

**KENSINGTON FIRE PROTECTION DISTRICT
AGENDA OF A MEETING OF THE
BOARD OF DIRECTORS**

Date of Meeting: January 10, 2018
Time of Meeting: 7:00 p.m.
Place of Meeting: Kensington Community Center
59 Arlington Avenue, Kensington, CA 94707

Please Note: Copies of the agenda bills and other written documentation relating to each item of business referred to on the agenda are on file in the office of the Kensington Fire Protection District Administration Office, 217 Arlington Avenue, Kensington, and are available for public inspection. A copy of the Board of Directors packet can be viewed on the internet at www.kensingtonfire.org/agenda/index.shtml.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Manager, 510/527-8395. Notification 48 hours prior to the meeting will enable the Kensington Fire Protection District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title I).

Pursuant to Government Code §54953(b), this meeting will include a teleconference location at The Nagel Residence, 251 Stanford Avenue, Kensington, CA 94708. Vice President Laurence Nagel will be attending the Regular Meeting via teleconference. The public shall have the opportunity to address the Board of Directors at this teleconference location pursuant to Government Code Section §54954.3. All votes during the teleconferencing session will be conducted by roll call vote. The teleconference location is accessible to the public and the agenda will be posted at the teleconference location 72 hours before the meeting.

7:00 p.m.

CALL TO ORDER

Directors: Joe de Ville, Don Dommer, Nina Harmon, Janice Kosel, and Laurence Nagel

1. **ADOPTION OF CONSENT ITEMS.** Items 3, 4, 5 & 6
All matters listed with the notation "CC" are consent items, which are considered to be routine by the Board of Directors and will be enacted by one motion. The Board of Directors has received and considered reports and recommendations prior to assigning consent item designations to the various items. Copies of the reports are on file in the Fire Protection District Administrative Office at 217 Arlington Avenue and are available to the public. The disposition of the item is indicated. There will be no separate discussion of consent items. If discussion is requested for an item, that item will be removed from the list of consent items and considered separately on the agenda. PLEASE NOTE: Public review copy of the agenda packet is available at the Directors' table at the Board meetings.
2. **ORAL COMMUNICATIONS.** (This place on the agenda is reserved for comments and inquiries from citizens and Board members concerning matters that do not otherwise appear on the agenda. Speakers shall be requested to provide their names and addresses prior to giving public comments or making inquiries.)
- CC 3. **APPROVAL OF THE MINUTES.** Approval of the minutes of the regular meeting of December 13, 2017 (APPROVE)
- CC 4. **APPROVAL OF MONTHLY A/P VOUCHER - TRANSMITTAL #7** (APPROVE)
- CC 5. **APPROVAL OF MONTHLY FINANCIAL REPORT.** November/December 2017 (APPROVE)
- CC 6. **APPROVAL OF MONTHLY INCIDENT ACTIVITY REPORT.** December 2017 (APPROVE)

7. **FIRE CHIEF'S REPORT**
 - a. Review of Operations.
 - b. Regional issues and developments.

8. **PRESIDENT'S REPORT**
 - a. Committee Assignments for 2018
 - b. February 2018 meeting date

NEW BUSINESS

9. Presentation of District Transparency Certificate of Excellence by Colleen Haley of the Special District Leadership Foundation
10. Proposal from Casper Landscape Design for Community Demonstration Garden landscape design services in the amount of \$4,500 (ACTION)

OLD BUSINESS

11. Request from Kensington Green to Consider Opt-up to Marin Clean Energy's 100% Renewable Electric for the Public Safety Building. *Rescheduled from 12/13/17 meeting* (ACTION)

12. **BOARD REPORTS**

Informational reports from Board members or staff covering the following assignments:

- a. Finance Committee (Kosel/Dommer)
- b. Public Safety Building (de Ville/Dommer)
- c. Education (Kosel)
- d. Contra Costa County/California Special Districts Assoc. (Nagel/Kosel)
- e. Diablo Fire Safe Council/Interface (Staff/Nagel)
- f. Correspondence: Thanks you from firefighting staff for annual appreciation dinner; Season's greetings from Motofuji

ADJOURNMENT. The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on Wednesday, February 14, 2018, at 7:00 p.m. at the Kensington Community Center, 59 Arlington Avenue, Kensington, CA 94707.

The deadline for agenda items to be included in the Board packet for the next regular meeting of 2/14/18 is Wednesday, 1/31/18 by 1:00 p.m. The deadline for agenda-related materials to be included in the Board packet is Wednesday, 2/7/18 by 1:00 p.m., Fire Protection District Administration Office, 217 Arlington Ave., Kensington.

IF YOU CHALLENGE A DECISION OF THE BOARD OF DIRECTORS IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE BOARD MEETING OR IN WRITTEN CORRESPONDENCE DELIVERED AT, OR PRIOR TO, THE BOARD MEETING

CONSENT CALENDAR

**MINUTES OF THE DECEMBER 13, 2017 MEETING OF THE BOARD OF DIRECTORS
OF THE KENSINGTON FIRE PROTECTION DISTRICT**

PRESENT: Directors: Joe de Ville, Don Dommer, Nina Harmon, Janice Kosel and Larry Nagel
 Staff: Chief Lance Maples and Manager Brenda Navellier

CALL TO ORDER:

President Don Dommer called the meeting to order at 7:00 p.m. and noted that all Directors and the staff that were present.

APPROVAL OF CONSENT ITEMS:

President Dommer called for the approval of the consent calendar (items 3, 4, 5 & 6), consisting of approval of the November 8, 2017 minutes, approval of the October 2017 incident activity report, approval of the November 2017 incident activity report, and approval of the monthly transmittal #6. Director Nagel made a motion to approve the Consent Calendar items as submitted. Director de Ville seconded the motion.

AYES: de Ville, Dommer, Harmon, Kosel, Nagel
NOES: None
ABSTAIN: None

ORAL COMMUNICATIONS:

Ciara Wood thanked Board members and the Chief for attending the 11/12/17 End of Fire Season gathering. It was very successful with about 25 members of the community along with the EBRPD manager of Wildcat Canyon. Wood emailed the Board members earlier today with demographics of the contributions she has received for DFSC so far this year. A number of Berkeley and El Cerrito residents have donated, and then there is a listing of street by street donations from Kensington residents. She announced that she has raised \$12,637 in donations to DFSC so far this year.

President Dommer reordered the agenda and moved to item 9 under New Business.

NEW BUSINESS:

Presentation of Geophysical Investigation Results for the Public Safety Building site (217 Arlington Avenue) by Kevin Ryan, Ryan Geological Consulting, Inc.: President Dommer introduced Kevin Ryan and Linda Liang from Ryan Geological and Rockridge Geotechnical, respectively. Kevin Ryan also introduced himself as an engineering geologist that specializes in geological hazards. Ryan explained that he and Rockridge were hired to look at the existing station at 217 Arlington. Ryan said that during a development or expansion the geological team has to look at the State designated map and the Ahlquist-Priolo special study which the current station falls within and is in a State special zone that goes along the Hayward fault. Ryan displayed a copy of the State designated map showing fault zones. Any development, expansion, etc. designated for human occupancy has to go through a full geological study. There are three fault zones near the current public safety building. More recently the USGS has identified two potential faults near the fire station. One is west of the building and another questionable one is just east of the building. Ryan explained the difference between solid and dashed lines on the State map – solid is more confident; dashed is more questionable. Ryan said the geological team was constrained with trenching by the property boundaries of the site. A geophysical investigator was brought in to attempt to look beyond the property boundaries. Ryan reviewed a graphic showing the geophysical lines extending from Amherst Street through 220 Amherst, through the parking lot of 217 Arlington and across Arlington Avenue. Ryan explained a geophysical study. The geophysicist found that the uphill side shows fresh, unweathered, fairly hardened bedrock and the downhill side shows weathered different type of bedrock on the site in question. There is a discontinuity--two different geologic units next to each other. One option is that it could be a fault. There is a 13-foot tall retaining wall in that location. Since the area can't be viewed, one has to assume it is a fault. In order to investigate the area, the retaining wall would have to be removed, support the area and neighbors above it, dig a trench and then replace the wall. Since that is not a practical approach, the geological team has to assume there's a fault at the retaining wall. The building code says that if there is an active fault (which is the assumption) there has to be a set-back. The site is extremely limited for expansion on the uphill side. The downhill side of the property has an adequate set-

