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

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

Tuesday, November 10, 2026, at 7:00 p.m.

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

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 AT
https://us06web.zoom.us/j/6282025510

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 - November 10, 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

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

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 present in the meeting room who wishes to present oral comments on matters that **are not** on this agenda must approach the podium, state his or her name. Anyone appearing remotely by Zoom must press the RAISE HAND button on their screen and wait to be called. When called, please state your name. Persons offering public comment in person or by Zoom will have up to three minutes to present his or her oral comments. At the conclusion of all public comments on matters that **are not** on this Agenda, the Commission may, but is not required to, respond to the public comments. Any request during public comment that requires Commission action will be set by the Commission for consideration on a future Agenda or referred to staff.*

4. **SPECIAL BUSINESS**

(a) Investiture of Commissioner/Chairman John V. Aguerre and Commissioner-elect Anna-Marie Brizuela whose four year terms as Commissioners on the Board of Police Commissioners will commence at Noon on December 4, 2026. (Elections Code §10554)

(b) Proclamation and recognition of departing Commissioner Ralph Hutchens, for his decades of dedication and service to the District, whose term will end at Noon on December 4, 2026. (Elections Code §10554)

5. **CHIEF OF POLICE REPORT**

Chief Connolly will deliver his report.

6. **CLOSED SESSION**

There will be no closed session this meeting.

7. **CONSENT AGENDA**

PREVIOUS MINUTES

(a) Approval of the Minutes of the Regular Meeting on October 13, 2026.

TREASURER'S REPORT

(b) Approval of November 2026 Warrants and Deposits.

8. REGULAR BUSINESS

(a) Recall tabled Agenda Item 6(a) on the September 8, 2026, Agenda for further discussion and possible action to approve a written Service Agreement with the County for the County to conduct the District's Election that was to be combined with the General Election on November 3, 2026, and direct the Chairman to execute the Contract on behalf of the District. [*History*: Continued from the August 18, 2026, meeting as Agenda Item 7(c) to September 8, 2026, as Agenda Item 6(a) on that Agenda and tabled by the Chair at that meeting.]

(b) Recall tabled Agenda Item 6(b) on the October 13, 2026, Agenda for a presentation by Oracle and for further discussion and action. [*History*: Agenda Item 6(b) on the October 13, 2026, Agenda and tabled by the Chair at that meeting.]

(c) Discussion and approval to extend the existing service agreement with NBS and direct the Chief of Police / District Manager to execute an agreement on behalf of the District if one is required.

9. ADJOURNMENT

Motion to adjourn this meeting and set the next regular meeting of the Police Commission on December 8, 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

OFFICE OF DISTRICT COUNSEL

STAFF REPORT

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

FROM: Paul M. Davis, District Counsel

DATE: November 10, 2026

RE : Agenda Item 8(a)

BACKGROUND AND PROCEDURAL HISTORY

In order to process the upcoming District Election with the General Election on November 3, 2026, the County has requested that the District enter into a written Service Agreement for such services, a copy of which I have attached to this Report.

On August 18, 2026, and on September 8, 2026, this issue was before you for consideration. (See August Agenda Item 7(c) and September Agenda Item 6(a)). Inasmuch as the District Election set for November 3, 2026, will not take place because only two candidates filed for the two open seats; therefore, at the meeting on September 8, 2026, Chairman Aguerre, exercising his authority as Chairman, tabled the matter.

DISCUSSION

The District Election is uncontested because only two candidates filed for the two open seats and there will be no candidates for the District Election on the November 3, 2026, Ballot.

On August 24, 2026, I received an email from the County's Chief Election Officer that the District will not be charged for any services by his office for the November 3, 2026, election. (See attached.) He has reiterated that his office needs the signed Service Agreement, even though there will be no charges assessed against the District.

CONCLUSION

In light of the fact that the County has confirmed in writing that no charges will be assessed against the District under the Service Agreement, I see no reason not to sign and return it to the County. I recommend that the Commission approve the Service Agreement and direct the Chairman to execute it on behalf of the District.

Respectfully submitted,

Paul M. Davis (digitally signed)
Paul M. Davis
District Counsel

Attachments: Service Agreement
Emails from Austin Smith, Elections Division

SERVICE AGREEMENT FOR THE PROVISION OF ELECTION SERVICES BETWEEN THE BROADMOOR POLICE PROTECTION DISTRICT AND SAN MATEO COUNTY CHIEF ELECTIONS OFFICER & ASSESSOR-COUNTY CLERK-RECORDER

This Service Agreement for the Provision of Election Services ("Agreement"), is entered into on the date last written, by and between the Broadmoor Police Protection District (the "District") and San Mateo County Chief Elections Officer & Assessor – County Clerk – Recorder (the "Chief Elections Officer").

