

KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT

Board of Directors Meeting

May 13, 2021

Item 2

**Summary of Recommendation:**

Receive financial reports for the month of March 2021

**Attachments:**

March 2021 Financial Reports include:

1. Summary Balance Sheet as of March 31, 2021;
2. Budget to Actual Snapshot July 2020 through March 2021;
3. Income & Expense Report – Detailed July 2020 through March 2021.

**Submitted by:**



Katherine Korsak

Finance & Business Manager

Kensington Police Protection & Community Services District  
Summary Balance Sheet  
As of March 31, 2021

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	<u>Mar 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	1,465,821.61
Accounts Receivable	1,539,913.83
Other Current Assets	<u>146,074.01</u>
Total Current Assets	3,151,809.45
Fixed Assets	5,404,780.39
Other Assets	<u>5,681,218.00</u>
TOTAL ASSETS	<u><u>14,237,807.84</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	<u>12,532.61</u>
Total Current Liabilities	12,532.61
Long Term Liabilities	<u>11,941,184.38</u>
Total Liabilities	11,953,716.99
Equity	<u>2,284,090.85</u>
TOTAL LIABILITIES & EQUITY	<u><u>14,237,807.84</u></u>

**Kensington Police Protection & Community Services District**  
**Budget to Actual Snapshot**  
 July 2020 through March 2021

	Jul '20 - Mar 21	YTD Budget	Annual Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
400 · Police Activities Revenue	3,418,681.51	3,313,789.00	3,405,057.00	104,892.51	103.17%
405 · Restricted Lost/Found/Misc	2,486.04				
420 · Park/Rec Activities Revenue	42,122.06	49,000.00	56,500.00	(6,877.94)	85.96%
440 · District Activities Revenue	44,239.19	43,000.00	67,000.00	1,239.19	102.88%
Total Income	3,507,528.80	3,405,789.00	3,528,557.00	101,739.80	102.99%
Gross Profit	3,507,528.80	3,405,789.00	3,528,557.00	101,739.80	102.99%
Expense					
500 · Police Sal & Ben	1,425,310.93	1,771,666.90	2,214,567.00	(346,355.97)	80.45%
550 · Other Police Expenses	305,544.52	359,909.02	432,509.00	(54,364.50)	84.9%
600 · Park/Rec Sal & Ben	5,300.00	7,229.34	9,639.00	(1,929.34)	73.31%
635 · Park/Recreation Expenses	90,146.27	120,783.74	148,379.00	(30,637.47)	74.63%
800 · District Expenses	431,781.70	470,820.00	614,433.00	(39,038.30)	91.71%
950 · Capital Outlay	189,794.63	41,492.01	45,117.00	148,302.62	457.43%
Total Expense	2,447,878.05	2,771,901.01	3,464,644.00	(324,022.96)	88.31%
Net Ordinary Income	1,059,650.75	633,887.99	63,913.00	425,762.76	167.17%
Other Income/Expense					
Other Expense					
700 · Bond Issue Expenses	255,931.29	0.00	0.00	255,931.29	100.0%
Total Other Expense	255,931.29	0.00	0.00	255,931.29	100.0%
Net Other Income	(255,931.29)	0.00	0.00	(255,931.29)	100.0%
Net Income	803,719.46	633,887.99	63,913.00	169,831.47	126.79%

Kensington Police Protection & Community Services District  
**Income & Expense Report - Detailed**  
 July 2020 through March 2021

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	Jul '20 - Mar 21
Ordinary Income/Expense	
Income	
400 · Police Activities Revenue	
401 · Levy Tax	2,012,086.88
402 · Special Tax-Police	685,710.00
404 · Measure G Supplemental Tax Rev	598,395.70
410 · Police Fees/Service Charges	545.00
414 · POST Reimbursement	8,256.46
415 · Grants-Police	108,302.04
416 · Interest-Police	2,620.19
417 · Police Asset Sale	209.37
418 · Misc Police Income	2,555.87
	3,418,681.51
Total 400 · Police Activities Revenue	3,418,681.51
405 · Restricted Lost/Found/Misc	2,486.04
420 · Park/Rec Activities Revenue	
424 · Special Tax-L&L	41,529.06
438 · Misc Park/Rec Rev	193.00
439 · Contributions for Community Ctr	400.00
	42,122.06
Total 420 · Park/Rec Activities Revenue	42,122.06
440 · District Activities Revenue	
448a · Franchise Fees Gross	71,852.35
448b · less Franchise Fees Paid Out	(29,268.00)
456 · Interest-District	1,154.51
458 · Misc District Revenue	500.33
	44,239.19
Total 440 · District Activities Revenue	44,239.19
Total Income	3,507,528.80
Gross Profit	3,507,528.80
Expense	
500 · Police Sal & Ben	
502 · Salary - Officers	855,104.56
506 · Overtime	61,294.16
508 · Salary - Non-Sworn	29,890.59
516 · Uniform Allowance	9,876.62
518 · Safety Equipment	1,807.43
521-A · Medical/Vision/Dental-Active	119,947.83
521-R · Medical/Vision/Dental-Retired	150,482.46
521-T · Medical/Vision/Dental-Trust	0.00
522 · Insurance - Police	3,211.54
523 · Social Security/Medicare	1,668.50
524 · Social Security - District	11,957.20

