

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

AGENDA

A Regular Meeting of the Board of Directors of the Kensington Police Protection and Community Services District will be held **Thursday, March 14, 2013, at 6:30 P.M.**, at the Community Center, 59 Arlington Avenue, Kensington, California. The Board will enter into Closed Session-1- Conference with Legal Counsel- Existing Litigation (Subdivision 54956.9) Bay View Refuse and Recycling Services Inc. v. Kensington Police Protection and Community Services District; 2- Complaints or charges against General Manager/ Chief of Police (Subdivision 54957); 3- Workers Compensation Claim (Subdivision 54956.95) Claimant: Anita Gardyne; Agency: Kensington Police Protection and Community Services District; 4- Conference with Legal Counsel- Anticipated Litigation (Subdivision (c) of Section 54956.9) Conference with legal counsel to discuss potential initiation of litigation (one case); 5- Conference with Legal Counsel- Existing Litigation (Subdivision (a) of Section 54956.9) Leonard Schwartzburd v. Kensington Police Protection and Community Services District; and 6- Conference with Labor Negotiators (Section 54957.6): Agency Representatives: Patricia Gillette and Chuck Toombs; Employee Organization: Kensington Police Officers Association. The Board will return to Open Session at approximately 7:15 PM. If further Closed Door Session is required, the Board will return to Closed Door Session following the end of the Open Session Meeting.

Note: All proceedings of the open session meeting will be tape recorded and video taped.

Roll Call
Public Comments

CLOSED DOOR SESSION

1. Closed Session
Conference with Legal Counsel- Existing Litigation (Subdivision 54956.9) Bay View Refuse and Recycling Services Inc. v. Kensington Police Protection and Community Services District.
2. Closed Session
Complaints or charges against General Manager/ Chief of Police (Subdivision 54957).
3. Closed Session
Workers Compensation Claim (Subdivision 54956.95) Claimant: Anita Gardyne; Agency: Kensington Police Protection and Community Services District.
4. Closed Session
Conference with Legal Counsel- Anticipated Litigation (Subdivision (c) of Section 54956.9) Conference with legal counsel to discuss potential initiation of litigation (one case).
5. Closed Session
Conference with Legal Counsel- Existing Litigation (Subdivision (a) of Section 54956.9) Leonard Schwartzburd v. Kensington Police Protection and Community Services District.
6. Closed Session
Conference with Labor Negotiators (Section 54957.6): Agency Representatives: Patricia Gillette and Chuck Toombs; Employee Organization: Kensington Police Officers Association.

OPEN SESSION

The Board will return to Open Session at approximately 7:15 PM and report out on the Closed Door Session.

Second Public Comments
Board Member/ Staff Comments

APPROVAL OF CONSENT CALENDAR

- a) Minutes of the Regular Meeting February 14, 2013, Page 3
- b) Profit & Loss Budget Performance for February 2013, Page 10
- c) Park Revenue & Expenses Report for February 2013, Page 14
- d) Board Member Reports-None
- e) Correspondence- Page 23
- f) Police Department Update, Page 25
- g) Monthly Calendar, Page 38

- h) Recreation Report, Page 40
- i) General Manager's Report, Page 41

DISTRICT - NEW BUSINESS

1. Contra Costa County Assistant Public Works Director Joe Yee will provide a brief status presentation of the paving projects that will be continuing this summer. Page 45
2. Director Linda Lipscomb will be requesting resolutions of support for Assembly Member Nancy Skinner on the following Assembly Bills:

AB 39- Funding available for public schools across the State to spend on energy efficiency retrofits.

AB 48- Legislation to regulate the sales of ammunition in California, by requiring sellers to be licensed, purchasers to show ID, sales to be reported to the Department of Justice, and local law enforcement to be informed when someone buys large quantities of ammunition in a short period of time.

AB 127- Reduces flame retardants in building insulations without reducing fire safety, in order to protect people from toxic chemicals often included in buildings.

Board Action. Page 46
3. General Manager/ Chief of Police Greg Harman will ask the Board if any member wishes to run for the CSDA Board of Directors Seat B. Board Action. Page 50
4. General Manager/ Chief of Police Greg Harman will ask permission of the Board to attend and participate in the Silver State National Police Memorial Parade using two District police vehicles in the parade. Board Action. Page 55

(If needed, the Board will return to Closed Session following the end of the 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 AUXILARY 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.

Meeting Action Minutes for 02/14/2013

AGENDA

A regular meeting of the Board of Directors (BOD) of the Kensington Police Protection and Community Services District (KPPCSD) was held Thursday, February 14, 2013, 7:00 PM, at the Community Center, 59 Arlington Avenue, Kensington, California.

ATTENDEES

<u>Elected Members</u>	<u>Public Speakers</u>	
Tony Lloyd, President	Andrew Gutierrez	
Patricia Gillette, Vice President	Dan O'Brien	
Linda Lipscomb, Director	Barbara Dilts	
Charles Toombs, Director	Leonard Schwartzburd	
Len Welsh, Director		
<u>Staff Members</u>		
Gregory E. Harman, General Manager/Chief of Police		
Master Sergeant Rickey Hull		
Sergeant Keith Barrow		
Sergeant Kevin Hui		
KPPCSD Intern Sherry Maringka		

Minutes prepared by KPPCSD intern Sherry Maringka.

Board President Tony Lloyd called the meeting to order at approximately 7:00 PM and took a roll call of the Board members. All members were present.

PUBLIC COMMENTS

Andrew Gutierrez said he tried to publish a letter in The Outlook but it was too long. In the letter, he mentioned there has been a mixing of the responsibility between the position of Chief of Police and General Manager. He wants to bring that issue to the community's attention because there have been a lot of problems in the past. In addition, he also talked about the lights on Arlington Avenue. He said it looks good on the freeway but not for the community and somebody will have to do something about it.

BOARD COMMENTS

Director Lipscomb stated that she attended the KIC meeting January 28th. She also mentioned that the Path Clean Up Committee has set upcoming clean up dates.

Director Toombs stated that the Park Buildings Committee met February 11th and that a financial advisor had been hired with funding from KCC. He said the Committee will be reaching out to the community during the months of March and April.

Vice President Gillette responded to Andrew Gutierrez comment. She said she will pressure the right person to get the street lights change. She told a personal story that her neighbor saw there were three

guys in a white van sitting outside her house. When they were asked what they were doing, they said they were hired by Gillette's husband Tom to do a check at her house. Tom is not Gillette husband's name. So, her neighbor reported to the police and the officer came. She wants to thank the officer who came and to all the other officers for watching this community.

Director Welsh said he has nothing to report at this time. He also said he has been a fan of the police department and that they always do a wonderful job.

GM/COP Harman commented about the street lights. He said John Gioia contacted him for a second public meeting set for March 20th.

He also said Judy Sanders of the Kensington School also contacted him and said the school district hired a contractor to take out a dozen of dead pine trees that border our property and are leaning over the school property. There was concerned that they don't know the boundary line between our property and their property and he said he assured her that there was no problem with cutting down any dead pine trees. On President's Day week, they will start working on the project.

President Lloyd responded to GM/COP Harman. He asked if community members could get in on the low cost of removing trees. GM/COP Harman replied no because they are contracted with the school district.

GM/ COP Harman also reported that Officer Martinez was contacted by our public work director for traffic. They are going to work on the traffic improvement on Colusa Circle. They are building up the circle so that drivers would slow down their speed as they drive around the Circle.

GM/COP Harman reported that Officer Martinez stated that the County was looking into restricting northbound Arlington traffic from making left turns onto Sunset. The County decided it's a dangerous intersection and restricting drivers turning left and heading into oncoming traffic needed to cease. They are in the process of possibly making the change.

Director Lipscomb responded about the park trees. She said Dan O'Brien is going to make a presentation later about it because he has a lot of expertise in fire safety management.

President Lloyd said at the last John Gioia street light meeting, PG&E representatives were there. He said we paid a lot of money for the traffic light maintenance but no changes have been made. Where is the money going? We should go to the PG&E office and make our voices heard and stop paying tax.

GM/COP Harman remarked street light tax is a county wide tax, not a Kensington tax. County representatives and PG&E representatives are working on the street light issue. PG&E has admitted that the lights were too bright using 250 watt lights. They have changed a few of the lights to smaller wattage LED light to experiment and see how the community likes them. There has already been some community members complaining stating they new lights look worse than the 250 watt lights.

Director Welsh commented that the LED light can be in many different colors, not only white.

Vice President Gillette responded we must pressure John Gioia to see something change and suggested the Board form an Ad-Hoc Committee to address this issue.

Director Lipscomb agreed with Vice President Gillette, stating we should go to PG&E and tell them we don't like it and it was done without our consent. She suggested the PG&E representatives should be at the meeting to answer our questions. She said she will call John Gioia and tell him that we are dissatisfied with the lights and how can we work to resolve this problem.

All of the board members agreed with Director Lipscomb remarks.

Director Welsh asked GM/COP Harman about the plan for the Colusa Circle.

GM/COP Harman said there will be white markings increasing the size and shape of the Circle itself so drivers will decrease the speed driving around it. He stated he will be contacting the County to follow-up on the plan.

STAFF COMMENTS

Master Sergeant Rickey Hull said California Law requires all drivers must carry their insurance and vehicle registration card at all times while driving. If you get pulled over by a police officer, it is acceptable to show a picture of your insurance policy through your cell phone.

CONSENT CALENDAR

President Lloyd requested that Item D-Profit & Loss Budget Reports be pulled. He wanted to discuss the unexpected legal costs and unexpected miscellaneous expenses that are causing problems in the budget. He also thanked GM/COP Harman for all of his hard work and always being on top of everything.

GM/COP Harman commented on Item D. He said in the General Manager's report, he mentioned the District legal expense, Line Item #830, the year-to-date expenses were \$75,000 and the budget for the year was \$65,000. The expense for the legal fees associated with the garbage contract, Line Item #890, year-to-date was \$34,000 and the budget for the year was \$36,000. The \$35,000 year to date doesn't reflect the December billings for the legal costs associated with the arbitration costs associated with garbage contract. He also talked about League of California Cities vs. John Chang lawsuit. There are two challenges: 1. The Vehicle License Fee should not be used to fund the COP Grant. 2. It is inappropriate to have the five special police districts, which Kensington is named in the lawsuit, receive COPS Grant funding.

Director Lipscomb responded on the lawsuit. She said there is no affirmative decision being made at this time. The judge withdrew the order and submitting the case. When Proposition 30 passed, there was a briefing to find out whether Proposition 30 validated the use of the vehicle license fee for law enforcement. She also said the Attorney General is defending our position. Generally, it takes 90 days after the case is submitted for the judge to make a decision. The last briefing was on December 17th so the result will probably be in the middle of March.

President Lloyd reminded the board members that in the beginning of the year, we agreed to not realign the budget mid-year.

Director Toombs asked GM/COP Harman when he will start working on the next budget. GM/COP Harman answered he will start next week. Director Toombs replied he would like GM/COP Harman to go through the budget in details. GM/COP Harman stated it was his intention to provide both a five year review and a five year forecast in this coming fiscal years budget process.

Director Lipscomb talked about Item F-Board Member Reports, indicating she attended the Solid Waste Coordinating Committee meeting and mentioned Kensington is doing well on garbage recycling.

MOTION: Vice President Gillette moved to approve the Consent Calendar. Director Toombs seconded this motion.

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

DISTRICT – NEW BUSINESS #1 – President Tony Lloyd and Director Chuck Toombs will lead a discussion on the possibility of having a study session to develop a District strategic plan. Board Action.

Director Toombs said we should develop a strategic plan for Kensington. He stated El Cerrito got a head start on that beginning their process in January. This community should have a long term goal for the next 20 years which include traffic safety, building improvement, park & recreation, etc.

BOARD COMMENTS

Vice President Gillette said she thought it was a great idea and mentioned that she has never sat on a board that didn't have one.

Director Welsh agreed it was a great idea, indicating his concern about the budget and how will we be financially years from now.

Director Lipscomb stated she thought it was a great idea as long as she didn't have to chair the committee.

President Lloyd stated the El Cerrito Strategic Plan site is understandable and easy to follow and would make a good model to follow.

