

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

Date of Meeting: April 10, 2019
Time of Public Meeting: 7:00 p.m.
Place of Meeting: **Building E in Kensington Park**
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/meetings.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Manager, 510/527-8395. Notification 48 hours prior to the meeting will enable the Kensington Fire Protection District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title 1).

7:00 p.m. **CALL TO ORDER**

1. **ADOPTION OF CONSENT ITEMS.** Items 3, 4, 5 & 6

All matters listed with the notation "CC" are consent items, which are considered to be routine by the Board of Directors and will be enacted by one motion. The Board of Directors has received and considered reports and recommendations prior to assigning consent item designations to the various items. Copies of the reports are on file in the Fire Protection District Administrative Office at 217 Arlington Avenue and are available to the public. The disposition of the item is indicated. There will be no separate discussion of consent items. If discussion is requested for an item, that item will be removed from the list of consent items and considered separately on the agenda. PLEASE NOTE: Public review copy of the agenda packet is available at the Directors' table at the Board meetings.

2. **ORAL COMMUNICATIONS.** (This place on the agenda is reserved for comments and inquiries from citizens and Board members concerning matters that do not otherwise appear on the agenda. Speakers shall be requested to provide their names and addresses prior to giving public comments or making inquiries.)

CC 3. **APPROVAL OF THE MINUTES.** Approval of the minutes of the regular meeting of March 13, 2019 (APPROVE)

CC 4. **APPROVAL OF MONTHLY FINANCIAL REPORT.** February/March 2019 (APPROVE)

CC 5. **ACCEPTANCE OF INCIDENT ACTIVITY REPORT.** March 2019 (ACCEPT)

CC 6. **APPROVAL OF MONTHLY TRANSMITTAL #10.** April 2019 (APPROVE)

7. **PRESENTATION** on Neighborhood Mapping for Evacuation Notification by Battalion Chief/Training Officer Joseph Grupalo

8. **FIRE CHIEF'S REPORT**

- a. Review of operations.
- b. Regional issues and developments.

9. **BOARD REPORTS**

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

- a. Emergency Preparedness Committee (Padian, Nagel)
- b. Diablo Fire Safe Council Representative (Nagel, Staff)
- c. Kensington Pathkeepers Representative (Padian, Nagel)
- d. East Bay Regional Parks District Liaison (Nagel)
- e. Demonstration Garden Committee (Kosel, Staff)
- f. Building Committee (Dommer, Nagel): Presentation to KPPCSD at 3/28/19 meeting
- g. California Special Districts Association Representatives:
 - i. County (Nagel): Next meeting April 15, 2019; CCCSDA Spring Newsletter
 - ii. State Professional Development and Membership Services Committees (Kosel)
- h. Finance Standing Committee (Stein, Dommer)
- i. Contract Negotiation Committee (Stein, Dommer)
- j. Correspondence: Email from Siv Sandler re: Chronicle article.

10. **PRESIDENT'S REPORT**

NEW BUSINESS

11. Request for Neighborhood Map Funding based on Presentation by B/C Grupalo not to Exceed \$10,000 requested by Kosel (ACTION)
12. Proposed Amendments to Policy 1140:20-50: Committees of the Board of Directors submitted by Padian (First reading for review, Policy 1010.30)
13. Proposed new Board Policy for Social Media submitted by Kosel (First reading for review, Policy 1010.30)

ADJOURNMENT. The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on Wednesday, May 8, 2019, at 7:00 p.m. at Building E in Kensington Park, 59 Arlington Avenue, Kensington, CA 94707.

The deadline for agenda items to be included in the Board packet for the next regular meeting of 5/8/19 is Wednesday, 4/24/19 by 1:00 p.m. The deadline for agenda-related materials to be included in the Board packet is Wednesday, 5/1/19 by 1:00 p.m., Fire Protection District Administration Office, 217 Arlington Ave., Kensington.

IF YOU CHALLENGE A DECISION OF THE BOARD OF DIRECTORS IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE BOARD MEETING OR IN WRITTEN CORRESPONDENCE DELIVERED AT, OR PRIOR TO, THE BOARD MEETING

CONSENT CALENDAR

**MINUTES OF THE MARCH 13, 2019 MEETING OF THE BOARD OF DIRECTORS
OF THE KENSINGTON FIRE PROTECTION DISTRICT**

PRESENT: **Directors:** Don Dommer, Janice Kosel, Larry Nagel, Kevin Padian and Julie Stein
 Staff: Chief Michael Pigoni and Manager Brenda Navellier

CALL TO ORDER:

President Stein called the meeting to order at 7:02 p.m and called roll. All Directors and staff were present.

APPROVAL OF CONSENT ITEMS:

President Stein called for the approval of the consent calendar (items 3, 4 & 5), consisting of approval of the minutes of February 13, 2019, approval of the January/February 2019 financial reports, and acceptance of the February 2019 incident activity report. Director Padian pulled item #3 -- minutes of the February 13, 2019 meeting. Director Nagel made a motion to approve the Consent Calendar items 4 and 5. Director Padian seconded the motion. The motion passed unanimously.

AYES: Dommer, Kosel, Nagel, Padian, Stein
NOES: None
ABSTAIN: None

ORAL COMMUNICATIONS:

Director Kosel noted that the Board had three closed sessions last fall in regard to potential litigation. The Board authorized Kosel, along with Navellier, to engage in mediation with CalPERS. The litigation was over CalPERS failure to bill KFPD for 19 years of health insurance for a disabled retired employee. The Board authorized Kosel and Navellier to mediate a settlement at a cost not to exceed \$50,000. It was settled at \$45,700, payable without interest over four years, and that is reflected under tonight's budget item.

President Stein said the agenda is very full and the Board meeting could easily go past 10 p.m. Director Nagel will keep time to enforce the spirit of the policy of 20 minutes per item.

Peter Liddell of the Kensington Public Safety Council announced that KPSC will be having a presentation on 3/30/19 about wildfires and the wildland urban interface. The presentation will be by ECFD-KFPD Fire Marshal David Gibson and will run from 10:00 to approximately 11:30 a.m. It is free and everyone is invited. Liddell distributed flyers.

President Stein thanked Navellier for arranging for the Board to meet at Building E and asked if the meetings will continue to be held at this location. Navellier affirmed they would be for several months.

APPROVAL OF THE FEBRUARY 13, 2019 MINUTES:

Director Padian thanked Navellier for the minutes of a marathon meeting. On page 4, Padian clarified for community awareness that his comment two lines up from the bottom of the paragraph were referring to neighborhoods in Sonoma County, not Kensington. On page 2, sixth paragraph, Padian noted that one of the KPPCSD Directors said a JPA was not possible. On page 5, second paragraph, on lines one and two, Padian requested that the language be changed to "breaching the contract" in regard to the landscape architect and KPPCSD. Kosel affirmed that was what she said. There was no change to page 4. On page 2, "One of the KPPCSD Directors suggested a JPA was not possible." will be inserted into the sixth paragraph between the second and third sentence. Director Padian made a motion to accept the minutes as amended. Director Nagel seconded the motion.

AYES: Dommer, Kosel, Nagel, Padian, Stein
NOES: None
ABSTAIN: None

FIRE CHIEF'S REPORT:

Chief Pigoni reported that there was a significant increase in calls in Kensington last month due to storm related issues; however, there was no major property loss. Last month Pigoni reported on the East Bay Parks fuel reduction plan. EBRPD will be starting work soon if good weather continues. A copy of the plan and associated map were included in the Chief's Report. Pigoni confirmed with EBRPD that the fuel reduction will be 200 feet wide, not 100 feet as previously reported. The project will take place from Richmond Heights to Los Altos. EBRPD will be cutting, chipping and pile burning and also performing brush dispersal to create wildlife habitats.

The fire department will be flying the drone along the ridgeline to get “before” pictures of the area. Chief Pigoni referred to the San Francisco Chronicle news article this past week regarding a large fuel break grant to Moraga-Orinda Fire District from Cal Fire. The grant period was open for four days and MOFDS already had an application written for other opportunities. Cal Fire is desperate to accomplish some major projects and took MOFDS’s grant application and extended it. The project will go from the Moraga/Orinda area east to San Pablo Dam Road and then extend it back toward Inspiration Point and along that ridgeline almost to Alvarado Park. This project will provide a buffer from the Briones area, a second line of protection besides the EBRPD break. Chief Pigoni reported at last month’s meeting that El Cerrito Police Department is working on an evacuation plan for that community and brought in Chief Hull to start initial talks to be able to plan together. Aside from the actual planning, there are plenty of other projects the Emergency Preparedness Committee can work on in regard to this like public education, working with other agencies, etc. Pigoni included a staff report from Moraga-Orinda Fire on sirens. MOFD had a study done on this issue (link provided in report) and made the decision that they would not install them. He is providing this information for the Board to study so they can decide what their wishes are. MOFD is putting their emphasis on modern technology like reverse 9-1-1, the community warning system, Nixle and weather radios. Pigoni gave an explanation on weather radios and noted that OES can trigger them as another type of alarm. MOFD is putting neighborhood in “polygons” based on GIS mapping. The polygons are then programmed into the early warning system which gives them the ability to control an evacuation. Instead of simply sounding a siren or weather radio where everyone who has opted in would get the warning at the same time, it gives them the ability to evacuate by neighborhood. That way, not everyone is hitting the pinch points at one time. The company that created the polygon system is willing to work with El Cerrito-Kensington but there will be costs involved with the County GIS Dept. to create the mapping probably around \$9,000. Pigoni requested the Board consider whether they would want to pursue this. The maps could layout streets, addresses, known faults, liquidation/slide areas and paths. Pigoni has met with a consultant to update the Emergency Operations Plan. They have been given a scope of work and Pigoni is waiting for a proposal. The new EOP will cover both El Cerrito and Kensington Fire. The Board members will be required to take ICS training for the District to be NIMS compliant. The ICS training will be helpful to know Board roles during a major emergency but is essential to FEMA cost recovery. Some of the training is on-line and some will be actual classroom work. Pigoni also included the City of Berkeley’s draft evacuation plan. It is fairly detailed but it is also a much larger area and more things for them to do. This is just more information for the Board and the Emergency Preparedness Committee as they consider their own plans. Pigoni said he has a program available now on making communities Fire Wise safe and hardening homes. He also said that there are companies that will evaluate individual homes for wildfire ignition potential for a fee. He spoke to one company that is out of Mendocino County but services the entire bay area. These inspections and reports typically cost around \$300 for an average home and lot. Pigoni thinks the Kensington area is fairly safe from homeowners’ insurance companies cancelling policies or raising prices due to ECFD-KFPD’s excellent ISO rating. In areas that are susceptible to cancellation, insurance companies are more willing to renew if you go through an independent inspection process and make all recommended corrections. Pigoni gave an explanation on Insurance Service Office (ISO) ratings and how Kensington was a “4” when it first contracted with El Cerrito but has been brought up to a “2”. The rating is based on fire department staffing, water supply, training, equipment, engine age, pump tests, ladder tests, and many more factors. It’s a three day evaluation process that takes about three months to prepare for.

Director Kosel noted that the siren information and links are on the second page of the MOFD Emergency Warning System staff report. Kosel requested Pigoni to arrange a presentation on the polygon study for the Board’s next meeting in April. The District has the funds it seems it would be money well spent. Pigoni said he would arrange the presentation. Director Padian asked for clarification on whether EBRPD is control burning as part of their project? Pigoni said EBRPD would be burning piles, not control burning. Padian said he read the NIST siren report which was interesting and comprehensive but also very heterogeneous. There is not a one size fits all recommendation. They put a lot of emphasis on education. Padian asked about the polygon study and whether MOFD has planned evacuation routes? Pigoni said they have completed part of Orinda, but yes, all of that will be planned. They plan on getting police officers to pinch points to help control traffic. They are also looking at electronic signage on their roads to control counter-flow traffic. Pigoni does not feel that is a solution for Kensington with the exception of the Arlington since most streets do not have two lanes.

Dave Spath asked if El Cerrito was planning for evacuation mapping also? Pigoni said he has not had a chance to talk about it on the El Cerrito side but it’s a great technology and he will be meeting with Chief Keith next week. Any fire emergency in either community will affect the other. Spath said he read the draft Berkeley evacuation plan and they recognize that Kensington is contiguous to that community. Pigoni will give feedback to Berkeley on the draft which is why they sent it to him. Chief Pigoni said that KFPD will practice evacuation with a controlled group in the future. He has already talked to El Cerrito about that and, again, the two communities affect each other. Spath said the MOFD website has a video of their evacuation exercise. Arrietta Chakos said she has written Heather Tiernan of Contra Costa County for written community warning protocols and has not received a response. She asked if Chief Pigoni could obtain written protocols from the County. Chief Pigoni said localized

evacuation protocols will be decided by the on-duty Battalion Chief and the on-duty senior police officer, not the County. Staff will trigger the request to the County to send out alerts. Until something like the polygon mapping is done, the County will alert the entire Kensington area at once. Chakos asked for written information on the thinking processes and when an alert is triggered. Pighoni said there is nothing written at this time. Triggering an alert is based on situational awareness—how fast is the fire, which way is it moving, which way is the wind blowing, daytime, nighttime, etc. It will be a judgement call based on what staff sees at the time. Some communities are working on placing cameras/sensors in the interface. Once that develops, the County will control them but anyone will be able to look at the live feed. There are so many variables in an emergency, you cannot write down specifics. Chakos said there should at least be guidelines. A resident asked how the community is alerted during an emergency. Pighoni explained Nixle, the community warning system, reverse 911, news alerts, weather radio, and amber alerts if necessary. If you get a warning, know your neighborhood and alert your neighbors. Be prepared, be aware and be ready to leave. A resident asked if the group that does the polygons also does evacuations? Pighoni explained that, no, they do the mapping.

PRESIDENT'S REPORT:

President Stein said that the draft Berkeley evacuation plan puts an emphasis on the need to possibly evacuate on foot. Her first item is to appoint a Board member to attend the Kensington Pathkeepers meetings. President Stein asked for a Board volunteer. David Spath said the Pathkeepers are a small group with the intent to acquire the paths so that they have local ownership. Representatives from the "K" groups and both Kensington special districts are sought. They plan on meeting once every two months. Director Padian said he would be fine to help with that and it is within the purview of the Emergency Preparedness committee. Director Nagel said he could assist also. President Stein reminded the Board members that we are approaching the time of year when work on the budget begins. Navellier and Russell do a lot of work mapping out the budget for the year. Some items are based on programmatic goals and some on past events. Stein made a request that the various committees that are subject matter focused prepare a proposed budget for FY19-20 in two six-month increments, and articulate goals and milestones. The budgets can be emailed directly to Navellier and the committees can update the Board at the April meeting. Stein reminded everyone that State law requires Board members to take ethics training every two years. Four of the five-member Board need the training this year. Two members have finished and two are still due. Friday is the deadline to be able to take the training for free through CSDA. Kosel suggested that after Friday, the Board members should pay the \$55.00 fee themselves. Stein found the webinar training valuable and the presenter was from Meyers Nave, KFPD's law firm. There were four modules – personal financial gain/conflict of interest, perquisites of office including receiving/making gifts of public funds, transparency laws, and fair processes in making contracts.

NEW BUSINESS:

President Stein moved the agenda to Item 12.

Request from the Kensington Property Owners Association for the District to conduct an independent evaluation of the fire service contract with El Cerrito prior to renewing or approving a new contract: An email sent to the Board from KPOA was included in the packet along with a reported 13 emails voicing opinions on the subject. President Stein and Director Dommer are seeking guidance from the Board on how it would like to handle this request. Gail Feldman, KPOA President, said the KPOA Board has discussed this and feels it's an important issue. KPOA thinks that after operating under the same contract for 20 years, it's important to look at the provisions. KPOA is concerned about financial provisions, not the service. Feldman said the contract provides for El Cerrito to lease KFPD's engine for \$1 a year but statistics show that the engine 65 responds to El Cerrito 50% of the time and yet KFPD bears all the costs for the engine. Another concern is that KFPD is required to capitalize 100% of the contract amount and put it in a reserve which ties up about \$3 million in taxpayer revenues that could be used for other items. Feldman questions if insurance coverage is adequate for the engine. There is a lot of language about who pays for which cost and maintenance of the building that needs clarification. The cost ratio percentages do not have an explanation of how those percentages came to be. KPOA thinks an outside firm needs to be hired to review these things. The emails received and included in the packet were both for and against an independent review, with more being in favor. KPOA's Board reviewed issues within KPPCSD also that are now part of their practice. The City is bargaining with KFPD in good faith.

