



Kensington Fire Protection District

Employee Timesheet Summary

FY2021-2022

Bill Hansell, General Manager

Activity Code	
GA	General Administration
FB	Finance & Bookkeeping
EP	Emergency Preparedness
PL	Policies & Legal
PS	Public Safety Bldg
HL	Holiday Leave
SL	Sick Leave
VL	Vacation Leave

Date	Target	Actual	GA	FB	EP	PL	PS	HL	SL	VL
7/15/2021	51.43	52.00	37.50	6.25	2.25	0.00	0.00	6.00	0.00	0.00
7/31/2021	54.86	53.50	28.00	16.50	9.00	0.00	0.00	0.00	0.00	0.00
8/15/2021	51.43	51.25	10.25	15.00	5.00	0.00	3.25	0.00	5.00	12.75
8/31/2021	54.86	54.75	15.50	0.50	11.75	0.00	7.00	0.00	0.00	20.00
9/15/2021	51.43	92.50	28.00	26.25	4.00	0.00	28.25	6.00	0.00	0.00
9/30/2021	51.43	53.25	8.00	8.25	10.50	0.00	26.50	0.00	0.00	0.00
10/15/2021	51.43	84.75	48.25	16.25	3.00	3.00	14.25	0.00	0.00	0.00
10/31/2021	54.86	54.75	8.75	17.75	4.00	0.50	3.75	0.00	8.00	12.00
11/15/2021	51.43	68.25	37.75	15.75	3.50	0.00	5.25	0.00	0.00	6.00
11/30/2021	51.43	37.25	4.75	4.75	3.00	0.00	0.00	12.00	3.75	9.00
12/15/2021	51.43	64.50	30.25	10.50	9.50	0.00	14.25	0.00	0.00	0.00
12/31/2021	54.86	33.25	3.50	3.25	0.75	0.00	2.75	15.00	3.00	5.00
1/15/2022	51.43	79.00	28.50	28.50	5.00	0.00	11.00	6.00	0.00	0.00
1/31/2022	54.86	44.25	7.25	10.75	6.75	0.00	8.00	6.00	1.50	4.00
2/15/2022	51.43	75.25	35.50	10.75	3.00	0.00	26.00	0.00	0.00	0.00
2/28/2022	44.57	38.00	5.50	1.50	4.00	0.25	12.75	6.00	3.50	4.50
3/15/2022	51.43	63.00	34.00	7.00	4.00	0.50	17.50	0.00	0.00	0.00
3/31/2022	54.86	34.75	5.00	2.25	5.50	4.50	9.50	0.00	3.00	5.00
4/15/2022	51.43	80.75	43.75	18.25	4.75	0.00	14.00	0.00	0.00	0.00
4/30/2022	51.43	43.75	22.00	0.75	8.25	4.50	4.75	0.00	3.50	0.00
5/15/2022	51.43	68.50	52.75	5.25	0.00	0.00	10.50	0.00	0.00	0.00
5/30/2022	51.43									
6/15/2022	51.43									
6/30/2022	51.43									
Total Hours:	1248.04	1227.25	494.75	226	107.5	13.25	219.25	57	31.25	78.25
		98.33%	40.31%	18.42%	8.76%	1.08%	17.87%	4.64%	2.55%	6.38%



Kensington Fire Protection District Employee Timesheet

Employee Name: Bill Hansell
 Title: General Manager
 Pay Period Start: 2/1/2022
 Pay Period End: 2/15/2022

Program Areas	
GA	General Administration
FB	Finance & Bookkeeping
EP	Emergency Preparedness
PL	Policies & Legal
PS	Public Safety Bldg
HL	Holiday Leave
SL	Sick Leave
VL	Vacation Leave

Date	Task/Project	Hours	GA	FB	EP	PL	PS	HL	SL	VL
2/1/2022	See Separate Task Sheet	3.75	0.75	2.00			1.00			
2/2/2022	"	1.25					1.25			
2/3/2022	"	5.75	1.25	2.00			2.50			
2/4/2022	"	10.25	3.75	4.00	2.00		0.50			
2/5/2022	"	9.50	8.00	1.25			0.25			
2/6/2022	"	12.50	12.50							
2/7/2022	"	4.50	4.00				0.50			
2/8/2022	"	7.25	3.00		0.75		3.50			
2/9/2022	"	6.25	1.75				4.50			
2/10/2022	"	5.50	0.25	1.50	0.25		3.50			
2/11/2022	"	5.75	0.25				5.50			
2/12/2022	"									
2/13/2022	"									
2/14/2022	"	1.50					1.50			
2/15/2022	"	1.50					1.50			
Total Hours		75.25	35.50	10.75	3.00	0.00	26.00	0.00	0.00	0.00
Rate		\$ 108.00								
Total Gross Pay		<u>\$ 8,127.00</u>								

Bill Hansell

2/15/2022

Employee Signature

Date

Finance Signature

Date

Subject	Duration	Day	Subject
KFPD - Finance Committee Mtg re: Post agenda; PSB for mail	0.50	Tue 2/1/2022	KFPD Finance
KFPD - Finance re: Update Advisors on schedule/options	0.50	Tue 2/1/2022	KFPD Finance
KFPD - PSB Renovation re: Emails and Calls	1.00	Tue 2/1/2022	KFPD PSB
KFPD - Finance re: Mtg w/Tel w/JK (FC mtg; Audit update; Budget review)	1.00	Tue 2/1/2022	KFPD Finance
KFPD - Gen Mgmt re: Timesheets and Payroll records	0.75	Tue 2/1/2022	KFPD Gen Mgmt
Day Total:	3.75		
KFPD - PSB Renovation re: Tel w/County Planner (Setback)	0.50	Wed 2/2/2022	KFPD PSB
KFPD - PSB Renovation re: Tel w/RB (KPPCSD coord)	0.75	Wed 2/2/2022	KFPD PSB
Day Total:	1.25		
KFPD - PSB re: Arch/Eng Mtg	1.50	Thu 2/3/2022	KFPD PSB
KFPD - Gen Mgmt re: Correspondence;	1.25	Thu 2/3/2022	KFPD Gen Mgmt
KFPD - PSB Renovation re: Standards; Setback issues	1.00	Thu 2/3/2022	KFPD PSB
KFPD - Finance re: Mid-Year Budget Data	2.00	Thu 2/3/2022	KFPD Finance
Day Total:	5.75		
KFPD - Finance re: Mid-Year Budget Data	1.25	Fri 2/4/2022	KFPD Finance
KFPD - Finance Committee Mtg	0.50	Fri 2/4/2022	KFPD Finance
KFPD - Finance re: Records, Investments	2.25	Fri 2/4/2022	KFPD Finance
KFPD - Gen Mgmt re: PSB for mail, msgs	0.50	Fri 2/4/2022	KFPD Gen Mgmt
KFPD - EPC re: Wildfire JPA mtg	2.00	Fri 2/4/2022	KFPD EPC
KFPD - PSB Renovation re: Tel w/CalOES grant coordinator	0.50	Fri 2/4/2022	KFPD PSB
KFPD - Gen Mgmt re: Agenda	1.00	Fri 2/4/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Agenda	0.50	Fri 2/4/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Agenda	1.75	Fri 2/4/2022	KFPD Gen Mgmt
Day Total:	10.25		
KFPD - Gen Mgmt re: Agenda	1.50	Sat 2/5/2022	KFPD Gen Mgmt
KFPD - Finance re: Transmittals, Replenishment accounting	1.25	Sat 2/5/2022	KFPD Finance
KFPD - Gen Mgmt re: BOD Mtg Packet	1.50	Sat 2/5/2022	KFPD Gen Mgmt
KFPD - PSB Renovation re: Update net area calcs	0.25	Sat 2/5/2022	KFPD PSB
KFPD - Gen Mgmt re: BOD Mtg Packet	5.00	Sat 2/5/2022	KFPD Gen Mgmt
Day Total:	9.50		
KFPD - Gen Mgmt re: BOD Mtg Packet (Budget Revs)	2.75	Sun 2/6/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BOD Mtg Packet	3.75	Sun 2/6/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BOD Mtg Packet	3.50	Sun 2/6/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BOD Mtg Packet	2.50	Sun 2/6/2022	KFPD Gen Mgmt
Day Total:	12.50		
KFPD - Gen Mgmt re: BOD Mtg Packet	1.50	Mon 2/7/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BOD Mtg Packet	1.50	Mon 2/7/2022	KFPD Gen Mgmt
KFPD - PSB Renovation re: Tel w/County Bldg (Prelim review mtg)	0.50	Mon 2/7/2022	KFPD PSB