WHEREAS, it is necessary and desirable that the Chief Elections Officer be retained for the purpose of conducting an election, described in more detail below, for the District; and

WHEREAS, the Chief Elections Officer has been asked by the District to conduct an election on November 3, 2026, ("Election").

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

I. SERVICES TO BE PERFORMED BY THE DISTRICT:

1) Within the time frame set by statute, the District will request the Board of Supervisors, through the Chief Elections Officer, to conduct an election relating to the District on November 3, 2026, and will request the services of the Chief Elections Officer in relation to the Election.

2) The District will submit to the Chief Elections Officer the ballot pamphlet information containing, as applicable, the ballot measure(s) and tax rate statement(s) by no later than 88 days prior to the Election and/or the offices to be voted on by no later than 125 days prior to the Election.

3) The District will, if applicable, timely review and sign off on the official ballot wording for ballot measures.

4) The District will timely complete any other non-delegable tasks in relation to the Election that the District is required to complete by law.

5) The District shall maintain records/maps regarding the boundaries of the District and will notify the Chief Elections Officer of any changes/additions to those boundaries by 125 days prior to the Election.

6) If a candidate for a District office alleges to be indigent and unable to pay in advance the requisite fee for submitting a candidate statement, the District, as the applicable local agency, shall be solely responsible for determining whether the candidate is indigent pursuant to Elections Code section 13309. The District shall notify the candidate, and inform the Chief Elections Officer, of the District's indigency determination, in writing, by no later than 64 days prior to the Election. If the District determines that a candidate is indigent such that the candidate is eligible for an advanced candidate statement fee waiver under Elections Code section 13309, or if the District fails to advise the Chief Elections Officer of its indigency determination by the specified deadline, then the District shall be responsible for paying the candidate's pro rata share of the cost of the candidate statement, which will be invoiced in accordance with the "Costs for Services" section of this agreement. District's payment of a candidate's pro rata share of the cost of the candidate statement is without prejudice to the District's ability to recover such costs directly from the candidate after the election, as authorized by Elections Code section 13309(f).

II. SERVICES TO BE PERFORMED BY CHIEF ELECTIONS OFFICER:

1) The Chief Elections Officer will publish the Notice of Election and, if applicable, the Notice to File Arguments For or Against any measure.

PROPOSED

2) The Chief Elections Officer will select the sample and official ballot printer(s) and translators.

3) The Chief Elections Officer will prepare and deliver all election information to the printers and translators.

4) The Chief Elections Officer will determine and execute the appropriate translation and transliteration of all Election documents for which translation or transliteration is required.

5) The Chief Elections Officer will issue, receive and process vote by mail ballots.

6) The Chief Elections Officer will set up ADA compliant Vote Centers, publish any required notices and conduct the Election.

7) The Chief Elections Officer will provide services for any official recount or election contest, if applicable.

8) The Chief Elections Officer will conduct all aspects of the Canvass of Votes Cast. Pursuant to Section 10262 of the Elections Code, the Chief Elections Officer will submit a Certificate of Chief Elections Officer to the District's governing body certifying the results of the Election via email and U.S. mail by the fifth Friday after the Election.

9) The Chief Elections Officer will conduct other various and miscellaneous election-related activities directly required to conduct the Election itself, and not assigned to the District above. To the extent that the District has obligations under law to perform various duties that relate to the Election beyond those directly involved with conducting the Election, those duties remain the responsibility of the District. If the District wishes to have any such duties performed by the Chief Elections Officer, the parties must mutually agree in advance in writing to have the Chief Elections Officer perform such duties. By way of example only, if the District is required to send certain notices or adopt resolutions relating to the Election, those duties remain duties of the District.

III. REAL PARTY IN INTEREST; INTERVENTION

In any action or proceeding (a) challenging the legality, validity, or enforceability of any District ballot measure, tax measure, or proposition, or (b) challenging the qualification, nomination, eligibility, or election of any candidate for District office, arising out of or in connection with the Election or the services provided by the Chief Elections Officer pursuant to this Agreement, and in which the Chief Elections Officer, the County of San Mateo, or any of their respective officers, employees, or agents (collectively, the "County Parties") is named as a respondent or defendant, the District acknowledges that it is the real party in interest. The District agrees, upon request of the County, to promptly appear, intervene, or otherwise participate in such action as the real party in interest, and to assume primary responsibility for the defense of the County Parties, including selection of counsel reasonably acceptable to the County.

If the District fails to intervene or assume defense within a reasonable time after request, or if a court of competent jurisdiction does not permit the District to intervene or assume primary defense responsibility, the District shall reimburse the County Parties for all reasonable attorneys' fees, costs, and expenses incurred in defending such action, except to the extent the action is finally determined by a court of competent jurisdiction to have been caused by the sole active negligence or willful misconduct of the Chief Elections Officer.

