$54.06 – the remaining balance in that account, to the District.

Karl Kruger asked if the Board would be scheduling a meeting to discuss the District’s long-term financial future. He said that the Finance Committee had met only once or twice a year, so it was really a budget committee. President Welsh responded that he thought it would be a good idea to hold such a meeting.

GM/COP Harman responded that the audit would be ready soon, along with six-year financial projections. He said the Finance Committee would meet in July to review these documents.

Phil Zimmerman thanked the Board for its service. He said he did not favor the aesthetic improvements that had been proposed for the Community Center. Instead he favored Option 1. He said that if a financing measure for Option 1 were to appear on the November ballot, he’d vote for it.

Jim Watt said he hoped the Board would take the community’s suggestions into consideration. He said that he wanted to see the Community Center made more safe and secure.

A. Stevens Delk cited shortcomings of the current solid waste contract and rate structure. As part of the upcoming solid waste contract RFP and negotiations, she encouraged the Board to incorporate financial incentives as a way to reduce waste and to adopt a contract that would control the hauler’s costs.

Deborah Lane spoke about the Community Center and Measure L. She said that a viable set of plans, which she had developed, already existed and she encouraged the Board to adopt Option 1, along with the one aesthetic element of opening up the west wall. She said that, because these drawings already existed, there would be no need for more consultants and lawyers.

BOARD MEMBER COMMENTS

Director Toombs thanked the Measure L Committee and the opposition. He said that the District would work to make the Community Center safer and would address the problems associated with the bathrooms, kitchen, and seismic conditions.

Director Toombs addressed the topic of long-term financial planning, saying that he wanted to include what it is that the community would want. He suggested holding a community meeting to ask what residents would want for the next five years. He also said he would like to see the Finance Committee meet monthly.

Vice President Lipscomb thanked the Parks Building Committee and each of its members. She commended them for the work they had done over the course of four years and 14 meetings. She said it was unfortunate that Measure L didn't pass, as it would have resulted in a beautiful Community Center. She said that the District would take care of what was needed and fundamental.

Vice President Lipscomb announced that the Kensington Property Owners Association's annual meeting would be held June 21st, from 10:00 AM until noon. She said that future garbage and recycling services would be one of the meeting's topics and that Supervisor Gioia, KPPCSD President Welsh, and KFPD President Kosel would be among the speakers.

Director Gillette thanked those who had worked on the Community Center project for four years, and she thanked those opposed to the project for their participation in the Measure L debate. She noted that the vote was about 50% - 50% and that the Board was working to do what it believed was in the community's best interests.

Director Lloyd echoed Karl Kruger's and Director Toombs' comments about the need for a financial plan and said that a strategic view would be needed. He said that, absent a Chief Financial Officer/Finance Director, the District lacked the ability to perform key financial planning.

President Welsh echoed Director Gillette's comments about the positive aspects of Measure L and its 50% -50% outcome. He said that the vote indicated that the Board was "in the ballpark" and that, moving forward, it would make good use of the information developed by the Committee during the past four years.

President Welsh asked what the Board needed to be doing to get a better handle on what the community would like and said that the Board needed to find better ways to communicate with the community.

STAFF COMMENTS

GM/COP Harman reported that the third phase of street micro-surfacing would commence on June 23rd. The area to be worked on would encompass Arlington to Colusa and from Ardmore/Kingston to Berkeley, and parking restrictions would be imposed. He said that the project would begin with crack sealing and that the re-surfacing would begin in mid-July.

GM/COP Harman reported that Officer Martinez was on bereavement leave.

CONSENT CALENDAR

MOTION: Director Gillette moved, and Vice President Lipscomb seconded, to adopt the Consent Calendar.

Motion passed 5 to 0.

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

DISTRICT NEW BUSINESS

1. KPPCSD Board President Len Welsh presented a lease agreement between the Kensington Fire Protection District and the Kensington Police Protection & Community Services District for a payment of \$1.00 per year for lease of the space utilized by the Kensington Police Protection and Community Services District at the Public Safety Building at 217 Arlington Avenue.

President Welsh thanked everyone who helped make this happen, especially Anthony Knight and John Stein. He reported that, at its prior night's meeting, the Kensington Fire Protection District Board voted to approve the \$1.00 per year lease and that community pressure had played an important role in this accomplishment.

Director Gillette wondered why the agreement was for three years only. She commented that it seemed odd that we would be indemnifying ourselves and questioned why there wouldn't be insurance for the whole building.

President Welsh wondered why there were two Districts doing so many duplicative things separately and how many dollars the community might be losing by having two separate districts.

Director Lloyd noted that the contract clauses would have the two Districts sharing maintenance costs and would have the Fire District responsible for the structure itself.

Paul Dorroh said that he and Anthony Knight had been at the June 11th, Fire Board meeting and that the vote had been 4 – 1. He said that two of the Fire Board members were of the opinion that a three-year lease would be the limit. Mr. Dorroh said it was illogical for one community to have two separate governments.

Anthony Knight said that he had been struck by the rather hostile comments of the Fire District Board President. He also noted that, at the Fire District's meeting of the prior night, the Fire Board had reviewed its finances and would be paying \$380,000 to upgrade the water system out of its operating budget – not as a capital expense. He questioned why EBMUD wouldn't be covering this cost.

Mr. Knight said the Fire District had a great deal of money, the KPPCSD didn't, and it would be beneficial to look at the two Districts in concert.

President Welsh reported that, at the prior night's meeting, KFPD President Kosel said that the El Cerrito Fire Department's expenses were exceeding revenues. President Welsh said the Fire District has immense reserves and wondered why the two Districts existed separately.

Vida Dorroh said that the buildings (the Community Center and the Public Safety Building) are the taxpayers' buildings. She asked if the Fire District contributed to the upkeep of the Community Center.

Gayle Tapscott suggested that the Fire District and the KPPCSD meet semi-annually or quarterly and that the two Districts look for common ground.

Vice President Lipscomb asked why we have two separate Districts. She said that the Fire District has a great deal of surplus money. She said that 38% - 40% of KFPD calls go to El Cerrito. She said that \$3 million goes to El Cerrito annually while Kensington simultaneously pays to maintain the Public Safety Building. She said that the KFPD manages a contract with El Cerrito, that there's an enormous amount of overlap, and that we should act as a consolidated District.

Vice President Lipscomb said that, by comparison, Albany is 1.7 square miles and has a \$28 million budget. Kensington is one square mile and has a \$2.9 million budget. She said she had been criticized for money spent on consultants but that the District didn't have the staff that other jurisdictions had and that Kensington residents didn't want to hire more staff, such as \$200,000 plus for a city attorney

MOTION: Director Toombs moved, and Director Gillette seconded, that the Board approve the lease, as drafted, and that President Welsh be authorized to sign it. Motion passed 5 to 0.

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

2. General Manager/Chief of Police Harman presented, for Board approval, Kensington Police Protection and Community Services District Resolution 2014-06, establishing the appropriations limit of \$3,707,190 for the District for Fiscal-Year 2014-2015.

GM/COP Harman reviewed the memo he had prepared for the Board packet. He reported that, in order to satisfy legal requirements, the District had posted the Notice of Determination on May 26th. He said that, in the early 1980's, the District had held a special election, in which the voters in the District had set the appropriations limit at an amount higher than would ordinarily have been the case. Once the limit had been raised in this fashion, the District was required to go back to the voters to re-set the limit. As such, the District would need to go back to the voters again no later than June 2015.

He concluded by reporting that the appropriations limit for Fiscal-Year 2014-15 would be \$3,707,190 and that the District could not collect more than this amount. Director Toombs asked if this was in compliance with State laws. GM/COP replied that it was.

MOTION: Director Toombs moved, and President Welsh seconded, that the Board adopt Resolution 2014-06.

Motion passed 5 – 0.

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

3. KPPCSD Board President Len Welsh and GM/COP Harman presented, for Board approval, a proposal from HF&H Consultants for consulting services for management of a request for proposal process involving identifying the next service provider for solid waste refuse and recycling service to begin in September 2015. Fees for the two options proposed were \$79,750 and \$58,350.

GM/COP reported that HF&H had been asked to submit estimates and timelines for providing services associated with the RFP process. He highlighted why it would make sense to use HF&H. The company:

- Is 24 years old
- Has a long list of clients
- Has an almost 20-year history with KPPCSD
- Understands regional conditions
- Has a qualified team with lots of experience
- Understands Kensington's unique qualities
- Has proven strategies, including a) defensible and proven RFP documents; b) evaluation criteria and methodologies that have been tested on dozens of procurements helping to avoid accusation by unsuccessful companies; and c) cost/rate proposals for basic services and optional services.

GM/COP Harman described the two fee proposals. Option 1 (at a cost of \$79,750) would provide full service and Option 2 (at a cost of \$58,350) would provide limited service for the RFP process. He said that the RFP could be structured so that the winning bidder would bear the cost of the proposal process. GM/COP Harman reported that HF&H had initially estimated the cost at \$95,000 but that, after he asked that HF&H look for ways to reduce that amount, HF&H reduced their Option 1 estimate to \$79,750.

GM/COP Harman asked that the Board approve Option 1, at a cost of \$79,750 for an RFP process that would result in a contract of 7 to 10 years' duration and approximately \$7 to \$10 million in revenue.

Director Gillette said that, legally, the District didn't have to do an RFP but that it would be good and best practice to do so. She asked how many haulers might submit bids. GM/COP Harman responded that there likely would be at least four: Bay View Refuse

and Recycling, Republic, Garaventa, and Recology. Director Gillette responded, saying that it made sense to do an RFP.

Director Toombs asked whether the documents and costs would change if the scope changed. GM/COP Harman responded that, because much of HF&H's work would be front-loaded, reductions in cost would be unlikely. Director Toombs said that he liked the community feedback aspect of the HF&H proposal. Director Toombs said that the District would really need specialists for this process and that he favored Option 1 in order to avoid any pitfalls.

Director Lloyd commented upon HF&H's outstanding credentials and said that they would deliver a finished product. He noted that Kensington would still need to do between 200 and 250 hours of work during the RFP process. He also noted that the RFP made no mention of a Prop. 218 Hearing. He concluded by saying that HF&H could handle the work, even with the short timeline.

President Welsh said that GM/COP Harman had made a compelling case for HF&H – that no other company could do for Kensington what HF&H could. He also noted that the community would need to provide specifics about the services to be sought in the RFP.

Vice President Lipscomb asked GM/COP Harman if the District had staff that could accomplish what it is that HF&H would do. GM/COP Harman replied, no.

Director Toombs noted that one of the first things HF&H had proposed was to conduct a community survey. He also pointed out that there would be an upcoming KPOA town hall meeting on June 21st to solicit community input.

Leonard Schwartzburd said that he hoped there might be parts of the process that could be done without HF&F, such as the community survey. Director Toombs responded that this would be a formal process that included a survey.

Anthony Knight asked if the consultant's fees were included in the budget. GM/COP Harman responded that they were. Mr. Knight asked if franchise fees were available help pay for the process. GM/COP replied that all of the franchise fees had been used to cover the costs of the recent arbitration with Bay View.

John Stein encouraged approaching a large list of vendors.

Director Gillette asked if there might be value in creating a committee to review the proposal for any further possible cuts.

Discussion ensued about HF&H's three proposed time-line options. GM/COP Harman said all three options, listed on page 109 of the Board Packet, met the September 1, 2015 deadline for commencement of new services. He said that Options 1 and 2, which would have the Board select a vendor before the November election, would not provide time

for community input. He said that Option 3 would be the only realistic time-line and that even this option would be fast-paced.

Vice President Lipscomb asked if the Prop. 218 Hearing was incorporated into the process. GM/COP Harman replied that it was not incorporated but that the rates would be determined through the RFP process and that these rates would be presented at a subsequent 218 Hearing.

Vida Dorroh asked whether HF&H had the expertise to tell the community how it could run a garbage business for itself. In response, Vice President Lipscomb asked GM/COP Harman to pose this question to HF&H.

Vice President Lipscomb noted that the District did not have a bad garbage collection company. Rather, the District had had a bad contract for many years – the current contract having been entered into in 1997. She said that the current contract provided a 12% profit on certain expenses and that the company's owner was very litigious. She said that, moving forward and with a competitive bid process, the District would find the best company that could provide the needed services at the most reasonable cost.

Director Gillette asked how much had been budgeted for Hanson Bridgett's RFP-related fees. GM/COP Harman responded that \$95,000 had been budgeted for HF&H and \$50,000 had been budgeted for Hanson Bridgett in the District's upcoming budget. He said that HF&H had amended their number and had picked up work that Hanson Bridgett had initially planned to do. Therefore, the Hanson Bridgett costs should be lower. GM/COP Harman clarified that the HF&H proposal was a flat fee but that additional fees could be incurred at the end of the process. GM/COP Harman said that, in his past experiences with HF&H, the company had not exceeded its proposed costs and that, therefore, he didn't expect HF&H to exceed its revised estimate of \$79,000.

At 9:45 President Welsh noted the time and said the meeting likely would go past 10:00 PM.

MOTION: Director Toombs moved, and Director Gillette seconded, that the Board continue its meeting until it was done with the business at hand.

Motion passed 5 – 0.

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

Director Gillette asked to confirm whether the HF&H proposal was a flat fee. Director Toombs and GM/COP Harman responded that it was a flat fee based on the scope of work described. Director Gillette and President Welsh wondered if some of the fine points, such as the per page copy costs, might still be negotiable.

Discussion ensued about including the community in the process. It was determined that such involvement could be decided upon at a later time, but that moving ahead with the HF&H proposal promptly was needed to keep the RFP process on schedule.

GM/COP Harman noted that, even with the RFP process being outsourced to HF&H, there would still be a lot of work for District staff, with respect to the RFP process.

The Board clarified that soliciting input from the community would be ongoing, regardless of whether it entered into an agreement with HF&H.

Gretchen Gillfillan said it was clear that the Board had given this matter a great deal of thought and asked the Board to act upon what GM/COP Harman had recommended.

MOTION: Director Gillette moved, and President Welsh seconded, that the Board enter into an agreement for Option 1, with the Option 3 timeline.

Motion passed 5 – 0.

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

4. General Manager/Chief of Police Greg Harman presented, for a second reading, the Preliminary Operational Budget for Fiscal-Year 2014/2015.

GM/COP Harman reviewed the memorandum he had prepared for the Board Packet.

Highlights:

- Total estimated revenues: \$2,667,450 plus an additional \$100,000 COPS Grant
- Total estimated expenses: 2,997,657
- Total estimated shortfall: \$230,207

GM/COP Harman concluded by saying that there had been no changes to the budget since its first reading at the May 8, 2014 KPPCSD meeting and by asking if the Board wanted to accept the Budget this evening or wait until the Board's July meeting, which would allow time for adjustments.

President Welsh said that a third reading would be his preference.

Vice President Lipscomb asked if the District would know by the July meeting date what property tax revenues for the upcoming year might be. GM/COP Harman responded that this information wouldn't be known until late July, at the earliest.

Karl Kruger expressed his concern over the \$150,000 budgeted for legal fees and said he would like to see this amount reduced to \$75,000 – asserting that the amount budgeted would drive expenses. Vice President Lipscomb responded that past experience indicated that \$150,000 would be appropriate and said that the presence of that amount would not drive expenses.

Mabry Benson asked if the police officers were going to start making PERS contributions. Director Gillette responded that PERS and salaries were being discussed as part of ongoing labor negotiations.

Director Gillette noted that the reason the District was over budget was because of litigation.

Director Toombs said he would like to maintain the \$150,000 budgeted for legal expenses.

GM/COP Harman said that recent changes in revenue and expense projections could be incorporated into the budget prior to a third reading.

The Board took no action but did fulfill its policy commitment of a second reading of the budget.

5. General Manager/Chief of Police Greg Harman presented for Board approval Kensington Police Protection and Community Services District Resolution 2014-07, establishing the annual supplemental special tax for police services (Measure G).

GM/COP Harman reviewed the memo he had prepared for the Board Packet. He said that Measure G had been passed in 2010 and that the maximum rate the Board could set would be \$220.90 per parcel for single family residences, which would represent a 2.79% increase over the prior year's maximum rate. He said that this would increase District revenue for Fiscal-Year 2014-15 by \$13,443. He concluded by asking the Board to increase Measure G to the maximum amounts allowed.

MOTION: Director Toombs moved, and Director Gillette seconded, that the Board adopt Resolution 2014-07 and that rates be set at \$220.90 per parcel for Single Family Residential, \$331.35 per parcel for Multiple Unit Residential, at \$331.35 per parcel for Commercial and Institutional, at \$220.90 per parcel for Miscellaneous Improved Property, and at \$66.27 per parcel for Unimproved Property. Motion passed 5 – 0.

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

6. General Manager/Chief of Police Greg Harman presented for Board approval Kensington Police Protection and Community Services District Resolution 2014-08, ordering the even year Board of Directors election, the consolidation of elections, and the specifications of the election order.

GM/COP reported that three Director's positions would appear on the November ballot: President Welsh's, Vice President Lipscomb's, and Director Lloyd's. The resolution would order the County to put the three seats on the ballot and to let candidates know

they would be required to pay their own candidate's statements cost of \$112.50. It would also notify the Registrar of Voters to consolidate the election with other elections to be held in our county, thereby reducing the cost to the District. GM/COP Harman concluded by requesting that the Board approve Resolution 2014-08.

MOTION: Director Gillette moved, and Director Lloyd seconded, that the Board approve Resolution 2014-08 as written and as appearing on pages 201 and 202. Motion passed 5 – 0.

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

MOTION: At 10:35 PM, Director Toombs moved, and President Welsh seconded, that the Board conclude the Open Session and return to Closed Session. Motion passed 5 – 0.

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

At 11:35 PM the Board returned to Open Session and reported that no action had been taken.

MOTION: Vice President Lipscomb moved, and President Welsh seconded, to adjourn the meeting. Motion passed: 5 – 0.

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

The meeting was adjourned at 11:35 PM.

Meeting Minutes for 6/14/14

A Special Meeting (Closed Session) of the Board of Directors of the Kensington Police Protection and Community Services District was held Thursday, June 14, 2014, at 9:00 A.M. at the Community Center, 59 Arlington Avenue, Kensington, California.

ATTENDEES

<u>Elected Members</u>	<u>Speakers/Presenters</u>
Len Welsh, President	
Linda Lipscomb, Vice President	
Chuck Toombs, Director	
Pat Gillette, Director	
Tony Lloyd, Director	
<u>Staff Members</u>	
GM/COP Gregory Harman	
Lynn Wolter, District Administrator	

Board President Welsh called the meeting to order at 9:07 A.M.

PUBLIC COMMENTS

None

STAFF COMMENTS

District Administrator Wolter reported that, one week earlier, GM/COP Harman and President Welsh had asked her to prepare, for this Closed Session, an updated job description and compensation analysis. She said she had done so and distributed to each of the Directors and GM/COP Harman a packet containing these documents.