Vice President Gillette stated any strategic planning process must include all members and sections of the community and be "generational".

PUBLIC COMMENTS

Barbara Dilts welcomed the new board members and read a summary from the El Cerrito Strategic Plan. She said their plan was a good start but mentioned the lack of immediate goals. She said we should set up a measurable plan such as revising the KPPCSD website and keeping it up-to-date and also include all reports on the website.

Andrew Gutierrez provided his observations on the Arlington street lights and mentioned he believed there should be a separation of the General Manager/ Chief of Police position.

President Lloyd reminded the public that we were discussing New Business Item #1 the Strategic Plan.

Leonard Schwartzburd stated he was surprised to see his name on the agenda and stated the lawsuit should include "and all" behind his name. He also mentioned that 10 years ago he prevented Nextel from installing their antennas. He did a lot of research and installing antennas is a dangerous thing to do.

Director Toombs said on Tuesday, February 26, at 7 PM, there will be a meeting here of KMAC with AT&T discussing their plans to install the nine antennas.

President Lloyd closed the discussion on the strategic plan for Kensington indicating the Board will be moving forward with planning a strategic planning session.

DISTRICT – NEW BUSINESS #2 – In response to a proposal made by resident Dan O’Brien at the January 10th KPPCSD Board meeting regarding a community group to address management of vegetation in the park, President Lloyd and Dan O’Brien will lead the follow up discussion on the proposal. Board Action.

President Lloyd introduced Dan O’Brien to the public. He said Dan came and joined with us last month at our January meeting and first proposed this idea. He stated Dan has a background in forestry and has the desire to maintain our park, doing research on his own.

Dan O’Brien said last meeting, he brought handouts of the park 50 years ago and what it looks like today. The amount of increase in the vegetation is pretty evident. It constitutes a great fire hazard near the school and to the residents all the way down to El Cerrito. As you have seen on TV, the Oakland fire moved rapidly. That potential exists here when it is dry and we have those strong winds. A lot of places are safe because there are buildings and playgrounds, however, a lot of the problem would occur behind the Community Center building with all the eucalyptus and pine trees.

BOARD COMMENTS

Director Welsh asked about a strategy on moving forward with a fire reduction plan? He asked what other communities are doing. He stated we need a professional assessment before we start cutting the trees down. He asked is that something you can do or the fire marshal does it?

Dan O’Brien suggested California Division Forestry creates a guideline for this situation that defines the space of occupied buildings and the tree canopy. He said you can do a lot of this thing yourself, mentioning we don’t need a professional.

Director Welsh asked, “Do we need the expertise of the fire marshal to do this kind of assessment and act on it?”

Dan O’Brien said we need an agreement from the fire marshal, somebody from the park district, and the school board to cut down the trees.

GM/COP Harman said Michael Bond of the Kensington Fire District assured him that our District is in full compliance with fire reduction policy guidelines. There is no potential fire hazard to report at this time.

Director Welsh asked is there a strategy that one will apply deciding which tree to cut and etc. I’m looking for that person.

Dan O’Brien said he will take a lead on that. I think we need more than one person to make a decision.

Director Welsh said we should communicate with the park committee, fire marshal, and strategic people within the community. He then asked, “Berkeley & El Cerrito – Is there anything going on in those communities?”

Dan O’Brien replied that in Oakland, Berkeley, and down the hill all need special treatments.

Director Lipscomb said a client of hers died in the Oakland fire. The Oakland Hills are similar to ours. O’Brien said that when they rebuilt Oakland, they built everything from underground. They were also strict on the vegetation rule. He said that Berkeley has three fire zones and depending on which zone you reside in, it requires different kind of roofing. We should get started in our area by cleaning our area of

vegetation fuel through the park committee and seek the coordinated assistance such as the Fire Department.

Dan O'Brien said we need to improve fire safety by creating demonstration area. The park usage and the people at the school, people are coming and going all day long and they can look at the demo. If they can see the fire safety demo, they can adapt it to their home and property. If people participate in it, you can educate the adults and the little kids.

President Lloyd said this is just an introduction and we have done a great job. There is work to be done.

Director Welsh suggested we need to make a meeting just for this topic.

Director Toombs agreed with Director Welsh.

DISTRICT – NEW BUSINESS #3 – Vice President Patricia Gillette will lead the discussion on the creation of a quarterly “talk to a Board member” meeting to be held at a public location where one Board member would be available to give a quick report on issues on which the Board is working and would receive input from the community on issues of concern. Board Action.

President Lloyd said Vice President Gillette has a recommendation on how to we can become a better communicating Board.

Vice President Gillette suggested we should have meetings on different dates and time from these normally scheduled Board meetings, like on Saturdays, so we can attract more people in the community to attend these “Board Talk” meetings. After a brief board discussion, Vice President Gillette stated that she would take the lead and set up scheduling to hold these meetings quarterly.

DISTRICT – NEW BUSINESS #4- President Lloyd will ask the Board for their possible interest in a nomination to the SDRMA Board of Directors. Board Action.

GM/COP Harman said there is a SDRMA Board of Directors position available, if anyone is interested we can begin the nomination process. There was no interest in the position among the Board members at this time.

At 8:25 PM, the Board moved to Closed Session to:

1. Conference with Legal Counsel- Existing Litigation (Subdivision 54956.9) Bay View Refuse and Recycling Services Inc. v. Kensington Police Protection and Community Services District.
2. Complaints or charges against General Manager/ Chief of Police (Subdivision 54957).
3. Workers Compensation Claim (Subdivision 54956.95) Claimant: Anita Gardyne; Agency: Kensington Police Protection and Community Services District.
4. Conference with Legal Counsel- Anticipated Litigation (Subdivision (c) of Section 54956.9) Conference with legal counsel to discuss potential initiation of litigation (one case).
5. Conference with Legal Counsel- Existing Litigation (Subdivision (a) of Section 54956.9) Leonard Schwartzburd v. Kensington Police Protection and Community Services District.

6. Conference with Labor Negotiators (Section 54957.6): Agency Representatives: Patricia Gillette and Chuck Toombs; Employee Organization: Kensington Police Officers Association.

At 10:35 PM, the Board returned to Open Session.

President Lloyd reported on the closed session announcing that the Board met with legal counsel to discuss Items 1 -5 and had the opportunity to meet and discuss with its labor negotiating team to prepare for the upcoming contract negotiations with the Kensington Police Officers Association.

MOTION: Vice President Gillette moved to adjourn the meeting at 10:40 PM. Director Toombs seconded the motion. Motion to adjourn passes 5 to 0.

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

ADJOURNMENT

KPPCSD
Unaudited Profit & Loss Budget Performance
 February 2013

	<u>Feb 13</u>	<u>Budget</u>	<u>Jul '12 - Feb 13</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
400 · Police Activities Rev...					
401 · Levy Tax	0.00		2,344,951.22	1,275,000.00	1,275,000.00
402 · Special Tax-Police	0.00		0.00	680,000.00	680,000.00
403 · Misc Tax-Police	0.00		0.00		50.00
404 · Measure G Supple...	0.00		0.00	405,614.00	405,614.00
410 · Police Fees/Servic...	117.00		1,153.15	1,000.00	2,000.00
414 · POST Reimburse...	0.00		1,350.79		
415 · Grants-Police	0.00		39,036.54		
416 · Interest-Police	0.00		1,234.99	1,500.00	3,000.00
418 · Misc Police Income	683.39	1,250.00	14,286.43	10,000.00	15,000.00
Total 400 · Police Activitie...	800.39	1,250.00	2,402,013.12	2,373,114.00	2,380,664.00
420 · Park/Rec Activities ...					
424 · Special Tax-L&L	0.00		32,660.80	30,000.00	30,000.00
426 · Park Donations	0.00		0.00		500.00
427 · Community Center...	645.00	2,000.00	8,728.00	16,000.00	24,000.00
428 · Building E Revenue	0.00		15,000.00		
436 · Interest-Park/Rec	0.00		0.00	100.00	200.00
438 · Misc Park/Rec Rev	202.50		591.00	250.00	500.00
Total 420 · Park/Rec Activi...	847.50	2,000.00	56,979.80	46,350.00	55,200.00
440 · District Activities Re...					
448 · Franchise Fees	0.00		6,723.05	10,000.00	20,000.00
456 · Interest-District	0.00		0.00	250.00	500.00
458 · Misc District Reve...	0.00		60.00		
Total 440 · District Activiti...	0.00		6,783.05	10,250.00	20,500.00
Total Income	1,647.89	3,250.00	2,465,775.97	2,429,714.00	2,456,364.00
Expense					
500 · Police Sal & Ben					
502 · Salary - Officers	75,812.96	74,175.58	609,356.39	593,404.68	890,107.00

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KPPCSD
Unaudited Profit & Loss Budget Performance
 February 2013

	Feb 13	Budget	Jul '12 - Feb 13	YTD Budget	Annual Budget
504 · Compensated Abs...	0.00		3,963.14	5,000.00	10,000.00
506 · Overtime	2,639.63	3,333.33	38,512.64	26,666.64	40,000.00
508 · Salary - Non-Sworn	1,825.75	4,333.33	14,760.75	34,666.68	52,000.00
516 · Uniform Allowance	666.60	666.67	5,331.49	5,333.32	8,000.00
518 · Safety Equipment	0.00	1,000.00	250.00	4,000.00	6,000.00
521-A · Medical/Vision/D...	14,388.38	12,537.67	112,249.40	100,301.32	150,452.00
521-R · Medical/Vision/...	12,191.65	14,888.50	106,735.76	119,108.00	178,662.00
521-T · Medical/Vision/D...	0.00		145,720.00		-32,942.00
522 · Insurance - Police	955.00	436.67	3,337.00	3,493.32	5,240.00
523 · Social Security/Me...	1,147.97	1,208.50	9,543.53	9,668.00	14,502.00
524 · Social Security - D...	138.93	268.67	1,112.17	2,149.36	3,224.00
527 · PERS - District Po...	25,785.06	25,446.33	207,186.13	203,570.64	305,356.00
528 · PERS - Officers Po...	6,883.14	6,735.83	55,306.96	53,886.64	80,830.00
530 · Workers Comp	0.00		50,963.24	34,012.20	56,687.00
Total 500 · Police Sal & Ben	142,435.07	145,031.08	1,364,328.60	1,195,260.80	1,768,118.00
550 · Other Police Expens...					
552 · Expendable Police...	813.78	150.00	1,040.68	1,200.00	1,800.00
553 · Range/Ammunitio...	3,114.66		3,114.66	2,000.00	4,000.00
560 · Crossing Guard	1,041.39	822.17	5,864.67	6,577.36	9,866.00
562 · Vehicle Operation	2,295.17	4,766.67	36,024.63	38,133.36	57,200.00
564 · Communications (...)	0.00	11,830.00	84,725.28	94,640.00	141,960.00
566 · Radio Maintenance	29.65	1,812.50	19,752.02	14,500.00	21,750.00
568 · Prisoner/Case Exp...	232.89	533.33	14,982.97	4,266.64	6,400.00
570 · Training	-10.00	1,083.33	5,189.10	8,666.68	13,000.00
572 · Recruiting	0.00	1,083.33	2,082.00	8,666.64	13,000.00
574 · Reserve Officers	0.00	675.00	156.00	5,400.00	8,100.00
576 · Misc. Dues, Meals ...	0.00	260.42	2,245.00	2,083.36	3,125.00
580 · Utilities - Police	717.80	1,333.33	5,716.60	5,333.34	8,000.00
581 · Bldg Repairs/Maint.	0.00	83.33	464.90	666.64	1,000.00
582 · Expendable Office...	323.23	500.00	3,232.81	4,000.00	6,000.00
588 · Telephone(+Rich. ...)	663.95	1,385.00	5,690.56	11,080.00	16,620.00
590 · Housekeeping	233.34	333.33	2,826.21	2,666.68	4,000.00
592 · Publications	36.00	250.00	2,441.63	2,000.00	3,000.00

