



BROADMOOR COMMISSIONERS
Hon. James Kucharszky
Hon. Ralph Hutchens
Hon. Marie Brizuela

AGENDA

(Government Code §54956(a))

SPECIAL MEETING

Special meeting called by the Chair to be held:

Thursday, January 4, 2024, at 1:30 p.m.

**Broadmoor Police Department
388-88th Street
Broadmoor, Vlg., California 94015-1717**

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact Lisa Hernandez, [Administrative Assistant of the Police Department], at least 12 hours before the meeting at (650) 755-3840 and/or lhernandez@pd.broadmoor.ca.us. Notification in advance of the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical-based products.

**NO FOOD OR BEVERAGES WILL
BE PERMITTED IN THE MEETING ROOM**

**NO ANIMALS EXCEPT REGISTERED SERVICE ANIMALS
WILL PERMITTED IN THE MEETING ROOM**

**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**

Public comment will be allowed only on the item under consideration for discussion and consideration by the commissioners. Public comment will be strictly limited to the item on the agenda. (Government Code §54954.3(a))

Members of the public are invited to offer public comment on the specified Agenda Item. Those desiring to offer comment must approach the podium, state their name, and will have up to three minutes to offer their comment.

1. **PLEDGE OF ALLEGIANCE**

2. **ROLL CALL**

3. **CONSENT AGENDA**

TREASURER'S REPORT

Approval of December 2023 Warrants and Deposits continued from regular December 2023 meeting.

4. **OPEN SESSION**

Discuss and consider entering into a consulting contract with CleanSweeps Campaigns for the purpose of assisting the Commission in determining what the District's special tax rate should be above the 5% currently allowed, commencing fiscal year 2025-2026, and for related services in connection with a ballot measure for that purpose. Possible action.

5. **CLOSED SESSION**

No closed session this meeting.

6. **ADJOURNMENT**

Motion to adjourn.

POSTED AT: WWW.BROADMOORPOLICE.COM
BROADMOOR POLICE DEPARTMENT
COLMA FIRE DEPARTMENT
BROADMOOR COMMUNITY CENTER

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND



**NOTICE OF SPECIAL MEETING OF THE
BOARD OF POLICE COMMISSIONERS OF THE
BROADMOOR POLICE PROTECTION DISTRICT**

Pursuant to Government Code § 54956(a) the Chair has called a Special Meeting of the Board of Police Commissioners that will be held on

Thursday, January 4, 2024, at 1:30 p.m.

**at the District offices of the
Broadmoor Police Protection District at
388 88th Street
Broadmoor Vlg., California 94015**

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**RULES OF ORDER AND DECORUM SET FORTH
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BROADMOOR COMMISSIONERS
Hon. James Kucharszky
Hon. Ralph Hutchens
Hon. Marie Brizuela

AGENDA

REGULAR MEETING

Meeting to be held:

Tuesday, January 9, 2024, at 7:00 p.m.

**Broadmoor Police Department
388-88th Street
Broadmoor, Vlg., California 94015-1717**

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**RULES OF ORDER AND DECORUM SET FORTH
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-
1. **PLEDGE OF ALLEGIANCE**
 2. **ROLL CALL**

3. PUBLIC COMMENTS

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4. CONSENT AGENDA

PREVIOUS MINUTES

- (a) Approval of minutes from regular December 2023 meeting.

TREASURER'S REPORT

- (b) Approval of January 2024 Warrants and Deposits.

5. CHIEF OF POLICE REPORT

Chief Connolly will deliver his report.

6. OPEN SESSION

(a) Further discussion and action regarding whether or not to retain the services of CleanSweeps to provide services relating to a ballot measure for the November 2024 general election to impose a new special tax in addition to the special tax currently in effect.

(b) Discussion and action on whether to repeal District Resolution 2023/24-03 directing the Interim Police Chief / Interim District Manager to proceed with a filing under Chapter 9 of the United States Bankruptcy Code.

7. CLOSED SESSION

No matters for closed session at this meeting.

8. ADJOURNMENT

Motion to adjourn.

POSTED AT: WWW.BROADMOORPOLICE.COM
BROADMOOR POLICE DEPARTMENT
COLMA FIRE DEPARTMENT
BROADMOOR COMMUNITY CENTER

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

Warrants Report **January 2024**

Account	Date	Name	Description	Account	Amount
SMCO - General Fund Cash	12/18/2023	AXON ENTERPRISE	PAYMENT DUE 10/31/23	5838-Training & Equipment	-\$ 6,698.23
			INV 973609 \$9237.50		
			975900 \$1982.50		
			978039 \$1855.00		
			980375 \$455.00		
SMCO - General Fund Cash	12/18/2023	BEST BEST AND KRIEGER	983121 \$ 630.00 TOTAL \$14160.00	5341-LEGAL NOTICES	-\$ 14,160.00
SMCO - General Fund Cash	12/18/2023	BERKSHIRE HATHAWAY	DUE DATE 01/01/24	6731-INSURANCE	-\$ 3,134.49
SMCO - General Fund Cash	12/18/2023	DBA FINANCIAL, INC	DEFERRED PAYMENT APPROVED WITH NO LATE FEE	6731-INSURANCE	-\$ 47,874.37
			INV 3634368		
SMCO - General Fund Cash	12/18/2023	Flyers Energy, LLC	INV 3614855	5416-FUEL AND LUBRICATION	-\$ 2,622.79
		County of San Mateo		5858-OUTSIDE PROF CONTRACT	
SMCO - General Fund Cash	12/18/2023	Forensic Lab	PS INV104391 AND INV104398	SERV	-\$ 1,917.42
		Kaiser Foundation Health		4413 KAISER HEALTH	
SMCO - General Fund Cash	12/18/2023	Plan	DUE 12/25/23	INSURANCE	-\$ 11,216.03
SMCO - General Fund Cash	12/18/2023	Lexipol, LLC	INVLEX17670	5300-WELLNESS GRANT FUND	-\$ 11,951.31
			INVOICES		
			37252		
			37832		
			38086		
SMCO - General Fund Cash	12/18/2023	NevTec	37667 37368	5858-OUTSIDE PROF CONTRACT	-\$ 18,904.90
SMCO - General Fund Cash	12/18/2023	Davis Law Firm	LEGAL FEES AUGUST, SEPT, OCTOBER	SERV	-\$ 16,500.00
SMCO - General Fund Cash	12/18/2023	Porter Scott	INV 162142 AND 161642	5341-LEGAL NOTICES	-\$ 8,020.00
				5478-Other Contract	
SMCO - General Fund Cash	12/18/2023	Power Maintenance	INV 34068 2ND HALF OF 1 YEAR RENEWAL	Maintenance	-\$ 1,050.00
				5858-OUTSIDE PROF CONTRACT	
SMCO - General Fund Cash	12/18/2023	County of San Mateo, PSC	FY 23-24 1ST AND 2ND QUARTER DISPATCHING SERVICES	SERV	-\$ 53,182.00
		County of San Mateo Sheriff's		5858-OUTSIDE PROF CONTRACT	
SMCO - General Fund Cash	12/18/2023	Office	FY 23-24 WARRANT SERVICE AGREEMENT	SERV	-\$ 13,973.00
		STATE COMPENSATION			
SMCO - General Fund Cash	12/18/2023	INSURANCE FUND	INV 1001629192 DECEMBER PREMIUM	6731-INSURANCE	-\$ 5,322.08
				5858-OUTSIDE PROF CONTRACT	
SMCO - General Fund Cash	12/18/2023	Sunridge Systems	INV 7696 RIMS WARRANTY AND SUPPORT	SERV	-\$ 6,123.00
SMCO - General Fund Cash	12/27/2023	PG&E	DUE BY 12/26/2023	5638-Other Utility Expense	-\$ 1,469.18
SMCO - General Fund Cash	12/27/2023	Central Self Storage	CAM CHARGES JANUARY	5638-Other Utility Expense	-\$ 427.59
SMCO - General Fund Cash	12/27/2023	Central Self Storage	RENT JANUARY	5638-Other Utility Expense	-\$ 524.00
				5876-OTHER PROFESSIONAL	
SMCO - General Fund Cash	01/03/2024	Robyn Rose	Accounting Work	SERVICE	-\$ 3,000.00
			REIMBURSEMENT RESULT OF ADMIN HEARING CITATION		
SMCO - General Fund Cash	01/04/2024	KELLEY SHEPARD	BM044288	5611-CITE FEE REIMBURSE	-\$ 55.00
SMCO - General Fund Cash	01/04/2024	BEST BEST AND KRIEGER	INVOICES 970980 AND 975901	5341-LEGAL NOTICES	-\$ 24,508.86
		California Special Districts		5331-PROFESSIONAL	
SMCO - General Fund Cash	01/04/2024	Association	2024 MEMBERSHIP DUES	MEMBERSHIPS	-\$ 8,187.00
SMCO - General Fund Cash	01/04/2024	AXON ENTERPRISE	INVOICE INUS207912 DUE 01/03/24	5838-Training & Equipment	-\$ 6,698.23
			INVOICES: 87006, 87307, 87807, 88147, 88451, 88804, 89269,	5200-SCHOOL CROSSING GUARD	
SMCO - General Fund Cash	01/04/2024	All City Management Services	89502	EXP	-\$ 32,678.11
					-\$300,227.59



COUNTY OF SAN MATEO
DEPOSIT PERMIT

Permit Number

(1) TITLE OF DEPOSITING ORGANIZATION Broadmoor Police Department			(2) No. of Depositing Org. 02500		(3) Preparation Date Jan-24		(4) Reference Date			
(5) ACCOUNT DESCRIPTION	(6) C O D E S							(7) AMOUNT		
	Pay	Schedule	References	GL ORG.	GL Object	JL ORG.	JL Object	Dollars	Cents	
DMV LOCAL AGENCY COLLECTION			90-1342	2500	2658			530.00		
								\$530.00		
(8) Remarks:							TOTAL			
							DISTRIBUTION OF TOTAL	Cards	\$530.00	
								Checks		
								Coins		
								Currency		
								Wires		
							Other			
(9) I hereby certify that the total amount listed above represents collections received by me for the above named fund and during the period of 12/15/2023-01/04/2024 INTERIM CHIEF MICHAEL P. CONNOLLY DEPARTMENT HEAD				(10) The monies listed above have been received in the County Treasury. County Treasury By _____ DEPUTY			(11) I approved deposit of the above monies in the County Treasury. County Controller By _____ DEPUTY			



**NOTICE OF REGULAR MEETING OF THE
BOARD OF POLICE COMMISSIONERS OF THE
BROADMOOR POLICE PROTECTION DISTRICT**

**The regular February 2024 meeting of the
Board of Police Commissioners will be held on**

Tuesday, February 13, 2024, at 7:00 p.m.

**at the District offices of the
Broadmoor Police Protection District at
388 88th Street
Broadmoor Vlg., California 94015**

**NO FOOD OR BEVERAGES WILL
BE PERMITTED IN THE MEETING ROOM**

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**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**



BROADMOOR COMMISSIONERS
Hon. James Kucharszky
Hon. Ralph Hutchens
Hon. Marie Brizuela

AGENDA

REGULAR MEETING

Meeting to be held:

Tuesday, February 13, 2024, at 7:00 p.m.

**Broadmoor Police Department
388-88th Street
Broadmoor, Vlg., California 94015-1717**

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**RULES OF ORDER AND DECORUM SET FORTH
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1. **PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**
3. **PUBLIC COMMENTS**

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4. **CONSENT AGENDA**

PREVIOUS MINUTES

- (a) Approval of minutes from January 2024 special meeting on January 4, 2024.
- (b) Approval of minutes from January 2024 regular meeting on January 9, 2024.

TREASURER'S REPORT

- (c) Approval of February 2024 Warrants and Deposits.

5. **CHIEF OF POLICE REPORT**

Chief Connolly will deliver his report.

6. **CLOSED SESSION** (Government Code §§54954.5(e) and 54975(b))

- (a) Personnel matter. Performance evaluation of Interim Chief of Police / Interim District Manager Michael P. Connolly.
- (b) Personnel matter. Discussion and action on renewing the employment contract of Interim Chief of Police / District Manager Michael P. Connolly.

7. **OPEN SESSION**

- (a) Report on all reportable action taken in Closed Session.
- (b) Discussion on formulating a records retention and purging policy. (Government Code §60200, *et seq.*)

8. **ADJOURNMENT**

Motion to adjourn.

POSTED AT: WWW.BROADMOORPOLICE.COM
BROADMOOR POLICE DEPARTMENT
COLMA FIRE DEPARTMENT
BROADMOOR COMMUNITY CENTER

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND



Broadmoor Police Department
Warrants Report February 2024

Account	Date	Name	Description	Account	Amount
SMCO - General Fund Cash	01/08/2024	--	--	--	\$ 0.00
SMCO - General Fund Cash	01/16/2024	DBA FINANCIAL, INC	INSURANCE DUE JANUARY 1ST ACCOUNT 271100508	6731-INSURANCE	\$ 52,661.79
SMCO - General Fund Cash	01/22/2024	STATE COMPENSATION INSURANCE FUND	INV 1001629193 DUE 02/01/24	6731-INSURANCE	\$ 5,322.08
SMCO - General Fund Cash	01/22/2024	Lexiplexis	DUE 11/30/23 INV 202310311	5876-OTHER PROFESSIONAL SERVICE	\$ 200.00
SMCO - General Fund Cash	01/22/2024	Sharp Business Systems	DUE 12/23/23	5478-Other Contract Maintenance	\$ 24.50
SMCO - General Fund Cash	01/22/2024	STAR SMOG DEPOT	SMOG 2011 CHEVY AND 2016 EXPLORER	5455-VEHICLE AND EQUIP REPAIRS	\$ 73.50
SMCO - General Fund Cash	01/22/2024	Davis Law Firm	NOVEMBER INVOICE	5341-LEGAL NOTICES	\$ 2,600.00
SMCO - General Fund Cash	01/22/2024	Peninsula Uniforms	INV 203202	5121-UNIFORMS AND SAFETY EQUIP	\$ 247.05
SMCO - General Fund Cash	01/22/2024	Flyers Energy, LLC	INV DUE 12/30/23	5416-FUEL AND LUBRICATION	\$ 1,350.28
SMCO - General Fund Cash	01/22/2024	AT&T-Calnet	DUE 01/04/24	5638-Other Utility Expense	\$ 530.05
SMCO - General Fund Cash	01/22/2024	Bay Contract Maintenance, Inc.	INV 30847 DUE 12/10/23 INV 30948 DUE 12/03/23	5156-OTHER HOUSEHOLD EXPENSE	\$ 587.95
SMCO - General Fund Cash	01/22/2024	Chase Card Services	DUE 01/19/24	5199a-General	\$ 6,413.27
SMCO - General Fund Cash	01/22/2024	NetTee	INV 38309 DUE 01/02/24	5858-OUTSIDE PROF CONTRACT SERV	\$ 4,361.00
SMCO - General Fund Cash	01/22/2024	Wave	INV 0010574 PAST AND PRESENT DUES NETWORK SERVICES DUE 01/23/24	5638-Other Utility Expense	\$ 836.22
SMCO - General Fund Cash	01/22/2024	Wave Broadband	INV 0010574 HIGH SPEED INTERNET	5638-Other Utility Expense	\$ 208.81
SMCO - General Fund Cash	01/22/2024	City of Daily City	WATER BILL DUE 01/23/24	5638-Other Utility Expense	\$ 150.16
SMCO - General Fund Cash	01/22/2024	Kaiser Foundation Health Plan	FEBRUARY MEDICAL	4413 KAISER HEALTH INSURANCE	\$ 11,216.03
SMCO - General Fund Cash	01/22/2024	AT&T Mobility-FirstNet	INV 01102024 WIRELESS SERVICE DUE 01/25/24	5638-Other Utility Expense	\$ 463.32
SMCO - General Fund Cash	01/22/2024	PG&E	ENERGY STATEMENT DUE 01/26/24	5638-Other Utility Expense	\$ 1,536.09
SMCO - General Fund Cash	01/22/2024	Lamorena & Chang	INV 238352023 AUDIT	5876-OTHER PROFESSIONAL SERVICE	\$ 12,000.00
SMCO - General Fund Cash	01/25/2024	TIA	INV 48545	5424-Radio/Telecomm Equip Main	\$ 180.00
SMCO - General Fund Cash	01/25/2024	Flyers Energy, LLC	INV 3668795	5416-FUEL AND LUBRICATION	\$ 1,119.48
SMCO - General Fund Cash	01/25/2024	BERKSHIRE HATHAWAY	ACCT 334062 DUE 02/01/24	6731-INSURANCE	\$ 3,134.49
SMCO - General Fund Cash	01/25/2024	Minnescah Valley Bank	TAHDE LEASE PAYMENT 8 OF 60	7311-FIXED ASSETS - EQUIPMENT	\$ 926.55
SMCO - General Fund Cash	01/25/2024	DBA FINANCIAL, INC	ACCT 271100508 DUE 02/02/2024	6731-INSURANCE	\$ 47,874.37
SMCO - General Fund Cash	01/25/2024	Sharp Business Systems	INV 9004647922 COPY FEES BW/COLOR DEC 2023	5199a-Small Equipment	\$ 443.26
SMCO - General Fund Cash	01/25/2024	Expertan	INV 2405017426 MEMBERSHIP FEES AND CHARGE	5876-OTHER PROFESSIONAL SERVICE	\$ 552.00
SMCO - General Fund Cash	01/25/2024	AAA Smart Home	INV 8448041 MONITOR ALARM SYSTEM	5478-Other Contract Maintenance	\$ 34.20
SMCO - General Fund Cash	01/25/2024	Sharp Business Systems	INV 8406595354 MEDICINE CABINET SUPPLIES	5876-OTHER PROFESSIONAL SERVICE	\$ 123.90
SMCO - General Fund Cash	01/25/2024	Daily City Auto Repair	INV 81723493 JANUARY LEASE	5199a-Small Equipment	\$ 291.56
SMCO - General Fund Cash	01/30/2024	Central Self Storage	INV 1013032015 FORD 2017 FORD	5455-VEHICLE AND EQUIP REPAIRS	\$ 945.51
SMCO - General Fund Cash	01/30/2024	Central Self Storage	FEB RENT	5638-Other Utility Expense	\$ 524.00
SMCO - General Fund Cash	01/30/2024	Central Self Storage	FEB CAM CHARGES	5638-Other Utility Expense	\$ 453.25
SMCO - General Fund Cash	01/30/2024	Bay Contract Maintenance, Inc.	INV 30036 REISSUE - LOST CHECK PER VENDOR STOP PAYMENT ON ORIGINAL CK #8047	5156-OTHER HOUSEHOLD EXPENSE	\$ 494.70
SMCO - General Fund Cash	01/30/2024	Bay Contract Maintenance, Inc.	INV 30541 SEPTEMBER CLEANING 2023	5156-OTHER HOUSEHOLD EXPENSE	\$ 494.70
SMCO - General Fund Cash	02/07/2024	County of San Mateo Forensic Lab	INV 104423 DUE 12/30/23	5858-OUTSIDE PROF CONTRACT SERV	\$ 410.00
SMCO - General Fund Cash	02/07/2024	Davis Law Firm	DECEMBER LEGAL FEES	5341-LEGAL NOTICES	\$ 2,250.00
SMCO - General Fund Cash	02/07/2024	SAFEGUARD BUSINESS SYSTEMS	INV 9003184948 LASER CHECKS BANKING	5199a-General	\$ 426.03
SMCO - General Fund Cash	02/07/2024	County of San Mateo ISO	DECEMBER 2023 CHARGES	5858-OUTSIDE PROF CONTRACT SERV	\$ 82.25
SMCO - General Fund Cash	02/07/2024	Bay Contract Maintenance, Inc.	INV 30992 DECEMBER CLEANERS	5156-OTHER HOUSEHOLD EXPENSE	\$ 494.70
SMCO - General Fund Cash	02/07/2024	AT&T-Calnet	INV 2102 2018 DUE 02/05/24	5638-Other Utility Expense	\$ 556.68
SMCO - General Fund Cash	02/07/2024	BPOA	REIMBURSEMENT 4TH QUART 2023 UNION DUES	Uncategorized Expense	\$ 3,375.00
					\$165,988.73
Wednesday, February 07, 2024 08:21 PM UTC					



BROADMOOR COMMISSIONERS
Hon. James Kucharszky
Hon. Ralph Hutchens
Hon. Marie Brizuela

AGENDA

REGULAR MEETING

Meeting to be held:

Tuesday, March 12, 2024, at 7:00 p.m.

**Broadmoor Police Department
388-88th Street
Broadmoor, Vlg., California 94015-1717**

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4. **CONSENT AGENDA**

PREVIOUS MINUTES

- (a) Approval of minutes from regular meeting on February 13, 2024.

TREASURER'S REPORT

- (b) Approval of March 2024 Warrants and Deposits.

5. **CHIEF OF POLICE REPORT**

Chief Connolly will deliver his report.

6. **CLOSED SESSION**

- (a) Personnel matter. Performance evaluation of Interim Chief of Police / Interim District Manager Michael P. Connolly. (Government Code §§54954.5(e) and 54975(b)) ***Continued from February 13, 2024.***
- (b) Personnel matter. Discussion and action on renewing the employment contract of Interim Chief of Police / District Manager Michael P. Connolly. (Government Code §§54954.5(e) and 54975(b)) ***Continued from February 13, 2024.***
- (c) Pending / Threatened Litigation. Four cases - Former employees Bandino, Johnson, Melville and Nakiso. (Government Code §54954.5(c))

7. **OPEN SESSION**

- (a) Report on all reportable action taken in Closed Session.
- (b) Discussion and public comment on proposal of Stephen Daughters of BPM Accountancy to prepare FY 2024/25 District Budget, a five year financial strategic plan and the basis for a ballot measure in November 2024 to adopt a special parcel tax. No action will be taken on this item at this time.
- (c) Further public discussion on formulating a records retention and purging policy. (Government Code §60200, *et seq.*) No action will be taken on this item at this time.

8. **ADJOURNMENT**

Motion to adjourn.

POSTED AT: WWW.BROADMOORPOLICE.COM
BROADMOOR POLICE DEPARTMENT
COLMA FIRE DEPARTMENT
BROADMOOR COMMUNITY CENTER

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND



March 6, 2024

Michael P. Connolly, MS
Chief of Police
Broadmoor Police Department
388 Eighty-Eight Street
Broadmoor, CA 94015
MConnolly@pd.Broadmoor.ca.us

Paul M. Davis, Esq.
1 Blackfield Dr., Suite 193
Tiburon, CA 94920-2053
pmd@davislawoffice.com

VIA EMAIL

Re: Consulting Engagement

Dear Chief Connolly:

Thank you for allowing BPM, LLP ("BPM") to provide the Broadmoor Police Department ("Department" or "Client") with this engagement letter for consulting services. We appreciate the opportunity to be of service to the Department. We believe this letter accurately summarizes the significant terms of our engagement. BPM requires written agreements with all our clients and this letter shall serve as our agreement.

The general nature of our services will include advisory services regarding the fiscal year budget for 2024/2025, in addition to forecasting revenues and expenses for the next five (5) fiscal years. Based on our conversations, we expect our work will conclude with an effort to estimate the required per parcel amount for the upcoming November 2024 ballot measure to provide the necessary financial support for the Department's effort to achieve fiscal stability for the next five years.

Steve Daughters, CPA, MBA, will oversee this engagement. Mr. Daughters' discounted hourly rate is \$650. BPM's policy is to use the lowest cost professionals available, while still insuring outstanding quality. As a result, you can expect different BPM staff members to contribute to this engagement as appropriate. You will find our 2024 rate schedule attached as Exhibit B. Professional services are charged based on our professionals' hourly rate times the number of hours worked (calculated to the nearest .1 hour).

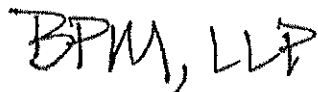
We will require a retainer of \$25,000 to commence work. The retainer is held and applied to the final invoice at the conclusion of the engagement. Any unused portion of the retainer after application to the final invoice is fully refundable. BPM has a monthly billing cycle. BPM invoices are due and payable upon presentation.

COMMENCEMENT OF WORK

This engagement letter, including the terms and conditions in Exhibit A and any other attachments, reflects the entire agreement between us relating to the services covered by this letter. It replaces and supersedes any previous proposals, correspondence, and understandings, whether written or oral. The agreements contained in this engagement letter shall survive the completion or the termination of this engagement. In the event the Client files for bankruptcy protection, to the extent any portion of this agreement conflicts with or is superseded by the Bankruptcy Code, it shall not apply.

If you agree with the terms of our engagement as described in this letter, please sign, date, and return the executed copy. By signing this letter, you agree that our communications with your Counsel is permitted and will discharge any client communication responsibilities.

Very truly yours,



BPM LLP

The terms set forth above and on the attached are agreed to and acknowledged on behalf of the Client and Counsel.

By: Michael P. Connelly, Chief of Police

Date

By: Paul M. Davis, Esq.

Date

Exhibit A: Consulting Engagement Letter Terms & Conditions

Agreement

These Terms and Conditions, together with the engagement letter ("Engagement Letter") to which these Terms and Conditions are attached, including any exhibits and appendixes thereto, constitute the entire agreement between the parties pertaining to the Services (this "Agreement"). Hence, references to this Agreement mean the Engagement Letter with all attachments thereto including these Terms and Conditions.

All capitalized terms used in these Terms and Conditions and not otherwise defined herein shall have the meanings given them in the Engagement Letter. In the event of a conflict among the provisions of the Engagement Letter and these Terms and Conditions, the Engagement Letter shall be given controlling effect. BPM may be referred to herein as "we", "our" or "us" or in a similar manner, and Client may be referred to as "you" or "your" or in a similar manner, and such references shall be read in context.

Commencement and Term

This Agreement is effective upon execution of the Engagement Letter by both parties and shall remain in full force and effect until the earlier of (i) completion of the Services (as reasonably determined by BPM) to be delivered under this Agreement, (ii) termination of this engagement by either party as provided in the Agreement.

Payment of Fees

Our billings are due and payable upon receipt and will be considered past due after 30 days. We will assess a finance charge on any balances that are more than 45 days past due at the rate of 12% per annum (1% per month). If the Client fails to meet any payment obligation under this engagement, we may immediately suspend performance of the Services to be performed or terminate this engagement. If we elect to suspend performance due to nonpayment, the Services will not be resumed until your account is paid as agreed, including any retainer that we may require to continue the Services under this arrangement. Alternatively, if we elect to terminate the engagement due to nonpayment, you will be obligated to compensate us for all time and expenses incurred through the date of such termination.

Our rates are subject to change each November 1 of the calendar year.

Waiver of any Actual or Perceived Conflict of Interest

BPM receives the preponderance of its business through referrals from financial institutions, private equity sponsors, venture capital firms, attorneys, and other professionals. The firm has no exclusive relationships with any referral source. The firm does not receive any referral fees nor pay any referral fees from/to any referral source.

By execution of this Agreement, the Company specifically waives any actual or perceived conflict of interest with respect to this engagement.

Records Retention

It is our policy to keep records related to this engagement for seven years. However, we do not keep any original client documents, so we will return those to you upon completion of the Services rendered under this engagement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by any governmental or regulatory agencies. By your signature on this letter, you acknowledge and agree that upon the expiration of the seven-year period, we shall be free to destroy our records related to this engagement without further notification.

Company management is responsible for maintaining all records under a retention policy that meets Federal and state guidelines. We do not keep any original Company documents, so we will return those to you upon completion of the services rendered under this engagement, if any. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by any governmental or regulatory agencies. Our copies of your records and documents are not a substitute for your own records and do not mitigate your record retention obligations under any applicable laws or regulations.

Workpapers and other documents created by us are our property and will remain in our control. Copies are not to be distributed without your written request and our written consent. Our workpapers will be maintained by us in accordance with our firm's record retention policy and any applicable legal and regulatory requirements.

Limitations on Oral and Email Communications

We may discuss with you our views regarding the treatment of certain items or decisions you may encounter. We may also provide you with information in an email. Any advice or information delivered orally or in an email (rather than through a memorandum delivered as an email attachment) will be based upon limited research and a limited discussion and analysis of the underlying facts. Additional research or a more complete review of the facts may affect our analysis and conclusions.

Due to these limitations and the related risks, it may or may not be appropriate for you to proceed with a decision solely based on any oral or email communication from us. You accept all responsibility, except to the extent caused by our gross negligence or willful misconduct, for any liability, including but not limited to additional tax, penalties or interest resulting from your decision (i) not to have us perform the research and analysis necessary to reach a more definitive conclusion and (ii) to instead rely on an oral or email communication. The limitation in this paragraph will not apply to an item of written advice that is a deliverable of a separate engagement. If you wish to engage us to provide formal advice on a matter on which we have communicated orally or by email, we will confirm this service in a separate agreement.

Electronic Data Communication and Storage

In the interest of facilitating our services to you, we may send data over the Internet, temporarily store electronic data via computer software applications hosted remotely on the Internet or utilize cloud-based storage. Your confidential electronic data may be transmitted or stored using these methods. In using these data communication and storage methods, our firm employs measures designed to maintain data security. We use reasonable efforts to keep such communications and electronic data secure in accordance with our obligations under applicable laws, regulations, and professional standards. You recognize and accept that we have no control over the unauthorized interception or breach of any communications or electronic data once it has been transmitted or if it has been subject to unauthorized access while stored, notwithstanding all reasonable security measures employed by us. You consent to our use of these electronic devices and applications during this engagement and such use will not constitute a breach of any confidentiality obligation.

Intellectual Property Rights

Client acknowledges that BPM owns all intellectual property rights, title, and interest to all materials and information produced or developed by BPM throughout the duration of this engagement, excluding any pre-existing ownership right of Client and without implying any ownership interest in any Client materials, data or other information, all of which shall remain the property of Client. Upon completion of and full payment for the services contemplated by the Engagement Letter, BPM grants to Client a perpetual paid-up license to use or modify, for internal purposes only, any deliverable produced by BPM and delivered to Client, provided that any use or modification of such deliverable, other than for the stated purposes in the Engagement Letter, is not authorized.