The Board entered into Closed Session at 9:09 A.M. to:

1. Confer with Labor Negotiators (Government Code Section 54957.6)
Agency Representatives: Patricia Gillette and Chuck Toombs
Employee Organization: Kensington Police Officers Association
2. Pursuant to California Code Section 54957b:
 - a) Discuss the General Manager/Chief of Police performance

- b) Discuss the possible contract extension and terms of the extension of the General Manager/Chief of Police
- c) With the General Manger/Chief of Police, discuss personnel appointment, employment, and evaluation of performance of District personnel.

At 12:45, the Board returned to Open Session and reported that it had taken no action.

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

Motion passed 5 – 0.

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

Memorandum

Kensington Police Department



To: KPPCSD Board of Directors

APPROVED YES NO

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

FORWARDED TO:

Date: Thursday, July 03, 2014

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

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

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

KPPCSD
Unaudited Profit & Loss Budget Performance
June 2014

	Jun 14	Budget	Jul '13 - Jun 14	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
400 · Police Activities R...					
401 · Levy Tax	0.00	0.00	1,320,564.65	1,286,000.00	1,286,000.00
402 · Special Tax-Police	0.00		681,390.00	680,000.00	680,000.00
403 · Misc Tax-Police	0.00		66.70	0.00	0.00
404 · Measure G Supp...	0.00		488,102.86	486,986.00	486,986.00
410 · Police Fees/Serv...	60.00	375.00	1,776.30	1,500.00	1,500.00
414 · POST Reimburs...	0.00	1,000.00	5,454.53	2,000.00	2,000.00
415 · Grants-Police	11,295.71	0.00	91,172.19	0.00	0.00
416 · Interest-Police	0.00	750.00	1,166.13	3,000.00	3,000.00
417 · Police Asset Sale	0.00		0.00	0.00	0.00
418 · Misc Police Inco...	2,613.94	1,500.00	21,726.97	18,000.00	18,000.00
419 · Supplemental W...	0.00		0.00	0.00	0.00
Total 400 · Police Activit...	13,969.65	3,625.00	2,611,420.33	2,477,486.00	2,477,486.00
420 · Park/Rec Activitie...					
424 · Special Tax-L&L	0.00		33,495.74	33,000.00	33,000.00
426 · Park Donations	0.00		0.00	0.00	0.00
427 · Community Cen...	490.00	2,300.00	26,800.50	25,000.00	25,000.00
435 · Grants-Park/Rec	0.00		0.00	0.00	0.00
436 · Interest-Park/Rec	0.00	50.00	0.00	200.00	200.00
438 · Misc Park/Rec R...	40.00	50.00	480.00	500.00	500.00
Total 420 · Park/Rec Act...	530.00	2,400.00	60,776.24	58,700.00	58,700.00
440 · District Activities ...					
448 · Franchise Fees	0.00	7,000.00	14,597.99	21,000.00	21,000.00
456 · Interest-District	0.00	125.00	17.37	500.00	500.00
458 · Misc District Re...	54.06		54.06	0.00	0.00
Total 440 · District Activ...	54.06	7,125.00	14,669.42	21,500.00	21,500.00
Total Income	14,553.71	13,150.00	2,686,865.99	2,557,686.00	2,557,686.00
Expense					

81

KPPCSD
Unaudited Profit & Loss Budget Performance
 June 2014

	<u>Jun 14</u>	<u>Budget</u>	<u>Jul '13 - Jun 14</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
500 · Police Sal & Ben					
502 · Salary - Officers	81,722.61	78,002.75	969,998.65	936,033.00	936,033.00
504 · Compensated A...	0.00		8,207.67	10,000.00	10,000.00
506 · Overtime	5,163.19	3,333.33	57,624.75	40,000.00	40,000.00
508 · Salary - Non-Sw...	4,417.88	4,333.33	56,685.56	52,000.00	52,000.00
516 · Uniform Allowan...	666.60	666.67	7,999.20	8,000.00	8,000.00
518 · Safety Equipment	1,189.33	625.00	1,189.33	2,500.00	2,500.00
521-A · Medical/Visio...	15,702.17	14,800.25	196,703.53	177,603.00	177,603.00
521-R · Medical/Visio...	12,053.56	13,902.42	146,789.80	166,829.00	166,829.00
521-T · Medical/Vision...	0.00	-21,109.00	42,818.00	-21,109.00	-21,109.00
522 · Insurance - Police	1,131.00	436.67	5,865.30	5,240.00	5,240.00
523 · Social Security/...	1,341.38	1,263.91	14,357.48	15,167.00	15,167.00
524 · Social Security -...	307.26	268.67	3,752.40	3,224.00	3,224.00
527 · PERS - District ...	30,053.09	28,696.16	357,299.02	344,354.00	344,354.00
528 · PERS - Officers ...	7,415.04	7,080.25	88,019.61	84,963.00	84,963.00
530 · Workers Comp	9,493.00		50,701.00	46,000.00	46,000.00
540 · Advanced Indus...	0.00		0.00	0.00	0.00
Total 500 · Police Sal & ...	170,656.11	132,300.41	2,008,011.30	1,870,804.00	1,870,804.00
550 · Other Police Expe...					
552 · Expendable Poli...	1,544.53	125.00	2,433.69	1,500.00	1,500.00
553 · Range/Ammuniti...	0.00	250.00	2,229.47	3,000.00	3,000.00
560 · Crossing Guard	1,062.01	1,006.10	10,061.15	10,061.00	10,061.00
562 · Vehicle Operation	3,076.56	5,000.00	41,199.32	60,000.00	60,000.00
564 · Communication...	27,102.97	10,000.00	108,867.14	154,460.00	154,460.00
566 · Radio Maintena...	202.93	159.09	21,249.08	21,750.00	21,750.00
568 · Prisoner/Case E...	1,850.00	450.00	8,303.96	5,400.00	5,400.00
570 · Training	1,292.23	833.33	11,136.55	10,000.00	10,000.00
572 · Recruiting	0.00	541.67	1,085.00	6,500.00	6,500.00
574 · Reserve Officers	437.00	337.50	1,561.04	4,050.00	4,050.00
576 · Misc. Dues, Mea...	440.00		3,013.43	2,075.00	2,075.00
580 · Utilities - Police	1,407.72	716.67	8,239.43	8,600.00	8,600.00
581 · Bldg Repairs/Ma...	0.00		993.46	500.00	500.00
582 · Expendable Offi...	472.95	500.00	5,645.05	6,000.00	6,000.00

69

KPPCSD
Unaudited Profit & Loss Budget Performance
 June 2014

	Jun 14	Budget	Jul '13 - Jun 14	YTD Budget	Annual Budget
586 · Machine Mainte...	0.00		0.00	0.00	0.00
588 · Telephone(+Ric...	724.69	712.00	8,291.85	8,544.00	8,544.00
590 · Housekeeping	367.77	333.33	3,987.81	4,000.00	4,000.00
592 · Publications	50.00	183.33	2,108.30	2,200.00	2,200.00
594 · Community Poli...	94.50	100.00	1,049.67	2,000.00	2,000.00
596 · WEST-NET/CAL ...	13,655.00		27,041.00	13,386.00	13,386.00
598 · COPS Special F...	0.00		0.00	0.00	0.00
599 · Police Taxes Ad...	826.50		4,124.97	3,300.00	3,300.00
Total 550 · Other Police ...	54,607.36	21,248.02	272,621.37	327,326.00	327,326.00
600 · Park/Rec Sal & Ben					
601 · Park & Rec Adm...	538.00	541.67	6,608.75	6,500.00	6,500.00
602 · Custodian	1,750.00	1,750.00	21,000.00	21,000.00	21,000.00
623 · Social Security/...	0.00	41.42	212.05	497.00	497.00
Total 600 · Park/Rec Sal...	2,288.00	2,333.09	27,820.80	27,997.00	27,997.00
635 · Park/Recreation E...					
640 · Community Cen...					
642 · Utilities-Com...	533.37	448.00	4,675.05	5,376.00	5,376.00
643 · Janitorial Sup...	17.75	50.00	1,320.56	750.00	750.00
646 · Community C...	2,100.00	500.00	5,616.62	2,000.00	2,000.00
Total 640 · Communit...	2,651.12	998.00	11,612.23	8,126.00	8,126.00
660 · Annex Expenses					
662 · Utilities - Annex	0.00		0.00	0.00	0.00
666 · Annex Repairs	0.00		0.00	0.00	0.00
668 · Misc Annex E...	0.00		0.00	0.00	0.00
Total 660 · Annex Exp...	0.00		0.00	0.00	0.00
672 · Kensington Park...	4,976.66	7,369.33	71,093.56	88,432.00	88,432.00
678 · Misc Park/Rec E...	0.00		650.00	0.00	0.00
Total 635 · Park/Recreat...	7,627.78	8,367.33	83,355.79	96,558.00	96,558.00
800 · District Expenses					

02

KPPCSD
Unaudited Profit & Loss Budget Performance
June 2014

	Jun 14	Budget	Jul '13 - Jun 14	YTD Budget	Annual Budget
810 · Computer Maint...	2,178.00	2,292.00	26,986.14	27,504.00	27,504.00
820 · Cannon Copier ...	290.06	475.00	5,552.99	5,700.00	5,700.00
830 · Legal (District/P...	2,829.24	5,833.33	205,303.14	70,000.00	70,000.00
835 · Consulting	0.00		25,800.00	3,000.00	3,000.00
840 · Accounting	0.00	4,062.50	38,356.78	48,750.00	48,750.00
850 · Insurance	28,531.20		57,816.30	30,000.00	30,000.00
860 · Election	0.00		0.00	0.00	0.00
865 · Police Bldg. Lea...	0.00		31,514.00	31,514.00	31,514.00
870 · County Expendit...	0.00		7,499.23	19,900.00	19,900.00
890 · Waste/Recycle	1,536.24	4,500.00	61,370.46	54,000.00	54,000.00
898 · Misc. Expenses	1,352.76	858.33	10,730.19	10,300.00	10,300.00
899 · Depreciation Ex...	0.00		-728.00		
Total 800 · District Expe...	36,717.50	18,021.16	470,201.23	300,668.00	300,668.00
950 · Capital Outlay					
961 · Police Bldg Impr...	0.00		1,395.00		
962 · Patrol Cars	0.00		33,192.03	25,000.00	25,000.00
963 · Patrol Car Acces...	0.00		15,403.74	10,000.00	10,000.00
969 · Computer Equip...	0.00		21,553.99	16,250.00	16,250.00
972 · Park Buildings I...	5,701.50		16,318.56		
Total 950 · Capital Outlay	5,701.50		87,863.32	51,250.00	51,250.00
Total Expense	277,598.25	182,270.01	2,949,873.81	2,674,603.00	2,674,603.00
Net Ordinary Income	-263,044.54	-169,120.01	-263,007.82	-116,917.00	-116,917.00
Other Income/Expense					
Other Expense					
700 · Bond Issue Expen...					
701 · Bond Proceeds	0.00		-178,144.40		
710 · Bond Admin.	2,300.64		14,589.70		
715 · Bond Interest In...	0.00		-120.64		
720 · Bond Principal	0.00		120,230.37		
730 · Bond Interest	0.00		23,161.56		

12

KPPCSD
Unaudited Profit & Loss Budget Performance
 June 2014

	<u>Jun 14</u>	<u>Budget</u>	<u>Jul '13 - Jun 14</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Total 700 · Bond Issue ...	2,300.64		-20,283.41		
995 · Loss/(Gain) - Asse...	0.00		-154.00		
Total Other Expense	<u>2,300.64</u>		<u>-20,437.41</u>		
Net Other Income	<u>-2,300.64</u>	<u>0.00</u>	<u>20,437.41</u>	<u>0.00</u>	<u>0.00</u>
Net Income	<u>-265,345.18</u>	<u>-169,120.01</u>	<u>-242,570.41</u>	<u>-116,917.00</u>	<u>-116,917.00</u>

22

Memorandum

Kensington Police Department



To: KPPCSD Board of Directors

APPROVED YES NO

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

Date: Thursday, July 03, 2014

FORWARDED TO:

Subject: Consent Calendar Item D- Park Revenue & Expenses

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

This information is obtained through our QuickBooks software. Revenue and expenses from July 1, 2013 through June 30, 2014 are attached to this memo.

KPPCSD
Account QuickReport
 July 2013 through June 2014

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

18

1:47 PM
 07/01/14
 Accrual Basis

KPPCSD
Account QuickReport
 July 2013 through June 2014

Type	Date	Num	Name	Memo	Split	Amount
Deposit	1/10/2014	2664		CC Rental 1-...	112 · General ...	750.00
Deposit	3/10/2014	4060		CC Rental 3-...	112 · General ...	300.00
Deposit	3/10/2014	096		Alanon paym...	112 · General ...	45.00
Deposit	3/10/2014	3024		Alanon paym...	112 · General ...	45.00
Deposit	4/22/2014	353		CC Rental 4-...	112 · General ...	300.00
Deposit	4/22/2014			CC Rental 3-...	112 · General ...	600.00
Deposit	4/22/2014	7032		CC Rental 3-...	112 · General ...	675.00
Deposit	4/22/2014	3852		CC Rental 6-...	112 · General ...	700.00
Deposit	4/22/2014			CC Rental 4-...	112 · General ...	900.00
Deposit	4/22/2014	102		March 2014 ...	112 · General ...	45.00
Deposit	4/22/2014	101		April 2014 Re...	112 · General ...	45.00
Deposit	5/29/2014	6709		CC Rental 6-...	112 · General ...	300.00
Deposit	5/29/2014	104		CC Rental 7-...	112 · General ...	1,500.00
Deposit	5/29/2014	1277		CC Rental 5-...	112 · General ...	1,000.00
Deposit	5/29/2014	4010		CC Rental 6-...	112 · General ...	675.00
Deposit	6/16/2014	107		Alanon rent ...	112 · General ...	45.00
Deposit	6/16/2014	108		Alanon June ...	112 · General ...	45.00
Deposit	6/16/2014	4099		CC Rental 6-...	112 · General ...	400.00
Total 427 · Community Center Revenue						26,800.50
438 · Misc Park/Rec Rev						
Deposit	7/12/2013	3898		Tennis Court ...	112 · General ...	40.00
Deposit	9/5/2013	4025		Tennis Court ...	112 · General ...	40.00
Deposit	9/5/2013	3358		Tennis Court ...	112 · General ...	64.00
Deposit	10/22/2013	3369		Tennis Court ...	112 · General ...	112.00
Deposit	12/5/2013	4087		Tennis Court ...	112 · General ...	40.00
Deposit	3/10/2014	3386		Tennis Court ...	112 · General ...	64.00
Deposit	3/10/2014	4149		Tennis Court ...	112 · General ...	40.00
Deposit	4/22/2014	4224		Tennis Court ...	112 · General ...	40.00
Deposit	6/16/2014	4275		Tennis court ...	112 · General ...	40.00
Total 438 · Misc Park/Rec Rev						480.00
Total 420 · Park/Rec Activities Revenue						60,776.24

58

1:47 PM
07/01/14
Accrual Basis

KPPCSD
Account QuickReport
July 2013 through June 2014

Type	Date	Num	Name	Memo	Split	Amount
TOTAL						<u>60,776.24</u>

2/6

KPPCSD
Account QuickReport
 July 2013 through June 2014

Type	Date	Num	Name	Memo	Split	Amount
600 · Park/Rec Sal & Ben						
601 · Park & Rec Administrator						
Paycheck	7/15/2013		Di Napoli, Andrea		112 · General ...	277.25
Paycheck	7/30/2013		Di Napoli, Andrea		112 · General ...	326.00
Paycheck	8/15/2013		Di Napoli, Andrea		112 · General ...	293.00
Paycheck	8/29/2013		Di Napoli, Andrea		112 · General ...	281.25
Paycheck	9/13/2013		Di Napoli, Andrea		112 · General ...	283.25
Paycheck	9/30/2013		Di Napoli, Andrea		112 · General ...	57.00
Paycheck	10/15/2013		Di Napoli, Andrea		112 · General ...	333.00
Paycheck	10/30/2013		Di Napoli, Andrea		112 · General ...	346.00
Paycheck	11/15/2013		Di Napoli, Andrea		112 · General ...	290.25
Paycheck	11/29/2013		Di Napoli, Andrea		112 · General ...	284.50
Paycheck	12/13/2013		Di Napoli, Andrea		112 · General ...	270.75
Paycheck	12/30/2013		Di Napoli, Andrea		112 · General ...	266.50
Paycheck	1/15/2014		Di Napoli, Andrea		112 · General ...	251.50
Paycheck	1/30/2014		Di Napoli, Andrea		112 · General ...	309.00
Paycheck	2/14/2014		Di Napoli, Andrea		112 · General ...	285.25
Paycheck	2/28/2014		Di Napoli, Andrea		112 · General ...	242.50
Paycheck	3/14/2014		Di Napoli, Andrea		112 · General ...	271.50
Paycheck	3/28/2014		Di Napoli, Andrea		112 · General ...	314.75
Paycheck	4/15/2014		Di Napoli, Andrea		112 · General ...	285.25
Paycheck	4/29/2014		Di Napoli, Andrea		112 · General ...	258.75
Paycheck	5/14/2014		Di Napoli, Andrea		112 · General ...	267.25
Paycheck	5/29/2014		Di Napoli, Andrea		112 · General ...	276.25
Paycheck	6/12/2014		Di Napoli, Andrea		112 · General ...	252.25
Paycheck	6/29/2014		Di Napoli, Andrea		112 · General ...	285.75
Total 601 · Park & Rec Administrator						6,608.75
602 · Custodian						
Check	7/15/2013	14838	William Driscoll	Com. Center ...	112 · General ...	875.00
Check	7/30/2013	14864	William Driscoll	Com. Center ...	112 · General ...	875.00
Check	8/15/2013	14898	William Driscoll	Com. Center ...	112 · General ...	875.00
Check	8/30/2013	14927	William Driscoll	Com. Center ...	112 · General ...	875.00
Check	9/13/2013	14955	William Driscoll	Community C...	112 · General ...	875.00
Check	9/30/2013	14990	William Driscoll	Community C...	112 · General ...	875.00