Director Nagel said that E65 goes out of town which is mutual aid. That is an operational arrangement, not financial. When Kensington has an emergency, El Cerrito's come here. Kensington pays for its engine and El Cerrito pays for its two engines. Feldman said it is a cost issue because 50% of Kensington's services are in El Cerrito. Nagel said that if KFPD was completely independent, they would still sign mutual aid agreements with all

surrounding jurisdictions. Feldman used KPPCSD as an example. Nagel said it does not cost KFPD any money to have the engine respond into El Cerrito. Kosel added that the engine statistics were the same before and after the contract was signed. Feldman said Nagel didn't understand and she would like to have someone independent come in and verify how fire contracts operate. Kris Haffner, also of KPOA, said that the contract is a service level agreement. As community members, KPOA is asking if they can understand how the contract works, is it serving the needs, are the services adequate, and are they contemporary to our needs from 20 years ago. She supports the idea of the contract being reviewed to ensure it is a good contract for the community. Nagel said it is a people contract, not services. KFPD is paying for 3 firefighters to be stationed at 65 7 days a week, 24 hours a day plus a 1/3 of a Battalion Chief, 1/3 of a Chief, 1/3 of an FPO, etc. Kosel said 90% of the costs in the contract are personnel. KFPD has 1/3 of the personnel and El Cerrito has 2/3 yet most of the costs are figured at 27.75% for KFPD, not 33%. KFPD has not received a single complaint in years and people are pleased with the service. KFPD has also compared costs that they pay to operate its fire station compared to other fire stations in the bay area and Kensington is the lowest cost. We are getting a bargain. Karl Kruger said he has been a critic of the agreement for a long time. He accused Nagel and Kosel of being pro El Cerrito and not representing Kensington. He asked that the Board vote for this item because they do not have a good contract and to prove him wrong. Paul Dorroh said he hopes there is a motion to proceed with an independent evaluation. He said Kosel, former Chief Maples and, he assumes, Chief Pignoni have all called the contract a win-win. There seems to be trepidation that El Cerrito will suddenly pull the plug on KFPD or raise the fee \$500,000. If there's a reason to oppose getting an independent evaluation, it should be explained. Jim Watt said that when the contract was signed, El Cerrito hired 10 employees for KFPD. 10 divided by 33 is about 27.75% of the total. ECFD has 33 firefighters. They actually need 36 but three positions are left open and covered by overtime. Those 10 employees are costing El Cerrito 27.75% of the personnel costs. In fact, El Cerrito could easily charge KFPD 33% of personnel costs. KFPD has no other place to go and has no bargaining power on this. Director Dommer said KFPD needs ECFD and ECFD needs KFPD. Dommer thinks everything is negotiable. The negotiating committee has had one meeting with the City Manager and will have another meeting. The committee has some elements to address. The committee is currently in discussions and is doing the best it can. KFPD's attorney has reviewed the contract. Dommer suggested that KPOA could hire an independent evaluator and present it to the City. KFPD would not be in the middle. A resident asked about mutual aid response during a Kensington event. Padian said that in a major conflagration the engines will go wherever they are dispatched. He said there are a number of issues mixed-up and no one on the Board wants to break the contract. KFPD has taken a lot of input from citizens. It is a very old contract with lots of revisions and is obsolete. Just retyping it would be helpful. President Stein said she has read the contract and spent six hours making notes. She has shared her questions with Director Dommer and with El Cerrito. The committee left their meeting with El Cerrito fairly satisfied but may have a follow-up item or two. They had legal counsel do an independent review of the entire contract and counsel has shared his comments with the full Board. The committee is doing their due diligence. Gail Feldman said it is not KPOA's role to conduct the study and they don't have the finances. She used KPPCSD as an example. The two main responsibilities of the Board are the contract and the building. Kensington residents can decide if the Board is making an appropriate decision. Stein wished these conversations had started a year ago when there was more ample time. Feldman said residents should have the right to know if this contract is best practice and certain terms seem to be problematic. Director Nagel would vote against any motion for this because it would not save Kensington money, it will just cost more money. Nagel suggested signing the contract as is and then hire a consultant to review the contract. If their review says that Kensington is getting a great deal, El Cerrito will raise the price. The report will obviously be a public record. Feldman agreed she doesn't want to hold up the complete contract but there is still an opportunity to make some changes. Mabry Benson questioned that isn't it enough that legal counsel has reviewed the contract? Paul Dorroh asked for a confirmation on Nagel's comments. Nagel reiterated his suggestion and said that would give everyone some breathing room. Both Dorroh and Spath thought that sounded reasonable. Spath said he doesn't see the need for the contract fee set-aside and that should be brought up. Dommer said the District can't afford to build a fire station. He suggested that he and Stein go back and discuss their concerns with the City. Staffing was then discussed and minimum and constant staffing explained. In addition there is a Training Battalion Chief, a Fire Prevention Officer and a Chief. Spath said that KFPD funds 10 out of 33 spots. Padian said that KFPD does not have to save all of the funds for a public safety building in advance. There are agencies that can help fund that project. He also pointed out that having money in the bank is good in case of a major conflagration and the tax base drops substantially. KFPD would have enough funds to pay its contract. Dommer prefers KFPD's reserves be open instead of being put aside for El Cerrito.

Request from Building Committee to ask KPPCSD to Authorize a Geological Hazard Evaluation and Geotechnical Study of a proposed site within Kensington Park next to the Library: Director Dommer said KFPD needs to find out if the Kensington park site is clean in terms of seismic issues and KFPD also needs to buy a site. Dommer and Nagel will send a letter to KPPCSD and ask for an agenda item to come and update that Board on the project. Nagel said they would be making a presentation. Dommer said it is a challenge on whether to do the

seismic study first to see if the site is good or get the site and then do the study. Nagel said he was astonished at the fee for the geological/geotech report (\$65,000) that was received and there is no commitment from KPPCSD. Dommer said he is up to proceeding either way. He has not had a chance to review the proposal yet but it appears they are proposing to trench up to 200 feet which is expensive.

Director Kosel said she has three concerns about the agenda item so she intends to vote no. KFPD does not have a legal opinion from KPPCSD's attorney on whether a public safety building can be built in the park. Spending money on the geotech seems inappropriate at this stage. Second, she asked Dommer before last month's meeting to provide a written report of what is possible at the existing site which has not been provided. Thirdly, the existing site may be the only alternative because by the time KPPCSD renovates the community center they will not have funds to contribute to a public safety building. KFPD may only have enough funds to build a fire station, not a public safety building. Dommer said he has talked to the structural engineer about renovating the existing site to "essential services". He has not yet received written comments from the engineer. Stein asked if Kosel was saying that KFPD wouldn't be housing the police if we built a fire station only? Kosel said that may be what it means--she doesn't know where the project is going yet or where it will be located. Kosel understands Dommer's frustration with how slow things are moving but KFPD does not have control over it because the proposed site belongs to KPPCSD. Director Padian agreed and asked if we couldn't do a smaller, less intensive report at the proposed site? Dommer explained what is normally done for a geological hazard evaluation and geotechnical study. Dommer does not know how to make KPPCSD get a legal opinion. Kosel said she believes KPPCSD's attorney suggested hiring outside counsel for this issue. Linnea Due thinks the issue is even more complicated than it already appears. She said some residents would put forth a lawsuit if the park is used as a building site. KPPCSD would need a definite legal opinion before any testing could be done at the site. Residents who paid into the park bond measure may sue and KPPCSD would have to defend it on behalf of KFPD. No one knows the future of KPPCSD at this time--there are many moving parts. Mabry Benson asked what stretch along the Arlington is being proposed? She thinks it would be better further south than next to the library. Dommer discussed a civic center concept. Celia Concus said that there is very, very strong opposition to building a public safety building in the park. Concus said that Jim Watt made a compelling case at the March meeting that the proposed site is absolutely the work possible place due to the proximity of the nursery schools, playground, elementary school, etc. Spath said Kosel raises a good point and we need to see what can be done with the old building. KFPD is limited by state law in how much it can spend on a renovation at that site. CA code says that if you spend more than ½ the value, it needs to be made into a new building. Kosel said that information needs to be shared with the Board and the community. Linnea Due said the community has not seen any information about how the existing building could be remodeled as a fire station. Padian asked about the two Board building committees meeting. Stein said it sounds like we need a well informed community-level discussion. A decision-making strategy needs to be put in place. If KPPCSD says no to the site, KFPD would be able to take something off the table or the opposite. Again, Dommer and Nagel will make a presentation to KPPCSD. Linnea Due said there needs to be an analysis of what can be done to the existing building with the maximum amount of money that is allowed.

Fiscal Year 18-19 Mid-Year Budget Review and Proposed Budget Adjustment Recommendations for

Approval: President Stein said the Finance Committee met with staff on 2/27/19. Revenue exceeded the budget by \$104,069 due to higher property taxes and higher interest income. The Committee did not adjust the revenue budget for the remainder of the year. Though some line items were over budget, overall expenses were under budget by \$25,551. The net income for the first six months was \$129,620 ahead of projections. Stein reviewed the items where a budget adjustment is proposed: legal fees from \$35,000 to \$70,000. Kosel said she would oppose the \$70,000 and ask the question to be divided. In FY17-18 the District spent less than \$20,000 and the Committee's proposal is to increase legal fees by nearly that much for the last three months of the year. Attorney fees through January are \$53,000. Stein said the Committee took Navellier's recommendation. The amount is roughly what has been spent plus the usual amount spent. Director Padian said it is a proposed budget, it doesn't have to be spent. Kosel said she would like the Committee to come back and explain why they are spending so much on attorney's fees if they need that much budget. Director Nagel said it is just a budget and the goal is to not spend anything on attorney's fees. Navellier said the current amount including the March transmittal is \$54,500. Stein said the next adjustment is to add a line item for the CalPERS Settlement at \$45,700 which needs to be booked for in the current year even though it will be paid over time. Stein withdrew the request for an additional \$2,000 under Public Education. She explained that is for a kiosk at Colusa Circle but the project isn't ready. Diablo Fire Safe Council matching grants is increased from \$20,000 to \$23,880 since resident Ciara Wood was very successful in her fundraising efforts. The Community Center Fire Alarm is a new line item not to exceed \$35,000. The Election is increased from \$1,500 to \$3,900 based on actual. The Needs Assessment/Feasibility Study is increased from \$10,000 to \$50,000 based on conducting a geotech study. Director Dommer suggested reducing that amount to \$20,000. He said that amount is fine because he doesn't know what's going to happen.

The unresolved item is legal fees. Kosel said she doesn't want another \$5,000 or 6,000 in legal fees. Sylvia Elsbury asked for the percentage increase over existing and why the Committee is asking for it? Stein said that during the first six months legal fees exceeded budget by 300%. Kosel explained it was because KFPD was litigating with CalPERS. Stein said the increase is based on what has been spent and a buffer amount that is the most the Committee could envision needing. The CalPERS settlement was an unplanned extraordinary event. Navellier explained last year's budget was \$40,000 with \$19,000 spent and this year's budget is \$35,000 with \$53,000 already spent. Stein said last year's expense of \$17,000 (\$19,000) could be split in half and add that to what has been spent. Kosel suggested \$62,000 and the item could come back to the Board if more is needed. Padian again said that it is just a budget and over the past years many items in the KFPD budget have come in under and have been accordingly reduced. Elsbury said Kosel is suggesting that Stein can't be trusted not to spend all the money budgeted and she finds that offensive. Spath suggested budgeting \$62,000 plus a little more for a buffer. During the second half of last year the Board spent \$9,000 on legal fees. Just because it's budgeted doesn't mean it will be spent.

Director Kosel made a motion to approve \$62,000 for attorney fees. Director Nagel seconded the motion.

AYES: Dommer, Kosel, Nagel, Padian, Stein
NOES: None
ABSTAIN: None

Director Kosel made a motion to approve the CalPERS settlement line item at \$45,700. Director Padian seconded the motion.

AYES: Dommer, Kosel, Nagel, Padian, Stein
NOES: None
ABSTAIN: None

Director Kosel made a motion to increase the Diablo Fire Safe Matching Grants to \$23,880. Director Nagel seconded the motion.

AYES: Dommer, Kosel, Nagel, Padian, Stein
NOES: None
ABSTAIN: None

Director Kosel made a motion to approve the Community Center Fire Alarm at a price not to exceed \$35,000. Director Padian seconded the motion.

AYES: Dommer, Kosel, Nagel, Padian, Stein
NOES: None
ABSTAIN: None

Director Kosel made a motion to increase the Election to \$3,900. Director Padian seconded the motion.

AYES: Dommer, Kosel, Nagel, Padian, Stein
NOES: None
ABSTAIN: None

Director Kosel made a motion to allocate \$20,000 to the Public Safety Building Needs Assessment/Feasibility Study. Director Nagel seconded the motion.

AYES: Dommer, Kosel, Nagel, Padian, Stein
NOES: None
ABSTAIN: None

President Stein read the statement on the Building Schedule that is part of the FY18-19 budget. Surplus funding from each year will go to the building fund in anticipation of a major building project.

Approval of Monthly Transmittal #9 – March 2019: Stein explained this item was not on consent because the Board had not yet approved the increase to the DFSC Matching Grants. Director Kosel made a motion to approve monthly transmittal #9 for March 2019. Director Dommer seconded the motion.

AYES: Dommer, Kosel, Nagel, Padian, Stein
NOES: None
ABSTAIN: None

Proposed Amendments to Policy 1140:20-50: Committees of the Board of Directors: Stein said it was a new first reading of the proposed policy amendments and turned the discussion over to Director Padian. Stein said the Board asked for clarification on what constitutes a quorum and that the Board should approve all committee

memberships, not just the President. Director Padian said he would like to reword the proposed language for 1140.33 and bring it back to the Board next month. He suggested a simple majority of the committee instead of both Board members. Director Kosel said she was happy to agree to Padian's proposal as articulated informally without the need to make a change to the policy manual. Putting it in the policy manual makes it less flexible and changes to the policy manual require 80% approval by the Board. To clarify, Kosel said it would be a standing committee, subject to the Brown Act with two Board members and members of the public appointed by the President and approved by the Board. Padian said the Emergency Preparedness Committee would be different from the Finance Committee in that they are hoping to have a standing number of public members in addition to the two Board members. Right now the only standing committee is the Finance Committee. It was suggested to include 1140.22 only with the members of the public being approved by the Board. Kosel would like to simplify things. Dommer questioned what is a quorum? Spath said it could be a quorum of all the members of the committee. Kosel said she would make it a quorum of the Board members. Spath gave examples from KPPCSD's committees. Stein said she asked legal counsel if the Board had the discretion to define a quorum for a standing committee that included residents to be the two Board members. Counsel's answer was yes. Padian said a quorum on a standing committee of two is the two Board members but if it gets bigger than that it needs to be decided what a quorum is. Under those circumstances every time the two Board members meet it would have to be a public meeting and they wouldn't be able to share information. Stein asked if it is generally assumed that a quorum is a simple majority unless it is even more stringent. Padian pointed out that the quorum issue maybe be a committee decision not a policy issue. The proposal is still evolving. The only thing that needs to go into the policy manual is that the committee is being set up as a standing committee. Kosel suggested any other decision could be left up to the committee chair. Padian said again that he would like bring the item back to the next meeting. Stein said she understood Kosel's proposal to include 1140.20, 1140.21 and 1140.22 and delete the other proposed changes which would give the Board a lot of flexibility. Nagel agreed with brevity. Padian said that would be okay if there is understanding about 1140.30, 1140.31, and 1140.32 but future Boards may not have that understanding. A lot of time has been spent discussing those sections. No action was taken.

Direction from the Board on a Proposed Board Policy for use of Social Media: Director Kosel is asking for direction from the Board on whether she should proceed with drafting a policy on social media use. Her basic proposal would be that Board members are not to discuss Board-related issues on social media and that the Manager would do factual postings at the Board's request. The CSDA does not have a formal recommendation. Other districts are addressing this issue because they are worried about Brown Act problems and liability to the district based on what Board members may post. There was clarification on what is social media. Padian asked about newspapers contacting Board members requesting information on their work. Kosel said she doesn't believe that's a posting but a response requesting information. Padian believes there is a first amendment rights problem regarding Board members being able to provide public information. The Brown Act applies to everything so the first two Board members that are in the discussion first can't help that. Just because all five Board members can't comment, doesn't mean no one should be able to. There is a lot of misinformation on Nextdoor and the Board members have a mission of public information. He agreed it is an issue regarding information during a campaign and would like more clarification. President Stein said it would be easy for two Board members to stage an event where they took an opinion on a KFPD issue, published it on social media and then it would not be fair to the other Board members. She thinks a policy might level the playing field for all Board members. Linnea Due said this issue does not apply to The Outlook. The Outlook has always published articles from different Board members as long as they are bylined. Nagel said normally the only Board member that talks to the public is the President. He doesn't know how it is handled if there is dissension on the Board. Due gave KPPCSD examples. Padian said that in his non-profit only the Executive of the Board and the President can speak for the Board but anyone can be approached to provide information. If there is division on an issue, the President should report that. Again, with misinformation, public education needs to be provided. President Stein said she is open to having Kosel provide a draft for the Board to react to. Kosel agreed and will provide a draft for the next meeting.

BOARD REPORTS:

Finance Committee: The minutes from the January 29, 2019 committee meeting were included in the packet.

Emergency Preparedness Committee: Padian reported that he met with Cortis Cooper and Kate Rauch from John Gioia's office regarding preparedness in the hills including cameras and sensors. He met with Chief Aileen Theile from EBRPD and discussed their fuel break project reported on earlier. EBRPD would like to publicize in Kensington what they are doing. We could talk to the K-groups about that. The committee developed a list of goals and activities and how they would like to organize the committee. The committee discussed a preliminary funding request to accomplish their goals. Padian contacted faculty at UCB's Institute of Transportation

Studies to inquire about student availability to assess parking configurations in Kensington in terms of street width, single and double sided parking, room for passage, practicality in evacuation, and traffic load. Yes, students can do this and it would take a few months. Cost is unknown at this time. Padian could pursue a scope of work to see what kinds of things they can do and if it would be helpful for Kensington. Nagel added that he met with the Wildfire Alert company and he is trying to organize a meeting with Chief Winnacker, Chief Pigoni and the committee members.

CSDA County Chapter: Nagel said the next meeting is the third Monday of next month.

CSDA State Level: Kosel noted the CSDA regional representative nomination form that was included in the packet.

DFSC: Nagel reported there was no meeting in March but the Council will meet in April.

EBRPD: Nagel will attend the next meeting on the first Tuesday of April.

ADJOURNMENT: The meeting was adjourned at 9:57 p.m.

MINUTES PREPARED BY: Brenda J. Navellier

These minutes were approved at the regular Board meeting of the Kensington Fire Protection District on April 10, 2019.

