

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

Date of Meeting: September 14, 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 Blaszczyk, Joe de Ville, Nina Harmon, Janice Kosel, and Leslie Michael

1. **ADOPTION OF CONSENT ITEMS.** Items 3, 4 & 5
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. **ACCEPTANCE OF INCIDENT ACTIVITY REPORT.** July 2011 (ACCEPT)

- CC 4. **APPROVAL OF MONTHLY A/P VOUCHER - TRANSMITTAL #3** (APPROVE)

- CC 5. **APPROVAL OF MONTHLY FINANCIAL REPORT.** July/August 2011 (APPROVE)

6. **PRESIDENT'S REPORT**
 - a. Request from LAFCO for Service/Activity Updates

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

8. **NEW BUSINESS**
 - Resolution 11-09 Adopting the Final Combined Budget for Revenue, Operating Expenditures, and Capital Improvement Expenditures for Fiscal Year 2011-2012 (ACTION)

9. Discussion/Board Direction regarding resident-proposed on-line searchable monthly Board packets (Possible ACTION)
10. Discussion/Board Direction regarding resident-proposed letter to the County of Contra Costa regarding failed drainage pipe at Kenyon Avenue (Possible ACTION)
11. **BOARD REPORTS**
Informational reports from Board members or staff covering the following assignments:
 - a. Finance Committee (Kosel/Blaschczyk): KFPD audit field work on 9/7 and 9/8/11
 - b. Public Safety Building (de Ville): Current contract amount w/additions & deletions
 - c. Education (Kosel): Tri-City Safety Day 9/17/11; Fire Prevention Week Open House 10/15/11
 - d. Contra Costa County/California Special Districts Assoc. (Ramsey): CSDA Annual Conference 10/10-10/13/11
 - 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, October 12, 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 10/12/11 is Wednesday, 9/28/11 by 1:00 p.m. The deadline for agenda-related materials to be included in the Board packet is Wednesday, 10/5/11 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



**El Cerrito Fire Department
Memorandum**

August 18, 2011

TO: Kensington Fire Protection Board Members

FROM: John Dougery, Battalion Chief

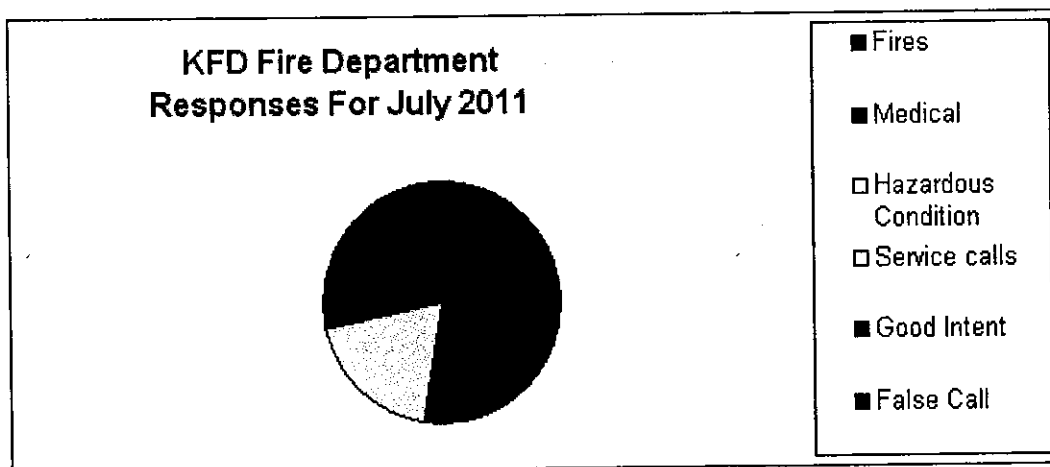
SUBJECT: Incident Activity Reports for the Month of July

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

No incidents occurred during the month of July 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	4.76
Medical	<i>(EMS, Vehicle Accidents, Extrication, Rescue)</i>	10	47.62
Hazardous Condition	<i>(Chemical Spills, Leaks, Down power Lines)</i>	0	0.00
Service calls	<i>(Distress, Water/ Smoke/Odor Problems)</i>	4	19.05
Good Intent	<i>(Cancelled En Route, Wrong Location)</i>	4	19.05
False Call	<i>(Wrong Company/Unit Dispatched)</i>	2	9.52
TOTALS		21	100.00



Incident Log

Date Range From: 7/1/2011 To 7/31/2011

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1101406 - 000	7/01/2011 05:26:3	639 LIBERTY St	651 - Smoke scare, odor of smoke	Yes	Yes
1101407 - 000	7/01/2011 07:36:2	On CYPRESS Ave at POTRERO Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101407 - 000	7/01/2011 07:36:2	On CYPRESS Ave at POTRERO	611 - Dispatched & cancelled en route	Yes	Yes
1101408 - 000	7/01/2011 08:17:2	922 S 43RD St	611 - Dispatched & cancelled en route	Yes	Yes
1101409 - 000	7/01/2011 14:23:4	4821 CUTTING Blvd	311 - Medical assist, assist EMS crew	Yes	Yes
1101410 - 000	7/01/2011 15:00:1	1725 WESLEY Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101413 - 000	7/01/2011 16:51:1	10203 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101414 - 000	7/01/2011 19:58:1	On Cutting Blvd at San Pablo Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1101415 - 000	7/02/2011 02:46:2	10621 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101416 - 000	7/02/2011 13:06:5	4821 CUTTING Blvd	311 - Medical assist, assist EMS crew	Yes	Yes
1101417 - 000	7/02/2011 14:40:3	On SAN PABLO Ave at POTRERO	381 - Rescue or EMS standby	Yes	Yes
1101418 - 000	7/02/2011 16:33:5	743 ALBEMARLE St	740 - Unintentional transmission of alarm, other	Yes	Yes
1101419 - 000	7/02/2011 21:08:3	6510 GLADYS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101420 - 000	7/03/2011 00:43:1	6400 CUTTING Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101421 - 000	7/03/2011 05:09:3	On E 80 at CARLSON Blvd	322 - Vehicle accident with injuries	Yes	Yes
1101422 - 000	7/03/2011 07:35:0	3442 SANTA CLARA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101423 - 000	7/03/2011 14:06:2	702 LIBERTY St	552 - Police matter	Yes	Yes
1101424 - 000	7/03/2011 18:07:4	5724 ALTA PUNTA St	111 - Building fire	Yes	Yes
1101425 - 000	7/03/2011 20:03:0	408 Ablemarle Dr	531 - Smoke or odor removal	Yes	Yes
1101426 - 000	7/03/2011 20:10:5	On TEHAMA Ave at SAN PABLO Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101427 - 000	7/03/2011 20:30:1	1676 SHASTA St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101428 - 000	7/03/2011 21:22:4	1114 RICHMOND St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101429 - 000	7/03/2011 22:47:1	4576 APPIAN Way	611 - Dispatched & cancelled en route	Yes	Yes
1101430 - 000	7/04/2011 00:00:4	6532 KENSINGTON Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101431 - 000	7/04/2011 05:04:5	On SCHMIDT Ln at SAN PABLO	611 - Dispatched & cancelled en route	Yes	Yes
1101432 - 000	7/04/2011 13:26:0	5000 VALLEY VIEW Dr	611 - Dispatched & cancelled en route	Yes	Yes
1101433 - 000	7/04/2011 16:16:5	11740 SAN PABLO Ave	735 - Alarm system sounded due to malfunction	Yes	Yes
1101434 - 000	7/04/2011 22:00:2	6510 GLADYS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101435 - 000	7/05/2011 00:23:2	10203 SAN PABLO Ave	511 - Lock-out	Yes	Yes
1101436 - 000	7/05/2011 02:54:4	5639 ALAMEDA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101437 - 000	7/05/2011 09:26:2	380 KEY Blvd	500 - Service Call, other	Yes	Yes
1101438 - 000	7/05/2011 10:29:3	222 STANFORD Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101439 - 000	7/05/2011 11:22:0	334 34TH St	611 - Dispatched & cancelled en route	Yes	Yes

