

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, August 13, 2009, 7:00 P.M., at the Community Center, 59 Arlington Avenue, Kensington, California.

Note: All proceedings of the Regular meeting will be tape recorded.
Please note the new start time of 7:00 PM.

Roll Call
Public Comments
Board Member/Staff Comments

APPROVAL OF CONSENT CALENDAR

- a) Minutes of the Regular Meeting June 25, 2009
- b) Minutes of the Regular Meeting July 9, 2009
- c) Minutes of the Regular Meeting July 23, 2009
- d) Profit & Loss Budget Performance Reports for June revised
- e) Profit & Loss Budget Performance Reports for July
- f) Board Member Reports
- g) Correspondence
- h) Police Department Update
- i) Monthly Calendar
- j) Recreation Report
- k) General Manager Update

DISTRICT – OLD BUSINESS

1. Discussion for possible action the purchase of the Ralph Anderson Similar Cities Study to be used to assist in negotiations to provide fair total compensation to officers at the median of the Ralph Anderson Similar Cities Study. This item was submitted by Director Kosel, discussed at the July 23rd Board meeting, and set for action on this agenda.
2. Discussion for possible action- Summary of Recommendations of the Brown Taylor September 2007 Report. Including the recommendation: "A District process be established to conduct exit interviews for employees leaving District employment and that the findings be reported quarterly to the General Manager and the Board". This item was submitted by Director Kimball, discussed at the July 23rd meeting, with the General Manager directed to explore a recommendation of a possible process of conducting exit interviews and an employee climate survey.
3. Discussion for possible action Board authorization to reschedule Board meetings to the 2nd Tuesday of the month to be able to use the main conference room. This item was submitted by Director Toombs and discussed at the July 23rd meeting. This would be an amendment to existing Policy and as such, would require two readings and approval by four Directors before adoption.
4. Status of the Request for Proposal for retaining outside consultants to help market the Annex. Board Action
5. Discussion for possible action- Summary of Recommendations of the Brown Taylor September 2007 Report. This discussion is a continuation of the discussion held on July 23rd, as to those recommendations made in the report that were implemented and those that were not.

DISTRICT - NEW BUSINESS

1. Presentation of a Blue Commendation to Officer Rodney Martinez by Chief Harman for his actions on Saturday, August 1st, during a structure fire at 268 Arlington.
2. Discussion for possible action the process for filling the vacancy on the Board due to the resignation of Director Cindy Kimball on August 1st. This discussion to include:
 - a. A review of Director Kimball's letter of resignation.
 - b. Discussion and review of District's legal counsel's letter regarding the selection/ election process.
 - c. Discussion on whether to call for a special election or to solicit interested citizens who are willing to volunteer.
 - d. Discussion and review of proposed Notice of Vacancy and Intent to Appoint Director to the Kensington Police Protection and Community Service District (Notice) and Certificate of Posting.

- e. Discussion on whether to have full open sessions for conducting of all interviews, or alternately to appoint an ad hoc advisory committee of two Board members to evaluate and interview candidates, making their recommendation to the full Board.
 - f. Discussion on if interviews are conducted in open session, discuss how best to conduct them, either with or without all applicants being present (while honoring any applicant's request to be present), with or without panel interviews of all candidates together, or with sequential interviews.
 - g. Review of the proposed timeline for filling vacancy along with adoption of targeted date by which to select a person to fill that vacancy.
3. Discussion for possible action a Board Review of KPPCSD fiscal outlook prepared by Director Bill Wright and Vice President Pat McLaughlin.
 4. Discussion for possible action the vote for the representative to the California Special Districts Association Board of Directors, Region 3, Seat A. the candidates' statements have been attached for review. The ballot must be completed and received by September 16th.

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

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

CONSENT CALENDAR

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

MINUTES

KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

Meeting Minutes for 06/25/2009

AGENDA

A regular meeting of the Board of Directors of the Kensington Police Protection and Community Services District was held Thursday June 25, 2009, 7:00 PM , at the Community Center, 59 Arlington Avenue, Kensington, California.

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

ATTENDEES

Elected Members	Guests/Presenters:	
Bill Wright, President	Sara Meyers, NBS	Charles Esther, Godbe Research
Charles Toombs, Vice President	Joan Gallegos	
Patricia M. McLaughlin, Director	Lynn Wolter	Walt Gillfillan
Cathie Kosel, Director	Kathy Stein	Carla Javits
Cindy Kimball, Director	John Stein	Deborah Russell, Accountant
	Vida Dorroh	
Staff Members	Anthony Knight	Officer Keith Barrow
	Gretchen Gillfillan	
	Henry Schiff	
Gregory E. Harman, General Manager/ Chief of Police	Linda Lipscomb	
Stephanie Fries, District Secretary	Katherine DeNeergaard	

ANNOUNCEMENTS: None

-- NO PUBLIC COMMENTS --

STAFF COMMENTS

General Manager / Chief of Police Gregory Harman gave an update regarding the traffic light, commenting that Jerry Fehey indicated that a conversion to a normal signally light would be costly and require more signal heads to be installed. General Manager / Chief of Police Gregory Harman will be in contact with Jerry Fehey to determine the estimated cost.

General Manager / Chief of Police Gregory Harman gave an update on the Solid Waste Review, commenting that Bay View is requesting a rate increase and the District has not conducted a rate review in four years. So far, two consultants have gotten back to us with proposals for a scope of services contract.

KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

STAFF COMMENTS

General Manager / Chief of Police Gregory Harman commented that District personnel conducted a survey of police department property rooms throughout the county and that all property rooms surveyed indicated that they were staffed by non-sworn personnel.

General Manager / Chief of Police Gregory Harman announced that the Public Safety Council would be meeting on Monday July 13, 2009 at 6:30pm in the Community Center.

BOARD COMMENTS

The Board discussed the procedures and lack of clarification regarding approval of submitted agenda items and when those items will be included on an agenda. The Board also discussed the possibility of rescheduling regular board meetings and the need for a 4/5 vote to do so. The Board discussed Bay View's request for a rate increase, noting that if the Board enters into negotiations with Bay View, a resolution would need to be in place.

OLD BUSINESS #1 - TABLED - Steven Chang, of Lamorena & Chang, has presented the 2007/2008 Audit for the Kensington Police Protection & Community Services District for Board approval.

MOTION: President Wright moves to move New Business #1 to the front of the agenda.

AYES: Wright, Toombs, McLaughlin, Kimball

NOES: Kosel

NEW BUSINESS #1 - Discussion for possible action on the proposals by NBS and Godbe Research for Special Tax Increase services.

Sara Meyers of NBS discussed and answered questions regarding NBS's service proposal for providing the District with services related to preparing a Special Tax increase measure, including mailed/online surveys & informational public meetings to help determine what level of tax increase, if any, is possible.

Charles Esther of Godbe Research discussed and answered questions regarding Godbe's service proposal for providing the District with polling services and feasibility studies to determine community support for a Special Tax increase.

PUBLIC COMMENTS

Joan Gallegos, resident inquired about the possibility of adding a COLA to the proposed Special Tax increase.

Walt Gillfillan, resident, commented that the community is very supportive of the Police Department and that a survey to determine the community's support for a Special Tax increase may not be necessary.

Lynn Wolter, resident, suggested that the Board should determine the amount of tax increase that is needed and present the information to the public. Lynn Wolter also noted that the Kensington community has never turned down a needed tax increase.

KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

BOARD COMMENTS

The Board discussed the possibility of having NBS and Godbe Research team up to help the District determine its need for a Special Tax increase and how much of an increase the community would be willing to support. The Board also commented on the need to address the budget prior to discussion of the proposed Special Tax increase services.

MOTION: Director Kimball moves to move Old Business #2 to the next item on the agenda.

AYES: Wright, Toombs, McLaughlin, Kimball, Kosel NOES: 0

OLD BUSINESS #2 - Discussion of the 2009/2010 Budget presented by General Manager Greg Harman following review and recommendations made during the past several Board meetings

General Manager / Chief of Police Gregory Harman commented on and clarified several items of concern in the budget, noting that many of these are simply accounting issues and will be further explained by our accountant, Debbie Russell.

Debbie Russell, Accountant for the District, answered questions regarding the budget and clarified several items, noting that what is seen as expenses against no revenue is actually an accounting timing issue rather than a true deficit.

The Board suggested that Debbie Russell determine a way to present the budget to the Board and community in a simpler manner.

PUBLIC COMMENTS

Henry Schiff, resident, asked how long the District's funds would last if we do not pass a tax increase or cut personnel, to which Debbie Russell responded the District could survive for another four years. Henry Schiff further commented that he believes the budget should not be passed until it has been balanced and the Board would be letting down the community if they were to pass an unbalanced budget.

Kathy Stein, resident, noted that Franchise Fees cannot be used for General Fund purposes.

Officer Keith Barrow commented that Director Kosel did not show up to a scheduled meeting with the KPOA President and KPOA members at 8:30am on Tuesday June 23 to discuss the current KPOA MOU, to which Cathie Kosel responded she did not feel it was appropriate to meet without specific Board direction.

Joan Gallegos, resident, noted that the Board must pass the budget by June 30, 2009 or they will be in violation of the law.

NEW BUSINESS #2 - TABLED - Update, discussion, and possible action regarding the Summary of Recommendations of the Brown Taylor September 2007 Report actions that have been implemented.

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

NEW BUSINESS #3 - TABLED - Review and discussion for possible approval of draft of the lease agreement between the Kensington Fire Protection District and the Kensington Police Protection and Community Services District for occupancy of the Kensington Public Safety Building.

MOTION: President Wright moves to pass the budget as presented by General Manager Gregory Harman

AYES: Wright, Toombs, McLaughlin

NOES: Kimball, Kosel

MOTION: President Wright moves to adjourn the meeting at 10:00pm.

AYES: Wright, Toombs, McLaughlin, Kimball, Kosel

NOES: 0

KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

Meeting Minutes for 07/09/2009

AGENDA

A regular meeting of the Board of Directors of the Kensington Police Protection and Community Services District was held Thursday July 09, 2009, 7:05 PM , at the Community Center, 59 Arlington Avenue, Kensington, California.

The board entered into Open Session at 7:05 PM.

ATTENDEES

Elected Members	Guests/Presenters:	
Bill Wright, President	Pat Gillette	Gayle Feldman
Charles Toombs, Vice President	Joan Gallegos	John Wolter
Patricia M. McLaughlin, Director	Lynn Wolter	Walt Gilfillan
	Kathy Stein	Carla Javits
	John Stein	Paul Dorroh
	Vida Dorroh	Gloria Morrison
	Anthony Knight	Barbara Hendrickson
	Gretchen Gillfillan	
	Ray Baraza	
Staff Members	Linda Lipscomb	
Gregory E. Harman, General Manager/ Chief of Police	Linda Lipscomb	
Stephanie Fries, District Secretary	Katherine DeNeergaard	

ANNOUNCEMENTS: None

PUBLIC COMMENTS

Linda Lipscomb, resident, presented a document detailing crime statistics for the City of El Cerrito, noting that Kensington has one quarter of the number of residents that El Cerrito has, yet El Cerrito has ten times the crime. Linda asked the Board to consider this fact when entertaining the idea of contracting out Kensington's Police Department.

John Stein, resident, announced that a group of Kensington residents are circulating a petition to take power away from the Board to make decisions regarding police services.

Joan Gallegos, resident, suggested corrections to be made to the minutes of May 14, May 28, and June 11.

Vida Dorroh, resident, asked the Board why Brown Taylor is making suggestions regarding the outsourcing of police services and if this was something he was hired to do.

KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

PUBLIC COMMENTS

Pat Gillette, resident, commented that she is concerned about the possibility of outsourcing Kensington's police services and inquired as to whether Brown Taylor would be forming a steering committee with regard to this issue.

BOARD COMMENTS

The Board noted that there is no item on tonight's agenda to consider contracting to another police department and that, with the current fiscal situation, the Board will explore all options that are on the table for review. The Board also commented that Brown Taylor was hired to determine how the District can make improvements internally as well as externally.

STAFF COMMENTS

General Manager / Chief of Police Gregory Harman announced that the Public Safety Council meetings will be on Monday evenings at 6:30pm in the Community Center, and that the KCC will be meeting on July 25th at 10:00am to discuss capital improvements in the park. Chief Harman also reminded everyone that August 4, 2009 is National Night Out and encouraged community members to contact Officer Doug Wilson if they are interested in hosting block parties for the event.

General Manager / Chief of Police Gregory Harman announced the retirement of Officer Cesar Celada and reads the Silver Commendation awarded to Officer Celada, noting that Officer Celada was unable to attend tonight's meeting to receive his commendation.

CONSENT CALENDAR

The Board pulls items A,B,C,E, and G from the Consent Calendar.

MOTION: The Board moves to adopt the Consent Calendar as amended.

AYES: Wright, Toombs, McLaughlin NOES: 0 ABSENT: Kimball, Kosel

NEW BUSINESS #1 - Board Action to select Board President and Board Vice President as outlined in the attached supplemental material.

BOARD COMMENTS

Director Wright nominates Vice President Toombs for Board President, with Director McLaughlin seconding the nomination. The Board agrees to table voting for Vice President until all Board Members are present.

MOTION: Nomination of Vice President Toombs for Board President

AYES: Wright, Toombs, McLaughlin NOES: 0 ABSENT: Kimball, Kosel

KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

NEW BUSINESS #2 - TABLED - Discussion for possible action, Summary of Recommendations of the Brown Taylor September 2007 Report. Including the recommendation: "A District process be established to conduct exit interviews for employees leaving District employment and that the findings be reported quarterly to the General Manager and the Board.

NEW BUSINESS #3 - Discussion for possible approval the Professional Services Agreement between the Kensington Police Protection and Community Services District and HF&H Consultants, LLC for the purpose of performing a solid waste rate review and in drafting and mailing a notice to rate payers that will put the District in compliance with the requirements of Proposition 218.

General Manager / Chief of Police Gregory Harman explained that proposals were sent out to three consulting firms, two of which responded. Chief Harman suggested the District use HF&H Consulting, as they are a local firm and their fee was \$6,000 less than the other firm who responded.

PUBLIC COMMENTS

Gayle Feldman, resident, urges the Board to accept HF&H's proposal.

Kathy Stein, resident, also urges the Board to accept HF&H's proposal.

Joan Gallegos, resident, commented that there was a settlement with the County which resulted in the District splitting franchise fees with the County and the MOU with the County refers to a specific County ordinance. Joan Gallegos suggests the Board check to see if that ordinance was overturned by a court decision.

MOTION: The Board moves to accept the contract with HF&H

AYES: Wright, Toombs, McLaughlin NOES: 0 ABSENT: Kimball, Kosel

NEW BUSINESS #4 - NO ACTION - Review and discussion for possible approval of draft of the lease (attached) agreement between the Kensington Fire Protection District and the Kensington Police Protection and Community Services District for occupancy of the Kensington Public Safety Building.

President Toombs gave a summary of the work he has been doing with the KFD to come to an agreement as to the terms of the proposed lease agreement

PUBLIC COMMENTS

Gayle Feldman, resident, commented that she is disappointed that the KFD is treating the lease as if it were a commercial agreement.

PUBLIC COMMENTS

KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

Lynn Wolter, resident, noted that Gloria Morrison determined that the rent paid to KFD by the Police Department was never used for building improvements, instead being used for salaries, and this is why the building is in such poor condition.

John Stein, resident, noted that the Public Safety Building is not likely compatible for any other tenant and commented that he is appalled that the KFD is treating this as a commercial endeavor when the building is owned by the public.

Anthony Knight, resident, noted that for historical reasons the KFD is allocated more money than the KPD and suggests the Board propose a \$1/year lease.

Ray Baraza, resident, commented that he is offended that the KFD views the Public Safety Building as a commercial property and encourages the Board to point out to the KFD that treating it as such is illegal under R-6 zoning.

Joan Gallegos, resident, asks the Board how much of this is El Cerrito's influence on the thinking of the Fire Board.

Linda Lipscomb, resident, asks the Board what can be done to bring the Fire Board into the arena of Public Service.

Gloria Morrison, resident, commended President Toombs and the Board on a very professional discussion with the Fire Board regarding the lease agreement.

Kathy Stein, resident, suggests that large numbers of Kensington residents attend Fire Board meetings and shame them into cooperating with KPD to come to a more suitable lease agreement.

BOARD COMMENTS

The Board discouraged negative attitudes toward the Fire Board and encouraged a more collegiate approach. President Toombs stated that he will continue negotiations with the Fire Board with direction from the KPPCSD Board.

NEW BUSINESS #5 - Discussion for adoption Resolution 2009-10, a resolution of the Board of Directors of the Kensington Police Protection and Community Services District, for the election of directors to the Special District Risk Management Authority Board of Directors

The Board discussed the candidates and chose to vote for Jean Bracy, David Aranda, and Muril N. Clift.