KFPD - Gen Mgmt re: Mtg w/EC City Mgr	1.00	Mon 2/7/2022	KFPD Gen Mgmt
Day Total:	4.50		
KFPD - PSB Renovation re: Revise financial plan	0.75	Tue 2/8/2022	KFPD PSB
KFPD - PSB Renovation re: Tel w/Geotech (Email to County on peer review)	0.25	Tue 2/8/2022	KFPD PSB
KFPD - PSB Renovation re: Tel w/DD (Questions on schedule/options)	0.25	Tue 2/8/2022	KFPD PSB
KFPD - EPC re: Tel w/KP	0.75	Tue 2/8/2022	KFPD EPC
KFPD - PSB Renovation re: Bldg Area Calcs	1.00	Tue 2/8/2022	KFPD PSB
KFPD - Gen Mgmt re: BOD Mtg Packet	2.50	Tue 2/8/2022	KFPD Gen Mgmt
KFPD - PSB Renovation re: NHA Analysis update	1.25	Tue 2/8/2022	KFPD PSB
KFPD - Gen Mgmt re: BOD Mtg Packet (Final posts; Prints)	0.50	Tue 2/8/2022	KFPD Gen Mgmt
Day Total:	7.25		
KFPD - Gen Mgmt re: BOD Mtg Packet copies	0.25	Wed 2/9/2022	KFPD Gen Mgmt
KFPD - PSB Renovation re: Space Needs Info/References/Letter	4.50	Wed 2/9/2022	KFPD PSB
KFPD - Gen Mgmt re: BOD Mtg Follow-up	1.50	Wed 2/9/2022	KFPD Gen Mgmt
Day Total:	6.25		
KFPD - Gen Mgmt re: BOD Mtg Post Notice	0.25	Thu 2/10/2022	KFPD Gen Mgmt
KFPD - PSB Renovation re: Updates to consultants	1.25	Thu 2/10/2022	KFPD PSB
KFPD - Finance re: Transmittal for signature	0.25	Thu 2/10/2022	KFPD Finance
KFPD - Finance re: Budget Revisions, Posting	1.00	Thu 2/10/2022	KFPD Finance
KFPD - EPC re: Tel w/JV (Priority List)	0.25	Thu 2/10/2022	KFPD EPC
KFPD - PSB Renovation re: NHA revisions	0.50	Thu 2/10/2022	KFPD PSB
KFPD - Finance re: Transmittal to CCC	0.25	Thu 2/10/2022	KFPD Finance
KFPD - PSB Renovation re: Letter to EC City Manager (Contract Reserve)	1.75	Thu 2/10/2022	KFPD PSB
Day Total:	5.50		
KFPD - PSB Renovation re: Letter to EC City Manager (Contract Reserve)	1.25	Fri 2/11/2022	KFPD PSB
KFPD - PSB re: Geotech Reports to Planner	0.50	Fri 2/11/2022	KFPD PSB
KFPD - PSB re: Temp Facilities Mtg w/Arch, Mack5	1.00	Fri 2/11/2022	KFPD PSB
KFPD - PSB re: Geotech Reports to Planner	0.25	Fri 2/11/2022	KFPD PSB
KFPD - PSB re: Temp Facilities (Visit EC Modular Units)	0.50	Fri 2/11/2022	KFPD PSB
KFPD - Gen Mgmt re: PSB (Msgs, Mail)	0.25	Fri 2/11/2022	KFPD Gen Mgmt
KFPD - PSB Renovation re: Mtg w/Shift Crew & Arch (Finishes, Storage, Etc)	2.00	Fri 2/11/2022	KFPD PSB
Day Total:	5.75		
KFPD - PSB Renovation re: Mtg w/Shift Crew & Arch (Finishes, Storage, Etc)	1.50	Mon 2/14/2022	KFPD PSB
Day Total:	1.50		
KFPD - PSB Renovation re: Mtg w/Shift Crew & Arch (Finishes, Storage, Etc)	1.50	Tue 2/15/2022	KFPD PSB
Day Total:	1.50		
Total (24hrs/wk Allowance = 3.43hrs/day x 15 days = 51.45hrs Max):	75.25		
Target Hrs (Over/Under)	23.80		



Kensington Fire Protection District
Employee Timesheet

Employee Name: Bill Hansell
Title: General Manager
Pay Period Start: 2/16/2022
Pay Period End: 2/28/2022

Program Areas	
GA	General Administration
FB	Finance & Bookkeeping
EP	Emergency Preparedness
PL	Policies & Legal
PS	Public Safety Bldg
HL	Holiday Leave
SL	Sick Leave
VL	Vacation Leave

Date	Task/Project	Hours	GA	FB	EP	PL	PS	HL	SL	VL
2/16/2022	See Separate Task Sheet	4.00	3.25		0.75					
2/17/2022	"	4.50					4.50			
2/18/2022	"	3.50	0.75		0.50		2.25			
2/19/2022	"									
2/20/2022	"									
2/21/2022	"	6.00						6.00		
2/22/2022	"	1.75				0.25	1.50			
2/23/2022	"	5.50					2.00		3.50	
2/24/2022	"	4.50			2.75		1.75			
2/25/2022	"	4.50								4.50
2/26/2022	"									
2/27/2022	"	1.25	0.50				0.75			
2/28/2022	"	2.50	1.00	1.50						

Total Hours 38.00 5.50 1.50 4.00 0.25 12.75 6.00 3.50 4.50
Rate \$ 108.00
Total Gross Pay \$ 4,104.00