KPPCSD
Unaudited Profit & Loss Budget Performance
February 2013

	<u>Feb 13</u>	<u>Budget</u>	<u>Jul '12 - Feb 13</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
594 · Community Policing	37.50	125.00	2,077.75	1,000.00	1,500.00
596 · WEST-NET/CAL I.D.	0.00		13,130.00	13,130.00	13,130.00
599 · Police Taxes Admi...	0.00		804.61	2,400.00	3,200.00
Total 550 · Other Police E...	9,529.36	27,026.74	211,562.08	228,410.70	336,651.00
600 · Park/Rec Sal & Ben					
601 · Park & Rec Admini...	541.75	541.67	4,147.50	4,333.36	6,500.00
602 · Custodian	1,750.00	1,750.00	14,000.00	14,000.00	21,000.00
623 · Social Security/Me...	41.44	41.42	317.27	331.36	497.00
Total 600 · Park/Rec Sal &...	2,333.19	2,333.09	18,464.77	18,664.72	27,997.00
635 · Park/Recreation Exp...					
640 · Community Center...					
642 · Utilities-Commu...	466.06	391.33	3,546.35	3,130.64	4,696.00
643 · Janitorial Suppli...	0.00		820.32	375.00	750.00
646 · Community Cent...	0.00	166.67	1,226.04	1,333.36	2,000.00
Total 640 · Community ...	466.06	558.00	5,592.71	4,839.00	7,446.00
660 · Annex Expenses					
662 · Utilities - Annex	0.00	125.00	3,486.72	1,000.00	1,500.00
Total 660 · Annex Expen...	0.00	125.00	3,486.72	1,000.00	1,500.00
670 · Gardening Supplies	0.00	83.33	0.00	666.64	1,000.00
672 · Kensington Park ...	7,344.00	6,825.67	38,387.73	54,605.36	81,908.00
678 · Misc Park/Rec Exp...	0.00	83.33	2,146.88	666.68	1,000.00
Total 635 · Park/Recreatio...	7,810.06	7,675.33	49,614.04	61,777.68	92,854.00
800 · District Expenses					
810 · Computer Mainten...	1,357.00	2,572.42	12,160.72	20,579.36	30,869.00
820 · Cannon Copier Co...	440.94	558.33	3,183.08	4,466.64	6,700.00
830 · Legal (District/Per...	11,586.00	5,416.67	86,839.74	43,333.36	65,000.00
835 · Consulting	0.00		2,500.43		
840 · Accounting	2,145.00	10,000.00	13,081.25	22,775.00	30,075.00
850 · Insurance	0.00		24,387.27	30,000.00	30,000.00

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KPPCSD
Unaudited Profit & Loss Budget Performance
 February 2013

	Feb 13	Budget	Jul '12 - Feb 13	YTD Budget	Annual Budget
860 · Election	0.00		0.00	6,000.00	6,000.00
865 · Police Bldg. Lease	0.00		30,596.00	30,596.00	30,596.00
870 · County Expenditur...	0.00		7,462.81	7,800.00	19,900.00
890 · Waste/Recycle	29,794.95	3,041.67	64,612.66	24,333.36	36,500.00
898 · Misc. Expenses	101.00	866.67	9,567.40	6,933.32	10,400.00
Total 800 · District Expens...	45,424.89	22,455.76	254,391.36	196,817.04	266,040.00
950 · Capital Outlay					
962 · Patrol Cars	0.00		0.00		23,000.00
963 · Patrol Car Access...	0.00		0.00		10,000.00
969 · Computer Equipm...	0.00	8,000.00	541.53	8,000.00	8,000.00
972 · Park Buildings Im...	0.00		2,165.69		
Total 950 · Capital Outlay	0.00	8,000.00	2,707.22	8,000.00	41,000.00
Total Expense	207,532.57	212,522.00	1,901,068.07	1,708,930.94	2,532,660.00
Net Ordinary Income	-205,884.68	-209,272.00	564,707.90	720,783.06	-76,296.00
Other Income/Expense					
Other Expense					
700 · Bond Issue Expenses					
701 · Bond Proceeds	0.00		-179,881.98		
710 · Bond Admin.	0.00		9,471.67		
715 · Bond Interest Inco...	0.00		-83.42		
720 · Bond Principal	0.00		112,110.74		
730 · Bond Interest	0.00		25,543.91		
Total 700 · Bond Issue Ex...	0.00		-32,839.08		
Total Other Expense	0.00		-32,839.08		
Net Other Income	0.00	0.00	32,839.08	0.00	0.00
Net Income	-205,884.68	-209,272.00	597,546.98	720,783.06	-76,296.00

Memorandum

Kensington Police Department



To: KPPCSD Board of Directors

APPROVED YES NO

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

Date: Thursday, March 07, 2013

FORWARDED TO:

Subject: Consent Calendar Item C- Park Revenue & Expenses

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

This information is obtained through our QuickBooks software. Revenue and expenses from July 1, 2012 through March 5, 2012 is attached to this memo.

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KPPCSD
Account QuickReport
 July 1, 2012 through March 5, 2013

Type	Date	Num	Name	Memo	Split	Amount
420 · Park/Rec Activities Revenue						
424 · Special Tax-L&L						
General Journal	10/8/2012	JV07...	CCC Taxes-LLD	SP ASSESS ...	146 · Advance...	32,660.80
Total 424 · Special Tax-L&L						32,660.80
427 · Community Center Revenue						
Deposit	7/26/2012	316		CC Rental Ju...	112 · General ...	1,000.00
Deposit	7/26/2012	V913...		Rental of roo...	112 · General ...	60.00
Deposit	8/7/2012	1696		CC Rental on...	112 · General ...	700.00
Deposit	8/7/2012	1062		CC Rental on...	112 · General ...	650.00
Deposit	8/21/2012	395		GPFF 50 hou...	112 · General ...	1,650.00
Deposit	8/21/2012	139		Wake up to A...	112 · General ...	45.00
Deposit	10/1/2012	1613		Aug 5 rental ...	112 · General ...	50.00
Deposit	10/1/2012	147		Wake Up to ...	112 · General ...	45.00
Deposit	10/1/2012	1097		East Bay Coll...	112 · General ...	598.00
Deposit	10/17/2012	160		CC Rental for...	112 · General ...	400.00
Deposit	10/17/2012	1559		CC Rental for...	112 · General ...	600.00
Deposit	10/17/2012			CC Rental for...	112 · General ...	100.00
Deposit	11/16/2012	175		CC Rental	112 · General ...	50.00
Deposit	11/16/2012	40497		CC Rental	112 · General ...	300.00
Deposit	11/16/2012	103		CC Rental	112 · General ...	850.00
Deposit	11/16/2012	149		Oct payment ...	112 · General ...	45.00
Deposit	11/16/2012	156		Wake Up to ...	112 · General ...	45.00
Deposit	12/27/2012	826		CC Rental 12...	112 · General ...	450.00
Deposit	12/27/2012	162		Wake Up to ...	112 · General ...	45.00
Deposit	12/27/2012	1008		CC Rental Fri...	112 · General ...	400.00
Deposit	2/7/2013			CC Rental 1-...	112 · General ...	600.00
Deposit	2/7/2013	170		Alanon Rent	112 · General ...	45.00
Deposit	3/4/2013	218		CC Rental	112 · General ...	300.00
Deposit	3/4/2013	179		Wake Up to ...	112 · General ...	45.00
Total 427 · Community Center Revenue						9,073.00
428 · Building E Revenue						
Deposit	7/26/2012	6266		KCC 2nd half...	112 · General ...	7,500.00
Deposit	1/7/2013	6651		Bldg E Rent ...	112 · General ...	7,500.00

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Accrual Basis

KPPCSD
Account QuickReport
July 1, 2012 through March 5, 2013

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Total 428 · Building E Revenue						15,000.00
438 · Misc Park/Rec Rev						
Deposit	7/26/2012	3283		Tennis Court...	112 · General ...	80.00
Deposit	7/26/2012	3687		Tennis Court...	112 · General ...	40.00
Deposit	10/17/2012	430		Tennis Court ...	112 · General ...	12.50
Deposit	10/17/2012	3734		Tennis Court ...	112 · General ...	40.00
Deposit	10/17/2012	3291		Tennis Court ...	112 · General ...	80.00
Deposit	11/16/2012	3306		Tennis Court ...	112 · General ...	96.00
Deposit	11/16/2012	3816		Tennis Court ...	112 · General ...	40.00
Deposit	2/7/2013	3330		Tennis Court ...	112 · General ...	120.00
Deposit	2/7/2013	1517		Tennis Court ...	112 · General ...	42.50
Deposit	2/7/2013	3863		Tennis Court ...	112 · General ...	40.00
Total 438 · Misc Park/Rec Rev						591.00
Total 420 · Park/Rec Activities Revenue						57,324.80
TOTAL						57,324.80

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KPPCSD
Account QuickReport
 July 1, 2012 through March 5, 2013

Type	Date	Num	Name	Memo	Split	Amount
600 · Park/Rec Sal & Ben						
601 · Park & Rec Administrator						
Paycheck	7/13/2012		Di Napoli, Andrea		112 · General ...	101.75
Paycheck	7/30/2012		Di Napoli, Andrea		112 · General ...	275.25
Paycheck	8/15/2012		Di Napoli, Andrea		112 · General ...	312.75
Paycheck	8/30/2012		Di Napoli, Andrea		112 · General ...	290.50
Paycheck	9/14/2012		Di Napoli, Andrea		112 · General ...	199.75
Paycheck	9/28/2012		Di Napoli, Andrea		112 · General ...	225.25
Paycheck	10/15/2012		Di Napoli, Andrea		112 · General ...	275.50
Paycheck	10/30/2012		Di Napoli, Andrea		112 · General ...	305.50
Paycheck	11/15/2012		Di Napoli, Andrea		112 · General ...	272.00
Paycheck	11/30/2012		Di Napoli, Andrea		112 · General ...	291.75
Paycheck	12/14/2012		Di Napoli, Andrea		112 · General ...	239.25
Paycheck	12/28/2012		Di Napoli, Andrea		112 · General ...	268.50
Paycheck	1/14/2013		Di Napoli, Andrea		112 · General ...	282.75
Paycheck	1/29/2013		Di Napoli, Andrea		112 · General ...	265.25
Paycheck	2/14/2013		Di Napoli, Andrea		112 · General ...	302.00
Paycheck	2/27/2013		Di Napoli, Andrea		112 · General ...	239.75
Total 601 · Park & Rec Administrator						4,147.50
602 · Custodian						
Check	7/13/2012	14073	William Driscoll	Invoice #0079	112 · General ...	875.00
Check	7/30/2012	14103	William Driscoll	Invoice #0080	112 · General ...	875.00
Check	8/15/2012	14136	William Driscoll	August 1-15, ...	112 · General ...	875.00
Check	8/30/2012	14180	William Driscoll	August 16-31...	112 · General ...	875.00
Check	9/14/2012	14215	William Driscoll	Sept 1-15, 20...	112 · General ...	875.00
Check	9/28/2012	14252	William Driscoll	Sept 16-30, 2...	112 · General ...	875.00
Check	10/15/2012	14275	William Driscoll	Oct 1-15, 201...	112 · General ...	875.00
Check	10/30/2012	14314	William Driscoll	Oct 16-31, 20...	112 · General ...	875.00
Check	11/15/2012	14334	William Driscoll	Inv#0087 N...	112 · General ...	875.00
Check	11/30/2012	14358	William Driscoll	Inv#0088 No...	112 · General ...	875.00
Check	12/17/2012	14409	William Driscoll	Inv#0090 DE...	112 · General ...	875.00
Check	12/31/2012	14454	William Driscoll	DEC. 16-31, ...	112 · General ...	875.00
Check	1/15/2013	14464	William Driscoll	Jan 1-15,2013	112 · General ...	875.00
Check	1/30/2013	14483	William Driscoll	Jan 16-31,20...	112 · General ...	875.00

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KPPCSD
Account QuickReport
 July 1, 2012 through March 5, 2013

