



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

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

Tuesday - June 9, 2026 - 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
IN PERSON OR BY ZOOM BY VISITING THE
DISTRICT'S WEBSITE AT [BROADMOORPOLICE.COM](https://www.broadmoorpolice.com)
AND CLICKING ON THE LINK TO THE MEETING OR**

<https://us06web.zoom.us/j/82817417480?pwd=moPIIu3Gavu3zUy46T9JZaUmvXnAE0.1>



BROADMOOR POLICE COMMISSION

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

A G E N D A

REGULAR MEETING

Meeting to be held:

Tuesday- June 9, 2026 - 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**

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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. For those attendees appearing remotely by Zoom, you must state your name before delivering your comment. 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 May 12, 2026, regular meeting.
- (b) Approval of Minutes of May 15, 2026, special meeting.

TREASURER'S REPORT

- (c) Approval of June 2026 Warrants and Deposits.

6. **REGULAR BUSINESS**

- (a) Discussion and action to adopt proposed Resolution 2026-3, which would approve the District's membership in the California Intergovernmental Risk Authority (CIRA), a joint powers authority, that would become the provider of the District's general liability insurance and direct the Chief of Police / District Manager to execute the Joint Powers Agreement in the name and on behalf of the District.
- (b) Discussion and action to appoint two commissioners to serve as the District's primary and alternative representatives on the Board of Directors of the California Intergovernmental Risk Authority upon the District's admission to the membership of that joint powers authority.
- (c) Discussion and presentation of the District's Preliminary Budget for Fiscal Year 2026/2027.

(d) Set date and time for hearing and adoption of the District's Final Budget for Fiscal Year 2026/2027.

7. **ADJOURNMENT**

Motion to adjourn this meeting and set the next regular meeting of the Police Commission on July 14, 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 MAY 12, 2026

388 Eighty-Eighth Street
Broadmoor Village, California 94015

The meeting was called to order at 7:06 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 M. Davis.
All votes were by Roll Call.

3. **PUBLIC COMMENTS**

There was no Public Comment.

4. **CHIEF OF POLICE REPORT**

Chief Connolly delivered his report including noting the initial draft review of the budget was scheduled for later on the agenda. He noted the District still had not received its share of State Tax funds and that several significant purchases were being weighed. Specifically Chief Connolly noted the age of the headquarters building at 24 years, the need for new HVAC and water systems, the need for a new emergency generator, and several pieces critical equipment approaching their "end of life". Chair Aguerre concurred on the importance of ongoing, routine maintenance. Commission Hall noted the need for a robust reserve policy.

There were no Public Comments.

5. **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 April 14, 2026, regular meeting.
- (b) Approval of May 2026 Warrants and Deposits.

There was no Public Comment on the Consent Calendar.

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

AYES: Commissioners Aguerre, Hall, and Hutchens

NAYS: None

ABSENT: None

ABSTAIN: None

6. REGULAR BUSINESS

- (a) Report dismissal of lawsuit against District. (Laines v. City of Daly City)

General Counsel Davis reported the litigation had been dismissed against the District. Commission Hall stated her opinion the item should not be an open session item and was best discussed in Closed Session. She made a request for copies of General Counsel Davis' insurance certificate under the Public Records Act.

There was no Public Comment on Item 6(a).

This item was received and filed.

- (b) Discussion and action to adjust the current Special Parcel Tax for Fiscal Year 2026/2027, effective July 1, 2026, and adopt proposed Resolution No. 2026-2.

Chair Aguerre introduced the item.

Chief Connolly presented the report, noting the increase of 5% would help offset current Cost of Living increases.

Commission discussion ensued. Commissioner Hall expressed her desire the increase would be directed toward wage increases. Commissioner Hutchens commented the increase was optional and in previous years not exercised, but stated his support for the increase in 2026/2027. Chair Aguerre stated his support for the increase.

There was no Public Comment on agenda item 6(b).

ACTION: It was moved by Commissioner Hall, seconded by Chair Aguerre, to adopt Resolution No. 2026-2, approving a 5% increase to the District's Special Tax effective July 1, 2026.

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 continuing concern the District was attempting to avoid disclosure of claims and potentially lower claim amounts by “splitting” claims.

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 a future meeting, perhaps in August, to allow for additional information to be presented.

- (d) Presentation of the Districts audit for Fiscal Year 2024/2025

Jeff Palmer, of CJ Brown and Co., the District’s Auditor, presented the report. He stated the District had improved its overall financial position and responding to Commission inquiry, reported the final numbers had been “trued-up” and the report was ready for final acceptance and submittal to the State.

General Counsel Davis noted the agendaized recommended action did not provide the Commission with the authority to approve the Final Audit report. Responding to Commission comments, he stated a Special Meeting could be held to approve the report, prior to the next regular Commission Meeting.

There was no Public Comment on Agenda Item 6(d).

Consensus was reached to hold a Special Meeting on Friday, May 15, 2026 to approve the Final Audit Report.

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

Chief Connolly presented the report. He noted that contract negotiations had not yet been conclude, and the District also did not have final cost projections for all insurance coverages. He noted a Special Meeting may be necessary to review and adopt the final budget.

There was no Public Comment on Agenda Item 6(e).

Consensus was reached to table discussion of the proposed Fiscal Year 2026/2027 budget until the June meeting of the Commission.

7. ADJOURNMENT

It was moved by Commissioner Hutchens, seconded by Commissioner Hall, to adjourn the meeting to the next regular meeting date of June 9, 2026.

AYES: Commissioners Aguerre, Hall, and Hutchens

NAYS: None

ABSENT: None

ABSTAIN: None

The meeting adjourned at 8:22 p.m.

Commissioner Andrea Hall, Secretary

BROADMOOR POLICE PROTECTION DISTRICT MINUTES OF SPECIAL MEETING HELD MAY 15, 2026

388 Eighty-Eighth Street
Broadmoor Village, California 94015

The Special Meeting was called to order at 1:02 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 M. Davis.
All votes were by Roll Call.

3. **PUBLIC COMMENTS**

There was no Public Comment.

4. **REGULAR BUSINESS**

- (a) Action approving the District's audit for Fiscal Year 2024/2025 ending June 30, 2024 presented and discussed at the regular meeting on May 12, 2026.

Commissioners reviewed the draft audit report, noting the board members listed for Fiscal Year 2024/2025 reflected the current Board, and not the Board in office during the period of time covered by the audit. Requests were made to consider rewording the text regarding the District's current net position, and correct typographical errors. The Board expressed appreciation for seeing the report in redline, making comparison between the draft reviewed at the May 12th meeting and the draft before them easier.

Chief Connolly stated the report did not have to return to the Commission for consideration following the ministerial corrections discussed.

There was no Public Comment on Item 4(a).

ACTION: It was moved by Commissioner Hutchens, seconded by Commissioner Hall, to

approve the District's audit for Fiscal Year 2024/2025 ending June 30, 2024 as corrected.

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

5. ADJOURNMENT

It was moved by Commissioner Hutchens, seconded by Commissioner Augerre, to adjourn the meeting.

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

The meeting adjourned at 1:29 p.m.

Commissioner Andrea Hall, Secretary

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

DATE: June 9, 2026

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

FROM: Michael P. Connolly, COP / DM

RE : Insurance renewal proposal by CIRA

INTRODUCTION

Since the District's general liability insurance policy is coming up for renewal I have been able to secure a very substantial reduction in the annual premium, a substantially lower deductible and substantially higher coverage limits.

DISCUSSION

Under the current general liability policy, which will soon lapse, the annual premium was \$390,000. The coverage limits are \$3,000,000 per claim and the deductible is \$250,000 per claim.

The California Intergovernmental Insurance Risk Authority ("CIRA"), which is a Joint Powers Authority, has offered to provide the District with general liability coverage for an annual premium of \$115,000, with coverage limits of \$40,000,000 per claim, and a deductible of \$50,000 per claim.

As is readily apparent, the actual annual savings just from the premium reduction would be \$275,000, the coverages are substantially greater (\$40,000,000 as opposed to \$3,000,000), and the deductible would drop from \$250,000 per claim to \$50,000 per claim, a reduction of \$200,000 per claim.

In order to obtain the new coverage with CIRA the District must join the CIRA as a member of that Joint Powers Authority because the insurance offered by the CIRA is available only to its members. Membership has been offered to the District.

I have attached to this Staff Report a proposed Resolution 2026-3, to which is appended a copy of the Joint Powers Agreement ("JPA") for approval by the Police Commission.

RECOMMENDATION

I recommend that the Police Commission approve and adopt proposed Resolution 2026-3, and that the Police Commission appoint two of its members to serve as a member and an alternate member on the Board of Directors of the CIRA as provided in the JPA.

