

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

Date of Meeting: October 19, 2011
Time of Meeting: 7:30 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 Office Administrator, 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).

7:30 p.m.

CALL TO ORDER

Directors: Helmut Blaschczyk, Joe de Ville, Nina Harmon, Janice Kosel, and Leslie Michael

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 August 10, 2011 (APPROVE)
- CC 4. **APPROVAL OF THE MINUTES.** Approval of the minutes of the regular meeting of September 14, 2011 (APPROVE)
- CC 5. **ACCEPTANCE OF INCIDENT ACTIVITY REPORT.** August 2011 (ACCEPT)
- CC 6. **ACCEPTANCE OF INCIDENT ACTIVITY REPORT.** September 2011 (ACCEPT)
- CC 7. **APPROVAL OF MONTHLY FINANCIAL REPORT.** August/September 2011 (APPROVE)
8. **PRESIDENT'S REPORT**

9. **FIRE CHIEF'S REPORT**

- a. Review of operations.
- b. Regional issues and developments.
- c. Draft logo

NEW BUSINESS

- 10. FY 11-12 Budget Revision to the El Cerrito Contract Fee line item to Correct Administrative Mistake (ACTION)
- 11. Agreement with East Bay Municipal Utility District—Installed Main Replacement, Arlington Ave & Westminster Ave at an estimated cost of \$700,000 (ACTION)

12. **BOARD REPORTS**

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

- a. Finance Committee (Kosel/Blaschczyk): October Transmittal #4
- b. Public Safety Building (de Ville):
- c. Education (Kosel):
- d. Contra Costa County/California Special Districts Assoc. (Ramsey): Report on Contra Costa County CSDA meeting 10/17/11; Report on CSDA Annual Conference
- e. Diablo Fire Safe Council/Interface (Staff): Annual Recognition 11/6/11

ADJOURNMENT. The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on Wednesday, November 9, 2011, at 7:30 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 11/9/11 is Wednesday, 10/26/11 by 1:00 p.m. The deadline for agenda-related materials to be included in the Board packet is Wednesday, 11/2/11 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 AUGUST 10, 2011 MEETING OF THE BOARD OF DIRECTORS
OF THE KENSINGTON FIRE PROTECTION DISTRICT**

PRESENT: **Directors:** Helmut Blaschczyk, Joe de Ville, Nina Harmon, Janice Kosel, Leslie Michael
 Staff: Chief Lance Maples, Manager Brenda Navellier

CALL TO ORDER:

President Kosel called the meeting to order at 7:30 p.m. and noted that all Directors were present.

APPROVAL OF CONSENT ITEMS:

President Kosel called for approval of the consent calendar (items 3, 4, 5, 6 & 7) consisting of approval of the May 11, 2011 minutes, approval of the June 8, 2011 minutes, acceptance of the June 2011 incident activity report, approval of monthly A/P voucher #2, and approval of the May/June 2011 monthly financial report. Director Michael made a motion to accept consent calendar items 3, 4, 5, 6 and 7 as presented. The motion was seconded and passed unanimously.

ORAL COMMUNICATIONS:

Director Harmon conveyed Arlington Community Church's appreciation for the fire department's participation in National Night Out.

Navellier reported that she would be on vacation the following week.

Gallegos asked about the impact on response times to El Cerrito-Kensington with the closure of stations in Pinole, East County, central County and possibly Rodeo-Hercules. Maples explained that there is no impact to El Cerrito, Kensington and Richmond at this time and discussed the circumstances in each location noted above.

Kosel asked about Richmond billing other communities for responses outside of their city. Maples explained that Richmond is the only agency that bills and explained the specific reasons why and that is only to the City of San Pablo. Maples doesn't believe billing will become a trend among other agencies at this point.

PUBLIC HEARING:

Fire Hazard Abatement: President Kosel asked if any property owners present objected to their properties being on the abatement list. Kosel noted that the Board packet had a listing of one property but B/C Bond had provided an updated abatement list with two properties in Kensington. There were no comments from the public.

Kosel opened the public hearing and called for the staff report. B/C Bond requested that the Board declare the two properties on the abatement list (exhibit A) a nuisance. Both properties were served proper notice including notice regarding tonight's meeting. Copies of the mailings to the two properties were included in the packet. There were no comments from the public and Kosel closed the public hearing.

Resolution 11-08 that was included in the packet was reviewed by Kosel. Director Blaschczyk made a motion to enact Resolution 11-08. Director Michael noted a typo in the letter that is to be sent to the two homeowners tomorrow informing them of the Board's action tonight. B/C Bond will correct the letter prior to mailing. Michael also noted a typo in the vegetation management standards. The motion was seconded and passed unanimously.

B/C Bond credited Fire Prevention Officer Pace for her efforts.

PRESIDENT'S REPORT:

President Kosel announced that KFPD will be holding a staff appreciation picnic on Sunday, September 25th at Arlington Park Clubhouse at which all Directors and staff are invited to attend.

Tri-City Safety Day will take place on Saturday, September 17th at the El Cerrito Plaza.

Kosel handed out 9/11 memorial pins to the Directors. KFPD, ECFD and ECPD ordered the pins jointly for staff so the cost could be split appropriately.

Kosel announced that she cast KFPD's CSDA vote for incumbent Stanley Caldwell last month during the Board's recess.

FIRE CHIEF'S REPORT:

Chief Maples reported that there was a fatal structure fire on June 29th in El Cerrito. An elderly woman perished and the home was a total loss. The cause of the fire was a makeshift candle altar. The fire did not spread and there were no fire department injuries.

The County Chiefs met with County EMS Director Pat Frost concerning the financial dire straights of Doctors San Pablo. Many options for a solution are being looked at. Closure would affect the east bay and other hospital facilities.

Maples reported that the FD employees redesigned the fire department logo. It took an employee committee two years to design and have the entire department agree to it. Maples asked if the Board is interested in mirroring the new design but change it to Kensington. Kosel asked that Maples bring back a rough draft of a logo for the Board to view. Ramsey liked the idea of a traditional logo similar to the new El Cerrito logo.

NEW BUSINESS:

Third Amendment to Building Renovation Agreement between KFPD and Barton Architect: Kosel noted that she is reluctant to present this item to the Board but since the project is already under construction, she feels there is very little choice but to re-engage the project architect. Kosel feels the project fees for the architect are already excessive. Director de Ville added that it would be very expensive to hire a new architect to finish the project at this point. There is very little work left for the architect to do and the project manager will help to supervise him. The Board and Chief Maples discussed the architect's fees and the prolonged project further. Director Michael made a motion to authorize the execution of the third amendment with John Barton Architect. The motion was seconded and passed unanimously.

Grand Jury Report No. 1105 "Ethics and Transparency Issues in Contra Costa County" Requested Response: The Grand Jury has been investigating several local agencies regarding ethics and transparency issues and has now asked all public agencies to report on the adequacy of ethics, nepotism and conflict of interest policies for their agency. Manager Navellier drafted a response that was included in the packet. Director Blaschczyk made a motion to authorize Navellier to dispatch the proposed response to the Grand Jury foreperson. The motion was seconded and passed unanimously.

BOARD REPORTS:

Finance Committee: The Committee met on July 26, 2011 to review the final budget and district investments. An updated actuarial report is currently underway to determine the status of the district's OPEB liability and prefunding

Public Safety Building: The project is currently ahead of the original schedule and still on budget. The contractor has found some dry rot around one window, and a failed drainage pipe that terminated at the planter box has also been found. The solution for the drainage pipe is requiring additional excavation, drainage line to the curb and a sump pump, and the street tree will now have to be removed.

Education: The engine will be in the Solano Stroll parade on 9/11/11.

Diablo Fire Safe Council: Residents of Leneve in El Cerrito received a DFSC grant for vegetation management. That makes a total of six grants along the interface. EBRPD has been working on a plan to thin the eucalyptus in Wildcat Canyon.

Correspondence: Two thank you notes were included in the packet.

ADJOURNMENT: The meeting was adjourned at 8:35 p.m.

MINUTES PREPARED BY: Brenda J. Navellier

These minutes were approved at the regular Board meeting of the Kensington Fire Protection District on October 19, 2011.

Attest:

Leslie Michael, Board Secretary

B/C's Gibson and Bond responded to the railcar incident in the City of Lincoln on August 23rd through the East Bay Incident Management Team. Then, on August 26th the Incident Management Team responded to Hurricane Irene at New York City where there ended up being minimal damage, and then relocated to Essex County until September 10th. Essex County had shelters, flooding and dams that were threatened. Both incidents are fully reimbursable by the agencies that requested them and are excellent experience for the personnel.

~~Captain/Paramedic Janes reported to the fire complexes in Texas on September 6th as a communications expert on a federal incident management team and is running communications for three counties. He will be deployed for a minimum of 21 days.~~

Captains Hoyer-Nielsen, Grunseth, McCullagh and Engineer Alexander were deployed for four days to a fire in the area of Tehachapi. Cal Fire uses low offender convicts as "hand crews" to cut fire lines and talk of early release of incarcerated "lower" offenders will adversely impact Cal Fire. All four are now home safe.

NEW BUSINESS:

Resolution 11-09 Adopting the Final Combined Budget for Revenue, Operating Expenditures and Capital Improvement Expenditures for FY11-12: The Board had adopted the draft budget at their June 8, 2011 meeting. Kosel gave an overview of the revenue, the significant expenditures for water system improvements at \$600,000 and the building renovation at \$575,000. Total expenditures are \$3.8 million and total revenue is \$3.1 million. The District is invading reserves in order to accomplish the two major projects. The District has significant reserves so the overall financial position is still healthy.

The District is expecting a draft Actuarial Report soon that will probably reflect full funding in its OPEB account with PERS.

Director Michael made a motion to accept Resolution 11-09 with the correction of a typo in the title. The motion was seconded and passed unanimously.

Discussion/Board Direction regarding resident-proposed on-line searchable monthly Board Packets: Navellier reported on information she received about on-line Board packets from CSDA and associated costs from the District's technical support. Resident, Bryce Nesbitt, explained his reasons for the request. Chief Maples explained Navellier's time commitments within her position. President Kosel suggested that Board consider the request in about six months after the construction project is complete. The Board agreed by consensus.

Discussion/Board Director regarding resident-proposed letter to the County of Contra Costa regarding failed drainage pipe at Kenyon Avenue: President Kosel reported that Bryce Nesbitt had made the request and in the past, the Board has not had the practice of getting involved in matters outside of Fire District purview. Chief Maples reported on the department's practice of flowing hydrants, knowledge of the hillside and diverting water. Maples has made three phone calls to the Director of Public Works. Public Works is waiting for a legal opinion from County Counsel. Bryce Nesbitt reported that Public Works now has that opinion but has yet to share it publicly. Al Miller, Stege Sanitary, noted that Stege had sent a letter supporting the County repair the failed pipe and stating that they would charge for any emergency repair work that Stege might have to make to County drainage. Nesbitt explained that the KIC path committee does not have the \$22,000 to repair the issue even if they could get a permit. Shoshanna Wexler, neighbor to the broken pipe, explained the negative impact of the drainage issue to her home and other neighbors. Further discussion followed on the history of the problem. The Board agreed by consensus to have Chief Maples send a letter of their support depending on the legal report from County.

BOARD REPORTS:

Finance Committee: The FY10-11 audit field work has been completed.

Public Safety Building: A listing of the contract amount including change orders and credits was included in the packet. Navellier gave a verbal status report on the project.

Education: Maples, Navellier and de Ville will attend the CSDA conference next month.

ADJOURNMENT: The meeting was adjourned at 8:48 p.m.

MINUTES PREPARED BY: Brenda J. Navellier

These minutes were approved at the regular Board meeting of the Kensington Fire Protection District on October 19, 2011.

Attest:

Leslie Michael, Board Secretary



El Cerrito Fire Department Memorandum

October 5, 2011

TO: Kensington Fire Protection Board Members

FROM: John Dougery, Battalion Chief

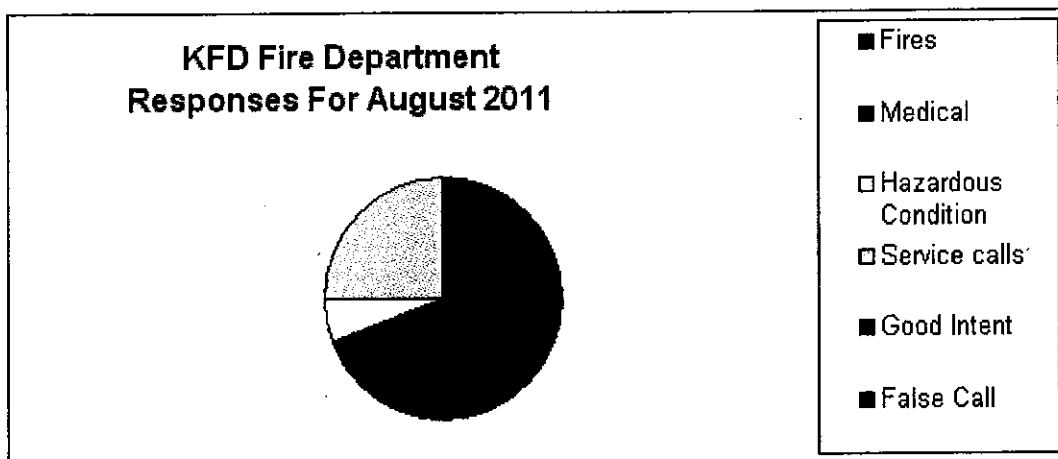
SUBJECT: Incident Activity Reports for the Month of August

16 incidents occurred during the month August in the community of Kensington. Please see the attached "Incident Log" for dates, times, and nature of all responses for the month of August (Kensington's responses will be underlined to assist in identifying them).