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Check	2/15/2013	14525	William Driscoll	Feb 1-15,2013	112 · General ...	875.00
Check	2/28/2013	14553	William Driscoll	Feb 15-28,20...	112 · General ...	875.00
Total 602 · Custodian						14,000.00
623 · Social Security/Medicare - Dist						
General Journal	7/15/2012	SS A...		07/01-07/15/12	523 · Social S...	7.78
General Journal	7/30/2012	SS A...		07/16-07/31/12	523 · Social S...	21.06
General Journal	8/15/2012	SS A...		08/01-08/15/12	523 · Social S...	23.92
General Journal	8/30/2012	SS A...		08/16-08/31/12	523 · Social S...	22.22
General Journal	9/15/2012	SS A...		09/01-09/15/12	523 · Social S...	15.28
General Journal	9/30/2012	SS A...		09/16-09/30/12	523 · Social S...	17.24
General Journal	10/15/2012	SS A...		10/01-10/15/12	523 · Social S...	21.07
General Journal	10/30/2012	SS A...		10/16-10/31/12	523 · Social S...	23.37
General Journal	11/15/2012	SS A...		11/01-11/15/12	523 · Social S...	20.80
General Journal	11/30/2012	SS A...		11/16-11/30/12	523 · Social S...	22.32
General Journal	12/15/2012	SS A...		12/01-12/15/12	523 · Social S...	18.30
General Journal	12/30/2012	SS A...		12/16-12/31/12	523 · Social S...	20.54
General Journal	1/15/2013	SS A...		01/01-01/15/13	523 · Social S...	21.63
General Journal	1/30/2013	SS A...		01/16-01/31/13	523 · Social S...	20.30
General Journal	2/15/2013	SS A...		02/01-02/15/13	523 · Social S...	23.10
General Journal	2/28/2013	SS A...		02/16-02/28/13	523 · Social S...	18.34
Total 623 · Social Security/Medicare - Dist						317.27
Total 600 · Park/Rec Sal & Ben						18,464.77
TOTAL						18,464.77

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KPPCSD
Account QuickReport
 July 1, 2012 through March 5, 2013

Type	Date	Num	Name	Memo	Split	Amount
635 · Park/Recreation Expenses						
640 · Community Center Expenses						
642 · Utilities-Community Center						
Check	7/13/2012	14074	Pacific Telemanage...	monthly fee f...	112 · General ...	78.00
Check	7/13/2012	14095	PG&E	Community C...	112 · General ...	159.40
Check	7/30/2012	14109	EBMUD	service provi...	112 · General ...	25.24
Check	8/15/2012	14135	Pacific Telemanage...	monthly fee f...	112 · General ...	78.00
Check	8/15/2012	14143	PG&E	Community C...	112 · General ...	168.78
Check	8/15/2012	14154	EBMUD	2 Arlmont 06/...	112 · General ...	378.53
Check	8/30/2012	14177	Olivero Plumbing Co.	Backflow Tes...	112 · General ...	112.00
Check	8/30/2012	14184	Pacific Telemanage...	monthly fee f...	112 · General ...	78.00
Check	9/14/2012	14204	EBMUD	Acct # 11217...	112 · General ...	26.74
Check	9/14/2012	14205	PG&E	Community C...	112 · General ...	168.89
Check	10/15/2012	14262	PG&E	Community C...	112 · General ...	189.80
Check	10/15/2012	14263	EBMUD	Acct #30801...	112 · General ...	236.98
Check	10/15/2012	14270	Pacific Telemanage...	monthly fee f...	112 · General ...	78.00
Check	11/15/2012	14331	Pacific Telemanage...	monthly fee f...	112 · General ...	78.00
Check	11/15/2012	14337	PG&E	Community C...	112 · General ...	248.96
Check	11/15/2012	14339	EBMUD	ACCT#12179...	112 · General ...	26.74
Check	11/30/2012	14362	Pacific Telemanage...	monthly fee f...	112 · General ...	78.00
Check	12/14/2012	14391	PG&E	Community C...	112 · General ...	306.51
Check	12/14/2012	14393	EBMUD	ACCT#30801...	112 · General ...	124.84
Check	1/15/2013	14465	PG&E	Community C...	112 · General ...	330.13
Check	1/15/2013	14474	Pacific Telemanage...	monthly fee f...	112 · General ...	78.00
Check	1/30/2013	14495	EBMUD	840 Coventry...	112 · General ...	30.75
Check	2/15/2013	14528	Pacific Telemanage...	monthly fee f...	112 · General ...	78.00
Check	2/15/2013	14544	PG&E	Community C...	112 · General ...	295.26
Check	2/15/2013	14548	EBMUD	2 Arlmont Dr.	112 · General ...	92.80
Total 642 · Utilities-Community Center						3,546.35
643 · Janitorial Supplies						
Check	8/30/2012	14178	UBS	Janitorial Sup...	112 · General ...	559.39
Check	9/14/2012	14208	Kensington Home a...	Bill Communi...	112 · General ...	40.32
Check	9/14/2012	14208	Kensington Home a...	Bill Light	112 · General ...	142.44
Check	10/15/2012	14281	Kensington Home a...	Sep 2012 Inv...	112 · General ...	78.17

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KPPCSD
Account QuickReport
 July 1, 2012 through March 5, 2013

Type	Date	Num	Name	Memo	Split	Amount
Total 643 · Janitorial Supplies						820.32
646 · Community Center Repairs						
Check	10/30/2012	14310	KEL-AIRE	service call, i...	112 · General ...	484.23
Check	12/14/2012	14389	Summer Rain Land...	Cleaning of C...	112 · General ...	240.00
Check	12/14/2012	14389	Summer Rain Land...	Removal of R...	112 · General ...	200.00
Check	12/14/2012	14389	Summer Rain Land...	Removal and...	112 · General ...	280.00
Check	1/15/2013	14470	Kensington Home a...	Bill-Communi...	112 · General ...	21.81
Total 646 · Community Center Repairs						1,226.04
Total 640 · Community Center Expenses						5,592.71
660 · Annex Expenses						
662 · Utilities - Annex						
Check	7/13/2012	14095	PG&E	Annex servic...	112 · General ...	23.82
Check	7/30/2012	14109	EBMUD	service provi...	112 · General ...	177.80
Check	9/14/2012	14204	EBMUD	Acct # 55377...	112 · General ...	1,614.96
Check	9/14/2012	14204	EBMUD	Acct # 55376...	112 · General ...	211.42
Check	11/15/2012	14336	EBMUD	Acct# 55377...	112 · General ...	998.32
Check	11/15/2012	14336	EBMUD	Acct# 55376...	112 · General ...	169.08
Check	1/30/2013	14495	EBMUD	1 Windsor Irri...	112 · General ...	110.96
Check	1/30/2013	14495	EBMUD	1 Windsor Sc...	112 · General ...	180.36
Total 662 · Utilities - Annex						3,486.72
Total 660 · Annex Expenses						3,486.72
672 · Kensington Park O&M						
General Journal	7/1/2012	REV ...		NBS	153 · Prepaid ...	1,108.86
Check	7/13/2012	14077	Summer Rain Land...	July's monthl...	112 · General ...	2,050.00
Check	7/13/2012	14077	Summer Rain Land...	branch remo...	112 · General ...	835.00
Check	7/13/2012	14078	UBS	park services...	112 · General ...	584.00
Check	7/30/2012	14109	EBMUD	service provi...	112 · General ...	1,363.40
Check	7/30/2012	14115	Fernando Herrera	2" water main...	112 · General ...	345.00
Check	7/30/2012	14115	Fernando Herrera	stump remov...	112 · General ...	125.00
Check	7/30/2012	14115	Fernando Herrera	7/14/12 grind...	112 · General ...	120.00

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 Accrual Basis

KPPCSD
Account QuickReport
 July 1, 2012 through March 5, 2013

Type	Date	Num	Name	Memo	Split	Amount
Check	7/30/2012	14115	Fernando Herrera	drinking fount...	112 · General ...	90.00
Check	7/30/2012	14115	Fernando Herrera	oak tree bran...	112 · General ...	180.00
Check	7/30/2012	14115	Fernando Herrera	bench repair	112 · General ...	135.00
Check	8/15/2012	14138	UBS	park services...	112 · General ...	447.81
Check	8/21/2012	14164	Summer Rain Land...	Monthly Main...	112 · General ...	2,050.00
Check	8/21/2012	14164	Summer Rain Land...	removed bro...	112 · General ...	320.00
Check	9/14/2012	14214	UBS	Park Restroo...	112 · General ...	584.00
Check	9/14/2012	14221	Fernando Herrera	Sept. monthl...	112 · General ...	2,031.54
Check	9/14/2012	14221	Fernando Herrera	removal & ha...	112 · General ...	420.00
Check	9/14/2012	14221	Fernando Herrera	removal, fabri...	112 · General ...	2,200.00
Check	9/14/2012	14221	Fernando Herrera	removal of ol...	112 · General ...	1,600.00
Check	9/14/2012	14221	Fernando Herrera	repair chain li...	112 · General ...	80.00
Check	9/28/2012	14251	Summer Rain Land...	Fix broken sp...	112 · General ...	320.00
Check	9/28/2012	14251	Summer Rain Land...	cut down dea...	112 · General ...	280.00
Check	10/15/2012	14261	Summer Rain Land...	Oct Monthly ...	112 · General ...	2,050.00
Check	10/15/2012	14273	NBS Government Fi...	Police Tax	112 · General ...	813.06
Check	10/15/2012	14274	UBS	Park Restroo...	112 · General ...	584.00
Deposit	10/17/2012	714L...		Insurance Re...	112 · General ...	-4,300.00
Check	11/15/2012	14318	UBS	Park Restroo...	112 · General ...	584.00
Check	11/15/2012	14347	Summer Rain Land...	Nov. Monthly ...	112 · General ...	2,050.00
Check	12/14/2012	14386	UBS	Park Restroo...	112 · General ...	584.00
Check	12/14/2012	14389	Summer Rain Land...	Dec. Monthly ...	112 · General ...	2,050.00
Check	12/14/2012	14389	Summer Rain Land...	Clear pump 2...	112 · General ...	250.00
Check	12/14/2012	14389	Summer Rain Land...	install 2 yare...	112 · General ...	380.00
Check	12/14/2012	14389	Summer Rain Land...	Remove larg...	112 · General ...	80.00
Check	12/28/2012	14421	NBS Government Fi...	Police Tax	112 · General ...	813.06
Check	12/28/2012	14422	UBS	Park Restroo...	112 · General ...	584.00
Check	12/28/2012	14423	Olivero Plumbing Co.	Flush Valve ...	112 · General ...	112.00
Check	12/31/2012	14446	The Professional Tr...	Inv #20054 T...	112 · General ...	3,150.00
Check	1/15/2013	14469	Summer Rain Land...	Jan 2013 Mai...	112 · General ...	2,050.00
Check	1/30/2013	14522	Summer Rain Land...	Path on hill; r...	112 · General ...	340.00
Check	1/30/2013	14522	Summer Rain Land...	160 ft. sectio...	112 · General ...	1,600.00
Check	2/15/2013	14536	UBS	Park Restroo...	112 · General ...	584.00
Check	2/15/2013	14549	Summer Rain Land...	removal and ...	112 · General ...	1,920.00
Check	2/28/2013	14568	Summer Rain Land...	Feb 2013	112 · General ...	2,050.00

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Accrual Basis

KPPCSD
Account QuickReport
July 1, 2012 through March 5, 2013

Type	Date	Num	Name	Memo	Split	Amount
Check	2/28/2013	14568	Summer Rain Land...	Replacement...	112 · General ...	290.00
Check	2/28/2013	14568	Summer Rain Land...	removal and ...	112 · General ...	460.00
Check	2/28/2013	14568	Summer Rain Land...	installtion of c...	112 · General ...	1,650.00
Check	2/28/2013	14568	Summer Rain Land...	painting and i...	112 · General ...	390.00
Total 672 · Kensington Park O&M						38,387.73
678 · Misc Park/Rec Expense						
General Journal	9/18/2012	CK 1...	Guitar Center	Reverse of G...	112 · General ...	-2,022.12
Check	10/30/2012	14286	California Park & R...	Membership t...	112 · General ...	170.00
Check	12/14/2012	14384	Moran Engineering	Topographic ...	112 · General ...	3,999.00
Total 678 · Misc Park/Rec Expense						2,146.88
Total 635 · Park/Recreation Expenses						49,614.04
TOTAL						49,614.04

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Memorandum

Kensington Police Department



To: KPPCSD Board of Directors

APPROVED YES NO

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

Date: Thursday, March 07, 2013

FORWARDED TO:

Subject: Consent Calendar Item E- Correspondence

Attached is the District correspondence received for the month of February.