2/28/2022

Employee Signature _____ Date _____

Finance Signature _____ Date _____

Subject	Duration	Day	Subject
KFPD - Gen Mgmt re: Tel w/LN (BOD mtg)	0.50	Wed 2/16/2022	KFPD Gen Mgmt
KFPD - EPC re: Tel w/JV (EP schedule)	0.25	Wed 2/16/2022	KFPD EPC
KFPD - Gen Mgmt re: Board Education Requirements	0.50	Wed 2/16/2022	KFPD Gen Mgmt
KFPD - Board Meeting (Continued)	2.25	Wed 2/16/2022	KFPD Board Mtg
KFPD - EPC re: Mtg Agenda	0.50	Wed 2/16/2022	KFPD EPC
Day Total:	4.00		
KFPD - PSB re: Arch/Eng Mtg	1.50	Thu 2/17/2022	KFPD PSB
KFPD - PSB re: Plan revisions	0.50	Thu 2/17/2022	KFPD PSB
KFPD - PSB re: Mtg w/CDC (Pre-App Review)	1.00	Thu 2/17/2022	KFPD PSB
KFPD - PSB re: Plan revisions	0.75	Thu 2/17/2022	KFPD PSB
KFPD - PSB re: Review plans, dtls w/Chief	0.75	Thu 2/17/2022	KFPD PSB
Day Total:	4.50		
KFPD - PSB re: Plan revisions to arch	2.25	Fri 2/18/2022	KFPD PSB
KFPD - EPC re: Agenda	0.50	Fri 2/18/2022	KFPD EPC
KFPD - Gen Mgmt re: PSB for mail, msgs, post agenda, bldg info to staff	0.75	Fri 2/18/2022	KFPD Gen Mgmt
Day Total:	3.50		
KFPD - Gen Mgmt re: Holiday	6.00	Mon 2/21/2022	KFPD Holiday
Day Total:	6.00		
KFPD - PSB re: Temp Facilities (Tel w/Arch, San Rafael docs)	0.50	Tue 2/22/2022	KFPD PSB
KFPD - Legal re: Email (Plan Check Fees)	0.25	Tue 2/22/2022	KFPD Legal
KFPD - PSB re: Temp Facilities (Tel w/Arch, San Rafael docs)	1.00	Tue 2/22/2022	KFPD PSB
Day Total:	1.75		
KFPD - PSB re: Tel w/County, Geotech, Geologist (A-P act compliance; Planning approval)	2.00	Wed 2/23/2022	KFPD PSB
KFPD - Gen Mgmt re: Sick	3.50	Wed 2/23/2022	KFPD Sick
Day Total:	5.50		
KFPD - PSB re: Arch/Eng Mtg	1.75	Thu 2/24/2022	KFPD PSB
KFPD - EPC re: Committee Mtg	2.75	Thu 2/24/2022	KFPD EPC
Day Total:	4.50		
KFPD - Gen Mgmt re: Vacation	4.50	Fri 2/25/2022	KFPD Vacation
Day Total:	4.50		
KFPD - Gen Mgmt re: PSB for mail and msgs; Update shift on PSB	0.50	Sun 2/27/2022	KFPD Gen Mgmt
KFPD - PSB re: Struct review set for DCD; Const Estimate	0.75	Sun 2/27/2022	KFPD PSB
Day Total:	1.25		
KFPD - Gen Mgmt re: Correspondence	1.00	Mon 2/28/2022	KFPD Gen Mgmt
KFPD - Finance re: Invoices	1.50	Mon 2/28/2022	KFPD Finance
Day Total:	2.50		
Total (24hrs/wk Allowance = 3.43hrs/day x 13 days = 44.59hrs Max):	38.00		
Target Hrs (Over/Under)	(6.59)		



Kensington Fire Protection District Employee Timesheet

Employee Name: Bill Hansell
 Title: General Manager
 Pay Period Start: 3/1/2022
 Pay Period End: 3/15/2022

Program Areas	
GA	General Administration
FB	Finance & Bookkeeping
EP	Emergency Preparedness
PL	Policies & Legal
PS	Public Safety Bldg
HL	Holiday Leave
SL	Sick Leave
VL	Vacation Leave

Date	Task/Project	Hours	GA	FB	EP	PL	PS	HL	SL	VL
3/1/2022	See Separate Task Sheet	6.25	0.75	5.50						
3/2/2022	"	2.50	1.00	1.00		0.50				
3/3/2022	"	1.75	0.75				1.00			
3/4/2022	"	5.75	2.75				3.00			
3/5/2022	"	5.00	5.00							
3/6/2022	"	3.00	3.00							
3/7/2022	"	11.50	6.75				4.75			
3/8/2022	"	12.00	10.50				1.50			
3/9/2022	"	5.00	2.00		1.00		2.00			
3/10/2022	"	2.25	0.25				2.00			
3/11/2022	"	5.75	1.25		2.00		2.50			
3/12/2022	"									
3/13/2022	"	0.50			0.50					
3/14/2022	"	0.75		0.50			0.25			
3/15/2022	"	1.00			0.50		0.50			
Total Hours		63.00	34.00	7.00	4.00	0.50	17.50	0.00	0.00	0.00
Rate		\$ 108.00								
Total Gross Pay		<u>\$ 6,804.00</u>								

Bill Hansell

3/15/2022

Employee Signature

Date

Finance Signature

Date

Subject	Duration	Day	Subject
KFPD - Gen Mgmt re: Tel w/DD (Financing)	0.25	Tue 3/1/2022	KFPD Gen Mgmt
KFPD - Finance re: Invoices	2.50	Tue 3/1/2022	KFPD Finance
KFPD - Gen Mgmt re: Tel w/JK	0.50	Tue 3/1/2022	KFPD Gen Mgmt
KFPD - Finance re: Invoices	3.00	Tue 3/1/2022	KFPD Finance
Day Total:	6.25		
KFPD - Finance re: Invoices	0.25	Wed 3/2/2022	KFPD Finance
KFPD - Finance re: Invoices	0.75	Wed 3/2/2022	KFPD Finance
KFPD - Gen Mgmt re: Tel w/LN (BOD mtg agenda)	1.00	Wed 3/2/2022	KFPD Gen Mgmt
KFPD - Legal re: Emails to counsel	0.50	Wed 3/2/2022	KFPD Legal
Day Total:	2.50		
KFPD - PSB re: Temp Facilities Mtg	1.00	Thu 3/3/2022	KFPD PSB
KFPD - Gen Mgmt re: Tel w/LN (Payroll)	0.75	Thu 3/3/2022	KFPD Gen Mgmt
Day Total:	1.75		
KFPD - PSB re: Arch/Eng Mtg	1.00	Fri 3/4/2022	KFPD PSB
KFPD - Gen Mgmt re: BOD Mtg agenda	0.50	Fri 3/4/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BOD Mtg agenda	0.50	Fri 3/4/2022	KFPD Gen Mgmt
KFPD - PSB re: Temp Facility (Info to Unitarian Church)	1.25	Fri 3/4/2022	KFPD PSB
KFPD - Gen Mgmt re: BOD Mtg agenda	1.00	Fri 3/4/2022	KFPD Gen Mgmt
KFPD - PSB re: Temp Facility (Email to KPPCSD)	0.75	Fri 3/4/2022	KFPD PSB
KFPD - Gen Mgmt re: BOD Mtg agenda post; PSB for mail, msg	0.75	Fri 3/4/2022	KFPD Gen Mgmt
Day Total:	5.75		
KFPD - Gen Mgmt re: BOD Mtg packet	3.75	Sat 3/5/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BOD Mtg packet	1.25	Sat 3/5/2022	KFPD Gen Mgmt
Day Total:	5.00		
KFPD - Gen Mgmt re: BOD Mtg packet	1.25	Sun 3/6/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BOD Mtg packet	1.75	Sun 3/6/2022	KFPD Gen Mgmt
Day Total:	3.00		
KFPD - Gen Mgmt re: BOD Mtg packet	0.50	Mon 3/7/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: PRA 2022-01 (Sprinkler Cost History to 2017)	0.50	Mon 3/7/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BOD Mtg packet	1.25	Mon 3/7/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BOD Mtg packet	1.50	Mon 3/7/2022	KFPD Gen Mgmt
KFPD - PSB Renovation re: ZA Hearing	1.00	Mon 3/7/2022	KFPD PSB
KFPD - PSB Renovation re: Tel w/LN	0.50	Mon 3/7/2022	KFPD PSB

