

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

Thursday, November 10, 2022

Via Teleconference

Special Meeting – 6:00 p.m.

Call to Order [TS 6:50]

President Sylvia Hacaj called the meeting to order at 6:02 p.m.

Roll Call [TS 7:05]

Director Chris Deppe, Vice-President Mike Logan, Director Eileen Nottoli, Director Rachelle Sherris-Watt, and President Sylvia Hacaj were present at roll call.

Staff present included Interim General Manager Anthony Constantouros, General Counsel Ann Danforth, and Clerk of the Board Lynelle M. Lewis.

Special Meeting Agenda and Public Comments [TS 7:21]

No public comment.

1. **Teleconference Meetings During State of Emergency.** [TS 8:58]

General Counsel Danforth highlighted the recommended action and highlighted new Brown Act amendments that take effect in January 2023.

- Motion by President Hacaj, seconded by Director Deppe, to adopt Resolution No. 2022-27 to continue holding remote meetings by teleconference, carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt, and Hacaj; (NOES) None; and (ABSENT) None.

Resolution No. 2022-27 – A Resolution of the Board of Directors of the Kensington Police Protection and Community Services District Making Findings and Determining a Need To Continue Holding Remote Meetings by Teleconference.

2. **Appoint Real Property Negotiator.** [TS 13:07]

General Counsel Danforth highlighted the recommended action to appoint a negotiator to negotiate the sale or lease of real property.

- Motion by President Hacaj, seconded by Director Deppe, to appoint Interim General Manager Tony Constantouros to negotiate for the sale or lease of the northern portion of parking lot on the east side of Arlington Avenue between Arlmont Drive and Kensington Road, carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt, and Hacaj; (NOES) None; and (ABSENT) None.

Adjournment to Closed Session [[TS 18:06](#)]

The Board adjourned to Closed Session at 6:14 p.m. for a conference with legal counsel on anticipated litigation and a conference with the real property negotiator.

Regular Meeting - 7:00 p.m.

Call to Order [[TS 1:30:25](#)]

President Sylvia Hacaj called the meeting to order at 7:26 p.m.

Announcement from Closed Session [[TS 1:30:32](#)]

President Hacaj reported that the Board adjourned at 6:55 p.m. and announced that the Board gave further direction to its negotiator.

Roll Call [[TS 1:30:42](#)]

Director Chris Deppe, Vice-President Mike Logan, Director Eileen Nottoli, Director Rachelle Sherris-Watt, and President Sylvia Hacaj were present.

Staff present included Interim General Manager Anthony Constantouros, General Counsel Ann Danforth, and Clerk of the Board Lynelle M. Lewis.

Public & Consent Calendar Comments [[TS 1:31:48](#)]

- Addressing the Board were the following persons: 1) Janice Kosel expressed appreciation for Director Sherris-Watt's service on the Board, and she thanked Director Logan for his community service and impact on the Board; 2) Catherine de Neergaard asked the Board to reconsider removing trees in Kensington Park; 3) Mabry Benson commented that new board members mislead community by spreading false claims and urged them to act for the good of the community; 4) A. Stevens Delk commented that the minutes should be corrected under Item 5 regarding the year of the audit discussed, and she asked about the financial reports; 5) John Price commented that public commenters should be gracious and thanked the Board for its service; 6) Pat Gillette thanked outgoing board members for their service and congratulated the new directors; 7) Allen Mayer asked about progress on relocation of the Police Department; and 8) David Spath thanked Director Sherris-Watt and Director Deppe for their work on the Board.

Consent Calendar [[TS 1:53:00](#)]

- Motion by President Hacaj, seconded by Director Deppe, to adopt the Minutes with the correction as noted in Item 5, carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt, and Hacaj; (NOES) None; and (ABSENT) None.

1. Meeting Minutes for October 13, 2022.

Item 1 was pulled for a correction. Meeting minutes were approved as amended.

2. **Financial Reports.**

Interim General Manager Constantouros reported that Item 2 was pulled.

Discussion and Action

3. **Protocols for In-person and/or Hybrid Meetings.** [[TS 1:53:00](#)]

Director Sherris-Watt reviewed the suggested protocols, analysis and the fiscal impacts for running in-person or hybrid meetings. Board members asked questions and offered comments about sanitizing stations, masking, re-evaluating of the protocols, compliance, and enforcement of the protocols.

- Addressing the Board were the following persons: 1) Paul Dorroh thanked Directors Sherris-Watt, Deppe, and Logan for their service and suggested monthly evaluation of the protocols; 2) A. Stevens Delk questioned the comparative analysis used in the report; 3) David Spath supported the suggested protocols and recommended KPPCSD provide surgical masks to protect attendees; and 4) Pat Gillette suggested moving on with the meeting.

Following discussion, the Board agreed to schedule a session in 2023 to revisit the protocols once the new Board members and a new General Manager are in place.

[[TS 3:28:56](#)]

- Motion by Director Sherris-Watt, seconded by Director Logan, to adopt the protocols listed in staff report dated November 10th, Item 3, with the addition of adding hand sanitizer and asked the General Manager to direct staff to buy the supplies, prepare signage for in-person and/or hybrid meetings, carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt, and Hacaj; (NOES) None; and (ABSENT) None.

4. **Recommendations for Kensington Park Improvements** [[TS 2:23:20](#)]

Director Eileen Nottoli presented a comprehensive list of proposed improvements to Kensington Park (i.e. bollard installation, repainting lines in the parking lot, repainting of basketball courts, replacement of broken benches, barbeque removal, securing electrical outlets, stair repair/replacement, adding a pickle ball court, a dog park, repairs to Building E, Community Center handles and locks, and a reservation systems for the tennis courts). Director Sherris-Watt noted that they were seeking direction on prioritizing the improvements.

- Addressing the Board were the following persons: 1) Catherine de Neegaard commented that the highest priority should be on building a police station, suggested getting bids for expensive items, and asked about the General Manager spending limit; 2) Andrew Reed commented that the General Manager should develop the priorities rather than board members; 3) Pat Gillette commented that this discussion is a waste of time and the Police Department relocation should be the priority; 4) Vida Dorroh commented that the authorizations for the items should be taken up by the new Board; 5) A. Stevens Delk commented that Bay View services the garbage and recycling cans at the park once a week, and the District should check with them before adding

new cans for food composting; 6) David Bergen commented that the Community Center ceiling lights need to be repaired and the rear door by the bathroom doesn't close properly; and 7) Stephanie (last name not given) commented that its unfair for residents to pay for using the tennis courts, and that the District should plant trees rather than remove trees.

The Board discussed the recommendations. There was consensus to give the General Manager direction to handle routine maintenance items through the General Manager's spending authority and allow the larger, more costly projects to be considered as part of the 2022-23 budget.

5. Possible Location of District Offices. [TS 3:06:59]

Interim General Manager Tony Constantouros reported on the recommended action to appoint a real estate negotiator to allow discussion with property owners to purchase or lease properties for the location of Police Department and administrative offices. President Hacaj pointed out that the District owns the property south of the Library, was listed in the staff report in error, and is not being considered.

- Addressing the Board were the following persons: 1) Meryl Natchez suggested that the new Board should approve this action; 2) Garen Corbett said that this should be handled by the new Board, and that the Public Safety Building should be given first consideration; 3) John Gaccione expressed preference for the Police Department in the Colusa Circle area and thanked Directors Sherris-Watt, Deppe, and Logan for their service; 4) Mabry Benson asked if this was relevant for both the administrative offices and the Police Department; and 5) Andrew Reed commented that this was not a proper proposal.
- Motion by Director Sherris-Watt, seconded by President Hacaj, to appoint the General Manager as negotiator for properties under consideration for possible locations and to focus on the first three locations with the exception of the one he doesn't need to negotiate for, striking 401 Colusa, and focusing on Kensington properties as a priority, carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt, and Hacaj; (NOES) None; and (ABSENT) None.

6. Community Facility District [TS 3:28:31]

Interim General Manager Anthony Constantouros reported the purpose of this item is to present the concept and benefits of forming a Community Facility District. This would provide for additional revenue for park facilities and maintenance. Director Deppe commented that as a special district, KPPCSD has authority to levy a special tax for the park.

- Addressing the Board were the following persons: 1) Lisa Carrona supported gathering more information on this concept to support the underfunding of parks and other community needs; and 2) A. Stevens Delk commented on the history of raising special taxes and the history of park underfunding.
- Motion by President Hacaj, seconded by Director Sherris-Watt, to direct the General Manager to explore the Community Facility District concept by doing some research and possibly bringing in an expert and bring information back to the Board before the end of the fiscal year, carried

(5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt, and Hacaj; (NOES) None; and (ABSENT) None.

[\[TS 3:43:30\]](#)

- Motion by President Hacaj at 9:39 p.m., seconded by Director Sherris-Watt, to extend the meeting to 10:30 p.m., carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt, and Hacaj; (NOES) None; and (ABSENT) None.

7. **General Counsel Rate Increase.** [\[TS 3:44:04\]](#)

General Counsel Ann Danforth recused herself from the meeting. Interim General Manager Anthony Constantouros reviewed the recommended action to amend the contract for legal services.

- Motion by President Hacaj, seconded by Director Logan, to authorize the General Manager to execute an amendment to the contract for legal services with the Renne Public Law Group increasing the hourly rate for the General Counsel by \$25/hour to \$250/hour effective January 1, 2023, carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt, and Hacaj; (NOES) None; and (ABSENT) None.

General Counsel Danforth returned to the meeting.

8. **KCC Contract.** [\[TS 3:49:56\]](#)

Interim General Manager Anthony Constantouros provided background on the contract negotiations. He noted that the contract that expires November 18, 2022; however, negotiations with KCC have not concluded. President Hacaj and Director Sherris-Watt provided a status update on the negotiations, and said they should be concluding soon. Following Board comments, it was suggested holding a special meeting on November 30th to wrap things up.

- Addressing the Board were the following persons: 1) Paul Dorroh asked about the urgency of this item, said the contract should be extended, and said this is an issue for the new Board; 2) Elaine Stelton asked why repairs cannot be made now; 3) David Bergen thanked the current Board and staff for their excellent work; 4) David Spath suggested extending the contract; and 5) Cassandra Duggan suggested extending the contract through the end of the year or January 15th and thanked the outgoing directors for their service.
- Motion by Director Sherris-Watt, seconded by Director Deppe, to extend the current contract to the KCC to December 7, 2022 and that we propose meeting before the end of November to approve an updated contract, carried (5-0) by the following roll call vote: (AYES) Directors Deppe, Logan, Nottoli, Sherris-Watt, and Hacaj; (NOES) None; and (ABSENT) None.

Comments & Reports

9. **Director Comments.** [\[TS 4:14:09\]](#)

- President Hacaj thanked Directors Mike Logan, Chris Deppe and Rachelle Sherris-Watt for all their work to improve the District.

- Director Nottoli thanked the three outgoing board members and said it was nice working with them. She read accolades about the work and impact of Director Sherris-Watt, Director Deppe, and Director Logan.
- Director Logan thanked all board members for their confidence in appointing him and electing him Vice-President. He said his time on the Board has been a unique experience, but only regrets not being able to meet the community in person. He thanked District staff for their help in the onboarding process. He wished the new board members the best of luck.
- Director Deppe thanked the board members, staff and the General Manager for their work. He said he is proud of what the Board accomplished during his 5-1/2 years. He also said the work was very rewarding and appreciated the community’s input and participation.
- Director Sherris-Watt read a list of accomplishments of the Board during her tenure. She congratulated the new board members, thanked the General Manager, Police Department, and staff. She also highlighted the contributions of numerous community members over the years. We will be dedicating Nielsen Park soon and it will be on the website.
- President Hacaj thanked Director Sherris-Watt, Director Deppe, and Director Logan for bringing their talents to the District. She said she looked forward to working on District issues with the new board members. She reported that on December 8th we will welcome new board members and it will include a 5:30 swearing in of new board members, with a 6:00 p.m. closed session, and the 7:00 p.m. regular meeting. She noted that the Board would reconvene a special meeting on November 30th.

10. General Manager’s Report. [[TS 4:30:47](#)]

Interim General Manager Constantouros reported that he had provided a written report along with the Auditors Report (for the fiscal year ending June 30, 2021) and it would be posted on the District’s website and distributed to the Board.

11. Board Correspondence.

- Filed with the Board was the KCC Recreation Office Report – October 2022.

Adjournment [[TS 4:32:16](#)]

President Hacaj adjourned the meeting at 10:28 p.m.

The next regular meeting is scheduled for December 8, 2022.

SUBMITTED BY:

Lynelle M. Lewis, District Clerk of the Board

APPROVED: December 8, 2022

Tony Constantouros, Interim General Manager

Sylvia Hacaj, President of the Board



Agenda

Board of Directors
Kensington Police Protection
and Community Service District
**Regular Meeting (Hybrid) Thursday,
December 8, 2022**
Kensington Community Center
59 Arlington Avenue, Kensington, CA

NOTE: Those attending the meeting in person must wear masks and observe social distancing (*see Board approved Covid Protocols are listed at the end of the agenda*)

www.kppcsd.org/2022-12-08-kppcsd-board-meeting

The page at the URL above will have instructions on how to join the online meetings.

On September 16, 2021, the Governor signed into law AB 361. AB 361 added Section 54953(e) to the California Open Meetings Act, California Government Code 54950 et seq. (“The Brown Act”). Section 54953(e) allows District’s legislative body, the Board of Directors, to hold meetings by teleconferences during a proclaimed state of emergency subject to the Board making findings specified in Section 54953(e)(2). The Board may continue to hold teleconferenced meetings during the state of emergency so long as at least every 30 days, the Board reconsiders the state of emergency to determine if remote meetings are warranted under Section 54953(e)(3). When holding teleconferenced meetings, the Board must comply with the notice, access, public comment and other procedure requirements of Section 54953(e)(2).

Special Meeting – 5:30 p.m.

Call to Order

Roll Call

Special Meeting Agenda Item Public Comments

Individuals wishing to address the Board of Directors concerning any Special Meeting agenda items on the agenda are invited to make oral comments of up to three minutes. Please raise your hand via Zoom. When you are called on by the Board President, you will be unmuted and you can address the Board of Directors. Please state your name clearly for the audio recording. You are requested to address your comments to the President and Board of Directors and not to staff and/or the audience. By state law, the Board is not permitted to undertake any action or discussion on any item not appearing on the posted agenda. If you have any documentation that you would like distributed to the Board, please mail or email it to the Clerk of the Board at 10940 San Pablo Ave., Bldg. B, El Cerrito, CA 94530 or llewis@kppcsd.org.

- 1. Declaring the Results of November 8, 2022 Statewide Election for Three Directors**
Recommended Action: Adopt Resolution No. 2022-28 of the Board of Directors of the Kensington Police Protection and Community Services District Declaring the Results of the November 8, 2022 Statewide Election.
Contact: Tony Constantouros, Interim General Manager, tconstantouros@kppcsd.org

2. Administer the Oath of Office to Newly Elected Directors

Recommended Action: Administer the Oath of Office to Alexandra Aquino-Fike, Sarah A. Gough, and Cassandra Rose Duggan to Serve on the Kensington Police Protection and Community Services District Board of Directors.

Special Meeting (Closed Session) – 6:00 p.m.

Special Meeting Agenda Item Public Comments

Individuals wishing to address the Board of Directors concerning any Special Meeting agenda items on the agenda are invited to make oral comments of up to three minutes. Please raise your hand via Zoom. When you are called on by the Board President, you will be unmuted and you can address the Board of Directors. Please state your name clearly for the audio recording. You are requested to address your comments to the President and Board of Directors and not to staff and/or the audience. By state law, the Board is not permitted to undertake any action or discussion on any item not appearing on the posted agenda. If you have any documentation that you would like distributed to the Board, please mail or email it to the Clerk of the Board at 10940 San Pablo Ave., Bldg. B, El Cerrito, CA 94530 or llewis@kppcsd.org.

1. Teleconference Meetings During State of Emergency

Recommended Action: Adopt Resolution No. 2022-29 A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Making Findings And Determining A Need To Continue Holding Remote Meetings By Teleconference.
Contact: Ann Danforth, General Counsel, adanforth8@outlook.com

Adjourn to Closed Session

2. CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION

(Paragraph (1) of subdivision (d) of Section 54956.9)

Name of case: *Catherine de Neergaard v. Kensington Police Protection and Community Services District.*

Regular Meeting - 7:00 p.m.

Call to Order

Announcement from Closed Session

Roll Call

Public & Consent Calendar Comments

All matters on the Consent Calendar are considered routine and are approved by one motion and vote, unless Board Member or General Manager first requests that a matter be removed for separate discussion and action. Individuals wishing to address the Board of Directors concerning Consent Calendar items or on matters not already on the agenda are invited to make oral comments of up to three minutes. Please raise your hand via Zoom. When you are called on by the Board President you will be unmuted and can address the Board of Directors. Please state your name clearly for the audio recording. You are requested to address your comments to the President and Board of Directors, and not to staff and/or the audience. By state law, the Board is not permitted to undertake any action or discussion on any item not appearing on the posted agenda. If you have any documentation that you would like distributed to the Board,

please mail or email it to the Clerk of the Board at 10940 San Pablo Ave., Building B, El Cerrito, CA 94530, or llewis@kppcsd.org.

Consent Calendar

1. Meeting Minutes for November 10, 2022

Recommended Action: Approve meeting minutes.

Contact: Lynelle Lewis, District Clerk, llewis@kppcsd.org

2. Financial Reports

Recommended Action: Receive and accept financial reports.

Contact: Lisa Mundis, Finance Director, lmundis@kppcsd.org

3. Police Department Vehicle Lease

Recommended Action: 1) Agree to a 5-year lease of \$1,300.05 monthly and 2) Adopt Resolution No. 2022-30, declaring the intention to reimburse the KPPCSD from the proceeds of financing from USBank Government Lease and Financing.

Contact: Lisa Mundis, Finance Director, lmundis@kppcsd.org

4. SB 165 Local Agency Special Tax and Bond Accountability Act

Recommended Action: Receive and file the SB-165 Annual Report for the Kensington Police Protection and Community Services District Supplemental Police Tax, to comply with the Local Agency Special Tax Bond and Accountability Act.

Contact: Lisa Mundis, Finance Director, lmundis@kppcsd.org

5. Updating Signature Authority For General Fund Account Managed By The County Of Contra

Recommended Action: Consider Adoption of Resolution No. 2022-31, Approving The Removal of Chris Deppe, Mike Logan, and Rachelle Sherris-Watt As Named Individuals On The General Fund Account Managed By The County Of Contra; Approving The Addition Of Newly Elected Board Members Alexandra Aquino-Fike, Sarah H. Gough, Cassandra Rose Duggan.

Contact: Lisa Mundis, Finance Director, lmundis@kppcsd.org

Discussion and Action

6. 2020-2021 Audit Presentation

Recommended Action: Receive and accept the audit report for Fiscal Year 2020-21.

Contact: Lisa Mundis, Finance Director, lmundis@kppcsd.org

7. KCC Contract Extension

Recommended Action: Extend the KCC contract to February 28, 2023.

Contact: Tony Constantouros, Interim General Manager, tconstantouros@kppcsd.org

8. Waste Management - Bay View Refuse & Recycle CPI rate increase

Recommended Action: Accept the proposed rate increase of 4% to Residential and Commercial customers of Bay View Refuse and Recycling in Kensington.

Contact: Lisa Mundis, Finance Director, lmundis@kppcsd.org

9. Consolidation of Districts

Recommended Action: Consider voting to endorse the consolidation of the Kensington Police Protection and Community Services District and the Kensington Fire Protection District.

Contact: Tony Constantouros, Interim General Manager, tconstantouros@kppcsd.org

10. Elect President and Vice-President of the Board

Recommended Action: Elect President and Vice-President of the Kensington Police Protection and Community Services District Board of Directors for the Terms of Office to Commence January 1, 2023.