No incidents occurred during the month of August in the Community of Kensington resulting in fire loss.

The chart 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 each type.

<u>Call Type</u>		<u>Incident Count</u>	<u>Percentage</u>
Fires	<i>(Structure, Trash, Vehicle, Vegetation Fire)</i>	0	0.00
Medical	<i>(EMS, Vehicle Accidents, Extrication, Rescue)</i>	11	68.75
Hazardous Condition	<i>(Chemical Spills, Leaks, Down power Lines)</i>	1	6.25
Service calls	<i>(Distress, Water/ Smoke/Odor Problems)</i>	4	25.00
Good Intent	<i>(Cancelled En Route, Wrong Location)</i>	0	0.00
False Call	<i>(Wrong Company/Unit Dispatched)</i>	0	0.00
TOTALS		16	100.00



Incident Log

Date Range From: 8/1/2011 To 8/31/2011

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1101640 - 000	8/01/2011 07:28:0	5637 BAYVIEW Ave.	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101641 - 000	8/01/2011 09:23:4	In front of 5642 CARLOS Ave	412 - Gas leak (natural gas or LPG)	Yes	Yes
1101642 - 000	8/01/2011 10:32:2	Adjacent to MOESER Ln	322 - Vehicle accident with injuries	Yes	Yes
1101643 - 000	8/01/2011 12:41:5	7200 MOESER Ln	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101644 - 000	8/01/2011 15:06:4	10869 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101645 - 000	8/01/2011 16:00:2	52 ARLINGTON Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101646 - 000	8/01/2011 17:23:5	1231 S 59TH St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101647 - 000	8/01/2011 17:39:5	6510 GLADYS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101648 - 000	8/01/2011 18:00:5	On RICHMOND St at GLADYS	322 - Vehicle accident with injuries	Yes	Yes
1101649 - 000	8/01/2011 19:53:5	256 PURDUE Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101650 - 000	8/02/2011 02:20:1	10203 SAN PABLO Ave	743 - Smoke detector activation, no fire - unintentional	Yes	Yes
1101651 - 000	8/02/2011 05:18:3	10203 SAN PABLO Ave	743 - Smoke detector activation, no fire - unintentional	Yes	Yes
1101652 - 000	8/02/2011 07:12:2	11939 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101653 - 000	8/02/2011 07:33:5	On COLUSA Ave at FAIRMOUNT	520 - Water problem, other	Yes	Yes
1101654 - 000	8/02/2011 10:47:0	6510 GLADYS Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101655 - 000	8/02/2011 12:25:5	1239 LIBERTY St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101656 - 000	8/02/2011 14:57:4	1736 MANOR Cir	611 - Dispatched & cancelled en route	Yes	Yes
1101657 - 000	8/02/2011 19:41:5	5050 FRAY Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101658 - 000	8/03/2011 07:28:2	6410 LAGUNITAS Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1101659 - 000	8/03/2011 08:10:1	1725 WESLEY Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101660 - 000	8/03/2011 11:29:1	1403 RICHMOND St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101661 - 000	8/03/2011 13:22:3	8500 MADERA DR	743 - Smoke detector activation, no fire - unintentional	Yes	Yes
1101662 - 000	8/03/2011 14:04:3	1459 RIFLE RANGE Rd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101663 - 000	8/03/2011 17:18:5	8401 BETTY Ln	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101664 - 000	8/04/2011 01:15:4	27 ANSON Way	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101665 - 000	8/04/2011 08:47:2	1151 ELLS St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101666 - 000	8/04/2011 13:21:0	6522 MOESER Ln	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101667 - 000	8/04/2011 14:58:5	In front of 928 AVIS Dr	322 - Vehicle accident with injuries	Yes	Yes
1101668 - 000	8/04/2011 16:38:0	1000 EL CERRITO Plz	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101669 - 000	8/04/2011 18:12:2	2505 TAMALPAIS Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101670 - 000	8/05/2011 02:51:3	2501 Rydin Dr	611 - Dispatched & cancelled en route	Yes	Yes
1101671 - 000	8/05/2011 11:11:4	11800 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101672 - 000	8/05/2011 14:17:0	431 NORVELL St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1101673 - 000	8/05/2011 16:32:1	7203 A St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101674 - 000	8/05/2011 17:37:1	W B 80 / CARLSON BLVD	322 - Vehicle accident with injuries	Yes	Yes
1101675 - 000	8/05/2011 19:30:4	1725 OHIO Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101676 - 000	8/05/2011 20:03:3	12121 SAN PABLO Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101677 - 000	8/05/2011 22:40:4	BALRA Dr	552 - Police matter	Yes	Yes
1101678 - 000	8/05/2011 22:40:2	249 POMONA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101679 - 000	8/05/2011 22:57:2	6400 CUTTING Blvd	311 - Medical assist, assist EMS crew	Yes	Yes
1101680 - 000	8/06/2011 07:19:2	8401 BETTY Ln	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101681 - 000	8/06/2011 09:25:4	283 ARLINGTON Ave	413 - Oil or other combustible liquid spill	Yes	Yes
1101682 - 000	8/06/2011 09:43:1	6700 FAIRMOUNT Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101683 - 000	8/06/2011 11:47:4	6215 TEHAMA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101684 - 000	8/06/2011 11:50:1	PENNSYLVANIA Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101685 - 000	8/06/2011 13:01:2	EB 80/CUTTING BLVD	322 - Vehicle accident with injuries	Yes	Yes
1101686 - 000	8/06/2011 13:30:1	11755 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101687 - 000	8/06/2011 22:23:2	2331 ALVA Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1101688 - 000	8/07/2011 04:36:5	6510 GLADYS Ave	554 - Assist invalid	Yes	Yes
1101689 - 000	8/07/2011 08:37:0	10203 SAN PABLO Ave	511 - Lock-out	Yes	Yes
1101690 - 000	8/07/2011 14:21:0	REGATTA Blvd	611 - Dispatched & cancelled en route	Yes	Yes
1101691 - 000	8/07/2011 14:28:1	On 38TH St at MACDONALD	522 - Water or steam leak	Yes	Yes
1101692 - 000	8/07/2011 16:24:4	6208 CYPRESS Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1101693 - 000	8/07/2011 18:15:0	7901 CUTTING Blvd	353 - Removal of victim(s) from stalled elevator	Yes	Yes
1101694 - 000	8/08/2011 02:17:5	63 HIGHLAND Blvd	554 - Assist invalid	Yes	Yes
1101695 - 000	8/08/2011 07:51:3	1100 JAMES Pl	743 - Smoke detector activation, no fire - unintentional	Yes	Yes
1101696 - 000	8/08/2011 11:24:0	10621 SAN PABLO Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1101697 - 000	8/08/2011 13:50:1	159 S 33RD St	611 - Dispatched & cancelled en route	Yes	Yes
1101698 - 000	8/08/2011 16:20:2	414 RICHMOND ST	311 - Medical assist, assist EMS crew	Yes	Yes
1101699 - 000	8/08/2011 19:29:1	835 SHEVLIN Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101700 - 000	8/08/2011 20:05:4	215 ARLINGTON Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101701 - 000	8/08/2011 20:59:0	12453 SAN PABLO Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101702 - 000	8/08/2011 21:21:1	808 EVERETT St	531 - Smoke or odor removal	Yes	Yes
1101703 - 000	8/08/2011 21:42:0	1409 NORVELL St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101704 - 000	8/09/2011 10:13:0	7915 POTRERO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101705 - 000	8/09/2011 14:25:2	On ARLINGTON Blvd at BUCKINGHAM Ave	400 - Hazardous condition, other	Yes	Yes
1101706 - 000	8/09/2011 19:27:0	6510 GLADYS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101707 - 000	8/09/2011 19:54:0	724 MCLAUGHLIN St	611 - Dispatched & cancelled en route	Yes	Yes
1101708 - 000	8/10/2011 03:22:0	7700 EUREKA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101709 - 000	8/10/2011 07:10:0	308 SEAVIEW Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101710 - 000	8/10/2011 10:28:5	2659 MIRA VISTA Dr	311 - Medical assist, assist EMS crew	Yes	Yes

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1101711 - 000	8/10/2011 21:22:5	5031 STATE Ave	100 - Fire, other	Yes	Yes
1101712 - 000	8/11/2011 03:14:5	6060 CENTRAL Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101713 - 000	8/11/2011 05:51:4	10548 SAN PABLO Ave	742 - Extinguishing system activation	Yes	Yes
1101714 - 000	8/11/2011 08:23:4	6859 KENIL WORTH Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101715 - 000	8/11/2011 09:41:2	On SUNSET Dr at FRANCISCAN	522 - Water or steam leak	Yes	Yes
1101716 - 000	8/11/2011 10:08:5	In front of 280 EL CERRITO Plz	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101717 - 000	8/11/2011 10:33:4	On CYPRESS Ave at SAN PABLO	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101718 - 000	8/11/2011 16:53:1	1487 MONTEREY St	510 - Person in distress, other	Yes	Yes
1101719 - 000	8/11/2011 18:34:4	406 COLUSA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101720 - 000	8/11/2011 19:03:2	S 39TH St	611 - Dispatched & cancelled en route	Yes	Yes
1101721 - 000	8/11/2011 19:55:4	On SCHMIDT Ln at CABRILLO	322 - Vehicle accident with injuries	Yes	Yes
1101722 - 000	8/11/2011 22:02:2	7900 CUTTING Blvd	734 - Heat detector activation due to malfunction	Yes	Yes
1101723 - 000	8/11/2011 23:18:0	6928 FAIRVIEW Dr	445 - Arcing, shorted electrical equipment	Yes	Yes
1101724 - 000	8/12/2011 00:16:4	In front of 5399 POTRERO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101725 - 000	8/12/2011 04:58:0	In rear of 2077 KEY Blvd	251 - Excessive heat, scorch burns with no ignition	Yes	Yes
1101726 - 000	8/12/2011 09:01:2	On W180 at Carlson Blvd	322 - Vehicle accident with injuries	Yes	Yes
1101727 - 000	8/12/2011 12:41:3	On POTRERO Ave at I 80	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101728 - 000	8/12/2011 13:47:0	4179 BELL Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101729 - 000	8/12/2011 16:29:1	11450 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101730 - 000	8/12/2011 20:48:4	10621 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101731 - 000	8/12/2011 21:37:4	5049 GLENN Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101732 - 000	8/13/2011 00:14:1	240 EL CERRITO Plz	111 - Building fire	Yes	Yes
1101733 - 000	8/13/2011 07:14:4	437 CLAYTON Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101734 - 000	8/13/2011 09:02:2	176 HIGHLAND Blvd	554 - Assist invalid	Yes	Yes
1101735 - 000	8/13/2011 09:30:1	10900 SAN PABLO Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1101736 - 000	8/13/2011 11:25:2	On NORVELL St at DONAL Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101737 - 000	8/13/2011 14:00:2	90 HIGHLAND Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101738 - 000	8/13/2011 14:15:2	10690 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101739 - 000	8/13/2011 15:25:2	7222 Eureka Ave	411 - Gasoline or other flammable liquid spill	Yes	Yes
1101740 - 000	8/13/2011 21:22:2	6510 GLADYS Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1101741 - 000	8/13/2011 22:22:5	6007 WENK Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101742 - 000	8/14/2011 16:56:4	148 S 3RD St	611 - Dispatched & cancelled en route	Yes	Yes
1101743 - 000	8/14/2011 17:38:1	6843 SNOWDON Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1101744 - 000	8/14/2011 23:00:0	5927 WENK Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101745 - 000	8/15/2011 12:25:0	FAIRMOUNT Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101746 - 000	8/15/2011 13:02:5	5327 JACUZZI St	611 - Dispatched & cancelled en route	Yes	Yes
1101747 - 000	8/15/2011 17:01:5	912 LEXINGTON Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101748 - 000	8/15/2011 22:16:5	5431 PANAMA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1101749 - 000	8/16/2011 01:49:0	2658 MIRA VISTA Dr	311 - Medical assist, assist EMS crew	Yes	Yes
1101750 - 000	8/16/2011 08:26:0	W 180/ SAN PABLO AVE	611 - Dispatched & cancelled en route	Yes	Yes
1101751 - 000	8/16/2011 11:49:2	FOOTHILL Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101752 - 000	8/16/2011 13:07:0	CENTRAL Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101753 - 000	8/16/2011 16:39:3	10005 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101754 - 000	8/16/2011 20:33:5	5000 VALLEY VIEW Dr	611 - Dispatched & cancelled en route	Yes	Yes
1101755 - 000	8/16/2011 22:48:0	90 ARLINGTON Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101756 - 000	8/17/2011 09:23:0	On West bound I-80 at West of CUTTING Blvd	611 - Dispatched & cancelled en route	Yes	Yes
1101757 - 000	8/17/2011 10:27:2	106 SEAVIEW Dr	651 - Smoke scare, odor of smoke	Yes	Yes
1101758 - 000	8/17/2011 13:43:2	1717 GANGES St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101759 - 000	8/17/2011 14:09:1	1510 S 56TH St	311 - Medical assist, assist EMS crew	Yes	Yes
1101760 - 000	8/17/2011 14:19:5	220 CAMBRIDGE Ave	553 - Public service	Yes	Yes
1101761 - 000	8/17/2011 17:01:3	1065 CONTRA COSTA Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101762 - 000	8/17/2011 18:25:4	6510 GLADYS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101763 - 000	8/17/2011 18:51:1	In front of 6420 CENTRAL Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101764 - 000	8/18/2011 08:04:0	5916 ALAMEDA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101765 - 000	8/18/2011 09:08:1	1021 KING Dr	500 - Service Call, other	Yes	Yes
1101766 - 000	8/18/2011 11:32:0	5020 CLINTON Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101767 - 000	8/18/2011 13:10:0	6431 FAIRMOUNT Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101768 - 000	8/18/2011 13:17:5	4300 CUTTING Blvd	611 - Dispatched & cancelled en route	Yes	Yes
1101769 - 000	8/18/2011 16:08:0	1700 NEVIN Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101770 - 000	8/18/2011 17:47:4	2808 CUTTING Blvd	611 - Dispatched & cancelled en route	Yes	Yes
1101771 - 000	8/18/2011 18:57:0	1302 RIFLE RANGE Rd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101772 - 000	8/18/2011 20:19:2	1408 CHANSLOR Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101773 - 000	8/19/2011 01:15:0	3100 ROOSEVELT Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101774 - 000	8/19/2011 05:48:2	6400 CUTTING Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101775 - 000	8/19/2011 17:00:0	11939 SAN PABLO Ave	622 - No incident found on arrival at dispatch address	Yes	Yes
1101776 - 000	8/19/2011 14:25:4	11939 SAN PABLO AVE	611 - Dispatched & cancelled en route	Yes	Yes
1101777 - 000	8/19/2011 14:29:4	411 SEAVIEW Dr	651 - Smoke scare, odor of smoke	Yes	Yes
1101778 - 000	8/19/2011 21:03:2	2580 TASSAJARA Ave	600 - Good intent call, other	Yes	Yes
1101779 - 000	8/19/2011 23:03:5	7120 POTRERO Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1101780 - 000	8/20/2011 08:38:2	142 RAMONA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101781 - 000	8/20/2011 09:30:3	1000 EL CERRITO Plz	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101782 - 000	8/20/2011 10:01:0	7344 PEBBLE BEACH Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101783 - 000	8/20/2011 11:15:5	On GLADYS Ave at LEXINGTON	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101784 - 000	8/20/2011 13:21:4	6060 CENTRAL Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101785 - 000	8/20/2011 15:11:3	6208 CYPRESS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101786 - 000	8/20/2011 15:46:4	2601 SAN MATEO St	611 - Dispatched & cancelled en route	Yes	Yes

