

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

Date of Meeting: April 11, 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 1).

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 & 7
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 March 14, 2018 (APPROVE)
- CC 4. **APPROVAL OF MONTHLY A/P VOUCHER - TRANSMITTAL #10** (APPROVE)
- CC 5. **APPROVAL OF MONTHLY FINANCIAL REPORT.** February/March 2018 (APPROVE)
- CC 6. **APPROVAL OF MONTHLY INCIDENT ACTIVITY REPORT.** February 2018 (APPROVE)
- CC 7. **APPROVAL OF MONTHLY INCIDENT ACTIVITY REPORT.** March 2018 (APPROVE)
8. **FIRE CHIEF'S REPORT**
 - a. Review of Operations.
 - b. Regional issues and developments.

9. **PRESIDENT'S REPORT**

- a. Board direction to President Kosel - 2018 Election of LAFCO Special District Seat
- b. Board direction to President Kosel - to sign contract with Panoramic Design Group in the amount of \$8,100 plus reimbursable expenses per the proposal approved by the Board at the March 2018 meeting

10. **BOARD REPORTS**

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

- a. Finance Committee (Kosel/Harmon)
- b. Public Safety Building (Nagel/Dommer)
- c. Education (Kosel): Pharmaceutical Drop off 4/28/18
- d. Contra Costa County/California Special Districts Assoc. (Nagel/Kosel): 1/22/18 meeting minutes; 4/16/18 agenda
- e. Policy Manual (Nagel/de Ville): Webinar on 4/27/18
- f. Website (Harmon/de Ville): Streamline performing website migration
- g. Diablo Fire Safe Council/Interface (Staff/Nagel)

ADJOURNMENT. The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on Wednesday, May 9, 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 5/9/18 is Wednesday, 4/25/18 by 1:00 p.m. The deadline for agenda-related materials to be included in the Board packet is Wednesday, 5/2/18 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 MARCH 14, 2018 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 Janice Kosel called the meeting to order at 7:00 p.m. and noted that all Directors were present. While the agenda stated that Director Nagel would be participating via teleconference, he was in fact able to attend and left a notice at his teleconference location.

APPROVAL OF CONSENT ITEMS:

President Kosel called for the approval of the consent calendar (items 3, 4, 5 & 6), consisting of approval of the February 7, 2018 minutes, approval of the monthly transmittal #9, approval of the January/February 2018 financial reports, and approval of the January 2018 incident activity reports. Director Nagel made a motion to approve the Consent Calendar items 3, 4, 5 and 6 as submitted. Director Dommer seconded the motion.

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

ORAL COMMUNICATIONS:

Anthony Knight said that a Nixle representative attended the last KPPCSD Board meeting and that Board signed a contract for Nixle services for emergency communications. He said several folks in the audience wondered about the fire district using the service. KPPCSD is now charged with entering information on emergencies when the two biggest threats – earthquake and fire – are fire district related and police threats are secondary. Knight asked where is the cooperation between the two agencies? Director Nagel explained that the fire district uses the Contra Costa County Emergency Alert system that can send alerts to both landlines and cell phones. It does the same thing and is managed by Contra Costa County. Kosel asked Chief Maples and his staff to contact KPPCSD about Nixle alerts. Nixle is a private program and the alerts are sorted by zip code. Chief Maples explained that Nixle is about 5 or 6 years old and many police departments have subscribed to it. El Cerrito Police Department does use it for all types of notifications including emergency notifications. It is a fee-based program. Maples said his goal is to stay as centrally located with the County system that is funded by the County. The County system is reverse 911 which reaches all landlines, cell phones can subscribe to it, and it is connected with the television. Nixle started out as a law enforcement application though some general governments are using it now. David Spath asked for an explanation on the PulsePoint app. Maples explained it is a free app that alerts users to all fire calls and will also alert if there is a cardiac event near you so that an individual can assist if they are CPR trained. The app shows where AEDs are located in the community. Nagel added that you can choose what fire agencies you want to follow and also what type of emergencies to be alerted to. Spath asked if there is any effort at the County level to use an Amber Alert approach for warnings. Maples said there are all different levels of community warning where it is announced via television, landline, cell phones, radio, etc. He does not know if the County is moving toward Amber Alert style warnings at this time. Anthony Knight said he was pleased to see Director Nagel back since he also usually attends KPPCSD meetings. There was no KFPD outreach person at KPPCSD meetings while Nagel was out. Knight hopes that a KFPD representative will attend KPPCSD’s future meetings. He makes the same case for a KPPCSD representative to attend KFPD meetings. There was no representative of KPPCSD at tonight’s meeting.

Karl Kruger read an email into the meeting minutes which are attached to and incorporated into these minutes. The email is a 2/9/18 response from Manager Navellier to Kruger’s question at the February meeting for a breakdown of the audit line item for “Building utilities/services”. Kruger noted that the largest item of the \$227,400 total was \$195,472 for the needs assessment/feasibility study and he doesn’t think it should be rolled into the aforementioned category. Kruger also noted that the District did not spend \$100,000 on maintenance during the audited year which is what he said KFPD based the lease with KPPCSD on. He cannot find even \$50,000.

FIRE CHIEF'S REPORT:

Chief Maples gave an overview of the 2017 incident statistics which was included in the Board packet. The 2017 statistics are holding steady with previous years. The majority of the calls in the community (52%) are medical related. Total calls in 2017 was 379. Total calls in 2016 was 361. Service calls are 13% - usually non-emergency calls that are public assists. Director Nagel asked what category a malfunctioning carbon monoxide detector would fall under? Maples responded it was a "good intent" call.

David Spath asked for clarification on the 379 calls listed. Is it for all stations or just engine 65? Maples explained it is every call in Kensington during 2017 regardless of which engine responded. Spath thought an annual listing of total calls that engine 65 responded to would also be helpful.

PRESIDENT'S REPORT:

President Kosel noted that four out of five Board members have completed their FPPC Form 700. The fifth will complete theirs prior to the deadline.

NEW BUSINESS:

Adoption of KFPD OPEB Plan Actuarial Valuation as of June 30, 2017: President Kosel directed everyone to the valuation completed by Nicolay Consulting that was included in the Board packet. The District's obligation for retiree benefits is approximately \$174,000 per year. There are 10 retirees in the valuation and it will continue to drop over time. The valuation also includes the ages of the retirees and their beneficiaries. No annual contributions are required from the District since the plan is fully funded in the CERBT Trust. The plan is 113% funded or has an excess of approximately \$175,000 as of 6/30/17. All premiums for retiree benefits will be paid through the CERBT Trust. The valuation assumes a discount rate of 6.73% or the rate of interest that the Trust will earn and a rate of 2.25% for cost of living. The format of the report has changed dramatically from previous valuations. The District is required to have a valuation performed every two years. Director Nagel asked for clarification on the relationship between the valuation and CalPERS. KFPD made their contributions when the stock market was lower so the District has done well with interest income in the Trust. The KFPD retirees are a closed group and no more employees are being added. Chief Maples gave an historic perspective on Kensington retirees and how most employees transferred to the County when the contract started. David Spath asked about the retirees' choice for healthcare coverage. They are based on the agreements that were in place when the individuals retired. Director Nagel made a motion to adopt the Actuarial Valuation by Nicolay Consulting as of June 30, 2017 as presented in the packet. Director Harmon seconded the motion.

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

Proposal from Panoramic Design Group in the amount of \$8,100 for Kensington Fire Demonstration Garden: President Kosel noted that the Board packet included a comprehensive proposal from Panoramic Design Group to design the fire-wise demonstration garden. The proposal takes into consideration working for a government entity and as a result is more expensive than the first designer that withdrew. It is the District's goal to get the designer on board as soon as possible so that planting could still happen before the fall. Director Dommer pointed out that there are add-ons for a survey and a geotechnical engineer that are not included in the proposal. This proposal is just for the landscape design. ADA and water run-off also need to be addressed. The project area is the former "tot lot". Manager Navellier said she found Panoramic Design Group through a lead from Diablo Fire Safe Council and Rescape California as a Bay Friendly Designer. Director Dommer made a motion to accept the proposal from Panoramic Design Group in the amount of \$8,100 as submitted in the Board packet. Director de Ville seconded the motion.

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

BOARD REPORTS:

Finance: The next Finance Committee meeting will take place in May. That meeting date will be announced, probably at the May meeting.

Public Safety Building: The Committee is still waiting for KPPCSD's legal opinion regarding the park site. KPPCSD is seeking opinion on whether a public safety building can be built within the park site considering the language of the bond measure that was used to purchase it. KPPCSD has not confirmed whether they are willing to entertain that option if the legal opinion comes back favorable to build. Dommer pointed out that KPPCSD also has to go some place as an organization.

Education: Copies of the spring *Fire Plug* and the Ready, Set, Go! Evacuation brochure were included in the Board packet. Copies of both were mailed to the entire community. Kosel reviewed the evacuation brochure including the need for individuals to have an emergency "go bag". The brochure also has a map of Kensington so that individuals can become more familiar with different escape routes out of their neighborhood. This is the KFPD's advice as opposed to designated escape routes since no one knows which streets will be accessible ahead of time. Kosel congratulated Maples and Navellier on their work and things the evacuation brochure is tremendous. Staff was able to work with CalFire over several months to develop the brochure. This idea originated with Diablo Fire Safe Council. David Spath asked about the process of evacuation which Maples responded to. Maples reiterated the need to be prepared, have a "go bag", have a plan, know your neighborhood, and practice.

