### **KENSINGTON FIRE PROTECTION DISTRICT**



DATE:	July 13, 2022
TO:	Board of Directors Kensington Fire Protection District
RE:	General Manager's Report
SUBMITTED BY:	Bill Hansell, General Manager

Highlights of the regular business and other special projects for the district by management are noted below:

- Hybrid Board Meeting Options I am still waiting to hear from the KPPCSD on whether the community center will be enhanced with a hybrid meeting system. Last month, I included information on a compact hybrid package, the Neat Board that was recommended by another CSDA agency: <u>https://neat.no/board/</u> (+/-\$7,100 + tax/shipping.) If the board does not wish to wait for a system to be installed in the community center, then I would suggest acquiring the Neat Board to facilitate an easy mobile system that sets up quickly. If the board would like to try the latter, then I will need time to acquire the equipment, set it up, and test it, before its initial use in a meeting. For the August meeting, the board can continue meeting via Zoom, revert to an in-person only meeting at an available location, or switch to a hybrid meeting if the technology is available (I believe there is lead time of a few weeks for the Neat Board.)
- 2. Proposal for a Joint Public Meeting with the KPPCSD Board In my addendum report on 06/08/2022, I described the conference held with residents and both departments at the PSB on 06/21/2022 and the agreed upon next steps to draft a proposal for the public forum. Since that time, I have not received suggestions on the details needed for the proposal. These include questions of format (*e.g. moderator? staff and/or consultant presentations? open Q&A or semi-prepared Q&A?, etc*), location, date/time, etc. I also requested any feedback on what worked or didn't work from the two prior public forums in 2019 and 2021. I have reached out to the participants again and have asked for their opinions following the board meetings this week of the KFPD and the KPPCSD, which may influence the suggestions for the public forum.
- 3. GM Timesheets Attached are the June timesheets, which are the only ones not published to date for FY2021-2022 in board meeting packets. A summary sheet is included for the year, showing the grand total and sub-totals for each of the categories. Note that the PSB seismic renovation and temporary station work (including coordination with the financial consultants) required nearly 21% of my time. That pushed my expected average weekly time from 24 hours to 27.35 hours. A similar increase will most likely be needed prior to the PSB construction start date in October, but once the work is underway that category should diminish and the typical 24 hours should be achievable.
- **4.** November Election Info The key dates for the November 8, 2022 election are attached again for your reference.