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1101786 - 000	8/20/2011 18:14:0	2085 TAPSCOTT Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101787 - 000	8/20/2011 23:35:4	1124 LAWRENCE Ct	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101788 - 000	8/21/2011 00:28:1	10621 SAN PABLO Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101789 - 000	8/21/2011 04:02:5	10203 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101790 - 000	8/21/2011 09:14:0	144 Purdue Ave	522 - Water or steam leak	Yes	Yes
1101791 - 000	8/21/2011 16:11:1	6344 LAGUNITAS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101792 - 000	8/21/2011 18:58:3	2642 ARLINGTON Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101793 - 000	8/21/2011 19:22:4	3100 PULLMAN Ave	743 - Smoke detector activation, no fire - unintentional	Yes	Yes
1101794 - 000	8/21/2011 19:59:0	755 ELM St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101795 - 000	8/21/2011 21:59:2	6727 HAGEN Blvd	700 - False alarm or false call, other	Yes	Yes
1101796 - 000	8/21/2011 22:18:1	2621 TAMALPAIS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101797 - 000	8/22/2011 07:57:3	635 S 33RD St	611 - Dispatched & cancelled en route	Yes	Yes
1101798 - 000	8/22/2011 09:34:3	In rear of 6400 MANILA Ave	323 - Motor vehicle/pedestrian accident (MV Ped)	Yes	Yes
1101799 - 000	8/22/2011 12:01:5	936 EVERETT St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101800 - 000	8/22/2011 23:19:0	1316 LAWRENCE St	381 - Rescue or EMS standby	Yes	Yes
1101801 - 000	8/23/2011 14:24:4	10832 SAN PABLO Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101802 - 000	8/23/2011 15:59:1	230 EL CERRITO Plz	511 - Lock-out	Yes	Yes
1101803 - 000	8/24/2011 11:28:1	10636 SAN PABLO Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101804 - 000	8/24/2011 20:31:0	546 RICHMOND St	611 - Dispatched & cancelled en route	Yes	Yes
1101805 - 000	8/25/2011 00:48:0	6210 LAGUNITAS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101806 - 000	8/25/2011 11:52:2	On SAN PABLO DAM Rd at MORROW	611 - Dispatched & cancelled en route	Yes	Yes
1101807 - 000	8/25/2011 16:55:3	540 ASHBURY Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1101808 - 000	8/25/2011 18:36:2	411 VILLAGE DR	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101809 - 000	8/25/2011 18:55:4	101 S 21ST St	611 - Dispatched & cancelled en route	Yes	Yes
1101810 - 000	8/26/2011 06:20:5	6510 GLADYS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101811 - 000	8/26/2011 12:52:4	1238 LIBERTY St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101812 - 000	8/26/2011 16:26:5	1902 CARQUINEZ Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101813 - 000	8/26/2011 17:05:1	225 EL CERRITO Plz	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101814 - 000	8/26/2011 18:24:3	1618 LIBERTY St	554 - Assist invalid	Yes	Yes
1101815 - 000	8/26/2011 20:39:3	530 SUNNY VIEW DR	611 - Dispatched & cancelled en route	Yes	Yes
1101816 - 000	8/27/2011 13:33:3	6000 AVILA Pl	651 - Smoke scare, odor of smoke	Yes	Yes
1101817 - 000	8/27/2011 13:40:1	4300 CUTTING Blvd	611 - Dispatched & cancelled en route	Yes	Yes
1101818 - 000	8/27/2011 17:40:2	121 LAWSON Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101819 - 000	8/28/2011 02:27:0	207 ASHBURY Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1101820 - 000	8/28/2011 10:53:1	5725 BAYVIEW Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101821 - 000	8/28/2011 12:26:1	On SAN PABLO Ave at FAIRMOUNT Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101822 - 000	8/28/2011 17:25:4	WILDCAT CANYON	321 - EMS call, excluding vehicle accident with injury	Yes	Yes

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1101823 - 000	8/29/2011 00:39:2	702 LIBERTY St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101824 - 000	8/29/2011 09:13:3	WB 80 / CENTRAL AVE	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101825 - 000	8/29/2011 09:16:3	176 HIGHLAND Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101826 - 000	8/29/2011 10:45:0	10170 SAN PABLO Ave	551 - Assist police or other governmental agency	Yes	Yes
1101827 - 000	8/29/2011 12:43:5	On BELMONT Ave at SAN DIEGO St	611 - Dispatched & cancelled en route	Yes	Yes
1101828 - 000	8/29/2011 13:02:2	CUTTING Blvd	622 - No incident found on arrival at dispatch address	Yes	Yes
1101829 - 000	8/29/2011 13:20:1	11939 SAN PABLO Ave	131 - Passenger vehicle fire	Yes	Yes
1101830 - 000	8/29/2011 15:44:1	7508 FAIRMOUNT Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101831 - 000	8/29/2011 16:18:0	1224 NAVELLIER St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101832 - 000	8/29/2011 16:38:0	In front of 285 ARLINGTON Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101833 - 000	8/29/2011 17:32:4	On EUREKA Ave at LEXINGTON Ave	600 - Good intent call, other	Yes	Yes
1101834 - 000	8/29/2011 18:05:4	E 80	611 - Dispatched & cancelled en route	Yes	Yes
1101835 - 000	8/29/2011 19:38:5	1622 ELM Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101836 - 000	8/29/2011 20:01:1	1021 KING Dr	554 - Assist invalid	Yes	Yes
1101837 - 000	8/29/2011 22:07:5	2430 ABERDEEN Way	611 - Dispatched & cancelled en route	Yes	Yes
1101838 - 000	8/29/2011 22:49:3	CARLSON AVE / S 56TH ST	611 - Dispatched & cancelled en route	Yes	Yes
1101839 - 000	8/30/2011 15:27:1	1754 HELLLINGS Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101840 - 000	8/30/2011 17:14:0	413 YALE Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101841 - 000	8/30/2011 19:55:1	2105 JUNCTION Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101842 - 000	8/31/2011 07:14:5	105 PORTOFINO Dr	111 - Building fire	Yes	Yes
1101843 - 000	8/31/2011 09:49:5	1315 BREWSTER Dr	745 - Alarm system sounded, no fire - unintentional	Yes	Yes
1101844 - 000	8/31/2011 09:56:4	FAIRMOUNT Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101845 - 000	8/31/2011 10:43:4	237 TRINITY Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes

Totals

Number of Incidents	207
Completed	207
Not Completed	
Reviewed	207
Not Reviewed	



El Cerrito Fire Department Memorandum

October 5, 2011

TO: Kensington Fire Protection Board Members

FROM: John Dougery, Battalion Chief

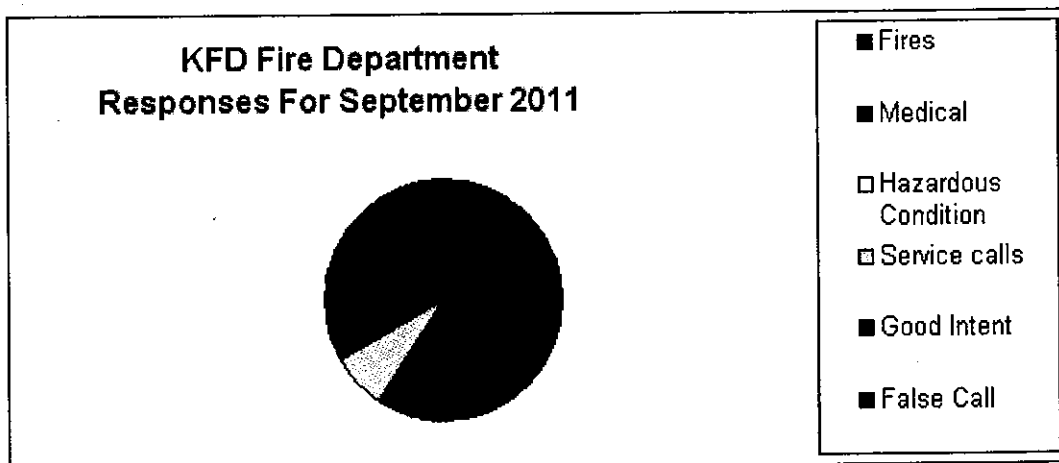
SUBJECT: Incident Activity Reports for the Month of September

27 incidents occurred during the month September in the community of Kensington. Please see the attached "Incident Log" for dates, times, and nature of all responses for the month of September (Kensington's responses will be underlined to assist in identifying them).

No incidents occurred during the month of September in the Community of Kensington resulting in fire loss.

The chart 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 each type.

<u>Call Type</u>		<u>Incident Count</u>	<u>Percentage</u>
Fires	<i>(Structure, Trash, Vehicle, Vegetation Fire)</i>	1	3.70
Medical	<i>(EMS, Vehicle Accidents, Extrication, Rescue)</i>	15	55.56
Hazardous Condition	<i>(Chemical Spills, Leaks, Down power Lines)</i>	0	0.00
Service calls	<i>(Distress, Water/ Smoke/Odor Problems)</i>	2	7.41
Good Intent	<i>(Cancelled En Route, Wrong Location)</i>	6	22.22
False Call	<i>(Wrong Company/Unit Dispatched)</i>	3	11.11
TOTALS		27	100.00