Attest:

Board Secretary

Kensington Fire Protection District
Balance Sheet
As of March 12, 2019

	Mar 12, 19
ASSETS	
Current Assets	
Checking/Savings	
Petty Cash	200.00
KFPD Revolving Acct - Gen Fund	2,534.60
General Fund	857,269.83
Special Tax Fund	6,768.48
Capital Fund	6,768.77
Total Checking/Savings	873,541.68
Accounts Receivable	
Due from County for Reimb.	18,434.01
Advance on Taxes	1,811,245.74
Advance on Supplemental Taxes	55,540.51
Total Accounts Receivable	1,885,220.26
Other Current Assets	
Prepaid Services - EC	769,732.42
Prepaid CERBT - Retiree Trust	1,095,834.21
Investments	
Capital Replacement Funds	3,754,173.00
Fire Protect. Contract Reserves	3,078,929.57
Investments - Other	-356,428.54
Total Investments	6,476,674.03
Total Other Current Assets	8,342,240.66
Total Current Assets	11,101,002.60
Fixed Assets	
Land	5,800.00
Equipment	1,446,911.62
Accumulated Depreciation-Equip	-746,593.15
Building and Improvements	2,391,581.26
Accumulated Depreciation - Bldg	-1,000,180.00
Current Capital Outlay	
Firefighters Qtrs/Equip	9,515.18
Computers/Furniture	2,001.30
Total Current Capital Outlay	11,516.48
Total Fixed Assets	2,109,036.21
TOTAL ASSETS	13,210,038.81
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Due to Revolving Acct - Gen Fnd	18,434.01
Due to Other - Issued by CCC	288,774.58
Total Accounts Payable	307,208.59
Other Current Liabilities	
EI Cerrito Service Contract Pay	769,732.35
Wages & PR Taxes Payable	2,992.32
Total Other Current Liabilities	772,724.67
Total Current Liabilities	1,079,933.26
Long Term Liabilities	
CalPERS Settlement Payable	44,747.92
Total Long Term Liabilities	44,747.92

Kensington Fire Protection District
Balance Sheet
As of March 12, 2019

	Mar 12, 19
Total Liabilities	1,124,681.18
Equity	
Fund Equity - General	4,848,934.26
Fund Equity - Capital Projects	1,219,288.00
Fund Equity - Special Revenue	12,769.00
Fund Equity - Gen Fixed Asset	2,403,012.00
Fund Equity	1,835,922.75
Net Income	1,765,431.62
Total Equity	12,085,357.63
TOTAL LIABILITIES & EQUITY	13,210,038.81

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

July 1, 2018 through March 12, 2019

	Jul 1, '18 - Mar 12, 19	Jul 1, '17 - Mar 12, 18	\$ Change	% Change
Ordinary Income/Expense				
Income				
Property Taxes	4,046,049.87	3,822,108.07	223,941.80	5.9%
Special Taxes	200,453.30	200,395.20	58.10	0.0%
Other Tax Income	12,495.35	12,768.49	-273.14	-2.1%
Lease Agreement	26,884.77	23,645.36	3,239.41	13.7%
Interest Income	72,733.14	31,343.59	41,389.55	132.1%
Salary Reimbursement Agreement	47,640.46	37,928.87	9,711.59	25.6%
Miscellaneous Income	4,314.08	1,181.74	3,132.34	265.1%
Total Income	4,410,570.97	4,129,371.32	281,199.65	6.8%
Expense				
OUTSIDE PROFESSIONAL SERVICES				
LAFCO Fees	2,278.47	2,122.85	155.62	7.3%
Contra Costa County Expenses	35,408.98	33,837.51	1,571.47	4.6%
El Cerrito Contract Fee	2,309,197.19	1,884,604.80	424,592.39	22.5%
Fire Abatement Contract	665.00	0.00	665.00	100.0%
Fire Engineer Plan Review	403.50	1,092.50	-689.00	-63.1%
Risk Management Insurance	12,507.00	13,268.00	-761.00	-5.7%
Professional Fees				
Accounting	1,837.50	3,978.75	-2,141.25	-53.8%
Actuarial Valuation	0.00	5,500.00	-5,500.00	-100.0%
Audit	16,000.00	16,000.00	0.00	0.0%
Legal Fees	54,332.67	11,773.62	42,559.05	361.5%
Total Professional Fees	72,170.17	37,252.37	34,917.80	93.7%
Website Development/Maintenance	1,400.00	2,500.00	-1,100.00	-44.0%
Wildland Vegetation Mgmt	2,500.00	850.00	1,650.00	194.1%
Total OUTSIDE PROFESSIONAL SER...	2,436,530.31	1,975,628.03	461,002.28	23.3%
RETIREE MEDICAL BENEFITS				
PERS Medical	0.00	69,395.01	-69,395.01	-100.0%
Delta Dental	0.00	9,079.74	-9,079.74	-100.0%
Vision Care	0.00	2,884.20	-2,884.20	-100.0%
CalPERS Settlement	45,700.00	0.00	45,700.00	100.0%
Total RETIREE MEDICAL BENEFITS	45,700.00	81,358.95	-35,658.95	-43.8%
COMMUNITY SERVICE ACTIVITIES				
Public Education	6,341.74	6,923.32	-581.58	-8.4%
Comm. Pharmaceutical Drop-Off	371.40	1,108.79	-737.39	-66.5%
Vial of Life Program	0.00	98.91	-98.91	-100.0%
CERT Emerg Kits/Sheds/Prepared	0.00	3,833.00	-3,833.00	-100.0%
Open Houses	261.28	307.13	-45.85	-14.9%
Community Shredder	1,155.00	1,308.97	-153.97	-11.8%
DFSC Matching Grants	23,880.00	19,116.00	4,764.00	24.9%
Firesafe Planting Grants	0.00	178.00	-178.00	-100.0%
Demonstration Garden	6,147.11	375.00	5,772.11	1,539.2%
Community Sandbags	1,704.30	754.08	950.22	126.0%
Total COMMUNITY SERVICE ACTIVIT...	39,860.83	34,003.20	5,857.63	17.2%
DISTRICT ACTIVITIES				
Firefighter's Apparel & PPE	-336.74	0.00	-336.74	-100.0%
Firefighters' Expenses	1,195.50	2,461.07	-1,265.57	-51.4%
Staff Appreciation	1,275.32	805.11	470.21	58.4%
Professional Development	1,739.29	1,344.45	394.84	29.4%
Building Maintenance				
Needs Assess/Feasibility Study	0.00	23,127.42	-23,127.42	-100.0%
Janitorial Service	945.00	945.00	0.00	0.0%
Medical Waste Disposal	3,304.08	3,566.91	-262.83	-7.4%
Building alarm	0.00	115.00	-115.00	-100.0%
Gardening service	480.00	930.00	-450.00	-48.4%
Miscellaneous Maint.	1,393.40	10,009.97	-8,616.57	-86.1%
Total Building Maintenance	6,122.48	38,694.30	-32,571.82	-84.2%
Building Utilities/Service				
Gas and Electric	5,853.99	5,295.09	558.90	10.6%
Water/Sewer	1,527.79	1,883.60	-355.81	-18.9%
Total Building Utilities/Service	7,381.78	7,178.69	203.09	2.8%
Election	3,855.77	0.00	3,855.77	100.0%
Memberships	7,390.00	7,008.00	382.00	5.5%
Office				
Office Expense	2,415.78	2,222.35	193.43	8.7%
Office Supplies	1,595.06	1,058.70	536.36	50.7%
Telephone	4,634.29	5,196.31	-562.02	-10.8%
Total Office	8,645.13	8,477.36	167.77	2.0%
Total DISTRICT ACTIVITIES	37,268.53	65,968.98	-28,700.45	-43.5%
Staff				
Wages	63,386.72	57,625.12	5,761.60	10.0%
Longevity Pay	1,000.00	1,000.00	0.00	0.0%
Overtime Wages	1,165.60	810.32	355.28	43.8%

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

July 1, 2018 through March 12, 2019

	Jul 1, '18 - Mar 12, 19	Jul 1, '17 - Mar 12, 18	\$ Change	% Change
Medical/dental ins compensation	6,704.00	5,460.00	1,244.00	22.8%
Retirement Contribution	4,817.28	4,379.52	437.76	10.0%
Payroll Taxes	5,681.62	5,272.49	409.13	7.8%
Workers Compensation/Life Ins	1,842.06	1,301.43	540.63	41.5%
Payroll Processing	1,182.40	1,125.48	56.92	5.1%
Total Staff	85,779.68	76,974.36	8,805.32	11.4%
Total Expense	2,645,139.35	2,233,833.52	411,305.83	18.4%
Net Ordinary Income	1,765,431.62	1,895,537.80	-130,106.18	-6.9%
Other Income/Expense				
Other Income				
Transfers In - Capital	577,843.12	767,874.00	-190,030.88	-24.8%
Transfers In - General	244,812.70	206,801.30	38,011.40	18.4%
Total Other Income	822,655.82	974,675.30	-152,019.48	-15.6%
Other Expense				
Transfers Out - Capital	29,781.82	16,801.30	12,980.52	77.3%
Transfers Out - Special	225,000.00	190,000.00	35,000.00	18.4%
Transfers Out - General	567,874.00	767,874.00	-200,000.00	-26.1%
Total Other Expense	822,655.82	974,675.30	-152,019.48	-15.6%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	1,765,431.62	1,895,537.80	-130,106.18	-6.9%

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

July 2018 through February 2019

	Jul '18 - Feb 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Property Taxes	4,046,049.87	3,985,570.00	60,479.87	101.5%
Special Taxes	200,453.30	200,453.00	0.30	100.0%
Other Tax Income	12,495.35	12,500.00	-4.65	100.0%
Lease Agreement	23,834.52	23,823.42	11.10	100.0%
Interest Income	72,733.14	26,250.00	46,483.14	277.1%
Salary Reimbursement Agreement	42,347.08	41,898.68	448.40	101.1%
Miscellaneous Income	4,314.08	0.00	4,314.08	100.0%
Total Income	4,402,227.34	4,290,495.10	111,732.24	102.6%
Expense				
OUTSIDE PROFESSIONAL SERVICES				
LAFCO Fees	2,278.47	2,200.00	78.47	103.6%
Contra Costa County Expenses	2,763.98	2,988.00	-224.02	92.5%
El Cerrito Contract Fee	2,052,619.73	2,052,620.00	-0.27	100.0%
Fire Abatement Contract	665.00	8,000.00	-7,335.00	8.3%
Fire Engineer Plan Review	403.50	1,333.32	-929.82	30.3%
Risk Management Insurance	12,507.00	14,500.00	-1,993.00	86.3%
Professional Fees				
Accounting	1,837.50	4,700.00	-2,862.50	39.1%
Actuarial Valuation	0.00	0.00	0.00	0.0%
Audit	16,000.00	16,000.00	0.00	100.0%
Legal Fees	54,332.67	23,333.36	30,999.31	232.9%
Total Professional Fees	72,170.17	44,033.36	28,136.81	163.9%
Water System Improvements	0.00	10,000.00	-10,000.00	0.0%
Website Development/Maintenance	1,400.00	1,666.68	-266.68	84.0%
Wildland Vegetation Mgmt	2,500.00	6,000.00	-3,500.00	41.7%
Total OUTSIDE PROFESSIONAL SER...	2,147,307.85	2,143,341.36	3,966.49	100.2%
RETIREE MEDICAL BENEFITS				
PERS Medical	0.00	0.00	0.00	0.0%
Delta Dental	0.00	0.00	0.00	0.0%
Vision Care	0.00	0.00	0.00	0.0%
CalPERS Settlement	0.00	0.00	0.00	0.0%
Total RETIREE MEDICAL BENEFITS	0.00	0.00	0.00	0.0%
COMMUNITY SERVICE ACTIVITIES				
Public Education	6,341.74	6,050.00	291.74	104.8%
Comm. Pharmaceutical Drop-Off	371.40	2,000.00	-1,628.60	18.6%
Vial of Life Program	0.00	200.00	-200.00	0.0%
CERT Emerg Kits/Sheds/Prepared	0.00	5,818.19	-5,818.19	0.0%
Open Houses	261.28	750.00	-488.72	34.8%
Community Shredder	1,155.00	1,375.00	-220.00	84.0%
DFSC Matching Grants	23,880.00	20,000.00	3,880.00	119.4%
Firesafe Planting Grants	0.00	1,666.68	-1,666.68	0.0%
Demonstration Garden	6,147.11	9,000.00	-2,852.89	68.3%
Community Sandbags	1,704.30	3,000.00	-1,295.70	56.8%
Community Center Fire Alarm	0.00	0.00	0.00	0.0%
Total COMMUNITY SERVICE ACTIVITL...	39,860.83	49,859.87	-9,999.04	79.9%
DISTRICT ACTIVITIES				
Firefighter's Apparel & PPE	-336.74	0.00	-336.74	100.0%
Firefighters' Expenses	1,195.50	5,500.00	-4,304.50	21.7%
Staff Appreciation	1,275.32	1,250.00	25.32	102.0%
Professional Development	1,684.29	3,333.32	-1,649.03	50.5%
Building Maintenance				
Needs Assess/Feasibility Study	0.00	2,000.00	-2,000.00	0.0%
Janitorial Service	840.00	1,000.00	-160.00	84.0%
Medical Waste Disposal	2,884.76	3,800.00	-915.24	75.9%
Building alarm	0.00	150.00	-150.00	0.0%
Gardening service	480.00	1,000.00	-520.00	48.0%
Miscellaneous Maint.	1,393.40	8,666.68	-7,273.28	16.1%
Total Building Maintenance	5,598.16	18,616.68	-11,018.52	33.7%
Building Utilities/Service				
Gas and Electric	5,853.99	5,333.32	520.67	109.8%
Water/Sewer	1,527.79	1,643.34	-115.55	93.0%
Total Building Utilities/Service	7,381.78	6,976.66	405.12	105.8%
Election	3,855.77	1,500.00	2,355.77	257.1%
Memberships	7,390.00	7,600.00	-210.00	97.2%
Office				
Office Expense	2,415.78	2,000.00	415.78	120.8%
Office Supplies	1,595.06	1,500.00	95.06	106.3%
Telephone	4,427.47	5,333.32	-905.85	83.0%
Total Office	8,438.31	8,833.32	-395.01	95.5%
Total DISTRICT ACTIVITIES	36,482.39	51,609.98	-15,127.59	70.7%
Staff				
Wages	63,386.72	63,387.32	-0.60	100.0%

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

July 2018 through February 2019

	Jul '18 - Feb 19	Budget	\$ Over Budget	% of Budget
Longevity Pay	1,000.00	1,000.00	0.00	100.0%
Overtime Wages	1,165.60	1,050.00	115.60	111.0%
Vacation Wages	0.00	0.00	0.00	0.0%
Medical/dental ins compensation	6,704.00	6,704.00	0.00	100.0%
Retirement Contribution	4,817.28	4,817.32	-0.04	100.0%
Payroll Taxes	5,681.62	5,760.00	-78.38	98.6%
Workers Compensation/Life Ins	1,842.06	1,700.00	142.06	108.4%
Payroll Processing	1,118.15	1,096.68	19.47	101.8%
Total Staff	85,713.43	85,515.32	198.11	100.2%
Contingency				
General	0.00	16,666.68	-16,666.68	0.0%
Total Contingency	0.00	16,666.68	-16,666.68	0.0%
Total Expense	2,309,364.50	2,346,993.21	-37,628.71	98.4%
Net Ordinary Income	2,092,862.84	1,943,501.89	149,360.95	107.7%
Other Income/Expense				
Other Income				
Transfers In - Capital	577,843.12	0.00	577,843.12	100.0%
Transfers In - General	244,812.70	0.00	244,812.70	100.0%
Total Other Income	822,655.82	0.00	822,655.82	100.0%
Other Expense				
Depreciation Expense	0.00	0.00	0.00	0.0%
Transfers Out - Capital	29,781.82	0.00	29,781.82	100.0%
Transfers Out - Special	225,000.00	0.00	225,000.00	100.0%
Transfers Out - General	567,874.00	0.00	567,874.00	100.0%
<Gain>/Loss on Asset Disposal	0.00	0.00	0.00	0.0%
Total Other Expense	822,655.82	0.00	822,655.82	100.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	2,092,862.84	1,943,501.89	149,360.95	107.7%



EL CERRITO-KENSINGTON FIRE DEPARTMENT

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

www.el-cerrito.org



April 5, 2019

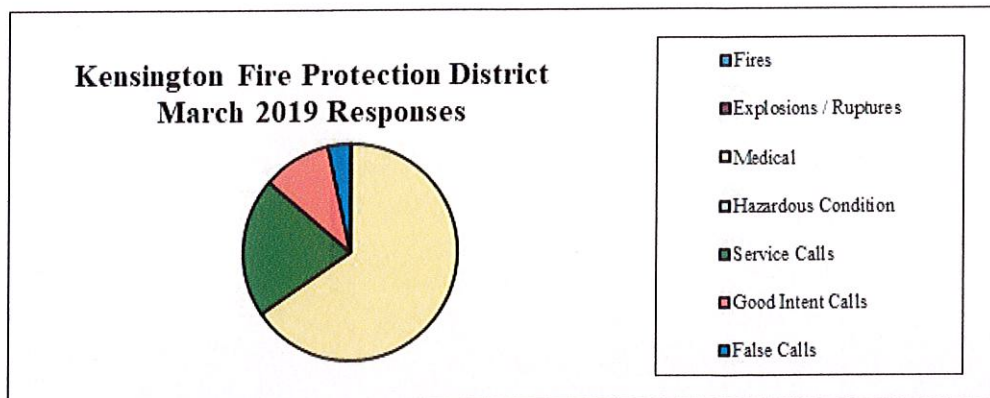
TO: Kensington Fire Protection District Board Members
FROM: Michael Pigoni: Fire Chief
RE: **Incident Activity Reports for the Month of March 2019**

There were 29 incidents that occurred during the month of March in the community of Kensington. Please see the attached "Incident Log" for the dates and times, locations and incident type for these calls that the Fire Department responded to this past month. During this same time, Engine 65 responded to a total of 67 calls in all districts.

There were no fires or calls resulting in any property loss and overall, the number of calls in Kensington were down due primarily to no weather-related calls such as were experienced in February.

The chart below is broken down into NFIRS incident types. The following is a list of the response types, the number of responses for each type and the percentage of the total calls for each type for all the responses in the community of Kensington.