The provisions of this section shall survive termination or expiration of this Agreement and the completion of the Election.

PROPOSED

IV. TERM:

This Agreement shall be in effect for the performance of all services incident to the preparation and conduct of the Election to be held on November 3, 2026, including before and after said Election date.

In the event the Chief Elections Officer is unable to perform services required under this Agreement as a result of employer/employee relation conditions, vendor conditions, the unavailability of Federal, State, or County funds, and/or other conditions beyond the control of the Chief Elections Officer, the Chief Elections Officer will be relieved of all obligations under this Agreement. Under the foregoing circumstances, the Chief Elections Officer may terminate this Agreement after giving 72 hours written notice, at which time the Chief Elections Officer will be relieved of all obligations under this Agreement.

This Agreement can be terminated without cause by either party upon 30 days written notice.

V. COST FOR SERVICES

In consideration of the performance of services and supplies provided by the Chief Elections Officer to conduct the District's Election, including 1) any and all costs incurred during a recount or election contest that are not reimbursed by the voter requesting the recount or filing the contest as specified in the Elections Code and 2) District's actual costs reasonably incurred associated with the Election, such as return postage costs and costs for ensuring voter accessibility, the District shall pay to the Chief Elections Officer a sum equal to the full cost of the District's Election as described above, including all such services, supplies, and other costs.

The Chief Elections Officer shall send an itemized invoice to the District for all services provided pursuant to this Agreement after the Election is conducted and all related costs are determined. Payment on the full amount of the invoice shall be due and the District shall submit payment to the County of San Mateo within forty-five (45) days of the date of the invoice (the "Due Date"). If the amount is not paid in full within this time, interest shall accrue monthly at a rate of 0.25% per month (equivalent to 3% annually) on the unpaid balance starting at the Due Date. Thereafter, invoices will be sent and shall be payable within thirty (30) days of the date of the invoice, with interest being added each month for any unpaid balance. The provisions of this section shall survive termination or expiration of this Agreement and the completion of the Election.

PROPOSED

DISTRICT

Signature: _____ Date:_____

Print Name: JOHN V. AGUERRE

Title: Chairman, Board of Police Commissioners

COUNTY

Signature: _____ Date: _____

Print Name: _____

Title: _____

From: Austin Smith
To: Davis Law Offices
Subject: RE: Election Service Agreements: RESPONSE NEEDED
Date: Tuesday, October 13, 2026 8:47:40 AM

There will be no charges or fees to be paid by the District stemming from the proposed Service Agreement.

Sincerely,
Austin Smith
Elections Specialist III
San Mateo County Elections Office
40 Tower Road San Mateo, CA 94402
ajsmith@smcacre.gov 650.312.5399 www.smcacre.gov

From: Davis Law Offices <pmd@davislawoffice.com>
Sent: Tuesday, October 13, 2026 8:46 AM
To: Austin Smith <ajsmith@smcacre.gov>
Cc: 'Chief Michael Connolly' <mconnolly@broadmoorpd.gov>; 'Comm. John Aguerre' <jaguerre@broadmoorpd.gov>
Subject: RE: Election Service Agreements: RESPONSE NEEDED

CAUTION: This email originated from outside of San Mateo County. Unless you recognize the sender's email address and know the content is safe, do not click links, open attachments or reply.

Hi Austin,

Please send me an email stating that there will be no charges or fees to be paid by the District stemming from the proposed Service Agreement. I will need that in order to get the Police Commission to reconsider the Service Agreement because it was tabled on September 8, 2026.

Thank you.

Paul M. Davis

From: Austin Smith [mailto:ajsmith@smcacre.gov]
Sent: Tuesday, October 13, 2026 8:29 AM
To: Davis Law Offices
Cc: 'Chief Michael Connolly'; 'Comm. John Aguerre'
Subject: RE: Election Service Agreements: RESPONSE NEEDED

Yes please. Thank you.

Sincerely,
Austin Smith

Elections Specialist III
San Mateo County Elections Office
40 Tower Road San Mateo, CA 94402
ajsmith@smcacre.gov 650.312.5399 www.smcacre.gov

From: Davis Law Offices <pmd@davislawoffice.com>
Sent: Monday, October 12, 2026 3:11 PM
To: Austin Smith <ajsmith@smcacre.gov>
Cc: 'Chief Michael Connolly' <mconnolly@broadmoorpd.gov>; 'Comm. John Aguerre' <jaguerre@broadmoorpd.gov>
Subject: RE: Election Service Agreements: RESPONSE NEEDED

CAUTION: This email originated from outside of San Mateo County. Unless you recognize the sender's email address and know the content is safe, do not click links, open attachments or reply.

