



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

**The regular May 2026 meeting of the
Board of Police Commissioners will be held on**

Tuesday, May 12, 2026, at 7:00 p.m.

**at the District offices of the
Broadmoor Police Protection District at
388 Eighty-Eighth Street
Broadmoor Village, California 94015**

**You may remotely attend the meeting by following
the instructions on the District's website at
<https://www.broadmoorpolice.com>**

**NO FOOD OR BEVERAGES WILL
BE PERMITTED IN THE MEETING ROOM
WITH THE EXCEPTION OF DRINKING WATER**

**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**

**COPIES OF THE PUBLIC AGENDA PACKET
MAY BE INSPECTED AT THE DISTRICT OFFICE
DURING NORMAL BUSINESS HOURS**

**YOU MAY ATTEND THIS MEETING VIA ZOOM BY
GOING TO [BROADMOORPOLICE.COM](https://www.broadmoorpolice.com)
AND CLICKING ON THE LINK**



BROADMOOR POLICE COMMISSION

Hon. Ralph Hutchens
Commissioner/Treasurer
Hon. John V. Aguerre
Commissioner/Chairman
Hon. Andrea M. Hall
Commissioner/Secretary

AGENDA

REGULAR MEETING

Meeting to be held:

Tuesday, May 12, 2026, 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
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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**

*This is the time that is provided for interested persons to address the Commission or submit written communications on matters that **are not** on this Agenda. Anyone wishing to present oral comments on matters that **are not** on this 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 that **are not** on this Agenda, the Commission may, but is not required to, respond to the public comments. Any request during public comment that requires Commission action will be set by the Commission for consideration on a future Agenda or referred to staff.*

4. **CHIEF OF POLICE REPORT**

Chief Connolly will deliver his report.

5. **CONSENT AGENDA**

PREVIOUS MINUTES

(a) Approval of Minutes of April 14, 2026, regular meeting.

TREASURER'S REPORT

(b) Approval of May 2026 Warrants and Deposits.

6. **REGULAR BUSINESS**

(a) Report dismissal of lawsuit against District. (*Laines vs. City of Daly City*)

(b) Discussion and action to adjust the current Special Parcel Tax for Fiscal Year 2026/2027, effective July 1, 2026, and adopt proposed Resolution 2026-2.

(c) Further discussion and possible action to adopt proposed Resolution 2026-3 authorizing the Chief of Police / District Manager to settle and compromise monetary claims against the District up to \$5,000, and to report such action in writing to the Police Commission. (From Item 7(b) on March 10, 2026, Agenda and Item 8(c) on the April 14, 2026, Agenda.)

(d) Presentation of the District's audit for Fiscal Year 2024/2025.

(e) Presentation of the District's draft preliminary budget for Fiscal Year 2026/2027.

7. **ADJOURNMENT**

Motion to adjourn this meeting and set the next regular meeting of the Police Commission on June 9, 2026, at 7:00 p.m. at 388 Eighty-Eighth Street, Broadmoor Village, California.

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
MINUTES OF REGULAR MEETING HELD APRIL 14, 2026**

388 Eighty-Eighth Street
Broadmoor Village, California 94015

The meeting was called to order at 7:00 p.m.

1. PLEDGE OF ALLEGIANCE

Chair Aguerre led the Pledge of Allegiance.

2. ROLL CALL

Chairman John Aguerre	Present
Secretary Andrea Hall	Present
Treasurer Ralph Hutchens	Present

Also present were Chief Michael Connolly and District General Counsel Paul Davis.
All votes were by Roll Call.

3. SPECIAL ADMINISTRATIVE BUSINESS

- (a) Action to approve and sign a written contract with Stephanie D. Smith to serve as Special District Clerk and directing Chairman Aguerre to sign the contract on behalf of the District.

Chair Aguerre introduced the item. There was no public comment. There was no comment from Commission.

ACTION: It was moved by Commissioner Hutchens, seconded by Commissioner Hall, to approve and sign the written contract with Stephanie D. Smith to serve as Special District Clerk and direct Chairman Aguerre to sign the contract on behalf of the district.

AYES: Commissioners Aguerre, Hall, and Hutchens

NAYS: None

ABSENT: None

ABSTAIN: None

- (b) Appointment /swearing-in of Stephanie D. Smith as Special District Clerk effective April 14, 2026.