MOTION: The Board moves to adopt Resolution 2009-10 and selects candidates Jean Bracy, David Aranda, and Muril N. Clift.

AYES: Wright, Toombs, McLaughlin

NOES: 0

ABSENT: Kimball, Kosel

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

NEW BUSINESS #6 - Discussion for possible approval via official ballot of the California Special Districts Association (CSDA) proposed 2009 changes to the current 2004 CSDA Bylaws.

MOTION: The Board moves to vote in favor of the proposed changes to the current CSDA Bylaws.

AYES: Wright, Toombs, McLaughlin NOES: 0 ABSENT: Kimball, Kosel

NEW BUSINESS #7 - TABLED - Appoint a negotiating team and possibly District representative for KPOA contract expiring 06-30-2010.

NEW BUSINESS #8 - NO ACTION - Board to direct GM to provide copy of approved 2009/2010 budget for Directors and Public (hard copy and online) by 07-15-2009.

NEW BUSINESS #9 - NO ACTION - Board Resolution authorizing Port-a-Potty installation in the Park.

MOTION: The Board moves to not pursue installation of a Port-a-Potty in the Park this year.

AYES: Wright, Toombs, McLaughlin NOES: 0 ABSENT: Kimball, Kosel

NEW BUSINESS #10 - Board Authorization to direct the General Manager to engage with District Counsel to review a proposed contract with Bay View Refuse. This contract proposed by Director Kosel would replace the District's existing Bay View Refuse contract.

The Board expressed concern that Director Kosel was in negotiations with Bay View Refuse when she was never authorized by the Board to engage in these negotiations.

PUBLIC COMMENTS

Lynn Wolter, resident, expressed concern regarding Director Kosel's unauthorized negotiations with Bay View Refuse.

General Manager / Chief of Police Gregory Harman noted that he informed Louis Figone's (Bay View) attorney that no Board Action gave any Director authorization to negotiate with Mr. Figone.

John Stein, resident, expressed concern that Director Kosel poses a liability for the Board and fears Bay View Refuse may sue the District as a result of Director Kosel's actions.

Kathy Stein, resident, commented that the negotiated contract presented by Director Kosel does nothing for Kensington and that everything is based on the rate review.

Linda Lipscomb, resident, calls for the Board reproval of Director Kosel.

Joan Gallegos, resident, suggests the Board censure actions on the part of Director Kosel.

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

MOTION: The Board moves that the Board's stated intent is not to open up the Bay View Refuse contract for renegotiation.

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

NEW BUSINESS #11 - TABLED - Board Action to require the General Manager to submit a balanced budget for review and possible adoption (amendment of 2009/2010 budget)

NEW BUSINESS #12 - TABLED - Board Resolution that the District desires to provide Fair total compensation for officers at the median of the Ralph Anderson Similar Cities Study

NEW BUSINESS #13 - TABLED - Board Authorization to reschedule Board Meetings to the 2nd Tuesday of the month to be able to use main conference room.

MOTION: President Toombs moves to adjourn the meeting at 9:59pm.

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

KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

Meeting Minutes for 07/23/2009

AGENDA

A regular meeting of the Board of Directors of the Kensington Police Protection and Community Services District was held Thursday July 23, 2009, 7:05 PM , at the Community Center, 59 Arlington Avenue, Kensington, California.

The board entered into Open Session at 7:05 PM.

ATTENDEES

Elected Members	Guests/Presenters:	
Charles Toombs, President	Detective Rickey Hull	Gayle Feldman
Bill Wright, Director	Joan Gallegos	Val Paola
Patricia M. McLaughlin, Director	Lynn Wolter	Gloria Morrison
Cathie Kosel, Director	Kathy Stein	
Cindy Kimball, Director	John Stein	
	Vida Dorroh	
	Anthony Knight	
	Gretchen Gillfillan	
	Sam Fishman	
Gregory E. Harman, General Manager/ Chief of Police	Linda Lipscomb	
Stephanie Fries, District Secretary	Suzanne Batiste	

ANNOUNCEMENTS: None

PUBLIC COMMENTS

Gayle Feldman, resident, commented that the District has an opportunity to apply for the Common Sense California grant; President Toombs replied that the Board would have liked to have had this on tonight's agenda, but there wasn't sufficient time to include it.

Joan Gallegos, resident, asked the Board to consider splitting the Chief of Police / General Manager position, noting that both are full-time positions.

Val Paola, resident, read the press release regarding the burglary on Los Altos and asked that all responding officers be included in press releases.

Suzanne Batiste, resident, commented that she moved to Kensington from Berkeley because of Kensington's great Police Department and would gladly pay \$400+/year to keep the Police Department in Kensington.

KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

PUBLIC COMMENTS

Sam Fishman, resident, noted that he has had seven burglaries in six months and the Police Department response time was incredible, the officers were compassionate and intelligent, and contracting out would be a terrible mistake.

Vida Dorroh, resident, commented that she understands that the Board is in negotiations with Bay View for a new garbage contract. Director Kosel responded, stating that Louis Figone gave a new proposal to General Manager Harman on May 20. Director Kosel further responded by stating Mr. Figone asked Director Kosel to convey the new proposal to the Board when he did not receive a response from General Manager Harman.

BOARD COMMENTS

The Board discussed the Prop 1A rescission and the probability of losing \$120,000 of our reserves. The Board noted that the policy to require a 4/5 vote to pass the budget was never adopted and that the Policy Manual needs to be evaluated to ensure it contains correct information.

STAFF COMMENTS

General Manager / Chief of Police Gregory Harman reminded everyone that the KCC will be meeting this Saturday July 25th at 10:00am to discuss capital improvements in the park. Chief Harman also reminded everyone that August 4, 2009 is National Night Out and encouraged community members to contact Officer Doug Wilson if they are interested in hosting block parties for the event.

General Manager / Chief of Police Gregory Harman commented that CalPERS rates will be going up and we may see an increase in our rates within the next couple of years.

General Manager / Chief of Police Gregory Harman announced that he will be working with Gayle Feldman to apply for and meet the August 10th deadline for the Common Sense California grant.

General Manager / Chief of Police Gregory Harman commented on the press release, commending excellent police work on the part of Detective Keith Barrow and noting great teamwork demonstrated by Kensington and the other local agencies involved in the case.

General Manager / Chief of Police Gregory Harman requested that Board Members provide their Policy Manuals for review to ensure each is correct.

General Manager / Chief of Police Gregory Harman announced that Sergeant Angela Escobar has resigned from the Kensington Police Department as of July 15, 2009 to pursue other opportunities and the department wishes her the best.

OLD BUSINESS #1 - Board action to select KPPCSD Board Vice President. This item is the second portion of New Business Item # 1 that was carried over from the July 9, 2009 meeting following the election of Chuck Toombs as Board President.

Director Wright nominates Director McLaughlin for Vice President, with a second from President Toombs.
Kensington Police Protection and Community Services District – Board of Directors Meeting - 07/23/2009

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

MOTION: Nomination of Director McLaughlin for Vice President.

AYES: Wright, Toombs, McLaughlin, Kimball, Kosel NOES: 0

NEW BUSINESS #1 - Discussion for adoption Resolution 2009-09, a resolution of the Board of Directors of the Kensington Police Protection and Community Services District, establishing the appropriations limit applicable to the district during Fiscal Year 2009-2010.

--NO BOARD COMMENTS--

--NO PUBLIC COMMENTS--

MOTION: The Board moves to adopt New Business #1.

AYES: Wright, Toombs, McLaughlin, Kimball, Kosel NOES: 0

NEW BUSINESS #2 - Discussion for possible action - Summary of Recommendations of the Brown Taylor September 2007 Report. Including the recommendation: "A District process be established to conduct exit interviews for employees leaving District employment and that the findings be reported quarterly to the General Manager and the Board". This item was submitted by Director Kimball and held over from the July 9, 2009 meeting.

The Board discussed the recommendations of the Brown Taylor report, specifically the recommendation to conduct exit interviews for exiting personnel and the possibility of having an outside party conduct these interviews, the possibility of conducting a community satisfaction survey, and the possibility of conducting an employee climate survey. General Manager / Chief of Police Gregory Harman noted that he has a clear understanding of why employees have chosen to leave the department.

The Board also discussed the recommendation to conduct a Property Room audit, to which General Manager / Chief of Police Gregory Harman noted that an audit of the Property Room was delayed due to training conflicts but has since been completed. General Manager / Chief of Police Gregory Harman also noted that POST will be conducting their own audit of the Property Room in the near future.

PUBLIC COMMENTS

Sam Fishman, resident, commented that given the current fiscal situation, we cannot afford to hire outside parties to conduct exit interviews, especially when we already have staff who are completely capable of performing this task.

Vida Dorroh, resident, suggested that perhaps a former Board Member may be willing to conduct exit interviews.

KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

PUBLIC COMMENTS

Linda Lipscomb, resident, commented that disclosing this type of information to outside parties could compromise confidentiality.

Gretchen Gillfillan, resident, commented that employees should have a choice as to whether they want to participate in exit interviews.

MOTION: The Board moves to direct General Manager / Chief of Police Gregory Harman to provide the Board with recommendations for an appropriate way to conduct exit interviews and how it could be managed.

AYES: Wright, Toombs, McLaughlin, Kimball, Kosel NOES: 0

MOTION: The Board moves to direct General Manager / Chief of Police Gregory Harman to provide the Board with recommendations as to how a community satisfaction survey could be managed.

AYES: Kimball, Kosel NOES: Wright, Toombs, McLaughlin

MOTION: The Board moves to direct General Manager / Chief of Police Gregory Harman to provide the Board with recommendations as to how an employee climate survey could be managed.

AYES: Wright, Toombs, McLaughlin, Kimball, Kosel NOES: 0

NEW BUSINESS #3 - Discussion for possible action for the appointment of a negotiating team and possible District representative for the KPOA contract expiring on June 30, 2010. This item was submitted by Director Wright and held over from the July 9, 2009 meeting.

The Board discussed the benefits of opening up dialogue with members of the KPOA sooner than later and made the recommendation to begin this process now. President Toombs and Director Wright volunteer for the KPOA negotiating team.

PUBLIC COMMENTS

John Stein, resident, suggested the Board do this for all contracts to ensure a consistent, unified approach and avoid past mistakes.

MOTION: The Board moves to appoint a negotiating team comprised of President Toombs and Director Wright to work with the KPOA and District counsel on the July 1, 2010 KPOA contract.

AYES: Wright, Toombs, McLaughlin, Kimball, Kosel NOES: 0

KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

NEW BUSINESS #4 - NO ACTION - Discussion for possible Board action to require the General Manager to submit a balanced budget for review and possible adoption as an amendment to the 2009/2010 Budget. This item was submitted by Director Kosel and held over from the July 9, 2009 meeting.

Director Kosel indicated that she did not submit this agenda item.

Director Wright indicated that he did not submit this agenda item, and if he did, he withdraws the item.

NEW BUSINESS #5 - NO ACTION - Discussion for possible action a resolution that the District desires to provide fair total compensation for officers at the median of the Ralph Anderson Similar Cities Study. This item was submitted by Director Kosel and held over from the July 9, 2009 meeting.

Director Kosel commented that most cities in Contra Costa County rely on the Ralph Anderson Similar Cities Studies to provide a fair and balanced compensation package. Director Kosel recommends utilizing the Ralph Anderson Study to determine a fair compensation for the Kensington Police.

The Board discussed using the Ralph Anderson Study to determine fair compensation for officers, noting that no decision can be made without seeing the Ralph Anderson Study. The Board also noted that while it is good to look at the figures from other similar agencies, committing to a certain figure may limit the Board in discussions with the KPOA.

PUBLIC COMMENTS

Lynn Wolter, resident, commented that we used Ralph Anderson to hire General Manager / Chief of Police Gregory Harman.

Joan Gallegos, resident, commented that this agenda item does not have any supporting documentation and four out of five Board Members have not seen the Ralph Anderson Similar Cities Study.

Kathy Stein, resident, began to comment that whoever sponsors this new piece of business needs to supply the appropriate supporting documents, but was interrupted by Director Kosel who accused Kathy Stein of harassment. Director Kosel walked out of the meeting at 8:47pm.

President Toombs insisted that a sense of decorum be maintained during Board Meetings and insults and/or bullying of any community member or board member will not be tolerated.

Joan Gallegos, resident, commented that it is the General Manager's responsibility to ensure that supporting documents are provided with agenda items.

Vida Dorroh, resident, commented that the community appreciates what the Board does, but if a Board Member wishes to submit an agenda item, supporting documentation must be included.

KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

BOARD COMMENTS

The Board discussed using the Ralph Anderson Study to determine fair compensation for officers, deciding that more information was needed before. The Board suggested that General Manager / Chief of Police Gregory Harman look into purchasing a copy of the Ralph Anderson Similar Cities Study. General Manager / Chief of Police Gregory Harman indicated that he would look into this, as well as look into obtaining copies of the CSDA & CAL Chiefs' Salary Surveys.

NEW BUSINESS #6 - Discussion for possible action Board authorization to reschedule Board meetings to the 2nd Tuesday of the month to be able to use the main conference room. This item was submitted by Director Toombs and held over from the July 9, 2009 meeting. This would be an amendment to existing Policy and as such, would require two readings and approval by four Directors before adoption.

PUBLIC COMMENTS

Joan Gallegos, resident, noted that while the main conference room may be currently available for this date, during the school year it is occupied by the scouts.

MOTION: The Board moves to direct General Manager / Chief of Police Gregory Harman and District Secretary Stephanie Fries research and recommend a day that the larger conference room is consistently available for Board Meetings.

AYES: Wright, Toombs, McLaughlin, Kimball

NOES: 0

ABSENT: Kosel

MOTION: President Toombs moves to adjourn the meeting at 9:07pm.

AYES: Wright, Toombs, McLaughlin, Kimball

NOES: 0

ABSENT: Kosel

PROFIT & LOSS
BUDGET
PERFORMANCE

KPPCSD
Profit & Loss Budget Performance
 June 2009

	Jun 09	Budget	Jul '08 - Jun 09	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
400 · Police Activities Revenue					
401 · Levy Tax	0.00	25,000.00	1,216,408.00	1,287,926.22	1,287,926.22
402 · Special Tax-Police	0.00		680,340.00	679,000.00	679,000.00
410 · Police Fees/Service Charges	2,921.80	100.00	7,916.51	3,500.00	3,500.00
416 · Interest-Police	0.00	8,000.00	16,665.25	35,000.00	35,000.00
418 · Misc Police Income	587.46	1,500.00	10,443.69	15,000.00	15,000.00
400 · Police Activities Revenue - Othe	0.00		0.00		
Total 400 · Police Activities Revenue	3,509.26	34,600.00	1,931,773.45	2,020,426.22	2,020,426.22
420 · Park/Rec Activities Revenue					
424 · Special Tax-L&L	0.00		29,356.80	28,800.00	28,800.00
426 · Park Donations	0.00	500.00	250.00	3,000.00	3,000.00
427 · Community Center Revenue	4,926.50	1,500.00	18,922.50	22,000.00	22,000.00
436 · Interest-Park/Rec	0.00	200.00	674.27	1,200.00	1,200.00
438 · Misc Park/Rec Rev	287.00		1,311.55		
420 · Park/Rec Activities Revenue - O	0.00		600.00		
Total 420 · Park/Rec Activities Revenue	5,213.50	2,200.00	51,115.12	55,000.00	55,000.00
440 · District Activities Revenue					
448 · Franchise Fees	7,293.30		21,039.54	20,800.00	20,800.00
456 · Interest-District	0.00	1,000.00	2,039.86	4,200.00	4,200.00
Total 440 · District Activities Revenue	7,293.30	1,000.00	23,079.40	25,000.00	25,000.00
Total Income	16,016.06	37,800.00	2,005,967.97	2,100,426.22	2,100,426.22
Expense					
4000 · Reconciliation Discrepancies	0.00		0.05		
500 · Police Sal & Ben					
502 · Salary - Officers	81,404.13	73,513.67	890,819.26	882,164.00	882,164.00
504 · Compensated Absences	12,649.82	0.00	18,077.74	19,728.00	19,728.00
506 · Overtime	5,186.11	2,500.00	39,123.18	30,000.00	30,000.00
508 · Salary - Non-Sworn	2,765.75	6,481.33	29,412.83	77,776.00	77,776.00
516 · Uniform Allowance	699.93	708.33	8,032.53	8,500.00	8,500.00
518 · Safety Equipment	0.00	208.33	2,046.53	2,500.00	2,500.00
521-A · Medical/Vision/Dental-Active	11,062.15	9,610.46	114,636.00	115,325.50	115,325.50
521-R · Medical/Vision/Dental-Retired	8,665.98	9,610.46	110,894.59	115,325.50	115,325.50
522 · Insurance - Police	340.37	1,016.67	6,725.12	12,200.00	12,200.00
523 · Social Security/Medicare	-275.33	1,229.67	13,175.74	14,756.00	14,756.00
524 · Social Security - District	392.05	495.83	4,831.81	5,950.00	5,950.00
527 · PERS - District Portion	25,667.94	21,512.33	260,233.86	258,148.00	258,148.00
528 · PERS - Officers Portion	8,030.74	6,676.25	81,300.08	80,115.00	80,115.00
530 · Workers Comp	11,082.00		63,229.44	77,945.00	77,945.00
541 · Consultant/Operational Audit	0.00	0.00	0.00	0.00	0.00
Total 500 · Police Sal & Ben	167,671.64	133,563.33	1,642,538.71	1,700,433.00	1,700,433.00
550 · Other Police Expenses					