Hi Austin,

Do you want us to consider the agreement at the next meeting (November 10)? If so please let me know and I'll get it on the Agenda for that meeting.

Thanks.

Paul M. Davis

From: Davis Law Offices [mailto:pmd@davislawoffice.com]
Sent: Friday, October 9, 2026 10:15 AM
To: 'Austin Smith'
Cc: 'Chief Michael Connolly'; 'Comm. John Aguerre'
Subject: RE: Election Service Agreements: RESPONSE NEEDED

Hi Austin,

It will not be possible to comply with the deadline. We will have to re-present the Contract to the Police Commission, which cannot occur until the next meeting on November 10, 2026.

Please advise.

Thank you very much.

Paul M. Davis
District Counsel

From: Austin Smith [mailto:ajsmith@smcacre.gov]
Sent: Friday, October 9, 2026 10:10 AM

To: Davis Law Offices
Cc: Chief Michael Connolly; Comm. John Aguerre
Subject: RE: Election Service Agreements: RESPONSE NEEDED

Paul,

The district passed a resolution requesting our services and our office has already performed services for the district relating to handling all candidate filing for the seats up for election. Even if the contest ultimately is not going on the ballot and we will not be billing you, it is still standard practice to execute the agreement. Please provide the executed agreement by the deadline in my previous email.

Sincerely,
Austin Smith
Elections Specialist III
San Mateo County Elections Office
40 Tower Road San Mateo, CA 94402
ajsmith@smcacre.gov 650.312.5399 www.smcacre.gov

From: Davis Law Offices <pmd@davislawoffice.com>
Sent: Friday, October 9, 2026 10:04 AM
To: Austin Smith <ajsmith@smcacre.gov>
Cc: Chief Michael Connolly <mconnolly@broadmoorpd.gov>; Comm. John Aguerre <jaguerre@broadmoorpd.gov>
Subject: FW: Election Service Agreements: RESPONSE NEEDED

CAUTION: This email originated from outside of San Mateo County. Unless you recognize the sender's email address and know the content is safe, do not click links, open attachments or reply.

Good morning Austin,

The Police Commission at its last meeting did not want to approve the Contract because no compensable services from your office were necessary or required because the election this year, insofar as the Broadmoor Police Protection District, is uncontested.

Thank you for the follow-up.

Paul M. Davis
District Counsel

From: ACRE_ELC_CandidateServices <CandidateServices@smcacre.gov>
Sent: Friday, 09 October 2026 09:14:22

Subject: Election Service Agreements: RESPONSE NEEDED

CAUTION: This email is from a sender outside of the organization. Do not click on any links or open any attachments unless you recognize this sender and know the content is safe.

Good morning,

This email is going to all Special districts that are showing as not having returned an Election Services Agreement for the November Election. ALL DISTRICTS, EVEN THOSE WITH CONTESTS NOT APPEARING ON THE BALLOT, MUST COMPLETE THE ATTACHED AGREEMENT AS SOON AS POSSIBLE.

If you have previously sent the agreement and I do not have a record of it, please resend the email or the signed agreement so I can update my records. If you have not yet signed the agreement, please do so and email me a scanned copy no later than next Friday, October 16th. Please let me know if you have any questions and thank you very much for working with me on this.

Sincerely,
Austin Smith
Elections Specialist III
San Mateo County Elections Office
40 Tower Road San Mateo, CA 94402
ajsmith@smcacre.gov 650.312.5399 www.smcacre.gov

From: Austin Smith
To: Davis Law Offices
Cc: Comm. John Aguerre; Chief Michael Connolly
Subject: RE: Certificate EC 10515(a)
Date: Monday, August 24, 2026 8:59:50 AM

Paul,

Since the contest will not be going to the ballot, our office will not be billing you for any costs.

Sincerely,
Austin Smith
Elections Specialist III
San Mateo County Elections Office
40 Tower Road San Mateo, CA 94402
ajsmith@smcacre.gov 650.312.5399 www.smcacre.gov

From: Davis Law Offices <pmd@davislawoffice.com>
Sent: Monday, August 24, 2026 8:47 AM
To: Austin Smith <ajsmith@smcacre.gov>
Cc: Comm. John Aguerre <jaguerre@broadmoorpd.gov>; Chief Michael Connolly <mconnolly@broadmoorpd.gov>
Subject: RE: Certificate EC 10515(a)

CAUTION: This email originated from outside of San Mateo County. Unless you recognize the sender's email address and know the content is safe, do not click links, open attachments or reply.

Good morning Austin,

Thank you very much for your email.