ACTION: Chair Aguerre administered the Oath of Office to Special District Clerk Stephanie D. Smith.

4. PUBLIC COMMENTS

There was no Public Comment.

5. CHIEF OF POLICE REPORT

Chief Connolly delivered his report including an update on investigations into fraudulent roofing scans targeting the elderly. He noted The Department will issue a public notice making the community aware of the potential risks. Chief Connolly reported negotiations with the Police Officer's Association were ongoing and expressed his hope that draft proposals would be available for potential Closed Session discussion at the next regular meeting. Lastly, Chief Connolly reported that the District's second scheduled allocation of property taxes, which was due on April 10, had not arrived.

Raising concern over the delayed tax payment, Commissioner Hall suggested moving forward with a Reserve Policy.

There were no Public Comments.

6. CONSENT AGENDA

The following Consent Calendar items were routine and non-controversial. Items were acted upon by the Council at one time without discussion, unless removed from the Consent Calendar for separate action.

(a) Approval of Minutes of March 10, 2026, regular meeting.

(b) Approval of April 2026 Warrants and Deposits.

This item was removed from the Consent Calendar by Commissioner Hall.

There was no Public Comment on the Consent Calendar.

ACTION: It was moved by Commissioner Hutchens, seconded by Commissioner Hall, to approve Item 6a of the Consent Calendar.

AYES: Commissioners Aguerre, Hall, and Hutchens

NAYS: None

ABSENT: None

ABSTAIN: None

PULLED CONSENT CALENDAR ITEM

(b) Approval of April 2026 Warrants and Deposits

Commissioner Hall noted the Warrants and Deposits were not included in her agenda packet. She inquired about a series of checks that were identified as property tax adjustments. Chief Connolly explained the checks represented refunds to property owners that no longer qualified as Board and Care homes and noted that District's assessment accounting firm has been notified so the assessments will not be charged in the future.

Commission discussion ensued.

ACTION: It was moved by Commissioner Hutchens, seconded by Commissioner Hall, to approve Item 6b of the Consent Calendar.

AYES: Commissioners Aguerre, Hall, and Hutchens

NAYS: None

ABSENT: None

ABSTAIN: None

7. **CLOSED SESSION**

- (a) Commission recessed to Closed Session at 7:26 p.m. for the purposes of discussion Potential litigation pursuant to Government Code §54954.5(c). The Commission reconvened at 7:35 p.m.

8. **REGULAR BUSINESS**

- (a) General Counsel Davis stated there was no reportable action from Closed Session.
- (b) Discuss and approve contract with County for School Crossing Guards.

Chair Aguerre introduced the item.

Kal Courtney, District Resident, spoke regarding the District's obligation to pay for crossing guard services.

Chief Connolly reported that the contract had been in place for some time, and that the County reimburses the District for the cost of the contract. General Counsel Davis stated the revisions to the contract were substantial, including full indemnification of the District and that following the termination of the contract in June, 2026, the County will assume all responsibility for crossing guard services.

Commission discussion ensued. Commissioner Hall noted that the reduced liability was a good outcome for the contract negotiations.

ACTION: It was moved by Commissioner Hutchens, seconded by Commissioner Hall, to approve the amended contract and authorize Chair Aguerre to execute the contract on the District's behalf

AYES: Commissioners Aguerre, Hall, and Hutchens
NAYS: None
ABSENT: None
ABSTAIN: None

- (c) Further discussion and possible action to adopt proposed Resolution 2026-2 authorizing the Chief of Police/ District Manager to settle and compromise claims against the District up to \$5,000, and to report such action in writing to the Police Commission.

Chair Aguerre introduced the item.

There was no Public Comment.

Commissioner Hall expressed concern the District was attempting to avoid disclosure of claims and potentially lower claim amounts by “splitting” claims. Chair Aguerre expressed concern that claims would be settled and only reported after the fact.

General Counsel Davis reported the authority to delegate claims settlement is explicit in the Government Code and that all claims would be reported.

Commission discussion ensued.

Consensus was reached to table the item to the May meeting to allow for revised language addressing both Commissioner Hall’s concerns regarding insurance disclosure and Chair Aguerre’s request to review a sample release form.