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1101440 - 000	7/05/2011 12:22:5	1021 NAVELLIER ST	611 - Dispatched & cancelled en route	Yes	Yes
1101441 - 000	7/05/2011 22:20:1	4TH ST/PARKER	611 - Dispatched & cancelled en route	Yes	Yes
1101442 - 000	7/06/2011 12:53:2	108 NORWOOD Ct	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101443 - 000	7/06/2011 16:37:5	10203 SAN PABLO Ave	511 - Lock-out	Yes	Yes
1101444 - 000	7/06/2011 17:15:2	1623 ARLINGTON Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101445 - 000	7/06/2011 18:11:0	1097 SHEVLIN DR	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101446 - 000	7/06/2011 18:55:2	10203 SAN PABLO Ave	511 - Lock-out	Yes	Yes
1101447 - 000	7/06/2011 20:08:4	1325 LAWRENCE St	740 - Unintentional transmission of alarm, other	Yes	Yes
1101448 - 000	7/07/2011 04:51:5	11740 SAN PABLO Ave	700 - False alarm or false call, other	Yes	Yes
1101449 - 000	7/07/2011 08:24:0	7900 CUTTING Blvd	611 - Dispatched & cancelled en route	Yes	Yes
1101450 - 000	7/07/2011 09:51:3	921 ELM St	311 - Medical assist, assist EMS crew	Yes	Yes
1101451 - 000	7/07/2011 09:57:5	RINCON DR	520 - Water problem, other	Yes	Yes
1101452 - 000	7/07/2011 10:47:0	POTRERO Ave	651 - Smoke scare, odor of smoke	Yes	Yes
1101453 - 000	7/07/2011 11:31:1	237 LOS ALTOS DR	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101454 - 000	7/07/2011 13:27:0	1621 JULIAN Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101455 - 000	7/07/2011 15:17:3	On RINCON Rd at ARLINGTON Ave	520 - Water problem, other	Yes	Yes
1101456 - 000	7/07/2011 17:37:2	10690 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101457 - 000	7/07/2011 19:17:3	In front of 225 EL CERRITO Plz	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101458 - 000	7/07/2011 19:35:4	11025 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101459 - 000	7/08/2011 03:46:2	11344 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101460 - 000	7/08/2011 07:20:4	On SAN PABLO Ave at SAN JOSE Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101461 - 000	7/08/2011 08:42:5	6400 CUTTING Blvd	311 - Medical assist, assist EMS crew	Yes	Yes
1101462 - 000	7/08/2011 08:50:1	10203 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101463 - 000	7/08/2011 08:56:5	On POTRERO Ave at DOUGLAS Dr	140 - Natural vegetation fire, other	Yes	Yes
1101464 - 000	7/08/2011 13:16:4	1021 NAVELLIER St	381 - Rescue or EMS standby	Yes	Yes
1101465 - 000	7/08/2011 17:27:1	6510 GLADYS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101466 - 000	7/08/2011 18:24:1	48 KINGSTON Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101467 - 000	7/09/2011 01:42:0	3100 PULLMAN Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101468 - 000	7/09/2011 02:35:1	5637 BAYVIEW Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101469 - 000	7/09/2011 12:54:5	On CARLSON Blvd at CENTRAL Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101470 - 000	7/09/2011 14:46:5	11740 SAN PABLO Ave	745 - Alarm system sounded, no fire - unintentional	Yes	Yes
1101471 - 000	7/09/2011 21:32:4	4850 EL GRANDE Pl	611 - Dispatched & cancelled en route	Yes	Yes
1101472 - 000	7/09/2011 22:15:5	6510 GLADYS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101473 - 000	7/10/2011 04:59:2	2072 HARPER St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101474 - 000	7/10/2011 14:12:2	2645 CHURCH Ln	611 - Dispatched & cancelled en route	Yes	Yes
1101475 - 000	7/10/2011 17:23:5	6699 FAIRMOUNT Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101477 - 000	7/10/2011 18:01:5	64 HIGHGATE Rd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101478 - 000	7/10/2011 18:07:3	1330 RICHMOND St	651 - Smoke scare, odor of smoke	Yes	Yes