Kensington Police Protection & Community Services District  
**Income & Expense Report - Detailed**  
 July 2020 through March 2021

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	Jul '20 - Mar 21
527 · PERS - District Portion	142,917.37
528 · PERS - Officers Portion	7,033.16
530 · Workers Comp	30,119.51
	1,425,310.93
<b>Total 500 · Police Sal &amp; Ben</b>	
550 · Other Police Expenses	
552 · Expendable Police Supplies	3,668.67
553 · Range/Ammunition Supplies	1,660.39
554 · Traffic Safety	5,861.53
561 · Vehicle Fuel	11,877.68
562 · Vehicle Operation	13,603.28
563 · Vehicle Lease	11,549.77
564 · Communications	140,623.00
566 · Radio Maintenance	(4,057.32)
567 · Alarm	698.67
568 · Prisoner/Case Exp./Booking	2,298.99
570 · Training	13,972.58
571 · Records	641.02
572 · Hiring	7,931.73
574 · Reserve Officers	517.11
576 · Misc. Dues, Meals & Travel	2,094.00
580 · Utilities - Police	6,548.40
581 · Bldg Repairs/Maint.	205.00
582 · Expendable Office Supplies	2,255.74
587 · IT Contract	13,867.64
588 · Telephone	21,773.06
590 · Janitorial	2,621.00
591 · General Liability Insurance	28,657.30
592 · Publications	3,121.00
594 · Community Policing	2,163.74
595 · Legal/Consulting - Police	1,844.23
596 · CAL I.D.	6,268.00
599 · Police Taxes Measure G Admin	3,015.00
550 · Other Police Expenses - Other	263.31
	305,544.52
<b>Total 550 · Other Police Expenses</b>	
600 · Park/Rec Sal & Ben	
602 · Custodian	5,300.00
	5,300.00
<b>Total 600 · Park/Rec Sal &amp; Ben</b>	

Kensington Police Protection & Community Services District  
**Income & Expense Report - Detailed**  
 July 2020 through March 2021

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	Jul '20 - Mar 21
635 · Park/Recreation Expenses	
640 · Community Center Expenses	
641 · General Maintenance	280.00
642 · Utilities-Community Center	4,476.81
644 · Landscaping	3,427.50
645 · General Liab./Workers Comp	6,431.71
646 · Community Center Repairs	135.00
648 · Community Center Equip Maint	7.99
	14,759.01
650 · Park	
651 · General Maintenance	10,750.00
652 · Repairs	1,372.20
653 · Landscaping	18,002.50
656 · Utilities	9,046.14
657 · General Liab/Workers Comp	6,431.71
658 · Levy Administration	4,010.70
659 · Misc	139.01
	49,752.26
660 · Annex Expenses	
667 · Annex Landscaping	2,085.00
	2,085.00
672 · Kensington Park O&M	2,050.00
674 · Tennis Courts (new title)	21,500.00
	23,550.00
Total 635 · Park/Recreation Expenses	90,146.27
800 · District Expenses	
808 · District Salaries	153,717.24
809 · District Payroll Taxes	12,162.26
810 · IT Contract	9,567.69
815 · Admin Communications	5,098.96
816 · Office Supplies	884.15
817 · Postage	493.38
819 · Dues/Subscriptions	7,396.94
820 · Copier Contract	3,269.45
825 · Board Continuing Ed/Conferences	2,500.00
826 · Board Meetings	47.96
830 · Legal (District/Personnel)	34,222.81
835 · Consulting	20,491.85
840 · Accounting	78,965.00
850 · Insurance	24,309.17
851 · Workers Comp	9,402.12

Kensington Police Protection & Community Services District  
**Income & Expense Report - Detailed**  
 July 2020 through March 2021

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	Jul '20 - Mar 21
860 · Election	4,990.83
861 · LAFCO	1,728.55
865 · Police Bldg. Lease	27,452.00
870 · County Expenditures	22,270.06
890 · Waste/Recycle	2,219.33
891 · COVID	4,749.91
898 · Misc. Expenses	5,842.04
	431,781.70
<b>Total 800 · District Expenses</b>	<b>431,781.70</b>
950 · Capital Outlay	
963 · Patrol Car Accessories	212.74
965 · Personal Police Equipment-Asset	10,090.02
966 · Police Traffic Equipment	0.00
968 · Office Furn/Eq	1,225.33
969 · Computer Equipment	6,964.63
975 · Community Center Loan Repaym...	0.00
985 · Comm. Ctr Renovation (Cap Fund)	140,210.86
950 · Capital Outlay - Other	31,091.05
	189,794.63
<b>Total 950 · Capital Outlay</b>	<b>189,794.63</b>
<b>Total Expense</b>	<b>2,447,878.05</b>
<b>Net Ordinary Income</b>	<b>1,059,650.75</b>
<b>Other Income/Expense</b>	
Other Expense	
700 · Bond Issue Expenses	
710 · Bond Admin.	8,624.46
715 · Bond Interest Income	(346.28)
720 · Bond Principal	150,662.12
730 · Bond Interest	96,990.99
	255,931.29
<b>Total 700 · Bond Issue Expenses</b>	<b>255,931.29</b>
<b>Total Other Expense</b>	<b>255,931.29</b>
<b>Net Other Income</b>	<b>(255,931.29)</b>
<b>Net Income</b>	<b>803,719.46</b>