Incident Log

Date Range From: 9/1/2011 To 9/30/2011

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1101846 - 000	9/01/2011 03:39:2	On MCBRYDE Ave at HUMBOLDT	611 - Dispatched & cancelled en route	Yes	Yes
1101847 - 000	9/01/2011 08:33:1	E 80	322 - Vehicle accident with injuries	Yes	Yes
1101848 - 000	9/01/2011 15:08:5	1086 MITCHELL WAY	611 - Dispatched & cancelled en route	Yes	Yes
1101849 - 000	9/01/2011 15:15:0	2539 ALVA Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1101850 - 000	9/01/2011 16:11:4	On CUTTING Blvd at SAN PABLO	322 - Vehicle accident with injuries	Yes	Yes
1101851 - 000	9/01/2011 16:56:3	2906 SAN LUIS St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101852 - 000	9/01/2011 23:10:4	905 LIBERTY St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101853 - 000	9/02/2011 02:18:2	419 COVENTRY Dr	746 - Carbon monoxide detector activation, no CO	Yes	Yes
1101854 - 000	9/02/2011 04:53:0	90 ARLINGTON Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101855 - 000	9/02/2011 16:20:5	6108 SANTA CRUZ Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101856 - 000	9/02/2011 16:44:2	264 KENYON Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101857 - 000	9/02/2011 16:56:4	5211 ESMOND Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101858 - 000	9/02/2011 17:05:4	On STOCKTON Ave at POMONA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101859 - 000	9/02/2011 18:39:5	730 EVERETT St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101860 - 000	9/03/2011 05:30:5	On LEXINGTON Ave at LINCOLN Ave	445 - Arcing, shorted electrical equipment	Yes	Yes
1101861 - 000	9/03/2011 13:22:2	6620 HAGEN Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101862 - 000	9/03/2011 15:54:2	On 31ST St at MACDONALD Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101863 - 000	9/04/2011 01:21:4	606 PLATEAU Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101864 - 000	9/04/2011 13:14:4	CARLSON Blvd	611 - Dispatched & cancelled en route	Yes	Yes
1101865 - 000	9/05/2011 09:48:0	7347 HOTCHKISS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101866 - 000	9/05/2011 12:04:2	On S 35TH St at CUTTING	611 - Dispatched & cancelled en route	Yes	Yes
1101867 - 000	9/05/2011 18:57:4	1510 FAIRVIEW Ave	381 - Rescue or EMS standby	Yes	Yes
1101868 - 000	9/05/2011 19:19:1	In front of 10900 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101869 - 000	9/05/2011 19:40:3	2060 TAPSCOTT Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101870 - 000	9/05/2011 20:49:0	410 SEAVIEW Dr	520 - Water problem, other	Yes	Yes
1101871 - 000	9/06/2011 07:09:2	On CUTTING Blvd at KEY	311 - Medical assist, assist EMS crew	Yes	Yes
1101872 - 000	9/06/2011 08:01:0	264 KENYON Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101873 - 000	9/06/2011 12:18:1	On CONLON Ave at KEY Blvd	311 - Medical assist, assist EMS crew	Yes	Yes
1101874 - 000	9/06/2011 12:36:0	554 COVENTRY Dr	611 - Dispatched & cancelled en route	Yes	Yes
1101875 - 000	9/06/2011 15:53:0	4949 CYPRESS Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1101876 - 000	9/07/2011 07:24:5	2115 JUNCTION Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101877 - 000	9/07/2011 12:01:1	1014 FLORIDA Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101878 - 000	9/07/2011 13:11:1	2621 LA HONDA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1101879 - 000	9/07/2011 17:48:2	In front of 453 CARLSTON St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101880 - 000	9/07/2011 18:32:2	234 S 39TH St	611 - Dispatched & cancelled en route	Yes	Yes
1101881 - 000	9/07/2011 19:23:3	2093 KEY Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101882 - 000	9/07/2011 20:35:0	9895 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101883 - 000	9/07/2011 22:07:0	On Alamo St at Higuera Ave	142 - Brush, or brush and grass mixture fire	Yes	Yes
1101884 - 000	9/07/2011 22:36:1	6400 CUTTING Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101885 - 000	9/08/2011 09:46:5	2110 PINEHURST Ct	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101886 - 000	9/08/2011 15:32:0	6510 GLADYS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101887 - 000	9/08/2011 16:17:0	Adjacent to BART Path	600 - Good intent call, other	Yes	Yes
1101888 - 000	9/08/2011 16:57:0	In rear of 11450 SAN PABLO Ave	510 - Person in distress, other	Yes	Yes
1101889 - 000	9/08/2011 21:27:1	1131 S 57TH St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101890 - 000	9/08/2011 23:15:5	In rear of LINCOLN Ave	500 - Service Call, other	Yes	Yes
1101891 - 000	9/08/2011 23:59:1	6500 CUTTING Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101892 - 000	9/09/2011 09:39:2	639 NORVELL St	550 - Public service assistance, other	Yes	Yes
1101893 - 000	9/09/2011 11:15:5	1331 Richmond St	500 - Service Call, other	Yes	Yes
1101894 - 000	9/09/2011 11:48:1	10468 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101895 - 000	9/09/2011 13:45:2	1234 CONTRA COSTA Dr	651 - Smoke scare, odor of smoke	Yes	Yes
1101896 - 000	9/09/2011 14:06:2	10690 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101897 - 000	9/09/2011 15:07:0	33RD St	611 - Dispatched & cancelled en route	Yes	Yes
1101898 - 000	9/09/2011 15:26:3	6510 GLADYS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101899 - 000	9/09/2011 15:46:4	1225 CONTRA COSTA Dr	412 - Gas leak (natural gas or LPG)	Yes	Yes
1101900 - 000	9/09/2011 20:59:5	On BERKELEY PARK Blvd at LEXINGTON	622 - No incident found on arrival at dispatch address	Yes	Yes
1101901 - 000	9/10/2011 12:48:5	225 EL CERRITO Plz	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101902 - 000	9/10/2011 13:25:0	4300 CUTTING Blvd	700 - False alarm or false call, other	Yes	Yes
1101903 - 000	9/10/2011 13:55:4	1618 LIBERTY St	550 - Public service assistance, other	Yes	Yes
1101904 - 000	9/10/2011 21:30:4	On SAN PABLO Ave at MOESER	311 - Medical assist, assist EMS crew	Yes	Yes
1101905 - 000	9/11/2011 10:29:1	1322 S 58TH St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101906 - 000	9/11/2011 10:55:5	5647 MADISON Ave	651 - Smoke scare, odor of smoke	Yes	Yes
1101907 - 000	9/11/2011 11:12:0	On CENTRAL Ave at PIERCE Ave	622 - No incident found on arrival at dispatch address	Yes	Yes
1101908 - 000	9/11/2011 11:44:0	112 SAN CARLOS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101909 - 000	9/11/2011 13:43:2	232 CAMBRIDGE Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101910 - 000	9/11/2011 13:49:5	8014 TERRACE Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101911 - 000	9/11/2011 17:59:5	3030 EL CERRITO Plz	522 - Water or steam leak	Yes	Yes
1101912 - 000	9/11/2011 20:52:1	10203 SAN PABLO Ave	715 - Local alarm system, malicious false alarm	Yes	Yes
1101913 - 000	9/11/2011 21:54:1	502 ALBEMARLE St	151 - Outside rubbish, trash or waste fire	Yes	Yes
1101914 - 000	9/12/2011 02:58:4	411 NORVELL St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101915 - 000	9/12/2011 06:05:1	S 6TH St	611 - Dispatched & cancelled en route	Yes	Yes
1101916 - 000	9/12/2011 09:01:5	100 38TH St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1101917 - 000	9/12/2011 09:28:1	730 CARLSON Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101918 - 000	9/12/2011 10:07:0	On FAIRMOUNT Ave at SAN PABLO	611 - Dispatched & cancelled en route	Yes	Yes
1101919 - 000	9/12/2011 10:58:5	5515 PANAMA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101920 - 000	9/12/2011 14:05:2	16 YALE Cir	736 - CO detector activation due to malfunction	Yes	Yes
1101921 - 000	9/12/2011 15:43:0	261 STANFORD Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101922 - 000	9/12/2011 17:08:1	6400 CUTTING Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101923 - 000	9/13/2011 00:24:1	2085 TAPSCOTT Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101924 - 000	9/13/2011 12:32:1	505 LIBERTY St	113 - Cooking fire, confined to container	Yes	Yes
1101925 - 000	9/13/2011 13:42:5	11870 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101926 - 000	9/13/2011 13:57:2	215 ARLINGTON Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101927 - 000	9/13/2011 16:19:5	E 80 Fwy	611 - Dispatched & cancelled en route	Yes	Yes
1101928 - 000	9/13/2011 16:49:1	8133 TERRACE Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101929 - 000	9/13/2011 18:35:1	621 S 37TH St	311 - Medical assist, assist EMS crew	Yes	Yes
1101930 - 000	9/14/2011 00:34:3	32 HIGHLAND Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101931 - 000	9/14/2011 11:41:0	5835 BAYVIEW Ave	411 - Gasoline or other flammable liquid spill	Yes	Yes
1101932 - 000	9/14/2011 11:59:2	1520 Laurel Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101933 - 000	9/14/2011 12:55:0	1235 NORVELL St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101934 - 000	9/14/2011 16:46:0	8151 TERRACE Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101935 - 000	9/14/2011 20:34:5	6207 Alhambra Valley Rd	143 - Grass fire	Yes	Yes
1101936 - 000	9/14/2011 23:36:1	2085 TAPSCOTT Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101937 - 000	9/15/2011 08:24:0	2621 LA HONDA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101938 - 000	9/15/2011 11:51:3	3230 CARLSON Blvd	311 - Medical assist, assist EMS crew	Yes	Yes
1101939 - 000	9/15/2011 17:09:3	256 PURDUE Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101939 - 000	9/15/2011 11:44:2	2386 Road 20	611 - Dispatched & cancelled en route	Yes	Yes
1101940 - 000	9/15/2011 17:50:1	206 PURDUE Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101941 - 000	9/15/2011 19:40:5	1331 LIBERTY St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101942 - 000	9/15/2011 20:34:5	7351 HOTCHKISS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101943 - 000	9/16/2011 06:02:3	1306 SCOTT St	550 - Public service assistance, other	Yes	Yes
1101944 - 000	9/16/2011 07:21:4	1306 SCOTT St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101945 - 000	9/16/2011 08:05:3	EB-80 / San Pablo Av	600 - Good intent call, other	Yes	Yes
1101946 - 000	9/16/2011 08:29:0	6510 GLADYS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101947 - 000	9/16/2011 11:01:0	On MOESER Ln at SAN PABLO	322 - Vehicle accident with injuries	Yes	Yes
1101948 - 000	9/16/2011 11:17:2	5901 ALAMEDA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101949 - 000	9/16/2011 11:18:1	604 CIVIC CENTER St	111 - Building fire	Yes	Yes
1101950 - 000	9/16/2011 17:39:3	209 AMHERST Ave	671 - Hazmat release investigation w/ no hazmat	Yes	Yes
1101951 - 000	9/16/2011 17:46:0	1235 RIVERA St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101952 - 000	9/16/2011 23:58:2	1320 VISALIA Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101953 - 000	9/17/2011 00:10:2	EB I-80 West of Solano	611 - Dispatched & cancelled en route	Yes	Yes

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1101954 - 000	9/17/2011 09:37:3	1635 NAVELLIER St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101955 - 000	9/17/2011 10:43:4	In front of 9895 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101956 - 000	9/17/2011 10:59:5	1510 LEXINGTON Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101957 - 000	9/17/2011 13:53:5	In front of 3288 PIERCE St	442 - Overheated motor	Yes	Yes
1101958 - 000	9/17/2011 15:30:0	978 KERN St	100 - Fire, other	Yes	Yes
1101959 - 000	9/17/2011 16:48:4	6203 IRMA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101960 - 000	9/18/2011 01:51:1	14 CIRCLE Ct	611 - Dispatched & cancelled en route	Yes	Yes
1101961 - 000	9/18/2011 05:09:3	6060 CENTRAL Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1101962 - 000	9/18/2011 08:53:0	7301 CUTTING Blvd	600 - Good intent call, other	Yes	Yes
1101963 - 000	9/18/2011 10:45:2	55 HIGHLAND Blvd	622 - No incident found on arrival at dispatch address	Yes	Yes
1101964 - 000	9/18/2011 14:48:0	2900 PULLMAN Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101965 - 000	9/18/2011 15:36:5	SAN PABLO Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101966 - 000	9/18/2011 17:44:1	215 ARLINGTON Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101967 - 000	9/18/2011 19:32:5	1021 KING Dr	550 - Public service assistance, other	Yes	Yes
1101968 - 000	9/18/2011 20:00:5	1822 MARLESTA Ct	611 - Dispatched & cancelled en route	Yes	Yes
1101969 - 000	9/18/2011 21:44:0	6525 MOESER Ln	324 - Motor vehicle accident with no injuries	Yes	Yes
1101970 - 000	9/18/2011 23:49:4	On CUTTING Blvd at SAN PABLO	311 - Medical assist, assist EMS crew	Yes	Yes
1101971 - 000	9/19/2011 10:44:1	10650 SAN PABLO Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101972 - 000	9/19/2011 10:54:2	540 ASHBURY Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101973 - 000	9/19/2011 14:24:2	SPRUCE St	412 - Gas leak (natural gas or LPG)	Yes	Yes
1101974 - 000	9/20/2011 10:27:5	738 COLUSA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101975 - 000	9/20/2011 10:30:3	2619 FRANCISCO Way	311 - Medical assist, assist EMS crew	Yes	Yes
1101976 - 000	9/20/2011 12:46:5	2503 EDWARDS Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1101977 - 000	9/20/2011 12:45:4	6060 CENTRAL Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101978 - 000	9/20/2011 17:17:3	4926 MACDONALD Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101979 - 000	9/21/2011 02:03:5	10900 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101980 - 000	9/21/2011 07:52:0	11450 SAN PABLO Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101981 - 000	9/21/2011 08:27:0	80	460 - Accident, potential accident, other	Yes	Yes
1101982 - 000	9/21/2011 09:17:2	6524 BARRETT Ave	520 - Water problem, other	Yes	Yes
1101983 - 000	9/21/2011 17:13:2	EB-180 west of Carlson	611 - Dispatched & cancelled en route	Yes	Yes
1101984 - 000	9/21/2011 18:42:3	In rear of 12 Eagle Hill	522 - Water or steam leak	Yes	Yes
1101985 - 000	9/22/2011 00:31:1	14 SAN CARLOS Ave	735 - Alarm system sounded due to malfunction	Yes	Yes
1101986 - 000	9/22/2011 10:42:0	90 Highland Blvd	745 - Alarm system sounded, no fire - unintentional	Yes	Yes
1101987 - 000	9/22/2011 11:32:0	Carson St	142 - Brush, or brush and grass mixture fire	Yes	Yes
1101988 - 000	9/22/2011 13:03:4	On HILL St at Elm St	323 - Motor vehicle/pedestrian accident (MV Ped)	Yes	Yes
1101989 - 000	9/22/2011 13:45:1	43 Windsor Ave	520 - Water problem, other	Yes	Yes
1101990 - 000	9/22/2011 19:10:0	7202 A St	311 - Medical assist, assist EMS crew	Yes	Yes
1101991 - 000	9/22/2011 19:49:0	1244 Lawrence St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1101992 - 000	9/22/2011 20:05:3	610 S 37th St	611 - Dispatched & cancelled en route	Yes	Yes
1101993 - 000	9/22/2011 22:24:1	7535 Stockton Ave	116 - Fuel burner/boiler malfunction, fire confined	Yes	Yes
1101994 - 000	9/23/2011 00:17:3	712 Midcrest Way	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101995 - 000	9/23/2011 07:31:0	9950 San Pablo Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101996 - 000	9/23/2011 09:48:1	419 Coventry Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101997 - 000	9/23/2011 10:01:5	513 Seaview Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101998 - 000	9/23/2011 10:59:4	945 Contra Costa Dr	550 - Public service assistance, other	Yes	Yes
1101999 - 000	9/23/2011 11:18:3	On Highland Blvd at Kenyon Ave	651 - Smoke scare, odor of smoke	Yes	Yes
1102000 - 000	9/23/2011 14:09:3	912 LEXINGTON Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102001 - 000	9/23/2011 15:53:0	5648 BURLINGAME Ave	611 - Dispatched & cancelled en route	Yes	Yes
1102002 - 000	9/23/2011 20:36:0	6431 CLAREMONT Ave	381 - Rescue or EMS standby	Yes	Yes
1102003 - 000	9/23/2011 22:03:1	10203 SAN PABLO Ave	735 - Alarm system sounded due to malfunction	Yes	Yes
1102004 - 000	9/23/2011 22:08:2	In front of 1477 RIFLE RANGE Rd	520 - Water problem, other	Yes	Yes
1102005 - 000	9/23/2011 23:13:0	10203 SAN PABLO Ave	740 - Unintentional transmission of alarm, other	Yes	Yes
1102006 - 000	9/24/2011 03:24:5	700 HANCOCK Way	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102007 - 000	9/24/2011 11:02:5	434 KEARNEY St	381 - Rescue or EMS standby	Yes	Yes
1102008 - 000	9/24/2011 12:04:5	295 EL CERRITO Plz	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102009 - 000	9/24/2011 13:25:3	516 ALBEMARLE St	611 - Dispatched & cancelled en route	Yes	Yes
1102010 - 000	9/24/2011 13:47:2	7123 MOUND Ave	715 - Local alarm system, malicious false alarm	Yes	Yes
1102011 - 000	9/24/2011 16:25:5	14 HIGHGATE Rd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102012 - 000	9/24/2011 18:28:2	6400 CUTTING Blvd	311 - Medical assist, assist EMS crew	Yes	Yes
1102013 - 000	9/24/2011 19:40:5	7783 DUKE Ct	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102014 - 000	9/24/2011 21:50:3	10944 SAN PABLO Ave	651 - Smoke scare, odor of smoke	Yes	Yes
1102015 - 000	9/25/2011 01:39:2	19 COTTAGE Ave	611 - Dispatched & cancelled en route	Yes	Yes
1102016 - 000	9/25/2011 03:59:2	On CENTRAL Ave at OAK	611 - Dispatched & cancelled en route	Yes	Yes
1102017 - 000	9/25/2011 07:07:0	5921 CUTTING Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102018 - 000	9/25/2011 10:43:1	5206 FALLON Ave	113 - Cooking fire, confined to container	Yes	Yes
1102019 - 000	9/25/2011 13:36:2	532 LIBERTY St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102020 - 000	9/25/2011 14:53:4	On PORTOLA Dr at LIBERTY	444 - Power line down	Yes	Yes
1102021 - 000	9/25/2011 15:00:5	6127 COLUMBIA Ave	444 - Power line down	Yes	Yes
1102022 - 000	9/25/2011 17:15:2	11740 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102023 - 000	9/25/2011 21:11:1	10621 SAN PABLO Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1102024 - 000	9/25/2011 21:34:5	3090 EL CERRITO Plz	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102025 - 000	9/25/2011 22:52:4	1522 ELM St	311 - Medical assist, assist EMS crew	Yes	Yes
1102026 - 000	9/25/2011 23:13:0	240 S 22ND St	111 - Building fire	Yes	Yes
1102027 - 000	9/26/2011 00:12:4	11965 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102028 - 000	9/26/2011 04:18:3	HENSLEY St	611 - Dispatched & cancelled en route	Yes	Yes
1102029 - 000	9/26/2011 08:42:4	2603 TASSAJARA Ave	700 - False alarm or false call, other	Yes	Yes