Kensington Fire Protection District

Timesheet Details

Bill Hansell

KFPD - PSB Renovation re: ?'s from Jim Watt	1.50	Mon 3/7/2022	KFPD PSB
KFPD - PSB Renovation re: Tel w/Struct	0.25	Mon 3/7/2022	KFPD PSB
KFPD - Gen Mgmt re: Grant Writer update	0.50	Mon 3/7/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: PRA 2022-01 (Sprinkler Cost History to 2017)	0.75	Mon 3/7/2022	KFPD Gen Mgmt
KFPD - PSB Renovation re: KPPCSD modular lease issues	1.50	Mon 3/7/2022	KFPD PSB
KFPD - Gen Mgmt re: Board Packet	1.75	Mon 3/7/2022	KFPD Gen Mgmt
Day Total:	11.50		
KFPD - Gen Mgmt re: Board Packet	2.50	Tue 3/8/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BOD Mtg packet	2.25	Tue 3/8/2022	KFPD Gen Mgmt
KFPD - PSB Temp Facility re: Tel w/UUCB ED	1.00	Tue 3/8/2022	KFPD PSB
KFPD - PSB Renovation re: Zoom w/EC on Reserves (Modular rental?)	0.50	Tue 3/8/2022	KFPD PSB
KFPD - Gen Mgmt re: BOD Mtg packet	1.50	Tue 3/8/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BOD Mtg packet	1.25	Tue 3/8/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BOD Mtg packet	3.00	Tue 3/8/2022	KFPD Gen Mgmt
Day Total:	12.00		
KFPD - Gen Mgmt re: BOD Mtg packet	0.75	Wed 3/9/2022	KFPD Gen Mgmt
KFPD - EPC re: Tel w/JV (Drill, events)	0.25	Wed 3/9/2022	KFPD EPC
KFPD - EPC re: Evac Drill Planning	0.25	Wed 3/9/2022	KFPD EPC
KFPD - PSB Temp Facility re: KPPCSD Negotiations	2.00	Wed 3/9/2022	KFPD PSB
KFPD - Gen Mgmt re: Tel w/LN (Board Mtg)	0.25	Wed 3/9/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Tel w/DD (Board Mtg ?'s)	0.25	Wed 3/9/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Board Education Reminders	0.75	Wed 3/9/2022	KFPD Gen Mgmt
KFPD - EPC re: Agenda draft	0.50	Wed 3/9/2022	KFPD EPC
Day Total:	5.00		
KFPD - PSB re: Arch/Eng Mtg	0.50	Thu 3/10/2022	KFPD PSB
KFPD - PSB Renovation re: Tel w/Planning Director on process	0.50	Thu 3/10/2022	KFPD PSB
KFPD - PSB Renovation re: Code email	1.00	Thu 3/10/2022	KFPD PSB
KFPD - Gen Mgmt re: KPPCSD mtg comments	0.25	Thu 3/10/2022	KFPD Gen Mgmt
Day Total:	2.25		
KFPD - PSB re: Temp Facility Mtg	1.00	Fri 3/11/2022	KFPD PSB
KFPD - PSB re: Temp Facility (Emails to Engineers)	0.75	Fri 3/11/2022	KFPD PSB
KFPD - EPC re: Mtg agenda	1.00	Fri 3/11/2022	KFPD EPC
KFPD - PSB Renovation re: Mtg w/CCC Structural Review	0.75	Fri 3/11/2022	KFPD PSB
KFPD - EPC re: Print Order for signage	0.50	Fri 3/11/2022	KFPD EPC

KFPD - Gen Mgmt re: PSB for mail, msgs, Shift check-in; Coord w/PD	1.25	Fri 3/11/2022	KFPD Gen Mgmt
KFPD - EPC re: Post agenda	0.50	Fri 3/11/2022	KFPD EPC
Day Total:	5.75		
KFPD - EPC re: Re-Post agenda	0.50	Sun 3/13/2022	KFPD EPC
Day Total:	0.50		
KFPD - PSB re: Update webpage	0.25	Mon 3/14/2022	KFPD PSB
KFPD - Gen Mgmt re: Transmittal	0.50	Mon 3/14/2022	KFPD Finance
Day Total:	0.75		
KFPD - EPC re: RPP Project Application	0.50	Tue 3/15/2022 9:00	KFPD EPC
KFPD - PSB re: ZA conditions	0.50	Tue 3/15/2022 4:30	KFPD PSB
Day Total:	1.00		
Total (24hrs/wk Allowance = 3.43hrs/day x 15 days = 51.45hrs Max):	63.00		
Target Hrs (Over/Under)	11.55		



Kensington Fire Protection District Employee Timesheet

Employee Name: Bill Hansell
 Title: General Manager
 Pay Period Start: 3/16/2022
 Pay Period End: 3/31/2022

Program Areas	
GA	General Administration
FB	Finance & Bookkeeping
EP	Emergency Preparedness
PL	Policies & Legal
PS	Public Safety Bldg
HL	Holiday Leave
SL	Sick Leave
VL	Vacation Leave

Date	Task/Project	Hours	GA	FB	EP	PL	PS	HL	SL	VL
3/16/2022	See Separate Task Sheet	4.00	0.25	1.25	1.75		0.75			
3/17/2022	"	8.50		1.00	3.00	4.50				
3/18/2022	"	2.25					2.25			
3/19/2022	"									
3/20/2022	"									
3/21/2022	"	2.75	1.75				1.00			
3/22/2022	"									
3/23/2022	"									
3/24/2022	"	6.00					1.00			5.00
3/25/2022	"									
3/26/2022	"	0.50	0.50							
3/27/2022	"									
3/28/2022	"	1.50			0.75		0.75			
3/29/2022	"	3.00							3.00	
3/30/2022	"	4.00	2.25				1.75			
3/31/2022	"	2.25	0.25				2.00			
	Total Hours	34.75	5.00	2.25	5.50	4.50	9.50	0.00	3.00	5.00
	Rate	\$ 108.00								
	Total Gross Pay	\$ 3,753.00								