back. There is not an opportunity to demolish the building or expand the footprint in the eastward direction unless the absence of an active fault can be thoroughly disproved. As an essential services facility the building code demands the facility be designed to withstand an earthquake. Ryan said set-backs are based on the character of the fault and the associated area of surface deformation that can happen during any one event. Typically, set-backs must be 50 feet. When there is constraint from property boundaries, a 25-foot set-back could be considered with a very rigorous study to prove that would be outside of the potential surface deformation. Ryan explained that the fault line is a geologic feature. The seismic line in the report refers to the cable that the geophysicist ran for his study. Ryan explained the geophysicist's process again. Ryan explained that while evaluating a fault, the geologists want to evaluate in a perpendicular fashion. They were constrained by the surrounding existing buildings. The District was able to get access to 220 Amherst, then across the parking lot of the site and down the driveway. The seismic lines were based on access. Ryan again said that they found a significant discontinuity that in all likelihood is an active fault. De Ville pointed out that the geological teams' findings are all supported by existing data. Ryan said there are at least 10 maps that show a fault in that location and their findings match a lot of existing data. The entire area around Kensington and Berkeley have been heavily studied. The existing building set-back is about 35 to 40 feet from the eastern property line. It is not practical to disprove the assumption of an existing fault along the property line. Ryan added that it is not a good location for a fire station or critical facility. Karl Kruger noted it is a public safety building. A resident had a question about the location of the retaining wall and the seismic lines. Jim Watt asked about the depths that are shown on Figure 3 that demonstrated the seismic refraction results. Ryan said it was between 35 and 25 feet. He explained the area of concern is the discontinuity between SL-1 and SL-3 on Figure 3. He further explained that the area of concern is the two different materials shown between up and down slope. Linda Liang further clarified the concern with the discontinuity in response to Watt's questions. The area of concern is unfortunately where the retaining wall is. Watt asked if the discontinuity could be from the excavation for the retaining wall. Ryan explained that the data shown is 15 to 20 feet below the retaining wall and pointed to it on the graphic. Gail Feldman asked for the depths of the geophysical survey results again. Anthony Knight asked how the geological team's methods differed from "coring". Ryan explained that coring is a vertical penetration that samples a diameter of 2-1/2". One could core and easily straddle a fault and not see it. Ryan prefers the trenching approach; however, in this case, they cannot trench through the retaining wall nor east of the retaining wall on private property. Coring would show two different rock types on the property and east of the property would still not show evidence of a fault. Knight asked what would be hard evidence of a fault? Ryan said to be 100% certain of a fault, the geologists would need to see the zone through trenching. There is currently very big difference in the geology between the properties and all regional maps suggest there is a fault present. Watt asked about a couple of borings into the wall. Ryan again, explained that they would need to prove that a fault doesn't exist and trenching would be preferable. If the District were to expand the building they need to prove there is no fault along the retaining wall area. Ciara Wood asked about the discontinuity between the project site and Arlington Avenue? Ryan explained that the soils do basically match-up between the parking lot, site and the Arlington. There is some variation but that is explained by excavation and previous exploration trenches in 1969. Ryan said the "green" layers on Figure 3 were mélange and the "blue" layer is something harder. Ryan explained that if the decision was made to expand or rebuild the existing building the geologists would still need to conduct a fault study. It's possible that the fault study would demonstrate an active fault and then a 50-foot set-back would be necessary. Ryan explained the process of being hired to trench, regrouping and hiring a geophysicist instead. Ciara Wood asked what the next step is. Ryan said the geologists will wait for direction from the District. Dommer said the issue would go back to the Public Safety Building committee for discussion. Watt asked about another firm reviewing the geophysicist's work. Project Manager, Paul Beamer explained that a peer reviewer was hired (and is required) to review the geological team's work. Ryan said the peer reviewer's report would be in response to anything that Rockridge and Ryan publish on the project. Linnea Due asked for clarification that new construction could not happen at the site but renovation is allowed? Ryan said as long as the District doesn't increase the footprint then the geologists don't get involved. Again, Due asked about the possibility of increasing the footprint. Ryan said it was extremely constrained and going toward the west of the property is constrained by the Arlington. The north property line only has about a 5-foot set-back. It is a postage stamp sized site. Even if an adjacent property was purchased for expansion, the District would have to go through a fault study and the same constraints would apply being located between two faults which is not a good idea. Gail Feldman asked if Ryan looked at any physical evidence above the ground. Ryan said that the USGS map documents all geologists work noting things like off-set curves, broken pipes, warped fences, etc. Yes, they hike around to find those notations. They reviewed aerial photographs. The only thing they haven't done is dig a trench through the parking lot. Again, they will wait for District direction. Feldman asked if the discontinuity could be from a landslide. Ryan, said yes, but they have to assume it is a fault because they can't see it and there are at least a dozen articles identifying a fault in that location. Ryan again referred to the State geological map. As a professional geologist, all evidence points to it being a fault unless proven otherwise. Director Nagel asked about the expense of trenching through the retaining wall area. Ryan explained

that step one would be to mobilize up-hill with a giant drill rig to put in piers to support the hillside, then take out the 13-foot retaining wall and the 13-foot wide footing that goes 9 feet into the hill at the base of the wall, trench, and then patch the wall and hope it holds or the District will have bought the up-hill property. De Ville pointed out that this would all be to prove that this is the only and best location in Kensington to put a fire house. Ryan said if there are other locations available that the current one is less than ideal. Testing the area would probably be in the neighborhood of several hundred thousand dollars. Either live with what we have or find another location. Anthony Knight asked how many geophones are along the survey lines? Ryan said the geophones are every 10 feet. Jim Watt asked why the geophysicist didn't run a line parallel to the retaining wall. Ryan again explained that they investigate perpendicular to the potential fault. Running a parallel line could give them all one feedback. The geophysicist wants to cross the area since their surveys measure a change in distance. Watt asked why not "X" across the line? Ryan answered: access and budget. The data results are gathered after being in the field. Once the results were gathered they were conclusively enough to stop working until the District directs otherwise. The retaining wall was built in 1969. Ryan said Loma Prieta was too far away to affect the retaining wall. There is a difference between shaking and surface fault rupture. One can build to withstand shaking but surface rupture needs to be avoided. *Ryan, Liang and Beamer all left the meeting.* Dommer said that the Public Safety committee consists of Director Harmon and himself along with staff members Chief Maples and Manager Navellier.

FIRE CHIEF'S REPORT:

Chief Maples reported that this year El Cerrito-Kensington has transitioned to the Marine Corps' Toy for Tots program. Toy barrels and boxes are at all the fire stations, El Cerrito City Hall and Community Center, and numerous businesses throughout the community. There was a fundraising pancake breakfast this past weekend at the El Cerrito Community Center where approximately nine barrels of toys were received. Maples credited Engineer/Paramedic Damien Carrion for leading the project for the department.

Maples reported that OES 300 went to the Creek fire on 12/5/17, two strike team leaders to the Skirball Fire on 12/6/17, and E372 to the Thomas Fire. E372 and the strike team leaders have been cleared and are headed home but OES 300 was reassigned to another fire.

Maples also passed out the recent CERT postcard that was mailed to all residents and businesses in Kensington and El Cerrito. The first session for 2018 is already full in response to this public outreach.

PRESIDENT'S REPORT:

None.

NEW BUSINESS CONTINUED:

Request from Kensington Green to Consider Opt-Up to Marin Clean Energy's 100% Renewable Electric for the Public Safety Building: The speaker for this item was not present. Navellier explained that Contra Costa County will be joining Marin Clean Energy in the spring of 2018 and Kensington Green is asking the Fire District to opt-up to 100% renewable energy which costs a little more (about \$50 a month according to Kensington Green's analysis or 4.58%). Nagel commented that the dollar amount is dependent upon usage. Navellier affirmed and explained that the public safety building only has one meter and the costs are split with the KPPCSD. Rachelle Sherris-Watt reported that KPPCSD voted to Opt-Up to MCE's 100% renewable electric for the Kensington Community Center. She said that the Board of Supervisors has decided upon using MCE for the entire County. MCE has an option to opt-up to 100% renewable energy. KPPCSD voted for the 100% option because they thought that reflected the community's values of environmentalism. The community center will only cost about \$5 extra a month. Director Kosel made a motion to table the item until the January meeting when the Kensington Green representative can attend. Director de Ville seconded the motion. Chief Maples noted the 12 month analysis included in the packet. El Cerrito has been using MCE for the past three years.

AYES: de Ville, Dommer, Harmon, Kosel, Nagel
NOES: None
ABSTAIN: None

Election of Officers for Calendar Year 2018: President Dommer called for nominations for the office of President. Director Harmon elected Director Kosel. No other nominations were made. Director de Ville seconded the motion.

AYES: de Ville, Dommer, Harmon, Kosel, Nagel
NOES: None
ABSTAIN: None

Director Kosel nominated Director Nagel for the office of Vice President. Director de Ville seconded the motion. No other nominations were made.

AYES: de Ville, Dommer, Harmon, Kosel, Nagel
NOES: None
ABSTAIN: None

Director Kosel nominated Director de Ville for the office of Secretary. Director Nagel seconded the motion. No other nominations were made.

AYES: de Ville, Dommer, Harmon, Kosel, Nagel
NOES: None
ABSTAIN: None

BOARD REPORTS:

Finance: Director Kosel reported that the Finance Committee will meet in late January/early February so that the Board can conduct a mid-year budget review at their February meeting.