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1102030 - 000	9/26/2011 16:31:4	On STOCKTON Ave at KEARNEY	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102031 - 000	9/26/2011 17:49:4	1000 EL CERRITO Plz	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102032 - 000	9/26/2011 18:43:3	10690 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102033 - 000	9/26/2011 19:47:2	700 HANCOCK Way	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102034 - 000	9/26/2011 20:25:3	149 ARDMORE Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102035 - 000	9/26/2011 21:16:3	616 PLATEAU Dr	550 - Public service assistance, other	Yes	Yes
1102036 - 000	9/27/2011 07:53:3	5915 SACRAMENTO Ave	151 - Outside rubbish, trash or waste fire	Yes	Yes
1102037 - 000	9/27/2011 09:29:5	On CENTRAL Ave at ISABEL St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102038 - 000	9/27/2011 09:40:1	2227 SPYGLASS Ln	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102039 - 000	9/27/2011 10:46:5	On SAN PABLO Ave at POTRERO	311 - Medical assist, assist EMS crew	Yes	Yes
1102040 - 000	9/27/2011 12:14:1	725 S 41ST St	311 - Medical assist, assist EMS crew	Yes	Yes
1102041 - 000	9/27/2011 14:22:1	706 LIBERTY St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102042 - 000	9/27/2011 16:30:0	1120 NORVELL Ct	600 - Good intent call, other	Yes	Yes
1102043 - 000	9/27/2011 18:22:0	1250 MACDONALD Ave	611 - Dispatched & cancelled en route	Yes	Yes
1102044 - 000	9/27/2011 23:18:3	632 KEARNEY St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102045 - 000	9/27/2011 23:36:1	23RD St	611 - Dispatched & cancelled en route	Yes	Yes
1102046 - 000	9/28/2011 02:10:2	On CENTRAL Ave at CLAYTON	311 - Medical assist, assist EMS crew	Yes	Yes
1102047 - 000	9/28/2011 09:05:0	6510 GLADYS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102048 - 000	9/28/2011 10:36:4	6608 PORTOLA Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102049 - 000	9/28/2011 11:38:4	On San Pablo Ave at Hill St	131 - Passenger vehicle fire	Yes	Yes
1102050 - 000	9/28/2011 17:04:3	30 RINCON Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102051 - 000	9/28/2011 17:10:5	775 S 47TH St	311 - Medical assist, assist EMS crew	Yes	Yes
1102052 - 000	9/28/2011 19:56:2	S 30TH St	611 - Dispatched & cancelled en route	Yes	Yes
1102053 - 000	9/28/2011 20:16:0	1800 OLIVE Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1102054 - 000	9/29/2011 08:38:4	4300 CUTTING Blvd	611 - Dispatched & cancelled en route	Yes	Yes
1102055 - 000	9/29/2011 13:15:1	9989 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102056 - 000	9/29/2011 16:44:3	2011 JUNCTION Ave	511 - Lock-out	Yes	Yes
1102057 - 000	9/29/2011 16:55:1	554 COVENTRY Dr	611 - Dispatched & cancelled en route	Yes	Yes
1102058 - 000	9/29/2011 18:39:0	1001 RICHMOND St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102059 - 000	9/30/2011 00:22:2	632 CLAYTON Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102060 - 000	9/30/2011 04:00:3	5823 ALAMEDA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102061 - 000	9/30/2011 09:40:4	46 KENYON Ave	111 - Building fire	Yes	Yes
1102062 - 000	9/30/2011 10:07:3	100 37TH St	611 - Dispatched & cancelled en route	Yes	Yes
1102063 - 000	9/30/2011 10:12:2	14395 San Pablo Ave	611 - Dispatched & cancelled en route	Yes	Yes
1102064 - 000	9/30/2011 12:04:4	960 AVIS Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102065 - 000	9/30/2011 12:48:1	1542 KEARNEY St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102066 - 000	9/30/2011 14:55:0	5823 ALAMEDA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1102067 - 000	9/30/2011 16:30:1	On SAN PABLO Ave at BAYVIEW Ave	322 - Vehicle accident with injuries	Yes	Yes

Completed Reviewed

Incident Type

Address

Date/Time

Incident Number

Totals

Number of Incidents	223
Completed	223
Not Completed	
Reviewed	223
Not Reviewed	

Kensington Fire Protection District
Balance Sheet
As of September 13, 2011

	Sep 13, 11
ASSETS	
Current Assets	
Checking/Savings	
Petty Cash	200.00
KFPD Revolving Acct - Gen Fund	8,509.25
General Fund	390,784.61
Special Tax Fund	9,991.65
Capital Fund	212,087.77
Total Checking/Savings	621,573.28
Accounts Receivable	
Accounts Receivable	1,320.33
Advance on Taxes	2,659,657.83
Advance on Supplemental Taxes	22,080.27
Total Accounts Receivable	2,683,058.43
Other Current Assets	
Prepaid Services - EC	1,884,118.20
Prepaid CERBT - Retiree Trust	1,171,463.92
Investments	
Capital Replacement Funds	682,475.00
Fire Protect. Contract Reserves	2,132,128.37
Investments - Other	-59,209.52
Total Investments	2,755,393.85
Total Other Current Assets	5,810,975.97
Total Current Assets	9,115,607.68
Fixed Assets	
Equipment	879,596.31
Accumulated Depreciation-Equip	-490,385.00
Land	5,800.00
Building and Improvements	1,384,720.70
Accumulated Depreciation - Bldg	-583,685.00
Current Capital Outlay	
P/S Building Repair/Replace	269,139.67
Computers/Computerized Equip.	6,155.80
Firefighters Qtrs/Equip	18,791.01
Computers/Furniture	1,704.05
Total Current Capital Outlay	295,790.53
Total Fixed Assets	1,491,837.54
Other Assets	
Prop 1A Loan - State of CA	218,628.00
Total Other Assets	218,628.00
TOTAL ASSETS	10,826,073.22
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Due to Other - Issued by CCC	155,438.84
Total Accounts Payable	155,438.84

Kensington Fire Protection District
Balance Sheet
As of September 13, 2011

	<u>Sep 13, 11</u>
Other Current Liabilities	
EI Cerrito Service Contract Pay	1,884,118.20
Wages & PR Taxes Payable	2,654.34
Deferred Comp Payable	-10.00
Total Other Current Liabilities	<u>1,886,762.54</u>
Total Current Liabilities	<u>2,042,201.38</u>
Total Liabilities	2,042,201.38
Equity	
Fund Equity - General	3,325,448.26
Fund Equity - Capital Projects	548,373.00
Fund Equity - Special Revenue	17,789.00
Fund Equity - Gen Fixed Asset	1,321,009.00
Fund Equity	1,322,877.58
Net Income	2,248,375.00
Total Equity	<u>8,783,871.84</u>
TOTAL LIABILITIES & EQUITY	<u><u>10,826,073.22</u></u>

Kensington Fire Protection District Revenue & Expense Prev Year Comparison

July 1 through September 13, 2011

	Jul 1 - Sep 13, 11	Jul 1 - Sep 13, 10	\$ Change	% Change
Ordinary Income/Expense				
Income				
Property Taxes	2,659,657.83	2,626,654.07	33,003.76	1.3%
Lease Agreement	14,852.50	14,420.00	432.50	3.0%
Salary Reimbursement Agreement	7,660.24	7,450.87	209.37	2.8%
Total Income	2,682,170.57	2,648,524.94	33,645.63	1.3%
Expense				
OUTSIDE PROFESSIONAL SERVICES				
LAFCO Fees	1,176.70	1,445.41	-268.71	-18.6%
Contra Costa County Expenses	48.76	0.00	48.76	100.0%
El Cerrito Contract Fee	376,823.64	355,354.77	21,468.87	6.0%
Risk Management Insurance	11,476.00	12,378.00	-902.00	-7.3%
Professional Fees				
Accounting	260.00	146.25	113.75	77.8%
Legal Fees	0.00	148.50	-148.50	-100.0%
Total Professional Fees	260.00	294.75	-34.75	-11.8%
Wildland Vegetation Mgmt	1,785.00	0.00	1,785.00	100.0%
Total OUTSIDE PROFESSIONAL SERV...	391,570.10	369,472.93	22,097.17	6.0%
RETIREE MEDICAL BENEFITS				
PERS Medical	14,812.50	18,330.00	-3,517.50	-19.2%
Delta Dental	1,892.49	2,192.84	-300.35	-13.7%
Vision Care	533.76	533.72	0.04	0.0%
Total RETIREE MEDICAL BENEFITS	17,238.75	21,056.56	-3,817.81	-18.1%
COMMUNITY SERVICE ACTIVITIES				
Public Education	1,106.70	1,960.02	-853.32	-43.5%
Comm. Pharmaceutical Drop-Off	801.95	0.00	801.95	100.0%
Community Shredder	0.00	1,012.50	-1,012.50	-100.0%
Total COMMUNITY SERVICE ACTIVITIES	1,908.65	2,972.52	-1,063.87	-35.8%
DISTRICT ACTIVITIES				
Firefighters' Expenses	0.00	421.26	-421.26	-100.0%
Professional Development	2,272.98	48.00	2,224.98	4,635.4%
Building Maintenance				
Janitorial Service	99.66	199.32	-99.66	-50.0%
Medical Waste Disposal	800.78	655.97	144.81	22.1%
Gardening service	0.00	120.00	-120.00	-100.0%
Miscellaneous Maint.	1,474.53	1,203.59	270.94	22.5%
Total Building Maintenance	2,374.97	2,178.88	196.09	9.0%
Building Utilities/Service				
Garbage	266.80	266.80	0.00	0.0%
Gas and Electric	1,320.34	1,397.57	-77.23	-5.5%
Water/Sewer	221.34	117.18	104.16	88.9%
Total Building Utilities/Service	1,808.48	1,781.55	26.93	1.5%
Election	0.00	369.80	-369.80	-100.0%
Memberships	50.00	600.00	-550.00	-91.7%
Office				
Office Expense	149.65	182.93	-33.28	-18.2%
Office Supplies	70.48	87.76	-17.28	-19.7%
Telephone	776.49	508.88	267.61	52.6%
Total Office	996.62	779.57	217.05	27.8%
Total DISTRICT ACTIVITIES	7,503.05	6,179.06	1,323.99	21.4%
Staff				
Wages	12,033.00	11,796.08	236.92	2.0%
Overtime Wages	364.44	306.23	58.21	19.0%
Medical/dental Ins compensation	1,020.00	980.00	40.00	4.1%
Retirement Contribution	601.64	589.80	11.84	2.0%
Payroll Taxes	948.40	925.82	22.58	2.4%
Workers Compensation/Life Ins	415.58	378.30	37.28	9.9%
Payroll Processing	191.96	182.80	9.16	5.0%
Total Staff	15,575.02	15,159.03	415.99	2.7%
Total Expense	433,795.57	414,840.10	18,955.47	4.6%
Net Ordinary Income	2,248,375.00	2,233,684.84	14,690.16	0.7%
Other Income/Expense				
Other Income				
Transfers In - General	1,057.85	1,106.65	-48.80	-4.4%
Total Other Income	1,057.85	1,106.65	-48.80	-4.4%
Other Expense				
Transfers Out - Capital	1,057.85	1,106.65	-48.80	-4.4%
Total Other Expense	1,057.85	1,106.65	-48.80	-4.4%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	2,248,375.00	2,233,684.84	14,690.16	0.7%

