

**Kensington Police Protection and Community Services District
Park Buildings Committee**

Wednesday December 16, 2015
7 pm
Room 3, Kensington Community Center

Agenda

Roll Call

Public Comment

Committee Comment

Old Business

1. Discussion of ADA study prepared by Gilda Puente-Peters.
2. Discussion of WW Grant.
3. Update on Community Center repairs.

New Business

1. Review of Budget.
2. Review of Energy Use in Community Center and Annex.

Community Center/Youth Hut Expenses 2015

Executed with Recommendation of Park Buildings Committee

1. Bulletin Board(s) \$384.00
2. Seismic Study \$ 9,800.00 (excluding reimbursables)
3. ADA Study \$3,858.25
4. Roof Repair and Weatherization \$485.00

Upcoming Expenses

1. Document Reproduction (approximately \$100)
2. Signage for Building



LEED v4 for BD+C: New Construction and Major Renovation
Project Checklist

Project Name:
Date:

Y	?	N			
			Credit	Integrative Process	1

3	2	0	Location and Transportation			16
			Credit	LEED for Neighborhood Development Location	16	
			Credit	Sensitive Land Protection	1	
			Credit	High Priority Site	2	
			Credit	Surrounding Density and Diverse Uses	5	
3			Credit	Access to Quality Transit	5	
	1		Credit	Bicycle Facilities	1	
	1		Credit	Reduced Parking Footprint	1	
			Credit	Green Vehicles	1	

0	7	0	Materials and Resources			
Y			Prereq	Storage and Collection of Recyclables		Rec
Y			Prereq	Construction and Demolition Waste Management Planning		Rec
	2		Credit	Building Life-Cycle Impact Reduction		
	1		Credit	Building Product Disclosure and Optimization - Environmental Product Declarations		
	1		Credit	Building Product Disclosure and Optimization - Sourcing of Raw Materials		
	1		Credit	Building Product Disclosure and Optimization - Material Ingredients		
	2		Credit	Construction and Demolition Waste Management		

0	6	0	Sustainable Sites			10
Y			Prereq	Construction Activity Pollution Prevention		Required
	1		Credit	Site Assessment	1	
	2		Credit	Site Development - Protect or Restore Habitat	2	
			Credit	Open Space	1	
	1		Credit	Rainwater Management	3	
	1		Credit	Heat Island Reduction	2	
	1		Credit	Light Pollution Reduction	1	

0	11	0	Indoor Environmental Quality			
Y			Prereq	Minimum Indoor Air Quality Performance		Rec
Y			Prereq	Environmental Tobacco Smoke Control		Rec
	1		Credit	Enhanced Indoor Air Quality Strategies		
	2		Credit	Low-Emitting Materials		
	1		Credit	Construction Indoor Air Quality Management Plan		
	1		Credit	Indoor Air Quality Assessment		
	1		Credit	Thermal Comfort		
	2		Credit	Interior Lighting		
	3		Credit	Daylight		
			Credit	Quality Views		
			Credit	Acoustic Performance		

0	8	0	Water Efficiency			11
Y			Prereq	Outdoor Water Use Reduction		Required
Y			Prereq	Indoor Water Use Reduction		Required
Y			Prereq	Building-Level Water Metering		Required
	2		Credit	Outdoor Water Use Reduction	2	
	6		Credit	Indoor Water Use Reduction	6	
			Credit	Cooling Tower Water Use	2	
			Credit	Water Metering	1	

0	0	0	Innovation			
			Credit	Innovation		
			Credit	LEED Accredited Professional		

0	14	0	Energy and Atmosphere			33
Y			Prereq	Fundamental Commissioning and Verification		Required
Y			Prereq	Minimum Energy Performance		Required
Y			Prereq	Building-Level Energy Metering		Required
Y			Prereq	Fundamental Refrigerant Management		Required
	3		Credit	Enhanced Commissioning	6	
	8		Credit	Optimize Energy Performance	18	
			Credit	Advanced Energy Metering	1	
			Credit	Demand Response	2	
	3		Credit	Renewable Energy Production	3	
			Credit	Enhanced Refrigerant Management	1	
			Credit	Green Power and Carbon Offsets	2	