<u>Call Type</u>		<u>Incident Count</u>	<u>Percentages</u>
Fires	<i>(Structure, Trash, Vehicles, Vegetation Fires)</i>	0	0.00%
Explosions / Ruptures	<i>(Over Pressure/Ruptures, Explosions, Bombs)</i>	0	0.00%
Medical	<i>(EMS, Vehicle Accidents, Extrication Rescue)</i>	19	65.52%
Hazardous Condition	<i>(Chemical Spills, Leaks, Down Power Lines)</i>	0	0.00%
Service Calls	<i>(Distress, Water/Smoke/Odor Problems, Public Assists)</i>	6	20.69%
Good Intent Calls	<i>(Cancelled En Route, Wrong Location)</i>	3	10.34%
False Calls	<i>(Wrong Company/Unit Dispatched)</i>	1	3.45%
Totals		29	100.00%



Kensington Fire Protection District Response Log for March 2019

#	Incident Number	Date & Time	Address	City	Apparatus ID	Incident Type*
1	0019022763	03-Mar-19 14:24:39	249 Stanford AVE	Kensington	E165	321
2	0019023805	06-Mar-19 07:53:09	49 Beverly RD	Kensington	E165	550
3	0019023954	06-Mar-19 13:53:35	49 Beverly RD	Kensington	E165	550
4	0019024012	06-Mar-19 16:21:35	69 Stratford RD	Kensington	E165	740
5	0019024636	08-Mar-19 07:20:30	205 Lake DR	Kensington	E165	311
6	0019024701	08-Mar-19 10:16:55	437 Ocean View AVE	Kensington	E165	321
7	0019024729	08-Mar-19 11:25:57	17 Sunset CT	Kensington	E165	321
8	0019025168	09-Mar-19 12:49:46	118 Saint Albans RD	Kensington	E165	321
9	0019026367	12-Mar-19 17:18:46	375 Ocean View AVE	Kensington	E165	554
10	0019026390	12-Mar-19 18:29:56	130 York AVE	Kensington	E165	5000
11	0019026414	12-Mar-19 19:25:43	1 Highgate CT	Kensington	E165	321
12	0019026438	12-Mar-19 20:34:27	1 Highgate CT	Kensington	E165	5000
13	0019026454	12-Mar-19 21:40:05	560 Coventry RD	Kensington	E165	321
14	0019027098	14-Mar-19 16:05:35	406 Berkeley Park BLVD	Kensington	E165	611M
15	0019027798	16-Mar-19 09:30:14	14 Kingston RD	Kensington	E165	321
16	0019027918	16-Mar-19 16:42:24	673 Coventry RD	Kensington	E165	321
17	0019028048	16-Mar-19 22:53:24	262 Lake DR	Kensington	E165	321
18	0019028495	18-Mar-19 06:51:22	10 Highgate RD	Kensington	E165	554
19	0019028710	18-Mar-19 17:33:39	403 Coventry RD	Kensington	E165	321
20	0019028912	19-Mar-19 08:44:43	14 Garden DR	Kensington	E165	321
21	0019029156	19-Mar-19 18:08:33	61 Arlington AVE	Kensington	E165	321
22	0019029925	21-Mar-19 18:43:56	Arlington AVE	Kensington	E165	321
23	0019031288	25-Mar-19 14:30:09	59 Arlington AVE	Kensington	E165	611M
24	0019032104	27-Mar-19 18:50:02	309 Vassar AVE	Kensington	E165	611H
25	0019032329	28-Mar-19 13:05:23	243 Arlington AVE	Kensington	E165	321
26	0019032510	29-Mar-19 00:05:46	255 Amherst AVE	Kensington	E165	322
27	0019032704	29-Mar-19 14:24:40	717 Coventry RD	Kensington	E172	321
28	0019033028	30-Mar-19 12:09:50	217 Arlington AVE	Kensington	E165	321
29	0019033042	30-Mar-19 13:12:50	263 Kenyon AVE	Kensington	E165	321

* See Attached Table for Incident Type Explanations

Type Series	Description
100	(Structure, Trash, Vehicle, Vegetation Fire)
200	(Over Pressure/Ruptures Explosions, Bombs)
300	(EMS, Vehicle Accidents, Extrication, Rescue)
400	(Chemical Spills, Leaks, Down power Lines)
500	(Distress, Water/ Smoke/Odor Problems, Public Assists)
600	(Cancelled En Route, Wrong Location)
700	(Wrong Company/Unit Dispatched)

Kensington Fire Protection District

Engine 65 Response Log for March 2019

#	Incident Number	Date & Time	Address	City	Apparatus ID	Incident Type*
1	0019021966	01-Mar-19 08:57:46	904 Leneve PL	El Cerrito	E165	113
2	0019021976	01-Mar-19 09:44:57	849 Balra DR	El Cerrito	E165	554
3	0019022353	02-Mar-19 09:09:24	6699 Fairmount AVE	El Cerrito	E165	611M
4	0019022393	02-Mar-19 12:04:02	3010 El Cerrito PLZ	El Cerrito	E165	611M
5	0019022697	03-Mar-19 09:55:07	805 Kensington RD	El Cerrito	E165	554
6	0019022763	03-Mar-19 14:22:46	249 Stanford AVE	Kensington	E165	321
7	0019022862	03-Mar-19 20:42:40	945 Leneve PL	El Cerrito	E165	5000
8	0019022897	03-Mar-19 22:13:38	174 El Cerrito PLZ	El Cerrito	E165	611X
9	0019022995	04-Mar-19 08:00:21	8502 Buckingham DR	Kensington	E165	554
10	0019023436	05-Mar-19 09:47:39	945 Leneve PL	El Cerrito	E165	311
11	0019023784	06-Mar-19 06:45:43	823 Bates AVE	El Cerrito	E165	744
12	0019023805	06-Mar-19 07:52:29	49 Beverly RD	El Cerrito	E165	550
13	0019023818	06-Mar-19 08:24:57	805 Kensington RD	Kensington	E165	5000
14	0019023896	06-Mar-19 11:15:30	881 Bates AVE	El Cerrito	E165	5000
15	0019023916	06-Mar-19 12:17:12	2232 Humboldt AVE	El Cerrito	E165	311
16	0019023954	06-Mar-19 13:52:14	49 Beverly RD	Kensington	E165	550
17	0019024012	06-Mar-19 16:20:06	69 Stratford RD	Kensington	E165	740
18	0019024636	08-Mar-19 06:56:37	205 Lake DR	Kensington	E165	311
19	0019024701	08-Mar-19 10:15:14	437 Ocean View AVE	Kensington	E165	321
20	0019024729	08-Mar-19 11:24:35	17 Sunset CT	Kensington	E165	321
21	0019025168	09-Mar-19 12:48:49	118 Saint Albans RD	Kensington	E165	321
22	0019025252	09-Mar-19 17:47:56	419 Everett ST	Kensington	E165	321
23	0019025691	10-Mar-19 23:03:26	421 Balra DR	El Cerrito	E165	113
24	0019026367	12-Mar-19 17:17:41	375 Ocean View AVE	El Cerrito	E165	5000
25	0019026390	12-Mar-19 18:15:52	130 York AVE	Kensington	E165	554
26	0019026414	12-Mar-19 19:24:37	1 Highgate CT	Kensington	E165	5000
27	0019026438	12-Mar-19 20:33:15	1 Highgate CT	Kensington	E165	321
28	0019026454	12-Mar-19 21:38:32	560 Coventry RD	Kensington	E165	5000
29	0019026743	13-Mar-19 17:03:14	6699 Fairmount AVE	Kensington	E165	321
30	0019026964	14-Mar-19 10:08:16	174 El Cerrito PLZ	El Cerrito	E165	311
				El Cerrito	E165	611X

31	0019027022	14-Mar-19 12:31:09	2501 Grizzly Peak BLVD	Orinda	E165	611X
32	0019027098	14-Mar-19 15:55:01	406 Berkeley Park BLVD	Kensington	E165	611M
33	0019027437	15-Mar-19 11:16:26	Fairmount AVE	El Cerrito	E165	520
34	0019027592	15-Mar-19 18:22:15	510 El Cerrito PLZ	El Cerrito	E165	113
35	0019027787	16-Mar-19 09:03:17	633 Elm ST	El Cerrito	E165	321
36	0019027798	16-Mar-19 09:28:06	14 Kingston RD	Kensington	E165	321
37	0019027918	16-Mar-19 16:40:48	673 Coventry RD	Kensington	E165	321
38	0019028048	16-Mar-19 22:52:31	262 Lake DR	Kensington	E165	321
39	0019028495	18-Mar-19 06:50:48	10 Highgate RD	Kensington	E165	554
40	0019028534	18-Mar-19 09:32:39	320 San Carlos AVE	El Cerrito	E165	511
41	0019028710	18-Mar-19 17:31:53	403 Coventry RD	Kensington	E165	321
42	0019028717	18-Mar-19 17:47:51	421 Balra DR	El Cerrito	E165	700
43	0019028912	19-Mar-19 08:44:01	14 Garden DR	Kensington	E165	321
44	0019029156	19-Mar-19 18:07:49	61 Arlington AVE	Kensington	E165	321
45	0019029293	20-Mar-19 05:10:19	7445 Fairmount AVE	Kensington	E165	321
46	0019029793	21-Mar-19 12:15:55	540 Ashbury AVE	El Cerrito	E165	321
47	0019029925	21-Mar-19 18:43:29	Arlington AVE	El Cerrito	E165	611M
48	0019030100	22-Mar-19 08:38:13	402 Balra DR	Kensington	E165	321
49	0019030296	22-Mar-19 18:33:26	156 Carmel AVE	El Cerrito	E165	5000
50	0019030528	23-Mar-19 12:03:22	916 King DR	El Cerrito	E165	554
51	0019031288	25-Mar-19 14:28:28	59 Arlington AVE	El Cerrito	E165	321
52	0019031654	26-Mar-19 12:25:15	540 Ashbury AVE	Kensington	E165	611M
53	0019031703	26-Mar-19 15:29:47	11344 San Pablo AVE	El Cerrito	E165	321
54	0019031707	26-Mar-19 15:39:10	Blake ST	El Cerrito	E165	5000
55	0019032063	27-Mar-19 16:41:49	152 Key Route BLVD	El Cerrito	E165	520
56	0019032104	27-Mar-19 18:49:10	309 Vassar AVE	El Cerrito	E165	611
57	0019032329	28-Mar-19 13:04:49	243 Arlington AVE	Kensington	E165	611H
58	0019032495	28-Mar-19 22:01:31	148 Carmel AVE	Kensington	E165	321
59	0019032510	29-Mar-19 00:05:26	255 Amherst AVE	El Cerrito	E165	550
60	0019032578	29-Mar-19 08:54:42	333 Ramona AVE	Kensington	E165	322
61	0019032588	29-Mar-19 09:31:53	7735 Curry AVE	El Cerrito	E165	5000
62	0019032704	29-Mar-19 14:22:30	717 Coventry RD	El Cerrito	E165	611M
63	0019033028	30-Mar-19 12:08:07	217 Arlington AVE	Kensington	E165	321
64	0019033042	30-Mar-19 13:12:07	263 Kenyon AVE	Kensington	E165	321
65	0019033189	30-Mar-19 21:18:07	804 Seaview DR	Kensington	E165	321
				El Cerrito	E165	554

66	0019033199	30-Mar-19 21:45:58	I 580 W	Richmond	E165	5000
67	0019033356	31-Mar-19 11:49:18	885 Shevlin DR	El Cerrito	E165	554

* See Attached Table for Incident Type Explanations

Type Series

100	Description
200	(Structure, Trash, Vehicle, Vegetation Fire)
300	(Over Pressure/Ruptures Explosions, Bombs)
400	(EMS, Vehicle Accidents, Extrication, Rescue)
500	(Chemical Spills, Leaks, Down power Lines)
600	(Distress, Water/ Smoke/Odor Problems, Public Assists)
700	(Cancelled En Route, Wrong Location)
	(Wrong Company/Unit Dispatched)

TRANSMITTAL - APPROVAL

TO: Auditor Controller of Contra Costa County:

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

KENSINGTON FPD										PY/CY:
TRANSMITTAL - APPROVAL										BATCH #:
Invoices										DATE:
										LOCATION #:
										FILENAME:
VEND	VENDOR NAME	INVOICE DATE	DESCRIPTION	FUND ORG	SUB ACC	TASK	OP	ACTIVITY	ENGRMB	PAYMENT AMOUNT
50146	Delta Dental	4/1/2019	BE003301035 Apr dental	7840	1061					1,008.86
50147	KFPD Revolving Fund	4/5/2019	Reimburse revolving fund	7840	2490					17,454.83
50148	CalPERS	03/14/19	7072901257 May medical	7840	1061					7,648.99
50150	Vision Service Plan	03/20/19	001027770001 Apr vision	7840	1061					323.10
50151	City of El Cerrito	04/01/19	Apr fire protection	7840	2328					251,284.08
50131	Meyers Nave	03/12/19	2019010154/55/56 legal	7840	2490					2,026.62
50168	Bay Alarm	03/15/19	899420 monitoring fee	7840	2490					1,264.44
50179	Mail Stream	03/19/19	523517 spring newsletter	7840	2490					1,399.96
	Caldwell-Roland Roofing	04/02/19	19-006-K1 roof repair	7840	2490					3,800.00
TOTAL										286,210.88

Kensington FPD Approval

Date: 1/1

[Signature] Date: 4/5/19

April 5, 2019

Attachment to Transmittal 040519

Kensington Fire Protection District Revolving Fund 01406

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

INVOICE DATE	DESCRIPTION	AMOUNT
3/13/2019	CalPERS - settlement March	952.08
3/9/2019	Sprint - telephone	63.57
3/10/2019	Russell - December accounting	187.50
3/7/2019	PG&E - gas	490.16
3/18/2019	Payroll processing	66.25
3/18/2019	Payroll - 3/1-3/15/19	3,063.20
3/18/2019	Withholding payroll taxes 3/1-3/15/19	1,510.25
3/13/2019	Reimburse Director - mileage	18.56
3/13/2019	PG&E - electric	849.64
3/22/2019	Streamline - Jan/Feb/Mar website	600.00
4/1/2019	Stericycle - medical waste	419.32
3/13/2019	Mechanics Bank - sandbags, prof development, office	1,924.77
3/20/2019	CSDA - Director governance foundations	225.00
3/13/2019	CalPERS - settlement April	952.08
4/1/2019	Payroll processing	66.25
4/1/2019	Payroll - 3/16-3/31/19	2,850.83
4/1/2019	Withholding payroll taxes 3/16-3/31/19	1,364.96
4/5/2019	ICMA-RC - Mar deferred comp	1,602.16
3/22/2019	Comcast - internet	143.25
4/1/2019	All-ways Green - janitorial	105.00
	Total	17,454.83

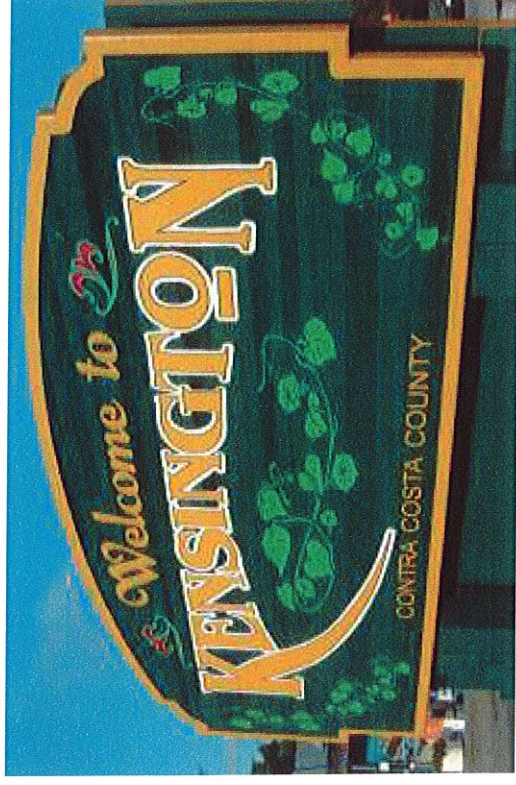
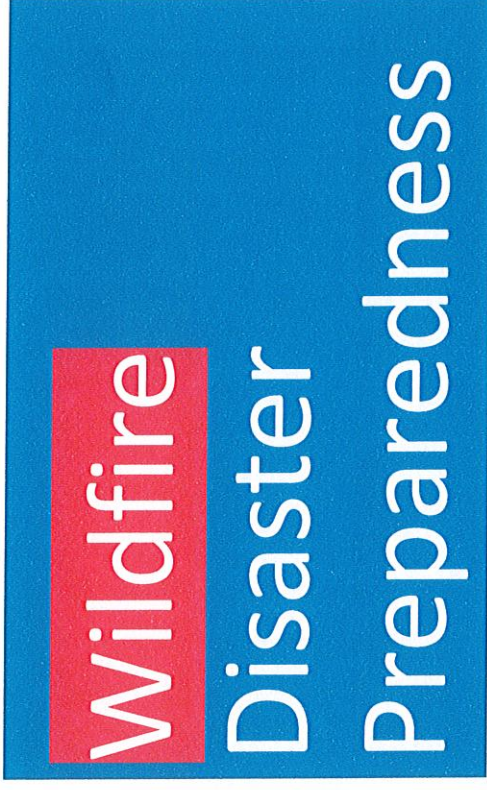
Please complete the enclosed deposit ticket and mail in the attached envelope to The Mechanics Bank.