In addition, Client shall not alter or remove any of BPM's trademarks, copyright registration marks, patent, or other intellectual property notices applicable to any of BPM's goods, marketing material, or advertising media and shall not in any way alter any of BPM's products. Client shall promptly notify BPM in writing of any infringement of BPM's intellectual property by third parties of which Client becomes aware. Neither party shall acquire any right, title, or interest in or to the other party's code, data, business processes, or other information to which such party may have access during the term of the engagement hereunder. All such code, data, business process, and other information shall be solely and exclusively the property of the originating party.

Confidentiality

As your professional advisor, we collect information provided by you as well as information that we develop as part of the engagement. We are required to keep all information about our engagement confidential; so, we will not disclose any information about you unless we have your approval (such as your approval in the Engagement Letter of our disclosure of certain tax return information to assist with the preparation of tax returns) or are required/permitted by law. We are committed to safekeeping your confidential information and we maintain physical, electronic, and procedural safeguards to protect your information. This applies even if you are no longer a client.

Subject to prior consent, BPM may elect to use the Client's name and/or logos in proposals or customer lists that we distribute to potential clients for marketing purposes. Unless you request otherwise, this communication confirms our understanding regarding such use. In addition, your email address will be added to relevant marketing mailing lists to receive emails regarding free resources, events, and trends in your industry. Should you find the information provided irrelevant, you will have the opportunity to unsubscribe at any time.

If we are asked to disclose any privileged communication, unless we are required to disclose the communication by law, we will not provide such disclosure until you have had an opportunity to argue that the communication is privileged. You agree to pay all reasonable expenses that we incur, including legal fees, that are a result of attempts to protect any communication as privileged. In addition, your confidentiality privilege can be inadvertently waived if you discuss the contents of any privileged communication with a third party, such as a lending institution, a friend, or a business associate.

Working Papers Access Requests by Regulators and Others

State, federal and foreign regulators may request access to or copies of certain workpapers pursuant to applicable legal or regulatory requirements. Requests also may arise with respect to peer review, an ethics investigation, or the sale of our accounting practice. If requested, access to such workpapers will be provided under the supervision of firm personnel. Regulators may request copies of selected workpapers to distribute the copies or information contained therein to others, including other governmental agencies.

If we receive a request for copies of selected workpapers, if we are not prohibited from doing so by applicable laws or regulations, we agree to inform you of such request as soon as practicable. You may, within the time permitted for our firm to respond to any request, initiate such legal action as you deem appropriate, at your sole expense, to attempt to limit the disclosure of information. If you take no action within the time permitted for us to respond, or if your action does not result in a judicial order protecting us from supplying requested information, we may construe your inaction or failure as consent to comply with the request. If we are not a party to the proceeding in which the information is sought, you agree to reimburse us for our professional time and expenses, as well as the fees and expenses of our legal counsel, incurred in responding to such requests.

Summons or Subpoenas

If we receive a summons or subpoena which our legal counsel determines requires us to produce documents from this engagement or testify about this engagement, if we are not prohibited from doing so by applicable laws or regulations, we agree to inform you of such summons or subpoena as soon as practicable. You may, within the time permitted for our firm to respond to any request, initiate such legal action as you deem appropriate, at your sole expense, to attempt to limit discovery. If you take no action within the time permitted for us to respond, or if your action does not result in a judicial order protecting us from supplying requested information, we may construe your inaction or failure as consent to comply with the request. If we are not a party to the proceeding in which the information is sought, you agree to reimburse us for our professional time and expenses, as well as the fees and expenses of our legal counsel, incurred in responding to such requests.

Dispute Resolution

If any dispute arises among the parties hereto, the parties agree first to try in good faith to settle the dispute by mediation before resorting to litigation. The costs of any mediation proceeding shall be shared equally by all parties. It is understood that any mediation or arbitration shall be held in San Francisco, California. The parties agree that

any litigation concerning this Agreement must be submitted to the State or Federal Courts in San Francisco, California. We also agree that the law of the state of California, excepting its rules as to conflicts of law, shall govern all such disputes.

Notwithstanding the foregoing, we both agree that any dispute solely over fees charged will be submitted for resolution by confidential arbitration to Judicial Arbitration and Mediation Service ("JAMS") in San Francisco, California in accordance with the Code of Civil Procedure Sections 1280 to 1294.2. In agreeing to arbitration, we both acknowledge that in the event of a dispute over fees charged by BPM, each of us is giving up the right to have the dispute decided in a court of law before a judge or jury and instead we are accepting the use of arbitration for resolution.

Limitation of Liability

To the fullest extent of the law, BPM's liability for all claims, damages and costs of the Client arising from this engagement is limited to the total amount of fees paid by the Client to BPM for services rendered under this agreement. Notwithstanding anything to the contrary in this agreement BPM shall not be liable for any lost profits, indirect, special, incidental, punitive, or consequential damages of any nature even if we have been advised by you of the possibility of such damages.

Limitation on Actions

No action, regardless of form, whether arbitration or litigation, relating to the Services performed under this Agreement, may be brought by either party more than one year after the cause of action has accrued under applicable law, except that an action for non-payment of BPM invoices may be brought at any time.

Indemnification

You agree to indemnify, defend, and hold harmless us and any of our partners, principals, shareholders, officers, directors, members, employees, agents or assigns with respect to all claims made by third parties arising from this engagement, regardless of the nature of the claim, and including the negligence of any party, excepting claims arising from our gross negligence or intentionally wrongful acts.

Conflicts of Interest

If we, in our sole discretion, believe a conflict has arisen affecting our ability to deliver services to you in accordance with either the ethical standards of our firm or the ethical standards of our profession, we may be required to suspend or terminate our services without issuing our work product. Any work already completed on the engagement at the time of termination will be billed based on our hourly rates in effect at the time services are rendered and you are responsible for paying these fees. Any other fees reflected in the Engagement Letter will be nullified upon termination of the engagement.

Force Majeure

Neither party shall be held liable for any delays resulting from circumstances or causes beyond their reasonable control, including, without limitation, fire or other casualty, act of God, strike or labor dispute, war or other violence, epidemics or pandemics as defined by The Centers for Disease Control and Prevention, or any law, order or requirement of any governmental agency or authority. However, no Force Majeure event shall excuse you of any obligation to pay any outstanding invoice or fee or from any indemnification obligation under this Agreement.

Independent Contractor

When providing services to you, we will be functioning as an independent contractor and in no event will we or any of our employees be an officer of you, nor will our relationship be that of joint venturers, partners, employer and employee, principal and agent, or any similar relationship giving rise to a fiduciary duty to you.

Our obligations under this Agreement are solely obligations of BPM LLP, and no partner, principal, employee or agent of BPM LLP shall be subjected to any personal liability whatsoever to you or any person or entity.

Disclaimer of Legal and Investment Advice

Our services under this Agreement do not constitute legal or investment advice unless you have specifically engaged us to provide investment advice in writing in the Engagement Letter portion of this Agreement. We recommend that you retain legal counsel and investment advisors to provide such advice.

Third Party Service Providers or Subcontractors

In the interest of enhancing our availability to meet your professional service needs while maintaining service quality and timeliness, we may use a third-party service provider to assist us. This may include provision of your confidential information to the third-party service provider. We require our third-party service providers to have established procedures and controls designed to protect client confidentiality and maintain data security. As the paid provider of professional services, BPM remains responsible for exercising reasonable care in providing such services, and our work product will be subjected to our firm's customary quality control procedures.

By accepting the terms and conditions of our engagement, you are providing your consent and authorization to disclose your confidential information to a third-party service provider, if such disclosure is necessary to deliver professional services or provide support services to our firm.

Hiring of Personnel

Client acknowledges that the value of the services provided by BPM results from the experience and knowledge of its employees and/or agents. Client agrees not to solicit, recruit, contract or otherwise engage the services of BPM's employees engaged in providing services under this engagement, in any capacity, either during the term of this agreement or for a period of one (1) year following the termination of this agreement. BPM agrees not to solicit, recruit or hire any present employees of the Client without their prior approval. Nothing in this paragraph shall prevent employment resulting from such personnel's response to general solicitations or advertisements.

Referrals

While providing services to you, you may request referrals to attorneys, brokers, investment advisors or other professionals. We may identify a professional or professionals for your consideration. However, you are responsible for evaluating, selecting, and retaining any professional and determining if the professional can meet your needs. You agree that we will not oversee the activities of and have no responsibility for the work product of any professional to whom we refer you or that you separately retain. Further, we are not responsible for any services we perform that fail to meet the intended outcomes because of relying on work completed by other professionals you may retain.

Electronic Signatures and Counterparts

Each party hereto agrees that any electronic signature is intended to authenticate a written signature, shall be valid, and shall have the same force and effect as a manual signature. For purposes hereof, "electronic signature" includes, but is not limited to, a scanned copy of a manual signature, an electronic copy of a manual signature affixed to a document, a signature incorporated into a document utilizing touchscreen capabilities, or a digital signature. This agreement may be executed in one or more counterparts, each of which shall be considered an original instrument, but all of which shall be considered one and the same agreement.

Termination and Withdrawal

We reserve the right to withdraw from the engagement without completing services for any reason, including, but not limited to, non-payment of fees, your failure to comply with the terms of this Agreement, or as we determine professional standards require. If our work is suspended or terminated, you agree that we will not be responsible for your failure to meet governmental and other deadlines, or for any liability, including but not limited to, penalties or interest that may be assessed against you resulting from your failure to meet such deadlines.

If this Agreement is terminated before services are completed, you agree to compensate us for the services performed and expenses incurred through the effective date of termination.

Exhibit B: 2024 Rates re Forensics & Litigation Support

Employee Level	New Rate as of 11.01.2023	Discounted Project Rates
Partner	\$950.00	\$760.00
Managing Director	\$800.00	\$650.00
Of Counsel	\$800.00	\$650.00
Director	\$560.00	\$450.00
Senior Manager	\$535.00	\$425.00
Manager	\$475.00	\$380.00
Supervisor	\$410.00	\$325.00
Senior	\$355.00	\$280.00
Associate II	\$300.00	\$240.00
Associate I	\$245.00	\$195.00
Intern – Staff	\$150.00	\$150.00

**Broadmoor Police Department
Warrants Report - March 2024**

Petty Cash - Chase	Account	Date	Name	Description	Account	Amount
	Petty Cash - Chase	02/22/2024	County of San Mateo ISO	MICROWAVE MUX ISO NOV, DEC, JAN DUE	5958-OUTSIDE PROF CONTRACT SERV	-246.75
	Petty Cash - Chase	02/22/2024	Wave	INV 0010630 DUE 02/23/24 INTERNET/ CABLE	5936-Other Utility Expense	-208.61
	Petty Cash - Chase	02/22/2024	Experian	INV 2410016929 DUE 02/25/24	5876-OTHER PROFESSIONAL SERVICE	-202.00
	Petty Cash - Chase	02/22/2024	Blue Water Towing	INV 606 DOS 01/09/24	5455-VEHICLE AND EQUIP REPAIRS	-60.00
	Petty Cash - Chase	02/22/2024	TEA	DUE DATE 2/10/24	5424-Radio/Telecomm Equip Maint	-180.00
	Petty Cash - Chase	02/22/2024	Sharp Business Systems	INV 9004683288	5478-Other Contract Maintenance	-24.50
	Petty Cash - Chase	02/22/2024	AAA Smart Home	INV 8492836	5478-Other Contract Maintenance	-34.20
						\$ 6,963.74
SMCO - General Fund Cash	SMCO - General Fund Cash	02/07/2024	County of San Mateo Forensic Lab	INV 104423 DUE 12/30/23	5958-OUTSIDE PROF CONTRACT SERV	-410.00
	SMCO - General Fund Cash	02/07/2024	Davis Law Firm	DECEMBER LEGAL FEES	5341-LEGAL NOTICES	-2,250.00
	SMCO - General Fund Cash	02/07/2024	SAFEGUARD BUSINESS SYSTEMS	INV 9003184948 LASER CHECKS BANKING	5199a-General	-426.03
	SMCO - General Fund Cash	02/07/2024	County of San Mateo ISO	DECEMBER 2023 CHARGES	5858-OUTSIDE PROF CONTRACT SERV	-82.25
	SMCO - General Fund Cash	02/07/2024	Bay Contract Maintenance, Inc.	INV 30982 DECEMBER CLEANERS	5156-OTHER HOUSEHOLD EXPENSE	-494.70
	SMCO - General Fund Cash	02/07/2024	AT&T-Cabinet	INV 21027018 DUE 02/05/24	5638-Other Utility Expense	-556.68
	SMCO - General Fund Cash	02/07/2024	BPOA	REIMBURSEMENT 4TH QUART 2023 UNION DUES	Uncategorized Expense	-3,375.00
	SMCO - General Fund Cash	02/08/2024		CALPERS CONTRIBUTION PPE 1/6/24	--	-8,892.25
	SMCO - General Fund Cash	02/09/2024		TO RECORD PAYROLL FOR PPE 2/3/24	--	-26,243.26
	SMCO - General Fund Cash	02/09/2024		TO RECORD PAYROLL FOR PPE 2/3/24	--	-8,611.60
	SMCO - General Fund Cash	02/09/2024		CALPERS 457B CONTRIBUTION	--	-500.00
	SMCO - General Fund Cash	02/20/2024	Chase Card Services	--	5199a-General	-1,336.75
	SMCO - General Fund Cash	02/21/2024		CALPERS CONTRIBUTION PPE 1/6/24	--	-8,827.96
	SMCO - General Fund Cash	02/22/2024	BERKSHIRE HATHAWAY	DUE DATE 03/01/24	6731-INSURANCE	-3,134.49
SMCO - General Fund Cash	SMCO - General Fund Cash	02/22/2024	All City Management Services	INV 89906 11/26/23 - 12/09/23	5200-SCHOOL CROSSING GUARD EXP	-15,372.32
	SMCO - General Fund Cash	02/22/2024	PG&E	INV 90163 12/10/23 - 12/23/23	5638-Other Utility Expense	-1,757.65
	SMCO - General Fund Cash	02/22/2024	AT&T Mobility-FirstNet	INV 90796 01/07/24 - 01/20/23	5638-Other Utility Expense	-463.32
				DUE 02/26/24		
				INV 02102024		
				INV 1001629194 DUE 02/27/24	6731-INSURANCE	-5,322.06
				FEBRUARY PREMIUM CHARGE		
				MARCH MEDICAL DUE 02/25/2024	4413 KAISER HEALTH INSURANCE	-11,216.03
				DUE 02/14/2024	5416-FUEL AND LUBRICATION	-1,078.12
				INV 31129 \$526.11 DUE 2/9/24		
				INV 31188 \$231.07 DUE 2/2/24	5156-OTHER HOUSEHOLD EXPENSE	-757.18
				INSURANCE PAYMENT 8 OF 9		
				ACCT 271100508	6731-INSURANCE	-47,874.37
				TO RECORD PAYROLL FOR PPE 2/17/24	--	-25,095.56
				TO RECORD PAYROLL FOR PPE 2/17/24	--	-7,650.96
				REIMBURSEMENT PURCHASED KEYBOARD	5199a-Small Equipment	-39.99
				REIMBURSEMENT PAYNES GOING AWAY CAKE	5199c-Meals	-32.98
				TOTAL WORK HOURS 13.5 PLUS TRAVEL	5876-OTHER PROFESSIONAL SERVICE	-762.50
				RENT MARCH	5638-Other Utility Expense	-574.00
				CAM CHARGES MARCH	5638-Other Utility Expense	-453.25
				CHEVY LEASE #9 DUE 03/01/24	7311-FIXED ASSETS - EQUIPMENT	-926.55
				CALPERS UNFUNDED LIABILITY	--	-21,732.50
				CALPERS CONTRIBUTION PPE 2/3/24	--	-10,598.58
				FUEL DUE DATE 03/01/24 AND 03/16/24		
				INV 3725490 AND 3746203	5416-FUEL AND LUBRICATION	-2,212.66

SMCO - General Fund Cash	03/05/2024	CHIEF KEN STENQUIST	SMPCSA DUES 2024	5331-PROFESSIONAL MEMBERSHIPS	-1,000.00
SMCO - General Fund Cash	03/05/2024	NewTec	INV 30472 FEB BILLING	5656-OUTSIDE PROF CONTRACT SERV	-4,393.00
SMCO - General Fund Cash	03/05/2024	Wave	INV 0010682 12 PAYMENT DUE NOW	5638-Other Utility Expense	-419.98
SMCO - General Fund Cash	03/05/2024	LexisNexis	INV DEC AND JAN DUE NOW	5876-OTHER PROFESSIONAL SERVICE	-400.00
SMCO - General Fund Cash	03/05/2024	Davis Law Firm	JANUARY LEGAL FEE PLUS PRIOR BALANCE	5341-LEGAL NOTICES	-6,075.00
			INV 101407 - '18 EXPLORER		
			INV 101461 - '15 EXP		
			101445 - '15 EXP, 101580 - '11 CHEVY		
SMCO - General Fund Cash	03/05/2024	Daly City Auto Repair	101604 - '17 EXP	5455-VEHICLE AND EQUIP REPAIRS	-1,017.34
			INV 1447		
SMCO - General Fund Cash	03/05/2024	Wellings & Co.	QUARTERLY PAYROLL TAX REPORT	6731-INSURANCE	-900.00
SMCO - General Fund Cash	03/05/2024	AT&T-Cable	INV 21174650 CURRENT CHARGES DUE NOW	5638-Other Utility Expense	-510.61
SMCO - General Fund Cash	03/05/2024	Productive Printing	INV 37363 VEH REL FORM PRODUCTION	5199 - OFFICE EXPENSE (new)	-235.75
SMCO - General Fund Cash	03/05/2024	KYLE MCCARTHY	REIMBURSE FUEL CHARGE	5416-FUEL AND LUBRICATION	-70.88
Total for SMCO - General Fund Cash					-\$ 233,674.33

Wednesday, March 06, 2024 10:30 PM UTC



COUNTY OF SAN MATEO
DEPOSIT PERMIT

Permit Number

(1) TITLE OF DEPOSITING ORGANIZATION Broadmoor Police Department			(2) No. of Depositing Org. 02500			(3) Preparation Date Mar-24		(4) Reference Date		
(5) ACCOUNT DESCRIPTION		(6) C O D E S						(7) AMOUNT		
		Pay	Schedule	References	GL ORG.	GL Object	JL ORG.	JL Object	Dollars	Cents
DMV LOCAL AGENCY COLLECTION				90-1342	2500	2658			875.00	
DMV-REFUND ADMIN SERV FEES				90-1342	2500	2658			86.00	
									\$961.00	
(8) Remarks:							TOTAL			
							DISTRIBUTION OF TOTAL	Cards	\$961.00	
								Checks		
								Coins		
								Currency		
								Wires		
								Other		
(9) I hereby certify that the total amount listed above represents collections received by me for the above named fund and during the period of 02/08/2024-03/07/2024 INTERIM CHIEF MICHAEL P. CONNOLLY DEPARTMENT HEAD					(10) The monies listed above have been received in the County Treasury. County Treasury By _____ DEPUTY			(11) I approved deposit of the above monies in the County Treasury. County Controller By _____ DEPUTY		



BROADMOOR COMMISSIONERS
Hon. James Kucharszky
Hon. Ralph Hutchens
Hon. Marie Brizuela

A G E N D A

SPECIAL MEETING

(Government Code §54956(a))

A Special Meeting has been called by the Chair to be held:

Thursday, April 18, 2024, at 1:00 p.m.

**Broadmoor Police Department
388-88th Street
Broadmoor, Vlg., California 94015-1717**

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability should contact Lisa Hernandez, [Administrative Assistant of the Police Department], as soon as possible prior to the meeting, at (650) 755-3840 and/or lhernandez@pd.broadmoor.ca.us. Notification in advance of the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical-based products.

Anyone in attendance will be permitted up to three minutes to offer comment on the Agenda item shown below. Those wishing to offer comment must stand at the podium and state his or her name. In the sole discretion of the Chair the Commission may or may not respond to any public comments.

**NO FOOD OR BEVERAGES WILL
BE PERMITTED IN THE MEETING ROOM**

**NO ANIMALS EXCEPT REGISTERED SERVICE ANIMALS
WILL PERMITTED IN THE MEETING ROOM**

**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**

1. **PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**

3. **OPEN SESSION**

Chief Connolly to introduce and participate in discussion with four vendors and their proposals to provide the District with professional advice and service relating to the current budget, a five year fiscal strategic plan and the formulation of, and a strategy for, a November 2024 ballot measure for voter approval of a special tax. Action to be taken.

4. **ADJOURNMENT**

Motion to adjourn.

POSTED AT: WWW.BROADMOORPOLICE.COM
BROADMOOR POLICE DEPARTMENT
COLMA FIRE DEPARTMENT
BROADMOOR COMMUNITY CENTER

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND



**NOTICE OF REGULAR MEETING OF THE
BOARD OF POLICE COMMISSIONERS OF THE
BROADMOOR POLICE PROTECTION DISTRICT**

**The regular May 2024 meeting of the
Board of Police Commissioners will be held on**

Tuesday, May 14, 2024, at 7:00 p.m.

**at the District offices of the
Broadmoor Police Protection District at
388 88th Street
Broadmoor Vlg., California 94015**

**NO FOOD OR BEVERAGES WILL
BE PERMITTED IN THE MEETING ROOM**

**NO ANIMALS EXCEPT REGISTERED SERVICE ANIMALS
WILL PERMITTED IN THE MEETING ROOM**

**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**



BROADMOOR COMMISSIONERS
Hon. James Kucharszky
Hon. Ralph Hutchens
Hon. Marie Brizuela

AGENDA

REGULAR MEETING

Meeting to be held:

Tuesday, May 14, 2024, at 7:00 p.m.

**Broadmoor Police Department
388-88th Street
Broadmoor, Vlg., California 94015-1717**

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting should contact Lisa Hernandez [Administrative Assistant of the Police Department] at least 2 working days before the meeting at (650) 755-3840 and/or lhernandez@pd.broadmoor.ca.us. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical-based products.

**NO FOOD OR BEVERAGES WILL
BE PERMITTED IN THE MEETING ROOM**

**NO ANIMALS EXCEPT REGISTERED SERVICE ANIMALS
WILL PERMITTED IN THE MEETING ROOM**

**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL

3. PUBLIC COMMENTS

This time is provided for interested persons to address the Commission or submit written communications on matters not on the Agenda. Anyone wishing to present oral comments on matters not on the agenda must approach the podium, state his or her name, and will have up to three minutes to present his or her oral comments. At the conclusion of all public comments on matters not on the Agenda, the Commission may respond to the public comments. Any request that requires Commission action will be set by the Commission for a future agenda or referred to staff.

4. CONSENT AGENDA

PREVIOUS MINUTES

- (a) Approval of minutes from regular meeting on April 9, 2024.
- (b) Approval of minutes from special meeting on April 18, 2024.

TREASURER'S REPORT

- (c) Approval of May 2024 Warrants and Deposits.

5. CHIEF OF POLICE REPORT

Chief Connolly will deliver his report.

6. OPEN SESSION

- (a) Discussion and action on proposed Resolution No. 2023/24-05 to adjust the special property tax for fiscal year 2024/2025 as specified in the proposed Resolution.
- (b) First reading and discussion on proposed budget for Fiscal Year 2024/2025. No action will be taken at this meeting.

7. ADJOURNMENT

Motion to adjourn.

POSTED AT: WWW.BROADMOORPOLICE.COM
BROADMOOR POLICE DEPARTMENT
COLMA FIRE DEPARTMENT
BROADMOOR COMMUNITY CENTER

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

**Broadmoor Police Department
Warrants Report May 2024**

Account	Transaction type	Date	Name	Memo/Description	Account	Amount
Petty Cash - Chase						
Petty Cash - Chase	Check	04/15/2024	BPOA	REIMBURSEMENT OF BPOA DUES	5301-PROFESSIONAL MEMBERSHIPS	-2,700.00
Petty Cash - Chase	Check	04/15/2024	Alison Drake	REIMBURSEMENT TO ALISON DRAKE CARDS FOR INTERNET/CABLE	5199a-Misc	-200.00
Petty Cash - Chase	Check	04/15/2024	Wave	5638-Other Utility Expense	5638-Other Utility Expense	-208.81
Petty Cash - Chase	Check	04/15/2024	Nemacath Valley Bank	7311-FIXED ASSETS - EQUIPMENT	7311-FIXED ASSETS - EQUIPMENT	-415.00
Petty Cash - Chase	Check	04/29/2024	County of San Mateo USD	5858-OUTSIDE PROF CONTRACT SERV	5858-OUTSIDE PROF CONTRACT SERV	-626.55
Petty Cash - Chase	Check	04/29/2024	AAA Smart Home	APRIL SERVICE	5478-Other Contract Maintenance	-82.25
Petty Cash - Chase	Check	04/29/2024				-34.20
Total for Petty Cash - Chase						-4,956.81
SMCO - General Fund Cash						
SMCO - General Fund	Journal Entry	04/05/2024	--	TO RECORD PAYROLL FOR PPE 3/30/24		-30,060.29
SMCO - General Fund	Journal Entry	04/05/2024	--	TO RECORD PAYROLL FOR PPE 3/30/24		-10,713.09
SMCO - General Fund	Check	04/09/2024	All City Management Services	INV. 91061, 91411, 92032, 91863	5200-SCHOOL CROSSING GUARD EXP	-18,022.72
SMCO - General Fund	Check	04/17/2024	Chase Card Services	DUE 04/15/2024	5199a-General	-373.07
SMCO - General Fund	Check	04/18/2024	STATE COMPENSATION INSURANCE	APRIL PREMIUM DUE 04/27/24	6731-INSURANCE	-5,322.08
SMCO - General Fund	Check	04/18/2024	ATAT Mobility-FastNet	DUE 04/25/24	5638-Other Utility Expense	-463.12
SMCO - General Fund	Check	04/18/2024	Kaiser Foundation Health Plan	MAY 2024	4413-KAISER HEALTH INSURANCE	-4,099.13
SMCO - General Fund	Check	04/18/2024	Critical Reach	2024 ANNUAL FEE	5878-OTHER PROFESSIONAL SERVICE	-445.00
SMCO - General Fund	Check	04/18/2024	BERKSHIRE HATHAWAY	DUE 5/1/24	6731-INSURANCE	-2,740.49
SMCO - General Fund	Check	04/18/2024	PG&E	DUE 4/25/24	5638-Other Utility Expense	-1,522.73
SMCO - General Fund	Check	04/18/2024	South Bay Regional Public Safety Trng	CLASS FEES	5638-Training & Equipment	-541.00
SMCO - General Fund	Check	04/18/2024	Daily City Auto Repair	INV 101748	5455-VEHICLE AND EQUIP REPAIRS	-781.35
SMCO - General Fund	Check	04/18/2024	TEA	INV 40662	5424-Radio/Telecom Equip Main	-180.00
SMCO - General Fund	Check	04/18/2024	County of San Mateo, PSC	QUARTERLY BILLING MESSAGE SWITCH 3RD Q	5878-OTHER PROFESSIONAL SERVICE	-1,356.25
SMCO - General Fund	Check	04/18/2024	Lanorena & Chang	2023 AUDIT BILLING	5878-OTHER PROFESSIONAL SERVICE	-13,100.00
SMCO - General Fund	Check	04/18/2024	Sharp Electronics Corporation	INV 9007771325	5478-Other Contract Maintenance	-493.20
SMCO - General Fund	Check	04/18/2024	NetTec	INV 39022	5638-Other Utility Expense	-328.21
SMCO - General Fund	Check	04/18/2024	ATAT-Cable	DUE 05/07/24	5455-VEHICLE AND EQUIP REPAIRS	-3,041.03
SMCO - General Fund	Check	04/29/2024	SUMMIT AUTO BODY	INV 20952	5638-Other Utility Expense	-574.00
SMCO - General Fund	Check	04/29/2024	Central Self Storage	MAY CAM CHARGE \$	5878-OTHER PROFESSIONAL SERVICE	-202.96
SMCO - General Fund	Check	04/29/2024	Central Self Storage	RENT MAY	5878-OTHER PROFESSIONAL SERVICE	-1,250.00
SMCO - General Fund	Check	04/29/2024	Experian	INV 2412017394	5858-OUTSIDE PROF CONTRACT SERV	-4,372.00
SMCO - General Fund	Check	04/29/2024	Dunnigan Psychological	INV 1549 AND 1632	5878-OTHER PROFESSIONAL SERVICE	-400.00
SMCO - General Fund	Check	04/29/2024	NetTec	INV 30747	5878-OTHER PROFESSIONAL SERVICE	-1,100.00
SMCO - General Fund	Check	04/29/2024	Lexipress	INV 202403331 AND INV 202402229	5341-LEGAL NOTICES	-7,869.75
SMCO - General Fund	Check	04/29/2024	Town of Colma	RANGE FEE FY23-24	5156-OTHER HOUSEHOLD EXPENSE	-451.06
SMCO - General Fund	Check	04/29/2024	Davis Law Firm	LEGAL FEES MARCH	5478-Other Contract Maintenance	-765.40
SMCO - General Fund	Check	04/29/2024	Bay Contract Maintenance, Inc.	INV 31563 AND 31520 - APRIL	5156-OTHER HOUSEHOLD EXPENSE	-326.11
SMCO - General Fund	Check	04/29/2024	Flyers Energy, LLC	INV 3777651 AND 3794798	5478-Other Contract Maintenance	-4,334.50
SMCO - General Fund	Check	04/29/2024	County of San Mateo Forensic Lab	INV 104514	5156-OTHER HOUSEHOLD EXPENSE	-526.11
SMCO - General Fund	Check	04/29/2024	RUI Mechanical Contractor, Inc.	INV 74832	5478-Other Contract Maintenance	-765.40
SMCO - General Fund	Check	04/29/2024	NetTec	MAY BILLING	5858-OUTSIDE PROF CONTRACT SERV	-4,334.50
SMCO - General Fund	Check	05/06/2024	STEVENS	INV 19498 TWO FLAGPOLE ORNAMENTS	5199a-General	-47.95
SMCO - General Fund	Check	05/06/2024	Bay Contract Maintenance, Inc.	INV 31429 MARCH	5156-OTHER HOUSEHOLD EXPENSE	-326.11
SMCO - General Fund	Journal Entry	04/19/2024	--	TO RECORD PAYROLL FOR PPE 4/13/24		-26,137.04
SMCO - General Fund	Journal Entry	04/19/2024	--	TO RECORD PAYROLL FOR PPE 4/13/24		-5,653.75
SMCO - General Fund	Journal Entry	05/03/2024	--	TO RECORD PAYROLL FOR PPE 4/27/24		-36,813.27
SMCO - General Fund	Journal Entry	05/03/2024	--	TO RECORD PAYROLL FOR PPE 4/27/24		-5,946.03
SMCO - General Fund	Journal Entry	04/15/2024	--	CALPERS CONTRIBUTION PPE 3/16/24		-9,896.30
SMCO - General Fund	Journal Entry	04/15/2024	--	CALPERS 457B		-600.00
SMCO - General Fund	Journal Entry	04/15/2024	--	CALPERS UNFUNDED LIABILITY		-21,732.60
SMCO - General Fund	Journal Entry	04/25/2024	--	CALPERS 457B		-500.00
SMCO - General Fund	Journal Entry	05/03/2024	--	CALPERS 457B		-500.00
SMCO - General Fund	Journal Entry	04/25/2024	--	CALPERS CONTRIBUTION PPE 3/30/24		-8,538.75
SMCO - General Fund	Check	05/05/2024	County of San Mateo Forensic Lab	INV 104469	5858-OUTSIDE PROF CONTRACT SERV	-160.63
Total for SMCO - General Fund Cash						-4, 227,922.44

Wednesday, May 08, 2024 Wednesday, May 8, 2024 04:22 PM GMT-7



COUNTY OF SAN MATEO
DEPOSIT PERMIT

Permit Number

(1) TITLE OF DEPOSITING ORGANIZATION Broadmoor Police Department			(2) No. of Depositing Org. 02500			(3) Preparation Date May-24		(4) Reference Date			
(5) ACCOUNT DESCRIPTION			(6) C O D E S					(7) AMOUNT			
			Pay	Schedule	References	GL ORG.	GL Object	JL ORG.	JL Object	Dollars	Cents
DMV LOCAL AGENCY COLLECTION					90-1342	2500	2658			1,518.00	
EDD SDI OVERPAYMENT					90-1342	2500	2658			3,064.71	
										\$4,582.71	
(8) Remarks:								TOTAL			
								DISTRIBUTION OF TOTAL	Cards	\$4,582.71	
									Checks		
									Coins		
									Currency		
									Wires		
Other											
(9) I hereby certify that the total amount listed above represents collections received by me for the above named fund and during the period of 04/05/2024-05/09/2024 INTERIM CHIEF MICHAEL P. CONNOLLY DEPARTMENT HEAD						(10) The monies listed above have been received in the County Treasury. County Treasury By _____ DEPUTY			(11) I approved deposit of the above monies in the County Treasury. County Controller By _____ DEPUTY		

BROADMOOR POLICE PROTECTION DISTRICT
OFFICE OF THE CHIEF OF POLICE / DISTRICT MANAGER
STAFF REPORT

---ooOoo---

DATE: May 8, 2024

TO : Hon . James Kucharszky, Ralph Hutchens and Marie Brizuela

FROM: Michael P. Connolly, ICOP / IDM

RE : Proposal to adjust qualified special parcel tax for FY 2024/2025

INTRODUCTION

The District like most, perhaps all, public entities in the state is facing a significant increase in operational costs for fiscal year 2024/2025.