Item #1- Letter received from Carolyn Linnard regarding garbage fees.

February 11, 2013

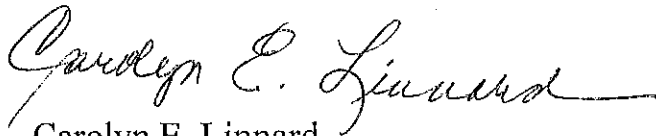
Manager and Chief Greg Harman
KPPCSD
217 Arlington Avenue
Kensington, CA 94707

Please, I would like to be on record as requesting for myself and many others in my position to have garbage and refuse fees adjusted so that citizens pay in proportion with their use of the service.

I am elderly and live alone. I have a small garbage can, and put into it normally only a milk carton full of garbage per week. I must help pay for other people to have twice weekly green waste pick-up when I need it only twice a year.

It is not fair for us who use the service so little to have to subsidize the heavy users.

Sincerely,


Carolyn E. Linnard

February 2013 Police Department Report

March 7, 2013

- Department Personnel
 - We are currently fully staffed at 10 sworn positions and we currently have two reserve officers.

Stephanie Wilkens has completed Phase 2 of her Field training and is currently in Phase 3 with Officer Doug Wilson.
- Commendations and Correspondence
- On 02-22-13, we received an e-mail from Richard Karlson who indicated that he was participating in the key program and wanted to thank the department for the service we have provided over the years. The e-mail is attached to the end of this report.
- Investigation of Alleged Misconduct
 - Department Investigation 2012-002 was initiated on May 14th, 2012, on an allegation that an officer was insubordinate. This investigation is being conducted by Sergeant Hull.
 - Citizen's Investigation 2012-003 was initiated on June 28th, 2012, on an allegation that 3 officers were rude during a traffic stop. This investigation is being conducted by Sergeant Hui.
 - Citizen's Investigation 2012-004 was initiated on June 29th, 2012, on an allegation that an officer used racial profiling in making a traffic stop. This investigation is being conducted by Sergeant Hull.
 - Citizen's Investigation 2013-001 was initiated on January 3, 2013, on allegations that two officers acted in an unprofessional manner. This investigation is being conducted by Chief Harman.
- 9-1-1 / Richmond Communication Center Information.

The Ring Time Report for February 2013 documented a total of 36 "911" calls for service with 2 ring times over 20 seconds.

The first occurred on 02-19-13 at 11:45 PM, with a ring time of 61

seconds. After speaking with the dispatcher for 1:42 minutes, there was no police call for service generated.

The second was on 02-20-13 at 10:53 AM, with a ring time of 21 seconds. The call was a medical call.

The average ring time for February was 7 seconds.

- Community Networking

- On 02-02-13, Chief Harman, Yolla Harman, KPPCSD President Tony Lloyd, and Carol Lloyd attended the Pinole/ Hercules Rotary Club "Officer of the Year" Dinner. (No cost to the District)
- On 02-04-13, Chief Harman attended the KCC meeting.
- On 02-06-13, Chief Harman attended the West County Police Chief's Association meeting in Hercules.
- On 02-09-13, Chief Harman and Yolla Harman attended the "100 Club Crab Feed", a fundraiser for local PAL organizations sponsored by Sheriff David Livingston. (No cost to the District)
- On 02-11-13, Chief Harman and Director Chuck Toombs attended the Kensington Public Safety Council meeting.
- On 02-20-13, Chief Harman, Sergeant Hui, Detective Stegman, Officer Wilkens, KPPCSD President Tony Lloyd, and Director Linda Lipscomb attended the Richmond Elks Club "Officer of the Year Awards Dinner" in which our Officer Chris Turner was recognized as Kensington PD Officer of the Year. (No cost to the District)
- On 02-21-13, Chief Harman attended the Kensington Public Safety Council hosted presentation on "Earthquake Preparedness".
- On 02-25-13, Chief Harman attended the KIC meeting.
- On 02-26-13, Chief Harman and Director Linda Lipscomb attended the State Senator Loni Hancock's "Meet and Greet" with Senator Hancock's staff at the Richmond Library.

Later that night, Chief Harman and Director Lipscomb attended the KMAC meeting in which the proposed ATT Cell Towers was discussed.

- On 02-27-13, Master Sergeant Ricky Hull attended the Colusa

Circle Traffic Safety meeting with representatives from the County's Public Works Department and members of the community.

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

TEAM #1 STATISTICS

Officer:	Ramos (K41) (0600-1800)	Field Training Officer FTO Wilson (K38) / Wilkens (K50) (1800-0600) / (1800-0600)
Days Worked	11	7 7
Traffic Stops	23	12
Moving Citations	7	7
Parking Citations	2	1
Vacation/Security Checks	16	18
FI-Field Interview	0	0
Traffic Accident Reports	2	0
Cases	6	1
Arrests	0	0
Calls for Service	45	28

- BRIEFING/TRAINING:
 - Reviewed Post-Arrest Procedure
 - Reviewed Arrest Warrants
 - Reviewed Legal Issues Pertaining to Arrests
 - Reviewed Investigative Contacts
 - Reviewed Traffic Stops
 - Reviewed Special Needs Detention
 - Reviewed Investigative Detentions
 - Reviewed KPD Policy #500 – Traffic Function and Responsibility
 - Reviewed KPD Policy #340 – Disciplinary Policy

SERGEANT'S REVIEW:

- Reviewed Contra Costa County SART Protocol.

SERGEANT'S SUMMARY:

I took a report this month regarding a fraud. The fraud was of a person telephoning the victim and posing as a grandchild. The supposed grandchild had been arrested in Canada for driving under the influence (DUI). The person needed \$500.00 wired by Western Union to a lawyer in Canada.

The victim suspected something was a miss as the person referred to them as grandpa, even though his actual grandchild calls him something else. Also the person did not sound like his grandchild but fearing that the grandchild was in jail he went to the bank to retrieve the money.

He had told another family member about the telephone call before leaving for the bank and they too thought it was odd. The family member determined that the caller was indeed a scam artist and stopped the victim who was at the bank from withdrawing any money.

I telephoned the Montreal Police Department in Canada and was informed that they had received numerous complaints concerning this type of scam. Further they are not investigating these complaints unless the victim wired money.

I only bring this to your attention because these types of crimes seem to be on the rise. There is also an internet scam similar to this, asking for money because a family member or friend is in trouble or stranded in another part of the world.

So if you receive a call like this, ask questions, take a moment and process what the person is telling you. Call family and friends to verify the story. Lastly ask yourself would a family member be in that area of the world.

- SIGNIFICANT EVENTS:
- 2013-655 – On 2-4-2013, Officer Ramos responded to the 300 block of Ocean View Ave for a reported Non-injury vehicle collision.
- 2013-670 – On 2-5-2013, Officer Ramos responded to the 00 block of Highland Blvd for a reported stolen vehicle.
- 2013-675 – On 2-5-2013, Officer Ramos responded to the 200 block of Arlington Ave for a reported Non-injury vehicle collision.
- 2013-677 – On 2-6-2013, Sergeant Barrow arrested two suspects for vehicle burglaries that had occurred in the City of Richmond.
- 2013-754 – On 2-11-2013, Officer Ramos responded to Ardmore Drive and Arlington Avenue for a reported theft from the bed of a work truck.

- 2013-758 – On 2-11-2013, Officer Ramos responded to the 00 block of Kensington Court for a reported hit and run vehicle collision.
- 2013-862 – On 2-17-2013, Officers Wilson and Wilkens responded to the 100 block of Kensington Road to assist Regional Park Police with an abandoned vehicle on a fire trail that was reported later as stolen.
- 2013-866 – On 2-18-2013, Officer Ramos responded to the 00 block of Kerr Ave for a reported stolen vehicle.
- 2013-868 – On 2-18-2013, Officer Ramos responded to the 00 block of Highgate Road for a reported illegal dumping of a wooden fence.
- 2013-874 – On 2-18-2013, Officers Wilson and Wilkens responded to the 600 block of Beloit Ave for a reported theft of a license plate that had occurred in the City of Vacaville.
- 2013-893 – On 2-19-2013, Officers Wilson and Wilkens responded to the 1700 block of Eastshore Blvd to assist El Cerrito Police Department in clearing a building with the alarm sounding.
- 2013-979 – On 2-25-2013, Sergeant Barrow responded to a reported fraud in the 00 block of Rincon Road.

TRAFFIC STATISTICS FOR TEAM 1:

There were 3 traffic collisions that occurred during the month of February.

- 1 moving citations were issued on Colusa Ave.
- 8 moving citations were issued on Arlington Ave.
- 1 moving citation was issued on Beloit Ave.
- 1 moving citation was issued on Sunset Ave.

•• Sergeant Hui

TEAM #2 STATISTICS

Sergeant Hui (K42)
(1600-0400)

Officer:	Martinez (K31) (0600-1800)	Turner (K46) (1800-0600)
Days Worked	14	14
Traffic Stops	17	32
Moving Citations	12	12
Parking Citations	12	6
Vacation/Security Checks	33	56
FI-Field Interview	0	0
Cases	-	-
Arrests	0	1
Traffic Accident Reports	1	1

Calls for Service

55

42

Sergeant Hui recovered 5 hours of comp time.

Officer Turner recovered 2 hours of comp time.

Sergeant Hui participated in a 4 hour PSP Firearms class.

Officer Martinez participated in a 4 hour PSP Firearms class.

Officer Turner participated in a 4 hour PSP Firearms class.

BRIEFING/TRAINING:

- Reviewed Investigative Detentions
- Reviewed Special Needs Detentions
- Reviewed Traffic Stops
- Reviewed Legal Issues Pertaining to Arrests
- Reviewed Arrest Warrants
- Reviewed Post Arrest Procedures
- Reviewed Pat Searches
- Reviewed KPD Policy #340 – Disciplinary Policy
- Reviewed KPD Policy #364 – Private Persons Arrests
- Reviewed KPD Policy #500 – Traffic Function and Responsibility

SERGEANT'S REVIEW:

- Reviewed POST Medical History Statement Form updates.
- Reviewed Contra Costa County SART Protocols

SERGEANT'S SUMMARY:

Kensington, like the majority of the cities in the Bay Area, experiences a high percentage of property crimes relative to the total crimes reported in any given time period. Usually, the most prevalent property crimes that our residents experience include burglaries of their vehicle and residence. The items taken during these burglaries often varies, however lately, jewelry appears to be the bounty of choice of today's burglar.

Jewelry is a popular item to steal because it is hard to track down. Jewelry usually does not have a serial number and often does not bear the maker's name. Jewelry can also be difficult to describe in adequate detail. If I went into a local pawn shop looking for what the victim of a burglary described as a, "platinum women's ring with a single solitaire diamond," I would expect that there would be several items that might match that description. In the last several years, we have also seen an increase in the "cash for gold" stores. These "cash for gold" stores are not regulated as pawn shops are. Pawn shops are required to obtain identification when a person pawns an item, hold the item for 30 days

prior to putting the item up for sale, and are required to report pledged items to local law enforcement. "Cash for gold" stores are not subjected to the same requirements. "Cash for gold" stores will typically have an item they have received cut up and melted down within days. As you can see, this presents difficulties for law enforcement in investigating these types of property crimes.

There are steps that you can take to reduce your chances of losing your jewelry in the event you are the victim of a burglary. The safest option is to store your jewelry in a safety deposit box; however the security benefits of a safety deposit box are typically negated by the inconvenience of this method of storage. Your next best bet is an in-home safe that can not be readily moved. This usually means a small safe that is bolted down or a large safe that is too cumbersome to move. Another option would be to move your jewelry to a less obvious location within your residence. Most of us keep our jewelry in a dresser drawer or jewelry box in our bedroom or bathroom. Burglars realize this and will often check the bedroom and bathrooms first. Please keep in mind that these options may not prevent you from being burglarized, but should help reduce the likelihood of having your jewelry stolen.