POLYGON PRESENTATION



Polygon Proposal – 2019

The Foundation to Future Systems in Development



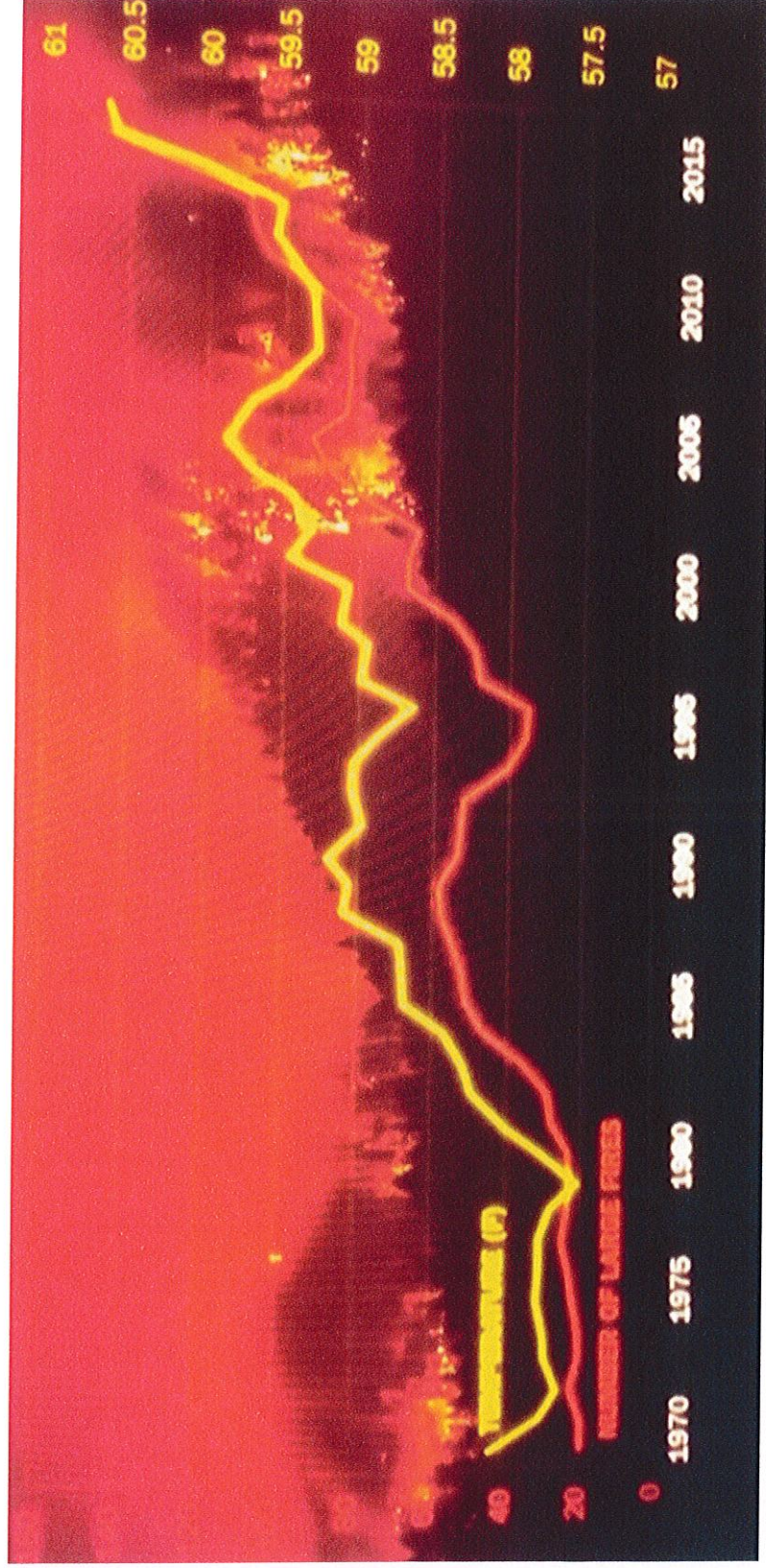
Current “Mega-Fire” Threat to Kensington

- Perfect Fire Storm Ingredients
 - Dry Conditions (Record temperatures over last 100 years)
 - Heavy Fuel Loads (East Bay Regional Parks)
 - Diablo Winds (Usually Happen in Oct)
- Compounded Threat
 - Limited egress routes that WILL NOT process the required traffic volumes needed during a fast moving Diablo Wind driven event. (i.e. Paradise)

<https://youtu.be/1pTJtpTz8Q8>

East Bay Hills Threat

Dry Conditions — Warmest Recorded Temperatures



Heavy Fuel Load – East Bay Regional Parks



Diablo Wind Events

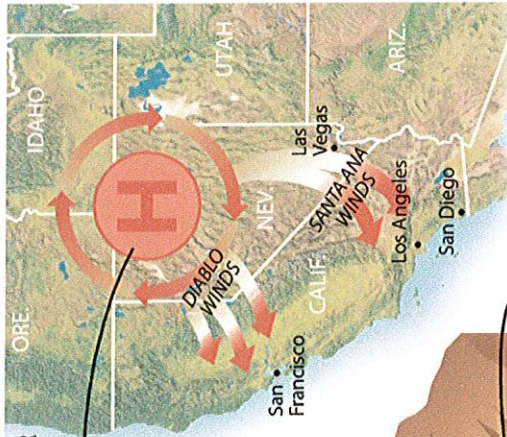


BEWARE!!

HOW SANTA ANA AND DIABLO WINDS OCCUR

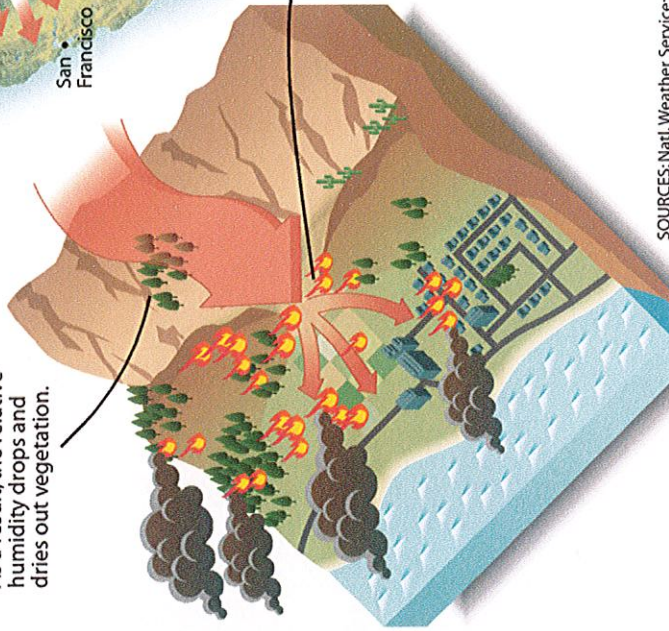
1 A high-pressure system in the Great Basin generates clockwise desert winds.

2 These winds flow over the Sierras and desert ranges, compressing and warming, losing humidity. As a result, the relative humidity drops and dries out vegetation.



3 Winds squeeze through canyons like water through a hose, gusting up to 60 mph.

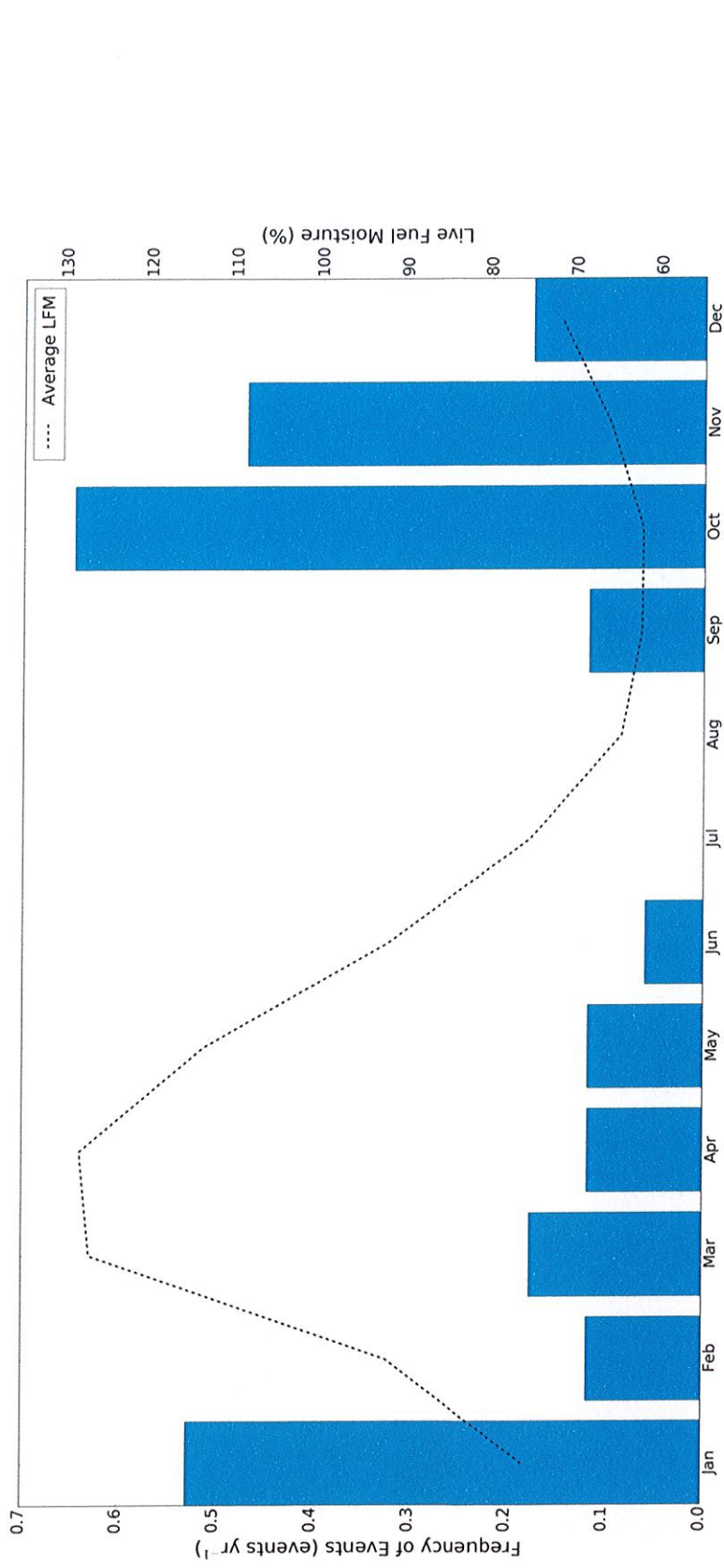
4 These strong, hot winds fan fires and create turbulence and unpredictable conditions for firefighters.



SOURCES: Natl. Weather Service; InsideClimate News research

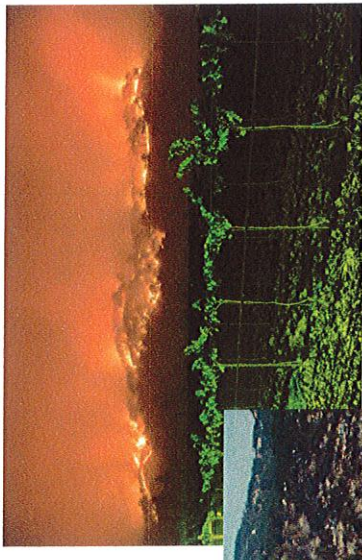
Diablo Wind Events

- Occur on Average 2-3x per Year – (Usually in Oct)



Fire History – “Perfect Storm” Events

- Berkeley Fire – 1923
- Oakland Firestorm – 1991
- Tubbs, Atlas & Camp Fires – 2017

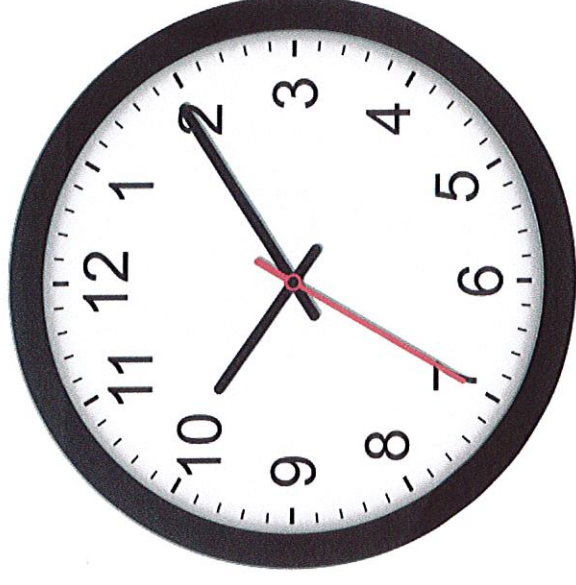


- All Diablo Wind driven events

Lessons Learned

- Wind Driven Fires Happen FAST
 - Rate of Fire Spread will overwhelm
 - Inherent limitations of human decision making/information processing
 - Delayed Information – Delayed Notification – **Delayed Evacuation**
 - Increased Risk to Life Safety

= Time is Precious



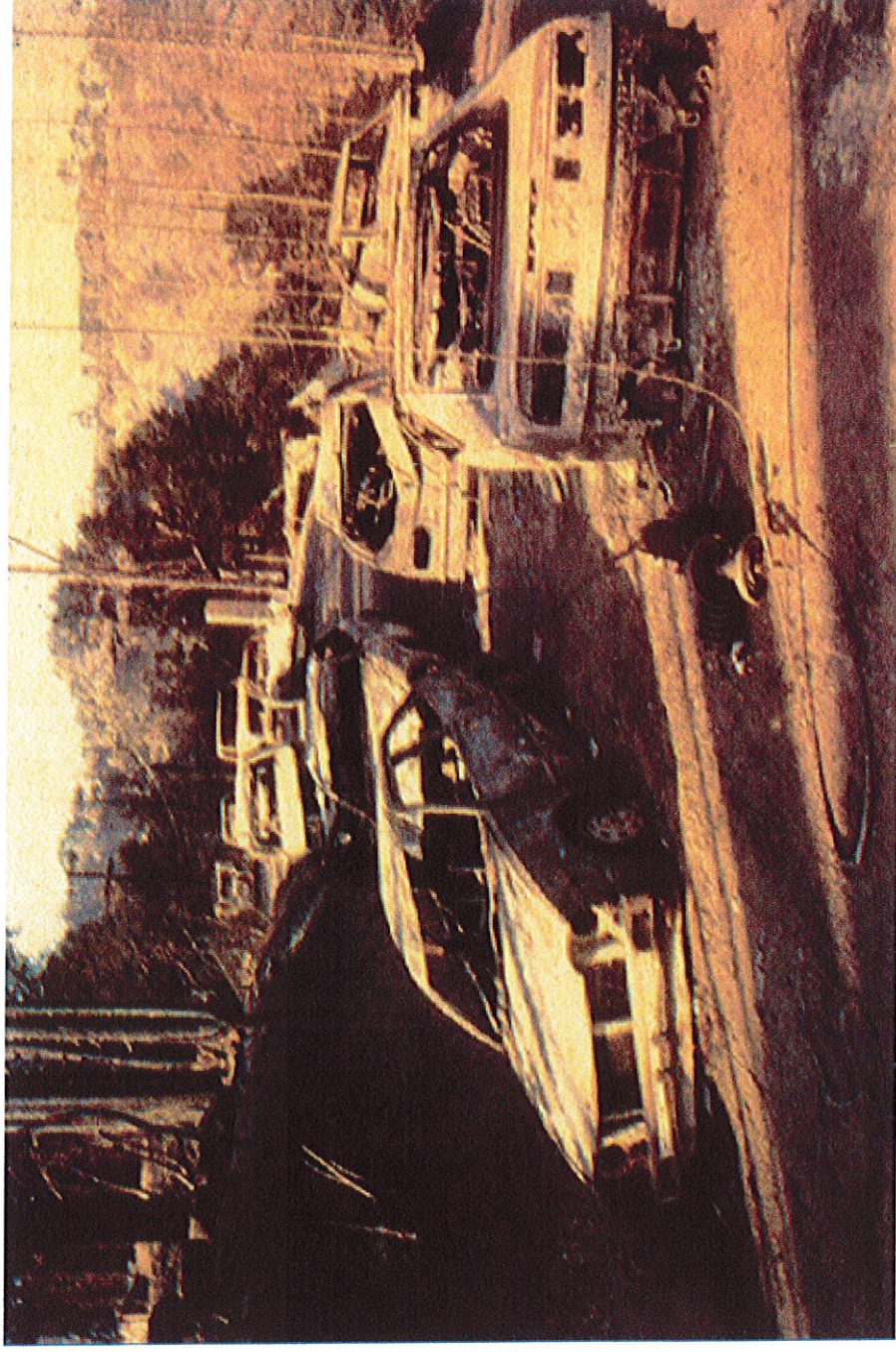
Compounded Egress Issues

<https://youtu.be/NseOhUqZAh0>

- Oakland Firestorm Evacuation

https://youtu.be/q3x_V9fBSQY

- Paradise Evacuation – Stay or Go?