KPPCSD
Profit & Loss Budget Performance
 June 2009

	Jun 09	Budget	Jul '08 - Jun 09	YTD Budget	Annual Budget
552 · Expendable Police Supplies	9.28	333.33	1,125.71	4,000.00	4,000.00
553 · Range/Ammunition Supplies	0.00	208.33	1,133.93	2,500.00	2,500.00
560 · Crossing Guard	0.00	508.35	0.00	10,167.00	10,167.00
562 · Vehicle Operation	6,898.19	3,250.00	40,763.90	39,000.00	39,000.00
564 · Communications (RPD)	0.00	7,816.67	100,439.74	93,800.00	93,800.00
566 · Radio Maintenance	0.00	366.67	0.00	4,400.00	4,400.00
568 · Prisoner/Case Exp./Booking	326.23	823.33	3,752.81	9,880.00	9,880.00
570 · Training	0.00	1,000.00	14,709.65	12,000.00	12,000.00
572 · Recruiting	900.00	637.50	2,247.74	7,650.00	7,650.00
574 · Reserve Officers	578.00	166.67	2,709.13	2,000.00	2,000.00
576 · Misc. Meals & Travel	380.36	242.50	4,102.31	2,910.00	2,910.00
580 · Utilities - Police	865.09	680.00	7,193.83	8,160.00	8,160.00
581 · Bldg Repairs/Maint.	0.00	916.67	2,244.36	11,000.00	11,000.00
582 · Expendable Office Supplies	76.06	558.33	6,125.54	6,700.00	6,700.00
586 · Machine Maintenance	0.00	41.67	0.00	500.00	500.00
588 · Telephone(+Rich. Line)	771.00	1,045.67	9,560.86	12,548.00	12,548.00
590 · Housekeeping	199.34	458.33	3,731.11	5,500.00	5,500.00
592 · Publications	0.00	375.00	2,410.09	4,500.00	4,500.00
594 · Community Policing	0.00	550.00	3,037.61	6,600.00	6,600.00
596 · WEST-NET/CAL I.D.	0.00		12,296.00	12,297.00	12,297.00
598 · COPS Special Fund	3,359.86	0.00	49,231.14	0.00	0.00
550 · Other Police Expenses - Other	0.00		0.00		
Total 550 · Other Police Expenses	14,363.41	19,979.02	266,815.46	256,112.00	256,112.00
600 · Park/Rec Sal & Ben					
601 · Park & Rec Administrator	922.00	947.25	11,450.40	11,367.00	11,367.00
602 · Custodian	1,750.00	2,000.00	21,000.00	24,000.00	24,000.00
606 · Casual Labor	0.00	166.67	0.00	2,000.00	2,000.00
623 · Social Security/Medicare - Dist	0.00	72.50	241.71	870.00	870.00
Total 600 · Park/Rec Sal & Ben	2,672.00	3,186.42	32,692.11	38,237.00	38,237.00
635 · Park/Recreation Expenses					
640 · Community Center Expenses					
642 · Utilities-Community Center	0.00	370.00	3,008.44	4,440.00	4,440.00
643 · Janitorial Supplies	0.00	166.67	1,169.40	2,000.00	2,000.00
646 · Community Center Repairs	0.00	83.33	790.94	1,000.00	1,000.00
Total 640 · Community Center Expen:	0.00	620.00	4,968.78	7,440.00	7,440.00
650 · Building E Expenses					
656 · Bldg E Repairs	0.00		1,350.00		
Total 650 · Building E Expenses	0.00		1,350.00		
660 · Annex Expenses					
662 · Utilities - Annex	25.55	0.00	1,103.06	0.00	0.00
666 · Annex Repairs	0.00	0.00	0.00	0.00	0.00
668 · Misc Annex Expenses	0.00	41.67	0.00	500.00	500.00
Total 660 · Annex Expenses	25.55	41.67	1,103.06	500.00	500.00

KPPCSD
Profit & Loss Budget Performance
 June 2009

	Jun 09	Budget	Jul '08 - Jun 09	YTD Budget	Annual Budget
670 · Gardening Supplies	0.00	166.67	0.00	2,000.00	2,000.00
672 · Kensington Park O&M	2,935.62	4,400.00	37,648.30	52,800.00	52,800.00
674 · Park Construction Exp	0.00	0.00	0.00	0.00	0.00
678 · Misc Park/Rec Expense	0.00	41.67	3,446.80	500.00	500.00
Total 635 · Park/Recreation Expenses	2,961.17	5,270.01	48,516.94	63,240.00	63,240.00
800 · District Expenses					
810 · Computer Maintenance	0.00	805.45	20,574.53	22,900.00	22,900.00
820 · Cannon Copier Contract	420.07	458.33	3,874.64	5,500.00	5,500.00
830 · Legal (District/Personnel)	26,187.88	1,250.00	82,350.45	15,000.00	15,000.00
835 · Consultanting	0.00	833.33	4,013.22	10,000.00	10,000.00
840 · Accounting	0.00	1,816.67	8,200.47	21,800.00	21,800.00
850 · Insurance	0.00		28,603.38	30,000.00	30,000.00
860 · Election	0.00		5,307.25	8,000.00	8,000.00
865 · Police Bldg. Lease	0.00		5,112.00	5,112.00	5,112.00
870 · County Expenditures	983.05		19,437.10	18,600.00	18,600.00
890 · Waste/Recycle	0.00	458.33	2,109.34	5,500.00	5,500.00
898 · Misc. Expenses/Lobbyist	0.00	1,570.83	10,934.48	18,850.00	18,850.00
Total 800 · District Expenses	27,591.00	7,192.94	190,516.86	161,262.00	161,262.00
950 · Capital Outlay					
961 · Police Bldg Improvements	0.00		16,556.32	18,700.00	18,700.00
962 · Patrol Cars	0.00		0.00	29,000.00	29,000.00
963 · Patrol Car Accessories	0.00	0.00	0.00	35,000.00	35,000.00
965 · Weapons / Radios	0.00	0.00	1,149.00	0.00	0.00
967 · Station Equipment	0.00	0.00	0.00	0.00	0.00
968 · Office Furn/Eq	0.00	0.00	0.00	0.00	0.00
969 · Computer Equipment	0.00		1,911.51	2,000.00	2,000.00
971 · Park Land	0.00	0.00	0.00	0.00	0.00
972 · Park Buildings Improvement	0.00		17,674.08	230,000.00	230,000.00
973 · Park Construct. Grant	0.00		0.00	0.00	0.00
974 · Other Park Improvements	0.00	0.00	0.00	0.00	0.00
978 · Pk/Rec Furn/Eq	0.00	0.00	0.00	0.00	0.00
981 · Bldg E Improvements	0.00	0.00	0.00	0.00	0.00
983 · Annex Improvements	0.00	0.00	0.00	0.00	0.00
Total 950 · Capital Outlay	0.00	0.00	37,290.91	314,700.00	314,700.00
Total Expense	215,259.22	169,191.72	2,218,371.04	2,533,984.00	2,533,984.00
Net Ordinary Income	-199,243.16	-131,391.72	-212,403.07	-433,557.78	-433,557.78
Other Income/Expense					
Other Expense					
700 · Bond Issue Expenses					
701 · Bond Proceeds	0.00		-180,503.34		
710 · Bond Admin.	0.00		8,726.48		

KPPCSD
Profit & Loss Budget Performance
 June 2009

	Jun 09	Budget	Jul '08 - Jun 09	YTD Budget	Annual Budget
715 · Bond Interest Income	0.00		-1,250.17		
720 · Bond Principal	0.00		93,937.47		
730 · Bond Interest	0.00		66,608.53		
Total 700 · Bond Issue Expenses	0.00		-12,481.03		
Total Other Expense	0.00		-12,481.03		
Net Other Income	0.00	0.00	12,481.03	0.00	0.00
	-199,243.16	-131,391.72	-199,922.04	-433,557.78	-433,557.78

KPPCSD
Profit & Loss Budget Performance
 July 2009

	Jul 09	Budget	Jul 09	YTD Budget	Annual Budget
Ordinary Income/Expense					
Expense					
500 · Police Sal & Ben					
502 · Salary - Officers	73,921.95		73,921.95		
504 · Compensated Absences	17,988.36		17,988.36		
506 · Overtime	5,462.19		5,462.19		
508 · Salary - Non-Sworn	2,972.25		2,972.25		
516 · Uniform Allowance	633.27		633.27		
518 · Safety Equipment	750.00		750.00		
521-A · Medical/Vision/Dental-Active	12,451.88		12,451.88		
521-R · Medical/Vision/Dental-Retired	9,682.58		9,682.58		
522 · Insurance - Police	1,654.74		1,654.74		
523 · Social Security/Medicare	1,507.53		1,507.53		
524 · Social Security - District	373.21		373.21		
527 · PERS - District Portion	24,961.82		24,961.82		
528 · PERS - Officers Portion	7,637.73		7,637.73		
530 · Workers Comp	25,986.39		25,986.39		
Total 500 · Police Sal & Ben	<u>185,983.90</u>		<u>185,983.90</u>		
550 · Other Police Expenses					
552 · Expendable Police Supplies	255.47		255.47		
553 · Range/Ammunition Supplies	906.78		906.78		
562 · Vehicle Operation	4,252.04		4,252.04		
564 · Communications (RPD)	10,162.00		10,162.00		
568 · Prisoner/Case Exp./Booking	93.83		93.83		
570 · Training	1,427.98		1,427.98		
574 · Reserve Officers	560.00		560.00		
576 · Misc. Meals & Travel	650.00		650.00		
580 · Utilities - Police	670.22		670.22		
582 · Expendable Office Supplies	266.73		266.73		
588 · Telephone(+Rich. Line)	1,250.13		1,250.13		
590 · Housekeeping	44.91		44.91		
592 · Publications	43.78		43.78		
594 · Community Policing	809.43		809.43		
596 · WEST-NET/CAL I.D.	8,000.00		8,000.00		
598 · COPS Special Fund	2,208.01		2,208.01		
Total 550 · Other Police Expenses	<u>31,601.31</u>		<u>31,601.31</u>		
600 · Park/Rec Sal & Ben					
601 · Park & Rec Administrator	990.75		990.75		
602 · Custodian	1,750.00		1,750.00		
Total 600 · Park/Rec Sal & Ben	<u>2,740.75</u>		<u>2,740.75</u>		
635 · Park/Recreation Expenses					
660 · Annex Expenses					
662 · Utilities - Annex	111.62		111.62		
Total 660 · Annex Expenses	<u>111.62</u>		<u>111.62</u>		

KPPCSD
Profit & Loss Budget Performance
 July 2009

	Jul 09	Budget	Jul 09	YTD Budget	Annual Budget
672 · Kensington Park O&M	7,025.42		7,025.42		
Total 635 · Park/Recreation Expenses	<u>7,137.04</u>		<u>7,137.04</u>		
800 · District Expenses					
820 · Cannon Copier Contract	401.71		401.71		
830 · Legal (District/Personnel)	3,418.00		3,418.00		
840 · Accounting	3,645.00		3,645.00		
865 · Police Bldg. Lease	1,535.68		1,535.68		
890 · Waste/Recycle	3,286.00		3,286.00		
898 · Misc. Expenses/Lobbyist	276.08		276.08		
Total 800 · District Expenses	<u>12,562.47</u>		<u>12,562.47</u>		
Total Expense	<u>240,025.47</u>		<u>240,025.47</u>		
Net Ordinary Income	-240,025.47		-240,025.47		
	<u>-240,025.47</u>	0.00	<u>-240,025.47</u>	0.00	0.00

BOARD MEMBER REPORTS

CORRESPONDENCE

POLICE
DEPARTMENT
UPDATE

July 2009 Police Department Report

August 5, 2009

- Department Personnel
 - Sergeant Angela Escobar voluntarily resigned on July 15th, after serving the Kensington Police department for ten years.
 - We are in the background process with four candidates for Reserve Police Officer and hope to have the backgrounds completed by the end of summer.
 - We are also continuing our efforts to identify possible full- time police officer candidates and have begun the background process on a lateral candidate, who is a Spanish- speaking officer with experience with the Los Angeles Police Department and the Hayward Police Department.
- Commendations and Correspondence
 - Officer Doug Wilson received a complimentary letter from a citizen for the assistance he rendered to her following the breakdown of her vehicle on June 17th.
 - Officer Wilson also received a complimentary e-mail from a resident for the assistance he provided to an elderly fall victim July 19th.
- Investigation of Alleged Misconduct
 - Department Investigation # 08-07 was initiated in October on an allegation that an officer had falsified a police report. This investigation has been completed and no further action is to be taken.
 - Department Investigation #09-02 was initiated in April on an allegation that an officer was absent without leave for a period of three days. This investigation is closed with no further actions to be taken.
 - Department Investigation #09-03 was initiated in April on an allegation that an officer was absent without leave for a period of three days. This investigation is closed with no further actions to be taken.

taken.

- Department Investigation #09-04 was initiated in April on an allegation that an officer was absent without leave for a period of seven days. This investigation is continuing.
- 9-1-1 / Richmond Communication Center Information.
 - The Ring Time Report for July has not been received at this time.
- Communication Center Service Complaints
 - No complaints received this month however, ***this is a good time to remind everyone that for police non-emergencies, you need to contact the dispatch center at "236-0474" and not the KPPCSD business line of 526-4141.*** The KPPCSD business line is only monitored 6 hours a day during the week and should not be used to report police matters.
- Community Networking
 - On 7-06-09, Chief Harman attended the Kensington Community Council meeting.
 - On 7-13-09, the third Kensington Public Safety Council meeting was held at the Community Center at 6:30 PM. Both Chief Harman and Officer Doug Wilson attended the meeting.

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

The next meeting is scheduled for Monday, August 10th, at 6:30 PM at the Community Center, Room 3.

- On 7-20-09, Chief Harman attended the Contra Costa County Chapter of the California Special District Association meeting in Pleasant Hill.
- On 7-25-09, Chief Harman participated in the KCC/ KPPCSD Public Park Meeting held at the Community Center.
- On 7-26-09, Officer Doug Wilson attended the Arlington Community Church Public Safety Appreciation Service.

- On 7-28-09, Chief Harman attended the KMAC meeting.
- On 7-29-09, Chief Harman attended the monthly County Hazard Mitigation Committee meeting.
- On 7-31-09, Chief Harman attended the California Special District Association Membership Committee meeting in Sacramento.
- Community Criminal Activity
 - This section of the report has been prepared by the Watch Commanders reporting on their areas of responsibility.
- Watch Commander Reports
- **Sergeant Khan Team 1**

SIGNIFICANT CASES/ EVENTS:

- 09-3018 On 7/1/09 at 1928 hrs. Officer Stegman took a residential burglary on Purdue Ave.
- 09-3105 On 7/5/09 at 1823 hrs. Officer Stegman took a theft report of a license plate from a resident on Oak View Ave.
- 09-3122 On 7/6/09 at 1955 hrs. I impounded a vehicle on Stratford Rd. for expired registration.
- 09-3247 On 7/13/09 at 1943 hrs. Officer Stegman impounded a vehicle on Arlington Ave. for having an unlicensed driver.
- 09-3273 On 7/14/09 at 2248 hrs. I impounded a vehicle on Colusa Ave. for having an unlicensed driver.
- 09-3286 On 7/15/2009 at 1145 hrs. Officer Wilson committed a mentally ill subject who was running in the area of Sunset Dr. and Highgate Rd.
- 09-3362 On 7/19/09 at 1556 hrs. Officer Wilson took a graffiti case on Arlington Ave.
- 09-3377 On 7/20/09 at 1001 hrs. Officer Wilson took a vandalism report (slashed tires) on Oak View Ave.
- 09-3381 On 7/20/09 at 1600 hrs. Officer Wilson took an identity theft report on Camelot Ct.
- 09-3384 On 7/20/09 at 1904 hrs. Officer Stegman took a battery on a child report and arrested a resident on Amherst Ave.
- 09-3493/ 3494/ & 3495 On 7/26/09 at 1141 hrs. Officer Wilson took the first of three vandalism cases to vehicles on Arlington Ave., Yale Ave., and Oberlin Ave.
- 09-3516 On 7/28/09 at 1104 hrs. Officer Wilson took a residential burglary report from a resident on Franciscan Way.