I also recommend that you take photos of your jewelry (as well as other higher value items you may have). Photos are a great aid for us during an investigation and can also be of some help when you are filing a claim with your insurance company. I would recommend storing these photos somewhere besides your residence. One easy method of storing these photos is to email them to yourself. Most free web-based email providers store your email on their servers (and not on your computer). If you ever need to retrieve these photos, it is as simple as logging onto your email account from any computer.

SIGNIFICANT EVENTS:

- 2013-0702– On 02/08/2013, Officer Martinez and Officer Wilkens responded to the unit blk of Arlington Ave on a report of a vandalism.
- 2013-0784– On 02/13/2013, Sergeant Hui responded to the unit blk of Arlington Ave on a report of criminal threats.
- 2013-0809– On 02/15/2013, Officer Turner initiated a traffic enforcement stop on the 500 blk of Coventry Rd and arrested the driver on an outstanding warrant.
- 2013-0901– On 02/21/2013, Officer Martinez responded to the unit blk of Arlington Ave on a report of an identity theft.
- 2013-0956– On 02/23/2013 Officer Martinez responded to the 600 blk of Coventry Rd on a report of an identity theft.
- 2013-0957– On 02/23/2013, Officer Turner responded to the 1600 blk of Ocean View Ave on a report of a residential burglary.
- 2013-0965– On 02/23/2013, Officer Turner responded to the unit blk of Norwood Ave on a report of a residential burglary.

Reserve Officer:	Armanino (K47)
Days Worked	2
Traffic Stops	8
Moving Citations	6
Parking Citations	1
Vacation/Security Checks	1
FI-Field Interview	0
Cases	0
Arrests	0
Traffic Accident Reports	0
Calls for Service	3

Traffic Totals for Team 2

20 citations were issued on Colusa Ave
 9 citations were issued on Arlington Ave
 1 citation was issued on Grizzly Peak Blvd

•• **Detective Eric Stegman**

SIGNIFICANT EVENTS:

13-0670 Vehicle theft

On 2/5/13, a 1993 Honda Accord was stolen from the unit block of Highland Blvd.

13-0684 Recovered stolen vehicle

On 2/8/13, a stolen vehicle reported to San Pablo PD, a 1997 Honda Civic, was recovered on the unit block of Arlington Ave.

13-0866 Vehicle theft

On 2/18/13, a 1993 Jeep Cherokee was stolen from the unit block of Kerr Ave.

KPD INVESTIGATIONS INFORMATION:

12-5354 Murder

On 8/13/12 at approximately 1145 hours, Officer Ramos responded to a welfare check for a potential fall victim (James Durkin). Shortly after his arrival Officer Ramos requested I respond to the scene. Due to the initial circumstances I began investigating the case as a homicide. During the investigation it was revealed the victim had been stabbed in the chest with a serrated kitchen knife. Later in the investigation, the suspect (Diane Sydenham), was identified. Early on 8/14/12, Sydenham was arrested for the Murder of James Durkin. On 8/16/12 the Contra Costa County District Attorney's Office formally charged Sydenham with Murder and she was arraigned.

On 8/30/12 a judge granted an increase in Sydenham's Bail from \$1,000,000 to \$2,000,000. On 9/20/12 Sydenham entered a not guilty plea. The date of the preliminary hearing is 4/4/13.

2011-1618 Homicide.

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

KPD INVESTIGATIONS

- I made court runs for filling cases, and retrieve court notifications.
- I updated the KPD Case Review Log.
- I reviewed the "Trak Flyer" messages and maintained the flyer board.
- I received 4 hours of PSP firearms training.
- I attended Officer Turner's, officer of the year dinner on 2/20/13.
- I attended a two day Search Warrant class on 2/25/13 through 2/26/13.

KPD Monthly Crime Statistics

February 2012

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	0	0	0	0	0
Residential Burglary	2	1	1	0	0
Larceny Theft	3	0	3	0	0
Vehicle Theft	2	0	2	0	0
Arson	0	0	0	0	0

Part 1 Totals	7	1	6	0	0
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Other Crimes					
Auto Burglary	0	0	0	0	0
Identity Theft	2	2	0	0	0
Fraud	0	0	0	0	0
Forgeries	0	0	0	0	0
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	2	0	2	0	0

Drugs	0	0	0	0	0
Warrant	2	0	0	2	2
Hit and Run Felony	0	0	0	0	0
Hit and Run Misdemeanor	1	0	1	0	0
Other Misdemeanor Traffic	1	0	0	1	1
Other Crime Totals	8	2	3	3	3
All Crime Totals					
	15	3	9	3	3

Traffic Accidents (Non Injury)	4
Traffic Accidents (Injury)	0

KPD Crime Statistics

YTD 2013

Part 1 Crimes	Reported	Open/ Pending	Suspended	Closed	Arrest
Homicide	0	1*	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Assault	0	0	0	0	0
Residential Burglary	4	2	2	0	0
Larceny Theft	4	0	4	0	0
Vehicle Theft	2	0	2	0	0
Arson	0	0	0	0	0
Part 1 Totals	10	2	8	0	0

Other Crimes	Reported	Open/ Pending	Suspended	Closed	Arrest
Auto Burglary	0	0	0	0	0
Identity Theft	6	3	3	0	0
Fraud	0	0	0	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	8	0	8	0	0
Drugs	0	0	0	0	0

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Warrant	2	0	0	2	2
Hit and Run Felony	0	0	0	0	0
Hit and Run Misdemeanor	1	0	1	0	0
Other Misdemeanor Traffic	3	0	0	3	3

Other Crime Totals	<u>20</u>	<u>3</u>	<u>12</u>	<u>5</u>	<u>5</u>
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All Crime Totals	30	5	20	5	5
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Traffic Accidents (Non Injury)	7
Traffic Accidents (Injury)	0

* 2011 case

•• Chief Harman

During the month of February, I know of three local police officers that lost their lives.

The first one, Tim Guiney, was a retired Chief of Police of Broadmoor PD who I have known for 30 years. I first met Chief Guiney when I was a rookie officer working the Bayshore District in Daly City and he was an "experienced" sergeant working for the City of Brisbane. Then Sergeant Guiney would meet with me for "little" talks out in the Bayshore District and although he didn't know it at the time, have a big impact on my career as a law enforcement supervisor years later. His move to accept the Chief's position in Broadmoor, like Kensington, one of the five special police districts in the State, would influence my decision years later to leave Daly City and come to Kensington.

The next two, although I didn't personally know, also have affected me both professionally and personally. Santa Cruz Detective Sergeant Butch Baker and Santa Cruz Detective Elizabeth Butler were tragically murdered in the line of duty on February 26th while investigating what has been referred to as a "routine investigation".

When police officers are killed in the line of duty, it is a time of mourning and reflection for all in the "law enforcement family" and this is especially true for the 660 police chiefs in the State of California.

My message here is a simple one.

To the men and women of the Kensington Police Department, please utilize all of

your training, your experience, and please, "be careful out there". Always remember there is no such thing as "routine" in anything we do as police officers.

To those of you outside the law enforcement community reading this message, if you have the opportunity to meet with an officer, or a family member of an officer, take a moment to thank them for their service or supporting the ones who serve. It truly is appreciated and you never know if or when the opportunity will ever come up again.

Greg Harman

From: Richard Karlsson
Sent: Friday, February 22, 2013 12:44 PM
To: gharman@kensingtoncalifornia.org
Subject: Fwd: Thank you

----- Forwarded message -----

From: **Richard Karlsson** < >
Date: Fri, Feb 22, 2013 at 12:25 PM
Subject: Thank you
To: gharman@kensingtoncalifornia.org

Chief Harman: We stopped by for the key program and I wanted to say thank you for the outstanding services you and your department have provided over the many years. We have lived in Kensington for over thirty years and during that time the police services that have been provided are by far the best of any town either my wife or I have previously lived. Noting that there have been complaints expressed in the Outlook in the past (that have also included the garbage service, which in our view is both an excellent and reasonably priced service) perhaps an alternative way to express our thanks would be a letter to the editor, but that forum seems to be a bit overused.

As a former public employee myself, who used to represent the Alameda County Sheriff's Department among others, I appreciate the difficulty of providing a consistent quality public service. You and your officers have done so and my wife and I very much appreciate it. Thanks again, Richard Karlsson,

March 2013

March 2013						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2013						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Feb 24	25	26	27	28	Mar 1	2
2/24 - 3/1							
3/3 - 8	3	4 7:00pm 8:00pm *Cub-Scouts (CCM) 7:30pm 9:30pm *KCC (CC3)	5 5:00pm 6:30pm *Gymnastics (CCM) 7:00pm 10:00pm *Troop 100 (CCM)	6 6:00pm 9:00pm KASEP Summer Reg (CCM) 6:30pm 8:30pm *Path Committee/New Park Committee (CC)	7 7:15pm 9:15pm EBC (Side Room)	8	9
3/10 - 15	10	11 3:45pm 5:45pm *Girl Scouts (CCM) 6:30pm 7:30pm *KPSC 7:00pm 8:00pm *Cub-S 7:30pm 8:30pm *KARO (12 5:00pm 6:30pm *Gymnastics (CCM) 6:00pm 9:00pm KASEP REG (CCM) 7:00pm 10:00pm *Troo	13 7:00pm 9:00pm *KFD Mtg (CC3) 7:30pm 10:00pm GPFF (CCM)	14 10:00am PSP Training (ECPD) 6:00pm 7:00pm 10:00pm *KPPCSD Mtg (CC3)	15 Copy: Monthly Statistic	16 2:00pm 4:00pm GPFF Spring Event (CCM)
3/17 - 22	17	18 7:00pm 8:00pm *Cub-Scouts (CCM)	19 5:00pm 6:30pm *Gymnastics (CCM) 7:00pm 10:00pm *Troop 100 (CCM)	20 6:30pm 9:00pm *Arlington Street Light Mtg (CCM)	21 7:00pm 9:00pm *KPSC Presentations (CCM) 7:15pm 9:15pm EBC (Side Room)	22	23 2:00pm 7:00pm CC Rental (CCM)
3/24 - 29	24	25 7:00pm 8:00pm *Cub-Scouts (CCM) 7:30pm 9:30pm *KIG (CC3)	26 5:00pm 6:30pm *Gymnastics (CCM) 7:00pm 10:00pm *Troop 100 (CCM) 7:30pm 9:00pm *KMAC	27	28	29	30 6:00pm 10:00pm CC Rental (CCM)
3/31 - 4/5	31	Apr 1	2	3	4	5	6

* defines non paying group/meetings

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April 2013

April 2013						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2013						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Mar 31 - Apr 6	Mar 31	Apr 1 7:00pm 8:00pm *Cub-Scouts (CCM) 7:30pm 9:30pm *KCC (CC3)	2 5:00pm 6:30pm *Gymnastics (CCM) 7:00pm 10:00pm *Troop 100 (CCM)	3	4 7:15pm 9:15pm EBC (Side Room)	5	6
Apr 7 - 13	7	8 6:30pm 7:30pm *KPSC (CC3) 7:00pm 8:00pm *Cub-Scouts (CCM)	9 5:00pm 6:30pm *Gymnastics (CCM) 7:00pm 10:00pm *Troop 100 (CCM)	10 7:00pm 9:00pm *KFD *MTG (CC3) 7:30pm 10:00pm GPFF (CCM)	11 7:00pm 10:00pm *KPPCSD MTG (CC3)	12	13 10:00am 2:00pm Shredding Event (Parking Lot)
Apr 14 - 20	14	15 Copy: Monthly Statistig 3:45pm 5:45pm *Girl Scouts (CCM) 7:00pm 8:00pm *Cub-Scouts (CCM)	16 5:00pm 6:30pm *Gymnastics (CCM) 7:00pm 10:00pm *Troop 100 (CCM)	17	18 7:00pm 9:00pm *KPSC *Presentations (CCM) 7:15pm 9:15pm EBC (Side Room)	19	20
Apr 21 - 27	21	22 7:00pm 8:00pm *Cub-Scouts (CCM) 7:30pm 9:30pm *KIC (CC3)	23 5:00pm 6:30pm *Gymnastics (CCM) 7:00pm 10:00pm *Troop 100 (CCM)	24	25	26	27
Apr 28 - May 4	28	29 7:00pm 8:00pm *Cub-Scouts (CCM)	30 5:00pm 6:30pm *Gymnastics (CCM) 7:00pm 10:00pm *Troop 100 (CCM) 7:30pm 9:00pm *KIMAC (CC3)	May 1	2	3	4

* defines non paying group/meetings

**KENSINGTON COMMUNITY COUNCIL
OFFICE REPORT**

March 2013

Marty Westby, Administrator

KASEP

KASEP Spring registration is scheduled for Tuesday, March 12th at the community center. KASEP Winter session ends Friday, March 22nd and Spring KASEP classes begin on Monday, March 25th and run through Friday, May 31st. We will be offering one new class for spring session, "Kids in the Kitchen" for kindergarteners. Total classes 49: 13 kinder and 36 for grades 1st -6th. In addition to KASEP classes, other children classes offered by KCC include Gymnastics (3 classes), Circus (2 classes), Karate and BandWorks. Total footprint of classes 56 classes taught during a one week time period.