69

KPPCSD
Account QuickReport
 July 2013 through June 2014

Type	Date	Num	Name	Memo	Split	Amount
Check	10/15/2013	15035	William Driscoll	Community C...	112 · General ...	875.00
Check	10/30/2013	15062	William Driscoll	Community C...	112 · General ...	875.00
Check	11/15/2013	15104	William Driscoll	Community C...	112 · General ...	875.00
Check	11/29/2013	15193	William Driscoll	Community C...	112 · General ...	875.00
Check	12/13/2013	15226	William Driscoll	Community C...	112 · General ...	875.00
Check	12/30/2013	15247	William Driscoll	Community C...	112 · General ...	875.00
Check	1/15/2014	15286	William Driscoll	Community C...	112 · General ...	875.00
Check	1/30/2014	15310	William Driscoll	Community C...	112 · General ...	875.00
Check	2/14/2014	15345	William Driscoll	Community C...	112 · General ...	875.00
Check	2/28/2014	15389	William Driscoll	Community C...	112 · General ...	875.00
Check	3/14/2014	15417	William Driscoll	Community C...	112 · General ...	875.00
Check	3/28/2014	15457	William Driscoll	Community C...	112 · General ...	875.00
Check	4/15/2014	15486	William Driscoll	Community C...	112 · General ...	875.00
Check	4/30/2014	15525	William Driscoll	Community C...	112 · General ...	875.00
Check	5/15/2014	15544	William Driscoll	Community C...	112 · General ...	875.00
Check	5/30/2014	15584	William Driscoll	Community C...	112 · General ...	875.00
Check	6/13/2014	15613	William Driscoll	Community C...	112 · General ...	875.00
Check	6/30/2014	15645	William Driscoll	Com. Center ...	112 · General ...	875.00

Total 602 · Custodian 21,000.00

623 · Social Security/Medicare - Dist

General Journal	7/15/2013	SS A...		07/01-07/15/13	523 · Social S...	21.21
General Journal	7/30/2013	SS A...		07/16-07/31/13	523 · Social S...	24.94
General Journal	8/15/2013	SS A...		08/01-08/15/13	523 · Social S...	22.42
General Journal	8/30/2013	SS A...		08/16-08/31/13	523 · Social S...	21.52
General Journal	9/15/2013	SS A...		09/01-09/15/13	523 · Social S...	21.67
General Journal	9/30/2013	SS A...		09/16-09/30/13	523 · Social S...	4.36
General Journal	10/15/2013	SS A...		10/01-10/15/13	523 · Social S...	25.48
General Journal	10/30/2013	SS A...		10/16-10/31/13	523 · Social S...	26.47
General Journal	11/15/2013	SS A...		11/01-11/15/13	523 · Social S...	22.21
General Journal	11/30/2013	SS A...		11/16-11/30/13	523 · Social S...	21.77

Total 623 · Social Security/Medicare - Dist 212.05

Total 600 · Park/Rec Sal & Ben 27,820.80

88

1:48 PM
07/01/14
Accrual Basis

KPPCSD
Account QuickReport
July 2013 through June 2014

Type	Date	Num	Name	Memo	Split	Amount
TOTAL						<u>27,820.80</u>

68

1:48 PM
 07/01/14
 Accrual Basis

KPPCSD
 Account QuickReport
 July 2013 through June 2014

Type	Date	Num	Name	Memo	Split	Amount
635 · Park/Recreation Expenses						
640 · Community Center Expenses						
642 · Utilities-Community Center						
General Journal	7/1/2013	REV ...	CCC Treasurer's Of...		210 · Account...	-668.26
Check	7/15/2013	14840	Pacific Telemanage...	Pay Phone C...	112 · General ...	78.00
Check	7/30/2013	14862	EBMUD	840 Coventry	112 · General ...	26.87
Check	7/30/2013	14873	PG&E	Community C...	112 · General ...	223.45
Check	7/30/2013	14892	Pacific Telemanage...	Pay Phone C...	112 · General ...	78.00
Check	8/30/2013	14924	PG&E	Community C...	112 · General ...	232.51
Check	8/30/2013	14926	EBMUD	2 Arlmont - C...	112 · General ...	388.98
Check	9/13/2013	14958	Pacific Telemanage...	Pay Phone C...	112 · General ...	78.00
Check	9/13/2013	14964	Olivero Plumbing Co.	Com. Center ...	112 · General ...	115.00
Check	9/30/2013	14993	PG&E	Community C...	112 · General ...	197.03
Check	10/15/2013	15038	Pacific Telemanage...	Pay Phone C...	112 · General ...	78.00
Check	10/30/2013	15061	EBMUD	2 Arlmont 8/1...	112 · General ...	304.58
Check	10/30/2013	15068	PG&E	Community C...	112 · General ...	197.85
Check	11/15/2013	15105	Pacific Telemanage...	Pay Phone N...	112 · General ...	78.00
Check	11/15/2013	15182	EBMUD	840 Coventry	112 · General ...	29.34
Check	11/15/2013	15185	PG&E	Community C...	112 · General ...	209.50
Check	11/29/2013	15214	Pacific Telemanage...	Pay Phone D...	112 · General ...	78.00
Check	12/30/2013	15248	EBMUD	2 Arlmont 10/...	112 · General ...	234.50
Check	12/30/2013	15249	PG&E	Community C...	112 · General ...	240.06
Check	1/15/2014	15282	Pacific Telemanage...	Pay Phone J...	112 · General ...	78.00
Check	1/15/2014	15305	PG&E	Community C...	112 · General ...	274.57
Check	1/30/2014	15309	EBMUD	840 Coventry...	112 · General ...	29.34
Check	2/14/2014	15351	Pacific Telemanage...	CC Pay Phon...	112 · General ...	78.00
Check	2/28/2014	15385	PG&E	Community C...	112 · General ...	252.84
Check	2/28/2014	15405	EBMUD	2 Arlmont (C...	112 · General ...	158.58
Check	3/14/2014	15424	Pacific Telemanage...	CC Pay Phon...	112 · General ...	78.00
Check	3/28/2014	15453	EBMUD	840 Coventry	112 · General ...	29.34
Check	3/28/2014	15466	PG&E	Community C...	112 · General ...	253.77
Check	4/15/2014	15488	Pacific Telemanage...	CC Pay Phon...	112 · General ...	78.00
Check	4/15/2014	15515	PG&E	Community C...	112 · General ...	221.66
Check	4/30/2014	15523	EBMUD	2 Arlmont	112 · General ...	106.02
Check	5/15/2014	15552	Pacific Telemanage...	CC Pay Phon...	112 · General ...	78.00

30

KPPCSD
Account QuickReport
 July 2013 through June 2014

Type	Date	Num	Name	Memo	Split	Amount
Check	5/15/2014	15578	EBMUD	Coventry	112 · General ...	29.34
Check	5/30/2014	15583	PG&E	Community C...	112 · General ...	196.81
Check	6/13/2014	15623	Pacific Telemanage...	CC Pay Phon...	112 · General ...	78.00
Check	6/30/2014	15644	PG&E	Community C...	112 · General ...	226.71
Check	6/30/2014	15675	EBMUD	2 Arlmont	112 · General ...	228.66
Total 642 · Utilities-Community Center						4,675.05
643 · Janitorial Supplies						
General Journal	7/1/2013	REV ...	CCC Treasurer's Of...		210 · Account...	-185.23
Check	7/15/2013	14839	UBS	Janitorial sup...	112 · General ...	185.23
Check	9/30/2013	15008	UBS	Com. Center ...	112 · General ...	582.72
Check	12/13/2013	15231	Kensington Home a...	Trash bags	112 · General ...	15.18
Check	3/14/2014	15434	Kensington Home a...	Flour. bulbs ...	112 · General ...	164.79
Check	4/15/2014	15498	UBS	Com. Center ...	112 · General ...	497.86
Check	4/15/2014	15501	Kensington Home a...	Various suppl...	112 · General ...	42.26
Check	6/13/2014	15638	Kensington Home a...	Various janito...	112 · General ...	17.75
Total 643 · Janitorial Supplies						1,320.56
646 · Community Center Repairs						
Check	7/30/2013	14889	Summer Rain Land...	650 sq ft. of s...	112 · General ...	1,200.00
Check	8/15/2013	14918	Summer Rain Land...	8 yards of ba...	112 · General ...	400.00
Check	9/30/2013	15025	Summer Rain Land...	Tree trimmin...	112 · General ...	180.00
Check	10/30/2013	15083	Summer Rain Land...	Tree trimmin...	112 · General ...	65.00
Check	11/15/2013	15177	Kensington Home a...	9/28/13 - 10/...	112 · General ...	23.85
Check	11/15/2013	15180	Summer Rain Land...	Repaiars to ir...	112 · General ...	95.00
Check	11/29/2013	15192	KEL-AIRE	service call, r...	112 · General ...	248.91
Check	11/29/2013	15217	Summer Rain Land...	Brush remov...	112 · General ...	380.00
Check	12/13/2013	15231	Kensington Home a...	Plumbing rep...	112 · General ...	47.15
Check	3/14/2014	15434	Kensington Home a...	Various mino...	112 · General ...	35.21
Check	3/28/2014	15474	Summer Rain Land...	Tree trimmin...	112 · General ...	150.00
Check	4/15/2014	15516	Summer Rain Land...	Sump Pump ...	112 · General ...	325.00
Check	5/15/2014	15577	Summer Rain Land...	Com. Center ...	112 · General ...	145.00
Check	5/30/2014	15594	Olivero Plumbing Co.	Drain clearing	112 · General ...	221.50
Check	6/30/2014	15651	Summer Rain Land...	Tree removal	112 · General ...	2,100.00

31

KPPCSD
Account QuickReport
 July 2013 through June 2014

Type	Date	Num	Name	Memo	Split	Amount
Total 646 · Community Center Repairs						5,616.62
Total 640 · Community Center Expenses						11,612.23
660 · Annex Expenses						
662 · Utilities - Annex						
General Journal	7/1/2013	REV ...	CCC Treasurer's Of...		210 · Account...	-94.15
Check	7/30/2013	14862	EBMUD	A/p 12/13	112 · General ...	94.15
Total 662 · Utilities - Annex						0.00
Total 660 · Annex Expenses						0.00
672 · Kensington Park O&M						
General Journal	7/1/2013	NBS	NBS Government Fi...	JUL-SEP 2013	710 · Bond Ad...	1,073.29
General Journal	7/1/2013	REV ...	CCC Treasurer's Of...		210 · Account...	-1,113.80
Check	7/15/2013	14829	Summer Rain Land...	Drinking foun...	112 · General ...	85.00
Check	7/15/2013	14839	UBS	June 2013 P...	112 · General ...	432.00
Check	7/30/2013	14862	EBMUD	1 Windsor (Ir...	112 · General ...	1,363.60
Check	7/30/2013	14862	EBMUD	1 Windsor (S...	112 · General ...	94.15
Check	7/30/2013	14866	Summer Rain Land...	Park Repairs	112 · General ...	0.00
Check	7/30/2013	14889	Summer Rain Land...	July monthly ...	112 · General ...	2,050.00
Check	7/30/2013	14889	Summer Rain Land...	2 yards of ba...	112 · General ...	240.00
Check	7/30/2013	14889	Summer Rain Land...	Repair of ste...	112 · General ...	180.00
Check	7/30/2013	14889	Summer Rain Land...	removal of br...	112 · General ...	80.00
Check	7/30/2013	14889	Summer Rain Land...	trouble shoot ...	112 · General ...	140.00
General Journal	7/30/2013	CK 1...	Summer Rain Land...	For CHK 148...	112 · General ...	640.00
General Journal	8/9/2013	VD C...	Summer Rain Land...	Reverse of G...	112 · General ...	-640.00
Check	8/15/2013	14905	UBS	July 2013 Pa...	112 · General ...	432.00
Check	8/15/2013	14918	Summer Rain Land...	Irrigation rep...	112 · General ...	430.00
Check	8/30/2013	14930	William Driscoll	Park Restroo...	112 · General ...	425.00
Check	9/13/2013	14963	Summer Rain Land...	Park Monthly...	112 · General ...	2,050.00
Check	9/13/2013	14976	Kensington Home a...	Park restroom	112 · General ...	13.48
Check	9/30/2013	14990	William Driscoll	Park Restro...	112 · General ...	425.00
Check	9/30/2013	14996	EBMUD	840 Coventry...	112 · General ...	29.34
Check	9/30/2013	14996	EBMUD	1 Windsor - Ir...	112 · General ...	1,390.74

33

KPPCSD
Account QuickReport
 July 2013 through June 2014

Type	Date	Num	Name	Memo	Split	Amount
Check	9/30/2013	14996	EBMUD	1 Windsor - ...	112 · General ...	230.54
Check	9/30/2013	15011	NBS Government Fi...	Inv. #913000...	112 · General ...	1,098.83
Check	9/30/2013	15025	Summer Rain Land...	Park Monthly...	112 · General ...	2,260.00
Check	10/30/2013	15062	William Driscoll	Park Rest. M...	112 · General ...	425.00
Check	10/30/2013	15083	Summer Rain Land...	Park Monthly...	112 · General ...	3,980.00
Check	11/15/2013	15180	Summer Rain Land...	Repairs to fie...	112 · General ...	185.00
Check	11/15/2013	15182	EBMUD	1 Windsor - ir...	112 · General ...	1,592.62
Check	11/15/2013	15182	EBMUD	1 Windsor - s...	112 · General ...	183.82
Check	11/29/2013	15193	William Driscoll	Park Restroo...	112 · General ...	425.00
Check	11/29/2013	15217	Summer Rain Land...	Tree Remova...	112 · General ...	780.00
Check	11/29/2013	15217	Summer Rain Land...	Monthly fee - ...	112 · General ...	2,050.00
Check	12/30/2013	15247	William Driscoll	Restroom Cl...	112 · General ...	425.00
Check	1/15/2014	15275	NBS Government Fi...	Inv. #121301...	112 · General ...	1,091.96
Check	1/15/2014	15277	Summer Rain Land...	Irrigation rep...	112 · General ...	165.00
Check	1/15/2014	15277	Summer Rain Land...	Monthly fee - ...	112 · General ...	2,050.00
Check	1/15/2014	15296	E. R. A. Constructio...	Storm drain i...	112 · General ...	17,500.00
Check	1/15/2014	15296	E. R. A. Constructio...	Storm dain i...	112 · General ...	1,400.00
Check	1/15/2014	15304	EBMUD	1 Windsor - ...	112 · General ...	196.18
Check	1/30/2014	15309	EBMUD	1 Windsor - ir...	112 · General ...	904.58
Check	1/30/2014	15310	William Driscoll	Park Restroo...	112 · General ...	425.00
Check	1/30/2014	15339	Summer Rain Land...	Irrigation rep...	112 · General ...	200.00
Check	1/30/2014	15339	Summer Rain Land...	Monthly fee - ...	112 · General ...	2,050.00
Check	1/30/2014	15339	Summer Rain Land...	Road repair n...	112 · General ...	720.00
Check	1/30/2014	15339	Summer Rain Land...	Tree trimmin...	112 · General ...	145.00
Check	2/14/2014	15357	Mighetto Electric	Inv. # 2657 P...	112 · General ...	295.45
Check	2/14/2014	15379	Summer Rain Land...	Repair Tenni...	112 · General ...	380.00
Check	2/14/2014	15379	Summer Rain Land...	Mulch Restro...	112 · General ...	420.00
Check	2/14/2014	15379	Summer Rain Land...	Remove Tree...	112 · General ...	2,100.00
Check	2/28/2014	15389	William Driscoll	Park Restroo...	112 · General ...	425.00
Check	3/14/2014	15418	Summer Rain Land...	Feb. Park Ma...	112 · General ...	2,050.00
Check	3/14/2014	15427	E. R. A. Constructio...	Additional Pe...	112 · General ...	321.06
Check	3/28/2014	15453	EBMUD	1 Windsor - ...	112 · General ...	167.34
Check	3/28/2014	15453	EBMUD	1 Windsor - Ir...	112 · General ...	249.50
Check	3/28/2014	15457	William Driscoll	Park Restroo...	112 · General ...	425.00
Check	3/28/2014	15474	Summer Rain Land...	Mar. Park Ma...	112 · General ...	2,050.00

1:48 PM
 07/01/14
 Accrual Basis

KPPCSD
Account QuickReport
 July 2013 through June 2014

Type	Date	Num	Name	Memo	Split	Amount
Check	3/28/2014	15476	NBS Government Fi...	Quarterly ad...	112 · General ...	1,091.96
Check	4/30/2014	15525	William Driscoll	Park Restroo...	112 · General ...	425.00
Check	5/15/2014	15547	Summer Rain Land...	Park Mainten...	112 · General ...	2,050.00
Check	5/15/2014	15577	Summer Rain Land...	Park Repairs ...	112 · General ...	210.00
Check	5/15/2014	15578	EBMUD	Windsor	112 · General ...	678.26
Check	5/30/2014	15584	William Driscoll	Park Restro...	112 · General ...	425.00
Check	5/30/2014	15605	Summer Rain Land...	ark Maint. Ma...	112 · General ...	2,050.00
Check	6/30/2014	15645	William Driscoll	Park Restroo...	112 · General ...	425.00
Check	6/30/2014	15651	Summer Rain Land...	Tree trimmin...	112 · General ...	1,410.00
Check	6/30/2014	15680	Summer Rain Land...	June Monthly...	112 · General ...	2,050.00
Check	6/30/2014	15684	NBS Government Fi...	Quarterly ad...	112 · General ...	1,091.66
Total 672 · Kensington Park O&M						71,093.56
678 · Misc Park/Rec Expense						
General Journal	7/1/2013	REV ...	CCC Treasurer's Of...		210 · Account...	-24.69
Check	7/15/2013	14844	BPXpress	Copies of Par...	112 · General ...	24.69
Check	10/30/2013	15081	California Park & R...	Membership t...	112 · General ...	170.00
Check	4/15/2014	15516	Summer Rain Land...	GS Project Irr...	112 · General ...	480.00
Total 678 · Misc Park/Rec Expense						650.00
Total 635 · Park/Recreation Expenses						83,355.79
TOTAL						83,355.79

31

Memorandum

Kensington Police Department



To: KPPCSD Board of Directors

APPROVED YES NO

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

FORWARDED TO:

Date: Thursday, July 03, 2014

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

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

APPENDIX A - EXPENSE PREPAYMENT/REIMBURSEMENT FORM

Name: Chris Turner

Event/Activity: Tactical Response to school/community violence

Location of Event/Activity: Walnut Creek 5/30 & 5/31

Approved by Board of Directors on: _____

	Prepay	Reimburse
1. Event/Activity Registration Fee	\$ <u>0</u>	\$ <u>0</u>
2. Transportation		
• Airfare	\$ _____	\$ _____
• Car Rental (\$ _____ per day for _____ days)	\$ _____	\$ _____
• Car Mileage (\$ <u>0.56</u> per mile for <u>49.5</u> miles)	\$ <u>0</u>	\$ <u>27.73</u>
• Taxi	\$ _____	\$ _____
• Parking	\$ <u>0</u>	\$ <u>4.00</u>
3. Lodging (\$ _____ per night for _____ nights)	\$ _____	\$ _____
4. Meals (Complete information requested on next page of form)		
a. Breakfast	\$ <u>-</u>	\$ _____
b. Lunch	\$ <u>-</u>	\$ <u>14</u>
c. Dinner	\$ <u>-</u>	\$ _____
5. Other (Explain details of request)	\$ _____	\$ _____
Total Requested	\$ _____	\$ <u>47.73</u>

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

Signed: Turner

Approved by: [Signature]

Date: 6-8-14

Signed: [Signature]

Print Name: [Signature]

Date: 060914

- POST PLAN IV
- * COMMUTER LUNCH
 - * TRAVEL
 - * SUBSISTENCE

APPENDIX A - EXPENSE PREPAYMENT/REIMBURSEMENT FORM

Name: KENTY BADEROW

Event/Activity: TACTICAL RESPONSE TO SCHOOL/COMM. VIOLENCE

Location of Event/Activity: WALNUT CREEK 5-30 & 5-31

Approved by Board of Directors on: _____

	Prepay	Reimburse
1. Event/Activity Registration Fee	\$ <u>0</u>	\$ _____
2. Transportation		
• Airfare	\$ _____	\$ _____
• Car Rental (\$ _____ per day for _____ days)	\$ _____	\$ _____
• Car Mileage (\$ _____ per mile for _____ miles)	\$ _____	\$ _____
• Taxi	\$ _____	\$ _____
• Parking	\$ <u>0</u>	\$ <u>3.50</u>
3. Lodging (\$ _____ per night for _____ nights)	\$ _____	\$ _____
4. Meals (Complete information requested on next page of form)		
a. Breakfast	\$ _____	\$ <u>10</u>
b. Lunch	\$ _____	\$ <u>10</u>
c. Dinner	\$ _____	\$ _____
5. Other (Explain details of request)	\$ _____	\$ _____
Total Requested	\$ <u>0</u>	\$ <u>19.50</u>

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

Signed: Kent Baderow

Approved by: [Signature]

Date: 6/6/14

Signed: [Signature]

Print Name: [Signature]

Date: 6/6/14

- POST PLAN IV
- * COMMUTER LUNCH = \$8 A DAY
- * TRAVEL
- * SUBSISTENCE

Memorandum

Kensington Police Department



To: KPPCSD Board of Directors

APPROVED YES NO

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

Date: Thursday, July 03, 2014

FORWARDED TO:

Subject: Consent Calendar Item G- Correspondence

The District correspondence received for the month of June.