9. **ADJOURNMENT**

It was moved by Commissioner Hall, seconded by Commissioner Hutchens, to adjourn the meeting to the next regular meeting date of May 12, 2026.

AYES: Commissioners Aguerre, Hall, and Hutchens
NAYS: None
ABSENT: None
ABSTAIN: None

The meeting adjourned at 9:00 p.m.

05. MAY COMMISSION MEETING 2026							
Broadmoor Police Department							
April 9-May 5, 2026							
	DATE	TYPE	NUM	NAME	MEMO	ACCOUNT	AMOUNT
PETTY CASH	04/23/2026	Check	5003	Ninnescah Valley Bank	CHEVY LEASE 35 OF 60	7311-VEHICLES & EQUIPMENT	-926.55
	04/23/2026	Check	5004	Experian	INV 6000249465	5876-PROFESSIONAL SPECIALIZED SERVICES	-225.00
	04/23/2026	Check	5001	Experlan	Voided	5876-PROFESSIONAL SPECIALIZED SERVICES	0.00
	04/23/2026	Check	5002		Voided		0.00
TOTAL PETTY							-\$1,151.55
GENERAL FUND	04/16/2026	Check	9870	BERKSHIRE HATHAWAY	ACCT#334062 DUE 5/1/26	6731-INSURANCE NON MEDICAL AND EDD	-3,680.00
	04/16/2026	Check	9871	PG&E	DUE 4/27/26	5638-UTILITIES	-1,163.79
	04/16/2026	Check	9872	GREAT AMERICA FINANCIAL SVS	SHARP COPIER AGREEMENT	5478-GENERAL CONTRACT MAINTENANCE	-258.35
	04/16/2026	Check	9873	AT&T Mobility-FirstNet	WIRELESS DUE 4/25/26	5638-UTILITIES	-549.60
	04/16/2026	Check	9874	Wave	INVS 129949201/103745901	5638-UTILITIES	-776.18
	04/16/2026	Check	9875	NevTec	INV 46036	5858-PROFESSIONAL CONTRACT SERV	-1,500.00
	04/16/2026	Check	9876	COLANTUONO, HIGHSMITH,	INV 70006 PROP TAX ALLOCATIONS	5341-LEGAL SERVICES	-135.00
	04/16/2026	Check	9877	LexisNexis	INV 1100286624	5876-PROFESSIONAL SPECIALIZED SERVICES	-200.00
	04/16/2026	Check	9878	AAA Smart Home	INV 9812025	5478-GENERAL CONTRACT MAINTENANCE	-34.20
	04/16/2026	Check	9879	Davis Law Firm	MARCH 2026	5341-LEGAL SERVICES	-9,084.75
	04/16/2026	Check	9880	AT&T-Calnet	INV 25032436	5638-UTILITIES	-342.17
	04/16/2026	Check	9881	STATE COMPENSATION	INV 1003042566 APRIL	6731-INSURANCE NON MEDICAL AND EDD	-3,214.16
	04/16/2026	Check	9882	C.J. BROWN CPA	AUDIT/MARCH 2026 SVCS	5876-PROFESSIONAL SPECIALIZED SERVICES	-6,664.00
	04/16/2026	Check	9883	Royal Auto Body & Repair Center, Inc.	INV 25070	5455-VEHICLE MAINTENANCE EXPENSE	-3,407.00
	04/16/2026	Check	9884	Bay Contract Maintenance, Inc.	INVS 34362/34384/34443	5156-CLEANING & JANITORIAL SUPPLIES	-870.30
	04/16/2026	Check	9885	Public Storage	MAY RENT SPACE 2182	5638-UTILITIES	-809.00
	04/16/2026	Check	9886	Public Storage	MAY RENT COMR02	5638-UTILITIES	-480.45
	04/16/2026	Check	9887	BEST BEST AND KRIEGER	INV 1058906	5341-LEGAL SERVICES	-850.00
	04/16/2026	Check	9888	VERDANT	CONTRACTS 9778001/003/004	5638-UTILITIES	-715.60
	04/16/2026	Check	9889	TEA	INV 49820	MAINTENANCE & REPLACEMENT	-185.00
	04/16/2026	Check	9890	NAPA AUTO PARTS	ACCT 23810590	5455-VEHICLE MAINTENANCE EXPENSE	-118.53
	04/21/2026	Check	9891	Arturo Vega	INV 000712 HVAC Q1 DUES	5478-GENERAL CONTRACT MAINTENANCE	-9,770.00
	04/21/2026	Check	9892	BPOA	REIMBURSEMENT	5331-PROFESSIONAL MEMBERSHIPS	-4,200.00
	04/21/2026	Check	9893	VOIDED CHECK	VOIDED CHECK	5331-PROFESSIONAL MEMBERSHIPS	0.00