Kensington Fire Protection District Revenue & Expense Budget vs. Actual

July through August 2011

	Jul - Aug 11	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Property Taxes	2,659,657.83	2,660,000.00	-342.17	100.0%
Special Taxes	0.00	0.00	0.00	0.0%
Other Tax Income	0.00	0.00	0.00	0.0%
Lease Agreement	14,852.50	14,852.50	0.00	100.0%
Interest Income	0.00	0.00	0.00	0.0%
Salary Reimbursement Agreement	7,660.24	7,657.20	3.04	100.0%
Total Income	2,682,170.57	2,682,509.70	-339.13	100.0%
Expense				
OUTSIDE PROFESSIONAL SERVICES				
LAFCO Fees	1,176.70	1,490.00	-313.30	79.0%
Contra Costa County Expenses	48.76	0.00	48.76	100.0%
El Cerrito Contract Fee	376,823.64	376,823.64	0.00	100.0%
Water System Improvements	0.00	0.00	0.00	0.0%
Fire Abatement Contract	0.00	0.00	0.00	0.0%
Risk Management Insurance	11,476.00	11,000.00	476.00	104.3%
Professional Fees				
Accounting	260.00	260.00	0.00	100.0%
Actuarial Valuation	0.00	0.00	0.00	0.0%
Audit	0.00	0.00	0.00	0.0%
Legal Fees	0.00	0.00	0.00	0.0%
Total Professional Fees	260.00	260.00	0.00	100.0%
Wildland Vegetation Mgmt	1,785.00	2,500.00	-715.00	71.4%
Total OUTSIDE PROFESSIONAL SERVICES	391,570.10	392,073.64	-503.54	99.9%
RETIREE MEDICAL BENEFITS				
PERS Medical	14,812.50	14,812.50	0.00	100.0%
Delta Dental	1,892.49	1,892.49	0.00	100.0%
Vision Care	533.76	533.76	0.00	100.0%
Total RETIREE MEDICAL BENEFITS	17,238.75	17,238.75	0.00	100.0%
COMMUNITY SERVICE ACTIVITIES				
Public Education	709.81	710.00	-0.19	100.0%
Comm. Pharmaceutical Drop-Off	801.95	802.00	-0.05	100.0%
Vial of Life Program	0.00	0.00	0.00	0.0%
CERT Emergency Kits	0.00	0.00	0.00	0.0%
Open Houses	0.00	0.00	0.00	0.0%
Total COMMUNITY SERVICE ACTIVITIES	1,511.76	1,512.00	-0.24	100.0%
DISTRICT ACTIVITIES				
Firefighter's Apparel	0.00	0.00	0.00	0.0%
Firefighters' Expenses	0.00	0.00	0.00	0.0%
Staff Appreciation	0.00	0.00	0.00	0.0%
Professional Development	1,500.00	1,500.00	0.00	100.0%
Building Maintenance				
Janitorial Service	99.66	200.00	-100.34	49.8%
Medical Waste Disposal	400.38	755.84	-355.46	53.0%
Building alarm	0.00	0.00	0.00	0.0%
Gardening service	0.00	233.30	-233.30	0.0%
Miscellaneous Maint.	869.26	1,666.66	-797.40	52.2%
Total Building Maintenance	1,369.30	2,855.80	-1,486.50	47.9%
Building Utilities/Service				
Garbage	0.00	0.00	0.00	0.0%
Gas and Electric	1,320.34	1,320.00	0.34	100.0%
Water/Sewer	221.34	203.35	17.99	108.8%
Total Building Utilities/Service	1,541.68	1,523.35	18.33	101.2%
Memberships	50.00	50.00	0.00	100.0%
Office				
Office Expense	149.65	583.34	-433.69	25.7%
Office Supplies	70.48	416.66	-346.18	16.9%
Telephone	706.59	800.00	-93.41	88.3%
Total Office	926.72	1,800.00	-873.28	51.5%
Total DISTRICT ACTIVITIES	5,387.70	7,729.15	-2,341.45	69.7%
Staff				
Wages	12,033.00	12,033.34	-0.34	100.0%
Overtime Wages	364.44	625.00	-260.56	58.3%
Vacation Wages	0.00	0.00	0.00	0.0%
Medical/dental ins compensation	1,020.00	1,020.00	0.00	100.0%
Retirement Contribution	601.64	601.66	-0.02	100.0%
Payroll Taxes	948.40	1,033.34	-84.94	91.8%
Workers Compensation/Life Ins	415.58	500.00	-84.42	83.1%
Payroll Processing	143.97	190.00	-46.03	75.8%
Total Staff	15,527.03	16,003.34	-476.31	97.0%

Kensington Fire Protection District
Revenue & Expense Budget vs. Actual
 July through August 2011

	Jul - Aug 11	Budget	\$ Over Budget	% of Budget
Contingency				
General	0.00	3,333.30	-3,333.30	0.0%
Total Contingency	0.00	3,333.30	-3,333.30	0.0%
Total Expense	431,235.34	437,890.18	-6,654.84	98.5%
Net Ordinary Income	2,250,935.23	2,244,619.52	6,315.71	100.3%
Other Income/Expense				
Other Income				
Transfers In - General	1,057.85			
Total Other Income	1,057.85			
Other Expense				
Transfers Out - Capital	1,057.85			
Total Other Expense	1,057.85			
Net Other Income	0.00			
Net Income	2,250,935.23	2,244,619.52	6,315.71	100.3%

CHIEF'S REPORT





NEW BUSINESS

October 14, 2011

To: KFPD Board Members

AGENDA ITEM 10

Fr: Brenda Navellier
KFPD Manager

BAN
Re: FY11-12 Budget Revision

While inputting the budget that the Board approved at the September 14, 2011 meeting, CPA Russell and I discovered an error.

The actual El Cerrito Contract Fee should be \$2,260,942, not \$2,214,980. This difference is equal to the salary reimbursement agreement amount. KFPD shows that amount as revenue, and that is properly reflected in the budget. The initial contract fee listed was equal to the cash amount KFPD pays El Cerrito. The cash amount is a net figure (gross contract fee, less salary reimbursement).

The Contract Fee that the Board approved at the June 8th meeting has not changed.

KFPD COMBINED REVENUE, EXPENSE AND CAPITAL BUDGET
Fiscal Year 2011-2012

	FY 2010-2011	FY 2010-11	FY 2011-2012	FY 2012-2013
REVENUE BUDGET	Budget	Actual	Budget	Planning
Property Taxes *	2,725,300	2,784,872	2,798,795	2,812,791
Special Taxes	200,221	200,221	200,196	200,200
Other tax income	31,900	32,657	32,000	32,000
Interest income	10,000	12,526	9,000	10,000
Lease agreement (3%)	28,840	28,840	29,705	30,596
Salary reimb agreement	45,025	44,705	45,943	46,610
Surety bond claim	0	176,000	0	0
Miscellaneous income	0	32,808	0	0
Total Revenue	3,041,286	3,312,629	3,115,640	3,132,198
	FY2010-2011	FY 2010-11	FY 2011-2012	FY 2012-2013
OPERATING EXPENSE BUDGET	Budget	Actual	Budget	Planning
OUTSIDE PROFESSIONAL SERVICES				
Accounting	5,400	3,855	5,400	5,400
Actuarial Valuation	2,500	3,200	3,000	0
Audit	12,000	12,000	12,000	12,500
Mandate Reimbursement Filing	0	0	1,300	1,300
CC County Expenses	32,455	33,091	34,745	36,000
El Cerrito Contract	2,132,128	2,132,128	2,260,942	2,373,990
Fire Abatement Contract	8,000	0	8,000	8,000
Insurance - Risk Mgmt	12,380	12,378	11,000	11,550
LAFCO Fees	1,445	1,445	1,490	1,535
Legal Fees	35,000	24,200	30,000	35,000
Water System Improvements	20,000	1,186	600,000	400,000
Wildland Vegetation Mgmt	10,000	5,985	10,000	10,000
RETIREE MEDICAL BENEFITS				
PERS Medical (OPEB cost)	54,990	54,990	59,250	63,840
Delta Dental	7,570	7,870	8,155	8,790
Vision Care	2,135	2,135	2,300	2,480
COMMUNITY SERVICE ACTIVITES				
Public Education	13,000	8,087	13,000	13,000
Community Pharmaceutical Drop-Off	3,500	1,486	3,000	3,000
Vial of Life Program	1,000	234	500	400
CERT Emergency Kits	6,000	3,787	2,500	2,500
Open Houses	2,500	0	2,500	1,500
Community Shredder	1,500	1,783	2,000	1,500
DISTRICT ACTIVITIES				
Professional Development	5,500	946	5,500	5,500
District Office				
Office expense	3,500	1,928	3,500	3,500
Office supplies	2,500	1,360	2,500	2,500
Telephone	4,250	4,573	4,800	5,040
Election	1,000	370	0	1,000
Firefighter's Apparel **	7,000	7,199	1,500	1,575
Firefighters' Expenses	5,000	4,974	5,000	5,000
Engine Rescue Equipment	5,910	6,217	0	0
Staff Appreciation	2,500	1,624	4,000	2,500
Memberships	5,000	5,241	5,600	6,000
P/S Building				
Gardening service	1,400	705	1,400	1,470
Building alarm	2,000	1,696	2,000	2,000
Medical waste disposal	4,500	4,316	4,535	4,760
Janitorial	1,500	1,096	1,500	1,500
Misc. Maint/Improvements	245,000	5,965	10,000	10,000
PG&E	7,810	7,542	7,920	8,315

KFPD COMBINED REVENUE, EXPENSE AND CAPITAL BUDGET

Fiscal Year 2011-2012

Water/Sewer	1,040	1,160	1,220	1,280
Garbage	840	801	840	840
Staff				
Wages (2%)	70,775	70,776	72,200	73,640
Overtime Wages	4,900	2,501	3,750	3,825
Vacation Wages Accrual Adjustment	1,020	953	735	55
Medical/dental insurance compensation	5,880	5,880	6,120	6,425
Retirement Contribution	3,540	3,539	3,610	3,680
Payroll Taxes	6,415	5,886	6,500	6,640
Insurance - Workers Comp/Life	1,470	1,226	1,500	1,500
Processing	1,165	1,168	1,225	1,285
Operating Contingency Fund	<u>30,000</u>	<u>3,300</u>	<u>20,000</u>	<u>30,000</u>
Total Operating Expense	2,794,913	2,462,780	3,248,534	3,182,111
Capital Outlay				
Mobile Display Terminal	6,580	6,156	0	0
Engine Defibrillators				
P/S Building Repair/Replace	105,000	49,209	575,000	0
High Band Radios				
P/S Building Bay Doors	45,000	0	24,000	0
Firefighter qtrs/equip	10,000	8,685	12,000	10,000
Office Furniture/Computers	<u>5,000</u>	<u>1,704</u>	<u>5,000</u>	<u>5,000</u>
Total Capital Outlay	171,580	65,754	616,000	15,000
TOTAL EXPENDITURES	2,966,493	2,528,534	3,864,534	3,197,111

Notes: The standard expenditure increase is 5% unless otherwise indicated or unless policy decisions mandated.

* The State of California "borrowed" \$218,628 from KFPD during FY09-10 to be repaid by the end of FY12-13 with interest.

This will affect our cash balance and create a receivable shown on the Balance Sheet, but not revenue reported.