The attached 2024/2025 preliminary draft Budget¹ shows a very tight budget, although better than the FY 2023/2024 budget. The fiscal health of the District for FY 2024/2025 appears to be an improvement from FY 2023/2024 due in large part to some legal expenses that will not likely be incurred until the next fiscal year and the temporary reduction in some operating costs notwithstanding the increase in such costs.

DISCUSSION

In order to help defray or offset some of the unprecedented costs the District is likely to incur next fiscal year and restore some deferred operational expenses an adjustment in the special tax (parcel tax) will provide some assistance and relief in that regard.

In order to continue to adequately staff the District, and to provide the high quality police and related services to the community that the community has enjoyed since 1948, the Commission should consider increasing the qualified special tax currently in place. The last upward adjustment in the special tax was FY 2023/2024. (Resolution 2023/24-02)

¹ The preliminary draft budget is included with this Staff Report solely for reference purposes. The final budget might be very different from the preliminary draft budget.

Resolution 1999/2000-09, which was adopted on February 17, 2000, formed the basis of Measure A that was passed by the voters of the District in an election on May 16, 2000, with a 90% affirmative vote. That ballot measure is remains the basis of the District's qualified special parcel tax today and provides the Commission with the authority to annually adjust the qualified special tax in an amount not to exceed 5% of the current special tax. The current special tax is set forth in Resolution 2023/24-02. If proposed Resolution 2024/25-05 is adopted, that Resolution would result in an upward adjustment by 5%.

RECOMMENDATION

I propose that the current special tax imposed upon each parcel of real property located within the District be increased by 5% as more fully set forth in proposed Resolution No. 2024/25-05 for FY 2024/2025 effective July 1, 2024, and that such Resolution should be approved, passed and adopted.

Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25

	FY2024-25	FY2023-24	Change	
	Amount	Amount	\$	%
Sources	\$ 3,200,000	\$ 2,977,500	222,500	7.47%
Requirements:				
<i>Personnel Services</i>	1,575,677	1,960,559	(384,882)	-19.63%
<i>Maintenance and Operation</i>	1,137,490	1,372,725	(235,235)	-17.14%
Total Requirements	\$ 2,713,167	\$ 3,333,284	\$ (620,117)	-18.60%
Net Surplus (Deficit)	\$ 486,833	\$ (355,784)	\$ 842,617	

Broadmoor Police Protection District
 Adopted Budget Summary
 For Fiscal Year 2023-24 (as of March 31, 2024)

Account #	Sources	Budget vs Actual		Variance	
		2023-24 Budget	Actuals as of 3/31/24	Favorable (Unfavorable) \$ %	
0913	Receipts - Trust Fund	5,000	-	(5,000)	#DIV/0!
1021	Current Yr Secured	1,400,000	1,040,451	(359,549)	-34.56%
1031	Current Yr Unsecured	65,000	67,774	2,774	4.09%
1033	Prior Yr Unsecured	-	(379)	(379)	-100.00%
1041	CY SB 813 Secured Supplemental	35,000	29,081	(5,919)	-20.35%
1042	CY SB 813 Unsecured Supplemental	-	416	416	100.00%
1043/1045	PY SB 813 REDEM	-	1,312	1,312	100.00%
1046	ERAF Rebate	500,000	575,970	75,970	13.19%
1421	Court Fines	20,000	38,928	18,928	48.62%
1521	Interest Earnings	5,000	9,256	4,256	45.98%
1831	Homeowners Property Tax Re	2,500	2,274	(226)	-9.93%
2439	Other Special Charges	700,000	511,211	(188,789)	-36.93%
2658	Other Miscellaneous Revenue	80,000	48,590	(31,410)	-64.64%
	Asset Forfeitures	5,000	-	(5,000)	#DIV/0!
	Grant Revenues	160,000	185,493	25,493	13.74%
	Total Revenues	\$ 2,977,500	2,510,378	\$ (467,122)	-18.61%
4100	Salary and Wages	1,372,661	644,595	728,065	112.95%
4300	Payroll Taxes	35,271	20,452	14,819	72.46%
4412	Retirement Plan	471,855	254,138	217,718	85.67%
4400	Health Plan (Kaiser)	80,772	108,943	(28,171)	-25.86%
5121	Clothing Supplies	13,500	1,445	12,055	834.22%
5156	Other Household Expense	13,300	4,682	8,618	184.04%
5199	Other Office Expense	45,000	20,620	24,380	118.23%
5331	Memberships	14,850	12,148	2,702	22.24%
5416	Fuel and Lubrication	40,000	20,562	19,438	94.54%
5424	Radio Equipment Maintenance Expense	7,500	2,564	4,936	192.56%
5455	Other General Maintenance Expense	25,000	6,390	18,610	291.22%
5478	General Maintenance of Structure	13,250	3,762	9,488	252.24%
5638	Other Utility Expense	34,625	34,572	53	0.15%
5722/5838	Transportation and Lodging	15,000	14,149	851	6.01%
5341	Legal Services	155,000	54,138	100,862	186.30%
5858	Professional Contract Services	199,700	145,592	54,108	37.16%
5876	Professional Services	35,500	24,201	11,299	46.69%
6731	Insurance	644,500	629,737	14,763	2.34%
7311	Equipment	60,000	8,339	51,661	619.52%
5300	Wellness Grant Fund	-	11,951	(11,951)	-100.00%
5611	??	-	760	(760)	-100.00%
5200	School Crossing Guards	56,000	15,372	40,628	264.29%
	Total Expenditures	\$ 3,333,284	\$ 2,039,113	\$ 1,294,172	63.47%
	Excess of Revenues over (under) Expenditures	\$ (355,784)	\$ 471,265	\$ 827,050	

Broadmoor Police Protection District
Proposed Budget Summary - Revenues
For Fiscal Year 2024-25

Account #	Sources of Revenue	FY2024-25	FY2023-24	Change	
		Proposed Amount	Adopted Amount	\$	%
0913	Receipts - Trust Fund	10,000	5,000	5,000	100.00%
1021	Current Yr Secured	1,500,000	1,400,000	100,000	7.14%
1031	Current Yr Unsecured	60,000	65,000	(5,000)	-7.69%
1033	Prior Yr Unsecured	-	-	-	0.00%
1041	CY SB 813 Secured Supplemental	50,000	35,000	15,000	42.86%
1042	CY SB 813 Unsecured Supplemental	-	-	-	0.00%
1043/1045	PY SB 813 Redemption	1,000	-	1,000	0.00%
1046	ERAF Rebate	550,000	500,000	50,000	10.00%
1421	Court Fines	25,000	20,000	5,000	25.00%
1521	Interest Earnings	5,000	5,000	-	0.00%
1831	Homeowners Property Tax Refunds	4,000	2,500	1,500	60.00%
2439	Other Special Charges	750,000	700,000	50,000	7.14%
2658	Other Miscellaneous Revenue	80,000	80,000	-	0.00%
-	Asset Forfeitures	5,000	5,000	-	0.00%
-	Grant Revenue	160,000	160,000	-	0.00%
		\$ 3,200,000	\$ 2,977,500	\$ 222,500	7.47%

Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25

Account #	Personnel Services	FY2024-25	FY2023-24	Change	
		Amount	Amount	\$	%
4100	Salary and Wages	1,035,511	1,372,661	(337,150)	-24.56%
4300	Payroll Taxes	22,483	35,271	(12,788)	-36.26%
4412	Retirement Plan	383,091	471,855	(88,765)	-18.81%
4400	Health Plan (Kaiser)	134,592	80,772	53,820	66.63%
		\$ 1,575,677	\$ 1,960,559	\$ (384,882)	
	Maintenance and Operation				
5121	Clothing Supplies	3,000	13,500	(10,500)	-77.78%
5156	Other Household Expense	10,000	13,300	(3,300)	-24.81%
5199	Other Office Expense	30,000	45,000	(15,000)	-33.33%
5331	Professional Memberships	16,500	14,850	1,650	11.11%
5416	Fuel and Lubrication	25,000	40,000	(15,000)	-37.50%
5424	Radio Equipment Maintenance Expense	4,660	7,500	(2,840)	-37.87%
5455	Other General Maintenance Expense	10,000	25,000	(15,000)	-60.00%
5478	General Maintenance of Structure	10,000	13,250	(3,250)	-24.53%
5638	Other Utility Expense	42,330	34,625	7,705	22.25%
5722	Transportation and Lodging	25,000	15,000	10,000	66.67%
5341	Legal Services	105,000	155,000	(50,000)	-32.26%
5858	Other Professional Contract Services	186,000	199,700	(13,700)	-6.86%
5876	Other Professional Services	46,000	35,500	10,500	29.58%
6731	Insurance	534,000	644,500	(110,500)	-17.15%
7311	Vehicles and Equipment	30,000	60,000	(30,000)	-50.00%
5200	School Crossing Guards	60,000	56,000	4,000	7.14%
		\$ 1,137,490	\$ 1,372,725	\$ (235,235)	
	Total Funds Requested	\$ 2,713,167	\$ 3,333,284	\$ (620,117)	-18.60%

**Broadmoor Police Protection District
Proposed Budget Summary - Revenues
For Fiscal Year 2024-25**

0913 Receipts - Trust Fund

**Definition: Revenue received from the State
related to State Disability or other Payroll-
related reimbursements.**

<u>Year</u>	<u>Actual</u>
FY21	11,076.56
FY22	13,008.48
FY23	11,912.65
	<u>35,997.69</u>
Average	11,999.23
Budgeted	10,000.00

Broadmoor Police Protection District
Proposed Budget Summary - Revenues
For Fiscal Year 2024-25

Property Taxes

Account # 1021 - Current Yr Secured

Definition: Property Tax received on real property, both residential and nonresidential

Year	Actual
FY21	1,438,593.52
FY22	1,490,646.46
FY23	1,599,713.68
	<u>4,528,953.66</u>

Average 1,509,651.22

Budgeted

1,500,000.00

Budgeted: \$100k more compared to prior year due to steady increase

Account # 1031 - Current Yr Unsecured

Definition: Property Tax received on business and personal property

Year	Actual
FY21	65,431.80
FY22	59,087.21
FY23	62,535.08
	<u>187,054.09</u>

Average 62,351.36

Budgeted

60,000.00

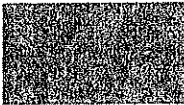
Budgeted based on FY22 & FY23 revenue received.

Account # 1033 - Prior Yr Unsecured

<u>Year</u>	<u>Actual</u>
FY21	1,120.91
FY22	(798.03)
FY23	142.46
	<u>465.34</u>

Average 155.11

Budgeted



Definition: Previous year property tax received or on real property, both residential and nonresidential (can be negative if property values are assessed lower or owner appeals amt due)

3-yr trend fluctuated and the balance is insignificant, thus no amount will be budgeted.

Account # 1041 - CY SB 813 Secured Supplemental

<u>Year</u>	<u>Actual</u>
FY21	47,754.91
FY22	46,056.71
FY23	56,708.88
	<u>150,520.50</u>

Average 50,173.50

Budgeted



Definition: Property Tax received because of change in ownership or new construction on real property

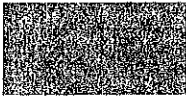
Upward trend in amounts received, thus increased budgeted amount based on average.

Account # 1042 - CY SB 813 Unsecured Supplemental

Definition: Property Tax received because of change in ownership or new construction on business or personal property

<u>Year</u>	<u>Actual</u>
FY21	101.64
FY22	177.23
FY23	693.67
	<u>972.54</u>
Average	324.18

Budgeted



3-yr trend fluctuated and the balance is insignificant, thus no amount will be budgeted.

Account # 1043/1045 - PY SB 813

Definition: Prior years property tax received because of change in ownership or new construction

<u>Year</u>	<u>Actual</u>
FY21	-
FY22	1,588.40
FY23	1,149.01
	<u>2,737.41</u>
Average	912.47

Budgeted



Increased budgeted amount based on average over the past 2-yrs.

Account # 1046- ERAF Rebate

Definition: Additional Property Tax received because of excess monies remaining in the Educational Revenue Augmentation Fund (ERAF) that was not distributed to required schools and special education programs.

<u>Year</u>	<u>Actual</u>
FY21	434,235.55
FY22	566,781.17
FY23	518,748.76
	<u>1,519,765.48</u>

Average **506,588.49**

Budgeted  **550,000.00**

Increased budgeted Excess ERAF based on preliminary distributions projected by the County of San Mateo.

Account # 1831 - Homeowner's Property Tax Refunds

Definition: Additional Property Tax revenue received on properties that are no longer eligible for the Homeowner's Property Tax Exemption allowable by State legislation.

<u>Year</u>	<u>Actual</u>
FY21	4,234.73
FY22	4,485.14
FY23	4,755.10
	<u>13,474.97</u>

Average **4,491.66**

Budgeted  **4,000.00**

Increased budgeted amount based on average over the past 3-yr.

**Broadmoor Police Protection District
Proposed Budget Summary - Revenues
For Fiscal Year 2024-25**

Court Fines

Account #1421 - Court Fines

<u>Year</u>	<u>Actual</u>
FY21	45,761.05
FY22	24,762.71
FY23	25,223.26
	<u>95,747.02</u>

Average 31,915.67

Budgeted

25,000.00

Increased budgeted amount based on prior 2-yr average.

**Broadmoor Police Protection District
Proposed Budget Summary - Revenues
For Fiscal Year 2024-25**

Interest

Account #1521 - Interest Earnings

**Definition: Includes interest from
County Pooled Investments**

<u>Year</u>	<u>Actual</u>
FY21	12,642.86
FY22	8,763.91
FY23	6,826.95
	<u>28,233.72</u>
Average	9,411.24

Budgeted **5,000.00** Downward trend in interest revenue received so budgeted s.

Broadmoor Police Protection District
Proposed Budget Summary - Revenues
For Fiscal Year 2024-25

Other Revenue

Account #2439 - Other Special Charges

Definition: Additional Property tax revenue received from BPD's Override Tax on property within the District

Year	Actual
FY21	718,592.14
FY22	716,207.14
FY23	754,629.66
	<u>2,189,428.94</u>

Average 729,809.65

Budgeted  750,000.00

Increased amount received due to higher Override Tax rate assessed in the prior year.

Account #2658 - Other Miscellaneous Revenue

Definition: Monies received from Tows, Prints, State Mandated Costs, Security detail

Year	Actual
FY21	75,239.03
FY22	70,423.78
FY23	89,365.09
	<u>235,027.90</u>

Average 78,342.63

Budgeted  80,000.00

Budgeted same as prior year which is consistent with average amount received over the past 3-yrs.

Account - Grant Revenue

Definition: Monies received from COPS/SLESF Grant

<u>Year</u>	<u>Actual</u>
FY21	171,054.10
FY22	161,284.90
FY23	165,300.24
	<u>497,639.24</u>
Average	165,879.75

Budgeted

160,000.00

Budgeted same as prior year which is consistent with average amount received over the past 3-ys.

Account - Asset Forfeitures

Definition: Asset forfeitures (money/narcotics) received from Fed/State

<u>Year</u>	<u>Actual</u>
FY21	-
FY22	-
FY23	7,921.63
	<u>7,921.63</u>

Average 2,640.54

Budgeted

5,000.00

Budgeted same as prior year. This is a new account designated for forfeited funds received.

Account #s 4111/4161 - Full-Time and Part-Time Salaries & Wages

Name	Classification	Yearly	
Connolly	Chief	159,994	
Carriel	Sgt II (FTO Pay/Bilingual)	125,056	** ***
Davis	Corporal I (Adv POST)	118,938	***
Poteat	Officer III (Inter POST)	91,279	
Simas	Officer II Basic	86,924	
Thompson	Officer I Basic	86,924	
McCarthy	Officer I Basic (PT)	86,924	
3 Officers	Per Diem Officers (As Needed)	109,593	
Hernandez	Executive Assistant	74,880	
Drake	PT Assistant	30,000	
		970,511	*
13 Holidays		35,000	
Total Full-Time Salary:		1,005,511	

Account #s 4171/4172 - Overtime

	30,000	
Total Salaries:	1,035,511	
Total Salary and Wages	1,035,511	

Notes

vacant Officer I Basic positions were not budgeted for FY 2024-25 to address the deficit which amounts to \$XXX,XXX

**Bilingual Pay stipend of \$46.15/pay period

***Field Training Officer (while conducting training) stipend of \$150/month

**Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25**

Medicare Coverage

Account #s 4311/4312 - Payroll Taxes

Medicare Coverage Required For Employees Hired After April 1, 1986. Deduction is 1.45%.

Eligible employees in this category.

Total Wages In This Category X 1.45%	12,483
--------------------------------------	--------

F.I.C.A. (Social Security) - 6.2% Total Wages	<u>10,000</u>
---	---------------

Total Payroll Taxes - Employer Portion	22,483
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Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25

Retirement Plan

Account # 4321 - Retirement Plan (CalPERS)

One Sworn Officer	PLAN 3034 (CLASSIC)	24,937	27.32% CalPERS rate - Employer Portion
Six Officers/Chief	PLAN 25403 (PEPRA)	91,471	13.76% CalPERS rate - Employer Portion
Executive Assistant	PLAN 26444 (MISC)	5,893	7.87% CalPERS rate - Employer Portion

Unfunded Accrued Liability - Classic, PEPRA & Miscellaneous Safety Plans
(\$21,732.50/month)

260,790

Total Retirement Plan

383,091

**Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25**

Health Plan

Account # 4413 - Kaiser Health Plan

Health, Dental, Vision, Life Insurance and Retirement Benefits*

Currently we have 6 employees in this category.

Kaiser Small Business Plan (\$11,216/month)	<u>134,592</u>
Total Medicare Coverage	134,592

** Employee responsible for all cost after retirement*

**Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25**

Uniform Clothing and Equipment

Account # 5121 - Clothing Supplies

Uniforms and Safety Equipment	3,000
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Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25

Household Expense

Account # 5156 - Other Household Expense

Cleaning and Janitorial Supplies

Decontamination, Cleaning, bathroom needs, Tissue/paper towels,
etc.

10,000

Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25

Other Office Expense

Account # 5199 a-e - Office Expenses

*Office supplies, Stationary, Misc. Forms, Ammunition,
Cleaning, Meals, Recognition and Minor Equipment*

5199-a: General Office Supplies	30,000
Total Office Expenses	30,000

**Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25**

Professional Memberships

Account # 5331 - Memberships

San Mateo County Police Chiefs and Sheriffs Association	1,000
LAFCO	1,650
San Mateo County Narcotics Task Force	4,750
California Police Chiefs Association	300
International Association of Police Chiefs	200
FBI National Academy Association	200
California Special Districts Association	8,000
Daly City/Colma Chamber of Commerce	250
San Mateo County 100 Club	150
	<hr/>
Total	16,500

**Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25**

Fuel and Lubrication

Account # 5416 - Fuel and Lubrication	25,000
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**Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25**

Radio Equipment Maintenance

Account # 5424 - Radio Equipment Maintenance

TEA - Radio Maintenance (\$180/month)	2,160
Metro Mobile Communication	<u>2,500</u>
Total	4,660

**Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25**

Other Equipment Maintenance

Account # 5455 - Other General Maintenance Expense

Repairs to vehicles and equipment (including parts and labor)	10,000
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**Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25**

General Contract Maintenance

Account # 5478 - General Contract Maintenance

Extended Vehicle Service Contracts

*Sharp Copy machine, RMI Mechanical Contract (facilities), Power
Maintenance (facilities), AAA Smart Alarm*

10,000

Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25

Other Utility & Facility Expense

Account # 5638 - Other Utility & Facility Expenses

Phone, PG&E, Water, Internet, and Garbage Collection Fees	30,000
Storage Unit Rental/ Condo Association	<u>12,330</u>
Total	42,330

**Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25**

Transportation and Lodging

**Account #s 5722/5838 - Miscellaneous Employee
Expense Reimbursement & Training**

Used for P.O.S.T. , Colma Police Range Fee,
Reimbursement for Training, Travel/Subsistence, and
annual award dinner

25,000

**Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25**

Contractual Services

Account # 5858 - Other Professional Contract Services

County Communications / Dispatch	110,000
County Information Services (Background Check Fees)	3,000
County Forensics / Medical	10,000
County Warrant Services	15,000
NevTec Contract - IT	40,000
Lexipol - Duty Manual	2,000
Sunridge Systems	<u>6,000</u>
Total	186,000

**Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25**

Legal Services

Account # 5341 - Legal Notices

Best, Best & Krieger - CalPERS Specialist	40,000
Porter Scott - GSRMA Legal Representation	20,000
Davis Law Firm - Police Commission Counsel	<u>45,000</u>
Total	105,000

**Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25**

Professional and Specialized Services

Account # 5876 - Other Professional Services

Pre-Employment Screenings	3,000
Experian	3,500
Lexis Nexis	2,000
District Audit Fees	25,000
Fiscal Consultants (Bookkeeping and Payroll Services)	6,000
ADP Payroll Processing Service Fee	<u>6,500</u>
Total	46,000

Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25

Insurance

Account # 6731 - Insurance

General Liability, AD&D, Property, Structure Insurance (DBA Financial, Inc)	432,000
Unemployment (State Compensation Insurance Fund)	66,000
Auto Insurance (Berkshire Hathaway)	36,000
	<hr/>
Total	534,000

**Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25**

Vehicles and Equipment

Account # 7311 - Fixed Assets/Equipment

Vehicles - Lease/Purchase plus outfitting	<u>30,000</u>
Total	30,000

**Broadmoor Police Protection District
Proposed Budget Summary
For Fiscal Year 2024-25**

School Crossing Guards

Account # 5200 - School Crossing Guards

All Cities Management Services	60,000
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BOARD OF POLICE COMMISSIONERS
BROADMOOR POLICE PROTECTION DISTRICT

**A RESOLUTION ADJUSTING THE
QUALIFIED SPECIAL TAX (PARCEL TAX)
FOR FISCAL YEAR 2024/2025**

Resolution No. 2023/24-05

WHEREAS, District Resolution 1999/2000-09 established a qualified special tax (parcel tax) to be imposed upon and against each parcel of real property situated within the District; and,

WHEREAS, that Resolution provides for an annual review of the tax rate and permits annual increases in an amount not to exceed five percent (5%) of the previous Fiscal Year; and,

WHEREAS, the Fiscal Year ("FY") of the District consists of twelve consecutive calendar months beginning on July 1 and ending on June 30 each and every calendar year over two consecutive calendar years; and,

WHEREAS, the last adjustment to the special tax was in 2023 by Resolution 2023/24-02 for FY 2023/2024; and,

WHEREAS, the Board of Police Commissioners has determined that an adjustment in the special tax provided in Resolution 2023/24-02 for FY 2023/2024 is fiscally necessary for the financial health of the District.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the special tax rates provided and set forth in Resolution No. 2023/24-02 are hereby adjusted as set forth below, which are approved and adopted for FY 2024/2025; and,

BE IT FURTHER HEREBY RESOLVED that the special tax effective FY 2024/2025 is hereby levied against and imposed upon each and every parcel of real property situated within the District as follows:

- | | | |
|----|---|------------|
| 1. | Single family dwellings | \$532.51 |
| 2. | Multiple residential (per unit or apt.) | \$532.51 |
| 3. | Residential board or care (per bed) | \$443.36 |
| 4. | Commercial property | \$1,163.41 |
| 5. | Unimproved property | \$172.48 |

BE IT FURTHER HEREBY RESOLVED that the special tax set forth above shall be, and it hereby is, a charge against and a lien upon each and every parcel of real property situated within the District; and,

BE IT FURTHER HEREBY RESOLVED that a copy of this Resolution shall be transmitted to the Tax Collector of the County of San Mateo and Controller of the County of San Mateo for implementation and inclusion on the real property tax bills for FY 2024/2025 and for collection of the special tax in the same manner as other real property taxes in the County of San Mateo; and,

BE IT FURTHER HEREBY RESOLVED that the special tax provided herein shall be subject to all the same penalties as the *ad valorem* taxes collected by

the Tax Collector. The special tax and penalty shall bear interest at the same rate as the rate for unpaid *ad valorem* property taxes until paid; and,

BE IT FURTHER HEREBY RESOLVED that the Secretary or Clerk of this Board shall furnish the Tax Collector of the County of San Mateo and the Controller of the County of San Mateo all information required in order to implement the special tax provided in this Resolution; and,

BE IT FURTHER HEREBY RESOLVED that in the event any Court of competent jurisdiction shall determine that any part of this Resolution is void, invalid or unenforceable, Resolution 2023/24-02 shall, to such extent and without change, continue in full force and effect as adopted on August 8, 2023.

Done in Open Session this Fourteenth Day of May 2024.

Ayes:

Noes:

Abstain / Absent:

Attest:

Michael P. Connolly
Interim Chief of Police
Interim District Manager

Hon. James Kucharszky, Chair



**NOTICE OF SPECIAL MEETING OF THE
BOARD OF POLICE COMMISSIONERS OF THE
BROADMOOR POLICE PROTECTION DISTRICT**

**A Special Meeting on June 20, 2024, of the
Board of Police Commissioners has been called
by the Chairman and will be held on**

Thursday, June 20, 2024, at 7:00 p.m.

**at the Broadmoor Community Center at
501 Eighty-Seventh Street
Broadmoor Vlg., California 94015**

**PUBLIC COMMENT ON THE AGENDA ITEM IS INVITED AND WILL BE
PERMITTED PRIOR TO THE ITEM BEING CONSIDERED AND DISCUSSED BY
THE POLICE COMMISSION. MEMBERS OF THE PUBLIC DESIRING TO OFFER
COMMENT ON THE AGENDA ITEM SHALL APPROACH THE PODIUM,
STATE THEIR NAME, AND PRESENT THEIR COMMENT.
PUBLIC COMMENT IS LIMITED TO THREE MINUTES PER PERSON.**

**NO FOOD OR BEVERAGES WILL
BE PERMITTED IN THE MEETING ROOM**

**NO ANIMALS EXCEPT REGISTERED SERVICE ANIMALS
WILL PERMITTED IN THE MEETING ROOM**

**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**



BROADMOOR COMMISSIONERS
Hon. James Kucharszky
Hon. Ralph Hutchens
Hon. Marie Brizuela

AGENDA

SPECIAL MEETING

The Chairman of the Broadmoor Police Commission has called
a Special Meeting to be held:

Thursday, June 20, 2024, at 7:00 p.m.

**Broadmoor Community Center
501 Eighty-Seventh Street
Broadmoor, Vlg., California 94015-1717**

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting should contact Lisa Hernandez [Administrative Assistant of the Police Department] at least 2 hours before the meeting at (650) 755-3840 and/or lhernandez@pd.broadmoor.ca.us. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical-based products.