Bill Hansell

3/15/2022

Employee Signature

Date

Finance Signature

Date

Subject	Duration	Day	Subject
KFPD - EPC re: Zoom Mtg (Drill Planning Mtg)	1.00	Wed 3/16/2022	KFPD EPC
KFPD - PSB re: Arch Finish Presentation	0.75	Wed 3/16/2022	KFPD PSB
KFPD - EPC re: Fire Plug edits; Print orders	0.75	Wed 3/16/2022	KFPD EPC
KFPD - Finance re: Monthly transmittal	0.50	Wed 3/16/2022	KFPD Finance
KFPD - Gen Mgmt re: Tel w/SA (Employment)	0.25	Wed 3/16/2022	KFPD Gen Mgmt
KFPD - Finance re: County Report	0.50	Wed 3/16/2022	KFPD Finance
KFPD - Gen Mgmt re: Confirm Payroll	0.25	Wed 3/16/2022	KFPD Finance
Day Total:	4.00		
KFPD - PSB re: Temp Facility (Contact EC Building/Planning)	1.50	Thu 3/17/2022	KFPD PSB
KFPD - PSB re: Temp Facility Mtg	0.75	Thu 3/17/2022	KFPD PSB
KFPD - PSB re: Arch/Eng Mtg	2.00	Thu 3/17/2022	KFPD PSB
KFPD - EPC re: Committee Special Mtg	2.25	Thu 3/17/2022	KFPD EPC
KFPD - PSB Renovation re: Variance Appeal Period Ends; Tel Planner	0.25	Thu 3/17/2022	KFPD PSB
KFPD - EPC re: Firesafe Planting Program	0.75	Thu 3/17/2022	KFPD EPC
KFPD - Gen Mgmt re: Correspondence	1.00	Thu 3/17/2022	KFPD Finance
Day Total:	8.50		
KFPD - PSB re: On site for Mech Eng	1.50	Fri 3/18/2022	KFPD PSB
KFPD - PSB re: Email Congressman (Federal Community Project Funding)	0.75	Fri 3/18/2022	KFPD PSB
Day Total:	2.25		
KFPD - Gen Mgmt re: CCSDA mtg	1.75	Mon 3/21/2022	KFPD Gen Mgmt
KFPD - PSB re: Temp Facility Mtg	0.25	Mon 3/21/2022	KFPD PSB
KFPD - PSB re: Temp Facility Contract with List Engineering	0.75	Mon 3/21/2022	KFPD PSB
Day Total:	2.75		
KFPD - Vacation	5.00	Thu 3/24/2022	KFPD Vacation
KFPD - PSB re: Arch/Eng Mtg	1.00	Thu 3/24/2022	KFPD PSB
Day Total:	6.00		
KFPD - Gen Mgmt re: PSB for mail, msgs	0.50	Sat 3/26/2022	KFPD Gen Mgmt
Day Total:	0.50		
KFPD - EPC re: Cerrito Canyon RPP mtg w/BFD Chief Abraham	0.75	Mon 3/28/2022	KFPD EPC
KFPD - Gen Mgmt re: Vmail to Grant Writer	0.00	Mon 3/28/2022	KFPD Gen Mgmt
KFPD - PSB re: Temp Facility (Modular, Tent, etc)	0.75	Mon 3/28/2022	KFPD PSB
Day Total:	1.50		
KFPD - Sick	3.00	Tue 3/29/2022	KFPD Sick
Day Total:	3.00		
KFPD - Gen Mgmt re: Form 700 reminders and assistance	1.00	Wed 3/30/2022	KFPD Gen Mgmt
KFPD - PSB re: Temp Facility	1.75	Wed 3/30/2022	KFPD PSB
KFPD - Gen Mgmt re: Correspondence	1.00	Wed 3/30/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Form 700 assistance	0.25	Wed 3/30/2022	KFPD Gen Mgmt
Day Total:	4.00		
KFPD - PSB re: Temp Facility (Visit Station 55 at 955 St San Pedro Rd)	0.50	Thu 3/31/2022	KFPD PSB
KFPD - PSB re: Arch/Eng Mtg	0.75	Thu 3/31/2022	KFPD PSB
KFPD - PSB re: Temp Facility planning	0.75	Thu 3/31/2022	KFPD PSB
KFPD - Gen Mgmt re: BOD Mtg agenda	0.25	Thu 3/31/2022	KFPD Gen Mgmt
Day Total:	2.25		
Total (24hrs/wk Allowance = 3.43hrs/day x 16 days = 54.88 hrs Max):	34.75		
Target Hrs (Over/Under)	(20.13)		



Kensington Fire Protection District Employee Timesheet

Employee Name: Bill Hansell
 Title: General Manager
 Pay Period Start: 4/1/2022
 Pay Period End: 4/15/2022

Program Areas	
GA	General Administration
FB	Finance & Bookkeeping
EP	Emergency Preparedness
PL	Policies & Legal
PS	Public Safety Bldg
HL	Holiday Leave
SL	Sick Leave
VL	Vacation Leave

Date	Task/Project	Hours	GA	FB	EP	PL	PS	HL	SL	VL
4/1/2022	See Separate Task Sheet	9.25	2.25	2.50	2.50		2.00			
4/2/2022	"	6.75		5.00			1.75			
4/3/2022	"	8.75	0.75	7.50			0.50			
4/4/2022	"	10.75	5.50	1.25			4.00			
4/5/2022	"	9.75	6.25	1.50			2.00			
4/6/2022	"	3.00	3.00							
4/7/2022	"	3.25	2.00				1.25			
4/8/2022	"	0.50	0.25		0.25					
4/9/2022	"									
4/10/2022	"									
4/11/2022	"	5.25	4.50		0.25		0.50			
4/12/2022	"	11.25	9.00		1.00		1.25			
4/13/2022	"	8.50	7.75	0.50			0.25			
4/14/2022	"	3.00	1.75		0.75		0.50			
4/15/2022	"	0.75	0.75							
Total Hours		80.75	43.75	18.25	4.75	0.00	14.00	0.00	0.00	0.00
Rate		\$ 108.00								
Total Gross Pay		\$ 8,721.00								

