

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

Date of Meeting: November 9, 2016  
Time of Meeting: 7:00 p.m.  
Place of Meeting: Kensington Community Center  
59 Arlington Avenue, Kensington, CA 94707

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**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](http://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  
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 October 12, 2016 (APPROVE)
- CC 4. **ACCEPTANCE OF INCIDENT ACTIVITY REPORT.** October 2016 (ACCEPT)
- CC 5. **APPROVAL OF MONTHLY A/P VOUCHER - TRANSMITTAL #5** (APPROVE)
- CC 6. **APPROVAL OF MONTHLY FINANCIAL REPORT.** September/October 2016 (APPROVE)
7. **FIRE CHIEF'S REPORT**
  - a. Review of operations.
  - b. Regional issues and developments.
8. **PRESIDENT'S REPORT**

**NEW BUSINESS**

9. CERT Community Emergency Supply Program – Area 6 Release & Waiver of Liability for Placement on Commercial Property (ACTION)

10. **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): Report on current status of needs assessment/feasibility study
- c. Education (Kosel): Sandbags available
- d. Contra Costa County/California Special Districts Assoc. (Nagel):
- e. Consolidation/Dissolution Committee (Harmon/Kosel):
- f. Diablo Fire Safe Council/Interface (Staff):

**ADJOURNMENT.** The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on Wednesday, December 14, 2016, at 7:00 p.m. at the Kensington Public Safety Building, 217 Arlington Avenue, Kensington, CA 94707.

The deadline for agenda items to be included in the Board packet for the next regular meeting of 12/14/16 is Wednesday, 11/30/16 by 1:00 p.m. The deadline for agenda-related materials to be included in the Board packet is Wednesday, 12/7/16 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 OCTOBER 12, 2016 MEETING OF THE BOARD OF DIRECTORS  
OF THE KENSINGTON FIRE PROTECTION DISTRICT**

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**PRESENT:**     **Directors:**     Joe de Ville, Don Dommer, Nina Harmon  
                  **Staff:**            Battalion Chief Michael Bond, Manager Brenda Navellier  
                  Absent:           Directors Janice Kosel and Larry Nagel

**CALL TO ORDER:**

President Don Dommer called the meeting to order at 7:00 p.m. and noted the Directors that were present. Both Director Kosel and Director Nagel were excused from the meeting.

**APPROVAL OF CONSENT ITEMS:**

President Dommer called for the approval of the consent calendar (items 3, 4, 5 & 6), consisting of approval of the September 14, 2016 minutes, acceptance of the September incident activity report, approval of the monthly transmittal #4, and approval of the August/September financial reports. Director Harmon made a motion to approve the Consent Calendar items as submitted. Director de Ville seconded the motion.

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

**ORAL COMMUNICATIONS:**

None.

**FIRE CHIEF'S REPORT:**

Chief Maples reviewed his written report that was included in the packet. Members of the East Bay Incident Management Team (Battalion Chiefs Bond and Gibson) responded to the Loma Fire on 9/26/16. The EB Incident Management Team is made up on management level personnel from both Contra Costa and Alameda Counties. Gibson was the Incident Commander for the first 24 hours and Bond was the Resource Order Manager. A state team then replaced the local government team after about two days.

Rain is expected this weekend and Cal Fire will probably then start to de-staff their seasonal operations.

KFPD will be holding its annual Fire Prevention Week open house on Saturday, October 15<sup>th</sup> from 10:00 a.m. to 2:00 p.m.

**PRESIDENT'S REPORT:**

None.

**NEW BUSINESS:**

Review of KFPD Inventory/Depreciation Schedule 2014-2015: Resident Karl Kruger thanked the Board for putting this item on the agenda. Kruger is surprised that the District has three fire engines. Maples explained that the District has two engines in Kensington – a Type I and a Type III. The third is a 16-year old Type I that was replaced this year and is currently for sale. KFPD put the surplus engine out on the market for sale once the new Type I came into service. It was originally listed at \$50,000 and there was one interested buyer but they could not come up with the funding. A second potential buyer is now interested and is offering \$30,000. Maples expects the vehicle to be sold within the next 30 days. Maples reviewed the engines that are housed at Stations 71 and 72. Kruger asked about the command vehicle listed. Maples explained that was one B/C vehicle out of three. Kruger questioned why some items listed are less than \$1,000. Maples explained that the sheet included is both an inventory and depreciation schedule per the advice of the District accountant. Navellier said the list is reviewed annually to make sure the district still has the items listed. Kruger asked for an FY15-16 inventory/depreciation schedule once the audit is complete.

**BOARD REPORTS:**

**Public Safety Building:** Dommer reported that the District determined it wanted to look at a feasibility study for the building at the beginning of the year. About the same time, the District started with a structural report that determined that there should either be a serious upgrade or replacement of the building. Dommer said the purpose of the feasibility study is to determine whether to renovate, replace or maybe look at another site. The operational function for both police and fire is very inadequate and undersized far beyond industry standards. Dommer informed the CSD Board President that the District would be undertaking this study. Both KFPD and KPPCSD staff participated in the programming portion. Director Sherris-Watt is the facilities representative for the KPPCSD and the public safety building subcommittee will be setting up a meeting with her shortly. KFPD does not have any formal agreement with the CSD on how they would participate going forward and that discussion will need to take place. KFPD retained the architectural firm of Ross Drulis Cusenberry. Mack5 is managing the process for KFPD and will perform cost estimating. The approaches that the District is reviewing are 1) seismic upgrade only; 2) renovate existing building; 3) demolish and replace existing building; and 4) relocate to a new site. The program has identified a new space over 10,000 s.f. to replace the existing 5,800 s.f. building. The problem is extremely challenging. KFPD has been very happy with the architectural team. The building committee has reviewed a number of schemes, several that have been rejected. The original goal was to use the existing site. Both adjacent neighbors are not interested in selling in order for the public safety building to expand. There is a depth problem with the site. KFPD is a built-up, hilly community. There are very few alternative sites and anything would need to be centrally located. The District has backed-in to looking at the community park. It is a loaded and contentious site but may be able to provide for the full program. There may be a concern about taking away open park land but Dommer believes the building could be sustainable, energy efficient, provide for both police and fire and include a grass roof to make it fit into that site. The District is currently looking at funding options. Mack5 is working on cost estimates for the different scenarios and that should be accomplished in late November. The Board will then have a public meeting probably in December. The Board will need to decide which approach they want to pursue.