Do you know if your office will assess any charges that Broadmoor will be required to pay in connection with the November 3 election that will not occur inasmuch as only two candidates filed for the two seats? On August 18, 2026, the governing Board tabled the request to sign the Service Agreement and directed me to get additional information regarding charges before reconsidering that agreement.

Thanks again.

Paul M. Davis

From: Austin Smith [mailto:ajsmith@smcacre.gov]
Sent: Monday, August 24, 2026 8:26 AM
To: Davis Law Offices

Subject: RE: Certificate EC 10515(a)

Good morning Paul,

We will provide the certificates once the election is certified at the start of December.

Sincerely,
Austin Smith
Elections Specialist III
San Mateo County Elections Office
40 Tower Road San Mateo, CA 94402
ajsmith@smcacre.gov 650.312.5399 www.smcacre.gov

From: Davis Law Offices <pmd@davislawoffice.com>
Sent: Monday, August 17, 2026 10:24 AM
To: Austin Smith <ajsmith@smcacre.gov>
Cc: Comm. John Aguerre <jaguerre@broadmoorpd.gov>; Chief Michael Connolly <mconnolly@broadmoorpd.gov>
Subject: Certificate EC 10515(a)

CAUTION: This email originated from outside of San Mateo County. Unless you recognize the sender's email address and know the content is safe, do not click links, open attachments or reply.

Good morning Austin,

Could you please tell me when your office will submit the Certificate mandated by Elections Code section 10515(a) so that the District can get the matter on an Agenda of a Special or Regular Meeting for compliance.

Thank you so very much.

Paul M. Davis

BROADMOOR POLICE PROTECTION DISTRICT

OFFICE OF THE CHIEF OF POLICE / DISTRICT MANAGER

STAFF REPORT

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

FROM: Michael P. Connolly (COP / DM)

DATE: November 10, 2026

RE : Agenda Item 8(c) - NBS Services

BACKGROUND AND PROCEDURAL HISTORY

In 2024 the Police Commission approved the retention of the firm NBS to handle the allocation and calculation of District's tax roll, including the District's special tax assessment. NBS has been handling the calculation and allocation of the District's special tax.

DISCUSSION

Prior to engaging the services of NBS the District relied upon staff to handle the entire scope of the District's special tax. As was and is evident from the substantial increase in revenue and the recovery of revenue that had been overlooked, District staff was is ill-equipped to properly and efficiently handle this overwhelming task. This task is highly complicated and complex. Many cities and counties throughout this state used the services of NBS to ensure accuracy in the assessment of special taxes and to ensure full compliance with the laws relating to such taxes.

I have attached to this memorandum a copy of the latest NBS contract. NBS performed very well for Fiscal Year 2025/2026. The revenue they raised through their efforts far outweighed the cost of their service.

CONCLUSION

I recommend that the District engage the services of NBS for Fiscal Year 2026/2027.

Respectfully submitted,

Michael P. Connolly (digitally signed)

MICHAEL P. CONNOLLY
Chief of Police / District Manager

Attachments: Copy of NBS contract dated October 19, 2026

32605 Temecula Parkway, Suite 316
Temecula, CA 92592
Toll free: 800.676.7516

www.nbsgov.com

October 19, 2026

Michael P. Connolly
Chief of Police / Special District Manager
Broadmoor Police Protection District
388 Eighty-Eighth Street
Broadmoor, CA 94015

Subject: Amendment to Original Agreement Executed July 9, 2024 for Parcel Tax Roll Billing Services

Dear Chief Connolly,

NBS would like to thank you for the opportunity to continue providing Parcel Tax Roll Billing Services for the Broadmoor Police Protection District ("District"). This Amendment increases the annual consulting fee for Parcel Tax Calculation and Tax Roll Billing services in the agreement beginning with fiscal year 2026/27. The annual consulting fee will be evaluated annually to ensure the fees and effort are aligned. The fees for fiscal year 2026/27 are shown in the fee section below.

All other provisions of the existing contract between the District and NBS remain in effect. We look forward to continuing our professional relationship.

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

Fees

Parcel Tax Calculation and Tax Roll Billing Services

F/Y 2026/27 Consulting Fee	$8,680.24
Estimated Expenses [1]	$250
Total Not to Exceed	**$8,930.24**

[1] *See description of expenses below*

ANNUAL FEE INCREASES

Cost of living increases may be applied to the Administration services listed above on October 1 each year, beginning with the invoices issued on October 1, 2027. The COLA would be the actual cost of living increase based on the 12-month change from May to May in the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index for all urban consumers for the applicable region for the District's location.

EXPENSES

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

TERMS

Parcel Tax Roll Billing Services will be invoiced at the beginning of each quarter. Expenses will be itemized and included in the next regular invoice.

Please feel free to contact me if you have any questions or need further information.

