

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

Date of Meeting: July 8, 2015
Time of Meeting: 7:00 p.m.
Place of Meeting: Kensington Community Center
59 Arlington Avenue, Kensington, CA 94707

Please Note: Copies of the agenda bills and other written documentation relating to each item of business referred to on the agenda are on file in the office of the Kensington Fire Protection District Administration Office, 217 Arlington Avenue, Kensington, and are available for public inspection. A copy of the Board of Directors packet can be viewed on the internet at www.kensingtonfire.org/agenda/index.shtml.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the 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).

7:30 p.m. **CALL TO ORDER**
Directors: Joe de Ville, Nina Harmon, Janice Kosel, and Laurence Nagel

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

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

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

CC 3. **ACCEPTANCE OF INCIDENT ACTIVITY REPORT.** June 2015 (ACCEPT)

CC 4. **APPROVAL OF MONTHLY A/P VOUCHER - TRANSMITTAL #1** (APPROVE)

CC 5. **APPROVAL OF MONTHLY FINANCIAL REPORT.** May/June 2015 (APPROVE)

6. **FIRE CHIEF'S REPORT**

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

7. **PRESIDENT'S REPORT**

NEW BUSINESS

8. **PUBLIC HEARING:** Fire Hazard Abatement Hearing on the designation of properties containing fire hazards.

Prior to beginning the public hearing, the President will ask those in the audience having objections to the designation of their property as containing fire hazards to identify their property addresses.

Public Hearing Procedure: The President will open the public hearing and then:

- (a) Call for staff report and recommendation from staff.
- (b) Call for comments from those in the audience regarding fire hazard abatement.
- (c) Close the public hearing terminating public testimony.

The Board of Directors will then deliberate the matter and arrive at a decision.

Resolution 15-05 Declaring that Weeds, Rubbish, Litter or other Flammable Material on Designated Private Properties Constitutes a Public Nuisance and Providing for Notice that the Fire Chief or Designee Shall Abate Such Public Nuisance Conditions if not Abated by the Property Owner (ACTION)

9. Candidate for an Unfulfilled Term Open Seat for the Kensington Fire Protection District Board of Directors: Don Dommer (ACTION)

10. Award of Contract for Apparatus Room Remodeling: Bid from Ezra Construction in the amount of \$337,000 (ACTION)

11. **BOARD REPORTS**

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

- a. Finance Committee (Kosel/Nagel):
- b. Public Safety Building (de Ville/Harmon):
- c. Education (Kosel):
- d. Policy Committee (Harmon):
- e. Contra Costa County/California Special Districts Assoc. (Nagel): Next meeting July 20, 2015; LAFCO Election candidate statements; CSDA election candidate statements
- f. Diablo Fire Safe Council/Interface (Staff):

ADJOURNMENT. The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on Wednesday, September 9, 2015, at 7:00 p.m. at the Kensington Community Center, 59 Arlington Avenue, Kensington, CA 94707.

The deadline for agenda items to be included in the Board packet for the next regular meeting of 9/9/15 is Wednesday, 8/26/15 by 1:00 p.m. The deadline for agenda-related materials to be included in the Board packet is Wednesday, 9/2/15 by 1:00 p.m., Fire Protection District Administration Office, 217 Arlington Ave., Kensington.

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

CONSENT CALENDAR



EL CERRITO-KENSINGTON FIRE DEPARTMENT

10900 San Pablo Avenue • El Cerrito • CA • 94530
(510) 215-4450 • FAX (510) 232-4917
www.el-cerrito.org



July 1, 2015

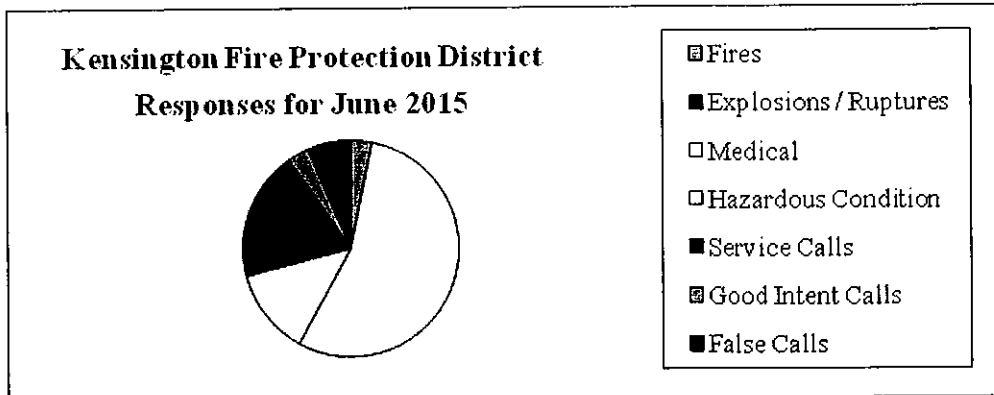
TO: Kensington Fire Protection District Board Members
FROM: Laurence I. Carr: Battalion Chief
RE: Incident Activity Reports for the Month of June 2015

There were 31 incidents that occurred during the month of April 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. Kensington calls are shown in the charts at the bottom of this page. During this month E65 responded to a total of 59 calls in all districts.

One June 15, Engine 65 investigated a fire on Norwood Avenue that the occupants had extinguished. It was a garage fire that was ignited by a leaking propane torch.

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.

<u>Call Type</u>		<u>Incident Count</u>	<u>Percentages</u>
Fires	<i>(Structure, Trash, Vehicles, Vegetation Fires)</i>	1	3.23%
Explosions / Ruptures	<i>(Over Pressure/Ruptures, Explosions, Bombs)</i>	0	0.00%
Medical	<i>(EMS, Vehicle Accidents, Extrication Rescue)</i>	17	54.84%
Hazardous Condition	<i>(Chemical Spills, Leaks, Down Power Lines)</i>	4	12.90%
Service Calls	<i>(Distress, Water/Smoke/Odor Problems, Public Assists)</i>	6	19.35%
Good Intent Calls	<i>(Cancelled En Route, Wrong Location)</i>	1	3.23%
False Calls	<i>(Wrong Company/Unit Dispatched)</i>	2	6.45%
Totals		31	100.00%



Kensington Fire Protection District Response Log for June 2015

#	Incident Number	Date & Time	Address	City	Apparatus ID	Incident Type*
1	1501397	01-Jun-15 19:08:44	COVENTRY DR	Kensington	E65	400
2	1501402	02-Jun-15 00:26:38	63 HIGHLAND BLVD	Kensington	E65	321
3	1501426	05-Jun-15 08:13:12	60 NORWOOD AVE	Kensington	E65	500
4	1501432	05-Jun-15 18:45:10	273 AMHERST AVE	Kensington	E65	736
5	1501433	05-Jun-15 21:16:55	295 PURDUE AVE	Kensington	E65	651
6	1501449	07-Jun-15 21:32:12	824 COVENTRY DR	Kensington	E65	321
7	1501460	08-Jun-15 21:58:42	110 PURDUE AVE	Kensington	E65	553
8	1501461	09-Jun-15 02:41:04	134 WINDSOR AVE	Kensington	E65	321
9	1501468	10-Jun-15 08:32:30	ARLINGTON AVE	Kensington	E65	321
10	1501469	10-Jun-15 08:41:45	819 COVENTRY DR	Kensington	E72	440
11	1501473	10-Jun-15 11:19:22	110 PURDUE AVE	Kensington	E65	321
12	1501474	10-Jun-15 11:28:25	205 CAMBRIDGE AVE	Kensington	E72	321
13	1501475	10-Jun-15 11:39:53	42 AVON DR	Kensington	E65	746
14	1501491	11-Jun-15 23:24:52	32 SUNSET DR	Kensington	E65	321
15	1501514	14-Jun-15 11:56:51	264 KENYON AVE	Kensington	E72	522
16	1501519	14-Jun-15 19:51:42	25 STRATFORD DR	Kensington	E65	440
17	1501523	15-Jun-15 11:19:09	84 NORWOOD AVE	Kensington	E65	111
18	1501533	16-Jun-15 08:26:57	260 WILLAMETTE AVE	Kensington	E65	321
19	1501541	16-Jun-15 19:49:47	136 HIGHLAND BLVD	Kensington	E65	522
20	1501542	16-Jun-15 19:56:26	5 EDGECROFT DR	Kensington	E65	321
21	1501569	19-Jun-15 01:01:28	544 COLUSA AVE	Kensington	E65	321
22	1501573	19-Jun-15 10:09:35	26 SUNSET DR	Kensington	E65	550
23	1501575	19-Jun-15 15:15:49	1621 OCEAN VIEW AVE	Kensington	E65	400
24	1501585	21-Jun-15 11:03:43	52 ARLINGTON AVE	Kensington	E65	321
25	1501594	22-Jun-15 12:00:33	101 COLUSA AVE	Kensington	E71	321
26	1501605	23-Jun-15 18:16:17	296 ARLINGTON AVE	Kensington	E65	321
27	1501621	26-Jun-15 05:39:52	629 COVENTRY DR	Kensington	E65	321
28	1501622	26-Jun-15 08:07:16	20 KENILWORTH DR	Kensington	E65	321
29	1501624	26-Jun-15 09:26:46	ARLINGTON AVE	Kensington	E65	553
30	1501635	26-Jun-15 21:33:08	211 TRINITY AVE	Kensington	E65	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 June 2015

#	Incident Number	Date & Time	Address	City	Apparatus ID	Incident Type*
1	1501397	01-Jun-15 19:08:44	COVENTRY DR	Kensington	E65	400
2	1501402	02-Jun-15 00:26:38	63 HIGHLAND BLVD	Kensington	E65	321
3	1501420	04-Jun-15 07:50:07	10203 SAN PABLO AVE	El Cerrito	E65	743
4	1501421	04-Jun-15 09:46:35	6400 CUTTING BLVD	El Cerrito	E65	321
5	1501426	05-Jun-15 08:13:12	60 NORWOOD AVE	Kensington	E65	500
6	1501432	05-Jun-15 18:45:10	273 AMHERST AVE	Kensington	E65	736
7	1501433	05-Jun-15 21:16:55	295 PURDUE AVE	Kensington	E65	651
8	1501438	06-Jun-15 11:17:54	10203 SAN PABLO AVE	El Cerrito	E65	745
9	1501449	07-Jun-15 21:32:12	824 COVENTRY DR	Kensington	E65	321
10	1501452	08-Jun-15 08:22:15	1645 ARLINGTON BLVD	El Cerrito	E65	553
11	1501454	08-Jun-15 13:25:32	10690 SAN PABLO AVE	El Cerrito	E65	311
12	1501460	08-Jun-15 21:58:42	110 PURDUE AVE	Kensington	E65	553
13	1501461	09-Jun-15 02:41:04	134 WINDSOR AVE	Kensington	E65	321
14	1501463	09-Jun-15 09:13:23	6200 TEHAMA AVE	Richmond	E65	444
15	1501468	10-Jun-15 08:32:30	ARLINGTON AVE	Kensington	E65	321
16	1501470	10-Jun-15 09:18:47	10409 SAN PABLO AVE	Richmond	E65	113
17	1501472	10-Jun-15 10:26:30	947 GALVIN DR	El Cerrito	E65	311
18	1501473	10-Jun-15 11:19:22	110 PURDUE AVE	Kensington	E65	321
19	1501475	10-Jun-15 11:39:53	42 AVON DR	Kensington	E65	746
20	1501478	10-Jun-15 17:10:42	711 HANCOCK WAY	El Cerrito	E65	311
21	1501484	11-Jun-15 10:56:27	239 CARMEL AVE	El Cerrito	E65	745
22	1501485	11-Jun-15 11:19:05	8150 TERRACE DR	El Cerrito	E65	400
23	1501491	11-Jun-15 23:24:52	32 SUNSET DR	Kensington	E65	321
24	1501495	12-Jun-15 08:32:38	901 CLARK PL	El Cerrito	E65	321
25	1501499	12-Jun-15 18:16:09	1400 ELM ST	El Cerrito	E65	522
26	1501500	12-Jun-15 20:47:57	926 GALVIN DR	El Cerrito	E65	321
27	1501507	13-Jun-15 18:49:55	601 CANON DR	Kensington	E65	611
28	1501510	14-Jun-15 02:51:41	309 CORONADO ST	El Cerrito	E65	611M
29	1501519	14-Jun-15 19:51:42	25 STRATFORD DR	Kensington	E65	440
30	1501523	15-Jun-15 11:19:09	84 NORWOOD AVE	Kensington	E65	111

31	1501530	15-Jun-15 20:35:12	2619 SAN JOAQUIN ST	Richmond	E65	111
32	1501533	16-Jun-15 08:26:57	260 WILLAMETTE AVE	Kensington	E65	321
33	1501541	16-Jun-15 19:49:47	136 HIGHLAND BLVD	Kensington	E65	522
34	1501542	16-Jun-15 19:56:26	5 EDGECROFT DR	Kensington	E65	321
35	1501548	17-Jun-15 10:12:17	582 STEGE AVE	Richmond	E65	381
36	1501549	17-Jun-15 11:58:20	639 NORVELL ST	El Cerrito	E65	554
37	1501559	18-Jun-15 08:01:14	2331 CARLSON BLVD	Richmond	E65	111
38	1501561	18-Jun-15 13:31:41	150 SAN CARLOS AVE	El Cerrito	E65	311
39	1501567	18-Jun-15 22:43:26	10203 SAN PABLO AVE	El Cerrito	E65	745
40	1501569	19-Jun-15 01:01:28	544 COLUSA AVE	Kensington	E65	321
41	1501573	19-Jun-15 10:09:35	26 SUNSET DR	Kensington	E65	550
42	1501575	19-Jun-15 15:15:49	1621 OCEAN VIEW AVE	Kensington	E65	400
43	1501582	20-Jun-15 13:30:37	CARMEL AVE	El Cerrito	E65	321
44	1501585	21-Jun-15 11:03:43	52 ARLINGTON AVE	Kensington	E65	321
45	1501588	21-Jun-15 15:42:14	321 CORONADO ST	El Cerrito	E65	321
46	1501590	21-Jun-15 17:28:15	719 MIDCREST WAY	El Cerrito	E65	321
47	1501602	23-Jun-15 16:43:21	WB 80/ GILMAN	Albany	E65	611T
48	1501605	23-Jun-15 18:16:17	296 ARLINGTON AVE	Kensington	E65	321
49	1501606	23-Jun-15 20:20:44	115 CARMEL AVE	El Cerrito	E65	114
50	1501608	24-Jun-15 12:27:03	1317 NOBLE CT	El Cerrito	E65	554
51	1501618	25-Jun-15 18:59:57	5105 PANAMA AVE	Richmond	E65	611F
52	1501621	26-Jun-15 05:39:52	629 COVENTRY DR	Kensington	E65	321
53	1501622	26-Jun-15 08:07:16	20 KENILWORTH DR	Kensington	E65	321
54	1501624	26-Jun-15 09:26:46	ARLINGTON AVE	Kensington	E65	553
55	1501626	26-Jun-15 14:31:08	103-106 Golf Course DR	Orinda	E65	381
56	1501635	26-Jun-15 21:33:08	211 TRINITY AVE	Kensington	E65	321
57	1501637	27-Jun-15 02:34:31	809 NORVELL ST	El Cerrito	E65	118
58	1501638	27-Jun-15 08:45:15	2 ARLINGTON CT	Kensington	E65	321
59	1501639	27-Jun-15 09:25:28	208 SAN CARLOS AVE	El Cerrito	E65	622