Respectfully submitted,

Michael P. Connolly

(digitally signed)

MICHAEL P. CONNOLLY
Chief of Police / District Manager

Attachments: Proposed Resolution 2026-3

BROADMOOR POLICE PROTECTION DISTRICT

POLICE COMMISSION

A RESOLUTION

RESOLUTION No. 2026-3

A RESOLUTION APPROVING A JOINT POWERS AGREEMENT AND MEMBERSHIP IN THE CALIFORNIA INTERGOVERNMENTAL RISK AUTHORITY, A JOINT POWERS AUTHORITY, DIRECTING THE CHIEF OF POLICE / DISTRICT MANGER TO EXECUTE THE JOINT POWERS AGREEMENT ON BEHALF OF THE DISTRICT, AND APPOINTING TWO COMMISSIONERS TO SERVE AS A MEMBER AND ALTERNATE MEMBER ON THE GOVERNING BOARD OF THE JOINT POWERS AUTHORITY

WHEREAS, Government Code §6502, commonly known and referred to as the Joint Exercise of Powers Act, provides that, if authorized by their governing bodies, two or more public agencies may by Resolution enter into a Joint Powers Authority; and,

WHEREAS, Government Code §6500 of the Joint Exercise of Powers Act, includes in the definition of “public agency” a special District; and,

WHEREAS, the Broadmoor Police Protection District ("District") is a special district and public agency in the County of San Mateo, and the Police Commission is the duly elected governing body of the District; and,

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WHEREAS, the District has applied to become a Member of the California Intergovernmental Risk Authority ("CIRA"), a joint powers authority and public entity created on May 21, 1986, which has, since its inception, operated and continues to operate as a joint powers authority; and,

WHEREAS, the CIRA has approved the District's application for admission to the CIRA as a Member subject to the approval of the Police Commission and the execution of the Joint Powers Agreement ("JPA"), a true and correct copy of which is appended hereto as Exhibit "A"; and,

WHEREAS, it is in the District's best fiscal interest to become a member of the CIRA because the District's current general liability insurance coverage has a maximum limit of \$3,000,000 per claim, a per-claim deductible of \$250,000, and an annual premium of \$390,000. The CIRA will provide the District with far superior general liability insurance coverage with a maximum limit of \$40,000,000 per claim, a per-claim deductible of \$50,000, and an annual premium of \$115,000.

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT:

SECTION 1. The JPA is approved.

SECTION 2. The District intends to join the CIRA as a Member and agrees to be bound by the JPA and its By-Laws and agreements.

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SECTION 3. It is the District's intent to avail itself of the benefits of membership in the CIRA at the earliest possible time permitted by the CIRA and its By-Laws following the execution of the JPA.

SECTION 4. Pursuant to Article V.A. of the JPA Commissioner _____ is appointed to serve as the District's initial representative on the CIRA Board of Directors and Commissioner _____ is appointed to serve as the District's initial alternate representative on the CIRA Board of Directors.

SECTION 5. Chief of Police / District Manager Michael P. Connolly is authorized and directed to execute, in the name and on behalf of the District, the JPA and all other documents necessary and required by the CIRA to perfect and finalize the District's membership in the JPA.

SECTION 6. The District employee who shall have the authority to represent the District in the ordinary course of business dealings with the CIRA and the JPA is Chief of Police / District Manager Michael P. Connolly and all successors to that office. Neither Chief / District Manager Michael P. Connolly, nor any successor to that office, shall have the power to delegate that authority to anyone without the express consent of the Police Commission either at a duly noticed regular or special meeting of the Police Commission or at an emergency meeting on short or no notice held pursuant to Government Code §54956.5.

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PASSED and ADOPTED this 9th Day of June 2026, in Open Session
at a duly noticed Regular Meeting of the Police Commission.

Ayes:

Noes:

Abstain / Absent:

Attest:

Michael P. Connolly
Chief of Police / District Manager

Hon. Andrea M. Hall, Secretary

PROPOSED

**AMENDED AND RESTATED
JOINT EXERCISE OF POWERS AGREEMENT
OF THE
CALIFORNIA INTERGOVERNMENTAL RISK AUTHORITY
(formerly Public Agency Risk Sharing Authority of California)**

This Amended and Restated Joint Exercise of Powers Agreement of the California Intergovernmental Risk Authority (“CIRA” or “Authority”) (“Agreement”), formerly known as the Public Agency Risk Sharing Authority of California (“PARSAC”), is entered into by and among the public entities, hereafter referred to as “Members”, each of which is organized and existing under the laws of the State of California and is a signatory to this Agreement and listed in Appendix “A”, attached hereto and made a part hereof. This Agreement supersedes the Public Agency Risk Sharing Authority of California [PARSAC] Joint Powers Agreement dated May 25, 2017 as of, and is effective on, July 1, 2021 (“Effective Date”).

RECITALS

1. The Authority was originally created as the California Municipal Insurance Authority effective May 21, 1986 pursuant to that certain Joint Powers Agreement Creating the California Municipal Insurance Authority (“Original JPA Agreement”). The Original JPA Agreement was revised and restated effective July 1, 1989 and then again effective November 19, 1993 when the original name was changed to the Public Agency Risk Sharing Authority of California. Subsequent restatements were approved effective May 31, 1996, December 13, 2002, December 12, 2003, May 20, 2005, May 31, 2007, and May 26, 2011. The most recent restatement is the PARSAC Joint Powers Agreement which was approved effective May 25, 2017 (“PARSAC Agreement”).

2. Labor Code Section 3700 authorizes public entities, including members of a pooling arrangement under a joint powers authority, to fund their own workers’ compensation claims.

3. Government Code Sections 989 and 990 authorize a local public entity to insure itself and its employees against tort or inverse condemnation liability.

4. Government Code Section 990.4 authorize a local public entity to fund insurance and self-insurance in any desired combination.

5. Government Code Section 990.6 provides that the cost of insurance is an appropriate public expenditure.

6. Government Code Section 990.8 authorizes two or more local public entities to enter into an agreement to jointly fund such expenditures under the authority of the Joint Exercise of Powers Act (Gov. Code Section 6500 et seq.).

7. Government Code Section 6500 et seq. authorizes two or more public entities to jointly exercise, under an agreement, any power which is common to each of them.

8. Each Member that is a party to this Agreement desires to join with the other Members to fund programs of insurance for workers’ compensation, liability, property and other coverages to be determined and for other purposes set forth in this Agreement.

9. The governing body of each Member has determined that it is in the Member's own best interest, and in the public interest, to execute this Agreement and participate as a Member of the Authority.

In consideration of the recitals, mutual benefits, covenants, and agreements set forth in this Agreement, the Members agree as follows:

**ARTICLE I.
CALIFORNIA INTERGOVERNMENTAL RISK AUTHORITY
AS SUCCESSOR TO AND EXPANSION OF PARSAC**

- A. Authority Created. The Authority was originally formed on May 21, 1986 as the California Municipal Insurance Authority by operation of the Original JPA Agreement and subsequently renamed as the Public Agency Risk Sharing Authority of California effective November 19, 1993. The Authority was, and is, formed pursuant to the provisions of Article I (commencing with Section 6500) of Chapter 5 of Division 7 of Title 1 of the Government Code of the State of California ("Code"), which authorizes two or more public agencies, by a joint powers agreement entered into respectively by them and authorized by their legislative or governing bodies, to exercise jointly any power or powers common to the member agencies.
1. Name Change. As of the Effective Date, the Public Agency Risk Sharing Authority of California shall be known as the California Intergovernmental Risk Authority, hereinafter referred to as "CIRA" or the "Authority."
 2. Separate Entity. Pursuant to Code Sections 6506 and 6507, from its inception, the Authority has, is, and shall be a public entity separate and independent from the Members which is governed exclusively by the Authority's Board of Directors ("Board").
- B. Membership in the Authority as of the Effective Date. As of the Effective Date, the membership of the Authority shall consist of the members of PARSAC and the members of the Redwood Empire Municipal Insurance Fund ("REMIF"), with respect to only those that have approved this Agreement as of the Effective Date, as listed in Appendix "A".
- C. Future Membership. Membership in the Authority is open to public entities throughout the State of California, if such public entities meet the requirements specified in the Bylaws and are approved by the Board.

**ARTICLE II.
PURPOSE**

The purpose of the Authority is to exercise the powers of the Members to jointly accomplish the following:

- A. Develop comprehensive Programs with the objective to reduce the cost of risk against which the Members are authorized or required to protect against by insurance, self-insurance, or pooling. Such Programs may include, but are not limited to, coverages for tort liability, workers'

compensation, employee health benefits, loss to real or personal property, or liability arising out of the ownership, maintenance, or use of real or personal property.

- B. The design of the Programs may evolve with the needs of the Members and in accordance with contemporary economic and financial conditions. Programs may therefore operate on an insured, pooled, self-funded, or other appropriate basis whereby the Members share some portion, or all, of the costs of Program losses.
- B. Jointly secure administrative and other services including, but not limited to, general administration, underwriting, risk management, loss prevention, claims adjusting, data processing, brokerage, accounting, legal and other services related to any authorized purpose.

**ARTICLE III.
PARTIES TO THE AGREEMENT AND RESPONSIBILITIES OF MEMBERS**

- A. Each Member represents and warrants that it intends to, and does hereby, contract with all other Members listed in Appendix "A", and any new members admitted to the Authority. Each Member also represents and warrants that the withdrawal or expulsion of any Member shall not relieve any Member of its rights, obligations, liabilities or duties under this Agreement or the individual Programs in which the Member participates.
- B. Each Member agrees to be bound by and to comply with all the terms and conditions of the Governing Documents and any Resolution or other action adopted by the Board as they now exist or may hereinafter be adopted or amended. Each Member assumes the obligations and responsibilities set forth in the Governing Documents, as they may be amended.
- C. Each new Member agrees to participate for a minimum of five years, except that members of PARSAC and REMIF as of June 30, 2021 must continue for a minimum of two years thereafter. Also, each new Member agrees to meet its obligations and responsibilities as set forth in the Governing Documents.

**ARTICLE IV.
POWERS**

The Authority shall have the powers common to its Members. As provided by Government Code Section 6509, the Authority's power is subject to the restrictions upon the manner of exercising the power of the Member specified in the Bylaws. Under this Agreement, the Authority is authorized, in its own name, to do all acts necessary and to exercise such common powers to fulfill the purposes of this Agreement, including but not limited to the following:

- A. Make and enter contracts;
- B. Employ agents and employees;
- C. Incur debts, liabilities or obligations;
- D. Receive, collect, invest, and disburse funds;

- E. Receive contributions and donations of property, funds, services and other forms of assistance;
- F. Acquire, construct, manage, maintain, hold, lease or dispose of real and personal property; and
- G. Sue and be sued in its own name and settle any claim against it.