Navellier pointed out that the shredding event will be held on Saturday, March 24th from 10:00 am to 2:00 pm. The pharmaceutical drop off will also be held on Saturday, April 28th at the fire station.

CSDA: The next county meeting will be held on Monday, April 16th. Nagel will try to attend.

Policy Manual: The manual revisions have been put on hold so that the committee can attend a CSDA webinar on policy manuals on April 27th.

Website: Kosel suggested Navellier engage Streamline as soon as possible. There are website laws that go into effect in 1/1/19 and there may be a rush on Streamline's services at the end of this year. Nagel suggested a new picture of Engine 65 on the home page of the website.

DFSC: Cheryl Miller will be putting together a report of the 2016 fundraising and the projects that were completed in Kensington.

Correspondence: Senator Nancy Skinner sent a congratulatory letter regarding the awarding of KFPD's District of Transparency Certificate.

ADJOURNMENT: The meeting was adjourned at 7:55 p.m.

MINUTES PREPARED BY: Brenda J. Navellier

These minutes were approved at the regular Board meeting of the Kensington Fire Protection District on April 11, 2018.

Attest:

Joe de Ville, Board Secretary

Attachment: 1 page email dated 2/9/18

From: fire@kensingtonfire.org
Subject: **Building utilities/services breakdown**
Date: February 9, 2018 9:47:45 AM PST
To: khkatgolf@aol.com

Good morning Karl,

Following is a breakdown of the Building utilities/services (\$227,400) that is listed on page of our FY16-17 audit that you requested:

Needs Assessment/Feasibility Study: \$195,472
Janitorial: \$1,260
Medical Waste: \$3,678
Building Alarm: \$1,379
Gardening: \$1,460
Miscellaneous Maintenance: \$8,778
Gas & Electric: \$6,775
Water & Sewer: \$1,808
Telephone & Internet: \$6,787

I believe there is a couple of dollars in rounding to equal the \$227,400. Let me know if you have any further questions.

Brenda J. Navellier
Kensington Fire Protection District

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	PORT	ACTIVITY	ENGINE	PAYMENT
									PO#	AMOUNT
50126	Shred-It	3/31/2018	8124462974 spring shredding	7840	2490					1,120.00
50131	Meyers Nave	03/12/18	2018020149 legal counsel	7840	2490					306.72
50146	Delta Dental	04/01/18	BE002729415 Apr dental	7840	1061					1,008.86
50148	CalPERS	03/14/18	7072901257 May medical	7840	1061					7,191.43
50147	KFPD Revolving Fund	04/06/18	Reimburse revolving fund	7840	2490					16,946.88
50150	Vision Service Plan	03/20/18	001027770001 Apr vision	7840	1061					323.10
50151	City of El Cerrito	04/01/18	Apr fire protection	7840	2328					230,157.19
50168	Bay Alarm	03/15/18	899420 alarm monitoring	7840	2490					1,264.44
50179	Mailstream	03/08/18	522477 evac brochure	7840	2490					2,166.45
50179	Mailstream	03/08/18	522478 spring newsletter	7840	2490					1,404.11
	Nexis Emergency Solutions	03/30/18	NEX032818KEN 24 hr. kits	7840	2490					3,242.09
	Streamline	03/15/18	96988 website	7840	2490					2,500.00
	Panoramic Design Group	03/27/18	demonstration garden	7840	2490					2,025.00
TOTAL										269,656.27

Kensington FPD Approval

Date: 4/16/18

Handwritten signature

4/6/18

Attachment to Transmittal 040618

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
3/2/2018	Additional payroll - insurance for 3 pay periods	1,102.06
3/14/2018	KIC - signboard	5.00
3/5/2018	Office Depot - office supplies	122.83
3/5/2018	Sprint - telephone	63.42
3/6/2018	PG&E - gas	360.84
3/16/2018	Payroll processing	63.10
3/16/2018	Payroll - 3/1-3/15/18	2,585.19
3/16/2018	Withholding payroll taxes 3/1-3/15/18	1,219.27
3/8/2018	SCIF - 9/16-17 audit	528.81
3/22/2018	Comcast - internet	141.08
3/5/2018	AT&T - telephone	454.91
4/1/2018	Stericycle - medical waste	406.70
3/20/2018	Rantala - graphic design	20.00
3/15/2018	Pagepoint - website	22.50
3/12/2018	PG&E - electric	888.15
2/12/2018	Mechanics Bank - prof. develop., newsltt/brochure, fi	3,636.47
4/1/2018	ICMA/RC - deferred comp Mar	1,427.44
4/2/2018	Payroll processing	63.10
4/2/2018	Payroll - 3/16-3/31/18	2,616.78
4/2/2018	Withholding payroll taxes 3/16-3/31/18	1,219.23
	Total	16,946.88

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

Kensington Fire Protection District
Balance Sheet
As of March 12, 2018

	Mar 12, 18
ASSETS	
Current Assets	
Checking/Savings	
Petty Cash	200.00
KFPD Revolving Acct - Gen Fund	9,771.35
General Fund	746,865.80
Special Tax Fund	58,776.77
Capital Fund	6,892.77
Total Checking/Savings	822,506.69
Accounts Receivable	
Due from County for Reimb.	17,983.35
Accounts Receivable	0.09
Advance on Taxes	1,388,429.92
Advance on Supplemental Taxes	61,727.59
Total Accounts Receivable	1,468,140.95
Other Current Assets	
Prepaid Services - EC	942,302.44
Prepaid Exp.	1,309.00
Prepaid CERBT - Retiree Trust	1,035,097.99
Investments	
Capital Replacement Funds	2,716,299.00
Fire Protect. Contract Reserves	2,826,907.24
Investments - Other	216,619.14
Total Investments	5,759,825.38
Total Other Current Assets	7,738,534.81
Total Current Assets	10,029,182.45
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	12,273,990.90
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Due to Revolving Acct - Gen Fnd	17,983.35
Due to Other - Issued by CCC	18,255.38
Total Accounts Payable	36,238.73
Other Current Liabilities	
El Cerrito Service Contract Pay	942,302.37
Wages & PR Taxes Payable	1,638.36
Total Other Current Liabilities	943,940.73
Total Current Liabilities	980,179.46
Total Liabilities	980,179.46
Equity	
Fund Equity - General	4,848,934.26

Kensington Fire Protection District
Balance Sheet
As of March 12, 2018

	<u>Mar 12, 18</u>
Fund Equity - Capital Projects	1,219,288.00
Fund Equity - Special Revenue	12,769.00
Fund Equity - Gen Fixed Asset	2,403,012.00
Fund Equity	886,857.79
Net Income	1,922,950.39
Total Equity	<u>11,293,811.44</u>
TOTAL LIABILITIES & EQUITY	<u>12,273,990.90</u>

Kensington Fire Protection District
Revenue & Expense Prev Year Comparison
July 1, 2017 through March 12, 2018