Education: Director Kosel said that there has been some discussion on NextDoor about people not receiving the *Fire Plug*. The mailing list originally came from *The Outlook*. The *Fire Plug* is also on KFPD's website. Discussion followed on having the *Fire Plug* distributed to the businesses by the same contractor that distributes *The Outlook*. Navellier will contact the contractor.

CSDA: Director Nagel reported he will not be able to attend the CSDA meeting in January but is hoping Director Harmon can fill in for him. Chief Maples pointed out that Director Kosel has again been appointed to serve on CSDA's Member Services Committee and Professional Development Committee at the state level.

DFSC: Director Nagel reported that the Council is trying to figure out what to do without a grant and they are looking at alternative funding.

Correspondence: The department received lots of correspondence from Sonoma County and specifically Santa Rosa regarding the assistance that was provided during the October fires.

ADJOURNMENT: The meeting was adjourned at 8:05 p.m.

MINUTES PREPARED BY: Brenda J. Navellier

These minutes were approved at the regular Board meeting of the Kensington Fire Protection District on January 10, 2018.

Attest:

Joe de Ville, Board Secretary

TRANSMITTAL - APPROVAL

TO: Auditor Controller of Contra Costa County:

Forwarded herewith are the following invoices and claims for goods and services received which have been approved for payment:

KENSINGTON FPD										PY/CY:
TRANSMITTAL - APPROVAL										BATCH #:
Invoices										DATE:
										LOCATION #:
										FILENAME:
VEND	VENDOR NAME	INVOICE DATE	DESCRIPTION	FUND / ORG	SUB ACCT	TASK	OPT	ACTIVITY WORKSHEET	ENGRMB (PO)	PAYMENT AMOUNT
50146	Delta Dental	01/01/18	BE002557087 Jan dental	7840	1061					1,008.86
50148	CalPERS	12/14/17	7072901257 Feb medical	7840	1061					7,191.43
50147	KFPD Revolving Fund	01/05/18	Reimburse revolving fund	7840	2490					15,759.99
50150	Vision Service Plan	12/20/17	001027770001 Jan vision	7840	1061					323.10
50151	City of El Cerrito	01/01/18	Dec fire protection	7840	2328					230,157.19
50167	Nicolay Consulting Group	12/13/17	372-2017-12 actuarial valuation	7840	2490					5,500.00
50180	Mack5	12/31/17	3634 proj mgmt Dec	7840	2490					595.00
	Olivero Plumbing	01/01/18	29954 repair wasteline	7840	2490					3,500.00
TOTAL										264,035.57

Kensington FPD Approval

Date: 1/1/18
[Signature] Date: 1/15/18

1/5/18

Attachment to Transmittal 010518

Kensington Fire Protection District Revolving Fund 01406

Detailed invoice for reimbursement to the Revolving Fund for payment of the following expenditures:

INVOICE		
DATE	DESCRIPTION	AMOUNT
12/5/2017	PG&E - electric	798.09
12/5/2017	PG&E - gas	160.27
11/13/2017	Terminix - pest control	123.00
12/7/2017	EBMUD - water/wastewater	433.48
12/6/2017	Pagepoint - website	45.00
12/15/2017	Payroll processing	63.10
12/15/2017	Payroll - 12/1-12/15/17	2,646.63
12/15/2017	Withholding payroll taxes 12/1-12/15/17	1,526.11
12/12/2017	Mechanics - bio hazard clean up, sandbags, ff apprec.	3,193.13
1/2/2018	Payroll processing	135.00
1/2/2018	Payroll - 12/16-12/31/17	2,536.21
1/2/2018	Withholding payroll taxes 12/16-12/31/17	1,378.92
12/9/2017	Sprint - telephone	63.47
12/5/2017	AT&T - telephone	452.36
12/22/2017	Comcast - internet	141.08
1/1/2018	Stericycle - medical waste	406.70
1/1/2018	All-Ways Green - janitorial	105.00
12/27/2018	Pagepoint - website	45.00
12/26/2017	Canepa - landscape maint.	120.00
1/5/2018	ICMA/RC - deferred comp DEC	1,387.44
	Total	15,759.99

Please complete the enclosed deposit ticket and mail in the attached envelope to The Mechanics Bank.

Kensington Fire Protection District
Balance Sheet
As of December 12, 2017

	Dec 12, 17
ASSETS	
Current Assets	
Checking/Savings	
Petty Cash	200.00
KFPD Revolving Acct - Gen Fund	7,318.25
General Fund	194,092.11
Special Tax Fund	3,679.57
Capital Fund	6,911.77
Total Checking/Savings	212,201.70
Accounts Receivable	
Due from County for Reimb.	17,983.35
Accounts Receivable	1,361.82
Interest Receivable	607.64
Advance on Taxes	3,727,326.81
Advance on Supplemental Taxes	65,560.84
Total Accounts Receivable	3,812,840.46
Other Current Assets	
Prepaid Services - EC	1,649,029.24
Prepaid Exp.	1,309.00
Prepaid CERBT - Retiree Trust	929,113.99
Investments	
Capital Replacement Funds	2,418,425.00
Fire Protect. Contract Reserves	2,552,869.07
Investments - Other	-318,005.46
Total Investments	4,653,288.61
Total Other Current Assets	7,232,740.84
Total Current Assets	11,257,783.00
Fixed Assets	
Land	5,800.00
Equipment	1,424,095.28
Accumulated Depreciation-Equip	-652,155.15
Building and Improvements	2,391,581.26
Accumulated Depreciation - Bldg	-929,467.00
Current Capital Outlay	
Firefighters Qtrs/Equip	4,954.06
Total Current Capital Outlay	4,954.06
Total Fixed Assets	2,244,808.45
TOTAL ASSETS	13,502,591.45
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Due to Revolving Acct - Gen Fnd	17,983.35
Due to Other - Issued by CCC	28,365.31
Total Accounts Payable	46,348.66
Other Current Liabilities	
El Cerrito Service Contract Pay	1,649,029.17
Wages & PR Taxes Payable	1,638.36
Total Other Current Liabilities	1,650,667.53
Total Current Liabilities	1,697,016.19
Total Liabilities	1,697,016.19
Equity	

Kensington Fire Protection District
Balance Sheet
As of December 12, 2017

	Dec 12, 17
Fund Equity - General	3,325,448.26
Fund Equity - Capital Projects	548,373.00
Fund Equity - Special Revenue	17,789.00
Fund Equity - Gen Fixed Asset	1,321,009.00
Fund Equity	4,052,257.79
Net Income	2,540,698.21
Total Equity	11,805,575.26
TOTAL LIABILITIES & EQUITY	13,502,591.45