Bill Hansell

4/15/2022

Employee Signature

Date

Finance Signature

Date

Subject	Duration	Day	Subject
KFPD - PSB re: Temp Facility Mtg	0.75	Fri 4/1/2022	KFPD PSB
KFPD - EPC re:Tel MailStream for Fire Plug order (925-676-6711)	0.25	Fri 4/1/2022	KFPD EPC
KFPD - Finance re: Invoices	1.00	Fri 4/1/2022	KFPD Finance
KFPD - Finance re: Invoices	0.75	Fri 4/1/2022	KFPD Finance
KFPD - EPC re: Wildfire JPA mtg #4	2.00	Fri 4/1/2022	KFPD EPC
KFPD - PSB re: Temp Facility planning	0.75	Fri 4/1/2022	KFPD PSB
KFPD - EPC re: Evacuation Drill	0.25	Fri 4/1/2022	KFPD EPC
KFPD - PSB re: Tel w/RB (Rental in EC modulars)	0.25	Fri 4/1/2022	KFPD PSB
KFPD - Gen Mgmt re: Ordinance 2022-01 publication prep	1.00	Fri 4/1/2022	KFPD Gen Mgmt
KFPD - Finance re: Invoices	0.75	Fri 4/1/2022	KFPD Finance
KFPD - Gen Mgmt re: Ordinance 2022-01 counsel review	1.25	Fri 4/1/2022	KFPD Gen Mgmt
KFPD - PSB re: Struct assessment study draft	0.25	Fri 4/1/2022	KFPD PSB
Day Total:	9.25		
KFPD - PSB re: Tel w/RB (Rental in EC modulars)	1.00	Sat 4/2/2022	KFPD PSB
KFPD - Finance re: Invoices	0.75	Sat 4/2/2022	KFPD Finance
KFPD - Finance re: Invoices	1.50	Sat 4/2/2022	KFPD Finance
KFPD - Finance re: Invoices	2.00	Sat 4/2/2022	KFPD Finance
KFPD - Finance re: Invoices	0.75	Sat 4/2/2022	KFPD Finance
KFPD - PSB re: Temp Facility (Alt layout)	0.75	Sat 4/2/2022	KFPD PSB
Day Total:	6.75		
KFPD - PSB re: Temp Facility (Alt layout)	0.50	Sun 4/3/2022	KFPD PSB
KFPD - Finance re: Invoices	1.50	Sun 4/3/2022	KFPD Finance
KFPD - Finance re: Invoices	4.00	Sun 4/3/2022	KFPD Finance
KFPD - Gen Mgmt re: Timesheets and Payroll	0.75	Sun 4/3/2022	KFPD Gen Mgmt
KFPD - Finance re: Invoices	1.00	Sun 4/3/2022	KFPD Finance
KFPD - Finance re: Invoices	1.00	Sun 4/3/2022	KFPD Finance
Day Total:	8.75		
KFPD - Gen Mgmt re: Correspondence and filing	2.00	Mon 4/4/2022	KFPD Gen Mgmt
KFPD - Finance re: Invoice to Maze; County records requested	0.25	Mon 4/4/2022	KFPD Finance
KFPD - Finance re: Invoices	1.00	Mon 4/4/2022	KFPD Finance
KFPD - PSB re: Temp Facility	0.75	Mon 4/4/2022	KFPD PSB
KFPD - Gen Mgmt re: Correspondence	0.50	Mon 4/4/2022	KFPD Gen Mgmt
KFPD - PSB re: Area of modulars; Rent calcs; Negotiations w/KPPCSD	3.25	Mon 4/4/2022	KFPD PSB
KFPD - Gen Mgmt re: Agenda and materials	3.00	Mon 4/4/2022	KFPD Gen Mgmt
Day Total:	10.75		
KFPD - Gen Mgmt re: Agenda and materials	1.50	Tue 4/5/2022	KFPD Gen Mgmt
KFPD - PSB re: Temp Facility Mtg	1.50	Tue 4/5/2022	KFPD PSB
KFPD - PSB re: Info to City (permit)	0.50	Tue 4/5/2022	KFPD PSB
KFPD - Gen Mgmt re: Agenda and materials	1.00	Tue 4/5/2022	KFPD Gen Mgmt
KFPD - Finance re: Elec Deposits	1.50	Tue 4/5/2022	KFPD Finance
KFPD - Gen Mgmt re: EC Fire Services Contract	1.50	Tue 4/5/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Post agenda; PSB mail	0.50	Tue 4/5/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Board Packet	1.75	Tue 4/5/2022	KFPD Gen Mgmt
Day Total:	9.75		
KFPD - Gen Mgmt re: Board Packet	2.00	Wed 4/6/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Correspondence	1.00	Wed 4/6/2022	KFPD Gen Mgmt
Day Total:	3.00		
KFPD - Gen Mgmt re: KPPCSD Mtg	2.00	Thu 4/7/2022	KFPD Gen Mgmt
KFPD - PSB re: Temp Facility (Parking Lot lease negotiations)	1.25	Thu 4/7/2022	KFPD PSB
Day Total:	3.25		
KFPD - Gen Mgmt re: PRA questions	0.25	Fri 4/8/2022	KFPD Gen Mgmt
KFPD - EPC re: Drill issues	0.25	Fri 4/8/2022	KFPD EPC
Day Total:	0.50		
KFPD - Gen Mgmt re: Correspondence	1.00	Mon 4/11/2022	KFPD Gen Mgmt
KFPD - PSB re: Tel w/NHA (Interest Rates; Revise projections)	0.25	Mon 4/11/2022	KFPD PSB
KFPD - PSB re: Temp Facility (Tel w/RB KPPCSD Modular Lease)	0.25	Mon 4/11/2022	KFPD PSB
KFPD - EPC re: Tel w/KP	0.25	Mon 4/11/2022	KFPD EPC
KFPD - Gen Mgmt re: Mtg Packet	3.50	Mon 4/11/2022	KFPD Gen Mgmt
Day Total:	5.25		
KFPD - Gen Mgmt re: Mtg Packet	1.75	Tue 4/12/2022	KFPD Gen Mgmt
KFPD - PSB re: Temp Facility Mtg	1.25	Tue 4/12/2022	KFPD PSB

KFPD - EPC re: Tel w/KP	0.75	Tue 4/12/2022	KFPD EPC
KFPD - Gen Mgmt re: HEF mtg	1.50	Tue 4/12/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Mtg Packet	3.00	Tue 4/12/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: tel w/LN (BOD Mtg)	0.25	Tue 4/12/2022	KFPD Gen Mgmt
KFPD - EPC re: Draft Agenda	0.25	Tue 4/12/2022	KFPD EPC
KFPD - Gen Mgmt re: Mtg Packet	0.75	Tue 4/12/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Correspondence	0.75	Tue 4/12/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Mtg Packet	1.00	Tue 4/12/2022	KFPD Gen Mgmt
Day Total:	11.25		
KFPD - Gen Mgmt re: Mtg Packet	0.75	Wed 4/13/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Correspondence	0.75	Wed 4/13/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Mtg Packet; Correspondence	5.25	Wed 4/13/2022	KFPD Gen Mgmt
KFPD - Finance re: Tel w/JK (Interest rates)	0.50	Wed 4/13/2022	KFPD Finance
KFPD - Gen Mgmt re: Mtg Packet	1.00	Wed 4/13/2022	KFPD Gen Mgmt
KFPD - PSB re: Temp Facility (RB KPPCSD Lease)	0.25	Wed 4/13/2022	KFPD PSB
Day Total:	8.50		
KFPD - PSB re: Temp Facility (RB KPPCSD Lease)	0.25	Thu 4/14/2022	KFPD PSB
KFPD - EPC re: Tel w/Chief	0.25	Thu 4/14/2022	KFPD EPC
KFPD - EPC re: Tel w/JV	0.50	Thu 4/14/2022	KFPD EPC
KFPD - Gen Mgmt re: Tel w/JK	0.50	Thu 4/14/2022	KFPD Gen Mgmt
KFPD - PSB re: Temp Facility (RB KPPCSD Lease)	0.25	Thu 4/14/2022	KFPD PSB
KFPD - Gen Mgmt re: KPPCSD meeting	0.25	Thu 4/14/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Correspondence	1.00	Thu 4/14/2022	KFPD Gen Mgmt
Day Total:	3.00		
KFPD - Gen Mgmt re: PSB (Mail, Msgs, Staff)	0.75	Fri 4/15/2022	KFPD Gen Mgmt
Day Total:	0.75		
Total (24hrs/wk Allowance = 3.43hrs/day x 15 days = 51.45 hrs Max):	80.75		
Target Hrs (Over/Under)	29.30		