	Jul 1, '17 - Mar 12, 18	Jul 1, '16 - Mar 12, 17	\$ Change	% Change
Ordinary Income/Expense				
Income				
Property Taxes	3,822,108.07	3,634,458.11	187,651.96	5.2%
Special Taxes	200,395.20	200,287.30	107.90	0.1%
Other Tax Income	12,788.49	12,987.35	-218.86	-1.7%
Lease Agreement	23,645.36	1.00	23,644.36	2,364,438.0%
Interest Income	31,343.59	25,235.94	6,107.65	24.2%
Salary Reimbursement Agreement	37,928.87	35,376.00	2,552.87	7.2%
Miscellaneous Income	1,181.74	1,388.24	-206.50	-14.9%
Total Income	4,129,371.32	3,909,731.94	219,639.38	5.6%
Expense				
OUTSIDE PROFESSIONAL SERVICES				
LAFCO Fees	2,122.85	2,123.97	-1.12	-0.1%
Contra Costa County Expenses	33,837.51	31,446.00	2,391.51	7.6%
El Cerrito Contract Fee	1,884,804.80	1,701,912.71	182,892.09	10.7%
Fire Abatement Contract	0.00	265.00	-265.00	-100.0%
Fire Engineer Plan Review	1,092.50	0.00	1,092.50	100.0%
Risk Management Insurance	13,268.00	12,943.00	325.00	2.5%
Professional Fees				
Accounting	3,978.75	2,424.54	1,554.21	64.1%
Actuarial Valuation	5,500.00	0.00	5,500.00	100.0%
Audit	18,000.00	13,000.00	5,000.00	23.1%
Legal Fees	11,466.90	20,429.28	-8,962.38	-43.9%
Total Professional Fees	38,945.65	35,853.82	3,091.83	3.1%
Wildland Vegetation Mgmt	850.00	0.00	850.00	100.0%
Total OUTSIDE PROFESSIONAL SERVICES	1,972,721.31	1,784,544.50	188,176.81	10.5%
RETIREE MEDICAL BENEFITS				
PERS Medical	54,249.91	27,837.47	26,412.44	96.3%
Delta Dental	7,062.02	4,328.73	2,733.29	63.1%
Vision Care	2,253.80	1,331.01	922.79	69.3%
Total RETIREE MEDICAL BENEFITS	63,565.73	33,297.21	30,268.52	90.9%
COMMUNITY SERVICE ACTIVITIES				
Public Education	3,352.76	4,045.17	-692.41	-17.1%
Comm. Pharmaceutical Drop-Off	1,108.79	1,008.88	99.91	9.9%
Via 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%
DFSC Matching Grants	19,116.00	8,000.00	11,116.00	139.0%
Firesafe Planting Grants	178.00	0.00	178.00	100.0%
Demonstration Garden	375.00	0.00	375.00	100.0%
Community Sandbags	754.08	3,102.90	-2,348.82	-75.7%
Total COMMUNITY SERVICE ACTIVITIES	27,190.55	28,558.17	-1,367.62	-4.8%
DISTRICT ACTIVITIES				
Firefighter's Apparel & PPE	0.00	22,609.84	-22,609.84	-100.0%
Firefighters' Expenses	2,461.07	191.43	2,269.64	1,185.6%
Staff Appreciation	805.11	1,135.86	-330.75	-29.1%
Professional Development	1,344.45	2,178.59	-832.14	-38.2%
Building Maintenance				
Needs Assess/Feasibility Study	23,127.42	110,169.55	-87,042.13	-79.0%
Janitorial Service	945.00	945.00	0.00	0.0%
Medical Waste Disposal	3,566.91	2,493.99	1,072.92	43.0%
Building alarm	115.00	115.00	0.00	0.0%
Gardening service	930.00	480.00	450.00	93.8%
Miscellaneous Maint.	10,009.97	6,948.02	3,061.95	44.1%
Total Building Maintenance	38,694.30	121,151.55	-82,457.26	-68.1%
Building Utilities/Service				
Gas and Electric	5,295.09	5,774.50	-479.41	-8.3%
Water/Sewer	1,883.60	1,730.91	152.69	8.8%
Total Building Utilities/Service	7,178.69	7,505.41	-326.72	-4.4%
Memberships	7,008.00	6,676.00	332.00	5.0%
Office				
Office Expense	2,222.35	690.16	1,532.19	222.0%
Office Supplies	1,058.70	801.03	257.67	32.2%
Telephone	5,196.31	4,649.99	546.32	11.8%
Total Office	8,477.36	6,141.18	2,336.18	38.0%
Total DISTRICT ACTIVITIES	65,968.98	167,587.67	-101,618.69	-60.6%
Staff				
Wages	57,825.12	55,408.80	2,216.32	4.0%
Longevity Pay	1,000.00	1,000.00	0.00	0.0%
Overtime Wages	810.32	419.54	390.78	93.1%
Medical/dental ins compensation	5,460.00	5,460.00	0.00	0.0%
Retirement Contribution	4,379.52	4,211.04	168.48	4.2%
Payroll Taxes	5,272.49	5,059.08	213.43	4.2%
Workers Compensation/Life Ins	1,301.43	1,622.79	-321.36	-19.8%
Payroll Processing	1,125.48	1,033.34	92.14	8.9%
Total Staff	78,974.36	74,214.57	4,759.79	3.7%
Total Expense	2,206,420.93	2,088,202.32	118,218.61	5.7%
Net Ordinary Income	1,922,950.39	1,821,529.62	101,420.77	5.6%
Other Income/Expense				
Other Income				
Transfers In - Capital	295,632.20	1,350,000.00	-1,054,367.80	-78.1%
Transfers In - General	204,559.50	481,724.82	-277,165.32	-57.5%
Total Other Income	500,191.70	1,831,724.82	-1,331,533.12	-72.7%
Other Expense				
Transfers Out - Capital	14,559.50	371,724.82	-357,165.32	-96.1%
Transfers Out - Special	190,000.00	110,000.00	80,000.00	72.7%
Transfers Out - General	295,632.20	1,350,000.00	-1,054,367.80	-78.1%
<Gain>/Loss on Asset Disposal	0.00	-30,000.00	30,000.00	100.0%

Kensington Fire Protection District
 Revenue & Expense Prev Year Comparison
 July 1, 2017 through March 12, 2018

	Jul 1, '17 - Mar 12, 18	Jul 1, '16 - Mar 12, 17	\$ Change	% Change
Total Other Expense	500,191.70	1,801,724.82	-1,301,533.12	-72.2%
Net Other Income	0.00	30,000.00	-30,000.00	-100.0%
Net Income	1,922,950.39	1,851,529.62	71,420.77	3.9%

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

July 2017 through February 2018

	Jul '17 - Feb 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Property Taxes	3,822,108.07	3,800,000.00	22,108.07	100.6%
Special Taxes	200,395.20	200,287.00	108.20	100.1%
Other Tax Income	12,768.49	13,000.00	-231.51	98.2%
Lease Agreement	23,645.36	23,646.64	-1.28	100.0%
Interest Income	31,343.59	34,990.00	-3,646.41	89.6%
Salary Reimbursement Agreement	37,928.87	38,582.00	-653.13	98.3%
Miscellaneous Income	1,181.74	0.00	1,181.74	100.0%
Total Income	4,129,371.32	4,110,505.64	18,865.68	100.5%
Expense				
OUTSIDE PROFESSIONAL SERVICES				
LAFCO Fees	2,122.85	2,200.00	-77.15	96.5%
Contra Costa County Expenses	2,872.51	2,814.00	58.51	102.1%
EI Carrito Contract Fee	1,884,604.80	1,884,604.68	0.12	100.0%
Fire Abatement Contract	0.00	0.00	0.00	0.0%
Fire Engineer Plan Review	1,092.50	1,000.00	92.50	109.3%
Risk Management Insurance	13,288.00	14,000.00	-732.00	94.8%
Professional Fees				
Accounting	3,978.75	3,330.00	648.75	119.5%
Actuarial Valuation	5,500.00	7,500.00	-2,000.00	73.3%
Audit	16,000.00	16,000.00	0.00	100.0%
Legal Fees	11,466.90	26,666.64	-15,199.74	43.0%
Total Professional Fees	36,945.65	53,496.64	-16,550.99	69.1%
Water System Improvements	0.00	10,000.00	-10,000.00	0.0%
Website Development/Maintenance	0.00	0.00	0.00	0.0%
Wildland Vegetation Mgmt	850.00	1,000.00	-150.00	85.0%
Total OUTSIDE PROFESSIONAL SER...	1,941,756.31	1,969,115.32	-27,359.01	98.6%
RETIREE MEDICAL BENEFITS				
PERS Medical	54,249.91	0.00	54,249.91	100.0%
Delta Dental	7,062.02	0.00	7,062.02	100.0%
Vision Care	2,253.80	0.00	2,253.80	100.0%
Total RETIREE MEDICAL BENEFITS	63,565.73	0.00	63,565.73	100.0%
COMMUNITY SERVICE ACTIVITIES				
Public Education	3,117.76	6,000.00	-2,882.24	52.0%
Comm. Pharmaceutical Drop-Off	1,108.79	2,000.00	-891.21	55.4%
Vial of Life Program	98.91	100.00	-1.09	98.9%
CERT Emerg Kits/Sheds/Prepared	590.91	11,000.00	-10,409.09	5.4%
Open Houses	307.13	1,200.00	-892.87	25.6%
Community Shredder	1,308.97	1,375.00	-66.03	95.2%
DFSC Matching Grants	19,116.00	8,000.00	11,116.00	239.0%
Firesafe Planting Grants	178.00	2,000.00	-1,822.00	8.9%
Demonstration Garden	375.00	2,000.00	-1,625.00	18.8%
Community Sandbags	754.08	5,000.00	-4,245.92	15.1%
Total COMMUNITY SERVICE ACTIVITI...	26,955.55	38,675.00	-11,719.45	69.7%
DISTRICT ACTIVITIES				
Firefighter's Apparel & PPE	0.00	750.00	-750.00	0.0%
Firefighters' Expenses	2,461.07	6,680.00	-4,218.93	36.8%
Staff Appreciation	805.11	2,000.00	-1,194.89	40.3%
Professional Development	1,344.45	3,500.00	-2,155.55	38.4%
Building Maintenance				
Needs Assess/Feasibility Study	23,127.42	25,000.00	-1,872.58	92.5%
Storage Room Emergency Repair	0.00	0.00	0.00	0.0%
Janitorial Service	840.00	1,000.00	-160.00	84.0%
Medical Waste Disposal	3,566.91	3,333.36	233.55	107.0%
Building alarm	115.00	450.00	-335.00	25.6%
Gardening service	930.00	1,420.00	-490.00	65.5%
Miscellaneous Maint.	10,009.97	8,000.00	2,009.97	125.1%
Total Building Maintenance	38,589.30	39,203.36	-614.06	98.4%
Building Utilities/Service				
Garbage	0.00	0.00	0.00	0.0%
Gas and Electric	5,295.09	5,000.00	295.09	105.9%
Water/Sewer	1,883.60	1,360.00	523.60	138.5%
Total Building Utilities/Service	7,178.69	6,360.00	818.69	112.9%
Election	0.00	0.00	0.00	0.0%
Memberships	7,008.00	7,035.00	-27.00	99.6%
Office				
Office Expense	2,222.35	2,000.00	222.35	111.1%
Office Supplies	1,058.70	1,680.00	-621.30	63.0%
Telephone	5,055.23	5,320.00	-264.77	95.0%
Total Office	8,336.28	9,000.00	-663.72	92.6%
Total DISTRICT ACTIVITIES	65,722.90	74,528.36	-8,805.46	88.2%
Staff				
Wages	57,625.12	57,613.36	11.76	100.0%