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1101479 - 000	7/10/2011 18:25:2	1089 CANTERBURY DR	114 - Chimney or flue fire, confined to chimney or flue	Yes	Yes
1101480 - 000	7/10/2011 19:51:4	818 LEXINGTON Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101481 - 000	7/11/2011 09:20:4	267 AMHERST Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101482 - 000	7/11/2011 14:21:5	MOESER Ln	311 - Medical assist, assist EMS crew	Yes	Yes
1101483 - 000	7/11/2011 15:37:1	Adjacent to BLAKE St	323 - Motor vehicle/pedestrian accident (MV Ped)	Yes	Yes
1101484 - 000	7/11/2011 20:14:5	On COLUSA Ave at BERKELEY PARK	520 - Water problem, other	Yes	Yes
1101485 - 000	7/11/2011 22:40:2	101 COLUSA Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101486 - 000	7/12/2011 02:42:4	10636 SAN PABLO Ave	440 - Electrical wiring/equipment problem, other	Yes	Yes
1101487 - 000	7/12/2011 05:36:1	2045 KEY Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101488 - 000	7/12/2011 08:39:2	601 RICHMOND St	531 - Smoke or odor removal	Yes	Yes
1101489 - 000	7/12/2011 14:57:3	6510 GLADYS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101490 - 000	7/12/2011 18:28:5	Adjacent to E 80	322 - Vehicle accident with injuries	Yes	Yes
1101491 - 000	7/12/2011 18:52:5	SAN JOAQUIN St	611 - Dispatched & cancelled en route	Yes	Yes
1101492 - 000	7/12/2011 18:59:4	493 PEBBLE Dr	311 - Medical assist, assist EMS crew	Yes	Yes
1101493 - 000	7/12/2011 19:56:2	1401 LIBERTY St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101494 - 000	7/12/2011 22:51:2	2109 PINEHURST Ct	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101495 - 000	7/13/2011 04:57:0	6000 COLUMBIA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101496 - 000	7/13/2011 10:20:1	3 AVONDI	651 - Smoke scare, odor of smoke	Yes	Yes
1101497 - 000	7/13/2011 14:36:4	10203 SAN PABLO Ave	743 - Smoke detector activation, no fire - unintentional	Yes	Yes
1101498 - 000	7/13/2011 16:17:1	On STOCKTON Ave at SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101499 - 000	7/13/2011 16:46:4	215 PURDUE Ave	733 - Smoke detector activation due to malfunction	Yes	Yes
1101500 - 000	7/13/2011 20:13:2	1344 RIFLE RANGE Rd	745 - Alarm system sounded, no fire - unintentional	Yes	Yes
1101501 - 000	7/14/2011 02:06:3	6510 GLADYS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101502 - 000	7/14/2011 09:49:0	9989 SAN PABLO Ave	651 - Smoke scare, odor of smoke	Yes	Yes
1101503 - 000	7/14/2011 10:25:0	5050 HARTNETT Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101504 - 000	7/14/2011 11:53:5	6510 GLADYS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101505 - 000	7/14/2011 14:27:4	11760 SAN PABLO Ave	743 - Smoke detector activation, no fire - unintentional	Yes	Yes
1101506 - 000	7/14/2011 14:34:1	TARA HILLS Dr	571 - Cover assignment, standby, moveup	Yes	Yes
1101507 - 000	7/14/2011 17:00:1	670 EL CERRITO Plz	381 - Rescue or EMS standby	Yes	Yes
1101508 - 000	7/14/2011 17:09:1	On POTRERO Ave at RICHMOND	611 - Dispatched & cancelled en route	Yes	Yes
1101509 - 000	7/14/2011 19:01:4	1711 EASTSHORE Blvd	311 - Medical assist, assist EMS crew	Yes	Yes
1101510 - 000	7/15/2011 02:43:3	10900 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101511 - 000	7/15/2011 11:56:0	1420 NORVELL St	531 - Smoke or odor removal	Yes	Yes
1101512 - 000	7/15/2011 17:44:3	6400 CUTTING Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101513 - 000	7/16/2011 04:57:4	594 STEGE Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101514 - 000	7/16/2011 08:54:4	4300 CUTTING Blvd	730 - System malfunction, other	Yes	Yes
1101515 - 000	7/16/2011 11:16:1	6609 HAGEN Blvd	531 - Smoke or odor removal	Yes	Yes