0	18	0	Regional Priority			
	10		Credit	Regional Priority: Specific Credit		Optimize energy performance
	2		Credit	Regional Priority: Specific Credit		Rainwater management
	2		Credit	Regional Priority: Specific Credit		Outdoor water use reduction
	4		Credit	Regional Priority: Specific Credit		Indoor water use reduction

3 66 0 **CERTIFIED**
Certified: 40 to 49 points, Silver: 50 to 59 points, Gold: 60 to 79 points, Platinum: 80 to 110



LEED v4 for BD+C: New Construction and Major Renovation
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3 2 0 Location and Transportation 16

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	1		Credit	Reduced Parking Footprint	1
			Credit	Green Vehicles	1

0 6 0 Sustainable Sites 10

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			Credit	Open Space	1
	1		Credit	Rainwater Management	3
	1		Credit	Heat Island Reduction	2
	1		Credit	Light Pollution Reduction	1

0 8 0 Water Efficiency 11

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0 14 0 Energy and Atmosphere 33

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0 11 0 Indoor Environmental Quality

Y			Prereq	Minimum Indoor Air Quality Performance	Req
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	3		Credit	Daylight	
			Credit	Quality Views	
			Credit	Acoustic Performance	

0 0 0 Innovation

			Credit	Innovation	
			Credit	LEED Accredited Professional	

0 18 0 Regional Priority

	10		Credit	Regional Priority: Specific Credit	Optimize energy performance
	2		Credit	Regional Priority: Specific Credit	Rainwater management
	2		Credit	Regional Priority: Specific Credit	Outdoor water use reduction
	4		Credit	Regional Priority: Specific Credit	Indoor water use reduction

3 66 0 Certified: 40 to 49 points, Silver: 50 to 59 points, Gold: 60 to 79 points, Platinum: 80 to 110

East Bay Regional Park District
MEASURE WW LOCAL GRANT PROGRAM
APPLICATION CHECKLIST

Project Name: _____

Contract Number: _____

Applicant: _____

Project Amount: _____

#	<input checked="" type="checkbox"/>	<u>Item</u>	<u>Description</u>
1	<input type="checkbox"/>	Project Application Form.	The Project Application form must be completed and signed by the Grantee's authorized representative.
2	<input type="checkbox"/>	Cost Estimate with Sources of Additional Funding	Prepare estimate that closely reflects the project documentation (i.e. bid items, staff time, purchase, materials, etc.)
3	<input type="checkbox"/>	CEQA Certification Form	At the time of Application, the Applicant must provide a <u>CEQA Certification Form</u> along with either a Notice of Exemption or Notice of Determination stamped by the county clerk.
4	<input type="checkbox"/>	Land Tenure	Provide evidence of ownership or site control. For fee title submit an assessors map and records search listing. For less than fee title provide a property map and copy of the full agreement.
5	<input type="checkbox"/>	List Leases or Agreements.	Provide a <u>list</u> of all <i>other</i> leases, agreements, etc., effecting Project lands or the operation and maintenance thereof, in addition to those relevant to land tenure (if applicable).
6	<input type="checkbox"/>	Project Location Map	Provide a map (city or county) with enough detail to allow a person unfamiliar with the area to locate the Project. On-line mapping and directions from 2950 Peralta Oaks Court, Oakland, CA 94605 could fulfill this requirement.
7	<input type="checkbox"/>	Site Plan	For Projects involving Development, provide a drawing or depiction indicating what improvements the Applicant will make, and where the improvements will be located on the property. For Projects involving Acquisition, provide an Acquisition map outlining the acreage and parcel number(s) to be acquired.
8	<input type="checkbox"/>	Photograph	Provide a photograph of the Project site.
9	<input type="checkbox"/>	List Require Permits	Provide a <u>list</u> of all required permits, if applicable. Examples include: building permit, grading permit, water quality, BCDC, Dept. of Fish & Game, etc.)