Best regards,

NBS GOVERNMENT FINANCE GROUP, DBA NBS	**BROADMOOR POLICE PROTECTION DISTRICT**
Sara Mares	Name
Chief Operating Officer — October 19, 2026	
Title — Date	Title — Date

BROADMOOR POLICE PROTECTION DISTRICT
MINUTES OF REGULAR MEETING HELD OCTOBER 13, 2026

388 Eighty-Eighth Street
Broadmoor Village, California 94015

The meeting was called to order at 7:02 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. CHIEF OF POLICE REPORT

Chief Connolly dispensed with his regular Chief's Report.

There was no Public Comment.

At the request of Chief Connolly, Chair Aguerre ordered Agenda Item 6(b) be heard out of order.

(b) Discussion regarding proposed Contract with Oracle.

The Chief provided an overview of a proposed partnership with Oracle to modernize the Police Department's technology infrastructure. Broadmoor is one of three law enforcement agencies selected to participate in the initiative, which would provide upgraded patrol computers, mobile devices, body-worn cameras, integrated software systems, technical support, and training at no cost to the District during the initial three-year implementation period. The improvements are intended to enhance operational efficiency, officer safety, and community services. Following the initial three years, ongoing service costs are estimated at

approximately $25,000 annually, potentially offset by the consolidation of existing technology services. The Board discussed the benefits of the proposal and potential long-term costs.

Public Comment:

Francis Hall spoke in favor of the exploratory program, generally.

Anna Brizuela asked for clarification on the financial investment now and at the end of the three year trial period.

Board discussion ensued, including concerns over providing Oracle access to confidential law enforcement information, obtaining officer "buy-in" and engagement, and what the District's options are if the Department did not move forward with the proposal from Oracle.

ACTION: Chief Connolly requested any further questions regarding Oracle's qualifications or proposal be submitted in writing, which he would then transmit to the company for a response. He obtained consensus to return at a future meeting with representatives from Oracle attending via Zoom to address the Commission's concerns.

Following Agenda Item 6(b), the meeting returned to the published Agenda order.

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 September 8, 2026, Regular Meeting.

(b) Approval of October 2026 Warrants and Deposits.

There was no Public Comment on the Consent Calendar.

ACTION: It was moved by Commissioner Hutchens, seconded by Chair Aguerre, to approve the Consent Calendar as presented.

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

6. REGULAR BUSINESS

(a) Discussion, approval and adoption of proposed Resolution 2026-6, which would

revise the current Payrate Schedule by increasing the salaries of the Administrative Assistant / Records Supervisor by 6% and the Payroll / Records Clerk by 2% retroactive to July 1, 2026.

Chief Connolly presented the staff report.

There was no Public Comment.

ACTION: It was moved by Chair Aguerre, seconded by Commissioner Hutchens, to adopt Resolution No. 2026-6, revising the current Payrate Schedule by increasing the salaries of the Administrative Assistant / Records Supervisor by 6% and the Payroll / Records Clerk by 2% retroactive to July 1, 2026.

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

(b) Discussion regarding proposed Contract with Oracle.

This item was heard out of order, concurrently as the Chief of Police Report.

7. ADJOURNMENT

Prior to adjournment, Chair Aguerre invited the public to attend the November meeting, as the Commission transition, with new officers taking the Oath of Office, will occur.

It was moved by Commissioner Hutchens, seconded by Commissioner Hall, to adjourn the meeting to the next regular meeting date of November 10, 2026.

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

The meeting adjourned at 8:02 p.m.

