

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

AGENDA

A Special Meeting (Closed Session) of the Board of Directors of the Kensington Police Protection and Community Services District will be held **Thursday, November 12, 2015, at 6:30 P.M.**, at the Community Center, 59 Arlington Avenue, Kensington, California. The Board will commence its monthly Regular Meeting in open session **Thursday, November 12, 2015, at 7:30 P.M.**, at the Community Center, 59 Arlington Avenue, Kensington, California. If further Closed Session is required, the Board will return to Closed Session following the end of the Regular Meeting.

1. Call to Order/Roll Call 6:30 P.M.

2. Closed Session-Public Comment

- a. Conference with Legal Counsel-Public Performance Evaluation (Government Code Section 54957). Title: General Manager/Police Chief.
- b. Conference with Labor Negotiators (Government Code Section 54957.6) Agency designated representative: Jonathan Holtzman, Renne Sloan Holtzman Sakai LLP. Employee organization: Kensington Police Officers Association.

3. Regular Meeting: Open Session 7:30 P.M.

The Board will return to Open Session at approximately 7:30 PM and will report out on the Closed Session if reportable action is taken.

Note: All proceedings of the open session meeting will be videotaped.

4. Public Comments Members of the public may address the Board on any issue on the Consent Calendar and items not listed on the agenda that are within the purview of the District. Comments on matters that are listed on the agenda may be made at the time the Board is considering each item. Each speaker is allowed a maximum of five (5) minutes per Board Policy 5030.41.

5. Board/staff comments

Update from Ad Hoc Committee on Governance

6. Consent Calendar

- a) Minutes of the Regular Meeting of October 8, 2015 Pg. 4
- b) Unaudited Profit & Loss Budget Performance Report for October 2015 Pg. 18
- c) Variance Report for October 2015 Pg. 22
- d) Park Revenue & Expense Report for July through October 2015 Pg. 26
- e) Board Member Reports-None this month
- f) KPD Monthly Statistics for August & September 2015 Pg. 28

- g) Training/ Reimbursement Report- None this month
- h) Correspondence Pg. 35
- i) Recreational Report Pg. 39
- j) Monthly Calendar Pg. 41
- k) General Manager's Report October 2015 Pg. 43
- l) Park Buildings Committee Meeting Schedule – None this month

7. Old Business

- a. The Board will receive a presentation from the General Manager and consider rescinding the Board Adopted Zero Tolerance Policy from the UC Berkeley Traffic Safety Evaluation previously approved by board action on May 13, 2010. Pg. 44

General Manager Recommendation: Take public comment, deliberate, and approve the General Managers recommendation.

8. New Business

- a. The Board will receive a presentation from the General Manager and consider taking action on revising fees for certain police records and services charged by the District. Pg. 87

General Manager Recommendation: Take public comment, deliberate, and provide staff direction.

- b. The Board will receive a presentation from the General Manager and consider taking action on revising the rental fees and other charges for use of the District facilities. Pg. 91

General Manager Recommendation: Take public comment, deliberate, and provide staff direction.

- c. The Board will receive a presentation from the General Manager and consider taking action on having the General Manger, with assistance from the District's CPA, Deborah Russell and Renne Sloan's consultant, Adam Benson, prepare an updated five-year plan. Pg. 97

General Manager Recommendation: Take public comment, deliberate, and provide staff direction.

- d. The Board will receive a presentation from Gregory Wallace about the seismic analysis he completed on the Community Center. Pg. 98

General Manager Recommendation: Take public comment and deliberate for possible action.

- 9. ADJOURNMENT: Next meeting is scheduled for December 10, 2015 at 1930 hours.