Contact: Sylvia Hacaj, President of the Board, shacaj@kppcsd.org

Comments & Reports

11. Director Comments.

12. General Manager's Report.

13. Board Correspondence.

- KCC Recreation Office Report – December 2022

Adjournment

The next regular meeting is scheduled for January 12, 2023.

General Information

- All proceedings of the Open Session will be audio and video recorded if possible.
- Upon request, the Kensington Police Protection and Community Services District will provide written agenda materials in appropriate alternative formats or disability-related modification of disabilities to participate in public meeting. Please send written request, including your name, mailing address, phone number, and a brief description of the requested materials and preferred alternative format or auxiliary aid or service at least two days before the meeting. Requests should be sent to Kensington Police Protection & Community Service District at *10940 San Pablo Ave., Building B, El Cerrito, CA 94530*.
- To be added to the Board Agenda Mailing List, complete and submit the form at <https://www.kppcsd.org/agenda-mailing-list> or by notifying the Clerk of the Board at llewis@kppcsd.org.

Posted Agenda

Kensington Police Department – Colusa Food – Arlington Kiosk and at www.kppcsd.org. Complete agenda packets are available at the Public Safety Building at *10940 San Pablo Ave., Building B, El Cerrito, CA 94530*.

All public records that relate to an open session item of a meeting of the Kensington Police Protection & Community Service District that are distributed to a majority of the Board less than 72 hours before the meeting, excluding records that are exempt from disclosure pursuant to the

California Public Records Act, will be available for inspection at the District offices at *10940 San Pablo Ave., Building B, El Cerrito, CA 94530* at the same time that those records are distributed or made available to a majority of the Board.

KPPCSD Board Approved Meeting Protocols:

(Adopted November 10, 2022)

- Masks must be worn over the mouth and nose throughout the meeting. An N95 or surgical mask is required. Cloth masks, gaiters and bandanas are not acceptable.
- Masks must be worn regardless of vaccination status by all meeting attendees.
- Masks will be provided upon request.
- Surfaces will be sanitized between meetings.
- Sanitary wipes will be available for use at the podium.
- Rows of chairs will be set up with 6-foot distancing.
- You are welcome to sign the attendance log. Attendees who do so will be notified if a Board or staff member or community member (who notifies us) contracts Covid within 4 days of the meeting. No names or personal information will be shared.
- Please no eating or drinking during the meeting. If you must eat or drink, please do so outside the Community Center.
- Outside doors will be open throughout the meeting, please dress appropriately.
- If you are ill, please stay home and engage electronically.
- Vaccination/boosters for Covid-19 and the flu are recommended for those eligible.
- Hand Sanitizer will be available.



KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING

December 8, 2022

ITEM 2

FINANCIAL REPORTS FOR FIRST QUARTER OF THE 2022-2023 FISCAL YEAR

SUMMARY OF RECOMMENDATION

Receive financial reports for Quart 1 2022-2023, ending September 2022.

ATTACHMENTS

1. Summary Balance Sheet as of September 30, 2022.
2. Revenue and Expense Report Quart 1 2022-2023 with Budget to Actual Comparison.

SUBMITTED BY:

Lisa Mundis

Lisa Mundis

Finance Director

Kensington Police Protection & Community Services District
 Summary Balance Sheet
 As of September 30, 2022

	<u>Sep 30, 22</u>	
ASSETS		
Current Assets		
Checking/Savings	2,644,464	* as of Oct 14, 2022
Accounts Receivable	215,448	
Other Current Assets	<u>144,526</u>	
Total Current Assets	3,004,438	
Fixed Assets	5,628,257	
Other Assets	<u>3,598,141</u>	
TOTAL ASSETS	<u><u>12,230,835</u></u>	
 LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable	32,371	
Credit Cards	(88,015)	
Other Current Liabilities	<u>57,068</u>	
Total Current Liabilities	1,423	
Long Term Liabilities	<u>8,879,402</u>	
Total Liabilities	<u>8,880,825</u>	
Equity	<u>2,231,168</u>	
TOTAL LIABILITIES & EQUITY	<u><u>11,111,993</u></u>	

Kensington Police Protection & Community Services District
 2022-2023 Quarter 1 Revenue and Expense Report
 Budget to Actual
 July through September 2022

	QTR 1 2022				2022-2023	
	July - Sept	Year to Date Budget	\$ Over Budget (Under Budget)	% of YTD Budget	Amended Annual Budget	% of Annual Budget
REVENUE	(Tax revenues are estimated)					
400 · Police Activities Revenue						
401 · Levy Tax Police- Co. Prop. 1%	2,024,311	1,996,500	27,811	101.39%	2,201,900	91.94%
402 · Special Tax-Police	651,974	648,000	3,974	100.61%	720,000	90.55%
404 · Measure G Supplemental Tax PD	14,108	163,075	(148,967)	8.65%	652,300	2.16%
410 · Police Fees/Service Charges	2,357	3,000	(643)	78.57%	12,000	19.64%
414 · POST Reimbursement	4,624	18,750	(14,126)	24.66%	125,000	3.70%
415 · COPS Grants-Police	74,358	43,750	30,608	169.96%	175,000	42.49%
418 · Reimbursements/Refunds	0	1,500	(1,500)	0.00%	6,000	0.00%
Total 400 · Police Activities Revenue	2,771,732	2,874,575	(102,843)	96.42%	3,892,200	71.21%
420 · Park/Rec Activities Revenue						
424 · Special Tax-L&L Parks	44,359	30,000	14,359	147.86%	44,400	99.91%
427 · Community Center Revenue	16,300	15,000	1,300	108.67%	57,700	28.25%
438 · Tennis Court Revenue	635	375	260	169.33%	1,500	42.33%
439 · Other Community Center Revenue	0	3,750	(3,750)	0.00%	15,000	0.00%
Total 420 · Park/Rec Activities Revenue	61,294	49,125	12,169	124.77%	118,600	51.68%
440 · District Activities Revenue						
456 · Interest-District	3,948	1,256	2,692	314.34%	5,000	78.96%
458 · Other District Revenue	6,385	2,500	3,885	255.39%	9,700	65.82%
Total 440 · District Activities Revenue	10,333	3,756	6,577	275.10%	14,700	70.29%
460 · Waste Removal Revenue						
461 · Waste Removal Franchise Fee	2,988	27,515	(24,527)	10.86%	110,000	2.72%
Total 460 · Waste Removal Revenue	2,988	27,515	(24,527)	10.86%	110,000	2.72%
TOTAL REVENUE	2,846,347	2,954,971	(108,624)	96.32%	4,135,500	68.83%

Kensington Police Protection & Community Services District
 2022-2023 Quarter 1 Revenue and Expense Report
 Budget to Actual
 July through September 2022

EXPENSE	QTR 1 2022				2022-2023	
	July - Sept	Year to Date Budget	\$ Over Budget (Under Budget)	% of YTD Budget	Amended Annual Budget	% of Annual Budget
500 · Police Salary and Benefit Exp						
502 · Salary - Officers	194,113	297,200	(103,087)	65.31%	1,187,300	16.35%
506 · Overtime	36,043	25,030	11,013	144.00%	100,000	36.04%
508 · Salary - Non-Sworn	16,043	17,025	(982)	94.23%	68,100	23.56%
509 · Hiring Bonus	8,000	4,700	3,300	170.21%	20,000	40.00%
521-A · Medical/Vision/Dental-Active	35,733	43,190	(7,457)	82.73%	172,700	20.69%
521-R · Medical/Vision/Dental-Retired	53,795	40,250	13,545	133.65%	160,400	33.54%
521-T · Medical/Vision/Dental-Trust	0	38,100	(38,100)	0.00%	151,500	0.00%
522 · Officer Life Insurance	668	2,540	(1,872)	26.31%	10,100	6.62%
523 · SocialSecurity/Medicare-Police	3,594	3,825	(231)	93.97%	15,300	23.49%
524 · Social Security - District	995	2,915	(1,920)	34.12%	11,600	8.58%
527 · PERS - District Portion	45,375	58,475	(13,100)	77.60%	233,750	19.41%
529 · Pension Obln Bond Payment	0	82,870	(82,870)	0.00%	331,450	0.00%
530 · Workers Comp	39,533	11,240	28,293	351.72%	44,900	88.05%
Total 500 · Police Salary and Benefit Exp	433,891	627,360	(193,469)	69.16%	2,507,100	17.31%
550 · Police Operating Expenses						
552 · Office Supplies and Expenses	1,271	3,355	(2,084)	37.89%	13,300	9.56%
553 · Police Equipment and Supplies	3,482	7,125	(3,643)	48.87%	28,500	12.22%
554 · Traffic Safety	270	8,015	(7,745)	3.37%	32,000	0.84%
560 · Crossing Guard	1,715	4,480	(2,765)	38.29%	17,800	9.64%
561 · Fleet Expense	8,059	22,875	(14,815)	35.23%	91,500	8.81%
564 · IT and Communications	165,544	48,328	127,169	342.54%	193,300	85.64%
568 · Evidence	860	1,500	(640)	57.33%	6,000	14.33%
570 · Training and Travel Exp	848	6,280	(5,432)	13.51%	25,000	3.39%
571 · Records	0	1,500	(1,500)	0.00%	6,000	0.00%
572 · Hiring	698	5,015	(4,317)	13.92%	20,000	3.49%
574 · Reserve Officers	0	890	(890)	0.00%	3,500	0.00%
576 · Dues and Subscriptions	0	1,265	(1,265)	0.00%	5,000	0.00%
588 · Telephone	7,915	7,575	340	104.49%	30,300	26.12%
591 · General Liability Insurance	37,560	10,600	26,960	354.34%	42,100	89.22%
592 · Printing and Publications	0	2,315	(2,315)	0.00%	9,200	0.00%
593 · Volunteer Programs	0	655	(655)	0.00%	2,500	0.00%
594 · Community Events	0	1,265	(1,265)	0.00%	5,000	0.00%
595 · Legal/Consulting - Police	6,720	2,250	4,470	298.67%	9,000	74.67%
599 · Police Taxes Administration	1,049	1,405	(356)	74.67%	5,500	19.08%
Total 550 · Police Operating Expenses	235,991	136,693	99,298	172.64%	545,500	43.26%
TOTAL POLICE DEPARTMENT EXPENSES	669,882	764,053	(94,171)	87.67%	3,052,600	21.94%

Kensington Police Protection & Community Services District
2022-2023 Quarter 1 Revenue and Expense Report
Budget to Actual
July through September 2022

	QTR 1 2022				2022-2023	
	July - Sept	Year to Date Budget	\$ Over Budget (Under Budget)	% of YTD Budget	Amended Annual Budget	% of Annual Budget
600 · Park/Rec Sal & Ben						
601 · Park & Rec Administrator	7,866	10,378	(2,512)	75.80%	41,500	18.96%
602 · Custodial/Cleaning Services	0	11,250	(11,250)	0.00%	45,000	0.00%
623 · Social Security/Medicare - Dist	0	2,700	(2,700)	0.00%	10,800	0.00%
Total 600 · Park/Rec Sal & Ben	7,866	24,328	(16,462)	32.33%	97,300	8.08%
635 · Park/Recreation Expenses						
640 · Community Center Expenses						
641 · General Maintenance	2,000	750	1,250	266.67%	3,000	66.67%
642 · Utilities-Community Center	2,611	4,875	(2,264)	53.56%	19,500	13.39%
643 · Janitorial Supplies	1,297	300	997	432.31%	1,200	108.08%
644 · Landscaping	9,430	3,280	6,150	287.50%	13,000	72.54%
645 · General Liab./Workers Comp	9,390	3,500	5,890	268.28%	3,500	268.28%
646 · Community Center Repairs	5,104	1,875	3,229	272.21%	7,500	68.05%
647 · Legal/Consulting	0	6,325	(6,325)	0.00%	25,000	0.00%
Total 640 · Community Center Expenses	29,832	20,905	8,927	142.70%	72,700	41.03%
650 · Park						
651 · General Maintenance	6,512	8,850	(2,338)	73.59%	35,400	18.40%
652 · Repairs	7,349	3,000	4,349	244.96%	12,000	61.24%
653 · Landscaping	5,600	13,780	(8,180)	40.64%	55,000	10.18%
656 · Utilities	3,535	600	2,935	589.21%	2,400	147.30%
657 · General Liab/Workers Comp	9,390	9,600	(210)	97.81%	9,600	97.81%
658 · Levy Administration	1,386	2,390	(1,004)	57.99%	9,500	14.59%
659 · Other Park Expenses	0	140	(140)	0.00%	500	0.00%
674 · Tennis Court Maint/Repair	0	140	(140)	0.00%	500	0.00%
Total 650 · Park	33,772	38,500	(4,728)	87.72%	124,900	27.04%
TOTAL PARKS & RECREATION EXPENSE	71,470	83,733	(12,263)	85.35%	294,900	24.24%
750 · Waste Managment Expenses						
751 · Waste Removal Franchise Fee Exp	0	11,840	(11,840)	0.00%	47,300	0.00%
752 · Waste Management Program Admin	0	750	(750)	0.00%	3,000	0.00%
753 · Other Waste Management Exp	0	140	(140)	0.00%	500	0.00%
TOTAL SOLID WASTE MANAGEMENT EXPENSE	0	12,730	(12,730)	0.00%	50,800	0.00%

Kensington Police Protection & Community Services District
 2022-2023 Quarter 1 Revenue and Expense Report
 Budget to Actual
 July through September 2022

	QTR 1 2022 July - Sept	Year to Date Budget	\$ Over Budget (Under Budget)	% of YTD Budget	2022-2023 Amended Annual Budget	% of Annual Budget
800 · District Expenses						
807 · Salaries	96,396	96,065	331	100.34%	384,200	25.09%
808 · Payroll Taxes	16,426	14,428	1,998	113.85%	57,700	28.47%
809 · Benefits	0	12,628	(12,628)	0.00%	50,500	0.00%
810 · IT Contract	3,470	6,956	(3,486)	49.89%	27,800	12.48%
815 · Admin Communications	600	1,078	(478)	55.66%	4,300	13.95%
816 · Office Supplies	0	403	(403)	0.00%	1,600	0.00%
817 · Postage	0	178	(178)	0.00%	700	0.00%
818 · Mileage Reimbursement	0	103	(103)	0.00%	400	0.00%
819 · Dues/Subscriptions	0	2,653	(2,653)	0.00%	10,600	0.00%
820 · Copier Contract	1,424	1,650	(226)	86.31%	6,600	21.58%
825 · Board Continuing Ed/Conferences	0	3,140	(3,140)	0.00%	12,500	0.00%
830 · Legal (District/Personnel)	2,565	11,250	(8,685)	22.80%	45,000	5.70%
831 · Training and Travel Admin	0	1,640	(1,640)	0.00%	6,500	0.00%
835 · Consulting	18,400	8,765	9,635	209.93%	35,000	52.57%
840 · Accounting/Audit	17,887	18,750	(863)	95.40%	75,000	23.85%
850 · Insurance	37,560	7,978	29,582	470.79%	31,900	117.74%
851 · Workers Comp	13,178	4,500	8,678	292.84%	4,500	292.84%
860 · Election	0	0	0	0.00%	7,500	0.00%
861 · LAFCO	1,505	2,100	(595)	71.69%	2,100	71.69%
865 · Police Bldg. Lease	17,078	12,000	5,078	142.32%	48,000	35.58%
866 · Bldg Maintenance/Repair	100	890	(790)	11.24%	3,500	2.86%
867 · Utilities	2,425	3,375	(950)	71.85%	13,500	17.96%
868 · Janitorial	1,897	1,800	97	105.39%	7,200	26.35%
870 · County Expenditures	0	6,325	(6,325)	0.00%	25,000	0.00%
898 · Other Expenses	600	253	347	237.15%	1,000	60.00%
TOTAL DISTRICT ADMINISTRATIVE EXPENSE	231,511	218,908	12,603	105.76%	862,600	26.84%
Bond Expense						
700 · Bond Expense						
975 · Community Center Loan Repayment	0	0	0	0.00%	30,600	0.00%
TOTAL BOND EXPENSE	0	0	0	0.00%	30,600	0.00%
TOTAL OPERATING REVENUE	2,846,347	2,954,971	(108,624)	96.32%	4,135,500	68.83%
TOTAL OPERATING EXPENSES	972,863	1,079,424	(106,561)	90.13%	4,291,500	22.67%
NET REVENUE	1,873,484	1,875,547	(2,063)	99.89%	(156,000)	

Kensington Police Protection & Community Services District
 2022-2023 Quarter 1 Revenue and Expense Report
 Budget to Actual
 July through September 2022

	QTR 1 2022				2022-2023	
	July - Sept	Year to Date Budget	\$ Over Budget (Under Budget)	% of YTD Budget	Amended Annual Budget	% of Annual Budget
950 · Capital Outlay						
963 · Patrol Car Accessories	5,195	3,750	1,445	138.53%	15,000	34.63%
965 · Personal Police Equipment-Asset	0	3,750	(3,750)	0.00%	15,000	0.00%
966 · Police Traffic Equipment	0	6,280	(6,280)	0.00%	25,000	0.00%
967 · Station Equipment	21,927	12,515	9,412	175.21%	50,000	43.85%
968 · Office Furn/Eq	12,430	12,515	(85)	99.33%	50,000	24.86%
969 · Computer Equipment	13,195	6,280	6,915	210.10%	25,000	52.78%
970 · Upgrade Phone System	0	6,280	(6,280)	0.00%	25,000	0.00%
972 · Park Buildings Improvement	0	23,765	(23,765)	0.00%	95,000	0.00%
974 · Other Park Improvements	18,773	6,280	12,493	298.93%	25,000	75.09%
978 · Pk/Rec Furn/Eq	0	6,280	(6,280)	0.00%	25,000	0.00%
983 · Building Temporary Relocation	0	25,003	(25,003)	0.00%	100,000	0.00%
TOTAL CAPITAL EXPENSE	71,520	112,698	(41,178)	63.46%	450,000	15.89%



Date: December 8, 2022
To: Board of Directors
From: Lisa Mundis, Finance Director
Subject: Resolution to enter into a Vehicle Lease Contract to Reimburse the KPPCSD for the purchase of a 2022 Ford Explorer, outfitted for PD use.

Recommendation:

1. Agree to a 5 year lease of \$1,300.05 monthly.
2. Adoption of Resolution No. 2022-30, declaring the intention to reimburse the KPPCSD from the proceeds of financing from USBank Government Lease and Financing.

Rationale for Recommendation:

The Kensington Police Department took possession of a 2022 Ford Explorer purchased from Folsom Lake Ford, which was outfitted with the necessary PD patrol equipment by LEHR. Because the vehicle was received prior to a lease agreement executed, the process to obtain the funds must include a Resolution to declare the KPPCSD will use the proceeds only to reimburse the cost of the vehicle, and will deposit those proceeds into the appropriate fund.

Background:

In 2020, the Board voted to lease three vehicles with an additional two vehicles to be leased at a later date. One additional vehicle was ordered in 2021 and delivered in May 2022, but the US Government Lease Financing documents had not been completed. This agenda item completes the financing process for this additional vehicle.

Fiscal Impact:

Costs to reimburse: \$ 68,061.31 Costs to obtain lease: tbd
5 year lease: \$ 1,300.05 monthly/\$ 15,600.60 annually Total Interest Expense: \$ 9,941.70

RESOLUTION NO. 2022-30

RESOLUTION OF THE BOARD OF DIRECTORS OF KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT, HEREAFTER REFERRED TO AS "KPPCSD" DECLARING ITS INTENTION TO REIMBURSE ITSELF FROM THE PROCEEDS OF ONE OR MORE TAX-EXEMPT FINANCINGS FOR CERTAIN EXPENDITURES MADE AND/OR TO BE MADE IN CONNECTION WITH THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF CERTAIN CAPITAL IMPROVEMENTS

WHEREAS, KPPCSD (the "Lessee") is a political subdivision organized and existing under the laws of CALIFORNIA and

WHEREAS, the Lessee has paid, beginning no earlier than October 4, 2022 and] will pay, on and after the date hereof, certain expenditures (the "Expenditures") in connection with the capital project (the "Project"), as more fully described in Appendix A attached hereto; and

WHEREAS, the BOARD OF DIRECTORS of the Lessee (the "Board") has determined that the money [previously advanced no more than 60 days prior to the date hereof and] to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the Lessee for the Expenditures from the proceeds of one or more issues of tax-exempt obligations (the "Obligations");

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

Section 1. The Board hereby declares the Lessee's intent to reimburse the Lessee with the proceeds of the Obligations for the Expenditures with respect to the Project made on and after October 4, 2022, the date hereof. The Lessee reasonably expects on the date hereof that it will reimburse the Expenditures with the proceeds of the Obligations.