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1101516 - 000	7/16/2011 12:13:1	6400 CUTTING Blvd	551 - Assist police or other governmental agency	Yes	Yes
1101517 - 000	7/16/2011 15:07:0	On SAN PABLO Ave at POTRERO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101518 - 000	7/16/2011 23:03:1	S 15TH St	611 - Dispatched & cancelled en route	Yes	Yes
1101519 - 000	7/17/2011 10:35:0	2051 KEY Blvd	111 - Building fire	Yes	Yes
1101520 - 000	7/17/2011 15:24:0	10175 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101521 - 000	7/17/2011 18:17:0	CANYON/RIDGECREST	611 - Dispatched & cancelled en route	Yes	Yes
1101522 - 000	7/17/2011 18:47:5	1212 RIVERA St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101523 - 000	7/18/2011 01:48:3	11720 SAN PABLO Ave	550 - Public service assistance, other	Yes	Yes
1101524 - 000	7/18/2011 08:53:4	10621 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101525 - 000	7/18/2011 09:52:3	1301 S 46TH St	611 - Dispatched & cancelled en route	Yes	Yes
1101526 - 000	7/18/2011 13:32:2	On FAIRMOUNT Ave at SAN PABLO	400 - Hazardous condition, other	Yes	Yes
1101527 - 000	7/18/2011 15:27:2	100 ARLINGTON Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101528 - 000	7/18/2011 17:12:2	E 80	611 - Dispatched & cancelled en route	Yes	Yes
1101529 - 000	7/18/2011 17:38:3	6028 RALSTON Ave	745 - Alarm system sounded, no fire - unintentional	Yes	Yes
1101530 - 000	7/18/2011 17:47:1	6400 CUTTING Blvd	611 - Dispatched & cancelled en route	Yes	Yes
1101531 - 000	7/18/2011 18:26:3	1631 ARLINGTON Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101532 - 000	7/19/2011 08:24:4	1261 CONTRA COSTA Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101533 - 000	7/19/2011 09:32:0	HAGEN Blvd	522 - Water or steam leak	Yes	Yes
1101534 - 000	7/19/2011 12:57:0	SAN PABLO Ave	322 - Vehicle accident with injuries	Yes	Yes
1101535 - 000	7/19/2011 13:22:4	2882 TARA HILLS Dr	611 - Dispatched & cancelled en route	Yes	Yes
1101536 - 000	7/19/2011 13:42:3	1021 KING Dr	550 - Public service assistance, other	Yes	Yes
1101537 - 000	7/19/2011 14:06:4	2072 HARPER St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101538 - 000	7/19/2011 16:58:4	818 LEXINGTON Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101539 - 000	7/19/2011 18:15:0	833 LEXINGTON Ave	381 - Rescue or EMS standby	Yes	Yes
1101540 - 000	7/19/2011 19:02:2	NEVIN Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101541 - 000	7/19/2011 19:36:3	1614 POTRERO Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101542 - 000	7/19/2011 23:49:3	320 PARKER RD	611 - Dispatched & cancelled en route	Yes	Yes
1101543 - 000	7/20/2011 06:43:5	W 80	311 - Medical assist, assist EMS crew	Yes	Yes
1101544 - 000	7/20/2011 08:27:3	439 NORVELL St	311 - Medical assist, assist EMS crew	Yes	Yes
1101545 - 000	7/20/2011 09:22:1	6510 GLADYS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101547 - 000	7/20/2011 10:04:1	10203 SAN PABLO Ave	744 - Detector activation, no fire - unintentional	Yes	Yes
1101548 - 000	7/20/2011 11:50:4	750 NATIONAL Ct	611 - Dispatched & cancelled en route	Yes	Yes
1101549 - 000	7/20/2011 12:46:3	6626 MANILA Ave	113 - Cooking fire, confined to container	Yes	Yes
1101550 - 000	7/20/2011 20:37:4	LINCOLN Ave	511 - Lock-out	Yes	Yes
1101551 - 000	7/20/2011 23:01:5	10900 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101552 - 000	7/21/2011 12:19:0	6699 FAIRMOUNT Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101553 - 000	7/21/2011 12:56:3	In front of 6009 POTRERO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101554 - 000	7/21/2011 13:45:3	910 BALRA Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1101555 - 000	7/22/2011 07:41:0	1553 ARLINGTON Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101556 - 000	7/22/2011 09:25:5	6969 FAIRMOUNT Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101557 - 000	7/22/2011 11:17:5	ARLMONT Dr	700 - False alarm or false call, other	Yes	Yes
1101558 - 000	7/22/2011 13:00:2	8126 TERRACE Dr	700 - False alarm or false call, other	Yes	Yes
1101559 - 000	7/22/2011 15:59:4	1335 NORVELL St	550 - Public service assistance, other	Yes	Yes
1101560 - 000	7/22/2011 17:56:0	633 COVENTRY Dr	651 - Smoke scare, odor of smoke	Yes	Yes
1101561 - 000	7/22/2011 22:32:4	10203 SAN PABLO Ave	733 - Smoke detector activation due to malfunction	Yes	Yes
1101562 - 000	7/23/2011 03:34:4	4TH St	611 - Dispatched & cancelled en route	Yes	Yes
1101563 - 000	7/23/2011 09:54:1	6707 WALDO Ave	531 - Smoke or odor removal	Yes	Yes
1101564 - 000	7/23/2011 10:13:4	5637 BAYVIEW Ave	740 - Unintentional transmission of alarm, other	Yes	Yes
1101565 - 000	7/23/2011 13:41:5	1326 DEVONSHIRE Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101566 - 000	7/23/2011 18:03:4	686 686 TURQUOISE	611 - Dispatched & cancelled en route	Yes	Yes
1101567 - 000	7/23/2011 19:05:5	63 HIGHLAND Blvd	553 - Public service	Yes	Yes
1101568 - 000	7/23/2011 21:08:2	6400 CUTTING Blvd	611 - Dispatched & cancelled en route	Yes	Yes
1101569 - 000	7/23/2011 18:28:4	CUMMINGS SKYWAY	140 - Natural vegetation fire, other	Yes	Yes
1101570 - 000	7/23/2011 21:08:1	180EB/SAN PABLO DAM	611 - Dispatched & cancelled en route	Yes	Yes
1101571 - 000	7/24/2011 01:59:5	808 KEARNEY St	445 - Arcing, shorted electrical equipment	Yes	Yes
1101572 - 000	7/24/2011 03:34:1	2212 SCENIC St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101573 - 000	7/24/2011 11:17:5	1411 ARLINGTON Blvd	551 - Assist police or other governmental agency	Yes	Yes
1101574 - 000	7/24/2011 11:30:2	RANCHO Dr	142 - Brush, or brush and grass mixture fire	Yes	Yes
1101575 - 000	7/24/2011 12:12:1	12319 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101576 - 000	7/24/2011 14:08:3	On Interstate 80-Westbound at Cutting Blvd	622 - No incident found on arrival at dispatch address	Yes	Yes
1101577 - 000	7/24/2011 17:25:1	216 LAKE Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101578 - 000	7/24/2011 19:05:0	1556 MARIPOSA St	611 - Dispatched & cancelled en route	Yes	Yes
1101579 - 000	7/24/2011 21:14:2	605 S 24TH St	611 - Dispatched & cancelled en route	Yes	Yes
1101580 - 000	7/25/2011 09:03:1	931 CONTRA COSTA Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101581 - 000	7/25/2011 09:23:0	670 EL CERRITO Plz	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101582 - 000	7/25/2011 13:12:5	11152 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101583 - 000	7/25/2011 13:56:5	433 VIOLET RD	611 - Dispatched & cancelled en route	Yes	Yes
1101584 - 000	7/25/2011 14:59:0	1360 MARIPOSA St	611 - Dispatched & cancelled en route	Yes	Yes
1101585 - 000	7/25/2011 16:06:3	ISABEL St	365 - Watercraft rescue	Yes	Yes
1101586 - 000	7/25/2011 18:43:3	2635 ARLINGTON Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101587 - 000	7/25/2011 19:09:0	10900 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101588 - 000	7/25/2011 19:49:4	In rear of 5815 CUTTING Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101589 - 000	7/26/2011 01:56:2	8 JESSEN Ct	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101590 - 000	7/26/2011 08:49:4	1 80/CARLSON BLVD	611 - Dispatched & cancelled en route	Yes	Yes
1101591 - 000	7/26/2011 09:09:1	752 COLUSA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101592 - 000	7/26/2011 11:50:5	1632 NAVELLIER St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1101593 - 000	7/26/2011 14:10:1	11760 SAN PABLO Ave	743 - Smoke detector activation, no fire - unintentional	Yes	Yes
1101594 - 000	7/26/2011 18:40:0	6400 CUTTING Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101595 - 000	7/26/2011 19:02:5	In front of 1522 RICHMOND St	550 - Public service assistance, other	Yes	Yes
1101596 - 000	7/26/2011 20:08:1	On EUREKA Ave at NORVELL St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101597 - 000	7/26/2011 20:36:5	6510 GLADYS Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101598 - 000	7/26/2011 22:48:1	6356 CONLON Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1101599 - 000	7/27/2011 07:28:0	217 S 11TH St	611 - Dispatched & cancelled en route	Yes	Yes
1101600 - 000	7/27/2011 08:06:0	2400 NEVIN Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101601 - 000	7/27/2011 09:46:5	4300 CUTTING Blvd	611 - Dispatched & cancelled en route	Yes	Yes
1101602 - 000	7/27/2011 10:19:3	629 42ND St	611 - Dispatched & cancelled en route	Yes	Yes
1101603 - 000	7/27/2011 11:27:3	10750 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101604 - 000	7/27/2011 15:31:0	523 ASHBURY Ave	411 - Gasoline or other flammable liquid spill	Yes	Yes
1101605 - 000	7/27/2011 17:57:2	2501 TASSAJARA Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101606 - 000	7/27/2011 20:36:3	5844 ALAMEDA Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101607 - 000	7/27/2011 20:38:2	2281 CYPRESS Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101608 - 000	7/28/2011 02:22:3	2642 ARLINGTON Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101609 - 000	7/28/2011 08:38:1	817 CRAFT Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101610 - 000	7/28/2011 09:09:4	7007 MOESER Ln	744 - Detector activation, no fire - unintentional	Yes	Yes
1101611 - 000	7/28/2011 10:11:0	1000 EL CERRITO Plz	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101612 - 000	7/28/2011 10:34:1	HIGHGATE Rd	611 - Dispatched & cancelled en route	Yes	Yes
1101613 - 000	7/28/2011 14:17:4	833 SHEVLIN Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101614 - 000	7/28/2011 16:39:4	6424 ARLINGTON Blvd	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101615 - 000	7/28/2011 19:12:3	232 YALE Ave	113 - Cooking fire, confined to container	Yes	Yes
1101616 - 000	7/28/2011 22:24:4	719 5TH St	611 - Dispatched & cancelled en route	Yes	Yes
1101617 - 000	7/29/2011 01:42:4	6400 CUTTING Blvd	611 - Dispatched & cancelled en route	Yes	Yes
1101618 - 000	7/29/2011 03:46:3	10628 SAN PABLO Ave	445 - Arcing, shorted electrical equipment	Yes	Yes
1101619 - 000	7/29/2011 05:26:1	10650 SAN PABLO Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101620 - 000	7/29/2011 08:22:0	1319 EVERETT St	550 - Public service assistance, other	Yes	Yes
1101621 - 000	7/29/2011 10:07:4	225 EL CERRITO Plz	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101622 - 000	7/29/2011 10:53:2	4954 BAYVIEW Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101623 - 000	7/29/2011 12:40:5	937 RICHMOND St	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101624 - 000	7/29/2011 13:17:1	10900 SAN PABLO Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101625 - 000	7/29/2011 16:56:1	801 CONTRA COSTA Dr	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101626 - 000	7/29/2011 22:03:3	10203 SAN PABLO Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101627 - 000	7/29/2011 23:22:4	10650 SAN PABLO Ave	745 - Alarm system sounded, no fire - unintentional	Yes	Yes
1101628 - 000	7/30/2011 02:45:4	7075 CUTTING Blvd	745 - Alarm system sounded, no fire - unintentional	Yes	Yes
1101629 - 000	7/30/2011 09:49:1	1000 EL CERRITO Plz	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101630 - 000	7/30/2011 15:05:0	On SAN PABLO Ave at CENTRAL	611 - Dispatched & cancelled en route	Yes	Yes