Linnea Due asked if the public safety building moved to the park, would the existing building be demolished? Dommer said the Board would get demolition costs if that route was chosen. She asked if the new community center could be combined with a new public safety building since both are in need to seismic renovation. Dommer said he did not know and hadn't thought about it. Dommer said the portion of the park that interests KFPD is along the Arlington, next to the library. It would be a good civic center concept with the church, school, library, community center and public safety building.

David Spath asked if KFPD has broached the subject of relocation to the park with the CSD Board. Dommer said he received an email from KPPCSD Director Chuck Toombs suggesting the park area along the Arlington which gave KFPD an initiative to look at that site. Spath questioned Dommer's reference to the "new board". Dommer said the KPPCSD Board that is elected in November is the one that will have to make decisions about this project. Spath said he does not think combining the community center and the public safety building is a good idea. Dommer said KFPD is trying not to impact the developed park.

Chief Maples said the District has given everything a cursory look of what could possibly work. The goal is to pull together the scheme of options and come forward with tentative drawings and cost estimates and seek feedback from the public.

David Spath asked if the District has thought about selling the public safety building intact? Dommer said the District hasn't talked about it yet.

Director Harmon noted that the building project is an opportunity to partner with KPPCSD.

**Education:** The pharmaceutical drop off will take place on 10/22 and the shredding event will take place on 10/29/16.

**Correspondence:** A thank you note to the firefighters was included in the packet.

**ADJOURNMENT:** The meeting was adjourned at 7:33 p.m.

MINUTES PREPARED BY: Brenda J. Navellier

These minutes were approved at the regular Board meeting of the Kensington Fire Protection District on November 9, 2016.

Attest:

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Larry Nagel, Board Secretary



# EL CERRITO-KENSINGTON FIRE DEPARTMENT

10900 San Pablo Avenue • El Cerrito • CA • 94530  
(510) 215-4450 • FAX (510) 232-4917

[www.el-cerrito.org](http://www.el-cerrito.org)



November 1, 2016

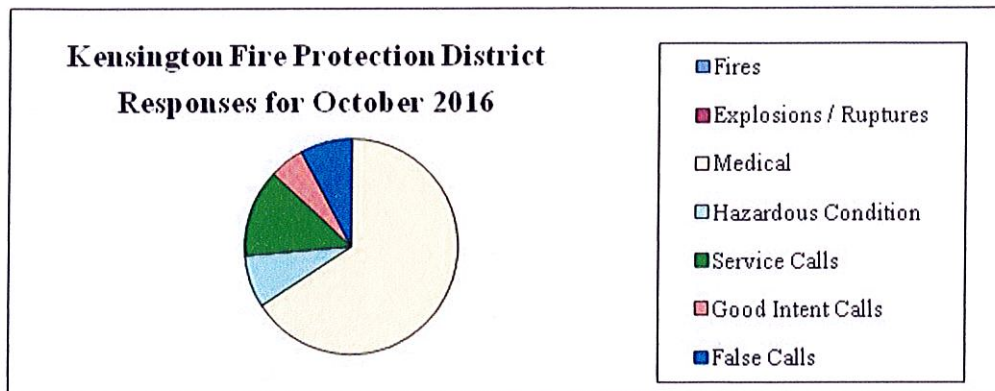
**TO:** Kensington Fire Protection District Board Members  
**FROM:** Michael Pigoni: Battalion Chief  
**RE:** Incident Activity Reports for the Month of October 2016

There were 38 incidents that occurred during the month of October 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. Kensington calls are shown in the charts at the bottom of this page. During this month E65 responded to a total of 78 calls in all districts.

During the month of October there was a significant increase in calls both within the community and outside. Primarily this was due to the recent storms and responding to downed trees, power lines and water problems. Also there was an increase in medical emergencies which includes vehicle accidents as well as illnesses that always rise with the onset of the cold and wet weather.

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>
<b>Fires</b>	<i>(Structure, Trash, Vehicles, Vegetation Fires)</i>	0	0.00%
<b>Explosions / Ruptures</b>	<i>(Over Pressure/Ruptures, Explosions, Bombs)</i>	0	0.00%
<b>Medical</b>	<i>(EMS, Vehicle Accidents, Extrication Rescue)</i>	25	65.79%
<b>Hazardous Condition</b>	<i>(Chemical Spills, Leaks, Down Power Lines)</i>	3	7.89%
<b>Service Calls</b>	<i>(Distress, Water/Smoke/Odor Problems, Public Assists)</i>	5	13.16%
<b>Good Intent Calls</b>	<i>(Cancelled En Route, Wrong Location)</i>	2	5.26%
<b>False Calls</b>	<i>(Wrong Company/Unit Dispatched)</i>	3	7.89%
<b>Totals</b>		<b>38</b>	<b>100.00%</b>