General Information-Accessible Public Meetings

NOTE: UPON REQUEST THE KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT WILL PROVIDE WRITTEN AGENDA MATERIALS IN APPROPRIATE ALTERNATIVE FORMATS, OR DISABILITY-RELATED MODIFICATION OR DISABILITIES TO PARTICIPATE IN

PUBLIC MEETINGS. PLEASE SEND A WRITTEN REQUEST, INCLUDING YOUR NAME, MAILING ADDRESS,PHONE NUMBER AND A BRIEF DESCRIPTION OF THE REQUESTED MATERIALS AND PREFERRED ALTERNATIVE FORMAT OR AUXILARY AID OR SERVICE AT LEAST 2 DAYS BEFORE THE MEETING. REQUESTS SHOULD BE SENT TO:

General Manager Kevin. E. Hart, Kensington Police Protection & Community Services District, 217 Arlington Ave, Kensington, CA 94707. POSTED: Public Safety Building-Colusa Food-Library-Arlington Kiosk- and at www.kensingtoncalifornia.org.

Complete agenda packets are available at the Public Safety Building and the Library.

All public records that relate to an open session item of a meeting of the Kensington Police Protection & Community Services District that are distributed to a majority of the Board less than 72 hours before the meeting, excluding records that are exempt from disclosure pursuant to the California Public Records Act, will be available for inspection at the **District offices, 217 Arlington Ave, Kensington, CA 94707** at the same time that those records are distributed or made available to a majority of the Board.

The deadline for agenda items to be included in the Board packet for the regular monthly meeting is the Wednesday before the regular scheduled Thursday meeting the following week.

Meeting Minutes for 10/8/15

A Special Meeting (Closed Session) of the Board of Directors of the Kensington Police Protection and Community Services District was held Thursday, October 8, 2015, at 6:00 P.M., at the Community Center, Kensington, California. A Regular Meeting, in Open Session, followed.

ATTENDEES

| <u>Elected Members</u> | <u>Speakers/Presenters</u> |
|-------------------------------------|--|
| Len Welsh, President | Randy Riddell, Renne Sloan Holtzman Sakai LLP |
| Chuck Toombs, Director | David Spath |
| Vanessa Cordova, Director | Ryan Anderson |
| Rachelle Sherris-Watt, Director | Peter Liddell |
| | Celia Concus |
| | Gloria Morrison |
| | Karl Kruger |
| <u>Staff Members</u> | Leonard Schwartzburd |
| Interim GM/COP Kevin Hart | Frank Lossy |
| Sgt. Hui (on duty) | Catya de Neergaard |
| Lynn Wolter, District Administrator | Marilyn Stollen |
| | Larry Nagel |
| <u>Press</u> | Mabry Benson |
| | |

President Welsh called the meeting to order at 6:05 P.M. President Welsh, Director Toombs, Director Cordova, Director Sherris-Watt, Interim GM/COP Hart, and District Administrator Wolter were present. Vice President Gillette was absent; however, President Welsh reported that she would be participating in the Closed Session by phone.

PUBLIC COMMENTS

None.

CLOSED SESSION

The Board entered into Closed Session at 6:07 P.M.

Closed Session:

- a. Conference with Legal Counsel – Anticipated Litigation – Significant exposure to litigation pursuant to paragraphs (2) and (3) of subdivision (d) of Section 54956.9. Agency Designated Representatives: Jonathan Holtzman, Renne Sloan Holtzman.
- b. Director Pat Gillette participated in the Closed Session portion of the meeting only, by way of telephone, pursuant to California Government Code Section 54953(b). During her participation

in the Closed Session, her location was Escondido, California. Because she only participated in the Closed Session, the public was not able to participate from her remote location. The Board came out of Closed Session at 6:43.

The Board began its Open Session at 7:32 P.M.

President Welsh took roll call. President Welsh, Director Toombs, Director Cordova, and Director Sherris-Watt were present. Vice President Gillette was absent; however, President Welsh reported that she had participated in the Closed Session by phone.

President Welsh reported that, during Closed Session, the Board had been briefed by legal counsel on a memorandum he had written and that the Board had taken no action.