	04/21/2026	Check	9894	MICHAEL DAVIS	REIMB CAPE, IAPE, NORCAL ASSO PROP AND EVID	5331-PROFESSIONAL MEMBERSHIPS	-140.00
	04/21/2026	Check	9895	Wattco	INV 67029 WHELEN CANTROL AMP	5455-VEHICLE MAINTENANCE EXPENSE	-681.94
	04/21/2026	Check	9896	SMCLETMA	2026 MEMBERSHIP DUES	5331-PROFESSIONAL MEMBERSHIPS	-125.00
	04/28/2026	Check	9897	All City Management Services	#103258, 103609, 103970, 104320, 104682, 105033, 105375	5200-SCHOOL CROSSING GUARD EXP	-33,914.47
	04/28/2026	Check	9898	Kaiser Foundation Health Plan	MAY 2026	4413 HEALTH PLAN	-14,463.96
	04/28/2026	Check	9899	SAN MATEO COUNTY FORENSIC LAB	INV 105064 DUE 04/30/26	5858-PROFESSIONAL CONTRACT SERV	-8,463.75
	05/04/2026	Check	9900	SAFEGUARD BUSINESS SYSTEMS	INV 9010664358 REORDER GF CHECKS	5199 - OFFICE EXPENSE (new)	-485.19
	05/04/2026	Check	9901	NevTec	INV 46147 MAY	5858-PROFESSIONAL CONTRACT SERV	-5,899.85
	05/04/2026	Check	9902	County of San Mateo ISD	MARCH 2026	5858-PROFESSIONAL CONTRACT SERV	-82.25
	05/04/2026	Check	9903	K WEST AUTO CARE	RO 224493 2020 EXPLORER LABOR	5455-VEHICLE MAINTENANCE EXPENSE	-2,180.00
	05/05/2026	Check	9904	Andrew Mew	REIMB ORDER##W1654408372 COMPUTER	REIMBURSEMENT & TRAINING	-654.66
	05/05/2026	Check	9905	Flyers Energy, LLC	INVS 4581382/4592060	5416-FUEL AND LUBRICATION	-3,095.74
Total GF							-\$119,194.89
Tuesday, May 05, 2026							

BROADMOOR POLICE PROTECTION DISTRICT

OFFICE OF DISTRICT COUNSEL

STAFF REPORT

TO : Hon. Ralph Hutchens, Hon. John Aguerre, Hon. Andrea Hall

FROM: Paul M. Davis, District Counsel

DATE: May 12, 2026

RE : Dismissal of lawsuit by Jose Laines against District

INTRODUCTION

In January 2025 Jose Ramon Laines claimed he suffered personal injuries in the area of El Camino Real and A Street when he stepped into a broken utility box in the sidewalk. He filed a lawsuit against the City of Daly City, the State of California, the County of San Mateo and the District.

DISCUSSION

I was able to convince plaintiff's counsel, with a Declaration from Chief Connolly, that the District was improperly sued in that case and the case should be dismissed against the District. Plaintiff's counsel finally acquiesced to my request that the lawsuit should be dismissed and he acted accordingly. I have attached to this Staff Report a copy of the Request for Dismissal.

CONCLUSION

The lawsuit has been or soon will be dismissed and no further action or involvement on the part of the District will be necessary.