Item #1- June 12th- Letter presented the KPPCSD Board at the June 10th meeting from A. Stevens-Delk regarding solid waste service and the upcoming RFP process.

Item #2- Undated letter from Philip Zimmerman regarding the support for Option 1 for the plan to update and repair the Community Center.

[A. Stevens Delk]

Since the mini-can was introduced 14 years ago, its rate has increased 120%; that is, it costs 2.2 times more. And the standard can has gone up 100%. By comparison, inflation has increased overall costs only 40% during this time. In just 3 years, rates have gone from — quoting Bay View — "the lowest in the County and perhaps many other areas" to the 2nd or 3rd highest. I like BV's service but it now costs too much.

The last HF&H audit showed that BV was inflating expenses, especially rent it pays to its sister company (which had already increased 3 fold since 1998) and underestimating revenues from recycling. Therefore the demanded increase was reduced by almost 25%, which directly saved the average ratepayer \$32 this year. But the total \$67,000 savings was wiped out by costly negotiation, litigation and consultation — all at rate/tax-payers' expense. All aspects of cost control must be addressed in the next contract.

Now on to reducing landfill: In 1999, this District required BV to offer mini-can service and the rate was set at a 20% discount, a financial incentive to boost Kensington's waste management program to reduce garbage going to landfill. Approximately 9% of customers immediately subscribed. Since then, mini-can use has gradually increased, as an average of just 1% of customers have downsized each year. Currently only 21% use 20-gallon cans. Nine percent of single-family customers still use 2 or more 32-gallon or larger cans. Granted, it is good that this is just over half as many as 7 years ago and Kensington is doing great if the norm is 64-gallons a week, as Nicole Forte stated in the *Outlook*. Since 2000, there has been maybe a 1-3% annual decrease in refuse going to landfill, but since 2005, when co-mingling of all recyclables was introduced, there has been little change in the percentage of material diverted from landfill — about 60%. Granted, we're exceeding the State mandate, but can we do better?

Before determining what additional service is wanted, perhaps it would be beneficial for the District to have BV determine if currently accepted recyclable materials are going into garbage cans, and also estimate what and how much material wouldn't be going to landfill if we had expanded recycling.

The concept of reusable shopping bags — as a way to reduce consumption and ultimately reduce landfill — is not new, but it is finally catching on, probably not because individuals realize it's important for environmental reasons, but because they now have to pay a dime for a shopping bag at many stores — and this is only because local governments are requiring it. Trader Joe's only charges a nickel, but the manager told me there is definitely an increase in customers bring their own bags and not requesting that paper bags be doubled. Financial incentives do work.

The 2014 rate structure provides a 10-fold greater savings for the 178 multi-can customers who downsize to one less can than it does for the 1,490 32-gallon can customers who downsize to a 20-gallon can. Setting the mini-can rate at just 10% less a month was designed by HF&H to "help mitigate further revenue erosion due to...customer downsizing" because BV claimed that "the combination of the increased mini can rate gap and the ever increasing number of customers switching...leaves the company receiving less revenue" and "unable to earn anything more than a minimal profit". However, if 10 multi-can customers downsize to one less can, that will result in the same loss in revenue caused by 100 standard can customers downsizing to mini-cans.

Between 2006 and 2013, 164 multi-can customers downsized one can and about the same number of standard-can customers, 179, downsized to mini-cans. My calculations show that, in any of those years, the revenue loss that was actually due to new mini-can users ranged from as little as 3% to a maximum of 33%, and the latter was for an outlier, the last 3-year period when almost twice as many customers downsized to a mini-can as those who downsized to one less standard can. Overall, only 20% of lost revenue can be attributed to new mini-can use during this time. The table "Effect of Service Type Downsizing on Revenue" illustrates this.

Another argument that HF&H made for the 2014 rate structure is that it "better aligns rates with costs...to ensure mini-can users are paying their share". But 178 multi-can customers now pay 2 or 3 times more for basically the same service as single can customers receive, thus paying much more than their fair share. Perhaps a better rate structure would be one with a basic monthly rate, the same for everybody, with an additional charge based on amount of garbage, approximated by can size. I'm giving you a document describing this structure. ("This is a proposal...")

For the next contract, the mini-can rate should be set at a 15-20% discount, which appears to be the standard, and kept at that even when there is a CPI increase. I determined what effect a 20%, rather than the approved 10%, discount would have had on current rates. To obtain the required 22% revenue increase, all rates would have increased 20% (instead of 18-19% for most) — except that for the mini-can, which would have gone up 31%, rather than 45%. This larger discount would have cost most other ratepayers, relative to the approved rate, 75 cents more each month — only \$9 more a year. Last month I gave Staff a table that shows this; it's on page 43 of tonight's packet. ("Reduce/Reuse/Recycle-Friendly' Alternative to 2014 Rate Increase")

Too bad HF&H didn't propose this compromise last year as Option #3, instead of just Option #1, a cross-the-board increase, or Option #2, a \$4 difference in the standard and mini-can, the same as 14 years ago, when the standard can cost \$20 a month, one half of today's rate.

Real financial incentives are still needed to help reduce garbage going to landfill — and every ratepayer should be outraged by the past exorbitant rate increases.

Effect of Service Type Downsizing on Revenue

Year	Change in Service Level	Difference in Rates	Number of Customers	Loss in Revenue	Portion of Revenue Loss	
2007	Std. to Mini Can	\$7.90	2	\$190	2.6%	Std. to Mini Can
	Multi to 1 Less Can	\$29.61	20	<u>\$7,106</u>	97.4%	Multi to 1 Less Can
				\$7,296		
2008	Std. to Mini Can	\$8.15	18	\$1,760	16.8%	Std. to Mini Can
	Multi to 1 Less Can	\$30.38	24	<u>\$8,749</u>	83.2%	Multi to 1 Less Can
				\$10,510		
2009	Std. to Mini Can	\$8.46	58	\$5,888	25.2%	Std. to Mini Can
	Multi to 1 Less Can	\$31.70	46	<u>\$17,498</u>	74.8%	Multi to 1 Less Can
				\$23,387		
2010	Std. to Mini Can	\$8.69	47	\$4,901	22.1%	Std. to Mini Can
	Multi to 1 Less Can	\$32.08	45	<u>\$17,323</u>	77.9%	Multi to 1 Less Can
				\$22,224		
2010-13	Std. to Mini Can	\$9.09	54	\$5,890	33.2%	Std. to Mini Can
	Multi to 1 Less Can	\$34.06	29	<u>\$11,853</u>	66.8%	Multi to 1 Less Can
				\$17,743		

Notes: Difference in Rates is the monthly rate difference in the standard and the mini can (Std. to Mini Can) or in 2 versus 1 standard can (Multi to 1 Less Can). Rates used are as follows: mini-can rates are actual rates paid by ASD; standard and multi can rates for 2010 and 2013 are from KPPCSD or HF&H documents and those for 2007-2009 are based on 2010 rates adjusted for past BV rate increases; rates for 3rd and 4th standard cans are assumed to be 3 or 4 times, respectively, the standard can rate. Number of Customers represents those who "migrated" to the lesser service level during the previous year, taken from HF&H or BV documents. Loss in Revenue is for the year (rate difference x customers x 12 months). Portion of Revenue Loss is the percentage of total revenue loss from either downsizing to a mini-can (Std. to Mini Can) or to one less standard can (Multi to 1 Less Can).

17

This is a proposal for an entirely new type of rate structure that offers significant financial incentives to reduce landfill refuse, yet it might seem fairer to those who use large cans. There is a basic monthly rate which is the same for all customers. Then there is an additional charge based on size of can; for example, there is no additional charge for a 20-gallon can, while a 32-gallon can cost \$9 more. There is also an additional charge for extra cans at \$5 each. In Table I, the number of customers (Cust. #) are those projected by HF&H for 2014 and only for those that use a mini-can or 1-3 standard cans.

Table I

Can Size	Cust. #	Cust. %	Current Structure		Alternative Structure				
			Rate \$	Revenue \$	Basic \$	Size \$	Nbr.	Total \$	Revenue \$
1 x 20-gal	479	22.8%	36.50	209,802	35.00	0.00	0.00	35.00	201,180
1 x 32-gal	1450	69.0%	40.50	704,700	35.00	9.00	0.00	44.00	765,600
2 x 32-gal	160	7.6%	81.00	155,520	35.00	18.00	5.00	58.00	111,360
3 x 32-gal	11	0.5%	121.50	16,038	35.00	27.00	10.00	72.00	9,504
Total	2100			1,086,060					1,087,644

Table II illustrates how loss of revenue due to downsizing could be compensated for by either a 1.5% increase in all rates under Current Structure or a small increase in the "size" surcharge under Alternative Structure, which would be borne by those who did less to "reduce, reuse, recycle". The number of customers is based on 58 of 1450 users of one 32-gallon can switching to a mini-can, 24 of 160 users of two 32-gallon can downsizing to one can, and 1 of 11 users of three cans downsizing to two.

Table II

Can Size	Cust. #	Cust. %	Current Structure		Alternative Structure				
			Rate \$	Revenue \$	Basic \$	Size \$	Nbr.	Total \$	Revenue \$
1 x 20-gal	537	25.6%	37.05	238,734	35.00	0.00	0.00	35.00	225,540
1 x 32-gal	1416	67.4%	41.11	698,499	35.00	9.50	0.00	44.50	756,144
2 x 32-gal	137	6.5%	82.22	135,161	35.00	19.00	5.00	59.00	96,996
3 x 32-gal	10	0.5%	123.32	14,799	35.00	28.50	10.00	73.50	8,820
Total	2100			1,087,193					1,087,500

With the current structure (Table I), the migration of 58 standard can customers to mini-cans would result in loss of \$2,784 in annual revenue (\$4.00 x 12 x 58), while the migration of 25 multi-can users to one less can would result in \$12,150 in revenue loss (\$40.50 x 12 x 25). Stated another way, downsizing one level by a 2-3 can customer has a 10-fold greater impact than downsizing by a customer to a mini-can (\$40.50 vs. \$4.00). The alternative structure reduces the difference to 1.6-fold (\$14.00 vs. \$9.00). In addition, with the alternative structure, total loss of revenue would be \$10,464 (1%) as opposed to \$14,934 (1.5%) for the current structure.

"Reduce/Reuse/Recycle-Friendly" Alternative to 2014 Rate Increases

Service Level	1999	2013	2014	2014 Option 1			2014 Option 2			Alternative Option			Rate Difference
	Rates \$	Rates \$	Cust. #	Rates \$	Chg. %	Revenue \$	Rates \$	Chg. %	Revenue \$	Rates \$	Chg. %	Revenue \$	Alt. vs Opt. 2 \$
20-gal	16.50	25.20	479	30.69	21.8	176,427	36.50	44.8	209,802	33.00	30.9	189,674	-3.50
32-gal	20.50	34.29	1450	41.77	21.8	726,715	40.50	18.1	704,700	41.25	20.3	717,711	0.75
2x32-gal	?	68.35	160	83.25	21.8	159,841	81.00	18.5	155,520	82.22	20.3	157,860	1.22
3x32-gal	?	102.62	11	124.99	21.8	16,499	121.50	18.4	16,038	123.44	20.3	16,294	1.94
2x45-gal	?	84.19	14	102.54	21.8	17,227	86.50	2.7	14,532	101.27	20.3	17,014	14.77
Other	?	61.67	2	75.11	21.8	1,803	63.00	2.2	1,512	74.18	20.3	1,780	11.18
Com./Bus.	?	9,883	?	12,037	21.8	144,448	11,741	18.8	140,890	11,888	20.3	142,660	+1.3%
Total Revenue (2014 target = \$1,242,935)					21.8	1,242,959		21.8	1,242,994		21.8	1,242,995	Set at zero

Notes:

For Alternative Option, 20-gal can rate set at a 20% discount relative to the new 32-gal can rate

Rates: Monthly rates in \$, except total monthly revenue for all Com./Bus.

Cust.: Projected number of customers for 2014 per HF&H

Chg.: Change from 2013 in %

Revenue: Total revenue for service level (monthly rate times number of customers times 12 months)

Com./Bus.: Commercial/business customers data per HF&H

Total Revenue: annual revenue from all levels (2014 target = \$1,242,935, 21.8% increase over 2013, per HF&H)

All 2014 Option 1 and 2014 Option 2 values per HF&H

Spreadsheet "factor" determined by adjusting until total revenue was equal to target revenue

Alternative Option calculations for revenue: 20-gal — (32-gal rate X 0.8) X customers X 12; 32-gal — (2013 rate X factor) X customers X 12; etc.

Spreadsheet factor: 1.20291 (increase = 20.3%)

Compiled by A. Stevens Delk, Ph.D. (Apr 15, 2014)

File: BVRate.xls

48

Dear KPPCSD:

I believe that most of our fellow citizens continue to support the necessary updates and repairs the Community Center requires; option one, in other words.

The figure I most frequently hear as a cost of option one is about \$750,000.

If option one and its cost are abstracted from the ballot language of Measure L, what is left is the reason the voters defeated it:

Aesthetic improvements they did not like at a price grossly inflated beyond the costs of the necessary updates and repairs.

It is time to stop listening to the arguments in favor of those aesthetic improvements. They have held hostage the necessary work for too long. Expensive changes to the walls, apart from seismic strengthening, ought no longer to be considered. Option one will be sufficient and its cost acceptable.

Inasmuch as option one was a component of option two, Measure L, I submit to you that no more public meetings on the subject are necessary, and that you could reasonably place a financing proposal for it on the November ballot.

I, for one, would support it, if option one as written is all it funded.

Respectfully,

Philip Zimmerman
harzim@pacbell.net

June 2014 Police Department Report

July 3, 2014

- Department Personnel
 - We are fully staffed at 10 sworn positions with two reserve officers.
 - At the KPPCSD meeting on July 10th, we will be giving the oath of office to Reserve Officer Jefferson C. Rosete.
 - We are continuing the background process for a second reserve officer candidate.
- Commendations and Correspondence
 - On June 17th, Master Sergeant Ricky Hull received an e-mail from Marty Westby, KCC Administrator and a thank you card from the summer camp counselors, for the training session he provided to them on June 8th dealing with working with children.
 - On June 24th, Corporal Eric Stegman received an e-mail from Michael Feiler thanking him for his "calm and business like interview" during an investigation.
 - On June 30th, Officer Martinez received a thank you letter from Mrs. Fox on Kenyon for his assistance with her smoke detector.
- Investigation of Alleged Misconduct
 - Citizen's Complaint #CI 2014-03 was initiated on May 12th on an allegation that an officer failed to perform his duty and that another allowed this failure to occur and had used a despairing remark in describing the community. This investigation is being conducted by Sergeant Hui.
- 9-1-1 / Richmond Communication Center Information.
 - The Ring Time Report for May identified 21 "911" calls for service with no calls having a ring time over 20 seconds. The average ring time for the month of May was 6 seconds.
 - The Ring Time Report for June has not been received as of this

report date.

- Community Networking

- On 6-02-14, Chief Harman attended the KCC meeting.
- On 6-06-14, Sergeant Hui participated in the Boy Scout Troop 100 Honor ceremony.
- On 6-08-14, Master Sergeant Ricky Hull provided training to the KCC Summer camp counselors.
- On 6-14-14, Sergeant Hui participated in a reading program for children at the Kensington Library.
- On 6-23-14, Chief Harman attended the KIC meeting.
- On 6-25-14, Chief Harman attended the County Police Chiefs Association meeting held in Pittsburg.

- Community Criminal Activity

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

- Watch Commander Reports

- **Corporal Stegman**

Team 1 Statistics

Officer:	Ramos (0800 - 1800)	Turner (0600- 1800)	Wilson (1800- 0600)
Days Worked	16	15	14
Traffic Stops	14	32	4
Moving Citations	5	17	3
Parking Citations	2	5	2
Vacation Security Checks	6	28	25
Field Interviews	0	0	0
Traffic Collision Reports	0	3	1

Cases	0	4	2
Arrests	0	1	0
Calls for Service	21	59	19

BRIEFING/TRAINING:

- o Reviewed Principles of Probable Cause and Reasonable Suspicion
- o Reviewed Probable Cause: Reliability of Information
- o Reviewed Rape Definition Change
- o Reviewed Revisions to Hate Crime Reporting
- o Reviewed Case Law: Fernandez v. California
- o Reviewed Case Law: People v. Duff
- o Reviewed Case Law: Arizona v. Gant
- o Reviewed Search Warrant Requirements for Cell Phones
- o Reviewed KPD Policy 354 – Handcuff Policy
- o Reviewed KPD Policy 356 – Registered Offender Information
- o Reviewed KPD Policy 358 – Major Incident Notification
- o Reviewed KPD Policy 360 – Death Investigation
- o Reviewed KPD Policy 362 – Identity Theft
- o Reviewed KPD Policy 366 – Anti-Reproductive Rights Crime Reporting
- o Chimel v. California (searches incident to arrest)

SERGEANT'S SUMMARY:

Many of you have lived in Kensington long enough to remember October 20th 1991 in great detail, but some have not. That day was the disaster known as the "Oakland Firestorm." The fire ultimately killed 25 people and injured 150 others. The 1,520 acres destroyed (over twice the size of Kensington) included 3,354 single-family dwellings and 437 apartment and condominium units. The location burned was similar in both terrain and vegetation to Kensington.