** Firefighters apparel was increased by \$5,760 in FY10-11 in order to purchase state-of-the-art wildland safety gear.

Designated Funds (see attached schedules)

Engine Replacement Fund	93,455	93,455	93,455	93,455
Public Safety Building Fund	0	0	0	90,000
Prepay CalPERS Trust	<u>50,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
	143,455	93,455	93,455	183,455

	FY 2010-2011 <u>Budget</u>	FY 2010-2011 <u>Actual</u>	FY 2011-2012 <u>Budget</u>	FY 2012-2013 <u>Planning</u>
Beginning Cash	4,255,595	4,255,595	5,049,078	
Revenue	3,041,286	3,312,629	3,115,640	
State of California Loan Receivable	0	0	0	
Operating Expenditures	-2,794,913	-2,462,780	-3,248,534	
Capital Expenditures	-171,580	-65,754	-616,000	
Accrual to Cash Adjustment	15,377	9,388		
ENDING CASH	4,345,764	5,049,078	4,300,183	
Cumulative Designated Funds				
Capital Replacement Funds	-889,475	-889,475	-982,930	
Prepaid CERBT - Retiree Trust	-1,139,125	-1,155,985	-1,155,985	
El Cerrito Contract 12 month set aside	-2,132,128	-2,132,128	-2,260,942	
AVAILABLE CASH	185,036	871,490	-99,674	

KFPD COMBINED REVENUE, EXPENSE AND CAPITAL BUDGET
Fiscal Year 2011-2012

SCHEDULE FOR REPLACEMENT OF EQUIPMENT

Type I Vehicle Cost	Estimated Cost 15 yrs/4%	Fiscal Year	Yearly Contribution To Cap. Fund	Accumulated Funds	Type III Vehicle Cost	Estimated Cost 15 yrs/4%	Fiscal Year	Yearly Contribution To Cap. Fund	Accumulated Funds
	\$543,700					\$540,094			
\$123,464		99-00							
\$178,435		00-01	30,832	30,832					
		01-02	36,633	67,465					
		02-03	36,633	104,098	\$94,000		02-03		
		03-04	36,633	140,731	\$205,895		03-04		
		04-05	36,633	177,364			04-05	32,860	32,860
		05-06	36,633	213,997			05-06	32,860	65,720
		06-07	36,633	250,630			06-07	32,855	98,575
		07-08	36,633	287,263			07-08	36,793	135,368
		08-09	36,633	323,896			08-09	36,793	172,161
adjust to	\$632,660	09-10	51,461	375,357	adjust to	\$592,100	09-10	41,994	214,155
		10-11	51,461	426,818			10-11	41,994	256,149
		11-12	51,461	478,279			11-12	41,994	298,143
		12-13	51,461	529,740			12-13	41,994	340,137
		13-14	51,461	581,201			13-14	41,994	382,131
		14-15	<u>51,461</u>	632,662			14-15	41,994	424,125
			632,662				15-16	41,994	466,119
							16-17	41,994	508,113
							17-18	41,994	550,107
							18-19	<u>41,994</u>	592,101
								592,101	

KFPD COMBINED REVENUE, EXPENSE AND CAPITAL BUDGET
Fiscal Year 2011-2012

SCHEDULE FOR RENOVATION OF BUILDING

<u>Kitchen Remodel/ Office Expansion</u>	<u>Possible Cost in 15 yrs. at 4% Inflation</u>	<u>Fiscal Year</u>	<u>Yearly Contribution</u>	<u>Accumulated Reserves</u>
\$430,000	\$774,406	05-06	0	0
		06-07	51,627	51,627
		07-08	51,627	103,254
		08-09	51,627	154,881
		09-10	51,627	206,508
		10-11 *	0	0
		11-12 *	0	0
		12-13	90,000	90,000

* The Kensington Fire Protection District is currently renovating and upgrading portions of the Public Safety Building. Accumulated reserves will be applied to the current project. Building Renovation Schedule will be created at the end of this current project and after reviewing historical costs and operational needs. FY12-13 is currently an estimate.

August 19, 2011

Kensington Fire Protection District
Attn: Brenda J. Navellier
217 Arlington Ave.
Kensington CA 94707-1401

**SUBJECT: Water Service Estimate 11-011; Actual Cost Miscellaneous
Agreement for EBMUD-Installed Main Replacement, Arlington
Avenue & Westminster Avenue, Kensington**

Dear Ms. Navellier:

Enclosed are three copies of an actual cost Miscellaneous Agreement to proceed with engineering and installation. The estimated total amount of \$700,000.00 is preliminary only; EBMUD makes no representation regarding its accuracy. This amount includes the cost of all preliminary engineering, project administration, design, and construction of water system improvements, including, construction inspection, survey, permits, pipeline materials and appurtenances, pipe kills, affected service and hydrant lateral transfers, trench paving, and replacement of about 1,500 feet of 6-inch pipe with 8-inch pipe on Arlington Avenue and Westminster Avenue in Kensington.

The sum specified above does not include costs associated with any unanticipated field conditions, restricted working hours, additional traffic control needs, or other unforeseen factors which may affect the overall cost. Such additional cost must be paid in advance following written invoice to Kensington Fire Protection District (KFPD) from EBMUD, per the enclosed agreement.

The preliminary estimate of \$700,000.00 shall be paid by KFPD to EBMUD in three (3) installments. Upon receipt of the initial installment, \$140,000.00, along with the three, signed agreement copies, EBMUD will perform all preliminary and design engineering, as well as survey work. The time needed for this initial design phase is about six months.

Upon completion of design, KFPD shall pay the second installment, 280,000.00. Following receipt of this second installment, EBMUD will commence installation of the improvements.

The third and final installment of \$280,000.00 will be due upon completion of 50% of the improvements work, as determined by EBMUD. KFPD shall be notified in writing at the point of 50% completion.

As described in Paragraph 7 of the enclosed agreement, after project completion and subsequent final accounting of total actual project cost, KFPD shall pay 80% of such cost and EBMUD shall pay 20% of such cost.

August 19, 2011

Page 2

EBMUD's cost share is based on maintaining the as-designed capacity of the pipelines (500 gallons per minute in accordance with EBMUD Policy 3.03) while providing for the project goal of meeting KFPD's fire flow requirement of 1,500 gallons per minute established in the 1998 Kensington Fire Flow Study.

If you wish EBMUD to proceed with the preliminary engineering and survey work, please sign and return all three copies of the agreement and return to my attention with the first installment payment of \$140,000.00. Please do NOT date the agreement; the agreement will be dated when signed by EBMUD's Director of Engineering & Construction.

If you have any questions, please call me at (510) 287-1278, or call Jose Rios at (510) 287-1091.

Sincerely,



Mark Swearingen
New Business Representative

/mws

Enclosures

cc: Jose Rios, EBMUD Water Distribution Planning

AGREEMENT
FOR DESIGN, CONSTRUCTION, AND OWNERSHIP
OF WATER SYSTEM IMPROVEMENTS IN KENSINGTON
BETWEEN
EAST BAY MUNICIPAL UTILITY DISTRICT AND
KENSINGTON FIRE PROTECTION DISTRICT
MISCELLANEOUS AGREEMENT _____

WITNESSETH

THIS AGREEMENT, dated _____, 20__, between the EAST BAY MUNICIPAL UTILITY DISTRICT, a municipal utility district formed under the California Municipal Utility District Act (hereinafter called "EBMUD"), and the KENSINGTON FIRE PROTECTION DISTRICT, a special district created pursuant to the Fire Protection District Law of 1961 (hereinafter called KFPD).

WHEREAS, KFPD commissioned EBMUD to prepare a comprehensive study of the water delivery system in Kensington in an effort to identify the improvements necessary to achieve fire flow standards provided by KFPD, resulting in the publication of the "Kensington Fire Flow Study," dated December 1998; and

WHEREAS, on December 8, 1999, the Board of Directors of the KFPD adopted the Kensington Water System Improvements Master Plan and funded the completion of various water system improvements consistent with the Kensington Fire Flow Study and Kensington Water System Improvements Master Plan; and

WHEREAS, on July 2, 2007, EBMUD completed the "Kensington Supplemental Fire Flow Study" as requested by KFPD and KFPD subsequently funded certain water system improvements as a result of the study; and

WHEREAS, on May 17, 2011, the Board of Directors of the KFPD informed EBMUD of its intention to undertake additional water system projects to provide improved fire flows; and

~~WHEREAS, per EBMUD Policy 3.03, EBMUD will work with communities within its~~

service area to support the implementation of community-initiated fire flow improvements to EBMUD's water distribution infrastructure where such improvements are technically and operationally feasible, while at the same time continuing to provide high quality water service to the customers; and

WHEREAS, a cost sharing plan between the KFPD and EBMUD has been developed as set forth in this Agreement; and

WHEREAS, the parties agree that the public interest and convenience require the design and construction by EBMUD forces, and ownership, maintenance, and operation by EBMUD, of certain public improvements in Kensington.

NOW, THEREFORE, IT IS HEREBY AGREED:

1. Upon execution of this agreement, KFPD shall pay to EBMUD the first of three payments for a total of SEVEN HUNDRED THOUSAND DOLLARS (\$700,000), which sum represents the estimated cost of all preliminary engineering, project administration, design, and construction of water system improvements, including, construction inspection, survey, permits, pipeline materials and appurtenances, pipe kills, affected service and hydrant lateral transfers, trench paving, and replacement of about 1,500 feet of 6-inch pipe with 8-inch pipe on Arlington Avenue and Westminster Avenue in Kensington (hereinafter called "water system improvements"). The sum specified herein does not include costs associated with any unanticipated field conditions, restricted working hours, additional traffic control needs, or other unforeseen factors. It is agreed that said sum may be adjusted when unusual construction restrictions or conditions are encountered that increase the cost of engineering, construction or inspection services or the cost of materials provided by EBMUD. Payment of such additional

~~cost shall be paid by KFPD to EBMUD within 30 days following receipt of EBMUD's written~~

invoice. The water system improvements do not include any new hydrants, new water service, or any improvements outside of Arlington Avenue and Westminster Avenue in Kensington.

2. The preliminary estimate of the total project cost shall be paid by KFPD to EBMUD in three installments. Upon receipt of the first installment of One Hundred Forty Thousand Dollars (\$140,000), EBMUD will proceed to perform or cause to be performed all preliminary engineering, design engineering and survey of the improvements. The time of the design is approximately 6 months. Upon completion of the design, KFPD shall pay the second installment of Two Hundred Eighty Thousand Dollars (\$280,000), upon which EBMUD will begin installation of the improvements. KFPD shall pay the third installment of Two Hundred Eighty Thousand Dollars (\$280,000) upon completion of fifty percent of the improvements, as determined by EBMUD and provided to KFPD in writing.

3. EBMUD shall use its best efforts to perform, or cause to be performed, the construction of the water system improvements in accordance with appropriate engineering standards, as economically as practical to achieve design objectives, and in a timely manner. The estimated schedule for completion of the improvements shall be determined by EBMUD based on its overall scheduling requirements of work crews, materials and equipment, other commitments and contracts of EBMUD, and emergency jobs or installations. EBMUD priorities shall be solely determined by EBMUD. It is agreed EBMUD shall not under any circumstances be responsible or liable for costs or damages related directly or indirectly to the timing of performance of this Agreement by EBMUD. EBMUD shall have the right, in its sole discretion, to perform the work under contract or by EBMUD forces.

~~4. EBMUD shall use its best efforts to perform, or cause to be performed, all tasks in~~

order to complete construction of the water system improvements for a cost of \$700,000. This cost represents the cost estimate (in 2011 dollars) for design and construction of the replacement pipelines and appurtenances. All of the water system improvements are to be installed in accordance with the final improvement plans and specifications to be prepared by EBMUD.

5. All of the water system improvements installed shall become the property of EBMUD and shall be maintained by EBMUD in accordance with EBMUD policies, regulations, procedures, and practices.

6. For purposes of establishing the relative financial responsibilities among the parties to this Agreement, the following definitions shall be applied:

- a. The "total estimated project cost" shall mean \$700,000 which is the cost estimate to construct the water system improvements on Arlington Avenue and Westminster Avenue in Kensington.
- b. The "total actual project cost" shall mean the final total cost to construct the water system improvements on Arlington Avenue and Westminster Avenue in Kensington and EBMUD's performance of this Agreement.
- c. The "EBMUD contribution" is calculated as 20.0 percent applied to the total actual project cost. EBMUD's cost share is based on maintaining the as-designed capacity of the pipelines (500 gallons per minute in accordance with EBMUD Policy 3.03) while providing for the project goal of meeting KFPD's fire flow requirement of 1,500 gallons per minute established in the 1998 Kensington Fire Flow Study.

~~7. After final accounting of total actual project cost, KFPD shall pay 80% of such cost~~

and EBMUD shall pay 20% of such cost. If the total actual project cost is less than the \$700,000 paid by KFPD to EBMUD, then EBMUD shall refund to KFPD the difference between the total actual project cost and the \$700,000 paid by KFPD to EBMUD, as well as the 20% of the total actual project cost. If the total actual project cost is \$700,000, then EBMUD shall refund to KFPD 20% of that amount. If the total actual project cost is more than \$700,000, then EBMUD shall refund 20% of \$700,000 to KFPD, and KFPD shall pay 80% of the amount of the total actual project cost that exceeds \$700,000.

8. Upon completion of the project, EBMUD will determine the total actual project cost incurred in performance of the work. EBMUD's determination of all costs of construction shall be final and binding provided that such determination shall be made in accordance with generally accepted accounting principles. EBMUD will provide to KFPD its detailed final cost accounting for the water system improvements within 60 working days after project completion.

9. The parties to this Agreement acknowledge that unforeseen or unanticipated situations may be encountered during construction of the water system improvements that affect both the costs of these improvements and the schedule to complete the work. Such conditions include, but are not limited to:

- substantial adverse soil conditions, including unstable soils and/or contaminated soils;
- unanticipated underground obstructions;
- lane paving beyond the standard trench T-cut;
- California Environmental Quality Act (CEQA) requirements beyond a Notice of Exemption; and/or

~~acquisition of any rights-of-way and/or temporary construction easements.~~

In the event that unforeseen conditions arise, the costs of which are above and beyond the total estimated project cost set forth hereinabove, EBMUD shall notify KFPD as soon as practicable regarding the impact of such conditions on the project cost and project schedule.