# Kensington Fire Protection District Response Log for October 2016

#	Incident Number	Date & Time	Address	City	Apparatus ID	Incident Type*
1	1602623	02-Oct-16 17:09:51	20 HIGHGATE RD	Kensington	E65	550
2	1602625	03-Oct-16 01:08:39	9 LENOX DR	Kensington	E65	321
3	1602631	03-Oct-16 16:55:11	10 WESTMINSTER AVE	Kensington	E65	321
4	1602633	03-Oct-16 17:50:40	CANON DR	Kensington	E65	321
5	1602635	03-Oct-16 19:32:05	141 SAINT ALBAN'S DR	Kensington	E65	553
6	1602638	04-Oct-16 07:17:19	215 COLUSA AVE	Kensington	E65	611M
7	1602649	06-Oct-16 08:31:06	50 LENOX DR	Kensington	E65	321
8	1602650	06-Oct-16 08:36:51	9 LENOX DR	Kensington	E65	321
9	1602652	06-Oct-16 13:03:21	176 ARLINGTON AVE	Kensington	E72	321
10	1602669	07-Oct-16 18:07:19	18 ARLINGTON CT	Kensington	E65	321
11	1602685	09-Oct-16 08:09:48	30 LENOX DR	Kensington	E65	321
12	1602703	12-Oct-16 05:25:28	40 ARLMONT DR	Kensington	E65	321
13	1602709	12-Oct-16 12:47:25	350 BERKELEY PARK BLVD	Kensington	E65	321
14	1602727	13-Oct-16 18:29:34	7 ARLINGTON LN	Kensington	E65	321
15	1602745	14-Oct-16 11:24:18	376 COLUSA AVE	Kensington	E65	321
16	1602746	14-Oct-16 12:54:32	20 KENILWORTH CT	Kensington	E65	445
17	1602747	14-Oct-16 13:21:05	418 COLUSA AVE	Kensington	E65	444
18	1602748	14-Oct-16 14:15:48	ARLINGTON AVE	Kensington	E65	743
19	1602762	15-Oct-16 18:23:41	1624 OAK VIEW AVE	Kensington	E65	500
20	1602771	16-Oct-16 09:09:37	30 LENOX DR	Kensington	E65	321
21	1602793	18-Oct-16 13:44:20	1648 OAK VIEW AVE	Kensington	E65	321
22	1602796	18-Oct-16 18:46:06	141 SAINT ALBANS DR	Kensington	E71	321
23	1602824	20-Oct-16 08:03:54	26 LENOX DR	Kensington	E65	321
24	1602830	20-Oct-16 15:55:01	14 KERR AVE	Kensington	E65	740
25	1602849	22-Oct-16 03:30:00	62 STRATFORD DR	Kensington	E72	321
26	1602856	22-Oct-16 15:52:49	503 BELOIT AVE	Kensington	E65	321
27	1602858	22-Oct-16 17:57:20	ARLINGTON AVE	Kensington	E72	321
28	1602861	22-Oct-16 23:21:41	201 AMHERST AVE	Kensington	E71	600
29	1602882	25-Oct-16 04:04:19	42 AVON DR	Kensington	E65	321
30	1602886	25-Oct-16 11:45:00	14 KERR AVE	Kensington	E65	321

31	1602889	25-Oct-16 19:03:44	145 LAWSON DR	Kensington	E65	321
32	1602901	27-Oct-16 10:04:35	14 KERR AVE	Kensington	E65	321
33	1602908	27-Oct-16 16:15:32	14 KERR AVE	Kensington	E65	321
34	1602931	29-Oct-16 11:45:08	500 COVENTRY DR	Kensington	E65	700
35	1602935	29-Oct-16 18:30:37	21 HIGHLAND BLVD	Kensington	E65	321
36	1602940	30-Oct-16 10:36:58	95 EDGECROFT DR	Kensington	E65	520
37	1602941	30-Oct-16 10:57:56	152 YORK AVE	Kensington	E65	520
38	1602943	30-Oct-16 13:50:07	91 FRANCISCAN WAY	Kensington	E65	444

\* 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 October 2016

#	Incident Number	Date & Time	Address	City	Apparatus ID	Incident Type*
1	1602618	02-Oct-16 12:28:35	6120 PANAMA AVE	Richmond	E65	321
2	1602619	02-Oct-16 12:54:50	6510 GLADYS AVE	El Cerrito	E65	321
3	1602621	02-Oct-16 13:31:08	10203 SAN PABLO AVE	El Cerrito	E65	743
4	1602623	02-Oct-16 17:08:07	20 HIGHGATE RD	Kensington	E65	550
5	1602624	02-Oct-16 23:58:44	1516 EVERETT ST	El Cerrito	E65	651
6	1602625	03-Oct-16 01:04:55	9 LENOX DR	Kensington	E65	321
7	1602631	03-Oct-16 16:51:47	10 WESTMINSTER AVE	Kensington	E65	321
8	1602633	03-Oct-16 17:50:06	CANON DR	Kensington	E65	321
9	1602634	03-Oct-16 19:19:24	1107 SHEVLIN DR	El Cerrito	E65	744
10	1602635	03-Oct-16 19:30:41	141 SAINT ALBAN'S DR	Kensington	E65	553
11	1602636	03-Oct-16 19:49:57	8215 TERRACE DR	El Cerrito	E65	443
12	1602637	03-Oct-16 20:48:13	7555 LEVISTON AVE	El Cerrito	E65	651
13	1602638	04-Oct-16 07:15:25	215 COLUSA AVE	Kensington	E65	611M
14	1602639	04-Oct-16 08:16:51	TILDEN PARK	Tilden Park	E65	611U
15	1602643	05-Oct-16 06:00:48	881 BATES AVE	El Cerrito	E65	321
16	1602649	06-Oct-16 08:27:44	50 LENOX DR	Kensington	E65	321
17	1602651	06-Oct-16 11:35:40	6495 PORTOLA DR	El Cerrito	E65	111
18	1602652	06-Oct-16 13:00:53	176 ARLINGTON AVE	Kensington	E65	321
19	1602656	06-Oct-16 17:02:34	TILDEN PARK/ Lake Anza PARK	Contra Costa C	E65	321
20	1602665	07-Oct-16 14:46:09	2000 EL CERRITO PLZ	El Cerrito	E65	730
21	1602666	07-Oct-16 15:58:36	STOCKTON AVE	El Cerrito	E65	444
22	1602669	07-Oct-16 18:04:45	18 ARLINGTON CT	Kensington	E65	321
23	1602672	07-Oct-16 23:32:29	8449 TERRACE DR	El Cerrito	E65	321
24	1602681	08-Oct-16 19:55:28	7800 EUREKA AVE	El Cerrito	E65	651
25	1602685	09-Oct-16 08:08:02	30 LENOX DR	Kensington	E65	321
26	1602701	11-Oct-16 12:59:47	10070 SAN PABLO AVE	El Cerrito	E65	651
27	1602703	12-Oct-16 05:24:23	40 ARLMONT DR	Kensington	E65	321
28	1602708	12-Oct-16 11:34:12	10690 SAN PABLO AVE	El Cerrito	E65	744
29	1602709	12-Oct-16 12:45:11	350 BERKELEY PARK BLVD	Kensington	E65	321
30	1602723	13-Oct-16 14:18:56	722 LIBERTY ST	El Cerrito	E65	321