* 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
500
600
700

*(Chemical Spills, Leaks, Down power Lines)
(Distress, Water/ Smoke/Odor Problems, Public Assists)
(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:		
00982	Delta Dental	7/1/2015	BE001225553 July dental	7840	1061	1,189.07
01169	CalPERS	06/16/15	7072901257 Aug medical	7840	1061	7,651.88
01634	Vision Service Plan	06/19/15	001027770001 July vision	7840	1061	330.22
02120	City of El Cerrito	07/01/15	July fire protection	7840	2328	193,265.49
TOTAL						202,436.66

Kensington FPD Approval

Date: 7/1/15
[Signature]
 Date: 7/2/15

Kensington Fire Protection District
Balance Sheet
As of June 11, 2015

	Jun 11, 15
ASSETS	
Current Assets	
Checking/Savings	200.00
Petty Cash	7,859.28
KFPD Revolving Acct - Gen Fund	713,680.83
General Fund	4,244.74
Special Tax Fund	4,984.77
Capital Fund	730,969.62
Total Checking/Savings	730,969.62
Accounts Receivable	13,884.66
Due from County for Reimb.	508.30
Accounts Receivable	77,884.10
Advance on Taxes	34,516.54
Advance on Supplemental Taxes	126,793.60
Total Accounts Receivable	126,793.60
Other Current Assets	
Prepaid Services - EC	201,278.21
Prepaid Exp.	9,287.73
Prepaid CERBT - Retiree Trust	1,006,752.98
Investments	
Capital Replacement Funds	1,368,947.00
Fire Protect. Contract Reserves	2,415,339.00
Investments - Other	688,378.53
Total Investments	4,472,664.53
Total Other Current Assets	5,689,983.45
Total Current Assets	6,547,746.67
Fixed Assets	1,057,967.17
Equipment	-701,991.00
Accumulated Depreciation-Equip	5,800.00
Land	2,006,389.30
Building and Improvements	-739,375.00
Accumulated Depreciation - Bldg	
Current Capital Outlay	
Fire Engine Type I	282,244.19
Firefighters Qtrs/Equip	13,935.27
Apparatus Bay Construction	22,958.50
Holmatro Tool	10,002.00
Computers/Furniture	2,546.77
Total Current Capital Outlay	331,686.73
Total Fixed Assets	1,960,477.20
TOTAL ASSETS	8,508,223.87
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	13,884.66
Due to Revolving Acct - Gen Fnd	97,004.23
Due to Other - Issued by CCC	110,888.89
Total Accounts Payable	110,888.89
Other Current Liabilities	
El Cerrito Service Contract Pay	201,278.21
Wages & PR Taxes Payable	108.33
Total Other Current Liabilities	201,386.54
Total Current Liabilities	312,275.43

Kensington Fire Protection District
Balance Sheet
As of June 11, 2015

	Jun 11, 15
Total Liabilities	312,275.43
Equity	
Fund Equity - General	3,325,448.26
Fund Equity - Capital Projects	548,373.00
Fund Equity - Special Revenue	17,789.00
Fund Equity - Gen Fixed Asset	1,321,009.00
Fund Equity	2,002,744.29
Net Income	980,584.89
Total Equity	8,195,948.44
TOTAL LIABILITIES & EQUITY	<u>8,508,223.87</u>

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

July 1, 2014 through June 11, 2015

	Jul 1, '14 - Jun 11, 15	Jul 1, '13 - Jun 11, 14	\$ Change	% Change
Ordinary Income/Expense				
Income				
Property Taxes	3,263,720.79	2,982,111.45	281,609.34	9.4%
Special Taxes	200,345.40	200,428.40	-83.00	0.0%
Other Tax Income	27,579.69	28,107.19	-527.50	-1.9%
Lease Agreement	0.00	31,514.00	-31,514.00	-100.0%
Interest Income	6,727.93	5,477.02	1,250.91	22.8%
Salary Reimbursement Agreement	45,553.53	43,730.74	1,822.79	4.2%
Miscellaneous Income	13,408.57	14,266.11	-857.54	-6.0%
Total Income	3,557,335.91	3,305,634.91	251,701.00	7.6%
Expense				
OUTSIDE PROFESSIONAL SERVICES				
LAFCO Fees	1,796.45	1,760.39	36.06	2.1%
Contra Costa County Expenses	31,095.36	31,874.90	-779.54	-2.5%
Ei Cerrito Contract Fee	2,214,060.31	2,164,097.92	49,962.39	2.3%
Water System Improvements	110,000.00	0.00	110,000.00	100.0%
Fire Abatement Contract	0.00	865.00	-865.00	-100.0%
Risk Management Insurance	11,523.00	10,601.00	922.00	8.7%
Professional Fees				
Accounting	3,071.44	3,056.19	15.25	0.5%
Actuarial Valuation	0.00	2,500.00	-2,500.00	-100.0%
Audit	13,000.00	12,000.00	1,000.00	8.3%
Legal Fees	3,068.82	2,555.28	513.54	20.1%
Total Professional Fees	19,140.26	20,111.47	-971.21	-4.8%
Wildland Vegetation Mgmt	5,075.00	8,330.00	-3,255.00	-39.1%
Total OUTSIDE PROFESSIONAL SER...	2,392,690.38	2,237,640.68	155,049.70	6.9%
RETIREE MEDICAL BENEFITS				
PERS Medical	21,634.16	51,265.00	-29,630.84	-57.8%
Delta Dental	2,555.00	6,560.00	-4,005.00	-61.1%
Vision Care	695.00	1,790.00	-1,095.00	-61.2%
Total RETIREE MEDICAL BENEFITS	24,884.16	59,615.00	-34,730.84	-58.3%
COMMUNITY SERVICE ACTIVITIES				
Public Education	8,641.10	8,351.46	289.64	3.5%
Comm. Pharmaceutical Drop-Off	1,494.49	1,304.94	189.55	14.5%
Vial of Life Program	0.00	114.27	-114.27	-100.0%
CERT Emergency Kits	0.00	3,173.19	-3,173.19	-100.0%
Open Houses	253.51	287.48	-33.97	-11.8%
Community Shredder	1,075.00	805.00	270.00	33.5%
Total COMMUNITY SERVICE ACTIVI...	11,464.10	14,036.34	-2,572.24	-18.3%
DISTRICT ACTIVITIES				
Firefighter's Apparel	0.00	616.75	-616.75	-100.0%
Firefighters' Expenses	4,720.28	1,940.32	2,779.96	143.3%
Engine Rescue Equipment	0.00	5,999.91	-5,999.91	-100.0%
Airpacks Expense	0.00	15,561.45	-15,561.45	-100.0%
Staff Appreciation	1,366.31	1,487.10	-120.79	-8.1%
Professional Development	3,801.41	3,178.28	623.13	19.6%
Building Maintenance				
Janitorial Service	1,260.00	1,242.55	17.45	1.4%
Medical Waste Disposal	2,578.88	2,411.35	167.53	7.0%
Building alarm	1,696.00	1,696.00	0.00	0.0%
Gardening service	960.00	1,690.00	-730.00	-43.2%
Miscellaneous Maint.	8,612.73	11,018.87	-2,206.14	-20.0%
Total Building Maintenance	15,307.61	18,058.77	-2,751.16	-15.2%
Building Utilities/Service				
Garbage	1,029.08	957.52	71.56	7.5%
Gas and Electric	5,821.81	7,456.03	-1,634.22	-21.9%
Water/Sewer	1,731.51	1,403.79	327.72	23.4%
Total Building Utilities/Service	8,582.40	9,817.34	-1,234.94	-12.6%
Election	399.18	0.00	399.18	100.0%
Memberships	6,888.00	6,519.00	369.00	5.7%
Office				
Office Expense	2,653.72	1,575.17	1,078.55	68.5%
Office Supplies	1,363.90	722.05	641.85	88.9%
Telephone	7,878.15	5,756.93	2,121.22	36.9%
Total Office	11,895.77	8,054.15	3,841.62	47.7%
Total DISTRICT ACTIVITIES	52,960.96	71,233.07	-18,272.11	-25.7%
Staff				
Wages	68,849.38	68,845.58	3.78	0.0%
Longevity Pay	1,000.00	0.00	1,000.00	100.0%
Overtime Wages	270.82	541.54	-270.72	-50.0%
Medical/dental ins compensation	7,150.00	6,600.00	550.00	8.3%
Retirement Contribution	5,232.46	3,442.28	1,790.18	52.0%
Payroll Taxes	5,913.83	5,525.24	388.59	7.0%
Workers Compensation/Life Ins	1,209.55	1,612.11	-402.56	-25.0%

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

July 1, 2014 through June 11, 2015

	Jul 1, '14 - Jun 11, 15	Jul 1, '13 - Jun 11, 14	\$ Change	% Change
Payroll Processing	1,325.40	1,287.70	37.70	2.9%
Total Staff	90,951.42	87,854.45	3,096.97	3.5%
Contingency				
General	3,800.00	0.00	3,800.00	100.0%
Total Contingency	3,800.00	0.00	3,800.00	100.0%
Total Expense	2,576,751.02	2,470,379.54	106,371.48	4.3%
Net Ordinary Income	980,584.89	835,255.37	145,329.52	17.4%
Other Income/Expense				
Other Income				
Transfers In - Capital	201,615.00	197,455.00	4,160.00	2.1%
Transfers In - General	77,304.99	131,448.27	-54,143.28	-41.2%
Total Other Income	278,919.99	328,903.27	-49,983.28	-15.2%
Other Expense				
Transfers Out - Capital	2,304.99	2,448.27	-143.28	-5.9%
Transfers Out - Special	274,000.00	129,000.00	145,000.00	112.4%
Transfers Out - General	2,615.00	197,455.00	-194,840.00	-98.7%
Total Other Expense	278,919.99	328,903.27	-49,983.28	-15.2%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	980,584.89	835,255.37	145,329.52	17.4%

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

July 2014 through May 2015

	Jul '14 - May 15	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Property Taxes	3,259,961.62	2,982,110.00	277,851.62	109.3%
Special Taxes	200,345.40	200,428.00	-82.60	100.0%
Other Tax Income	14,069.28	15,000.00	-930.72	93.8%
Lease Agreement	0.00	1.00	-1.00	0.0%
Interest Income	6,727.93	4,146.25	2,581.68	162.3%
Salary Reimbursement Agreement	45,553.53	46,874.67	-1,321.14	97.2%
Grant Revenue	0.00	0.00	0.00	0.0%
Miscellaneous Income	13,408.57	0.00	13,408.57	100.0%
Total Income	3,540,066.33	3,248,559.92	291,506.41	109.0%
Expense :				
OUTSIDE PROFESSIONAL SERVICES				
LAFCO Fees	1,796.45	1,850.00	-53.55	97.1%
Contra Costa County Expenses	31,095.36	33,487.00	-2,391.64	92.9%
El Cerrito Contract Fee	2,214,060.31	2,214,060.75	-0.44	100.0%
Water System Improvements	110,000.00	110,000.00	0.00	100.0%
Fire Abatement Contract	0.00	8,000.00	-8,000.00	0.0%
Risk Management Insurance	11,523.00	11,525.00	-2.00	100.0%
Professional Fees				
Accounting	3,071.44	4,100.00	-1,028.56	74.9%
Audit	13,000.00	13,000.00	0.00	100.0%
Legal Fees	3,068.82	27,500.00	-24,431.18	11.2%
Total Professional Fees	19,140.26	44,600.00	-25,459.74	42.9%
Wildland Vegetation Mgmt	5,075.00	8,400.00	-3,325.00	60.4%
Total OUTSIDE PROFESSIONAL SER...	2,392,690.38	2,431,922.75	-39,232.37	98.4%
RETIREE MEDICAL BENEFITS				
PERS Medical	21,634.16	18,305.83	3,328.33	118.2%
Delta Dental	2,342.09	2,342.08	0.01	100.0%
Vision Care	695.00	637.08	57.92	109.1%
Total RETIREE MEDICAL BENEFITS	24,671.25	21,284.99	3,386.26	115.9%
COMMUNITY SERVICE ACTIVITIES				
Public Education	8,588.60	11,916.66	-3,328.06	72.1%
Comm. Pharmaceutical Drop-Off	1,494.49	2,500.00	-1,005.51	59.8%
Vial of Life Program	0.00	125.00	-125.00	0.0%
CERT Emergency Kits	0.00	3,330.00	-3,330.00	0.0%
Open Houses	253.51	750.00	-496.49	33.8%
Community Shredder	1,075.00	1,000.00	75.00	107.5%
Total COMMUNITY SERVICE ACTIVITI...	11,411.60	19,621.66	-8,210.06	58.2%
DISTRICT ACTIVITIES				
Firefighter's Apparel	-0.00	1,500.00	-1,500.00	0.0%
Firefighters' Expenses	4,353.90	4,000.00	353.90	108.8%
Engine Rescue Equipment	0.00	0.00	0.00	0.0%
Staff Appreciation	1,366.31	2,500.00	-1,133.69	54.7%
Professional Development	3,801.41	5,500.00	-1,698.59	69.1%
Building Maintenance				
Janitorial Service	1,155.00	1,375.00	-220.00	84.0%
Medical Waste Disposal	2,578.88	3,666.00	-1,087.12	70.3%
Building alarm	1,696.00	2,000.00	-304.00	84.8%
Gardening service	960.00	1,800.00	-840.00	53.3%
Miscellaneous Maint.	8,487.29	11,458.30	-2,971.01	74.1%
Total Building Maintenance	14,877.17	20,299.30	-5,422.13	73.3%
Building Utilities/Service				
Garbage	1,029.08	1,005.00	24.08	102.4%
Gas and Electric	6,241.20	6,604.55	-363.35	94.5%
Water/Sewer	1,442.21	1,095.80	346.41	131.6%
Total Building Utilities/Service	8,712.49	8,705.35	7.14	100.1%
Election	399.18	1,000.00	-600.82	39.9%
Memberships	6,888.00	6,845.00	43.00	100.6%
Office				
Office Expense	2,653.72	3,208.30	-554.58	82.7%
Office Supplies	1,287.45	2,291.63	-1,004.18	56.2%
Telephone	7,143.09	6,091.25	1,051.84	117.3%
Total Office	11,084.26	11,591.18	-506.92	95.6%
Total DISTRICT ACTIVITIES	51,482.72	61,940.83	-10,458.11	83.1%
Staff				
Wages	68,849.36	68,850.80	-1.44	100.0%
Longevity Pay	1,000.00	1,000.00	0.00	100.0%
Overtime Wages	270.82	1,191.63	-920.81	22.7%
Vacation Wages	0.00	0.00	0.00	0.0%
Medical/dental ins compensation	7,150.00	7,150.00	0.00	100.0%
Retirement Contribution	5,232.46	5,234.13	-1.67	100.0%
Payroll Taxes	5,913.83	6,173.00	-259.17	95.8%
Workers Compensation/Life Ins	1,209.55	1,695.00	-485.45	71.4%