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

July 2017 through February 2018

	Jul '17 - Feb 18	Budget	\$ Over Budget	% of Budget
Longevity Pay	1,000.00	1,000.00	0.00	100.0%
Overtime Wages	810.32	1,026.64	-216.32	78.9%
Vacation Wages	0.00	0.00	0.00	0.0%
Medical/dental ins compensation	5,460.00	5,460.00	0.00	100.0%
Retirement Contribution	4,379.52	4,378.67	0.85	100.0%
Payroll Taxes	5,272.49	5,192.64	79.85	101.5%
Workers Compensation/Life Ins	1,301.43	1,400.00	-98.57	93.0%
Payroll Processing	1,062.38	1,055.00	7.38	100.7%
Total Staff	76,911.26	77,126.31	-215.05	99.7%
Contingency				
General	0.00	13,888.90	-13,888.90	0.0%
Total Contingency	0.00	13,888.90	-13,888.90	0.0%
Total Expense	2,174,911.75	2,173,333.89	1,577.86	100.1%
Net Ordinary Income	1,954,459.57	1,937,171.75	17,287.82	100.9%
Other Income/Expense				
Other Income				
Transfers In - Capital	295,632.20	0.00	295,632.20	100.0%
Transfers In - General	204,559.50	0.00	204,559.50	100.0%
Total Other Income	500,191.70	0.00	500,191.70	100.0%
Other Expense				
Depreciation Expense	0.00	0.00	0.00	0.0%
Transfers Out - Capital	14,559.50	0.00	14,559.50	100.0%
Transfers Out - Special	190,000.00	0.00	190,000.00	100.0%
Transfers Out - General	295,632.20	0.00	295,632.20	100.0%
<Gain>/Loss on Asset Disposal	0.00	0.00	0.00	0.0%
Total Other Expense	500,191.70	0.00	500,191.70	100.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	1,954,459.57	1,937,171.75	17,287.82	100.9%



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March 8, 2018

TO: Kensington Fire Protection District Board Members

FROM: Michael Pigoni: Battalion Chief

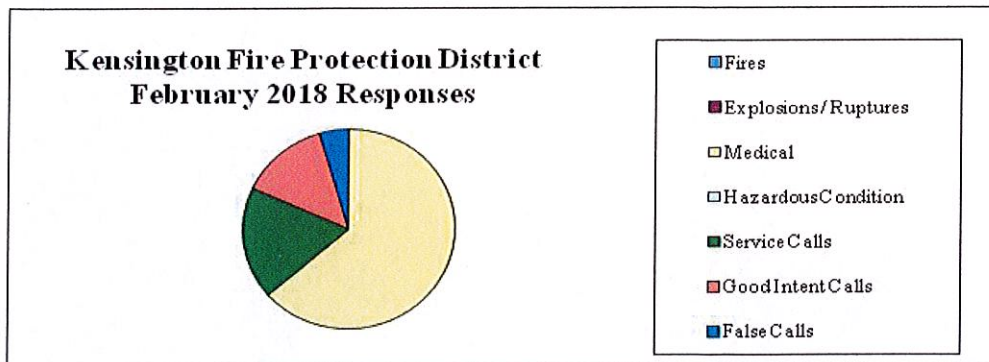
RE: Incident Activity Reports for the Month of February 2018

There were 22 incidents that occurred during the month of February in the community of Kensington. Please see the attached "Incident Log" for the dates and times, locations and incident type for these calls that the Fire Department responded to this past month. During this same time, Engine 65 responded to a total of 49 calls in all districts.

Call volume for both incidents within the community and outside that Engine 65 responded to are slightly down due to the shorter month. There were no major incidents of fire losses in the community during this past month.

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 for all the responses in the community of Kensington.

<u>Call Type</u>		<u>Incident Count</u>	<u>Percentages</u>
Fires	<i>(Structure, Trash, Vehicles, Vegetation Fires)</i>	0	0.00%
Explosions / Ruptures	<i>(Over Pressure/Ruptures, Explosions, Bombs)</i>	0	0.00%
Medical	<i>(EMS, Vehicle Accidents, Extrication Rescue)</i>	14	63.64%
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	18.18%
Good Intent Calls	<i>(Cancelled En Route, Wrong Location)</i>	3	13.64%
False Calls	<i>(Wrong Company/Unit Dispatched)</i>	1	4.55%
Totals		22	100.00%



Kensington Fire Protection District Response Log for February 2018

#	Incident Number	Date & Time	Address	City	Apparatus ID	Incident Type*
1	0018012344	02-Feb-18 12:08:29	217 Arlington AVE	Kensington	E165	321
2	0018013325	05-Feb-18 09:00:55	6 Garden DR	Kensington	E165	321
3	0018013584	05-Feb-18 20:13:29	281 Amherst AVE	Kensington	E165	321
4	0018014165	07-Feb-18 12:09:21	711 Coventry RD	Kensington	E165	550
5	0018014543	08-Feb-18 10:16:54	1500 Oakview AVE	Kensington	E165	550
6	0018014547	08-Feb-18 10:29:14	217 Arlington AVE	Kensington	E165	5000
7	0018015080	09-Feb-18 16:55:47	48 Arlington AVE	Kensington	E165	745
8	0018015382	10-Feb-18 13:54:39	Lake DR	Kensington	E165	745
9	0018016294	13-Feb-18 09:29:51	272 Purdue AVE	Kensington	E165	322
10	0018016334	13-Feb-18 11:25:21	34 Highgate RD	Kensington	E165	321
11	0018016379	13-Feb-18 13:41:39	36 Arlington AVE	Kensington	E165	542
12	0018017015	15-Feb-18 08:16:19	232 Yale AVE	Kensington	E165	321
13	0018017099	15-Feb-18 11:46:19	Norwood AVE	Kensington	E165	651
14	0018017512	16-Feb-18 12:53:59	118 Windsor AVE	Kensington	E165	321
15	0018017736	16-Feb-18 22:53:05	22 Sunset DR	Kensington	E165	321
16	0018019876	23-Feb-18 01:39:42	22 Sunset DR	Kensington	E165	321
17	0018020793	25-Feb-18 15:20:53	560 Coventry RD	Kensington	E165	611
18	0018020883	25-Feb-18 19:30:00	Arlington AVE	Kensington	E165	321
19	0018021191	26-Feb-18 15:09:18	295 Purdue AVE	Kensington	E165	321
20	0018021455	27-Feb-18 09:57:26	141 Saint Albans RD	Kensington	E165	321
21	0018021481	27-Feb-18 11:28:10	600 Canon DR	Kensington	E165	321
22	0018021812	28-Feb-18 09:41:56	205 Cambridge AVE	Kensington	E165	611M
				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
600
700

*(Distress, Water/ Smoke/Odor Problems, Public Assists)
(Cancelled En Route, Wrong Location)
(Wrong Company/Unit Dispatched)*

Kensington Fire Protection District

Engine 65 Response Log for February 2018

#	Incident Number	Date & Time	Address	City	Apparatus ID	Incident Type*
1	0018011859	01-Feb-18 08:24:52	1363 Contra Costa DR	El Cerrito	E165	520
2	0018011904	01-Feb-18 10:20:14	7720 Eureka AVE	El Cerrito	E165	311
3	0018012072	01-Feb-18 18:31:20	1352 Brewster DR	El Cerrito	E165	611F
4	0018012122	01-Feb-18 21:06:44	7321 Eureka AVE	El Cerrito	E165	311
5	0018012170	02-Feb-18 01:23:35	7720 Eureka AVE	El Cerrito	E165	554
6	0018012344	02-Feb-18 12:08:29	217 Arlington AVE	Kensington	E165	321
7	0018012409	02-Feb-18 15:08:11	7720 Eureka AVE	El Cerrito	E165	311
8	0018013133	04-Feb-18 16:43:11	6397 Hazel AVE	Richmond	E165	142
9	0018013325	05-Feb-18 08:58:17	6 Garden DR	Kensington	E165	321
10	0018013489	05-Feb-18 16:17:27	7500-751 Fairmount AVE	El Cerrito	E165	700
11	0018013584	05-Feb-18 20:11:10	281 Amherst AVE	Kensington	E165	321
12	0018014128	07-Feb-18 10:24:26	670 El Cerrito PLZ	El Cerrito	E165	311
13	0018014165	07-Feb-18 12:07:46	711 Coventry RD	Kensington	E165	550
14	0018014543	08-Feb-18 10:14:16	1500 Oakview AVE	Kensington	E165	550
15	0018014547	08-Feb-18 10:28:01	217 Arlington AVE	Kensington	E165	5000
16	0018014751	08-Feb-18 19:39:47	9825 San Pablo AVE	El Cerrito	E165	611X
17	0018015080	09-Feb-18 16:55:01	48 Arlington AVE	Kensington	E165	745
18	0018015382	10-Feb-18 13:53:15	Lake DR	Kensington	E165	322
19	0018015498	10-Feb-18 22:34:45	3230 Carlson BLVD	Kensington	E165	735
20	0018016002	12-Feb-18 13:32:22	2621 La Honda AVE	El Cerrito	E165	150
21	0018016207	13-Feb-18 03:31:39	152 Key Route BLVD	El Cerrito	E165	311
22	0018016294	13-Feb-18 09:28:56	272 Purdue AVE	Kensington	E165	321
23	0018016334	13-Feb-18 11:24:26	34 Highgate RD	Kensington	E165	542
24	0018016354	13-Feb-18 12:18:53	540 Ashbury AVE	El Cerrito	E165	118
25	0018016379	13-Feb-18 13:40:08	36 Arlington AVE	Kensington	E165	321
26	0018017015	15-Feb-18 08:15:10	232 Yale AVE	Kensington	E165	651
27	0018017099	15-Feb-18 11:44:41	Norwood AVE	Kensington	E165	321
28	0018017218	15-Feb-18 16:46:45	Seaview DR	Kensington	E165	500
29	0018017512	16-Feb-18 12:53:19	118 Windsor AVE	El Cerrito	E165	321
30	0018017736	16-Feb-18 22:50:57	22 Sunset DR	Kensington	E165	321