**Kensington Fire Protection District
Revenue & Expense Prev Year Comparison**

July 1 through December 12, 2017

	Jul 1 - Dec 12, 17	Jul 1 - Dec 12, 16	\$ Change	% Change
Ordinary Income/Expense				
Income				
Property Taxes	3,637,583.14	3,632,865.68	4,697.46	0.1%
Special Taxes	200,395.20	200,287.30	107.90	0.1%
Lease Agreement	11,822.68	1.00	11,821.68	1,182,168.0%
Interest Income	14,320.71	6,505.76	7,814.95	120.1%
Salary Reimbursement Agreement	21,673.64	22,110.00	-436.36	-2.0%
Miscellaneous Income	1,181.74	1,388.24	-206.50	-14.9%
Total Income	3,886,977.11	3,863,177.98	23,799.13	0.6%
Expense				
OUTSIDE PROFESSIONAL SERVICES				
LAFCO Fees	2,122.85	2,123.97	-1.12	-0.1%
Contra Costa County Expenses	2,711.76	2,562.50	149.26	5.8%
El Cerrito Contract Fee	1,177,878.00	1,063,895.44	114,182.56	10.7%
Fire Abatement Contract	0.00	265.00	-265.00	-100.0%
Risk Management Insurance	13,268.00	12,106.00	1,162.00	9.6%
Professional Fees				
Accounting	1,056.25	1,755.00	-698.75	-39.8%
Audit	13,000.00	13,000.00	0.00	0.0%
Legal Fees	7,133.40	15,714.54	-8,581.14	-54.6%
Total Professional Fees	21,189.65	30,469.54	-9,279.89	-30.5%
Wildland Vegetation Mgmt	850.00	0.00	850.00	100.0%
Total OUTSIDE PROFESSIONAL SER...	1,218,020.26	1,111,222.45	106,797.81	9.6%
RETIREE MEDICAL BENEFITS				
PERS Medical	32,946.46	18,424.98	14,521.48	78.8%
Delta Dental	4,035.44	2,885.82	1,149.62	39.8%
Vision Care	1,284.50	887.34	397.16	44.8%
Total RETIREE MEDICAL BENEFITS	38,266.40	22,198.14	16,068.26	72.4%
COMMUNITY SERVICE ACTIVITIES				
Public Education	2,825.26	3,775.17	-949.91	-25.2%
Comm. Pharmaceutical Drop-Off	1,108.79	1,008.88	99.91	9.9%
Vial of Life Program	98.91	0.00	98.91	100.0%
CERT Emerg Kits/Sheds/Prepared	590.91	10,903.34	-10,312.43	-94.6%
Open Houses	307.13	335.83	-28.70	-8.6%
Community Shredder	1,308.97	1,162.05	146.92	12.6%
Community Sandbags	0.00	572.34	-572.34	-100.0%
Total COMMUNITY SERVICE ACTIVITI...	6,239.97	17,757.61	-11,517.64	-64.9%
DISTRICT ACTIVITIES				
Firefighter's Apparel & PPE	0.00	22,609.84	-22,609.84	-100.0%
Firefighters' Expenses	1,113.86	164.53	949.33	577.0%
Professional Development	1,117.02	2,121.59	-1,004.57	-47.4%
Building Maintenance				
Needs Assess/Feasibility Study	9,577.50	92,664.77	-83,087.27	-89.7%
Janitorial Service	630.00	525.00	105.00	20.0%
Medical Waste Disposal	2,346.81	1,309.95	1,036.86	79.2%
Building alarm	115.00	115.00	0.00	0.0%
Gardening service	240.00	360.00	-120.00	-33.3%
Miscellaneous Maint.	3,434.06	4,894.08	-1,460.02	-29.8%
Total Building Maintenance	16,343.37	99,868.80	-83,525.43	-83.6%
Building Utilities/Service				
Gas and Electric	2,805.20	4,387.77	-1,582.57	-36.1%
Water/Sewer	1,041.06	765.09	275.97	36.1%
Total Building Utilities/Service	3,846.26	5,152.86	-1,306.60	-25.4%
Memberships	7,008.00	6,676.00	332.00	5.0%
Office				
Office Expense	2,029.14	362.42	1,666.72	459.9%
Office Supplies	297.41	213.35	84.06	39.4%
Telephone	3,204.73	3,099.72	105.01	3.4%
Total Office	5,531.28	3,675.49	1,855.79	50.5%
Total DISTRICT ACTIVITIES	34,959.79	140,269.11	-105,309.32	-75.1%
Staff				
Wages	36,015.70	34,630.50	1,385.20	4.0%
Longevity Pay	1,000.00	1,000.00	0.00	0.0%
Overtime Wages	623.33	419.54	203.79	48.6%
Medical/dental ins compensation	3,412.50	3,412.50	0.00	0.0%
Retirement Contribution	2,737.20	2,631.90	105.30	4.0%
Payroll Taxes	3,140.44	3,018.89	121.55	4.0%
Workers Compensation/Life Ins	1,301.43	1,343.57	-42.14	-3.1%
Payroll Processing	561.88	600.90	-39.02	-6.5%
Total Staff	48,792.48	47,057.80	1,734.68	3.7%
Total Expense	1,346,278.90	1,338,505.11	7,773.79	0.6%

Kensington Fire Protection District
Revenue & Expense Prev Year Comparison
 July 1 through December 12, 2017

	Jul 1 - Dec 12, 17	Jul 1 - Dec 12, 16	\$ Change	% Change
Net Ordinary Income	2,540,698.21	2,524,672.87	16,025.34	0.6%
Other Income/Expense				
Other Income				
Transfers In - Capital	0.00	350,000.00	-350,000.00	-100.0%
Transfers In - General	104,052.70	353,020.08	-248,967.38	-70.5%
Total Other Income	104,052.70	703,020.08	-598,967.38	-85.2%
Other Expense				
Transfers Out - Capital	9,052.70	353,020.08	-343,967.38	-97.4%
Transfers Out - Special	95,000.00	0.00	95,000.00	100.0%
Transfers Out - General	0.00	350,000.00	-350,000.00	-100.0%
<Gain>/Loss on Asset Disposal	0.00	-30,000.00	30,000.00	100.0%
Total Other Expense	104,052.70	673,020.08	-568,967.38	-84.5%
Net Other Income	0.00	30,000.00	-30,000.00	-100.0%
Net Income	2,540,698.21	2,554,672.87	-13,974.66	-0.6%

Kensington Fire Protection District
Revenue & Expense Budget vs. Actual
 July through November 2017

	Jul - Nov 17	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Property Taxes	3,644,701.12	3,800,000.00	-155,298.88	95.9%
Special Taxes	200,395.20	200,287.00	108.20	100.1%
Other Tax Income	0.00	0.00	0.00	0.0%
Lease Agreement	11,822.68	14,779.15	-2,956.47	80.0%
Interest Income	12,758.21	4,450.00	8,308.21	286.7%
Salary Reimbursement Agreement	21,673.64	24,113.75	-2,440.11	89.9%
Miscellaneous Income	1,181.74	0.00	1,181.74	100.0%
Total Income	3,892,532.59	4,043,629.90	-151,097.31	96.3%
Expense				
OUTSIDE PROFESSIONAL SERVICES				
LAFCO Fees	2,122.85	2,200.00	-77.15	96.5%
Contra Costa County Expenses	2,711.76	125.50	2,586.26	2,160.8%
El Cerrito Contract Fee	1,177,878.00	1,177,877.94	0.06	100.0%
Water System Improvements	0.00	5,000.00	-5,000.00	0.0%
Fire Abatement Contract	0.00	0.00	0.00	0.0%
Risk Management Insurance	13,268.00	13,163.00	105.00	100.8%
Professional Fees				
Accounting	1,056.25	1,890.00	-833.75	55.9%
Actuarial Valuation	0.00	3,600.00	-3,600.00	0.0%
Audit	13,000.00	13,000.00	0.00	100.0%
Legal Fees	7,133.40	16,666.65	-9,533.25	42.8%
Total Professional Fees	21,189.65	35,156.65	-13,967.00	60.3%
Wildland Vegetation Mgmt	850.00	500.00	350.00	170.0%
Total OUTSIDE PROFESSIONAL SER...	1,218,020.26	1,234,023.09	-16,002.83	98.7%
RETIREE MEDICAL BENEFITS				
PERS Medical	25,507.84	0.00	25,507.84	100.0%
Delta Dental	3,026.58	0.00	3,026.58	100.0%
Vision Care	1,284.50	0.00	1,284.50	100.0%
Total RETIREE MEDICAL BENEFITS	29,818.92	0.00	29,818.92	100.0%
COMMUNITY SERVICE ACTIVITIES				
Public Education	2,801.26	4,350.00	-1,548.74	64.4%
Comm. Pharmaceutical Drop-Off	1,108.79	2,000.00	-891.21	55.4%
Vial of Life Program	98.91	0.00	98.91	100.0%
CERT Emerg Kits/Sheds/Prepared	0.00	6,000.00	-6,000.00	0.0%
Open Houses	307.13	500.00	-192.87	61.4%
Community Shredder	1,308.97	1,375.00	-66.03	95.2%
DFSC Matching Grants	0.00	0.00	0.00	0.0%
Firesafe Planting Grants	0.00	1,000.00	-1,000.00	0.0%
Demonstration Garden	0.00	1,000.00	-1,000.00	0.0%
Community Sandbags	0.00	1,000.00	-1,000.00	0.0%
Total COMMUNITY SERVICE ACTIVITI...	5,625.06	17,225.00	-11,599.94	32.7%
DISTRICT ACTIVITIES				
Firefighter's Apparel & PPE	0.00	0.00	0.00	0.0%
Firefighters' Expenses	1,113.86	4,175.00	-3,061.14	26.7%
Staff Appreciation	0.00	500.00	-500.00	0.0%
Professional Development	1,117.02	2,080.00	-962.98	53.7%
Building Maintenance				
Needs Assess/Feasibility Study	9,577.50	20,000.00	-10,422.50	47.9%
Storage Room Emergency Repair	0.00	0.00	0.00	0.0%
Janitorial Service	525.00	625.00	-100.00	84.0%
Medical Waste Disposal	2,346.81	2,083.35	263.46	112.6%
Building alarm	115.00	150.00	-35.00	76.7%
Gardening service	240.00	830.00	-590.00	28.9%
Miscellaneous Maint.	1,409.33	5,000.00	-3,590.67	28.2%
Total Building Maintenance	14,213.64	28,688.35	-14,474.71	49.5%
Building Utilities/Service				
Garbage	0.00	0.00	0.00	0.0%
Gas and Electric	3,950.28	3,125.00	825.28	126.4%
Water/Sewer	1,257.80	850.00	407.80	148.0%
Total Building Utilities/Service	5,208.08	3,975.00	1,233.08	131.0%
Election	0.00	0.00	0.00	0.0%
Memberships	7,008.00	650.00	6,358.00	1,078.2%
Office				
Office Expense	2,029.14	1,250.00	779.14	162.3%
Office Supplies	297.41	1,050.00	-752.59	28.3%
Telephone	3,063.65	3,325.00	-261.35	92.1%
Total Office	5,390.20	5,625.00	-234.80	95.8%
Total DISTRICT ACTIVITIES	34,050.80	45,693.35	-11,642.55	74.5%
Staff				
Wages	36,015.70	36,008.35	7.35	100.0%
Longevity Pay	1,000.00	1,000.00	0.00	100.0%
Overtime Wages	623.33	641.65	-18.32	97.1%