Respectfully submitted,

Paul M. Davis

(digitally signed)

Paul M. Davis
District Counsel

1 PAUL M. DAVIS, ESQ.
District Counsel
2 State Bar No. 147985
OFFICE OF DISTRICT COUNSEL
3 BROADMOOR POLICE PROTECTION DISTRICT
1 Blackfield Drive
4 Suite 193
Tiburon, California 94920-2053
5 Telephone: (415) 884-2555
6 Email: pmd@davislawoffice.com
pmdlaw@comcast.net

7 Attorney for BROADMOOR POLICE PROTECTION DISTRICT
8

9 **SUPERIOR COURT OF THE STATE OF CALIFORNIA**

10 **IN AND FOR THE COUNTY OF SAN MATEO**

11
12 JOSE RAMON LAINES,
13 Plaintiff,
14 vs.
15 CITY OF DALY CITY, et al,
16 Defendants.

Case No.: 25-CIV-08156

**DECLARATION OF MICHAEL P. CONNOLLY RE
THE DISTRICT'S NON-OWNERSHIP OF REAL
PROPERTY WHERE PLAINTIFF'S ALLEGED
INJURY OCCURRED.**

[Evidence Code §1152]

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20 I, Michael P. Connolly, declare:

21 1. I am employed by the Broadmoor Police Protection District ("District"), a defendant in the above-
22 entitled matter, and serve as its Chief of Police and District Manager. I have personal knowledge of the facts set forth
23 herein.

24 2. Plaintiff, in his Complaint filed herein on October 13, 2025, alleges that on or about January 14, 2025,
25 he suffered personal injuries as the result of an alleged dangerous condition of public property ("property"), which he
26 has identified in his Complaint.

27 3. The District has never been the owner of nor had any interest in the property identified in plaintiff's
28 Complaint.

1 4. With the exception of the Police Facility located at 388 Eighty-Eighth Street in the city of Daly City,
2 the District did not own any real property at the time of plaintiff's alleged injury.

3 5. The District's sole responsibility in connection with the property identified in plaintiff's Complaint
4 was, and still is, is the enforcement of the traffic and parking laws in that area.

5 I declare under penalty of perjury under the laws of the State of California that the foregoing is true and
6 correct.

7 DATED: May 12, 2026

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MICHAEL P. CONNOLLY

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ATTORNEY OR PARTY WITHOUT ATTORNEY STATE BAR NUMBER: 272020 NAME: Harout Messrelian, Esq. FIRM NAME: Messrelian Law Inc STREET ADDRESS: 101 N Brand Blvd., Suite 1450 CITY: Glendale STATE: CA ZIP CODE: 91203 TELEPHONE NO: 818-484-6531 FAX NO: 818-956-1983 EMAIL ADDRESS: hm@messrelianlaw.com ATTORNEY FOR (name): Plaintiff	FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN MATEO STREET ADDRESS: 400 County Center MAILING ADDRESS: CITY AND ZIP CODE: Redwood City, CA 94063 BRANCH NAME: Southern Branch	
PLAINTIFF/PETITIONER: Jose Ramon Laines DEFENDANT/RESPONDENT: City of Daly City et al	
REQUEST FOR DISMISSAL	CASE NUMBER: 25-CIV-08156
A conformed copy will not be returned by the clerk unless a method of return is provided with the document.	
This form may not be used for dismissal of a derivative action or a class action or of any party or cause of action in a class action. (Cal. Rules of Court, rules 3.760 and 3.770.)	

1. TO THE CLERK: Please **dismiss** this action as follows:
- a. (1) With prejudice (2) Without prejudice (3) Without prejudice and with the court retaining jurisdiction (Code Civ. Proc., § 664.6)
- b. (1) Complaint (2) Petition
 (3) Cross-complaint filed on (date): by (name):
 (4) Cross-complaint filed on (date): by (name):
 (5) Entire action of all parties and all causes of action
 (6) Other (specify)*: Defendant Broadmoor Police Protection District only

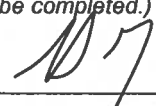
2. (Complete in all cases except family law cases.)
 The court did did not waive court fees and costs for a party in this case. (This information may be obtained from the clerk. If court fees and costs were waived, the declaration on the back of this form must be completed.)

Date: 5-5-2026

HAROUT MESSRELIAN, ESQ.