MOFD Solution – Deterministic Monitoring System

- Creation of an “intelligent” monitoring system (technology)
- System organizes random, unpredictable events at near real-time data collection – Simplification of dynamic circumstances
- Leads to speeding up the decision making and communications process
- Reduces the reliance on trained human emergency managers’ ability to process fast moving events with incomplete information



More Time = Increase in Survivability

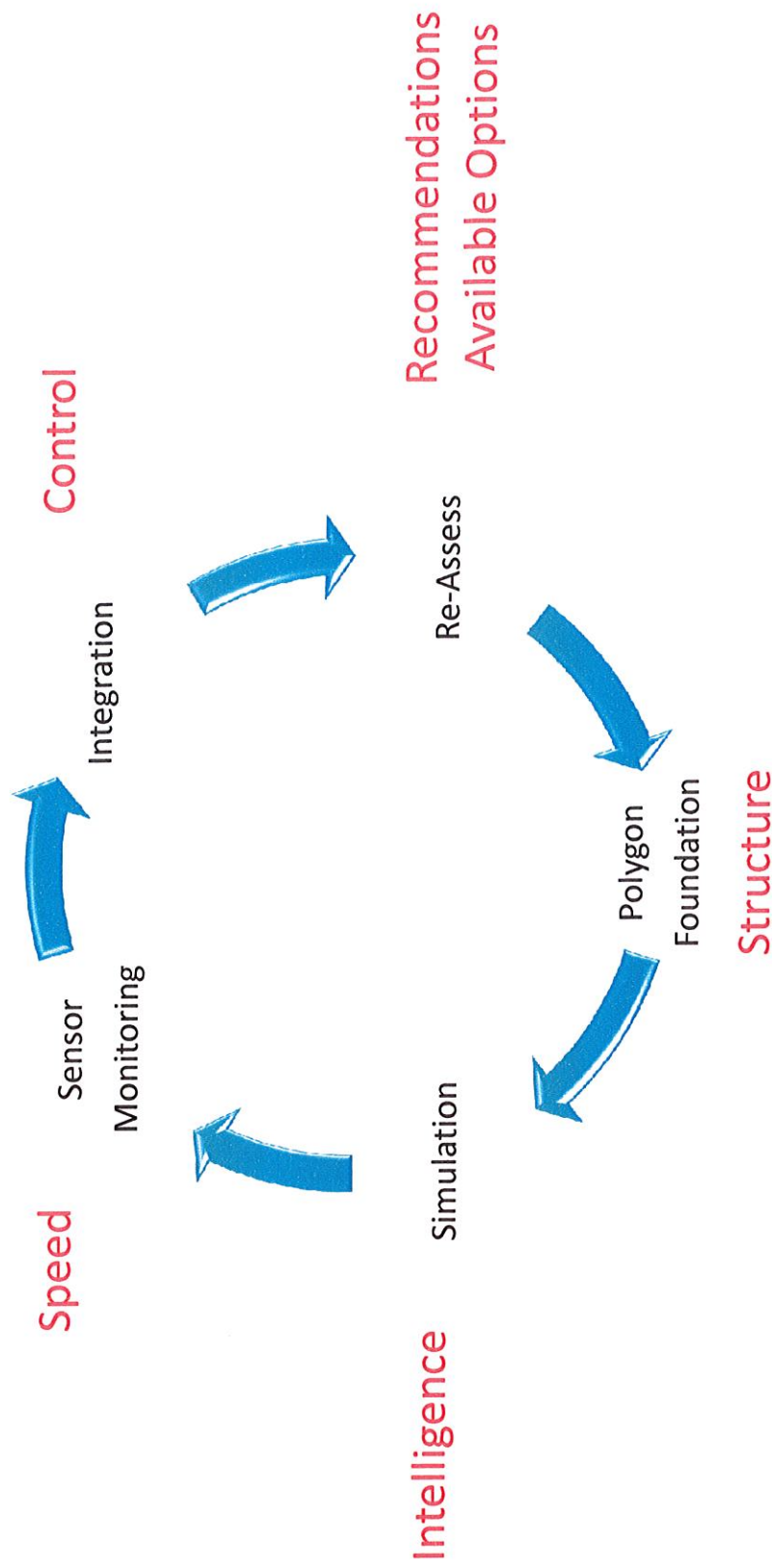
- **Early Detection** leads to...
 - MOFD Project (+ Analog Devices, Inc)
- **Early Notification** leads to...
 - Community Warning Systems
- **Early Evacuation**
 - Don't Delay – Get out of the Way



Sensors – In Development

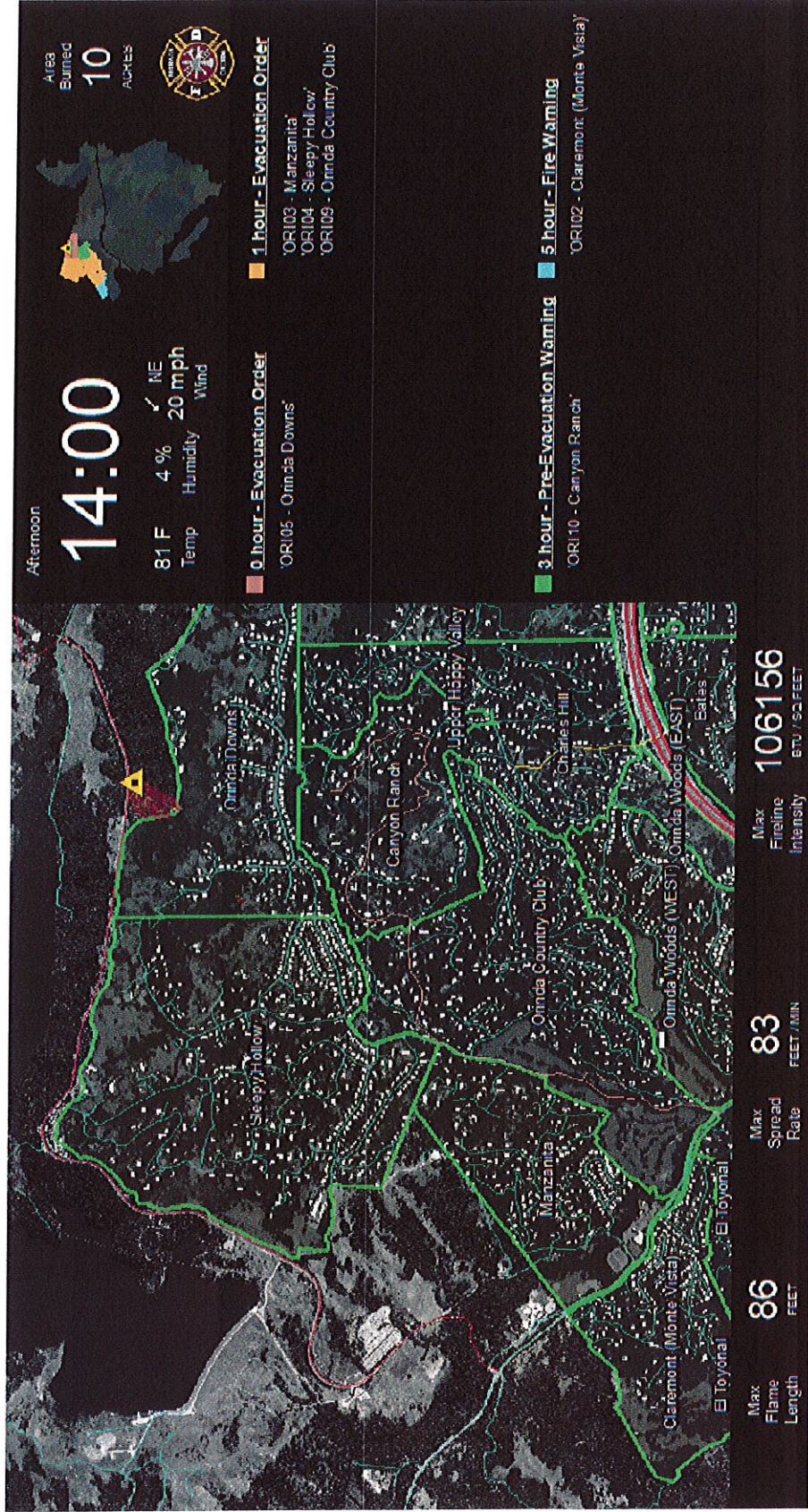


Deterministic System Vision





Evacuation Decision Support Tool



MORAGA-ORINDA FIRE DISTRICT



Evacuation Decision Support Tool



14:00

Size | 10 acres



0 hour - Evacuation Order

'ORI05 - Orinda Downs'



1 hour - Evacuation Order

'ORI03 - Manzanita'
'ORI04 - Sleepy Hollow'
'ORI09 - Orinda Country Club'



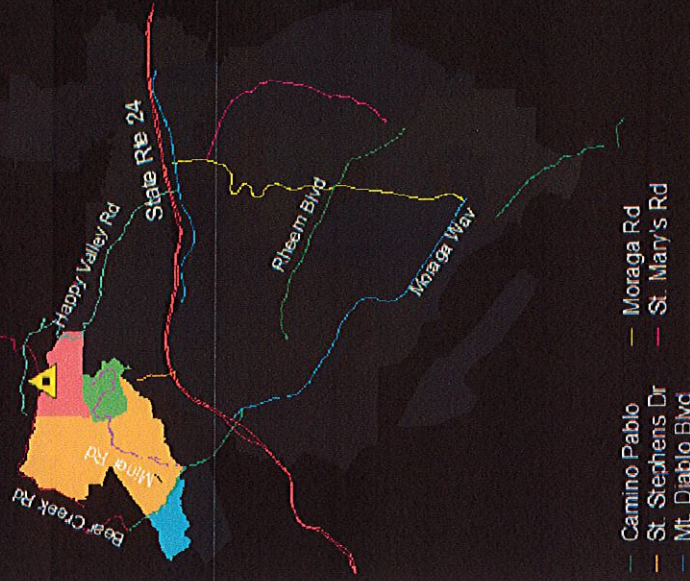
3 hour - Pre-Evacuation Warning

'ORI10 - Canyon Ranch'



5 hour - Fire Warning

'ORI02 - Claremont (Monte Vista)'



MORAGA-ORINDA FIRE DISTRICT

City of Orinda Polygons

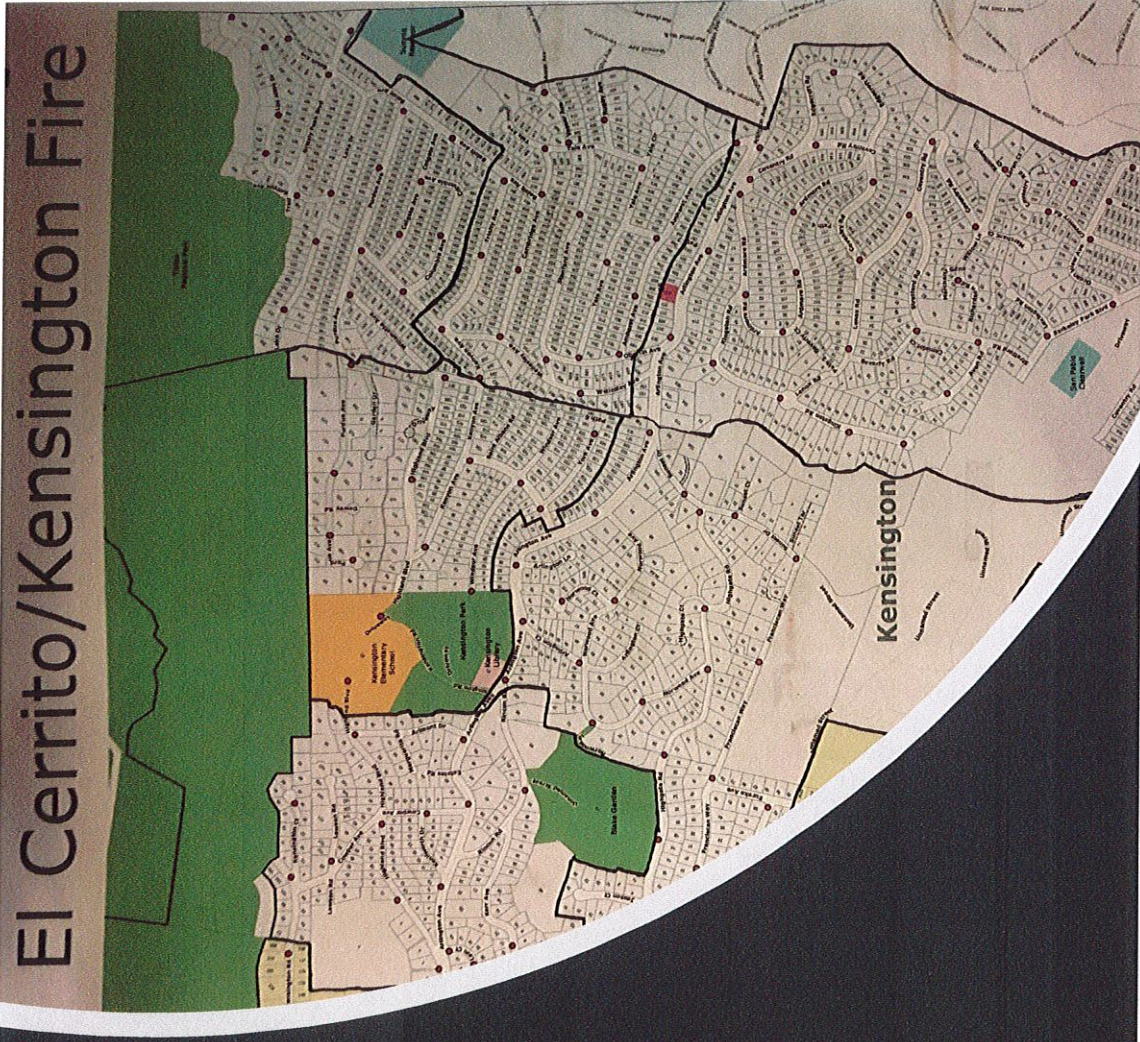


Entire System's Foundation = The Polygon

- Polygons are the foundation to all future systems currently in development
- MOFD has given us a glimpse of what the future holds

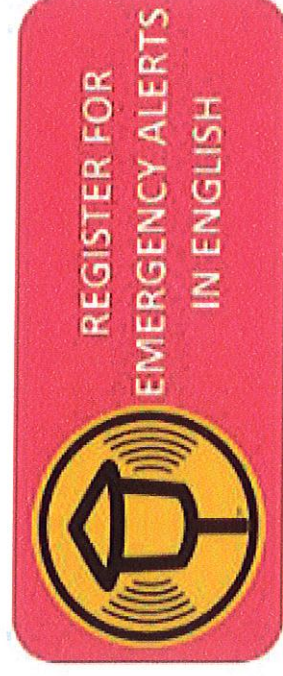
Polygon Foundation

- GIS Data
 - Road Network
 - Population
 - Structures
 - Hi-Definition LIDAR Data
- (Last done by East Bay Regional – 2008)

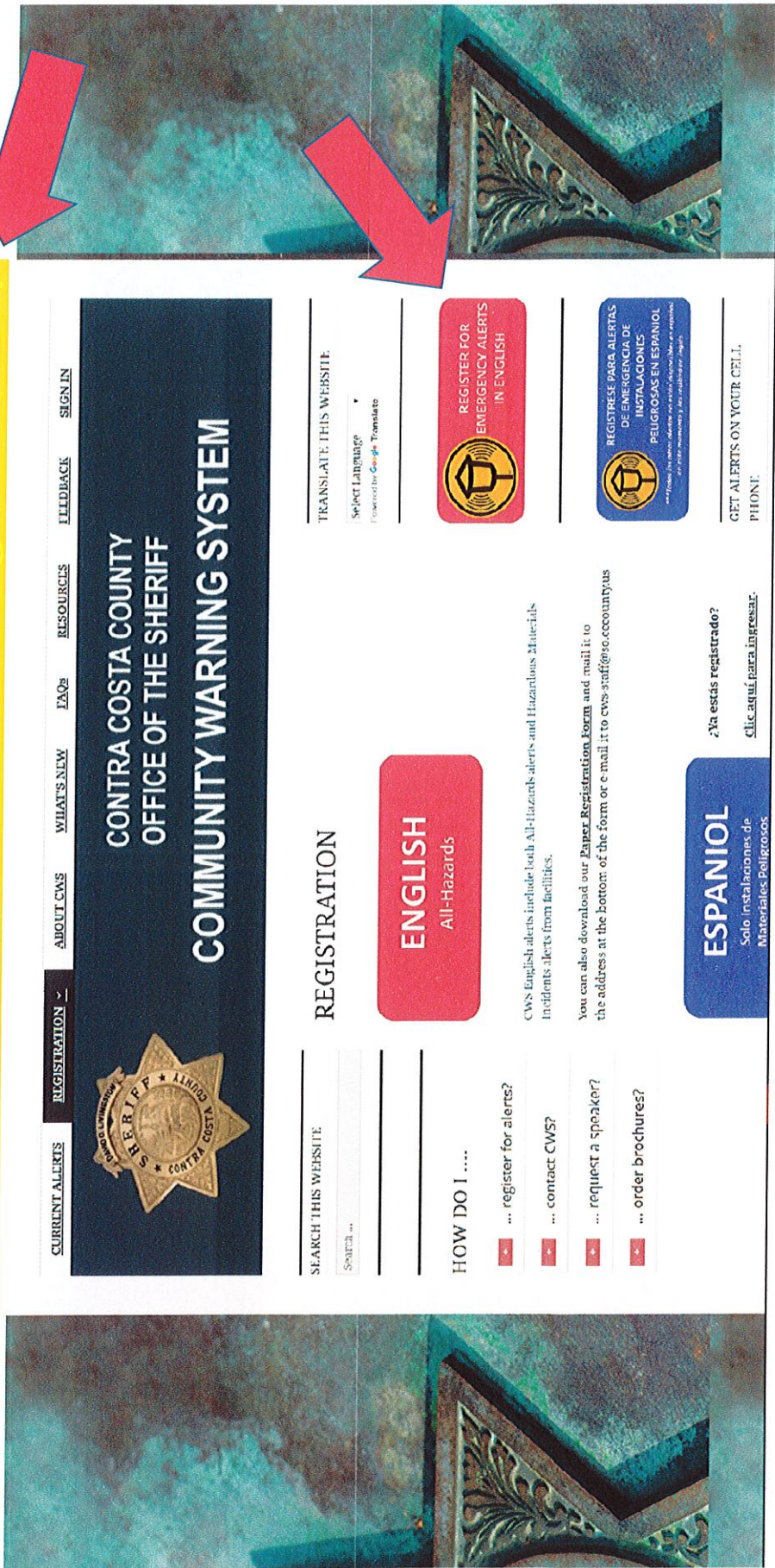


Early Notification

- MUST be signed up on Contra Costa County Community Warning System
- Deterministic System will “Talk” to CWS
- Leads to Evacuation Alerts




<https://cwsalerts.com/registration/>



CURRENT ALERTS **REGISTRATION** **ABOUT CWS** **WHAT'S NEW** **FAQs** **RESOURCES** **FEEDBACK** **SIGN IN**

**CONTRA COSTA COUNTY
OFFICE OF THE SHERIFF
COMMUNITY WARNING SYSTEM**



SEARCH THIS WEBSITE
SEARCH ...