**PUBLIC COMMENT ON THE AGENDA ITEM IS INVITED AND WILL BE
PERMITTED PRIOR TO THE ITEM BEING DISCUSSED AND CONSIDERED BY
THE POLICE COMMISSION. MEMBERS OF THE PUBLIC DESIRING TO OFFER
COMMENT ON THE AGENDA ITEM SHALL APPROACH THE PODIUM,
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**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**

1. **PLEDGE OF ALLEGIANCE**

2. **ROLL CALL**

3. **OPEN SESSION**

Consider, discuss and adopt one of the special property tax models proposed by the District's consultant NBS for limited (five year) qualified supplemental special parcel to be included in a ballot measure that will be considered and discussed at the next Regular Meeting of the Police Commission on July 9, 2024. An agent of NBS will make a live presentation. This is an action item.

4. **ADJOURNMENT**

Motion to adjourn.

POSTED AT: WWW.BROADMOORPOLICE.COM
BROADMOOR POLICE DEPARTMENT
COLMA FIRE DEPARTMENT
BROADMOOR COMMUNITY CENTER

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND



BROADMOOR COMMISSIONERS
Hon. James Kucharszky
Hon. Ralph Hutchens
Hon. Marie Brizuela

AGENDA

REGULAR MEETING

Meeting to be held:

Monday, June 10, 2024, at 7:00 p.m.

**Broadmoor Police Department
388-88th Street
Broadmoor, Vlg., California 94015-1717**

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting should contact Lisa Hernandez [Administrative Assistant of the Police Department] at least 2 working days before the meeting at (650) 755-3840 and/or lhernandez@pd.broadmoor.ca.us. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical-based products.

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BE PERMITTED IN THE MEETING ROOM**

**NO ANIMALS EXCEPT REGISTERED SERVICE ANIMALS
WILL PERMITTED IN THE MEETING ROOM**

**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL

3. PUBLIC COMMENTS

This time is provided for interested persons to address the Commission or submit written communications on matters not on the Agenda. Anyone wishing to present oral comments on matters not on the agenda must approach the podium, state his or her name, and will have up to three minutes to present his or her oral comments. At the conclusion of all public comments on matters not on the Agenda, the Commission may respond to the public comments. Any request that requires Commission action will be set by the Commission for a future agenda or referred to staff.

4. CONSENT AGENDA

PREVIOUS MINUTES

- (a) Approval of minutes from regular meeting on May 14, 2024.

TREASURER'S REPORT

- (b) Approval of June 2024 Warrants and Deposits.

5. CHIEF OF POLICE REPORT

Chief Connolly will deliver his report.

6. OPEN SESSION

- (a) Second reading, discussion and proposal for the adoption of the final budget for Fiscal Year 2024/2025. (First reading was at regular meeting on May 14, 2024.) This is an action item.

- (b) Designate and appoint Interim Chief / Interim District Manager Michael P. Connolly as the sole signatory on the agency's Chase bank account ending in number 5101. This is an action item.

- (c) Tax Collector's request to Amend Resolution 2023/24-05 to reduce the qualified special tax from \$532.51 to \$532.50. This is an action item.

7. ADJOURNMENT

Motion to adjourn.

POSTED AT: WWW.BROADMOORPOLICE.COM
BROADMOOR POLICE DEPARTMENT
COLMA FIRE DEPARTMENT
BROADMOOR COMMUNITY CENTER

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

**Broadmoor Police Department
Warrants Report JUNE 2024**

Account	Transaction type	Date	Name	Memo/Description	Account	Amount
Petty Cash - Chase						
Petty Cash - Chase	Check	05/14/2024	Robyn Rose	ACCOUNTING SERVICES	5876-OTHER PROFESSIONAL SERVICE	-625.00
Petty Cash - Chase	Check	05/14/2024	City of Daily City	ACCT #14111435-22 DUE 05/21/24	5638-Other Utility Expense	-164.30
Petty Cash - Chase	Check	05/14/2024	AAA Smart Home	INV 8034260	5478-Other Contract Maintenance	-34.20
Petty Cash - Chase	Check	05/14/2024	Expianan	INV 2501016608	5876-OTHER PROFESSIONAL SERVICE	-202.00
Petty Cash - Chase	Check	05/14/2024	Cortan	INV 8406787987	5876-OTHER PROFESSIONAL SERVICE	-136.99
Petty Cash - Chase	Check	05/14/2024	Metro Mobile Communications	INV 057121	5474-Radio/Telecomm Equipmt Main	-75.00
Petty Cash - Chase	Check	05/14/2024	Sharp Electronics Corporation	JULY 23, FEB 24, APRIL 2024	5159a-Small Equipment	-70.30
Petty Cash - Chase	Check	05/14/2024	Roger House	INV #2371 WEBSITE REBUILD/DEVELOPMENT	5876-OTHER PROFESSIONAL SERVICE	-5,000.00
Petty Cash - Chase	Check	05/16/2024	Northeast Valley Bank	TAHOE PAYMENT 12 OF 60	7311-FIXED ASSETS - EQUIPMENT	-626.55
Petty Cash - Chase	Check	05/16/2024	County of San Mateo ISO	APRIL 2024 SERVICE MONTH	5858-OUTSIDE PROF CONTRACT SER	-82.25
Total for Petty Cash - Chase						-7,316.25
SMCO - General Fund Cash						
SMCO - General Fund	Check	05/06/2024	STEVENS	INV 19456 TWO FLAGPOLE ORNAMENTS	5159a-General	-87.95
SMCO - General Fund	Check	05/06/2024	Bay Contract Maintenance, Inc.	INV 31479 MARCH	5156-OTHER HOUSEHOLD EXPENSE	-626.11
SMCO - General Fund	Journal Entry	05/03/2024	-	TO RECORD PAYROLL FOR PPE 4/27/24	--	-35,813.27
SMCO - General Fund	Journal Entry	05/03/2024	-	TO RECORD PAYROLL FOR PPE 4/27/24	--	-5,546.03
SMCO - General Fund	Journal Entry	05/02/2024	-	CALPERS 457B	--	-400.00
SMCO - General Fund	Check	05/08/2024	County of San Mateo Forensic Lab	INV 104469	5858-OUTSIDE PROF CONTRACT SER	-160.63
SMCO - General Fund	Check	05/14/2024	Chase Card Services	OFFICE EXPENSES DUE 05/19/24	5159a-General	-3,792.01
SMCO - General Fund	Check	05/16/2024	AT&T Mobility-FastNet	INV#00102024 WIRELESS	5638-Other Utility Expense	-463.12
SMCO - General Fund	Check	05/16/2024	PG&E	DUE 05/28/2024	5638-Other Utility Expense	-1,635.71
SMCO - General Fund	Check	05/16/2024	County of San Mateo Forensic Lab	INV 104538 DUE 05/03/24	5858-OUTSIDE PROF CONTRACT SER	-615.00
SMCO - General Fund	Check	05/16/2024	Bay Contract Maintenance, Inc.	INV 31685 MAY CLEANING	5156-OTHER HOUSEHOLD EXPENSE	-526.11
SMCO - General Fund	Check	05/16/2024	Sharp Business Systems	INV 82327541 COPIER LEASE 2024	5478-Other Contract Maintenance	-291.56
SMCO - General Fund	Check	05/16/2024	TEA	INV 48738 41024INV 48784 61024	5474-Radio/Telecomm Equipmt Main	-360.00
SMCO - General Fund	Check	05/16/2024	BEST BEST AND KRIEGER	INV 960424 LEGAL SERVICES THROUGH 3/31/24	5341-LEGAL NOTICES	-1,400.00
SMCO - General Fund	Check	05/16/2024	Wave	ACCT 1501103745601 DUE 05/23/24	5638-Other Utility Expense	-206.81
SMCO - General Fund	Check	05/16/2024	Wave	ACCT 1501126940201 DUE 05/23/24	5638-Other Utility Expense	-424.96
SMCO - General Fund	Check	05/16/2024	Kaiser Foundation Health Plan	INV#00306476230 MEDICAL JUNE	4473 KAISER HEALTH INSURANCE	-6,369.46
SMCO - General Fund	Check	05/16/2024	STATE COMPENSATION INSURANCE	INV 1001629197 MAY PREMIUM	6731-INSURANCE	-5,322.06
SMCO - General Fund	Check	05/16/2024	Flyers Energy, LLC	INV 3828467 DUE 5/30/24	5416-FUEL AND LUBRICATION	-1,170.12
SMCO - General Fund	Check	05/16/2024	Daily City Auto Repair	INV 102343 & 102347	5455-VEHICLE AND EQUIP REPAIRS	-1,090.44
SMCO - General Fund	Check	05/16/2024	Wellings & Co.	INV 2049 QUARTERLY PAYROLL TAX REPORT	6731-INSURANCE	-500.00
SMCO - General Fund	Check	05/16/2024	Davis Law Firm	LEGAL FEES APRIL 2024	5341-LEGAL NOTICES	-7,692.50
SMCO - General Fund	Check	05/16/2024	AT&T-Cable	INV 21616638	5638-Other Utility Expense	-325.93
SMCO - General Fund	Check	05/23/2024	Central Self Storage	RENT JUNE	5638-Other Utility Expense	-674.00
SMCO - General Fund	Check	05/23/2024	Central Self Storage	CAM CHARGES JUNE	5638-Other Utility Expense	-453.25
SMCO - General Fund	Check	05/23/2024	K WEST AUTO CARE	R.O. 215827	5455-VEHICLE AND EQUIP REPAIRS	-246.72
SMCO - General Fund	Check	05/23/2024	Pennsula Uniforms	INV 206904	5171-UNIFORMS AND SAFETY EQUIP	-832.41
SMCO - General Fund	Check	05/23/2024	Sharp Business Systems	INV 82567026 LEASE COPIER	5478-Other Contract Maintenance	-305.65
SMCO - General Fund	Check	05/23/2024	County of San Mateo, PSC	4TH QUART BILLING MESSAGE SWITCH	5858-OUTSIDE PROF CONTRACT SER	-1,356.25
SMCO - General Fund	Check	05/23/2024	Flyers Energy, LLC	INV 3847195	5416-FUEL AND LUBRICATION	-1,458.57
SMCO - General Fund	Check	05/29/2024	NavTic	INV 39594 JUNE	5858-OUTSIDE PROF CONTRACT SER	-4,373.50
Total for SMCO - General Fund Cash						-76,492.15

Wednesday, May 29, 2024 03:36 PM GMT-7



COUNTY OF SAN MATEO

DEPOSIT PERMIT

Permit Number

(1) TITLE OF DEPOSITING ORGANIZATION Broadmoor Police Department			(2) No. of Depositing Org. 02500			(3) Preperation Date Jun-24		(4) Reference Date			
(5) ACCOUNT DESCRIPTION			(6) C O D E S					(7) AMOUNT			
	Pay	Schedule	References	GL ORG.	GL Object	JL ORG.	JL Object	Dollars	Cents		
DMV LOCAL AGENCY COLLECTION			90-1342	2500	2658			2,693.00			
BERKSHIRE HATHAWAY- RETURN PREMIUM			11-24	2500	2658			72.00			
PLATINUM MOTORS TAURUS SALE			11-4288	2500	2658			4,500.00			
HOLY ANGELS GALA SECURITY			11-35	2500	2658			405.00			
CFS INS SERVICES, INC- CYPRESS LAWNS			90-3504	2500	2658			225.00			
								\$7,895.00			
(8) Remarks:						TOTAL					
								DISTRIBUTION OF TOTAL	Cards	\$7,895.00	
									Checks		
									Coins		
									Crrency		
									Wires		
									Other		
(9) I hererby certify that the total amount listed above represents collections received by me for the above named fund and during the period of 5/10/2024 - 05/29/2024 INTERIM CHIEF MICHAEL P. CONNOLLY DEPARTMENT HEAD				(10) The monies listed above have been received in the County Treasury. County Treasury By _____ DEPUTY			(11) I approved deposit of the above monies in the County Treasury. County Controller B: _____ DEPUTY				



**NOTICE OF REGULAR MEETING OF THE
BOARD OF POLICE COMMISSIONERS OF THE
BROADMOOR POLICE PROTECTION DISTRICT**

**The regular July 2024 meeting of the
Board of Police Commissioners will be held on**

Tuesday, July 9, 2024, at 7:00 p.m.

**at the District offices of the
Broadmoor Police Protection District at
388 88th Street
Broadmoor Vlg., California 94015**

**NO FOOD OR BEVERAGES WILL
BE PERMITTED IN THE MEETING ROOM**

**NO ANIMALS EXCEPT REGISTERED SERVICE ANIMALS
WILL PERMITTED IN THE MEETING ROOM**

**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**



BROADMOOR COMMISSIONERS
Hon. James Kucharszky
Hon. Ralph Hutchens
Hon. Marie Brizuela

AGENDA

REGULAR MEETING

Meeting to be held:

Tuesday July 9, 2024, at 7:00 p.m.

**Broadmoor Police Department
388-88th Street
Broadmoor, Vlg., California 94015-1717**

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting should contact Lisa Hernandez [Administrative Assistant of the Police Department] at least 2 working days before the meeting at (650) 755-3840 and/or lhernandez@pd.broadmoor.ca.us. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical-based products.

**NO FOOD OR BEVERAGES WILL
BE PERMITTED IN THE MEETING ROOM**

**NO ANIMALS EXCEPT REGISTERED SERVICE ANIMALS
WILL PERMITTED IN THE MEETING ROOM**

**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL

3. PUBLIC COMMENTS

This time is provided for interested persons to address the Commission or submit written communications on matters not on the Agenda. Anyone wishing to present oral comments on matters not on the agenda must approach the podium, state his or her name, and will have up to three minutes to present his or her oral comments. At the conclusion of all public comments on matters not on the Agenda, the Commission may respond to the public comments. Any request that requires Commission action will be set by the Commission for a future agenda or referred to staff.

4. CONSENT AGENDA

PREVIOUS MINUTES

- (a) Approval of minutes from regular meeting on June 10, 2024.
- (b) Approval of minutes from special meeting on June 20, 2024.

TREASURER'S REPORT

- (b) Approval of July 2024 Warrants and Deposits.

5. CHIEF OF POLICE REPORT

Chief Connolly will deliver his report.

6. OPEN SESSION

- (a) Consider and discuss a proposal by staff to approve and adopt Resolution No. 2024/25-01 ordering an election to coincide with the General Election on November 5, 2024, for a ballot measure for a limited (five year) qualified supplemental special parcel tax. (This is an action item.)
- (b) Consider and discuss a proposal by staff to approve and adopt Resolution No. 2024/25-02 ordering an election to fill one seat on the Police Commission and to order the election combined with the General Election on November 5, 2024. (This is an action item.)

7. ADJOURNMENT

Motion to adjourn.

POSTED AT: WWW.BROADMOORPOLICE.COM
BROADMOOR POLICE DEPARTMENT
COLMA FIRE DEPARTMENT
BROADMOOR COMMUNITY CENTER

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

**Broadmoor Police Department
Warrants Report JULY 2024**

Account	Date	Name	Memo/Description	Account	Amount
Petty Cash - Chase					
Petty Cash - Chase	06/17/2024	AAA Smart Home	INV 8581026	5478-Other Contract Maintenance	\$ 34.20
Petty Cash - Chase	07/01/2024	Chuck Bonnici	REIMBURSE FOR CARDS/RANGE	5638-Training & Equipment	\$ 42.43
Petty Cash - Chase	07/01/2024	Crinis	MEDICINE CABINET	5876-OTHER PROFESSIONAL SER	\$ 244.82
Petty Cash - Chase	06/17/2024	County of San Mateo Forensic Lab	INV 104557	5858-OUTSIDE PROF CONTRACT	\$ 205.00
Petty Cash - Chase	06/17/2024	County of San Mateo SSD	SERVICE MONTH MAY 2024	5858-OUTSIDE PROF CONTRACT	\$ 82.25
Petty Cash - Chase	06/17/2024	MICHAEL DAVIS	FTO TRAINING REIMBURSEMENT	5838-Training & Equipment	\$ 65.00
Petty Cash - Chase	06/17/2024	Nannecash Valley Bank	CHEVY LEASE 13-60	7311-FIXED ASSETS - EQUIPMENT	\$ 926.55
Petty Cash - Chase	07/01/2024	Roger Rouse	WEBSITE REBUILD/REDESIGN 2 OF 3	5876-OTHER PROFESSIONAL SER	\$ 5,000.00
Petty Cash - Chase	06/12/2024	SAMIR ABULJHAN	Reimbursement Touchless Carwash luncheon	5199c-Meals	\$ 719.23
Petty Cash - Chase	06/17/2024	Sharp Electronics Corporation	INV 9004854187	5478-Other Contract Maintenance	\$ 24.50
Petty Cash - Chase	06/17/2024	TEA	INV 48834	5424-Radio/Telecomm Equip Main	\$ 180.00
Total for Petty Cash - Chase					\$ 7,524.48
SMCO - General Fund Cash					
SMCO - General Fund	06/16/2024	AT&T-Cabinet	INV 21764128	5638-Other Utility Expense	\$ 327.83
SMCO - General Fund	06/18/2024	AT&T Mobility-FirstNet	WIRELESS DUE 6/25	5638-Other Utility Expense	\$ 463.12
SMCO - General Fund	06/18/2024	Bay Contract Maintenance, Inc.	JUNE CLEANING SUPPLIES MAY/JUNE	5156-OTHER HOUSEHOLD EXPENSE	\$ 864.48
SMCO - General Fund	07/01/2024	Bay Contract Maintenance, Inc.	--	5156-OTHER HOUSEHOLD EXPENSE	\$ 283.31
SMCO - General Fund	06/18/2024	BEST AND KRIEGER	INV 998473	5341-LEGAL NOTICES	\$ 3,077.50
SMCO - General Fund	07/01/2024	Central Self Storage	--	5638-Other Utility Expense	\$ 574.00
SMCO - General Fund	07/01/2024	Central Self Storage	--	5638-Other Utility Expense	\$ 453.25
SMCO - General Fund	06/12/2024	Chase Card Services	DUE 06/18/24	5199a-General	\$ 1,630.48
SMCO - General Fund	06/18/2024	County of San Mateo, PSC	FY 23/24 4TH Q SERVICES	5858-OUTSIDE PROF CONTRACT	\$ 26,577.50
SMCO - General Fund	06/18/2024	Daily City Auto Repair	INV 103867	5455-VEHICLE AND EQUIP REPAIR	\$ 446.06
SMCO - General Fund	06/18/2024	Davis Law Firm	MAY 2024	5341-LEGAL NOTICES	\$ 1,891.25
SMCO - General Fund	06/18/2024	Experian	MAY MINIMUM	5876-OTHER PROFESSIONAL SER	\$ 200.00
SMCO - General Fund	06/18/2024	Flyers Energy, LLC	--	5416-FUEL AND LUBRICATION	\$ 2,481.14
SMCO - General Fund	06/26/2024	George Petersen Insurance Agency	DOWN PAYMENT ACCT BROAPOL-01 EFF DATE 07/01/24	6731-INSURANCE	\$ 94,630.18
SMCO - General Fund	07/01/2024	Graphick on the Edge	--	5876-OTHER PROFESSIONAL SER	\$ 1,090.63
SMCO - General Fund	06/18/2024	Kaiser Foundation Health Plan	MEDICAL JULY 2024	4413 KAISER HEALTH INSURANCE	\$ 6,857.22
SMCO - General Fund	06/18/2024	LexisNexis	--	5876-OTHER PROFESSIONAL SER	\$ 200.00
SMCO - General Fund	06/18/2024	NBS	REVENUE CONSULTING THROUGH 5/31/24	5858-OUTSIDE PROF CONTRACT	\$ 8,500.00
SMCO - General Fund	07/01/2024	NewTec	--	5638-Other Utility Expense	\$ 4,374.50
SMCO - General Fund	06/18/2024	PG&E	DUE 6/24/24	5638-Other Utility Expense	\$ 1,676.76
SMCO - General Fund	06/18/2024	RMI Mechanical Contractor, Inc.	INV 75477 QUARTERLY MAINT	5478-Other Contract Maintenance	\$ 800.00
SMCO - General Fund	07/01/2024	Robyn Rose	--	5876-OTHER PROFESSIONAL SER	\$ 440.00
SMCO - General Fund	07/01/2024	Sharp Business Systems	--	5478-Other Contract Maintenance	\$ 291.56
SMCO - General Fund	06/18/2024	STATE COMPENSATION INSURANCE	POLICY 9040631	6731-INSURANCE	\$ 5,322.12
SMCO - General Fund	06/18/2024	Wave	NETWORK SERVICES	5638-Other Utility Expense	\$ 419.98
SMCO - General Fund	06/18/2024	Wave	--	5638-Other Utility Expense	\$ 208.81
Total for SMCO - General Fund Cash					\$ 165,711.68
			Tuesday, July 02, 2024 07:16 PM GMT-7		



COUNTY OF SAN MATEO
DEPOSIT PERMIT

Permit Number

(1) TITLE OF DEPOSITING ORGANIZATION Broadmoor Police Department			(2) No. of Depositing Org. 02500		(3) Preparation Date Jul-24		(4) Reference Date				
(5) ACCOUNT DESCRIPTION		Pay	(6) C O D E S					(7) AMOUNT			
			Schedule	References	GL ORG.	GL Object	JL ORG.	JL Object	Dollars	Cents	
DMV LOCAL AGENCY COLLECTION				90-1342	2500	2658			1,522.00		
BERKSHIRE HATHAWAY- RETURN PREMIUM				11-24	2500	2658			355.00		
								\$1,877.00			
(8) Remarks:								TOTAL			
								DISTRIBUTION OF TOTAL	Cards	\$1,877.00	
									Checks		
									Coins		
									Currency		
									Wires		
Other											
(9) I hererby certify that the total amount listed above represents collections received by me for the above named fund and during the period of 05/30/2024-07/03/2024 INTERIM CHIEF MICHAEL P. CONNOLLY DEPARTMENT HEAD					(10) The monies listed above have been received in the County Treasury. County Treasury By _____ DEPUTY			(11) I approved deposit of the above monies in the County Treasury. County Controller By _____ DEPUTY			

BROADMOOR POLICE PROTECTION DISTRICT
OFFICE OF THE CHIEF OF POLICE / DISTRICT MANAGER
STAFF REPORT

---ooOoo---

DATE: July 3, 2024

TO : Hon. James Kucharszky, Hon. Ralph Hutchens and Hon. Marie Brizuela, Commissioners

FROM: Michael P. Connolly, ICOP / IDM

RE : Ballot measure for limited qualified supplemental special parcel tax

BACKGROUND

As shown in the budget that the Police Commission adopted at the last meeting of the of the Commission, the District, like almost all public entities in San Mateo County and throughout the state, is in need of short-term additional funds in order to provide a level of service the residents and businesses of Broadmoor have come to expect.

Moreover, inflation has significantly increased the District's cost of operations that the District has to some extent offset by temporarily reducing such operational costs. Nevertheless, a short-term infusion of additional funds is necessary to restore those reductions.

DISCUSSION

As has been previously discussed with the Commission, a short-term special parcel tax is needed to help the District during times when the District and most, if not all, cities, counties and special districts throughout the State of California are having budgetary problems stemming from runaway inflation. A short-term special tax will require a ballot measure to be approved by the voters. In order to complete the ballot measure and get it before the Commission for consideration, the amount needed for the short-term special tax must be included in the proposed ballot measure. At the Special Meeting of the Commission on June 20, 2024, the District's consultant, NBS, presented four alternative proposals for a ballot measure.

The Police Commission approved the retention of NBS, a well-respected consulting firm approved by the Commission that provides public agencies with strategies and models for improving revenue and guidance with ballot measures. NBS has submitted a very detailed proposal that sets forth various models or strategies for revenue production for the Commission's consideration. A copy of that proposal is attached.

According to NBS, the short-term special tax needed for will be \$700,000 the first year, which can be increased by 5% for years two through five. (See attached.)

On June 20, 2024, at a special meeting of the Police Commission, Sara Mares and Nick Dayhoff of NBS delivered a comprehensive presentation to the Commission and the public in attendance at that meeting. NBS offered four models for the proposed limited special parcel tax.

I have previously published and shared with the Commission four models, which were also discussed at length at the Special Meeting on June 20, 2024. I include with this Staff Report four models prepared by NBS. .

I have carefully reviewed and studied the several NBS models, which I discussed at length with NBS personnel. Based upon my review of the models, and after discussions with NBS and legal counsel, we have come up with a model that will have the least impact on single family homes, yet provide the District with the funding it needs. I have incorporated that model into a proposed form of Resolution, which I have attached to this Staff Report.

Notice of the hearing has been posted and published in accordance with law.

RECOMMENDATION

I recommend that the Commission approve and adopt proposed Resolution 2024/25-01, a copy of which I have attached to this Staff Report.

Respectfully submitted,

Michael P. Connolly (ICOP / IDM)

Attachments: NBS report and models dated June 20, 2024
 Proposed Resolution 2024/25-01
 Proof of Publication

BROADMOOR POLICE PROTECTION DISTRICT MEMORANDUM

TO: Michael P. Connolly, Chief of Police, Broadmoor Police Protection District

FROM: Nick Dayhoff, Senior Consultant

DATE: June 20, 2024

SUBJECT: Parcel Tax Modeling Scenarios

Purpose

The Broadmoor Police Protection District (the "District") has requested that NBS model special tax rates related to the feasibility of creating a new parcel tax to fund forecasted shortfalls in the District's ongoing operational budget. This evaluation includes modeling of three options for a new *uniform* parcel tax, and three options for a *non-uniform* parcel tax. This memorandum summarizes the special tax rates via each scenario.

Revenue Targets

The following table shows the annual revenue targets for FY 2025-26 through FY 2029-30, based on budgetary information provided by the District. The revenue target for the first year would be \$700,000 and would increase by 5% annually in line with assumed increases in the parcel tax rates:

Item	2025-26 Forecast	2026-27 Forecast	2027-28 Forecast	2028-29 Forecast	2029-30 Forecast
Beginning Fund Balance	\$1,034,643	\$1,151,776	\$1,252,519	\$1,337,627	\$1,406,874
Revenue	\$3,654,718	\$3,787,366	\$3,925,011	\$4,067,846	\$4,216,070
Expenditures	<u>3,537,584</u>	<u>3,686,622</u>	<u>3,839,904</u>	<u>3,998,599</u>	<u>4,123,589</u>
Annual Surplus/(Deficit)	\$117,134	\$100,743	\$85,108	\$69,247	\$92,481
Ending Fund Balance	\$1,151,776	\$1,252,519	\$1,337,627	\$1,406,874	\$1,499,355
25% Operating Reserve	884,396	921,656	959,976	999,650	1,030,897
Excess ERAF Reserve	953,059	991,182	1,030,829	1,072,062	1,114,945
Remaining Fund Balance	(\$685,679)	(\$660,318)	(\$653,178)	(\$664,838)	(\$646,487)
Annual Revenue Target	\$700,000	\$735,000	\$771,750	\$810,338	\$850,854

Parcel Data

The parcel database was compiled using data from the San Mateo County Assessor. According to such data, the District comprises 1,532 Assessor's parcels, of which 1,502 were determined to be "Taxable" and 30 were determined to be "Exempt." Exempt properties include public property and utilities.

Property Type was assigned based on County Use Code. Unit counts are somewhat incomplete in the Assessor's data, so that was compiled by referencing County Use Code and independent research to fill in the gaps.

Lot square footage in the Assessor's data appears to be unreliable—especially for parcels that share common lots such as condominiums/townhomes—so NBS utilized GIS to calculate lot square footage for each parcel. NBS recommends that the administrator of any potential parcel tax utilize GIS calculations of lot square footage, if and where applicable.

Similarly, the building square footage data in the Assessor's data doesn't seem reliable either; however, there is no remedy to research that data in a timely fashion, so we have relied on the available Assessor's data with some added independent research to fill in gaps where information is not included in the Assessor's data. We note here that building square footage data is usually one of the most unreliable statistics in the Assessors' data throughout the State of California.

The following table shows a summary of the parcel characteristics for Taxable property within the District:

Property Type	Parcels	Lot SF	Building SF	Units
Single Family Residential	1,385	8,436,414	1,831,007	1,385
Multi-Family Residential	39	419,180	410,262	400
Residential Care	18	119,949	31,890	87
Non-Residential	37	585,311	228,855	-
Undeveloped	23	327,722	-	-
Total	1,502	9,888,575	2,502,014	1,872

Special Tax Rates – Uniform Parcel Taxes

The following table shows the parcel tax rates for the three uniform parcel taxes: per parcel, per lot square foot, and per building square foot:

	Per	Rate	Parcel Tax Revenue
Parcel		\$466.05	\$700,000
Lot SF		0.0708	700,000
Building SF		0.2798	700,000

Special Tax Rates – Non-Uniform Parcel Taxes

The following tables show the parcel tax rates for the various Property Types using three different non-uniform methodologies. The Factors shown below are subject to change, if desired.