BRIEFING/ TRAINING:

Officer Stegman went to a patrol rifle training course.

SERGEANT’S SUMMARY:

Earlier this month, Officer Barrow conducted a parole search in Oakland and recovered thousands of items of stolen property. While this is extremely rewarding, it is also a logistics nightmare. Every item needs to be inventoried, sometimes photographed, and identified. Most of the property will probably not be identified because no one recorded the serial numbers or made any special markings on them. This is how we return stolen property to the owner:

- we run the serial number and get a “hit” in the stolen property system
- if we identify a piece of property, we ask what else was stolen in that theft and others in that jurisdiction
- we look for an owner’s name, driver’s license number, or other marking on the item
- we contact surrounding agencies to check our recovered items against their stolen items
- we ask the thief where he stole the item

If none of these techniques work, we hold the items for a period of time and then dispose of them. We ask that you photograph expensive jewelry and keep a list of serial and model numbers for all the expensive items that you own. These numbers can be noted on the product’s instruction sheet, as long as it is not stored with the item.

TEAM STATISTICS:

Officer	<u>Wilson</u>	<u>Stegman</u>
Days Worked	14	13
Traffic Stops (no cite)	2	36
Moving Citations	1	4
Parking Citations	3	1
Vacation/ Security Checks	33	53
Field Interviews (FI’s)	0	1
Cases	9	3
Self Initiated Cases	2	1
Arrests	0	1
Calls for Service	34	32

•• **Sergeant Hull Team 2**

TEAM STATISTICS:

Officer:	Martinez (K31) (0600-1800)	Medina (K35) (1800-0600)
Days Worked	16	16
Traffic Stops	22	6
Moving Citations	6	6
Parking Citations	28	14
Vacation/Security Checks	105	90
FI-Field Interview Cases	3	3
Self Initiated Cases	12	6
Arrests	0	1
Calls for Service	1	0
	40	16

SIGNIFICANT EVENTS:

- 2009-3035 – On 7-2-2009 at 0952 hours, Officer Martinez responded to a report of vandalism in the 00 block of Yale Circle. A resident found the windshield to his vehicle smashed, the front hood scratched, and the rear driver side tail light smashed.
- 2009-3043 – On 7-2-2009 at 1555 hours, Officer Martinez responded to an injury accident on Grizzly Peak Boulevard. A pedestrian was hit by a vehicle turning from west bound Beloit Ave. onto south bound Grizzly Peak Boulevard.
- 2009-3066 – On 7-3-2009 at 1131 hours, Officer Martinez responded to a report of identity theft in the 00 block of Anson Way. A resident noticed several hundred dollars was spent to purchase tickets to the Los Angeles Lakers Basketball game on his credit card account.
- 2009-3067 – On 7-3-2009 at 1232 hours, Officer Martinez responded to a report of identity theft in the 200 block of Arlington Avenue. A resident believed she lost her wallet in the Togo's restaurant in Emeryville, Ca. in the morning. By noon her credit card had been used at several gas stations and Best Buy in Oakland, California.
- 2009-3159 – On 7-8-2009, at 1821 hours, Officer Medina responded to a report of petty theft in the 00 block of Sunset Drive. The resident went on an overnight trip and discovered that several tools had been stolen from his garage when he returned home.
- 2009-3190 – On 7-10-2009, at 1105 hours, Officer Martinez was flagged down and directed to a residential burglary in the 200 block of Los Altos Drive. Officer Martinez conducted a preliminary

investigation and located several pieces of evidence that led to the identification of the suspect, Lee Crago, who was later arrested by Investigator Barrow. Officer Martinez had the suspect identified and the suspect's photo prior to going off duty. Crago was later arrested at his residence in Oakland with a combined effort by Investigator Barrow, Oakland Parole Dept., and the Oakland Police Department.

- 2009-3314 – On 7-16-2009, at 1030 hours, Officer Martinez responded to a report of a residential burglary in the 600 block of Coventry Road. A resident left for 1.5 hours then returned to find several items stolen from the residence.
- 2009-3326 – On 7-17-2009, at 1127 hours, Officer Martinez was working traffic control at Beloit Ave. and Cambridge Avenue. Officer Martinez stopped a vehicle for going 48 MPH on Cambridge Avenue. The driver was unlicensed, so he was cited and the vehicle was towed.
- 2009-3327 – On 7-17-2009, at 1140 hours, Officer Martinez responded to a report of vehicle burglary in the 300 block of Colusa Avenue. The resident noticed the car stereo had been stolen from her Mercedes vehicle.
- 2009-3342 – On 7-18-2009, at 1320 hours, Officer Martinez responded to a report of petty theft in the 200 block of Kenyon Avenue. A resident discovered solar garden lights had been stolen from the front yard of the residence.
- 2009-3408 – On 7-22-2009, at 1000 hours, Officer Martinez took a copy of a restraining order from an El Cerrito resident who is often a visitor to the District of Kensington.
- 2009-3431 – On 7-23-2009, at 1013 hours, Officer Martinez responded to the 00 block of Cowper Ave. to a report of an hit & run accident.

BRIEFING/TRAINING

- Reviewed KPD Policy 312 – Firearms

SERGEANT'S SUMMARY:

- Sgt. Hull has been assisting with case 2008-3190.

•• **Detective Keith Barrow**

Kensington Police Department Investigations June 2009 Monthly Report

SIGNIFICANT EVENTS:

2009-3018 Residential Burglary.

Unknown suspects pried the locks off of a garage door on Purdue Avenue. Suspect/s stole a clothes washer, and bed linen from the garage and a bedroom. Case pending.

2009-3035 Vehicle Vandalized.

A Kensington resident of Yale Circle reported his vehicle was vandalized. The vehicle looked as if it had been hit with a baseball bat and scratched with a rock or keys. Case Open.

2009-3190 Residential Burglary.

On 07-16-09, the Oakland Police Department, "PAC Team" made up of California State Parole Agents, Oakland Police Officers, and Alameda County Sheriff's Deputy Parole Agents, and I conducted a parole search in the City of Oakland. The search yielded property belonging to multiple victims throughout the Bay Area. One suspect was taken into custody and booked into the Martinez Detention facility for several felonies including, theft, burglary, narcotic, and gun charges. At the suspect's residence, members of KPD recovered a mid sized U-Haul truck worth of stolen items. The stolen items were photographed, and booked into evidence. This case is still under investigation and we are looking for further victims in an attempt to return their property.

2009-3314 Residential Burglary.

Suspect(s) entered without using force or causing damage to the residence and stole property. Case pending

2009-3346 Attempted Residential Burglary.

Sliding glass door was open and had pry marks but no entry was made. No suspect leads developed. Case suspended.

2009-3377 Vandalism.

Unknown suspect(s) slashed four tires on a vehicle parked in the open lot in Colusa Circle. Case pending.

2009-3431 Hit and Run.

Unknown Suspect(s) vehicle hit a parked vehicle and fled the scene. Case suspended.

2009-3487 Vandalism.

The unknown suspect(s) were described as several juvenile males who were last

seen walking northbound on Yale Avenue toward Oberlin Avenue. The vehicle sustained damage to the door mirror and passenger door. The damage appeared to have been caused by kicking and or hitting with an unknown object that was not left at the scene. Case pending.

2009-3488 Vandalism.

The unknown suspect(s) were described as several juvenile males who were last seen walking northbound on Yale Avenue toward Oberlin Avenue. The vehicle sustained damage to the driver's door mirror and left side passenger door. The damage appeared to have been caused by kicking and or hitting with an unknown object that was not left at the scene. Case pending.

2009-3493 Vandalism.

The unknown suspect(s) were described as 8-10 juvenile males and possible one female who were last seen walking southbound Arlington Avenue from Oberlin Avenue. The vehicle sustained damage to the passenger side door mirror and dents down the driver's side. The vehicle had foot prints on top of the roof and hoods as if someone had walked over the vehicle. The damage appeared to have been caused by kicking and or hitting with an unknown object that was not left at the scene. Case pending.

2009-3494 Vandalism.

The unknown suspect(s) were described juveniles who were last heard walking northbound Yale Avenue toward Oberlin Avenue. The vehicle sustained damage to the driver's door rearview mirror. The damage appeared to have been caused by kicking and or hitting with an unknown object that was not left at the scene. Case pending.

2009-3495 Vandalism.

The unknown suspect(s) were described juveniles who were last seen walking westbound Oberlin Avenue toward Arlington Avenue. The vehicle sustained damage to the driver's door rearview mirror, gas tank cover, and dents in the driver's door. The damage appeared to have been caused by kicking and or hitting with an unknown object that was not left at the scene. Case pending.

2009-2936 Residential Burglary.

Unknown suspects pried the rear door open of a staged residence for sale on Franciscan Way. Suspect/s took bed linen from a bedroom. Case pending.

KPD INVESTIGATIONS INFORMATION:

2008-5203 Elder Abuse.

This case is still under investigation.

KPD INVESTIGATIONS:

- Made several court runs for filling cases, citation drop off, and search warrants.
- Facilitated the repair of 11 patrol radios.
- Calibrated two KPD intoximeters (DUI breath analyzers). One of the Intoximeter's has been repaired and is back in service.
- Updated the KPD residential burglary log.
- Facilitated the reimaging KPD patrol car computers with the assistance of Stephanie Fries. This has been completed.

WEST-NET ASIGNMENT:

I am currently assigned to the West Contra Costa County Narcotic Enforcement Team (West-NET) one day per week.

While on this assignment I work with other West Contra Costa County law enforcement officers and agencies. I participate and aid in the service of search warrants, surveillance, and on going narcotics investigations.

This month West-NET agents and I have served several search warrants. I have also been able to aid in some investigations. Due to several Kensington Police Department investigations, I have not been able to work as many hours with West-NET this month.

INVESTIGATORS SUMMARY:

In the month of July the District of Kensington saw a rise in vandalisms, residential burglaries, identity thefts and vehicle accidents. The District of Kensington sustained 5 residential burglaries and 1 attempted residential burglary. 1 auto burglary and 0 thefts from unlocked vehicles. 4 identity thefts, 5 vehicle accidents, 2 hit & run accidents, and 8 vandalisms. Kensington Police Department made 1 DUI arrest, and 1 burglary arrest.

During the month of July Kensington residents suffered several similar vehicle vandalisms. If you have any information that may aid in the apprehension or identification of the suspect(s) involved in these vandalisms, please contact Detective Keith Barrow at 510-526-4141, ext. 26.

Please be aware if you witness criminal activity to call 911 or contact KPD

immediately.

•• **Chief Harman**

On Thursday, July 16th, Detective Barrow, along with officers from the Oakland Office of State Parole and the Oakland Police Department, conducted a high risk parole search of Lee Crago, 39 years old, who was identified as a possible suspect in a Kensington residential burglary. Crago, a career criminal that was paroled in February, was found to have over 5,000 items of stolen property at his residence. A U-Haul truck had to be rented to transport the recovered property to a storage shed that needed to be rented to store all the recovered stolen property.

Crago was booked into the Martinez Detention Facility and charged with burglary, possession of stolen property, and weapons and drug charges.

To date, we have identified four Kensington victims, two Berkeley victims, one El Cerrito victim, and one Piedmont victim.

This is a perfect example of our investigator working with several other agencies to bring Kensington investigations to a close, assisting with the closure of other agencies' criminal investigations, recovering and returning stolen property, and arresting a career criminal. Without this type of inter-agency cooperation and the full-time commitment of our investigator, these types of cases can not come to successful conclusion.

**GENERAL
MANAGER
UPDATE**

General Manager July 2009 Report

Budget

Like most other California public agencies, our District received a fair amount of bad financial news in July.

On July 24th, the State legislature approved several bills to solve the State's \$20 billion budget deficit. The bill to suspend Proposition 1A passed in both houses, and it is expected that the Governor will issue a proclamation declaring severe fiscal hardship, opening the process for the State to "borrow" 8% in local property tax.

What this means to us is that the State will borrow approximately \$100,000 from our property tax revenue. That is not the only loss we will suffer, however. The State will also be taking of revenue from the County and the City of Richmond, both agencies we contract with for services. They, in turn, will likely increase their fees for those services to us in the near future.

CalPERS reported it lost 23.4% on its investments in 2008. How that will probably affect us will be through the increase in the percentage we will have to pay towards retirements and in how we invest the money we have identified to meet our GASB 45 (Future medical retiree cost) obligations.

Finally, we received notification from the U.S. Department of Justice that we were not awarded the \$330,000 I requested in the COPS Hiring Recovery Program Grant I had submitted. This was a first round consideration, however. Even though we are not completely out of the funding cycle, it is very unlikely we will receive an award in the future.

Park Issues

At the June 1st Kensington Community Council (KCC) meeting, the KCC Board agreed to hold, with the KPPCSD, a public meeting July 25th, from 10:00 to 12:00, to discuss possible options for improvements in the park.

We held the meeting and had 14 people in attendance. Even with such a small gathering, the feedback and information discussed was very informative, and I believe both Bruce Morrow of KCC and I have a better understanding of what members of the community would like to see in the way of capital improvements in the park.

At the June 11th meeting of the Board, the Board directed me to begin the process of having a bathroom installed in the park. At the Park Meeting we identified three community members willing to assist in the restroom project. We will be reviewing

designs and sending out requests for proposals in the near future. The bathroom installation will be funded with private donations and funding from Measure WW.

Additionally, members of the community volunteered to serve on a Park Committee, to review where we are with the park development in relationship to the original master plan, and to make recommendations to the Board on possible projects to undertake in the future. Anyone interested in participating on the committee should contact Ciara Wood or me through the District Office.

Solid Waste

HF& H Consulting was selected to perform a rate review and to assist in meeting Proposition 218 requirements. They are currently in the process of completing the review and at this writing, are on time. We expect to have the rate review completed by September 1st, at which time we will begin the review of the proposed rate increase and will review Bay View's request for a contract extension.

The next County Solid Waste Coordinating Committee meeting is scheduled for August 18th, at 1PM at the Public Safety Building.

Emergency Preparedness

The third meeting of the Kensington Public Safety Council was held Monday, July 13th, at 6:30 PM at the Community Center. The third meeting agenda included the identifying of committee members, National Night Out update, Hazardous Mitigation Update, and a KARO update. There were 9 participants at the third meeting, and we are hoping for increased participation at the next meeting, August 10th, at 6:30 PM in the Youth Hut.

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

I attended the July 29th meeting of the County Hazard Mitigation Committee meeting in Martinez. On July 30th, I participated in the West County Public Informational Meeting held in Pinole.

On Saturday, September 26th, the West Contra Costa Disaster Preparedness Fair will be held at the Hilltop Mall in Richmond between 10 AM and 2 PM.

OLD BUSINESS

#1 - Discussion for possible action the purchase of the Ralph Anderson Similar Cities Study to be used to assist in negotiations to provide fair total compensation to officers at the median of the Ralph Anderson Similar Cities Study. This item was submitted by Director Kosel, discussed at the July 23rd Board meeting, and set for action on this agenda.

OLD BUSINESS

#2 - Discussion for possible action- Summary of Recommendations of the Brown Taylor September 2007 Report. Including the recommendation: "A District process be established to conduct exit interviews for employees leaving District employment and that the findings be reported quarterly to the General Manager and the Board". This item was submitted by Director Kimball, discussed at the July 23rd meeting, with the General Manager directed to explore a recommendation of a possible process of conducting exit interviews and an employee climate survey.

OLD BUSINESS

#3 - Discussion for possible action Board authorization to reschedule Board meetings to the 2nd Tuesday of the month to be able to use the main conference room. This item was submitted by Director Toombs and discussed at the July 23rd meeting. This would be an amendment to existing Policy and as such, would require two readings and approval by four Directors before adoption.

OLD BUSINESS

#4 - Status of the Request for Proposal for retaining outside consultants to help market the Annex. Board Action

OLD BUSINESS

#5 - Discussion for possible action- Summary of Recommendations of the Brown Taylor September 2007 Report. This discussion is a continuation of the discussion held on July 23rd, as to those recommendations made in the report that were implemented and those that were not.