_____
Commissioner Andrea Hall, Secretary

Broadmoor Police Department

NOVEMBER 2026 COMMISSION MEETING

October 1-November 4, 2026

	DATE	TYPE	NUM	NAME	MEMO	ACCOUNT	AMOUNT
GENERAL FUND	10/01/2026	Check	10143	California Police Chiefs Association	MEMBERSHIP DUES	5331-PROFESSIONAL MEMBERSHIPS	-254.00
	10/01/2026	Check	10144	SONS OF LIBERTY GUN WORKS	INV LE-38164	5121-UNIFORMS AND SAFETY EQUIP	-5,670.00
	10/01/2026	Check	10145	STATE COMPENSATION INSURANCE FUND	OCT 2026	6731-INSURANCE NON MEDICAL AND EDD	-493.34
	10/01/2026	Check	10146	VERDANT	INV 906414676 CONTRACT ID 978000	5638-UTILITIES	-322.60
	10/01/2026	Check	10147	VERDANT	INV 906414675 CONTRACT ID 9778002	5638-UTILITIES	-164.79
	10/01/2026	Check	10148	Dunnigan Psychological	INV 3090 PRE EMPLOYMENT	5876-PROFESSIONAL SPECIALIZED SERVICES	-650.00
	10/01/2026	Check	10149	Sun Ridge Systems, Inc.	INV 9438 RIMS TO PEREGRINE ONE TIME FEE	5858-PROFESSIONAL CONTRACT SERV	-2,800.00
	10/01/2026	Check	10150	CITY OF FRESNO POLICE TRNG CNTR	INV 20012675 POLICE RTC FEES CARRIEL	REIMBURSEMENT & TRAINING	-623.00
	10/01/2026	Check	10151	DATAWORKS PLUS, LLC	FINGER CAPTURE CAMERA CELL UASI GRANT	5638-UTILITIES	0.00
	10/13/2026	Check	10152	Chase Card Services	DUE 10/19/2026	5199a-General	-5,419.17
	10/19/2026	Check	10153	Flyers Energy, LLC	INV 4735715 AND INV 4724406	5416-FUEL AND LUBRICATION	-1,787.09
	10/19/2026	Check	10154	BPOA	Q3 2026 DUES REIMBURSEMENT	5331-PROFESSIONAL MEMBERSHIPS	-4,200.00
	10/19/2026	Check	10155	Public Storage	NOV RENT #2182	5638-UTILITIES	-728.00
	10/19/2026	Check	10156	Public Storage	NOV RENT COMR02	5638-UTILITIES	-509.28
	10/19/2026	Check	10157	LexisNexis	INV 1100365951 SEPT COMMITMENT	5876-PROFESSIONAL SPECIALIZED SERVICES	-200.00
	10/19/2026	Check	10158	Productive Printing	INV 39630 TR100	5199 - OFFICE EXPENSE (new)	-555.47
	10/19/2026	Check	10159	TURBO DATA SYSTEMS	INV 49940 LEASE	5858-PROFESSIONAL CONTRACT SERV	-562.50
	10/19/2026	Check	10160	VERDANT	INV 906434129 ID 9778005	5638-UTILITIES	-366.75
	10/19/2026	Check	10161	VERDANT	INV 906437412 ID 9778004	5638-UTILITIES	-198.12
	10/19/2026	Check	10162	PG&E	DUE 10/23/2026	5638-UTILITIES	-1,468.64
	10/20/2026	Check	10163	VERDANT	INV 906438850 ID 9778001	5638-UTILITIES	-166.75
	10/20/2026	Check	10164	VERDANT	INV 906460274 ID 9778006	5638-UTILITIES	-751.62
	10/20/2026	Check	10165	Kaiser Foundation Health Plan	NOVEMBER 2026	4413 HEALTH PLAN	-19,040.92
	10/20/2026	Check	10166	BERKSHIRE HATHAWAY	ACCT 334052 DUE 11/01/2026	6731-INSURANCE NON MEDICAL AND EDD	-2,104.68
	10/20/2026	Check	10167	DBA FINANCIAL, INC	ACCT 271103085 DUE NOV 1, 2026	6731-INSURANCE NON MEDICAL AND EDD	-11,381.60
	10/20/2026	Check	10168	GREAT AMERICA FINANCIAL SVS	INV 43213956 COPIER LEASE	5478-GENERAL CONTRACT MAINTENANCE	-258.35
	10/20/2026	Check	10169	Davis Law Firm	SEPTEMBER 2026	5341-LEGAL SERVICES	-6,310.25
	10/20/2026	Check	10170	Experian	INV 6000368268 SEPT 2026	5876-PROFESSIONAL SPECIALIZED SERVICES	-225.00
	10/20/2026	Check	10171	AAA Smart Home	INV 10152478 OCT 2026	5478-GENERAL CONTRACT MAINTENANCE	-34.20
	10/20/2026	Check	10172	AT&T FirstNet Mobility	INV 287295270355X10102026	5638-UTILITIES	-1,264.88
	10/20/2026	Check	10173	ASTOUND	INV 0012488 NETWORK SERVICES	5638-UTILITIES	-422.47