**ARTICLE V.
BOARD OF DIRECTORS**

- A. The Authority shall be governed by the Board. Each Member shall appoint a representative to the Board and an alternate representative, each of whom shall meet the parameters set forth in the Bylaws. In the absence of a resolution of the Board providing otherwise, representatives and alternates will serve without compensation by the Authority.
- B. The Member's representative and/or alternate representative shall be removed from the Board upon the occurrence of any one of the following events: (1) the expulsion or withdrawal of the Member from the Authority; (2) the death or resignation of the Member representative; (3) the Member gives notice that the Member representative is no longer employed by the Member; or (4) as otherwise provided in the Authority's Bylaws.
- C. The Board shall exercise all powers and conduct all business of the Authority, either directly or by delegation of authority to committees or other bodies or individuals.

**ARTICLE VI.
ADMINISTRATION OF PREEXISTING OBLIGATIONS**

- A. All liabilities and obligations of the Authority existing prior to the Effective Date ("Preexisting Obligations") will be administered under the terms and conditions of the PARSAC Agreement. For this purpose, the PARSAC Agreement in effect on June 30, 2021, which is attached hereto as Appendix B, is hereby made a part of this Agreement and incorporated herein by this reference.
- B. The Board shall appoint a committee made up of representatives of Authority members that were members prior to the Effective Date to make recommendations to the Board regarding the administration of the Preexisting Obligations. As to specific agenda items relating to such matters, only Directors representing Members who were members of the Authority prior to the Effective Date may vote, and as to such items, a quorum shall be determined solely by reference to the number of Members that were members of the Authority prior to the Effective Date.
- C. All assets of the Authority existing on June 30, 2021 shall be reserved by the Authority for the sole purpose of administering the Preexisting Obligations. Similarly, all assets of REMIF shall be used exclusively for the purpose of administrating the obligations of REMIF.

**ARTICLE VII.
OFFICERS**

- A. The Board shall elect a President, Vice-President, Treasurer, and Auditor/Controller. The President, Vice-President, and Auditor/Controller must be Directors. The General Manager shall serve as Secretary of the Board. The manner of election and term of office of elected officers and their authority and responsibilities shall be as set forth in the Authority's Bylaws. If any of the elected officers ceases to be a Member's representative, the resulting vacancy shall be filled as provided in the Authority's Bylaws. The Board may elect such other officers as it considers necessary.
- B. As permitted by Government Code Section 6505.6, the Treasurer shall comply with the duties and responsibilities set for the subdivisions (a) through (d) of Government Code Section 6505.5, and shall cause an independent audit to be made by a certified public accountant, or public accountant, in compliance with Government Code Section 6505. The Treasurer will have no vote on the Board unless the Treasurer is also a Director.
- C. The Board shall appoint a General Manager who shall act as Secretary of the Board and as the Chief Administrative Officer of the Authority. Although an officer, the General Manager shall not have a vote on the Board or any committee of the Authority.

**ARTICLE VIII.
MEETINGS AND RECORDS**

- A. Not less than once a year, the Board and all standing committees shall hold regular meetings as set forth in the Bylaws of the Authority. Special meetings may be called as provided in the Bylaws.
- B. All meetings of the Board, and appointed committees, including without limitation, regular, adjourned regular, and special meetings, shall be called, noticed, held, and conducted in accordance with the Ralph M. Brown Act (Section 54950 et. seq. of the Government Code).
- C. Minutes of regular, adjourned regular, and special meetings of the Authority shall be kept under the direction of the Secretary. After each meeting, the Secretary shall cause copies of the minutes to be forwarded to each Board member for review and approval at the next regular meeting.

**ARTICLE IX.
BUDGET**

The Board shall adopt an annual budget prior to the beginning of each Fiscal Year.

**ARTICLE X.
REGULAR AUDITS AND REVIEWS**

- A. The Board shall cause an annual financial audit of the accounts and records to be prepared by a Certified Public Accountant in compliance with California Government Code Sections 6505 and

6505.5 or 6505.6 with respect to all receipts, disbursements, other transactions and entries into the books of the Authority. The minimum requirements of the audit shall be those prescribed by the State Controller for special districts under Government Code Section 26909 and shall conform to generally accepted accounting standards. A report of each such audit shall be filed as a public record with the Board, each of the Members, and the auditor/controller of the county in which the Authority's administrative office is located. The report shall be filed within twelve months of the end of the fiscal year under examination. The Authority shall pay all costs for such financial audits.

- B. The Board shall cause an annual actuarial review to be prepared for each of the Programs of the Authority and a report of such actuarial review shall be made available for inspection by the Board and the Members. The Authority shall pay all costs for such actuarial review.
- C. The Board shall cause a claims audit of the administration of the claims for each of the Programs of the Authority at least biannually. A report of such claims review shall be made available for inspection by the Board and the Members. The Authority shall pay all costs for such claims reviews.

**ARTICLE XI.
ADMISSION OF NEW MEMBERS**

- A. Any public entity eligible for membership as stated in Article I may apply for membership in the Authority and participation in one or more of the Authority's Programs at any time. To be considered, the applicant must submit any documentation or information requested by the Authority and pay any costs required to analyze their application and determine their initial contribution.
- B. The Authority shall review all applications by potential new members to determine if they meet the requirements provided for in the Bylaws and any relevant Board policies to determine whether and on what conditions to admit the applicant.
- C. Upon approval for membership by two-thirds vote of the Board, to become a Member the applicant must execute this Agreement and pay any contributions or premiums required to participate in the Program(s) for the initial Program Year in which the applicant will participate.

**ARTICLE XII.
WITHDRAWAL**

- A. After the initial commitment period described in Article III, any Member which enters a Program may withdraw from that Program by compliance with the requirements stated in the Bylaws for withdrawal from the Program.
- B. Withdrawal of a Member does not terminate its rights to coverage arising under any Program in which it participated for the years in which it participated. A Member that has withdrawn from a Program may later seek to renew participation in the Program subject to any terms and conditions set forth in the Bylaws.

- C. A Member that has withdrawn from all of the Authority's Programs shall no longer have a right to a representative on the Board, but shall remain liable for assessments and other obligations arising from the Program Years in which it participated.
- D. As soon as administratively feasible after the Effective Date, the Members of the Authority shall agree on the method of apportioning the CalPERS retirement obligations of the Authority in the event of a default event as defined by Government Code Section 6508.2. Until such time, and in the event of a default event, the terms of the Public Agency Risk Sharing Authority of California (PARSAC) Agreement for Apportion of Retirement Obligations dated May 25, 2017, and attached hereto as Exhibit "C", shall apply with respect to all Members of the Authority.

**ARTICLE XIII.
EXPULSION**

The Board may expel any Member from the Authority and/or from a Program for material breaches of the Governing Documents consistent with the provisions of the Bylaws, subject to any warning or probationary provisions in the Governing Documents. Expulsion does not terminate the obligations of either the Authority or the Member incurred prior to the expulsion.

**ARTICLE XIV.
TERMINATION AND DISTRIBUTION**

- A. This Agreement shall continue in full force and effect until terminated. Termination of this Agreement shall also constitute the termination of all Programs. This Agreement may be terminated at any time by the vote of three-fourths of the Members; provided, however, that this Agreement and CIRA shall continue to exist for the purpose of disposing of all claims and paying its obligations for employees' health and pension benefits, before the distribution of assets, and any other functions necessary to wind up the affairs of CIRA.
- B. Upon termination of this Agreement, all assets of each Program of CIRA shall be distributed among the Members which participated in such Programs, in accordance with the retrospective premium adjustment process in effect during the term of this Agreement. Such distributions shall be determined within six [6] months after the disposal of the last pending claim or other liability covered by all Programs of the Authority. The Board may in its sole discretion determine that earlier distributions are appropriate as to Programs for which there remains no claim or liability.
- C. Following the termination of this Agreement, any Member which was a participant in any Program of CIRA shall pay any additional amount of premium, determined by the Board or its designee in accordance with a retrospective premium adjustment, which may be necessary to enable final disposition of all claims arising from losses under that Program during the Member's period of participation.
- D. The Board is vested with all powers of CIRA for the purpose of concluding and dissolving the business affairs of CIRA. The Board may designate legal counsel and any committee or person to carry out a plan of dissolution adopted by the Board.

ARTICLE XV.
LIABILITY OF MEMBERS, DIRECTORS, OFFICERS, AND COMMITTEE MEMBERS

- A. Pursuant to Government Code section 6508.1, except as to liabilities to a public retirement system, the debts, liabilities, and obligations of the Authority shall not constitute debts, liabilities, or obligations of any Member. However, each Member shall remain liable to the Authority for contributions assessed by the Authority to pay its debts, liabilities, or obligations.

- B. The debts, liabilities or obligations incurred by either PARSAC or REMIF prior to the Effective Date shall not constitute the debts, liabilities or obligations of the other. Notwithstanding the preceding, the Authority intends to be the successor to the CalPERS pension obligations of REMIF pursuant to California Government Code Section 20508. As such, the liability to CalPERS with respect to service credited under REMIF's CalPERS contract, and the continuing liability to CalPERS of the Authority with respect to service credit accrued both prior to and after the Effective Date under the Authority's CalPERS contract, shall be the contractual liability of the Authority. The Authority and REMIF shall separately enter into an agreement to provide for the allocation of liability, and the payment of related contributions, with respect to service credit accrued prior to the Effective Date.