Section 2. Each Expenditure [was and] will be (a) of a type properly chargeable to capital account under general federal income tax principles (determined in each case as of the date of the Expenditure) and (b) complies with all applicable **Contra Costa County and California Special Districts General Fund** regulations.

Section 3. The maximum cost of the Project is expected to be \$ 68, 061.31 plus lending fees tbd.

Section 4. The Lessee will make a reimbursement allocation, which is a written allocation by the Lessee that evidences the Lessee's use of proceeds of the Obligations to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The Division recognizes

that exceptions are available for certain “preliminary expenditures,” costs of issuance, certain de minimis amounts, expenditures by “small Lessees” (based on the year of issuance and not the year of expenditure) and expenditures for construction projects of at least 5 years.

Section 5. This resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED this _____ day of _____, _____

Sylvia Hacaj, Board President

Attested to:

Lynelle Lewis, Board Clerk

APPENDIX A

DESCRIPTION OF PROJECT

2022 Ford Explorer VIN 1FM5K8AWXNNA02975	\$	45,872.80
Equipment and Outfitting	\$	21,188.51



Government Leasing and Finance, Inc.

November 4, 2022

Kensington Police Protection & Community Services District, CA,

U.S. Bancorp Government Leasing and Finance, Inc. ("USBGLF") has prepared the following proposal ("Proposal"), for your consideration **This is only a proposal and does not represent a commitment by U.S. Bancorp Government Leasing and Finance, Inc.**

Lessor: U.S. Bancorp Government Leasing and Finance, Inc.

Lessee: *Kensington Police Protection & Community Services District, CA*

Equipment: 2022 Ford Explorer - Police Vehicle

Expiration: *60 days from proposal date*

Proposed Structure and Payment Options:

	Cost	Interest Rate	Payment	Term	Pmts / Yr	Adv / Arr
1	\$68,061.31	5.45%	\$2,053.64	36 months	12	Arr
2	\$68,061.31	5.50%	\$1,300.05	60 months	12	Arr

Escrow: If an escrow is required, a one-time fee of \$375.00 will be included to establish an escrow account with U.S. Bank, N. A.

Structure: The Lease will be structured as a tax-exempt municipal lease, with title in the Lessee's name and USBGLF holding a security interest in the equipment during the term. The lease is "triple-net" with the Lessee responsible for taxes, maintenance and insurance.

Pre-payment: Permitted after 13 months at 103% of remaining principal.

Documentation: Provided by USBGLF, including (i) standard representations, warranties and covenants by the Lessee pertaining to the accuracy of information, organization, authority, essential use, compliance with laws, pending legal action, location and use of collateral, insurance, financial reporting and financial covenants; and (ii) standard USBGLF provisions pertaining to events of default and remedies available upon default. This offer is subject to the execution of all documentation by the Lessee within a reasonable time and in form and substance acceptable to Lessee, USBGLF and USBGLF's counsel, including terms and conditions not outlined in this Proposal. *Note – A validity opinion (approved by USBGLF) from Lessee Counsel is required for funding.*

The terms and conditions outlined herein are subject to final review and approval (including collateral and essential use review) by USBGLF's business, legal, credit, and equipment risk management personnel.

Sincerely,

Francine Neville

Francine Neville
Internal Sales Representative
P: 720-391-7243
Email: francine.neville@usbank.com

ACCEPTED BY:

Name / Title

dated



Payment Table

Assumes lease commencement date of 11/18/2022

OPTION 1 (36 months)

Date	Debt Service	Principal	Interest	Termination Balance
11/18/2022	-	-	-	
12/18/2022	2,053.64	1,744.53	309.11	n/a
1/18/2023	2,053.64	1,752.45	301.19	n/a
2/18/2023	2,053.64	1,760.41	293.23	n/a
3/18/2023	2,053.64	1,768.40	285.23	n/a
4/18/2023	2,053.64	1,776.44	277.20	n/a
5/18/2023	2,053.64	1,784.50	269.14	n/a
6/18/2023	2,053.64	1,792.61	261.03	n/a
7/18/2023	2,053.64	1,800.75	252.89	n/a
8/18/2023	2,053.64	1,808.93	244.71	n/a
9/18/2023	2,053.64	1,817.14	236.50	n/a
10/18/2023	2,053.64	1,825.40	228.24	n/a
11/18/2023	2,053.64	1,833.69	219.95	n/a
12/18/2023	2,053.64	1,842.01	211.62	n/a
1/18/2024	2,053.64	1,850.38	203.26	44,190.79
2/18/2024	2,053.64	1,858.78	194.85	42,276.24
3/18/2024	2,053.64	1,867.23	186.41	40,353.00
4/18/2024	2,053.64	1,875.71	177.93	38,421.02
5/18/2024	2,053.64	1,884.22	169.41	36,480.27
6/18/2024	2,053.64	1,892.78	160.86	34,530.71
7/18/2024	2,053.64	1,901.38	152.26	32,572.29
8/18/2024	2,053.64	1,910.01	143.62	30,604.97
9/18/2024	2,053.64	1,918.69	134.95	28,628.72
10/18/2024	2,053.64	1,927.40	126.24	26,643.50
11/18/2024	2,053.64	1,936.16	117.48	24,649.26
12/18/2024	2,053.64	1,944.95	108.69	22,645.96
1/18/2025	2,053.64	1,953.78	99.85	20,633.56
2/18/2025	2,053.64	1,962.66	90.98	18,612.02
3/18/2025	2,053.64	1,971.57	82.07	16,581.31
4/18/2025	2,053.64	1,980.52	73.11	14,541.37
5/18/2025	2,053.64	1,989.52	64.12	12,492.16
6/18/2025	2,053.64	1,998.56	55.08	10,433.65
7/18/2025	2,053.64	2,007.63	46.01	8,365.79
8/18/2025	2,053.64	2,016.75	36.89	6,288.53

9/18/2025	2,053.64	2,025.91	27.73	4,201.85
10/18/2025	2,053.64	2,035.11	18.53	2,105.68
11/18/2025	2,053.64	2,044.35	9.28	-
Total	73,930.97	68,061.31	5,869.66	

OPTION 2 (60 months)

Date	Debt Service	Principal	Interest	Termination Balance
11/18/2022	-	-	-	
12/18/2022	1,300.05	988.10	311.95	n/a
1/18/2023	1,300.05	992.63	307.42	n/a
2/18/2023	1,300.05	997.18	302.87	n/a
3/18/2023	1,300.05	1,001.75	298.30	n/a
4/18/2023	1,300.05	1,006.34	293.71	n/a
5/18/2023	1,300.05	1,010.95	289.10	n/a
6/18/2023	1,300.05	1,015.59	284.46	n/a
7/18/2023	1,300.05	1,020.24	279.81	n/a
8/18/2023	1,300.05	1,024.92	275.13	n/a
9/18/2023	1,300.05	1,029.62	270.43	n/a
10/18/2023	1,300.05	1,034.34	265.71	n/a
11/18/2023	1,300.05	1,039.08	260.97	n/a
12/18/2023	1,300.05	1,043.84	256.21	n/a
1/18/2024	1,300.05	1,048.62	251.43	55,422.35
2/18/2024	1,300.05	1,053.43	246.62	54,337.31
3/18/2024	1,300.05	1,058.26	241.79	53,247.31
4/18/2024	1,300.05	1,063.11	236.94	52,152.31
5/18/2024	1,300.05	1,067.98	232.07	51,052.29
6/18/2024	1,300.05	1,072.88	227.17	49,947.22
7/18/2024	1,300.05	1,077.79	222.26	48,837.10
8/18/2024	1,300.05	1,082.73	217.32	47,721.88
9/18/2024	1,300.05	1,087.70	212.35	46,601.56
10/18/2024	1,300.05	1,092.68	207.37	45,476.10
11/18/2024	1,300.05	1,097.69	202.36	44,345.48
12/18/2024	1,300.05	1,102.72	197.33	43,209.67
1/18/2025	1,300.05	1,107.77	192.28	42,068.67
2/18/2025	1,300.05	1,112.85	187.20	40,922.43
3/18/2025	1,300.05	1,117.95	182.10	39,770.94
4/18/2025	1,300.05	1,123.08	176.97	38,614.17



5/18/2025	1,300.05	1,128.22	171.83	37,452.10
6/18/2025	1,300.05	1,133.39	166.66	36,284.70
7/18/2025	1,300.05	1,138.59	161.46	35,111.96
8/18/2025	1,300.05	1,143.81	156.24	33,933.84
9/18/2025	1,300.05	1,149.05	151.00	32,750.31
10/18/2025	1,300.05	1,154.32	145.73	31,561.37
11/18/2025	1,300.05	1,159.61	140.44	30,366.97
12/18/2025	1,300.05	1,164.92	135.13	29,167.10
1/18/2026	1,300.05	1,170.26	129.79	27,961.73
2/18/2026	1,300.05	1,175.62	124.43	26,750.84
3/18/2026	1,300.05	1,181.01	119.04	25,534.40
4/18/2026	1,300.05	1,186.43	113.62	24,312.38
5/18/2026	1,300.05	1,191.86	108.19	23,084.76
6/18/2026	1,300.05	1,197.33	102.72	21,851.51
7/18/2026	1,300.05	1,202.81	97.24	20,612.61
8/18/2026	1,300.05	1,208.33	91.72	19,368.04
9/18/2026	1,300.05	1,213.87	86.18	18,117.75
10/18/2026	1,300.05	1,219.43	80.62	16,861.74
11/18/2026	1,300.05	1,225.02	75.03	15,599.97
12/18/2026	1,300.05	1,230.63	69.42	14,332.42
1/18/2027	1,300.05	1,236.27	63.78	13,059.06
2/18/2027	1,300.05	1,241.94	58.11	11,779.86
3/18/2027	1,300.05	1,247.63	52.42	10,494.80
4/18/2027	1,300.05	1,253.35	46.70	9,203.85
5/18/2027	1,300.05	1,259.09	40.96	7,906.99
6/18/2027	1,300.05	1,264.87	35.18	6,604.17
7/18/2027	1,300.05	1,270.66	29.39	5,295.39
8/18/2027	1,300.05	1,276.49	23.56	3,980.61
9/18/2027	1,300.05	1,282.34	17.71	2,659.80
10/18/2027	1,300.05	1,288.21	11.84	1,332.94
11/18/2027	1,300.05	1,294.12	5.93	-
Total	78,003.01	68,061.31	9,941.70	





Date: December 8, 2022
To: Board of Directors
From: Lisa Mundis, Finance Director
Subject: SB-165 Annual Report to Comply with the Local Agency Special Tax Bond and Accountability Act

Recommendation:

It is recommended that the Board receive and file the SB-165 Annual Report for the Kensington Police Protection and Community Services District Supplemental Police Tax, to comply with the Local Agency Special Tax Bond and Accountability Act.

BACKGROUND / ISSUE:

The Local Agency Special Tax Bond and Accountability Act (the "Act"), enacted by Senate Bill 165, is codified in California Government Code Sections 50075 through 50077 and 53410 through 53412. The Act requires:

- that any local special tax measure subject to voter approval contain a statement indicating the specific single purpose of the special tax
- that the proceeds of the special tax be applied to that purpose
- the creation of an account into which the proceeds shall be deposited
- an annual report containing specified information concerning the use of the proceeds.

The Act imposes similar accountability requirements with respect to any local bond measure that is subject to voter approval that would provide for the sale of bonds by a local agency. These requirements only apply to local agencies that have imposed special taxes or issued bond measures subject to voter approval after January 1, 2001.

The District currently has the Supplemental Police Tax which was subject to voter approval after January 1, 2001.

POLICY / RULE:

1. California Government Code, Section 50075.3 states the chief fiscal officer of the levying local agency shall file a report with its governing body no later than January 1, 2002 and at least once a year thereafter. The annual report shall contain both the following: (a) The amount of funds collected and expended; and (b) the status of any project required or authorized to be funded as identified in Section 50075.1(a).

2. California Government Code, Section 50075.1(a) requires a statement indicating the specific purposes of the special tax.

ANALYSIS:

The purpose of the Supplemental Police Tax revenue is for obtaining, operating, maintaining and expanding police protection service, facilities and equipment, salaries and benefits to police personnel, and for other necessary police protection service expenses of the District.

ATTACHMENT:

1. SB-165 Annual Report for the Kensington Police Protection and Community Services District Supplemental Police Tax

SB 165: Local Agency Special Tax and Bond Accountability Act

Senate Bill 165, filed with the Secretary of State on September 19, 2000, enacted the Local Agency Special Tax and Bond Accountability Act (the “Act”). This Act requires that any local special tax or local bond measure subject to voter approval contain a statement indicating the specific purposes of the special tax, require that the proceeds of the special tax be applied to those purposes, require the creation of an account into which the proceeds shall be deposited, and require an annual report containing specified information concerning the use of the proceeds. The Act only applies to any local special tax measure or local bond measure adopted on or after January 1, 2001 in accordance with Section 50075.1 or Section 53410 of the California Government Code.

Some of the requirements of the Act are handled at the formation of the Special Tax District and others are handled through annual reports. This Section of this report intends to comply with Section 50075.3 or Section 53411 of the California Government Code that states:

“The chief fiscal officer of the issuing local agency shall file a report with its governing body no later than January 1, 2002, and at least once a year thereafter. The annual report shall contain all of the following:

- (a) The amount of funds collected and expended.
- (b) The status of any project required or authorized to be funded as identified in subdivision (a) of Section 50075.1 or Section 53410.”

The requirements of the Act apply to:

Kensington Police Protection and Community Services District Supplemental Police Tax

PURPOSE OF SPECIAL TAX

The purpose of the Supplemental Police Tax revenue is for obtaining, operating, maintaining and expanding police protection service, facilities and equipment, salaries and benefits to police personnel, and for other necessary police protection service expenses of the District.

COLLECTIONS & EXPENDITURES – (CUMULATIVE)

Fund	Total Amount Collected	06/30/2022 Balance	Amount Expended	Service Status
Supplemental Police Tax Fund	\$605,524.25	\$0.00	\$605,524.25	Ongoing



Date: December 8, 2022
To: Board of Directors
From: Lisa Mundis, Finance Director
Subject: Resolution to update signature authority for KPPCSD General Fund account

Recommendation:

Recommend adoption of Resolution No. 2022-31, approving removal of outgoing Board Members Chris Deppe, Mike Logan, and Rachel Sherris-Watt, and the addition of incoming Board Members Alexandria Aquino-Fike, Sarah A. Gough, and Cassandra Rose Duggan, as signers for the General Fund account with the County of Contra Costa.

Signature Cards will be provided to the Board after the Resolution is adopted.

Fiscal Impact:

None.

Attachments:

1. Resolution No. 2202-31
2. Letter to Update Authorized Signers
3. Authorization Certificate

RESOLUTION NO. 2022-31

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES
DISTRICT APPROVING THE REMOVAL OF CHRIS DEPPE, MIKE
LOGAN, AND RACHELLE SHERRIS-WATT AS NAMED INDIVIDUALS
ON THE GENERAL FUND ACCOUNT MANAGED BY THE COUNTY OF CONTRA;
APPROVING THE ADDITION OF NEWLY ELECTED BOARD MEMBERS
ALEXANDRA AQUINO-FIKE, SARAH A. GOUGH, CASSANDRA ROSE DUGGAN.**

The Board of Directors of the Kensington Police Protection and Community Services District (“Board of Directors”) does find as follows:

WHEREAS, the Kensington Police Protection and Community Services District (KPPCSD) has a General Fund account with the County of Contra Costa, account number ending -5500; and

WHEREAS, the current named individuals with account authority on behalf of KPPCSD to be removed are Chris Deppe, Mike Logan, Rachelle Sherris-Watt; and

WHEREAS, the newly elected Board Members to be given account authority on behalf of KPPCSD are Alexandra Aquino-Fike, Sarah A. Gough, and Cassandra Rose Duggan.

NOW, THEREFORE, THE BOARD OF DIRECTORS DOES RESOLVE AS FOLLOWS:

- I. The authorized account signers for the Contra Costa County General Fund account are:
 - a. Sylvia Hacaj, President of the Board
 - b. Eileen Nottoli
 - c. Alexandra Aquino-Fike
 - d. Sarah A. Gough
 - e. Cassandra Rose Duggan
 - f. Tony Constantouros, Interim General Manager
 - g. Lisa Mundis, Finance Director
 - h. Michael Lee, Accounting Consultant

PASSED AND ADOPTED by the Board of Directors of the Kensington Police Protection and Community Services District upon motion by Director _____, seconded by Director _____, on Thursday, the 8th day of December, 2022, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAINED:

Sylvia Hacaj
President, Board of Directors

HEREBY CERTIFY the foregoing resolution was duly and regularly adopted by the Board of Directors of the Kensington Police Protection and Community Services District at the regular meeting of said Board held on Thursday, the 8th day of December 2022.

Lynelle M. Lewis
District Clerk of the Board

Tony Constantouros
Interim General Manger



Kensington Police Protection & Community Services District

December 8, 2022

Contra Costa County
General Finance Auditor
625 Court Street
Martinez, CA 94553

Dear Ms. Pinlac,

This is an updated list of those individuals authorized to sign Warrants, District Warrant Transmittal Sheets, and Payment Orders.

As you know, two signatures are required for all Warrant and District Warrant Transmittal Sheets.

The General Manger's signature is required on Payment Orders and the Certificate of Compliance.

This document supersedes all other previously dated documents. Thank You!

Sylvia Hacaj, President

Eileen Nottoli,

Alexandria Aquino-Fike,

Sarah A. Gough,

Cassandra Rose Duggan,

Tony Constantouros, Interim General Manager

Lisa Mundis, Finance Director

Michael Lee, Senior Accounting Advisor

Authorization Certificate

The undersigned hereby certifies that he or she is the duly appointed Finance Director
(Title)

of Kensington Police Protection and Community Services District ("Agency"), with authority to act
(Name of Your Agency)

on behalf of Agency, and further certifies that the persons whose names appear below are authorized to act on behalf of Agency to give proper directions, instructions, and notices with respect to EFT (Electronic Funds Transfer), investment activities, EDP (Electronic Deposit Permit), Wells Fargo Bank CEO system, and/or other treasury operation related activities. Agency further certifies that the true signature of each such person is set below, and that Contra Costa County Treasurer may rely upon this certificate until such time as the County Treasurer receives another certificate bearing a later date.