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

July 2014 through May 2015

	Jul '14 - May 15	Budget	\$ Over Budget	% of Budget
Payroll Processing	1,270.90	1,295.00	-24.10	98.1%
Total Staff	90,896.92	92,589.56	-1,692.64	98.2%
Contingency				
General	3,800.00			
Contingency - Other	-0.00	22,916.63	-22,916.63	0.0%
Total Contingency	3,800.00	22,916.63	-19,116.63	16.6%
Total Expense	2,574,952.87	2,650,276.42	-75,323.55	97.2%
Net Ordinary Income	965,113.46	598,283.50	366,829.96	161.3%
Other Income/Expense				
Other Income				
Transfers In - Capital	201,615.00			
Transfers In - General	77,304.99			
Total Other Income	278,919.99			
Other Expense				
Transfers Out - Capital	2,304.99			
Transfers Out - Special	274,000.00			
Transfers Out - General	2,615.00			
Total Other Expense	278,919.99			
Net Other Income	0.00			
Net Income	965,113.46	598,283.50	366,829.96	161.3%

CHIEF'S REPORT

**KENSINGTON FIRE PROTECTION DISTRICT
MEMORANDUM**

July 1, 2015

TO: President and Board Members, Kensington Fire Protection District

FROM: Lance J. Maples, Fire Chief

SUBJECT: **Fire Chief's Report**

Self Inspection Program

The Fire Department's annual Fire Safety Inspection Program is now in full swing, a key component of this Program is the Self-Inspection Program. Owners and managers of low hazard occupancies are provided an opportunity to self-inspect their facilities using a guide prepared by the Fire Department. Fire safety infractions are corrected by the owners thus rendering the facility fire safe.

Like many department programs, the Self-Inspection Program relies on voluntary and cooperative efforts to increase the fire safety of each business. To ensure overall compliance, about 5% of the Self-Inspection businesses are spot-checked every year. The Self-Inspection Program is very successful with over 200 El Cerrito and Kensington Businesses participating.

Tri-City Safety Day

The annual Tri-City Safety Day will be Saturday, September 19, 2015 from 11:00 a.m. to 3:00 p.m. at the El Cerrito Plaza. We encourage everyone to come out and see Special Guest Appearances by "Sparky the Fire Dog", "Smokey Bear" and "McGruff the Crime Dog". Please see the attached flyer for full information. This is a great event for the whole family and gives children a chance to see our Fire Department's Equipment and much more.

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

Tri-City Safety Day

Saturday, September 19, 2015

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

El Cerrito Plaza



Safety Information and Demonstrations

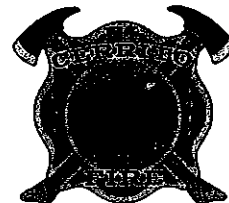
**Special Guest Appearances by McGruff the Crime Dog,
Sparky the Fire Dog & Smokey Bear!**

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

For More Details, Call:

Phone: 510-215-4450

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



NEW BUSINESS

AGENDA BILL

Subject: Annual Fire Hazard Abatement

Initiated by: Michael J. Bond, Fire Marshal
Chris Renshaw, Fire Prevention Officer

BACKGROUND

The fire department is continuing its annual fire hazard abatement program. This program seeks to remove weeds, rubbish, litter or other flammable material from private properties where such flammable material endangers the public safety by creating a public nuisance and a fire hazard. Most property owners voluntarily abate these hazards without Fire Department involvement. Ideally 100% of the property owners would do so. Experience in prior years suggests most will comply. Any property owners that do not comply will have the District do the work and place the costs on their tax bill.

ANALYSIS/DISCUSSION

The Fire Hazard Abatement process under the direction of the Fire Department should proceed according to Health and Safety Code Sections 14875 et seq which specify the following:

1. The El Cerrito Fire Department on behalf of the Kensington Fire Protection District has determined hazards that must be abated. Pursuant to these code sections, hazards are defined as weeds, rubbish, litter or other flammable materials which create a fire hazard or are otherwise noxious or dangerous and which exist on specific parcels of property within the boundaries of the District.
2. Notice was sent by mail that the Fire District has determined the existence of a public nuisance which must be abated and that a hearing will be held to consider any objections prior to ordering the Fire Chief or his designee to perform abatement.
3. At the July 8th, 2015 meeting, the Board of Directors shall hear and consider all objections to the proposed removal of weeds, rubbish, litter or other flammable material. At the conclusion of the hearing, the Board of Directors shall by resolution allow or overrule any objections and order the Fire Chief or his designee to abate some or all of the public nuisance conditions on any remaining parcels which have not been voluntarily cleared by that time. The costs for abatement shall be assessed against the property as a lien and special assessment.
4. At the conclusion of the July 8th, 2015 hearing, a second and final notice shall be sent to each property owner prior to abatement. This notice will order the immediate abatement of nuisance conditions. This notice will clearly state that if nuisance conditions are ignored, the

Fire District shall cause abatement and costs for removal will be assessed against the property as a lien and special assessment. It will also indicate that if the conditions are voluntarily abated, the property shall be removed from the process.

5. Sometime between August 17th, 2015 and August 28th, 2015, if the hazardous conditions are not removed prior to the arrival of the hazard abatement crew, the Kensington Fire Protection District shall cause the weeds, rubbish, refuse, and other flammable material to be removed and shall keep an account of the cost of abatement for each parcel or land where such work is performed.
6. After August 28th, 2015, the Fire Chief or his designee shall submit to the Board of Directors of the Fire District for confirmation an itemized written report showing the cost of abatement work performed. A copy of this report shall be posted for at least three days prior to its submission to the Board of Directors. Each property owner upon whose property abatement work was performed shall be sent written notice by mail of a hearing by the Board of Directors to consider the cost of abatement work performed on their property.
7. At the Board meeting on September 9th, 2015 the Board of Directors of the Fire District shall receive and consider the written staff report on abatement actions taken by the District and shall hear any objections from the property owners liable to be assessed for the abatement. The Board of Directors may modify the staff report if deemed appropriate and then confirm the report by motion or resolution.
8. After Board of Directors confirmation of the report, a certified copy of the report shall be filed with the county auditor who shall add the amount of the assessment to the next regular tax bill levied against the parcel.

FINANCIAL CONSIDERATIONS

The abatement program will be administered by Fire Department staff with minimum costs expended for printing and mailing. Abatement work will be completed by private contract labor as appropriate. Program costs will be recovered through the special assessment and lien process.

LEGAL CONSIDERATIONS

The Fire District's Attorney has reviewed and approved the process. The Fire Hazard Abatement Program is exempt from California Environmental Quality Act (CEQA) pursuant to sections 15304 and 15308 or the CEQA Guidelines. Therefore, no further CEQA review is required.

RECOMMENDATION

Staff recommends that the Kensington Fire Protection District authorize through the adoption of Resolution 15 -05 the initiation of the abatement process by declaring weeds, rubbish, litter, and other flammable material on specific parcels of property within District boundaries as public nuisances, which must be abated.

Reviewed by: *MJB for Michael Bond*
Michael J. Bond, Fire Marshal

ATTACHMENTS

Resolution 15 -05

Resolution List of Address's and APN #'s

July 1, 2015

Fire Hazard Letter from the Fire Marshal

May 29, 2015

Notice to Destroy

May 29, 2015

Fire Marshal's Letter of Declared Fire Hazard

July 9, 2015

Kensington Vegetation Standards

Weed Inspection Form

RESOLUTION 15-05

RESOLUTION OF THE BOARD OF DIRECTORS OF THE KENSINGTON FIRE PROTECTION DISTRICT DECLARING THAT WEEDS, RUBBISH, LITTER OR OTHER FLAMMABLE MATERIAL ON DESIGNATED PRIVATE PROPERTIES CONSTITUTES A PUBLIC NUISANCE AND PROVIDING FOR NOTICE THAT THE FIRE CHIEF OR DESIGNEE SHALL ABATE SUCH PUBLIC NUISANCE CONDITIONS IF NOT ABATED BY THE PROPERTY OWNER.

WHEREAS, Health and Safety Code Sections 14875 et seq provides a method by which a local legislative body may abate on private property public nuisance conditions relating to weeds, rubbish, litter or other flammable material which creates a fire hazard, a menace to the public health or which is otherwise noxious or dangerous; and

WHEREAS, the Fire Marshal for the Kensington Fire Protection District has identified in Exhibit A to this resolution those private properties, by street name, lot and block number, on which the presence of weeds, as defined in Health and Safety Code Section 14875, constitute a public nuisance; and

WHEREAS, Health and Safety Code Sections 14890 through 14899 provide that notice shall be provided to each person to whom the properties identified in Exhibit A is assessed informing those persons that unless the property owner abates those nuisance conditions, that the Fire District shall abate the public nuisance. The notice shall further state that if the Fire District must abate the public nuisance, then the cost of abatement shall be assessed against the property as a special assessment. The notice shall also specify a date for a hearing at which property owners may present objections to the designation of their properties as public nuisances or to the proposed removal of the weeds by the Fire District; and

WHEREAS, Health and Safety Code Section 14900 provides that after the hearing, the local legislative body may, by motion or resolution, order the Fire Chief or designee to abate the public nuisance. After further proceedings, these abatement costs may be assessed against the property as a special assessment.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Kensington Fire Protection District that the properties listed in Exhibit A to this resolution are declared a public nuisance and such nuisance conditions shall be ordered abated because the presence of weeds, rubbish, litter or other flammable material on those properties create a fire hazard, a menace to the public health or are otherwise noxious or dangerous.

BE IT FURTHER RESOLVED that the notice shall state that a public hearing shall be held on September 9, 2015 at 7:00 p.m. at the Kensington Community Center located at 59 Arlington Avenue, Kensington, California. At this hearing, the Board shall receive a written staff report on abatement actions and any objections shall be heard from the property owners identified in Exhibit A liable to be assessed for the abatement.

Page Two
Resolution 15-05
July 8, 2015

The foregoing resolution was duly and regularly adopted at a regular meeting of the Board of Directors of the Kensington Fire Protection District on the 8th Day of July 2015, by the following vote of the Board:

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

Larry Nagel, President

ATTEST:

Joe de Ville, Secretary

Resolution 15-05
Exhibit "A"

<u>APN</u>	<u>SITE ADDRESS</u>	<u>SITE CITY</u>	<u>STATE</u>	<u>OWNER NAME</u>
570-261-002	605 CANON DR	KENSINGTON	CA	CHUNG, KIYOUNG
570-253-037	654 BELOIT AVE	KENSINGTON	CA	DHARMATA FOUNDATION
572-014-004	5 HIGHLAND BLVD	KENSINGTON	CA	KONCHITCHKI, YANIV
572-233-003	8 ANSON WAY	KENSINGTON	CA	SABA, FADI
572-222-018	20 JESSEN CT	KENSINGTON	CA	JESSEN COURT TRUST
572-070-014	133 PURDUE AVE	KENSINGTON	CA	NAFTZGER, HOWARD J
572-070-013	131 PURDUE AVE	KENSINGTON	CA	NAFTZGER, HOWARD J
572-060-018	129 PURDUE AVE	KENSINGTON	CA	RAUCH, STEPHEN S
572-050-005	96 PURDUE AVE	KENSINGTON	CA	HAGEN, ROLF H
571-311-026	1611 OCEAN VIEW AVE	KENSINGTON	CA	SOURS, NANCY A
571-080-004	833 COVENTRY RD	KENSINGTON	CA	BIDGOLI, FAE
571-050-018	11 EDGE CROFT RD	KENSINGTON	CA	EDWARDS, STEPHEN R
571-070-012	8 EAGLE HL	KENSINGTON	CA	GOLDSTEIN, GARY L
571-021-024	71 KINGSTON RD	KENSINGTON	CA	EZZEDINE, SOUHEIL M
570-222-026	298 GRIZZLY PEAK BLVD	KENSINGTON	CA	RYAN, LYLE
572-014-001	1 ARLINGTON AVE	KENSINGTON	CA	MONSON, MICHELYN SHELLEY
570-012-011	671 OBERLIN AVE	KENSINGTON	CA	WELLS FARGO BANK NA
570-251-020	LOS ALTOS DR	KENSINGTON	CA	WANG, RONG
570-251-021	LOS ALTOS DR	KENSINGTON	CA	FLYING DRAGON INTERNATIONAL INC
570-253-006	BELOIT AVE	KENSINGTON	CA	KALKER, ALAN
570-253-005	BELOIT AVE	KENSINGTON	CA	SPRINGER, MARK
570-253-004	BELOIT AVE	KENSINGTON	CA	SPRINGER, MARK
570-253-003	BELOIT AVE	KENSINGTON	CA	SPRINGER, MARK
570-253-002	BELOIT AVE	KENSINGTON	CA	SPRINGER, MARK
570-253-001	BELOIT AVE	KENSINGTON	CA	SPRINGER, MARK

KENSINGTON FIRE PROTECTION DISTRICT
c/o EL CERRITO FIRE DEPARTMENT
10900 San Pablo Avenue
El Cerrito, CA 94530
(510) 215-4450
FAX (510) 232-4917

May 29, 2015

Dear Kensington Property Owner:

We are approaching the season of our highest fire danger when the grass, weeds, refuse, brush and other vegetation dry out and become highly flammable. After several dry winters, the grass and brush is extremely dry and will create a severe fire hazard. To reduce the fire danger on private property, the Fire District is beginning its annual Fire Hazard Abatement Program. We have inspected your property and found your property does not comply with the Vegetation Management Standards set forth in the Kensington Fire Protection District Vegetation Management Standards. You are being contacted now so that you may remove those fire hazard conditions found on your property.

Beginning July 6, 2015, the Fire District will be conducting a re-inspection of your property to evaluate if it meets our vegetation management standards. If your property meets the standards you will be removed from our list of non-compliant properties and will not be subject to further abatement actions.