31	0018018576	19-Feb-18 15:32:24	1220 King DR	El Cerrito	E165	321
32	0018018846	20-Feb-18 10:10:20	6263 Highland AVE	East Richmond	E165	321
33	0018018876	20-Feb-18 11:32:35	6635 Arlington BLVD	East Richmond	E165	113
34	0018019209	21-Feb-18 09:50:59	540 Bonnie DR	El Cerrito	E165	740
35	0018019332	21-Feb-18 15:02:42	604 Kearney ST	El Cerrito	E165	311
36	0018019531	22-Feb-18 06:32:53	2000 El Cerrito PLZ	El Cerrito	E165	700
37	0018019692	22-Feb-18 13:58:02	7525 Fairmount AVE	El Cerrito	E165	321
38	0018019876	23-Feb-18 01:38:33	22 Sunset DR	El Cerrito	E165	611
39	0018020078	23-Feb-18 15:26:46	6524 Alta Vista DR	Kensington	E165	611X
40	0018020174	23-Feb-18 20:04:15	2000 El Cerrito PLZ	El Cerrito	E165	611X
41	0018020351	24-Feb-18 10:06:26	2000 El Cerrito PLZ	El Cerrito	E165	730
42	0018020793	25-Feb-18 15:19:15	560 Coventry RD	El Cerrito	E165	321
43	0018020883	25-Feb-18 19:30:00	Arlington AVE	Kensington	E165	321
44	0018021191	26-Feb-18 15:07:25	295 Purdue AVE	Kensington	E165	321
45	0018021455	27-Feb-18 09:55:41	141 Saint Albans RD	Kensington	E165	321
46	0018021481	27-Feb-18 11:26:19	600 Canon DR	Kensington	E165	321
47	0018021597	27-Feb-18 17:01:50	208 San Carlos AVE	Kensington	E165	611M
48	0018021812	28-Feb-18 09:38:08	205 Cambridge AVE	El Cerrito	E165	321
49	0018022014	28-Feb-18 19:27:26	7416 Fairmount AVE	Kensington	E165	321
				El Cerrito	E165	322

* 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)



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April 3, 2018

TO: Kensington Fire Protection District Board Members

FROM: Michael Pigoni: Battalion Chief

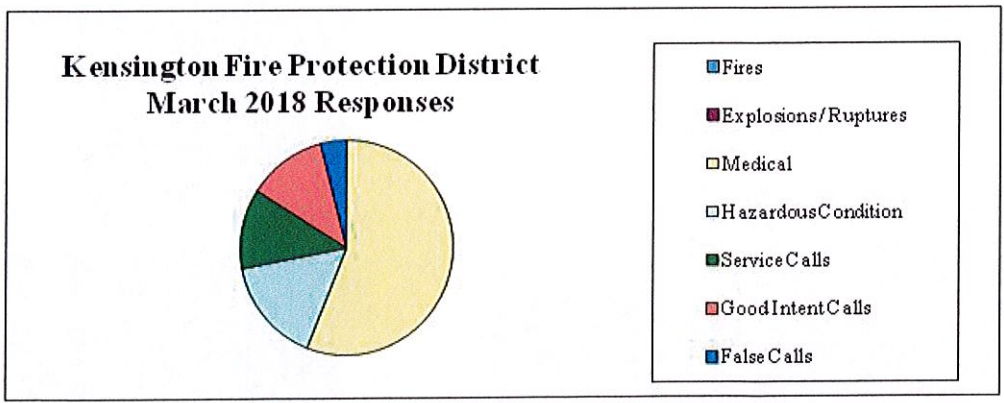
RE: Incident Activity Reports for the Month of March 2018

There were 25 incidents that occurred during the month of March in the community of Kensington. Please see the attached "Incident Log" for the dates and times, locations and incident type for these calls that the Fire Department responded to this past month. During this same time, Engine 65 responded to a total of 50 calls in all districts.

Call volume for both incidents within the community and outside that Engine 65 responded to are slightly up due to a couple of water issues and downed power lines. There were no major incidents of fire losses in the community during this past month.

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 for all the responses in the community of Kensington.

<u>Call Type</u>		<u>Incident Count</u>	<u>Percentages</u>
Fires	<i>(Structure, Trash, Vehicles, Vegetation Fires)</i>	0	0.00%
Explosions / Ruptures	<i>(Over Pressure/Ruptures, Explosions, Bombs)</i>	0	0.00%
Medical	<i>(EMS, Vehicle Accidents, Extrication Rescue)</i>	14	56.00%
Hazardous Condition	<i>(Chemical Spills, Leaks, Down Power Lines)</i>	4	16.00%
Service Calls	<i>(Distress, Water/Smoke/Odor Problems, Public Assists)</i>	3	12.00%
Good Intent Calls	<i>(Cancelled En Route, Wrong Location)</i>	3	12.00%
False Calls	<i>(Wrong Company/Unit Dispatched)</i>	1	4.00%
Totals		25	100.00%



Kensington Fire Protection District Response Log for March 2018

#	Incident Number	Date & Time	Address	City	Apparatus ID	Incident Type*
1	0018022194	01-Mar-18 10:03:31	57 Cowper AVE	Kensington	E165	321
2	0018022451	01-Mar-18 20:57:35	275 Lake DR	Kensington	E165	400
3	0018023486	04-Mar-18 16:13:49	169 Arlington AVE	Kensington	E165	322
4	0018023603	04-Mar-18 22:46:34	139 Arlington AVE	Kensington	E165	321
5	0018023869	05-Mar-18 15:41:38	39 Norwood AVE	Kensington	E165	550
6	0018023913	05-Mar-18 17:22:50	139 Arlington AVE	Kensington	E165	321
7	0018024017	06-Mar-18 00:04:02	275 Colgate AVE	Kensington	E165	321
8	0018024181	06-Mar-18 11:12:52	1 Lawson RD	Kensington	E165	611X
9	0018024198	06-Mar-18 12:02:23	261 Colgate AVE	Kensington	E165	321
10	0018025339	09-Mar-18 10:14:10	4 Kerr AVE	Kensington	E165	311
11	0018025878	11-Mar-18 00:06:22	12 Stratford RD	Kensington	E165	321
12	0018026017	11-Mar-18 11:07:38	450 Beloit AVE	Kensington	E165	321
13	0018026438	12-Mar-18 14:54:55	277 Purdue AVE	Kensington	E165	412
14	0018027099	14-Mar-18 11:41:30	293 Arlington AVE	Kensington	E165	400
15	0018027248	14-Mar-18 20:32:08	636 Beloit AVE	Kensington	E165	550
16	0018028037	17-Mar-18 12:22:25	673 Coventry RD	Kensington	E165	321
17	0018028287	18-Mar-18 05:17:48	254 Stanford AVE	Kensington	E165	321
18	0018028727	19-Mar-18 12:03:51	295 Purdue AVE	Kensington	E165	321
19	0018029137	20-Mar-18 15:23:49	240 Amherst AVE	Kensington	E165	321
20	0018029430	21-Mar-18 14:02:15	313 Berkeley Park BLVD	Kensington	E165	400
21	0018029886	22-Mar-18 18:45:53	253 Yale AVE	Kensington	E165	321
22	0018031705	28-Mar-18 02:33:43	141 Saint Albans RD	Kensington	E165	550
23	0018031975	28-Mar-18 20:03:07	31 Highgate RD	Kensington	E165	651
24	0018032143	29-Mar-18 10:44:15	84 Norwood AVE	Kensington	E172	745
25	0018032354	29-Mar-18 20:20:55	34 Highgate RD	Kensington	E172	651

* See Attached Table for Incident Type Explanations

Type Series
100

Description
(Structure, Trash, Vehicle, Vegetation Fire)

200
300
400
500
600
700

*(Over Pressure/Ruptures Explosions, Bombs)
(EMS, Vehicle Accidents, Extrication, Rescue)
(Chemical Spills, Leaks, Down power Lines)
(Distress, Water/ Smoke/Odor Problems, Public Assists)
(Cancelled En Route, Wrong Location)
(Wrong Company/Unit Dispatched)*