Name	Signature	Authorization (mark all applicable)
Alexandria Aquino-Fike		<input checked="" type="checkbox"/> EFT <input checked="" type="checkbox"/> Inv. <input checked="" type="checkbox"/> EDP <input checked="" type="checkbox"/> CEO <input type="checkbox"/> Other(see pg. 2)
Sarah A. Gough		<input checked="" type="checkbox"/> EFT <input checked="" type="checkbox"/> Inv. <input checked="" type="checkbox"/> EDP <input checked="" type="checkbox"/> CEO <input type="checkbox"/> Other(see pg. 2)
Cassandra Rose Duggan		<input checked="" type="checkbox"/> EFT <input checked="" type="checkbox"/> Inv. <input checked="" type="checkbox"/> EDP <input checked="" type="checkbox"/> CEO <input type="checkbox"/> Other(see pg. 2)
		<input type="checkbox"/> EFT <input type="checkbox"/> Inv. <input type="checkbox"/> EDP <input type="checkbox"/> CEO <input type="checkbox"/> Other(see pg. 2)
		<input type="checkbox"/> EFT <input type="checkbox"/> Inv. <input type="checkbox"/> EDP <input type="checkbox"/> CEO <input type="checkbox"/> Other(see pg. 2)
		<input type="checkbox"/> EFT <input type="checkbox"/> Inv. <input type="checkbox"/> EDP <input type="checkbox"/> CEO <input type="checkbox"/> Other(see pg. 2)
		<input type="checkbox"/> EFT <input type="checkbox"/> Inv. <input type="checkbox"/> EDP <input type="checkbox"/> CEO <input type="checkbox"/> Other(see pg. 2)
		<input type="checkbox"/> EFT <input type="checkbox"/> Inv. <input type="checkbox"/> EDP <input type="checkbox"/> CEO <input type="checkbox"/> Other(see pg. 2)
		<input type="checkbox"/> EFT <input type="checkbox"/> Inv. <input type="checkbox"/> EDP <input type="checkbox"/> CEO <input type="checkbox"/> Other(see pg. 2)
		<input type="checkbox"/> EFT <input type="checkbox"/> Inv. <input type="checkbox"/> EDP <input type="checkbox"/> CEO <input type="checkbox"/> Other(see pg. 2)
		<input type="checkbox"/> EFT <input type="checkbox"/> Inv. <input type="checkbox"/> EDP <input type="checkbox"/> CEO <input type="checkbox"/> Other(see pg. 2)
		<input type="checkbox"/> EFT <input type="checkbox"/> Inv. <input type="checkbox"/> EDP <input type="checkbox"/> CEO <input type="checkbox"/> Other(see pg. 2)
		<input type="checkbox"/> EFT <input type="checkbox"/> Inv. <input type="checkbox"/> EDP <input type="checkbox"/> CEO <input type="checkbox"/> Other(see pg. 2)
		<input type="checkbox"/> EFT <input type="checkbox"/> Inv. <input type="checkbox"/> EDP <input type="checkbox"/> CEO <input type="checkbox"/> Other(see pg. 2)

Attested to:

Printed Name: Lisa Mundis Signature: _____

Title: Finance Director Date: December 8, 2022



Date: December 8, 2022
To: Board of Directors
From: Lisa Mundis, Finance Director
Subject: Fiscal Year 2020-2021 Audit Report

Recommendation:

Receive and accept the 2020-2021 Audit Report from Nigro&Nigro, as presented by Paul Kaymark, Senior Audit Partner.

Background:



Nigro&Nigro PC is the firm contracted with the KPPCSD to audit our financial statements using *Government Accounting Standards* and present their report and findings to the Board of Directors.

Fiscal Impact:

None.

Attachment:

2020-2021 KPPCSD Audit Report



**KENSINGTON POLICE PROTECTION
AND COMMUNITY SERVICES DISTRICT
FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITORS' REPORT
For the Fiscal Year Ended
June 30, 2021
(With Comparative Information as of June 30, 2020)**

NIGRO & NIGRO^{PC}

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

For the Fiscal Year Ended June 30, 2021

Table of Contents

FINANCIAL SECTION

Page

Independent Auditors' Report 1
Management's Discussion and Analysis..... 3
Basic Financial Statements:
 Government-wide Financial Statements:
 Statement of Net Position.....10
 Statement of Activities.....11
 Governmental Funds Financial Statements:
 Governmental Funds Balance Sheet.....12
 Reconciliation of the Governmental Funds Balance Sheet to Statement of Net Position13
 Statement of Governmental Fund Revenues, Expenditures, and Changes in Fund
 Fund Balances14
 Reconciliation of the Statement of Governmental Fund Revenues, Expenditures, and Changes
 in Fund Balances to the Statement of Activities.....15
 Fiduciary Funds:
 Statement of Fiduciary Net Position.....16
 Statements of Changes in Fiduciary Net Position.....17
Notes to Financial Statements18

REQUIRED SUPPLEMENTARY INFORMATION

Budgetary Comparison Schedule – General Fund44
Schedule of Proportionate Share of the Net Pension Liability.....45
Schedule of Pension Contributions46
Schedule of Changes in the District's Net OPEB Liability and Related Ratios.....47
Schedule of Contributions – Other Post-Employment Benefits (OPEB) Plan.....48
Notes to the Required Supplementary Information49

OTHER INDEPENDENT AUDITORS' REPORTS

Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance
and Other Matters Based on an Audit of Financial Statements Performed in Accordance with
Government Auditing Standards.....50

Financial Section



INDEPENDENT AUDITORS' REPORT

Board of Directors
Kensington Police Protection and Community Services District
Kensington, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the general fund of Kensington Police Protection and Community Services District (District) as of and for the fiscal year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the general fund, of the District as of June 30, 2021, and the respective changes in financial position for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Jeff Nigro, CPA, CFE | Elizabeth Nigro, CPA | Shannon Bishop, CPA | Peter Glenn, CPA, CFE | Paul J. Kaymark, CPA

MURRIETA OFFICE 25220 Hancock Avenue, Suite 400, Murrieta, CA 92562 • P: (951) 698-8783 • F: (951) 699-1064

WALNUT CREEK OFFICE 2121 N. California Blvd. Suite 290, Walnut Creek, CA 94596 • P: (844) 557-3111 • F: (844) 557-3444

www.nncpas.com • Licensed by the California Board of Accountancy

Other Matters*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, schedule of proportionate share of the net pension liability, schedule of pension contributions, schedule of changes in the District's net OPEB liability and related ratios, schedule of contributions – other post-employment benefits (OPEB) plan, and the notes to the required supplementary information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Prior-Year Comparative Information

The financial statements include partial prior-year comparative information. Such information does not include sufficient detail to constitute a presentation in accordance with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the District's financial statements for the year ended June 30, 2020, from which such partial information was derived.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a separate report dated May 31, 2022, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.



Walnut Creek, California
May 31, 2022

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2021

Management's Discussion and Analysis (MD&A) offers readers of Kensington Police Protection and Community Services District's financial statements a narrative overview of the District's financial activities for the fiscal year ended June 30, 2021. This MD&A presents financial highlights, an overview of the accompanying financial statements, an analysis of net position and results of operations, a current-to prior year analysis, a discussion on restrictions, commitments and limitations, and a discussion of significant activity involving capital assets and long-term debt. Please read in conjunction with the financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

- The District's net position increased \$1,288,920 or 100.06% as a result of this year's operations.
- Total revenues from all sources increased \$219,279 or 6.16%, from \$3,556,875 to \$3,776,154, from the prior year, primarily due to an increase of \$95,399 in property taxes received, as well as a \$119,057 operating transfer in from the closeout of the Fiduciary Fund.
- Total expenses for the District's operations decreased by \$1,171,162 or 32.01%, from \$3,658,396 to \$2,487,234, from the prior year, primarily due to large decreases in non-cash employee benefit expenses as a result of the districts reductions in pension and OPEB liabilities.
- The District purchased new capital assets during the year in the amount of \$372,687. Depreciation expense was \$140,142.

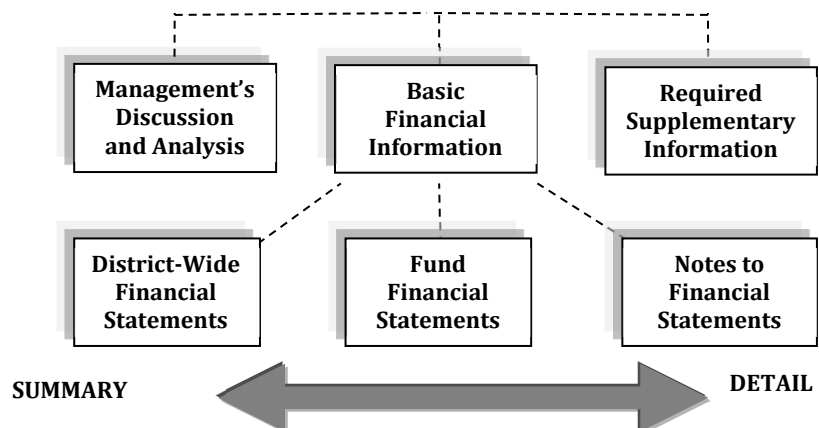
OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of three parts – management discussion and analysis (this section), the basic financial statements, and required supplementary information. The basic financial statements include two kinds of statements that present different views of the District:

- *District-wide financial statements* provide both short-term and long-term information about the District's overall financial status.
- *Fund financial statements* focus on individual parts of the District, reporting the District's operations in more detail than the district-wide statements.
 - The *governmental funds* statements tell how basic services were financed in the short term as well as what remains for future spending.

Figure A-1. Organization of Kensington Police Protection and Community Services District's Annual Financial Report

The financial statements also include *notes* that explain some of the information in the statements and provide more detailed data. Figure A-1 shows how the various parts of this annual report are arranged and related to one another.



KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2021

OVERVIEW OF THE FINANCIAL STATEMENTS (continued)

Figure A-2 summarizes the major features of the District's financial statements, including the portion of the District's activities they cover and the types of information they contain.

Figure A-2. Major Features of the District-Wide and Fund Financial Statements

Type of Statements	District-Wide	Governmental Funds	Fiduciary Fund
<i>Scope</i>	Entire District	The activities of the District that are not proprietary or fiduciary, such as public safety services	Instances in which the District administers resources on behalf of someone else, such as retirement benefits
<i>Required financial statements</i>	<ul style="list-style-type: none"> • Statement of Net Position • Statement of Activities 	<ul style="list-style-type: none"> • Balance Sheet • Statement of Revenues, Expenditures & Changes in Fund Balances 	<ul style="list-style-type: none"> • Statement of Fiduciary Net Position • Statement of Changes in Fiduciary Net Position
<i>Accounting basis and measurement focus</i>	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus	Accrual accounting and economic resources focus
<i>Type of asset/liability information</i>	All assets and liabilities, both financial and capital, short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets included	All assets and liabilities, both short-term and long-term; The District's funds do not currently contain nonfinancial assets, though they can
<i>Type of inflow/outflow information</i>	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and payment is due during the year or soon thereafter	All revenues and expenses during the year, regardless of when cash is received or paid

The remainder of this overview section of management's discussion and analysis highlights the structure and contents of each of the statements.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2021

OVERVIEW OF THE FINANCIAL STATEMENTS (continued)

District-Wide Statements

The district-wide statements report information about the District as a whole using accounting methods similar to those used by private-sector companies. The Statement of Net Position includes all of the District's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

The two district-wide statements report the District's net position and how it has changed. Net position – the difference between the District's assets and deferred outflows of resources and liabilities and deferred inflows of resources – is one way to measure the District's financial health, or *position*.

- Over time, increases and decreases in the District's net position are an indicator of whether its financial position is improving or deteriorating, respectively.
- To assess the overall health of the District, you need to consider additional nonfinancial factors such as changes in the District's demographics and the condition of buildings and other facilities.
- In the district-wide financial statements, the District's activities are categorized as *Governmental Activities*. Most of the District's basic services are included here, such as weed abatement, landscape maintenance, and administration. State and local programs finance most of these activities.

Fund Financial Statements

The fund financial statements provide more detailed information about the District's most significant funds – not the District as a whole. Funds are accounting devices the District uses to keep track of specific sources of funding and spending on particular programs. Some funds are required by State law and by grantor requirements.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2021

FINANCIAL ANALYSIS AND CONDENSED FINANCIAL INFORMATION

Analysis of Net Position

Table A-1: Condensed Statement of Net Position

	<u>June 30, 2021</u>	<u>June 30, 2020</u>	<u>Change</u>
Assets:			
Current assets	\$ 2,293,417	\$ 2,232,816	\$ 60,601
Non-current assets	16,983	-	16,983
Capital assets, net	<u>5,626,907</u>	<u>5,394,362</u>	<u>232,545</u>
Total assets	<u>7,937,307</u>	<u>7,627,178</u>	<u>310,129</u>
Deferred outflows of resources	<u>3,581,136</u>	<u>5,681,318</u>	<u>(2,100,182)</u>
Liabilities:			
Current liabilities	299,569	285,409	14,160
Non-current liabilities	<u>5,189,917</u>	<u>11,119,527</u>	<u>(5,929,610)</u>
Total liabilities	<u>5,489,486</u>	<u>11,404,936</u>	<u>(5,915,450)</u>
Deferred inflows of resources	<u>3,451,885</u>	<u>615,408</u>	<u>2,836,477</u>
Net position:			
Net investment in capital assets	5,248,560	5,165,379	83,181
Unrestricted	<u>(2,671,488)</u>	<u>(3,877,227)</u>	<u>1,205,739</u>
Total net position	<u>\$ 2,577,072</u>	<u>\$ 1,288,152</u>	<u>\$ 1,288,920</u>

At the end of fiscal year 2021, the District shows a positive balance overall for its net position of \$2,577,072. The increase of the net investment in capital assets represents the amount of capital asset additions over depreciation expense, along with an increase in capital related financing. Unrestricted net position increased due to the utilization of \$1,238,245 less in funds for the purchase of capital assets, compared with fiscal year 2020.

Analysis of Revenues and Expenses

Table A-2: Condensed Statements of Activities

	<u>June 30, 2021</u>	<u>June 30, 2020</u>	<u>Change</u>
Program revenues	\$ 1,544,610	\$ 1,501,511	\$ 43,099
Expenses	<u>(2,487,234)</u>	<u>(3,658,396)</u>	<u>1,171,162</u>
Net program expense	(942,624)	(2,156,885)	1,214,261
General revenues	<u>2,231,544</u>	<u>2,055,364</u>	<u>176,180</u>
Change in net position	1,288,920	(101,521)	1,390,441
Net position:			
Beginning of year	<u>1,288,152</u>	<u>1,389,673</u>	<u>(101,521)</u>
End of year	<u>\$ 2,577,072</u>	<u>\$ 1,288,152</u>	<u>\$ 1,288,920</u>

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2021

FINANCIAL ANALYSIS AND CONDENSED FINANCIAL INFORMATION (continued)

Analysis of Revenues and Expenses (continued)

The statement of activities shows how the government's net position changed during the fiscal year. In the case of the District, the operations of the District increased its net position by \$1,288,920.

Table A-3: Total Revenues

	<u>June 30, 2021</u>	<u>June 30, 2020</u>	<u>Increase (Decrease)</u>
Program revenues:			
Special assessments:			
Public safety	\$ 685,710	\$ 681,750	\$ 3,960
Measure "G" public safety	598,396	588,398	9,998
Recreation	41,529	40,195	1,334
Charges for services	17,533	11,207	6,326
Operating grants and contributions	181,025	168,743	12,282
Capital grants and contributions	15,400	5,000	10,400
Other revenue	5,017	6,218	(1,201)
Total program revenues	<u>1,544,610</u>	<u>1,501,511</u>	<u>43,099</u>
General revenues:			
Property taxes	2,053,113	1,957,714	95,399
Franchise fees, net	61,857	58,256	3,601
Investment earnings	(2,483)	48,164	(50,647)
Transfers in(out)	119,057	(8,770)	127,827
Total general revenues	<u>2,231,544</u>	<u>2,055,364</u>	<u>176,180</u>
Total revenues	<u>\$ 3,776,154</u>	<u>\$ 3,556,875</u>	<u>\$ 219,279</u>

Total revenues from all sources increased \$219,279 or 6.16%, from \$3,556,875 to \$3,776,154, from the prior year, primarily due to an increase of \$95,399 in property taxes received, as well as a \$119,057 operating transfer in from the closeout of the Fiduciary Fund.

Table A-4: Total Expenses

	<u>June 30, 2021</u>	<u>June 30, 2020</u>	<u>Increase (Decrease)</u>
Expenses:			
Salaries and wages	\$ 1,617,029	\$ 1,270,854	\$ 346,175
Employee benefits	(299,289)	985,166	(1,284,455)
Materials and services	840,005	958,116	(118,111)
Interim police chief contract	-	240,997	(240,997)
Depreciation expense	140,142	74,171	65,971
Interest expense	189,347	9,500	179,847
Cost of debt issuance	-	119,592	(119,592)
Total expenses	<u>\$ 2,487,234</u>	<u>\$ 3,658,396</u>	<u>\$ (1,171,162)</u>

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2021

FINANCIAL ANALYSIS AND CONDENSED FINANCIAL INFORMATION (continued)

Analysis of Revenues and Expenses (continued)

Total expenses for the District's operations decreased by \$1,171,162 or 32.01%, from \$3,658,396 to \$2,487,234, from the prior year, primarily due to large non-cash decreases in employee benefit expense as a result of the districts reductions in pension and OPEB liabilities.

FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

The financial performance of the District as a whole is reflected in its governmental funds as well. As the District completed this year, its governmental funds reported a fund balance of \$2,231,448, which is above last year's ending fund balance of \$2,170,875. The primary cause of the increased fund balance is due to a reduction in total expenditures related to post-employment benefits and capital outlay.

General Fund Budgetary Highlights

The final budgeted expenditures for the District at year-end were \$440,937 less than actual. The variance is principally due to the \$327,571 increase in capital outlay expenditures. Actual revenues were greater than the anticipated budget by \$128,540, primarily because of increased property tax revenues provided.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

By the end of 2020-21 the District had invested \$372,687 in new capital assets, related to building improvements and equipment purchases. (More detailed information about capital assets can be found in Note 3 to the financial statements). Total depreciation expense for the year was \$140,142.