31	1602727	13-Oct-16 18:27:23	7 ARLINGTON LN	Kensington	E65	321
32	1602731	14-Oct-16 04:39:09	SILVER AVE/ FRED JACKSON	Richmond	E65	611F
33	1602732	14-Oct-16 04:48:43	1627 MADELINE RD	San Pablo	E65	611F
34	1602733	14-Oct-16 05:01:57	23RD ST	San Pablo	E65	611U
35	1602738	14-Oct-16 05:00:58	24TH ST	San Pablo	E65	611H
36	1602739	14-Oct-16 05:29:34	25 th ST	Richmond	E65	440
37	1602745	14-Oct-16 11:20:30	376 COLUSA AVE	Kensington	E65	445
38	1602746	14-Oct-16 12:54:16	20 KENIL WORTH CT	Kensington	E65	444
39	1602747	14-Oct-16 13:18:21	418 COLUSA AVE	Kensington	E65	743
40	1602748	14-Oct-16 14:15:19	ARLINGTON AVE	Kensington	E65	500
41	1602757	15-Oct-16 05:06:21	7607 LYNN AVE	El Cerrito	E65	550
42	1602762	15-Oct-16 18:22:02	1624 OAK VIEW AVE	Kensington	E65	321
43	1602767	16-Oct-16 02:05:04	485 ARLINGTON AVE	Berkeley	E65	611
44	1602769	16-Oct-16 07:34:49	650 SEAVIEW DR	El Cerrito	E65	321
45	1602771	16-Oct-16 09:07:50	30 LENOX DR	Kensington	E65	321
46	1602777	16-Oct-16 14:57:05	8311 TERRACE DR	El Cerrito	E65	553
47	1602783	17-Oct-16 10:19:31	225 CARMEL AVE	El Cerrito	E65	321
48	1602789	18-Oct-16 06:08:11	7200 MANILA AVE	El Cerrito	E65	442
49	1602794	18-Oct-16 16:42:29	SAN PABLO AVE	El Cerrito	E65	522
50	1602796	18-Oct-16 18:44:27	141 SAINT ALBANS DR	Kensington	E65	321
51	1602799	19-Oct-16 04:29:24	821 SEAVIEW DR	El Cerrito	E65	321
52	1602802	19-Oct-16 10:53:48	2359 ALVA AVE	El Cerrito	E65	611F
53	1602803	19-Oct-16 11:22:10	931 SEAVIEW DR	El Cerrito	E65	744
54	1602804	19-Oct-16 11:58:30	600 CANYON DR TILDON PARK	Berkeley	E65	321
55	1602824	20-Oct-16 08:02:39	26 LENOX DR	Kensington	E65	740
56	1602831	20-Oct-16 17:27:27	WALDO AVE	El Cerrito	E65	651
57	1602838	21-Oct-16 10:49:18	7230 FAIRMOUNT AVE	El Cerrito	E65	611X
58	1602849	22-Oct-16 03:27:41	62 STRATFORD DR	Kensington	E65	321
59	1602857	22-Oct-16 17:28:58	Lake Anza Road	Orinda	E65	300
60	1602861	22-Oct-16 23:18:31	201 AMHERST AVE	Kensington	E65	321
61	1602871	24-Oct-16 10:24:17	542 EVERETT ST	El Cerrito	E65	321
62	1602880	24-Oct-16 23:01:33	8311 TERRACE DR	El Cerrito	E65	553
63	1602882	25-Oct-16 04:02:00	42 AVON DR	Kensington	E65	321
64	1602886	25-Oct-16 11:42:40	14 KERR AVE	Kensington	E65	321
65	1602889	25-Oct-16 19:02:19	145 LAWSON DR	Kensington	E65	321

66	1602901	27-Oct-16 10:01:24	14 KERR AVE	Kensington	E65	321
67	1602908	27-Oct-16 16:12:12	14 KERR AVE	Kensington	E65	321
68	1602920	28-Oct-16 11:48:08	139 BEHRENS ST	El Cerrito	E65	311
69	1602927	28-Oct-16 21:09:04	7720 EUREKA AVE	El Cerrito	E65	553
70	1602931	29-Oct-16 11:43:47	500 COVENTRY DR	Kensington	E65	700
71	1602933	29-Oct-16 15:46:17	7007 MOESER LN	El Cerrito	E65	611X
72	1602935	29-Oct-16 18:28:04	21 HIGHLAND BLVD	Kensington	E65	321
73	1602940	30-Oct-16 10:35:15	95 EDGECROFT DR	Kensington	E65	520
74	1602941	30-Oct-16 10:55:27	152 YORK AVE	Kensington	E65	520
75	1602943	30-Oct-16 13:48:24	91 FRANCISCAN WAY	Kensington	E65	444
76	1602946	30-Oct-16 17:09:26	966 SEAVIEW DR	El Cerrito	E65	381
77	1602952	31-Oct-16 12:54:10	6133 TEHAMA AVE	Richmond	E65	745
78	1602955	31-Oct-16 17:26:10	8311 TERRACE DR	El Cerrito	E65	321

\* See Attached Table for Incident Type Explanations

**Type Series**

- 100
- 200
- 300
- 400
- 500
- 600
- 700

**Description**

- (Structure, Trash, Vehicle, Vegetation Fire)
- (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)

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										PYCY:
TRANSMITTAL - APPROVAL										BATCH #:
Invoices										DATE:
										LOCATION #:
										FILENAME:
VEND	VENDOR NAME	INVOICE DATE	DESCRIPTION	FUND FORG	SUB ACCT	CLASS OP	ACTIVITY WORKAUTES	ENGINE (RO)	PG	PAYMENT AMOUNT
00982	Delta Dental	11/1/2016	BE001890210 Nov dental	7840	1061					1,189.07
01169	CalPERS	10/15/16	7072901257 Dec medical	7840	1061					2,722.70
01406	KFPD Revolving Fund	11/04/16	Reimburse revolving fund	7840	2490					14,701.76
01634	Vision Service Plan	10/20/16	001027770001 Nov vision	7840	1061					346.72
02120	City of El Cerrito	11/01/16	Nov fire protection	7840	2328					208,317.09
50131	Meayers Nave	10/10/16	2016090129 legal counsel	7840	2490					5,342.22
50179	Mail Stream	10/17/16	520888 fall newsletter	7840	2490					1,374.42
50180	Mack5	10/31/16	3373 Oct proj mgmt/vest	7840	2490					8,160.00
50201	RossDrullisCusenbery	10/31/2016	2016029-4 arch fees	7840	2490					5,997.70
	Cascade Fire Equipment	11/2/2016	79000 CER shed equip	7840	2490					1,004.93
<b>TOTAL</b>										<b>249,156.61</b>