Please find the enclosed legal notice explaining the District's Fire Hazard Abatement Program and advising you of the upcoming public hearing. **Please read this notice carefully.** In general, the Fire District is concerned with removing refuse, dry and/or dead vegetation that is easily ignitable and capable of burning structures and endangering lives.

The enclosed guidelines provide a general explanation of the vegetation clearing and maintenance standards to be followed. For most private lots and yards these guidelines provide straightforward instructions on what actions you, the property owner, should take to remove the fire hazards. On the other hand, certain lots and yards are more difficult to assess. If you would like your property inspected by our Fire Prevention Officer, Captain Chris Renshaw, at no cost, he can identify your specific fire hazards and provide you with the information needed to meet our standards. We urge you to call the Fire Prevention Office at (510) 215-4457 with any questions about clearing or maintaining your property or to schedule an inspection.

Thank you for your cooperation in making Kensington a fire safe community.

Sincerely,

Michael J Bond

Michael J. Bond
Fire Marshal

KENSINGTON FIRE PROTECTION DISTRICT
c/o EL CERRITO FIRE DEPARTMENT
10900 San Pablo Avenue
El Cerrito, CA 94530
(510) 215-4450; FAX (510) 232-4917

May 29, 2015

To: «OWNER_NAME_1»
«OWNER_ADDRESS» «OWNER_CITY», «OWNER_STATE», «OWNER_ZIP»
Re: «SITE_ADDR» «SITE_CITY», «SITE_STATE», «SITE_ZIP»
Parcel Number: «APN»

**NOTICE TO DESTROY WEEDS AND REMOVE
RUBBISH, REFUSE AND OTHER FLAMMABLE MATERIAL**

Notice is hereby given that on the **29th day of May, 2015**, the El Cerrito Fire Department on behalf of the Kensington Fire Protection District has determined your property in the community of Kensington, designated above by address and parcel number, a public nuisance. This nuisance is caused by the presence of weeds, rubbish, litter or other flammable material which creates a fire hazard, a menace to the public health, or is otherwise noxious or dangerous.

You are hereby ordered to abate these public nuisance conditions by removing the weeds, rubbish, refuse, and other flammable material. Otherwise, the Fire District will abate these nuisance conditions and the costs for removal of the weeds, rubbish, refuse and other flammable material will be assessed against your property as a lien and special assessment. These removal costs shall then be collected in the time and in the manner of ordinary municipal taxes. Reference is hereby made to the resolution for further particulars.

If you have any objections to the designation of your property as a public nuisance or to the proposed removal of the weeds, rubbish, refuse and other flammable material from your property by the Kensington Fire Protection District, you are hereby notified of the Kensington Fire Protection District, Board of Directors Meeting and may attend this meeting to be held on **July 8, 2015 at 7:00 p.m. at the Kensington Community Center located at 59 Arlington Avenue, Kensington, California**. At this meeting, your objections will be heard and given due consideration.

At the conclusion of this meeting, the Board of Directors may order the Fire Chief or designee to abate the public nuisance condition on your property. The Fire District shall perform this removal directly or through private contract sometime between **August 17, 2015 and August 28, 2015**. It is impossible to predict what it will cost the Fire District to remove these nuisance conditions from your property. The costs depend on the severity of those conditions. In past years with other fire agencies these abatement costs have sometimes exceeded \$5,000 per parcel for those parcels with severe nuisance conditions.

If you have any questions, contact the Fire Prevention Office at 10900 San Pablo Avenue, El Cerrito. The phone number is (510) 215-4457.

Michael J Bond
Michael J. Bond
Fire Marshal

KENSINGTON FIRE PROTECTION DISTRICT

c/o El Cerrito Fire Department
10900 San Pablo Avenue
El Cerrito, CA 94530
(510) 215-4450
FAX (510) 232-4917

July 9, 2015

To: [OWNER NAME]
[OWNER ADDRESS], [OWNER CITY] [OWNER STATE] [OWNER ZIP]
Re: [SITE ADDRESS], [SITE CITY], [SITE STATE], [SITE ZIP]
Parcel Number: [SITE APN]

NOTICE TO DESTROY WEEDS AND REMOVE RUBBISH, REFUSE AND OTHER FLAMMABLE MATERIAL

On **July 8, 2015**, the Kensington Fire Protection District Board of Directors declared that your property in the Kensington community, designated above by address and parcel number, constitutes a public nuisance because of the presence of weeds, rubbish, litter or other flammable material which creates a fire hazard, a menace to the public health, or is otherwise noxious or dangerous.

A previous notice was sent to you informing you of the July 8, 2015 hearing and further informing you of your obligation to remove the weeds, rubbish, refuse and other flammable material from your property. **If you do not immediately abate these nuisance conditions, the District will do so and the costs for removal of the weeds, rubbish, refuse and other flammable material will be assessed against your property as a lien and special assessment.** These removal costs shall then be collected in the time and manner of ordinary municipal taxes.

You will not receive any further notices from the District prior to this removal. The District shall perform this removal either through its own staff or through private contract sometime between **August 17, 2015 and August 28, 2015**. It is impossible to predict what it will cost the District to remove these nuisance conditions from your property. The costs depend on the severity of those conditions. In past years these abatement costs have sometimes exceeded \$5,000 per parcel for those parcels with severe nuisance conditions.

The Kensington Fire Protection District Board of Directors will hold a public hearing on **September 9th, 2015 at 7:00 p.m. at the Kensington Community Center located at 59 Arlington Avenue, Kensington, California**. At this hearing, the Board will receive the staff report and cost of abatement for your property. Objections to the abatement costs can be heard at this public hearing.

If you have any questions, contact the Fire Department at 10900 San Pablo Avenue, El Cerrito, CA 94530. The phone number is (510) 215-4457.

Michael J Bond

Michael J. Bond
Fire Marshal

Kensington Fire Protection District Fire Hazard Reduction Program

I. INTRODUCTION

A. Purpose of Vegetation Management Standards

Along with California's growth of population and expanding development, urban housing has intermixed with wildland areas. California communities have experienced devastating fire loss because of the severity of fires which occur in this intermix area. In these areas the risk of conflagration is increased further by homeowners who create uncontrolled landscaping of native and non-native plants on their properties. Thousands of homes are threatened by fire every year in California largely because of this heavy vegetation fuel load very near structures.

Almost the entire community of Kensington is considered to be a wildland intermix area which increases the community's risk of loss from devastating fire. These areas have been identified by the California Department of Forestry (CDF) and the Kensington Fire Protection District as a Very High Fire Hazard Severity (VHFHS) Zone. As specified by State Law AB 337, property owners within these zones must take special precautions with their property, including vegetation management, to reduce the risk of fire.

The buildup of unmanaged vegetation, whether native or non-native, steep hillsides with canyons, draws, and periods of extremely hot, dry weather all combine to create in Kensington the potential for catastrophic fire behavior such as occurred in the Oakland/Berkeley Hills Fire of October 1991. Catastrophic fires can destroy large numbers of homes, threaten public safety and severely damage the natural areas which contribute to our high quality of living.

A key goal of local community fire protection planning is to reduce the level of fire hazards in the Kensington wildland intermix areas, designated as a VHFHS Zone. While it is not possible to eliminate all threats of catastrophic wildfire, fire hazards can be reduced to acceptable levels and still allow a "green" Kensington.

Vegetation management planning in the VHFHS Zone focuses on areas where fire poses the greatest risk to life and property. There are three specific goals of the program:

1. Keep all fires small. Small fires generally are cooler than large fires and are more easily extinguished.
2. Limit the speed with which any fire will grow. Fires need fuel to burn; if fuel is available, fires will continue to grow rapidly. Fuel must be limited or made unavailable to spreading fire.
3. Make it more difficult for fires to ignite and spread. Small fires can ignite progressively larger fuels. Small fuels are like kindling and are easily ignited. Reducing and separating kindling fuels from larger fuels reduces sources for ignition and the potential for fire spread.

Fires will continue to be a part of California urban living. By implementing vegetation management standards, Kensington residents can significantly reduce the potential that a small fire will grow into a catastrophic event involving one or more structures. The primary method of stopping fire spread is by increasing separation distances between combustible fuels. An important component of reducing the community's fire risk requires vegetation management to be practiced by property owners.

B. Fire Safe Vegetation Management Concepts

There are three basic methods employed to manage vegetation fuels: firebreaks, fuel breaks and ornamental landscaping. A firebreak eliminates all flammable vegetation and combustible growth. Appropriate ornamental landscaping is acceptable in this area. A fuel break reduces the fuel mass of flammable vegetation and combustible growth, thereby limiting the intensity of fire and slowing its rate of spread. Ornamental landscaping provides a yard or garden with decorative fire resistive plants that are

irrigated, maintained and arranged to be aesthetically pleasing, functionally useful and enhance fire safety. Refer to the definitions listed for these terms.

Within the VHFHS Zone, structures are to be protected from wildfire by creating firebreaks immediately surrounding structures and fuel breaks further out from structures. Within 30 feet of a structure a firebreak should be created which contains well-irrigated, maintained and appropriately spaced ornamental landscaping with fire resistant plants. All flammable vegetation and combustible growth in this area immediately surrounding a structure should be eliminated. This creates a safety margin of defensible space so that wildfire can be stopped before it reaches a structure.

A fuel break should be created from 30 feet to 100 feet from structures located within the VHFHS Zones. The heightened risk of wildfire within the VHFHS Zones makes it necessary to provide an added safety margin of defensible space for all structures and a fuel break will provide this extra protection. Fuel breaks are meant to reduce fire hazardous vegetation and maintain it to specified heights and arrangements, limiting fire intensity and impeding fire spread. The purpose of the fuel break is to deny any fire entering it sufficient fuel to sustain fire intensity and speed. By the time it reaches the firebreak area containing ornamental landscaping nearer the structure, the now low-intensity fire should be stopped easily by the firebreak surrounding the structure.

Ornamental landscaping with fire resistant plants is encouraged as a long term approach to maintain yard and garden vegetation in a fire safe manner. Landscaping with healthy, appropriately irrigated plants and ground cover provides a permanent reduction of the fire hazard adjacent to structures when such landscaping is maintained at regular intervals. Ornamental landscaping can enhance a firebreak by inhibiting the growth of weeds, grass, brush and similar fire hazardous vegetation. A list of fire resistant and highly flammable plants is available from the Fire District.

C. Process

No person shall be prosecuted criminally under the provisions of Section 4 of the Kensington Fire Protection District Ordinance 95-1 until that person has received written notice of how that property violates these standards and until that person has had the reasonable opportunity to meet with District staff concerning the violation. Civil Enforcement of these guidelines as provided for in Section 5 of Ordinance 95-1, pursuant to California Health and Safety Code Section 14912 et. seq. Civil procedures for fire hazard abatement include providing the property owner with (1) written notice on how the property violates these guidelines, (2) reasonable opportunity to meet with District staff to discuss this matter and (3) opportunity to be heard before the Board of Directors of the Kensington Fire Protection District.

II. FIRE HAZARD REDUCTION GUIDELINES

Many factors combine to create a fire hazard on any specific property. It is difficult to single out a specific vegetation species or configuration to declare it either fire hazardous or completely fire safe in all situations. The Fire District has developed guidelines conforming to State Law and National Fire Protection Standards which address most situations found on private property within Kensington. Please read these guidelines along with the accompanying glossary. If you are still unsure of how to proceed please call the Fire District and we will work with you to develop a fire hazard reduction plan for your property.

A. Hazard Zones

Almost the entire area of the community of Kensington lies adjacent or near to large wildland areas containing steep slopes and naturally growing trees, brush and grasses. Every year under certain critical weather conditions, the neighborhoods near these wildland areas are at a heightened risk of a seasonal wildfire sweeping into the residential areas and burning homes. The area of Kensington at heightened risk of wildfire has been designated as a Very High Fire Hazard Severity (VHFHS) Zone. The small area remaining in Kensington faces a lesser risk of wildfire.

Fire hazard reduction measures common to the entire community of Kensington are required on both vacant and developed lots:

1. Property owners must ensure that all vegetation, native or non-native, shall be maintained so as not to constitute a fire hazard.
2. Property owners must maintain their property either by ornamental landscaping or by establishing a fuel break along the property line and adjacent to structures. For properties within the VHFHS Zone, there are additional requirements for firebreaks within 30 feet of structures and fuel breaks from 30 to 100 feet.
3. Property owners are responsible for clearance and maintenance of their own property only. Property owners will be required, however, to create fuel breaks on their property to protect neighboring structures. Dimensions of fuel breaks will depend on the proximity of neighboring structures and on whether the properties are within VHFHS Zone.
4. All brush, weeds, grass and fire hazardous vegetation within 10 feet of any usable road surface, public way or combustible fence shall be maintained in a non-hazardous condition with a fuel break.
5. Property owners must maintain their property free from all nuisances, including debris, garbage, rubbish and trash, hazardous materials, junk and noxious growth.

B. Ornamental Landscaping

Ornamental landscaping is encouraged throughout the community of Kensington to enhance fire safety. Ornamental landscaping consists of decorative plants growing within a tended garden or yard which are well watered, maintained and located to provide aesthetic decoration and functional utility, such as privacy screening, shade, weed suppression and erosion control.

With the VHFHS Zone, ornamental landscaping in the 30 foot firebreak adjacent to structures must meet the following requirements:

1. Ornamental landscaping shall be maintained free of dead wood and litter, and trimmed of small twigs and branches at least two (2) feet or 1/3 of their height from the ground, whichever is less.
2. Ornamental landscaping must be healthy, pruned, adequately irrigated and regularly maintained so that plants and the area beneath them are free from dead or dying material.
3. Single specimen trees must be trimmed and maintained.
4. Ground cover may be used as part of ornamental landscaping provided it is kept green, free of dead wood and litter, and at a height so that they do not form a means of rapidly transmitting fire from native growth (located outside the firebreak) to any building or structure.

C. Vegetation Management Standards

Vegetation management standards exist for the entire community, including areas designated as a VHFHS Zone. Refer to the glossary for a definition of terms used in these standards.

1. **Properties within VHFHS Zone:**

- a. Firebreaks must be created and maintained in areas within 30 feet of any occupied dwelling.
- b. Fuel Breaks must be created and maintained in areas extending from 30 to 100 feet surrounding any structure.

- c. Fuel Breaks must be created and maintained on vacant lots 30 feet wide along the property line and 100 feet from neighboring structures.

2. Properties outside VHFHS Zone:

- a. Fuel Breaks must be created and maintained in areas within 30 feet of any structure.
- b. Fuel Breaks must be created and maintained on vacant lots to be 10 feet wide along the property line.