	Kensin	igton Fir	e Prote	ction Di	strict		Activity	/ Code		
FRENSLAV	GION		-					General Adr		
		Е.			0			Finance & B		
		Er	nployee Ti	mesheet	Summary	/	EP PL	Emergency Policies & Le	Preparednes	S
	FY2021-2			2021-2022				Public Safet		
L'LE	G D							Holiday Lea		
		I	Bill Hansell	, General I	Manager		SL	Sick Leave		
								Vacation Le		
Date	Target	Actual	GA	FB	EP	PL	PS	HL	SL	VL
7/15/2021	51.43	52.00	37.50	6.25	2.25	0.00	0.00	6.00	0.00	0.00
7/31/2021	54.86	53.50	28.00	16.50	9.00	0.00	0.00	0.00	0.00	0.00
8/15/2021	51.43	51.25	10.25	15.00	5.00	0.00	3.25	0.00	5.00	12.75
8/31/2021	54.86	54.75	15.50	0.50	11.75	0.00	7.00	0.00	0.00	20.00
9/15/2021	51.43	92.50	28.00	26.25	4.00	0.00	28.25	6.00	0.00	0.00
9/30/2021	51.43	53.25	8.00	8.25	10.50	0.00	26.50	0.00	0.00	0.00
10/15/2021	51.43	84.75	48.25	16.25	3.00	3.00	14.25	0.00	0.00	0.00
10/31/2021	54.86	54.75	8.75	17.75	4.00	0.50	3.75	0.00	8.00	12.00
11/15/2021	51.43	68.25	37.75	15.75	3.50	0.00	5.25	0.00	0.00	6.00
11/30/2021	51.43	37.25	4.75	4.75	3.00	0.00	0.00	12.00	3.75	9.00
12/15/2021	51.43	64.50	30.25	10.50	9.50	0.00	14.25	0.00	0.00	0.00
12/31/2021	54.86	33.25	3.50	3.25	0.75	0.00	2.75	15.00	3.00	5.00
1/15/2022	51.43	79.00	28.50	28.50	5.00	0.00	11.00	6.00	0.00	0.00
1/31/2022	54.86	44.25	7.25	10.75	6.75	0.00	8.00	6.00	1.50	4.00
2/15/2022	51.43	75.25	35.50	10.75	3.00	0.00	26.00	0.00	0.00	0.00
2/28/2022	44.57	38.00	5.50	1.50	4.00	0.25	12.75	6.00	3.50	4.50
3/15/2022	51.43	63.00	34.00	7.00	4.00	0.50	17.50	0.00	0.00	0.00
3/31/2022	54.86	34.75	5.00	2.25	5.50	4.50	9.50	0.00	3.00	5.00
4/15/2022	51.43	80.75	43.75	18.25	4.75	0.00	14.00	0.00	0.00	0.00
4/30/2022	51.43	43.75	22.00	0.75	8.25	4.50	4.75	0.00	3.50	0.00
5/15/2022	51.43	68.50	52.75	5.25	0.00	0.00	10.50	0.00	0.00	0.00
5/31/2022	54.86	56.00	5.00	17.75	2.75	0.00	24.50	6.00	0.00	0.00
6/15/2022	51.43	93.00	40.00	16.50	4.75	0.00	31.75	0.00	0.00	0.00
6/30/2022	51.43	46.00	18.00	3.00	2.25	0.00	22.75	0.00	0.00	0.00
Total Hours:	1,251.47	1,422.25	557.75	263.25	117.25	13.25	298.25	63.00	31.25	78.25
		113.65%	39.22%	18.51%	8.24%	0.93%	20.97%	4.43%	2.20%	5.50%
Hrs Per Wk:	24.07	27.35								



Employee Timesheet

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

Employee Name Title: Pay Period Start: Pay Period End:

ame:	Bill Hansell	PS
	General Manager	HL
Start:	6/16/2022	SL
End:	6/30/2022	VL

Date	Task/Project	Hours	GA	FB	EP	PL	PS	HL	SL	VL
6/16/2022	See Separate Task Sheet	4.25	1.50	0.75	2.00					
6/17/2022	n	4.75		0.25			4.50			
6/18/2022	u.									
6/19/2022	W									
6/20/2022	11	1.00					1.00			
6/21/2022	11	5.50	1.00				4.50			
6/22/2022	11	1.50					1.50			
6/23/2022	11	3.00	1.00				2.00			
6/24/2022	11	4.50					4.50			
6/25/2022	11									
6/26/2022	"	5.50	5.50							
6/27/2022	"	6.00	3.50				2.50			
6/28/2022	11	4.75	1.25	1.00	0.25		2.25			
6/29/2022	11	5.00	4.00	1.00						
6/30/2022	"	0.25	0.25							
	Total Hours	46.00	18.00	3.00	2.25	0.00	22.75	0.00	0.00	0.00