Kensington FPD Approval

Date: \_\_\_\_\_

*Frank A. [Signature]* Date: 11/7/16

11/4/16

**Attachment to Transmittal 1116**

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
10/5/2016	PG&E - electric	1,141.38
10/5/2016	PG&E - gas	125.46
9/6/2016	Terminix - pest control	118.00
10/5/2016	Office Depot - office supplies	65.69
10/11/2016	Mighetto Electric - repairs	164.00
10/9/2016	Sprint - telephone	65.88
9/28/2016	eBMUD - water/wastewater	462.44
9/6/2016	Terminix - pest control	118.00
10/17/2016	Payroll processing	60.09
10/17/2016	Payroll - 10/1-10/15/16	2,706.08
10/17/2016	Withholding payroll taxes 9/1-9/15/16	1,323.25
10/14/2016	Pagepoint - website updates	45.00
10/5/2016	AT&T - telephone	370.24
11/1/2016	Stericycle - medical waste	261.99
10/13/2016	Mechanics - Tri-City, newsletter postage, copies, etc.	1,081.59
10/25/2016	KIC - signboard	5.00
10/25/2016	Russell - September accounting	617.50
11/2/2016	Payroll processing	60.09
11/2/2016	Payroll - 10/15-10/31/16	2,649.88
11/2/2016	Withholding payroll taxes 10/15-10/31/16	1,274.49
10/27/2016	Pagepoint - website updates	22.50
11/1/2016	All-Ways Green Service - janitorial	105.00
10/26/2016	Canepa - landscape maint.	120.00
10/31/2016	Kel-Aire - mechanical maint.	343.97
10/22/2016	Comcast - internet	141.12
11/1/2016	Reimburse B/C Carr - CERT sheds	158.40
11/5/2016	ICMA/RC - deferred comp	1,094.72
	<b>Total</b>	<b>14,701.76</b>

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

**Kensington Fire Protection District**  
**Balance Sheet**  
As of October 12, 2016

	Oct 12, 16
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Petty Cash	200.00
KFPD Revolving Acct - Gen Fund	6,928.47
General Fund	273,409.07
Special Tax Fund	12,768.94
Capital Fund	6,960.77
<b>Total Checking/Savings</b>	<b>300,267.25</b>
Accounts Receivable	
Due from County for Reimb.	14,772.60
Accounts Receivable	1,468.88
Interest Receivable	776.91
Advance on Taxes	3,473,885.77
Advance on Supplemental Taxes	60,850.02
<b>Total Accounts Receivable</b>	<b>3,551,754.18</b>
<b>Other Current Assets</b>	
Prepaid Services - EC	1,914,651.81
Prepaid Exp.	8,255.22
Prepaid CERBT - Retiree Trust	982,364.95
Investments	
Capital Replacement Funds	1,210,765.00
Fire Protect. Contract Reserves	2,369,530.00
Investments - Other	553,526.63
<b>Total Investments</b>	<b>4,133,821.63</b>
<b>Total Other Current Assets</b>	<b>7,039,093.61</b>
<b>Total Current Assets</b>	<b>10,891,115.04</b>
<b>Fixed Assets</b>	
Land	5,800.00
Equipment	1,719,998.35
Accumulated Depreciation-Equip	-855,614.15
Building and Improvements	2,391,581.26
Accumulated Depreciation - Bldg	-858,754.00
<b>Total Fixed Assets</b>	<b>2,403,011.46</b>
<b>TOTAL ASSETS</b>	<b>13,294,126.50</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Due to Revolving Acct - Gen Fnd	14,772.60
Due to Other - Issued by CCC	55,167.74
<b>Total Accounts Payable</b>	<b>69,940.34</b>
<b>Other Current Liabilities</b>	
El Cerrito Service Contract Pay	1,914,651.74
Wages & PR Taxes Payable	2,497.08
Deferred Comp Payable	-31.66
<b>Total Other Current Liabilities</b>	<b>1,917,117.16</b>
<b>Total Current Liabilities</b>	<b>1,987,057.50</b>
<b>Total Liabilities</b>	<b>1,987,057.50</b>
<b>Equity</b>	
Fund Equity - General	3,325,448.26
Fund Equity - Capital Projects	548,373.00
Fund Equity - Special Revenue	17,789.00

**Kensington Fire Protection District**  
**Balance Sheet**  
As of October 12, 2016

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	Oct 12, 16
Fund Equity - Gen Fixed Asset	1,321,009.00
Fund Equity	3,271,383.99
Net Income	2,823,065.75
Total Equity	11,307,069.00
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>13,294,126.50</b>