**East Bay Regional Park District
MEASURE WW LOCAL GRANT PROGRAM**

Applications Accepted February and March each year.

PROJECT APPLICATION

PROJECT NAME	AMOUNT OF GRANT REQUESTED	\$
	Estimated TOTAL PROJECT COST <i>(Grant and other funds)</i>	\$
GRANT APPLICANT <i>(Agency and Address)</i>	PROJECT ADDRESS	
	Expected Date of Completion:	

Grant Applicant's Representative Authorized in Resolution

Name / Title	E-mail Address	Phone
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Person with grant administration responsibility for Project *(if different from authorized representative)*

Name / Title	E-mail Address	Phone
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Scope of Work:

For Dev. Projects Land Tenure – _____ Acres

_____ Acres owned in fee simple by Grant Applicant

_____ Acres available under an permanent easement.

_____ Acres available under a lease

Other
(explain) _____

For Acquisition Projects:

_____ Acres to be acquired in fee simple. (Provide purchase agreement and appraisal for approval prior to acquisition.)

_____ Acres to be acquired under public access easement. (Provide copy of easement for approval prior to acquisition.)

Other
(explain) _____

I certify that the information contained in this Project application is accurate and I further certify that this Project is consistent with the park and recreation element of the applicable city or county general plan, park district and recreation plan, or appropriate recreation planning document.

Application Submitted by	Title
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Date

**East Bay Regional Park District
 MEASURE WW LOCAL GRANT PROGRAM
 SAMPLE COST ESTIMATE**

(Line items listed are for sample purposes only. Applicant should use line items that most accurately reflect the back up documentation to be provided at close out.)

Project Name: _____

Contract Number: _____

Applicant: _____

#	<u>CONSTRUCTION COSTS</u>	<u>AMOUNT</u>
1	Land Acquisition	\$
2	Bid Items (Provide separate lines for each bid item.)	\$
3	Materials	\$
4	In-house Labor	\$
5	In-house Equipment	\$
6	Rental Equipment	\$
7	Construction Support	\$
	SUBTOTAL	\$

	<u>PRE-CONSTRUCTION COSTS (20% Limit)</u>	<u>AMOUNT</u>
8	Consultants	\$
9	In-house Staff Time	\$
10	Title & Escrow Fees	\$
11	Permit Fees	\$
	SUBTOTAL	\$

GRAND TOTAL \$

	<u>FUNDING SOURCES</u>	<u>AMOUNT</u>
	WW Local Grant	\$
	Other Funds	\$
		\$
	GRAND TOTAL	\$