Rate Total Gross Pay \$ 108.00 \$ 4,968.00

nseli

Employee Signature

6/30/2022 Date

Date

**Timesheet Details** 

Subject		Duration	Day	Subject
KFPD - Gen Mgmt re: Wildfire Regional Priority Plan Stakeholder Meeti	ng #6	1.50	Thu 6/16/2022	KFPD Gen Mgmt
KFPD - EPC re: Committee Mtg		2.00	Thu 6/16/2022	KFPD EPC
KFPD - Financial re: Transmittal		0.75	Thu 6/16/2022	KFPD Finance
	Day Total:	4.25		
KFPD - PSB re: Renovation (Revised Bid Set)		1.00	Fri 6/17/2022	KFPD PSB
KFPD - Financial re: Timesheet. Payroll		0.25	Fri 6/17/2022	KFPD Finance
KFPD - PSB re: Renovation (Revised Bid Set)		3.50	Fri 6/17/2022	KFPD PSB
	Day Total:	4.75		
(FPD - PSB re: Temp Facility Bid Opening		1.00	Mon 6/20/2022	KFPD PSB
	Day Total:	1.00		
KFPD - Gen Mgmt re: Document signatures	-	0.50	Tue 6/21/2022	KFPD Gen Mgmt
(FPD - PSB re: Mtg w/Residents		3.00	Tue 6/21/2022	KFPD PSB
(FPD - Gen Mgmt re: Document signatures		0.50	Tue 6/21/2022	KFPD Gen Mgmt
(FPD - PSB re: RFI Response review w/Arch		1.50	Tue 6/21/2022	KFPD PSB
	Day Total:	5.50	,	
(FPD - PSB re: Bid RFI	,	0.50	Wed 6/22/2022	KFPD PSB
(FPD - PSB re: Temp Facility planning issues		1.00	Wed 6/22/2022	KFPD PSB
	Day Total:	1.50	1100 0/22/2022	
(FPD - Temp Facility re: PGE Mtg; School Director	Day rotan	1.00	Thu 6/23/2022	KFPD PSB
(FPD - Gen Mgmt re: Docs at PSB		1.00	Thu 6/23/2022	KFPD Gen Mgmt
(FPD - Temp Facility re: Sanitary District, EC City Hall		1.00	Thu 6/23/2022	KFPD PSB
	Day Total:	3.00	1110 0/25/2022	KIT DI 50
FPD - PSB re: Scheduling; Coordination	Day Iotal.	1.50	Fri 6/24/2022	KFPD PSB
-		0.50	Fri 6/24/2022	KFPD PSB
FPD - PSB re: NHA Zoom Mtg				
(FPD - PSB re: Public Forum planning		1.00	Fri 6/24/2022	KFPD PSB
(FPD - PSB re: Scheduling; Coordination	Dave Tatala	1.50	Fri 6/24/2022	KFPD PSB
VERD Care Marster Crassial Mate Area da ar d Dadust	Day Total:	4.50	c	
(FPD - Gen Mgmt re: Special Mtg Agenda and Packet		1.50	Sun 6/26/2022	KFPD Gen Mgmt
(FPD - Gen Mgmt re: Special Mtg Agenda and Packet		4.00	Sun 6/26/2022	KFPD Gen Mgmt
	Day Total:	5.50		
(FPD - Temp Facility re: Mack5 Mtg		1.00	Mon 6/27/2022	KFPD PSB
(FPD - Gen Mgmt re: Special Mtg Agenda and Packet		3.50	Mon 6/27/2022	KFPD Gen Mgmt
KFPD - Temp Facility re: Bid Protest Response		1.50	Mon 6/27/2022	KFPD PSB
	Day Total:	6.00		
FPD - Temp Facility re: Revised Bid Pricing Schedule		1.50	Tue 6/28/2022	KFPD PSB
FPD - Temp Facility re: Tel w/KPPCSD GM		0.25	Tue 6/28/2022	KFPD PSB
(FPD - EPC re: Tel w/EP Coord (Purchases, Solano Stroll, FireWise)		0.25	Tue 6/28/2022	KFPD EPC
(FPD - Finance re: Check signature		0.50	Tue 6/28/2022	KFPD Finance
KFPD - Gen Mgmt re: PSB for mail, msg, staff mtg		0.75	Tue 6/28/2022	KFPD Gen Mgmt
KFPD - Temp Facility re: Sanitary District for permit		0.50	Tue 6/28/2022	KFPD PSB
KFPD - Gen Mgmt re: Tel w/Chief		0.50	Tue 6/28/2022	KFPD Gen Mgmt
KFPD - Finance re: CERBT Disbursement		0.50	Tue 6/28/2022	KFPD Finance
	Day Total:	4.75		
(FPD - Finance re: CERBT Disbursement		0.50	Wed 6/29/2022	KFPD Finance
(FPD - Finance re: Submit CERBT Disbursement		0.50	Wed 6/29/2022	KFPD Finance
(FPD - Board Special Mtg re: Temp Facility Bid Approval		1.00	Wed 6/29/2022	KFPD Gen Mgmt
(FPD - Board Regular BoD Mtg		3.00	Wed 6/29/2022	KFPD Gen Mgmt
	Day Total:	5.00		
(FPD - Gen Mgmt re: PSB for mail, msg		0.25	Thu 6/30/2022	KFPD Gen Mgmt
-	Day Total:	0.25		-
Total (24hrs/wk Allowance = 3.43hrs/day x 15 days = 5	-	46.00		
	(Over/Under)	(5.45)		