- C. The representatives to the Board of Directors and to each of the Programs and any officer, employee, contractor, or agent of the Authority shall use ordinary care and reasonable diligence in the exercise of their power and in the performance of their duties under this Agreement. Directors, officers, committee members of the Authority shall be liable for any act or omission within the scope of their office or employment by the Authority only in the event that they act or fail to act because of actual fraud, corruption, or actual malice or willfully fail or refuse to conduct the defense of a claim or action in good faith or to reasonably cooperate in good faith in the defense conducted by the Authority.

- D. The Authority shall defend and indemnify its directors, officers, and employees to the same extent as any other public entity of the State of California is obliged to defend and indemnify its employees pursuant to Government Code Section 825, et seq., or other applicable provisions of law. Nothing herein shall limit the right of the Authority to purchase insurance to satisfy this obligation.

- E. The Authority shall indemnify, protect, defend, and hold harmless each and all of the Members, and their officials, agents, and employees, for and from any and all liability, claims, causes of action, damages, losses, judgments, costs, or expenses (including attorney fees) resulting from an injury caused by a negligent or wrongful act or omission occurring in the performance of this Agreement by the Authority, by one or more of the Members, or any of their officials, employees, agents, or independent contractors.

**ARTICLE XVI.
NOTICES**

Notices to each Member under this Agreement shall be sufficient if mailed to its respective address on file with the Authority. Any Member may designate any other address in substitution of the foregoing address to which such notice will be given at any time by giving five days written notice to the Authority and all other Members.

**ARTICLE XVII.
AMENDMENTS**

This Agreement may be amended at any time with the approval of two-thirds of the Directors on the Board acting with the approval of their governing bodies, except that any amendment that reduces the voting requirement for termination of the Authority must be approved by three-fourths of the Directors on the Board acting with the approval of their governing bodies. Authority of the Member representative (director) to give such approval may be delegated such in advance by the Member's governing body, or in the absence of such prior delegation by action of a Member's governing body to approve the proposed amendment. The amended Agreement shall take effect on the first day of the month following the Authority's receipt of notice of approval by two-thirds of the Members, unless otherwise stated in the Amendment, and once effective shall apply to all Members regardless of whether a particular Member approved the amendment. Refusal to execute or comply with the amended Agreement shall be a basis for expulsion of the Member. A Member that does not approve of the amendment may withdraw from the Authority and all its Programs at the end of the fiscal year next following the effective date of the amendment, notwithstanding the five-year minimum commitment provided for in Article III, Section C.

**ARTICLE XVIII.
SEVERABILITY**

Should any portion, term, condition, or provision of this Agreement be decided by a court of competent jurisdiction to be illegal or in conflict with any law of the State of California, or be otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions, and provisions shall not be affected thereby.

**ARTICLE XIX.
COMPLETE AGREEMENT**

The foregoing constitutes the full and complete Agreement of the parties. There are no oral understandings or agreements not set forth in writing herein, except as to the Bylaws.

**ARTICLE XX.
TERM OF AGREEMENT**

This Agreement shall become effective upon execution, and shall continue in effect until satisfaction of all obligations created hereunder following termination of the Authority created by this Agreement.

**ARTICLE XXI.
COUNTERPARTS**

The Agreement may be executed in multiple counterparts, each of which shall be considered an original.

**ARTICLE XXII.
ARBITRATION**

Any controversy arising out of this Agreement shall be submitted to binding arbitration, which shall be conducted in accordance with the provisions of the California Arbitration Act (California Code of Civil Procedure § 1280 et seq.).

**ARTICLE XXIII.
FORCE MAJEURE**

No party will be deemed to be in default where failure or delay in performance of any of its obligations (other than payment obligations) under this Agreement is caused by floods, earthquakes, other Acts of God, fires, wars, riots or similar hostilities, actions of legislative, judicial, executive, or regulatory government bodies or other cause, without fault and beyond the reasonable control of such party ("Force Majeure"). If any such events shall occur, the time for performance by such party of any of its obligations under this Agreement will be extended by the parties for the period of time that such events prevented such performance. Upon the occurrence of an event of Force Majeure, the affected party shall: (i) promptly notify the other parties of such Force Majeure event, (ii) provide reasonable details relating to such Force Majeure event and (iii) implement mitigation measures to the extent reasonable.

**ARTICLE XXIV.
DEFINITIONS**

The following definitions shall apply to the provisions of this Agreement and the Bylaws of the Authority:

- A. "Agreement" shall mean this Agreement, as it may be amended from time to time, creating the California Intergovernmental Risk Authority.
- B. "Board" or "Board of Directors" shall mean the governing body of the Authority.
- C. "Bylaws" shall mean the Bylaws attached to this Agreement, as amended from time to time by the Board consistent with the amendment provisions in the Bylaws.

- D. "Claim(s)" shall mean demand(s) made against the Member arising out of occurrences which are covered or alleged to be covered by the Authority's Memorandums of Coverage or policies of insurance.
- E. "Fiscal Year" shall mean the period of time commencing on July 1 of each year and ending on June 30 of the following year.
- F. "Governing Documents" shall mean this Agreement, the Bylaws of the Authority, each Program's Memorandum of Coverage, the Master Program Document, , and any other document stipulated as a Governing Document in the Bylaws or by action of the Board.
- G. "Insurance" shall mean insurance or reinsurance purchased by the Authority to cover Claims against or losses of the Authority and/or its Members.
- H. "Jurisdiction" shall mean the territory in which the Authority may exercise its powers; i.e., the State of California.
- I. "Member" shall mean any public entity authorized to be a member of a Joint Powers Authority, which is a party to this Agreement and is participating in one or more Programs.
- J. "Memorandum of Coverage" shall mean a document issued by the Authority for each Program specifying the coverages and limits provided to the Members participating in the Program.
- K. "Participation" or "participating" shall refer to a Member that has elected to join and take part in a Program.
- L. "Pooling" shall mean group self-insurance as allowed by Government Code section 990.8, Labor Code section 3700, or any other applicable law.
- M. "Program" shall mean those coverage programs of risk sharing, insurance, self-insurance, pooling and risk management services created by the Authority to manage specific types of risks.
- N. "Program Year" shall mean the annual period in each Program to be segregated for determination of coverage premiums or assessments.
- O. "Risk Management" shall mean the process of identifying, evaluating, reducing, transferring, and eliminating risks. Risk Management includes, but is not limited to, various methods of funding claims payments, purchasing insurance, legal defense of claims, controlling losses, and determining self-insured retention levels and the amount of reserves for potential claims.

IN WITNESS WHEREOF, the undersigned party hereto has executed this Agreement on the date indicated below.

California Intergovernmental Risk Authority ["CIRA"]

Date: _____ By: _____
Name/Title

Attest: _____
Secretary, CIRA

Member Entity: _____

Date: _____ By: _____
Name/Title

Attest: _____
City/Town Clerk

APPENDIX "A"

CALIFORNIA INTERGOVERNMENTAL RISK AUTHORITY MEMBERS
(effective July 1, 2025)

1. Central Fire District of Santa Cruz County
2. City of Amador City
3. City of Arcata
4. City of Avalon
5. City of Belvedere
6. City of Blue Lake
7. City of Calimesa
8. City of Calistoga
9. City of Citrus Heights
10. City of Clearlake
11. City of Cloverdale
12. City of Coalinga
13. City of Cotati
14. City of Eureka
15. City of Ferndale
16. City of Fort Bragg
17. City of Fortuna
18. City of Grass Valley
19. City of Healdsburg
20. City of Highland
21. City of Industry
22. City of Lakeport
23. City of Maywood
24. City of Menifee
25. City of Nevada City
26. City of Placentia
27. City of Placerville
28. City of Plymouth
29. City of Point Arena
30. City of Rancho Cucamonga
31. City of Rancho Santa Margarita
32. City of Rohnert Park
33. City of San Juan Bautista
34. City of Sebastopol
35. City of Sierra Madre
36. City of Sonoma
37. City of South Lake Tahoe
38. City of St. Helena
39. City of Tehama
40. City of Trinidad
41. City of Twentynine Palms
42. City of Ukiah
43. City of Upland
44. City of Watsonville
45. City of Wheatland
46. City of Wildomar
47. City of Willits
48. City of Yucaipa
49. CONFIRE
50. Foresthill Fire Protection District
51. Mosquito Fire Protection District
52. Pajaro Regional Flood Management Agency
53. Rancho Cucamonga Fire Protection District
54. REDCOM
55. Town of Truckee
56. Town of Windsor
57. Town of Yountville
58. Town of Yucca Valley
59. Wheatland Fire Authority

ENDORSEMENT # ____

BROADMOOR POLICE PROTECTION DISTRICT COVERAGE

This endorsement amends the CIRA **Memorandum of Coverage** issued to the **BROADMOOR POLICE PROTECTION DISTRICT**.

Coverage extended to the Broadmoor Police Protection District is limited and not intended to overlap with other coverages maintained by the Broadmoor Police Protection District. To avoid any ambiguity, the following additional exclusions apply regardless of whether the Broadmoor Police Protection District has other coverage for such exposures:

- LL. This **Memorandum** does not apply to liability due to any act, error, or omission in the conduct of **Law Enforcement Activities**. For the purposes of this endorsement, **Law Enforcement Activities** means any activities or operations of the Broadmoor Police Protection District or any other public safety organization to enforce the law and/or protect persons or property.
- MM. This **Memorandum** does not apply to liability for any **Employment Practices**.
- NN. This **Memorandum** does not apply to any liability arising out of the ownership, maintenance, use, or entrustment to others of any **Automobile**. "Use" includes operation and loading or unloading. This exclusion applies even if the liability is for acts, errors, or omissions in the supervision, hiring, employment, training or monitoring of others by the Broadmoor Police Protection District so long as the liability arises from the ownership, maintenance, use or entrustment to others of any **Automobile**.