HOW DO I ...

- ... register for alerts?
- ... contact CWS?
- ... request a speaker?
- ... order brochures?

REGISTRATION

ENGLISH
All-Hazards

CWS English alerts include both All-Hazards alerts and Hazardous Materials incidents. Alerts from facilities.

You can also download our **Paper Registration Form** and mail it to the address at the bottom of the form or e-mail it to cws-staff@cs.cccountyus

ESPAÑOL
Solo instalaciones de Materiales Peligrosos

¿Ya estás registrado?
[Clic aquí para ingresar.](#)

REGISTER FOR EMERGENCY ALERTS IN ENGLISH

REGÍSTRASE PARA ALERTAS DE EMERGENCIAS DE INSTALACIONES PELIGROSAS EN ESPAÑOL

GET ALERTS ON YOUR CELL PHONE.

TRANSLATE THIS WEBSITE
Select Language
Powered by Google Translate

Foundation = The Polygon

- KFPD Board Approval Needed to Start Polygon Phase



2000 feet

500 m

© 2019 HERE & 2019 Microsoft Corporation. Terms



CHIEF'S REPORT



EL CERRITO-KENSINGTON FIRE DEPARTMENT

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

www.el-cerrito.org



DATE: April 2019
TO: Kensington Fire Protection District Board Members
FROM: Michael Pigoni: Fire Chief
RE: **Fire Chief's Report for April 2019**

Run Reports

There were 27 calls for service in the Kensington Community last month. This was a significant decrease over the previous month and was due primarily to better weather and less requests for public assists for downed trees and wires.

Structure Fire

On April 1, at approximately 9:45 pm, the Fire Department was dispatched to a reported structure fire in the 100 block of Arlington Avenue. A full response was sent which included Engine 65, Engine 72, Engine 71, and Battalion 71 as well as one engine, one ladder truck and one Battalion Chief from the City of Richmond and one engine from the City of Berkeley. Engine 65 arrived on scene and noted light smoke coming from the front door. They extended a hose line to the house and then were able to determine that the dishwasher in the kitchen had possibly shorted out and was burning. The fire was quickly extinguished, and the dishwasher was unhooked and removed from the house. Damage was primarily limited to the appliance and smoke damage throughout the house. No one was injured and the occupants could remain in their house.

Community Warning and Evacuation Plan

The El Cerrito Police Department is continuing to work on a joint evacuation plan and map. In addition, the Fire Department is researching and working on developing "polygon" groups of neighbor hoods that when complete will be sent to the County mapping department as well as the County Community Warning System to be programed into their notification computers as well as overlaid on the evacuation maps. There will be a presentation later discussing this program.

Emergency Operation Plan

The Fire Department received a proposal from Tetra-Tech in Oakland for updating the Emergency Operations Plan for both El Cerrito and Kensington. As reported out last month, the current plan is over 18 years old and has not been updated since 2009. The proposal is being reviewed and will accepted soon. Estimate time line is approximately 3 to 4 months to complete the initial project. Following then will be exercises and full EOC drills to train personnel.

Wild Fire Awareness

On March 30, Battalion Chief David Gibson made a presentation at the Kensington Community Center on Wild Land Fire Preparedness titled **“Mega Fire” ...The New Normal**. The meeting was well attended and he covered many topics including the fire history of the area, what property owners can do to improve their survivability and provided a great comparison of the Tubbs Fire in 2017 and how it would compare to a fire in the Park area. It was well received, and we are planning on making this presentation again both in Kensington (possibly at the church) and El Cerrito to help get the message out. Information will be made available when we have dates.

New Type III Chassis

On March 20th, representatives of Hi-Tech Emergency Vehicle Services in Oakdale brought over the 4x4 cab and chassis for the type III engine to measure the fit in the Station. By all calculations provided by Navistar on this new 2019 retooled cab and chassis, it was going to fit. However, not wanting to leave anything to chance, we had the vehicle driven over and I am happy to report it clears with room to spare. We are still on target for delivery late this year. We are continuing to get inquiries on agencies interested in purchasing the old apparatus.



BOARD REPORTS

PUBLIC SAFETY BUILDING SITE SELECTION PROCESS

Don Dommer, Director
Larry Nagel, Director
Kensington Fire Protection District

March 28, 2019

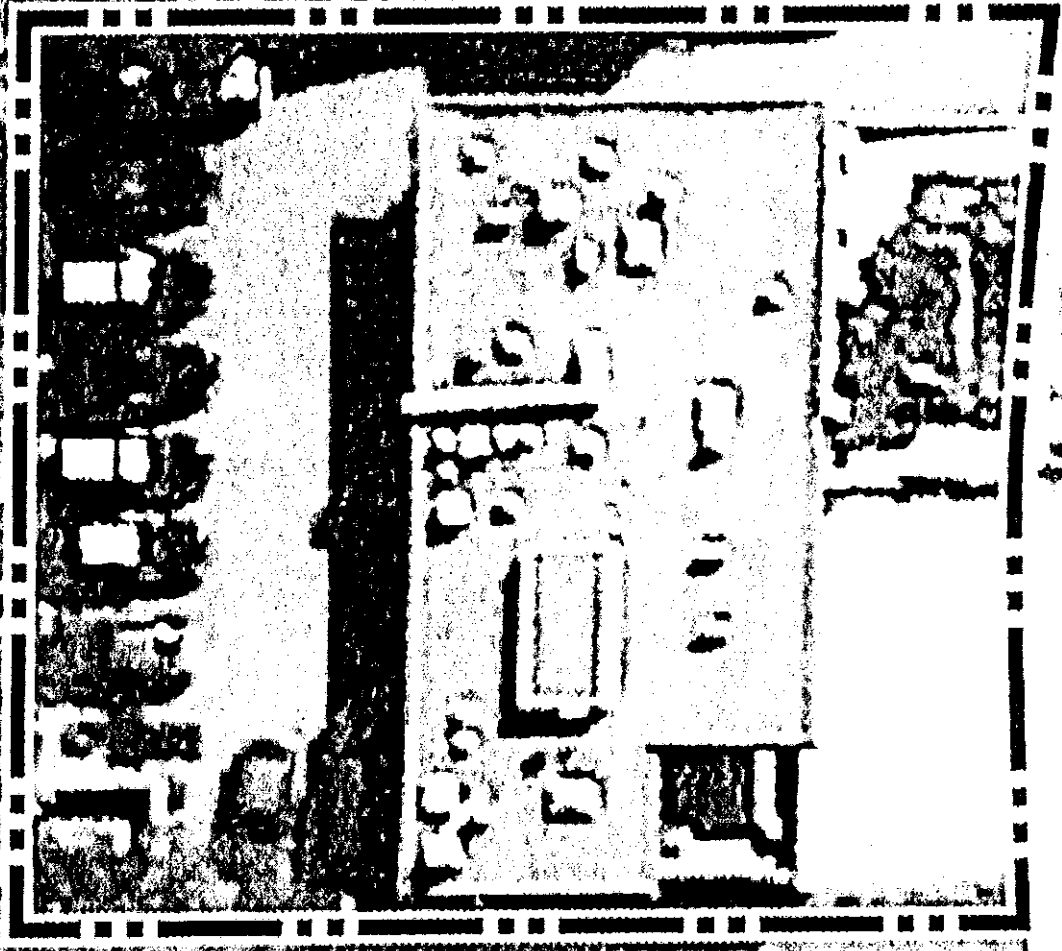
Prologue

- Time is of the essence with construction costs escalating at 8% to 10% annually
- The existing building would not survive a Richter 7 earthquake
- The existing building is obsolete with high costs for seismic upgrade and continuing maintenance
- We cannot build a new building on the existing site
- The Park is the only building site to be found that meets the needs of both the KPCCSD and the KFPD

Existing Public Safety Building Problems

- Significant seismic deficiencies and a Richter Scale 7 earthquake could result in loss of life and an uninhabitable structure
- The existing building site cannot be used for a new building site with an earthquake fault only 50 feet away
- The site is too small to accommodate a modern fire and police facility

PROJECT BOUNDARY



ARLINGTON AVE

3/28/2019

4

Renovating the Existing Public Safety Building

- The existing building could be renovated with a seismic renovation upgraded to an Essential Facility level
- Other expenses include annual maintenance and deferred maintenance such as new roof and HVAC
- The existing building is undersized by 3,500 square feet and does not work functionally for either the Fire District or the Police District
- The fire department may need the entire existing building if we are forced stay in the building

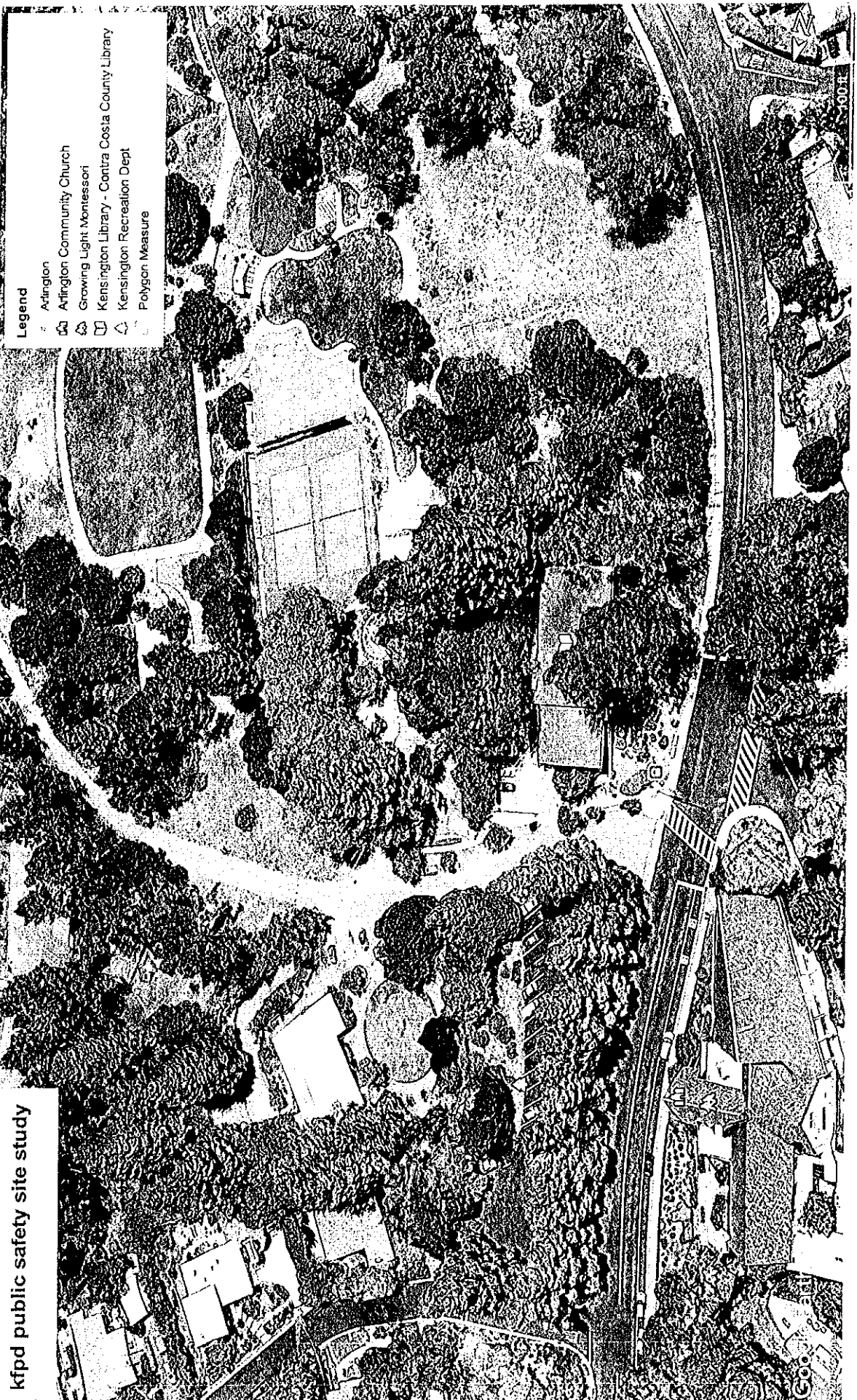
The Existing Building Is A Poor Investment

- Again, it is 50 feet from an earthquake fault
- A seismic upgrade and deferred maintenance and annual maintenance would cost about \$2.5 million
- Our experience is that maintenance averages about \$130,000 annually now and may average 5% increase to about \$200,000 annually in the future for the next 20 years for a total of around \$4.1 million

A Replacement Building in Kensington Park

- The park site is the only identified site available. The fact that the park site is in the center of town makes it a perfect site and could be sheltered from a major fire
- The preferred site is adjacent to the library building facing Arlington Avenue about 300 feet from the stop light and intersection
- The fire district engines can control the traffic signal for pedestrian safety and oncoming traffic for the fire calls that average one call a day

kfpd public safety site study



A Replacement Building in Kensington Park

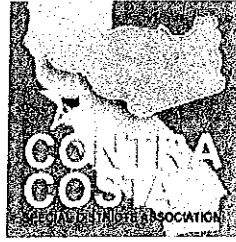
- A new replacement building on the park site was estimated in mid-2017 to be about \$7.5 million plus soft costs of \$2+ million, or about \$10 million total
- A rough updated building to start of construction beginning 2020 for about \$9.6 million plus soft costs of \$2+ million, or about \$12 million total
- We will need community input to develop an appropriate design

What Does KFPD Need from KPPCSD?

- We need to have a reliable legal opinion that the site can be developed
 - We are asking for a 20,000 to 25,000 square foot area --- about 0.5 to 0.6 acres out of the 13-acre park
 - That site would be next to the library and facing Arlington Avenue and would not obstruct any views from the park above
- Once the KFPD Board approves the project and financing plan, our design team is in place and ready to go

What Does KFPD Need from KPPCSD?

- Police and Fire are necessary services to the Kensington community, and we need KPPCSD and KFPD to communicate to the community that we have no other site to consider
- We understand the KPPCSD needs the ability to work out its final police organization and this can then be accommodated into the final design solution



Contra Costa Special Districts Association Newsletter

Contra Costa Chapter of the California Special Districts Association

April 2019 Quarterly Newsletter

Newly Appointed Lisa Malek-Zadeh Becomes First Woman General Manager to Lead West County Wastewater District

The West County Wastewater District Board of Directors announced at its Board meeting on December 19, 2018, that they had unanimously appointed Lisa Malek-Zadeh General Manager. The General Manager position to Lisa Malek-Zadeh. Ms. Malek-Zadeh who is the first woman to lead the organization in the District's 97 year history, was selected as General Manager after a nationwide recruitment process involving community members, District staff, and the Board of Directors.



Ms. Malek-Zadeh's selection is a clear reflection of the District's current emphasis on creating a progressive work environment based on active communication, information sharing, empowerment and mutual respect.

She embodies the District's vision and core values and has demonstrated the ability to move the District in a positive direction while maintaining its record of excellent service to the community.

This decision is the culmination of a long, thoughtful process which began when the Board updated the District's mission statement, vision statement and core values and then searched for the ideal person to implement them. The Board wanted to make sure that the person they selected would provide alignment between the Board and General Manager, and the General Manager and staff. The Board interviewed several well-qualified candidates. Ms. Malek-Zadeh outshined them all.

Congratulations to the 2019 CSDA Board President and Officers

West Side Cemetery District's Manager Joel Bauer, SDA has been elected as the incoming Board President of the California Special Districts Association (CSDA) for the 2019 term starting January 1, 2019.

For over 20 years, Joel Bauer, SDA has represented local government in various capacities, including serving currently as Vice President of CSDA, President of the California Association of Public Cemeteries, and Secretary of the Kern County Special Districts Association. Bauer has also chaired several CSDA Committees and was awarded the Cemeterian of the Year Award in 2015.

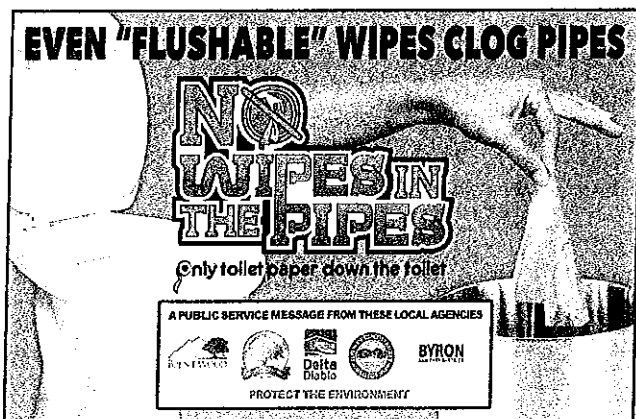
"Special districts play an extremely important role in communities throughout California providing local services constituents want and need. Local government is my passion and I believe that districts are the closest form of local government to the people making them accountable and accessible to those they serve" stated Bauer. "Being selected as CSDA's 2019 President is an honor and my opportunity to lead and give back to an association and its member agencies that do so much." Bauer will lead the CSDA Board of Directors that consists of 18 members elected from six statewide networks for 3-year terms. Board Officer positions are elected annually by the CSDA Board of Directors to serve on the Executive Committee.

The 2019 CSDA Executive Committee will include:

- President - Joel Bauer, SDA, West Side Cemetery District
- Vice President - Jeff Hodge, SDA, Santa Ynez Community Services District
- Secretary - Elaine Magner, Pleasant Valley Recreation and Park District
- Treasurer - Ryan Clausnitzer, SDA, Alameda County Mosquito Abatement District
- Past President - •Greg Orsini, McKinleyville Community Services District

Public Service Announcement Campaign

Five public wastewater processing agencies in East Contra Costa County (Byron Sanitary District, City of Brentwood, Delta Diablo, Ironhouse Sanitary District and the Town of Discovery Bay) have created a regional public outreach campaign to help customers understand how personal hygiene wipes marked "flushable" or "flush friendly" are often not biodegradable. Titled "No Wipes In The Pipes", a range of communication tools were used to show how disposing of wipes in toilets can damage residential sewer systems, clog underground pipes, and result in expensive repairs to equipment at their local treatment plant.