President Welsh announced that there would be a swearing-in ceremony for a new officer and asked GM/COP Hart to brief the Board. GM/COP Hart introduced Reserve Officer Christopher Armanino and provided the audience with a brief description of his background. Reserve Officer Armanino had joined the Kensington Police Department as a Reserve Officer in 2010 and had given hundreds of hours of volunteer service to the community during the subsequent five years. GM/COP Hart reported that Kensington's officers were unanimous in their recommendation that he be hired. GM/COP Hart swore in Reserve Officer Armanino, and his mother pinned on his badge. Officer Armanino introduced his parents and friends in attendance and said he was pleased to join the Kensington Police Department.

President Welsh noted that there was no higher calling than being a police officer, that it was a dangerous job, and that it was often under-appreciated. He said he appreciated Kensington's force and Officer Armanino's joining it.

PUBLIC COMMENTS

David Spath said he was speaking as the Temporary Chair of the Ad Hoc Governance Committee. He reported that the Committee had had its first meeting on October 1st and that it would continue to meet on the first Thursday of every month. He said the first meeting went well, but there was a difference of opinion about the intent of the framework. He reported that some Committee members were of the opinion that the framework was a set of guidelines that could be viewed broadly, allowing members to delve into things not contained within the framework and to set their own timeframes. He reported that other Committee Members viewed the framework as a set of required tasks that had to meet a certain timeframe. He said there was no final document that was available to the public and the Committee. He said that, overall, there was a misunderstanding as to the status of the framework document. He asked if the Board would consider holding a Special Meeting, prior to the Committee's upcoming October 20th meeting, to give direction and clarity to the Committee regarding the framework's meaning and its intent. He asked if it was a set of defined tasks that the Committee would complete, since the language of the framework used the word "will" – or, was it meant to be more of a broad guidance document, with a lot of flexibility with respect to deliverables and deadlines.

President Welsh asked District Legal Counsel, Randy Riddle, if the Board could enter into discussion about holding a Special Meeting, as had been requested by Dr. Spath. Mr. Riddle responded that, if the majority of the Directors so wished, the Board could do this. Director Cordova responded that there was no need for revisions, that she would be out of town and, therefore, would be unable to meet until the next Board meeting. She said that the document in question had been adjudicated by the Board and that it didn't need to be revisited. Dr. Spath said he didn't think the document needed to be modified; rather there had been a question of clarity – was it the Board's intent that the Committee adhere to the guidelines explicitly, or was it the Board's intent that the Committee treat the document loosely. He said he thought the difference of opinion could have arisen because the document continued to be labeled "Proposed". Director Cordova responded that the Board had determined that the Committee's task was to present findings and reiterated that she would be out of town until the next Board meeting. Dr. Spath said it would be helpful to finalize the document and put it on the website.

GM/COP Hart said he had a finalized copy of the framework document for the two Directors – the two who had authored it – to sign. He said this document could be posted to the website. President Welsh responded this would be a good idea.

President Welsh said the Board had spent a lot of time developing the framework document and that the document meant what it said.

Dr. Spath asked if Board members could attend Committee meetings and state the document's intent. Mr. Riddle said there was nothing that prohibited that. Director Sherris-Watt clarified that one Director speaking did not speak for the Board. Dr. Spath encouraged at least two Board members to attend. Mr. Riddle said that Directors could speak for the Board if they had been so directed by the Board.

Ryan Anderson said the framework document was a guidance document and said it was insufficient since it was leading to confusion and lack of clarity. He said the document should be revised to ensure clarity.

Mr. Riddle said he was concerned about the Board weighing in on these issues because the document had not been placed on the agenda.

Mr. Anderson asked if the Committee was to come to the Board with findings or with recommendations. President Welsh responded, findings.

Gloira Morrison asked that Item c of the Consent Calendar be pulled. She said that, once the Board passed something, it's passed it.

Peter Liddell announced that the Kensington Public Safety Council would be offering a presentation on current seismic retrofitting recommendations on October 15th, at 7:00 P.M., at the Community Center.