Issued by: California Intergovernmental Risk Authority

Issued to: Broadmoor Police Protection District.

Effective Date: _____ 1, 2026

By: _____

General Manager

**BYLAWS
of the
CALIFORNIA INTERGOVERNMENTAL RISK AUTHORITY**

**ARTICLE I.
PREAMBLE**

The California Intergovernmental Risk Authority (“CIRA” or “the Authority”) is established for the purposes and under the authorities described in its Joint Exercise of Powers Agreement (“Agreement”). The Agreement specifies that Bylaws will govern many of the operations of the Authority, and defines certain terms used in these Bylaws.

**ARTICLE II.
NEW MEMBERS**

Any California public agency that provides municipal services or is a special district may become a Member of the Authority. For purposes of membership a “Municipal Member” is a member from a general law or – Charter city or town and a “Special District” is a limited purpose local government, separate from cities and counties, providing focused public services including fire protection, sewer, water, parks and recreation, cemeteries and libraries. Members agree to be bound by the Governing Documents and by complying with all of the following requirements:

- A. Submit a completed application for membership 90 days before the start of the fiscal year, including any required application fee;
- B. Submit a signed resolution acknowledging participation under the terms and conditions which then prevail;
- C. Execute the Agreement then in effect and agree to be bound by any subsequent amendments to the Agreement;
- D. Agree to be a Member for at least five consecutive fiscal years after commencement of membership or, if a member of the Public Agency Risk Sharing Authority of California (PARSAC) or the Redwood Empire Municipal Insurance Fund (REMIF) as of June 30, 2021, for two fiscal years after that date;
- E. Be accepted for membership by a two-thirds vote of the Board of Directors;
- F. Appoint, in writing, a representative to act as Director on the Authority’s Board and another to act as alternate Director in the absence of the Director, who shall be officers or employees of the Member; and
- G. Ensure the Director and alternate Director file with the Authority the required Fair Political Practices Commission (FPPC) forms upon assuming office, annually, and upon termination of office.

Before the Board votes on a potential Member’s application, there shall be a review and interview of the applicant, in accordance with the Underwriting Guidelines, including the applicant’s most recent audited financial statement and associated management letters. This review may also include a safety inspection of the facilities of the applicant. A two-thirds vote of the Board of Directors is required to approve the application, based upon the application, and any inspections, reports, or other material pertinent to the decision.

**ARTICLE III.
MEMBER RESPONSIBILITIES**

Each Member is responsible for the following:

1. Cooperation with the Authority, its insurers, adjusters and legal counsel in determining the cause of losses in settling claims, and supporting effective risk management and risk transfer decisions;
2. Timely payment of all contributions, assessments, interest, penalties, or other charges imposed consistent with the Governing Documents;
3. Providing the Authority with statistical and loss experience and other data as requested.
4. Execution of a membership resolution for each Program in which the Member participates.
5. Appointing a representative and alternate to represent the Member on the Authority's Board, expressly authorizing such representatives to act on behalf of the Member on all matters coming before the Board, and assuring that its representative or alternate regularly attend meetings of the Board and any committee to which a representative has been appointed.
6. Execution of amendments to this Agreement as set forth in Article XIX; provided, however, the Member may, by resolution or ordinance, authorize its representative on the Board to approve and execute amendments on behalf of the Member without the necessity of a resolution or ordinance of the legislative body of the Member confirming or ratifying such amendment.
7. As required by the Authority, undertake risk management audits of its facilities and activities, conducted by a person and/or firm approved by the Authority and provide evidence of correction, elimination and/or clarification of all noted deficiencies or recommended corrections to the satisfaction of the Authority.
8. Use of an Authority-approved third-party claims administrator.
9. Payment for the costs of staffing and supporting the Authority ("general expenses") shall be funded by the Members in accordance with the Board's allocation of general expenses to the Authority's various Programs.

**ARTICLE IV.
GOVERNING BOARD**

- A. The governing body of the Authority shall be the Board of Directors (Board). The Board shall be comprised of one Director from each Municipal Member. Special Districts will have no more than seven Directors and three alternates. Each Director has one vote. An alternate Director may cast a vote only in the absence of the Director. Each Director and alternate Director must be an officer or employee of the Member. A Member may change any of its representatives to the Board only by written notification to the Authority from the Member's governing body or the Member's Chief Executive Officer or equivalent.

- B. The Board shall provide policy direction for the General Manager, the Executive Committee, any other standing committees, and any administrative or legal service providers to the Authority. The Board may delegate any or all of its responsibilities, except those requiring a vote by the Board as specified in the Governing Documents.
- C. As to Program-specific agenda items, only the Directors representing Members that participate in that Program may vote, and as to such items a quorum shall be determined by reference to the number of Members participating in the Program. As to agenda items relating to all liabilities and obligations of CIRA existing prior to the Effective Date (“Preexisting Obligations”), only Directors representing Members who were members of the Authority prior to the Effective Date may vote, and as to such items, a quorum shall be determined solely by reference to the number of Members that were members of the Authority prior to the Effective Date.
- D. The Board reserves unto itself the authority to do the following (except where specifically noted, a simple majority of the Board present at a meeting may take action):
 - 1. Accept a new Member to the Authority (two-thirds vote of the Board);
 - 2. Accept indebtedness (two-thirds vote of the entire Board);
 - 3. Adopt a budget;
 - 4. Amend these Bylaws;
 - 5. Elect and remove Officers;
 - 6. Expel a Member from the Authority (two-thirds vote of the Board);
 - 7. Approve dissolution of Authority (two-thirds vote of the entire Board); and
 - 8. Approve financing costs from one Program to another (Program to Program borrowing) if such financing extends beyond a twelve-month period.
- E. The Board will meet at least once a year to review the operations of the Authority. The Board will establish a time and place to hold such regular meetings. The Board Secretary will mail notices of all Board meetings to each Member, keep minutes of the meetings, and send copies of such minutes to the Members.
- F. A special meeting may be called by the president or by a majority of the Board with twenty-four (24) hours’ notice, stating the purpose, date, time, and place of the meeting, provided such notice is in writing.
- G. Every Member is expected to have its Director or alternate attend Board meetings.
- H. All meetings of the Board shall be conducted in accordance with the Ralph M. Brown Act (Government Code §54950 et seq.)

- I. A quorum shall consist of a majority of the Directors then appointed and serving, without counting vacancies. All matters within the purview of the Board may be decided by a majority vote of a quorum of the Board, except as specified otherwise in the Governing Documents.

**ARTICLE V.
OFFICERS**

- A. The officers of the Authority shall consist of a President, a Vice President, a Treasurer, an Auditor/Controller, and a Secretary. The Board shall elect the President, Vice-President, Treasurer, and Auditor/Controller. The President, Vice-President, and Auditor/Controller must be directors on the Board. The Treasurer may be a Director, an employee of the Authority, or an employee of a Member, and if the Treasurer is an employee of a Member the employee need not be the Member's designated representative on the Board. The General Manager shall serve as Secretary.
- B. Initial officers shall serve staggered terms with the President and Treasurer serving a two-year term and Vice President and Auditor/Controller serving a one-year term. The terms of office for subsequent officer elections shall be two years. The President and Auditor/Controller will be elected in odd-numbered years and the Vice President and Treasurer will be elected in even-numbered years.
- C. Initial officers (other than the Secretary) shall be elected at the first meeting of the Board of Directors. At least 30 days before each subsequent election, the President may appoint a nominating committee as set forth in these Bylaws or propose a slate informally.
- D. The nominating committee's nomination of candidates for elected officer positions shall be made in writing, and the slate of nominees will be sent to each Member at least seven (7) days before the last regular Board meeting of the fiscal year. Additional candidates for any of the offices may be made by an open nomination and second from the floor at the time of the meeting.
- E. The election of officers will be held at the last regular Board meeting of the fiscal year in which their terms expire or at a special meeting called for that purpose. Those candidates receiving a majority of votes cast for each office will succeed to those offices. If no nominee receives a majority of the vote, the nominee with the least votes shall be deleted as a nominee and a new vote taken. This elimination process will continue until one nominee receives a majority vote. Each Director or, in the absence of that Director, the Director's alternate, shall be eligible to vote.
- F. Each elected officer will serve until the next election of officers, or termination of his or her employment with the Member, or until removal from office by a majority vote of the Board, whichever is earliest.
- G. The Board shall make the appointment to a vacancy in the office of the President. Vacancies in any other office shall be filled by appointments by the President with ratification by the Board at the next Board meeting held after the vacancy occurs. In the event that the Board fails to ratify an appointment, the President shall make another appointment which will be subject to ratification by the Board.