Incident Number	Date/Time	Address	Incident Type	Completed	Reviewed
1101631 - 000	7/30/2011 17:27:3	540 ASHBURY Ave	743 - Smoke detector activation, no fire - unintentional	Yes	Yes
1101632 - 000	7/30/2011 19:37:3	1310 MAINE Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101633 - 000	7/31/2011 04:03:3	5637 BAYVIEW Ave	321 - EMS call, excluding vehicle accident with injury	Yes	Yes
1101634 - 000	7/31/2011 12:11:0	11939 SAN PABLO Ave	131 - Passenger vehicle fire	Yes	Yes
1101635 - 000	7/31/2011 12:21:2	6240 HIGHLAND Ave	311 - Medical assist, assist EMS crew	Yes	Yes
1101636 - 000	7/31/2011 12:52:3	11555 SAN PABLO Ave	611 - Dispatched & cancelled en route	Yes	Yes
1101637 - 000	7/31/2011 14:25:4	On 45TH St at NEVIN	611 - Dispatched & cancelled en route	Yes	Yes
1101638 - 000	7/31/2011 17:07:5	658 33RD St	611 - Dispatched & cancelled en route	Yes	Yes
1101639 - 000	7/31/2011 21:57:5	6510 GLADYS Ave	554 - Assist invalid	Yes	Yes

Totals

Number of Incidents	231
Completed	231
Not Completed	0
Reviewed	230
Not Reviewed	1

TRANSMITTAL - APPROVAL

TO: Auditor Controller of Contra Costa County:

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

		KENSINGTON FPD		PY/CY:		
		TRANSMITTAL - APPROVAL		BATCH #.: 2170		
		Invoices		DATE: 9/9/2001		
				LOCATION #: 13		
				FILENAME: KENSINGTON		
00382	Barton Architect	8/1/2011	1566 July architect	7840	2490	6,861.39
00466	Biggs Cardosa	8/5/2011	59089 July structural	7840	2490	2,828.00
00982	Delta Dental	08/24/11	4912 0003 Sep dental	7840	1061	1,189.07
01169	CalPERS	09/15/11	H2011107009000 Oct med	7840	1061	8,795.01
01288	Mack 5	08/31/11	2223 const. mgmt	7840	2490	3,300.00
01406	KFPD	09/09/11	Reimburse revolving fund	7840	2490	13,393.45
01634	Vision Service Plan	08/18/11	001027770001 Sep vision	7840	1061	307.45
02120	City of El Cerrito	09/01/11	Sep fire protection	7840	2328	184,581.65
07894	Bushwacker	08/30/11	6700 wildland veg mgmt	7840	2490	1,785.00
10296	Swinerton	08/31/11	3 - Aug const	7840	2490	118,979.55
10666	All Star Fire Equipment	08/02/11	152986 regulators	7840	2490	10,105.63
	Kleinfelder	08/21/11	722825 geotech	7840	2490	1,055.50
	AM&E, Inc.	7/31/2011	34736 inspection/testing	7840	2490	1,952.25
TOTAL						355,133.95

Kensington FPD Approval

Date: 1/1

Buddy A. ... Date: 9/9/11

September 9, 2011

Attachment to Transmittal 0911

Kensington Fire Protection District Revolving Fund 01406

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

INVOICE DATE	DESCRIPTION	AMOUNT
7/29/2011	EBMUD - water/wastewater	221.34
7/12/2011	Terminix - pest control	106.00
8/5/2011	Office Depot - office supplies	114.48
8/15/2011	Payroll processing	47.99
8/15/2011	Payroll - 8/1-8/15/11	2,387.35
8/15/2011	Withholding payroll taxes 8/1- 8/15/11	899.70
8/5/2011	PG&E - electric	1,244.68
8/5/2011	AT&T - telephone	244.49
8/9/2011	Nextel - telephone	76.43
8/24/2011	PG&E - gas	66.18
8/11/2011	Contra Costa County - IT	44.66
8/11/2011	Contra Costa County - IT	4.10
9/1/2011	State Comp - workers comp ins	415.58
8/22/2011	Russell - July accounting	260.00
8/22/2011	SBCA Tree - arborist & report	450.00
9/1/2011	Stericycle - medical waste	400.40
8/11/2011	Mechanics - pub ed, professional dev. Misc. maint	1,385.62
8/22/2011	Comcast	69.90
9/1/2011	Bay View Refuse - Sep-Dec 2011	266.80
9/1/2011	ICMA/RC - deferred comp	1,100.82
8/18/2011	CA Diesel & Power -generator	300.00
9/2/2011	Payroll processing	47.99
9/2/2011	Payroll - 8/16-8/31/11	2,287.32
9/2/2011	Withholding payroll taxes 8/16- 8/31/11	862.10
9/5/2011	Navellier - reimburse pub ed	89.52
	Total	13,393.45

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

September 9, 2011

To: KFPD Board Members

AGENDA ITEM 5

Fr: Brenda Navellier
KFPD Manager

Re: Monthly Financial Reports

The following financial reports are for an approximate six-week period, July 1 through August 11, 2011, reflecting the County's Period 1 reports.