10. KFPD agrees to indemnify, defend and hold harmless EBMUD, its Directors, officers, and employees from and against any and all loss, liability, expense, claims, costs, suits, demands and damages, including liability for inverse condemnation, nuisance, or trespass arising directly or indirectly from or in any way connected with the water system improvements work performed by EBMUD, the negligence or willful misconduct of KFPD, or the removal, treatment, and/or disposal of contaminated soil and/or water, including petroleum products or by-products. KFPD further agree agrees to indemnify, defend and hold harmless EBMUD, its Directors, officers, and employees from and against any and all loss, liability, expense, claims, costs, suits, demands and damages arising directly or indirectly from or in any way connected with the levy, collection and use of the KFPD tax or other method of financing the improvements and the terms of this Agreement. KFPD shall make good to reimburse EBMUD for any expenditures, including reasonable attorneys' fees, EBMUD may make by reason of such matters set forth above.

11. Nothing in the Agreement is intended to affect the legal liability of either party to third parties by imposing any standard of care different from the standard of care imposed by law.

12. KFPD shall be named as an additional insured on all insurance policies of contractors constructing any of the water system improvements, to the same extent EBMUD is so named,

~~and KFPD shall be named as an additional obligee on all performance and payment bonds posted~~
in conjunction therewith.

13. At all times during the conduct of this work, EBMUD shall accept complete ownership, maintenance, and operation responsibility for the water system improvements constructed as defined herein.

14. In the event of cancellation or termination of this Agreement, it is agreed that EBMUD shall retain, from any sums paid by KFPD, an amount equal to the actual costs and expenses incurred by EBMUD in performance of this Agreement at the time of cancellation or termination.

15. Term of Agreement. Except for Sections 10 and 14 hereof, this Agreement shall expire upon acceptance as complete of the construction of the water system improvements and the payment of all sums required herein.

16. Modification of Agreement. This Agreement may be modified at any time by mutual consent of both parties. Any such modification shall be in writing and executed by both parties.

17. Accountability. Each party to this Agreement shall provide strict accountability of all funds paid and received for the construction of the water system improvements and shall report to each other all receipts and disbursements relating to the water system improvements.

19. Assignment. This Agreement is not assignable, and shall be binding upon and inure to the benefit of the heirs and successors of the parties.

20. Approvals. This Agreement, and the execution thereof by the undersigned officers, has been duly approved and authorized by the respective governing bodies of the undersigned parties to this Agreement.

~~21. Severability. In the event that any portion of this Agreement shall be deemed by any~~

court of competent jurisdiction to be invalid, illegal or unenforceable, such portion shall be deemed severed from the Agreement, and the remaining parts shall remain in full force and effect, as fully as though such invalid, illegal or unenforceable portion had never been part of the Agreement to the extent allowed by law.

22. Waiver. No waiver of any breach by any party of any of the covenants contained in the Agreement shall be construed as a waiver of any subsequent or preceding breach of the same or any covenant. No waiver of any default of any party shall be implied from any failure of the other party to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than as specified in such waiver. The consent or approval by any party to or of any act requiring such consent or approval shall not be deemed to render unnecessary the consent or approval to or of any subsequent similar act.

23. Governing Law. This Agreement shall be construed and governed by the laws of the State of California and constitutes the entire Agreement of the parties, superseding all prior agreements written or oral.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first set forth above.

KENSINGTON FIRE PROTECTION
DISTRICT

By:

President, Board of Directors

Approved as to form

Legal Counsel

EAST BAY MUNICIPAL UTILITY
DISTRICT

By:

Director of Engineering & Construction

Approved as to form

Office of General Counsel

sb11_146.doc

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

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BOARD REPORTS

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:
				KENSINGTON
		</		

371,354.53

367.944.53

Kensington FPD Approval:
Date: 10/16/11
Date: 10/16/11

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CONTRA COSTA SPECIAL DISTRICTS ASSOCIATION
July 18, 2011

MINUTES

The quarterly meeting of the Contra Costa Special Districts Association was held at 10:10 a.m. on July 18, 2011, at the St. Andrews Presbyterian Church in Pleasant Hill. Chairperson Bette Boatmun led the meeting with 34 members in attendance, representing 17 special districts.

Call to Order:

Chairperson Boatmun called the meeting to order at 10:00 a.m. Introductions and comments followed with each representative giving an update on their respective agencies.

Adoption of Agenda:

There were no changes to the agenda.

Approval of Minutes:

The minutes of the January 24, 2011 meeting were approved.

Guest Speaker:

Bette Boatmun introduced Fred Silva, Senior Fiscal Policy Advisor for California Forward. This organization was formed several years ago out of concern for governance and fiscal policy in California. Ongoing discussions have created the framework that will restructure the relationship between state and local governments. It is the goal to move more authority and flexibility to the local government, which in turn, will provide cost-effective services and better results to taxpayers. Mr. Silva discussed California Forward's Smart Government Framework: Making California Work Again. The Framework introduces five new priorities for the state and five comprehensive proposals for reform.

The Proposals for a Smart Government will focus on outcomes, align authority with responsibility, adjust the state role, foster regional collaboration and evaluate the efficiency of operations. If followed, these proposals will result in increased employment, improved education, decreased poverty, decreased crime and improved health. It is the hope that with these proposals and intended outcomes, our state will become as effective and efficient as others. Mr. Silva followed up his presentation with a question & answer discussion.

Committee Updates:

Nominating Committee

Tom Williams, Ironhouse Sanitary District, discussed the election of the Member at Large position. There were two candidate nominations: Stan Caldwell, Mt. View Sanitary District and David Williams, Central Contra Costa Sanitary District. Stan Caldwell was elected to the Executive Committee as the new Member at Large.

LAFCO Representative Report:

Michael McGill, LAFCO Chair, reported that the county wide Law Enforcement Municipal Service Review (MSR) was released and is open to the public review process. The next MSR is for the county wide review of library services and the fire emergency medical services in East Contra Costa County.

Legislative Committee Report:

Stan Caldwell, Mt. View Sanitary District, reported on California Forward, Public Pension Reform and Senate Bills.

East Bay Regional Park District- Park Advisory Committee Report:

E.J. Shalaby, West County Wastewater District, reported that parking at Alvarado/Wildcat Land use area is an issue, solutions for additional parking is being discussed. Measure WW bond projects are moving forward.

CCSDA Financial Report:

Mark Cornelius submitted the following:

Savings Account- Ending Balance 05/31/11 \$8,288.59
Checking Account- Ending Balance 05/31/11 \$711.31

California Special Districts Association Activities Update:

Stan Caldwell, Mt. View Sanitary District, reported that at the last CSDA board meeting chapter membership was discussed. A proposed Bylaw requirement would prohibit new regional chapters from forming unless all special districts in that region were CSDA members. The 2012 budget is currently underway and it is unknown if there will be an increase in dues.

Other Business

The following announcements were made:

- Ad Hoc Finance Committee members consist of- Tom Williams, John Burgh, Mark Cornelius & Sharyn Rossi. A meeting date is to be set by Mr. Cornelius.
- Next CCSDA Meeting:

October 17, 2011
6:00 p.m. (Dinner immediately following meeting)
St. Andrew's Presbyterian Church
1601 Mary Drive, Pleasant Hill

Adjournment:

There being no further business, Chairperson Boatman adjourned the meeting at 12:00 p.m.

Respectfully submitted,

Allison Nelson



**California Special
Districts Association**

Districts Stronger Together

MEMORANDUM

DATE: September 12, 2011

TO: CSDA Members (Board and Staff)

FROM: Jo Mackenzie, CSDA President
Neil McCormick, Executive Director

SUBJECT: 2012 CSDA Committee & Expert Team Participation

CSDA's strength and effectiveness as an organization is directly related to our ability to involve the member district/agency Board members and staff in the work of the Association. The talents and energy that both groups bring to CSDA and to the issues that concern special districts in California through committee involvement are critical components of CSDA's success.

With this in mind, we are asking for volunteers from your district (staff and/or Board members) to participate and contribute on one or more of our committees and/or expert feedback teams to assist in shaping CSDA.

If you or any others from your district would like to become even more involved as a member of CSDA, please review and complete the form included with this letter. Committees need active participants who are able to expend the time to provide their expertise in directing the activities and policies of CSDA. CSDA does not reimburse for committee related travel expenses.

In regards to **CSDA's Expert Feedback Teams**, when a need for feedback arises on a particular policy matter, CSDA legislative staff will send an e-mail to an expert feedback team asking for their input. Team members need only reply with their thoughts, opinions and experiences. The workload of a team member will ultimately be what he or she makes of it. Team members will not be required to travel; they should expect to receive a handful of e-mails each month and on rare occasions they may be contacted by phone.

Please return the attached form by **Friday, October 28, 2011 at 5:00 p.m.** The selection and ratification of CSDA's 2012 committees will take place in November and selected participants will be notified by the end of November 2011. Committee participation begins in January, 2012.

Thank you for your continued support of CSDA!

California Special Districts Associations

1112 I Street, Suite 200
Sacramento, CA 95814
Toll Free: 877-924-CSDA (2732)
Phone: 916-442-7887
Fax: 916-442-7889

A proud California Special Districts Alliance partner

Special District Risk Management Authority
1112 I Street, Suite 300
Sacramento, CA 95814
Toll Free: 800-537-7790
Fax: 916-231-4111

CSDA Finance Corporation
1121 I Street, Suite 200
Sacramento, CA 95814
Toll Free: 877-924-CSDA (2732)
Fax: 916-442-7889



California Special Districts Association

Districts Stronger Together

2012 COMMITTEE AND EXPERT FEEDBACK TEAM INTEREST FORM

Please make additional copies for each participant.
Please Use Actual Contact Information where you can be reached

Name: _____

Title/Position: _____

District/Organization: _____

District Address: _____

Personal Address: _____

Telephone:(District) _____ (Contact): _____

Fax (District): _____ (Contact): _____

E-mail: _____

We hope your District will participate in one or more of CSDA's committees. The CSDA Board of Directors encourages the participation of member agencies and Business Affiliates on CSDA's committees. As space is limited, please choose more than one committee which you would like to participate on, and please rank according to preference:

1 = 1st choice

2 = 2nd choice

3 = 3rd choice

If we are able to place you on more than one committee, how many committees would you like to serve on? _____ (maximum 3)

NOTE: All committees meet in person at least twice annually. Committees generally meet in Sacramento, however locations may vary.

COMMITTEES:

_____ **Audit Committee:** Responsible for maintaining and updating internal controls. Provides guidance to auditors regarding possible audit and fraud risks. Commitment: Meets with auditors prior to the commencement of the audit, when audit is completed and possibly one meeting during the auditing process. Financial experience preferred.

_____ **Education Committee:** Plans, organizes and directs the professional development and events for CSDA. Commitment: Meets at least twice annually.

_____ **Elections & Bylaws Committee:** Conducts annual elections and occasionally reviews bylaws upon request of the CSDA Board, members or as needed. Commitment: Minimum of one meeting in Sacramento.

_____ **Fiscal Committee:** Oversees the financial direction of the organization including budget review and implementation. **Commitment:** Meets at least three times annually. **Financial experience preferred**

_____ **Legislative Committee:** Development of CSDA's legislative agenda; review, direction and assist with legislative/public policy issues. (Seats are limited.) **Commitment:** Meets seven times a year beginning in February and concluding at the Annual Conference. All meetings are conducted in Sacramento. Attending CSDA's Special District Legislative Days is mandatory if you serve on this committee.

_____ **Alternative Option: Legislative Distribution List** - Because seats are limited on this committee, CSDA has created an alternative option whereby members can receive the same legislative information via email that Legislative Committee members receive. Members on this list may provide input by responding to the legislative staff by email. Select this option instead of the Legislative Committee if you are unable to meet the requirements of serving on the Legislative Committee but wish to receive legislative communications emailed to the Legislative Committee and Legislative Distribution List.

_____ **Membership & Recruitment Committee:** Responsible for recruitment of new members, member retention, development of new member benefits and review of current programs. **Commitment:** Meets at least twice annually.

EXPERT FEEDBACK TEAMS:

_____ **Budget, Finance & Taxation:** Audits; Bankruptcy; Bonds; Property Tax Allocations; Public Financing; Prop 218; Redevelopment

_____ **Environmental Compliance:** CEQA; EIR; SB 375; AB 32

_____ **Transparency & Accountability:** Brown Act; Ethics; Public Records Act; Political Reform Act; Reporting to State Controller

_____ **Formation & Reorganization:** Cortese-Knox-Hertzberg; Consolidation; Dissolution; LAFCO; MSR; SOI

_____ **Human Resources & Personnel:** Benefits; Industrial Safety; Labor; Public Retirement; Workers' Compensation

_____ **Public Contracting:** Basic Contracting; Bidding; Design-Build; Indemnification; Public Private Partnerships; Retention

_____ **Legal:** General legal matters affecting special districts

Committee and Expert Feedback Team participation is open to both Board members and Staff. **Please note that the Association does not reimburse any expenses incurred from this participation.**

CSDA is committed to keeping travel costs to a minimum for committee members and handles a significant amount of committee work through conference calls, fax correspondence and e-mail; however, committees do meet at least two times a year in person.

***Either the District/Company General Manager or Board President must sign form**

*Signature: _____ Date: _____

Please return this completed form to Charlotte Lowe at CSDA by mail, fax (916) 442-7889 or email charlottel@csla.net no later than 5:00 p.m. on Friday, October 28, 2011.