Celia Concus said that the community had had been told that report, about a vehicle that had been rented by an officer, would be forthcoming. President Welsh asked GM/COP Hart if he hadn't reported on this matter previously. GM/COP Hart responded that misleading information had been posted on Kensington Next Door and that he had posted accurate information in response. Ms. Concus said questions about the issue remained. Among the questions: Why would an officer need to rent a car when the District had so many vehicles in the fleet? GM/COP Hart said he thought he had answered all the questions. President Welsh suggested that GM/COP Hart prepare a brief memo for the November meeting. GM/COP Hart said he could do this.

Ms. Concus also asked about GM/COP Hart's having previously reported that he would be having an independent audit done on the Reno incident. GM/COP Hart responded that he would be prepared to brief the Board in November. Mr. Riddle added that he was researching whether this information would be restricted to a Closed Session of the Board.

GM/COP Hart reported that he had been directed by Director Gillette to read a statement she had submitted by email. In her email, Director Gillette apologized for having to miss the meeting, but she had a family event out of the area. She said she had asked in August for the Board's meeting date to be changed, but one Director could not accommodate her request. She said she would be back for the November meeting.

BOARD COMMENTS

Director Toombs promoted the Citizens' Academy, noting that it was time well spent, especially for the Directors. He asked when the GASB 68 Report, the PERS analysis, and the OPEB Actuarial Report might be coming in. District Administrator Wolter responded that the GASB 68 Report had been received and had been forwarded to the District's CPA so he could include it in the FY 2015 Audit. She

reported that staff had been able to discern all of the medical premium expenses, by retiree, and that she had forwarded the information on to Total Compensation Systems (TCS) earlier in the week. She concluded by saying that TCS should have all the information needed to produce its actuarial report. GM/COP Hart said the PERS analysis had not yet been received.

Director Toombs reported on a downed tree he had observed and commended Master Sergeant Hull for having arrested a particularly “bad guy”. GM/COP Hart said he would provide an update on this matter later in the meeting. Director Cordova commented that this arrest had resulted from a resident having contacted the police because she had observed something unusual. GM/COP Hart added that, should residents notice anything suspicious, they should dial 9-1-1. He added that Fremont Police had just released information that the suspect had confessed to having killed his mother. When Fremont Police asked the suspect why he had been in Kensington, he responded that he had been looking for a lady friend who lived on Lake Drive in Berkeley and that he didn’t know he was in Kensington. GM/COP Hart reminded residents to lock their doors and their car doors. GM/COP Hart provided a summary of what had occurred at the time of the arrest and information about the individual who had been arrested.

Director Cordova reported that she had attended the California Special Districts Association (CSDA) conference in Monterey. She said Director Sherris-Watt, GM Hart, Mr. Riddle, and members of the Fire District Board had also attended. She said GM Hart would provide a report on this at the November meeting.

Director Sherris-Watt reported that she, too, had attended the CSDA conference. She said it was very informative. She said she had brought documents from the conference and had left them on the table at the back of the room. She offered to make copies for anyone who wished them. She reported that the Park Buildings Committee had met the prior night. She said that the seismic engineer, Gregory Wallace, had given a verbal report and that the written report would be available at the next committee meeting. She reported that the next meeting would be on October 28th and that, in addition to the written seismic report, an ADA report would be provided. She announced that a new glass-enclosed bulletin board had recently been installed just outside the front door of the Community Center and that it would be available for flyers and announcements for the various K-groups. Director Cordova asked Director Sherris-Watt if she had placed on the table a copy of Mr. Riddle’s white paper on how to handle disruptive board meetings. Director Sherris-Watt confirmed she had.

STAFF COMMENTS

GM/COP Hart reported that he and Sergeant Hui were working on finding a solution to the Community Center’s sound system and that he was hoping to partner with the Grizzly Peak Fly Fishermen and the Kensington Improvement Club on the project. He also reported that he had

- Attended a one-day Human Resources Boot Camp in Sacramento.
- Met with Sheriff David Livingston to discuss items of common interest.
- Was continuing to work on the website to make it more user-friendly.
- Attended the CSDA conference.
- Completed the Diablo Fire Safe Grant fuel reduction project – trees and brush removal.