Check out one of the videos created for the campaign:
<https://vimeo.com/304553019/fc7b611470>

New Laws of 2019 Publication Now Available

A publication of new bills for the 2019 legislative session is currently available at the California Special Districts (CSDA) website. CSDA has developed the publication to help you and your district understand all the laws that took effect with the new year.

The New Laws of 2019 publication was recently released as a reference available on the Knowledge Base at csda.net.

The publication includes each of the articles included in the recent New Laws eNews Series written by CSDA business affiliates and other subject matter experts. The articles provide an in-depth analysis of some of the most significant new laws affecting special districts. Topics include the CSDA sponsored legislation, SB 929 (McGuire) related to websites for special districts, new sexual harassment prevention requirements, and changes to district-based elections.

DSRSD Transitioning from At-Large to Area-Based Elections

The Dublin San Ramon Services District (DSRSD) is transitioning from an at-large election system to an area-based election system, as required in certain circumstances by the California Voting Rights Act.

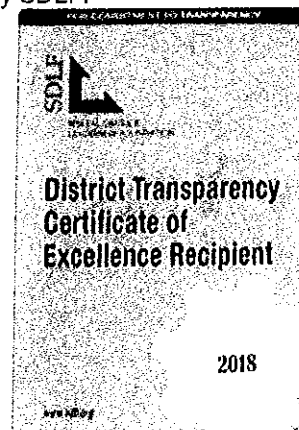
At its January 15 meeting, the DSRSD Board of Directors adopted a resolution of intent to transition to an area-based election system, also known as division-based elections. Currently, all five members of the DSRSD Board of Directors are elected by constituents from the District's entire service area. Under area-based elections, DSRSD will be divided into five separate election areas, and voters residing in each individual area will choose one representative from that area to serve on the Board.

Why DSRSD is Transitioning

The California Voting Rights Act was designed to encourage more citizens to run for office by making election participation more accessible. With area-based elections, candidates will be elected by those in their own voting area, which may also reduce their costs by decreasing the size of an area in which a candidate campaigns.

Kensington Fire Protection District Earns Transparency Certificate of Excellence Award

At the Board of Director's January 2018 meeting, Colleen Hayley of the California Special Districts Association attended to announce KFPD's receipt of the District Transparency Certificate of Excellence. This award from the Special District Leadership Foundation (SDLF) is in recognition of the District's completion of all transparency program requirements designed to promote transparency in their operations and governance to the public and other stakeholders. This is the second time the District has been awarded the designation by SDLF.



Save the date! Moorhen Marsh Grand Re-opening Saturday May 11th

Mt. View Sanitary District (MVSD) is pleased to announce that the substantial completion of Moorhen Marsh Western Pond Turtle Habitat Enhancement Project is nearly complete.

The Open House will be Saturday May 11th 10 am to 3pm. Free parking and shuttle available from Las Juntas Elementary school 4105 Pacheco Blvd, Martinez, CA Parking is not available at the treatment plant and marsh (limited space).

Moorhen Marsh was closed to the public during construction activities related to Phase B work on the Moorhen Marsh Western Pond Turtle Habitat Enhancement Project. After more than a year of closure due to construction activities, MVSD was excited to announce that Moorhen Marsh re-opened to the public on Tuesday February 19!

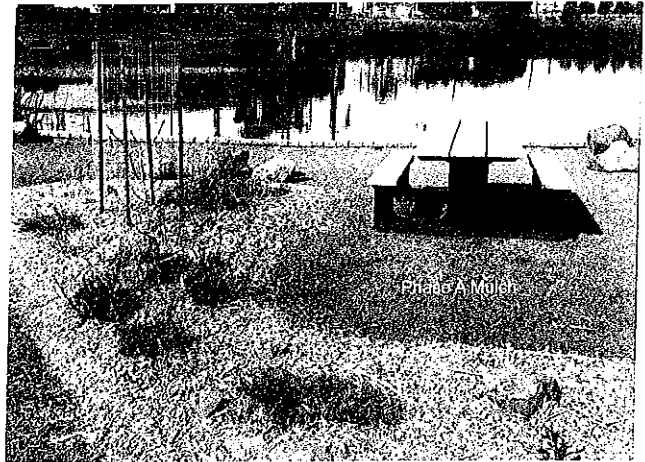


MVSD is hosting a free event which will include refreshments, marsh and treatment plant tours, special presentations by wildlife specialists and more. Please save the date and plan to join us for this event.



The marsh has been closed for construction of the Moorhen Marsh Western Pond Turtle Habitat Enhancement Project. This much needed project included construction of wetland and riparian habitat enhancements, the excavation of marsh ponds and Peyton Slough, the replacement of water control structures, levee restoration, and visitor access and facility improvements including a new ADA trail and

boardwalk, several new dip netting areas for students, and a rare wetlands plant garden.



We are excited to share these enhancements with the public and hope you'll make time to visit Moorhen Marsh soon!

2019 Special Districts Legislative Days May 21st and 22nd Plan to Attend!

Gain the edge on policy changes impacting your agency and exchange ideas with California's top decision-makers at the 2019 Special Districts Legislative Days, an interactive and informative two-day legislative conference in our State's Capitol.

Agenda:

Tuesday, May 21, 2019

7:30 - 8:30 a.m. Registration

8:30 - 10:00 a.m. Legislative Briefing

10:00 a.m. - 12:30 p.m. Capital Visits - Round One

12:30 - 2:30 p.m. Lunch Briefing

2:30 - 5:00 p.m. Capital Visits - Round Two

5:00 - 6:30 p.m. Legislative Reception

Wednesday, May 22, 2019

8:00 - 9:30 a.m. Policy Briefing with Breakfast

9:30 - 11:30 a.m. In-Depth Policy Breakouts

11:30 - 11:45 a.m. Closing Comments

Where

Sacramento Convention Center 1400 J Street
Sacramento 95814

Pricing:

Early Bird Registration on or before April 26, 2019:

\$275 CSDA Member

\$365 Non-member

For More Information Contact CSDA (877) 924-2732

Does your district have a Policy for Taking Positions on State Legislation?

At our January 28th chapter meeting Neil McCormick California Special District Association (CSDA) Chief Executive Officer suggested each of our districts should consider a Legislative Advocacy Policy. To make sure your district is ready to respond to a Call to Action in the fast-moving legislative environment, make sure that your district has adopted a Legislative Advocacy Policy, governing the process your agency must go through to register your support or opposition to an issue of interest to your district.

CSDA will be asking for your help through Calls to Action on the most important bills, now is the time to make sure you are prepared.

Special districts have the authority to lobby the State Legislature, other agencies, and individual decision makers on legislation and other matters of interest to the district, and to share your position with legislators directly through letters of support or opposition. Throughout the year, CSDA will send out a Call to Action to all special districts regarding a specific bill or issue that significantly impacts the special district community. The Call to Action is a chance for your district to register its support or opposition to legislation that impacts your services.

If your district has not adopted a Legislative Advocacy Policy yet, visit the Take Action page at the CSDA website for a FREE copy of CSDA's Legislative Advocacy sample policy, which can be used by your district as a policy template.

The Legislative Advocacy sample policy is also one of the many resources included in the CSDA Sample Policy Handbook available through the CSDA bookstore



California Special Districts Association

Districts Stronger Together

John Chiang Elected Co-Chair of CA Forward Leadership Council

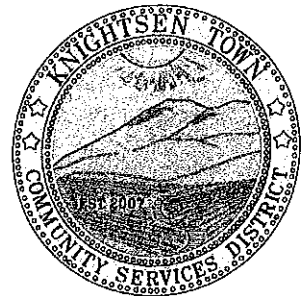
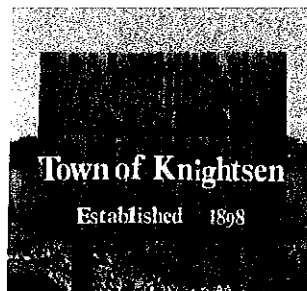
Former California State Controller and State Treasurer John Chiang will join the Leadership Council of CA Forward and will serve as Democratic co-chair alongside Republican Pete Weber of Fresno.

Chiang succeeds Lenny Mendonca who has joined the Newsom Administration as the Governor's chief economic adviser.



"I'm honored to join a thoughtful group of leaders who share my values about the importance of a transparent government and who are working on issues critical to the future of California," said Chiang.

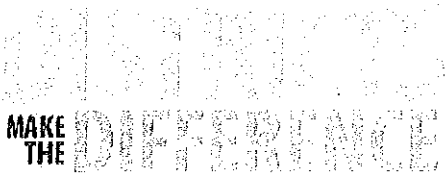
Knightsen Town Community Services District has a new website!



THE WEBPAGE HAS MOVED TO:
<https://knightsentowncsd.specialdistrict.org>

2019 Special Districts Make the Difference Video Contest

Districts Make the Difference is excited to announce the upcoming submission period for the 2019 Student Video Contest. This year, the submission period has been extended! High school and college students now have from May 1 to September 30 to submit a short video highlighting how special districts make the difference in California.



It's never too early for students to start working on their videos starring special districts. Students are encouraged to be as creative as possible when making their 60-90 second videos.

Do you know a student who may be interested? Are you a student who is interested? Do you know a teacher, principal, superintendent, or school board member that can help promote the contest? Spread the word!

The 2018 Student Video Contest is part of the Districts Make the Difference public outreach campaign launched by the California Special Districts Association (CSDA) to increase public awareness and understanding of special districts.

Once all entries are received, CSDA officials will select the top five finalists and feature those videos on the Districts Make the Difference website. The public will then vote for their favorite video and the top three vote-winners will receive scholarship prizes. Some students may also be automatically entered in a local contest based on their county.

The winners of the 2019 Student Video Contest will receive:

- \$2,000 for first-place
- \$1,000 for second-place
- \$500 for third-place

Annual John Muir Birthday-Earth Day Celebration

On Saturday April 20, 2019 the John Muir Association & the National Park Service invite you to attend the John Muir Birthday-Earth Day Celebration at the John Muir National Historic Site



Igor Skaredoff President of the board for the Contra Costa Resource Conservation District will be the Master of Ceremonies for the event.

Location:

The John Muir National Historic Site
4202 Alhambra Avenue
Martinez, CA 94553

Saturday April 20, 2109 10am - 4pm

Admission is free and there are lots of fun things to do and see! Guests will enjoy interactive activities for children and adults, live entertainment, self-guided tours of the historic home and grounds. There will be plenty of activities & entertainment for the whole Family along with the presentation of the John Muir Conservation Awards.

The event includes over 50 exhibitors, live music, and food available for purchase, demonstrations, and hands-on activities for all ages, and entry is free. Parking is available at Alhambra High School (150 E St.) and Martinez Adult Education center (650 F St.), with shuttles provided to and from to the celebration, which is presented by the John Muir Association and the National Park Service.

Central Contra Costa Sanitary District, Contra Costa Water District, East Bay Regional Park District, and Mt. View Sanitary District will have informational booths and exhibits at the event, come out and support our local special districts!

For more information visit the Association's web site at: <http://www.johnmuirassociation.org>.



Please send your district news releases to stan_caldwell@comcast.net keep us informed of all of the exciting things your special district is doing, share you news with other districts by having it as an article in the next newsletter.

Mark your calendars with our future Chapter Meeting Dates:

~ April 15, 2019 ~ July 15, 2019 ~ October 21, 2019 ~

**Come at 9:30 AM for a meet and greet opportunity
To network, with Refreshments available.**

☛ Meeting begins at 10:00 AM

We will meet at the Central Contra Costa Sanitary District Collection System Operations building (CSO) located at:
1250 Springbrook Road in Walnut Creek, Ca.

We suggest you review a map for precise directions.

From I-680 Southbound
Follow I-680 South to Olympic Blvd in Walnut Creek, turn left at bottom of the ramp.
Continue on Olympic Blvd.
Take Alpine Rd on the left, and left on Mt Diablo Blvd
Turn right onto Camino Diablo then right onto Springbrook Rd

From I-680 Northbound
Follow I-680 N to Olympic Blvd in Walnut Creek.
Take the State Route 24/Olympic Blvd exit from I-680 N
Use the right lane to take the State Route 24/Olympic Blvd exit toward Oakland/Lafayette
Take Alpine Rd, Mt Diablo Blvd and Camino Diablo to Springbrook Rd

**Contra Costa Special Districts Association
C/o Central Contra Costa Sanitary District
5019 Imhoff Place
Martinez, CA 94553**

Central Contra Costa Sanitary District contact Suzette Crayton Email: scrayton@centralsan.org
Stanley Caldwell - President & Newsletter Editor - Email: stan_caldwell@comcast.net
Edward Duarte - Vice President - Email: duarte@dsrcsd.com
Susan Morgan - Member at Large email: smorgan@equilytics.com
Bert Michalczyk Treasurer - Email: leedscourt@comcast.net

**California Special Districts Association
1112 "I" Street, Suite 200, Sacramento, CA 95814 877.924.2732**

Our chapter has its own dedicated web site

<https://contracostasda.specialdistrict.org/>

Date: 03/09/2019 [01:32:22 PM PST]
From: Siv Sandler <sivsandler@gmail.com>
To: fire@kensingtonfire.org
Subject: North Orinda Fuelbreak

Dear Board Members - I have attached below a link to an article in the San Francisco Chronicle regarding an Eastbay fuelbreak which is proposed to end at Inspiration Point. Why should it not continue further north to protect Kensington, El Cerrito and Richmond?

Thank you for your consideration,

Siv Sandler
130 Windsor Ave
Kensington

https://www.sfchronicle.com/california-wildfires/article/It-could-happen-here-East-Bay-community-13674949.php?utm_source=newsletter&utm_medium=email&utm_content=headlines&utm_campaign=sfc_morningfix

NEW BUSINESS

Proposed Amendments to Kensington Fire Protection District (KFPD) Policy Handbook

POLICY TITLE: Committees of the Board of Directors

POLICY NUMBER: 1140

[What follows on these pages are, first, the present KFPD language for Policy 1140.20; second, proposed new language; and third, corresponding language in the KPPCSD manual, for purposes of consistency in review.]

The purposes of these proposed changes are to increase transparency of District operations, to improve public participation in District activities, to increase partnership capacity with the Kensington Police and Community Services District in areas of shared or synergistic responsibility, and to enhance the efficiency of District operations by incorporating the expertise and energy of Kensington's residents in a potentially more formal way than can be accommodated by the present language of the Policy 1140.]

I. PRESENT LANGUAGE OF KFPD POLICY 1140.20-1140.50

POLICY TITLE: Committees of the Board of Directors

POLICY NUMBER: 1140.20-1140.50

1140.20 The following shall be standing committees of the Board:

1140.21 A Finance Committee composed of two members of the Board of Directors.

1140.30 The Board President shall appoint and publicly announce the members of the standing committees for the ensuing year at the Board's regular meeting in January, subject to approval of the Board.

1140.40 All meetings of standing committees shall conform to all open meeting laws (e.g., "Brown Act") that pertain to regular meetings of the Board of Directors.

1140.50 The Board's standing Finance Committee shall be concerned with the financial management of the District, including the preparation of an annual budget and major expenditures.

II. PROPOSED CHANGES TO POLICY 1140.20-1140.50 (see track changes)

POLICY TITLE: Committees of the Board of Directors

POLICY NUMBER: 1140.20-1140.50

1140.20 The following shall be standing committees of the Board:

1140.21 A Finance Committee composed of two members of the Board of Directors.

1140.22 An Emergency Preparedness and Warning Systems Committee composed of two members of the Board of Directors, plus a supplemental number of members of the public as needed to fulfill the mission of the committee.

1140.30 The Board President shall appoint and publicly announce the Board members of the standing committees for the ensuing year at the Board's regular meeting in January, subject to approval of the Board.

1140.31 New standing committees may be formed and announced at any time during the calendar year, subject to approval of the Board.

1140.32 Standing committees attain a quorum when a simple majority of the committee members are present.

1140.33 The President may appoint or remove members of the public at any time, subject to approval of the Board.

1140.40 All meetings of standing committees shall conform to all open meeting laws (e.g., "Brown Act") that pertain to regular meetings of the Board of Directors.

1140.50 The Board's standing Finance Committee shall be concerned with the financial management of the District, including the preparation of an annual budget and major expenditures.

1140.60. The Board's standing Emergency Preparedness Committee shall be concerned with (1) recommendations for allocations of effort and funding of initiatives to make Kensington safer from potential civic emergencies, using a multi-hazard approach; (2) identifying opportunities for articulation with community members and other agencies to reduce risk and enhance evacuation procedures and public safety; (3) development of public education initiatives to accomplish the first two goals; (4) articulation with the KPPCSD standing committee on Emergency Preparedness, as well as other Local, County, and State agencies, to achieve the previous goals.

III. CORRESPONDING LANGUAGE IN THE KPPCSD POLICY MANUAL

POLICY TITLE: Committees and Coordinators of the Board of Directors

POLICY NUMBER: 4060

4060.3 Standing Committees of the Board

Emergency Preparedness Committee;

Solid Waste Committee;

Finance Committee:

4060.3.1 The Board's Emergency Preparedness Committee shall be concerned with the development of a community emergency preparedness plan in cooperation with the Kensington Fire Protection District.

**KENSINGTON FIRE PROTECTION DISTRICT
POLICY HANDBOOK
DRAFT**

POLICY TITLE: Social Media
POLICY NUMBER: 1190

1190.10 Factual posts on social media and the District website shall be made only by the District Manager.

1190.20 Board members shall not post on social media about any matters within the jurisdiction of the District.

1190.30 Any Board member who violates this policy shall indemnify the Kensington Fire Protection District for any financial liability the District incurs.