By the time you read this the Fourth of July holiday will be upon us. I have already heard several fireworks in the area during my shifts in the last couple weeks, which always worries me. Let's not forget fireworks are illegal in Contra Costa County, and for good reason. We are in the midst of yet another hot and exceptionally dry year which increases our risk of fire.

As you celebrate this year please be responsible. Also if you see someone else being irresponsible and setting off fireworks, call KPD immediately.

SIGNIFICANT EVENTS:

- o 2014-2704 – On 6/3/14, Officer Turner took a report of an identity theft from the 200 blk. of Stanford Ave.

- 2014-2715 – On 6/3/14, Officer Turner detained a suspect for a traffic violation, who then challenged Officer Turner to a fight. Officer Turner and other responding Officers were able to resolve the conflict with no use of force, and ultimately the suspect was arrested for obstruction of justice.
- 2014-2954 – On 6/16/14, Officer Wilson took a report of a domestic violence where the suspect had already fled the scene. This case will be submitted to the Richmond DA's Office to request prosecution.
- 2014-2954 – On 6/16/14, a victim of a vehicle vs. pedestrian, hit and run accident, that had just occurred, came to KPD. While Officer Wilson gathered information from the victim, who sustained minor injuries, Corporal Stegman went to look for the suspect vehicle. The vehicle was located a short time later and the suspect was contacted, and interviewed. Not surprisingly, the accounts of the incident varied significantly between the suspect and victim. The next day Corporal Stegman was able to locate and interview an independent witness and determine the veracity of each statement. This case is closed and will be submitted to the Richmond DA's Office for prosecution for felony hit and run.
- 2014-3112 – On 6/24/14, Officer Turner took a report of a theft from a vehicle on the 00 blk. of Cowper Ave.

TRAFFIC STATISTICS:

Team #1 took 4 traffic collision reports during the month of June.

13 moving citations were issued on Arlington Ave.

9 moving citations were issued on Colusa Ave.

4 moving citations were issued on Franciscan Way.

**** Sergeant Hui**

TEAM #2 STATISTICS

Sergeant Hui (K42) - (1600-0400)

Master Sergeant Hull (K17) – issued 8 moving citations and 4 parking citations this month.

Officer:	Martinez (K31) (0600-1800)	Wilkins (K50) (1800-0600)
Days Worked	9	11
Traffic Stops	11	12
Moving Citations	4	8
Parking Citations	3	0

48

Vacation/Security Checks	6	78
Cases	0	1
Arrests	0	0
Traffic Accident Reports	1	0
Calls for Service	40	30

- Sergeant Hui participated in the "Paws to Read" program at the Kensington Library
- Officer Martinez took 12 hours of vacation leave.
- Officer Wilkens took 12 hours of vacation leave.
- Sergeant Hui took 44 hours of vacation leave.
- Sergeant Hui took 8 hours of comp time.

BRIEFING/TRAINING:

- Reviewed Principles of Probable Cause and Reasonable Suspicion
- Reviewed Probable Cause: Reliability of Information
- Reviewed Rape Definition Change
- Reviewed Revisions to Hate Crime Reporting
- Reviewed Case Law: Fernandez v. California
- Reviewed Case Law: People v. Duff
- Reviewed Case Law: Arizona v. Gant
- Reviewed Search Warrant Requirements for Cell Phones
- Reviewed KPD Policy 354 – Handcuff Policy
- Reviewed KPD Policy 356 – Registered Offender Information
- Reviewed KPD Policy 358 – Major Incident Notification
- Reviewed KPD Policy 360 – Death Investigation
- Reviewed KPD Policy 362 – Identity Theft
- Reviewed KPD Policy 366 – Anti-Reproductive Rights Crime Reporting

SERGEANT'S SUMMARY:

This month, I have noticed an increase in the number of calls for service regarding "phishing" calls to residents. These are usually some type of scam where the caller is representing a company and is attempting to obtain personal information or money from the intended victim. Although these types of scams have existed for quite some time, recently, we have been seeing callers posing as representatives from more well-known entities. These have included the IRS and PG&E.

These callers usually advise of some problem with their account, varying from an unpaid tax bill to a past due utility bill that will result in suspension of services. What is common amongst these callers is that they attempt to catch the victim off-guard so that the victim will be more willing to provide information or send payment.

One step that you can take to minimize your chances of being the victim of this type of crime is to never give out any information to a caller who called you. If you receive a call advising of some problem, you can always look up their website and find a number to call. Don't call them back on a "direct number" that they provide you with. Both PG&E and the IRS have easy to find websites that will have information on how you can call their customer service.

If you are still not sure of whether the call was legitimate, you can always call and ask to speak with one of our officers. Our officers will be glad to help you determine if the call was legitimate.

SIGNIFICANT EVENTS:

- 2014-2801– On 6/7/2014, Officer Wilkens responded to the 700 blk of Wellesley Ave on a report of a petty theft.
- 2014-2890– On 6/14/2014, Sergeant Hui responded to the unit blk of Eureka Ave on a report of a hit and run collision.

Reserve Officer:	Armanino (K47)
Days Worked	2
Traffic Stops	2
Moving Citations	0
Parking Citations	0
Vacation/Security	4
Checks	
Cases	0
Arrests	0
Traffic Accident Reports	0
Calls for Service	1

Traffic Totals for Team 2 – includes Master Sergeant Hull

12 citations were issued on Arlington Ave
3 citations were issued on Colusa Ave
2 citations were issued on Kenyon Ave
1 citation was issued on Grizzly Peak Blvd
1 citation was issued on Fairmount Ave

**** Detective Sergeant Barrow**

SIGNIFICANT EVENTS:

2014-2704 Identity Theft.

On 6/3/14, Officer Turner was dispatched to the 200 block of Stanford Avenue for a reported identity theft report. The victim received several credit card letters

relating to accounts that had been opened using the victim's information. The victim advised they had never opened any of the accounts. This case is under investigation.

2014-3112 Theft from Vehicle.

On 6/23/14, Officer Turner responded to the 00 block of Cowper Avenue for a reported theft from a locked vehicle. Several items were reported stolen, this case is still under investigation.

2014-3163 Fraud.

On 6/27/14, Officer Turner responded to the 600 block of Beloit Avenue for a fraud report. The victim advised they had received a telephone call from someone claiming to be their grandson. The caller claimed to have been arrested for a DUI accident and needed money and the victim agreed to pay. Days later the victim confirmed their grandson was not in jail and had not been arrested. This case is under investigation.

KPD INVESTIGATIONS

- I made court runs to file cases, retrieve court notifications.
- I updated the KPD Case Review Log.
- I review all cases and incidents to ascertain if any further follow up is warranted.
- I reviewed the "Trak Flyer" messages and maintained the flyer board.
- I assisted WestNet in serving several search warrants and surveillance for suspects.

On 6/2/2014, I attended a 4 hour KPD range training.

On 6/3/2014, I attended a 4 hour CPR course at the El Cerrito Police Department.

KPD Monthly Crime Statistics

June 2014

Part 1 Crimes	Reported	Open/ Pending	Suspended	Closed	Arrest
Homicide	0	0	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Assault	1	0	0	1	0
Residential Burglary	0	0	0	0	0
Larceny Theft	3	0	3	0	0
Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Part 1 Totals	4	0	3	1	0

Other Crimes

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

Other Crime Totals	4	0	3	1	0
---------------------------	----------	----------	----------	----------	----------

All Crime Totals	8	0	6	2	0
-------------------------	----------	----------	----------	----------	----------

Traffic Accidents (Non Injury)	3
Traffic Accidents (Injury)	1

KPD Crime Statistics

YTD 2014

Part 1 Crimes	Reported	Open/ Pending	Suspended	Closed	Arrest
Homicide	0	1*	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Assault	5	1	0	4	1
Residential Burglary	7	5	2	0	0
Larceny Theft	14	1	12	1	0
Vehicle Theft	3	3	0	0	0
Arson	1	0	1	0	0
Part 1 Totals	30	10	15	5	1

Other Crimes

Auto Burglary	0	0	0	0	0
Identity Theft	16	8	8	0	0
Fraud	4	1	3	0	0
Forgeries	0	0	0	0	0
Restraining Order Violations/ Stalking/ Criminal Threats	1	0	0	1	1
Sex Crimes (other)	0	0	0	0	0
Assault/ Battery (other)	1	0	0	1	0
Vandalism	5	0	5	0	0
Drugs	4	0	0	4	4
Warrant	6	0	0	6	6
Hit and Run Felony	1	0	0	1	0
Hit and Run Misdemeanor	10	2	8	0	0
Other Misdemeanor Traffic	8	0	0	8	8
Other Crime Totals	<u>56</u>	<u>11</u>	<u>24</u>	<u>21</u>	<u>19</u>

All Crime Totals	<u>86</u>	<u>21</u>	<u>39</u>	<u>26</u>	<u>20</u>
-------------------------	------------------	------------------	------------------	------------------	------------------

Traffic Accidents (Non Injury)	18
Traffic Accidents (Injury)	2

* 2011 case

**** Chief Harman**

As we enter the summer vacation time of year, please remember that school is out, children are playing outside more, and residential burglaries increase during this time of year.

As you drive through the community, drive carefully, watching out for children playing in the street, or children playing on the sidewalk that could run out into the street.

Also, be very aware of suspicious persons in your neighborhood, and please, if you see or hear anything unusual, call us immediately and let us check it out. Keep an eye out for your neighbors and notify us when you go on vacation through our Vacation Watch so we can watch out for you.

July 2014

July 2014							August 2014						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
6	7	1	2	3	4	5	3	4	5	6	7	1	2
13	14	8	9	10	11	12	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30
							31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jun 29	30	Jul 1	2	3	4 4:00pm CC Rental (CCM)	5 9:00am CC Rental (CCM)
6	7 7:30pm *KCC (CC3)	8	9 6:00pm GPFF (CCM) 7:00pm *KFD Mtg (CC3)	10 6:30pm KPPCSD Mtg (CCM)	11	12
13	14 6:00pm KPSC (CC3)	15	16	17	18	19 2:00pm CC Rental (CCM)
20	21	22	23	24	25	26 11:00am CCRental (CCM)
27	28 7:30pm *KIC (CC3)	29 7:30pm *KMAC (CC3)	30	31	Aug 1	2

57

August 2014

August 2014							September 2014						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 27	28	29	30	31	Aug 1	2
3 12:00pm CC Rental (CCM)	4 7:30pm *KCC (CC3)	5	6	7	8 5:00pm CC Rental (CCM)	9 10:00am CCRental (CCM)
10 8:00am	11 6:00pm KPSC (CC3)	12	13 6:00pm GPFF (CCM) 7:00pm *KFD Mtg (CC3)	14 6:30pm KPPCSD Mtg (CCM)	15	16 9:30am CC Rental (CCM)
17	18	19	20	21	22 6:00pm CC Rental (CCM)	23 1:00pm CCRental (CCM)
24	25 7:30pm *KIC (CC3)	26 7:30pm *KMAC (CC3)	27	28	29	30
31	Sep 1	2	3	4	5	6

55-

DRAFT

KCC Summer Day Camp:

We're now in the 4th week of KCC Summer Camp. Camp brought on 12 camp counselors this year to work with the children, of which 8 counselors returned from last year. Ethan Houser is the Camp Director and has the camp running smoothly. New this year is Vicky Brodt, a dedicated art specialist, hired to teach art to our campers each week.

Camp was fully enrolled for Weeks 1-3 and tapered off Week 4, a short week honoring the 4th of July. Camp is a composite of 140 families (up from 120 families in 2013): 67 Kensington families, 8 Albany, 20 from Berkeley, 44 from El Cerrito and 1 from El Sobrante. There are 487 campers enrolled as of July 1st, compared to 495 in 2013 (same timeframe). There are spaces available in each of the upcoming weeks. Camp ends Friday, August 15th.

KCC Classes and Events:

Jazzercise and Body Sculpting Adult exercise classes continue throughout the summer. Drop-ins are welcome. Class times are published in the monthly newspaper, "The Outlook".

KASEP:

KCC is finalizing the KASEP Fall Brochure 2014. Online Registration is scheduled for Tuesday, Sept 2nd at 7:30pm. The Fall Brochure will go home in student's backpacks the last week of August. On-line class information, costs and schedule will be available for viewing by August 18th on KCC's website, KensingtonCommunityCouncil.Org.

KASEP FALL Classes start on Monday, Sept. 15th.

The Recreation Building will be closed August 18th – Sept 1st for deep cleaning and transitioning from summer camp to after school, KASEP, classes.

KCC – Administrative

On June 28th, El Cerrito Fire Department taught a First Aid and CPR class for KASEP teachers and summer camp counselors. The class was valuable, an all-day training; 9 people certified.

General Manager June 2014 Report

Budget

June 30th, we closed out the 2013-2014 Fiscal Year, and in reviewing the Unaudited Profit & Loss Budget Performance Report, the end of the month revenues are at \$2,686,866, with another \$9,000 expected to come in for this year's COPS grant allocation. We will not know the exact revenue total until the County completes their adjustments in September, however, a projected revenue total of \$2,695,866 is \$38,000 more than we projected when we established the budget last June.

However, as of June 30th, we have expensed \$2,949,874 in expenses, which is \$275,271 over our projected 2013-2014 budgeted expenses so far. We still need to wait for our final legal fees for the month of June that will be billed in July and will increase this shortfall.

This shortfall is primarily due to \$135,000 of additional legal expenses over budget projections as a result of the writ of mandate lawsuit filed by former KPPCSD Directors Mari Metcalf and Kathie Kosel, along with residents Dr. Leonard Schwartzburd and six others, an additional \$50,000 in police salary costs over budgeted projections due to 3% increase in salary approved after the budget was passed last June, an additional \$17,000 in police overtime due to a major fraud investigation and the initial investigations of two suspicious deaths, one which was recently ruled a homicide, and an additional \$42,000 payment into the retiree medical trust as a result of an updated actuarial last August.

The final shortfall will not be known until the Fiscal Year 2013-2014 audit is completed early next year.

Kensington Park

Community Center & Annex

On June 3rd, Measure L (The Community Center Safety Project bond measure) lost in the election. This means that the Park Buildings Committee and the KPPCSD Board will need to re-group and determine how we will move forward with the repairs and upgrades to the Center.

Park Repairs

In June, the following additional maintenance items to the park were completed:

- Removal of two dead pine trees near steps between the parking lot and Community Center, \$2,100
- Repair of wood steps leading to Highland, \$180
- Removal of a large eucalyptus branch near school fence, \$270
- Installation of 4 yards of decomposed granite on upper path, \$960

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

Fuel Reduction Project

The Park & Recreation Committee has formed a sub-group and has called on citizen volunteers to begin a wild land fire fuels reduction project in the park. The group's first project area is the area surrounding the Community Center with the first clearing dates of June 20th- 22nd. The next round of cleanup will take place on Thursdays and Sundays, through the first three weeks of July, between 2 and 5 PM.

Those wishing to volunteer can contact me or show up on the schedule clearing days ready to work.

Emergency Preparedness

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

The KPSC hosted a workshop on "Wildfire Mitigation" on Thursday, June 19th.

The next meeting of the Kensington Public Safety Council will take place Monday, July 14th, at 6:00 PM at the Community Center Room #3.

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

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

3. General Manager/ Chief of Police Greg Harman will present for a third reading and possible adoption the KPPCSD Operational Budget for Fiscal Year 2014/2015. Board Action.

Memorandum

Kensington Police Department



To: KPPCSD Board of Directors

APPROVED

NO

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

Date: July 4, 2014

FORWARDED TO:

Subject: New Business Item #3- Third Reading and Possible Adoption of the KPPCSD Operational Budget for Fiscal Year 2014/2015

On April 23, 2014, the Finance Committee met to review and discuss the draft of the Preliminary KPPCSD Operational Budget for Fiscal Year 2014/2015.

Highlights of the Preliminary KPPCSD Operational Budget for Fiscal Year 2014/2015 were as follows:

Total estimated revenues for the fiscal year were \$2,667,450, plus an additional \$100,000 in COPS Grant funding.

Total estimated expenses for the fiscal year were \$2,997,657. This represents an increase of \$323,054 in expenses over that of Fiscal Year 2013/2014. This increase was primarily a result of increases in several items including;

The 3% increase in officer's salaries per MOU signed this year, for \$44,950.

An increase of \$29,900 for non- sworn salary adjustments.

A \$79,167 increase in the amount budgeted for the retiree's medical trust as a result of the recent actuarial report completed in August 2013.

An \$80,000 increase in the budgeted amount for legal fees.

An addition \$50,000 budgeted for the request for proposal process for the solid waste and recycling contract.

The total estimated shortfall for the 2014/2015 Fiscal Year was projected to be \$330,207, less \$100,000 in COPS Grant funding when received.

The Board had the first reading of the Operational Budget for Fiscal Year 2014/2015 at the May 8, 2014 KPPCSD Board meeting. The Board had a second reading of the proposed budget at the meeting on June 12th, 2014 meeting. There were no changes made to the proposed budget at either meeting.

At the July 10th, 2014 KPPCSD Board meeting, I will be presenting the proposed Operational Budget for Fiscal Year 2014/2015 and I have made the following adjustments.

In Revenue Projections, I have made two adjustments. The first was in the estimated property tax collection, Chart 401 Levy Tax. The previous draft of the proposed budget had estimated a revenue collection of \$1,380,000, based on the past year collection of \$1,320,566 in property tax revenue with a conservative estimate of a 4% increase due to increased property tax assessments.

However, on July 2nd, the County Assessor published a report indicating that property assessments in the county were improving and providing a listing of cities and their increases in property tax assessments. Although the report did not provide values for Kensington, it did list four cities in West County and their estimated increases in assessments:

El Cerrito	8.7%
Richmond	8.7%
Pinole	12.2%
San Pablo	14.6%

All four of these cities have experienced much lower assessments during the past several years while Kensington assessments have remained level. As a result, it is my opinion that Kensington assessments will not increase at the same rate and therefore I used a conservative 6% increase in assessment values for the new property tax estimation of revenue of \$1,401,120.

This new estimate in revenue will increase the previous proposed property tax revenue projection by \$21,000.

(Note: If Kensington's assessment values do increase to the 8% range, we could expect an additional \$25,000 in property tax revenues.)

The second adjustment I have made to the proposed budget was in the Measure G estimated revenue, Chart 404, as a result of the Board's approval of increasing Measure G \$6.00 a parcel at the June 12th KPPCSD Board meeting. This resulted in an increase to District revenue of \$13,443.

These two adjustments have increased our projected revenue from \$2,667,450 to \$2,702,013. This revenue projection does not include our COPS Grant funding of \$100,000.