He also reported that the Police Department, in partnership with the Fire Department, had conducted a National Drug Take Back Day during which 103.3 pounds of excess medications had been turned in. He said the Fire Department had taken back needles. Director Cordova thanked Fire Board President Larry Nagel, noting that the Fire District paid the majority of the cost associated with the event.

GM/COP Hart announced that the Citizens’ Academy had started. He also reported that he had been auditing medical insurance enrollee premiums and had discovered that one employee had been undercharged for the additional coverage he had elected a few years earlier and that this error amounted to about \$10,000, which was being recovered. He said he would be reviewing other aspects of the District’s operations.

President Welsh commented on the work that was being done every week by the park grounds committee, noting that it was doing a lot to protect the Community Center. He reported that the group has filled 10 dumpsters with underbrush. He thanked Charli Danielsen, Peter Liddell, Katie Gluck, Gretchen Gillfillan, Ray Barazza, Peter Conrad, Lisa Caronna, and Mabry Benson.

CONSENT CALENDAR

Directors pulled Items c, k, b, f

Director Toombs asked to discuss Item b., the September 2015 Unaudited Profit and Loss. He questioned accounts 411 and 413. He said he thought the Board had approved a \$25,000 annual amount to receive, as a reimbursement, from the School District. District Administrator Wolter explained that the crossing guard costs were treated almost as a pass-through and that the police costs, should they exceed the budgeted number of hours, was billed at an additional hourly amount. She reported that there had been additional hours invoice, because of an unfortunate dog incident, for the recent quarter and this contributed to the increased total shown in the report. She clarified that the School District had approved up to \$50,000 for a three-year period. She noted that it appeared as though the most recent receivable had been recorded to just one of the accounts; it should have been split. She said she would let Police Services Aide, Andrea di Napoli, who handles receivables, know that the amount should be split, consistent with the contract, with some going to Account 411 and some to 413.

Director Toombs asked to clarify that salaries were lower and overtime costs higher because the Department was down an officer and picking up additional costs in overtime. GM/COP Hart confirmed this.

Director Toombs questioned why Account 835 was over-budget. District Administrator Wolter responded that it was because this account included invoices from Adam Benson. Director Toombs said he thought Mr. Benson's costs should have been included under legal. Director Cordova asked that detail for account 835 be provided at the November meeting.

Director Sherris-Watt questioned why the levy tax revenue was low, relative to the amount budgeted. Staff replied that there would be a true up later in the fiscal year. She asked about account 427, Community Center Revenue and whether revenue would be on trend and be down for the year. Staff responded that this could be due to the timing of the deposits. Director Sherris-Watt asked about account 521, noting that this (521A and 521R) was over budget by about \$27,000. District Administrator Wolter responded that she would research this.

Director Cordova said that a variance column was very important to her. She requested that GM Hart send this to her. President Welsh responded that this was to be taken up by the Finance Committee. Director Cordova said that she had already received the version of the report she was seeking from Ms. Russell and that she wanted an updated version of that report. GM Hart said he would get it to her.

Director Sherris-Watt asked about account 596 (Westnet/Cal ID) and whether this should be cleaned up since Westnet had been discontinued. She noted that the District was under budget for account 830 (Legal).

Gloria Morrison said additional information in the Unaudited P&L Report would be helpful, in terms of providing greater clarity. GM Hart noted that this report was generated by QuickBooks, which wasn't very flexible. Director Cordova said that the raw data could be exported to another format and that a consultant could be brought on board to accomplish this. She said she would support paying for the service to ensure that the Directors had a template they found useful. GM Hart responded that staff would continue to work hard to ensure that everyone's needs were met.