**Kensington Fire Protection District
Revenue & Expense Budget vs. Actual**

July through November 2017

	Jul - Nov 17	Budget	\$ Over Budget	% of Budget
Vacation Wages	0.00	0.00	0.00	0.0%
Medical/dental ins compensation	3,412.50	3,412.50	0.00	100.0%
Retirement Contribution	2,737.20	2,736.67	0.53	100.0%
Payroll Taxes	3,140.44	3,245.40	-104.96	96.8%
Workers Compensation/Life Ins	1,301.43	950.00	351.43	137.0%
Payroll Processing	561.88	615.00	-53.12	91.4%
Total Staff	48,792.48	48,609.57	182.91	100.4%
Contingency General	0.00	5,555.56	-5,555.56	0.0%
Total Contingency	0.00	5,555.56	-5,555.56	0.0%
Total Expense	1,336,307.52	1,351,106.57	-14,799.05	98.9%
Net Ordinary Income	2,556,225.07	2,692,523.33	-136,298.26	94.9%
Other Income/Expense				
Other Income				
Transfers In - Capital	0.00	0.00	0.00	0.0%
Transfers In - General	104,052.70	0.00	104,052.70	100.0%
Total Other Income	104,052.70	0.00	104,052.70	100.0%
Other Expense				
Depreciation Expense	0.00	0.00	0.00	0.0%
Transfers Out - Capital	9,052.70	0.00	9,052.70	100.0%
Transfers Out - Special	95,000.00	0.00	95,000.00	100.0%
Transfers Out - General	0.00	0.00	0.00	0.0%
<Gain>/Loss on Asset Disposal	0.00	0.00	0.00	0.0%
Total Other Expense	104,052.70	0.00	104,052.70	100.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	2,556,225.07	2,692,523.33	-136,298.26	94.9%



EL CERRITO-KENSINGTON FIRE DEPARTMENT

10900 San Pablo Avenue • El Cerrito • CA • 94530
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www.el-cerrito.org
www.kensingtonfire.org



January 3, 2018

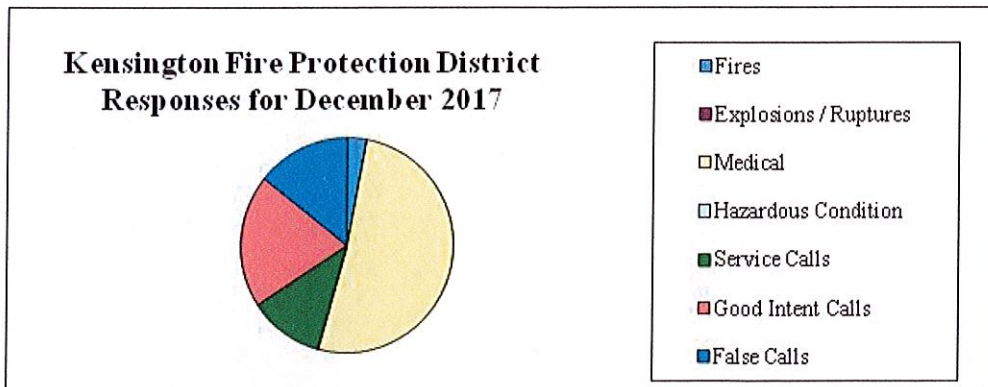
TO: Kensington Fire Protection District Board Members
FROM: Michael Pigoni: Battalion Chief
RE: **Incident Activity Reports for the Month of December 2017**

There were 35 incidents that occurred during the month of December in the community of Kensington. This is a slight increase from last month due primarily to increased awareness of the fire danger and an increased in calls from concerned citizens. Please see the attached "Incident Log" for the dates, times, locations and incident type for these calls. Summary breakdowns of these calls are shown in the charts at the bottom of this page.

During this month, Engine 65 responded to a total of 56 calls in all districts. While there were no fires with any property loss, there was a small vegetation fire behind the library where a discarded cigarette ignited some dry grass and railroad ties used as steps that was extinguished quickly with little damage.

The chart below is broken down into NFIRS incident types. The following is a list of the response types, the number of responses for each type and the percentage of the total calls for each type.

<u>Call Type</u>		<u>Incident Count</u>	<u>Percentages</u>
Fires	<i>(Structure, Trash, Vehicles, Vegetation Fires)</i>	1	2.86%
Explosions / Ruptures	<i>(Over Pressure/Ruptures, Explosions, Bombs)</i>	0	0.00%
Medical	<i>(EMS, Vehicle Accidents, Extrication Rescue)</i>	18	51.43%
Hazardous Condition	<i>(Chemical Spills, Leaks, Down Power Lines)</i>	0	0.00%
Service Calls	<i>(Distress, Water/Smoke/Odor Problems, Public Assists)</i>	4	11.43%
Good Intent Calls	<i>(Cancelled En Route, Wrong Location)</i>	7	20.00%
False Calls	<i>(Wrong Company/Unit Dispatched)</i>	5	14.29%
Totals		35	100.00%



Kensington Fire Protection District Response Log for December 2017

#	Incident Number	Date & Time	Address	City	Apparatus ID	Incident Type*
1	0017117995	01-Dec-17 16:28:34	Ardmore RD	Kensington	E165	651
2	0017119364	05-Dec-17 16:20:10	265 Grizzly Peak BLVD	Kensington	E165	321
3	0017120568	08-Dec-17 20:09:58	26 Highgate RD	Kensington	E165	321
4	0017120799	09-Dec-17 13:08:02	217 Arlington AVE	Kensington	E165	321
5	0017120994	09-Dec-17 23:41:10	1 Arlington LN	Kensington	E165	321
6	0017121002	10-Dec-17 00:22:15	17 Sunset CT	Kensington	E165	321
7	0017122980	15-Dec-17 08:47:39	155 Arlington AVE	Kensington	E165	321
8	0017123104	15-Dec-17 13:47:24	92 Highland BLVD	Kensington	E165	611F
9	0017123324	16-Dec-17 01:06:58	193 Highland BLVD	Kensington	E165	651
10	0017123476	16-Dec-17 11:27:37	65 Highgate RD	Kensington	E165	321
11	0017123516	16-Dec-17 13:05:27	282 Lake DR	Kensington	E365	651
12	0017123762	17-Dec-17 00:18:42	505 Coventry RD	Kensington	E365	600
13	0017124011	17-Dec-17 19:12:57	90 Norwood AVE	Kensington	E365	321
14	0017124042	17-Dec-17 20:42:01	32 Anson WAY	Kensington	E165	321
15	0017124580	19-Dec-17 10:39:39	240 Amherst AVE	Kensington	E165	600
16	0017124695	19-Dec-17 15:14:09	5 Sunset DR	Kensington	E172	321
17	0017125087	20-Dec-17 15:59:01	256 Trinity AVE	Kensington	E165	745
18	0017125099	20-Dec-17 16:39:25	554 Coventry RD	Kensington	E165	321
19	0017125332	21-Dec-17 10:16:55	503 Beloit AVE	Kensington	E165	550
20	0017125366	21-Dec-17 11:31:24	1649 Ocean View AVE	Kensington	E172	321
21	0017125550	21-Dec-17 17:46:22	18 Kingston RD	Kensington	E171	520
22	0017125577	21-Dec-17 19:11:20	217 Arlington AVE	Kensington	E165	733
23	0017126068	23-Dec-17 02:14:17	42 Avon RD	Kensington	E165	611H
24	0017126183	23-Dec-17 11:02:59	57 Cowper AVE	Kensington	E165	745
25	0017126747	24-Dec-17 18:44:12	1652 Oakview AVE	Kensington	E172	550
26	0017127859	27-Dec-17 15:37:18	254 Stanford AVE	Kensington	E165	743
27	0017128006	27-Dec-17 23:39:02	254 Stanford AVE	Kensington	E165	321
28	0017128462	29-Dec-17 07:23:32	28 Highgate CT	Kensington	E165	321
29	0017128465	29-Dec-17 07:34:30	225 Stanford AVE	Kensington	E165	321
30	0017128617	29-Dec-17 15:13:15	620 Coventry RD	Kensington	E172	321
				Kensington	E165	735

31	0017128629	29-Dec-17 15:47:46	61 Arlington AVE	Kensington	E172	140
32	0017128832	30-Dec-17 01:38:12	63 Highland BLVD	Kensington	E165	554
33	0017129042	30-Dec-17 17:15:34	83 Ardmore RD	Kensington	E165	321
34	0017129085	30-Dec-17 19:00:22	44 Arlington AVE	Kensington	E165	321
35	0017129183	31-Dec-17 03:03:23	155 Ardmore RD	Kensington	E165	321