Kensington Fire Protection District Employee Timesheet

Employee Name: Bill Hansell
 Title: General Manager
 Pay Period Start: 4/16/2022
 Pay Period End: 4/30/2022

Program Areas	
GA	General Administration
FB	Finance & Bookkeeping
EP	Emergency Preparedness
PL	Policies & Legal
PS	Public Safety Bldg
HL	Holiday Leave
SL	Sick Leave
VL	Vacation Leave

Date	Task/Project	Hours	GA	FB	EP	PL	PS	HL	SL	VL
4/16/2022	See Separate Task Sheet	0.00								
4/17/2022	"	0.00								
4/18/2022	"	5.25	2.00		1.00	0.75	1.50			
4/19/2022	"	3.75				3.75				
4/20/2022	"	1.50	1.00		0.50					
4/21/2022	"	9.50	8.00	0.25			1.25			
4/22/2022	"	5.00	5.00							
4/23/2022	"	0.50	0.50							
4/24/2022	"	3.25	0.50		2.75					
4/25/2022	"	3.50							3.50	
4/26/2022	"	0.25			0.25					
4/27/2022	"	1.00					1.00			
4/28/2022	"	6.50	2.50		3.50		0.50			
4/29/2022	"	3.00	2.00	0.50			0.50			
4/30/2022	"	0.75	0.50		0.25					
Total Hours		43.75	22.00	0.75	8.25	4.50	4.75	0.00	3.50	0.00
Rate		\$ 108.00								
Total Gross Pay		<u>\$ 4,725.00</u>								

Bill Hansell

4/30/2022

Employee Signature

Date

Finance Signature

Date

Subject	Duration	Day	Subject
KFPD - Legal re: PRA 2022_02 (Email counsel; Response)	0.50	Mon 4/18/2022	KFPD Legal
KFPD - Gen Mgmt re: Correspondence	1.00	Mon 4/18/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Correspondence	1.00	Mon 4/18/2022	KFPD Gen Mgmt
KFPD - PSB re: Temp Facility (Tel w/RB lease spaces)	0.25	Mon 4/18/2022	KFPD PSB
KFPD - Legal re: PRA 2022_02 (Response)	0.25	Mon 4/18/2022	KFPD Legal
KFPD - EPC re: FireWise Community	1.00	Mon 4/18/2022	KFPD EPC
KFPD - PSB re: Update documents	1.25	Mon 4/18/2022	KFPD PSB
Day Total:	5.25		
KFPD - PSB re: Temp Facility Mtg	2.00	Tue 4/19/2022	KFPD PSB
KFPD - PSB re: On site for gate review	0.50	Tue 4/19/2022	KFPD PSB
KFPD - PSB re: Mtg w/TOR (Lease negotiation)	1.25	Tue 4/19/2022	KFPD PSB
Day Total:	3.75		
KFPD - Gen Mgmt re: Tel w/LN (Mtg planning; updates)	1.00	Wed 4/20/2022	KFPD Gen Mgmt
KFPD - EPC re: Tel w/KP (Mtg agenda; Firesafe Planting)	0.50	Wed 4/20/2022	KFPD EPC
Day Total:	1.50		
KFPD - PSB re: Bldg Permit Dwgs submitted online	1.25	Thu 4/21/2022	KFPD PSB
KFPD - Finance re: Transmittal to County	0.25	Thu 4/21/2022	KFPD Finance
KFPD - Gen Mgmt re: Fire Chief interviews	8.00	Thu 4/21/2022	KFPD Gen Mgmt
Day Total:	9.50		
KFPD - Gen Mgmt re: Tel w/JK	0.25	Fri 4/22/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Correspondence	1.25	Fri 4/22/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Tel w/LN (Special Mtg)	0.50	Fri 4/22/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Tel w/TOR (Parking Lot negotiation)	0.25	Fri 4/22/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Tel w/KP (Special Mtg)	0.25	Fri 4/22/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Tel w/TOR (Parking Lot negotiation; Conf Cost)	0.25	Fri 4/22/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Special Mtg Agenda and Packet	2.25	Fri 4/22/2022	KFPD Gen Mgmt
Day Total:	5.00		
KFPD - Gen Mgmt re: Public Correspondence; Update mtg posting	0.50	Sat 4/23/2022	KFPD Gen Mgmt
Day Total:	0.50		
KFPD - EPC re: Mtg Agenda, Supporting materials	2.00	Sun 4/24/2022	KFPD EPC
KFPD - EPC re: Tel w/KP (Agenda, Supporting materials)	0.75	Sun 4/24/2022	KFPD EPC
KFPD - Gen Mgmt re: Post agenda; PSB for msgs/vmails	0.50	Sun 4/24/2022	KFPD Gen Mgmt
Day Total:	3.25		
KFPD - Sick Leave	3.50	Mon 4/25/2022	KFPD Sick
Day Total:	3.50		
KFPD - EPC re: Tel w/JV (Events)	0.25	Tue 4/26/2022	KFPD EPC
Day Total:	0.25		
KFPD - PSB re: Conf w/EC Planning (Temp Bldg Permit)	0.75	Wed 4/27/2022	KFPD PSB
KFPD - PSB re: Tel w/Chief (Temp Facility planning application)	0.25	Wed 4/27/2022	KFPD PSB
Day Total:	1.00		
KFPD - PSB re: Lease negotiations	0.50	Thu 4/28/2022	KFPD PSB
KFPD - EPC re: Board Packet info	1.50	Thu 4/28/2022	KFPD EPC
KFPD - EPC re: Committee Mtg	2.00	Thu 4/28/2022	KFPD EPC
KFPD - Gen Mgmt re: Special Mtg	2.50	Thu 4/28/2022	KFPD Gen Mgmt
Day Total:	6.50		
KFPD - Gen Mgmt re: Conf w/Nerd Crossing (Annual IT audit; Hybrid Meetings)	0.50	Fri 4/29/2022	KFPD Gen Mgmt
KFPD - Finance re: State Compensation Report	0.50	Fri 4/29/2022	KFPD Finance
KFPD - Gen Mgmt re: Correspondence	1.50	Fri 4/29/2022	KFPD Gen Mgmt
KFPD - PSB re: Tel w/KP (EC Modulars, Update)	0.50	Fri 4/29/2022	KFPD PSB
Day Total:	3.00		
KFPD - EPC re: Shreds/Meds Event	0.25	Sat 4/30/2022	KFPD EPC
KFPD - Gen Mgmt re: PSB for mail, msgs	0.50	Sat 4/30/2022	KFPD Gen Mgmt
Day Total:	0.75		
Total (24hrs/wk Allowance = 3.43hrs/day x 15 days = 51.45 hrs Max):	43.75		
Target Hrs (Over/Under)	(7.70)		



Kensington Fire Protection District Employee Timesheet

Employee Name: Bill Hansell
 Title: General Manager
 Pay Period Start: 5/1/2022
 Pay Period End: 5/15/2022