Karl Kruger said he was concerned about legal fees. He said the District's budget was less than \$3 million and that legal fees represented a large part of the expenses. He said the Board didn't need an

attorney for many of its decisions. Mr. Kruger asked if retroactive pay was being considered for the officers. Director Toombs said he'd prefer not to discuss the police negotiations because they were ongoing. Mr. Kruger noted that, even though revenue had been almost \$300,000 more than had been budgeted for the prior fiscal year, the District had ended the year with net income of just \$12,000. Mr. Kruger asked about the \$10,000 due from one of the employees and how it would be reimbursed. GM Hart responded that it would be reimbursed through the employee's accrued vacation and overtime and that it would be done all at one time.

Director Toombs asked to pull Item f. He pointed out that there were some pretty large crime numbers: 75 Part I crimes and 46 still open; and 145 total crimes reported for the year, with 76 still open. Director Sherris-Watt said she had noted an increase in vandalism. GM Hart said the community needed to be aware and to let the police know if they see something unusual.

MOTION: Director Sherris-Watt moved, and Director Toombs seconded, to adopt the Consent Calendar.

Motion passed: 4 – 0

AYES: Welsh, Toombs, Sherris-Watt, Cordova NOES: 0 ABSENT: Gillette

NEW BUSINESS

- a) The Board considered waiving the attorney-client privilege as to the legal opinion written by General Counsel Randy Riddle as to the validity of the initiative measure requiring voter approval for contracting out police services, adopted by the Board of Directors on October 8, 2009.
General Manager recommendation: Take public comment, deliberate, and provide staff direction.

President Welsh explained that Randy Riddle, the District's legal counsel, had written a legal opinion for the Board and that such opinions were usually legally protected. Director Toombs said he thought it would be okay to release the document. He made it clear that this applied to this opinion and to nothing else. Director Cordova, President Welsh, and Director Sherris-Watt concurred.

Frank Lossy questioned why this was an issue since the community had paid for the services of legal counsel to the Board. President Welsh clarified that, in some instances, the Board needed to withhold such things – because they were attorney-client privileged.

Mabry Benson reiterated that there might be times and reasons for maintaining attorney-client privileged information.

MOTION: Director Sherris-Watt moved, and Director Toombs seconded, that the Board release the confidential memorandum concerning the initiative measure adopted in 2009 written by Randy Riddle and Theresa Stricker and allow Mr. Riddle to give a brief overview of the contents and that the Board make clear that it would be waiving attorney-client privilege only for this particular memo.

Motion passed 4 – 0.

AYES: Welsh, Toombs, Sherris-Watt, Cordova NOES: 0 ABSENT: Gillette

- b) If the Board voted to waive the attorney-client privilege of the contracting out legal opinion, discuss the legal opinion and provide staff direction.
General Manager recommendation: Take public comment, deliberate, and provide staff direction.

Legal Counsel Randy Riddle read the central argument of the legal opinion about the 2009 initiative measure.

President Welsh provided a background summary; that the initiative petition had stated that the Board would not contract out for police services without a vote of the public. The petition process had succeeded in collecting the required number of signatures to have the issue qualify for the ballot. Instead, the Board elected to adopt the Initiative Ordinance. He explained that the central question was whether the ordinance could place such a restriction on the Board.

Mr. Riddle said that, generally speaking, courts sought to uphold initiative measures wherever possible. He added that there were some things that could not be enacted by initiative petition, such as those that might bind future members of a government entity. He clarified that the Board had the power of discretion to contract out or to provide service through employees. He said a court likely would conclude that the measure violated government law.

Ryan Anderson asked if, in 2009, a vote of the community would have been any more valid. Mr. Riddle responded, no.