**Brown Taylor Sep 07 Report:
SUMMARY OF RECOMMENDATIONS**

**Chapter / Section
Recommendation Cost Page**

Chapter II
Section 1

• **Field Services**

• Although four (4) officers are required to maintain an optimum of 50% "proactive patrol" time, to employ a realistic schedule with appropriate depth of resource for officer safety and consistency in coverage nine (9) field officers are required.

• Maintain the proposed staffing plan for optimum supervisory coverage: Wednesday overlap for Department training and meetings; With alternating four days off every other weekend:

✍ Two sergeants working a 12 hour day during the evening hours

✍ One sergeant working an 8 hour day during the day shift

✍ Six officers working a 4/10 plan with a Wednesday overlap.

• Deploy Officer Field Resource to meet Calls-for Service Demand as displayed in this Section.

• Focus on officer proactive time available (uncommitted time -78% / 82%) for "target enforcement", "community (service) engagement", "Problem Oriented Policing Programs", (leash law, no smoking ordinance, graffiti)

No Cost

CK Input: GM/COP Harman changed this to a "Watch Commander" and "Investigative Sergeant" set-up. Watch Commanders (two sergeants who supervise three officers each) report "Watch/Team Activities" to the Board monthly. Reasoning: For effective supervision and reporting, supervisors work similar times to their officers. Full time Investigative Sergeant is responsible for case follow-up. Taylor Report states, "Officers' time must be well defined and structured with appropriate oversight to assure effective and efficient use of time." (page 20)

GH Input: Agree, however, currently due to staffing we have two officers assigned to a sergeant and both teams work a

12 hour shift, Sunday-Tuesday for Team One and Thursday-Saturday for Team Two, with each team working every other Wednesday.

Chapter II
Section 2

Investigative Services

- That the follow-up case management and investigative processes put in place with the day shift sergeant as Investigations Manager be retained.
 - That an evaluation should be made regarding the follow-up contact with felony crime victims for those cases that have insufficient leads to continue with a follow-up investigation.
- A review of issues associated with improving Department Clearance Rates should be initiated by Department Management.
 - An assessment / evaluation of the costs associated with West-NET participation vs. current or projected need should be made for the 08/09 District Financial Plan.
- No Cost

CK Input: GM/COP Harman's new full time "Investigative Sergeant" works to improve department "clearance rates." Taylor Report states, "Criminal/incident activity does not support the need for a formal investigative unit in Kensington." (page 32)

We continue to participate in West-NET but the Board has not been presented with an assessment/evaluation of the costs associated with our need.

GH Input: I disagree with Taylor's assessment. The Investigation's sergeant also served as a liaison with the District Attorney's Office to assist in filing of cases and with other police agencies to develop information, leads, and increase the probability of solving crimes. Our investigators have been very successful in working with other agencies to solve both Kensington and other area crimes. Currently, Officer Barrow has been assigned as the Investigator.

We continue to participate in West Net and use the opportunity to train our West Net representative in narcotic and undercover work. The assignment is for one shift every Wednesday. Officer Martinez was assigned to West Net last year and Officer Barrow is assigned this year. Our cost to participate in West Net is \$8,000 a year.

Chapter II
Section 3

- **Emergency Communications**
- **Records Management**

- Retain the Service Agreement with Richmond for Emergency Communication Services, (F/Y 070-08 annual cost \$72,000).
 - It is not recommended that District Staff spend time researching alternative providers for communication services.
- Retain the Service Agreement with the City of Richmond for Records Management Services, (F/Y 07-08 annual cost \$10,000)

- Review the aforementioned Service Agreements with Richmond to Confirm Scope of Services, Coordinating Committee Responsibilities, and Agreement content as to "Form" and "Legality".
- With review of the Emergency Communications Agreement, set with Center Management as a component of the Service Agreement, Performance Objectives" using 9-1-1 and Response Time information provided by the Center since July 2006.

No Cost

CK Input: The District has retained the Service Agreement with the City of Richmond. Taylor Report states, both service agreements are "exceptional values." (page 40) The Board has not been presented with a report reviewing the Service Agreements, Coordinating Committee Responsibilities or Agreement content. Richmond has recently proposed a 250% fee increase triggering conversation around this topic (see May 09 Meeting packet). Additionally, the monthly "response time" report to the Board was not in the May monthly regular meeting packet.

GH Input: Agree, and the Response Time Report was received after the packet went out.

Chapter III

• **Organizational Structure**

- Maintain the 2007 / 2008 authorized sworn staffing level at one (1) Chief of Police, three (3) Police Sergeants, six (6) Police Officers
- Increase KPPCSD authorized staffing with the addition of one non-sworn analyst / administrative aide position, (Assistant to the General Manager / Chief of Police) at approximately \$57,705.00, 75% of which paid for through SLESF funding, (\$43,279.00) and 25% thought KPPCSD funding, (\$14,426.00).
- Develop a Job Description and begin the hiring process for the new Assistant To The General Manager Chief of Police Position.
- No Cost Covered In the 07/08 F/Y

CK Input: Taylor Report states, "The new structure was designed for improved customer service, additional resource for improved District program pro-activity and existing program project management." (page 50)

The District does not have a full time "Assistant to the GM/COP." GM/COP Harman suggested, and the Board approved, splitting this into two non-sworn part time positions; **KPD Administrative Aide** (was Donald Miller - currently vacant GM/COP does not intend to refill) and **KPD Police Services Aide** (Andrea DiNopoli). Job Descriptions exist for both positions. Reasoning: financial savings with part time employees. COPS funding has been used to subsidize both salaries. Currently, COPS funds the Police Services Aide position 100% (GM/COP from May 28 Board Meeting).

District Secretary, Stephanie Fries, is our third part time employee. The Secretary's job description is not current. Previous title, "KPPCSD Administrative Assistant/District Secretary and Kensington Park Administrator," is left over from Helen Horowitz's position as a full time employee.

GH Input: Agree

Chapter IV

• Training

- Review and Assess the 2007 Master Training Plan for Potential Recalibration of Remaining Training Initiatives to Assure Continued Focus on Other Department Service Delivery Objectives.
- Review the Draft” Proposed Master Training Plan for 2008 to Assure Department Training Objectives are Incorporated in the Plan.

- Include Individual Training Objectives for Personal Career Development as Part of the Annual Performance Review Process.
- Incorporate High Liability / Critical Incident Policy Review as Part of the Annual Performance Review Process.

No Cost

CK Input: *GM/COP Harman has reported that KPD training is current and more “hands on” than before. Training accomplished by KPD officers is provided in monthly meeting packet. The Board has not been presented with a review/assessment of the 2007 or 2008 Master Training Plans. There has not been a report or Board discussion regarding individual training objectives or a high liability/critical incident policy review. There as not been a report regarding what is included in written annual performance reviews for officers.*

Taylor Report states under risk management,

Over time personnel assigned to important long term high risk functions have not maintained appropriate consistent attention to training (mandated/perishable skills/career development), criminal investigative follow up and high risk/liability annual policy review. Supervisors, with certain exception, have displayed over time a sense of procrastination, adoption of the “status quo”, poor planning and follow-through. With regular rotation of shifts, (4 to 6 months) risk management programs are more consistently maintained and supervisors receive more opportunity for career development and succession planning. (page 56)

“All mandated training has been accomplished as of August 31st of 2007.” (page 73)

GH Input: High liability policy issues are reviewed at the time evaluations are completed and are part of the officer's personnel file. Andrea Di Napoli is now serving as our Training Administrator and is updating all training files.

Chapter V

• Attrition

- That a District Process be Established to Conduct Exit Interviews for Employees Leaving District Employment and that Findings be Reported Quarterly to the General Manager and Two Board Police Liaison Members

No Cost

CK Input: The discussion around exit interviews I had privately with GM/COP Harman. He said that he was not going to have exit interviews. He was unsure if they could be done, legally, and he would not need an interview because he would know why his officers were leaving well before they left. There is not a District Process to conduct exit interviews. There has not been GM/COP discussion with the Board about exit interviews. There are currently no directors assigned as Police Liaison Members.

Taylor Report states, "With an effective exit interview program, Kensington will be able to learn from the past experiences of departing employees and gain an opportunity to improve management/employment practices accordingly." (page 1 of supplemental material distributed 10 Jan 08 during Taylor presentation of report)

GH Input: Agree with Director Kimball's response.

Chapter VI
Section 1

- **Leadership**
- **Values**
- **Mission**

- That a POST Sponsored Department Team Building Retreat Scheduled with Focus on Resolving Internal Conflict and Setting Customer Service Objectives with a Follow-up Session in Four to Six Months.

- Administer a Department Employee Attitude Survey (example follows), a Minimum of Once Per Year.

- Administer a Community Customer Satisfaction Survey, Minimum of Once Per Year.

- Develop an Exit Interview Process as set forth in Chapter V (Attrition p- 85)

No Cost

CK Input: None of this has been done.

Taylor report states, "The department over time has developed displayed varying levels of internal conflict. This conflict over time has become part of the organizational culture and has displayed impact on day to day operations." (page 88)

GH Input: *Agree, none of these recommendations have been completed. I have participated in two POST Team Building Workshops and I have found them to be unsuccessful. Additionally, the "Internal conflict" is really a "Personality conflict" between members of the department and the Team Building Workshops would not be of any benefit. Following the latest "Hostile Work Environment" allegation, a listing of possible conflict resolution counselors has been identified but no action taken.*

Director Kimball attempted to survey department members on my performance and received no cooperation from members of the department for various reasons. I do not believe an Employee Attitude Survey would receive responses.

Chapter VI
Section 2

•Policies
•Procedure

- That one Supervisor be specifically assigned the responsibility of updating these policies. This assignment should a two year assignment to assure that complacency and procrastination do not impact this significant assignment.
- That all personnel in conjunction with individual annual performance reviews, review Policies and Procedures of “high liability” such as “use of force”, “pursuit driving”, “harassment policy”, “firearms”, etc.; And sign off on each acknowledging that they understand each policy.

- Special Memorandums modifying current policy / procedures should be maintained in a special file and updated to the Master Policy / Procedures Manual two times per year.

- Distribution of Department policies and procedures should reside on CD and / or Officer E-mail for scheduled distribution as new or modified policies are approved.

No Cost

CK Input: *I believe GM/COP Harman did a policy review in 2008. I do not know if one supervisor is assigned this responsibility, if all personnel review high liability policies in conjunction with their annual review or if the master policy manual is on computer and updated two times per year.*

Taylor reports states, “This collateral duty should be an assignment that is rotated every two years to promote succession planning and to mitigate the potential for procrastination that can be, at times, associated with a long term task assignment.” (page 94)

GH Input: *During my first year, Sergeant Hull was assigned to the Policy Review duties. Currently, Sergeant Khan is assigned as the policy review sergeant. Policies and Procedures are available on all computers in both the station and in*

patrol vehicles. Administrative Directives are implemented and kept in the Chief's Office in a Master Administrative Directives Binder.

Chapter VI
Section 3

• Information Systems

- For FY 08-09 modify existing computers to provide internet access.
- Re-design the District Web-Site from a police based site to a District based site.
- Order the Mobile Data Computers (MDC's) with COPS Funding. \$10,000
- Develop an internal e-mail system for all personnel access to included a calendar system much like "Microsoft Access".

CK Input: KPD computers have internet and email access. The District website has been designed and re-designed a few times. MDC's are in the patrol cars and were paid for with COPS funding.

GH Input: Agree

Chapter VI
Section 4

• Fleet Management

- Over time reduce the patrol fleet to four patrol vehicles.
- Continue to maintain a monthly vehicle Maintenance
- Log for each vehicle.
- That the collateral duty as District Fleet Manager be assigned by Shift (day or overlap) not by individual.

No Cost

CK Input: KPD currently has seven vehicles. Four patrol vehicles, two unmarked vehicles and one vehicle dedicated to the GM/COP. I do not know if the KPD has a monthly log or how this collateral duty is assigned.

GH Input: I do not agree with Taylor's recommendation of reducing the patrol fleet to four vehicles due to the time vehicles are downed and in a repair shop. We are currently maintaining the fleet at seven vehicles, five marked for patrol and two unmarked.

Officer Martinez is assigned as the Vehicle Maintenance Officer and maintains a vehicle log on all vehicles.

Chapter VI
Section 5

• **Property & Evidence**

- That a full independent audit / inventory of the Property and Evidence room be accomplished by February of 2008. No Cost

CK Input: I don't know when or if this was done.

Taylor Report states, "It is important with the placement of a new Chief of Police that this very critical organizational function be reviewed and modified as appropriate." (page 102)

GH Input: Property Room Audit has not been completed since January 2007; however, currently as part of her training, Andrea DiNapoli is working in the Property Room with Sergeant Hull preparing for an audit which should be ready soon.

Update: The Property Room Audit was completed on July 2, 2009 and I will be conducting an internal audit check before approving the final report. We have also arranged to have POST come in and conduct an audit of our property room and our policies and procedures of processing evidence and property. The POST audit should take place in the fall.

NEW BUSINESS

#1 - Presentation of a Blue Commendation to Officer Rodney Martinez by Chief Harman for his actions on Saturday, August 1st, during a structure fire at 268 Arlington.

NEW BUSINESS

NEW BUSINESS #2 - Discussion for possible action the process for filling the vacancy on the Board due to the resignation of Director Cindy Kimball on August 1st. This discussion to include:

- a. A review of Director Kimball's letter of resignation.
- b. Discussion and review of District's legal counsel's letter regarding the selection/ election process.
- c. Discussion on whether to call for a special election or to solicit interested citizens who are willing to volunteer.
- d. Discussion and review of proposed Notice of Vacancy and Intent to Appoint Director to the Kensington Police Protection and Community Service District (Notice) and Certificate of Posting.
- e. Discussion on whether to have full open sessions for conducting of all interviews, or alternately to appoint an ad hoc advisory committee of two Board members to evaluate and interview candidates, making their recommendation to the full Board.
- f. Discussion on if interviews are conducted in open session, discuss how best to conduct them, either with or without all applicants being present (while honoring any applicant's request to be present), with or without panel interviews of all candidates together, or with sequential interviews.
- g. Review of the proposed timeline for filling vacancy along with adoption of targeted date by which to select a person to fill that vacancy.

AGENDA ITEM

KPPCSD MEETING AUGUST 13, 2009

RESIGNATION OF DIRECTOR CINDY KIMBALL
AND ACTION TO FILL VACANCY

- Review of Director Kimball's letter of resignation.
- Discussion and review of District counsel's letter regarding the selection/election process.
- Discussion on whether to call for a special election or to solicit interested citizens who are willing to volunteer.
- Discussion and review of proposed Notice of Vacancy and Intent to Appoint Director to the Kensington Police Protection and Community Services District (Notice) and of Certificate of Posting of Notice.
- Discussion on whether to have full open sessions for conduct of all interview, or alternately to appoint an ad hoc advisory committee of two board members to evaluate and interview candidates, making their recommendation to the full board.
- If interviews are conducted in open session, discussion on how best to conduct them, either with or without all applicants being present (while honoring any applicant's request to be present), with or without panel interviews of all candidates together, or with sequential interviews.
- Review of the proposed time line for filling vacancy along with adoption of targeted date by which to select a person to fill that vacancy.

Charles Toombs

From: alo_kimball@sbcglobal.net
Sent: Friday, July 31, 2009 12:24 PM
To: Charles Toombs
Cc: Pat McLaughlin; Bill Wright; Cathie Kosel; Cindy Kimball; Greg Harman
Subject: Letter of Resignation

KPPCSD President Toombs,

It is with regret that I write this letter. I am tendering my resignation from the KPPCSD Board of Directors effective August 1, 2009.

My desire to serve on this board has been founded on my beliefs that I can make a difference for the betterment of our community and that I can work with the Board and the public to build a successful district. I was honored to be elected by our community and I have represented those who voted for me to the best of my abilities. Successful communities, as Former President Bill Clinton said, are the result of "shared values, shared responsibility and shared benefits." For over two years, members of the Board have been trying to find common values and shared responsibility. Despite enormous effort we have failed to demonstrate accountability in order to yield shared benefits for our community.

People expect, as a minimum, that their government will spend public funds wisely in order to build a community where they can thrive. I have found, however, that both accountability and taxpayer value for their money are often trumped by complacency, process and politics. Simply put, we are stuck.

Specifically, for the last several months we have failed to move on critical fiscal and community issues, which include reviewing our budget for accuracy and the increased

legal, consultant, and turnover costs, reviewing the General Manager/Chief of Police contract with a potential split of the position, exploring all options for exceptional police services, bringing the Annex Building back to a revenue producing status and evaluating the newest Bay View Refuse and Recycling proposal for District benefits.

8/5/2009

Without some resolution on the issues stated above we, the taxpayers, will face higher taxes, but will not be getting any additional benefit or representation for those taxes. I have committed as much time and energy as I am able to in order to help move the Board forward on these issues. Regrettably, my efforts have not had the results I hoped for and I feel strongly enough about accountable and efficient government that I choose now to leave my position on the Board. It has been an honor serving the District. As part of the community, I hope to find new ways to continue to contribute in the future.