	10/20/2026	Check	10174	ASTOUND	INV 0012488 INTERNET	5638-UTILITIES	-353.91
	10/20/2026	Check	10175	Dunnigan Psychological	INV 3158 PRE EMPLOYMENT CANDIDATE	5876-PROFESSIONAL SPECIALIZED SERVICES	-650.00
	10/28/2026	Check	10176	VERDANT	INV 906470493 ID#9778000	5638-UTILITIES	-322.60
	10/28/2026	Check	10177	VERDANT	INV 906470492 ID#9778002	5638-UTILITIES	-164.79
	10/28/2026	Check	10178	VERDANT	INV 906460273 ID#9778003	5638-UTILITIES	-175.73
	10/28/2026	Check	10179	NevTec	INV NEV47834 DUE 11/01/2026	5858-PROFESSIONAL CONTRACT SERV	-2,332.45
	10/28/2026	Check	10180	TEA	INV 50081	MAINTENANCE & REPLACEMENT	-185.00
	10/28/2026	Check	10181	Bay Contract Maintenance, Inc.	INV 35136 OCTOBER 2026	5156-CLEANING & JANITORIAL SUPPLIES	-588.72
	10/28/2026	Check	10182	COUNTY OF SAN MATEO, TSD	SEPTEMBER 2026	5858-PROFESSIONAL CONTRACT SERV	-82.25
	10/28/2026	Check	10183	AT&T-Calnet	INV 000025887817 DUE 11/04/2026	5638-UTILITIES	-335.85
	11/04/2026	Check	10184	VOIDED CHECK	PRINTER ERROR		0.00
	11/04/2026	Check	10185	VOIDED CHECK	PRINTER ERROR		0.00
	11/04/2026	Check	10186	VOIDED CHECK	PRINTER ERROR		0.00
	11/04/2026	Check	10187	VOIDED CHECK	PRINTER ERROR		0.00
	11/04/2026	Check	10188	VOIDED CHECK	PRINTER ERROR		0.00
	11/04/2026	Check	10189	VOIDED CHECK	PRINTER ERROR		0.00
	11/04/2026	Check	10190	VOIDED CHECK	PRINTER ERROR		0.00
	11/04/2026	Check	10191	VOIDED CHECK	PRINTER ERROR		0.00
	11/04/2026	Check	10192	RMI Mechanical Contractor, Inc.	INV 77184 FIX COOLING UNIT	5478-GENERAL CONTRACT MAINTENANCE	-337.50
	11/04/2026	Check	10193	Flyers Energy, LLC	INV 4764942/INV 4751794	5416-FUEL AND LUBRICATION	-1,933.63
	11/04/2026	Check	10194	Dunnigan Psychological	INV 3157	5876-PROFESSIONAL SPECIALIZED SERVICES	-650.00
	11/04/2026	Check	10195	AAA Smart Home	INV 10202851/10202850	5478-GENERAL CONTRACT MAINTENANCE	-166.31
	11/04/2026	Check	10196	Daly City Auto Repair	INV 109788 2011 CROWN VIC	5455-VEHICLE MAINTENANCE EXPENSE	-832.96
	11/04/2026	Check	10197	STATE COMPENSATION INSURANCE FUND	INV 1003822671 NOVEMBER	6731-INSURANCE NON MEDICAL AND EDD	-2,709.75
	11/04/2026	Check	10198	Cintas	INV 8408680794	5876-PROFESSIONAL SPECIALIZED SERVICES	-151.63
	11/04/2026	Check	10199	Pierce Fire Protection	INV 303768	5876-PROFESSIONAL SPECIALIZED SERVICES	-1,560.66
GENERAL FUND TOTAL							-$82,467.21
PETTY CASH	10/14/2026	Check	5032	VOIDED CHECK			$0.00
	10/14/2026	Check	5033	SONS OF LIBERTY GUN WORKS	INV LE-PO-38531	5121-UNIFORMS AND SAFETY EQUIP	-2,804.00
TOTAL PETTY CASH							-$2,804.00

COUNTY OF SAN MATEO
DEPOSIT PERMIT

Permit Number

(1) TITLE OF DEPOSITING ORGANIZATION	(2) No. of Depositing Org.	(3) Prepration Date	(4) Reference Date
Broadmoor Police Department	**02500**	**11/4/2026**	

(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 SEPTEMBER 2026			90-1342	2500	2658			1,495.00	
SMCO COURT - FINE COLLECTIONS SEPTEMBER 2026			64-1278	2500	2658			271.37	
STATE COMPENSATION INSURANCE FUND - DIVIDEND CHECK			96-651	2500	2658			7,714.00	
NICHOLAS HEALEY-FAMILY REUNION SPECIAL EVENT FEES			91-170	2500	2658			475.00	
ROBERY NISHIYAMA REIMBURSEMENT FOR DUPLICATE PAYMENT CK#10100			87-176	2500	2658			1,621.86	
								$11,577.23	

(8) Remarl

NOVEMBER GENERAL FUND DEPOSIT

TOTAL

DISTRIBUTION OF TOTAL

Cards	$11,577.23
Checks	
Coins	
Crrency	
Wires	
Other	

(9) I hererby certify that the total amount listed above represents collections received by me for the above named fund and during the period of

10/02/2026 - 11/04/2026

MICHAEL P. CONNOLLY, CHIEF OF POLICE

DEPARTMENT HEAD

(10) The monies listed above have been received in the County Treasury.

County Treasury

By_____

DEPUTY

(11) I approved deposit of the above monies in the County Treasury.

County Controller

By_____ DEPUTY