GM/COP Hart read the comments Vice President Gillette had submitted by email. She wrote that she wanted to make clear her position with respect to the Initiative Ordinance: The purpose of the Initiative was to ensure that there would be broad community support for contracting out, should that be a consideration. She added that this would be a prudent thing to do because Kensington had had an independent police department for decades. GM Hart interjected that records indicated that the first officer was serving Kensington in 1939. Vice President Gillette went on to write that a decision of this magnitude should be made by the community, not by the Board alone and that the premise of the measure seemed sound to her. She wrote that she would not be comfortable outsourcing without some mechanism to ascertain the community's desires. She wrote that this opinion should not impact the work of the Ad Hoc Committee, as it is a fact-finding group and had no decision-making capacity. She added that, should the data compiled by the committee indicate that contracting out made sense, she would want an advisory vote of the community, prior to such a decision being made.

Director Sherris-Watt said that she understood why, as an author of the ordinance, Vice President Gillette would be upset by the opinion that suggested that the document was invalid. Director Cordova said she was uncomfortable with Vice President Gillette's unilateral statement, in absentia.

President Welsh said he agreed with Director Sherris-Watt – this was all premature, as there had been no recommendation to contract out for police services. He said that the staff direction he wanted to give was to have the opinion published on the website. Consensus was that the word "Confidential" be removed prior to the document being published.

MOTION: Director Sherris-Watt moved, and President Welsh seconded, that the Board publish the confidential memorandum, minus the words "Confidential Memorandum" at the top, as presented to the Board, on the District website.

Motion passed 4 – 0.

AYES: Welsh, Toombs, Sherris-Watt, Cordova NOES: 0 ABSENT: Gillette

- c) The Board discussed and considered taking action on selecting a method for filling vacancies on the Ad Hoc Committee for Governance of the District. This item was placed on the agenda by Director Toombs.
General Manager Recommendation: Take public comment, deliberate, and provide staff direction.

Director Toombs explained that this item was placed on the agenda because one of Director Sherris-Watt's selections for the Ad Hoc Committee had had to withdraw. He said Director Sherris-Watt should have the right to fill the vacancy with the person she so chose. He said that the discussion about what the Board should do with vacancies, in general, should be postponed.

**MOTION: Director Toombs moved, and Director Cordova seconded, that Item 6 c be continued.
Motion passed: 4 – 0.**

AYES: Welsh, Toombs, Sherris-Watt, Cordova NOES: 0 ABSENT: Gillette

Catya de Neergaard said she wanted to comment on Item b. She said she wanted to suggest that the Board could always hold an advisory vote on whether to contract out. She said Contra Costa County would have two elections next year, in June and November. She encouraged placing the item on the June ballot. She said El Cerrito already had prepared a bid proposal. She encouraged the Board to find out what it was and said it would be good to begin getting some ballpark figures. The Directors responded that that was what the Ad Hoc Committee was doing. She responded that only the Board could ask for bids; the Committee couldn't. She said the Board could compare apples to apples. Director Toombs reiterated that this was the purview of the Ad Hoc Committee. Ms. de Neergaard said El Cerrito had real numbers for the Committee to look at.

- d) Director Sherris-Watt appointed an alternate member to the Ad Hoc Governance Committee to replace Ms. Lori Trevino. This item was placed on the agenda by Director Cordova.
General Manager's recommendation: Take public comment, deliberate, and provide staff direction.

Director Sherris-Watt thanked Lori Trevino, who had had to withdraw, and said she wanted to appoint Simon Brafman to the Committee. She added that Mr. Brafman was a member of the Finance Committee and of the Kensington Community Council.

**MOTION: Director Sherris-Watt moved, and President Welsh seconded, that Simon Brafman be appointed to the Ad Hoc Governance Committee to replace Lori Trevino.
Motion passed: 4 – 0**

AYES: Welsh, Toombs, Sherris-Watt, Cordova NOES: 0 ABSENT: Gillette

- e) The Board received a presentation from the General Manager and input from Director Sherris-Watt regarding the current summary format of the minutes taken during Board meetings. The Board had previously approved action minutes at its regular Board meeting on April 9, 2009.
General Manager's recommendation: Take public comment, deliberate, and affirm that action minutes would be prepared for all Board meetings.