3. Vegetation Management Standards for Firebreaks:

- a. All flammable vegetation or combustible growth must be removed and cleared away, thereby eliminating fire hazardous vegetation fuels which can rapidly transmit fire.
- b. Adequately irrigated and maintained ornamental landscaping is not flammable vegetation or combustible growth, and is encouraged within a firebreak.
- c. Trees, shrubs, bushes or other vegetation adjacent to or overhanging any structure shall be maintained free of dead limbs and other combustible matter such as vines and loose papery bark. On mature trees, limbs should be removed up to 10' above the ground. Smaller trees should be limbed to 1/3rd of their height up to 6' above the ground, but in no case less than 18 inches from the ground.
- d. Trees shall be maintained so that no portion is closer than 10 feet from any chimney opening.
- e. All roof surfaces shall be maintained free of substantial accumulations of needles, twigs and any other combustible matter.
- f. All cut vegetation and debris must be disposed of either by hauling and dumping in a lawful manner, or by chipping and dispersing over the property in a manner and to a height which will not constitute a fire hazard.
- g. Chipped materials which are spread on the ground shall be of a size no greater than 1 inch by 1 inch by 3 inches.

4. Vegetation Management Standards for Fuel Breaks:

- a. Maintain ornamental landscaping in yards.
- b. All fire hazardous vegetation with the exception of weeds and grass shall be cleared and maintained to a height no greater than 18 inches above the ground.
- c. All weeds and grass shall be cleared and maintained at a height no greater than 6 inches above the ground.
- d. Remove from trees all vines, loose papery bark and dead branches.
- e. All cut vegetation and debris must be disposed of either by hauling and dumping in a lawful manner, or by chipping and dispersing over the property in a manner and to a height which will not constitute a fire hazard.
- f. Chipped materials which are spread on the ground shall be of a size no greater than 1 inch by 1 inch by 3 inches.

5. Additional Considerations for Vegetation Management:

- a. The Fire Hazard Abatement Program is intended to promote community fire safety by reducing the combustible vegetation fuel mass on private properties. Clearing vegetation by heavy construction methods, such as grading, discing, trenching or dozing shall require special permits from the County. **Disposal by burning is not permitted.**
- b. Any parcel where slope stability will be threatened by removal of plants may be exempt from treatment requirements or subject to alternate treatments. The property owner must submit a report documenting the probability of slope failure due to vegetation removal, prepared by a licensed civil, geotechnical or soils engineer. The report shall propose alternative methods to address fire hazards. The report will be reviewed by staff. Review and acceptance by the district of alternative treatment will supersede other requirements.
- c. Any parcel or lot which includes plant or animal species that are rare, endangered or of special concern may qualify for alternative plant treatment and spacing requirements. The property owner must submit a report from a qualified resource biologist or landscape architect describing the species and the actions required to preserve. The report will be reviewed by the district. Review and acceptance by the district of alternative treatment will supersede other requirements.

D. Planting Considerations

Any plant will burn if the conditions are right. Some plants are considered to be extremely flammable while other plants are considered to have some resistance to fire. Verifiable tests of fire exposure characteristics for all specific ornamental landscaping plants are not available.

The best available plant information is contained in a publication available from EBMUD entitled "Firescape: Landscaping to Reduce Fire Hazard". A list of plants with some fire-resistance and plants considered highly flammable is available from the Fire District.

At the base of trees and shrubs, replace flammable vegetation with bark, mulch, rock, gravel or low-growing or more fire-resistant ground covers. This cover reduces the fire danger and minimizes weeds. Avoid placing medium-sized shrubs beneath trees or taller shrubs. By breaking up the available fuel mass in ornamental landscaping, a fire will be kept at lower intensity, flame lengths will be shorter and fire will be less likely to form a continuous line or front.

E. Structural Fire Safety

The District's roofing and vegetation management standards are designed to reduce the amount of airborne burning material, limiting fire spread. Once a fire starts, it is often accelerated by wind-borne burning material. Burning embers or brands are the main source of fire spread in mixed urban-wildland areas. The roof of a house is most vulnerable to this type of ignition. Spark arresters with a maximum of ½" openings in the mesh are required over the outlet of every chimney. Class A is the top rating for fire resistive roofing, followed by Classes B and C. State law and District Ordinance requires that all roofing within the VHFHS Zone be Class B or better in new construction or replacement of more than 50% of the roof.

III. GLOSSARY OF TERMS

The following terms are used to describe the vegetation management standards in California State Law and in the Kensington Fire Protection District's Fire Hazard Reduction Program.

Very High Fire Hazard Severity (VHFHS) Zones: Any geographic area designated per Government Code Section 51178 to contain the type and condition of vegetation, topography, weather and structure density to

potentially increase the possibility of wildland conflagration fires. As a community adjacent to extensive wildland areas, almost the entire community of Kensington is designated as a VHFHS Zone. A map of this zone is available from the Fire District. Fire hazard reduction standards are more extensive for properties located within VHFHS Zone.

Defensible space: A concept in landscape design for homes which provides a band of managed vegetation around a home that slows movement of fire by reducing or denying fuel and provides a space for firefighters to take a stand to protect the house.

Fire resistant plants: A relative term used to describe plants that are “more resistant: or “less resistant” than other plants to fire. Given enough heat, all vegetation will burn. Yet plants in fact differ in how fast they burn, how high a flame they produce and their ability to survive fire. Fire resistance is enhanced by higher amounts of moisture within twigs and foliage. Fire-resistant plants can lose this quality altogether if not properly maintained and irrigated. A partial list of fire resistant and highly flammable plants is available from EBMUD and the Fire District.

Fire hazardous vegetation: Plants which can burn easily because they generate dry undergrowth, contain flammable oils or produce significant quantities of dead or dying material. Hazardous vegetation is fuel which must be removed or strictly maintained so as not to constitute a fire hazard by igniting easily and then contributing to rapid fire spread. Seasonally dry grass, weeds, brush, and unmaintained and unirrigated trees and ornamental vegetation are examples of fire hazardous vegetation. Properly chipped, mulched and disbursed material does not constitute fire hazardous vegetation. Fire hazardous vegetation is also known as **flammable vegetation and combustible growth.**

Ornamental landscaping: Decorative plants growing within a tended garden or yard which are appropriately irrigated, maintained and located to provide aesthetic decoration and functional utility, such as privacy screening, shade, weed suppression and erosion control. The use of fire-resistant plants and the removal of fire hazardous vegetation will enhance fire safety.

Firebreak: An area in which all flammable vegetation or combustible growth is removed and cleared away, thereby eliminating fire hazardous vegetation fuels which can rapidly transmit fire. Ornamental landscaping is permissible within a firebreak as long as it is adequately irrigated, maintained and spaced so as not to provide a means of rapidly transmitting fire. Compare to **fuel break.**

Fuel break: An area in which all flammable vegetation or combustible growth is reduced and cleared away according to established standards, thereby limiting the mass and arrangement of fire hazardous vegetation fuels which can rapidly transmit fire. Appropriate ornamental landscaping is permissible within a fuel break. Fuel reduction standards for fuel breaks limit the height of certain vegetation (brush, native shrubs, weeds and grasses). Remove from trees any fuels which can ladder fire into the canopies, and provide adequate spacing between remaining plants. Compare to **firebreak.**



EL CERRITO FIRE DEPARTMENT KENSINGTON FIRE PROTECTION DISTRICT



10900 San Pablo Avenue, El Cerrito, Ca. 94530 (510)215-4450
Fire Hazard Abatement Inspection

Owner/Tenant _____ Site Address _____ City _____ State _____ Zip Code _____

Legal Property Owner _____ Mailing Address _____ City _____ State _____ Zip Code _____

YOUR PROPERTY IS NOT IN COMPLIANCE WITH THE FIRE CODE.
YOU MUST COMPLETE THE FOLLOWING REQUIREMENTS:

FIRE BREAK (ELIMINATE)

Within 30' of a structure

- _____ 1. Eliminate hazardous vegetation
- _____ 2. Maintain ornamental landscaping
- _____ 3. Remove dead wood overhanging structures
- _____ 4. Mature Trees: Remove limbs 10' from ground
- _____ 5. Small Trees: Remove limbs 1/3 distance from ground
- _____ 6. Provide 10' clearance from chimney
- _____ 7. Clear Roof of combustible debris

FUEL BREAK (REDUCE)

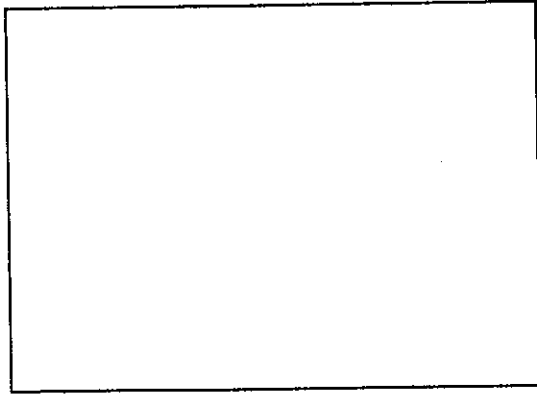
30' - 100' from structure

- _____ 8. Cut and maintain dry grass/weeds - 6"
- _____ 9. Clean and maintain haz. vegetation - 18"
- _____ 10. Clear 10' from roadside

Both Fire Break & Fuel Break Requirements:

- _____ 11. Dispose of cut vegetation and debris
- _____ 12. Remove vines, loose papery bark, and dead branches
- _____ 13. Install 1/2" screen covering on chimney and stovepipes

COMMENTS:



FIELD			
OFFICE			
OFFICE			
TOTAL			

Inspector Date

June 30, 2015
600 Wellesley Ave.
Kensington, CA 94708

Brenda Navellier, General Manager
Kensington Fire Protection District
217 Arlington Avenue
Kensington, CA 94707

Re: Notice of Vacancy

Dear Brenda Navellier:

I am interested in being considered for the current Board vacancy. I am aware of the duties and importance of a vital Board's maintaining the excellence District's public safety operations, sound financial planning and forward thinking attitude.

Shelley and I have lived in Kensington for 30 years raising the 3 children with one attending Kensington Elementary School. I am an architect who has worked primarily in the in public sector including extensive public safety projects. My firm has completed about forty fire and law enforcement projects and I have an excellent understanding of the operational and cultural aspects of the fire service.

From the mid-90s to 2010 I served on the Kensington Fire Protection District Board coming on the Board a year or two after El Cerrito fire service contract was agreed to. Below are some of the major Board activities during my tenure.

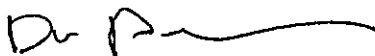
The relatively new Board developed financial, management and operational systems and hired administrative staff. With the Fire Chief the Board identified needed capital expenditures after years of decline and fiscal problems.

Within 6-8 years the Board replaced the two existing two aging fire trucks and undertook the first of series of building seismic upgrades and renovations. With my architectural experience I acted as the Board project manager for the construction projects.

With the risk of a wildland fire along Kensington's contiguous border of the East Bay Regional Park System the District looked to strengthening the defense against a major wildland fire. The plan entailed a series of pipe and hydrant projects funded by the District and built by EBMUD.

These were challenging and exciting times and I look forward to being part of the team that takes on the next set of challenges.

Sincerely,



Don Dommer

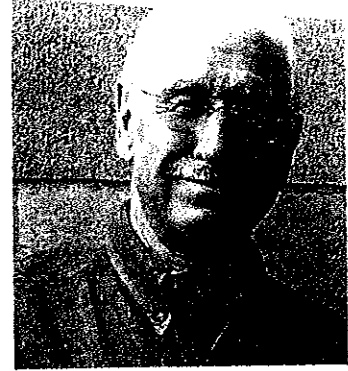
Resume attached

KEY PERSONNEL

Don Dommer Associates, Inc. Architect of Record

DON DOMMER, AIA, NCARB
Principal-in-Charge

Architect, California #C5711



SUMMARY OF QUALIFICATIONS

Don Dommer offers extensive specialized experience for any stage of a public project. With over 40 years in the field of architecture, his career includes an impressive list of projects in major cities across the United States. Don currently serves on the Board of the Kensington Fire District in Oakland, CA.

Since 1977, Don has led his firm in providing comprehensive yet personal services on a variety of architectural projects. As a firm, Don Dommer Associates sets itself apart with a commitment to principal-level involvement at every stage. Don participates in all levels of the project, bringing design and programming expertise, as well as adherence to project objectives and tight budget parameters. He is adept at assessing client objectives and skillfully translates those objectives into an appropriate and highly successful design. Don produces projects with minimal change orders that are always within budget.

Don develops good relationships with agency personnel at the commencement of a project to help facilitate the approval process. He has a strong track record in city agency approvals and together with governing agencies, he evaluates each project to determine the most appropriate approach.

SELECT EXPERIENCE

Fire Stations No 2 & 5
San Diego, CA LEED Goal
*in association with Rob Wellington Quigley FAIA

Fire Stations No. 4, 21, 62 & 65
Los Angeles, CA LEED Certified

Emeryville Police Department Renovation
Emeryville, CA LEED Silver Goal

Fire Stations No. 1 & 5
Clovis, CA LEED Eligible

Fire Stations No. 12 & 19
San Jose, CA

Fire Station No. 7
Vallejo, CA

Half Moon Bay FPD- Central Station
Half Moon Bay, CA

Southern Marin Public Safety Facility
Marin City, CA

Fire Stations No. 3 & 20, & Prototype Design
Oakland, CA

EDUCATION & TEACHING EXPERIENCE

Master of Architecture, 1965
University of Minnesota, Minneapolis, MN

Bachelor of Architecture, 1963
University of Minnesota, Minneapolis, MN

Adjunct Faculty; Lecturer
University of California, Berkeley, 1968-1989

SELECT AWARDS

Fire Station No. 5, Clovis, CA
Honor Award, Concrete Masonry Association
First Place, Cityscape Green Projects
Decade in Review: Top Ten - Architecture, Fresno Archop

Fire Station No. 12, San Jose, CA
Notable Design Award, 2006, Fire Chief Magazine

Fire Station No. 7, Vallejo, CA
Honor Award, 2003, AIA East Bay Chapter

QUALIFICATIONS

Fire Station No. 5 Clovis, CA

Challenge: Design a fire station that will set an architectural standard for the area's new neighbor - a Research and Technology Park.

Solution: Fire Station No. 5 is one of two new facilities designed by Don Dommer Associates for the City of Clovis. The station is adapted from a prototype design and shares a three-acre site with a Caltrans Park and Ride lot and bus transfer point. Fire Station No. 5 showcases operations, construction, materials, energy efficiency, and green building components. The design's exterior uses durable, rough concrete masonry block walls against slick metallic metal panel cladding. Natural lighting is achieved through the use of clerestory lighted apparatus bays and shaded windows. DDA is also working with the City of Clovis on Fire Station No. 1. While the two stations share the same basic floor plan, design details throughout are specific to each building.



Client: City of Clovis

Size: 10,500 sq. ft.