Thank you for your time and service.

Respectfully,

Cindy Kimball

Memorandum

TO: Board of Directors
FROM: Patrick T. Miyaki
DATE: August 5, 2009
RE: **Process for Filling Vacancy on Board**

In light of Director Kimball's resignation from the Board of Directors effective August 1, 2009, I was asked to summarize the process the District must follow to fill the vacancy on the Board of Directors.

The District's enabling legislation, specifically Government Code Section 61042, provides that a vacancy on the Board will be filled pursuant to Government Code Section 1780. The key requirements of Section 1780 are set forth below:

- The District must notify the county elections official of the vacancy within 15 days from the effective date of the vacancy. I have been informed that the District already notified the county elections official of the vacancy.
- The Board has 60 days from the effective date of the vacancy to (1) appoint a successor; or (2) call an election to fill the vacancy. Therefore, the Board must act no later than September 30.
- If the Board does not appoint a successor or call an election within this 60 day period, then the County Board of Supervisors may appoint a successor or call an election. If the County Board of Supervisors does not act within 90 days from the effective date of the vacancy, then the District must call an election to fill the vacancy.
- If the Board decides to appoint a successor, the District must post a notice of the vacancy in three or more conspicuous places in the District at least 15 days before the Board makes the appointment. The Board has a significant amount of flexibility in determining how it wants to select a successor. For example, the Board may request and evaluate applications and qualification statements from applicants, with whatever level of detail the Board desires to obtain from the applicants, and base the selection on those documents alone. The Board also could conduct interviews with some or all of the applicants, either in a panel type interview with all candidates participating at the same time or individual, sequential interviews.
- Once an appointment is made, the District must notify the county elections official of the appointment within 15 days from the date of the appointment.

Memorandum To:
Board President Toombs
August 5, 2009
Page 2

- If the Board decides to call an election, the election will be held on the next established election date, as determined by Elections Code sections 1000 et seq., that is 130 or more days after the date the District Board calls an election (i.e. in April 2010).

All Board discussions and deliberations about filling the vacancy on the Board, including interviewing candidates and making the actual appointment, must be done in open session. The Board, however, could create an advisory committee comprised solely of two directors to review applications and interview applicants. Meetings of an advisory committee need not be open to the public because advisory committees are exempt from the requirements of the Brown Act.

An action by the Board to appoint a successor or to call an election requires three affirmative votes out of the four sitting directors.

Because Director Kimball resigned in the second half of her term, the newly appointed or elected director will serve the balance of the unexpired term (i.e. until December 2010).

Please do not hesitate to contact me if you have any questions or if I can provide any assistance.

cc: Greg Harman; Brown Taylor; Kurt Franklin

PROPOSED TIME LINE FOR FILLING

VACANCY BY BOARD APPOINTMENT

- Submission of letters expressing interest and qualifications to serve on the Board no later than September 1, 2009.
- Distribution of solicited letters to Board before September 3 open session (time and place to be properly noticed), at which time the letters will be reviewed and tentative selection of candidates for subsequent interviews determined.
- Interview of candidates arranged over the period of September 3 through September 17 at required open sessions by entire board.
- Selection of candidate at an open session on September 23 to be seated at our Sept. 24 public meeting by the required approval of no less than 3 of the 4 board members.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

NOTICE OF VACANCY AND INTENT TO APPOINT DIRECTOR TO THE KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

NOTICE IS HEREBY GIVEN that a vacancy exists on the Board of Directors of the Kensington Police Protection and Community Services District. That vacancy was created by the resignation of Director Cynthia Kimball, effective August 1, 2009, and must be filled by appointment no later than September 30, 2009.

NOTICE IS FURTHER GIVEN that, in accordance with California Government Code Section 1780, the remaining Directors of the Kensington Police Protection and Community Services District intend to and will fill the vacancy by appointing a successor. The individual appointed will serve as Director from the effective date of appointment until a successor is elected and qualified at the next District general election in November 2010.

NOTICE IS FURTHER GIVEN that the District is seeking qualified individuals to appoint to its Board of Directors and fill the vacancy. Interested individuals should submit a letter indicating their interest and qualifications to serve on the Kensington Police Protection and Community Services District Board no later than September 1, 2009. All candidates must reside within and be a registered voter in Kensington. For further information please contact District Secretary Stephanie Fries at the Kensington Police Protection and Community Services District, 217 Arlington Avenue, Kensington, California, (510) 526-4141.

DATED: August 14, 2009

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

CERTIFICATE

I, Stephanie Fries, District Secretary of the
(Name) (Title)

Kensington Police Protection and Community Services District, hereby declare under penalty of perjury that I have, either personally or under my personal supervision, caused to be posted a NOTICE OF VACANCY AND INTENT TO APPOINT DIRECTOR TO THE KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT, to be conspicuously displayed at the following locations within the District:

1. The Kensington Pharmacy Kiosk
2. The Kensington Library
3. The Kensington Market Bulletin Board

on this 14th day of August, 2009

Signature

NEW BUSINESS

NEW BUSINESS #3 - Discussion for possible action a Board
Review of KPPCSD fiscal outlook prepared by Director Bill
Wright and Vice President Pat McLaughlin.

Agenda Item:

Board Review of KPPCSD fiscal outlook prepared by Vice President McLaughlin and Director Wright. Possible Board action.

Analysis:

Vice President McLaughlin and Director Wright have prepared a five year outlook to determine the overall fiscal health of the KPPCSD given existing levels of revenues and anticipated expenses. The basis of the five year outlook is the recently approved budget for 2009/2010 and modified to include the most recent State action to suspend Prop 1A. Modifications to later years include:

- increases in the existing levy tax of 4% p.a.
- increases in personnel and other expenses of 3% p.a.
- elimination of COPS grant
- expending the \$48k in donations for a new park bathroom, supplemented with Measure WW funds.
-

Based on this outlook, available cash reserves (net of allowances for mandatory contingencies, vacation, bonds, and the Bay View account balance) are expected to decline by approximately \$450k per year. The available cash reserves at the end of this fiscal year are anticipated to be \$988k. This does not include the previously set aside amount of \$300k for undefined park building improvements. If this amount were to continue to be set aside, then the available cash reserves at the end of this fiscal year would be \$688k.

It appears that a 2010 tax increase of \$175 or \$200 per parcel may be sufficient to ensure that available cash reserves would not fall below a reasonable level.

There are several issues to be considered:

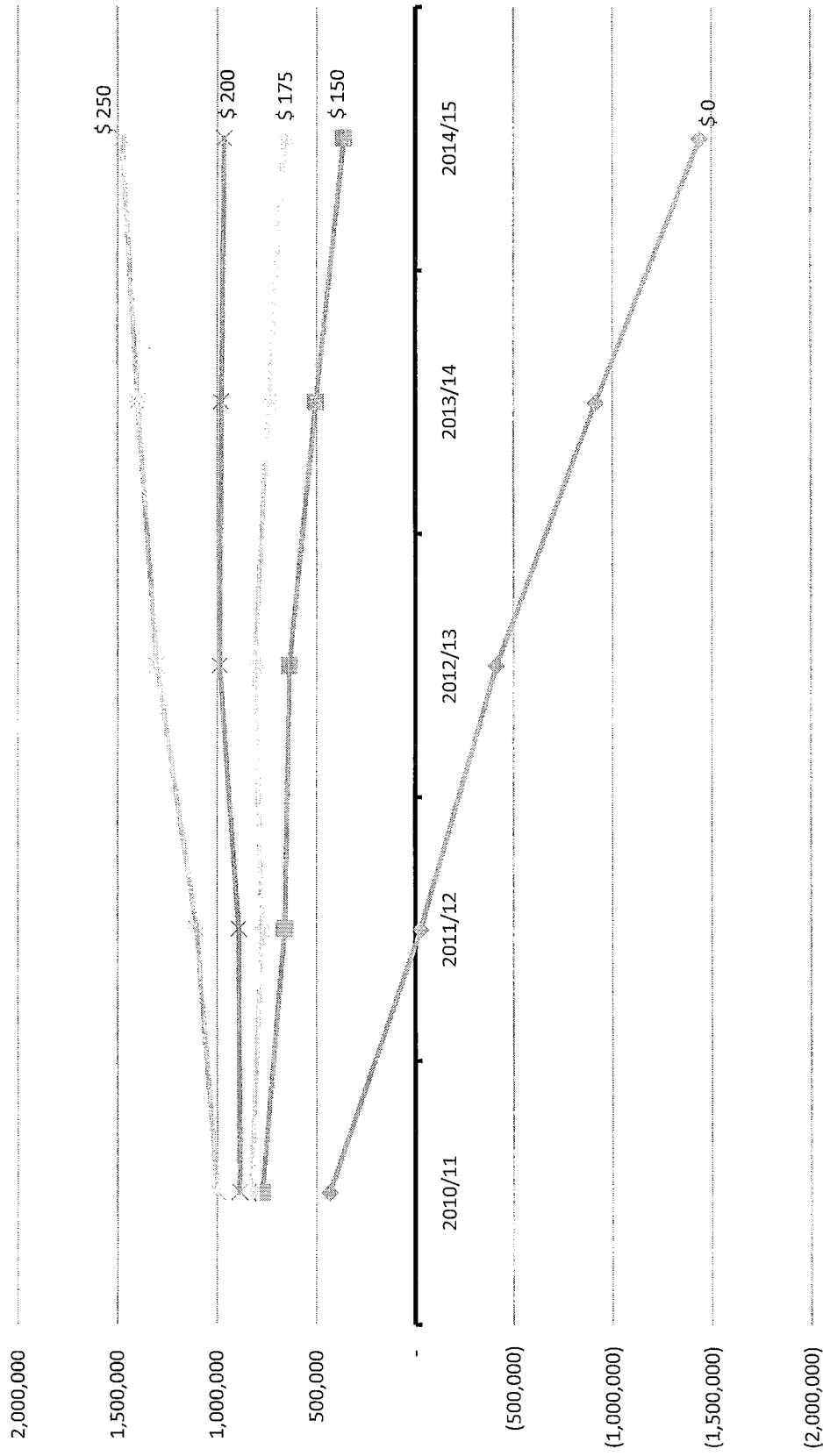
- Amount of tax increase, if any.
- Two tax measures (Park and Police) or just one (Police).
- Identification of specific voters concerns.
- Others ?

There are a number of options for the Board:

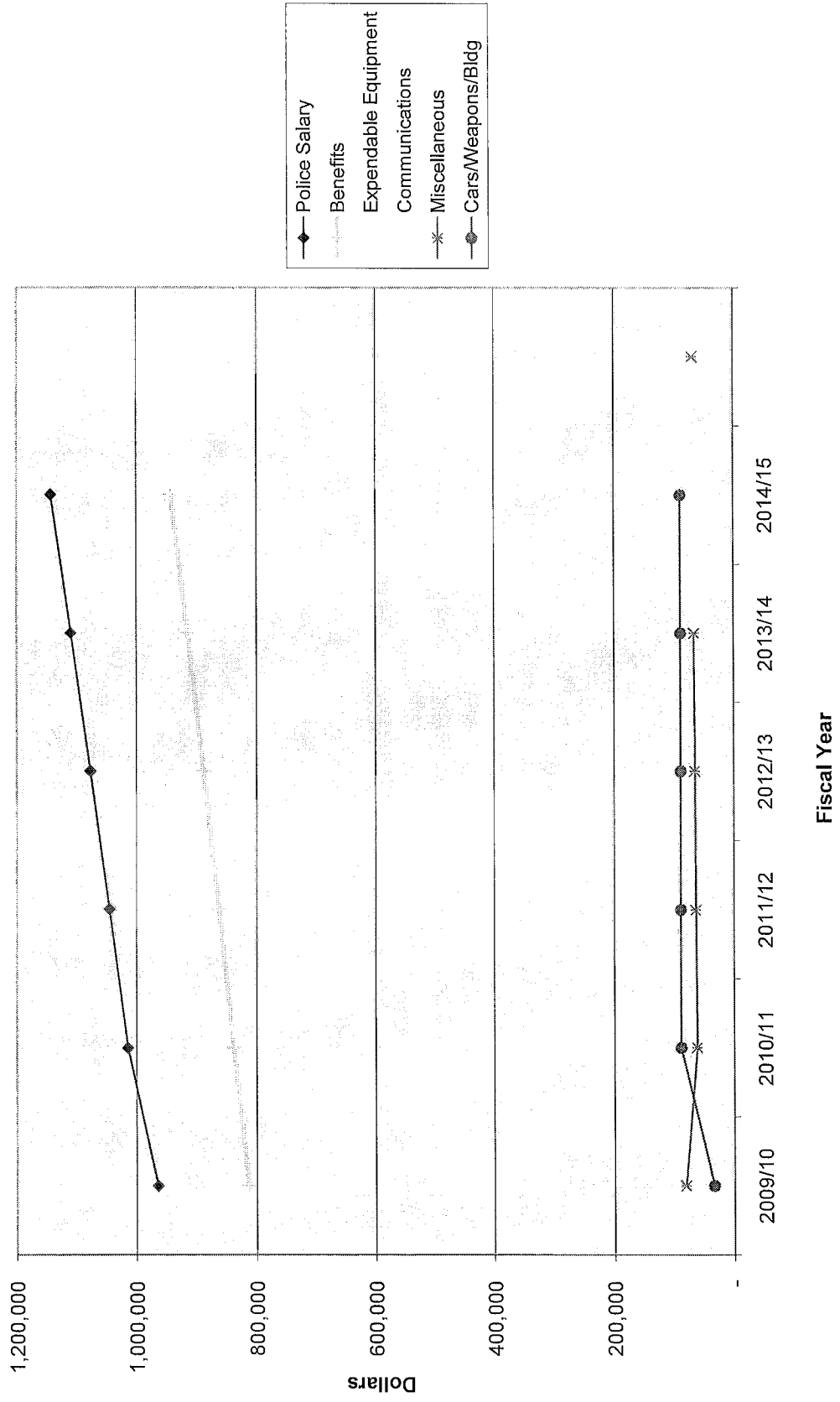
- 1 Authorize the hiring of outside polling firm (Godbe Research or NBS) to assist in determining voter inclination (amount, type, concerns) and then voting later to approve/decline putting a tax measure on the ballot.
- 2 Proceed directly to a ballot measure (possibly hiring NBS for administrative role) without hiring polling firm.
- 3 Take no action at this time.

Please see the attached for the specific financial analysis.