* See Attached Table for Incident Type Explanations

Type Series	Description
100	(Structure, Trash, Vehicle, Vegetation Fire)
200	(Over Pressure/Ruptures Explosions, Bombs)
300	(EMS, Vehicle Accidents, Extrication, Rescue)
400	(Chemical Spills, Leaks, Down power Lines)
500	(Distress, Water/ Smoke/Odor Problems, Public Assists)
600	(Cancelled En Route, Wrong Location)
700	(Wrong Company/Unit Dispatched)

Kensington Fire Protection District

Engine 65 Response Log for December 2017

#	Incident Number	Date & Time	Address	City	Apparatus ID	Incident Type*
1	0017117995	01-Dec-17 16:26:12	Ardmore RD	Kensington	E165	651
2	0017118284	02-Dec-17 15:33:02	10082 San Pablo AVE	El Cerrito	E165	311
3	0017118338	02-Dec-17 18:04:16	6699 Fairmount AVE	El Cerrito	E165	321
4	0017118347	02-Dec-17 18:27:56	180 W	Richmond	E165	551
5	0017118460	03-Dec-17 03:44:47	549 Elm ST	El Cerrito	E165	746
6	0017119022	04-Dec-17 17:16:56	1998 Canyon RD	Moraga	E165	611F
7	0017119364	05-Dec-17 16:18:17	265 Grizzly Peak BLVD	Kensington	E165	321
8	0017119833	06-Dec-17 21:43:47	205 Ramona AVE	El Cerrito	E165	311
9	0017120253	08-Dec-17 04:08:27	540 Ashbury AVE	El Cerrito	E165	735
10	0017120357	08-Dec-17 11:54:17	11555 San Pablo AVE	El Cerrito	E165	311
11	0017120568	08-Dec-17 20:08:56	26 Highgate RD	Kensington	E165	321
12	0017120799	09-Dec-17 13:08:02	217 Arlington AVE	Kensington	E165	321
13	0017120994	09-Dec-17 23:39:22	1 Arlington LN	Kensington	E165	321
14	0017121002	10-Dec-17 00:20:58	17 Sunset CT	Kensington	E165	321
15	0017121471	11-Dec-17 10:06:48	9800 San Pablo AVE	El Cerrito	E165	311
16	0017122197	13-Dec-17 09:04:20	7451 Stockton AVE	El Cerrito	E165	531
17	0017122647	14-Dec-17 10:43:06	Kern ST	Richmond	E165	444
18	0017122709	14-Dec-17 13:23:26	3319 Belmont AVE	El Cerrito	E165	111
19	0017122980	15-Dec-17 08:47:09	155 Arlington AVE	Kensington	E165	611F
20	0017123104	15-Dec-17 13:42:23	92 Highland BLVD	Kensington	E165	651
21	0017123324	16-Dec-17 01:04:50	193 Highland BLVD	Kensington	E165	321
22	0017123458	16-Dec-17 10:41:31	208 Carmel AVE	El Cerrito	E365	321
23	0017123476	16-Dec-17 11:26:36	65 Highgate RD	Kensington	E365	651
24	0017123516	16-Dec-17 13:03:53	282 Lake DR	Kensington	E365	600
25	0017123762	16-Dec-17 23:54:14	505 Coventry RD	Kensington	E365	321
26	0017124011	17-Dec-17 19:10:53	90 Norwood AVE	Kensington	E165	321
27	0017124042	17-Dec-17 20:40:03	32 Anson WAY	Kensington	E165	600
28	0017124259	18-Dec-17 12:28:45	205 Ramona AVE	El Cerrito	E165	311
29	0017124695	19-Dec-17 15:13:35	5 Sunset DR	Kensington	E165	745
30	0017125087	20-Dec-17 15:58:09	256 Trinity AVE	Kensington	E165	700

31	0017125099	20-Dec-17 16:37:41	554 Coventry RD	Kensington	E165	550
32	0017125147	20-Dec-17 19:10:39	1720 Elm ST	El Cerrito	E165	311
33	0017125159	20-Dec-17 19:52:22	727 Gelston PL	El Cerrito	E165	321
34	0017125550	21-Dec-17 17:45:30	18 Kingston RD	Kensington	E165	733
35	0017125577	21-Dec-17 19:10:11	217 Arlington AVE	Kensington	E165	611H
36	0017126068	23-Dec-17 02:13:35	42 Avon RD	Kensington	E165	745
37	0017126202	23-Dec-17 11:36:45	3230 Carlson BLVD	El Cerrito	E165	321
38	0017126747	24-Dec-17 18:43:36	1652 Oakview AVE	Kensington	E165	743
39	0017126771	24-Dec-17 19:49:29	849 Balra DR	El Cerrito	E165	550
40	0017127103	25-Dec-17 19:07:18	6558 Kensington AVE	Richmond	E165	311
41	0017127733	27-Dec-17 09:57:03	2552 Arlington BLVD	El Cerrito	E165	111
42	0017127859	27-Dec-17 15:36:04	254 Stanford AVE	Kensington	E165	321
43	0017128006	27-Dec-17 23:37:27	254 Stanford AVE	Kensington	E165	321
44	0017128149	28-Dec-17 11:04:41	507 Colusa AVE	El Cerrito	E165	444
45	0017128164	28-Dec-17 11:48:35	6441 Arlington BLVD	Richmond	E165	111
46	0017128202	28-Dec-17 13:51:02	205 Ramona AVE	El Cerrito	E165	321
47	0017128462	29-Dec-17 07:22:55	28 Highgate CT	Kensington	E165	321
48	0017128617	29-Dec-17 15:13:15	620 Coventry RD	Kensington	E165	735
49	0017128756	29-Dec-17 21:09:49	219 San Carlos AVE	El Cerrito	E165	321
50	0017128832	30-Dec-17 01:36:55	63 Highland BLVD	Kensington	E165	554
51	0017128926	30-Dec-17 11:20:31	9989 San Pablo AVE	El Cerrito	E165	321
52	0017129042	30-Dec-17 17:14:31	83 Ardmore RD	Kensington	E165	321
53	0017129085	30-Dec-17 19:00:22	44 Arlington AVE	Kensington	E165	321
54	0017129183	31-Dec-17 03:01:37	155 Ardmore RD	Kensington	E165	321
55	0017129269	31-Dec-17 11:20:41	11740 San Pablo AVE	El Cerrito	E165	733
56	0017129357	31-Dec-17 15:01:23	7534 Terrace DR	El Cerrito	E165	311

* See Attached Table for Incident Type Explanations

Type Series	Description
100	(Structure, Trash, Vehicle, Vegetation Fire)
200	(Over Pressure/Ruptures Explosions, Bombs)
300	(EMS, Vehicle Accidents, Extrication, Rescue)
400	(Chemical Spills, Leaks, Down power Lines)
500	(Distress, Water/ Smoke/Odor Problems, Public Assists)

600
700

*(Cancelled En Route, Wrong Location)
(Wrong Company/Unit Dispatched)*

CHIEF'S REPORT

**KENSINGTON FIRE PROTECTION DISTRICT
MEMORANDUM**

January 2018

TO: President and Board Members, Kensington Fire Protection District

FROM: Lance J. Maples, Fire Chief

SUBJECT: **Fire Chief's Report**

CERT 2017 Update

In 2017, the El Cerrito-Kensington CERT Program continued steady program growth. Throughout the year we had strong attendance in all our classes and Boot Camps. With the wildfires in the Wine Country we saw a definite increase in the interest of CERT. Immediately following that disaster we held our scheduled fall Boot Camp where we had to increase the attendance limit. It is our goal to instruct 25 students in each class, however with that particular class the demand was such that we increased the limit and had 33 students.

We continued our relationship with our West County CERT neighbors in San Pablo and Richmond. This partnership continues to produce high-quality spring and fall final exercises with Department members playing key roles in coordination and instruction. Student feedback following both exercises was very positive, and all participating students expressed their gratitude towards us for producing such high-quality training. The partnership continues to be a very effective model for producing an effective training experience for our participants.

Our community participation in the El Cerrito-Kensington CERT Program continues to grow. As discussed above, we have seen a large increased interest in the program following the large wildland season in 2017 and the devastation it left behind. We have not only had an increase in participation in CERT but the request for community awareness meetings and disaster preparedness discussions as well. It has become a very time-intensive mission providing both a high-quality CERT program and meeting the increased awareness needs of a very fire safety conscious community. Although very time intensive, this is a job we take very seriously and are extremely proud of.