Kensington Fire Protection District

Engine 65 Response Log for March 2018

#	Incident Number	Date & Time	Address	City	Apparatus ID	Incident Type*
1	0018022194	01-Mar-18 10:03:06	57 Cowper AVE	Kensington	E165	321
2	0018022326	01-Mar-18 15:21:16	3160 Carlson BLVD	El Cerrito	E165	400
3	0018022342	01-Mar-18 15:57:57	6050 El Cerrito PLZ	El Cerrito	E165	553
4	0018022451	01-Mar-18 20:56:39	275 Lake DR	Kensington	E165	400
5	0018023486	04-Mar-18 16:11:35	169 Arlington AVE	Kensington	E165	322
6	0018023603	04-Mar-18 22:44:55	139 Arlington AVE	Kensington	E165	321
7	0018023606	04-Mar-18 23:27:06	829 Craft AVE	El Cerrito	E165	611X
8	0018023869	05-Mar-18 15:38:53	39 Norwood AVE	Kensington	E165	550
9	0018023913	05-Mar-18 17:21:37	139 Arlington AVE	Kensington	E165	321
10	0018024017	06-Mar-18 00:03:19	275 Colgate AVE	Kensington	E165	321
11	0018024181	06-Mar-18 11:10:49	1 Lawson RD	Kensington	E165	611X
12	0018024198	06-Mar-18 12:01:35	261 Colgate AVE	Kensington	E165	321
13	0018024375	06-Mar-18 19:27:33	508 Balra DR	El Cerrito	E165	321
14	0018024420	06-Mar-18 23:22:51	229 Pomona AVE	El Cerrito	E165	251
15	0018025339	09-Mar-18 10:11:53	4 Kerr AVE	Kensington	E165	311
16	0018025878	11-Mar-18 00:04:45	12 Stratford RD	Kensington	E165	321
17	0018026017	11-Mar-18 11:05:40	450 Beloit AVE	Kensington	E165	321
18	0018026438	12-Mar-18 14:54:02	277 Purdue AVE	Kensington	E165	412
19	0018026470	12-Mar-18 16:22:06	528 Norvell ST	El Cerrito	E165	600
20	0018027099	14-Mar-18 11:40:46	293 Arlington AVE	Kensington	E165	400
21	0018027138	14-Mar-18 14:21:16	Wildcat Canyon RD	**UNDEFINED	E165	311
22	0018027248	14-Mar-18 20:30:59	636 Beloit AVE	Kensington	E165	550
23	0018027535	15-Mar-18 18:05:03	7516 Fairmount AVE	El Cerrito	E165	324
24	0018028037	17-Mar-18 12:21:02	673 Coventry RD	Kensington	E165	321
25	0018028287	18-Mar-18 05:16:17	254 Stanford AVE	Kensington	E165	321
26	0018028552	18-Mar-18 22:09:00	1937 Thousand Oaks Dr.	Berkeley	E165	611F
27	0018028616	19-Mar-18 05:50:01	540 Ashbury AVE	El Cerrito	E165	611X
28	0018028727	19-Mar-18 12:03:51	295 Purdue AVE	Kensington	E165	321
29	0018028919	20-Mar-18 01:15:45	545 Bonnie DR	El Cerrito	E165	551
30	0018029137	20-Mar-18 15:22:08	240 Amherst AVE	Kensington	E165	321

31	0018029430	21-Mar-18 14:01:32	313 Berkeley Park BLVD	Kensington	E165	400
32	0018029743	22-Mar-18 12:02:02	1490 Fitzgerald DR	Pinole	E165	611
33	0018029761	22-Mar-18 12:20:49	540 Ashbury AVE	El Cerrito	E165	353
34	0018029829	22-Mar-18 15:16:38	727 Seaview DR	El Cerrito	E165	321
35	0018029841	22-Mar-18 15:51:38	San Pablo AVE	El Cerrito	E165	324
36	0018029886	22-Mar-18 18:44:03	253 Yale AVE	Kensington	E165	321
37	0018030121	23-Mar-18 12:20:42	163 San Carlos AVE	El Cerrito	E165	740
38	0018030437	24-Mar-18 10:53:59	856 Shevlin DR	El Cerrito	E165	321
39	0018030608	24-Mar-18 21:26:57	Berkeley Park BLVD	El Cerrito	E165	321
40	0018030869	25-Mar-18 17:13:43	Wildcat Canyon RD	**UNDEFINE]	E165	611M
41	0018031067	26-Mar-18 10:25:35	720 Colusa AVE	El Cerrito	E165	311
42	0018031200	26-Mar-18 16:57:49	6699 Fairmount AVE	El Cerrito	E165	321
43	0018031705	28-Mar-18 02:31:18	141 Saint Albans RD	Kensington	E165	550
44	0018031732	28-Mar-18 06:45:29	229 Ramona AVE	El Cerrito	E165	311
45	0018031975	28-Mar-18 20:02:36	31 Highgate RD	Kensington	E165	651
46	0018032143	29-Mar-18 10:43:40	84 Norwood AVE	Kensington	E165	745
47	0018032354	29-Mar-18 20:17:18	34 Highgate RD	Kensington	E365	111
48	0018032602	30-Mar-18 14:10:55	8702 Terrace DR	El Cerrito	E165	321
49	0018032748	30-Mar-18 21:17:35	1317 Liberty ST	El Cerrito	E165	733
50	0018032859	31-Mar-18 06:58:30	540 Ashbury AVE	El Cerrito	E165	735

* 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)

CHIEF'S REPORT

KENSINGTON FIRE PROTECTION DISTRICT MEMORANDUM

April 2018

TO: President and Board Members, Kensington Fire Protection District

FROM: Lance J. Maples, Fire Chief

SUBJECT: **Fire Chief's Report**

Prevention 2017 Update

2017 was a year of transition and success for the El Cerrito/Kensington Fire Department's Fire Prevention Division. In January we assigned Fire Captain Joseph Gagne to the assignment of Fire Prevention Officer. Captain Gagne transitioned very well into his new role and embraced his assignment during a very active time for fire prevention. In May, Battalion Chief/Fire Marshal Michael Bond retired from the Department and Battalion Chief David Gibson was assigned to the assignment of Fire Marshal/Emergency Preparedness Coordinator. Battalion Chief Gibson previously held the assignment as Fire Marshal/Emergency Preparedness Coordinator from 2002 – 2005 before being reassigned as the Training/EMS/CERT Director.

While the core areas of responsibilities for the Fire Prevention Division, including public education, did not change, some of the methodologies did change. One area in particular that changed was to use an electronic tracking system for all public education activities which produced a variation in our contact numbers from the previous years. In 2018, we have implemented an enhanced version of that program that we believe will better represent our efforts in the teaching of the public in the future. The four core areas of responsibilities for the Fire Prevention Division as follows:

- Life Safety Inspections
- Planned and New Construction
- Public Education
- Fire Hazard Abatement

Life Safety Inspections

Life safety inspections are broken into three categories: Self-Inspections, Engine Company Inspections and Fire Prevention Division Inspections. Our Self-Inspection Program is designed for low hazard occupancies that have an exemplary inspection record. In 2017 there were 108 occupancies that participated in this program which allows them to complete a life safety questionnaire and return it to the Fire Department for review. As a matter of accountability for the program we spot check 5% of our participants.

Our Engine Company Inspection Program is a model program in our industry and has been in place for several decades. The Engine Company Inspection Program has several rewards that include increased fire prevention, building familiarization and public education. In 2017 there were 514 occupancies that received an engine company inspection. In 2017 we achieved a 100% completion of all participating occupancies which continues to produce one of the lowest fire losses in commercial occupancies in the state. Overall Fire Department personnel spent 1,174 hours on fire

inspections in 2017.

Fire Prevention Division inspections are centered on our schools and other high risk occupancies within our communities. The inspections are performed by our Fire Prevention Officer due to complexity of the inspections and the amount of time to complete the inspections. In 2017 there were 24 inspections that fell into this category, all of which were in full compliance. Moreover, the Fire Prevention Officer also received several inspections from the Engine Company Inspection Program that required detailed follow-up which is currently being completed. The following are the 2018 Life Safety Inspection goals:

- Update and Revise Our Filing System
- Move to Electronic Record Keeping
- Move to Electronic Inspections for Engine Company & Fire Prevention

Planned and New Construction

Planned building construction is a function of the planning process for potential projects and requires review of plans and conditions by the Fire Marshal which would be required should that project move forward into the construction phase. The Fire Department works closely with the Planning Department to make sure we properly indentify the conditions which has a potential impact on if, how and when the project moves forward. In 2017 there were 34 plan reviews for potential projects.

New building construction includes plan review, onsite inspections and final inspections. In 2017 there were 63 new construction plan reviews completed by the Fire Marshal for life safety, fire sprinklers, fire alarms and suppression systems. In addition, there were 89 field inspections completed by the Fire Prevention Officer to verify that the requirements of the Fire Marshal are met in full. Many of the field inspections require multiple visits in the process to complete the required verification. Based on the number of planning reviews completed in 2017 we anticipate that the new construction numbers should increase significantly in 2018.

Public Education

The Fire Department was very busy in the area of public education in 2017. As previously stated, we transitioned to an electronic accounting system to document our public education activities and we believe better represented our efforts in the community. Overall our number of public contacts significantly increased during the 713 hours of documented public education hours by Fire Department personnel. Program areas for public education are station tours, open houses, school programs, senior programs, public functions, CPR/First Aid and car seat installations.

Car seat installation and public education training continues to be a great success. The success of this program can be measured by the reduced number of car seat installations required to be completed by the El Cerrito Fire Department. As the number of El Cerrito and Kensington residents are trained to safely install their own car seats increases, the number of car seat re-installations by the Fire Department for newly purchased car seats or car seats being moved from one car to another is reduced. This also goes for second, third or more children being brought into the home, the parents are able to install their own car seats. In 2017 there were 24 car seat installation and training sessions that resulted in trained Fire Department personnel committing 40 hours toward the program.

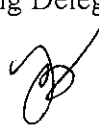
In addition, the Fire Department conducted eight CPR/First Aid classes throughout our communities that graduated 128 students in 2017. Both the number of classes and the number of students are increased from 2016. This program is an invaluable tool for our communities in our homes, businesses and schools.

PRESIDENT'S REPORT



CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION
651 Pine Street, Sixth Floor • Martinez, CA 94553-1229
e-mail: LouAnn.Texeira@lafco.cccounty.us
(925) 335-1094 • (925) 335-1031 FAX

March 12, 2018

TO: Presiding Officer or Designated District Voting Delegate
FROM: Lou Ann Texeira, LAFCO Executive Officer 
SUBJECT: 2018 Election for LAFCO Special District Seats

In January 2018, LAFCO staff announced two Special District vacancies on LAFCO in conjunction with the expiring terms of Commissioner Skaredoff (Regular Member) and Commissioner Caldwell (Alternate Member). At that time, LAFCO also called for nominations and the names of district voting delegates.