Cost: \$4.33 Million

Fees: 10% of construction cost

Completed: Feb. 2007

Change Orders: 0%

Award: Notable Design Award

Fire Chief Magazine, 2005

References:

Fire Department:

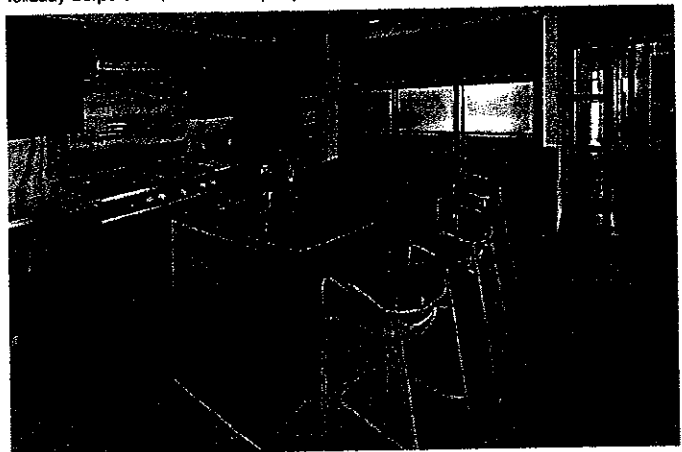
Mark Aston (currently Fire Chief for Sonoma County)
(707) 565-1152 Cell: (707) 696-2900

City Project Management:

Dwight Kroll, Director of Planning and Development (559) 324-2349

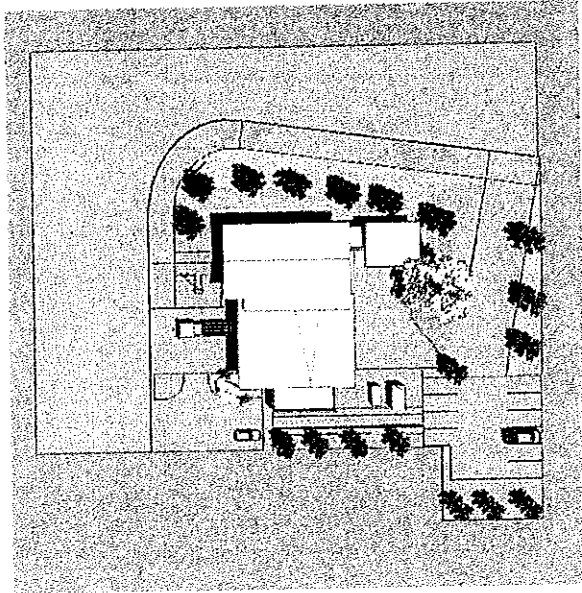
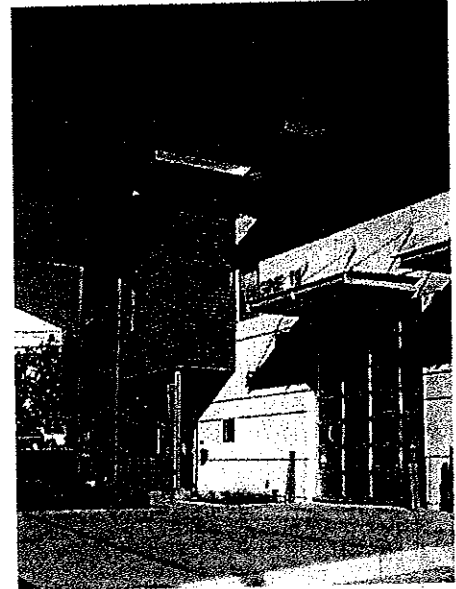
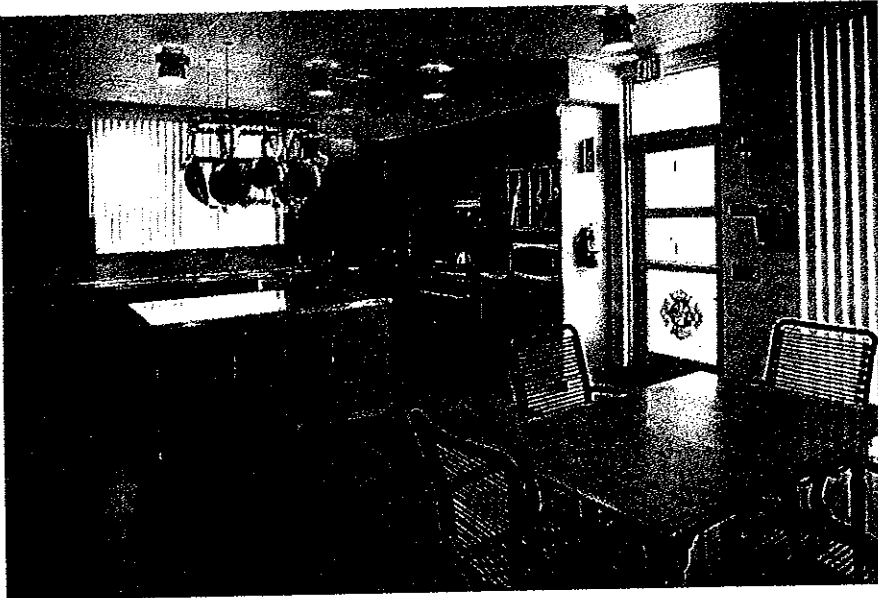
Contractor:

Tolladay Corporation; Rick Paden (559) 431-4111



QUALIFICATIONS

Fire Station No. 19
San Jose, CA



Client: City of San Jose

Size: 6,300 sq. ft.

Cost: \$3.5 Million

Fees: 10% of construction cost

Completed: Oct. 2010

Change Orders: NA

References:

Fire Department:

Captain Buck Marlone (retired) (408) 205-5452

City Project Management:

Peter Testa (408) 535-8435

Challenge: Design a two-story fire station, located on a main street, in a suburban mixed-used setting. Commercial spaces and 1-3 story buildings surround the site.

Solution: This two-story, single-company station features double apparatus bays flanked on one side by storage, electrical room, and turnout gear room. On the other side of the bay is the house that includes offices, dayroom, kitchen / dining area, and exercise room. Four separate bunkrooms with individual bathrooms compose the second floor. This floor also has a storage room that can be converted into a bunkroom and bathroom in the future. Fire Station No. 19 is composed of four masses, with different materials and colors to allow them to play off each other. Over the masses float a series of butterfly roofs that make the Station appear lighter. The construction will be wood frame, with steel bracing and manufactured wood trusses spanning the apparatus bay.

KENSINGTON FIRE PROTECTION DISTRICT

CONTRACT

For

Kensington Fire Station, Apparatus Room Remodel

THIS AGREEMENT is made and entered this _____ day of _____, 2015, by and between the KENSINGTON FIRE PROTECTION DISTRICT, hereinafter referred to as "District" and Evra Construction, Inc., hereinafter referred to as "Contractor."

WITNESSETH:

WHEREAS, Contractor and Contractor's Surety are providing the bonds attached hereto and incorporated by this reference, and

WHEREAS, District desires to contract with Contractor to perform the services detailed in this contract, including the Proposal, and

WHEREAS, Contractor has represented that it is fully qualified to assume and discharge such responsibility;

NOW, THEREFORE, the parties hereto do agree as follows:

1. Scope of Services. District hereby employs Contractor to perform the work and provide the services and materials for the project identified as: Kensington Fire Station, Apparatus Room Remodel, as described in these Plans and Specifications, attached hereto and incorporated herein by this reference, including miscellaneous appurtenant work. Such work shall be performed in a good and workmanlike manner, under the terms as stated herein and in these Plans and Specifications. In the event of any conflict between the terms of this agreement and any of the above-referenced documents, the terms of this agreement shall be controlling.
2. Compensation. In consideration of the services rendered hereunder, Contractor shall be paid \$337,000 dollars in accordance with the prices as submitted on the Bid Sheet of the Proposal, attached hereto as a part of these Plans and Specifications and in accordance with the Special Provisions.
3. Independent Contractor. It is specifically understood and agreed by all parties hereto that Contractor is, for the purposes of this Agreement, an independent contractor and not an employee of the District. Accordingly, Contractor shall not be deemed the District's employee for any purpose whatsoever. Contractor shall not incur or have the power to incur any debt, obligation or liability whatever for or against District.
4. Contract Documents. This Contract consists of the following documents ("Contract Documents"), all of which are incorporated into and made a part of this Contract as if set forth in full. In the event of a conflict between or among the Contract Documents, precedence will be in the following order:
 - (a) This Contract and change orders and other amendments to this agreement signed by authorized representatives of the District and the Contractor.
 - (b) The General Provisions, and change orders and other amendments to the General Conditions signed by authorized representatives of the City and the Contractor.

- (c) The Special Provisions and any addenda to the Special Provisions signed by authorized representatives of the District and issued prior to bid opening, Equal Product Proposals accepted by the District and signed by authorized District representatives prior to bid opening, and change orders and other amendments to the Technical Specifications signed by authorized representatives of the District and the Contractor.
 - (d) The Project Plans, addenda to the Project Plans signed by authorized representatives of the City and issued prior to bid opening, Equal Product Proposals accepted by the City and signed by authorized City representatives prior to bid opening, and change orders and other amendments to the Project Plans signed by authorized representatives of the City and the Contractor.
 - (e) Notice Inviting Bids.
 - (f) Instructions to Bidders.
 - (g) The successful bidder's completed Proposal Form and Bidder's Sheet.
 - (h) The successful bidder's completed List of Proposed Subcontractors.
 - (i) The successful bidder's Workers Compensation Insurance Certification.
 - (j) The successful bidder's completed Non-collusion Affidavit.
 - (k) The successful bidder's Indemnification and Hold Harmless Agreement and Waiver of Subrogation and Contribution.
 - (l) The successful bidder's signed Acknowledgment of Indemnity and Insurance requirements and completed Certificates of Insurance, Declaration page(s) and Endorsements.
 - (m) The successful bidder's executed Performance Bond.
 - (n) The successful bidder's executed Payment Bond.
 - (o) The Maintenance Bond form included in the bid package that the Contractor must execute prior to release of final payment under the Contract.
 - (p) The successful bidder's Qualification Statement, if any.
 - (q) The successful bidder's signed Signature Form.
 - (r) The successful bidder's Additional Insured Endorsements.
 - (s) Provisions or parts of provisions that are incorporated by reference and not set forth at length in any of the Contract Documents will only form a part of this Contract to the extent the Contract Documents expressly make such provisions or parts of provisions a part of this Contract.
5. Assignment. This agreement may not be assigned by Contractor, in whole or in part, without the prior written consent of District.
6. Termination. This Agreement may be canceled by District at any time without penalty upon thirty (30) days' written notice. In the event of termination without fault of Contractor, District shall pay Contractor for all services rendered prior to date of termination, and such payment shall be in full satisfaction of all services rendered hereunder.

7. Worker's Compensation Insurance. California Labor Code Sections 1860 and 3700 provide that every contractor will be required to secure the payment of compensation to its employees. In accordance with the provisions of California Labor Code Section 1861, the Contractor hereby certifies as follows:

"I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to under take self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract."
8. Prevailing Wages and General Rate of Per Diem Wages. Pursuant to the Labor Code of the State of California, the Director of Industrial Relations has determined the general prevailing rate of wages and employer payments for health and welfare, vacation, pension and similar purposes applicable to the work to be done. This rate and scale are on file with the District and copies will be made available to any interested party on request. The Contractor to whom the contract is awarded, and the subcontractors under him must pay not less than these rates for this area to all workers employed in the execution of this contract.
9. Disputes. Dispute resolution is subject to the provision of Article 1.5 (commencing at Section 20104) of Division 2, Part 3 of the California Public Contract Code regarding the resolution of public works claims of less than \$375,000. Article 1.5 mandates certain procedures for the filing of claims and supporting documentation by the contractor, for the response to such claims by the contracting public agency, for a mandatory meet and confer conference upon the request of the contractor, for mandatory non-binding mediation in the event of litigation is commenced, and for mandatory judicial arbitration upon the failure to resolve the dispute through mediation. This contract hereby incorporates the provisions of Article 1.5 as though fully set forth herein.
10. Suit; Recovery of Attorney Fees & Costs. Should either party bring any action to protect or enforce its rights hereunder, the prevailing party in such action shall be entitled to recover, in addition to all other relief, its reasonable attorneys fees and court costs.
11. Severability. If any term or provision or portion of a term or provision of this contract is declared invalid or unenforceable by any court of lawful jurisdiction, then the remaining terms and provisions or portions of terms or provisions will not be affected thereby and will remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed the within Agreement the day and year first above written.

KENSINGTON FIRE PROTECTION DISTRICT

By: _____ Title: _____

Printed Name Date

ATTEST:

By: _____ Title: _____

Printed Name Date

CONTRACTOR:
By: 

YEFIM OSTROVSKIY 06.30.2015
Printed Name Date

Approved as to Form

District Counsel

CHECKLIST FOR BIDDERS

The following information is required of all Bidders and are to be submitted with the bid:

- Signed Proposal Sheet
- Completed Bid Sheet(s) and bid schedule
- Acknowledgement of each addendum issued by the District, if any, with complete signed and dated copies of each addendum attached
- Executed Statement Acknowledging Penal and Civil Penalties Concerning the Contractor's Licensing Law
- Designation of Subcontractors
- Bid Security
- Non Collusion Affidavit

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PROPOSAL

Kensington Fire Station, Apparatus Room Remodel

TO THE KENSINGTON FIRE PROTECTION DISTRICT

The undersigned, as bidder, declares that: (1) this proposal is made without collusion with any other person, firm or corporation, and that the only persons or parties interested as principals are those named herein; (2) bidder has carefully examined the project plans, specifications, instructions to bidders, proposal, notice to contractors and all other information furnished therefore and the site of the proposed work; (3) bidder has investigated and is satisfied as to the conditions to be encountered, the character, quality and quantities of work to be performed and materials to be furnished. Furthermore, bidder agrees that submission of this proposal shall be conclusive evidence that such examination and investigation have been made and agrees, in the event this contract be awarded to bidder, to enter into a contract with the KENSINGTON FIRE PROTECTION DISTRICT, to perform said proposed work in accordance with the plans, if any, and the terms of the specifications, in the time and manner therein prescribed, and to furnish or provide all materials, labor, tools, equipment, apparatus and other means necessary so to do, except such thereof as may otherwise be furnished or provided under the terms of said specifications, for the following stated unit prices or lump-sum price as submitted on the Schedule attached hereto:

Accompanying this proposal is Bid Bond (Insert "\$ _____ cash," "Cashier's Check," "certified check," or "Bid Bond," as the case may be) in the amount equal to at least ten percent (10%) of the bid price.