- H. The President shall preside at all meetings of the Authority. The President shall, with the consent of the Board or Executive Committee, appoint representatives to the board of any joint powers authority of which the Authority is a Member, and shall make all Committee appointments with the exception of the Executive Committee. The President shall execute documents on behalf of the Authority as authorized by the Board and shall serve as the primary liaison between the Authority and any other organization. The President shall serve as a member of the Executive Committee and as a nonvoting ex-officio member of all other Committees.
- I. In the absence or temporary incapacity of the President, the Vice-President shall exercise the functions of the President. The Vice-President shall serve as member of the Executive Committee and as a nonvoting ex-officio member of all other committees when the President is unable to attend.
- J. The Auditor/Controller shall be responsible for the duties and functions prescribed by Government Code Section 6505.6, as well as any other duties as may be specified by the Board or the Executive Committee. The Auditor/Controller may appoint an assistant to serve as needed, provided such assistant shall not be an employee or public official of the same Member as the Auditor/Controller. In the absence of both the President and Vice President at any one meeting, the Auditor/Controller shall preside over that meeting only and shall have powers and duties as may be required by the Board for this purpose. If the President, Vice-President, and Auditor/Controller will be absent from any one meeting, any of them may designate a director to preside over the meeting, but the designated director shall have only the powers and duties as may be required by the Board for this purpose.
- K. The Secretary shall be responsible for preparing all minutes and agendas of the Board, the Executive Committee, and any other Committee meetings, preparing necessary correspondence, and maintaining files and records.
- L. The Treasurer shall have no vote on the Board or Executive Committee unless the Treasurer is a designated representative of a Member to the Board. The Treasurer shall have the responsibility to establish and maintain such funds and accounts as may be required by accepted accounting practices and procedures prescribed by the Government Accounting Standards Board and by the Board. Separate accounts shall be established and maintained for each Program Year of each Program. Books and records of the Authority in the hands of the Treasurer or other designated person shall be open to inspection at all reasonable times by members of the Board or authorized representatives of the Members. The Treasurer shall disburse Authority funds, accounts, and property, in accordance with the Government Code and at the direction of the Board.
- M. An Officer Emeritus is a retired or former member of the Authority's or REMIF's Executive Committee or Board of Directors, preferably an Officer, having served three terms or more on the Executive Committee or six years on the Board for each agency. The Officer Emeritus serves to maintain the institutional knowledge, culture, and practice of CIRA. The Officer Emeritus is independent and does not represent any Member. The Officer Emeritus attends and may participate in meetings but does not vote. The Officer Emeritus may represent CIRA as directed and may serve as a mentor or advisor as needed and available. The Officer Emeritus receives a stipend as determined by the Board via resolution and reimbursement for reasonable travel expenses. The Executive Committee shall appoint up to two Officers Emeritus to be affirmed by the Board. The Officer Emeritus position will be re-evaluated by the Board after five years.

ARTICLE VI. COMMITTEES

- A. Executive Committee. There shall be an Executive Committee to conduct the day-to-day business of the Authority. The Board may create other committees, standing or temporary, as it deems necessary.
- B. All committee meetings shall be conducted in accordance with applicable law, including but not limited to the Ralph M. Brown Act (Government Code § 54950, et seq.). For all committees, a quorum shall consist of a majority of committee members then appointed and serving, without counting vacancies. All matters within the purview of a committee may be decided by a majority vote of a quorum of the committee, except as specified otherwise in the Governing Documents.
- C. The Executive Committee shall be composed of fourteen members including the President, Vice-President, Treasurer (if a Board Member), and Auditor/Controller, and nine (or ten, if necessary) other individuals, all of whom must be Directors and not alternates. Five of the ten shall be elected by the Board in even numbered years and five (or six, if necessary) shall be elected by the Board in odd numbered years. One each shall be elected by the Directors in each of three regions designated by the Board. One each shall be elected by the Directors in each of three size categories (small, medium, and large) designated by the Board. One Special District Director shall be elected to represent Special District members. Three (or if necessary four) shall be elected at large. Executive Committee members may be re-elected without restriction. No Member shall be represented by more than one member on the Executive Committee.
- D. Members of the Executive Committee may be removed with or without cause by the Board, which shall elect replacements for the vacancies caused by such removal. Members may also be removed for failure to attend two consecutive meetings without reasonable excuses. The President may appoint replacements to fill any vacancies caused by death, disability, resignation, disqualification, or removal for unexcused absences, and such appointees shall serve until the next meeting of the Board, at which time the selection of replacement shall be ratified or another replacement elected.
- E. The Executive Committee may exercise all powers and authority of the Board, except those reserved to the Board as set forth in Article IV.D. The Executive Committee may make recommendations to the Board on matters including a change in Members' retention levels, approval of the annual budget, and approval of new Members. The Executive Committee may also establish subcommittees, define their functions and responsibilities and appoint members to them; appoint or terminate the General Manager; and exercise such other powers and perform such other duties as these Bylaws or the Board may prescribe.
- F. PARSAC Committee. The Board shall appoint a committee made up of representatives of Authority members that were members prior to the Effective Date to make recommendations to the Board regarding the administration of the Preexisting Obligations.
- G. Personnel Committee. The Officers (not including the Secretary or any Treasurer who is not a Director) and two other Directors appointed by the President (three if the Treasurer is not a Director) shall serve collectively as the Personnel Committee, with the authority to oversee, review and recommend action to be taken by the Executive Committee regarding the performance and compensation of the General Manager and any other personnel issues.

**ARTICLE VII.
GENERAL MANAGER**

- A. The General Manager shall be the Chief Administrative Officer and Secretary of the Authority. The General Manager may not be an employee or an officer of a Member.
- B. The General Manager shall be responsible for administering the operations of the Authority, including giving notices of meetings, posting of agendas for meetings, preparation of minutes of meetings, maintenance of all accounting and other financial records of the Authority, filing of all financial reports of the Authority, reporting activities of the Authority to Members, and other such duties as the Board may specify.
- C. The General Manager shall appoint all staff positions of the Authority, subject to budget approval by the Board, and shall be responsible for their supervision.
- D. The General Manager shall attend all meetings of the Board and Executive Committee

**ARTICLE VIII.
SETTLEMENT OF CLAIMS**

- A. The General Manager shall have authority to settle workers compensation, property and liability claims up to the limit specified by Board policy but not to exceed the actual amount of the claim. The Executive Committee, Board, or a designated claims committee, if appointed, shall have authority to settle claims beyond the authority of the General Manager.
- B. For workers' compensation claims, staff has standing authority to pay benefits due under workers' compensation law for medical benefits, temporary disability, etc. and to resolve permanent disability claims up to statutory requirements. Any settlements for permanent disability and/or a compromise and release exceeding the statutory requirements may be settled by the General Manager, or by the Executive Committee or Board for amounts in excess of the General Manager's authority up to the Authority's limit of coverage.

**ARTICLE IX.
FINANCIAL AUDIT**

- A. The Auditor/Controller shall cause an annual audit of the financial accounts and records of the Authority to be made by a qualified, independent individual or firm. The minimum requirements of the audit shall be those prescribed by law.
- B. The financial audit report shall be filed with the State Controller's Office within six months of the end of the fiscal year under examination. A copy of the audit report shall be filed as a public record with each Member.
- C. The costs of the audit shall be charged against the operating funds of the Authority.

**ARTICLE X.
FISCAL YEAR**

- A. The fiscal year of the Authority shall be the period from July 1 of each year through June 30 of the subsequent year.

**ARTICLE XI.
BUDGET**

- A. A draft budget shall be presented to the Board at the last scheduled Board meeting prior to July 1 of the next fiscal year.
- B. The Board shall adopt the annual budget by July 1 of each year.

**ARTICLE XII.
ESTABLISHMENT AND ADMINISTRATION OF FUNDS**

- A. The Authority is responsible for the strict accountability of all funds and reports of all receipts and disbursements. It shall comply with every provision of law relating to the subject, particularly Section 6505 of the Government Code. The Treasurer shall receive, invest, and disburse funds only in accordance with procedures established by the Board and in conformity with applicable law.
- B. The funds received for each Program shall be accounted for separately on a full-accrual basis. The portion of each Program's annual contribution allocated for payment of claims and losses shall be held by the Authority in trust for the Program members.
- C. The Treasurer may invest funds not required for the immediate operations of the Authority, as directed by the Board or Executive Committee, in the same manner and on the same conditions as local agencies as provided by Government Code Section 53601.
- D. The General Manager shall draw warrants to pay demands against the Authority, after such demands have been approved by both the President and the Treasurer, except for employee payroll and benefits disbursements, and other unusual or urgent circumstances as determined by the General Manager. All checks disbursing funds of the Authority shall be signed by at least two Authority officials, one of whom must be the General Manager or designee.
- E. Officers, directors and employees handling funds shall be properly bonded as determined by the Board or Executive Committee.

**ARTICLE XIII.
PROGRAMS**

- A. The Authority shall establish Programs in such areas as the Board may select including, but not limited to, the areas of property, workers' compensation, and liability coverage.
- B. Coverage in a Program may be provided by a self-funded risk-sharing pool, participation in pooled excess self-insurance, purchased insurance, reinsurance or any combination thereof, as determined by the Board or Executive Committee.

- C. The Authority may authorize and use administrative funds to study the feasibility and development of new Programs. If a new Program is approved by the Board, the estimated contributions to fund the Program shall be developed and presented in writing to each Member. Each Member shall have sixty (60) days from the date of such notice to state in writing its intent to join or refrain from joining the new Program. Unless the Member provides written notice to the Authority of its intent to participate in the new Program, it shall be presumed that the Member declines to participate in the Program. Upon conclusion of the notice period, the final contributions will be determined and billed to the Members in the new Program. Each Member that elected to participate will be bound to the new Program for the period of time required by the Master Program Document.
- D. The Board will adopt and maintain a Memorandum of Coverage and Master Program Document, and determine the financial contributions to be required of the Members for each Program. The Memorandum of Coverage or Master Program Document shall, among other things, establish procedures for addressing claims disputes.
- E. Each Program will be financially self-contained and individually evaluated for administrative and equity allocation purposes. Each fiscal year within each Program shall be separately accounted and maintained. Program funds may be co-mingled with the funds of another Program for durations shorter than a twelve-month period, or when specifically allowed by the Board.
- F. Each Member shall cooperate fully with the Authority to provide underwriting and safety and loss control information. Additionally, each Member shall comply with the provisions of the annual Safety and Loss Prevention Program Plan as approved by the Board.
- G. Members with delinquent amounts due may be assessed a penalty which shall be set by the Authority.
- H. The condition of each Program shall be evaluated by an independent actuary. The Workers' Compensation and Liability Programs shall receive such evaluation on an annual basis. Other Programs shall be evaluated as determined by the Board. The condition of each open fiscal year within each such Program shall be evaluated to determine its actuarial soundness. If it is determined by the actuary that any year is no longer actuarially sound, appropriate actions shall be taken. In addition, the Board reserves the right to assess all Members and/or the Members of any Program an amount determined by the Board to be necessary for the soundness of the Program and to allocate such assessment in a fair and equitable manner.
- I. The withdrawal or expulsion of a Member from any Program shall be in accordance with the provisions of the Master Program Document.