Employee Timesheet

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

Employee Name Title: Pay Period Start: Pay Period End:

e:	Bill Hansell
	General Manager
t:	6/1/2022
	6/15/2022

Date	Task/Project	Hours	GA	FB	EP	PL	PS	HL	SL	VL
6/1/2022	See Separate Task Sheet	6.75	2.00	0.25			4.50			
6/2/2022	n	11.00		8.50			2.50			
6/3/2022	n	10.75	3.50	3.75	2.00		1.50			
6/4/2022	n	3.00	3.00							
6/5/2022	II	10.50	10.50							
6/6/2022	n	7.50	7.50							
6/7/2022	II	8.75	6.00	1.00			1.75			
6/8/2022	II	8.25	2.25	1.75	0.25		4.00			
6/9/2022	u.	2.75	1.50		0.25		1.00			
6/10/2022	u.	3.25			0.75		2.50			
6/11/2022	n	0.00								
6/12/2022	n	0.00								
6/13/2022	n	0.25		0.25						
6/14/2022	n	10.00	2.00		1.50		6.50			
6/15/2022	II	10.25	1.75	1.00			7.50			
	Total Hours	93.00	40.00	16.50	4.75	0.00	31.75	0.00	0.00	0.00

Rate Total Gross Pay

108.00 \$ \$ 10,044.00

msell

Employee Signature

6/15/2022 Date

Date

Subject	Duration	Day	Subject
KFPD - Gen Mgmt re: BOD mtg packet	1.50	Wed 6/1/2022	KFPD Gen Mgmt
KFPD - PSB re: Temp Facility (On site for turning radius)	1.50	Wed 6/1/2022	KFPD PSB
KFPD - Gen Mgmt re: PSB (Mail, Messages)	0.50	Wed 6/1/2022	KFPD Gen Mgmt
KFPD - Finance re: Mechanics Bank (Deposits, Issues w/County reimbursements)	0.25	Wed 6/1/2022	KFPD Finance
KFPD - PSB re: Temp Facility (Unitarian Board Mtg)	1.00	Wed 6/1/2022	KFPD PSB
KFPD - PSB re: Temp Facility (Site Plan revs)	2.00	Wed 6/1/2022	KFPD PSB
Day Total:	6.75		
KFPD - PSB re: Temp Facility (Site Plan revs)	1.50	Thu 6/2/2022	KFPD PSB
KFPD - Finance re: Bookkeeping	0.50	Thu 6/2/2022	KFPD Finance
KFPD - PSB re: Temp Facility (Power Pole Permit)	1.00	Thu 6/2/2022	KFPD PSB
KFPD - Finance re: Bookkeeping	5.00	Thu 6/2/2022	KFPD Finance
KFPD - Finance re: Bookkeeping	3.00	Thu 6/2/2022	KFPD Finance
Day Total:	11.00		
KFPD - Finance re: Bookkeeping	2.00	Fri 6/3/2022	KFPD Finance
KFPD - Finance re: Bookkeeping	1.75	Fri 6/3/2022	KFPD Finance
KFPD - Gen Mgmt re: BoD mtg agenda (Tel w/LN)	1.75	Fri 6/3/2022	KFPD Gen Mgmt
KFPD - EPC re: Wildfire JPA Mtg	2.00	Fri 6/3/2022	KFPD EPC
KFPD - PSB re: Renovation bid posting	1.50	Fri 6/3/2022	KFPD PSB
KFPD - Gen Mgmt re: BoD mtg agenda	1.75	Fri 6/3/2022	KFPD Gen Mgmt
Day Total:	10.75		
KFPD - Gen Mgmt re: BoD mtg supplemental materials	2.00	Sat 6/4/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BoD mtg supplemental materials	1.00	Sat 6/4/2022	KFPD Gen Mgmt
Day Total:	3.00		