I have also made four adjustments to the expense portion of the budget.

The first was to Chart 835 Consultants, with a new expense of \$7,500 for a website design consultant. If the Board approves staff's request of Item #6, the District will be

hiring a website design consultant at a fee not to exceed \$7,500. I have added this fee to the budget.

Additionally, as result of the Kensington Fire Protection District's generous offer to reduce the District's lease agreement for use of the Public Safety Building, Chart 865 has been reduced from \$31,514 to \$1.

With the Board's decision to hire HF&H Consultants to manage the RFP process in the search for a garbage hauler at a cost not to exceed \$79,000, I had to adjust the previous draft of the budget from \$50,000 for this service to \$79,000. However, as part of the discussions regarding the fee and scope of service with HF&H Consultants, I have also lowered the legal fee budgeted for this RFP process from \$50,000 to \$35,000. The net effect of these two changes was a \$14,000 increase in expenses to Chart 890.

Finally, in my review of the proposed draft of the budget, I noticed that we had carried over the expense of the purchase of new computers and a new server from last year's budget. This resulted in removing \$16,250 from Chart 969 Computer Equipment.

Overall, the changes I have made to the proposed 2014-2015 Operational Budget have reduced the estimated budget shortfall from \$330,207 to \$268,436, (a \$61,771 reduction in the estimated shortfall).

This new estimated shortfall of \$268,436 does not take into account the \$100,000 in COPS Grant revenue, the possibility of receiving up to an additional \$50,000 in funding from the West County Unified School District, or the possibility of receiving an additional \$25,000 in property tax revenue. It also does not include any additional expenses or savings that will be associated with a new labor agreement with the Kensington Police Officers Association.

It is my recommendation to the Board that the Board accept the KPPCSD Operational Budget for Fiscal Year 2014/2015 as presented as a working document, and that we work together in the coming months to increase our estimated revenues, decrease our estimated costs, and bring in the Fiscal Year 2014/2015 Operational Budget balanced by the end of the fiscal year.

**KENSINGTON POLICE PROTECTION
&
COMMUNITY SERVICES DISTRICT**

**OPERATING BUDGET
FISCAL YEAR 2014/2015**

Len Welsh, President-Chair Finance Committee

Linda Lipscomb, Vice President

Tony Lloyd, Director/Finance Committee

Chuck Toombs, Director

Patricia Gillette, Director

Greg Harman, General Manager/ Chief of Police

Third Reading & Adoption

July 10, 2014

CODE	CLASSIFICATION	2013/2014		2013/2014	PERCENT	2014/2015	BUDGET
		BUDGET	EXPENDITURES 03/31/13				
POLICE SALARIES AND BENEFITS							
502	Salary - Police	\$936,033	\$724,191	\$211,842	77.37%	\$980,983	\$44,950
504	Compensation Cash-Out	\$10,000	\$8,208	\$1,792	82.08%	\$8,800	(\$1,200)
506	Overtime	\$40,000	\$42,901	(\$2,901)	107.25%	\$45,000	\$5,000
508	Salary/Non-Sworn	\$52,000	\$42,682	\$9,318	82.08%	\$81,900	\$29,900
516	Uniform Allowance	\$8,000	\$5,999	\$2,001	74.99%	\$8,000	\$0
518	Safety Equipment	\$2,500	\$0	\$2,500	0.00%	\$2,500	\$0
521A	Medical Insurance - Active	\$177,603	\$148,237	\$29,366	83.47%	\$190,306	\$12,703
521R	Medical Insurance - Retired	\$166,829	\$113,993	\$52,836	68.33%	\$135,748	(\$31,081)
521T	Medical Insurance - Trust	(\$21,109)	\$42,818	(\$63,927)	-202.84%	\$58,058	\$79,167
522	Disab. & Life Insurance	\$5,240	\$4,244	\$996	81.00%	\$5,240	\$0
523	Medicare 1.45% (District)	\$15,167	\$10,324	\$4,843	68.07%	\$16,308	\$1,141
524	Social Security(6.2%) /Non-Sworn	\$3,224	\$2,783	\$441	86.33%	\$5,078	\$1,854
527	P.E.R.S. - District	\$344,354	\$266,903	\$77,451	77.51%	\$378,780	\$34,426
528	P.E.R.S. - Officers Portion	\$84,963	\$65,717	\$19,246	77.35%	\$89,008	\$4,045
530	Workers Compensation	\$46,000	\$41,208	\$4,792	89.58%	\$50,000	\$4,000
540	Advanced Industrial Disability	\$0	\$0	\$0	0.00%	\$0	\$0
SUB-TOTAL		\$1,870,804	\$1,520,208	\$350,596	81.26%	\$2,055,710	\$184,906
POLICE EXPENSES							
552	Expendable Police Supplies	\$1,500	\$387	\$1,113	25.78%	\$1,500	\$0
553	Range/Ammunition	\$3,000	\$2,229	\$771	74.32%	\$3,000	\$0
560	Crossing Guard	\$10,061	\$6,484	\$3,577	64.45%	\$10,515	\$454
562	Vehicle Operation	\$60,000	\$30,218	\$29,782	50.36%	\$60,000	\$0
564	Communications	\$154,460	\$71,106	\$83,354	46.04%	\$156,070	\$1,610
566	Radio Maintenance	\$21,750	\$20,683	\$1,067	95.09%	\$21,750	(\$0)
568	Prisoner/Case Expenses/Bookings	\$5,400	\$3,803	\$1,597	70.43%	\$5,400	\$0
570	Training	\$10,000	\$8,385	\$1,615	83.85%	\$10,000	\$0
572	Recruiting	\$6,500	\$1,085	\$5,415	16.69%	\$6,500	\$0
574	Reserve Officers	\$4,050	\$124	\$3,926	3.06%	\$4,050	\$0
576	Misc. Dues, Meals.Travel	\$2,075	\$2,573	(\$498)	124.02%	\$3,140	\$1,065
580	Utilities - Police	\$8,600	\$5,539	\$3,061	64.41%	\$8,960	\$360
581	Bldg. Repair/Maint	\$500	\$993	(\$493)	198.69%	\$1,000	\$500
582	Office Supplies	\$6,000	\$4,482	\$1,518	74.71%	\$6,000	\$0
588	Telephones	\$8,544	\$6,351	\$2,193	74.33%	\$8,904	\$360
590	Housekeeping	\$4,000	\$2,943	\$1,057	73.56%	\$4,000	\$0
592	Publications	\$2,200	\$2,008	\$192	91.29%	\$2,200	\$0
594	Comm. Policing	\$2,000	\$198	\$1,802	9.91%	\$2,000	\$0
596	CAL-ID/WEST-NET	\$13,386	\$13,386	\$0	100.00%	\$13,925	\$539
598	COPS Special Fund	\$0	\$0	\$0	0.00%	\$0	\$0
599	Police Taxes Administration	\$3,300	\$3,298	\$2	99.95%	\$3,300	\$0
SUB-TOTAL		\$327,326	\$186,278	\$141,048	56.91%	\$332,213	\$4,887
RECREATION SALARIES AND BENEFITS							
601	Park and Rec. Admin.	\$6,500	\$4,983	\$1,517	76.67%	\$7,800	\$1,300
602	Custodian	\$21,000	\$15,750	\$5,250	75.00%	\$22,750	\$1,750
623	Social Security (7.65%) /District	\$497	\$212	\$285	42.67%	\$597	\$100
SUB-TOTAL		\$27,997	\$20,945	\$7,052	74.81%	\$31,147	\$3,150
RECREATION EXPENSES							
640	Community Center Expenses						
642	Community Center Utilities	\$5,376	\$3,539	\$1,837	65.83%	\$5,616	\$240
643	Janitorial Supplies	\$750	\$763	(\$13)	101.69%	\$800	\$50
646	Community Center Repairs	\$2,000	\$2,825	(\$825)	141.26%	\$3,000	\$1,000
650	Building E Expenses						
656	Building E Repairs	\$0	\$0	\$0	0.00%	\$0	\$0
660	Annex Expenses						
662	Annex - Utilities	\$0	\$0	\$0	0.00%	\$0	\$0
666	Annex Repairs	\$0	\$0	\$0	0.00%	\$0	\$0
668	Annex - Misc. Exp	\$0	\$0	\$0	0.00%	\$0	\$0
670	Gardening Supplies	\$0	\$0	\$0	0.00%	\$0	\$0
672	Park O&M	\$88,432	\$60,279	\$28,153	68.16%	\$79,524	(\$8,908)
674	Park Construction Expense	\$0	\$0	\$0	0.00%	\$0	\$0
678	Misc. Park/Rec Expense	\$0	\$170	(\$170)	0.00%	\$0	\$0
SUB-TOTAL		\$96,558	\$67,576	\$28,982	69.98%	\$88,940	(\$7,618)

44

CODE	CLASSIFICATION	2013/2014		2013/2014	PERCENT	2014/2015	BUDGET	DIFFERENCES
		BUDGET	EXPENDITURES 03/31/13					
DISTRICT EXPENSES								
810	Computer	\$27,504	\$22,630	\$4,874	82.28%	\$24,288		(\$3,216)
820	Canon Copier Contract	\$5,700	\$4,044	\$1,656	70.94%	\$5,700		\$0
830	Legal	\$70,000	\$134,004	(\$64,004)	191.43%	\$150,000		\$80,000
835	Consultant	\$3,000	\$25,800	(\$22,800)	860.00%	\$7,500		\$4,500
840	Accounting	\$48,750	\$35,416	\$13,334	72.65%	\$35,750		(\$13,000)
850	Insurance	\$30,000	\$28,522	\$1,478	95.07%	\$30,000		\$0
860	Election	\$0	\$0	\$0	0.00%	\$10,000		\$10,000
865	Police Bldg Lease	\$31,514	\$31,514	\$0	100.00%	\$1		(\$31,513)
870	County Expenditures	\$19,900	\$7,499	\$12,401	37.68%	\$22,300		\$2,400
890	Waste/Recycle Expenses	\$54,000	\$57,630	(\$3,630)	106.72%	\$118,600		\$64,600
898	Miscellaneous Expenses	\$10,300	\$10,352	(\$52)	100.51%	\$12,300		\$2,000
	SUB-TOTAL	\$300,668	\$357,412	(\$56,744)	118.87%	\$416,439		\$115,771
	Operating Expense TOTAL	\$2,623,353	\$2,152,418	\$470,935	82.05%	\$2,924,449		\$301,096
CAPITAL OUTLAY								
961	Police Bldg. Improvements	\$0	\$1,395	(\$1,395)	0.00%	\$0		\$0
962	Patrol Cars	\$25,000	\$33,192	(\$8,192)	132.77%	\$30,000		\$5,000
963	Patrol Car Accessories	\$10,000	\$15,404	(\$5,404)	154.04%	\$16,000		\$6,000
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	\$16,250	\$21,067	(\$4,817)	129.64%	\$0		(\$16,250)
971	Park Land	\$0	\$0	\$0	0.00%	\$0		\$0
972	Park Bldgs. Improvements	\$0	\$5,135	(\$5,135)	0.00%	\$0		\$0
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	\$51,250	\$76,192	(\$24,942)	148.67%	\$46,000		(\$5,250)
	BUDGET GRAND TOTAL	\$2,674,603	\$2,228,610	\$445,993	83.32%	\$2,970,449		\$295,846

**KPPCSD
Revenue Projection
2014/2015**

	Estimated Actual 2013/2014	Projected 2014/2015
Ordinary Income/Expense		
Income		
400 · Police Activities Revenue		
401 · Levy Tax	\$1,329,306.00	\$1,401,120.00
HomeOwners' Tax	12,560.00	12,500.00
402 · Special Tax-Police	681,390.00	680,000.00
403 · Misc Tax-Police	0.00	0.00
404 · Measure G Supplemental Tax Rev	488,103.00	501,443.00
410 · Police Fees/Service Charges	1,600.00	1,500.00
414 · POST Reimbursement	4,972.00	0.00
415 · Grants-Police	100,000.00	0.00
416 · Interest-Police	2,750.00	2,500.00
418 · Misc Police Income	17,500.00	18,000.00
419 · Supplemental W/C Reimb (4850)	<u>0.00</u>	<u>0.00</u>
Total 400 · Police Activities Revenue	\$2,638,181.00	\$2,617,063.00
420 · Park/Rec Activities Revenue		
424 · Taxes-L&L	\$33,496.00	\$33,000.00
426 · Park Donations	0.00	0.00
427 · Community Center Revenue	30,000.00	30,000.00
435 · Grants-Park/Rec	0.00	0.00
436 · Interest-Park/Rec	150.00	100.00
438 · Misc Park/Rec Rev	<u>500.00</u>	<u>500.00</u>
Total 420 · Park/Rec Activities Revenue	\$64,146.00	\$63,600.00
440 · District Activities Revenue		
448 · Franchise Fees	\$21,500.00	\$21,000.00
456 · Interest-District	500.00	350.00
458 · Misc District Revenue	<u>0.00</u>	<u>0.00</u>
Total 440 · District Activities Revenue	<u>\$22,000.00</u>	<u>\$21,350.00</u>
Total Income	\$2,724,327.00	\$2,702,013.00

66

KPPCSD
Projected Revenue and Expense
2014/2015

Budgeted Revenues 2014/2015

400 · Police Activities Revenue	
Total 400 · Police Activities Revenue	\$2,617,063
Total 420 · Park/Rec Activities Revenue	63,600
440 · District Activities Revenue	
448 · Franchise Fees	21,000
456 · Interest-District	<u>350</u>
Total 440 · District Activities Revenue	<u>21,350</u>
Total Revenues	\$2,702,013

Budgeted Expenditures 2014/2015

500 · Police Sal & Ben	
Total 500 · Police Sal & Ben	\$2,055,710
Total 550 · Other Police Expenses	332,213
Total 600 · Park/Rec Sal & Ben	31,147
Total 635 · Park/Recreation Expenses	88,940
Total 800 · District Expenses	416,439
Total 950 · Capital Outlay	<u>46,000</u>
Total Expenditures	<u>\$2,970,449</u>

Excess of Revenue over Expense 2014/2015 -\$268,436

Previously Allocated Funds

Total Allocated Funds Used 0

Excess Funding over Expenses 2014/2015 -268,436

Cash Carryovers 2013/2014 \$1,484,311

Estimated Fund Carryovers into 2015/2016 \$1,215,875

Future Allowances:

Allowance for Mandated Contingencies (10% of Total Expenditures)	\$297,045
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)	241,500
Expenditure for Annex Renovation in Current Year	<u>0</u>

Total Allowances \$711,375

Available Funds Net of Future Allowances and Allocations \$504,500

KPPCSD
Estimated Available Cash 6/30/14

	<u>03/31/14</u>	Incoming Tx Advance	Incoming Grant/Reimb	Apr Exp	May Exp	June Exp	Transfer between funds	06/30/14 Est
ASSETS								
Current Assets								
Checking/Savings								
100 · Petty Cash	100.00							100
110 · CCC Cash Accts								
112 · General Fund	20,026.53	1,085,224.00		-260,000.00	-260,000.00	-268,797.00	-278,208.49	38,245
113 · Capital Fund-Cash	26,788.27							26,788
114 · Land & Light-Park O&M	48,413.88	13,527.00					-61,941.00	0
excluded 116 · PB Admin-Cash	134,113.97	73,884.00					-9,850.51	198,147 excluded
excluded 117 · PB Resv-Cash	18,268.50							18,269 excluded
Total 110 · CCC Cash Accts	<u>247,611.15</u>							\$65,033
134 · CCC LAIF Accounts								
134a · General LAIF	788,975.64			0.00	0.00	79,108.44	350,000.00	1,218,084
134b · COPS LAIF	1,085.44		71,121.00			-72,206.44		0
134c · Park LAIF	0.00							0
134d · Garbage/Bay View LAIF	0.00	6,902.00				-6,902.00		100,547
134e · Capital LAIF	100,546.83							100,547
Total 134 · CCC LAIF Accounts	<u>890,607.91</u>							<u>\$1,419,178</u>
Total Checking/Savings	\$1,138,319	\$1,179,537	\$71,121	-\$260,000	-\$260,000	-\$268,797	\$0	\$1,484,311 KPPCSD 1,600,180 including Bond \$

28

FISCAL YEAR 2014/2015		
CODE 502	CLASSIFICATION:	Salary - Police
	2013/2014 Budget	\$936,033
	Cumulative as of	\$724,191.00
	3/31/2014	
ITEM		AMOUNT
Officers Base pay		\$972,875
Holiday pay		\$3,371
Longevity Pay	1 x 1600	\$1,700
Incentive Pay		\$3,037
\$44,950	Total	\$980,983

KPPCSD Officers' Salaries - Fiscal 2014/2015

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	07/01/13	12.000	\$ 13,118.47			13,118.47	\$ 6,559.23	\$ 75.68	\$ 75.68		\$ 157,421.64
Hull, R	MS/Step 2	10/16/97	03/16/13	03/16/13	12.000	\$ 8,077.74	\$ 434.93	\$605.83	9,118.50	\$ 4,559.25	\$ 46.60	\$ 52.61	\$ 1,700.00	\$ 111,122.01
Barrow, K.	Sgt/Step 3	09/16/05	03/16/13	03/16/14	8.500	7,321.19	\$ 394.24	\$366.06	8,081.49	\$ 4,040.74	\$ 42.24	\$ 46.62		\$ 68,692.66
	Sgt/Step 4			03/16/15	3.500	7,614.05	\$ 410.01	\$380.70	8,404.76	\$ 4,202.38	\$ 43.93	\$ 48.49		\$ 29,416.67
Hui, K	Sgt/Step 3	04/17/10	03/16/13	03/16/14	8.500	7,321.19	\$ 394.24	\$366.06	8,081.49	\$ 4,040.74	\$ 42.24	\$ 46.62		\$ 68,692.66
	Sgt/Step 4			03/16/15	3.500	7,614.05	\$ 410.01	\$380.70	8,404.76	\$ 4,202.38	\$ 43.93	\$ 48.49		\$ 29,416.67
Stegman, E	Corp/Step 1	09/01/12	09/01/12	09/01/12	12.000	\$ 6,774.01	\$ 364.75	\$508.05	7,646.81	\$ 3,823.41	\$ 39.08	\$ 44.12		\$ 91,761.73
Martinez, R	Step 5	01/01/06	01/01/06	01/01/10	12.000	6,641.18	\$ 357.56	\$498.09	7,496.83	\$ 3,748.41	\$ 38.31	\$ 43.25		\$ 89,961.94
Wilson, D	Step 5	05/19/08	05/19/08	05/19/10	12.000	6,641.18	\$ 357.56	\$332.06	7,330.80	\$ 3,665.40	\$ 38.31	\$ 42.29		\$ 87,969.59
Ramos, J	Step 5	09/16/09	09/16/09	09/16/11	12.000	6,641.18	\$ 357.56		6,998.74	\$ 3,499.37	\$ 38.31	\$ 40.38		\$ 83,984.88
Turner, C	Step 5	10/03/11	10/03/11	10/03/13	12.000	\$ 6,641.18	\$ 357.56	\$332.06	7,330.80	\$ 3,665.40	\$ 38.31	\$ 42.29		\$ 87,969.59
Wilkins, S	Step 2	09/17/12	09/17/12	09/17/13	2.500	\$ 5,650.89	\$ 304.27		5,955.16	\$ 2,977.58	\$ 32.60	\$ 34.36		\$ 14,887.90
	Step 3			9/17/2014	9.500	\$ 5,961.69	\$ 320.97		6,282.66	\$ 3,141.33	\$ 34.39	\$ 36.25		\$ 59,685.27
							\$ 3,370.91	\$3,037.49					\$ 1,700.00	\$ 980,983.21