We continued our work with the CERT Area Program by working closely with the Area Coordinators in our 17 CERT areas in El Cerrito and Kensington. During the year we lost some of our Area Coordinators due to various reasons, but we were able to find volunteer replacements to continue the work in each area except one. These CERT Area's will play a critical role in our response and recovery in a disaster by providing immediate care following the disaster, transmitting information to the EOC and short-term sheltering neighbors. The Kensington Fire Protection District expanded their support of the six Areas in Kensington by providing funding for Area equipment caches that provide a significant number of tools and equipment for the Area's to utilize. The City of El Cerrito increased the fire budget for CERT specific printed

materials and mailings. One of the mailings was a post card that was sent to every address explaining CERT and how to join as well as directing them to the City website for class scheduling, times and locations. This has generated additional interest in the program and proven to be a very valuable method of communication. There were nearly 1,300 new personal contacts made at street fairs, community and centennial events. This accomplishment was greatly due to the work and coordination of Marlene Keller an Area Coordinator for El Cerrito Area 2. We look forward to nearly doubling that number in 2018.

We are looking at an extremely busy year in 2018 as we continue to present both the full and boot camp classes, and provide drills. We will continue to expand the CERT website, increase the number of area supply caches, increase the number of members in our CERT Areas and maintain our partnerships in order to “Do the greatest good for the greatest number of our citizens” as we make every effort to become a self-sufficient community in the event of a major disaster. Wild fire is the current highlighted topic, however we remain dedicated to being prepared for all types of disasters.

NEW BUSINESS



**SPECIAL DISTRICT
LEADERSHIP
FOUNDATION**

1112 J Street, Suite 200
Sacramento, CA 95814
916.231.2939
www.sdlf.org

December 29, 2017

Brenda Navallier, Manager
Kensington Fire Protection District
217 Arlington Avenue
Kensington, CA 94707

RE: District Transparency Certificate of Excellence Approval

Dear Ms. Navallier:

Congratulations! The Kensington Fire Protection District has successfully completed the District Transparency Certificate of Excellence program through the Special District Leadership Foundation (SDLF).

On behalf of the SDLF Board of Directors, I would like to congratulate your district on achieving this important certificate. By completing the District Transparency Certificate of Excellence Program, the Kensington Fire Protection District has proven its dedication to being fully transparent as well as open and accessible to the public and other stakeholders.

Included in this letter are window cling year stickers so that your district may showcase this important accomplishment.

Congratulations and thank you for your dedication to excellence in local government.


Most sincerely,

A handwritten signature in black ink, appearing to read "David Aranda", written in a cursive style.

David Aranda
SDLF Board President

January 3, 2018

To: KFPD Board of Directors

Fr:  Brenda Navellier
KFPD Manager

Re: Demonstration Garden Landscape Design Proposal

To further carry out the Board's plan for a Community Demonstration Garden in Kensington Park, I have solicited a proposal from Casper R. Curto of Casper Landscape Design.

We originally intended on using the designer who created the small space in front of the Public Safety Building; however, when that designer no longer became available, I turned to Susan Piper, our contact at the Oakland Hills Demonstration Garden, for suggestions and referrals. Susan highly recommended Casper Curto as one of the designers of the Oakland Hills project.

I have met Casper at the site and informed him of our proposed process. Attached please find a proposal from Casper Landscape Design in the amount of \$4,500.



LANDSCAPE DESIGN / GARDENER LIC. #377693
7612 Hillmont Dr., Oakland, CA 94605
Ph: 415-383-2228 Fax: 510-636-9270
casperlandscape.com

January 2, 2018

Brenda J. Navellier Manager
Kensington Fire Prevention District
217 Arlington Ave,
Kensington CA 949970

Dear Brenda,
As requested the following is my proposal to prepare a Landscape Design for the Kensington Fire Prevention District.

The design will include a Drawing layout of Plants for " Firescaping ", detailed list of plants , size , and quantity, notes for planting , Pathway for wheel chair accessibility, signage location and notes on Irrigation system.

Fee for the above service to be \$4,500 (Based on rate of \$150 per hour approximately 30 hours)

Please note : Signage & Irrigation System design would not be include in the above service . Further discussion is recommended. The signage should go out for bid and the Irrigation system design would be the responsibility of the licensed Landscape contractor .

A \$500 deposit would be required to start the process.

Accepted _____ Date _____

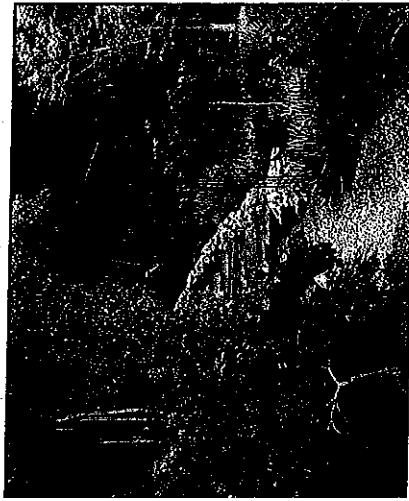
Sincerely

Casper R. Curto
Casper Landscape Design

We specialize in garden design and landscape construction with style. We are locally owned and operated and serve satisfied customers in the Bay Area since 1972.

We can take care of all your outdoor needs. No matter the situation, **Casper Landscape Design** will get the job done the right way. Our specialties include, but are not limited to:

- Consultation & Design
- Irrigation Systems
- Drainage and Retaining Walls
- Maintenance



CASPER LANDSCAPE DESIGN

415.383.2228

415.613.1265

caspercurt@comcast.net

www.casperlandscape.com

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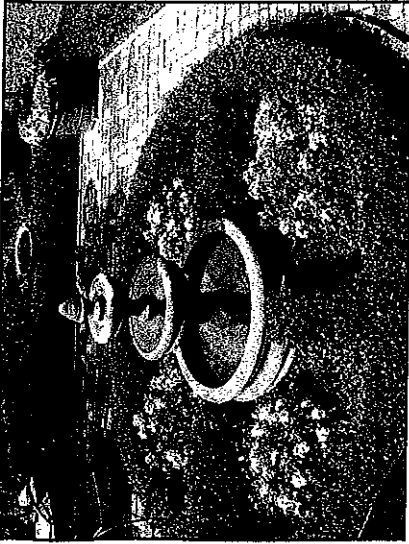
CASPER
LANDSCAPE DESIGN
GARDENER

Lic. No. 377693

ARTISTRY IN GARDEN DESIGN
AND CONSTRUCTION

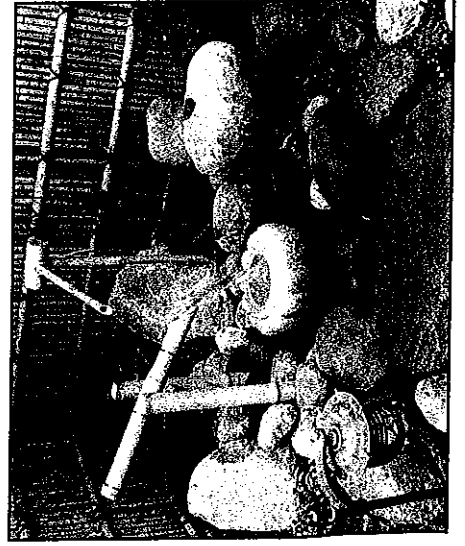
Serving the Bay Area since 1972





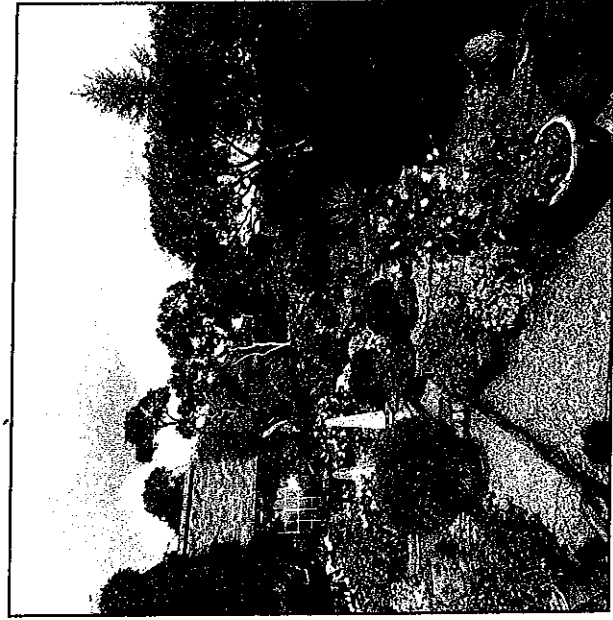
DESIGN PHILOSOPHY

Casper's gardens are designed with a sophisticated artist's eye and diverse palate. In creating each garden, he draws on an eclectic collection of plant material ranging from succulents and cacti to roses and orchids. Casper creates gardens not to mimic nature, but to create distinctive spaces integrating rich colors and textures with each homeowner's unique tastes and style.



AWARDS AND PRESS

The North Coast chapter of the California Landscape Contractors Association (CLCA) awarded Casper Landscape Design with the 2000 Sweepstakes Trophy for Best Residential Landscape Maintenance, as well as the 2002 Statewide 1st Place Award for Large Residential Maintenance and 2002 Award of Recognition for Residential Landscape Management. In 2007 Casper won a gold medal for Garden Creator with the San Francisco Bromeliad Society at the San Francisco Flower and Garden Show.