A Balance Sheet and Revenue & Expense Previous Year Comparison have been provided. The Budget vs. Actual report has not been provided since the Board will be adopting the FY 11-12 budget at the September 14 meeting.

Kensington Fire Protection District
Balance Sheet
As of August 11, 2011

	Aug 11, 11
ASSETS	
Current Assets	
Checking/Savings	
Petty Cash	200.00
KFPD Revolving Acct - Gen Fund	12,327.80
General Fund	274,389.79
Special Tax Fund	9,991.65
Capital Fund	5,087.77
Total Checking/Savings	301,997.01
Accounts Receivable	
Accounts Receivable	664.90
Advance on Taxes	2,659,657.83
Advance on Supplemental Taxes	22,080.27
Total Accounts Receivable	2,682,403.00
Other Current Assets	
Prepaid Services - EC	2,072,530.02
Prepaid CERBT - Retiree Trust	1,171,841.15
Investments	
Capital Replacement Funds	889,475.00
Fire Protect. Contract Reserves	2,132,128.37
Investments - Other	340,790.48
Total Investments	3,362,393.85
Total Other Current Assets	6,606,765.02
Total Current Assets	9,591,165.03
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	128,278.98
Computers/Computerized Equip.	6,155.80
Firefighters Qtrs/Equip	8,685.38
Computers/Furniture	1,704.05
Total Current Capital Outlay	144,824.21
Total Fixed Assets	1,340,871.22
Other Assets	
Prop 1A Loan - State of CA	218,628.00
Total Other Assets	218,628.00
TOTAL ASSETS	11,150,664.25
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Due to Other - Issued by CCC	100,720.29
Total Accounts Payable	100,720.29
Other Current Liabilities	
El Cerrito Service Contract Pay	2,072,530.02
Wages & PR Taxes Payable	2,654.34
Total Other Current Liabilities	2,075,184.36
Total Current Liabilities	2,175,904.65
Total Liabilities	2,175,904.65

Kensington Fire Protection District
Balance Sheet
As of August 11, 2011

	<u>Aug 11, 11</u>
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	2,439,262.76
Total Equity	<u>8,974,759.60</u>
TOTAL LIABILITIES & EQUITY	<u><u>11,150,664.25</u></u>

Kensington Fire Protection District
Profit & Loss Prev Year Comparison
July 1 through August 11, 2011

	Jul 1 - Aug 11, 11	Jul 1 - Aug 11, 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	3,830.12	3,725.46	104.66	2.8%
Total Income	2,678,340.45	2,644,799.53	33,540.92	1.3%
Expense				
OUTSIDE PROFESSIONAL SERVICES				
LAFCO Fees	1,176.70	1,445.41	-268.71	-18.6%
EI Cerrito Contract Fee	188,411.82	177,677.41	10,734.41	6.0%
Risk Management Insurance	11,476.00	1,641.00	9,835.00	599.3%
Total OUTSIDE PROFESSIONAL SERVICES	201,064.52	180,763.82	20,300.70	11.2%
RETIREE MEDICAL BENEFITS				
PERS Medical	22,946.39	13,747.50	9,198.89	66.9%
Delta Dental	1,261.66	1,562.01	-300.35	-19.2%
Vision Care	355.84	355.80	0.04	0.0%
Total RETIREE MEDICAL BENEFITS	24,563.89	15,665.31	8,898.58	56.8%
COMMUNITY SERVICE ACTIVITIES				
Public Education	709.81	459.07	250.74	54.6%
Comm. Pharmaceutical Drop-Off	801.95	0.00	801.95	100.0%
Total COMMUNITY SERVICE ACTIVITIES	1,511.76	459.07	1,052.69	229.3%
DISTRICT ACTIVITIES				
Professional Development	1,500.00	48.00	1,452.00	3,025.0%
Building Maintenance				
Building Maintenance	99.66	99.66	0.00	0.0%
Janitorial Service	400.38	328.00	72.38	22.1%
Medical Waste Disposal	0.00	120.00	-120.00	-100.0%
Gardening service	869.26	336.24	533.02	158.5%
Miscellaneous Maint.	1,369.30	883.90	485.40	54.9%
Total Building Maintenance	1,369.30	883.90	485.40	54.9%
Building Utilities/Service				
Gas and Electric	664.91	718.16	-53.25	-7.4%
Water/Sewer	221.34	0.00	221.34	100.0%
Total Building Utilities/Service	886.25	718.16	168.09	23.4%
Memberships				
Office	50.00	600.00	-550.00	-91.7%
Office				
Office Expense	124.12	104.00	20.12	19.4%
Office Supplies	70.48	87.76	-17.28	-19.7%
Telephone	385.67	388.75	16.92	4.6%
Total Office	580.27	560.51	19.76	3.5%
Total DISTRICT ACTIVITIES	4,385.82	2,810.57	1,575.25	56.1%
Staff				
Wages	6,016.50	5,898.04	118.46	2.0%
Overtime Wages	156.19	25.52	130.67	512.0%
Medical/dental ins compensation	510.00	490.00	20.00	4.1%
Retirement Contribution	300.82	294.90	5.92	2.0%
Payroll Taxes	472.21	453.15	19.06	4.2%
Payroll Processing	95.98	91.40	4.58	5.0%
Total Staff	7,551.70	7,253.01	298.69	4.1%
Total Expense	239,077.69	206,951.78	32,125.91	15.5%
Net Ordinary Income	2,439,262.76	2,437,847.75	1,415.01	0.1%
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	0.00	1,057.85	100.0%
Transfers Out - General	0.00	1,106.65	-1,106.65	-100.0%
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	2,439,262.76	2,437,847.75	1,415.01	0.1%