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

July 1 through October 12, 2016

	Jul 1 - Oct 12, 16	Jul 1 - Oct 12, 15	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Property Taxes	3,394,805.14	3,187,941.20	206,863.94	6.5%
Special Taxes	200,287.30	200,345.40	-58.10	0.0%
Lease Agreement	1.00	0.00	1.00	100.0%
Interest Income	2,473.95	0.00	2,473.95	100.0%
Salary Reimbursement Agreement	13,266.00	12,586.05	679.95	5.4%
Miscellaneous Income	1,388.24	1,062.31	325.93	30.7%
<b>Total Income</b>	<b>3,612,221.64</b>	<b>3,401,934.96</b>	<b>210,286.68</b>	<b>6.2%</b>
<b>Expense</b>				
<b>OUTSIDE PROFESSIONAL SERVICES</b>				
LAFCO Fees	2,123.97	1,801.11	322.86	17.9%
Contra Costa County Expenses	96.83	8.51	88.32	1,037.8%
El Cerrito Contract Fee	638,217.26	592,362.54	45,854.72	7.7%
Fire Abatement Contract	265.00	500.00	-235.00	-47.0%
Risk Management Insurance	12,106.00	11,491.00	615.00	5.4%
<b>Professional Fees</b>				
Accounting	682.50	633.75	48.75	7.7%
Audit	0.00	8,000.00	-8,000.00	-100.0%
Legal Fees	7,702.56	575.10	7,127.46	1,239.3%
<b>Total Professional Fees</b>	<b>8,385.06</b>	<b>9,208.85</b>	<b>-823.79</b>	<b>-9.0%</b>
Wildland Vegetation Mgmt	0.00	630.00	-630.00	-100.0%
<b>Total OUTSIDE PROFESSIONAL SERVI..</b>	<b>661,194.12</b>	<b>616,022.01</b>	<b>45,172.11</b>	<b>7.3%</b>
<b>RETIREE MEDICAL BENEFITS</b>				
PERS Medical	9,003.80	7,203.08	1,800.72	25.0%
Delta Dental	851.64	851.64	0.00	0.0%
Vision Care	231.64	231.64	0.00	0.0%
<b>Total RETIREE MEDICAL BENEFITS</b>	<b>10,087.08</b>	<b>8,286.36</b>	<b>1,800.72</b>	<b>21.7%</b>
<b>COMMUNITY SERVICE ACTIVITIES</b>				
Public Education	1,349.22	3,123.10	-1,773.88	-56.8%
Comm. Pharmaceutical Drop-Off	503.96	0.00	503.96	100.0%
CERT Emerg Kits/Sheds/Prepared	6,125.66	0.00	6,125.66	100.0%
Open Houses	254.91	0.00	254.91	100.0%
<b>Total COMMUNITY SERVICE ACTIVITIES</b>	<b>8,233.75</b>	<b>3,123.10</b>	<b>5,110.65</b>	<b>163.6%</b>
<b>DISTRICT ACTIVITIES</b>				
Firefighters' Expenses	164.53	0.00	164.53	100.0%
Professional Development	1,155.76	2,155.72	-999.96	-46.4%
<b>Building Maintenance</b>				
Needs Assess/Feasibility Study	65,473.25	0.00	65,473.25	100.0%
Janitorial Service	420.00	420.00	0.00	0.0%
Medical Waste Disposal	785.97	717.72	68.25	9.5%
Building alarm	0.00	180.00	-180.00	-100.0%
Gardening service	240.00	240.00	0.00	0.0%
Miscellaneous Maint.	4,550.11	3,487.56	1,062.55	30.5%
<b>Total Building Maintenance</b>	<b>71,469.33</b>	<b>5,045.28</b>	<b>66,424.05</b>	<b>1,316.6%</b>
<b>Building Utilities/Service</b>				
Garbage	0.00	346.40	-346.40	-100.0%
Gas and Electric	3,901.29	1,623.29	2,278.00	140.3%
Water/Sewer	1,342.04	1,200.43	141.61	11.8%
<b>Total Building Utilities/Service</b>	<b>5,243.33</b>	<b>3,170.12</b>	<b>2,073.21</b>	<b>65.4%</b>
Memberships	650.00	650.00	0.00	0.0%
<b>Office</b>				
Office Expense	179.29	323.07	-143.78	-44.5%
Office Supplies	166.85	113.44	53.41	47.1%
Telephone	2,004.02	2,137.87	-133.85	-6.3%
<b>Total Office</b>	<b>2,350.16</b>	<b>2,574.38</b>	<b>-224.22</b>	<b>-8.7%</b>
<b>Total DISTRICT ACTIVITIES</b>	<b>81,033.11</b>	<b>13,595.50</b>	<b>67,437.61</b>	<b>496.0%</b>
<b>Staff</b>				
Wages	20,778.30	19,528.32	1,249.98	6.4%
Longevity Pay	1,000.00	1,000.00	0.00	0.0%
Overtime Wages	179.80	168.99	10.81	6.4%
Medical/dental ins compensation	1,950.00	1,950.00	0.00	0.0%
Retirement Contribution	1,579.14	1,484.16	94.98	6.4%
Payroll Taxes	1,828.98	1,732.53	96.45	5.6%
Workers Compensation/Life Ins	931.07	840.79	90.28	10.7%
Payroll Processing	360.54	343.38	17.16	5.0%
<b>Total Staff</b>	<b>28,607.83</b>	<b>27,048.17</b>	<b>1,559.66</b>	<b>5.8%</b>
<b>Total Expense</b>	<b>789,155.89</b>	<b>668,075.14</b>	<b>121,080.75</b>	<b>18.1%</b>
<b>Net Ordinary Income</b>	<b>2,823,065.75</b>	<b>2,733,859.82</b>	<b>89,205.93</b>	<b>3.3%</b>
<b>Other Income/Expense</b>				
Other Income				



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

July 1 through October 12, 2016

	Jul 1 - Oct 12, 16	Jul 1 - Oct 12, 15	\$ Change	% Change
Transfers In - General	351,562.13	1,630.81	349,931.32	21,457.5%
Total Other Income	351,562.13	1,630.81	349,931.32	21,457.5%
Other Expense				
Transfers Out - Capital	351,562.13	1,630.81	349,931.32	21,457.5%
<Gain>/Loss on Asset Disposal	0.00	630.87	-630.87	-100.0%
Total Other Expense	351,562.13	2,261.68	349,300.45	15,444.3%
Net Other Income	0.00	-630.87	630.87	100.0%
<b>Net Income</b>	<b>2,823,065.75</b>	<b>2,733,228.95</b>	<b>89,836.80</b>	<b>3.3%</b>