Table A-5: Capital Assets at Year End, Net of Depreciation

	Balance	Balance
	<u>June 30, 2021</u>	<u>June 30, 2020</u>
Capital assets:		
Non-depreciable assets	\$ 2,808,347	\$ 2,808,347
Depreciable assets	4,299,975	3,927,288
Accumulated depreciation	<u>(1,481,415)</u>	<u>(1,341,273)</u>
Total capital assets, net	<u>\$ 5,626,907</u>	<u>\$ 5,394,362</u>

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2021

CAPITAL ASSET AND DEBT ADMINISTRATION (continued)

Long-term Debt

Capital related debt was being repaid in fiscal year 2020-21. (See note 5 for further information)

Table A-6: Long-term Debt at Year End

	<u>Balance</u> <u>June 30, 2021</u>	<u>Balance</u> <u>June 30, 2020</u>
Long-term debt:		
Loan payable	\$ 207,168	\$ 228,983
Capital lease Payable	<u>171,179</u>	<u>-</u>
Total long-term debt	<u><u>\$ 378,347</u></u>	<u><u>\$ 228,983</u></u>

FACTORS AFFECTING CURRENT FINANCIAL POSITION

Management is unaware of any item that would affect the current financial position.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

The District's basic financial statements are designed to present users with a general overview of the District's finances and to demonstrate the District's accountability. If you have any questions about the report or need additional information, please contact the District's General Manager at 217 Arlington Avenue, Kensington, CA 94707 or (510) 526-4141.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Statement of Net Position

June 30, 2021 (With Comparative Information as of June 30, 2020)

<u>ASSETS</u>	<u>Governmental Activities</u>	
	<u>2021</u>	<u>2020</u>
Current assets:		
Cash and cash equivalents (note 2)	\$ 2,059,807	\$ 1,969,692
Accrued interest receivable	1,144	5,844
Accounts receivable	4,441	31,289
Property taxes receivable	22,214	23,094
Other receivables	61,285	68,584
Prepaid items	<u>144,526</u>	<u>134,313</u>
Total current assets	<u>2,293,417</u>	<u>2,232,816</u>
Non-current assets:		
Net pension asset (note 10)	16,983	-
Capital assets – not being depreciated (note 3)	2,808,347	2,808,347
Capital assets, net – being depreciated (note 3)	<u>2,818,560</u>	<u>2,586,015</u>
Total non-current assets	<u>5,643,890</u>	<u>5,394,362</u>
Total assets	<u>7,937,307</u>	<u>7,627,178</u>
<u>DEFERRED OUTFLOWS OF RESOURCES</u>		
Deferred amounts related to net OPEB liability (note 9)	420,721	346,812
Deferred amounts related to net pension asset (note 10)	<u>3,160,415</u>	<u>5,334,506</u>
Total deferred outflows of resources	<u>3,581,136</u>	<u>5,681,318</u>
<u>LIABILITIES</u>		
Current liabilities:		
Accounts payable and accrued expenses	61,969	61,941
Long-term liabilities – due in one year:		
Compensated absences (note 4)	47,897	31,653
Loan payable (note 5)	22,644	21,815
Capital lease payable (note 6)	37,059	-
Pension obligation bonds payable (note 7)	<u>130,000</u>	<u>170,000</u>
Total current liabilities	<u>299,569</u>	<u>285,409</u>
Noncurrent liabilities:		
Long-term liabilities – due in more than one year:		
Compensated absences (note 4)	47,896	31,653
Loan payable (note 5)	184,524	207,168
Capital lease payable (note 6)	134,120	-
Pension obligation bonds payable (note 7)	4,244,000	4,374,000
Net other post-employment benefits obligation (note 9)	579,377	2,371,365
Net pension liability (note 10)	<u>-</u>	<u>4,135,341</u>
Total noncurrent liabilities	<u>5,189,917</u>	<u>11,119,527</u>
Total liabilities	<u>5,489,486</u>	<u>11,404,936</u>
<u>DEFERRED INFLOWS OF RESOURCES</u>		
Deferred amounts related to net OPEB liability (note 9)	507,406	315,686
Deferred amounts related to net pension liability (note 10)	<u>2,944,479</u>	<u>299,722</u>
Total deferred inflows of resources	<u>3,451,885</u>	<u>615,408</u>
<u>NET POSITION</u>		
Net investment in capital assets (note 11)	5,248,560	5,165,379
Unrestricted (Deficit) (note 12)	<u>(2,671,488)</u>	<u>(3,877,227)</u>
Total net position	<u>\$ 2,577,072</u>	<u>\$ 1,288,152</u>

The notes to financial statements are an integral part of this statement.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT*Statement of Activities**For the Fiscal Year Ended June 30, 2021**(With Comparative Information for the Year Ended June 30, 2020)*

	<u>Governmental Activities</u>	
	<u>2021</u>	<u>2020</u>
Expenses:		
Public safety and recreation:		
Salaries and wages	\$ 1,617,029	\$ 1,270,854
Employee benefits	(299,289)	985,166
Materials and services	840,005	958,116
Interim police chief contract	-	240,997
Depreciation expense	140,142	74,171
Interest expense	189,347	9,500
Cost of debt issuance (note 6)	-	119,592
Total expenses	<u>2,487,234</u>	<u>3,658,396</u>
Program revenues:		
Special assessments:		
Public safety	685,710	681,750
Measure "G" public safety	598,396	588,398
Recreation	41,529	40,195
Charges for services	17,533	11,207
Operating grants and contributions	181,025	168,743
Capital grants and contributions	15,400	5,000
Other revenue	5,017	6,218
Total program revenues	<u>1,544,610</u>	<u>1,501,511</u>
Net program expense	<u>(942,624)</u>	<u>(2,156,885)</u>
General revenues:		
Property taxes	2,053,113	1,957,714
Franchise fees, net	61,857	58,256
Investment earnings	(2,483)	48,164
Transfers in(out)	119,057	(8,770)
Total general revenues	<u>2,231,544</u>	<u>2,055,364</u>
Change in net position	1,288,920	(101,521)
Net position:		
Beginning of year	<u>1,288,152</u>	<u>1,389,673</u>
End of year	<u>\$ 2,577,072</u>	<u>\$ 1,288,152</u>

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Balance Sheet – Governmental Funds
June 30, 2021 (With Comparative Information as of June 30, 2020)

	<u>General Fund</u>	
	<u>2021</u>	<u>2020</u>
<u>ASSETS</u>		
Assets:		
Cash and cash equivalents	\$ 2,059,807	\$ 1,969,692
Accrued interest receivable	1,144	5,844
Accounts receivable	4,441	31,289
Property taxes receivable	22,214	23,094
Other receivables	61,285	68,584
Prepaid items	<u>144,526</u>	<u>134,313</u>
Total assets	<u>\$ 2,293,417</u>	<u>\$ 2,232,816</u>
<u>LIABILITIES AND FUND BALANCE</u>		
Liabilities:		
Accounts payable and accrued expenses	<u>\$ 61,969</u>	<u>\$ 61,941</u>
Total liabilities	<u>61,969</u>	<u>61,941</u>
Fund balance: (note 13)		
Nonspendable	144,526	134,313
Committed	-	955,825
Assigned	95,793	63,306
Unassigned	<u>1,991,129</u>	<u>1,017,431</u>
Total fund balance	<u>2,231,448</u>	<u>2,170,875</u>
Total liabilities and fund balance	<u>\$ 2,293,417</u>	<u>\$ 2,232,816</u>

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
*Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position
 June 30, 2021 (With Comparative Information as of June 30, 2020)*

	<u>2021</u>	<u>2020</u>
Fund Balance of Governmental Funds	\$ 2,231,448	\$ 2,170,875
Amounts reported for governmental activities in the statement of net position are different because:		
Other long-term assets are not available to pay for current period expenses and accordingly are not reported as fund assets. Other long-term assets are reported in the statement of net position as follows:		
Net pension asset	16,983	-
Capital assets used in governmental activities are not current financial resources and, therefore, are not reported in the governmental funds balance sheet. However, the statement of net position includes those assets as capital assets.	5,626,907	5,394,362
Deferred outflows of resources used in governmental activities are not current financial resources and, therefore, are not reported in the governmental funds balance sheet. However, the statement of net position includes those deferred outflows of resources.	3,581,136	5,681,318
Long-term liabilities applicable to the District are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities, both current and long-term, are reported in the statement of net position as follows:		
Compensated absences	(95,793)	(63,306)
Loan payable	(207,168)	(228,983)
Lease Payable	(171,179)	-
Pension obligation bonds payable	(4,374,000)	(4,544,000)
Net other post-employment benefits obligation	(579,377)	(2,371,365)
Net pension liability	-	(4,135,341)
Deferred inflows of resources used in governmental activities are not current financial resources and, therefore, are not reported in the governmental funds balance sheet. However, the statement of net position includes those deferred inflows of resources.	(3,451,885)	(615,408)
Total adjustments	345,624	(882,723)
Net Position of Governmental Activities	\$ 2,577,072	\$ 1,288,152

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT*Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds
For the Fiscal Year Ended June 30, 2021**(With Comparative Information for the Year Ended June 30, 2020)*

	<u>General Fund</u>	
	<u>2021</u>	<u>2020</u>
Revenues:		
Property taxes	\$ 2,053,113	\$ 1,957,714
Franchise fees, net	61,857	58,256
Special assessments:		
Public safety	685,710	681,750
Measure "G" public safety	598,396	588,398
Recreation	41,529	40,195
Charges for services	17,533	11,207
Operating grants and contributions	181,025	168,743
Capital grants and contributions	15,400	5,000
Investment earnings	(2,483)	48,164
Other revenue	5,017	6,218
Total revenues	<u>3,657,097</u>	<u>3,565,645</u>
Expenditures:		
Current operations:		
Salaries and wages	1,584,542	1,288,183
Employee benefits	708,364	5,291,915
Materials and services	840,005	958,116
Interim police chief contract	-	240,997
Capital outlay	372,687	1,610,932
Debt service:		
Principal payment	210,636	21,017
Interest payment	189,347	9,500
Total expenditures	<u>3,905,581</u>	<u>9,420,660</u>
Excess of revenues over expenditures	<u>(248,484)</u>	<u>(5,855,015)</u>
Other financing sources(uses):		
Transfers in(out)	119,057	(8,770)
Debt principal issued	190,000	4,544,000
Cost of debt issuance	-	(119,592)
Total other financing sources(uses)	<u>309,057</u>	<u>4,415,638</u>
Change in fund balance	60,573	(1,439,377)
Fund Balance:		
Beginning of year	<u>2,170,875</u>	<u>3,610,252</u>
End of year	<u>\$ 2,231,448</u>	<u>\$ 2,170,875</u>

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Statement of Activities

For the Fiscal Year Ended June 30, 2021

(With Comparative Information for the Year Ended June 30, 2020)

	<u>2021</u>	<u>2020</u>
Net Change in Fund Balance – Governmental Funds	<u>\$ 60,573</u>	<u>\$ (1,439,377)</u>
Amount reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:		
Capital outlay	372,687	1,610,932
Depreciation expense	(140,142)	(74,171)
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenses in governmental funds as follows:		
Net change in compensated absences	(32,487)	17,329
Net change in net OPEB liability and related deferred resources	1,674,177	269,884
Net change in net pension liability and related deferred resources	(666,524)	4,036,865
Principal repayment of long-term debt is reported as an expenditure in governmental funds. However, principal repayments reduce liabilities in the statement of net position and do not result in expenses in the statement of activities.	210,636	21,017
The issuance of long-term debt provides current financial resources to governmental funds, while issuing debt increases long-term liabilities in the statement of net position	<u>(190,000)</u>	<u>(4,544,000)</u>
Total adjustments	<u>1,228,347</u>	<u>1,337,856</u>
Change in Net Position of Governmental Activities	<u>\$ 1,288,920</u>	<u>\$ (101,521)</u>

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Statements of Fiduciary Net Position

June 30, 2021 (With Comparative Amounts as of June 30, 2020)

	Kensington Park Reassessment District 2004-1 Bond Trust Fund	
<u>ASSETS</u>	<u>2021</u>	<u>2020</u>
Current assets:		
Cash and cash equivalents	\$ -	\$ 188,168
Accrued interest receivable	-	341
Special assessments receivable	-	146,074
Total assets	\$ -	\$ 334,583
<u>LIABILITIES AND NET POSITION</u>		
Current liabilities:		
Accrued interest payable	\$ -	\$ 2,134
Bonds payable (note 7)	-	150,647
Total liabilities	-	152,781
Net position:		
Held in trust for debt service	-	181,802
Total net position	\$ -	\$ 181,802

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT*Statements of Changes in Fiduciary Net Position**For the Fiscal Year Ended June 30, 2021 (With Comparative Amounts as of June 30, 2020)*

	Kensington Park Reassessment District 2004-1 Bond Trust Fund	
	2021	2020
Additions:		
Special assessments	\$ -	\$ 176,936
Investment earnings	448	1,925
Total additions	448	178,861
Deductions:		
Bond principal	-	149,166
Bond interest	-	7,460
Bond administration	63,193	29,530
Total deductions	63,193	186,156
Other:		
Transfers in(out)	(119,057)	8,770
Change in net position	(181,802)	1,475
Net position:		
Beginning of year	181,802	180,327
End of year	\$ -	\$ 181,802

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES

A. Description of Organization

The Kensington Police Protection and Community Services District (District) provides police protection services, parks and recreation services as well as waste management services to the unincorporated area of Kensington in Contra Costa County, California. The District is governed by five unpaid board members elected into office by the community to serve staggered four-year terms. Board meetings are held once a month on the second Thursday of the month.

B. Reporting Entity

A reporting entity is comprised of the primary government, component units, and other organizations that are included to ensure the financial statements are not misleading. The primary government of the District consists of all funds, departments, and agencies that are not legally separate from the District.

Component units are legally separate organizations for which the District is financially accountable. Component units may also include organizations that are fiscally dependent on the District, in that the District approves their budget, the issuance of their debt or the levying of their taxes. In addition, component units are other legally separate organizations for which the District is not financially accountable but the nature and significance of the organization's relationship with the District is such that exclusion would cause the District's financial statements to be misleading or incomplete.

The District has identified no organizations that are required to be reported as component units.

C. Basis of Presentation, Basis of Accounting

1. Basis of Presentation

Government-Wide Financial Statements

The statement of net position and the statement of activities display information about the primary government (the District) and its component units. These statements include the financial activities of the overall government. Eliminations have been made to minimize the double-counting of internal activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the District's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Governmental Funds

The District maintains the following governmental funds:

General Fund: This fund is used to account for all financial resources of the District except those required to be accounted for in another fund. Included are transactions for charges for services, property taxes, and investment earnings. The general fund balance is available to the District for any purpose provided it is expended.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (continued)

C. Basis of Presentation, Basis of Accounting (continued)

1. Basis of Presentation (continued)

Governmental Funds (continued)

Fiduciary Fund: The Kensington Park Reassessment District 2004-1 Bond Trust Fund, issued in June 2004 in defeasance of the 1994 special assessment bonds, has been determined to be an agency fund since the District is not obligated to repay the debt. (See Note 7)

2. Measurement Focus, Basis of Accounting

Government-Wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the District gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental Fund Financial Statements

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. Capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and financing from capital leases are reported as other financing sources.

3. Revenues - Exchange and Non-Exchange Transactions

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current fiscal year. Generally, available is defined as collectible within 60 days.

Non-exchange transactions, in which the District receives value without directly giving equal value in return, include property taxes, certain grants, entitlements, and donations. Revenue from property taxes is recognized in the fiscal year in which the taxes are received. Revenue from certain grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include time and purpose requirements. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (continued)

D. Budgetary Data

The District follows these procedures in establishing budgetary data reflected in the Required Supplementary Information – Budgetary Comparison Schedule:

The District Manager submits to the Board of Directors a proposed operating budget at the May Board meeting for the ensuing year. The annual budget is a complete financial plan for the ensuing budget year and consists of an operating, capital and debt repayment budget. The General Fund is the only fund for which an annual budget is legally adopted on a basis consistent with the modified accrual basis of accounting. The Board then considers the proposed budget at its regular meeting in June, which is open to the public. The budget represented in the required supplementary information was the final budget for the fiscal year.

E. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position

1. Cash and Cash Equivalents

For purposes of the statement of cash flows, the District considers all highly liquid investments with a maturity of three months or less, when purchased, to be cash equivalents. Cash deposits are reported at carrying amount, which reasonably estimates fair value.

2. Investments

Investments are reported at fair value except for short-term investments, which are reported at cost, which approximates fair value. Cash deposits are reported at carrying amount, which reasonably estimates fair value. Investments in governmental investment pools are reported at fair value based on the fair value per share of the pool's underlying portfolio.

In accordance with fair value measurements, the District categorizes its assets and liabilities measured at fair value into a three-level hierarchy based on the priority of the inputs to the valuation technique used to determine fair value. The fair value hierarchy gives the highest priority to quoted prices in active markets for identical assets or liabilities (Level 1) and the lowest priority to unobservable inputs (Level 3).

If the inputs used in the determination of the fair value measurement fall within different levels of the hierarchy, the categorization is based on the lowest level input that is significant to the fair value measurement.

Financial assets and liabilities recorded on the balance sheet are categorized based on the inputs to the valuation techniques as follows:

Level 1 – Inputs that reflect unadjusted quoted prices in active markets for identical investments, such as stocks, corporate and government bonds. The District has the ability to access the holding and quoted prices as of the measurement date.

Level 2 – Inputs, other than quoted prices, that are observable for the asset or liability either directly or indirectly, including inputs from markets that are not considered to be active.

Level 3 – Inputs that are unobservable. Unobservable inputs reflect the District's own assumptions about the factors market participants would use in pricing an investment, and is based on the best information available in the circumstances.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (continued)

E. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position (continued)

3. Capital Assets

Capital assets are stated at cost or at their estimated fair value at date of donation. It is the District's policy to capitalize assets costing over \$5,000. The provision for depreciation is computed using the straight-line method over the estimated service lives of the capital assets.

Estimated service lives for the District's classes of assets are as follows:

Description	Estimated Lives
Buildings and improvements	10-30 years
Machinery and equipment	5-10 years
Furniture and office equipment	6 years
Vehicles	5 years

4. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position reports a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of net position reports a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period and will not be recognized as an inflow of resources (revenue) until that time.

5. Compensated Absences

The liability for compensated absences reported in the government-wide statements consists of unpaid, accumulated vacation leave balances. The liability has been calculated using the vesting method, in which leave amounts for both employees who currently are eligible to receive termination payments and other employees who are expected to become eligible in the future to receive such payments upon termination are included.

6. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) plan and addition to/deductions from the Plans fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

The following timeframes are used for pension reporting:

Valuation Date June 30, 2019
Measurement Date June 30, 2020
Measurement Period July 1, 2019 to June 30, 2020

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (continued)

E. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position (continued)

6. Pensions (continued)

Gains and losses related to changes in total pension liability and fiduciary net position are recognized in pension expense systematically over time. The first amortized amounts are recognized in pension expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to pensions and are to be recognized in future pension expense. The amortization period differs depending on the source of the gain or loss. The difference between projected and actual earnings is amortized straight-line over 5 years. All other amounts are amortized straight-line over the average expected remaining service lives of all members that are provided with benefits (active, inactive and retirees) as of the beginning of the measurement period.

7. Postemployment Benefits Other Than Pensions (OPEB)

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the District's Retiree Benefits Plan ("the Plan") and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, the Plan recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value, except for money market investments which are reported at cost.

The following timeframes are used for OPEB reporting:

Valuation Date June 30, 2018

Measurement Date June 30, 2020

Measurement Period July 1, 2019 to June 30, 2020

8. Net Position

Net position is classified into three components: investment in capital assets; restricted; and unrestricted. These classifications are defined as follows:

- **Net investment in capital assets** - This component of net position consists of capital assets net of accumulated depreciation and reduced by the outstanding balances of any borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- **Unrestricted net position** - This component of net position consists of net position that does not meet the definition of "net investment in capital assets" or "restricted".

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (continued)

E. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position (continued)

9. Fund Balances

The fund balance for governmental funds is reported in classifications based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

Nonspendable: Fund balance is reported as nonspendable when the resources cannot be spent because they are either in a nonspendable form or legally or contractually required to be maintained intact. Resources in nonspendable form include inventories and prepaid assets.

Assigned: Resources that are constrained by the District's intent to use them for a specific purpose, but are neither restricted nor committed, are reported as assigned fund balance. Intent may be expressed by either the Board, committees (such as budget or finance), or officials to which the Board has delegated authority.

Unassigned: Unassigned fund balance represents fund balance that has not been restricted, committed, or assigned and may be utilized by the District for any purpose. When expenditures are incurred, and both restricted and unrestricted resources are available, it is the District's policy to use restricted resources first, then unrestricted resources in the order of assigned, and then unassigned, as they are needed.

F. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reported period. Actual results could differ from those estimates.

G. Property Taxes

Property taxes attach as an enforceable lien on property as of January 1, each year. Secured property taxes are levied on July 1 and are payable in two installments, on December 10 and April 10. The Contra Costa County Assessor's Office assesses all real and personal property within the County each year. Property tax in California is levied in accordance with Article 13A of the State Constitution at one (1%) of countywide assessed valuations. The Contra Costa County Treasurer-Tax Collector's Office remits an undisclosed portion of the one (1%) current and delinquent property tax collections to the District throughout the year.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 2 – CASH AND INVESTMENTS

Cash and investments as of June 30, were classified on the statement of net position and statement of fiduciary net position as follows:

<u>Description</u>	<u>Balance</u>
Governmental funds:	
Cash and cash equivalents	\$ 2,059,807
Fiduciary funds:	
Cash and cash equivalents	-
Total cash and cash equivalents	<u>\$ 2,059,807</u>

Cash and investments at June 30, 2021, are reported at fair value and consisted of the following:

<u>Description</u>	<u>Balance</u>
Cash on hand	\$ 100
Demand deposits with financial institutions	20,309
Deposits with Contra Costa County Treasury Pool	469,163
Deposits with Local Agency Investment Fund (LAIF)	<u>1,570,235</u>
Total cash and cash equivalents	<u>\$ 2,059,807</u>

Demand Deposits

At June 30, 2021, the carrying amount of the District's demand deposits was \$20,309 and the financial institutions balances totaled \$20,309.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the Authority's deposits may not be returned to it. The District does not have a policy for custodial credit risk for deposits. Cash balances held in banks are insured up to \$250,000 by the Federal Depository Insurance Corporation (FDIC) and are collateralized by the respective financial institutions. In addition, the California Government Code requires that a financial institution secure deposits made by State or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under State law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110 percent of the total amount deposited by the public agencies. California law also allows financial institutions to secure public deposits by pledging first trust deed mortgage notes having a value of 150 percent of the secured public deposits and letters of credit issued by the Federal Home Loan Bank of San Francisco having a value of 105 percent of the secured deposits.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 2 – CASH AND INVESTMENTS (continued)

Contra Costa County Treasury Pool

The District is a voluntary participant in the Contra Costa County Treasury Pool (Pool) pursuant to Government Code Section 53694. The cash flow needs of participants are monitored daily to ensure that sufficient liquidity is maintained to meet the needs of those participants. At the time deposits are made, the Contra Costa County Treasurer may require the depositing entity to provide annual cash flow projections or an anticipated withdrawal schedule for deposits in excess of \$1 million. Projections are performed no less than semi-annually. In accordance with Government Code Section 27136, all request for withdrawal of funds for the purpose of investing or deposits the funds elsewhere shall be evaluated to ensure the proposed withdrawal will not adversely affect the principal deposits of the other participants. Pool detail may be obtained from the Contra Costa County Treasurer-Tax Collector's office at 625 Court Street, Suite 100, Martinez, CA 94553.