Program Areas	
GA	General Administration
FB	Finance & Bookkeeping
EP	Emergency Preparedness
PL	Policies & Legal
PS	Public Safety Bldg
HL	Holiday Leave
SL	Sick Leave
VL	Vacation Leave

Date	Task/Project	Hours	GA	FB	EP	PL	PS	HL	SL	VL
5/1/2022	See Separate Task Sheet									
5/2/2022	"	1.25	1.25							
5/3/2022	"	5.75	3.75				2.00			
5/4/2022	"	11.00	8.50				2.50			
5/5/2022	"	7.00	5.00	2.00						
5/6/2022	"	9.00	4.00	2.75			2.25			
5/7/2022	"	7.00	7.00							
5/8/2022	"									
5/9/2022	"	5.25	4.75				0.50			
5/10/2022	"	9.50	7.50				2.00			
5/11/2022	"	8.50	7.50				1.00			
5/12/2022	"	3.25	3.00				0.25			
5/13/2022	"	1.00	0.50	0.50						
5/14/2022	"									
5/15/2022	"									
Total Hours		68.50	52.75	5.25	0.00	0.00	10.50	0.00	0.00	0.00
Rate		\$ 108.00								
Total Gross Pay		<u>\$ 7,398.00</u>								

Bill Hansell

5/15/2022

Employee Signature

Date

Finance Signature

Date

Subject	Duration	Day	Subject
KFPD - Gen Mgmt re: Tel w/LN (BOD Mtgs; Personnel issues)	0.50	Mon 5/2/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Tel w/KP (BOD Mtgs; Personnel issues)	0.75	Mon 5/2/2022	KFPD Gen Mgmt
Day Total:	1.25		
KFPD - Gen Mgmt re: Tel w/Interim Chief (Procedures)	0.75	Tue 5/3/2022	KFPD Gen Mgmt
KFPD - PSB re: Carport contract, plans, schedule; Tel w/Vendor	2.00	Tue 5/3/2022	KFPD PSB
KFPD - Gen Mgmt re: Census Form	0.50	Tue 5/3/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Fire Chief Commendation	0.50	Tue 5/3/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: HEF/JPA issues; Chief Correspondence	1.50	Tue 5/3/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Correspondence	0.50	Tue 5/3/2022	KFPD Gen Mgmt
Day Total:	5.75		
KFPD - PSB re: Temp Facility site plan; lease	0.50	Wed 5/4/2022	KFPD PSB
KFPD - Finance re: CCC reports; Maze coord	3.50	Wed 5/4/2022	KFPD Finance
KFPD - PSB re: Tel w/NHA (Loan process)	0.50	Wed 5/4/2022	KFPD PSB
KFPD - Finance re: CCC reports; Maze coord	2.50	Wed 5/4/2022	KFPD Finance
KFPD - PSB re: Temp Facility (Arch/Eng Coordination)	1.50	Wed 5/4/2022	KFPD PSB
KFPD - Finance re: Invoices	2.50	Wed 5/4/2022	KFPD Finance
Day Total:	11.00		
KFPD - Gen Mgmt re: Correspondence	1.00	Thu 5/5/2022	KFPD Gen Mgmt
KFPD - Finance re: EDP issues w/County	0.50	Thu 5/5/2022	KFPD Finance
KFPD - Gen Mgmt re: Mtg w/LN, KP	2.50	Thu 5/5/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: PSB for staff mtg; Mail, msgs	1.50	Thu 5/5/2022	KFPD Gen Mgmt
KFPD - Finance re: Invoices	1.50	Thu 5/5/2022	KFPD Finance
Day Total:	7.00		
KFPD - Finance re: Invoices	1.00	Fri 5/6/2022	KFPD Finance
KFPD - Finance re: Invoices	1.75	Fri 5/6/2022	KFPD Finance
KFPD - PSB re: Temp Facility design issues	1.00	Fri 5/6/2022	KFPD PSB
KFPD - PSB re: Temp Facility (Approve Carport Contract/Payment)	0.25	Fri 5/6/2022	KFPD PSB
KFPD - Gen Mgmt re: BOD Mtg agenda and packet	1.00	Fri 5/6/2022	KFPD Gen Mgmt
KFPD - PSB re: Temp Facility submit Planning Permit	1.00	Fri 5/6/2022	KFPD PSB
KFPD - Gen Mgmt re: BOD Mtg agenda and packet	3.00	Fri 5/6/2022	KFPD Gen Mgmt
Day Total:	9.00		
KFPD - Gen Mgmt re: BOD Mtg agenda and packet	4.50	Sat 5/7/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BOD Mtg agenda and packet	2.50	Sat 5/7/2022	KFPD Gen Mgmt
Day Total:	7.00		
KFPD - PSB re; Temp Facility (KPPCSD sublease)	0.25	Mon 5/9/2022	KFPD PSB
KFPD - PSB re: Temp Facility (Tel w/MG on modulars)	0.25	Mon 5/9/2022	KFPD PSB
KFPD - Gen Mgmt re: BOD mtg packet	2.25	Mon 5/9/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BOD mtg packet	2.50	Mon 5/9/2022	KFPD Gen Mgmt
Day Total:	5.25		
KFPD - Gen Mgmt re: Tel w/LAFCO	0.50	Tue 5/10/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BOD mtg packet	1.00	Tue 5/10/2022	KFPD Gen Mgmt
KFPD - PSB re: Temp Facility Progress Mtg	2.00	Tue 5/10/2022	KFPD PSB
KFPD - Gen Mgmt re: HEF SLC Mtg	1.50	Tue 5/10/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BOD mtg packet	3.00	Tue 5/10/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Mtg Mins	1.50	Tue 5/10/2022	KFPD Gen Mgmt
Day Total:	9.50		
KFPD - Gen Mgmt re: Mtg Mins	2.00	Wed 5/11/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Correspondence	1.50	Wed 5/11/2022	KFPD Gen Mgmt
KFPD - PSB re: Tel w/DD (Progress questions)	0.50	Wed 5/11/2022	KFPD PSB
KFPD - PSB re: Tel w/NHA Finance	0.50	Wed 5/11/2022	KFPD PSB
KFPD - Gen Mgmt re: Mtg Mins	3.00	Wed 5/11/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Correspondence	1.00	Wed 5/11/2022	KFPD Gen Mgmt
Day Total:	8.50		
KFPD - PSB re: Tel w/NHA (Confirm RFP for team)	0.25	Thu 5/12/2022	KFPD PSB
KFPD - Gen Mgmt re: Mtg w/Interim Chief, JV (Communications)	2.50	Thu 5/12/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: KPPCSD	0.50	Thu 5/12/2022	KFPD Gen Mgmt
Day Total:	3.25		
KFPD - Gen Mgmt re: PSB (Mail, Msgs, Staff)	0.50	Fri 5/13/2022	KFPD Gen Mgmt
KFPD - Finance re: Budget	0.50	Fri 5/13/2022	KFPD Finance

	Day Total:	1.00
Total (24hrs/wk Allowance = 3.43hrs/day x 15 days = 51.45 hrs Max):		68.50
Target Hrs (Over/Under)		17.05