PRESIDENT/CHIEF REPORTS

From: Lou Ann Texeira <LTexe@lafco.cccounty.us>

To: Patricia.Frost <Patricia.Frost@hsd.cccounty.us>; HHenderson <HHenderson@eccfpd.org>; dcloud <dcloud@cccfd.org>; Lance Maples <lam@ci.el-cerrito.ca.us>; ""\Michelle Fitzer" _MFitzer" <"Michelle Fitzer" _MFitzer"@ci.pinole.ca.us>; rprice <rprice@svfire.ca.gov>; BEspinosa <BEspinosa@ci.pinole.ca.us>; Michael_Banks <Michael_Banks@ci.richmond.ca.us>; litjl <litjl@aol.com>; kensingtonfirepd <kensingtonfirepd@aol.com>; gsantos <gsantos@mofd.org>; hanley <hanley@rhfd.org>

Cc: Kate Sibley <ksibl@lafco.cccounty.us>; sbrooks <sbrooks@svfire.ca.gov>

Subject: LAFCO Invites Fire Service Updates

Date: Thu, Sep 8, 2011 4:08 pm

Greetings,

Hope you enjoyed a wonderful summer.

You may recall that in March 2011, LAFCO staff presented a report to the Commission summarizing fire service activities and our meetings with Stu Gary and Citygate regarding a possible study.

We reported to the Commission the outcome of our discussions, which was that the local agencies, while recognizing the value of the LAFCO Municipal Service Review process and opportunity for ongoing discussion of fire services, expressed little interest in pursuing another study at that time. We emphasized that local agencies continue to be financially constrained and would rather devote funding and resources to critical services. Further, we explained that it was uncertain whether any new service or fiscal options or models will materialize as a result of such a study.

The Commission accepted the report and recommendations and requested that local agencies provide LAFCO with updates in six months.

At this time, we invite updates regarding your agency's activities as related to fire and emergency medical services, including service enhancements/ challenges, fiscal enhancements/challenges, and related matters.

LAFCO staff will compile this information and present it at the October 12 LAFCO meeting. We would appreciate receiving your updates by September 30.

Many thanks.

Lou Ann

Lou Ann Texeira, Executive Officer
Contra Costa LAFCO
651 Pine Street, Sixth Floor
Martinez, CA 94553
925-335-1094 phone

**KENSINGTON FIRE PROTECTION DISTRICT
MEMORANDUM**

September 2011

TO: President and Board Members, Kensington Fire Protection District

FROM: Lance J. Maples, Fire Chief

SUBJECT: **Fire Chief's Report**

Two Activations of the East Bay Incident Management Team - EBIMT

On August 23rd, at approximately 8:00 p.m., the EBIMT was activated to respond to the Nicolaus Incident. Among this 21-person overhead team were Battalion Chiefs Gibson and Bond. The incident consisted of a Union Pacific train car leaking propane and then igniting. The team was tasked with coordinating the development of an Incident Action Plan and support the City of Lincoln by filling vacant incident command positions and providing rest for local command and general staff that had been there since the beginning of the incident. Chief Gibson worked in the Plan section and Chief Bond worked in the Logistics section. I am happy to report that the City of Lincoln Fire Chief and the Placer County Incident Management Team were both very appreciative of our response and assistance.

On August 26th, the EBIMT was once again activated to respond to New York City to assist with the response and recovery efforts anticipated with Hurricane Irene. This time the team was prepared for a more intense work load so a full assignment of 32 members was dispatched for this incident. Battalion Chief Gibson and Bond once again, stepped up for this assignment. The team flew out of Oakland airport in route to New York's LaGuardia airport on a Coast Guard C130 transport plane. Upon arrival, the team drove into Brooklyn where they were briefed on their assignment. The team worked in the Brooklyn area assisting with EOC operations. On August 30 the team was transferred to the town of Lewis in Essex County to assist in their EOC operation. There is no anticipated release time at this point. Please keep our personnel in your thoughts while they work to serve others.

NEW BUSINESS

RESOLUTION 11-09

RESOLUTION OF THE BOARD OF DIRECTORS OF THE KENSINGTON FIRE PROTECTION DISTRICT ADOPTING THE FINAL COMBINED BUDGET FOR REVENUE, OPERATING EXPENDITURES, AND CAPITAL IMPROVEMENT EXPENDITURES FOR FISCAL YEAR 2010-2011

WHEREAS, the Board of Directors of the Kensington Fire Protection District has developed and adopted by Resolution on June 8, 2011 a preliminary Combined Revenue, Operating Expense and Capital Improvement Budget for Fiscal Year 2011-2012; and

WHEREAS, the Board of Directors of the Kensington Fire Protection District has approved or otherwise established the amount budgeted for the annual fee for services from the City of El Cerrito for Fiscal Year 2011-2012; and

WHEREAS, the preliminary Combined Revenue, Operating Expense and Capital Improvement Budget adopted by the Board of Directors of the Kensington Fire Protection District under Resolution 11-06 is subject to final adoption by the Board of Directors; and

WHEREAS, in conformance with the laws of the State of California, the Kensington Fire Protection District did post a notice of a public meeting on the adoption of the Final Budget for Fiscal Year 2011-2012 at least 14 days prior to September 14, 2011; and

WHEREAS, the laws of the State of California require the Kensington Fire Protection District to adopt a final budget for the 2011-2012 fiscal year, a copy of which is attached to and made part of this resolution.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Kensington Fire Protection District hereby adopts the Combined Revenue, Operating Expense and Capital Improvement Budget of the Kensington Fire Protection District for Fiscal Year 2011-2012, a copy of which is attached to and made part of this resolution.

* * * * *

The foregoing resolution was duly adopted at a regular meeting of the Kensington Fire Protection District Board of Directors on the 14th day of September 2011 by the following vote of the Board:

AYES: BOARD MEMBERS:
NOES: BOARD MEMBERS:
ABSENT: BOARD MEMBERS:

Janice Kosel, President

ATTEST:

Leslie Michael, Secretary

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

	FY 2010-2011	FY 2010-11	FY 2011-2012	FY 2012-2013
<u>REVENUE BUDGET</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Planning</u>
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
<u>OPERATING EXPENSE BUDGET</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Planning</u>
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
EI Cerrito Contract	2,132,128	2,132,128	2,214,980	2,325,730
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	3,202,572	3,133,851
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	3,818,572	3,148,851

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	-3,202,572	
Capital Expenditures	-171,580	-65,754	-616,000	
Accrual to Cash Adjustment	15,377	9,388		
<u>ENDING CASH</u>	4,345,764	5,049,078	4,346,145	
<i>Cumulative Designated Funds</i>				
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	-2,214,980	
<u>AVAILABLE CASH</u>	185,036	871,490	-7,750	

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.