The first method uses varying rates per residential unit, a rate per Building SF for Non-Residential Property, and a rate per Lot SF for Undeveloped Property. The rates for Non-Residential Property and Undeveloped Property have been set to raise 10% and 1% of the revenue target, respectively:

Property Type	EDU Factor	EDU	Rate per EDU	Rate	Per	Parcel Tax Revenue
Single Family Residential	1.00	1,385.00	\$343.33	\$343.33	Unit	\$475,507
Multi-Family Residential	0.90	360.00	343.33	308.99	Unit	123,597
Residential Care	0.80	69.60	343.33	274.66	Unit	23,896
Non-Residential	n/a	n/a	n/a	0.3059	BSF	70,000
Undeveloped	n/a	n/a	n/a	0.0214	LSF	7,000
Total						\$700,000

The second method uses varying rates per residential Building SF, a rate per Building SF for Non-Residential Property, and a rate per Lot SF for Undeveloped Property. The rates for Non-Residential Property and Undeveloped Property have been set to raise 10% and 1% of the revenue target, respectively:

Property Type	EBSF Factor	EBSF	Rate per EBSF	Rate	Per	Parcel Tax Revenue
Single Family Residential	1.00	1,831,007.00	\$0.2799	\$0.2799	BSF	\$512,508
Multi-Family Residential	0.90	369,235.80	0.2799	0.2519	BSF	103,351
Residential Care	0.80	25,512.00	0.2799	0.2239	BSF	7,141
Non-Residential	n/a	n/a	n/a	0.3059	BSF	70,000
Undeveloped	n/a	n/a	n/a	0.0214	LSF	7,000
Total						\$700,000

The third method uses varying rates per residential Lot SF, a rate per Lot SF for Non-Residential Property, and a rate per Lot SF for Undeveloped Property. The rates for Non-Residential Property and Undeveloped Property have been set to raise 10% and 1% of the revenue target, respectively:

Property Type	ELSF Factor	ELSF	Rate per ELSF	Rate	Per	Parcel Tax Revenue
Single Family Residential	1.00	8,436,413.73	\$0.0699	\$0.0699	LSF	\$589,910
Multi-Family Residential	0.90	377,261.70	0.0699	0.0629	LSF	26,380
Residential Care	0.80	95,959.12	0.0699	0.0559	LSF	6,710
Non-Residential	n/a	n/a	n/a	0.1196	LSF	70,000
Undeveloped	n/a	n/a	n/a	0.0214	LSF	7,000
Total						\$700,000

Recommended Methodology

NBS recommends that the District choose the first non-uniform methodology described above, with varying rates per residential unit, a rate per Building SF for Non-Residential Property, and a rate per Lot SF for Undeveloped Property. This methodology results in the lowest average parcel tax on Single Family Residential Property (\$343.33), which is certainly the property type with the most likely registered voters in the District. Assigning units to residential property is relatively easy in San Mateo County, given the current Assessor's Use Code descriptions, and as there are only 12 Multi-Family Residential Properties with five or more units (per the Assessor's Use Codes), those unit counts are easily verifiable via third-party resources. Building SF would only need to be verified for the 37 Non-Residential Properties in the District, and GIS would be utilized to measure Lot SF on the 23 Undeveloped Properties in the District.

I look forward to our upcoming meeting to discuss these revenue scenarios and the modeling outcomes. Please contact me with any questions or comments; I can be reached at 800.676.7516 or via email at ndayhoff@nbsgov.com.

Sincerely,



Nick Dayhoff
Senior Consultant

BROADMOOR POLICE PROTECTION DISTRICT

BOARD OF POLICE COMMISSIONERS

Resolution No. 2024/25-01

A RESOLUTION CALLING A GENERAL DISTRICT ELECTION FOR NOVEMBER 5, 2024 FOR THE PURPOSE OF SUBMITTING TO THE VOTERS OF THE DISTRICT A PROPOSAL TO LEVY A LIMITED SUPPLEMENTAL SPECIAL TAX ON ALL PARCELS OF REAL PROPERTY IN THE DISTRICT FOR FIVE YEARS AND TO INCREASE THE DISTRICT'S APPROPRIATIONS LIMIT; AND TO REQUEST CONSOLIDATION OF THIS GENERAL DISTRICT ELECTION WITH THE STATEWIDE GENERAL ELECTION OF SAME DATE

WHEREAS, since 1948 when the Broadmoor Police Protection District of San Mateo County ("District") was formed, the residents and merchants of the District have been provided with law enforcement and police protection services at a level substantially above level of service available to them absent the existence of the District; and,

WHEREAS, since the inception of the District the residents and merchants have enjoyed a relatively crime-free community, wholly inconsistent with the surrounding area, due entirely to the enhanced law enforcement and police protection services provided by the District's police department, and that such services have since the inception of the District been funded in part by a special parcel tax; and,

WHEREAS, the Board of Police Commissioners of the District desires to submit to the voters a measure that would establish a limited special parcel tax at the rates set forth herein per year per parcel in order to provide additional funding for police protection, crime prevention, emergency response services and any other authorized District activities; and,

WHEREAS, the parcel tax will be a special tax, the proceeds of which are to be deposited into a special District account, created and maintained by the District, and used only for the specific purposes identified herein; and,

WHEREAS, pursuant to California Constitution, Articles XIII A §4, XIII C §2(d), XIII D, §3(a), and California Government Code §§50077, 53722, and 53724, the District may not impose any new, or extend any existing special parcel tax unless and until that tax is submitted to the electorate and approved by an affirmative vote of two-thirds of the qualified electors voting in the election; and,

WHEREAS, pursuant to California Health and Safety Code §20110 and California Government Code §50077, the Board of Police Commissioners has authority to place special tax measures on the ballot to be considered at a District Election; and,

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WHEREAS, pursuant to Proposition 62 (California Government Code §53724(c) and (d)), a local tax election may be consolidated with a statewide primary election, a statewide general election, or a regularly scheduled local election at which all of the electors of the local government are entitled to vote, or held on any other election date permitted by law; and,

WHEREAS, the Statewide General Election for President of the United States and for other Federal, State and local offices, and the District's General Election are all scheduled for November 5, 2024; and,

WHEREAS, pursuant to the provisions of Government Code §50075 *et seq.*, this Board does hereby adopt this Resolution to levy a limited supplemental special tax for police protection, crime prevention, emergency response services and any other authorized District activities; and,

WHEREAS, since the passage of Proposition 13 in 1978 the voters of the District have consistently and overwhelming cast their votes to impose a special tax upon the real property situated within the District so that the residents and merchants of the District will continue to receive the enhanced law enforcement and police protection services to which they have become accustomed and which they have had in place since 1948; and,

WHEREAS, this Board finds, has determined and declares that a limited supplemental special tax to augment existing property tax revenue is necessary and vital in order for the District to remain viable and to continue to provide the special benefits of substantially enhanced police protection, crime

prevention, emergency response service and all other authorized District activities; and,

WHEREAS, the State of California and local governments within the state are all facing severe financial shortages and deficits, including the District; and,

WHEREAS, this Board finds and determines that without the limited supplemental special parcel tax prescribed by this Resolution, there will be a fiscal shortfall, and that each and every fiscal year thereafter there will be a similar shortfall in revenue to the extent that the District is not likely to remain viable unless the proposed supplemental special parcel tax is imposed or other sources of revenue are attained, which is not likely; and,

WHEREAS, on July 9, 2024, the Board of Police Commissioners held a public hearing after due notice regarding calling for an election on a ballot measure approving a limited supplemental special parcel tax; and,

WHEREAS, if approved, the special parcel tax will be collected starting on July 1, 2025, and may be imposed each year thereafter for until June 30, 2030 (five year term); and,

WHEREAS, the Measure, the specific terms of approval, and the collection and use of the revenues of the special parcel tax are described below.

NOW, THEREFORE, be it hereby resolved, ordered and declared by the Board of Police Commissioners and the People of the Broadmoor Police Protection District as follows:

ELECTION PROVISIONS

Section 1: Pursuant to California Constitution, Articles XIII A §4, XIII C §2(d), XIII D, §3(a), California Health and Safety Code §20110 and California Government Code §§50077, 53722, and 53724, an election shall be and it is hereby ordered to submit the proposed limited supplemental special parcel tax to the voters of the District at the General District Election to be held on November 5, 2024.

Section 2: The measure shall be presented and printed upon the ballot with the following ballot question to be included therein:

**BROADMOOR POLICE
LIMITED SUPPLEMENTAL SPECIAL PARCEL TAX
FOR POLICE PROTECTION, CRIME
PREVENTION AND EMERGENCY SERVICES**

Shall the measure to establish a limited (five year term) supplemental special tax on each parcel of real property within the District commencing July 1, 2025, and ending on June 30, 2030, unless extended by the voters, at rates set forth in the measure with annual cost adjustments not to exceed 5%, generating approximately \$700,000 annually for police protection and related services, be adopted?

Section 3: The District election shall be held and conducted, and the voters thereof shall be canvassed, and the returns thereof shall be made, and the results thereof shall be ascertained and determined as herein provided by, and in accordance with, the applicable provisions of the Elections Code.

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Section 4: All persons qualified to vote at District elections in the District on November 5, 2024, shall be qualified to vote on the measure submitted by this Resolution at the District Election, which will be consolidated with the General District Election on November 5, 2024.

Section 5: The Chief of Police / District Manager is hereby instructed to cause a duly certified copy of this Resolution, which constitutes the order to hold and conduct an election and formal notice of such election, to be delivered to the Assessor-County Clerk-Recorder & Chief Elections Officer or other appropriate county election officer no later than August 9, 2024.

Section 6: The Chief of Police / District Manager is authorized, directed to and is fully empowered to execute all agreements, on behalf of and in the District's name, with the County of San Mateo Assessor-County Clerk-Recorder & Chief Elections Officer for such necessary election services as the may determine pursuant to law.

Section 7: Pursuant to Elections Code §§10403 and 10418 the Board of Police Commissioners requests the Board of Supervisors of San Mateo County to consolidate this District election with the Statewide General Election of same date and to further provide that the canvass be made by any person or official authorized by law to canvass the returns of the election, and this Board hereby consents to such consolidation and canvass.

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Section 8: The Board of Police Commissioners hereby requests that the District election on this measure be conducted along with and a part of the 2024 Statewide General Election on November 5, 2024, and shall pay all costs of the County in conducting said election for the District measure.

Section 9: Notice of the time and place of holding the election is hereby given. The Board of Police Commissioners hereby requests that the San Mateo County Assessor-County Clerk-Recorder & Chief Elections Officer or other duly authorized elections officer or person appointed by them, if applicable, cause all notices required by law in connection herewith to be published and posted, as the case may be, in the manner prescribed by law.

Section 10: Impartial Analysis. Pursuant to California Elections Code §9313, the Board of Police Commissioners hereby directs the Police Chief/District Manager to transmit a copy of the Measure as set forth herein to the San Mateo County Attorney's Office (formerly County Counsel). The County Attorney's Office, in coordination with the District's legal counsel, shall prepare an impartial analysis of the Measure, not to exceed 500 words in length, showing the effect of the Measure on the existing law and the operation of the Measure, and transmit such impartial analysis to the elections official not later than end of business on August 20, 2024, who shall cause the analysis to be published in the voter information guide along with the Measure as provided by law. The impartial analysis shall include a statement indicating whether the Measure was placed on the ballot by a petition signed by the

requisite number of voters or by the Board of Police Commissioners. In the event the entire text of the Measure is not printed on the ballot, or in the voter information portion of the sample ballot, there shall be printed immediately below the impartial analysis, in no less than 10-point bold type, the following: **“The above statement is an impartial analysis of Measure “__”. If you desire a copy of the measure, please call the election official’s office at (650) 312-5222 and a copy will be mailed at no cost to you.”**

SUBSTANTIVE PARCEL TAX PROVISIONS

Section 11: There shall be imposed upon every parcel of real property located entirely or partially within the District a limited supplemental special parcel tax in an amount and as provided in this Resolution.

Section 12: The limited supplemental special parcel tax for the first fiscal year commencing July 1, 2025, for Fiscal Year 2025/2026, shall be assessed and levied against each parcel of real property situated entirely or partially within the District in accordance with subsections (a) through (g) of this section, which shall be subject to an annual review and adjustment as provided in Section 4 of this Resolution. All property owned by public entities and public utilities will be exempt from the imposition of the limited supplemental special parcel tax provided herein so long such property is used exclusively by the public entity or public utility owning it. This exemption shall not apply to any property owned by a public entity or public utility that is

leased, licensed or rented to a private party for private use, whether or not for profit.

(a) **Single Family Residential Property:** Each primary dwelling unit on a parcel of *Single Family Residential Property* is subject to a limited supplemental special parcel tax of \$297.00 per primary dwelling unit located entirely or partially on each parcel.

(b) **Accessory Dwelling Unit:** Each *Accessory Dwelling Unit* is subject to a limited supplemental special parcel tax of \$267.30 per unit located entirely or partially on each parcel.

(c) **Multi-Family Residential Property:** Each dwelling unit on a parcel of *Multi-Family Residential Property* is subject to a limited supplemental special parcel tax of \$267.30 per unit located entirely or partially on each parcel.

(d) **Residential Care Property:** Each bed on a parcel of *Residential Care Property* is subject to a limited supplemental special parcel tax of \$237.60 per bed located entirely or partially on each parcel. The number of beds assigned to each parcel of *Residential Care Property* shall be based upon the maximum number of beds authorized by law or by a permit issued, whether or not such beds are occupied. In cases where the maximum number of authorized beds is exceeded, the limited supplemental special parcel tax shall be based upon the maximum number of beds authorized plus each bed in excess of the authorized amount. In those cases where no maximum number

of beds is authorized, the tax shall be based on the highest number of beds each facility had on the premises at any single time during any fiscal year. The proper and designated official of the District may require the operators of such facilities to execute a statement of facts under penalty of perjury material to the tax.

(e) **Non-Residential Property:** Each parcel of *Non-Residential Property* is subject to a limited supplemental special parcel tax of \$0.5506 per building square foot located entirely or partially on each parcel.

(f) **Undeveloped Property:** Each parcel of *Undeveloped Property* is subject to a limited supplemental special parcel tax of \$0.0427 per lot square foot located entirely or partially on each parcel.

(g) **Mixed-Use Property:** Any parcel that contains more than one of the property types described in subsections (a) through (e) of this section shall be considered *Mixed-Use Property*. The limited supplemental special parcel tax on each parcel of *Mixed-Use Property* shall be the sum of the applicable tax for each of the property types described in subsections (a) through (e) of this section.

Section 13: In conjunction with the proposal of the limited supplemental special parcel tax the District's appropriations limit per fiscal year for the duration of the limited special parcel tax, commencing July 1, 2025, shall be equal to the increased levy of limited special tax for such year, as

provided herein and as permitted by Article XIII B §4 of the California Constitution.

Section 14: Not later than June 30 of each fiscal year immediately succeeding the passage and adoption of the ballot measure approving the limited special parcel tax provided in this Resolution (commencing Fiscal Year 2026/2027) the Board, after notice and hearing, shall review the limited supplemental special parcel tax specified in Section 12, and each subparagraph thereof, and shall either continue the tax at the same rate for the next fiscal year or, if the Board determines that the tax should either be increased or decreased, adjust the tax for the next fiscal year at the hearing, subject to the maximum amount herein. The maximum amount the Board may fix without further voter approval shall be the baseline amount set forth in Section 12 for each class of parcel, plus an annual increase equivalent to the increase in costs to provide the services funded by this tax, shall not exceed 5% any fiscal year.

Section 15: Upon voter approval of the proposed measure, the Police Chief/District Manager or his/her authorized designee or employee is hereby authorized and directed each fiscal year, commencing with the fiscal year 2025-2026, to determine the special parcel tax amount to be levied for the next fiscal year for each taxable parcel of real property within the District, in the manner and as provided in accordance with this Resolution and the authorizations set forth herein. The limited supplemental special parcel tax shall be collected on behalf of the District by the County of San Mateo

("County") in the same manner and subject to the same penalties as, or with, other charges and taxes fixed and collected by the District, or by the County on behalf of the District. The Police Chief/District Manager or his/her authorized designee or employee is hereby authorized and directed to provide all necessary information to the County Treasurer-Tax Collector to effect proper billing and collection of the special parcel tax so that the installments of the tax shall be included on the secured property tax roll of the County. Unless the Board proposes a rate adjustment pursuant to Section 14, no Board action shall be required to authorize the annual collection of the special parcel tax as herein provided.

Section 16: The limited supplemental special parcel tax shall be collected in the same manner as ordinary *ad valorem* property taxes are collected; provided, however, that the Board may authorize other appropriate methods of collection of the limited supplemental special parcel tax by appropriate resolution(s). The limited supplemental special parcel tax so levied shall become a charge upon and a lien against the parcels on which the taxes are assessed and collectible, and to which the liens attach. The limited supplemental special parcel tax shall have the same lien priority and be subject to the same penalties and the same procedure and sale in cases of delinquency, as provided for *ad valorem* property taxes.

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Section 17: The collection of the limited supplemental special parcel tax provided for herein shall not in any way, directly or indirectly, decrease the funds available to the District from all other sources from which the District receives or derives revenue. Nor shall the collection of such limited supplemental special tax in any way, directly or indirectly, be used to offset or be applied as any form of credit against any funds the District is entitled to receive from all sources, including any other special tax revenue the District presently receives or hereafter will receive.

Section 18: The limited supplemental special parcel tax provided by this Resolution shall be supplemental and in addition to any other District special tax currently in force and effect or which hereafter becomes operative.

Section 19: The provisions of this Resolution shall apply to five consecutive fiscal years (2025/2026 through 2029/2030) after which time this Resolution shall lapse, and the limited supplemental special parcel tax provided by this Resolution shall expire and be of no further force or effect unless extended or renewed by the voters prior to the expiration hereof in accordance with, and as provided by, law.

Section 20: For the purposes of this Resolution the following definitions shall apply:

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(a) The term "Single Family Residential Property" means any parcel that contains a single dwelling unit, or any parcel that contains a residential structure consisting of two or more dwelling units that share common walls, have separate Assessor's Parcel Numbers assigned to them (except for a duplex triplex, or fourplex unit, which may share a Parcel with another duplex, triplex or fourplex Unit(s)), and may be purchased by individual homebuyers (which shall still be the case even if the dwelling units are purchased and subsequently offered for rent by the owner of the dwelling unit), including such residential structures that meet the statutory definition of a condominium project contained in Civil Code §4125. Any incidental use of such property for "in-home" businesses such as bookkeeping, seamstress, secretarial and other such incidental home-business use shall not affect this classification. Typical San Mateo County Use Codes designating *Single Family Residential Property* include "01", "07", "51", "52", "53", and "97", as those Use Codes may be amended in the future.

(b) The term "Accessory Dwelling Unit" or "ADU" means a secondary residential unit of limited size, as defined in California Government Code §66313, as may be amended from time to time, that is accessory to a single dwelling unit. The ADU may be on the same parcel as the single dwelling unit or on a separate parcel. For purposes of clarification, where an ADU and primary dwelling unit are on the same parcel, the ADU located on such parcel is considered a separate dwelling unit from the primary dwelling unit on such

parcel for purposes of the special tax. Should a parcel contain only an ADU, such parcel will be taxed as an ADU only.

(c) The term "Multi-Family Residential Property" means any parcel that contains a residential structure with two or more dwelling units that share a single Assessor's Parcel Number, are offered for rent to the general public, and cannot be purchased by individual homebuyers. Typical San Mateo County Use Codes designating *Multi-Family Residential Property* include "02", "03", "04", "05", "08", "09", "91", "92", "93", "94", "95", "96", and "98", as those Use Codes may be amended in the future.

(d) The term "Residential Care Property" means any parcel that contains a residential structure used to provide long or short-term care for compensation on a permanent or temporary housing basis of any kind. This includes rest homes, convalescent homes, short-term care homes, long-term care homes, and rooming houses. The typical San Mateo County Use Code designating *Residential Care Property* is "75", as that Use Code may be amended in the future, but the *Residential Care Property* designation may be applied to parcels with other Use Codes if such parcels are determined to be *Residential Care Property* by the District.

(e) The term "Non-Residential Property" means any parcel on which a for-profit or non-profit enterprise, or religious institution, is located, or which is used for a commercial purpose, exclusive of *Multi-Family Residential Property* and *Residential Care Property*. Typical San Mateo County Use Codes

designating *Non-Residential Property* include "06", "11", "12", "13", "14", "15", "16", "17", "18", "19", "21", "22", "23", "24", "25", "26", "27", "28", "29", "31", "32", "33", "34", "35", "36", "37", "38", "39", "59", "61", "62", "63", "64", "65", "66", "67", "68", "69", "71", "72", "73", "74", "76", "77", "78", "79", as those Use Codes may be amended in the future.

(f) The term "Undeveloped Property" means any parcel of land wholly without any improvements of any kind whatsoever. The typical San Mateo County Use Code designating *Undeveloped Property* is "00", as that Use Code may be amended in the future.

(g) The term "fiscal year" is defined as twelve consecutive calendar months over two consecutive calendar years commencing July 1 of each calendar year and ending June 30 of the succeeding calendar year.

(h) The term "parcel" is defined as any unit of land situated entirely or partly within the District that now either now has or acquires a separate Assessor's Parcel Number and/or which now receives, or which will hereafter receive, a separate tax bill from the San Mateo County Tax Collector. In the event of a conflict between these two definitions, the "separate tax bill" definition shall control except where two or more parcels are combined by the Assessor for taxing purposes, in which event the total special tax on all parcels so combined shall be assessed irrespective of the single tax bill.

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Section 21: Specific Purpose of Special Parcel Tax.

(a) The proceeds of the limited supplemental special parcel tax shall only be used for the specific purpose of funding the District's costs of providing police protection, crime prevention and emergency response services and programs, as well as the costs of administering the special parcel tax, including, but not limited to, the costs of the election, and the costs of collection, and for no other purposes.

(b) For the purposes of this Resolution, the "District's costs of providing police protection, crime prevention and emergency response services and programs" as set forth in subsection (a) above include, but are not limited to, the following: All costs of capital, salaries and benefits, overtime, station maintenance, capital improvements and acquisitions, office equipment and supplies, motor vehicle acquisition and maintenance, utility expenses, insurance premiums, legal fees, and operational costs of the District.

Section 22: The proceeds of the limited supplemental special parcel tax shall be deposited in a special account, created and maintained by the District, and used only for the specific purpose identified in Section 21 of this Resolution.

Section 23: The chief fiscal officer of the District shall cause a report (the "Report") to be prepared by an independent auditor and to be filed with the Board of Police Commissioners no later than January 1, 2027, and January 1 of each year thereafter that the tax is collected until January 1, 2031. The

Report shall state: (a) the amount of special parcel tax proceeds collected and expended in such year; and (b) the status of any projects or description of any programs funded from proceeds of the special parcel tax. The Report may relate to the calendar year, fiscal year, or other appropriate annual period, as the chief fiscal officer of the District shall determine, and may be incorporated into or filed with the annual budget, audit, or other appropriate routine report to the Board.

Section 24: Effective Date. Pursuant to California Constitution Article XIII C §(2)(d) and California Elections Code §9320, if two-thirds of the voters voting in the election on this Measure vote in favor of the adoption of such Measure, this Resolution shall be deemed valid and binding and shall be considered as adopted upon the date that the vote is declared by the Board of Police Commissioners or elections official, if required, and shall go into effect ten (10) days after that date.

Section 25: If any part, subpart, section, subsection, sentence, clause, phrase, paragraph, subparagraph, or other provision of this Resolution is determined and is so declared by a court of competent jurisdiction to be invalid for any reason, such invalidity shall not affect the validity of the remainder of this Resolution. The people of the Broadmoor Police Protection District hereby declare that they would have adopted this Resolution, and each part, subpart, section, subsection, sentence, clause, phrase, paragraph, subparagraph and provision hereof irrespective of the fact that any one or

more parts, subparts, sections, subsections, sentences, clauses, phrases, paragraphs, subparagraphs, or provisions be determined and declared to be invalid.

Done in Open Session this Ninth Day of July 2024.

Ayes:

Noes:

Abstain / Absent:

Attest:

Michael P. Connolly
Interim Chief of Police
Interim District Manager

Hon. James Kucharszky, Chair

BROADMOOR POLICE PROTECTION DISTRICT
OFFICE OF THE CHIEF OF POLICE / DISTRICT MANAGER

STAFF REPORT

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DATE: July 3, 2024

TO : Hon. James Kucharszky, Hon. Ralph Hutchens and Hon. Marie Brizuela, Commissioners

FROM: Michael P. Connolly, ICOP / IDM

RE : District Election for one seat on the Board of Police Commissioners

BACKGROUND

The Board of Police Commissioners is comprised of three residents of the District who are elected at-large. The term of each commissioner is four years. Of the three seats on the Board of Police Commissioners one seat will be up for election this year for a four-year term.

DISCUSSION

As has been the practice of the District, elections to the Board of Police Commissioners are consolidated with county, state or national elections. Such a practice results in a greater number of residents voting and it significantly reduces the cost of the election to the District. The next General Election will be on November 5, 2024.

Notice of hearing on ordering an election and to combine the election with the General Election on November 5, 2024, has been properly given.

RECOMMENDATION

I recommend that the Commission approve and adopt proposed Resolution 2024/25-02, a copy of which I have attached to this Staff Report, which will order the election and combine that election with the General Election on November 5, 2024.

Respectfully submitted,

Michael P. Connolly (ICOP / IDM)

Attachments: Proposed Resolution 2024/25-02

BROADMOOR POLICE PROTECTION DISTRICT

BOARD OF POLICE COMMISSIONERS

Resolution No. 2024/25-02

**A RESOLUTION CALLING FOR AN ELECTION ON
NOVEMBER 5, 2024, OF ONE MEMBER AT LARGE
OF THE BOARD OF POLICE COMMISSIONERS**

WHEREAS, an election has been ordered to be held on November 5, 2024, in the Broadmoor Police Protection District for the purpose of electing one member of the Board of Police Commissioners ("Board"); and,

WHEREAS, pursuant to Elections Code §1001 there is an established General statewide election to be held on the same date; and,

WHEREAS, pursuant to Part 3, Consolidation of Elections, and commencing with Elections Code §10400 an election for members of the Board may be either completely or partially consolidated with another election held on the same day, if in the same territory, or in territory that is part the same; and,

WHEREAS, pursuant to Elections Code §1002 the Board desires to adopt this resolution to request that the Board of Supervisors of the County of San Mateo permit the County's the San Mateo County Chief Elections Officer & Assessor-County Clerk-Recorder (the "Chief Elections Officer") to render specified services to the Broadmoor Police Protection District ("District") relating to the conduct of the November 5, 2024, election.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. An election is hereby called to be held in and for the District on November 5, 2024, to elect one member to and of the Board for a full term of four years.

Section 2. Pursuant to Elections Code §10002 the Board of Police Commissioners of the District hereby requests the Board of Supervisors of the County of San Mateo to make available the services of the San Mateo County Chief Elections Officer & Assessor – County Clerk – Recorder (the “Chief Elections Officer”) as the County Elections Official for the purpose of rendering services in the conduct of the election to be held on November 5, 2024.

Section 3. The District election is to be held on November 5, 2024, and will be conducted at-large.

Section 4. Pursuant to Elections Code §10509 not less than 125 days prior to the date of the election the District Secretary shall deliver a notice to the Chief Elections Officer. The notice shall bear the secretary's signature and the district seal and shall also contain both of the following:

(a) The elective offices of the jurisdiction to be filled at the next general district election, specifying which offices, if any, are for the balance of an unexpired term.

(b) Whether the jurisdiction or the candidate is to pay for the publication of a candidate statement.

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Section 5. Pursuant to Elections Code §10522 at least 125 days prior to the day fixed for the general district election, the secretary of a resident voting district shall deliver to the county elections official of each affected county a map showing the boundaries of the district and the boundaries of the divisions of the district, if any, within that county and a statement indicating in which divisions a director is to be elected and whether any elective officer is to be elected at-large at the next general district election.

Section 6. The Interim District Manager of the Broadmoor Police Protection District, or his/her designee, is hereby authorized and directed to enter an Elections Service Agreement with the Chief Elections Officer regarding the election to be held on November 5, 2024, to outline the detailed services to be provided by both the District and the Chief Elections Officer.

Section 7. The Chief Elections Officer will send an itemized invoice to the District for all services provided pursuant to the Elections Service Agreement after the election is conducted and all related costs are determined, and the Interim District Manager of the District or his/her designee, is hereby authorized and directed to submit payment on the full amount of the invoice to the County of San Mateo within forty-five (45) days of the date of the invoice.

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Section 8. Pursuant to Elections §13307 each candidate for the Board's one seat to be voted on in the election to be held on November 5, 2024, may prepare a candidate statement on the appropriate form provided by the Chief Elections Officer. Such statement shall be limited to 200 words. The prorated costs of printing, mailing and translating the statements shall be paid by the candidate.

Done in Open Session this Ninth Day of July 2024.

Ayes:

Noes:

Abstain / Absent:

Attest:

Michael P. Connolly
Interim Chief of Police
Interim District Manager

Hon. James Kucharszky, Chair



**NOTICE OF REGULAR MEETING OF THE
BOARD OF POLICE COMMISSIONERS OF THE
BROADMOOR POLICE PROTECTION DISTRICT**

**The regular August 2024 meeting of the
Board of Police Commissioners will be held on**

Tuesday, August 13, 2024, at 7:00 p.m.

**Broadmoor Community Center
501 Eighty-Seventh Street
Broadmoor, Vlg., California**

**NO ANIMALS EXCEPT REGISTERED SERVICE ANIMALS
WILL PERMITTED IN THE MEETING ROOM**

**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**



BROADMOOR COMMISSIONERS
Hon. James Kucharszky
Hon. Ralph Hutchens
Hon. Marie Brizuela

A G E N D A

REGULAR MEETING

Meeting to be held:

Tuesday August 13, 2024, at 7:00 p.m.

**Broadmoor Community Center
501 Eighty-Seventh Street
Broadmoor, Vlg., California**

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting should contact Lisa Hernandez [Administrative Assistant of the Police Department] at least 2 working days before the meeting at (650) 755-3840 and/or lhernandez@pd.broadmoor.ca.us. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical-based products.

**NO ANIMALS EXCEPT REGISTERED SERVICE ANIMALS
WILL PERMITTED IN THE MEETING ROOM**

**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**

1. **PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**

3. PUBLIC COMMENTS

This is the time provided for interested persons to address the Commission or submit written communications on matters not on the Agenda. Anyone wishing to present oral comments on matters not on the agenda must approach the podium, state his or her name, and will have up to three minutes to present his or her oral comments. At the conclusion of all public comments on matters not on the Agenda, the Commission may respond to the public comments but state law prohibits any action by the Commission. Any request that requires Commission action will be set by the Commission for a future agenda or referred to staff.

4. CONSENT AGENDA

PREVIOUS MINUTES

- (a) Approval of minutes from regular meeting on July 9, 2024.

TREASURER'S REPORT

- (b) Approval of August 2024 Warrants and Deposits.

5. CHIEF OF POLICE REPORT

Chief Connolly will deliver his report.