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

July through September 2016

	Jul - Sep 16	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Property Taxes	3,394,087.58	3,520,295.00	-126,207.42	96.4%
Special Taxes	0.00	0.00	0.00	0.0%
Lease Agreement	1.00	1.00	0.00	100.0%
Interest Income	911.46	0.00	911.46	100.0%
Salary Reimbursement Agreement	13,266.00	13,650.00	-384.00	97.2%
Miscellaneous Income	0.00	0.00	0.00	0.0%
<b>Total Income</b>	<b>3,408,266.04</b>	<b>3,533,946.00</b>	<b>-125,679.96</b>	<b>96.4%</b>
<b>Expense</b>				
<b>OUTSIDE PROFESSIONAL SERVICES</b>				
LAFCO Fees	2,123.97	1,850.00	273.97	114.8%
Contra Costa County Expenses	0.00	0.00	0.00	0.0%
El Cerrito Contract Fee	638,217.26	638,217.24	0.02	100.0%
Water System Improvements	0.00	0.00	0.00	0.0%
Fire Abatement Contract	265.00	4,000.00	-3,735.00	6.6%
Risk Management Insurance	12,106.00	12,110.00	-4.00	100.0%
<b>Professional Fees</b>				
Accounting	682.50	1,250.01	-567.51	54.6%
Actuarial Valuation	0.00	0.00	0.00	0.0%
Audit	0.00	0.00	0.00	0.0%
Legal Fees	7,702.56	7,500.00	202.56	102.7%
<b>Total Professional Fees</b>	<b>8,385.06</b>	<b>8,750.01</b>	<b>-364.95</b>	<b>95.8%</b>
Wildland Vegetation Mgmt	0.00	0.00	0.00	0.0%
<b>Total OUTSIDE PROFESSIONAL SERVI...</b>	<b>661,097.29</b>	<b>664,927.25</b>	<b>-3,829.96</b>	<b>99.4%</b>
<b>RETIREE MEDICAL BENEFITS</b>				
PERS Medical	9,003.80	9,212.53	-208.73	97.7%
Delta Dental	638.73	1,442.53	-803.80	44.3%
Vision Care	231.64	443.72	-212.08	52.2%
<b>Total RETIREE MEDICAL BENEFITS</b>	<b>9,874.17</b>	<b>11,098.78</b>	<b>-1,224.61</b>	<b>89.0%</b>
<b>COMMUNITY SERVICE ACTIVITIES</b>				
Public Education	1,270.47	3,250.03	-1,979.56	39.1%
Comm. Pharmaceutical Drop-Off	503.96	0.00	503.96	100.0%
Vial of Life Program	0.00	0.00	0.00	0.0%
CERT Emerg Kits/Sheds/Prepared	6,125.66	6,400.00	-274.34	95.7%
Open Houses	254.91	255.00	-0.09	100.0%
Community Shredder	0.00	0.00	0.00	0.0%
Firesafe Planting Grants	0.00	0.00	0.00	0.0%
Community Sandbags	0.00	0.00	0.00	0.0%
<b>Total COMMUNITY SERVICE ACTIVITIES</b>	<b>8,155.00</b>	<b>9,905.03</b>	<b>-1,750.03</b>	<b>82.3%</b>
<b>DISTRICT ACTIVITIES</b>				
Firefighter's Apparel & PPE	0.00	0.00	0.00	0.0%
Firefighters' Expenses	164.53	2,499.99	-2,335.46	6.6%
Professional Development	1,155.76	1,249.97	-94.21	92.5%
<b>Building Maintenance</b>				
Needs Assess/Feasibility Study	65,473.25	34,500.00	30,973.25	189.8%
Storage Room Emergency Repair	0.00	0.00	0.00	0.0%
Janitorial Service	315.00	375.00	-60.00	84.0%
Medical Waste Disposal	523.98	874.97	-350.99	59.9%
Building alarm	0.00	200.00	-200.00	0.0%
Gardening service	240.00	409.08	-169.08	58.7%
Miscellaneous Maint.	4,080.67	3,000.00	1,080.67	136.0%
<b>Total Building Maintenance</b>	<b>70,632.90</b>	<b>39,359.05</b>	<b>31,273.85</b>	<b>179.5%</b>
<b>Building Utilities/Service</b>				
Garbage	0.00	0.00	0.00	0.0%
Gas and Electric	2,634.45	1,875.00	759.45	140.5%
Water/Sewer	188.14	100.00	88.14	188.1%
<b>Total Building Utilities/Service</b>	<b>2,822.59</b>	<b>1,975.00</b>	<b>847.59</b>	<b>142.9%</b>
Election	0.00	0.00	0.00	0.0%
Memberships	650.00	650.00	0.00	100.0%
<b>Office</b>				
Office Expense	179.29	875.01	-695.72	20.5%
Office Supplies	101.16	624.99	-523.83	16.2%
Telephone	1,797.02	2,000.01	-202.99	89.9%
<b>Total Office</b>	<b>2,077.47</b>	<b>3,500.01</b>	<b>-1,422.54</b>	<b>59.4%</b>
<b>Total DISTRICT ACTIVITIES</b>	<b>77,503.25</b>	<b>49,234.02</b>	<b>28,269.23</b>	<b>157.4%</b>
<b>Staff</b>				
Wages	20,778.30	20,778.24	0.06	100.0%
Longevity Pay	1,000.00	1,000.00	0.00	100.0%
Overtime Wages	179.80	337.50	-157.70	53.3%
Medical/dental Ins compensation	1,950.00	2,047.60	-97.50	95.2%
Retirement Contribution	1,579.14	1,579.14	0.00	100.0%
Payroll Taxes	1,828.98	1,650.00	178.98	110.8%
Workers Compensation/Life Ins	931.07	1,000.00	-68.93	93.1%

**Kensington Fire Protection District**  
**Revenue & Expense Budget vs. Actual**  
 July through September 2016

	Jul - Sep 16	Budget	\$ Over Budget	% of Budget
Payroll Processing	300.45	327.00	-26.55	91.9%
<b>Total Staff</b>	<b>28,547.74</b>	<b>28,719.38</b>	<b>-171.64</b>	<b>99.4%</b>
Contingency General	0.00	0.00	0.00	0.0%
<b>Total Contingency</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>785,177.45</b>	<b>763,884.46</b>	<b>21,292.99</b>	<b>102.8%</b>
<b>Net Ordinary Income</b>	<b>2,623,088.59</b>	<b>2,770,061.54</b>	<b>-146,972.95</b>	<b>94.7%</b>
<b>Other Income/Expense</b>				
Other Income				
Transfers In - General	351,562.13	0.00	351,562.13	100.0%
<b>Total Other Income</b>	<b>351,562.13</b>	<b>0.00</b>	<b>351,562.13</b>	<b>100.0%</b>
Other Expense				
Transfers Out - Capital	351,562.13	1,630.81	349,931.32	21,557.5%
<Gain>/Loss on Asset Disposal	0.00	630.87	-630.87	0.0%
<b>Total Other Expense</b>	<b>351,562.13</b>	<b>2,261.68</b>	<b>349,300.45</b>	<b>15,544.3%</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>-2,261.68</b>	<b>2,261.68</b>	<b>0.0%</b>
<b>Net Income</b>	<b>2,623,088.59</b>	<b>2,767,799.86</b>	<b>-144,711.27</b>	<b>94.8%</b>