(TYPE OR PRINT NAME OF ATTORNEY PARTY WITHOUT ATTORNEY)

* If dismissal requested is of specified parties only, of specified causes of action only, or of specified cross-complaints only, so state and identify the parties, causes of action, or cross-complaints to be dismissed



 (SIGNATURE)
 Attorney or party without attorney for
 Plaintiff/Petitioner Defendant/Respondent
 Cross-Complainant

3. TO THE CLERK: Consent to the above dismissal is hereby given.†

Date:

(TYPE OR PRINT NAME OF ATTORNEY PARTY WITHOUT ATTORNEY)

† If item 1a(3) is checked, all parties must sign.
 If a cross-complaint—or Response—Marriage/Domestic Partnership (form FL-120) seeking affirmative relief—is on file, the attorney for cross-complainant (respondent) must sign this consent if required by Code of Civil Procedure section 581(i) or (j).


 (SIGNATURE)
 Attorney or party without attorney for
 Plaintiff/Petitioner Defendant/Respondent
 Cross-Complainant

Check here and use form MC-025 or a separate page for additional signatures. Include date, printed name, and party information.

4. Dismissal entered as requested on (date):
 5. Dismissal entered on (date): as to only (name):
 6. Dismissal **not entered** as requested for the following reasons (specify):
 7. a. Attorney or party without attorney notified on (date):
 b. Attorney or party without attorney not notified. Filing party failed to provide
 a copy to be conformed means to return conformed copy

Date: _____ Clerk, by _____, Deputy

PLAINTIFF/PETITIONER: Jose Ramon Laines DEFENDANT/RESPONDENT: City of Daly City et al	CASE NUMBER: 25-CIV-08156
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COURT'S RECOVERY OF WAIVED COURT FEES AND COSTS

If a party whose court fees and costs were initially waived has recovered or will recover \$10,000 or more in value by way of settlement, compromise, arbitration award, mediation settlement, or other means, the court has a statutory lien on that recovery. The court may refuse to dismiss the case until the lien is satisfied. (Gov. Code, § 68637.)

Declaration Concerning Waived Court Fees

1. The court waived court fees and costs in this action for *(name)*:
2. The person named in item 1 is *(check one below)*
 - a. not recovering anything of value by this action.
 - b. recovering less than \$10,000 in value by this action.
 - c. recovering \$10,000 or more in value by this action. *(If item 2c is checked, item 3 must be completed.)*
3. All court fees and court costs that were waived in this action have been paid to the court *(check one)*: Yes No

I declare under penalty of perjury under the laws of the State of California that the information above is true and correct.

Date:

 (TYPE OR PRINT NAME OF ATTORNEY PARTY MAKING DECLARATION)

 _____
 (SIGNATURE)

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

DATE: May 12, 2026

TO : Hons . John V. Aguerre, Ralph Hutchens and Andrea M. Hall

FROM: Michael P. Connolly, COP / DM

RE : Proposal to adjust qualified special parcel tax for FY 2026/2027

INTRODUCTION

The District like most, perhaps all, public entities in the state is facing a significant increase in operational costs for Fiscal Year 2026/2027, without a corresponding increase in revenue.

DISCUSSION

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

Labor and insurance costs are the two most costly components of the operation of the District. It is anticipated that those two components will increase significantly more than the increase in revenue. Insofar as labor is concerned I have been in discussion with the Broadmoor Police Officers Association's representative, but as of this writing no consensus has been reached.

In order to continue to adequately staff the District, build and maintain a reserve fund, remain in sound fiscal condition, and 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 2023/24-05 [AMENDED]) The District did not increase the Special Tax last Fiscal Year, opting to maintain the same tax rate for two consecutive years.

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 continues to form the legal basis of the District's qualified Special Tax that exists to this day and which provides the Commission with the authority to annually adjust the Special Tax in an amount not to exceed 5% of the Special Tax presently in effect. The current Special Tax is set forth in Resolution 2023/2024-05, which was adopted by the Police Commission on June 10, 2024, for Fiscal Year 2024/2025, and which continued without change for Fiscal Year 2025/2026. If proposed Resolution 2026-2 is adopted, that Resolution would result in an upward adjustment of the Special Tax by 5%, which would yield an increase of only 2.5% per year amortized over the two fiscal years that remained the same without an increase in the second of those two years.

The two major expenses of the District are labor and insurance. The employees are going to make a request for a wage increase. Because negotiations are underway at this time it would not be prudent to speculate on how much, if any, increase the Police Commission will approve. Nevertheless, proceeding on the assumption there will be an increase, an increase in wages necessitates an increase in Workman's Compensation Insurance, health insurance, and the District's share of the employees' CalPERS benefits.