The undersigned further agrees that should he/she be awarded the contract on the basis hereof and thereafter, defaults in executing the required contract, with necessary bonds and documents, within fifteen (15) working days, after having received notice that the contract has been awarded and is ready for signature, the proceeds of the security accompanying his bid shall become the property of the KENSINGTON FIRE PROTECTION DISTRICT and this proposal and the acceptance thereof may be considered null and void.

Licensed in accordance with an act providing for the registration of contractors, California Contractor's License No. 765231, Class B, Expiration Date July 31, 2015

Signature(s) of bidder: _____

If an individual, so state. If a firm or co-partnership, state the firm name and give the names of all individual co-partners composing the firm. If a corporation, state legal name of corporation, also names of president, secretary, treasurer, and manager thereof. Two notarized officer's signatures and the corporate seal are required for corporations.

Legal Business Name: EVRA Construction, Inc.

Address: 100 N. Hill Dr. #45, Brisbane, CA 94005

Telephone: (415) 467-1336

Contact: YEFIM OSTROVSKIY

Proposals which do not show the number and date of the Bidder's License under the provisions of Chapter 9 of Division 3 of the Business & Professional Code will be rejected. To be submitted with each bid to contract for **Kensington Fire Station, Apparatus Room Remodel**

Bid Date June 17, 2015

This information must include all construction work undertaken in the State of California by the bidder and partnership joint venture or corporation that any principal of the bidder participated in as a principal or owner for the last five calendar years and the current calendar year prior to the date of bid submittal. Separate information shall be submitted for each particular partnership, joint venture, corporate or individual bidder. The bidder may attach any additional information or explanation of data which bidder would like to be taken into consideration in evaluating the safety record. An explanation must be attached of the circumstances surrounding any and all fatalities.

KENSINGTON FIRE PROTECTION DISTRICT

BID SCHEDULE

NAME OF COMPANY: EVRA CONSTRUCTION, Inc.

To the Kensington Fire Protection District and its Board of Directors:

In compliance with the Notice Inviting Sealed Bids, the undersigned hereby agrees to enter into a contract to furnish all labor, materials, equipment and supplies for the project identified as Kensington Fire Station, Apparatus Room Remodel in accordance with the specifications and plans in the Contract Documents which are on file with the District to the satisfaction and under the direction of the District at the following prices:

Item	Description	Quantity	Unit	Total Amount
1	General Conditions	1	LS	25,000.00
2	Bonds & Insurance	1	LS	15,000.00
3	Mobilization	1	LS	10,000.00
4	Demolition, Excavation & Grading	1	LS	35,000.00
5	Foundations including Slab	1	LS	3,500.00
6	Thermal & Moisture Protection	1	LS	1,500.00
7	Doors and Hardware	1	LS	2,000.00
8	Finish Carpentry	1	LS	3,000.00
9	Finishes including paint, ceiling etc	1	LS	21,000.00
10	Metal Fabrications	1	LS	8,000.00
11	Plumbing	1	LS	3,500.00
12	Electrical	1	LS	75,000.00
13	Miscellaneous to cover all other items	1	LS	135,500.00
Base Bid Grand Total:				337,000.00

BASE BID TOTAL AMOUNT IN WORDS: Three Hundred ^{Thirty} Seven Thousand A.Y.

Bidder acknowledges receipt of the following addendum(s), cost of which is included in the base bid:

Addendums 1 Date 03.18.15 Initial Y.O.
2 03.31.15 Y.O.

3 05.13.15 Y.o.

4 05.28.15 Y.o.

The undersigned further agrees to deliver and to complete the work within **70 working days**, from the date of issuance, by the District, of notice to proceed with the work, and within **10 days** of the date of mailing of the notice of award, to enter into and execute and provide to the District the necessary contract with the necessary bonds and other required documents, and in case of default in executing the necessary contract within the time fixed by the Instructions to Bidders, the bidder's security accompanying this bid shall become the property of and be forfeited to the District

Prime Contractor EVRA CONSTRUCTION, INC.

License # 765231 Expiration Date July 31, 2015

Contractors License number and expiration date are herein stated under penalty of perjury.

By: YEFIM OSTROVSKIY Title: President

Dated this 17 day of June, 20 15

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**STATEMENT ACKNOWLEDGING PENAL AND CIVIL PENALTIES
CONCERNING THE CONTRACTORS' LICENSING LAWS
[Business & Professions Code 7028.15]
[Public Contract Code 20103.5]**

I, the undersigned, certify that I am aware of the following provisions of California law and that I, or the entity on whose behalf this certification is given, hold a currently valid California contractor's license as set forth below:

Business & Professions Code 7028.15:

- (a) **It is a misdemeanor for any person to submit a bid to a public agency in order to engage in the business or act in the capacity of a contractor within this state without having a license therefore, except in any of the following cases:**
- (1) The person is particularly exempted from this chapter.
 - (2) The bid is submitted on a state project governed by Section 10164 of the Public Contract Code or on any local agency project governed by Section 20103.5 of the Public Contract Code.
- (b) If a person has been previously convicted of the offense described in this section, the court shall impose a fine of 20 percent of the price of the contract under which the unlicensed person performed contracting work, or four thousand five hundred dollars (\$4,500), whichever is greater, or imprisonment in the county jail for not less than 10 days nor more than six months, or both.
- In the event the person performing the contracting work has agreed to furnish materials and labor on an hourly basis, "the price of the contract" for the purposes of this subdivision means the aggregate sum of the cost of materials and labor furnished and the cost of completing the work to be performed.
- (c) This section shall not apply to a joint venture license, as required by Section 7029.1. However, at the time of making a bid as a joint venture, each person submitting the bid shall be subject to this section with respect to his or her individual licensure.
- (d) This section shall not affect the right or ability of a licensed architect, land surveyor, or registered professional engineer to form joint ventures with licensed contractor to render services within the scope of their respective practices.
- (e) Unless one of the foregoing exceptions applies, a bid submitted to a public agency by a contractor who is not licensed in accordance with this chapter shall be considered non-responsive and shall be rejected by the public agency. Unless one of the foregoing exceptions applies, a local public agency shall, before awarding a contract or issuing a purchase order, verify that the contractor was properly licensed when the contractor submitted the bid. Notwithstanding any other provision of law, unless one of the foregoing exceptions applies, the registrar may issue a citation to any public officer or employee of a public entity who knowingly awards a contract or issues a purchase order to a contractor who is not licensed pursuant to this chapter. The amount of civil penalties, appeal, and finality of such citations shall be subject to Sections 7028.7 to

7028.13 inclusive. Any contract awarded to, or any purchase order issued to, a contractor who is not licensed pursuant to this chapter is void.

- (f) Any compliance or noncompliance with subdivision (e) of this section, as added by Chapter 863 of the Statutes of 1989, shall not invalidate any contract or bid awarded by a public agency during which time that subdivision was in effect.
- (g) A public employee or officer shall not be subject to a citation pursuant to this section if the public employee, officer, or employing agency made an inquiry to the board for the purposes of verifying the license status of any person or contractor and the board failed to respond to the inquiry within three business days. For purposes of this section, a telephone response by the board shall be deemed sufficient.

Public Contract Code 20103.5:

In all contracts subject to this part where federal funds are involved, no bid submitted shall be invalidated by the failure of the bidder to be licensed in accordance with the laws of this state. However, at the time the contract is awarded, the contractor shall be properly licensed in accordance with the laws of this state. The first payment for work or material under any contract shall not be made unless and until the Registrar of Contractors verifies to the agency that the records of the Contractor's State License Board indicate that the contractor was properly licensed at the time the contract was awarded. Any bidder or contractor not so licensed shall be subject to all legal penalties imposed by law including, but not limited to, any appropriate disciplinary action by the Contractor's State License Board. The agency shall include a statement to that effect in the standard form of prequalification questionnaire and financial statement. Failure of the bidder to obtain proper and adequate licensing for an award of a contract shall constitute a failure to execute the contract and shall result in the forfeiture of the security of the bidder.

License No.: 765231

Class: B

Expiration Date: July 31, 2015

Date: June 17, 2015

Signature: 

DESIGNATION OF SUBCONTRACTORS

[Public Contract Code section 4104]

Public Contract Code section 4104 provides as follows:

Any officer, department, board, or commission taking bids for the construction of any public work or improvement shall provide in the specifications prepared for the work or improvement or in the general conditions under which bids will be received for the doing of the work incident to the public work or improvement that any person making a bid or offer to perform the work, shall, in his or her bid or offer, set forth:

(a)(1) The name, the location of the place of business, and the California contractor license number of each subcontractor who will perform work or labor or render service to the prime contractor in or about the construction of the work or improvement, or a subcontractor licensed by the State of California who, under subcontract to the prime contractor, specially fabricates and installs a portion of the work or improvement according to detailed drawings contained in the plans and specifications, in an amount in excess of one-half of 1 percent of the prime contractor's total bid or, in the case of bids or offers for the construction of streets or highways, including bridges, in excess of one-half of 1 percent of the prime contractor's total bid or ten thousand dollars (\$10,000), whichever is greater.

(2) An inadvertent error in listing the California contractor license number provided pursuant to paragraph (1) shall not be grounds for filing a bid protest or grounds for considering the bid nonresponsive if the corrected contractor's license number is submitted to the public entity by the prime contractor within 24 hours after the bid opening and provided the corrected contractor's license number corresponds to the submitted name and location for that subcontractor.

(3)(A) Subject to subparagraph (B), any information requested by the officer, department, board, or commission concerning any subcontractor who the prime contractor is required to list under this subdivision, other than the subcontractor's name, location of business, and California contractor license number, may be submitted by the prime contractor up to 24 hours after the deadline established by the officer, department, board, or commission for receipt of bids by prime contractors.

(B) A state or local agency may implement subparagraph (A) at its option.

(b) The portion of the work that will be done by each subcontractor under this act. The prime contractor shall list only one subcontractor for each portion as is defined by the prime contractor in his or her bid.

NONCOLLUSION AFFIDAVIT
TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID
[Title 23 United States Code Section 112 and Public Contract Code Section 7106]

State of California)
County of SAN MATEO) ss.


In accordance with Title 23 United States Code Section 112 and Public Contract Code Section 7106
YEFIM OSTROVSKIY, being first duly sworn, deposes and says that he or she is _____
PRESIDENT
of EVRA CONSTRUCTION, INC.

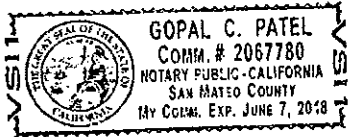
the party making the foregoing bid, that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Signature 

Subscribed and sworn to before me on 6-16-2015
(Date)

(Notary Seal)

Signature 
Notary Public



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P-10

FORM A-1

BIDDER STATEMENT OF SUBCONTRACTOR
(Attach Additional Sheets if needed)

Subcontractor's Name, Address and License Number	Contact Person & Telephone Number	Work Description	Proposed Amount	% of Total Bid
Complex K, Inc. Brisbane, CA 957877	Roman Kondrak (415) 850-5713	ELECTRICAL	75,000.00	25.4%
Expert Plumbing Solution San Francisco, CA 977638	Paul (415) 531-5340	PLUMBING	3,500.00	1.1%
GT Engineering San Francisco, CA 610971	Eene Yakubovich (415) 531-9266	HVAC	10,000.00	3.3%
Kotman Painting San Francisco, CA 707984	Alex Kotman (415) 231-5412	Painting	11,500.00	3.7%
COASTWIDE ENVIRONMENTAL TECHNOLOGIES Watsonville, CA 523560	Jose Fregoso (831) 761-5511	Hazmat DEMO	18,000	6.1%

BID BOND

(Bidders must use this form; use of any other bond form may render a bid non-responsive)

KNOW ALL PERSONS BY THESE PRESENTS that:

WHEREAS the Kensington Fire Protection District

(A Public Agency), has issued an invitation for bids for the work described as follows: Kensington Fire Station, Apparatus Room Remodel

WHEREAS EVRA Construction, Inc.
100 North Hill Drive #45, Brisbane CA 94005
(Name and address of Bidder)

(Principal), desires to submit a bid to Public Agency for the work.

WHEREAS, bidders are required under the provisions of the California Public Contract Code to furnish a form of bidder's security with their bid.

NOW, THEREFORE, we, the undersigned Principal, and SureTec Insurance Company
3033 5th Ave., #300, San Diego CA 92103

(Name and address of Surety)
 (Surety) a duly admitted surety insurer under the laws of the State of California, as Surety, are held and firmly bound unto the Public Agency in the penal sum of Ten Percent (10%) of the Amount Bid

Dollars (\$-----), being not less than ten percent (10%) of the total bid price, in lawful money of the United States of America, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the hereby bounded Principal is awarded a contract for the work by the Public Agency and, within the time and in the manner required by the bidding specifications, enters into the written form of contract included with bidding specifications, furnishes the required bonds, one to guarantee faithful performance and the other to guarantee payment for labor and materials, and furnishes the required insurance coverages, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

In case suit is brought upon this bond, Surety further agrees to pay all court costs incurred by the Public Agency in the suit and reasonable attorneys' fees in an amount fixed by the court. Surety hereby waives the provisions of California Civil Code Section 2845.

IN WITNESS WHEREOF, this instrument has been duly executed by Principal and Surety, on the date set forth below, the name of each corporate party being hereto affixed and these presents duly signed by its undersigned representative(s) pursuant to authority of its governing body.

Dated: June 15, 2015

Principal

EVRA Construction, Inc.

By:

Its

By:

Its

Surety

SureTec Insurance Company

By:

Its Mary Baez, Attorney-in-Fact

By:

Its

(Seal)

(Seal)

Notes: This bond must be dated, all signatures must be notarized, and evidence of the authority of any person signing as attorney-in-fact must be attached.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of San Mateo)

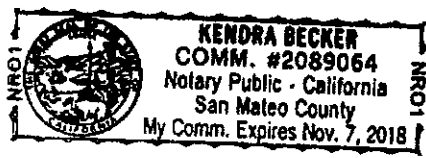
On 6/15/15 before me, Kendra Becker, Notary Public
Date Here Insert Name and Title of the Officer

personally appeared Mary Baez
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature Kendra Becker
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____ Document Date: _____
Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____
 Corporate Officer — Title(s): _____
 Partner — Limited General
 Individual Attorney in Fact
 Trustee Guardian or Conservator
 Other: _____
Signer Is Representing: _____

Signer's Name: _____
 Corporate Officer — Title(s): _____
 Partner — Limited General
 Individual Attorney in Fact
 Trustee Guardian or Conservator
 Other: _____
Signer Is Representing: _____

SureTec Insurance Company

LIMITED POWER OF ATTORNEY

Know All Men by These Presents, That SURETEC INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Texas, and having its principal office in Houston, Harris County, Texas, does by these presents make, constitute and appoint

Mary Baez, Gregory D. McCartney, Sylvia McGovern

its true and lawful Attorney-in-fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include waivers to the conditions of contracts and consents of surety for:

Five Million and 00/100 Dollars (\$5,000,000.00)

and to bind the Company thereby as fully and to the same extent as if such bond were signed by the President, sealed with the corporate seal of the Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney-in-Fact may do in the premises. Said appointment shall continue in force until 12/31/2016 and is made under and by authority of the following resolutions of the Board of Directors of the SureTec Insurance Company:

Be it Resolved, that the President, any Vice-President, any Assistant Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

Attorney-in-Fact may be given full power and authority for and in the name of and of behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and effectuated by the Corporate Secretary.