# **CHIEF'S REPORT**

**KENSINGTON FIRE PROTECTION DISTRICT  
MEMORANDUM**

November 1, 2016

TO: President and Board Members, Kensington Fire Protection District

FROM: Lance J. Maples, Fire Chief

SUBJECT: **Fire Chief's Report**

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**Chief Bonds Retirement**

I am both happy and sad to report that Battalion Chief Michael Bond will be retiring on December 30, 2016. Michael started his career with the department on December 3, 1990. From the moment Michael stepped in the fire house it was clear he had the drive and energy to do whatever he chose to do in the Fire Service. Michael has always made a point to give a very high level of customer service to all he encounters. Please take a moment to say good bye to Chief Bond, if you are lucky enough to see him over his next 18 shifts. Michael, thank you for all you have done here at the El Cerrito/Kensington Fire Department.

**Local Firefighters Respond to Wildfires Across the State**

This past summer has been a busy fire season with multiple large fires in the State impacting thousands of Californians. Between June and August, the El Cerrito/Kensington Fire Department responded to eight different incidents through the State's mutual aid process.

California communities have historically relied upon mutual aid resources in combating large fires and other emergency situations such as floods, earthquakes, and major hazardous material spills. The California Fire and Rescue Mutual Aid System provides a statewide structure for quick mobilization of needed resources to combat an emergency situation that has exceeded the capabilities of the affected community. When a mutual aid request is sent out, the Fire Department reviews its current capacity to continue to fulfill its responsibilities to the El Cerrito/Kensington community and if personnel and equipment are available, will send resources to the needed community. Under mutual aid, the City is reimbursed for the expenses incurred by responding to the request, including firefighter's salaries, fuel used to travel to/from the incident and the cost to repair any damage sustained by the equipment.

For example, over 5,000 firefighters from multiple agencies assisted with the devastating Soberanes Fire in Monterey County that started in July. When the mutual aid request was sent out, a four-person crew joined a five-engine "strike team" from the Bay Area that responded and worked on the fire for 12 days to help protect numerous homes. In addition to structure protection, personnel were tasked with installing over 10,000' of hose lines in an effort to strengthen the containment lines. The terrain in this area was extremely steep and presented challenging problems in being able to negotiate the hills safely.

Additionally, two other personnel were deployed to assist with the Soberanes Fire: Battalion Chief Michael Pighoni joined another Bay Area strike team and Captain Kevin Janes also responded as a communication manager to work with the Federal 4 Incident Management Team. A total of 11 personnel from the department rotated to this incident and all personnel and equipment returned home safely.

In addition to being good neighbors and helping another community when they are in need, responding to mutual aid also provides valuable training and experience for our local firefighters.

# **NEW BUSINESS**

## KENSINGTON FIRE PROTECTION DISTRICT RELEASE & WAIVER OF LIABILITY

**PLEASE READ THE FOLLOWING PARAGRAPH. AMONG OTHER THINGS, IT LIMITS YOUR RIGHT TO SUE SHOULD YOU BE INJURED WHILE PARTICIPATING IN THE COMMUNITY EMERGENCY SUPPLY PROGRAM.**

**WAIVER AND RELEASE:** The Kensington Fire Protection District ("District") and the undersigned participants ("Participants") are participating in the Community Emergency Supply Program (the "Program"). Emergency supply storage containers ("containers") will be placed on the property located at \_\_\_\_\_ ("Property"), owned by \_\_\_\_\_ ("Property Owner"). District and Participants understand that participation in the Program exposes Participants to the normal risks of injury or harm associated with carrying out response and recovery efforts in disasters and for training purposes, as described in the Community Emergency Supply Program Application 2016. District and Participants release the Property Owner, its officers, officials, employees, and agents ("the Released Parties") and waive all actions, claims and demands against Property Owner that District, Participants or Participants' heirs, executors, representatives, insurers, attorneys, administrators or assigns ("the Releasing Parties") may have or may hereafter have for any personal injury, bodily injury (including death) or property damage that District or Participants may directly or indirectly incur while administering or participating in the Program on the Property, including but not limited to that incurred as a result of the negligence of the Released Parties. District and Participants, on behalf of District, Participants, and the Releasing Parties, agree not to sue the Released Parties on the basis of these waived and released claims. District and Participants agree to indemnify, defend, and hold harmless the Released Parties from any and all claims, demands, actions, judgments, damages, liabilities, and costs of any kind, including attorneys' fees, (collectively "Liabilities") arising out of or in any manner related to District's administration of and Participants' participation in the Program on the Property, except to the extent that such Liabilities are caused by the sole negligence or willful misconduct of the Released Parties. District and Participants agree to comply with all stated and customary terms, rules, and verbal instructions as conditions for participation in the Program.

BY SIGNING BELOW I AGREE THAT I HAVE CAREFULLY READ THE FOREGOING WAIVER AND RELEASE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT **THIS IS A RELEASE OF LIABILITY** AND I SIGN IT FREELY AND VOLUNTARILY WITHOUT INDUCEMENT.

Printed Name of Participant	Signature of Participant	Emergency Phone Number

IN WITNESS WHEREOF, \_\_\_\_\_ CERT AREA/GROUP Participants, District, and Property Owner have executed this LOU as of the date written in the first paragraph of this Agreement.

By: \_\_\_\_\_  
Property Owner

By: \_\_\_\_\_  
Board President

By: \_\_\_\_\_  
Fire Chief