- J. The withdrawal or expulsion of any Member from any Program shall not terminate the Member's responsibility to contribute its share of contributions, or funds, to any fund or Program in which it participated, nor its responsibility to provide requested data for the periods in which it participated. All current and past Members shall be responsible for their respective share of the expenses, as determined by the Authority, until all claims, or other unpaid liabilities covering the period of the Member's participation in the Program, have been finally resolved and a determination of the final amount of payments due by, or credit to, the Member for the period of its participation has been made by the Board. Past Members shall receive any distribution of surplus based on the same methodology as current Members. The withdrawal or expulsion of any Member from any Program shall not require the repayment or return to that Member of all or any part of any contributions, payments, advances, or distributions except in conformance with the provisions as set forth herein and in the Master Program Document.
- K. The Treasurer may deposit and invest Authority funds, subject to the same requirements and restrictions that apply to deposit and investment of the general funds of a city incorporated in the State of California and in accordance with the Investment Policy adopted annually by the Board.
- L. The accounting method for each Program will be in accordance with the provisions of the Master Program Document and the principles established by the Government Accounting Standards Board.

**ARTICLE XIV.
WITHDRAWAL, DEFAULTS AND EXPULSION FROM THE AUTHORITY**

- A. Withdrawal from a Program
 - 1. Any Member which withdraws as a participant in any Program may renew participation in that Program by complying with all Program rules and regulations.
 - 2. All Members must participate in at least one of the following two Programs: Workers' Compensation and Liability. If withdrawal from a Program would result in the Member no longer participating in either of these two Programs, then such withdrawal shall constitute withdrawal as a party to the Joint Powers Agreement, subject to the Member's continuing obligations outlined in this Agreement and any other relevant governing documents. Withdrawal from the Authority pursuant to this Section A requires one year's notice of intent to withdraw as described in Section B below.
- B. Withdrawal from the Authority
 - 1. A withdrawing Member must notify CIRA of its intention to withdraw at least one year prior to the end of the fiscal year in which the Member intends to withdraw, unless a shorter withdrawal period is approved by the Executive Committee, in its sole discretion.
 - 2. Withdrawing Members shall forfeit any remaining equity. In addition to foregoing equity, withdrawing members shall be subject to an administrative fee equal to their pro-rata share of ongoing expenses for the three program years following withdrawal. Ongoing expenses include but are not limited to staff payroll and benefits, actuarial services, investment services, financial audits, and claims administration. The withdrawing member will be invoiced its portion of the administrative fee for each of the three years, as outlined in the Master Program Document.

3. Following withdrawal, any Member which was a participant in any Program shall be responsible for its share of any additional amount of contribution, determined by the Board in accordance with the retrospective contribution adjustment, which may be necessary to enable final disposition of all claims arising from losses under that Program during the withdrawn Member's period of participation. Any such additional contribution shall be taken first from the Member's forfeited equity, if any, and if such equity is insufficient the withdrawn Member shall be responsible to pay the difference.
4. A notice of intent to withdraw may be rescinded in writing with Executive Committee consent at any time earlier than ninety (90) days before the expiration of the withdrawal period, except that any withdrawal approved by the Executive Committee upon less than six (6) months' notice shall be final.

C. The following shall be "defaults" under the Agreement and these Bylaws:

1. Failure by a Member to observe and/or perform any covenant, condition, or agreement under the Governing Documents, including but not limited to risk management or loss reporting procedures;
2. Consistent failure to attend meetings by a Member's designated representative or alternate, submit requested documents, or cooperate in the fulfillment of the Program objectives;
3. Failure to pay any amounts, including penalties and interest, due to the Authority for more than thirty (30) days;
4. Consistent inability to sustain the financial and insurance criteria that was reviewed and considered upon application for membership. For example, excessive losses, financial distress of member, handling of legal matters, corrective actions and other areas as determined by the Board;
5. The filing of a petition applicable to the Member in any proceedings instituted under the provisions of the Federal Bankruptcy Code or under any similar act which may hereafter be enacted; or
6. Any condition of the Member which the Board believes jeopardizes the financial viability of the Authority.

D. Remedies on Default

1. Whenever any default has occurred, the Authority may exercise any and all remedies available pursuant to law or granted pursuant to the Agreement and these Bylaws including, but not limited to increasing a Member's retention, penalty, or assessment, canceling a Member's coverage, or expelling the Member. However, no remedy shall be sought for defaults until the Member has been given thirty (30) days' notice of default by the Authority.

2. Probation of a Member from a Program and/or Authority:
 - a. If deemed appropriate by the Authority a member may be put on probation for a defined period of time to remedy any stated failures or matters noted in this Article.
 - b. Notice of such probation shall be in writing and signed by both parties.
 - c. The probation remedies and timelines shall be stated clearly in the notice of probation so that the Authority's actions at the end of the probation period are understood by both parties.
3. Expulsion of a Member from the Authority:
 - a. The Board, with at least a two-thirds vote, may expel any Member that is in default from the Authority.
 - b. Such expulsion shall be effective on the date prescribed by the Board, but not earlier than thirty days after notice of expulsion has been personally served or sent by certified mail to the Member.
 - c. The expulsion of any Member from any Program, after the effective date of such Program, shall not terminate its responsibility to contribute its share of contributions, or funds, to any fund Program in which it participated, nor its responsibility to provide requested data for the period(s) in which it participated.
- E. Cancellation by the Authority of Coverage under a Program:
 1. Upon the occurrence of any default, the Board may temporarily cancel all rights of the defaulting Member in any Program in which such Member is in default until such time as the condition causing default is corrected.
 2. Upon the occurrence of any default, the Board, with at least a two-thirds (2/3) vote, may cancel permanently all rights of the defaulting Member in any Program in which such Member is in default.
- F. No remedy contained herein is intended to be exclusive. No delay or failure to exercise any right or power accruing upon any default, shall impair any such right or shall be construed to be a waiver thereof.
- G. In the event any provision in any of the Governing Documents is breached by either party and thereafter waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other breach hereunder.
- H. Except as stated in this Article or elsewhere in the Governing Documents, neither withdrawal nor expulsion shall extinguish the rights and obligations of the parties incurred prior to such withdrawal or expulsion.

**ARTICLE XV.
LEGAL REPRESENTATION**

- A. Legal counsel may be retained by the Board to advise on matters relating to the operation of the Authority and interpretation of the Governing Documents, including but not limited to the Memoranda of Coverage. In matters in which the parties' interests are adverse or potentially adverse, counsel for the Board shall only represent the Board and shall not represent any individual Member without the informed written consent of both parties.
- B. The Authority shall have the right to pay such legal counsel reasonable compensation for said services.

**ARTICLE XVI.
EXECUTION OF CONTRACTS**

- A. The Board or Executive Committee may authorize any officer or officers, or any agent or agents, to enter into any contract or execute any instrument in the name, and on behalf, of the Authority and such authorization may be general or confined to specific instances.
- B. Unless so authorized by the Board, no officer, agent, or employee shall have any power or authority to bind the Authority by any contract or to pledge its credit or to render it liable for any purpose or to any amount.

**ARTICLE XVII.
EXPENSE REIMBURSEMENT AND INSURANCE**

- A. The Authority shall reimburse any Director who does not otherwise receive compensation for actual expenses incurred, for reasonable out of pocket expenses of the Director in the performance of his/her duty on behalf of the Authority.
- B. The Authority shall obtain insurance or provide other coverage (which may include self-insurance) indemnifying the directors, officers, and employees for personal liabilities arising out of wrongful acts in the discharge of their duties to the Authority.

**ARTICLE XVIII.
NOTICES**

- A. Any notice to be given to any Member, in connection with these Bylaws, must be in writing (which may include facsimile or email) and will be deemed to have been given when deposited in the mail to the address specified by the Member to receive such notice. Any notice delivered by facsimile will be deemed to have been given when the facsimile transmission is complete. Any notice delivered by email will be deemed to have been given when the message is successfully sent. Any Member may, at any time, change the address to which such notice will be given by giving five (5) days written notice to the Authority.
- B. Any notice to or claim against the Authority shall be mailed or delivered to the mailing address of the Authority.

**ARTICLE XIX.
EFFECTIVE DATE, AMENDMENTS, AND SUPREMACY**

- A. These Bylaws shall be effective immediately upon the date of adoption.
- B. Any amendments to these Bylaws shall be effective upon adoption, unless the Board in adopting them specifies otherwise, and shall supersede and cancel any prior Bylaws and/or amendments thereto.
- C. These Bylaws shall not be amended until at least 30 days after notice of the proposed amendment has been given to each Member.
- D. The adoption or amendment of these Bylaws shall not affect the Agreement or any amendments thereto. Any provision in these Bylaws which is inconsistent with the Agreement shall be superseded by the Agreement but only to the extent of the inconsistency.

**ARTICLE XX.
POWER OF DESIGNATED PARTY**

- A. Pursuant to Government Code section 6509, the Authority is subject to the restrictions upon the manner of exercising the power of the City of Rancho Cucamonga. In the event that the City of Rancho Cucamonga ceases to be a member of the Authority, the Authority's power shall be subject to the restrictions applicable to the City of Sebastopol.