6. OPEN SESSION

- (a) Acknowledgments and presentation of awards to various officers by Chief Connolly.
- (b) Introduction to and debut of the District's new website by Roger Rouse to launch on August 13, 2024.
- (c) Status report by Chief Connolly on steps taken to implement Resolution 2024/25-01 ordering an election on November 5, 2024, to approve a Ballot Measure for a limited supplemental special parcel tax for five fiscal years.
- (d) Status report by Chief Connolly on steps taken to implement Resolution 2024/25-02 ordering an election on November 5, 2024, for one seat on the Police Commission.
- (e) Status report by Chief Connolly on steps taken to update the tax rolls with the San Mateo County Tax Collector consistent with Resolution 1999/2000-09 and Resolution 2023/24-05 [AMENDED] for Fiscal Year 2024/2025.

7. **ADJOURNMENT**

Motion to adjourn.

POSTED AT: WWW.BROADMOORPOLICE.COM
BROADMOOR POLICE DEPARTMENT
COLMA FIRE DEPARTMENT
BROADMOOR COMMUNITY CENTER

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND



COUNTY OF SAN MATEO
DEPOSIT PERMIT

Permit Number

(1) TITLE OF DEPOSITING ORGANIZATION Broadmoor Police Department			(2) No. of Depositing Org. 02500		(3) Preparation Date Aug-24		(4) Reference Date					
(5) ACCOUNT DESCRIPTION			(6) C O D E S						(7) AMOUNT			
			Pay	Schedule	References	GL ORG.	GL Object	JL ORG.	JL Object	Dollars	Cents	<input checked="" type="checkbox"/>
JUDIC. COUNCIL CA BEHALF OF SMCO SUP.CRT.JUNE FINES COLLECTIONS				64-1278	2500	2658				569.56		
DMV LOCAL AGY COLLECTIONS				90-1342	2500	2658				1,456.00		
									\$2,025.56			
(8) Remarks:									TOTAL			
									DISTRIBUTION OF TOTAL	Cards	\$2,025.56	
										Checks		
										Coins		
										Currency		
										Wires		
										Other		
(9) I hererby certify that the total amount listed above represents collections received by me for the above named fund and during the period of 07/04/2024 - 08/06/2024 INTERIM CHIEF MICHAEL P. CONNOLLY DEPARTMENT HEAD					(10) The monies llisted above have been received In the County Treasury. County Treasury By _____ DEPUTY				(11) I approved deposit of the above monies In the County Treasury. County Controller By _____ DEPUTY			



**NOTICE OF REGULAR MEETING OF THE
BOARD OF POLICE COMMISSIONERS OF THE
BROADMOOR POLICE PROTECTION DISTRICT**

**The regular September 2024 meeting of the
Board of Police Commissioners will be held on**

Tuesday, September 10, 2024, at 7:00 p.m.

**at the District offices of the
Broadmoor Police Protection District at
388 88th Street
Broadmoor Vlg., California 94015**

**NO FOOD OR BEVERAGES WILL
BE PERMITTED IN THE MEETING ROOM**

**NO ANIMALS EXCEPT REGISTERED SERVICE ANIMALS
WILL PERMITTED IN THE MEETING ROOM**

**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**



BROADMOOR COMMISSIONERS
Hon. James Kucharszky
Hon. Ralph Hutchens
Hon. Marie Brizuela

AGENDA

REGULAR MEETING

Meeting to be held:

Tuesday, September 10, 2024, at 7:00 p.m.

**Broadmoor Police Department
388-88th Street
Broadmoor, Vlg., California 94015-1717**

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting should contact Lisa Hernandez [Administrative Assistant of the Police Department] at least 2 working days before the meeting at (650) 755-3840 and/or lhernandez@pd.broadmoor.ca.us. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical-based products.

**NO FOOD OR BEVERAGES WILL
BE PERMITTED IN THE MEETING ROOM**

**NO ANIMALS EXCEPT REGISTERED SERVICE ANIMALS
WILL PERMITTED IN THE MEETING ROOM**

**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL

3. PUBLIC COMMENTS

This time is provided for interested persons to address the Commission or submit written communications on matters not on the Agenda. Anyone wishing to present oral comments on matters not on the agenda must approach the podium, state his or her name, and will have up to three minutes to present his or her oral comments. At the conclusion of all public comments on matters not on the Agenda, the Commission may respond to the public comments. Any request that requires Commission action will be set by the Commission for a future agenda or referred to staff.

4. CONSENT AGENDA

PREVIOUS MINUTES

- (a) Approval of minutes from regular meeting on August 13, 2024.

TREASURER'S REPORT

- (b) Approval of September 2024 Warrants and Deposits.

5. CHIEF OF POLICE REPORT

Chief Connolly will deliver his report.

6. CLOSED SESSION

- (a) Threatened litigation. One case. (Government Code §§54954.5(c), 54956.9(d)(2) and 54956.9(e)(2))

- (b) Litigation. (Diaz-Martinez v. Daly City, et al) [Government Code §§54954.5(c), 54956.9(d)(2) and 54956.9(e)(2)]

7. OPEN SESSION

- (a) Report any reportable action taken in Closed Session.

8. ADJOURNMENT

Motion to adjourn.

POSTED AT: WWW.BROADMOORPOLICE.COM
BROADMOOR POLICE DEPARTMENT
COLMA FIRE DEPARTMENT
BROADMOOR COMMUNITY CENTER

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

**Broadmoor Police Department
WARRANTS REPORT SEPT 2024**

Account	Date	Name	Memo/Description	Account	Amount
SMCO - General Fund Cash	08/14/2024	Chase Card Services	OFFICE SUPPLIES	5199A-GENERAL	\$ 11,543.54
SMCO - General Fund Cash	08/20/2024	BERKSHIRE HATHAWAY	DUE 09/01/24	6731-INSURANCE NON MEDICAL AND EDD	\$ 6,576.00
SMCO - General Fund Cash	08/20/2024	Sharp Business Systems	INV 82529779 COPPER	5478-GENERAL CONTRACT MAINTENANCE	\$ 291.56
SMCO - General Fund Cash	08/20/2024	LexisNexis	INV 20240731	5876-OTHER PROFESSIONAL SERVICE	\$ 200.00
SMCO - General Fund Cash	08/20/2024	Davis Law Firm	JUNE JULY FEES	5341-LEGAL NOTICES	\$ 15,972.87
SMCO - General Fund Cash	08/20/2024	PG&E	INV DUE 08/26/24	5838-OTHER UTILITY & FACILITY EXPS	\$ 1,569.34
SMCO - General Fund Cash	08/20/2024	Central Self Storage	SEPT CAM CHARGES	5838-OTHER UTILITY & FACILITY EXPS	\$ 453.25
SMCO - General Fund Cash	08/20/2024	Central Self Storage	SEPT RENT	5838-OTHER UTILITY & FACILITY EXPS	\$ 454.00
SMCO - General Fund Cash	08/20/2024	Wellings & Co.	INV 2181 Q2 TAX RPT	6731-INSURANCE NON MEDICAL AND EDD	\$ 500.00
SMCO - General Fund Cash	08/20/2024	DIGA FINANCIAL, INC.	*****1425 DUE 08/10/24	6731-INSURANCE NON MEDICAL AND EDD	\$ 44,025.96
SMCO - General Fund Cash	08/20/2024	Kaiser Foundation Health Plan	INV 900388774083	4413-KASIER HEALTH INSURANCE	\$ 7,628.34
SMCO - General Fund Cash	08/20/2024	STATE COMPENSATION INS. FUND	INV 100370483 DUE 08/27/24	6731-INSURANCE NON MEDICAL AND EDD	\$ 3,369.41
SMCO - General Fund Cash	08/20/2024	AT&T Calnet	INV 22059283 DUE 09/30/24	5838-OTHER UTILITY & FACILITY EXPENSE	\$ 337.66
SMCO - General Fund Cash	08/20/2024	Cintas	INV 8406970380 DUE 08/28/24	5876-OTHER PROFESSIONAL SERVICE	\$ 78.74
SMCO - General Fund Cash	08/20/2024	Daly City Auto Repair	INV 103017, 103043, 103067	5455-VEHICLE AND EQUIP REPAIRS	\$ 1,180.95
SMCO - General Fund Cash	08/20/2024	Wave	INV 120946201 AND 103745901 - 0010564	5838-OTHER UTILITY & FACILITY EXPENSE	\$ 628.79
SMCO - General Fund Cash	08/20/2024	Sharp Electronics Corporation	INV 9604936125/9604940824	5478-GENERAL CONTRACT MAINTENANCE	\$ 606.03
SMCO - General Fund Cash	08/20/2024	Bay Contract Maintenance, Inc.	INV 32088 AUGUST	5159-OTHER HOUSEHOLD EXPENSE	\$ 526.11
SMCO - General Fund Cash	08/20/2024	New Tec	INV 4017440072	5858-OUTSIDE PROF CONTRACT SERV	\$ 4,303.18
SMCO - General Fund Cash	08/20/2024	NBS	INV 202408-2815	5876-OTHER PROFESSIONAL SERVICE	\$ 1,000.00
SMCO - General Fund Cash	08/20/2024	Courty of San Mateo-LAFCO	BROADMOOR DISTRICT SHARE	5331-PROFESSIONAL MEMBERSHIPS	\$ 1,996.00
SMCO - General Fund Cash	08/20/2024	AT&T Mobility-FirstNet	INV 08102024 DUE 08/25/24	5838-OTHER UTILITY & FACILITY EXPENSE	\$ 463.28
SMCO - General Fund Cash	08/20/2024	San Diego Police Equipment Co.	INV 6622351	5201 - AMMUNITION EXPENSES	\$ 863.83
SMCO - General Fund Cash	08/20/2024	Productive Printing	INV 37720	5199 - OFFICE EXPENSE (new)	\$ 885.34
SMCO - General Fund Cash	08/20/2024	Courty of San Mateo Forensic Lab	INV 14416 DUE 08/30/24	5858-OUTSIDE PROF CONTRACT SERV	\$ 205.00
SMCO - General Fund Cash	08/20/2024	Flyers Energy, LLC	19783 TOTAL	5416-FUEL AND LUBRICATION	\$ 596.46
SMCO - General Fund Cash	09/03/2024	New Tec	INV 40326 - SEPT	5858-OUTSIDE PROF CONTRACT SERV	\$ 4,487.50
SMCO - General Fund Cash	09/03/2024	Flyers Energy, LLC	INV 366887 DUE 09/14/24	5416-FUEL AND LUBRICATION	\$ 1,189.86
SMCO - General Fund Cash	09/03/2024	Courty of San Mateo Forensic Lab	INV 104631 FLAT FEE	5858-OUTSIDE PROF CONTRACT SERV	\$ 1,507.42
SMCO - General Fund Cash	09/03/2024	Courty of San Mateo, PSC	INV MSS 25-01 FY 24/25 1Q	5858-OUTSIDE PROF CONTRACT SERV	\$ 1,387.75
SMCO - General Fund Cash	09/03/2024	Courty of San Mateo ISD	INV 12407 JULY	5858-OUTSIDE PROF CONTRACT SERV	\$ 82.25
SMCO - General Fund Cash	09/03/2024	Portier Scott	INV 175177	5341-LEGAL NOTICES	\$ 50.00
SMCO - General Fund Cash	09/03/2024	NBS	INV 202408-2898 SPECIAL TAX	5876-OTHER PROFESSIONAL SERVICE	\$ 822.94
Total for SMCO - General Fund Cash					\$ 115,553.36
Petty Cash - Chase					
Petty Cash - Chase	08/13/2024	Roger Rouse		5199A-General	\$ 348.53
Petty Cash - Chase	08/13/2024	SAMIR ABULHAN	Voided	5199A-General	\$ 0.00
Petty Cash - Chase	08/14/2024	Gabriel Carniel		5838-MISC EMP EXPENSE REMB & TRNG	\$ 2,286.24
Petty Cash - Chase	08/14/2024	MICHAEL DAVIS		5838-MISC EMP EXPENSE REMB & TRNG	\$ 348.00
Petty Cash - Chase	08/19/2024	TEA	INV 48932	5424-RADIO EQUIPMENT	\$ 180.00
Petty Cash - Chase	08/19/2024	Experian	JULY MINIMUM	5876-OTHER PROFESSIONAL SERVICE	\$ 200.00
Petty Cash - Chase	08/19/2024	AAA Smart Home	AUGUST FEES	5478-GENERAL CONTRACT MAINTENANCE	\$ 34.00
Petty Cash - Chase	08/19/2024	Ninnescah Valley Bank	TAHOE PAYMENT 15	7311-FIXED ASSETS - EQUIPMENT	\$ 926.55
Petty Cash - Chase	08/19/2024	Alison Drake	RECORDS/DISPATCH APPREC LUNCH	5838-MISC EMP EXPENSE REMB & TRNG	\$ 50.00
Petty Cash - Chase	08/19/2024	LC Action Police Supply	SABRE CROSSFIRE	5201 - AMMUNITION EXPENSES	\$ 190.31
Petty Cash - Chase	08/19/2024	Royal Auto Body & Repair Center	11 DETAILED	5455-VEHICLE AND EQUIP REPAIRS	\$ 300.00
Petty Cash - Chase	08/27/2024	South Bay Regional Public Safety Trng.	BAM L3668 - A. NEW BROADMOOR	5838-MISC EMP EXPENSE REMB & TRNG	\$ 839.00
Petty Cash - Chase	08/27/2024	Robyn Rose	EIGHT HOURS - TRAVEL	5876-OTHER PROFESSIONAL SERVICE	\$ 460.00
Total for Petty Cash - Chase					\$ 6,162.63

Annual Basis Tuesday, September 25, 2024 08:01 PM GMT-7



COUNTY OF SAN MATEO
DEPOSIT PERMIT

Permit Number

(1) TITLE OF DEPOSITING ORGANIZATION Broadmoor Police Department			(2) No. of Depositing Org. 02500		(3) Preparation Date Sept. 2024		(4) Reference Date			
(5) ACCOUNT DESCRIPTION		(6) C O D E S						(7) AMOUNT		
		Pay	Schedule	References	GL ORG.	GL Object	JL ORG.	JL Object	Dollars	Cents ✓
DMV LOCAL AGY COLLECTIONS				90-1342	2500	2658			1,445.00	
(8) Remarks:							TOTAL			
							DISTRIBUTION OF TOTAL	Cards	\$1,445.00	
								Checks		
								Coins		
								Currency		
								Wires		
Other										
(9) I hererby certify that the total amount listed above represents collections received by me for the above named fund and during the period of 08/07/2024-09/04/2024 INTERIM CHIEF MICHAEL P. CONNOLLY DEPARTMENT HEAD					(10) The monies listed above have been received in the County Treasury. County Treasury By _____ DEPUTY			(11) I approved deposit of the above monies in the County Treasury. County Controller By _____ DEPUTY		



BROADMOOR COMMISSIONERS
Hon. James Kucharszky
Hon. Ralph Hutchens
Hon. Marie Brizuela

A G E N D A

(REVISED)

REGULAR MEETING

Meeting to be held:

Friday, October 11, 2024, at 7:00 p.m.
(Rescheduled from October 8, 2024)

**Broadmoor Police Department
388 Eighty-Eighth Street
Broadmoor, Vlg., California**

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting should contact Lisa Hernandez [Administrative Assistant of the Police Department] at least 2 working days before the meeting at (650) 755-3840 and/or lhernandez@pd.broadmoor.ca.us. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical-based products.

**NO ANIMALS EXCEPT REGISTERED SERVICE ANIMALS
WILL PERMITTED IN THE MEETING ROOM**

**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**

1. **PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**

3. PUBLIC COMMENTS

This is the time provided for interested persons to address the Commission or submit written communications on matters not on the Agenda. Anyone wishing to present oral comments on matters not on the agenda must approach the podium, state his or her name, and will have up to three minutes to present his or her oral comments. At the conclusion of all public comments on matters not on the Agenda, the Commission may respond to the public comments but state law prohibits any action by the Commission. Any request that requires Commission action will be set by the Commission for a future agenda or referred to staff.

4. CONSENT AGENDA

PREVIOUS MINUTES

- (a) Approval of minutes from regular meeting on September 10, 2024.

TREASURER'S REPORT

- (b) Approval of October 2024 Warrants and Deposits.

5. CHIEF OF POLICE REPORT

Chief Connolly will deliver his report.

6. CLOSED SESSION

- (a) Personnel (Administrative action - former personnel - one case)
[Government Code §54954.5(c)]
- (b) Personnel. Performance review of Interim Chief Michael P. Connolly.
[Government Code §§54954.5(e) and 54957(b)]
- (c) Discussion and action on whether to extend Interim Chief Connolly's employment contract with the District, which, unless extended, will expire at midnight on January 11, 2025. [Government Code §§54954.5(e) and 54957(b)]
- (d) Pending litigation. (Husain, et al.) Discussion and update with Commission, District Counsel and trial counsel regarding status of case. [Government Code §§54954.5(c) and 54956.9(d)(1)]

7. OPEN SESSION

- (a) Report all reportable action taken in Closed Session.
- (b) Discussion and action on a Resolution to reestablish the Reserve Officer Unit and authorizing the Chief of Police to hire and make appointments to that unit. [Health & Safety Code §20071(c) and Penal Code §830.6(a)]

- (c) Discussion and action approving a letter to publish from the Police Commission addressing misinformation and false information relating to Measure I.

8. ADJOURNMENT

Motion to adjourn.

POSTED AT: WWW.BROADMOORPOLICE.COM
 BROADMOOR POLICE DEPARTMENT
 COLMA FIRE DEPARTMENT
 BROADMOOR COMMUNITY CENTER

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

BROADMOOR POLICE PROTECTION DISTRICT

OFFICE OF THE CHIEF OF POLICE / DISTRICT MANAGER

STAFF REPORT

---ooOoo---

DATE: October 8, 2024
TO : Hon . James Kucharszky, Ralph Hutchens and Marie Brizuela
FROM: Paul M. Davis, District Counsel
RE : Proposal to adopt Resolution approving Reserve Officer Unit

INTRODUCTION

The District's Reserve Officer Unit was decommissioned and disbanded a few years ago by the police chief at the time because it was not functioning efficiently or in the best interest of the District.

The current Chief, Chief Connolly, along with staff have come up with a plan to reform and reestablish the Reserve Officer Unit and have begun a recruiting process.

DISCUSSION

The Chief of Police has appointed Sergeant Gamboa as the Reserve Coordinator to oversee the operation of a new Reserve Officer Unit. Sergeant Gamboa has many years of experience, including significant involvement in and with the state's Commission on Peace Officer Standards and Training.

Penal Code §830.6 allows the District to appoint reserve police officers. Penal Code §830.6(a)(2) requires the District to adopt a Resolution for the appointment of Reserve Police Officers appointed pursuant to that statute. The attached [proposed] form of Resolution will comply with that statute.

The [proposed] Resolution will also reaffirm and ratify the Chief's reestablishment of the Reserve Officer Unit.

RECOMMENDATION

I propose that the attached [proposed] Resolution be passed and adopted effective forthwith.

--END--

BROADMOOR POLICE PROTECTION DISTRICT

BOARD OF POLICE COMMISSIONERS

RESOLUTION NO. 2024/25-XX

A RESOLUTION REESTABLISHING THE POLICE RESERVE UNIT AND AUTHORIZING THE CHIEF OF POLICE TO MAKE RESERVE POLICE OFFICER APPOINTMENTS PURSUANT TO PENAL CODE §§830.6(a)(1) and 830.6(a)(2)

WHEREAS, since the inception of the District in 1948 the use of volunteers various positions to provide assistance in a variety of capacities to the full-time and part-time employees of the District has been the backbone of the workforce enhancing the level of service the District offers its residents; and,

WHEREAS, among those volunteers has been Reserve Police Officers who have provided invaluable law enforcement and related duties to the District; and,

WHEREAS, a few years ago it became necessary to disband the Reserve Officer Unit of the District and release all personnel serving as Reserve Police Officers; and,

WHEREAS, the Chief of Police / District Manager has determined that reestablishment of the Reserve Officer Unit of the District can be accomplished in a manner that will very beneficial and to once provide great benefits to the District and the residents it serves.

NOW, THEREFORE;

BE IT HEREBY RESOLVED THAT the Reserve Officer Unit of the District has been reestablished and reconstituted by the Chief of Police / District Manager, and that such action is hereby approved and ratified. The Unit shall be under the direct control and command of the Chief of Police / District manager and any subordinate employee of the District that the Chief of Police / District Manager may designate and appoint for such purpose;

BE IT FURTHER HEREBY RESOLVED THAT the Chief of Police / District Manager may hire persons who qualify as Level I, Level II or Level III Reserve Officers, and shall appoint such persons as Reserve Police Officers pursuant to Penal Code §830.6(a) at the Level the Chief of Police / District Manager in his or her sole discretion shall determine that is consistent with their level of training as prescribed by Penal Code §832.6, 11 CCR §1007, and P.O.S.T. Administrative Manual §1007;

BE IT FURTHER HEREBY RESOLVED THAT those persons who qualify for appointment as Level I Reserve Police Officers pursuant to Penal Code §832.6(a) may, in the sole discretion of the Chief of Police / District Manager, be appointed either as (i) Level I Reserve Police Officers pursuant to Penal Code §830.6(a)(1) referred to in the P.O.S.T. Administrative Manual as "non-designated Level I Reserve Officer" or as (ii) Level I Reserve Police Officers pursuant to Penal Code §830.6(a)(2) referred to in the P.O.S.T Administrative Manual as "designated Level I Reserve Officer;

BE IT FURTHER HEREBY RESOLVED THAT the Chief of Police / District Manager in his or her sole discretion may appoint any qualified Reserve Police Officer at a Level lower than the Level that he or she may legally qualify for appointment;

BE IT FURTHER HEREBY RESOLVED THAT, as the appointing authority, the District intends that this Resolution conform to the provisions and meet the requirements of Penal Code §830.6(a)(2). The Chief of Police / District Manager is hereby authorized and empowered to appoint designated Level I Reserve Police Officers individually or by class pursuant to the provisions of Penal Code §830.6(a)(2);

BE IT FURTHER HEREBY RESOLVED THAT all Reserve Police Officers of the District shall serve at the pleasure of the Chief of Police / District manager and they shall serve without any form of compensation or benefits.

DONE in OPEN SESSION this Eighth Day of October 2024.

Ayes:

Noes:

Abstain / Absent:

Attest:

Michael P. Connolly
Interim Chief of Police / District Manager

Hon. James Kucharszky, Chair

SEATTLE
(206) 497-1188
WASHINGTON, DC
(202) 241-1316
SAN MATEO
(650) 349-0700

PAUL M. DAVIS
ATTORNEY AT LAW
1 BLACKFIELD DRIVE
SUITE 193
TIBURON, CALIFORNIA 94920-2053
TELEPHONE: (415) 884-2555

PAUL M. DAVIS
ALSO ADMITTED IN THE
DISTRICT OF COLUMBIA
AND THE
STATE OF WASHINGTON

October 2, 2024

BY EMAIL ONLY
andreameghanhall@gmail.com

Andrea Meghan Hall
1843 Sweetwood Drive
Broadmoor Vlg., California 94015

In re: Response to Letter of August 14, 2024

Dear Ms. Hall:

This is the District's response to your letter of August 14, 2024. In your letter you set forth myriad assertions why you feel that Measure I, which will appear on the General Election Ballot on November 5, 2024, is not valid. The District disagrees with your opinions, assertions, analyses, and conclusions. Likewise, the District disagrees with your opinion and assertion that the Chairman violated the Brown Act at the meeting of the Police Commission on July 9, 2024.

I was the author of Measure I, which is the product of substantial legal research and consultation with experts in the field of special districts and special parcel taxes. Measure I was unanimously approved by the Police Commission for placement on the Ballot; therefore, that Measure will be before the voters for their consideration at the General Election on November 5, 2024.

Sincerely,

BROADMOOR POLICE PROTECTION
DISTRICT

Paul M. Davis (e-signature)

Paul M. Davis
District Counsel

cc: Police Commission (with public packet for meeting on October 8, 2024)
Michael P. Connolly (Interim Chief of Police and District Manager)

**Broadmoor Police Department
Warrants Report General Fund - October 2024**

	Num	Date	Name	Memo/Description	Account	Amount
SMCO - General Fund Cash						
	9057	08/14/2024	Chase Card Services		5199a-General	-\$ 11,543.54
	9058	08/20/2024	BERKSHIRE HATHAWAY	DUE 09/01/24	6731-INSURANCE NON MEDICAL AND EDO	-\$ 6,576.00
	9059	08/20/2024	Sharp Business Systems	INV 82929779 COPIER	5478-GENERAL CONTRACT MAINTENANCE	-\$ 291.56
	9060	08/20/2024	LexisNexis	INV 20240731	5876-OTHER PROFESSIONAL SERVICE	-\$ 200.00
	9061	08/20/2024	Davis Law Firm	JUNE JULY FEES	5341-LEGAL NOTICES	-\$ 15,972.87
	9062	08/20/2024	PG&E	INV DUE 08/26/24	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 1,569.34
	9063	08/20/2024	Central Self Storage	SEPT CAM CHARGES	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 453.25
	9064	08/20/2024	Central Self Storage	SEPT RENT	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 454.00
	9065	08/20/2024	Wellings & Co.	INV 2181 Q2 TAX RPT	6731-INSURANCE NON MEDICAL AND EDO	-\$ 500.00
	9066	08/20/2024	DBA FINANCIAL, INC	#*****1425 DUE 09/1/24	6731-INSURANCE NON MEDICAL AND EDO	-\$ 44,025.96
	9067	08/20/2024	Kaiser Foundation Health Plan	INV 900388774063	4413 KAISER HEALTH INSURANCE	-\$ 7,628.34
	9068	08/20/2024	STATE COMPENSATION INSURANCE FUND	INV 1002370483 DUE 08/27/24	6731-INSURANCE NON MEDICAL AND EDO	-\$ 3,369.41
	9069	08/20/2024	AT&T-Calnet	INV 22059283 DUE 09/3/24	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 337.66
	9070	08/20/2024	Cintas	INV 8406970380 DUE 09/08/24	5876-OTHER PROFESSIONAL SERVICE	-\$ 78.74
	9071	08/20/2024	Daly City Auto Repair	INV 103017, 103043, 103067	5455-VEHICLE AND EQUIP REPAIRS	-\$ 1,180.95
	9072	08/20/2024	Wave	INV 1229648201 AND 103745901 - 0010664	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 628.79
	9073	08/20/2024	Sharp Electronics Corporation	INV 9004936129/9004940824	5478-GENERAL CONTRACT MAINTENANCE	-\$ 608.03
	9074	08/20/2024	Bay Contract Maintenance, Inc.	INV 32088 AUGUST	5156-OTHER HOUSEHOLD EXPENSE	-\$ 526.11
	9075	08/20/2024	NevTec	INV 40174/40072	5858-OUTSIDE PROF CONTRACT SERV	-\$ 4,383.18
	9076	08/20/2024	NBS	INV 202406-2610	5876-OTHER PROFESSIONAL SERVICE	-\$ 1,000.00
	9077	08/20/2024	County of San Mateo-LAFCO	BROADMOOR DISTRICT SHARE	5331-PROFESSIONAL MEMBERSHIPS	-\$ 1,996.00
	9078	08/20/2024	AT&T Mobility-FirstNet	INV 08102024 DUE 08/25/24	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 463.28
	9079	08/20/2024	San Diego Police Equipment Co.	INV 662351	5201 - AMMUNITION EXPENSES	-\$ 563.83
	9080	08/20/2024	Productive Printing	INV 37720	5199 - OFFICE EXPENSE (new)	-\$ 865.34
	9081	08/20/2024	County of San Mateo Forensic Lab	INV 104616 DUE 08/30/24	5858-OUTSIDE PROF CONTRACT SERV	-\$ 205.00
	9082	08/20/2024	Flyers Energy, LLC	18783 TOTAL	5416-FUEL AND LUBRICATION	-\$ 596.46
	9083	09/03/2024	NevTec	INV 40326 - SEPT	5858-OUTSIDE PROF CONTRACT SERV	-\$ 4,487.50
	9084	09/03/2024	Flyers Energy, LLC	INV 3968897 DUE 09/14/24	5416-FUEL AND LUBRICATION	-\$ 1,189.86
	9085	09/03/2024	County of San Mateo Forensic Lab	INV 104631 FLAT FEE	5858-OUTSIDE PROF CONTRACT SERV	-\$ 1,507.42
	9086	09/03/2024	County of San Mateo, PSC	INV MSS 25-01 FY 24/25 1Q	5858-OUTSIDE PROF CONTRACT SERV	-\$ 1,387.75
	9087	09/03/2024	County of San Mateo ISD	INV 12407 JULY	5858-OUTSIDE PROF CONTRACT SERV	-\$ 82.25
	9088	09/03/2024	Porter Scott	INV 175177	5341-LEGAL NOTICES	-\$ 50.00
	9089	09/03/2024	NBS	INV 202406-2898 SPECIAL TAX	5876-OTHER PROFESSIONAL SERVICE	-\$ 822.94
	9090	09/12/2024	County of San Mateo Forensic Lab	INV 104577 AND 104557 STOP PRMT DRUG CKS	5858-OUTSIDE PROF CONTRACT SERV	-\$ 410.00
	9091	09/12/2024	SAN MATEO COUNTY NARCOTICS TASK FORCE	JOINT POWERS AGREEMENT FY24/25	5331-PROFESSIONAL MEMBERSHIPS	-\$ 4,825.00
	9092	09/12/2024	California Police Chiefs Association	2024-2025 CPCA DUES	5331-PROFESSIONAL MEMBERSHIPS	-\$ 210.00
	9093	09/12/2024	Chase Card Services		5199a-General	-\$ 5,499.83
	9094	09/18/2024	LC Action Police Supply	INV 468902	5121-UNIFORMS AND SAFETY EQUIP	-\$ 1,012.75
	9095	09/18/2024	County of San Mateo Forensic Lab	INV 104654 DUE 09/30/24	5858-OUTSIDE PROF CONTRACT SERV	-\$ 410.00
	9096	09/18/2024	Central Self Storage	RENT OCT	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 454.00
	9097	09/18/2024	Central Self Storage	CAM CHARGES	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 453.25
	9098	09/18/2024	NevTec	INV 40489 SSL CERT	5858-OUTSIDE PROF CONTRACT SERV	-\$ 135.98
	9099	09/18/2024	Bay Contract Maintenance, Inc.	INV 32185 SEPT FEES	5156-OTHER HOUSEHOLD EXPENSE	-\$ 526.11
	9100	09/18/2024	Daly City/Colma Chamber of Commerce	INV 10098	5301-PROFESSIONAL MEMBERSHIPS	-\$ 115.00
	9101	09/18/2024	Sharp Business Systems	Inv 83022616 Copier Lease	5478-GENERAL CONTRACT MAINTENANCE	-\$ 291.56
	9102	09/18/2024	BERKSHIRE HATHAWAY	DUE 10/01/24	6731-INSURANCE NON MEDICAL AND EDO	-\$ 3,292.00
	9103	09/18/2024	Wave	NETWORK SVCS	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 419.98
	9104	09/18/2024	Wave	INTERNET DUE 09/23	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 208.84
	9105	09/18/2024	Kaiser Foundation Health Plan	OCT DUE 09/25/24	4413 KAISER HEALTH INSURANCE	-\$ 7,628.34
	9106	09/18/2024	AT&T-Calnet	INV 22206970	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 348.24