Although the proposed budget is not figured into this Staff Report because it will not be complete until after this report is prepared, we are anticipating an increase in operating costs of between 7% and 9%.

Fuel and maintenance of the District's patrol fleet have significantly increased, with fuel costs increasing about 30%.

An increase of 5% in the Special Tax will not fully bridge the gap, but it will help.

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. 2026-2 for FY 2026/2027 effective July 1, 2026, and that such Resolution be approved, passed and adopted.

I have attached to this Staff Report a proposed form of Resolution 2026-2 for your consideration.

Respectfully submitted,

Michael P. Connolly

(digitally signed)

MICHAEL P. CONNOLLY
Chief of Police / District Manager

Attachments: Proposed Resolution 2026-2

BOARD OF POLICE COMMISSIONERS
BROADMOOR POLICE PROTECTION DISTRICT

A RESOLUTION

RESOLUTION NO. 2026-2

**A RESOLUTION ADJUSTING THE
QUALIFIED SPECIAL TAX
FOR FISCAL YEAR 2026/2027**

WHEREAS, on February 17, 2000, District Resolution 1999/2000-09 was approved and adopted by this Police Commission that established a Qualified Special Tax to be imposed upon and against each parcel of real property situated within the District; and,

WHEREAS, on May 16, 2000, the Voters of the District voted in favor of Resolution 1999/2000-09, thereby approving the proposed Qualified Special Tax consistent with the provisions of the Constitution of the State of California; and,

WHEREAS, Resolution 1999/2000-09 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's rate; 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 year spanning two consecutive calendar years; and,

WHEREAS, the last adjustment to the special tax was in 2024 by Resolution 2023/24-05 [AMENDED] for FY 2024/2025; and,

WHEREAS, the District did not increase the Special Tax for Fiscal Year 2025/2026, choosing to keep it at the same rate as it was in Fiscal Year 2024/2025 resulting in a Qualified Special Tax amortized over that two fiscal year period (Fiscal Years 2024/2025 and 2025/2026) of 2.5% per Fiscal Year.

WHEREAS, the Board of Police Commissioners has determined that an adjustment in the Special Tax specified in Resolution 2023/24-05 should be increased by Five Percent (5%) for FY 2026/2027 for the prospective financial health of the District.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Special Tax rates provided and set forth in Resolution No. 2023/24-05 are hereby adjusted upward by Five Percent (5%) as set forth below, which are approved and adopted for FY 2026/2027, viz:

SECTION 1: A Special Tax effective July 1, 2026, for FY 2026/2027 is hereby levied against and imposed upon each and every parcel of real property situated within the District as follows:

- | | | |
|-----|---|------------|
| (a) | Single family dwellings | \$559.12 |
| (b) | Multiple residential (per unit or apt.) | \$559.12 |
| (c) | Residential board or care (per bed) | \$465.52 |
| (d) | Commercial property | \$1,221.58 |
| (e) | Unimproved property | \$181.10 |

SECTION 2: The Special Tax set forth above shall be, and it hereby is a charge against, a lien upon and secured by each and every parcel of real property situated within the District subject to the Special Tax.

SECTION 3: 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 secured property tax rolls and real property tax bills for FY 2026/2027 and for the collection of the Special Tax in the same manner as other taxes secured by real property in the County of San Mateo.

SECTION 4: The Special Tax provided herein shall be subject to all the same penalties as the *ad valorem* taxes on the real property subject to the Special Tax and 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.

SECTION 5: The District's Records Supervisor 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 by this Resolution.

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SECTION 6: Should any Court of competent jurisdiction determine that this Resolution or any part of it is void, invalid or unenforceable for any reason whatsoever, Resolution 2023/24-05 [AMENDED] shall, to that extent and without change, continue in full force and effect as adopted on June 10, 2024.

PASSED and ADOPTED in Open Session this 12th Day of May 2026.