The deadline for submitting nominations was March 5, 2018. Both incumbents are seeking reappointment to LAFCO; and there is one additional candidate for the Alternate Member seat – Lee Mason with the Los Medanos Community Healthcare District.

The Independent Special District Selection Committee (ISDSC), consisting of the presiding officer (or his/her designee) of the legislative body of each independent special district, appoints the special district members of LAFCO. In lieu of a meeting to conduct the election, we are conducting the election by mail and email. Your district is receiving this message and ballot via email and U.S. Mail.

The LAFCO Executive Officer may conduct the election by mail if it is determined that a meeting of the ISDSC is not feasible. Given previous attempts to attain a quorum in prior elections, the LAFCO Executive Officer polled the districts in 2016 to ask if there was any objection to conducting the elections by mail – no objections were received. Thus, the 2018 election will be conducted by mail and email.

Enclosed is the official ballot and list of presiding officers or voting delegates received to date. If your district has not yet provided the name of your presiding officer or voting delegate (must be a board member), please do so as soon as possible.

We ask that each district complete and return its signed ballot to Contra Costa LAFCO office either by email or U.S. Mail (see address above). In order to complete the 2018 election process, we must receive completed ballots from a majority of the districts (at least 23) no later than **April 16th**. If a majority of ballots is not received by April 16th, a further extension of this election may be required.

This is a time sensitive matter and we ask that you forward this information including the attachments to your presiding officer or voting delegate at your earliest convenience.

Please contact the LAFCO office if you have any questions or need additional information. Thank you for your attention to this matter.

INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE 2018

DISTRICT	NAME	TITLE	CONF.	ALTERNATE
ALAMO-LAFAYETTE CEMETERY DIST	Nancy J. Flood	Chair	x	Carolyn Thiessen,
AMBROSE REC & PARK DIST	Trina Hudson	Chair	x	Mae Torlakson, Bd Member
B-B-K-U CEMETERY DIST	Barbara Guise	Chair	x	
BETHEL ISLAND MID				
BYRON SANITARY DISTRICT				
CASTLE ROCK COUNTY WATER DISTRICT				
CENTRAL CONTRA COSTA SANITARY DIST	Mike McGill	Board Member	x	Dave Williams, Board
CONTRA COSTA MOSQUITO & VECTOR CONTROL	(after 3/12)			
CONTRA COSTA RESOURCE CON DIST	Igor Skaredoff	President	x	
CONTRA COSTA WATER DISTRICT	John Burgh	Director	x	
CROCKETT COMMUNITY SERVICES DISTRICT	Luigi Barassi	President	x	Kent Peterson, VP
DIABLO CSD				
DIABLO WATER DISTRICT	Edward Garcia	Presiding Officer	x	
TOWN OF DISCOVERY BAY CSD	Kevin Graves	President	x	Bill Mayer, Director
EAST CONTRA COSTA IRRIGATION DIST				
GREEN VALLEY REC & PARK DIST				
IRONHOUSE SANITARY DIST	Dawn Morrow	Board Member	x	
KENSINGTON FIRE PROTECTION DISTRICT	Janice Kosel	President	x	Laurence Nagel, VP
KENSINGTON POLICE PROT & CSD	Christopher Deppe	Board Member	x	
TOWN OF KNIGHTSEN CSD				
LOS MEDANOS COMMUNITY HEALTHCARE DIST				
MORAGA-ORINDA FIRE DIST	Steve Anderson	Board Member, LAFCO Liaison	x	Brad Barber, President
MT. VIEW SANITARY DIST	Brian Danley	President	x	
PLEASANT HILL REC & PARK DIST	Bobby Glover	Board Chair	x	
RECLAMATION DIST (RD) 799				
RD 800	Tom Judge	Trustee	x	
RD 830	Chad Davisson	Board Member	x	
RD 2024	Don Wagenet	President	x	John Jackson, Trustee
RD 2025	David Forkel	Chairman	x	
RD 2026	David Forkel	Chairman	x	
RD 2059				
RD 2065	Coleman Foley	President	x	Thomas E. Baldocchi Sr. Thomas E. Baldocchi Jr.
RD 2090				
RD 2117	Joyce Speckman	Trustee	x	Sandra Speckman Kiefer, Trustee
RD 2121				
RD 2122				
RD 2137				
RODEO-HERCULES FIRE PROTECTION DIST	(after 3/14)			
RODEO SANITARY DISTRICT				
ROLLINGWOOD-WILART PARK REC & PARK DIST				
SAN RAMON VALLEY FIRE PROTECTION DIST	Matt Stamey	President	x	
STEGE SANITARY DISTRICT	Dwight Merrill	President	x	
WEST CONTRA COSTA HEALTHCARE				
WEST COUNTY WASTEWATER DIST	Sherry Stanley	Board Member	x	David Alvarado, VP

← Reply ▼ | → Forward ▼ | 🗑️ Delete |



LAFCO applicant

Date: 03/13/2018 (08:17:34 PM CDT)

From: leeforparcs@aol.com

To: fire@kensingtonfire.org

Attachments: 📎 lafco.docx (2.9 MB) ⬇️ 🗑️

📄 Text (1 KB)

Janice,

Hope all is well with you.

My name is Lee Mason, could you please share this information with your board.

I would appreciate their consideration for the LAFCO special district alternate seat.

Lee Mason

Los Medanos Healthcare District

📎 lafco.docx (2.9 MB)



Lee Mason

Bay Point Resident

Secretary of the Los Medanos Community Healthcare District

Applicant for alternate LAFCO position

“ I feel my background as a special district employee, board member, and trainer make me uniquely qualified for the LAFCO board”

Lee Mason

Public Service

Bay Point Redevelopment Project Area Committee 1997-2009
Community Advisory Panel 2008-present
Ambrose Recreation and Park District Board 2012-2016
Contra Costa Special District Association 2012-2016
Bay Point Code Enforcement Committee 2015-present
Bay Point Community Foundation 2006-present

Training

Special District Leadership Academy Certificate 2013
Hazwoper Certified - November 2018
Flagger Certified – April 2015

Presentations

Teen Garden Corp – California Ag in the Classroom 2015
The ABC's of Edible Gardening – California Ag in the Classroom 2017
Teen Garden Corp – Beyond School Hours 2018

I would like to become an alternate for the LAFCO board, I have attended several meetings recently and find their work to be very interesting and would like to learn more about the work they do. I live in Bay Point which is an unincorporated community and think I could bring that unique perspective to the board.

Los Medanos Healthcare District

2311 Loveridge Road
P.O.Box 8698
Office 925 432-2200
Fax 925 427-1669
Home 925 458-3129
leemason@lmchd.org

Date: 03/19/2018 [01:07:45 PM CDT]
From: Stan Caldwell <stan_caldwell@comcast.net>
To: fire@kensingtonfire.org
Subject: LAFCO SPecial District Election

Greetings,

Just wanted to let you know that to date, LAFCO has received two nominations for the special district alternate seat on LAFCO. The ballot will be mailed out on March 12th. And the deadline for returning ballots is April 16th.

The two Alternate Members running for election are Lee Mason, Los Medanos Community Healthcare District, and I Stan Caldwell, Mt. View Sanitary District.

I have enjoyed serving on LAFCO and would like to retain my seat.

Stanley Caldwell candidate for the LAFCO Special District Alternate Seat

Background information about Stanley Caldwell and history with Mt. View Sanitary District (MVSD):

I am proud of the pioneering efforts the Mt. View Sanitary District has taken to help improve the way the industry's treats and reclaims its wastewater. The District was the first in the entire West Coast to develop and use secondary treated wastewater for the creation and enhancement of wetlands. This was complimented by the District becoming the first publicly owned treatment works (POTW) in Northern California to use ultraviolet disinfection full scale, eliminating the use of all gaseous chemicals and their byproducts. I have been a board member since December 1993 (Elected November 1993).

During my tenure as a board member we have effectively communicated to constituents via our newsletter and web site.

I am a dedicated and active board member. I have served several times as the board president. I enhance my ability to serve as director by being an active participant at California Association of Sanitation Agencies (CASA) and the California Special District Association (CSDA). In 2006 I began serving on the following two committees for the California Special Districts Association; Membership & Recruitment Committee and the Fiscal Committee. I am the current MVSD representative to Local Agency Formation Commission (LAFCO). I have also been active in the Contra Costa County Chapter Special Districts Association.

I am firmly committed to upgrading essential facilities as required to improve reliability and at the same time protect public health and the environment.

California Special Districts Association, Bay Area Network, Seat C

It has been an honor and a pleasure to serve the California Special Districts Association (CSDA) membership as Bay Area Network Director. I have been active and involved in CSDA activities. I have served on the Member Services Committee & Professional Development Committee. I am also a past CSDA President (2013).

Contra Costa County has an affiliated CSDA chapter, the Contra Costa Special Districts Association (CCSDA) of which I have been active participant currently service as chapter president and as the current Newsletter Editor.

I am retired and I have the time, and the commitment required to continue to serve as a director. I have faithfully and diligently served within my local community. I am a dedicated active board

member of Mt. View Sanitary District (MVSD) and having served several times as the board president. . By being an active participant at the California Association of Sanitation Agencies and the CSDA, I enhance my ability to serve in a director position.