Total BasePay Minus Holiday, Incentive, & Longevity:

\$ 972,874.81

	Mo. Base	Holiday	Mo. Total	HrlyBase	HrlyTot		Mo. Base	Holiday	Mo. Total	HrlyBase	HrlyTot
Sergeants						Officers					
Step#1	6,834.57	368.01	7,202.58	39.43	41.55	Step#1	5,356.29	\$288.40	5,644.69	30.90	32.57
Step#2	7,107.95	382.76	7,490.71	41.01	43.22	Step#2	5,650.89	\$304.27	5,955.16	32.60	34.36
Step#3	7,321.19	394.24	7,715.43	42.24	44.51	Step#3	5,961.69	\$320.97	6,282.66	34.39	36.25
Step#4	7,614.05	410.01	8,024.06	43.93	46.29	Step#4	6,289.58	\$338.71	6,628.29	36.29	38.24
						Step#5	6,641.18	\$357.56	6,998.74	38.31	40.38
Master Sgts						Corporal					
Step#1	7842.47	422.33	8,264.80	45.25	47.68	Step #1	6774.01	\$364.75	7,138.76	39.08	41.19
Step #2	8077.74	434.93	8,512.67	46.60	49.11						

20

FISCAL YEAR 2014/2015		
CODE 506	CLASSIFICATION: Overtime	
	2013/2014 Budget	\$40,000
	Cumulative as of	\$42,900.73
	3/31/2014	
ITEM		AMOUNT
Overtime For:	Cover Training	\$45,000
	Court Time	
	Sick/Vacation Coverage	
	Case Coverage	
\$5,000	Total	\$45,000

FISCAL YEAR 2014/2015		
CODE 508	CLASSIFICATION:	Salary/Non-Sworn
	2013/2014 Budget	\$52,000
	Cumulative as of	\$42,681.67
	3/31/2014	
ITEM		AMOUNT
\$30.00 Per Hour	\$45	
	\$30	
25 hr/wk - Admin Asst.	1300 hours	\$58,500
15 hr/wk - Dinapoli	780 hours	\$23,400
\$29,900	TOTAL	\$81,900

FISCAL YEAR 2014/2015		0	
CODE 518	CLASSIFICATION: Safety Equipment		
	2013/2014 Budget	\$2,500	
	Cumulative as of	\$0.00	
	3/31/2014		
ITEM		AMOUNT	
Safety Equipment/Reimbursement	nt \$250 x 10	\$2,500	2014/2015
Carry Over Reimbursements -		\$0	
\$0	TOTAL	\$2,500	

FISCAL YEAR 2014/2015	0		
CODE 521A	CLASSIFICATION:	Medical Insurance - Active	
		Vision, Dental	
	2013/2014 Budget	\$177,603	
10 Officers			
	Cumulative as of	\$148,236.60	
	3/31/2014		
ITEM		AMOUNT	
Active P.E.R.S. Medical	Officers 4 @ \$1931 x 12	\$92,688	
	Officers 1 @ \$1507 x 12	\$18,084	
	Officers 1 @ \$1569 x 12	\$18,828	
	Officers 4 @ \$743 x 12	\$35,664	
	5% increase 01/15	\$4,132	
Active P.E.R.S Admin. Cost	0.33% of \$169,396	\$559	
Active Vision Care	\$30.02 x 10 employees x 12	\$3,602	
	0% rate increase Oct 2014	\$0	
Active Delta Dental	\$64.41 x 4 employees x 12	\$3,092	
	\$124.48 x 1 employees x 12	\$1,494	
	\$202.72 x 5 employees x 12	\$12,163	
	0% increase Oct 2014	\$0	
Total Active	\$190,306		\$190,306
\$12,703		\$190,306	

76

FISCAL YEAR 2014/2015		0	
CODE 521T	CLASSIFICATION:	Medical Insurance - Trust	
		Vision, Dental	
	2013/2014 Budget		(\$21,109)
10 Officers			
11 Retirees	Cumulative as of		\$42,818.00
	3/31/2014		
ITEM		AMOUNT	
CALPERS OPEB Funding	14/15 ARC \$193,806-\$135,748		\$58,058
Pending Updated Actuarial Report, keeping ARC the same	\$193,806	14/15 OPEB Cost	
NOTE: Per Actuarial Report by Total Compensation adopted by the Board			
	Per Actuarial Study 8/31/13		
Normal Cost	61,085		
Amortization of Initial UAAL	174,676		
Amort of Residual UAAL	(41,955)		
Current ARC	\$193,806		
\$79,167			\$58,058

FISCAL YEAR 2014/2015		0	
CODE 522	CLASSIFICATION: Disab. & Life Insurance		
	2013/2014 Budget		\$5,240
	Cumulative as of		\$4,244.30
	3/31/2014		
ITEM			AMOUNT
LTD Insurance	\$24.50x10 employees x 12		\$2,940
Life Insurance	\$200x9 employees		\$1,800
	\$500x1		\$500
		TOTAL	\$5,240
\$0			

FISCAL YEAR 2014/2015	0	
CODE 523	CLASSIFICATION:	Medicare 1.45% (District)
10 Officers	2013/2014 Budget	\$15,167
	Cumulative as of 3/31/2014	\$10,324.14
ITEM		AMOUNT
\$980,983 x 1.45%		\$14,224
\$8800 x 1.45%		\$128
Overtime \$45,000 x 1.45%		\$653
\$81900 x 1.45%		\$1,188
\$8000 x 1.45%		\$116
Total Officers	\$1,042,783	
Total Non-Sworn	\$81,900	
\$1,141	TOTAL	\$16,308

80

FISCAL YEAR 2014/2015		0
CODE 524	CLASSIFICATION:	Security (6.2%) /Non-Sworn
	2013/2014 Budget	\$3,224
	Cumulative as of	\$2,783.38
	3/31/2014	
ITEM		AMOUNT
Social Security/Medicare (District Matching Portion)	Non-sworn salaries x 6.2%	\$5,078
\$1,854	TOTAL	\$5,078

FISCAL YEAR 2014/2015	0	
		P.E.R.S.
CODE 527	CLASSIFICATION:	P.E.R.S. - District
	2013/2014 Budget	\$344,354
1 Chief	Cumulative as of 3/31/2014	\$266,903.38
ITEM		AMOUNT
Salary: \$980,983 x 38.3%		\$375,716
Uniform: \$8000 x 38.3%		\$3,064
PERS rate increased from 36.477% to 38.3% for FY 14/15		
PERS projected FY 15/16 rate is unknown.		
\$34,426	TOTAL	\$378,780

FISCAL YEAR 2014/2015	0	
		P.E.R.S.
CODE 528	CLASSIFICATION:	P.E.R.S. - Officers Portion
	2013/2014 Budget	\$84,963
1 Chief	Cumulative as of 3/31/2014	\$65,716.90
ITEM		AMOUNT
Salary: \$980,983 x 9%		\$88,288
Uniform: \$8000 x 9%		\$720
\$4,045	TOTAL	\$89,008

FISCAL YEAR 2014/2015	0	
CODE 530	CLASSIFICATION:	Workers Compensation
		(P.D./Secretary)
10 Officers	2013/2014 Budget	\$46,000
	Cumulative as of	\$41,208.00
	3/31/2014	
ITEM		
SDRMA Estimated Annual Contribution based on		
	\$1,110,000 Total Payroll	\$50,000
	(excluding 1/3 O/T)	
2012/13 Reconciled Billing on 08/13/2013 was	\$61,724	
\$4,000	TOTAL	\$50,000

FISCAL YEAR 2014/2015	0		
CODE 552	CLASSIFICATION:	Expendable Police Supplies	
	2013/2014 Budget	\$1,500	
	Cumulative as of 3/31/2014	\$386.65	
ITEM		AMOUNT	
SUPPLIES FOR I.D. FUNCTION		\$1,500	
INCLUDES: PENS, GLOVES,			
BAGS, FILM, BRUSHES, ETC.			
Miscellaneous	200		
\$0	TOTAL	\$1,500	

FISCAL YEAR 2014/2015	0	
CODE 553	CLASSIFICATION:	Range/Ammunition
		Supplies
	2013/2014 Budget	\$3,000
	Cumulative as of	\$2,229.47
	3/31/2014	
ITEM		AMOUNT
RANGE/AMMUNITION SUPPLIES:		\$3,000
INCLUDES: AMMUNITION,		
TARGETS, WEAPONS, REPAIR,		
MAINTENANCE, CLEANING		
SUPPLIES		
\$0	TOTAL	\$3,000

FISCAL YEAR 2014/2015		0
CODE 562	CLASSIFICATION:	Vehicle Operation
	2013/2014 Budget	\$60,000
	Cumulative as of	\$30,218.10
	3/31/2014	
ITEM		AMOUNT
Gasoline - Patrol Cars	Est.7000 gallons @ \$4.30	\$30,000
Vehicle Maintenance:		\$30,000
Includes all servicing and equipment		
\$0	TOTAL	\$60,000

FISCAL YEAR 2014/2015		0
CODE 564	CLASSIFICATION:	Communications
		(Richmond Police)
	2013/2014 Budget	\$154,460
	Cumulative as of	\$71,106.42
	3/31/2014	
ITEM		AMOUNT
Communications-Dispatch Fees	City of Richmond-Outside Agencies	\$125,400
New World Software		\$14,650
Records Management	City of Richmond-Outside Agencies	\$6,900
EBRCS	\$40/mo 19 radios	\$9,120
\$1,610	TOTAL	\$156,070

FISCAL YEAR 2014/2015	0	
CODE 574	CLASSIFICATION:	Reserve Officers
	2013/2014 Budget	\$4,050
	Cumulative as of 3/31/2014	\$124.04
ITEM		AMOUNT
Reserve Officers:	Training	
	Uniforms	
	Insurance Coverage	
	Safety Equipment	
	Total	\$3,750
Misc. Reserve Costs		\$300
	Proposed to Finance Comm	
		8,100
\$0	TOTAL	\$4,050

FISCAL YEAR 2014/2015	0	
CODE 576	CLASSIFICATION:	Misc. Dues, Meals.Travel
	2013/2014 Budget	\$2,075
	Cumulative as of 3/31/2014	\$2,573.43
ITEM		AMOUNT
INCLUDES: Chief's meetings, CPOA dues, PORAC General Membership, etc.		
CCC Chief's Association		\$650
CPOA/\$125.00x10		\$1,250
Cal Chiefs \$300/\$125	Chief Harman/Sgt. Hull	\$425
CAPE		\$45
FBI-LEEDA		\$50
Int'l Assn of Chiefs of Police		\$120
Miscellaneous - Meeting Supplies		\$600
\$1,065	TOTAL	\$3,140

FISCAL YEAR 2014/2015	0	
CODE 580	CLASSIFICATION: Utilities - Police	
Former 514		
	2013/2014 Budget	\$8,600
	Cumulative as of	\$5,539.08
	3/31/2014	
ITEM		AMOUNT
Utilities	\$747 average x 12	\$8,960
\$360	Total	\$8,960

FISCAL YEAR 2014/2015		0
CODE 581	CLASSIFICATION:	Bldg. Repair/Maint
	2013/2014 Budget	\$500
	Cumulative as of 3/31/2014	\$993.46
ITEM		AMOUNT
Miscellaneous Repairs		\$1,000
\$500	Total	\$1,000

FISCAL YEAR 2014/2015	0	
CODE 582	CLASSIFICATION:	Office Supplies
	2013/2014 Budget	\$6,000
	Cumulative as of	\$4,482.49
	3/31/2014	
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 2014/2015		0
CODE 590	CLASSIFICATION:	Housekeeping
	2013/2014 Budget	\$4,000
	Cumulative as of	\$2,942.51
	3/31/2014	
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 2014/2015	0	
CODE 594	CLASSIFICATION:	Comm. Policing
	2013/2014 Budget	\$2,000
	Cumulative as of	\$198.14
ITEM	3/31/2014	AMOUNT
National Night Out		\$500
Crime Prevention		\$500
Children's Interview Center	see G/L Acct #568	
Sand Bags		\$0
Website		\$1,000
\$0	Total	\$2,000

FISCAL YEAR 2014/2015	0	
CODE 598	CLASSIFICATION:	COPS Special Fund
	2013/2014 Budget	\$0
	Cumulative as of	\$0.00
	3/31/2014	
ITEM		AMOUNT
\$0	TOTAL	\$0

FISCAL YEAR 2014/2015		0	
CODE 599	CLASSIFICATION: Police Taxes Administration		
	2013/2014 Budget	\$3,300	
	Cumulative as of	\$3,298.47	
	3/31/2014		
	ITEM		AMOUNT
NBS Admin Fees		\$1,650	
NBS Administration	Original Police Tax	\$1,650	
\$0	TOTAL	\$3,300	

FISCAL YEAR 2014/2015	0		
CODE 601	CLASSIFICATION:	Park and Rec. Admin.	
	2013/2014 Budget	\$6,500	
	Cumulative as of	\$4,983.25	
	3/31/2014		
ITEM		AMOUNT	
P. & R. Admin. Salary	\$30.00 x 260 hours	\$7,800	
\$1,300	TOTAL	\$7,800	

FISCAL YEAR 2014/2015		0
CODE 602	CLASSIFICATION:	Custodian
	2013/2014 Budget	\$21,000
	Cumulative as of 3/31/2014	\$15,750.00
ITEM		AMOUNT
600/Custodian	Community Center	\$22,750
Park Restroom Custodian	see G/L Acct #672	
\$1,750	TOTAL	\$22,750

FISCAL YEAR 2014/2015	0	
CODE 623	CLASSIFICATION:	Social Security (7.65%) /District
	2013/2014 Budget	\$497
	Cumulative as of	\$212.05
	3/31/2014	
ITEM		AMOUNT
P&R Admin. \$7800 x 7.65%		\$597
\$100	TOTAL	\$597

FISCAL YEAR 2014/2015		0
CODE 642		CLASSIFICATION: Community Center Ut
	2013/2014 Budget	\$5,376
	Cumulative as of 3/31/2014	\$3,539.19
ITEM		AMOUNT
EBMUD Community Center	\$140 x 12	\$1,680
EBMUD Gore Lot	\$15 x 12	\$180
PG&E Community Center	\$235 avg. x 12	\$2,820
Telephone Community Center	\$78 avg. x 12	\$936
	\$240 Total	\$5,616

FISCAL YEAR 2014/2015	0	
CODE 643	CLASSIFICATION:	Janitorial Supplies
	2013/2014 Budget	\$750
	Cumulative as of	\$762.69
	3/31/2014	
ITEM		AMOUNT
Community Center		
Janitorial Supplies, paper towels, light bulbs, etc.		\$800
Annex		
Janitorial Supplies, paper towels, light bulbs, etc.		\$0
\$50	Total	\$800

///

FISCAL YEAR 2014/2015	0	
CODE 646	CLASSIFICATION:	Community Center Repairs
	2013/2014 Budget	\$2,000
	Cumulative as of 3/31/2014	\$2,825.12
ITEM		AMOUNT
Misc Repairs		\$3,000
Fire Extinguishers	Four Extinguishers	\$0
\$1,000	TOTAL	\$3,000

FISCAL YEAR 2014/2015		0
CODE 656	CLASSIFICATION:	Building E Repairs
	2013/2014 Budget	\$0
	Cumulative as of	\$0.00
	3/31/2014	
ITEM		AMOUNT
Miscellaneous		\$0
\$0	Total	\$0

FISCAL YEAR 2014/2015		0
CODE 662	CLASSIFICATION:	Annex - Utilities
	2013/2014 Budget	\$0
	Cumulative as of	\$0.00
	3/31/2014	
ITEM		AMOUNT
Utilities		\$0
See G/L #642 for PG&E		
See G/L #672 for EBMUD - Water		
\$0	Total	\$0

114

FISCAL YEAR 2014/2015	0	
CODE 666	CLASSIFICATION:	Annex Repairs
	2013/2014 Budget	\$0
	Cumulative as of	\$0.00
	3/31/2014	
ITEM		AMOUNT
\$0	Total	\$0

FISCAL YEAR 2014/2015		0
CODE 668	CLASSIFICATION:	Annex - Misc. Exp
	2013/2014 Budget	\$0
	Cumulative as of	\$0.00
	3/31/2014	
ITEM		AMOUNT
Miscellaneous Expenses		\$0
\$0	Total	\$0

FISCAL YEAR 2014/2015	0	
CODE 670	CLASSIFICATION:	Gardening Supplies
	2013/2014 Budget	\$0
	Cumulative as of 3/31/2014	\$0.00
ITEM		AMOUNT
Plantings		\$0
	Proposed to Finance Comm	
	\$1,000.00	
\$0	Total	\$0

FISCAL YEAR 2014/2015	0	
CODE 672	CLASSIFICATION	Park O&M
	2013/2014 Budget	\$88,432
	Cumulative as of	\$60,278.64
	3/31/2014	
ITEM		
Operations/Maintenance Park Property		
Maintenance Contract	(O&M Funding)	\$27,000
Park Maintenance Repairs	(O&M Funding)	\$10,000
Utilities	Water	\$5,000
Drain Clearing		\$1,000
Incidental Expenses		\$2,000
	Shared Expense Total	\$49,000
Old Park Allocated Exp	40% of Shared Expenses	\$19,600
Old Park Tree Pruning		\$2,000
	Old Park Total	\$21,600
New Park Allocated Exp	60% of Shared Expenses	\$29,400
Levy Fees	(County)	\$4,400
Engineer's Annual Report/Admin Services		\$9,024
Park Restroom Custodian		\$5,100
	New Park Sub-Total	\$47,924
New Park Tree Pruning/Removal		\$10,000
	New Park Total	\$57,924
(\$8,908) Total		\$79,524

FISCAL YEAR 2014/2015		0	
CODE 674	CLASSIFICATION	Park Construction	Expense
	2013/2014 Budget		\$0
	Cumulative as of		\$0.00
	3/31/2014		
	ITEM		
Misc. Expenses			\$0
\$0	Total		\$0