Casper's work can also be seen on the HGTV (Home and Garden Television) show "Landscape Smarts," and has been highlighted in the Sunset Gardens book entitled *Reinventing Your Garden*.

CASPER R. CURTO

Casper devotes significant time to beautifying greater Marin County. He is the co-founder of "Marin Re-Leaf", which planted over 5,000 trees throughout local municipalities and Marin's Open Space District. Casper also started the "Hidden Gardens of Marin" project, which provides tours of private residential garden collections to the general public. The project serves as a fund raising event for the Marin AIDS Project.

Casper is an active member of the California Orchid Society, has served on the board of directors and recently won the 2005 Dr. Carl B. Bowen trophy for Best Cymbidium Orchid by an amateur member. He is also a member of the San Francisco Bromeliad Society and maintains a vast personal collection of orchids, bromeliads and succulents.



OLD BUSINESS

Kensington Green

December 4, 2017

Synopsis: When Contra Costa County joins Marin Clean Energy in early 2018, the opportunity to have our electric power procured from 100% renewable, green sources is coming to all in Kensington. At the request of Kensington Green, a group made up of Kensington residents, the KPPCSD Board voted unanimously to enroll the Kensington Community Building in Marin Clean Energy's 100% renewable electric power choice. We write now to ask that the KFPD enroll the Public Safety Building in Marin Clean Energy's 100% renewable electric power choice. The cost to go 100% renewable would add approximately 4.6% to the electric bill for the Public Safety Building and would reduce the building's carbon footprint by approximately 8 tons/year.

Dear Directors of the Kensington Fire Protection District Board,

The Intergovernmental Panel on Climate Change (IPCC) states that the warming of the atmosphere and ocean system is unequivocal, that many of the associated impacts such as sea level change (among other metrics) have occurred since 1950 at rates unprecedented in the historical record, that it is extremely likely (95-100% probability) that human influence has been the dominant cause of observed warming since 1950, and that the most significant driver is the increase in CO₂'s atmospheric concentration.ⁱ

In early 2018 we have an opportunity in Kensington to reduce significantly the amount of CO₂ and other greenhouse gases that are emitted into the atmosphere through the production of the electricity that we consume. Our district, along with the rest of Contra Costa County, will be joining Marin Clean Energy (MCE) in April 2018. MCE procures electrical power on behalf of the communities that it serves. The electrical power continues to be delivered and billed for by PG&E. MCE has two product choices: Light Green, which is made up of 55% renewably sourced electricity, and Deep Green, which provides electricity sourced entirely from solar and wind; 100% green and renewable with zero CO₂ or equivalent gases emitted.ⁱⁱ

The Board of the Kensington Police Protection & Community Services District (KPPCSD) unanimously voted on November 16, 2017 to enroll the Kensington Community Center in MCE's Deep Green. We are writing to urge you to join the KPPCSD and pledge to enroll the Public Safety Building in MCE's 100% renewable electrical power. Taking this step would dramatically reduce the building, and our community's, carbon footprint. It would also help us in our upcoming community outreach efforts where we will be encouraging all of our residents to follow the KPPCSD and, we hope, the KFPD's lead, in going Deep Green.

Kensington Green

The premium for opting-up for MCE's Deep Green is \$0.01/kWh. 50% of this premium is invested by MCE in local renewable generation projects, such as Solar One, a large solar installation project under construction on a brown field site in Richmond.ⁱⁱⁱ According to the attached analysis of the past 12 months of the Public Safety Building's PG&E bills, the KFPD would have paid an additional \$568 for electricity if the Public Safety Building had been enrolled in Deep Green for these past 12 months. This is an average of \$47/month, a 4.6% increase of the Building's annual electric bill.

In terms of environmental impact, had the Public Safety Building had access to MCE's Deep Green over these past 12 months, approximately 8 tons of CO₂ would have been prevented from being released into the atmosphere, equivalent to removing approximately 2 cars from the road for the year.^{iv}

We, the Kensington Green group urge you to pledge now to opt-up to MCE's Deep Green choice of 100% renewable, green electricity when it comes available in April 2018. Thank you for your consideration.

Signed,

Simone Biase

Robert Haas

Kristine Hafner

Meldan Heaslip

Catherine de Neergaard

David Tuft

Shoshana Wechsler

ⁱ IPCC Climate Change 2014 Synthesis Report Summary for Policymakers, https://www.ipcc.ch/pdf/assessment-report/ar5/syr/AR5_SYR_FINAL_SPM.pdf

ⁱⁱ More information on Marin Clean Energy: <https://www.mcecleanenergy.org/>

ⁱⁱⁱ More information on Solar One and other MCE local generation projects: <https://www.mcecleanenergy.org/local-projects/>

^{iv} PG&E's electrical mix is 33% green, renewably sourced. An additional 24% is nuclear sourced and 12% large hydro, 17% natural gas and 14% from unknown sources (http://www.energy.ca.gov/pcl/labels/2016_labels/Pacific_Gas_and_Electric.pdf). Over the period of Dec 16 – Nov 17, the Public Safety Building consumed 56,812 kWh of electricity. The CO₂ calculations provided here are based on the above data, an assumption that some of the unknown sourced power is coal generated from out of state (the probability that any of the unknown sourced power is renewably generated is very low as renewable power and their related credits are carefully accounted for), and data from US Energy Information Administration that can be found here: <https://www.eia.gov/tools/faqs/faq.php?id=74&t=11>.

To: Kensington Fire Protection District
 From: MCE

Date: 12/4/17



Cost comparison PG&E, MCE Light Green and MCE Deep Green
 Based on actual usage at sites: November 2016 - November 2017
 Based on PG&E and MCE rates as of 4/1/17 with blended costs

	MCE Light Green	MCE Deep Green	PG&E
Total Cost	\$11,302.34	\$11,870.46	\$11,309.00
Savings/Cost	\$6.66	-\$561.45	
Total GHG Emissions (lbs)	16,191	0	N/A
Emissions Saved with MCE (lbs)		16,191	
Equivalent to:			
Passenger Vehicles Driven for One Year		1.6	
Tons of Waste Recycled		2.6	
Acres of US Forest		9	

*negative numbers indicate an increase in cost for this service compared to PG&E or MCE

Kensington Green

MCE Deep Green in Kensington

Kensington Fire Protection District / Public Safety Building Opt-Up Assessment

PG&E Account 7108753270-2

PG&E Bill Date	kWh used	Monthly cost	Deep Green premium	% increase
11/3/2017	4992	\$1,234.48	\$49.92	4.04%
10/5/2017	5238	\$1,309.45	\$52.38	4.00%
9/6/2017	5300	\$1,330.03	\$53.00	3.98%
8/4/2017	4222	\$1,089.70	\$42.22	3.87%
7/6/2017	4343	\$1,106.12	\$43.43	3.93%
6/6/2017	4157	\$1,071.47	\$41.57	3.88%
5/5/2017	4469	\$911.53	\$44.69	4.90%
4/5/2017	4269	\$811.43	\$42.69	5.26%
3/7/2017	4902	\$868.16	\$49.02	5.65%
2/3/2017	4819	\$851.67	\$48.19	5.66%
1/5/2017	5011	\$866.90	\$50.11	5.78%
12/5/2016	5090	\$945.80	\$50.90	5.38%
Total kWh	56812			
		Cost to have opted-up Dec 16 - Nov 17	<u>\$568.12</u>	4.58%

BOARD REPORTS

Brenda Navellier

From: Brian Cheshareck
Sent: Tuesday, December 19, 2017 8:14 AM
To: Brenda Navellier
Subject: FW: KFPD dinner
Attachments: IMG_0912.JPG; ATT00001.txt; IMG_0911.JPG; ATT00002.txt

-----Original Message-----

From: R Cheshareck [<mailto:chezzr@yahoo.com>]
Sent: Tuesday, December 19, 2017 8:13 AM
To: Brian Cheshareck
Subject: KFPD dinner

Thanks for another great dinner!

A shift



Brenda Navellier

From: Rune Hoyer-Nielsen
Sent: Thursday, November 30, 2017 3:57 PM
To: Brenda Navellier
Subject: RE: Catered holiday dinners courtesy of KFPD

Thank you!

From: Brenda Navellier
Sent: Thursday, November 30, 2017 3:22 PM
To: Fire Department
Subject: Catered holiday dinners courtesy of KFPD

Everyone,

As has been our tradition the past few years, the Kensington Fire Protection District will be arranging for a catered dinner for each shift in recognition of the holidays. The dates will be December 18th for A Shift, December 20th for B Shift and December 22nd for C Shift. Dinner will be delivered to Station 72 at 5:45 p.m. for a 6 p.m. dinner. This year's dinners will be coming from Los Moles in El Cerrito.

Enjoy!

Brenda – for the KFPD Board of Directors

To: Kensington Fire Department ²⁰¹⁷

Season's Greetings

and

Best Wishes

for the

New Year!

From:

Yulia Kotlyuzhnik
(29 Kingston Rd)