Special district alternate to the Local Agency Formation Commission (LAFCO) in Contra Costa County.

I currently serve as the special district alternate to the Local Agency Formation Commission (LAFCO) in Contra Costa County. If re-elected I would continue to provide the leadership that makes LAFCO a success. I will apply my experience, commitment, and leadership, to be effective, efficient, and responsive to special district needs.

Please consider me for the upcoming election for special district alternate where I will continue to bring my experience and dedication of special districts to LAFCO.

Thank you for your consideration,

Stanley R. Caldwell

California Special Districts Association, Bay Area Network, Director

Mt. View Sanitary District Board Member

Contra Costa Special Districts Association president

Special District Alternate LAFCO

BOARD REPORTS

DON'T BE THE DEALER

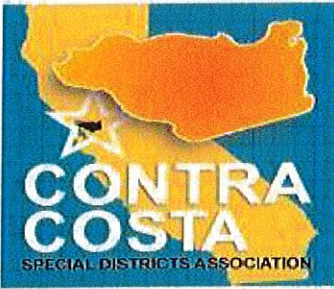


Keep them safe. Clean them out.
Take them back.

Saturday, April 28
10 a.m. – 2 p.m.

DEA NATIONAL **Rx**
TAKEBACK

Visit DEATakeBack.com for a collection site near you.



Quarterly Meeting Minutes

1.22.2018	Meeting Time: 10:00 a.m.	Central Contra Costa Sanitary District Multi-Purpose Room 5019 Imhoff Place, Martinez, CA 94553
Meeting called by	Chair Bette Boatmun called meeting to order at 10:05 a.m.	
Minutes	Suzette Crayton Executive Assistant	
Attendees	Thirty (30) Attendees (Sign-In Sheet Attached)	

Welcome and Introductions

Welcome and introductions took place. Central San is working on Annual Strategic Plan and Dublin San Ramon Services District is working on Potable Reuse Study. Contra Costa Water District is working on expansion of Los Vaqueros. Acknowledgement to Diablo Water General Manager for 25 years of service. Contra Costa Resource Conservation District recently hired an Executive Director. Vallejo District announced that \$2M will be added to their budget each year for 15 years with Measure K.

Approval of October 16, 2017 Meeting Minutes

The minutes were approved and after Bette thanked Susan Morgan and Cecilia Goff for comprehensive summary of October 22, 2017 meeting on Ad Valorem Tax.

Election of Officers: Mike McGill, Nominating Committee Chair

Discussed the criteria for the nomination of officers. There was a vote by affirmation for three offices – Chair, Co-Chair, and Member at Large. After election, Susan said she will obtain a resolution from her Board and will send it to Suzette and Stan Caldwell for Member at Large. Bette then handed the meeting over to Stan as the new Chair. Stan presented a certificate of appreciation for service to Bette and a card signed by members. Bette said a few words and thanked the membership for their assistance during her time serving.

Annual Business Meeting

Annual Business Meeting took place to determine Committee assignments, including the appointment of Members and Chairs, and to appoint the Treasurer. Stan and Co-Chair Ed Duarte confirmed re-appointment of Bert Michalczyk as Treasurer, and appointed Cecilia and Bob Leete to Audit Committee. They also appointed Igor Skaredoff and Susan to the Program Committee.

RDA Oversight Committee: Bob Campbell, Contra Costa Auditor Controller

There will be an independent election for the RDA Oversight Committee. Question was asked if an alternate can be appointed to the committee. Bob stated that he believed so but needed to confirm. Looking at a single Countywide RDA Oversight Committee for Board, Cities, Special Districts, Schools, etc. Everyone that shares in property tax will have a voice. Bob will send a list of agencies and how much money each contribute to RDA.

Member District Highlight

Highlight provided on overview of Delta Diablo Household Hazardous Waste Facility.

Finance Report: Bert Michalczyk, Associate Member

Treasurers Report was distributed via email prior to the meeting.

Scholarship and Grant Program: Larry Nagel, Kensington Fire Protection District

Reported that Teacher of the Year "thank yous" were sent.

LAFCO Representative Report: Mike McGill, Contra Costa LAFCo Commissioner

Mike stated that Municipal Review for Health Care was accepted. Next will be cities and Community Services Districts. Received dissolution application by County Supervisors for Los Medanos. Two seats are open for the Oversight Committee. Voting delegations and nominations are to be submitted to Lou Ann Texera by March 5th.

East Bay Regional Park District Park Advisory Committee Report: Igor Skaredoff, Contra Costa Resource Conservation District

Igor informed the group that the Annual Work Plan is in progress. Also economic impact of parks, assessment of storm damages, life guard training, and the Dog Policy are taking up a lot of time and generating a great deal of public input.

Legislative Committee Report: Lisa Baldinger, East Bay Regional Parks District

First meeting this year on January 26, 2018. The Park Bond will be on the June 28th ballot.

California Special Districts Association Activities Update: Stan Caldwell, Mt. View Sanitary District and Colleen Haley, California Special Districts Association

CSDA will have their first Board meeting of the year on January 19, 2018. Anthony Tannehill is the new Legislative Representative. Stan will send link for the Professional Development Catalogue and Suzette will distribute.

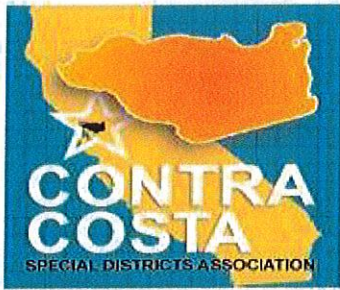
Contra Costa Treasurer Oversight Committee Report

Committee will meet in February. Russell Watts explained the purpose of the committee. Betty announced that Stan offered to re-run. Seeing no other candidates, it was passed by vote for Stan to be re-appointed. An alternate will be appointed at the April meeting.

Other Local Government Official Updates

CSDA is looking for agencies to host some of the trainings/meetings. Also, if you have case studies on climate change, please submit a sample to Colleen.

Meeting was adjourned at 12:10 p.m. and next meeting is April 16, 2018.



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First meeting this year on January 26, 2018. The Park Bond will be on the June 28th ballot.

California Special Districts Association Activities Update: Stan Caldwell, Mt. View Sanitary District and Colleen Haley, California Special Districts Association

CSDA will have their first Board meeting of the year on January 19, 2018. Anthony Tannehill is the new Legislative Representative. Stan will send link for the Professional Development Catalogue and Suzette will distribute.

Contra Costa Treasurer Oversight Committee Report

Committee will meet in February. Russell Watts explained the purpose of the committee. Betty announced that Stan offered to re-run. Seeing no other candidates, it was passed by vote for Stan to be re-appointed. An alternate will be appointed at the April meeting.

Other Local Government Official Updates

CSDA is looking for agencies to host some of the trainings/meetings. Also, if you have case studies on climate change, please submit a sample to Colleen.

Meeting was adjourned at 12:10 p.m. and next meeting is April 16, 2018.

**QUARTERLY MEETING OF THE
CONTRA COSTA SPECIAL DISTRICTS ASSOCIATION**

Date: Monday, April 16, 2016
Time: 10:00 a.m. Meeting (Come at 9:30 a.m. for refreshments and meet & greet opportunity)
Location: Central Contra Costa Sanitary District Multipurpose Room
5019 Imhoff Place, Martinez, CA 94553

AGENDA

- 10:00 a.m. Welcome and Introductions (Your Name & Agency, brief news of your agency)
Chair Stan Caldwell, MT. View Sanitary District
- 10:15 a.m. Approval of January 22, 2018 meeting minutes
- 10:20 a.m. Old/New Business: Chair Stan Caldwell
- 10:25 a.m. Guest Speaker: *Avoiding the Pitfalls of the New Marijuana Laws in the Workplace*: John Bliss
SCI Consulting
- 11:05 a.m. Special District Highlight: *Contra Costa Mosquito and Vector Control District "Mosquito & Vector Control: What We Do, What You Can Do"*
- 11:20 a.m. California Special Districts Association Activities, Update, & Presentation: CSDA, "Districts Make the Difference Campaign" *Colleen Haley CSDA Public Affairs Field Coordinator*
- 11:40 a.m. Finance Report (includes FY Ending 6-30-19 Budget): *Treasurer Bert Michalczyk*
- 11:45 a.m. Legislative Report: *Lisa Bolinger East Bay Regional Parks*
- 11:55 a.m. LAFCO report: Mike McGill, Special District LAFCO Commissioner, Central San
- 12:15 p.m. adjourn: Next meeting will be July 16, 2018

Written Communications Provided:

Contra Costa Treasurer Oversight Committee Summary & Report
Bay Regional Park District – Park Advisory Committee Report

Scholarship and Grant Program Update: No report, committee has not met

IF YOU WILL BE ATTENDING THE APRIL MEETING PLEASE SEND THE NAME OF YOUR SPECIAL DISTRICT AND THE REPRESENTATIVE(S) ATTENDING THIS MEETING NO LATER THAN APRIL 11, 2018

To: Suzette Crayton, Central Contra Costa Sanitary District
Email: scrayton@centralsan.org
Phone: (925) 229-7300, Fax: (925) 372-0192

Future Chapter Meeting Dates: July 16, 2018, October 15, 2018

Just a reminder the chapter dues statements will be going out in May and are due in July.
Regular member dues are now \$100 per year.

Note new link to our web page: <https://www.csdanet.net/about-csda/chapters-networks/chapter-contra-costa>

Contra Costa Special Districts Association -- c/o Central Contra Costa Sanitary District