Summer Camp

KCC Summer Day Camp registration is having its online kick off on Monday, March 11th. Families will be able to register their child online by going to www.aboutkensington.com, under Kids Services or as an alternate route, KensingtonCommunityCouncil.Org and this too will take one to KCC Summer Camp Registration. KCC's Board approved the automation project during February's meeting and chose REC1 as the vendor providing registration software.

KCC Summer Day Camp 2013 Brochures were distributed to students at Hilltop and at local Kensington businesses. Camp starts Monday, June 10th and runs through Friday, August 16th, (10 weeks). Families wishing to register for camp and pay by cash or check need to come into the office. Online registration accepts only credit card payments.

KCC

Jazzercise continues with Kevin Knickerbocker, Monday, Wednesday and Friday, 8:15am-9:15am. Catherine Martiken is teaching an adult Body Sculpting class at the community center Tuesday and Thursday mornings from 9:00-10:00am. Adult Acrylic Art Class continues on Wednesday mornings, 9:45- 1:30pm.

KCC's Valentine's dance held Friday, Feb. 8th, was fun! The evening was a wonderful eve of great music with everyone on their feet dancing, children close by – childcare provided by KCC, and delicious food. KCC sends thanks to all its contributors and supporters.

An security system was installed at KCC's office (Recreation Building) as means to monitor and control building access.

General Manager February 2013 Report

Budget

There was no notable change in revenue for the month of February.

We continue to show a salary savings for Non-Sworn Personnel with the District Administrative Assistant position unfilled.

In February, we purchase ammunition spending \$3,114 of our yearly \$4,000 budgeted amount. Although this would be considered an increase over what was budgeted for the month, this was our first ammunition purchase of the year.

District Expenses for the month of February for legal expenses for both District legal and Bay View legal expenses continue to be over what was budgeted for the month. The \$11,586 for District legal expenses and \$29,794 in Bay View legal expenses although paid in February, were actually incurred in December. These two items continue to run over budgetary allotted amounts and continue to be an issue for us as we move through the fiscal year.

Kensington Park

Community Center & Annex

The Parks Building Committee met on February 11th to discuss and prepare plans to meet with the various K-Groups during the months of March and April to discuss the plans for the Community Center Remodeling Project and the various financing options available to finance the project. The project and the financing options should be available on the District's website mid-March.

Park Repairs

During the month of February, the back of the tennis court wall was repaired, the steps leading from the lower parking lot to the Community Center were replaced, and the repainting and replacement of signage of the handicapped parking spaces was completed.

Emergency Preparedness

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

The next meeting of the Kensington Public Safety Council will take place Monday, March 11th, at its new time of 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. The declining community interest in this group is placing this group's continued existence in jeopardy.

On Thursday, February 21st, at 7 PM, the KPSC hosted an "Earthquake Preparedness Workshop" at the Community Center in which over 40 Kensington and El Cerrito residents came and learned how to prepare for the next "big one".

On Thursday, March 21st, KPSC will be hosting an "Animals in a Disaster Workshop" at 7 PM in the Community Center. This workshop is expected to be well attended so come early for the best seating.

Other District Items of Interest

Solid Waste

The arbitrator agreed to by the District and Bay View has been retained and we are continuing in the arbitration process requested by Bay View over their demand for an increase in rates. The District has just approved Bay View's 2012 increase of 2.8% in rates per the CPI increase that took effect January 1, 2013.

The Solid Waste Coordinating Committee met on February 12th. This committee is comprised by a representative from the County, a representative from John Gioia's Office, a representative from the KPPCSD Board, a representative from Bay View, and the KPPCSD General Manager. The committee is charged with insuring recycling goals are met in the community. The next meeting is scheduled for Tuesday, June 11th, at 10:30, in Room #3 of the Community Center.

Public Works Issues

Street Lights

In March 2012, I sent the County a listing of all the street lights that were out along the Arlington. In April, you may have noticed that the street light pole in front of the Chevron station had been tied off with ropes to the Kensington Improvement Club sign board and the lights removed. The investigation into why and by who took some time but in June I was informed by the County that the streetlights are being replaced by PG&E as part of a centerbore wood pole replacement project going on throughout Contra Costa County. On Monday, July 23rd, I was advised that Pacheco Utility would be starting the PG&E pole replacement project on the Arlington on Tuesday, July 24th. And start it they did.

I have also received at least a half dozen complaints so far about the look of the new lights and I have been in touch with Kate Rauch at John Gioia's office. Kate

investigated the project for us and received this reply from the Assistant Contra Costa County Public Works Director;

"Kate,

It is my understanding that the Kensington Community has concerns over PG&E's centerbore wood pole streetlight replacement project. In the current project area, streetlight service is provided by County Service Area L-100 (CSA L-100). This means that CSA L-100 pays PG&E for the streetlight service and maintenance. The rate schedule for this is LS 1, where PG&E owns and maintains the streetlights and CSA L-100 pays a flat rate for each light.

County staff met with PG&E representatives earlier this year regarding phase 1 of the centerbore wood pole replacement project. All wood poles have a life expectancy and PG&E made a determination to take a proactive approach to replace them. The purpose of the replacement project would be to provide more reliable lighting to communities, reduce pole failures and overall maintenance costs. At that meeting, it was our understanding that streetlight pole replacements would be done with similar decorative poles if appropriate. Similar streetlight replacement projects in other unincorporated areas were done this way (aging decorative wood poles were replaced with new decorative light poles). We are currently contacting our PG&E representative to determine why a standard galvanized pole is currently being installed, not a decorative alternative."

On Monday, August 27th, I met with County Supervisor John Gioia, KPPCSD Director Linda Lipscomb, KIC President Mellissa Holms-Synder, County Public Works representatives, and representatives from PG&E to discuss the project and Kensington's concerns.

As of this date the replacement project has been halted and Supervisor Gioia held public meeting between the County, PG&E, and all concerned Kensington residents on Thursday, November 1, at 6:30 PM, at the Community Center. The meeting was well attended with approximately 40 residents attending to voice their concerns.

As a result of this first meeting, PG&E has investigated residents concerns and has agreed that the new lights are brighter than the old ones. They have installed several lower wattage LED lights along the Arlington as an experiment to determine how the community feels about the lower wattage LED lights directing their white light directly onto the street.

John Gioia has scheduled a second community meeting with Public Works and PG&E representatives on March 20th at 6:30 PM in the Community Center to discuss the Arlington street lights.

Paths

Now that the elections are over, we are waiting for Kate Rauch of John Gioia's office to set up a meeting between the County, the District, and our legal representatives as we begin the process of acquiring the first path, the Highland/Kenyon Path.

Drug Take Back Day

Save the date! Our 6th Drug Take Back Day will be held on Saturday, April 27th, between 10 AM and 2 PM at the Public Safety Building.

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

New Business Item #1

Contra Costa County Assistant Public Works Director Joe Yee will provide a brief status presentation of the paving projects that will be continuing this summer.

New Business Item #2

Director Linda Lipscomb will be requesting resolutions of support for Assembly Member Nancy Skinner on the following Assembly Bills:

AB 39- Funding available for public schools across the State to spend on energy efficiency retrofits.

AB 48- Legislation to regulate the sales of ammunition in California, by requiring sellers to be licensed, purchasers to show ID, sales to be reported to the Department of Justice, and local law enforcement to be informed when someone buys large quantities of ammunition in a short period of time.

AB 127- Reduces flame retardants in building insulations without reducing fire safety, in order to protect people from toxic chemicals often included in buildings.

Board Action.

Upgrading our Schools & Creating Clean Energy Jobs

AB 39 – Skinner, Speaker Pérez

SUMMARY

Proposition 39 provides up to \$550 million per year for clean energy programs at schools and other public buildings. However, the initiative contained little direction for how to prioritize projects and implement the act. Assembly Bill 39 establishes guidelines for clean energy expenditures at schools, colleges, other public facilities and for job training.

BACKGROUND

With the passage of Proposition 39, the voters of California established a path forward for schools and clean energy jobs. For the next 5 years, Prop 39 provides up to \$550,000,000 annually to the Clean Energy Job Creation Fund for job creation and clean energy projects in schools, universities, and other public buildings. Funds from Prop 39 will allow the state to reduce utility bills at public schools while promoting clean energy jobs that can't be outsourced. Over the next five years, Prop 39's could lead to 30,000 California jobs.

In California, 70 percent of K-12 public school classrooms are over 25 years old. Combined, schools account for approximately 12% of all commercial energy consumption, which costs taxpayers \$1.1 billion a year – more than was spent on books and supplies, combined. In an era of budget cuts, the savings from more efficient buildings will give schools flexibility to pay for student learning, rather than utility bills.

Retrofits at Oakland Unified School District, Murrieta Valley Unified School District and Antelope Valley High School District, saw annual savings of \$100,000, \$420,000, and \$303,000 respectively.

EXISTING LAW

Proposition 39 closed a tax loophole for multi-state corporations, ensuring that all companies that do business in California are treated equally under the tax code. The initiative requires that, for the next 5 years, half of the expected revenue (up to \$550 million annually) be deposited into the Clean Energy Job Creation Fund.

THIS BILL

AB 39 establishes guidelines for clean energy expenditures from the Clean Energy Job Creation Fund, including for K-12 schools, colleges and universities, other public facilities, and workforce training. AB 39 states that the money may be available in the form of grants, low- or no-interest loans, or other forms of financial assistance. AB 39 ensures that expenditures, for the first year, go toward "shovel-ready" projects to put people to work.

For K-12 schools, AB 39 states that funds will be awarded by the CA Energy Commission using existing expertise and resources. In coordination with the Superintendent of Public Instruction, schools will be prioritized based on the age of the school, the proportion of disadvantaged students, whether the facilities have been recently modernized, the potential for demand reduction, and the school's Energy Star score. AB 39 ensures that the savings from energy retrofits at schools are used to benefit the students at those facilities.



**Assembly Bill 48 (Skinner)
Bulletproofing Communities**

ISSUE

Today in California, it's easier to buy bullets than to buy alcohol, cigarettes or certain cold medicines. Sales of some cold medicines are reported to the Department of Justice but not ammunition sales. We expect to show ID to buy alcohol or tobacco, but there is no such requirement for bullets. Bullets, the very thing that makes a gun deadly, should not be easier to buy than alcohol or cigarettes.

Existing law prohibits individuals convicted of a felony, a violent misdemeanor, or those with mental health issues from purchasing or possessing ammunition. Additionally, current state law does not require tracking of ammunition sales. The few restrictions California does have are difficult to enforce because ammunition sellers do not have to check ID's or keep records of sales.

Furthermore, our state may have one of the nation's toughest gun laws, but laws regulating ammunition are almost absent in California.

Safeguards were the norm all across the United States 40 years ago when federal law was passed to regulate ammunition sales. Under the Gun Control Act of 1968, mail-order ammunition sales across state lines were prohibited; retailers, importers, or manufacturers could only transport or ship ammunition to other licensed retailers, importers, or manufacturers. Unfortunately, these provisions were removed in 1986 when Congress adopted the Firearm Owners Protection Act, which was backed by the National Rifle Association.