Be it Resolved, that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached. (Adopted at a meeting held on 20th of April, 1999.)

In Witness Whereof, SURETEC INSURANCE COMPANY has caused these presents to be signed by its President, and its corporate seal to be hereto affixed this 21st day of March, A.D. 2013.

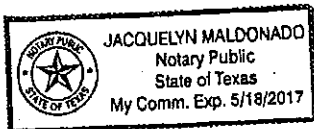
SURETEC INSURANCE COMPANY

By: [Signature]
John Knox Jr., President



State of Texas ss:
County of Harris

On this 21st day of March, A.D. 2013 before me personally came John Knox Jr., to me known, who, being by me duly sworn, did depose and say, that he resides in Houston, Texas, that he is President of SURETEC INSURANCE COMPANY, the company described in and which executed the above instrument; that he knows the seal of said Company; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said Company; and that he signed his name thereto by like order.



[Signature]
Jacquelyn Maldonado, Notary Public
My commission expires May 18, 2017

I, M. Brent Beaty, Assistant Secretary of SURETEC INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Company, which is still in full force and effect; and furthermore, the resolutions of the Board of Directors, set out in the Power of Attorney are in full force and effect.

Given under my hand and the seal of said Company at Houston, Texas this 15th day of June, 2015, A.D.

[Signature]
M. Brent Beaty, Assistant Secretary

Any instrument issued in excess of the penalty stated above is totally void and without any validity.
For verification of the authority of this power you may call (713) 812-0800 any business day between 8:00 am and 5:00 pm CST.

BOARD REPORTS

Date: 05/11/2015 [03:58:29 PM]
From: Kate Sibley <Kate.Sibley@lafco.cccounty.us>
Cc: Lou Ann Texeira <LouAnn.Teixeira@lafco.cccounty.us>
Subject: Announcement of LAFCO Vacancy and Election Procedures

Greetings,

Attached please find documents pertaining to the upcoming special district election to fill the alternate seat created by the recent passing of George Schmidt. The election will be held on **Monday, July 20, 2015 at 10:00 a.m.** in conjunction with the quarterly meeting of the Contra Costa Special Districts Association.

Nominations for the seat are due by **June 26, 2014**. Other details are included in the cover memo, attached.

The other attached documents are as follows:

- All districts re vacancy 2015 - Cover memo from LAFCO Executive Officer Lou Ann Texeira
- Att 1 - Gov't Section 56332 (2014) - Section of Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 pertaining to special district elections
- Att 2 - Selection Committee Procedures - Procedures for special district elections in the Contra Costa Special Districts Association
- Att 3 - SD Special District Selection Committee Election Schedule July 2015
- Att 4 - ISDSC Presiding Officer List from the July 2014 Election

PLEASE FORWARD THESE DOCUMENTS TO YOUR CURRENT PRESIDING OFFICER AND BOARD MEMBERS.

Thank you. If you have any questions, please contact Lou Ann Texeira at 925-335-1094 or Kate Sibley at the number below.

Kate

Kate Sibley, Executive Assistant
Contra Costa LAFCO
925-335-1032

Reply

Forward

Delete

LAFCO Candidate Statement



Date: 06/26/2015 (10:04:01 AM PDT)

From: sanderson@paladinmgmtgrp.com

To: fire@kensingtonfire.org

Attachments: Anderson LAFCO Statement.docx (20 KB)

You forwarded this message on 06/29/2015 01:53:53 PM to: lwn@att.net.

 Text (11 KB) Click to always show images from this sender.

Ms. Navellier,

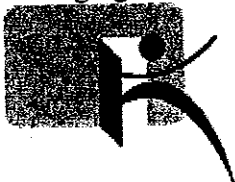
I am running for the LAFCO Special Districts vacancy. Attached for your perusal is my Candidate Statement.

As a concerned homeowner, taxpayer, businessman, and board member of a special district, I recognize the critical importance of LAFCO's oversight services to Contra Costa County. I share LAFCO's goals that all local government boundary changes, incorporations, annexations, and special district should address an orderly formation and development, be fiscally prudent, and maintain a sustainable expense/revenue trajectory. Given that LAFCO is presently involved in the Municipal Service Review for Emergency Medical/Fire Service, I believe it is imperative that the LAFCO Commission have an experienced Emergency Medical/Fire Service Commissioner in place. In the past, this expertise has been lacking in the knowledge base of the Commission.

I appreciate your review of my attached Candidate Statement. Please forward this statement to your Board Members as you deem appropriate. Thank you.

Regards,
Steve

Stephen L. Anderson
Managing Partner

**PALADIN GROUP**

O: (925) 386-0435

M: (510) 410-2001

sanderson@paladinmgmtgrp.com

Candidate's Statement of Qualifications
Stephen L. Anderson
Businessman
Director, Division 3, Moraga-Orinda Fire District

I am running for the LAFCO Special Districts vacancy. As a concerned homeowner, taxpayer, businessman, and board member of a special district, I recognize the critical importance of LAFCO's oversight services to Contra Costa County. I share LAFCO's goals that all local government boundary changes, incorporations, annexations, and special district should address an orderly formation and development, be fiscally prudent, and maintain a sustainable expense/revenue trajectory. Given that LAFCO is presently involved in the Municipal Service Review for Emergency Medical/Fire Service, I believe it is imperative that the LAFCO Commission have an experienced Emergency Medical/Fire Service Commissioner in place. In the past, this expertise has been lacking in the knowledge base of the Commission.

Background:

I have been a California resident since 1975. In addition, since 1977, I have been a California business owner. Currently I am the managing partner of the Paladin Management Group, a business consulting practice providing services to U.S. and international IT-oriented companies on business processes, sales, and marketing strategies. My professional background includes executive positions with national enterprise software companies, including President of VideoYellowPages.com, COO of Creative Computer Solutions, and CEO of Data Directions. Fortune 500 experience includes IS Director for Levi Strauss and Systems Engineer Manager for Electronic Data Systems. I have successfully managed the enterprise growth cycle of multiple businesses including both mature and startup companies leading to fiscally successful exit strategies.

My fellow Directors of the Moraga-Orinda Fire Protection District have nominated me to fulfill the Special Districts vacancy because they believe that I bring unique qualifications and experience to that position. Further, I believe that given the critical financial issues currently being faced by many of our county's special districts, my combined experience in corporate and governmental finance, local government operations, and overseeing fire and emergency medical services, is of significant value to LAFCO.

Education:

BSBA; University of Florida
MBA; University of Florida

Other Experience:

Captain US Army; service in West Germany, Panama, and Vietnam

Contribution to LAFCO:

As a California business owner of over 35 years, I bring a fiscally prudent management style of creative problem solving, practiced communication, and persuasion to a stressful environment in order to create a high performing organization at reduced costs. I have successfully managed the funding and growth of private enterprises and supported the administration and operations of several quasi-governmental agencies including the Housing Authorities and Redevelopment Agencies in diverse locations as Los Angeles, Sacramento, San Jose, Marin County, San Mateo County, Eureka, Hanford, and Fresno. As an avocation, I have assisted non-profit organizations seeking solutions to the support, administration, and management of various local, state, and national parks within California.

I emphatically support LAFCO's mission. As a Commissioner, I will provide emergency medical/fire service expertise, fiscal prudence, attention to detail, and cooperative leadership to work towards an effective and efficient LAFCO response to Contra Costa Counties' special districts.

Stephen L. Anderson

(510) 410-2001

sanderson@paladingmgmtgrp.com

Date: 06/04/2015 [05:53:11 PM]
From: Stan Caldwell <stan_caldwell@comcast.net>
To: Stan Caldwell <stan_caldwell@comcast.net>
Subject: LAFCO Special District Member Alternate Seat Appointment

Would you please distribute this email to your board members? I am seeking the appointment to LAFCO Special District Member Alternate Seat Appointment and would greatly appreciate your boards consideration in appointing me to fill the vacant seat.

Stanley R. Caldwell
75 Cecilia Lane
Martinez, California 94553-1455
Phone (925) 228-8922
Email stan_caldwell@comcast.net

RE: LAFCo Special Districts Member Selection

I am writing to ask for your support for appointment to the position of Special Districts Member Alternate on the Local Agency Formation Commissioner (LAFCO).

I understand the importance and function of local government agencies. I understand the purpose of LAFCO, it makes good sense to me and for this reason I want to serve. I am confident that I would be able to rely on my expertise and experience to serve while on LAFCO. I will exercise responsibility through a countywide, LAFCO perspective in making decisions. I will do this by weighing and reviewing information and making determinations based on the matter under review and in consideration of LAFCO's underlying purposes.

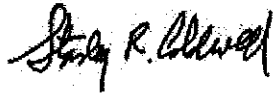
It has been an honor and a pleasure to serve the special district community. I look forward to the opportunity to continue to be of service. I am retired and I have the time, and the commitment required to serve as a LAFCO director. If elected I will apply my experience, commitment, and leadership, to be effective, efficient, and responsive to special district needs in Contra Costa County..

I have faithfully and diligently served within my local community. I am a dedicated active board member of Mt. View Sanitary District (MVSD) in Martinez. I have been a board member for over 20 years (I was elected November 1993). I have served several times as the board president. By being an active participant at the Contra Costa Special Districts Association (CCSDA), the California Special Districts Association (CSDA), and the California Association of Sanitation Agencies (CASA), I enhance my ability to serve in a director position. I am the current MVSD representative to LAFCO and I often attend LAFCO meetings. I have stayed informed on matters that effect special districts.

For the Contra Costa Special Districts Association of which I have been active participant and contributor, I have served as Member at Large and was just recently elected to serve as Vice President. I am also the CCSDA Newsletter Editor. I have been a California Special Districts Association (CSDA) board member since 2008. I am active and involved in CSDA activities. I have served on the Membership Committee, the Fiscal Committee, and Professional Development Committee. I am currently the chair of the Membership Committee. I have served CSDA as a member of the executive committee having been past Treasurer, past Vice President and recently as President (2013).

Please consider me for the upcoming (July 20, 2014) selection for special district member to LAFCO.

Thank you for your consideration,



Stanley R. Caldwell

Mt. View Sanitary District Board Member
Contra Costa Special Districts Association, Vice President & Newsletter Editor
California Special Districts Association Network 3 Director



**California Special
Districts Association**
Districts Stronger Together

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2015 BOARD ELECTIONS

MAIL BALLOT INFORMATION

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Network for Seat A. Each of CSDA's six (6) networks has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your network. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director to represent its network.

We have enclosed the candidate information for each candidate who submitted one. Please vote for **only one** candidate to represent your network in Seat A and be sure to sign, date and fill in your member district information. If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 7, 2015**.

If you do not use the enclosed envelope, please mail in your ballot to:
California Special Districts Association
Attn: 2015 Board Elections
1112 I Street, Suite 200
Sacramento, CA 95814

Please contact Charlotte Lowe toll-free at 877.924.CSDA or charlottel@csda.net with any questions.

Candidate Statement

Shane McAfee – General Manager, Greater Vallejo Recreation District
smcafee@gvrd.org 707-648-4603

I am excited about the potential of serving the Special Districts of the State of California. I have managed special districts for over 20 years and feel that I have the background, interest, and desire to help make a difference.

Having recently been appointed to serve on the CSDA Board, I hope to be able to continue that service and serve the constituency for a full term. If elected I do my very best to provide the leadership that makes CSDA successful. I will apply my experience, commitment and leadership to be effective, efficient, and responsive to special district needs. Together, through continued advocacy, education, and the value-added services that CSDA provides we can positively affect all special districts, their operations and service to constituents.

I have the Special District Administrator Certification and I have also completed the CSDA Special District Leadership Academy in Governance Foundations, Setting Direction and Community Leadership, Board's Role in Finance and Fiscal Accountability and Board's Role in Human Resources.

I am very experienced in budgeting, project management, report preparation, public speaking. I believe my dedication to Special Districts makes me an excellent choice to represent local government agencies' interests at CSDA, thanks for considering me to represent you.

Candidate Statement: Call for Nominations Seat A**Date: June 1, 2015****To: California Special Districts Association
CSDA Elections and Bylaws Committee****From: Bobbi Arleen Palmer, MBA, MSW
Chief Executive Officer****Los Medanos Community Healthcare District**

I currently serve on the Legislative Committee for CSDA and have advocated for all Special Districts for the last 4 years by participating at meetings and actively going to the Capitol and meeting with our legislators. The issues facing special districts are of common interest across the many districts CSDA represents. Whether water, park, sanitary or health, "Districts are Stronger Together."

I also currently serve on the Fiscal Committee for CSDA and have provided financial oversight while advocating for the membership.

I have taken the time to become informed about the issues facing all Districts and voted accordingly. I have established strong relationships with Legislators and have visited them at both their home offices as well as the State Capitol. I thoroughly understand the need for both local and state engagement.

I was asked to moderate last year's Workforce Panel discussion at Legislative Days and enjoyed the positive comments associated with participating with my colleagues. I have attended both Legislative Days since becoming a member as well as the Annual conferences. In 2013 and 2014 Los Medanos Community Healthcare won the "Exceptional Advocacy Award and the "Innovation Award of Excellence." We look forward to applying for 2015.

If selected as CSDA Board of Directors representing the Bay Area Network (Seat A) I will continue to participate in policy development of legislative issues and all policy decisions affecting CSDA's member services. I am asking for your vote of confidence.

I would be honored to serve as a CSDA Board of Director as a governing member responsible for serving your interests.

Thank You,

Bobbi Palmer

CANDIDATE STATEMENT

I retired from the U.S. Postal Service as a Senior Executive in 1999.

My wife and I live on a small ranch in Solano County and raise sheep and chickens. My involvement with the Solano Resource Conservation District (SRCD) has encompassed 18 years of volunteer commitment. I served as Chairman of the long-standing Solano County Wildlife Committee and as Vice Chair of the SRCD. The SRCD is very successful and leads the way in conservation services in the county.

If elected to the CSDA board, I would work with other board directors, and promote conservation efforts and actions throughout California. The CSDA can be helpful in making all Districts successful.

Terry Riddle
3479 Pleasants Trail
Vacaville, CA 95688-9793
(707) 448-3311