Ayes:

Noes:

Abstain / Absent:

Attest:

Michael P. Connolly
Chief of Police / District Manager

Hon. John V. Aguerre, Chair

BROADMOOR POLICE PROTECTION DISTRICT

OFFICE OF DISTRICT COUNSEL

STAFF REPORT

TO : Hon. Ralph Hutchens, Hon. John Aguerre, Hon. Andrea Hall

FROM: Paul M. Davis, District Counsel

DATE: May 12, 2026

RE : Delegation of authority to compromise and settle small claims

INTRODUCTION

Parties who assert that they have suffered damages caused by District personnel may, within six months of the date of the incident giving rise to the alleged injury, file a written claim for damages with the District. (Government Code §900)

The District has forty-five days from the date the claim was presented within which to allow the claim, reject the claim, or allow it in part. (Government Code §912.4(a))

By law, only the Commission may take action on a claim unless the Commission delegates that authority to a District employee. (Government Code §935.4)

PROPOSAL

In an effort to the reduce risk of loss and expense stemming from small claims, I propose that small claims (claims not exceeding \$5,000), be acted on by the Chief of Police who shall have the power and authority to compromise and settle such small claims, subject to the approval of District Counsel, as provided by Government Code §935.4. This limited delegation of authority would obviate the need to tender the claims to the District's insurance carrier thereby avoiding an insurance claim that could increase the rate of the premium the District pays for insurance. Proposed Resolution 2026-3 would accomplish this goal.

Proposed Resolution 2026-3 if implemented would also require the Chief of Police/District Manager to report to the Commission in writing and in open session any claims he or she has compromised and settled.

CONCLUSION

I recommend that the Commission approve and adopt proposed Resolution 2026-3, a copy of which is attached to this Memorandum.

Respectfully submitted,

Paul M. Davis

(digitally signed)

Paul M. Davis
District Counsel

BROADMOOR POLICE PROTECTION DISTRICT

POLICE COMMISSION

A RESOLUTION

RESOLUTION NO. 2026-3

**A RESOLUTION AUTHORIZING
THE CHIEF OF POLICE / DISTRICT MANAGER
TO COMPROMISE AND SETTLE SMALL CLAIMS,
WITH THE CONSENT OF DISTRICT COUNSEL,
PURSUANT TO GOVERNMENT CODE §§935.4 and 949**

WHEREAS, pursuant to Government Code §900, *et seq.*, claims for money damages are, from time to time, presented to the District; and,

WHEREAS, an efficient and cost-effective means of resolving valid claims that are relatively small in value should be in place where such claims can be compromised and settled without the expense of litigation or resorting to indemnity coverage from the District's liability insurance carrier, subject to and consistent with all the terms and conditions of the District's policy[ies] of insurance in effect at the time a claim is presented where such claim would be covered by such policy of insurance but the District is willing to assume the loss without resorting to a claim against its insurance; and,

WHEREAS, by delegating to the Chief of Police / District Manager the authority to compromise and settle valid small claims with the approval of District Counsel would be a cost-effective and efficient means of preserving District resources.

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT:

SECTION 1. Pursuant to Government Code §§935.4 and 949 the power and authority to compromise and settle valid small claims against the District, subject to the approval of District Counsel, is delegated to the Chief of Police / District Manager.

SECTION 2. The authority granted to the Chief of Police / District Manager pursuant to Section 1 shall not exceed \$5,000.00 per claim stemming from a single transaction or event. No claim in excess of \$5,000.00 per transaction or event shall be split into individual claims of \$5,000.00 or less in order to circumvent the \$5,000.00 limitation provided herein.

SECTION 3. As a condition of compromising and settling a valid claim the claimant shall be required to execute a full and unconditional form of Release of All Claims to the satisfaction of District Counsel.

SECTION 4. Upon compromising and settling a claim by the Chief of Police / District Manager, pursuant to the authority granted in Section 1, he or she shall report in writing to the Commission, by a written report, each claim he or she has compromised and settled, which shall be included on the Agenda at the regular meeting of the Commission immediately following the date a claim was compromised and settled. The report shall include a summary of the details of the claim and the amount paid or to be paid to the claimant.

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PASSED and **ADOPTED** in Open Session this 12th Day of May 2026.

Ayes:

Noes:

Abstain / Absent:

Attest:

Michael P. Connolly
Chief of Police / District Manager

Hon. Andrea M. Hall, Secretary

PROPOSED