2:24 PM
12/03/15
Accrual Basis

KPPCSD
Unaudited Profit & Loss Budget Performance
November 2015

	Nov 15	Budget	Jul - Nov 15	YTD Budget	Annual Budget
Total 550 · Other Police Expenses	18,816.15	52,018.34	91,728.65	146,334.20	325,269.00
600 · Park/Rec Sal & Ben					
601 · Park & Rec Administrator	711.90	650.00	3,484.80	3,250.00	7,800.00
602 · Custodian	1,750.00	1,900.00	8,750.00	9,500.00	22,750.00
623 · Social Security/Medicare - Dist	0.00	49.75	0.00	248.75	597.00
Total 600 · Park/Rec Sal & Ben	2,461.90	2,599.75	12,234.80	12,998.75	31,147.00
635 · Park/Recreation Expenses					
640 · Community Center Expenses					
642 · Utilities-Community Center	360.88	350.00	2,021.34	2,320.00	5,616.00
643 · Janitorial Supplies	0.00	0.00	825.15	800.00	800.00
646 · Community Center Repairs	759.95	250.00	1,107.43	1,250.00	3,000.00
Total 640 · Community Center Expenses	1,120.83	600.00	3,953.92	4,370.00	9,416.00
660 · Annex Expenses					
662 · Utilities - Annex	239.44		493.43		
666 · Annex Repairs	0.00	83.33	0.00	416.65	1,000.00
668 · Misc Annex Expenses	0.00	83.33	0.00	416.65	1,000.00
Total 660 · Annex Expenses	239.44	166.66	493.43	833.30	2,000.00
670 · Gardening Supplies	0.00	83.33	0.00	416.65	1,000.00
672 · Kensington Park O&M	3,948.69	6,525.00	27,616.80	32,625.00	78,300.00
674 · Park Construction Exp	0.00	0.00	0.00	5,000.00	5,000.00
678 · Misc Park/Rec Expense	170.00	83.33	170.00	416.65	1,000.00
Total 635 · Park/Recreation Expenses	5,478.96	7,458.32	32,234.15	43,661.60	96,716.00
800 · District Expenses					
810 · Computer Maintenance	1,089.00	0.00	14,215.00	12,570.00	24,288.00
820 · Cannon Copier Contract	397.38	500.00	1,961.10	2,900.00	5,700.00
830 · Legal (District/Personnel)	10,658.35	8,300.00	47,678.30	41,500.00	99,530.00
835 · Consulting	3,923.00	2,500.00	20,713.04	7,500.00	15,000.00
840 · Accounting	1,295.00	2,000.00	22,332.00	10,000.00	34,000.00
850 · Insurance	0.00	0.00	27,480.79	30,000.00	30,000.00
860 · Election	0.00	0.00	0.00	0.00	0.00
865 · Police Bldg. Lease	0.00	0.00	0.00	1.00	1.00

2:24 PM
12/03/15
Accrual Basis

KPPCSD
Unaudited Profit & Loss Budget Performance
November 2015

	Nov 15	Budget	Jul - Nov 15	YTD Budget	Annual Budget
870 · County Expenditures	0.00	0.00	1,938.54	3,000.00	22,300.00
890 · Waste/Recycle	0.00	5,000.00	1,212.28	17,600.00	25,000.00
898 · Misc. Expenses	6,232.15	1,275.00	13,447.15	6,375.00	15,300.00
899 · Depreciation Expense	0.00	0.00	0.00	0.00	0.00
Total 800 · District Expenses	23,594.89	19,575.00	150,978.20	131,446.00	271,119.00
950 · Capital Outlay					
962 · Patrol Cars	0.00	0.00	0.00	30,000.00	30,000.00
963 · Patrol Car Accessories	0.00	0.00	0.00	3,000.00	3,000.00
965 · Weapons / Radios	0.00	0.00	0.00	0.00	10,000.00
967 · Station Equipment	0.00	7,000.00	5,000.00	7,000.00	7,000.00
968 · Office Furn/Eq	1,076.00	0.00	1,076.00	6,000.00	6,000.00
972 · Park Buildings Improvement	8,758.25	2,100.00	13,658.25	10,500.00	25,000.00
Total 950 · Capital Outlay	9,834.25	9,100.00	19,734.25	56,500.00	81,000.00
Total Expense	187,709.68	255,857.90	1,293,453.70	1,284,215.00	2,858,921.00
Net Ordinary Income	-141,084.88	-245,281.23	1,514,442.31	1,543,691.76	53,330.74
Other Income/Expense					
Other Expense					
700 · Bond Issue Expenses					
701 · Bond Proceeds	0.00	0.00	-177,746.56	0.00	0.00
710 · Bond Admin.	0.00	0.00	4,802.12	0.00	0.00
715 · Bond Interest Income	0.00	0.00	-75.24	0.00	0.00
720 · Bond Principal	0.00	0.00	125,718.06	0.00	0.00
730 · Bond Interest	0.00	0.00	17,992.40	0.00	0.00
Total 700 · Bond Issue Expenses	0.00	0.00	-29,309.22	0.00	0.00
995 · Loss/(Gain) - Asset Disposition	0.00	0.00	0.00	0.00	0.00
Total Other Expense	0.00	0.00	-29,309.22	0.00	0.00
Net Other Income	0.00	0.00	29,309.22	0.00	0.00
Net Income	-141,084.88	-245,281.23	1,543,751.53	1,543,691.76	53,330.74