Dear Brenda,

I have two requests for the department. Could you advise me how best to raise these issues?

First: I am asking either Staff or the Board to write a letter to County Public Works, on the failed drainage system at Highland Boulevard. There will be flooding, should the department in the course of regular duties discharge water onto Highland Boulevard. I am happy to explain the issue and the history.

Helpful letters could take two forms: a staff letter describing the risk to the Fire Department, and/or a board resolution urging the County to act on repair. The CSD has already acted. The County needs some more encouragement.

The operational staff should also be aware that Highland's does not have a functional storm drainage system.

What would you suggest?



Bryce Nesbitt
email 8/12/11

AGENDA ITEM #10

Second: I formally ask that the board make a policy that agendas & minutes be posted to the web in 'searchable' form. This means that documents could be found by Google and other search engines. I have made this request informally, but now I wish to make it a formal request for a resolution or vote.

Bryce Nesbitt
email 8/12/11

BOARD REPORTS

Job: 11020006 Summary	
Original Contract	457,000.00
Approved Change Orders	21,430.30
Revised Contract	478,430.30
Submitted Change Orders	2,702.33
Pending Change Orders	2,234.00
Projected Contract	483,366.63

Ref Status: 'P', 'S', 'A'; Ref Types: 'CTO'

Ref No	Ref Type	Ref Date	Submittal Date	GOR No	Approved	OC# No	Approved Date	Sched. Impct	Comp Days	Owr NTP	Sub NTP
0001	CTO	A 07/01/11	07/05/11		6,846	0001	09/08/11	TBD	TBD		
This COR includes the following: Building Permit Fee = \$2,692.08 Cash Bond for Encroachment Permit = \$2,000.00 Inspection Fee required for encroachment permit = \$1,000.00 Faithful Performance Bond for the encroachment permit = \$420.00											
0003	CTO	S 07/27/11	08/30/11		2,702			TBD	TBD		
This change order request includes the following: T&M Tag REPORT NO. 1: Dated 7/25/11: 1) Chipping extra concrete -existing footing was over-poured. HSD had to chip concrete so we can dig the six pier holes on the location shown on the drawings. 2) Extra costs from HSD due to existing transite pipe; Added excavation for trench and locate source of the standing water at the south end of the site; T&M Tag REPORT NO. 2 dated 07/25/11: Wait time from HSD, cancelled pour due to no answer/solution to the existing transite pipe issue; County inspector did not allow pour on 7/25/11 T&M Tag REPORT NO. 3 dated 07/26/11: Put in pipe, form 1 side and dewater haunch at drain RFI # 04 Window Size Clarification, Potential cost to change crossbar height of windows 202 and 203 from 36" to 48" high to match egress windows 201 and 204 RFI #03 Grade Beam Delete at Pier #1, COR is to provide credit for deleted grade beam RFI #002-001: SubDrain Connection 1) Extend existing subdrain with new solid pipe to match (e) diameter. 2) Provide and install new 3'x3' concrete box; 3) Provide and install new 2 - 3" through curb drain pipes; See attached.											
0007	CTO	P 07/29/11						TBD	TBD		
0008	CTO	A 07/29/11	08/25/11		-1,082	0001	09/08/11	TBD	TBD		
0009	CTO	A 08/01/11	08/24/11		9,358	0001	09/08/11	TBD	TBD		
0009-01	CTO	P 08/21/11						TBD	TBD		
RFI #02-01: SubDrain Connection costs not included in the change order request under SB Ref #09 - SB costs + Schette (electrical sub)											

Project Reference Log

Swinerton Builders

Ref No	Description	Ref Type	Ref Date	Submittal Date	Approved No	Approved Date	Approved Days	Comp. Own. NIP	Stip. Days	Stip. Days	TBD
0010	RF# 08: Install of a new pipe connecting the rain water leader located at to the south of the front entrance, to daylight to the curb at location shown on drawing C2.	CTO	P	08/03/11	08/16/11						TBD
0012	ASI #02-1 Carpet; Includes carpet removal by Swinerton laborers	CTO	A	08/04/11	08/10/11	8,750	0001	09/08/11			TBD
0015	ASI#01 - Paint Colors	CTO	P	08/04/11							TBD
0017	RF#05: New Flashing Detail at Windows;	CTO	P	08/08/11							TBD
	Install clarification for new flashing at windows. New details provided by architect.										
0018	FLASHING CLARIFICATIONS:	CTO	P	08/08/11		2,234					TBD
	RFI #07: Install of new flashing at west foundation wall where siding meets concrete, install of new scupper at roof deck gutter;										
	Also includes added cost for :										
	RFI #09: Revised gutter - gage material & height;										
	RFI#12: (E) rain water leader to remain;										
	RFI#12-01: (E) scupper at north end of the building to remain										
0019	T & M for Dry Rot Repair at window #105	CTO	P	08/09/11							TBD
0020	Use Existing Type X gypsum at the North end of the building in lieu of replacing it with new	CTO	A	08/11/11	09/02/11	-2,567	0001	09/08/11			TBD
0021	Delete Second Layer of Plywood at the Roof Deck	CTO	A	08/11/11	09/01/11	-1,049	0001	09/08/11			TBD
0023	(3) New additional doors at the east end	CTO	A	08/23/11	09/08/11	4,601	0001	09/08/11			TBD
0025	Demo lockers	CTO	P	08/24/11							TBD
0027	Landscaping Credit for deleted scope, amount per bid schedule	CTO	A	09/01/11	09/01/11	-3,427	0001	09/08/11			TBD
	Total for 37 References:										
						2,234	2,702	21,430			0

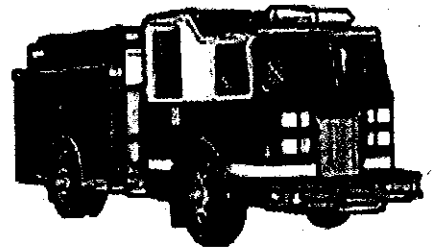
**ALBANY, EL CERRITO AND KENSINGTON
PRESENTS:**

Tri-City Safety Day

Saturday, September 17th

11:00 a.m. to 3:00 p.m.

El Cerrito Plaza



Safety Information and Demonstrations

**Special Guest Appearances by McGruff the Crime Dog,
Sparky the Fire Dog & Smokey the Bear!**

**Sponsored by the El Cerrito and Albany
Fire Departments and the Kensington
Fire Protection District**

For More Details, Call:

Phone: 510-215-4450

E-mail: fire@ci.el-cerrito.ca.us