KFPD - Gen Mgmt re: BoD mtg supplemental materials	2.00	Sun 6/5/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BoD mtg supplemental materials	4.00	Sun 6/5/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: PSB for mail, post agenda	0.50	Sun 6/5/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BoD mtg supplemental materials	1.00	Sun 6/5/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BoD mtg supplemental materials	3.00	Sun 6/5/2022	KFPD Gen Mgmt
Day Total:	10.50		
KFPD - Gen Mgmt re: BoD mtg supplemental materials	2.50	Mon 6/6/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BoD mtg supplemental materials	3.00	Mon 6/6/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: BoD mtg supplemental materials	2.00	Mon 6/6/2022	KFPD Gen Mgmt
Day Total:	7.50		
KFPD - Finance re: Tel w/NHA (Prelim loan responses)	0.50	Tue 6/7/2022	KFPD Finance
KFPD - Gen Mgmt re: Communications	0.50	Tue 6/7/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re; Mtg w/Chief (Abatement info)	1.00	Tue 6/7/2022	KFPD Gen Mgmt
KFPD - Gen Mgmt re: Mtg Mins	1.50	Tue 6/7/2022	KFPD Gen Mgmt
KFPD - PSB re: EC Conditional Use Permit questions (Tel w/SM)	1.00	Tue 6/7/2022	KFPD PSB
KFPD - PSB re: EC Modular, Schedule(Tel w/TK)	0.75	Tue 6/7/2022	KFPD PSB
KFPD - Finance re: Tel w/Tom Phillips, Risk Management (Insurance for tem station	0.50	Tue 6/7/2022	KFPD Finance
KFPD - Gen Mgmt re: BoD mtg supplemental materials	3.00	Tue 6/7/2022	KFPD Gen Mgmt
Day Total:	8.75	M. J. C. (0. (2022)	
KFPD - Gen Mgmt re: BoD mtg supplemental materials	2.00	Wed 6/8/2022	KFPD Gen Mgmt
KFPD - PSB re: NHA consulting (Bond option analysis)	2.00	Wed 6/8/2022	KFPD PSB
KFPD - PSB re: Temp Facility (Dwgs)	0.50	Wed 6/8/2022	KFPD PSB
KFPD - Finance re: Re-issue warrants (Martinez); Mechanics Bank	1.50	Wed 6/8/2022	KFPD Finance
KFPD - EPC re: Community events (Tel w/JV)	0.25	Wed 6/8/2022	KFPD EPC
KFPD - Gen Mgmt re: PSB for mail, msgs	0.25 0.50	Wed 6/8/2022	KFPD Gen Mgmt KFPD PSB
KFPD - PSB re: KPPCSD coord w/Chief Gancasz KFPD - Finance re: Confirm Recon/Spec Tax History (Tel w/MP)	0.30	Wed 6/8/2022 Wed 6/8/2022	KFPD Finance
			KFPD PSB
KFPD - PSB re: NHA consulting (Financial Model) Day Total:	1.00 <b>8.25</b>	Wed 6/8/2022	KI FU FJD
KFPD - Gen Mgmt re: BoD mtg notices; Outreach to CSD	<b>8.25</b> 1.50	Thu 6/9/2022	KFPD Gen Mgmt
KFPD - EPC re: Mtg agenda	0.25	Thu 6/9/2022	KFPD Gen Mgmt
KFPD - PSB re: NHA consulting (Bond option analysis)	1.00	Thu 6/9/2022	KFPD PSB
Day Total:	2.75	1110 0/ 5/ 2022	
KFPD - PSB re: NHA consulting (Bond option analysis)	1.50	Fri 6/10/2022	KFPD PSB
KFPD - PSB re: NHA consulting (Bond option analysis)	1.00	Fri 6/10/2022	KFPD PSB
KFPD - EPC re: Committee Mtg agenda	0.75	Fri 6/10/2022	KFPD EPC
	0.70		