AB 48 (SKINNER)

Adopts some of the same procedures that now cover guns sales to also cover the sale and purchase of bullets.

Requires:

- Sellers of ammunition to be licensed,
- Purchasers of ammunition to show ID,
- Sales to be reported to the Department of Justice, and
- Local law enforcement to be informed when someone buys a large quantity of ammunition over a short time period.

Additionally, AB 48 makes it illegal for gun owners to purchase parts that allow them to convert their guns into assault-style weapons that can fire more than 10 rounds of bullets without reloading.

Currently, it is illegal in California to possess an ammunition feeding device that can hold more than 10 rounds of bullets. Unfortunately, some individuals are obtaining parts that allow them to assemble an ammunition cartridge that can hold as many as 30 rounds; AB 48 will close this loophole.

Assemblymember Nancy Skinner

Staff Contact: Tony Bui (916) 319-2015 or Tony.Bui@asm.ca.gov

Fact Sheet

AB 127 – Skinner

Safer Building Insulation

SUMMARY

AB 127 will reduce chemical flame retardants in building insulation without reducing fire safety. Flame retardant chemicals are known to be toxic and, unfortunately, are ubiquitous in our homes. California is already acting to limit these chemicals in our furniture, and now is the time to get them out of our walls.

BACKGROUND

The use of plastic foam insulation in buildings has increased as building energy efficiency efforts have increased. However, due to the inherent flammability of plastic insulations, flame retardant chemicals – usually highly-toxic compounds called “organohalogen” – are added in an attempt to reduce fire risk.

Unfortunately, research has found that these same flame retardants leach into our indoor environments. They are found at increasing levels in the human body and in the environment, creating significant health concerns for building occupants. Moreover, once the flame retardants do catch fire, they are toxic to breathe in, which will harm those emergency responders for whom the flame retardants were initially intended to protect. Finally, there are no good ways to dispose of insulation with these flame retardants.

EXISTING LAW

Current building code requires (1) that a thermal barrier is installed to provide structural elements at least 15 minutes of protection from fire, and (2) that insulation pass a test for flammability without the thermal barrier.

In practice, the amount of flame retardant used does not help buildings meet the 15 minutes of protection needed, which is provided instead by the thermal barrier. Thus, safety for emergency responders is met solely by the presence of a thermal barrier and the flame retardants provide no additional benefit.

Given the existing requirement for a thermal barrier, there is no need to use flame retardants in plastic foam building insulation.

THIS BILL

This bill states the intent to reduce flame retardants in plastic foam building insulation.

SUPPORT

US Green Building Council (Sponsor)

New Business Item #3

General Manager/ Chief of Police Greg Harman will ask the Board if any member wishes to run for the CSDA Board of Directors Seat B. Board Action.



**California Special
Districts Association**

Districts Stronger Together

DATE: February 22, 2013

TO: CSDA Voting Member Presidents and General Managers

FROM: CSDA Elections and Bylaws Committee

**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT B**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2014 - 2016 term.

The leadership of CSDA is elected from its six geographical regions. Each of the six regions has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA regular member located within the geographic region that they seek to represent. (See attached Region Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration.

Commitment: Serving on the Board requires one's interest in the issues confronting special districts statewide. A board member is expected to attend all board meetings held every other month, usually on the second Friday of the month, at CSDA's office in Sacramento. Besides serving on the Board, each Board Member is expected to participate on at least one committee, which usually meets 3-4 times a year in Sacramento. CSDA reimburses directors for their related expenses for Board and Committee meetings as outlined in Board Policy. In addition, all Board Members are expected to attend CSDA's two annual events: Special Districts Legislative Days (held in the spring) and the Annual Conference (held in the fall) as part of their obligation to the CSDA membership; expenses for these two events are not reimbursed by CSDA, even if a board meeting or committee meeting is held in conjunction with the event.

Nomination Procedures: Any regular member Independent Special District is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of

Directors. **A copy of the member district's resolution or minute action must accompany the nomination. The deadline for receiving nominations is May 24, 2013.** Nominations and supporting documentation may be mailed or faxed.

Nominees will receive a Candidate's Packet in the mail. The packet will include campaign guidelines.

CSDA will mail ballots on June 7th. The ballots must be received by CSDA no later than 5:00 p.m. August 2, 2013 and must be the original ballot (no faxes or e-mails). The successful candidates will be notified no later than August 6th. All selected Board Members will be introduced at the Annual Conference in Monterey, CA in September.

Expiring Terms

(See enclosed map for regional breakdown)

Region 1	Seat B	Greg Orsini, McKinleyville Community Services District*
Region 2	Seat B	Ginger Root, Tuxedo Country-Club Rural Fire Protection*
Region 3	Seat B	Sherry Sterrett, Pleasant Hill Recreation and Park District*
Region 4	Seat B	Tim Ruiz, East Niles Community Services District*
Region 5	Seat B	Kathy Tiegs, Cucamonga Valley Water District*
Region 6	Seat B	Bill Nelson, Orange County Cemetery District*

(* = Incumbent is running for re-election)

If you have any questions, please contact Charlotte Lowe at 877-924-CSDA or charlottel@csga.net.



**California Special
Districts Association**
Districts Stronger Together

BOARD OF DIRECTORS NOMINATION FORM

PLEASE BE SURE THE CANDIDATE'S PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE

Name of Candidate: _____

District: _____

Mailing
Address: _____

Region: _____ (see attached map)

Telephone: _____

Fax: _____

E-mail: _____

Nominated by (optional): _____

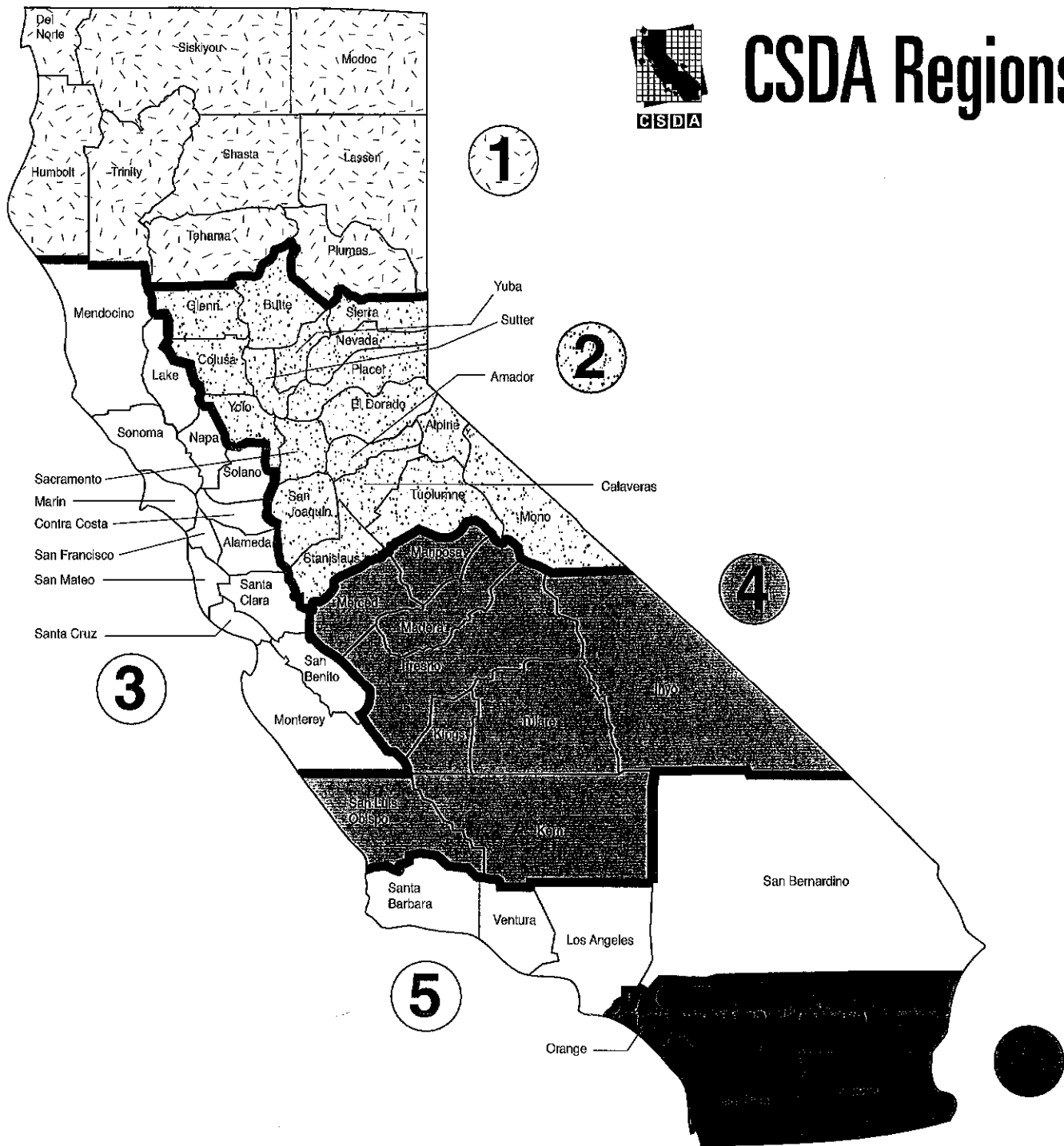
Return this **form and a Board resolution/minute action** supporting
the candidate by fax or mail to:

CSDA
Attn: Charlotte Lowe
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732 (916) 442-7889 fax

DEADLINE FOR RECEIVING NOMINATIONS – May 24, 2013



CSDA Regions



2013 Board of Directors by Region

Region 1

David Edwards, *East Quincy Services District*
 Greg Orsini, *McKinleyville CSD*
 Phil Schoefer, *Western Shasta RCD*

Region 2

Pete Kampa, *Tuolumne Utilities District*
 Noelle Mattock, *El Dorado Hills CSD*
 Ginger Root, *Tuxedo Country Club FPD*

Region 3

Vincent Ferrante, *Moss Landing Harbor District*
 Sherry Sterrett, *Pleasant Hill RPD*
 Stanley Caldwell, *Mt. View Sanitary District*

Region 4

Steven Esselman, *North of the River MWD*
 Tim Ruiz, *East Niles CSD*
 Steve Perez, *Rosamond CSD*

Region 5

Elaine Freeman, *Rancho Simi RPD*
 Kathy Tiegs, *Cucamonga Valley Water District*
 Jim Acosta, *Saticoy Sanitary District*

Region 6

Jo MacKenzie, *Vista Irrigation District*
 Bill Nelson, *Orange County Cemetery District*
 Elaine Sullivan, *Leucadia Wastewater District*

New Business Item #4

General Manager/ Chief of Police Greg Harman will ask permission of the Board to attend and participate in the Silver State National Police Memorial Parade using two District police vehicles in the parade. 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, March 07, 2013

Subject: New Business Item# 4-Participation in Silver State Law Enforcement Memorial Parade

I would like to request that several members of the Kensington Police Department be allowed to drive to and participate in the Fifth Annual Silver State Law Enforcement Memorial Parade on May 4th in Virginia City, Nevada.

The first week in May is designated as Law Enforcement Week in the County. The State of Nevada began the tradition of holding a law enforcement parade in 2009, in celebration of the grand opening of the Silver State National Peace Officers Museum in Virginia City.

The Silver State National Peace Officers Museum holds the largest and finest private collection of United States law enforcement history collection, which the primary collection is the "Gist Collection". Walt Gist was a Kensington police officer back in 1954 and retired as Chief of Police from the Kensington Police Department in 1977.

Department members would drive to Virginia City on Friday, May 3rd, to participate in the weekend activities, and return on Sunday, May 6th. All expenses related to the event would be paid by the officers participating. We are only asking to be allowed to drive two or three District vehicles to participate in the activities.

The vehicles we would probably participate in would be;

2001 Ford Explorer (Almost a vintage police vehicle)
2007 Ford Crown Victoria flat top and/or
2010 Ford Crown Victoria unmarked Chief's special

Thank you for your consideration of this request.