The Contra Costa County Treasury Pool is not categorized under the fair value hierarchy established by GAAP as it is held at an amortized cost basis. For financial reporting purposes, the District considers the funds held in the Pool as cash equivalents due to their highly liquid nature and dollar-in dollar-out amortized cost methodology. As of June 30, 2021, the District held \$469,163 in the Pool.

Local Agency Investment Fund (LAIF)

The California State Treasurer, through the Pooled Money Investment Account (PMIA), invests taxpayers' money to manage the State's cash flow and strengthen the financial security of local governmental entities. PMIA policy sets as primary investment objectives safety, liquidity and yield. Through the PMIA, the Investment Division manages the Local Agency Investment Fund (LAIF). The LAIF allows cities, counties and special districts to place money in a major portfolio and, at no additional costs to taxpayers, use the expertise of Investment Division staff. Participating agencies can withdraw their funds from the LAIF at any time as LAIF is highly liquid and carries a dollar-in dollar-out amortized cost methodology.

The District is a voluntary participant in LAIF. The fair value of the District's investment in this pool is reported at an amount based upon the District's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of the of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF. LAIF is not categorized under the fair value hierarchy established by GAAP as it is held at an amortized cost basis and it is Not Rated under the current credit risk ratings format. For financial reporting purposes, the District considers LAIF a cash equivalent due to its highly liquid nature and dollar-in dollar-out amortized cost methodology. As of June 30, 2021, the District held \$1,570,235 in LAIF.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Notes to Financial Statements
 June 30, 2021

NOTE 3 – CAPITAL ASSETS

Changes in capital assets for the year ended June 30, 2021, were as follows:

	<u>Balance July 1, 2020</u>	<u>Additions/ Transfers</u>	<u>Deletions/ Transfers</u>	<u>Balance June 30, 2021</u>
Non-depreciable capital assets:				
Land	\$ 2,808,347	\$ -	\$ -	\$ 2,808,347
Construction-in-progress	-	171,302	(171,302)	-
Total non-depreciable capital assets	<u>2,808,347</u>	<u>171,302</u>	<u>(171,302)</u>	<u>2,808,347</u>
Depreciable capital assets:				
Buildings and improvements	3,424,327	-	171,302	3,595,629
Machinery and equipment	123,761	6,465	-	130,226
Furniture and office equipment	86,666	4,920	-	91,586
Vehicles	292,534	190,000	-	482,534
Total depreciable capital assets	<u>3,927,288</u>	<u>201,385</u>	<u>171,302</u>	<u>4,299,975</u>
Accumulated depreciation:				
Buildings and improvements	(925,329)	(90,702)	-	(1,016,031)
Machinery and equipment	(86,965)	(12,073)	-	(99,038)
Furniture and office equipment	(46,636)	(7,301)	-	(53,937)
Vehicles	(282,343)	(30,066)	-	(312,409)
Total accumulated depreciation	<u>(1,341,273)</u>	<u>(140,142)</u>	<u>-</u>	<u>(1,481,415)</u>
Total depreciable capital assets, net	<u>2,586,015</u>	<u>61,243</u>	<u>171,302</u>	<u>2,818,560</u>
Total capital assets, net	<u>\$ 5,394,362</u>	<u>\$ 232,545</u>	<u>\$ -</u>	<u>\$ 5,626,907</u>

NOTE 4 – COMPENSATED ABSENCES

Changes to compensated absences balances for the year ended June 30, 2021, were as follows:

<u>Balance July 1, 2020</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 2021</u>	<u>Current Portion</u>	<u>Long-term Portion</u>
\$ 63,306	\$ 119,415	\$ (86,928)	\$ 95,793	\$ 47,897	\$ 47,896

NOTE 5 – LOAN PAYABLE

Changes to the loan payable balance for the year ended June 30, 2021, was as follows:

<u>Balance July 1, 2020</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 2021</u>	<u>Current Portion</u>	<u>Long-term Portion</u>
\$ 228,983	\$ -	\$ (21,815)	\$ 207,168	\$ 22,644	\$ 184,524

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 5 - LOAN PAYABLE (continued)

Community Center Loan

In 2019, the District secured a \$250,000 10-year at 3.80% construction loan to complete the improvements to the District's Community Center. Principal and interest payments are due in June of each year. The loan is payable until June 2029. Future remaining payments are as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2022	\$ 22,644	\$ 7,873	\$ 30,517
2023	23,505	7,012	30,517
2024	24,398	6,119	30,517
2025	25,325	5,192	30,517
2026	26,287	4,230	30,517
2027	27,286	3,231	30,517
2028	28,323	2,194	30,517
2029	29,400	1,117	30,517
Total	207,168	<u>\$ 36,968</u>	<u>\$ 244,136</u>
Current	<u>(22,644)</u>		
Long-term	<u>\$ 184,524</u>		

NOTE 6 - CAPITAL LEASE PAYABLE

Changes in capital lease payable amounts for the year ended June 30, 2021, were as follows:

<u>Balance</u> <u>July 1, 2020</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30, 2021</u>	<u>Current</u> <u>Portion</u>	<u>Long-term</u> <u>Portion</u>
<u>\$ -</u>	<u>\$ 190,000</u>	<u>\$ (18,821)</u>	<u>\$ 171,179</u>	<u>\$ 37,059</u>	<u>\$ 134,120</u>

On November 24, 2020, the District entered into a tax-exempt lease purchase agreement with U.S. Bancorp Government Leasing and Finance, Inc. for three Police Vehicles and related equipment in the amount of \$190,000. The lease term is five years with an interest rate of 1.75%. Principal and interest payments are due monthly in the amount of \$3,309.54, with the final payment due in December 2025.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Notes to Financial Statements
 June 30, 2021

NOTE 6 – CAPITAL LEASE PAYABLE (continued)

Future remaining payments are as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2022	\$ 37,059	\$ 2,656	\$ 39,715
2023	37,713	2,002	39,715
2024	38,378	1,337	39,715
2025	39,055	660	39,715
2026	18,974	72	19,046
Total	171,179	<u>\$ 6,727</u>	<u>\$ 177,906</u>
Current	<u>(37,059)</u>		
Long-term	<u>\$ 134,120</u>		

NOTE 7 – PENSION OBLIGATION BONDS

Changes in pension obligation bonds amounts for the year ended June 30, 2021, were as follows:

<u>Balance</u> <u>July 1, 2020</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30, 2021</u>	<u>Current</u> <u>Portion</u>	<u>Long-term</u> <u>Portion</u>
<u>\$ 4,544,000</u>	<u>\$ -</u>	<u>\$ (170,000)</u>	<u>\$ 4,374,000</u>	<u>\$ 130,000</u>	<u>\$ 4,244,000</u>

On June 18, 2020, the District issued 2020 Taxable Pension Obligation Bonds in the amount of \$4,544,000. The 2020 bonds were placed with Capital One Public Funding, LLC. The bonds were issued to (a) finance \$4,424,408 of the District's unfunded accrued liability to the California Public Employees' Retirement System (CalPERS) for the benefit of the District's employees and to pay a portion of current normal costs, and (b) pay \$119,592 of the costs incurred in connection with the issuance of the bonds. The bonds bear interest at 3.850% and are payable semiannually on January 1 and July 1 of each year, commencing January 1, 2021 until maturity or earlier redemption. The bonds mature in fiscal year 2040. Total principal and interest remaining on the bonds as of June 30, 2021 is \$6,265,970.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Notes to Financial Statements
 June 30, 2021

NOTE 7 – PENSION OBLIGATION BONDS (continued)

Future remaining payments are as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2022	\$ 130,000	\$ 168,399	\$ 298,399
2023	168,000	163,394	331,394
2024	174,000	156,926	330,926
2025	181,000	150,227	331,227
2026-2030	1,014,000	641,102	1,655,102
2031-2035	1,226,000	430,238	1,656,238
2036-2040	1,481,000	181,684	1,662,684
Total	4,374,000	\$ 1,891,970	\$ 6,265,970
Current	(130,000)		
Long-term	\$ 4,244,000		

Bond Provisions

The obligations of the District under the bonds, including the obligation to make all payments of interest and principal when due, are obligations of the District imposed by law and are absolute and unconditional, without any right of set-off or counterclaim. The bonds do not constitute an obligation of the District for which the District is obligated to levy or pledge any form of taxation. Neither the bonds nor the obligations of the District to make payments on the bonds constitute an indebtedness of the District, the State of California, or any of its political subdivisions in contravention of any constitutional or statutory debt limitation or restriction. For the purpose of paying the principal of and interest on the bonds, the District's council has covenanted under the trust agreement, to take such actions annually as are necessary or appropriate to cause the debt service on the bonds due in any fiscal year to be included in the budget for such fiscal year and to make the necessary appropriations therefor from any legally available funds to ensure that sufficient sums are available to pay the annual principal of and interest on the bonds as the same become due.

NOTE 8 – SPECIAL ASSESSMENT DEBT

Changes to the special assessment debt balance for the year ended June 30, 2021, was as follows:

<u>Balance</u>			<u>Balance</u>
<u>July 1, 2020</u>	<u>Additions</u>	<u>Deletions</u>	<u>June 30, 2021</u>
150,647	-	(150,647)	-

Kensington Park Reassessment District 2004-1 Refunding Bonds

The original 1994 Limited Obligation Improvement Bonds were issued pursuant to the provisions of the Improvement Bond Act of 1915 to finance costs of acquisition of land to be used as a park and installation of certain recreational improvements.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 8 – SPECIAL ASSESSMENT DEBT (continued)

Kensington Park Reassessment District 2004-1 Refunding Bonds (continued)

The bonds are limited obligations of the District and are equally and ratably secured by unpaid assessments on certain parcels of property located within the Kensington Park Assessment District. The Kensington Park Assessment District was created by the District pursuant to the Landscaping and Lighting Act of 1972 specifically to finance the park landscaping and lighting project. The unpaid assessments represent fixed liens on each assessed parcel. Annual installments of the unpaid assessments together with interest thereon, sufficient to meet the scheduled debt service, are included in the tax bills for the assessed properties and the receipts are deposited into a redemption fund used to pay interest and principal on the bonds as they come due. The District is in no way liable for the repayment of the improvement bonds. The District is only acting as an agent for the property owners in collecting the assessments, forwarding the collections to bondholders, and initiating foreclosure proceedings.

On June 17, 2004, the District issued \$1,868,600 of 2004 Limited Obligation Improvement Bonds for the purpose of refunding the \$2,050,000 of outstanding 1994 Limited Obligation Improvement Bonds. The refunding took advantage of lower interest rates which were available and resulted in reductions in debt service requirements over the life of the new debt. The net proceeds of \$1,868,600 from these bonds were transferred to a trustee and placed in an irrevocable trust to redeem the 1994 Limited Obligation Improvement Bonds. These funds were invested in U.S. government securities to provide for the redemption price and interest through the call date. The 2004 bond bears annual interest at a fixed rate of 4.25%. The bond was issued as a fully registered note in a single denomination of \$1,868,600. Interest on the bond becomes payable commencing March 2, 2005, and semiannually thereafter on each September 2 and March 2 until maturity. The bond maturity date is September 2, 2020. On September 2, 2020, the special assessment debt was paid-in-full.

NOTE 9 – OTHER POSTEMPLOYMENT BENEFITS (OPEB)

Summary

The following balances on the balance sheet will be addressed in this footnote as follows:

<u>Description</u>	<u>2021</u>
OPEB related deferred outflows	\$ 420,721
Net other post-employment benefits obligation	579,377
OPEB related deferred inflows	507,406

A. General Information about the OPEB Plan

Plan description

The District provides lifetime retiree medical coverage to eligible police (safety) employees who retire at age 50, along with their dependents. The medical plan benefits are contracted with the California Public Employees' Retirement System under the Public Employees' Medical and Hospital Care Act (PEMHCA).

Eligible retirees may enroll in any of the plans available through the CalPERS Program. The District contributes the entire cost of post-employment medical coverage up to a cap of the Kaiser Bay Area rates for the coverage selected. Also, the District contributes the entire cost of post-employment dental and vision premiums for retirees.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 9 – OTHER POSTEMPLOYMENT BENEFITS (OPEB) (continued)

A. General Information about the OPEB Plan (Continued)

Plan Members

	<u>2020</u>
Inactive plan members or beneficiaries currently receiving benefit payments	15
Inactive plan members entitled to but not yet receiving benefit payments	-
Active plan members	<u>7</u>
Total	<u><u>22</u></u>

Funding Policy

The contribution requirements of plan members and the District are established and may be amended by the District and/or the District’s Board of Directors. Currently, contributions are not required from plan members. The District has been typically funding this OPEB plan on a pay-as-you-go basis; however, recently contributions have been made to an OPEB Trust.

Contributions

Benefit provisions and contribution requirements are established and may be amended through agreements and memorandums of understanding between the District and its employees. The plan does not require employee contributions. Administrative costs of this plan are financed by the District. For fiscal year ended June 30, 2020, the measurement period, the District’s contributions totaling \$460,959 included \$247,036 placed in its CalPERS CERBT OPEB Trust, \$174,115 in current year premium payments, and an implied subsidy of \$39,808.

Accounting for the Plan

The other post-employment benefit trust is prepared using the accrual basis of accounting. Employer contributions to the plan are recognized when due and the employer has made a formal commitment to provide contributions. Benefits are recognized when due and payable in accordance with the terms of each plan.

Method Used to Value Investments

Investments are reported in the accompanying financial statements at fair value, which is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measure date. Securities for which market quotations are not readily available are valued at their fair value as determined by the custodian with the assistance of a valuation service.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 9 – OTHER POSTEMPLOYMENT BENEFITS (OPEB) (continued)

B. Net OPEB Liability

The District's total OPEB liability was measured as of June 30, 2020 and was determined by an actuarial valuation as of June 30, 2019. A summary of the principal assumptions and methods used to determine the total OPEB liability is shown below.

Actuarial Assumptions

The total OPEB liability in the June 30, 2020 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Valuation Date	June 30, 2019
Measurement Date	June 30, 2020
Actuarial Cost Method	Entry age normal, level percentage of payroll
Asset Valuation Method	Market value of assets as of the measurement date
Actuarial Assumptions:	
Discount Rate	
Long-Term Expected	
Rate of Return on Investments	7.28%
Inflation	2.01%
Payroll increases	2.75%
Healthcare Trend Rates	Pre-65 - 6.85% trending down to 5.0% by 2027 Post-65 - 5.0% constant to 2027
Morbidity	CalPERS 2017 Study
Mortality	CalPERS 2017 Study
Disability	Valued
Retirement	2017 CalPERS Police 3%@50 for actives hired before 1/1/13 and 2.7%@57 for actives hired after 1/1/13.
Percent Married	100% of future retirees would enroll a spouse

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of the arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-term Expected Real Rate of Return</u>
CERBT Strategy 1 investment policy:		
Equity	60.00%	5.49%
Fixed income	32.00%	1.65%
REITs	8.00%	5.06%
Cash	0.00%	0.00%
Total	<u>100.00%</u>	

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 9 – OTHER POSTEMPLOYMENT BENEFITS (OPEB) (continued)

B. Net OPEB Liability (continued)

Discount Rate

The discount rate used to measure the total OPEB liability was 7.28%. The projection of cash flows used to determine the discount rate assumed that the District's contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan's fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees and beneficiaries. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

C. Changes in the Net OPEB Liability

The changes in the total OPEB liability are as follows:

	Increase (Decrease)		
	Total	Plan Fiduciary	Net
	OPEB Liability	Net Position	OPEB Liability
Balance at July 1, 2020 (Measurement date July 1, 2019)	\$ 3,872,141	\$ 1,500,776	\$ 2,371,365
Changes for the year:			
Service cost	97,806	-	97,806
Interest	282,144	-	282,144
Differences in experience	(277,547)	-	(277,547)
Changes in assumption	(293,401)	-	(293,401)
Changes in benefit terms	(1,204,143)	-	(1,204,143)
Employer contributions	-	343,527	(343,527)
Net investment income	-	54,053	(54,053)
Benefit payments	(192,057)	(192,057)	-
Administrative expenses	-	(733)	733
Net changes	(1,587,198)	204,790	(1,791,988)
Balance at June 30, 2021 (Measurement date June 30, 2020)	\$ 2,284,943	\$ 1,705,566	\$ 579,377

Changes of Assumptions

In fiscal year 2019-20, the measurement period there were no changes to the actuarial assumptions.

Change of Benefit Terms

In fiscal year 2019-20, the measurement period, there were the following changes to the benefit terms:

The plan was amended effective October 31, 2019 to cap employer share of costs at 90% of 2020 Kaiser Bay Area rates for every coverage level and Medicare eligibility status for employees hired prior to December 12, 2019. In addition, there is a mandatory \$125 minimum monthly contribution per retiree. Future employees whose date of hire is on or after December 12, 2019 will receive the PEMHCA minimum only.

Subsequent Events

There were no subsequent events that would materially affect the results presented in this disclosure.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 9 – OTHER POSTEMPLOYMENT BENEFITS (OPEB) (continued)

C. Changes in the Net OPEB Liability

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following presents the total OPEB liability of the District, as well as what the District’s total OPEB liability would be if it were calculated using a discount rate that is 1-percentage point lower (6.28%) or 1 percentage point higher (8.28%) than the current discount rate:

	<u>1% Decrease</u> <u>6.28%</u>	<u>Discount Rate</u> <u>7.28%</u>	<u>1% Increase</u> <u>8.28%</u>
Net OPEB Liability	<u>\$ 810,572</u>	<u>\$ 579,377</u>	<u>\$ 384,887</u>

Sensitivity of the Total OPEB Liability to Changes in Medical Trend Rates

The following presents the total OPEB liability of the District, as well as what the District’s total OPEB liability would be if it were calculated using medical trend rates that are 1-percentage point lower:

	<u>Healthcare Cost</u>		
	<u>5.85%</u>	<u>6.85%</u>	<u>7.85%</u>
Net OPEB Liability	<u>\$ 462,865</u>	<u>\$ 579,377</u>	<u>\$ 730,685</u>

D. OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB

For the year ended June 30, 2021, the District recognized OPEB expense of (\$1,306,779). At June 30, 2021, the District reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

<u>Account Description</u>	<u>Deferred Outflows</u> <u>of Resources</u>	<u>Deferred Inflows</u> <u>of Resources</u>
OPEB contributions made after the measurement date	\$ 367,399	\$ -
Changes in assumptions	-	(256,222)
Differences between expected and actual experience	-	(251,184)
Differences between projected and actual earnings on OPEB plan investments	<u>53,322</u>	<u>-</u>
Total Deferred Outflows/(Inflows) of Resources	<u>\$ 420,721</u>	<u>\$ (507,406)</u>

The differences between projected and actual earnings on plan investments is amortized over five years. The District reported \$367,399 as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the total OPEB liability in the year ending June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized as OPEB expense as follows:

<u>Amortization Period</u> <u>Fiscal Year Ended June 30</u>	<u>Deferred</u> <u>Outflows/(Inflows)</u> <u>of Resources</u>
2022	\$ (294,309)
2023	(170,470)
2024	(1,422)
2025	<u>12,117</u>
Total	<u>\$ (454,084)</u>

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Notes to Financial Statements
June 30, 2021

NOTE 10 – NET PENSION LIABILITY AND PENSION PLAN

Summary

The following balances on the balance sheet will be addressed in this footnote as follows:

<u>Description</u>	<u>2021</u>
Net pension asset	\$ 16,983
Pension related deferred outflows	3,160,415
Pension related deferred inflows	2,944,479

Qualified employees are covered under a multiple-employer defined benefit pension plan maintained by agencies of the State of California known as the California Public Employees' Retirement System (CalPERS), or "The Plan".