FISCAL YEAR 2014/2015	0	
CODE 678	CLASSIFICATION:	Misc. Park/Rec Expense
	2013/2014 Budget	\$0
	Cumulative as of	\$170.00
	3/31/2014	
ITEM		AMOUNT
Miscellaneous Projects / Eagle Scout		\$0
\$0	Total	\$0

FISCAL YEAR 2014/2015		0
CODE 820	CLASSIFICATION:	Canon Copier Contract
	2013/2014 Budget	\$5,700
	Cumulative as of	\$4,043.86
	3/31/2014	
ITEM		AMOUNT
IMAGERNR 330S NQJ45065	Lease \$325 x 12	\$3,900
Overage Charges	\$150 x 12 average	\$1,800
Outside Reproduction		\$0
\$0	TOTAL	\$5,700

FISCAL YEAR 2014/2015	0	
CODE 830	CLASSIFICATION:	Legal
		(Dist./Personnel)
	2013/2014 Budget	\$70,000
	Cumulative as of	\$134,004.26
	3/31/2014	
	ITEM	AMOUNT
Legal Expenses		\$150,000
\$80,000	Total	\$150,000

FISCAL YEAR 2014/2015	0	
CODE 840	CLASSIFICATION:	Accounting
	2013/2014 Budget	\$48,750
	Cumulative as of	\$35,415.53
	3/31/2014	
ITEM		AMOUNT
Deborah Russell Accountant	\$65 X 350 HOURS	\$22,750
2013/2014 Year End Audit		\$13,000
(\$13,000)	TOTAL	\$35,750

FISCAL YEAR 2014/2015	0	
CODE 850	CLASSIFICATION:	Insurance
	2013/2014 Budget	\$30,000
	Cumulative as of	\$28,522.26
	3/31/2014	
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

126

FISCAL YEAR 2014/2015	0	
CODE 860	CLASSIFICATION: Election	
	2013/2014 Budget	\$0
	Cumulative as of	\$0.00
	3/31/2014	
ITEM		AMOUNT
Directors (3), etc.		\$10,000
\$10,000	TOTAL	\$10,000

FISCAL YEAR 2014/2015	0	
Code 870	CLASSIFICATION:	County Expenditures
	2013/2014 Budget	\$19,900
	Cumulative as of	\$7,499.23
	3/31/2014	
ITEM		AMOUNT
Property Tax Administration costs		
Senate Bill 2557 (Chapter 466 of 1990)		
\$1,300,000 x 1.5%		\$19,800
Miscellaneous		
Fees, Assessments, Interest, etc		\$2,500
\$2,400	Total	\$22,300

FISCAL YEAR 2014/2015	0		
		Franchise Fees	
CODE 890	CLASSIFICATION:	Waste/Recycle Expenses	
	2013/2014 Budget		\$54,000
	Cumulative as of		\$57,630.24
	3/31/2014		
ITEM		AMOUNT	
Garbage Related Expenses	Public Education, etc.		\$1,000
Public Garbage Pick-Up	\$300 x 12		\$3,600
Legal Fees - RFP			\$35,000
Rate Review Consultant - RFP			\$79,000
\$64,600	TOTAL		\$118,600

FISCAL YEAR 2014/2015	0	
CODE 898	CLASSIFICATION:	Miscellaneous Expenses
	2013/2014 Budget	\$10,300
	Cumulative as of 3/31/2014	\$10,352.19
ITEM		AMOUNT
LAFCO		\$1,200
Service Pins/Charms		\$0
Seminars/Directors		\$2,000
CSDA/CCSDA Membership		\$4,600
Miscellaneous		\$0
Annual Conference		\$4,000
Governance Days		\$500
\$2,000	TOTAL	\$12,300

		0
CODE 962	CLASSIFICATION:	Patrol Cars
Former 506		
	2013/2014 Budget	\$25,000
	Cumulative as of	\$33,192.03
PATROL CAR PURCHASE/OUTFITTING	3/31/2014	
Replacement of Ford Crown Victoria Patrol Vehicle		\$30,000
\$5,000	TOTAL	\$30,000

FISCAL YEAR 2014/2015	0	
CODE 963	CLASSIFICATION:	Patrol Car Accessories
	2013/2014 Budget	\$10,000
	Cumulative as of 3/31/2014	\$15,403.74
ITEM		AMOUNT
Police Vehicle Emergency Equipment		\$16,000
\$6,000	TOTAL	\$16,000

FISCAL YEAR 2014/2015	0	
CODE 965	CLASSIFICATION:	Weapons / Radios
	2013/2014 Budget	\$0
	Cumulative as of	
	3/31/2014	\$0
ITEM		AMOUNT
\$0	TOTAL	\$0

FISCAL YEAR 2014/2015		0
CODE 967	CLASSIFICATION:	Station Equipment
Former 504		
	2013/2014 Budget	\$0
	Cumulative as of	\$0.00
	3/31/2014	
ITEM		AMOUNT
\$0	TOTAL	\$0

FISCAL YEAR 2014/2015	0		
CODE 968	CLASSIFICATION: Office Furn. & Equip.		
Former 504			
	2013/2014 Budget	\$0	
	Cumulative as of	\$0.00	
	3/31/2014		
ITEM			AMOUNT
\$0	TOTAL	\$0	

FISCAL YEAR 2014/2015		0
CODE 969	CLASSIFICATION:	Computer Equipment
Former 800		
	2013/2014 Budget	\$16,250
	Cumulative as of	\$21,066.82
	3/31/2014	
ITEM		AMOUNT
(\$16,250)	TOTAL	\$0

FISCAL YEAR 2014/2015		0
CODE 971	CLASSIFICATION:	Park Land
	2013/2014 Budget	\$0
	Cumulative as of	\$0.00
	3/31/2014	
ITEM		AMOUNT
\$0	TOTAL	\$0

FISCAL YEAR 2014/2015	0		
CODE 972	CLASSIFICATION: Park Bldgs. Improvements		
	2013/2014 Budget	\$0	
	Cumulative as of 3/31/2014	\$5,134.50	
ITEM		AMOUNT	
\$0	TOTAL	\$0	

FISCAL YEAR 2014/2015		0	
CODE 973	CLASSIFICATION	Park Construct.	Fund
	2013/2014 Budget	\$0	
	Cumulative as of	\$0.00	
	3/31/2014		
ITEM			
\$0	Total	\$0	

141

FISCAL YEAR 2014/2015		0
CODE 978	CLASSIFICATION:	Park/Rec. Furniture & Equipment
Former 609		
	2013/2014 Budget	\$0
	Cumulative as of	\$0.00
	3/31/2014	
ITEM		AMOUNT
\$0	TOTAL	\$0

4. General Manager/ Chief of Police Greg Harman will present for Board approval Kensington Police Protection & Community Services District Resolution 2014-09, setting the Appropriations Limit for 2015-2016, ordering the consolidation of elections, and the specifications of the election order. Board Action.

Memorandum

Kensington Police Department



To: KPPCSD Board of Directors

APPROVED YES NO

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

FORWARDED TO:

Date: Thursday, July 03, 2014

Subject: New Business Item #4 Resolution 2014-09: 2015-2016 Appropriations Limit

Attached for your review is Resolution 2014-09 which, if adopted, would (a) call an election to establish the District's appropriations limit for Fiscal Year 2015-2016, and (b) authorize the District to use that number to calculate the limits for the next three years, through Fiscal Year 2018-2019.

The form of the resolution is based on that adopted by the Board in the past, modified to include additional language requested by the Election Processing Supervisor of Contra Costa County.

The proposed Fiscal Year 2015-2016 appropriations limit amount has been set at \$3,744,262, which is a 1% increase of the amount that was set for Fiscal Year 2014-2015 during the June 12th KPPCSD Board meeting. By placing this measure on the November 2014 ballot, the District will save on election costs of the consolidated election over the costs of a special election next year.

The resolution must be delivered to the County Clerk/Registrar of Voters no later than Friday, August 8th.

The board may want submit an argument in favor of the measure. Julie Sherman, our attorney at Hanson- Bridgett has offered to assist as needed in the drafting of this argument. They still have a copy of the argument submitted the last time the District held a special election to determine its appropriations limit, and this can certainly serve as a template for an updated version. A number of procedural rules control the drafting of the argument in favor of the measure. These rules are contained in a document prepared by the County entitled "Local Measures Information Guide" which I have received.

NS

The argument in favor of the measure must be submitted by Wednesday, August 20th per the Registrar of Voters upon receipt of the District's resolution calling for the election.

If the measure should pass, it will only set the District's appropriations limit through the 2018-2019 fiscal year. The District will need to go to the voters again no later than June, 2018 to prevent the District's appropriations limit from falling.

RESOLUTION NO. 2014-09

Calling an Election for the Purpose of Submitting to the Qualified Electors of the District the Question of Establishing the District's Appropriations Limit Under Article XIII B of the California Constitution, Fixing the Date of Said Election, and Requesting the Services of the County Clerk

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

WHEREAS, Article XIII B of the California Constitution provides that the appropriations limit otherwise applicable to a governmental entity may be changed by majority vote of the electors of such entity, subject to and in conformity with constitutional and statutory voting requirements; and

WHEREAS, the Board of Directors believes that it would be in the best interests of the peace and safety of the residents of the Kensington Police Protection and Community Services District (the "District") for the appropriations limit for Fiscal Year 2015-2016 to be established by the voters of the District and for the appropriations limit for the ensuing three years to be determined accordingly.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Kensington Police Protection and Community Services District as follows:

Section 1. An election (the "election") is hereby ordered and called and will be held in the District on Tuesday, November 4, 2014, at which election the following issue shall be submitted to all persons possessing all requirements of electors under the general election laws of the State of California and who are duly qualified electors residing within the District.

"Shall the appropriations limit of the Kensington Police Protection and Community Services District for Fiscal Year 2015-2016 be established at \$3,744,262.00 and the limit for Fiscal Year 2015-2016 (i.e., \$3,744,262.00) be used to determine the limits for Fiscal Years 2016-2017 through 2018-2019."

Section 2. The election shall be and is hereby consolidated, pursuant to law, with the statewide election to be held on November 4, 2014, and the election precincts, polling places and officers of election within the area of the District for the election shall be the same as those selected and designated by the County Clerk of Contra Costa County for said statewide election. All proceedings incidental to and connected with the election shall be regulated and done in accordance with the provisions of law regulating the said statewide election.

Section 3. This resolution shall also constitute a request to the Board of Supervisors of Contra Costa County and to the County Clerk to consolidate the election called by the Board of Directors with the statewide election on November 4, 2014.

Section 4. The County Clerk is notified that the appropriations limit measure must be approved by a majority of the electors.

Section 5. The County Clerk is notified that the boundaries of the District have not changed since the District's previous election.

Section 6. The County Clerk is authorized and directed, at the District's proportionate expense, to provide all necessary election services and to canvass the results of said election.

Passed and adopted this 10th day of July, 2014, by the following vote of the Board.

AYES:

NOES:

ABSENT:

President, Board of Directors
Kensington Police Protection and Community

Services District

ATTEST:

Secretary of the District

5. General Manager/ Chief of Police Greg Harman will ask for the Board's choice of vote for the candidate to fill the CSDA Board of Directors seat for Region 3, Seat C. The two candidates are incumbent Stanley Caldwell, Board Member of the Mt. View Sanitary District and Shane McAfee, General Manager of the Greater Vallejo Recreation District. Board Action.



**California Special
Districts Association**
Districts Stronger Together

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2014 BOARD ELECTIONS

MAIL BALLOT INFORMATION

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Region for Seat C. Each of CSDA's six (6) regional divisions has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your geographic region. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director to represent its region.

We have enclosed the candidate information for each candidate who submitted one. Please vote for **only one** candidate to represent your region in Seat C and be sure to sign, date and fill in your member district information (*in some regions, there may only be one candidate*). If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 1, 2014**.

If you do not use the enclosed envelope, please mail in your ballot to:

California Special Districts Association
Attn: 2014 Board Elections
1112 I Street, Suite 200
Sacramento, CA 95814

Please contact Charlotte Lowe toll-free at 877.924.CSDA or charlottel@csgda.net with any questions.

Stanley R. Caldwell
75 Cecilia Lane
Martinez, California 94553-1455

RE: Election Region 3, Seat C

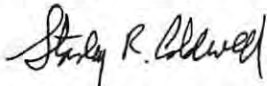
It has been an honor and a pleasure to serve the California Special Districts Association (CSDA) Membership as Region 3 Director. I look forward to the opportunity to continue to be of service. I have been active and involved in CSDA activities. I have served on the Membership Committee & Fiscal Committee. I am currently vice chair of the Membership Committee. I am the CSDA Past President (2013). I am retired and I have the time, and the commitment required to continue to serve as a director.

I have faithfully and diligently served within my local community. I am a dedicated active board member of Mt. View Sanitary District (MVSD) and have served several times as the board president and I am the current board President. By being an active participant at the California Association of Sanitation Agencies and the CSDA, I enhance my ability to serve in a director position. I am the current MVSD representative to the Local Agency Formation Commission (LAFCO) in Contra Costa County. Contra Costa County has a local CSDA chapter, the Contra Costa Special Districts Association (CCSDA) of which I have been active participant and contributor. For CCSDA I serve as Member at Large and I am the current Newsletter Editor.

If re-elected I would continue to provide the leadership that makes CSDA a success. I will apply my experience, commitment and leadership to be effective, efficient, and responsive to special district needs.

Please consider me for the upcoming election for Director of Region 3 where I will continue to bring my experience and dedication to CSDA.

Thank you for your consideration,



Stanley R. Caldwell
Incumbent CSDA Region 3 Director
Mt. View Sanitary District Board Member

Candidate Statement

Shane McAfee – General Manager, Greater Vallejo Recreation District
smcafee@gvrd.org 707-648-4603

I am excited about the potential of serving the Special Districts of the State of California. I have managed special districts for over 20 years and feel that I have the back ground, interest, and desire to help make a difference.

If elected I do my very best to provide the leadership that makes CSDA successful. I will apply my experience, commitment and leadership to be effective, efficient, and responsive to special district needs. Together, through continued advocacy, education, and the value-added services that CSDA provides, we can positively affect all special districts, their operations and service to constituents. I have the Special District Administrator Certification and I have also completed the CSDA Special District Leadership Academy in Governance Foundations, Setting Direction and Community Leadership, Board's Role in Finance and Fiscal Accountability and Board's Role in Human Resources.

I am very experienced in budgeting, project management, report preparation, public speaking. I believe my dedication to Special Districts makes me an excellent choice to represent local government agencies' interests at CSDA.

6. District Administrator Lynn Wolter will ask the Board's approval to enter into a contract for website design and maintenance with PagePoint. Board Action.



Kensington Police Protection & Community Services District (KPPCSD) Website Development and Consulting Proposal

Date: July 2, 2014

Project: Website Development and Consulting

Contact(s): Greg Harman, Kevin Hui, Len Welsh, Lynn Wolter

Background

Kensington is an unincorporated community of about 2200 homes, located in the East Bay Hills between Berkeley and El Cerrito. Kensington maintains its own police department, as well as park and recreation programs for all ages, via the Kensington Police Protection & Community Services District.

PagePoint developed a website for KPPCSD in 2007, using a content management system (CMS) called Drupal. Since its launch, KPPCSD has placed the responsibility of maintaining the site on an *individual* (recently Officer Kevin Hui) who became familiar with the now-dated administrative back-end of the system.

There is a desire for a more contemporary website that can be maintained more easily by *several* people, including KPPCSD staff members. PagePoint recommends using a simpler CMS called WordPress for a new website.

KPPCSD intends on repurposing a lot of the existing content, and archive or remove other parts. There is a desire to make video recordings of meetings available on a new site; a feature not included on the current site.

The current site (at <http://kensingtoncalifornia.org>) can be summarized as follows:

- 1) Most pages are either plain text, or a page with many attachments (usually PDFs, but sometimes DOCs).
- 2) There are three (3) forms for people to complete (contact, vacation, traffic)
- 3) There is a page with links to audio files
- 4) There are plenty of links to sites and documents that are not on the KPPCSD site/server (i.e, the linked material is on others' servers.)
- 5) There is an event calendar feature that is not being used currently.

Website Objectives:

There are several specific objectives in the development of a new website:

- 1) Professional look-and-feel, to instill confidence in site visitors and clients.
- 2) Responsive website design based on a standard template, with navigation style and color scheme similar to what exists currently at <http://kensingtoncalifornia.org> within budget – OR – the use of a pre-made template from a reputable template/theme provider/reseller.
- 3) Provide ability for Greg Harman (et. al) to add new pages and content, and edit existing content easily.

Strategy & Recommended Approach:

To achieve the objectives identified above, the following steps are recommended:

- 1) WordPress software install (the software is open-source and is free)
- 2) Choose a pre-made theme that suits the needs of KPPCSD (or use a default theme and brand the site as it appears now)
- 3) Create a menu/paging structure that matches what is on the current site; adjusted and amended per any new requirements from KPPCSD
- 4) Find and install a Plug-In that will help manage a large number of PDFs (and other attachments). We'll want to be able to categorize the attachments, because they will all be stored in one repository, and we'll need a way to differentiate them once they've been uploaded.
- 5) Recreate the desired pages from the current site on the new site (including copying text, and uploading and attaching the many PDFs (etc.) to pages.
- 6) Set up placeholders or full pages of information for any new pages desired by KPPCSD.
- 7) Incorporate any new photography or other supplemental graphics provided by KPPCSD.
- 8) Provide sidebars that contain links and features similar to what is currently on the site
- 9) Provide an event calendar feature (if desired -- the current one is not being used)
- 10) Provide three (3) forms to handle the contact, vacation and traffic information (per the current site)
- 11) Find and install a Plug-In that will help manage the organization and display of meeting videos. All video content will be hosted on YouTube (or similar streaming video provider) and will simply be *linked* from the KPPCSD website.
- 12) Ensure that the site renders properly on devices including desktop and laptop computers, tablets and smartphones (i.e., use a responsive theme).
- 13) Provide documentation and instruction to Greg Harman (et. al) for adding new videos and other content.
- 14) Migrate site from staging server to live server (likely at Rubiconn).

Total fees for website development not to exceed: \$7,500*

* -- excludes any photo rights, SSL certificates (N.B., the current site has an SSL certificate), or other mutually agreed upon products or services required for completion of the website.

The biggest factors affecting the price include:

- 1) How specialized (or not) the design is. (If we use a pre-made theme and do little modification, then the cost is lower.)
- 2) How much of your current content you are keeping (versus eliminating)
- 3) How much new content you wish to add (that is not already on your current site)
- 4) Who does the page editing and attachment uploading (i.e., if you hire or contract someone to do this, versus having me do it -- my non-profit rate is \$126/hr.)
- 5) Any additional features you wish to add, like social media integration (e.g., Facebook "Likes" widget, etc.)

A 50% deposit is required to start work. Once cost of project has exceeded deposit, client will be billed bi-weekly for remaining work.

Delivery of Website

The site can be completed within 45 calendar days from receipt of 50% deposit.