	9107	09/18/2024	TEA	INV 48977	5424-RADIO EQUIPMENT	-\$ 180.00
	9108	09/18/2024	LexisNexis	AUG FEES	5876-OTHER PROFESSIONAL SERVICE	-\$ 200.00
	9109	09/18/2024	PG&E	DUE 09/23/24	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 1,577.07
	9110	09/18/2024	AT&T Mobility-FirstNet	INV 09102024 WIRELESS	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 463.28
	9111	09/18/2024	Dunnigan Psychological	INV 1868	5876-OTHER PROFESSIONAL SERVICE	-\$ 625.00
	9112	09/18/2024	Flyers Energy, LLC	INV 3983372	5416-FUEL AND LUBRICATION	-\$ 975.73
	9113	09/18/2024	City of Daly City	CUST # 116463 DUE 09/24/24	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 125.96
	9114	09/18/2024	Davis Law Firm	AUGUST LEGAL	5341-LEGAL NOTICES	-\$ 4,983.95
	9115	09/18/2024	BEST BEST AND KRIEGER	SVCS THROUGH 07/01/24 INV 1004304	5341-LEGAL NOTICES	-\$ 1,955.00
	9116	09/18/2024	STATE COMPENSATION INSURANCE FUND	INV 1002370484 SEPT	6731-INSURANCE NON MEDICAL AND EDD	-\$ 3,369.41
	9117	09/18/2024	Experian	INV 69026 AUG	5876-OTHER PROFESSIONAL SERVICE	-\$ 200.00
	9118	09/18/2024	Daly City Auto Repair	INV 103298, 103388	5455-VEHICLE AND EQUIP REPAIRS	-\$ 289.97
	9119	09/18/2024	Minnescah Valley Bank	TAHOE LEASE DUE 10/01	7311-FIXED ASSETS - EQUIPMENT	-\$ 926.55
	9120	09/18/2024	NBS	INV 202409-3040	5876-OTHER PROFESSIONAL SERVICE	-\$ 7,500.00
	9121	09/18/2024	DBA FINANCIAL, INC	DUE 10/01/24 #3 OF 10	6731-INSURANCE NON MEDICAL AND EDD	-\$ 44,025.98
	9122	10/01/2024	Regional Public Safety Training Center	TRAINING COST/DAVIS, M	5455-VEHICLE AND EQUIP REPAIRS	-\$ 106.50
	9123	10/01/2024	Royal Auto Body & Repair Center, Inc.	WATER PUMP, XFER CASE	5455-VEHICLE AND EQUIP REPAIRS	-\$ 1,960.81
	9124	10/01/2024	Flyers Energy, LLC	FUEL	5416-FUEL AND LUBRICATION	-\$ 1,131.62
	9125	10/01/2024	County of San Mateo ISO	AUGUST 2024	5858-OUTSIDE PROF CONTRACT SERV	-\$ 82.25
	9126	10/01/2024	Bay Contract Maintenance, Inc.	SUPPLIES SEPT	5156-OTHER HOUSEHOLD EXPENSE	-\$ 82.03
	9127	10/01/2024	BEST BEST AND KRIEGER	1007060	5341-LEGAL NOTICES	-\$ 255.00
	9128	10/01/2024	Sharp Business Systems	PROP TAX ADMIN FEE	5478-GENERAL CONTRACT MAINTENANCE	-\$ 45.28
	9129	10/01/2024	NevTec	SERV AGREEMENT OCT	5858-OUTSIDE PROF CONTRACT SERV	-\$ 4,465.50
Total for SMCO - General Fund Cash						-\$ 217,191.14
Accrual Basis Tuesday, October 01, 2024 08:54 PM GMTZ						

Broadmoor Police Department					
Warrants Report Petty Cash Fund - October 2024					
	Num	Date	Name	Memo/Description	Account
Petty Cash - Chase					Amount
	4907	08/13/2024	Roger Rouse		5199a-General
					-\$ 348.53
	4908	08/13/2024	SAMIR ABULHAN	Voided	5199a-General
					\$ 0.00
	4909	08/14/2024	Gabriel Carriel		5838-MISC EMP EXPENSE REIMBURSE & TRAINING
					-\$ 2,286.24
	4910	08/14/2024	MICHAEL DAVIS		5838-MISC EMP EXPENSE REIMBURSE & TRAINING
					-\$ 348.00
	4911	08/19/2024	TEA	INV 48932	5424-RADIO EQUIPMENT
					-\$ 180.00
	4912	08/19/2024	Experian	JULY MINIMUM	5876-OTHER PROFESSIONAL SERVICE
					-\$ 200.00
	4913	08/19/2024	AAA Smart Home	AUGUST FEES	5478-GENERAL CONTRACT MAINTENANCE
					-\$ 34.00
	4914	08/19/2024	Ninnescah Valley Bank	TAHOE PAYMENT 15	7311-FIXED ASSETS - EQUIPMENT
					-\$ 926.66
	4915	08/19/2024	Alison Drake	RECORDS/DISPATCH APPREC. LUNCH	5838-MISC EMP EXPENSE REIMBURSE & TRAINING
					-\$ 50.00
	4916	08/19/2024	LC Action Police Supply	SABRE CROSSFIRE	5201 - AMMUNITION EXPENSES
					-\$ 190.31
	4917	08/19/2024	Royal Auto Body & Repair Center, Inc.	11 DETAILED	5455-VEHICLE AND EQUIP REPAIRS
					-\$ 300.00
	4918	08/27/2024	South Bay Regional Public Safety Trng.	8AM L3866 - A. MEW BROADMOOR	5838-MISC EMP EXPENSE REIMBURSE & TRAINING
					-\$ 839.00
	4919	08/27/2024	Robyn Rose	EIGHT HOURS + TRAVEL	5876-OTHER PROFESSIONAL SERVICE
					-\$ 460.00
	4921	09/16/2024	Guy Reimche	REIMBURSE STREAMLIGHTS	5455-VEHICLE AND EQUIP REPAIRS
					-\$ 25.60
	4922	09/16/2024	MILLBRAE LOCK	KEYS	5199a-Small Equipment
					-\$ 111.45
	4923	09/16/2024	SMCPCSA	LUNCHEON X 38BROADMOOR PD	5199c-Meals
					-\$ 225.00
	4920	09/16/2024		Voided	
					\$ 0.00
	4924	10/01/2024	STREAMLIGHT	INV 2038000	5455-VEHICLE AND EQUIP REPAIRS
					-\$ 375.00
	4925	10/01/2024	Sharp Electronics Corporation	INV 9004976310	5478-GENERAL CONTRACT MAINTENANCE
					-\$ 24.50
	4926	10/01/2024	AAA Smart Home	INV 8827458 ALARM SYSTEM SEPT	5478-GENERAL CONTRACT MAINTENANCE
					-\$ 34.20
		10/01/2024	Sharp Electronics Corporation		5478-GENERAL CONTRACT MAINTENANCE
					\$ 0.00
Total for Petty Cash - Chase					-\$ 6,958.38
Accrual Basis Tuesday, October 01, 2024 08:51 PM GMTZ					



COUNTY OF SAN MATEO
DEPOSIT PERMIT

Permit Number

(1) TITLE OF DEPOSITING ORGANIZATION Broadmoor Police Department			(2) No. of Depositing Org. 02500			(3) Preparation Date Oct-24		(4) Reference Date		
(5) ACCOUNT DESCRIPTION		(6) C O D E S						(7) AMOUNT		
		Pay	Schedule	References	GL ORG.	GL Object	JL ORG.	JL Object	Dollars	Cents
DMV LOCAL AGY COLLECTIONS				90-1342	2500	2658			2,631.00	
SMCO COURT - PARKING BAIL				64-1278	2500	2658			404.85	
CITY OF PACIFICA-4TH OF JULY DETAIL				90-118/1211	2500	2658			1,767.75	
EMPLOYMT DEV DEPT CONTI				90-1342	2500	2658			1,063.31	
									\$5,866.91	
(8) Remarks:							TOTAL DISTRIBUTION OF TOTAL			
								Cards	\$5,866.91	
								Checks		
								Coins		
								Currency		
								Wires		
								Other		
(9) I hererby certify that the total amount listed above represents collections received by me for the above named fund and during the period of 09/05/2024-10/03/2024 INTERIM CHIEF MICHAEL P. CONNOLLY DEPARTMENT HEAD					(10) The monies listed above have been received in the County Treasury. County Treasury By _____ DEPUTY			(11) I approved deposit of the above monies in the County Treasury. County Controller By _____ DEPUTY		



**NOTICE OF REGULAR MEETING OF THE
BOARD OF POLICE COMMISSIONERS OF THE
BROADMOOR POLICE PROTECTION DISTRICT**

**The regular November 2024 meeting of the
Board of Police Commissioners will be held on**

Tuesday, November 12, 2024, at 7:00 p.m.

**at the District offices of the
Broadmoor Police Protection District at
388 88th Street
Broadmoor Vlg., California 94015**

**NO FOOD OR BEVERAGES WILL
BE PERMITTED IN THE MEETING ROOM**

**NO ANIMALS EXCEPT REGISTERED SERVICE ANIMALS
WILL PERMITTED IN THE MEETING ROOM**

**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**



BROADMOOR COMMISSIONERS
Hon. James Kucharszky
Hon. Ralph Hutchens

AGENDA

REGULAR MEETING

Meeting to be held:

Tuesday, November 12, 2024, at 7:00 p.m.

**Broadmoor Police Department
388-88th Street
Broadmoor, Vlg., California 94015-1717**

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting should contact Lisa Hernandez [Administrative Assistant of the Police Department] at least 2 working days before the meeting at (650) 755-3840 and/or lhernandez@pd.broadmoor.ca.us. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical-based products.

**NO FOOD OR BEVERAGES WILL
BE PERMITTED IN THE MEETING ROOM**

**NO ANIMALS EXCEPT REGISTERED SERVICE ANIMALS
WILL PERMITTED IN THE MEETING ROOM**

**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL

3. PUBLIC COMMENTS

This time is provided for interested persons to address the Commission or submit written communications on matters not on the Agenda. Anyone wishing to present oral comments on matters not on the agenda must approach the podium, state his or her name, and will have up to three minutes to present his or her oral comments. At the conclusion of all public comments on matters not on the Agenda, the Commission may respond to the public comments. Any request that requires Commission action will be set by the Commission for a future agenda or referred to staff.

4. CONSENT AGENDA

PREVIOUS MINUTES

- (a) Approval of minutes from regular meeting on October 11, 2024.

TREASURER'S REPORT

- (b) Approval of November 2024 Warrants and Deposits.

5. CHIEF OF POLICE REPORT

Chief Connolly will deliver his report.

6. CLOSED SESSION

- (a) Update and discussion with District Counsel and trial /appellate counsel (*Parenti, et al.*) active litigation.

7. OPEN SESSION

- (a) Report all reportable action taken in Closed Session.
- (b) Approve engagement agreement with the law firm of Colantuono, Highsmith & Whateley for representation before LAFCo and direct Commissioner Kucharszky to sign the agreement on behalf of the District. (ACTION ITEM.)
- (c) Appoint Commissioner Hutchens as Interim Secretary unless the vacancy created by the resignation of former Commissioner Brizuela is filled before this meeting in which event this item will become moot. (ACTION ITEM.)
- (d) Chief Connolly to present and discuss NBS Audit of November 1, 2024.

8. ADJOURNMENT

Motion to adjourn.

POSTED AT: WWW.BROADMOORPOLICE.COM
BROADMOOR POLICE DEPARTMENT
COLMA FIRE DEPARTMENT
BROADMOOR COMMUNITY CENTER

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

MEMO

To: Chief of Police, Michael Connolly, Broadmoor Police Protection District

From: Amanda Welker, NBS

Date: November 1, 2024

Re: Parcel Audit – Police Protection Special Tax

On July 2, 2024, The Broadmoor Police Protection District (the "District") established an agreement with NBS to perform annual administrative services, and in addition, a one-time auditing service associated with the parcels subject to the District's Police Protection Special Tax (the "Special Tax").

The District's Special Tax went into effect on July 1, 2000, as ordered by Resolution No. 1999/2000-09 (the "Authorizing Resolution") pursuant to Government Code section 50075 and as a result of an approval of 2/3 of the electorate, pursuant to Section 4 of Article XIII A of the California Constitution.

NBS's audit (the "Parcel Audit") focuses on reviewing each parcel's San Mateo County Assessor's Secured Roll data, comparing aerial and street view satellite imagery, and identifying additional data sources as needed. This review is conducted to confirm the correct land use classifications and accuracy of the corresponding applied rates in accordance with the Authorizing Resolution. Additionally, NBS compares the findings to previously assigned classifications and rate application to determine the changes required for accurate special tax revenue collection.

The summary below highlights the findings of the Parcel Audit and the impact on the Special Tax levy.

Property Type	FY 2023/24 Special Tax (Unaudited)	FY 2023/24 Special Tax (Audited)	Difference
Single-Family Residential	\$694,039.18	\$693,781.20	(\$257.98)
Undeveloped	5,092.37	5,092.37	0.00
Residential Care	17,286.40	60,381.75	43,095.35
Multi-Family Residential	22,490.21	224,160.30	201,670.09
Non-Residential ⁽¹⁾	57,201.93	83,514.19	26,312.26
Grand Total	\$796,110.09	\$1,066,929.81	\$270,819.72

(1) Includes three Mixed-Use Parcels. Refer to Exhibit A for specific changes.

As indicated in the table above, NBS was able to determine that the Special Tax was under-levied by \$270,819.72 in FY 2023/24. In most cases of incorrect levy amounts, the Special Tax rate was either not applied per the Authorizing Resolution on a per unit (Multi-Family) or per bed (Residential Care) basis, or the rate was entirely incorrect (Non-Residential).

For FY 2024/25, the total year-over-year increase in revenue is \$284,360.70 as a result of the Parcel Audit findings and the additional application of the 5% rate increase.

Of the total 1,533 taxable parcels in the District, 136 parcels were identified as being levied in a manner not in accordance with the Authorizing Resolution in FY 2023/24 (and prior years). By classification type, these include:

- 41 Multi-Family Residential parcels
- 64 Non-Residential parcels
- 26 Residential Care parcels
- 2 Single Family Residential parcels
- 3 Mixed-Use parcels

The complete list of parcels determined to require corrections can be found in Exhibit A of this memo.

Muti-Family Residential Parcels

- 41 Multi-Family Residential parcels were levied an incorrect rate.
 - 38 were levied a "Single-Family Residential" rate.
 - Three were levied a "Non-Residential" rate.
- The rates were incorrectly applied on a per-parcel basis rather than the correct per-unit basis as specified in the Authorizing Resolution.
- The difference in revenue for Multi-Family Residential parcels totals \$201,670.09. For specific parcel changes, please refer to Exhibit A of this memo.

Non-Residential Parcels

- All 64 Non-Residential parcels were levied an incorrect rate.
 - Eight were levied an "Undeveloped" rate.
 - Ten parcels were levied a "Single-Family Residential" rate.
 - 46 parcels were levied a rate of \$1,055.25 which is not listed in the Resolution No. 2023/24-02 which set the rates for FY 2023/24.
- Among these, nine parcels that were previously levied the "Single-Family Residential" rate are known to be Airbnb parcels. These have now been correctly reassigned a "Non-Residential" rate, as directed by the District.
- Non-Residential parcels are levied on a per-business basis. Two parcels were identified to have more than one business on the parcel.
- The difference in revenue for Non-Residential parcels totals \$15,985.48. For specific parcel changes, please refer to Exhibit A of this memo.

Residential Care Parcels

- 26 Residential Care parcels were levied an incorrect rate.
 - 19 were levied a "Single-Family Residential" rate per parcel.
 - Five were levied a "Non-Residential" rate per parcel.
 - Two parcels were levied an amount not found in Resolution No. 2023/24-02 of \$1,055.25.
- Residential Care parcels were previously not levied on a "per bed" basis. Exhibit A reflects the application of the rate per bed, as directed by the District.

- The difference in revenue for Residential Care parcels totals \$43,095.35. For specific parcel changes, please refer to Exhibit A of this memo.

Single-Family Residential Parcels

- Two Single-Family Residential parcels were levied an incorrect rate.
 - One parcel was levied a "Non-Residential" rate.
 - One parcel was levied an "Undeveloped" rate.
- The difference in Single-Family Residential revenue totals (\$257.98). For specific parcel changes, please refer to Exhibit A of this memo.

Mixed-Use Parcels

- There are currently 3 parcels that have been reclassified as "Mixed-Use".
- The Special Tax amounts were computed by applying the "Single-Family Residential" rate to the residential units on the parcel and applying the "Non-Residential" rate to the commercial units on the parcel and adding them together, per the District's direction.
- The difference in revenue for Mixed-Use parcels totals \$10,326.78. For specific parcel changes, please refer to Exhibit A of this memo.

Thank you for allowing NBS the opportunity to assist in reviewing the District's parcels. We are confident this analysis will be a critical component to ensure successful and accurate future levies. Please reach out to us if you would like to review the data or notes associated with changes to any of these parcels or contact us with any questions.

Regards,

NBS

Exhibit A

The following pages include parcels identified as having incorrectly assigned rates for FY 2023/24.

EXHIBIT A
Broadmoor Police Protection District
Parcel Audit Findings and Corrections

Reason for Change	APN	Land Use Classification	Unit Count	FY 2023/24 Special Tax (Unaudited)	FY 2023/24 Special Tax (Audited)	Change in Levy
Incorrect Application of Rates	006-086-020	Multi-Family Residential	2	\$507.15	\$1,014.30	\$507.15
	006-094-050	Multi-Family Residential	2	507.15	1,014.30	507.15
	006-104-230	Multi-Family Residential	2	507.15	1,014.30	507.15
	006-111-550	Multi-Family Residential	3	507.15	1,521.45	1,014.30
	006-111-580	Multi-Family Residential	2	507.15	1,014.30	507.15
	006-111-590	Multi-Family Residential	2	507.15	1,014.30	507.15
	006-124-060	Multi-Family Residential	2	507.15	1,014.30	507.15
	006-152-100	Multi-Family Residential	2	507.15	1,014.30	507.15
	006-165-030	Multi-Family Residential	2	507.15	1,014.30	507.15
	006-196-270	Multi-Family Residential	2	507.15	1,014.30	507.15
	006-311-200	Multi-Family Residential	2	507.15	1,014.30	507.15
	006-312-350	Multi-Family Residential	2	507.15	1,014.30	507.15
	006-353-070	Multi-Family Residential	11	507.15	5,578.65	5,071.50
	006-353-080	Multi-Family Residential	11	507.15	5,578.65	5,071.50
	006-353-090	Multi-Family Residential	11	507.15	5,578.65	5,071.50
	006-353-100	Multi-Family Residential	11	507.15	5,578.65	5,071.50
	006-353-110	Multi-Family Residential	11	507.15	5,578.65	5,071.50
	006-353-120	Multi-Family Residential	11	507.15	5,578.65	5,071.50
	006-353-130	Multi-Family Residential	11	507.15	5,578.65	5,071.50
	006-353-140	Multi-Family Residential	11	507.15	5,578.65	5,071.50
	006-364-160	Multi-Family Residential	8	507.15	4,057.20	3,550.05
	006-364-170	Multi-Family Residential	2	507.15	1,014.30	507.15
	006-364-290	Multi-Family Residential	74	1,055.25	37,529.10	36,473.85
	006-372-080	Multi-Family Residential	4	507.15	2,028.60	1,521.45
	006-373-050	Multi-Family Residential	4	507.15	2,028.60	1,521.45
	006-373-150	Multi-Family Residential	20	507.15	10,143.00	9,635.85
	006-392-030	Multi-Family Residential	3	507.15	1,521.45	1,014.30
	006-393-040	Multi-Family Residential	2	507.15	1,014.30	507.15
	006-393-300	Multi-Family Residential	3	507.15	1,521.45	1,014.30
	006-393-310	Multi-Family Residential	2	507.15	1,014.30	507.15
	006-473-120	Multi-Family Residential	2	507.15	1,014.30	507.15
	006-484-100	Multi-Family Residential	2	507.15	1,014.30	507.15
	008-121-040	Multi-Family Residential	8	507.15	4,057.20	3,550.05
	008-121-190	Multi-Family Residential	30	1,055.25	15,214.50	14,159.25
	008-122-140	Multi-Family Residential	153	507.15	77,593.95	77,086.80
	008-125-030	Multi-Family Residential	2	507.15	1,014.30	507.15
	008-125-090	Multi-Family Residential	2	507.15	1,014.30	507.15
	008-125-110	Multi-Family Residential	2	507.15	1,014.30	507.15
	008-125-120	Multi-Family Residential	2	507.15	1,014.30	507.15
	006-311-160	Multi-Family Residential	2	1,108.01	1,014.30	(93.71)
	008-125-270	Multi-Family Residential	2	507.15	1,014.30	507.15
Multi-Family Residential Total:	41 Parcels		442	\$22,490.21	\$224,160.30	\$201,670.09
Reason for Change	APN	Land Use Classification	Unit Count	FY 2023/24 Special Tax (Unaudited)	FY 2023/24 Special Tax (Audited)	Change in Levy
Incorrect Application of Rates	006-083-290	Non-Residential	1	\$507.15	\$1,108.01	\$600.86
	006-093-130	Non-Residential	1	507.15	1,108.01	600.86
	006-101-030	Non-Residential	1	1,055.25	1,108.01	52.76
	006-111-460	Non-Residential	1	1,055.25	1,108.01	52.76
	006-111-540	Non-Residential	1	1,055.25	1,108.01	52.76
	006-133-420	Non-Residential	1	507.15	1,108.01	600.86
	006-141-100	Non-Residential	1	1,055.25	1,108.01	52.76
	006-142-080	Non-Residential	1	1,055.25	1,108.01	52.76
	006-151-010	Non-Residential	1	1,055.25	1,108.01	52.76
	006-152-010	Non-Residential	1	507.15	1,108.01	600.86
	006-152-060	Non-Residential	1	507.15	1,108.01	600.86
	006-154-040	Non-Residential	1	507.15	1,108.01	600.86
	006-154-120	Non-Residential	1	507.15	1,108.01	600.86
	006-196-040	Non-Residential	1	1,055.25	1,108.01	52.76
	006-196-160	Non-Residential	1	1,055.25	1,108.01	52.76
	006-196-430	Non-Residential	1	1,055.25	1,108.01	52.76

EXHIBIT A
Broadmoor Police Protection District
Parcel Audit Findings and Corrections

Reason for Change	APN	Land Use Classification	Unit Count	FY 2023/24 Special Tax (Unaudited)	FY 2023/24 Special Tax (Audited)	Change in Levy
	006-196-460	Non-Residential	1	1,055.25	1,108.01	52.76
	006-311-120	Non-Residential	1	507.15	1,108.01	600.86
	006-312-530	Non-Residential	1	507.15	1,108.01	600.86
	006-336-210	Non-Residential	1	1,055.25	1,108.01	52.76
	006-342-070	Non-Residential	1	1,055.25	1,108.01	52.76
	006-343-020	Non-Residential	1	1,055.25	1,108.01	52.76
	006-364-150	Non-Residential	1	1,055.25	1,108.01	52.76
	006-364-180	Non-Residential	1	1,055.25	1,108.01	52.76
	006-364-250	Non-Residential	1	164.27	1,108.01	943.74
	006-372-020	Non-Residential	1	1,055.25	1,108.01	52.76
	006-372-030	Non-Residential	1	1,055.25	1,108.01	52.76
	006-372-050	Non-Residential	1	1,055.25	1,108.01	52.76
	006-372-060	Non-Residential	1	1,055.25	1,108.01	52.76
	006-372-070	Non-Residential	1	1,055.25	1,108.01	52.76
	006-372-100	Non-Residential	1	1,055.25	1,108.01	52.76
	006-372-170	Non-Residential	1	1,055.25	1,108.01	52.76
	006-372-180	Non-Residential	1	1,055.25	1,108.01	52.76
	006-373-030	Non-Residential	1	1,055.25	1,108.01	52.76
	006-373-130	Non-Residential	1	1,055.25	1,108.01	52.76
	006-373-140	Non-Residential	1	164.27	1,108.01	943.74
	006-391-020	Non-Residential	1	1,055.25	1,108.01	52.76
	006-391-030	Non-Residential	1	1,055.25	1,108.01	52.76
	006-391-040	Non-Residential	1	1,055.25	1,108.01	52.76
	006-391-060	Non-Residential	1	507.15	1,108.01	600.86
	006-473-010	Non-Residential	1	1,055.25	1,108.01	52.76
	006-473-070	Non-Residential	1	1,055.25	1,108.01	52.76
	006-473-130	Non-Residential	1	1,055.25	1,108.01	52.76
	006-473-140	Non-Residential	1	1,055.25	1,108.01	52.76
	006-482-040	Non-Residential	1	1,055.25	1,108.01	52.76
	006-482-050	Non-Residential	1	1,055.25	1,108.01	52.76
	006-483-060	Non-Residential	1	1,055.25	1,108.01	52.76
	006-484-110	Non-Residential	1	1,055.25	1,108.01	52.76
	006-484-140	Non-Residential	1	1,055.25	1,108.01	52.76
	006-484-150	Non-Residential	1	1,055.25	1,108.01	52.76
	006-484-160	Non-Residential	1	1,055.25	1,108.01	52.76
	006-484-170	Non-Residential	1	1,055.25	1,108.01	52.76
	006-488-130	Non-Residential	1	1,055.25	1,108.01	52.76
	006-488-150	Non-Residential	1	1,055.25	1,108.01	52.76
	008-113-030	Non-Residential	1	164.27	1,108.01	943.74
	008-113-040	Non-Residential	1	1,055.25	1,108.01	52.76
	008-113-060	Non-Residential	1	164.27	1,108.01	943.74
	008-113-070	Non-Residential	1	164.27	1,108.01	943.74
	008-121-150	Non-Residential	1	1,055.25	1,108.01	52.76
	008-122-040	Non-Residential	1	164.27	1,108.01	943.74
	008-122-050	Non-Residential	1	164.27	1,108.01	943.74
	008-122-060	Non-Residential	1	164.27	1,108.01	943.74
	008-125-010	Non-Residential	1	1,055.25	1,108.01	52.76
	133-000-580	Non-Residential	1	1,055.25	1,108.01	52.76
Non-Residential Total:	64 Parcels		64	\$54,927.16	\$70,912.64	\$15,985.48
Reason for Change	APN	Land Use Classification	Unit Count	FY 2023/24 Special Tax (Unaudited)	FY 2023/24 Special Tax (Audited)	Change in Levy
Incorrect Application of Rates	006-083-160	Residential Care	6	\$507.15	\$2,533.50	\$2,026.35
	006-083-280	Residential Care	6	507.15	2,533.50	2,026.35
	006-091-190	Residential Care	6	1,108.01	2,533.50	1,425.49
	006-111-140	Residential Care	6	507.15	2,533.50	2,026.35
	006-112-200	Residential Care	6	507.15	2,533.50	2,026.35
	006-113-020	Residential Care	6	507.15	2,533.50	2,026.35
	006-113-130	Residential Care	6	1,108.01	2,533.50	1,425.49
	006-121-220	Residential Care	4	507.15	1,689.00	1,181.85
	006-121-310	Residential Care	6	507.15	2,533.50	2,026.35

EXHIBIT A
Broadmoor Police Protection District
Parcel Audit Findings and Corrections

Reason for Change	APN	Land Use Classification	Unit Count	FY 2023/24 Special Tax (Unaudited)	FY 2023/24 Special Tax (Audited)	Change in Levy
	006-141-070	Residential Care	5	507.15	2,533.50	2,026.35
	006-151-070	Residential Care	6	507.15	2,533.50	2,026.35
	006-151-100	Residential Care	6	507.15	2,533.50	2,026.35
	006-151-120	Residential Care	4	1,055.25	1,689.00	633.75
	006-154-030	Residential Care	1	507.15	422.25	(84.90)
	006-154-190	Residential Care	6	507.15	2,533.50	2,026.35
	006-163-040	Residential Care	6	507.15	2,533.50	2,026.35
	006-165-060	Residential Care	6	507.15	2,533.50	2,026.35
	006-171-030	Residential Care	6	1,108.01	2,533.50	1,425.49
	006-174-130	Residential Care	6	507.15	2,533.50	2,026.35
	006-184-090	Residential Care	4	1,108.01	1,689.00	580.99
	006-184-120	Residential Care	6	507.15	2,533.50	2,026.35
	006-185-140	Residential Care	6	1,108.01	2,533.50	1,425.49
	006-321-280	Residential Care	6	507.15	2,533.50	2,026.35
	006-332-220	Residential Care	4	1,055.25	1,689.00	633.75
	006-333-210	Residential Care	6	507.15	2,533.50	2,026.35
	006-335-060	Residential Care	6	507.15	2,533.50	2,026.35
Residential Care Total:	26 Parcels		143	\$17,286.40	\$60,381.75	\$43,095.35
Reason for Change	APN	Land Use Classification	Unit Count	FY 2023/24 Special Tax (Unaudited)	FY 2023/24 Special Tax (Audited)	Change in Levy
Incorrect Application of Rates	006-091-120	Single-Family Residential	1	\$1,108.01	\$507.15	(\$600.86)
	006-103-520	Single-Family Residential	1	164.27	507.15	342.88
Single-Family Residential Total:	2 Parcels		2	\$1,272.28	\$1,014.30	(\$257.98)
Reason for Change	APN	Land Use Classification	Unit Count ⁽¹⁾	FY 2023/24 Special Tax (Unaudited)	FY 2023/24 Special Tax (Audited)	Change in Levy
Incorrect Application of Rates	006-372-010	Mixed Use	8	\$1,055.25	\$7,061.50	\$6,006.25
& Incorrect Classification	006-488-170	Mixed Use	3	1,055.25	\$3,324.03	2,268.78
	008-113-100	Mixed Use	2	164.27	\$2,216.02	2,051.75
Mixed Use Total:	3 Parcels		13	\$2,274.77	\$12,601.55	\$10,326.78
Grand Total:	136 Parcels		664	\$98,250.82	\$369,070.54	\$270,819.72