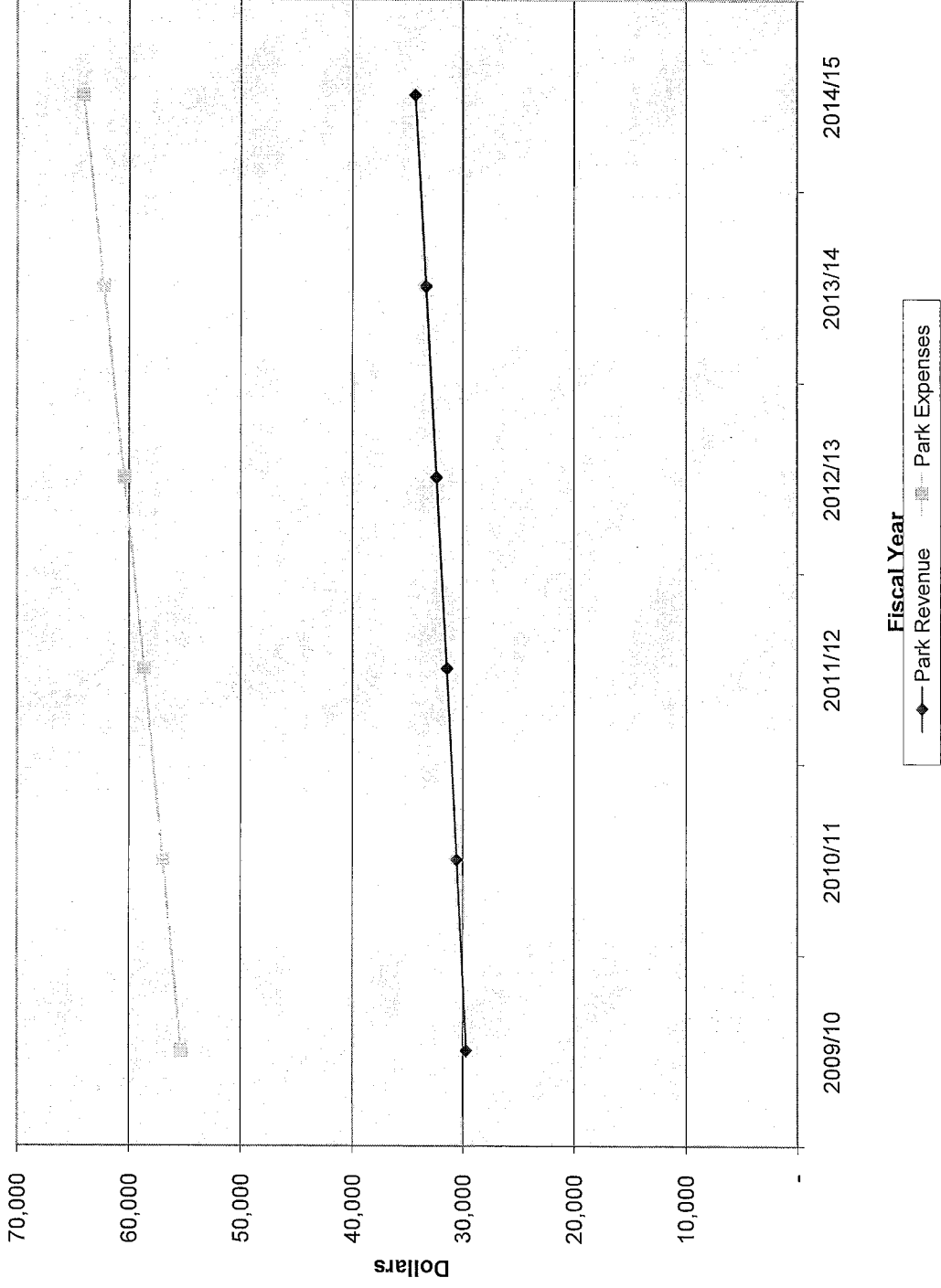
Available (not allocated or dedicated) Reserves given various levels of 2010 Tax Increase



Police Expenses



Park Revenue & Expense



KPPCSD Revenue/Expense Summary
5 year forecast

	09/10 (Budget)	2010/11 projected	2011/12 projected	2012/13 projected	2013/14 projected	2014/15 projected
Levy Tax Increase						
* Total Income	2,061,855	2,112,418	2,166,034	2,221,786	2,279,759	2,340,042
* Total Expense	2,426,120	2,575,860	2,600,001	2,674,513	2,751,260	2,830,309
* Total Excess Revenue	(364,265)	(463,242)	(433,967)	(452,727)	(471,500)	(490,267)
* Less Prop 1A suspension	(101,385)		(101,385)			
* Net Excess Revenue (after Prop 1A Suspension)	(465,650)	(463,242)	(433,967)	(351,341)	(471,500)	(490,267)
* Estimated Cash Carryover from prior Year	1,981,442	1,515,792	1,052,550	618,582	267,241	(204,259)
* Cash less Budget deficit	1,515,792	1,052,550	618,582	267,241	(204,259)	(694,527)
Mandated Budget Contingency (10%)	242,612	257,566	260,000	267,451	275,126	283,031
Allowance for Accrued Vacation/Comp Time	100,000	104,000	108,160	112,486	116,986	121,665
Allowance for Notes Payable (Bond Issue)	92,830	92,830	92,830	92,830	92,830	92,830
Total Allowances	435,442	454,396	460,990	472,768	484,942	497,526
Dedicated Funds						
Park Restroom	48,000	-	-	-	-	-
Bay View Account	145,440	165,440	185,440	205,440	225,440	245,440
Total Dedicated Funds	193,440	165,440	185,440	205,440	225,440	245,440
* Total Allocations/Dedicated	628,882	619,836	646,430	678,208	710,382	742,966
* Total Available Funds	886,910	432,714	(27,848)	(410,967)	(914,641)	(1,437,493)

KPPCSD Revenue/Expense Summary
5 year forecast

Ordinary Income/Expense District Level	Fiscal Year	2009/10 (Budget)	2010/11		2011/12		2012/13		2013/14		2014/15	
			projected	4%	projected	4%	projected	4%	projected	4%	projected	4%
Levy Tax increase		1,267,315	1,318,008	4%	1,370,728	4%	1,425,557	4%	1,482,579	4%	1,541,883	
Homeowners Tax		12,000	12,000		12,000		12,000		12,000		12,000	
403 - Misc Tax-Police		-	-		-		-		-		-	
Taxes Revenue Summary		1,279,315	1,330,008		1,382,728		1,437,557		1,494,579		1,553,883	
456 - Interest-District		2,500	2,500	0%	2,500	0%	2,500	0%	2,500	0%	2,500	
416 - Interest-Police (20% allocated to District)		3,600	3,600	0%	3,600	0%	3,600	0%	3,600	0%	3,600	
Interest Revenue Summary		6,100	6,100		6,100		6,100		6,100		6,100	
427 - Community Center Revenue		15,000	15,000	0%	15,000	0%	15,000	0%	15,000	0%	15,000	
449 - District Revenue		-	-		-		-		-		-	
457 - Dist Asset Sale		-	-		-		-		-		-	
458 - Misc District Revenue		-	-		-		-		-		-	
District Revenue Summary		15,000	15,000		15,000		15,000		15,000		15,000	
Revenue Total		1,300,415	1,351,108		1,403,828		1,458,657		1,515,679		1,574,983	

KPPCSD Revenue/Expense Summary
5 year forecast

Fiscal Year	2009/10		2010/11		2011/12		2012/13		2013/14		2014/15	
	(Budget)		projected		projected		projected		projected		projected	
		Levy Tax increase		4%		4%		4%		4%		4%
		Personnel increase		3%		3%		3%		3%		3%
* Expenses												
508 - Salary - Non-Sworn ("District" Employee)	29,250		30,128	3%	31,031	3%	31,962	3%	32,921	3%	33,908	3%
524 - Social Security - District	3,908		4,025	3%	4,146	3%	4,270	3%	4,398	3%	4,530	3%
601 - Park & Rec Administrator	9,750		10,043	3%	10,344	3%	10,654	3%	10,974	3%	11,303	3%
602 - Custodian	22,750		23,433	3%	24,135	3%	24,860	3%	25,605	3%	26,373	3%
623 - Social Security/Medicare - Dist	746		768	3%	791	3%	815	3%	840	3%	865	3%
630 - Workers Comp. (Recreation)	-		-		-		-		-		-	
Personnel Expense Summary	66,404		68,396		70,448		72,561		74,738		76,980	
* 642 - Utilities-Community Center	4,000		4,120	3%	4,244	3%	4,371	3%	4,502	3%	4,637	3%
* 643 - Janitorial Supplies	1,500		1,545	3%	1,591	3%	1,639	3%	1,688	3%	1,739	3%
* 646 - Community Center Repairs	1,000		1,030	3%	1,061	3%	1,093	3%	1,126	3%	1,159	3%
Community Center Expense Summary	6,500		6,695		6,896		7,103		7,316		7,535	
810 - Computer Maintenance	22,900		23,587	3%	24,295	3%	25,023	3%	25,774	3%	26,547	3%
820 - Cannon Copier Contract	5,000		5,150	3%	5,305	3%	5,464	3%	5,628	3%	5,796	3%
590 - Housekeeping	5,000		5,150	3%	5,305	3%	5,464	3%	5,628	3%	5,796	3%
865 - Police Bldg (20% allocated to "District")	8,562		8,562		8,562		8,562		8,562		8,562	
Bldg & Office Equip. Maint. Expense Summary	41,962		42,964		43,996		45,059		46,154		47,282	
830 - Legal (District/Personnel)	50,000		51,500	3%	53,045	3%	54,636	3%	56,275	3%	57,964	3%
835 - Consulting	10,000		10,300	3%	10,609	3%	10,927	3%	11,255	3%	11,593	3%
840 - Accounting	21,800		22,454	3%	23,128	3%	23,821	3%	24,536	3%	25,272	3%
888 - Misc. Expenses/Lobbyist	9,350		9,631	3%	9,919	3%	10,217	3%	10,524	3%	10,839	3%
Professional Services Expense Summary	91,150		93,885		96,701		99,602		102,590		105,668	
850 - Insurance	30,000		30,900	3%	31,827	3%	32,782	3%	33,765	3%	34,778	3%
860 - Election	8,000		8,240	3%	8,487	3%	8,742	3%	9,004	3%	9,274	3%
870 - County Expenditures	18,600		19,158	3%	19,733	3%	20,325	3%	20,934	3%	21,562	3%
880 - KCC/Annex Agreement	-		-		60,047		61,848		63,704		65,615	
District General Expense Summary	56,600		58,298		60,047		61,848		63,704		65,615	
968 - Office Furn/Eq	-		-		-		-		-		-	
969 - Computer Equipment	-		-		-		-		-		-	
978 - Pk/Rec Furn/Eq	-		-		-		-		-		-	
Bldg. & Equip Assets Expense Summary	-		-		-		-		-		-	
Expenses Total	262,616		270,238		278,088		286,174		294,502		303,081	
Excess Revenue	1,037,799		1,080,870		1,125,740		1,172,483		1,221,177		1,271,902	

KPPCSD Revenue/Expense Summary
5 year forecast

Fiscal Year	2009/10 (Budget)	2010/11 projected	2011/12 projected	2012/13 projected	2013/14 projected	2014/15 projected	Levy Tax increase		Personnel increase	
							0%	4%	0%	3%
* Police Level										
* Revenue										
402 - Special Tax-Police	680,340	680,340	680,340	680,340	680,340	680,340	0%	4%	0%	4%
410 - Police Fees/Service Charges	3,000	3,000	3,000	3,000	3,000	3,000	0%	3%	0%	3%
* Tax & Grant Revenue Summary	683,340	683,340	683,340	683,340	683,340	683,340	0%	3%	0%	3%
415 - Grants-Police	-	-	-	-	-	-	0%		0%	
416 - Interest-Police (80% allocated to KPD)	14,400	14,400	14,400	14,400	14,400	14,400	0%		0%	
417 - Police Asset Sale	-	-	-	-	-	-	0%		0%	
418 - Misc Police Income	12,000	12,000	12,000	12,000	12,000	12,000	0%		0%	
* Misc Police Revenue Summary	26,400	26,400	26,400	26,400	26,400	26,400	0%		0%	
Revenue Total	709,740	709,740	709,740	709,740	709,740	709,740				
Plus excess District Revenue	1,037,799	1,080,870	1,125,740	1,172,483	1,221,177	1,271,902				
Available Police Revenue	1,747,539	1,790,610	1,835,480	1,882,223	1,930,917	1,981,642				
Total district & police revenue	2,010,155	2,060,848	2,113,568	2,168,397	2,225,419	2,284,723				

KPPCSD Revenue/Expense Summary
5 year forecast

Fiscal Year	2009/10 (Budget)	2010/11 projected	2011/12 projected	2012/13 projected	2013/14 projected	2014/15 projected	Levy Tax increase		Personnel increase		
* Expenses											
502 - Salary - Officers	824,940	3%	862,688	3%	981,269	3%	1,010,707	3%	1,041,028	3%	1,072,259
#TBD - Salary - Non-Sworn ("KPD" Employee)	-	3%	21,289	3%	21,928	3%	22,586	3%	23,263	3%	23,961
504 - Compensated Absences	10,000	3%	10,300	3%	10,609	3%	10,927	3%	11,255	3%	11,593
506 - Overtime	30,000	3%	30,900	3%	31,827	3%	32,782	3%	33,765	3%	34,778
541 - Consultant/Operational Audit	-		-		-		-		-		-
Police Salary Expense Summary	864,940		1,015,177		1,045,633		1,077,001		1,109,312		1,142,591
516 - Uniform Allowance	8,000	3%	8,240	3%	8,487	3%	8,742	3%	9,004	3%	9,274
518 - Safety Equipment	2,000	3%	2,575	3%	2,652	3%	2,732	3%	2,814	3%	2,898
521 - Medical Ins./Vision/Dental	356,269	3%	366,957	3%	377,966	3%	389,305	3%	400,984	3%	413,013
521R - Medical Retired											
522 - Insurance - Police	12,200	3%	12,566	3%	12,943	3%	13,331	3%	13,731	3%	14,143
523 - Social Security/Medicare	14,990	3%	15,440	3%	15,903	3%	16,380	3%	16,871	3%	17,378
527 - PERS - District Portion	289,211	3%	297,887	3%	306,824	3%	316,029	3%	325,510	3%	335,275
528 - PERS - Officers Portion	83,965	3%	86,484	3%	89,078	3%	91,751	3%	94,503	3%	97,338
530 - Workers Comp	46,279	3%	47,667	3%	49,097	3%	50,570	3%	52,087	3%	53,650
540 - Advanced Industrial Disability	-		-		-		-		-		-
Police Benefits Expense Summary	813,414		837,816		862,951		888,839		915,505		942,970
552 - Expendable Police Supplies	2,000	3%	2,060	3%	2,122	3%	2,185	3%	2,251	3%	2,319
553 - Range/Ammunition Supplies	2,000	3%	2,060	3%	2,122	3%	2,185	3%	2,251	3%	2,319
562 - Vehicle Operation	36,000	3%	37,080	3%	38,192	3%	39,338	3%	40,518	3%	41,734
566 - Radio Maintenance	4,400	3%	4,532	3%	4,668	3%	4,808	3%	4,952	3%	5,101
580 - Utilities - Police	8,000	3%	8,240	3%	8,487	3%	8,742	3%	9,004	3%	9,274
581 - Bldg Repairs/Maint.	2,000	3%	2,060	3%	2,122	3%	2,185	3%	2,251	3%	2,319
582 - Expendable Office Supplies	6,000	3%	6,180	3%	6,365	3%	6,556	3%	6,753	3%	6,956
586 - Machine Maintenance	-		-		-		-		-		-
Police Equipment Expense Summary	60,400		62,212		64,078		66,001		67,981		70,020
564 - Communications (RPD)	112,560	3%	115,937	3%	119,415	3%	122,997	3%	126,687	3%	130,488
588 - Telephone(Rich. Line)	11,048	3%	11,379	3%	11,721	3%	12,072	3%	12,435	3%	12,808
Communications Expense Summary	123,608		127,316		131,136		135,070		139,122		143,296
565 - CALEA	-		-		-		-		-		-
560 - Crossing Guard	-	3%	11,440	3%	11,783	3%	12,137	3%	12,501	3%	12,876
568 - Prisoner/Case Exp./Booking	5,000	3%	5,150	3%	5,305	3%	5,464	3%	5,628	3%	5,796
570 - Training	12,000	3%	12,360	3%	12,731	3%	13,113	3%	13,506	3%	13,911
572 - Recruiting	7,650	3%	7,880	3%	8,116	3%	8,359	3%	8,610	3%	8,868
574 - Reserve Officers	2,000	3%	2,060	3%	2,122	3%	2,185	3%	2,251	3%	2,319
576 - Misc. Meals & Travel	3,000	3%	3,090	3%	3,183	3%	3,278	3%	3,377	3%	3,478
592 - Publications	3,000	3%	3,090	3%	3,183	3%	3,278	3%	3,377	3%	3,478
594 - Community Policing	5,000	3%	5,150	3%	5,305	3%	5,464	3%	5,628	3%	5,796
596 - WEST-NET/CAL I.D.	12,472	0%	12,472	0%	12,472	0%	12,472	0%	12,472	0%	12,472
598 - COPS Special Fund	-		-		-		-		-		-
- Crossing Guard (funded by COPS in 09/10)	11,000		-		-		-		-		-
- Non-sworn KPD employee (funded by COPS in 09/10)	20,470		-		-		-		-		-
General Expense Summary	81,592		62,692		64,198		65,750		67,348		68,994
961 - Police Bldg (80% portion allocated to "KPD")	34,250	0%	34,250	0%	34,250	0%	34,250	0%	34,250	0%	34,250
962 - Patrol Cars	-		40,000		40,000		40,000		40,000		40,000
963 - Patrol Car Accessories	-		8,000		8,000		8,000		8,000		8,000
965 - Weapons / Radios	-		7,000		7,000		7,000		7,000		7,000
967 - Station Equipment	-		-		-		-		-		-
Assets Expense Summary	34,250		89,250		89,250		89,250		89,250		89,250
Expenses Total	2,078,204		2,194,463		2,257,245		2,321,911		2,388,517		2,457,120
Excess Revenue	(330,665)		(403,853)		(421,765)		(439,688)		(457,600)		(475,478)
Total Salary and Benefits	1,778,354		1,852,984		1,968,583		1,965,841		2,024,816		2,085,561
Total Other Police Expenses	289,850		341,469		348,662		356,070		363,700		371,560