A. General Information about the Pension Plan

The Plan

The District has engaged with CalPERS to administer the following pension plans for its employees (members):

	<u>Safety Plans</u>	
	<u>Classic Tier 1</u>	<u>PEPRA Tier 2</u>
Hire date	Prior to <u>January 1, 2013</u>	On or after <u>January 1, 2013</u>
Benefit formula	3.0% @ 50	2.7% @ 57
Benefit vesting schedule	5-years of service	5-years of service
Benefits payments	monthly for life	monthly for life
Retirement age	50 - 55 & Up	50 - 57 & Up
Monthly benefits, as a % of eligible compensation	3.00%	2.0% to 2.7%
Required member contribution rates	9.000%	12.000%
Required employer contribution rates – FY 2020	21.927%	13.034%

Plan Description

The District contributes to the California Public Employees' Retirement System (CalPERS), a cost-sharing multiple-employer defined benefit pension plan. CalPERS acts as a common investment and administrative agent for participating public entities within the State of California. A full description of the pension plan, benefit provisions, assumptions (for funding, but not accounting purposes), and membership information are listed in the June 30, 2020 Annual Actuarial Valuation Report. This report and CalPERS' audited financial statements are publicly available reports that can be obtained at CalPERS' website under Forms and Publications.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 10 – NET PENSION LIABILITY AND PENSION PLAN (continued)

A. General Information about the Pension Plan (continued)

Plan Description (continued)

At June 30, 2020, the following members were covered by the benefit terms:

Plan Members	Safety Plans		Total
	Classic Tier 1	PEPRA Tier 2	
Active members	4	3	7
Transferred and terminated members	11	1	12
Retired members and beneficiaries	30	-	30
Total plan members	45	4	49

All qualified permanent and probationary employees are eligible to participate in the District’s cost-sharing multiple-employer defined benefit pension plans administered by the California Public Employees’ Retirement System (CalPERS). Benefit provisions under the Plans are established by state statute and District resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions, and membership information that can be found on the CalPERS website.

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments, and death benefits to Plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for nonindustrial disability benefits after five years of service. The death benefit is one of the following the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost-of-living adjustments for each Plan are applied as specified by the Public Employees’ Retirement Law.

Contributions

Section 20814(c) of the California Public Employees’ Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for both Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

Contributions for the year ended June 30, 2021, (Measurement Date June 30, 2020) were as follows:

Contribution Type	Safety Plans		Total
	Classic Tier 1	PEPRA Tier 2	
Contributions – employer	\$ 114,481	\$ 65,040	\$ 179,521
Contributions – members	43,521	62,913	106,434
Total contributions	\$ 158,002	\$ 127,953	\$ 285,955

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 10 – NET PENSION LIABILITY AND PENSION PLAN (continued)

A. General Information about the Pension Plan (continued)

Proportionate Share of Net Pension Liability and Pension Expense

The District’s net pension liability for each Plan is measured as the proportionate share of the net pension liability. The net pension liability of each of the Plans is measured as of June 30, 2020, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2019, rolled forward to June 30, 2020, using standard update procedures. The District’s proportionate share of the net pension liability was based on a projection of the District’s long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined.

The following table shows the District’s proportionate share of the risk pool collective net pension liability over the measurement period for the Plan for the fiscal year ended June 30, 2020 (Measurement Date):

<u>Plan Type and Balance Descriptions</u>	<u>Plan Total Pension Liability</u>	<u>Plan Fiduciary Net Position</u>	<u>Change in Plan Net Pension Liability</u>
CalPERS – Safety Plan:			
Balance as of June 30, 2019 (Measurement Date)	\$ 15,277,324	\$ 11,141,983	\$ 4,135,341
Balance as of June 30, 2020 (Measurement Date)	\$ 15,608,014	\$ 15,624,997	\$ (16,983)
Change in Plan Net Pension Liability	<u>\$ 330,690</u>	<u>\$ 4,483,014</u>	<u>\$ (4,152,324)</u>

The District’s proportionate share percentage of the net pension liability for the June 30, 2020, measurement date was as follows:

	<u>Percentage Share of Risk Pool</u>		<u>Change Increase/ (Decrease)</u>
	<u>Fiscal Year Ending June 30, 2021</u>	<u>Fiscal Year Ending June 30, 2020</u>	
Measurement Date	June 30, 2020	June 30, 2019	
Percentage of Risk Pool Net Pension Liability	-0.000255%	0.066245%	-0.066500%
Percentage of Plan (PERF C) Net Pension Liability	-0.000156%	0.040356%	-0.040512%

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Notes to Financial Statements
 June 30, 2021

NOTE 10 – NET PENSION LIABILITY AND PENSION PLAN (continued)

B. Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions (continued)

For the year ended June 30, 2021, the District recognized pension expense of \$73,642. At June 30, 2021, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

<u>Account Description</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Pension contributions made after the measurement date	\$ 179,521	\$ -
Difference between actual and proportionate share of employer contributions	2,945,983	(105,963)
Adjustment due to differences in proportions	36,228	(2,838,204)
Differences between expected and actual experience	(1,317)	-
Differences between projected and actual earnings on pension plan investments	-	(369)
Changes in assumptions	-	57
Total Deferred Outflows/(Inflows) of Resources	<u>\$ 3,160,415</u>	<u>\$ (2,944,479)</u>

The deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the subsequent fiscal year. The deferred outflows/(inflows) of resources related to the difference between projected and actual earnings on pension plan investments will be amortized over a closed five-year period. The deferred outflows/(inflows) of resources related to the net change in proportionate share of net pension liability, changes of assumptions, and differences between expected and actual experience in the measurement of the total pension liability will be amortized over the Expected Average Remaining Service Life (EARSL) of all members that are provided benefits (active, inactive, and retirees) as of the beginning of the measurement period. The EARSL for the measurement period is 3.8 years.

An amount of \$179,521 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending June 30, 2022. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as a reduction to pension expense as follows:

<u>Amortization Period Fiscal Year Ended June 30</u>	<u>Deferred Outflows/(Inflows) of Resources</u>
2022	\$ (12,423)
2023	18,657
2024	30,365
2025	(184)
Total	<u>\$ 36,415</u>

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 10 – NET PENSION LIABILITY AND DEFINED BENEFIT PENSION PLAN (continued)

B. Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions (continued)

Actuarial Methods and Assumptions Used to Determine Total Pension Liability

For the measurement period ending June 30, 2020 (the measurement date), the total pension liability was determined by rolling forward the June 30, 2019, total pension liability. The June 30, 2020, total pension liability was based on the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal in accordance with the requirement of GASB Statement No. 68
Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.50%
Salary Increases	Varies by Entry Age and Service
Investment Rate of Return	7.00% Net of Pension Plan Investment and Administrative Expenses; includes Inflation
Mortality Rate Table	Derived using CalPERS' Membership Data for all Funds. The mortality table used was developed based on CalPERS' specific data. The table includes 20 years of mortality improvements using Society of Actuaries Scale BB.
Post Retirement Benefit Increase	Contract COLA up to 2.50% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.50% thereafter

Long-term Expected Rate of Return

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses. The table below reflects long-term expected real rate of return by asset class.

Investment Type	New Strategic Allocation	Real Return Years 1 - 10 ¹	Real Return Years 11+ ²
Global Equity	50.0%	4.80%	5.98%
Fixed Income	28.0%	1.00%	2.62%
Inflation Assets	0.0%	0.77%	1.81%
Private Equity	8.0%	6.30%	7.23%
Real Estate	13.0%	3.75%	4.93%
Liquidity	1.0%	0.00%	-0.92%
	<u>100.0%</u>		

¹ An expected inflation rate-of-return of 2.5% is used for years 1-10.

² An expected inflation rate-of-return of 2.9% is used for years 11+.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 10 – NET PENSION LIABILITY AND DEFINED BENEFIT PENSION PLAN (continued)

B. Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions (continued)

Discount Rate

The discount rate used to measure the total pension liability was 7.15%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Subsequent Events

There were no subsequent events that would materially affect the results in this disclosure.

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability/(asset) of the Plan as of the measurement date, calculated using the discount rate of 7.15%, as well as what the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (6.15%) or 1 percentage-point higher (8.15%) than the current rate:

<u>Plan's Net Pension Liability/(Asset)</u>		
<u>Discount Rate - 1%</u>	<u>Current Discount</u>	<u>Discount Rate + 1%</u>
<u>6.15%</u>	<u>Rate 7.15%</u>	<u>8.15%</u>
<u>2,102,644</u>	<u>\$ (16,983)</u>	<u>\$ (1,756,336)</u>

Pension Plan Fiduciary Net Position

Detailed information about the pension plan’s fiduciary net position is available in the separately issued CalPERS financial report and can be obtained from CalPERS’ website under Forms and Publications.

C. Payable to the Pension Plans

At June 30, 2021, the District reported no payables for outstanding contributions to the CalPERS pension plan required for the year ended June 30, 2021.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Notes to Financial Statements
 June 30, 2021

NOTE 11 – NET INVESTMENT IN CAPITAL ASSETS

At June 30, 2021, the net investment in capital assets was calculated as follows:

<u>Description</u>	<u>Balance</u>
Net investment in capital assets:	
Capital assets – not being depreciated	\$ 2,808,347
Capital assets, net – being depreciated	2,818,560
Loan payable – current portion	(22,644)
Loan payable – non-current portion	(184,524)
Capital lease payable – current portion	(37,059)
Capital lease payable – non-current portion	<u>(134,120)</u>
Total	<u>\$ 5,248,560</u>

NOTE 12 – UNRESTRICTED NET POSITION (DEFICIT)

As of June 30, 2021, the District had an unrestricted net position deficit of (\$2,671,488).

The unrestricted net position deficit resulted from the reporting of the District’s pension obligation bonds and the related deferred inflows of resources per GASB No. 68. At June 30, 2021, the District’s pension obligation bonds amounted to \$4,374,000 and the related deferred inflows of resources related to the pension amounted to \$2,944,479, which totals \$7,318,479. As well as reporting of the District’s net OPEB liability and the related deferred inflows of resources – deferred amounts related to net OPEB liability per GASB No. 75. At June 30, 2021, the District’s net OPEB liability amounted to \$579,377 and the related deferred inflows of resources related to net OPEB liability amounted to \$507,406, which totals \$1,086,783. These combined related liabilities of \$8,405,262 have resulted in the District’s unrestricted net position deficit.

The District will continue to make its actuarial determined pension and OPEB contributions as well as its healthcare administrative costs towards its pension and OPEB plans and annually review its outstanding net pension liability and net OPEB obligation funding requirements for future periods to reduce the District’s deficit position.

NOTE 13 – FUND BALANCES

At June 30, 2021, fund balances of the District’s governmental funds were classified as follows:

<u>Description</u>	<u>General Fund</u>
Nonspendable:	
Prepaid items	\$ 144,526
Assigned:	
Compensated absences	<u>95,793</u>
Unassigned	<u>1,991,129</u>
Total fund balances	<u>\$ 2,231,448</u>

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 14 – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts, theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District is a member of the Special District Risk Management Authority (SDRMA), an intergovernmental risk sharing joint powers authority created to provide self-insurance programs for California special districts. The purpose of the SDRMA is to arrange and administer programs of self-insured losses and to purchase excess insurance coverage.

A. Entity	SDRMA	
B. Purpose	To pool member contributions and realize the advantages of self-insurance	
C. Participants	As of June 30, 2020 – 505 member agencies	
D. Governing board	Seven representatives employed by members	
E. District payments for FY 2021:		
Property/Liability policy	\$53,330	
Workers' compensation policy	\$52,385	
F. Condensed financial information	June 30, 2020	
Statement of net position:		<u>June 30, 2020</u>
Total assets		<u>\$ 130,676,871</u>
Deferred outflows		<u>595,599</u>
Total liabilities		<u>70,083,643</u>
Deferred inflows		<u>246,193</u>
Net position		<u><u>\$ 60,942,634</u></u>
Statement of revenues, expenses and changes in net position:		
Total revenues		\$ 82,459,850
Total expenses		<u>(77,881,779)</u>
Change in net position		4,578,071
Beginning – net position		<u>56,364,563</u>
Ending – net position		<u><u>\$ 60,942,634</u></u>
G. Member agencies share of year-end financial position	Not Calculated	

At June 30, 2021, the District participated in the liability and property programs of the SDRMA as follows:

- General and auto liability, public officials and employees’ errors and omissions: Total risk financing self-insurance limits of \$2,500,000, combined single limit at \$2,500,000 per occurrence. The District purchased additional excess coverage layers: \$10,000,000 for general, auto and public official’s liability, which increases the limits on the insurance coverage noted above.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2021

NOTE 14 – RISK MANAGEMENT (Continued)

In addition to the above, the District also has the following insurance coverage:

- Employee dishonesty coverage up to \$400,000 per loss includes public employee dishonesty, forgery or alteration and theft, disappearance and destruction coverage.
- Property loss is paid at the replacement cost for property on file, if replaced within three years after the loss, otherwise paid on an actual cash value basis, to a combined total of \$1.0 billion per occurrence, subject to a \$2,000 deductible per occurrence.
- Boiler and machinery coverage for the replacement cost up to \$100 million per occurrence, subject to a \$1,000 deductible per occurrence.
- Public official's personal liability up to \$500,000 each occurrence, with an annual aggregate of \$500,000 per each elected/appointed official to which this coverage applies, subject to the terms, with a deductible of \$500 per claim.

The District maintains workers' compensation coverage and employer's liability coverage in accordance with the statutory requirements of the State of California.

Settled claims have not exceeded any of the coverage amounts in any of the last three fiscal years. There were no reductions in insurance coverage in fiscal year 2021, 2020, and 2019. Liabilities are recorded when it is probable that a loss has been incurred and the amount of the loss can be reasonably estimated net of the respective insurance coverage. Liabilities include an amount for claims that have been incurred but not reported (IBNR). There were no IBNR claims payable as of June 30, 2021, 2020, and 2019.

NOTE 15 – COMMITMENTS AND CONTINGENCIES

Grant Awards

Grant funds received by the District are subject to audit by the grantor agencies. Such audit could lead to requests for reimbursements to the grantor agencies for expenditures disallowed under terms of the grant. Management of the District believes that such disallowances, if any, would not be significant.

Litigation

In the ordinary course of operations, the District is subject to claims and litigation from outside parties. After consultation with legal counsel, the District believes the ultimate outcome of such matters, if any, will not materially affect its financial condition.

NOTE 16 – CURRENT AND SUBSEQUENT EVENTS

The District has evaluated subsequent events through May 31, 2022, the date which the financial statements were available to be issued.

Required Supplementary Information

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Budgetary Comparison Schedule – General Fund
For the Fiscal Year Ended June 30, 2021

	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
Revenues:			
Property taxes	\$ 2,008,935	\$ 2,053,113	\$ 44,178
Franchise fees, net	57,000	61,857	4,857
Special assessments:			
Public safety	681,750	685,710	3,960
Measure "G" public safety	594,872	598,396	3,524
Recreation	41,500	41,529	29
Charges for services	24,500	17,533	(6,967)
Operating grants and contributions	100,000	181,025	81,025
Capital grants and contributions	-	15,400	15,400
Investment earnings	20,000	(2,483)	(22,483)
Other revenue	-	5,017	5,017
Total revenues	<u>3,528,557</u>	<u>3,657,097</u>	<u>128,540</u>
Expenditures:			
Current:			
Salaries and wages	1,533,250	1,584,542	(51,292)
Employee benefits	731,440	708,364	23,076
Materials and services	860,305	840,005	20,300
Capital outlay	45,116	372,687	(327,571)
Debt service:			
Principal payment	191,815	210,636	(18,821)
Interest payment	102,718	189,347	(86,629)
Total expenditures	<u>3,464,644</u>	<u>3,905,581</u>	<u>(440,937)</u>
Excess of revenues over(under) expenditures	<u>63,913</u>	<u>(248,484)</u>	<u>(312,397)</u>
Other financing sources(uses):			
Transfers in(out)	-	119,057	119,057
Debt principal issued	-	190,000	190,000
Total other financing sources(uses)	<u>-</u>	<u>309,057</u>	<u>309,057</u>
Change in fund balance	<u>\$ 63,913</u>	<u>60,573</u>	<u>\$ (3,340)</u>
Fund balance:			
Beginning of year		<u>2,170,875</u>	
End of year		<u>\$ 2,231,448</u>	

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Schedule of Proportionate Share of the Net Pension Liability
For the Fiscal Year Ended June 30, 2021

Last Ten Fiscal Years*

California Public Employees' Retirement System (CalPERS) Miscellaneous Plan

Measurement Date	District's Proportion of the Miscellaneous Plan's Net Pension Liability	District's Proportionate Share of the Net Pension Liability	District's Covered Payroll	District's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	Plan's Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability
June 30, 2014	0.04113%	2,559,571	\$ 963,888	265.55%	79.75%
June 30, 2015	0.04025%	3,059,855	945,713	323.55%	87.25%
June 30, 2016	0.03796%	3,821,324	974,432	392.16%	84.00%
June 30, 2017	0.03893%	3,860,944	879,501	438.99%	78.83%
June 30, 2018	0.03955%	3,811,481	686,340	555.33%	79.56%
June 30, 2019	0.04036%	4,135,341	701,270	589.69%	72.93%
June 30, 2020	-0.00016%	(16,983)	780,224	-2.18%	100.11%

Notes to Schedule:

Benefit Changes:

There were no changes in benefits.

Changes in Assumptions:

From fiscal year June 30, 2015 and June 30, 2016:

GASB 68, paragraph 68 states that the long-term expected rate of return should be determined net of pension plan investment expense but without reduction for pension plan administrative expense. The discount rate of 7.50% used for the June 30, 2014, measurement date was net of administrative expenses. The discount rate of 7.65% used for the June 30, 2015, measurement date is without reduction of pension plan administrative expense.

From fiscal year June 30, 2016 to June 30, 2017:

There were no changes in assumptions.

From fiscal year June 30, 2017 to June 30, 2018:

The discount rate was reduced from 7.65% to 7.15%.

From fiscal year June 30, 2018 to June 30, 2019:

There were no significant changes in assumptions.

From fiscal year June 30, 2019 to June 30, 2020:

There were no significant changes in assumptions.

From fiscal year June 30, 2020 to June 30, 2021:

There were no significant changes in assumptions.