#### **Timesheet Details**

	Day Total:	3.25		
KFPD - Finance re: Tel VSP (Account access)		0.25	Mon 6/13/2022	KFPD Finance
	Day Total:	0.25		
KFPD - PSB re: Temp Facility (Submit for Bldg Permit)		0.50	Tue 6/14/2022	KFPD PSB
KFPD - PSB re: Temp Facility (Submit for Sanitary Permit)		0.50	Tue 6/14/2022	KFPD PSB
KFPD - PSB re: Renovation (Bid Site Visit)		1.50	Tue 6/14/2022	KFPD PSB
KFPD - PSB re: Temp Facility (Craft Ave neighbor outreach)		1.00	Tue 6/14/2022	KFPD PSB
KFPD - EPC re: HEF Mtg		1.50	Tue 6/14/2022	KFPD EPC
KFPD - Gen Mgmt re: Communications		2.00	Tue 6/14/2022	KFPD Gen Mgmt
KFPD - PSB re: Renovation (Bid Pricing Schedule)		3.00	Tue 6/14/2022	KFPD PSB
	Day Total:	10.00		
KFPD - PSB re: Renovation (Bid Pricing Schedule)		1.00	Wed 6/15/2022	KFPD PSB
KFPD - PSB re: Renovation (Loan questions)		0.50	Wed 6/15/2022	KFPD PSB
KFPD - Financial re: CERBT Year-End Webinar		1.00	Wed 6/15/2022	KFPD Finance
KFPD - PSB re: Renovation (Loan questions)		0.50	Wed 6/15/2022	KFPD PSB
KFPD - PSB re: Temp Facility (On site for modular delivery)		1.50	Wed 6/15/2022	KFPD PSB
KFPD - Gen Mgmt re: PSB for mail, msgs, staff questions		1.75	Wed 6/15/2022	KFPD Gen Mgmt
KFPD - PSB re: Renovation (RFI's, Bid Docs)		2.00	Wed 6/15/2022	KFPD PSB
KFPD - PSB re: Temp Facility (EC Planning Conditional Use Hearing)		2.00	Wed 6/15/2022	KFPD PSB
	Day Total:	10.25		
Total (24hrs/wk Allowance = 3.43hrs/day x 15 days = 51	.45 hrs Max):	93.00		
Target Hrs	(Over/Under)	41 EE		

Target Hrs (Over/Under) 41.55



Employee Timesheet

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

Employee Name: Title: Pay Period Start: Pay Period End:

:	Bill Hansell
	General Manager
	5/16/2022
	5/31/2022

Date	Task/Project	ŀ	lours	GA	FB	EP	PL	PS	HL	SL	VL
5/16/2022	See Separate Task Sheet		5.75	1.00				4.75			
5/17/2022	II		3.25		1.50			1.75			
5/18/2022	"		6.25					6.25			
5/19/2022	"		1.25					1.25			
5/20/2022	11		2.50		2.50						
5/21/2022	11		0.00								
5/22/2022	II		0.50			0.50					
5/23/2022	11		0.00								
5/24/2022	II		6.75		5.25			1.50			
5/25/2022	II		2.50		2.50						
5/26/2022	11		7.25	1.00	3.00	2.25		1.00			
5/27/2022	11		8.50		1.50			7.00			
5/28/2022	II		1.00		1.00						
5/29/2022	II		2.00	2.00							
5/30/2022	II		7.00	1.00					6.00		
5/31/2022	II		1.50		0.50			1.00			
	Total Hours		56.00	5.00	17.75	2.75	0.00	24.50	6.00	0.00	0.00
	Rate	\$	108.00								
	Total Gross Pay	\$	6,048.00								
/.	BN Huncell	r	,								

MINI MMSer Employee Signature

5/30/2022 Date

FPD - Gen Mgmt re: Cime Renewal Application Policy   1.00   Mon 5/16/2022   FPD Gen Mgmt     FPD - PSB re: Dwg revisions   0.50   Mon 5/16/2022   FPD PSB     FPD - PSB re: Dwg revisions   2.25   Mon 5/16/2022   FPD PSB     FPD - PSB re: Dwg revisions   2.25   Mon 5/16/2022   FPD PSB     FPD - PSB re: Dwg revisions   Day Totl:   5.75   FPD PSB     FPD - PSB re: Dwg revisions   Day Totl:   3.25   Twe 5/17/2022   FPD PSB     FPD - PSB re: Parking lot lease (Tel w/TOR)   Day Totl:   3.25   Twe 5/17/2022   FPD PSB     FPD - PSB re: Parking lot lease (Tel w/TOR)   0.75   Wed 5/18/2022   FFPD PSB     FPD - PSB re: Parking lot lease (Tel w/TOR)   0.75   Wed 5/18/2022   FFPD PSB     FPD - PSB re: Parking lot lease (Tel w/TOR)   0.75   Wed 5/18/2022   FFPD PSB     FFPD - FSB re: Parking lot lease (Tel w/TOR)   0.75   Wed 5/18/2022   FFPD PSB     FFPD - FSB re: Dwg revisions   Day Totl:   0.50   Wed 5/18/2022   FFPD PSB     FFPD - FSB re: Dwg revisions   Day Totl:   0.50   Tws 5/16/2022   F	Subject		Duration	Day	Subject
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Target Hrs (Over/Under) 1.37					
	Target Hrs (O	ver/Under)	1.37		

### KEY DATES November 8, 2022 General Election

	APPLIES TO	DATES
Filing Period	All Cities, School and Special Districts	Jul. 18 – Aug. 12 E-113 – 88
Last day to place a measure on the ballot	Local Measures	Aug. 12 E-88
Public Review of "Ballot Designations" and "Candidate Statements"	All candidates	Aug. 15 – 22 E-85 – 78
Last day to withdraw "Candidate Statement"	All candidates	Aug. 15 E-85
Last day to file a petition forcing a contest on the General Election ballot	Applies only to contests with insufficient candidates to appear on the ballot	Aug. 17 E-83
Randomized alphabet drawing for ballot placement and Measure Letter Assignment	All candidates and Local Measures	Aug. 18 E-82
Deadline for Primary Arguments For/Against	Local Measures	Aug. 24 E-76
Deadline for Rebuttal Arguments	Local Measures	Aug. 29 E-71
Last Date to File Writ of Mandate	Local Measures	Sept. 7 E-62
Estimated Voter Information Guide mailing	Local Measures	Sept. 29 E-40
Deadline to file a "Write-In Candidacy"	Write-In candidates	Oct. 25 E-14

# **Extended Filing Period**

Extended Filing Period	Offices for which no incumbent files nomination papers by Aug. 12. Only non- incumbents may file.	Aug. 15 – 17 E-85 – 83
Public Review	Candidates who filed during the extended filing period	Aug. 18 – 27 E-82 – 73
Withdraw "Candidate Statement"	Candidates who filed during the extended filing period	Aug. 18 E-82

Updated 2/15/2022