KPPCSD Revenue/Expense Summary
5 year forecast

Fiscal Year	2009/10 (Budget)		2010/11 projected		2011/12 projected		2012/13 projected		2013/14 projected		2014/15 projected	
* Park Level												
* Revenue												
424 - Special Tax-L&L	29,000	3%	29,870	3%	30,766	3%	31,689	3%	32,640	3%	33,619	4%
436 - Interest-Park/Rec	700	0%	700	0%	700	0%	700	0%	700	0%	700	0%
* Tax & Interest Summary	29,700		30,570		31,466		32,389		33,340		34,319	3%
429 - Annex Revenue	-		-		-		-		-		-	
* Annex Revenue Summary	-		-		-		-		-		-	
430 - KCC Monthly Wage Reimb	-		-		-		-		-		-	
438 - Misc Park/Rec Rev	-		-		-		-		-		-	
420 - Park/Rec Activities Revenue - Other	-		-		-		-		-		-	
* Misc Park Revenue Summary	-		-		-		-		-		-	
* Revenue Total	29,700		30,570		31,466		32,389		33,340		34,319	
* Expenses												
604 - Gardener	-		-		-		-		-		-	
606 - Casual Labor	-		-		-		-		-		-	
670 - Gardening Supplies	-		-		-		-		-		-	
672 - Kensington Park O&M	52,800	3%	54,384	3%	56,016	3%	57,696	3%	59,427	3%	61,210	
* Park Maintenance Expense Summary	52,800		54,384		56,016		57,696		59,427		61,210	
* 656 - Bldg E Repairs	-		-		-		-		-		-	
* 658 - Bldg E Misc	-		-		-		-		-		-	
* Bldg E Expense Summary	-		-		-		-		-		-	
662 - Utilities - Annex	500	3%	515	3%	530	3%	546	3%	563	3%	580	
* 666 - Annex Repairs	-		-		-		-		-		-	
* 668 - Misc Annex Expenses	-		-		-		-		-		-	
* Annex Expense Summary	500		515		530		546		563		580	
674 - Park Construction Exp	-		-		-		-		-		-	
974 - Other Park Improvements	-		-		-		-		-		-	
678 - Misc Park/Rec Expense	2,000	3%	2,060	3%	2,122	3%	2,185	3%	2,251	3%	2,319	
* 981 - Bldg E Improvements	-		-		-		-		-		-	
* 983 - Annex Improvements	-		-		-		-		-		-	
* Park Assets Expense Summary	2,000		2,060		2,122		2,185		2,251		2,319	
* Expenses Total	55,300		56,959		58,668		60,428		62,241		64,108	
* Excess Revenue	(25,600)		(26,389)		(27,202)		(28,039)		(28,901)		(29,789)	

KPPCSD Revenue/Expense Summary
5 year forecast

	2009/10 (Budget)	2010/11 projected	2011/12 projected	2012/13 projected	2013/14 projected	2014/15 projected
Fiscal Year						
Levy Tax Increase		4%	4%	4%	4%	4%
Personnel Increase		3%	3%	3%	3%	3%
Total Operating Income	2,039,855	2,091,418	2,145,034	2,200,786	2,258,759	2,319,042
Total Operating Expenses	2,396,120	2,521,660	2,594,001	2,668,513	2,745,260	2,824,309
Total Excess Operating Revenue	(356,265)	(430,242)	(448,967)	(467,727)	(486,500)	(505,267)
Dedicated Revenues						
448 - Franchise Fees	21,000	21,000	21,000	21,000	21,000	21,000
Revenue Total	21,000	21,000	21,000	21,000	21,000	21,000
890 - Waste/Recycle	30,000	6,000	6,000	6,000	6,000	6,000
Expenses Total	30,000	6,000	6,000	6,000	6,000	6,000
Excess Revenue	(9,000)	15,000	15,000	15,000	15,000	15,000
426 - Park Donations	1,000	-	-	-	-	-
435 - Grants-Park/Rec	-	-	-	-	-	-
437 - PK/R Asset Sale	-	-	-	-	-	-
Revenue Total	1,000	-	-	-	-	-
971 - Park Land	-	-	-	-	-	-
972 - Park Buildings Improvement	-	-	-	-	-	-
973 - Park Construct. Grant	-	48,000	-	-	-	-
Expenses Total	-	48,000	-	-	-	-
Excess Revenue	1,000	(48,000)	-	-	-	-
* Total Income	2,061,855	2,112,418	2,166,034	2,221,786	2,279,759	2,340,042
* Total Expense	2,426,120	2,575,660	2,600,001	2,674,513	2,751,260	2,830,309
* Total Excess Revenue	(364,265)	(463,242)	(433,967)	(452,727)	(471,500)	(490,267)
* Less Prop 1A suspension	(101,385)	-	-	101,385	-	-
* Net Excess Revenue (after Prop 1A Suspension)	(465,650)	(463,242)	(433,967)	(351,341)	(471,500)	(490,267)

	2009/10 (Budget)	2010/11 projected	2011/12 projected	2012/13 projected	2013/14 projected	2014/15 projected
Parcels						
Police & District Deficit per Parcel	2,262	2,262	2,262	2,262	2,262	2,262
Park Department Deficit per parcel	146	179	186	194	202	210
	11	12	12	12	13	13
* Estimated Cash Carryover from prior Year	1,981,442	1,515,792	1,052,550	618,582	267,241	(204,259)
* Cash less Budget deficit	1,515,792	1,052,550	618,582	267,241	(204,259)	(694,527)
Allowances						
Mandated Budget Contingency (10%)	242,612	257,566	260,000	267,451	275,126	283,031
Allowance for Accrued Vacation/Comp Time	100,000	104,000	108,160	112,486	116,986	121,665
Allowance for Notes Payable (Bond Issue)	92,830	92,830	92,830	92,830	92,830	92,830
Total Allowances	435,442	454,396	460,990	472,768	464,942	497,526
Dedicated Funds						
Park Restroom	48,000	-	-	-	-	-
Bay View Account	145,440	165,440	185,440	205,440	225,440	245,440
Total Dedicated Funds	193,440	165,440	185,440	205,440	225,440	245,440
* Total Allocations/Dedicated	628,882	619,836	646,430	678,208	710,382	742,966
* Total Available Funds	886,910	432,714	(27,848)	(410,967)	(914,641)	(1,437,483)

Fiscal Year	Levy Tax Increase Personnel Increase	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15
		(Budget)	projected	projected	projected	projected	projected
			4%	4%	4%	4%	4%
			3%	3%	3%	3%	3%
Available Funds under various Tax Increases							
A. 150 per parcel (assumes 3% CPI)							
			1,515,792	1,391,865	1,307,392	1,316,030	1,215,308
			(463,242)	(433,967)	(351,341)	(471,500)	(490,267)
			339,315	349,494	359,979	370,779	381,902
			1,391,865	1,307,392	1,316,030	1,215,308	1,106,943
			(454,396)	(460,990)	(472,768)	(484,942)	(497,526)
			(165,440)	(185,440)	(205,440)	(225,440)	(245,440)
			772,029	660,962	637,822	504,926	363,976
B. 175 per parcel (assumes 3% CPI)							
			1,515,792	1,448,417	1,422,193	1,490,828	1,451,903
			(463,242)	(433,967)	(351,341)	(471,500)	(490,267)
			395,866	407,744	419,976	432,575	445,552
			1,448,417	1,422,193	1,490,828	1,451,903	1,407,188
			(454,396)	(460,990)	(472,768)	(484,942)	(497,526)
			(165,440)	(185,440)	(205,440)	(225,440)	(245,440)
			828,581	775,763	812,620	741,521	664,221
C. 200 per parcel (assumes 3% CPI)							
			1,515,792	1,504,970	1,536,985	1,665,626	1,688,497
			(463,242)	(433,967)	(351,341)	(471,500)	(490,267)
			452,420	465,993	479,972	494,372	509,203
			1,504,970	1,536,985	1,665,626	1,688,497	1,707,432
			(454,396)	(460,990)	(472,768)	(484,942)	(497,526)
			(165,440)	(185,440)	(205,440)	(225,440)	(245,440)
			885,134	890,565	987,418	978,115	964,466
D. 250 per parcel (assumes 3% CPI)							
			1,515,792	1,618,075	1,749,632	1,980,782	2,109,247
			(463,242)	(433,967)	(351,341)	(471,500)	(490,267)
			565,525	565,525	582,491	599,965	599,964
			1,618,075	1,749,632	1,980,782	2,109,247	2,218,944
			(454,396)	(460,990)	(472,768)	(484,942)	(497,526)
			(165,440)	(185,440)	(205,440)	(225,440)	(245,440)
			998,239	1,103,202	1,302,574	1,398,865	1,475,978

NEW BUSINESS

NEW BUSINESS #4 - Discussion for possible action the vote for the representative to the California Special Districts Association Board of Directors, Region 3, Seat A. the candidates' statements have been attached for review. The ballot must be completed and received by September 16th.



CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2009 BOARD ELECTIONS

MAIL BALLOT INFORMATION

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in Region 3, Seat A. Each of CSDA's six (6) regional divisions has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your geographic region. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director to represent its region.

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

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Wednesday, September 16, 2009**.

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

California Special Districts Association

Attn: 2009 Board Elections

1112 I Street, Suite 200

Sacramento, CA 95814

Please contact Diana Zavala toll-free at 877.924.CSDA or dianaz@csda.net with any questions.

Please
Vote for Dr. James Kohnen
For Region 3 of the
California Special Districts Association

- He has been representing Region 3 as an appointee for over a year. He serves on the: Education Committee, Audit Committee and the CSDA Alliance Council.
- He has been nominated by unanimous vote of the Alameda County Mosquito Abatement District of which he is a member serving in his third term.
- He has been endorsed by the Alameda County Special Districts Chapter
- He has a long history with Special Districts, having served for eight years on the Dublin San Ramon Services District (Water, Waste Treatment, and Recycled Water) and four years on the Zone 7, Alameda County Flood Control and Water Management District.
- He has completed the CSDA Special Districts Leadership Academy program with MVCAC credit for his Special Districts Governance Certificate.

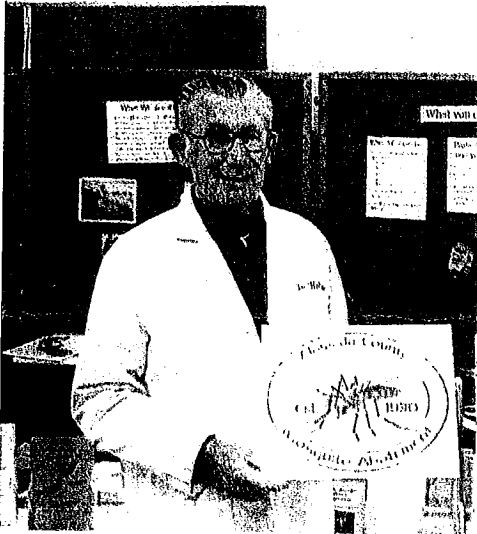
Thank You

Jim can be reached at jim483@aol.com or 925 828-3623

Dr. James B. Kohnen
7303 Ione Court Dublin, CA 94568
925 828-3623 Jim483@aol.com

**Region 3 Representative
CSDA Board of Directors**

Mosquito Abatement



Jim is a political activist in Alameda County who has the political background, academic credentials, and experience to serve as Region 3 representative of the CSDA Board of Directors. His broad background in government, community affairs, and management described here support his earnest desire to serve on the CSDA Board.

Jim is married to Pat, who serves as a Trustee of the Dublin Unified School District, has two sons, William and Mark, and two grand daughters.

He earned a BA in Biology from Ripon College in Wisconsin, a BA in Management, a Master of Science in Procurement and Contract Management, and a Master of Arts in Educational Leadership from St. Mary's College of California in Moraga; and a Masters in Human Resources and Organization Development and Doctorate in Education from the University of San Francisco.

Jim retired from the US Army as a Colonel, after serving 30 years as a reserve officer. He is a graduate of the US Army Command and General Staff College, US Air Force War College and US Army War College.

He also retired from industry where he was a Quality Manager with Quaker Oats, Interstate Brands, McCormick, Globe Products, Foremost, and FMC. He completed his full time active career as a High School Science Teacher serving for eight years. He holds a California Teaching and Administrative Credential.

His current public service consists of serving on the Boards of the Alameda County Mosquito Abatement District (Present) and serving on the Supervisory Committee of Technology Credit Union (Elected). He served as a Director of the Dublin San Ramon Services District (DSRSD) for eight years and Zone 7, Alameda County Water Conservation and Flood Control District, (Elected) for four. He is active in a variety of Dublin, Alameda County, and State organizations. For example, he and Pat were part of the Dublin Sister City Delegation to Jinhua, China. He is an active member of the Alameda County Special Districts Association for at least fifteen years as an elected Special District and is on the Board of the State Special Districts Association. He also serves as Treasurer of the League of Women Voters, Livermore Amador Valley organization and Vice President of the Dublin Historical Preservation Association. He is on the Board of the Senior Support Center serving the Tri-Valley. He is a member of the Valley Spokesmen Bicycle Touring Club and rides at least 100 miles a week.

Jim served on the American Society for Quality (ASQ) Board of Directors for six years representing Region 6 and is a Board member of the Golden Gate ASQ section.

He remains interested in Boy Scouts having serving as a District Commissioner in the San Francisco Bay Area Council, completing various training courses including Wood badge, and being honored with the Silver Beaver Award for Distinguished Service to Youth.

He has completed the CSDA Special District Leadership Academy program with MVCAC credit for his Special District Governance Certificate.

June 29, 2009

Attention: CSDA
Diana Zavala
1112 I Street, Suite 200
Sacramento, Ca 95814

Dear Diana Zavala and members of the CSDA Board:

Please consider this my letter of interest for the CSDA, 2010 Board Vacancy Region 3, Seat C, Board of Directors.

I am well qualified for this position, having served as an elected official on the Moss Landing Harbor District Board of Harbor Commissioners since 2003, running unopposed as an incumbent in the last general election. I currently am serving as Chair of the Moss Landing Harbor District Live-aboard Committee and Chair of the Moss Landing Harbor Finance Committee. I was appointed for a second term to the Monterey County Overall Economic Development Commission by the County Board of Supervisors and serves as Vice Chair of its Grants and Finance Committee. By this appointment, I believe the Monterey County Board of Supervisors has demonstrated confidence in my fiscal abilities, experience and insight. I also currently serve on the Special District Association of Monterey County as Secretary/Treasurer. Additionally, I serve as the board Secretary for the Moss Landing Harbor District.

I am retired from the retail food industry where I gained in-depth experience in business economics. I am also an active member of the community, serving on many committees and boards including the Central Coast Federal Credit Union Board of Directors, Vice Chair of the Salinas, California Ichiki-Kushikino Sister City Organization (of which I was named member of the year in 2005), Trustee of Salinas, California Sons of Italy in America Lodge and Chair of the City of Monterey's annual Festa Italia Festival Parade, Salinas Valley Chamber of Commerce, I serve on the Chamber's Government Review Committees, On-Site School Council for Everett Alvarez High School and have just recently retired from coaching high school basketball. I also am involved in the Big Brother-Big Sister organization as a big brother.

I have also completed the CSDA Special District Governance Academy in Governance Foundations, Setting Direction/Community Leadership, Board's Role in Finance and Fiscal Accountability and Board's Role in Human Resources.

I am very experienced in budgeting, project management, report preparation, public speaking, legislative issues and participate in the SDA of Monterey County. I believe my dedication to special districts makes me an excellent choice to represent local government agencies interests at CSDA.

Sincerely,

Vincent C. Ferrante
Commissioner Moss Landing Harbor District

Kathryn Slater-Carter for CSDA Board Region 3

Please vote for me the CSDA Board. Clearly you recognize the importance of a statewide organization for special districts as you are a member of CSDA. If elected I commit to take a very active role in continuing to build the membership and reach of the organization in order to promote the effectiveness of special districts in meeting the needs of communities across the state.

CSDA offers special districts an opportunity to build networks around common areas of interest and concern. As a result we become more effective in delivering our services to our local districts.

CSDA offers districts the opportunity to build bridges to our state legislators. I think the ability of special districts to share a common voice in Sacramento will become even more important in the future as California struggles for solutions to our budget deficit.

I am beginning my fourth term on the Montara Water and Sanitary District. During that time I have watched the importance of our statewide and regional special district organizations grow. This is my second year as president of the San Mateo County Special District Association. I have represented my district there for eight years. I am currently on the CSDA Membership Committee.

At the CSDA events I have met many special districts representatives from all over the state. I have not been surprised to learn that districts have many similar concerns, regardless of their specific function. These are the issues that CSDA is uniquely positioned to address from our knowledgeable staff to the classes and workshops we offer to the readily available on-line support. I will listen and act to improve the accessibility of CSDA to each member organization.

Thank you for your continuing membership in CSDA.

Please vote for me, Kathryn Slater-Carter.