*Fiscal year 2014 was the first measurement date year of implementation; therefore, only seven years are shown.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Schedule of Pension Contributions
For the Fiscal Year Ended June 30, 2021

Last Ten Fiscal Years*

California Public Employees' Retirement System (CalPERS) Miscellaneous Plan

Fiscal Year	Actuarially Determined Contribution	Contributions in Relation to the Actuarially Determined Contribution	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percentage of Covered Payroll
June 30, 2014	\$ 356,745	\$ (356,745)	\$ -	\$ 963,888	37.01%
June 30, 2015	384,301	(384,301)	-	945,713	40.64%
June 30, 2016	369,564	(369,564)	-	974,432	37.93%
June 30, 2017	478,607	(478,607)	-	879,501	54.42%
June 30, 2018	293,014	(293,014)	-	686,340	42.69%
June 30, 2019	330,361	(330,361)	-	701,270	47.11%
June 30, 2020	382,475	(4,806,883)	(4,424,408)	780,224	616.09%
June 30, 2021	179,521	(179,521)	-	1,140,973	15.73%

Notes to Schedule:

Fiscal Year	Valuation Date	Actuarial Cost Method	Asset Valuation Method	Inflation	Investment Rate of Return
June 30, 2014	June 30, 2012	Entry Age	Market Value	2.75%	7.65%
June 30, 2015	June 30, 2013	Entry Age	Market Value	2.75%	7.65%
June 30, 2016	June 30, 2014	Entry Age	Market Value	2.75%	7.65%
June 30, 2017	June 30, 2015	Entry Age	Market Value	2.75%	7.65%
June 30, 2018	June 30, 2016	Entry Age	Market Value	2.75%	7.15%
June 30, 2019	June 30, 2017	Entry Age	Market Value	2.50%	7.15%
June 30, 2020	June 30, 2018	Entry Age	Market Value	2.50%	7.15%
June 30, 2021	June 30, 2019	Entry Age	Market Value	2.50%	7.15%

Amortization Method

Level percentage of payroll, closed

Salary Increases

Depending on age, service, and type of employment

Investment Rate of Return

Net of pension plan investment expense, including inflation

Retirement Age

50 years (3.0%@50), 52 years (2.7%@57)

Mortality

Mortality assumptions are based on mortality rates resulting from the most recent CalPERS Experience Study adopted by the CalPERS Board.

*Fiscal year 2014 was the first measurement date year of implementation; therefore, only seven years are shown.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Schedule of Changes in the District's Net OPEB Liability and Related Ratios
For the Fiscal Year Ended June 30, 2021

	Last Ten Fiscal Years*			
Fiscal Year Ended	<u>June 30, 2021</u>	<u>June 30, 2020</u>	<u>June 30, 2019</u>	<u>June 30, 2018</u>
Measurement Date	<u>June 30, 2020</u>	<u>June 30, 2019</u>	<u>June 30, 2018</u>	<u>June 30, 2017</u>
Total OPEB liability:				
Service cost	\$ 97,806	\$ 93,148	\$ 171,680	\$ 171,679
Interest	282,144	270,617	303,635	287,783
Changes of assumptions	(293,401)	-	(349,558)	-
Differences between expected and actual experience	(277,547)	(6,903)	(291,717)	(68,601)
Changes of benefit terms	(1,204,143)	-	-	-
Benefit payments	<u>(192,057)</u>	<u>(213,923)</u>	<u>(204,377)</u>	<u>(142,894)</u>
Net change in total OPEB liability	(1,587,198)	142,939	(370,337)	247,967
Total OPEB liability - beginning	<u>3,872,141</u>	<u>3,729,202</u>	<u>4,099,539</u>	<u>3,851,572</u>
Total OPEB liability - ending	<u>2,284,943</u>	<u>3,872,141</u>	<u>3,729,202</u>	<u>4,099,539</u>
Plan fiduciary net position:				
Contributions - employer	343,527	460,959	466,839	238,762
Net investment income	54,053	78,934	69,586	76,726
Administrative expense	(733)	(265)	(481)	(383)
Benefit payments	<u>(192,057)</u>	<u>(213,923)</u>	<u>(204,377)</u>	<u>(142,894)</u>
Net change in plan fiduciary net position	204,790	325,705	331,567	172,211
Plan fiduciary net position - beginning	<u>1,500,776</u>	<u>1,175,071</u>	<u>843,504</u>	<u>671,293</u>
Plan fiduciary net position - ending	<u>1,705,566</u>	<u>1,500,776</u>	<u>1,175,071</u>	<u>843,504</u>
District's net OPEB liability	<u>\$ 579,377</u>	<u>\$ 2,371,365</u>	<u>\$ 2,554,131</u>	<u>\$ 3,256,035</u>
Plan fiduciary net position as a percentage of the total OPEB liability	<u>74.64%</u>	<u>38.76%</u>	<u>31.51%</u>	<u>20.58%</u>
Covered-employee payroll	<u>\$ 1,026,275</u>	<u>\$ 730,130</u>	<u>\$ 686,340</u>	<u>\$ 879,501</u>
District's net OPEB liability as a percentage of covered-employee payroll	<u>56.45%</u>	<u>324.79%</u>	<u>372.14%</u>	<u>370.21%</u>

Notes to Schedule:

Benefit Changes:

Measurement Date June 30, 2017 – There were no changes in benefits
 Measurement Date June 30, 2018 – There were no changes in benefits
 Measurement Date June 30, 2019 – There were no changes in benefits
 Measurement Date June 30, 2020 – There were no changes in benefits

Changes in Assumptions:

Measurement Date June 30, 2017 – There were no changes in assumptions
 Measurement Date June 30, 2018 – All eligible employees will be required to contribute at least \$125 monthly, regardless of the level of coverage selected. The \$125 monthly amount is assumed not to increase in future years.
 Measurement Date June 30, 2019 – There were no changes in assumptions
 Measurement Date June 30, 2020 – All employees hired prior to December 12, 2019 will have the employer share of costs capped at 90% of the 2020 Kaiser Bay Area rates for every coverage level and Medicare eligibility status. In addition, there is a mandatory \$125 minimum monthly contribution per retiree. Employees hired on or after December 12, 2019 will receive the PEMHCA minimum only.

* Fiscal year 2018 was the first year of implementation; therefore, only four years are shown.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT
Schedule of Contributions – Other Post-Employment Benefits (OPEB) Plan
For the Fiscal Year Ended June 30, 2021

Fiscal Year Ended	Last Ten Fiscal Years*			
	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018
Actuarially determined contribution	\$ 303,615	\$ 433,330	\$ 418,693	\$ 404,577
Contributions in relation to the actuarially determined contributions	(343,527)	(460,959)	(466,839)	(238,762)
Contribution deficiency (excess)	\$ (39,912)	\$ (27,629)	\$ (48,146)	\$ 165,815
Covered payroll	\$ 1,026,275	\$ 730,130	\$ 686,340	\$ 879,501
Contributions as a percentage of covered payroll	33.47%	63.13%	68.02%	27.15%

Notes to Schedule:

Valuation Date	June 30, 2020	June 30, 2019	June 30, 2017	June 30, 2017
Methods and Assumptions Used to Determine Contribution Rates:				
Actuarial cost method	Entry Age	Entry Age	Entry Age	Entry Age
Amortization method	(1)	(1)	(1)	(1)
Amortization period	20-years	20-years	20-years	20-years
Asset valuation method	Market Value	Market Value	Market Value	Market Value
Discount rate	7.28%	7.28%	7.28%	7.28%
Inflation	2.01%	2.26%	2.26%	2.26%
Payroll increases	2.75%	3.25%	3.25%	3.25%
Mortality	(2)	(2)	(2)	(2)
Morbidity	(3)	(3)	(3)	(3)
Disability	Valued	Valued	Valued	Valued
Retirement	(4)	(4)	(4)	(4)
Percent Married	100%	100%	100%	100%
Healthcare trend rates	(5)	(5)	(5)	(5)

(1) Closed period, level percent of pay

(2) CalPERS 2017 Study

(3) CalPERS 2017 Study

(4) CalPERS Public Agency Safety 3.0%@55 and 2.7%@57

(5) Pre-65 - 6.85% trending down to 5.00% in 2027 and later
 Post-65 - 5.00% consistent to 2027

* Fiscal year 2018 was the first year of implementation; therefore, only four years are shown.

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Notes to the Required Supplementary Information For the Fiscal Year Ended June 30, 2021

NOTE 1 – PURPOSE OF SCHEDULES

Budgetary Comparison Schedules

The District follows specific procedures in establishing the budgetary data reflected in the financial statements. Each year the District prepares and submits an operating budget to the Board of Directors no later than June of each year. The basis used to prepare the budget does not differ substantially from the modified accrual basis of accounting. The adopted budget becomes operative on July 1. The Board of Directors must approve all supplemental appropriations to the budget and transfers between major accounts.

Schedule of Proportionate Share of the Net Pension Liability

This schedule is required by GASB Statement No. 68 and is required for all employers in a cost-sharing pension plan. The schedule reports the following information:

- The proportion (percentage) of the collective net pension liability (similar to the note disclosure)
- The proportionate share (amount) of the collective net pension liability
- The employer's covered-employee payroll
- The proportionate share (amount) of the collective net pension liability as a percentage of the employer's covered-employee payroll
- The pension plan's fiduciary net position as a percentage of the total pension liability

Schedule of Pension Contributions

This schedule is required by GASB Statement No. 68 and is required for all employers in a cost-sharing pension plan. The schedule reports the following information:

- If an employer's contributions to the plan are actuarially determined or based on statutory or contractual requirements: the employer's actuarially determined contribution to the pension plan (or, if applicable, its statutorily or contractually required contribution), the employer's actual contributions, the difference between the actual and actuarially determined contributions (or statutorily or contractually required), and a ratio of the actual contributions divided by covered-employee payroll.

Schedule of Changes in the District's Net OPEB Liability and Related Ratios

This schedule is required by GASB Statement No. 75 and is required for all employers in a cost-sharing OPEB plan. The schedule reports the following information:

- The employer's proportion (percentage) of the collective net OPEB liability
- The employer's proportionate share (amount) of the collective net OPEB liability
- The employer's covered-employee payroll
- The employer's proportionate share (amount) of the collective net OPEB liability as a percentage of the employer's covered-employee payroll
- The OPEB plan's fiduciary net position as a percentage of the total OPEB liability.

Schedule of Contributions – Other Post-Employment Benefits (OPEB) Plan

This schedule is required by GASB Statement No. 75 and is required for all employers in an OPEB plan. The schedule reports the following information:

- If an employer's contributions to the plan are actuarially determined or based on statutory or contractual requirements: the employer's actuarially determined contribution to the OPEB plan (or, if applicable, its statutorily or contractually required contribution), the employer's actual contributions, the difference between the actual and actuarially determined contributions (or statutorily or contractually required), and a ratio of the actual contributions divided by covered-employee payroll.

Other Independent Auditors' Report



INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Directors
Kensington Police Protection and Community Services District
Kensington, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the general fund of Kensington Police Protection and Community Services District (District) as of and for the fiscal year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated May 31, 2022.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing audit procedures to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Handwritten signature in blue ink that reads "Nigro & Nigro, PC".

Walnut Creek, California
May 31, 2022



Date: December 8, 2022
To: Board of Directors
From: Tony Constantouros, Interim General Manager
Subject: KCC Contract Extension

Recommendation

Extend the KCC contract to February 28, 2023.

Background

At the November 10, 2022 Board Meeting the KCC contract was extended to December 7, 2022. Several meetings have been held and there has been progress toward a new contract. There has been tentative agreement on many issues and the process is nearing completion.

Fiscal Impact

None

Exhibit (s)

None



Date: December 8, 2022
To: Board of Directors
From: Lisa Mundis, Finance Director
Subject: Bay View Refuse and Recycling Proposed CPI Rate Increase 2023

Recommendation:

Accept the proposed rate increase of 4% to Residential and Commercial customers of Bay View Refuse and Recycling in Kensington.

Rationale for Recommendation:

The Annual Consumer Price Index in the San Francisco-Oakland-Hayward, CA area increased by 5.7% from August 2021 to August 2022. Using the "Rate Adjustment Methodology" in Exhibit B of the Bay View contract with KPPCSD, rate increases are capped at 5%. Bay View has requested 4%.

Discussion:

Based on the the CPI Increase of 5.7%, an increase is warranted and expected for Bay View Refuse and Recycle to continue to provide the residents of Kensington with excellent service. Although Bay Refuse is allowed to increase the rate by 5%, they are only requesting a 4% increase as a courtesy to its customers who are being impacted by inflation.

Fiscal Impact:

The increase is within the terms of the current contract

Attachments:

Bay View Contract Exhibit B "Rate Adjustment Methodology"

Bay View 2023 CPI Rate Increase Chart

EXHIBIT B RATE ADJUSTMENT METHODOLOGY

Step 2: Specify the Rate Adjustment Factor, which shall equal:

1. The Annual Percentage Change in CPI (determined in Step 1) if the Annual Percentage Change is equal to or greater than 3.0% and equal to or less than 5.0%; or
2. 3.0% if the Annual Percentage Change in CPI is less than 3.0%; or,
3. 5.0% if the Annual Percentage Change in CPI is greater than 5.0%.

Step 3: Calculate the adjusted value for each Rate charged under this Agreement, rounded to the nearest cent, as follows:

Adjusted Rate = Then-current Rate x (1 + Rate Adjustment Factor) with the exception that the 20-gallon Rate shall equal the adjusted monthly 32-gallon Rate less \$4.00

For example, assuming:

1. Then-current Rate for a 32-gallon can = \$40.00
2. Rate Adjustment Factor = Annual Percentage Change in CPI = 3.54%
3. Adjusted Rate for a 32-gallon can = $\$40.00 \times (1 + 0.0354) = \41.42



September 30, 2022

Mr. Tony Constantouros, General Manager
Kensington Community Services District
217 Arlington Ave
Kensington, CA 94707

Kensington proposed rate increase effective January 1, 2023, according to CPI calculation of new rates.

Dear Mr. Constantouros,

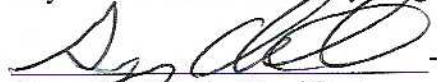
The Annual Consumer Price Index for All Urban Consumers (CPI-U) is attached listing the San Francisco-Oakland-Hayward, Ca all Items Index change from August 2021 to August 2022 as 5.7%.

According to Exhibit B, a rate adjustment factor shall equal 5% if the Annual Percentage Change in CPI is greater than 5.0%.

However, Bay View Refuse rates listed below reflect an adjustment of only 4%.

Please don't hesitate to contact me if you have any additional questions.

Sincerely,
Bay View Refuse and Recycling Service,



Gregory Christie, President

<u>Residential:</u>	<u>Current Rates</u>	<u>Rates effective January 1, 2023</u>
1-32 gallon can Once a week service	\$55.60	\$57.82
2-32 gallons cans Once a week service	\$111.10	\$115.54
3-32-gallon cans Once a week service	\$166.65	\$173.32
1-20 gallon can (mini) Once a week service	\$51.60	\$53.82
1-45 gallon can Once a week service	\$118.65	\$123.40
<u>Commercial:</u>		
1 cubic yard-wet	\$61.15	\$63.60
1 cubic yard-dry	\$59.20	\$61.57
1-32 gallon can Once a week service	\$57.60	\$59.90

Please note under Exhibit B, “Rate Adjustment Methodology” the rate for the 20-gallon can is \$4.00 less than the 32-gallon rate.



Date: November 30, 2022
To: Board of Directors
From: Tony Constantouros, Interim General Manager
Subject: Consolidation of Districts

Recommendation:

Consider voting to endorse the consolidation of the Kensington Police Protection and Community Services District and the Kensington Fire Protection District.

Background:

The Kensington Fire Protection District (KFPD) was formed in 1937 and was organized under the State's Health & Safety Code Section 13800. In 1995, the District entered into a contract with the City of El Cerrito to provide fire prevention, fire suppression and emergency services within Kensington.

The Kensington Police Protection District was created in 1946 to provide police services and was reorganized in 1953 under the Community Services District Law (CA Gov. Code § 61000 et seq.). In subsequent years the district expanded its services to include parks and recreation and solid waste collection. In 1995, the name of the district was changed to the KPPCSD.

Discussion and Analysis

The Consolidation of the KFPD and the KPPCSD has been discussed over the years. Most recently the possibilities of cost savings and improved efficiencies has increased consideration of this topic. Additionally, there is also the potential for improved services to the community. A recent letter from the Kensington Property Owners Association is attached and further discusses consolidation.

It would take a detailed evaluation of the financial, legal, and administrative ramifications and processes to initiate and implement a consolidation. This item is brought before the Board of Directors to allow discussion and to see if the Board wishes to take an initial formal endorsement of consolidation. A process to define the path and timeframe would follow support from both Boards.

Fiscal Impact:

None; procedural step only.

Exhibit (s)

None



December 1, 2022

Dear District Board Directors,

The KPOA (Kensington Property Owners Association) has advocated for consolidation of the two Kensington districts for considerable time. The recent election is a clear indication that Kensington residents support consolidation of the two districts. We are strong supporters of this strategy and are willing to help achieve a successful outcome.

The LAFCO consolidation process takes time. Therefore it is important that both boards work together to initiate and complete the consolidation process. We recommend that following actions be taken beginning either in the December 2022 board meetings, or in the January meetings.

- We suggest both district boards vote to pursue consolidation and agree to create a committee of members of both boards to oversee the process. It is important to send a joint notice to LAFCO indicating that the two districts have voted to pursue consolidation, and propose a meeting with the Executive Officer Lou Ann Texeira. During KPOA's discussions with Ms. Texeira, she has emphasized the importance of meeting with LAFCO to ensure that the boards' written consolidation proposal meets LAFCO's requirements. Such a meeting might be held in a public forum, which would allow residents to understand the process and ask questions. A financial analysis and Municipal Services Review (MSR) is required by LAFCO to be completed by a LAFCO-approved consultant. Given that in Kensington's two previous MSRs LAFCO recommended the two districts consider consolidating, KPOA is confident the LAFCO consultant's analyses will confirm the prudence of consolidation, and that LAFCO will authorize the action.
- The consolidation process will require staff who can work with LAFCO and the consultant to complete the consolidation proposal. The Kensington Fire Protection District may soon hire an interim General Manager (GM) and the Kensington Police Protection and Community Services District has a part-time interim GM whose contract will soon end. KPOA suggests the Districts consider having their human resource recruiters evaluate the option of the two districts jointly hiring a GM prior to completion of consolidation. If feasible, having a single GM would be prudent given: a) the intent to consolidate the two districts; and b) the inefficiency of working with another two part-time interim GMs to serve while consolidation is processing. The new single GM's performance can be evaluated during the time required to complete consolidation, while the GM gains knowledge and experience with the current two district's responsibilities.

Sincerely,

Rob Firmin, KPOA President
and the KPOA Board of Directors

Office Report prepared by Jenny Parks Kensington Community Council December 1st, 2022

KASEP:

The winter KASEP brochure is now available on our website and hard copies can be found in the KCC office, Hilltop office and Kensington Library. The winter session begins Tuesday, January 3rd. **Registration for winter KASEP is Tuesday December 6th at 7:00pm for kindergarten and 7:30pm for grades 1-6.**

We have added some new classes this session with Ultimate Frisbee on Wednesdays and Garden Gnomes and Glitter on Tuesdays. KASEP will be offering 70 classes after school, each week for kids Kindergarten through 6th grade.

KCC:

KCC offices will be closed December 19th through January 2nd for winter break.

The Blood Drive on Nov. 23rd received 12 donations of lifesaving units of blood. When whole blood is broken down into its components, it has the potential to positively affect the lives of three patients. This means that Kensington Community has contributed to helping save the lives of 141 people at this blood drive.

ADULT/OTHER CLASSES:

Art Classes- Jewelry Making w/ April Schlanger -Wednesdays in December at 6:00pm in the Recreation Building Room C

Tai Chi with Nobuo Nishi Fridays 9:30-11am. Community Center, drop in fee of \$15
Strength & Balance Yoga with Anja Brogstrom Tuesdays 8:30am and Gentle Yoga Thursdays 11:30am in the Community Center, drop in fee of \$20.

Family Yoga will continue in the park near the Recreation Building, weather permitting on Saturdays.

10:00-10:45 (kids aged 2 to 5) and @ 11:00-11:45 (kids aged 6 to 12)

TENNIS COURTS:

Tennis Court reservations are required for weekends by calling the KCC office at 510-525-0292.

\$7 residents and \$10 non-resident for 1 hour of court time; checks can be made out to KPPCSD and left in the KCC office mail box. Weekdays are on a first come first serve basis except during KASEP/Summer camp tennis classes.