(1) Includes both Residential and Non-Residential Units

Broadmoor Police Department
WARRANTS NOVEMBER 2024 GENERAL FUND

Account	Num	Date	Name	Memo/Description	Account	Amount
SMCO - General Fund Cash	9130	10/17/2024	Chase Card Services	DUE 10/19/2024	5199a-General	-\$ 3,302.20
SMCO - General Fund Cash	9131	10/17/2024	BERKSHIRE HATHAWAY	DUE 11/1/2024	6731-INSURANCE NON MEDICAL AND EDD	-\$ 3,292.00
SMCO - General Fund Cash	9132	10/17/2024	DBA FINANCIAL, INC	INSURANCE	6731-INSURANCE NON MEDICAL AND EDD	-\$ 44,025.96
SMCO - General Fund Cash	9133	10/17/2024	STATE COMPENSATION INSURANCE FUND	DUE 10/27/24	6731-INSURANCE NON MEDICAL AND EDD	-\$ 3,369.41
SMCO - General Fund Cash	9134	10/17/2024	Kaiser Foundation Health Plan	MEDICAL NOV.	4413 KAISER HEALTH INSURANCE	-\$ 7,828.34
SMCO - General Fund Cash	9135	10/17/2024	County of San Mateo, PSC	FY24-25 1Q DISPATCHING SRVS	5858-OUTSIDE PROF CONTRACT SERV	-\$ 28,577.50
SMCO - General Fund Cash	9136	10/17/2024	AT&T Mobility-FirstNet	DUE 10/25/24	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 2,038.98
SMCO - General Fund Cash	9137	10/17/2024	PG&E	UTILITIES	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 1,579.78
SMCO - General Fund Cash	9138	10/17/2024	Power Maintenance	RENEWAL 1YR CONTRACT	5478-GENERAL CONTRACT MAINTENANCE	-\$ 2,200.00
SMCO - General Fund Cash	9139	10/17/2024	Wave	UTILITIES	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 208.78
SMCO - General Fund Cash	9140	10/17/2024	Wave	UTILITIES	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 419.98
SMCO - General Fund Cash	9141	10/24/2024	Royal Auto Body & Repair Center, Inc.	VEH REPAIR	5455-VEHICLE AND EQUIP REPAIRS	-\$ 2,032.50
SMCO - General Fund Cash	9142	10/24/2024	NBS	POLICE TAX, PUBLIC ENGAGEMENT	5876-OTHER PROFESSIONAL SERVICE	-\$ 6,405.00
SMCO - General Fund Cash	9143	10/24/2024	AAA Smart Home	OCT CHARGES	5478-GENERAL CONTRACT MAINTENANCE	-\$ 34.20
SMCO - General Fund Cash	9144	10/24/2024	County of San Mateo Forensic Lab	DUE OCT 30	5858-OUTSIDE PROF CONTRACT SERV	-\$ 205.00
SMCO - General Fund Cash	9145	10/24/2024	Flyers Energy, LLC	FUEL	5416-FUEL AND LUBRICATION	-\$ 2,798.93
SMCO - General Fund Cash	9146	10/24/2024	Daly City Auto Repair	VEH REPAIR	5455-VEHICLE AND EQUIP REPAIRS	-\$ 1,067.03
SMCO - General Fund Cash	9147	10/29/2024	BPOA	Q3 DUES	5331-PROFESSIONAL MEMBERSHIPS	-\$ 2,625.00
SMCO - General Fund Cash	9148	10/29/2024	Central Self Storage	RENT NOV	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 454.00
SMCO - General Fund Cash	9149	10/29/2024	Central Self Storage	CAM CHARGES NOV 2024	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 453.23
SMCO - General Fund Cash	9150	10/29/2024	AT&T-Calnet	UTILITIES	5638-OTHER UTILITY & FACILITY EXPENSE	-\$ 338.57
SMCO - General Fund Cash	9151	10/29/2024	Bay Contract Maintenance, Inc.	CLEANERS	5156-OTHER HOUSEHOLD EXPENSE	-\$ 526.11
SMCO - General Fund Cash	9152	10/29/2024	Sharp Business Systems	COPIER OCT LEASE	5478-GENERAL CONTRACT MAINTENANCE	-\$ 291.56
SMCO - General Fund Cash	9153	10/29/2024	NevTec	INV 40757 NOV	5858-OUTSIDE PROF CONTRACT SERV	-\$ 4,476.50
SMCO - General Fund Cash	9154	10/29/2024	County of San Mateo ISD		5858-OUTSIDE PROF CONTRACT SERV	-\$ 82.25
SMCO - General Fund Cash	9155	10/29/2024	TEA	INV 49021	5424-RADIO EQUIPMENT	-\$ 180.00
SMCO - General Fund Cash	9156	10/29/2024	NBS	PUBLIC ENGAGEMENT SVCS	5876-OTHER PROFESSIONAL SERVICE	-\$ 14,500.00
SMCO - General Fund Cash	9157	10/29/2024	San Mateo County Sheriff's Office	WARRANT SRVC AGREEMENT	5876-OTHER PROFESSIONAL SERVICE	-\$ 18,292.00
SMCO - General Fund Cash	9158	10/29/2024	Davis Law Firm	SEPT LEGAL FEES	5341-LEGAL NOTICES	-\$ 10,578.52
SMCO - General Fund Cash	9159	10/29/2024	Andrew Mew	TRAINING FEE	5638-MISC EMP EXPENSE REIMBURSE & TRAINING	-\$ 314.90
SMCO - General Fund Cash	9160	11/04/2024	All City Management Services	Q3 2024 AUG-SEPT	5200-SCHOOL CROSSING GUARD EXP	-\$ 12,573.44
						-\$ 172,869.69

Accrual Basis Tuesday, November 05, 2024 04:48 PM GMTZ

Broadmoor Police Department
WARRANTS NOVEMBER 2024 PETTY CASH

Account	Num	Date	Name	Memo/Description	Account	Amount
Petty Cash - Chase	4928	10/23/2024	Lisa Hernandez	RIMS CONF.	5838-MISC EMP EXPENSE REIMBURSE & TRAINING	-\$ 127.29
Petty Cash - Chase	4929	10/23/2024	Gabriel Carriel	RIMS CONF.	5838-MISC EMP EXPENSE REIMBURSE & TRAINING	-\$ 53.55
Petty Cash - Chase	4930	10/23/2024	Sharp Electronics Corporation	INV 9005022072	5478-GENERAL CONTRACT MAINTENANCE	-\$ 370.78
Petty Cash - Chase	4931	10/23/2024	Bay Contract Maintenance, Inc.	INV 32299	5158-OTHER HOUSEHOLD EXPENSE	-\$ 153.14
Petty Cash - Chase	4932	10/23/2024	Ninnescah Valley Bank	VEH. PAYMENT	7311-FIXED ASSETS - EQUIPMENT	-\$ 926.55
Petty Cash - Chase	4933	10/23/2024	LexisNexis	INV 110028511	5876-OTHER PROFESSIONAL SERVICE	-\$ 200.00
Petty Cash - Chase	4934	10/23/2024	Experian	INV 71942	5876-OTHER PROFESSIONAL SERVICE	-\$ 225.00
						-\$ 2,056.31
Accrual Basis Tuesday, November 05, 2024 05:00 PM GMTZ						



**NOTICE OF SPECIAL MEETING OF THE
BOARD OF POLICE COMMISSIONERS OF THE
BROADMOOR POLICE PROTECTION DISTRICT**

Pursuant to Government Code § 54956(a) the Chair has called a Special Meeting of the Board of Police Commissioners that will be held on

Saturday, November 9, 2024, at 11:00 a.m.

at the District offices of the
Broadmoor Police Protection District at
388 88th Street
Broadmoor Vlg., California 94015

**NO FOOD OR BEVERAGES WILL
BE PERMITTED IN THE MEETING ROOM**

**NO ANIMALS EXCEPT REGISTERED SERVICE ANIMALS
WILL PERMITTED IN THE MEETING ROOM**

**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**

**NOTICE OF VACANCY ON THE BOARD OF POLICE COMMISSIONERS OF
THE BROADMOOR POLICE PROTECTION DISTRICT**

NOTICE IS HEREBY GIVEN that effective October 23, 2024, the Hon. Marie Brizuela resigned her office and vacated her seat on the Board of Police Commissioners and that vacancy will remain until it is filled by appointment of the Board of Police Commissioners.

**NOTICE OF INTENT TO MAKE AN APPOINTMENT TO
FILL THE VACANCY FOR THE REMAINDER OF THE
UNEXPIRED TERM**

The sole purpose of this Special Meeting is to appoint a qualified candidate to fill the vacancy and complete the unexpired term of a Police Commissioner on the Board of Police Commissioners of the Broadmoor Police Protection District. Members of the Police Commission serve without compensation.

Anyone interested in serving as Commissioner should consider filing his or her letter of interest in a sealed envelope addressed to "COMMISSIONER KUCHARSZKY - CONFIDENTIAL" and delivered to the Office of the Interim Chief of Police / District Manager by 5:00 p.m. on November 6, 2024, if you want the Commission to consider anything you might want to say in writing. A letter of interest is not required but would be very helpful when considering and evaluating each candidate. Any such letter will be shared only with the other Commissioner.

In order to be considered for the appointment all candidates must personally appear at the Special Meeting of the Board of Police Commissioners on November 9, 2024, at 11:00 a.m.

The remaining two members of the Board of Police Commissioners will make the appointment to fill the vacancy on November 9, 2024, at 11:00 a.m. at the Special Meeting of the Board of Police Commissioners.



BROADMOOR COMMISSIONERS
Hon. James Kucharszky
Hon. Ralph Hutchens
Hon. Marie Brizuela

A G E N D A

SPECIAL MEETING

(Government Code §54956(a))

Special meeting called by the Chair to be held:

Saturday, November 9, 2024, at 11:00 a.m.

**Broadmoor Police Department
388-88th Street
Broadmoor, Vlg., California 94015-1717**

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability should contact Lisa Hernandez, [Administrative Assistant of the Police Department], as soon as possible prior to the meeting, at (650) 755-3840 and/or lhernandez@pd.broadmoor.ca.us. Notification in advance of the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical-based products.

**NO FOOD OR BEVERAGES WILL
BE PERMITTED IN THE MEETING ROOM**

**NO ANIMALS EXCEPT REGISTERED SERVICE ANIMALS
WILL PERMITTED IN THE MEETING ROOM**

**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**

1. **PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**

3. **OPEN SESSION**

Select and appoint a qualified candidate to fill the vacancy on the Board of Police Commissioners and complete the unexpired term created by the resignation of Hon. Marie Brizuela on October 23, 2024.

4. **ADJOURNMENT**

Motion to adjourn.

POSTED AT: WWW.BROADMOORPOLICE.COM
 BROADMOOR POLICE DEPARTMENT
 COLMA FIRE DEPARTMENT
 BROADMOOR COMMUNITY CENTER

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

**INFORMATION FOR CANDIDATES SEEKING TO FILL THE VACANCY ON
THE BOARD OF POLICE COMMISSIONERS
OF THE BROADMOOR POLICE PROTECTION DISTRICT**

IN ORDER TO ENSURE THAT THE PROCESS OF SELECTING AND APPOINTING A CANDIDATE TO FILL THE VACANCY ON THE BOARD OF POLICE COMMISSIONERS OF THE BROADMOOR POLICE PROTECTION DISTRICT IS OPEN AND FAIR TO ALL CANDIDATES AND THE PUBLIC, THE BOARD OF POLICE COMMISSIONERS WILL ADHERE TO THE FOLLOWING PROCEDURE WITH RESPECT CONSIDERING ALL CANDIDATES.

1. Candidates must be legally qualified to hold public office in the State of California. That means, a candidate must be a citizen of the United States and not legally disqualified from holding public office in the State of California. Candidates must also be a permanent resident of the Broadmoor Police Protection District.
2. At the Special Meeting of the Police Commission on November 9, 2024, the Commission will randomly call each candidate seeking to fill the vacancy. When called, the candidate shall approach the podium and will have three minutes to deliver his or her presentation to the commissioners as to why he or she should receive the appointment to fill the vacancy.
3. After each candidate has had an opportunity to publicly address the commissioners, the commissioners will again randomly call each candidate for an individual interview in public. Each interview will be identical and the same questions will be asked of each candidate.
4. After each candidate has been individually interviewed by the commissioners in public, the meeting will then be open for public comment at which time any member of the public who desires to offer any public comment on any of the candidates may do so. Each member of the public will have three minutes for that purpose. The time may not be assigned or aggregated.
5. At the conclusion of public comment, the commissioners will publicly discuss and deliberate to select a candidate for appointment.
6. If the two commissioners agree upon and vote to select a candidate, the candidate selected will immediately be administered the Oath of Office to fill the vacancy for the unexpired term. If the commissioners cannot agree upon and select a candidate for appointment, the selection will be made by the San Mateo County Board of Supervisors at a later date.
7. Any letter of interest submitted by any candidate will remain private and confidential until it is opened and read by either or both of the two commissioners. Once a letter is opened and read, it will become a matter of public record.

POSTED AT: www.broadmoorpolice.com
Broadmoor Police Department
Colma Fire Department
Broadmoor Community Center



BROADMOOR COMMISSIONERS
Hon. James Kucharszky
Hon. Ralph Hutchens
Hon. John Aguerre

A G E N D A

REGULAR MEETING

Meeting to be held:

Tuesday, December 10, 2024, at 7:00 p.m.

**Broadmoor Police Department
388-88th Street
Broadmoor, Vlg., California 94015-1717**

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting should contact Lisa Hernandez [Administrative Assistant of the Police Department] at least 2 working days before the meeting at (650) 755-3840 and/or lhernandez@pd.broadmoor.ca.us. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical-based products.

**NO FOOD OR BEVERAGES WILL
BE PERMITTED IN THE MEETING ROOM**

**NO ANIMALS EXCEPT REGISTERED SERVICE ANIMALS
WILL PERMITTED IN THE MEETING ROOM**

**RULES OF ORDER AND DECORUM SET FORTH
IN RESOLUTION 2022/23-07 WILL BE ENFORCED**

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL

3. **PUBLIC COMMENTS**

This time is provided for interested persons to address the Commission or submit written communications on matters not on the Agenda. Anyone wishing to present oral comments on matters not on the agenda must approach the podium, state his or her name, and will have up to three minutes to present his or her oral comments. At the conclusion of all public comments on matters not on the Agenda, the Commission may respond to the public comments. Any request that requires Commission action will be set by the Commission for a future agenda or referred to staff.

4. **OPEN SESSION**

(a) Temporary reorganization of Police Commission pending the annual reorganization after the new commissioner is seated at the regular January 2025 meeting. (Action required.)

(b) Discussion and action on proposed form of contract by NBS for in-person Parcel Audit. (Action required.)

5. **CONSENT AGENDA**

PREVIOUS MINUTES

(a) Approval of minutes from special meeting on November 9, 2024.

(b) Approval of minutes from regular meeting on November 12, 2024.

TREASURER'S REPORT

(c) Approval of December 2024 Warrants and Deposits.

6. **CHIEF OF POLICE REPORT**

Chief Connolly will deliver his report.

7. **ADJOURNMENT**

Motion to adjourn.

POSTED AT: WWW.BROADMOORPOLICE.COM
BROADMOOR POLICE DEPARTMENT
COLMA FIRE DEPARTMENT
BROADMOOR COMMUNITY CENTER

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND



32605 Temecula Parkway, Suite 100
Temecula, CA 92592
Toll free: 800.676.7516
www.nbsgov.com

November 25, 2024

Michael Connolly
Police Chief
Broadmoor Police Protection District
388 Eighty-Eight Street
Broadmoor, CA 94015

Subject: Agreement to Provide In-Person Parcel Audit and Multi-Year Parcel Tax Levy Data Audit

Dear Mr. Connolly,

NBS would like to thank you for the opportunity to provide In-Person Audit and Multi-Year Parcel Tax Levy Data Audit Services for the Broadmoor Police Protection District ("District"). We look forward to continuing our professional relationship.

Please review and upon signing, email one copy to contracts@nbsgov.com.

Scope of Services

In-Person Parcel Audit

AUDIT SCOPE

The goal of this audit ("Project") is to accurately record the data relevant to calculating the annual levies for parcels within the Broadmoor Police Protection District's ("District") Parcel Tax. Having completed an audit of the Parcel Tax Data via electronic media such as the County Assessor's Secured Property Roll, secondary market data, and available Google Earth satellite imagery, it was found that some taxable uses must be verified in person. It is anticipated the data will be used for the purpose of computing the annual levy of the Parcel Tax beginning in Fiscal Year 2025/26.

INTRODUCTION AND PROJECT SCHEDULE

NBS will coordinate with District staff and other interested parties to:

- Establish lines of communication for effective interaction of all involved parties
- Clarify the specific project goals and criteria needed to meet the District's preference
- Identify any special circumstances regarding the project, if any
- Develop a working schedule to achieve agreed upon project milestones

DATA COLLECTION AND RESEARCH

NBS will compile the list of parcels from the prior audit with remaining uses to be identified. Following confirmation of the list with the District, NBS will perform an in person review of said properties by driving through the boundary of the District and visibly identifying additional units, usage of property, etc. as necessary to determine the correct method of taxing the property.

DATA ANALYSIS

NBS will analyze obtained data, perform certain cross-checks and provide findings to the District for review. The District may need to provide certain final determinations with regard to any exceptional circumstances.

SUMMARY MEMO

NBS will provide a summary memo explaining the review process and highlighting any large changes to the parcel data and assessments.

Multi-Year Parcel Tax Levy Data Audit

AUDIT SCOPE

The goal of this audit ("Project") is to determine what the annual levies for parcels within the Broadmoor Police Protection District's ("District") Parcel Tax have been since 2011 or as far back as possible based on County records. NBS understands that the need of the District is to determine how the files were submitted, the party responsible for determining the charges, and if possible what occurred to make the changes that resulted in incorrect levies being charged.

DATA GATHERING

NBS will act as a liaison for the District with the County of San Mateo and will request levy data files for years 2011 through 2023. NBS will request communications relating to the levy submittals in each year and assist the District with the completion of any necessary public information requests if necessary. NBS will attend calls and virtual meetings with District's legal counsel to assist in the process. Expert witness testimony will result in additional charges.

DATA ANALYSIS

NBS will analyze the data provided by the County and the District in each year data is provided. NBS will attempt to identify the classifications of the parcels, application of the annually approved rates, and to the extent possible, the source of any misapplications of the methodology.

SUMMARY MEMO

NBS will provide a summary memo explaining the review process and highlighting any findings.

Fees

In-Person Parcel Audit

Consulting Fee	\$15,000
Estimated Expenses ⁽¹⁾	\$2,500
In-Person Audit Total.....	\$17,500

Multi-Year Parcel Tax Levy Data Audit

Consulting Fee	\$26,000
Estimated Expenses ⁽¹⁾	\$500
Multi-Year Levy Audit Total	\$26,500

⁽¹⁾ See description of expenses below

EXPENSES

Customary out-of-pocket expenses will be billed to the District at actual cost to NBS. These expenses may include, but not be limited to, mailing fulfillment, postage, reproduction, telephone, travel, meals and various third-party charges for data, maps, and recording fees.

ADDITIONAL SERVICES

The following table shows our current hourly rates. Additional services authorized by the District but not included in the scope of services will be billed at this rate or the then applicable hourly rate.

Title	Hourly Rate
Director	\$250
Associate Director / Engineer	\$225
Senior Consultant / Manager	\$200
Consultant	\$175
Financial Analyst	\$150
Clerical / Support	\$110

TERMS

Consulting services will be invoiced on a monthly basis as the project progresses. Expenses will be itemized and included in the next regular invoice. Fees for all other services will be invoiced upon completion of the task. If the project is prematurely terminated by either party, NBS shall receive payment for work completed. Payment shall be made within 30 days of submittal of an invoice. If payment is not received within 90 days simple interest will begin to accrue at the rate of 1.5% per month. Either party can cancel this contract with 30 days written notice.

DISTRICT'S RESPONSIBILITIES

The District shall furnish NBS with any pertinent information that is available to District and applicable to the Services. The District shall designate a person to act with authority on its behalf in respect to the Services. The District shall promptly respond to NBS' requests for reviews and approvals of its work, and to its requests for decisions related to the Services. District understands and agrees that NBS is entitled to rely on all information, data and documents (collectively, "Information") supplied to NBS by District or any of its agents, contractors or proxies or obtained by NBS from other usual and customary sources including other government sources or proxies as being accurate and correct and NBS will have no obligation to confirm that such Information is correct and that NBS will have no liability to District or any third party if such Information is not correct.

INDEMNIFICATION

NBS shall defend, indemnify and hold harmless District, its officers, employees, officials and agents from and against all claims, demands, losses, liabilities, costs and expenses, including reasonable attorneys' fees, (collectively "Liabilities") arising out of or resulting from the negligence or willful misconduct of NBS or a breach by NBS of its obligations under this Agreement, except to the extent such Liabilities are caused by

Broadmoor Police Department						
WARRANTS DECEMBER 2024 - GENERAL FUND						
	Num	Date	Name	Memo/Description	Account	Amount
SMCO - General Fund Cash						
	9161	11/14/2024	Chase Card Services	Due 11/19/24	5199a-General	-2,404.49
	9162	11/19/2024	BERKSHIRE HATHAWAY	INSURANCE DUE 12/01/2024	6731-INSURANCE NON MEDICAL AND EDD	-3,292.00
	9163	11/19/2024	DBA FINANCIAL, INC	INSURANCE DUE DEC 1	6731-INSURANCE NON MEDICAL AND EDD	-44,025.96
	9164	11/19/2024	PG&E	DUE 11/22/24	5638-OTHER UTILITY & FACILITY EXPENSE	-1,452.21
	9165	11/19/2024	Wave	INTERNET, CABLE TV	5638-OTHER UTILITY & FACILITY EXPENSE	-208.81
	9166	11/19/2024	Wave	NETWORK SERVICES	5638-OTHER UTILITY & FACILITY EXPENSE	-419.98
	9167	11/19/2024	CHIEF KEN STENQUIST	2024 EXEC SEMINAR	5331-PROFESSIONAL MEMBERSHIPS	-200.00
	9168	11/19/2024	STATE COMPENSATION INSURANCE FUND	POLICY NOV 2024	6731-INSURANCE NON MEDICAL AND EDD	-3,328.41
	9169	11/19/2024	DIGITEK	DOOR HANGARS/POSTCARDS	5876-OTHER PROFESSIONAL SERVICE	-711.48
	9170	11/19/2024	Employment Development Department	LETTER ID L1594753744	02504-E.D.D. Payments	-450.51
	9171	11/19/2024	AT&T Mobility-FirstNet	WIRELESS	5638-OTHER UTILITY & FACILITY EXPENSE	-685.15
	9172	11/19/2024	City of Daly City	BI MONTHLY WATER USAGE	5638-OTHER UTILITY & FACILITY EXPENSE	-119.27
	9173	11/19/2024	Kaiser Foundation Health Plan	MEDICAL	4413 KAISER HEALTH INSURANCE	-7,628.34
	9174	11/19/2024	BEST BEST AND KRIEGER	MATTER #31803.9000160002	5341-LEGAL NOTICES	-8,225.00
	9175	11/25/2024	California Special Districts Association	RM-2025 DUES	5331-PROFESSIONAL MEMBERSHIPS	-8,637.00
	9176	11/25/2024	Central Self Storage	DEC RENT	5638-OTHER UTILITY & FACILITY EXPENSE	-454.00
	9177	11/25/2024	Central Self Storage	DEC CAM CHARGES	5638-OTHER UTILITY & FACILITY EXPENSE	-453.25
	9178	11/25/2024	NexTec	DEC BILLING	5858-OUTSIDE PROF CONTRACT SERV	-4,478.50
	9179	11/25/2024	SanDiego Arroyo San Mateo Co. Tax Collector	104-330-010	4400 - Fed/State Tax	610.73
	9180	11/25/2024	Wellings & Co.	Q3 TAX RPTS	6731-INSURANCE NON MEDICAL AND EDD	-500.00
	9181	11/25/2024	AT&T-Calnet	DUE 12/4/24	5638-OTHER UTILITY & FACILITY EXPENSE	-344.26
	9182	11/25/2024	San Diego Police Equipment Co.	INV 663342	5201 - AMMUNITION EXPENSES	-842.04
	9183	11/25/2024	LexisNexis	INV 1100041650	5876-OTHER PROFESSIONAL SERVICE	-200.00
	9184	11/25/2024	Dunnigan Psychological	PRE-EMPLOY PSYCH	5876-OTHER PROFESSIONAL SERVICE	-1,350.00
	9185	11/25/2024	Royal Auto Body & Repair Center, Inc.	2015 FORD	5455-VEHICLE AND EQUIP REPAIRS	-750.00
	9186	11/25/2024	Flyers Energy, LLC		5416-FUEL AND LUBRICATION	-2,153.08
	9187	11/25/2024	TEA	INV 49962	5424-RADIO EQUIPMENT	-180.00
	9188	11/25/2024	County of San Mateo, PSC	FY24/25 Q2 OCT-DEC	5858-OUTSIDE PROF CONTRACT SERV	-1,367.75
	9189	11/25/2024	Bay Contract Maintenance, Inc.	NOV 2024	5156-OTHER HOUSEHOLD EXPENSE	-526.11
	9190	11/25/2024	K WEST AUTO CARE	2017 FORD	5455-VEHICLE AND EQUIP REPAIRS	-573.43
Total for SMCO - General Fund Cash						-494,816.77

Actual Basis Tuesday, December 03, 2024 08:05 PM GMT-7

Approval Basis: Tuesday, December 03, 2024 06:00 PM GMT-2

Broadmoor Police Department					
WARRANTS DECEMBER 2024 - PETTY CASH					
	Num	Date	Name	Memo/Description	Account
Petty Cash - Chase					
	4935	11/19/2024	Ninnescah Valley Bank	TAHOE LEASE 18 OF 60	7311-FIXED ASSETS - EQUIPMENT
	4936	11/19/2024	Sharp Electronics Corporation	OCTOBER SERVICES	5475-GENERAL CONTRACT MAINTENANCE
	4937	11/19/2024	Experian	OCT 2024	5875-OTHER PROFESSIONAL SERVICE
	4938	11/19/2024	Guy Reinche	ASSY. PTW BALLAST	5455-VEHICLE AND EQUIP REPAIRS
	4939	11/19/2024	Pierce Fire Protection	SERVICE CALL	5875-OTHER PROFESSIONAL SERVICE
	4940	11/26/2024	SVS	SHARP COPIER	5475-GENERAL CONTRACT MAINTENANCE
	4941	11/26/2024	County of San Mateo Forensic Lab	DUE 11/30/24	5858-OUTSIDE PROF CONTRACT SERV
	4942	11/26/2024	Davis Law Firm	LEGAL FEES	5341-LEGAL NOTICES
	4943	11/26/2024	AAA Smart Home	DUE 11/28/24	5475-GENERAL CONTRACT MAINTENANCE
	4944	11/26/2024	Graphics on the Edge	DECALS/MAGNETICS	5875-OTHER PROFESSIONAL SERVICE
Total for Petty Cash - Chase					
Accrual Basis Tuesday, December 03, 2024 06:03 PM GMTZ					



COUNTY OF SAN MATEO
DEPOSIT PERMIT

Permit Number

(1) TITLE OF DEPOSITING ORGANIZATION Broadmoor Police Department			(2) No. of Depositing Org. 02500			(3) Preparation Date Dec-24		(4) Reference Date		
(5) ACCOUNT DESCRIPTION		(6) C O D E S						(7) AMOUNT		
		Pay	Schedule	References	GL. ORG.	GL. Object	JL. ORG.	JL. Object	Dollars	Cents
DMV LOCAL AGY COLLECTIONS				90-1342	2500	2658			2,312.00	
SMCO COURT - FINE COLLECTIONS - SEPT 2024				64-1278	2500	2658			628.19	
EDD OVERPAYMENT PERIOD ENDING 06/30/24				90-1342	2500	2658			2,821.55	
CITY OF PACIFICA; MUTUAL AID FOG FEST 2024				90-118	2500	2658			3,600.00	
ATT REFUND CREDIT FINAL BILL				50-037	2500	2658			84.71	
CHUCK BONNICI- EQUIPMENT				11-7649	2500	2658			281.00	
									\$9,727.45	
(8) Remarks:							TOTAL DISTRIBUTION OF TOTAL			
								Cards	\$9,727.45	
								Checks		
								Coins		
								Currency		
								Wires		
								Other		
(9) I hereby certify that the total amount listed above represents collections received by me for the above named fund and during the period of 11/07/2024 - 12/04/2024 INTERIM CHIEF MICHAEL P. CONNOLLY DEPARTMENT HEAD					(10) The monies listed above have been received in the County Treasury. County Treasury By _____ DEPUTY			(11) I approved deposit of the above monies in the County Treasury. County Controller By _____ DEPUTY		