Broadmoor Police Department
JUNE 2026 COMMISSION MEETING
MAY 6 2026 - JUNE 3 2026

	DATE	TYPE	NUM	NAME	MEMO	ACCOUNT	AMOUNT
General Fund	05/11/2026	Check	9906	Productive Printing	INV 392283 EPOS 001/002	5199 - OFFICE EXPENSE (new)	-569.69
	05/11/2026	Check	9907	PG&E	DUE 05/26/2026	5638-UTILITIES	-1,154.57
	05/11/2026	Check	9908	LexisNexis	INV 1100303488	5876-PROFESSIONAL SPECIALIZED SERVICES	-200.00
	05/11/2026	Check	9909	Cintas	INV 8408294730	5876-PROFESSIONAL SPECIALIZED SERVICES	-106.81
	05/11/2026	Check	9910	AT&T-Calnet	INV 25155716	5638-UTILITIES	-355.01
	05/11/2026	Check	9911	BLUE VOICE INC.	PERIOD 2 DUE 6/1/26	5876-PROFESSIONAL SPECIALIZED SERVICES	-1,250.00
	05/11/2026	Check	9912	Chase Card Services	DUE 05/19/2026	5199a-General	-3,774.60
	05/11/2026	Check	9913	City of Daly City	WATER 2/23/26-04/23/2026	5638-UTILITIES	-124.02
	05/11/2026	Check	9914	AAA Smart Home	INV 9867118	5478-GENERAL CONTRACT MAINTENANCE	-34.20
	05/11/2026	Check	9915	STATE COMPENSATION INSURANCE FUND	INV 1003646974 MAY 2026	6731-INSURANCE NON MEDICAL AND EDD	-3,214.16
	05/11/2026	Check	9916	K WEST AUTO CARE	RO 224770 CHEVY TAHOE	5455-VEHICLE MAINTENANCE EXPENSE	-650.00
	05/11/2026	Check	9917	Davis Law Firm	APRIL 2026 LEGAL FEES	5341-LEGAL SERVICES	-6,250.00
	05/11/2026	Check	9918	C.J. BROWN CPA	FINAL BILLING 2024 AUDIT	5876-PROFESSIONAL SPECIALIZED SERVICES	-3,800.00
	05/11/2026	Check	9919	Wave	INVS 129949201/103745901	5638-UTILITIES	-776.58
	05/11/2026	Check	9920	VERDANT	CONTRACT ID'S 9778000, 8001, 8002, 8004	5638-UTILITIES	-997.94
	05/12/2026	Check	9921	OFFICER CHRISTIAN POTEAT	REIMB FOR FUEL; GAS COMPUTER SYSTEMS	5416-FUEL AND LUBRICATION	-25.00
	05/13/2026	Check	9922	100 Club of San Mateo County	LE AGENCY MEMBERSHIP	5331-PROFESSIONAL MEMBERSHIPS	-500.00
	05/13/2026	Check	9923	VICTORY TACTICAL GEAR	INV26-060 HELMETS	5121-UNIFORMS AND SAFETY EQUIP	-1,966.50
	05/13/2026	Check	9924	County of San Mateo ISD	APRIL 2026	5858-PROFESSIONAL CONTRACT SERV	-82.25
	05/13/2026	Check	9925	GREAT AMERICA FINANCIAL SVS	INV 41950655	5478-GENERAL CONTRACT MAINTENANCE	-258.35
	05/13/2026	Check	9926	Sharp Electronics Corporation	BW/COLOR USAGE TOTALS THROUGH	5478-GENERAL CONTRACT MAINTENANCE	-522.78
	05/13/2026	Check	9927	SAN MATEO COUNTY FORENSIC LAB	INV 105103	5858-PROFESSIONAL CONTRACT SERV	-288.75
	05/13/2026	Check	9928	Experlan	INV 6000269527	5876-PROFESSIONAL SPECIALIZED SERVICES	-227.24
	05/13/2026	Check	9929	AT&T Mobility-FirstNet	DUE 05/25/2026	5638-UTILITIES	-645.32
	05/13/2026	Check	9930	Peninsula Uniforms	INV 222724	5121-UNIFORMS AND SAFETY EQUIP	-938.33
	05/13/2026	Check	9931	TEA	INV 49863	5424-RADIO EQUIP MAINTENANCE &	-185.00
	05/13/2026	Check	9932	Lexipol, LLC	INVCOR11268683	5300 WELLNESS GRANT FUND	-1,999.00
	05/13/2026	Check	9933	Public Storage	RENT JUNE COMR02	5638-UTILITIES	-480.45
	05/13/2026	Check	9934	Public Storage	RENT JUNE 2182	5638-UTILITIES	-809.00
	05/20/2026	Check	9935	Kaiser Foundation Health Plan	JUNE 2026 INV 90038998067	4413 HEALTH PLAN	-15,656.72
	05/20/2026	Check	9936	Public Safety Communications	FY25-26 Q4 MESSAGE SWITCH	5858-PROFESSIONAL CONTRACT SERV	-1,163.00
	05/20/2026	Check	9937	Bay Contract Maintenance, Inc.	INV 34575 MAY 2026	5156-CLEANING & JANITORIAL SUPPLIES	-588.72
	05/20/2026	Check	9938	BEST BEST AND KRIEGER	APRIL 2026	5341-LEGAL SERVICES	-370.50

	05/26/2026	Check	9939	VERDANT	ID 9778003/906179921, 9778002/906191813,	5638-UTILITIES	-726.43
	05/26/2026	Check	9940	NevTec	INV 46443	5858-PROFESSIONAL CONTRACT SERV	-5,910.85
	06/01/2026	Check	9941	K WEST AUTO CARE	RO 224938 '16 EXPLORER	5455-VEHICLE MAINTENANCE EXPENSE	-80.00
	06/01/2026	Check	9942	AXON ENTERPRISE	INV 401575 BALANCE DUE	5838-EMP EXPENSE REIMBURSEMENT &	-294.65
	06/01/2026	Check	9943	Royal Auto Body & Repair Center, Inc.	INV 25322 '17 FORD	5455-VEHICLE MAINTENANCE EXPENSE	-1,058.35
	06/01/2026	Check	9944	EMERGENCY VEHICLE EQUIPMENT	INV 26-022 '20 FORD PARTS AND LABOR	5455-VEHICLE MAINTENANCE EXPENSE	-1,105.25
	06/01/2026	Check	9945	GOVINVEST INC.	2025 STATE COMP RPT	5876-PROFESSIONAL SPECIALIZED SERVICES	-1,250.00
	06/01/2026	Check	9946	LC Action Police Supply	INV 488135	5121-UNIFORMS AND SAFETY EQUIP	-2,643.47
	06/01/2026	Check	9947	Action Target	INV 0638363-IN	5876-PROFESSIONAL SPECIALIZED SERVICES	-211.81
GENERAL FUND TOTAL							-\$63,245.30
PETTY ACCT	05/13/2026	Check	5005	4 SEASON CARPET CLEANING	CARPET CLEANING	5156-CLEANING & JANITORIAL SUPPLIES	-171.00
	05/20/2026	Check	5006	Roger Rouse	REIMB ITEMS COMMUNITY POLICE	5838-EMP EXPENSE REIMBURSEMENT &	-414.99
	05/20/2026	Check	5007	Arturo Vega	INV 000720 HVAC COMPLETION	5478-GENERAL CONTRACT MAINTENANCE	-10,134.00
	05/20/2026	Check	5008	Ninnescah Valley Bank	TAHOE LEASE 36 OF 60	7311-VEHICLES & EQUIPMENT	-926.55
	05/20/2026	Check	5009	Royal Auto Body & Repair Center, Inc.	INVS 25255/25302 '18FORD/'16FORD	5455-VEHICLE MAINTENANCE EXPENSE	-980.00
	05/20/2026	Check	5010	UC Regents	VEH CROWN VIC PURCHASE	7311-VEHICLES & EQUIPMENT	-6,000.00
	06/01/2026	Check	5011	Gabriel Carriel	REIMBURSEMENT P/UP NEW VEHICLE	7311-VEHICLES & EQUIPMENT	-60.96
	06/01/2026	Check	5012	MICHAEL DAVIS	REIMB 250TH COMMEMORATIVE	5838-EMP EXPENSE REIMBURSEMENT &	-164.80
PETTY TOTAL							-\$18,852.30
Wednesday, June 03, 2026 07:09 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 6/3/2026	(4) Reference Date
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(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 APR 2026			90-1342	2500	2658			2,194.00		
SMCO COURT - FINE COLLECTIONS APRIL 2026			64-1278	2500	2658			457.39		
BERKSHIRE HATHAWAY INS.CO RETURN PREMIUM			11-24	2500	2658			718.00		
								3,369.39		

(8) Remark JUNE GENERAL FUND DEPOSIT	TOTAL			
	DISTRIBUTION OF TOTAL	Cards	3,369.39	
		Checks		
		Coins		
		Currency		
		Wires		
Other				

<p>(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</p> <p align="center">05/07/2026 - 06/03/2026</p> <p align="center">MICHAEL P. CONNOLLY, CHIEF OF POLICE</p> <p align="center">DEPARTMENT HEAD</p>	<p>(10) The monies listed above have been received in the County Treasury.</p> <p align="center"><i>County Treasury</i></p> <p align="center">By _____</p> <p align="center">DEPUTY</p>	<p>(11) I approved deposit of the above monies in the County Treasury.</p> <p align="center"><i>County Controller</i></p> <p align="center">By _____ DEPUTY</p>
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