GM Hart reported that he had received input and emails recommending a change in the way minutes are taken. He explained that the Brown Act required that minutes be taken at every Brown Act meeting. He said that current minutes were a summary of each Board meeting but that such minutes could not include everything that had been articulated. He explained that this had resulted in instances of the Board having been asked to amend minutes, with respect to comments made by some speakers. GM Hart explained that staff had done research to find out what type of minutes other agencies provided. GM/COP Hart explained that, when an amendment was made to a set of District minutes by the Board, this amendment was handwritten on the set of minutes, prior to those minutes being signed by the Board President and the District Administrator and being filed in the District's office files. He reported that, recently, amended minutes had been added, as a new item, to the District's website. He further explained that the minutes were already posted as part of each Board Packet and that those minutes were not amended unless by a motion of the Board. District Administrator Wolter reported that the District had been amending minutes,

in accordance with accepted practice, for many years and that she had continued the practice that had been established by her predecessors. She explained that using websites was relatively new for Special Districts and that the California Special District's Association (CSDA) had no recommendations with respect to amended minutes and websites.

Director Cordova asked if the matter had been brought to the Policies and Procedures Committee. Director Sherris-Watt responded that there was not a Committee but that there was a Chair. Director Cordova said she was asking because the proposal referenced a policy change. She asked for clarification that, for the time being, policy changes would take place only at the Board level.

Director Sherris-Watt reported that the District's website was going to be required to become ADA compliant. She said that this might necessitate making typed amendments to minutes.

President Welsh noted that, because the proposed changes would be changes in the Policy Manual, two readings would be required. He also noted that, should the changes be approved, the Board would then need to address how to deal with amended minutes.

GM Hart let the Board know it was 9:43 P.M.

**MOTION: President Welsh moved, and Director Toombs seconded, to extend the meeting until the Board's business was finished.
Motion passed 4 – 0.**

AYES: Welsh, Toombs, Sherris-Watt, Cordova NOES: 0 ABSENT: Gillette

GM Hart said that he wanted there to be discussion about how to make amendments and whether the Board wanted to continue with summary minutes. He explained that, in 2009, there had been a Board motion to change to action minutes, but that the Policy Manual had never been amended to reflect the motion and that the Policy Manual still stated that summary minutes were to be written. He suggested that a way to avoid difficulties, with respect to the minutes not being able to capture everything verbatim, would be action minutes. President Welsh asked GM Hart to describe action minutes. He responded that they would, for example, note that someone spoke but that there would not be a summary of what that individual had said. He noted that the Board might want to defer the discussion until after the audio equipment had been updated. President Welsh added that action minutes would also capture motions and votes of the Board.

Director Sherris-Watt read her proposal, which stated that action minutes would include:

- Time
- Place
- Attendees
- Statement of issues considered by the Board
- Related responses or decisions for the issues
- Votes would include names of ayes, nays, and abstentions

President Welsh added that, if someone wanted to go back and revisit exactly what someone said, they would listen to the recording of the meeting.

Director Cordova said she didn't support the issue, as proposed. She said it would have been nice to have had an example of how action minutes would capture public comments and how votes of the Board would be recorded. She said she had concerns about residents' comments being abbreviated. She encouraged GM Hart to look at KMAC minutes as an example and encouraged President Welsh to consider speaker cards that would contain: name, agenda item, and support or oppose.

GM Hart cited the problems associated with interpretation and human dynamics, especially when speakers talked for long periods of time. He offered that this would enable greater accuracy, while still meeting the requirements of the law.

Marilyn Stollen said that, in 2009, when the action minutes motion had been approved by the Board, it was one of the worst years in Kensington. She added that she had recently read the minutes from that year. She said those minutes recorded all the questions and answers surrounding former GM/COP Harman's credit card use. She said that, if the Board had followed action minutes that detail would not have been recorded. She added that, if the District weren't dysfunctional, action minutes would be fine. She said the District was moving towards health, democracy, and transparency, but it wasn't there yet. She also said that, with respect to meeting recordings, some comments made weren't audible and some were clipped and so it was not a good way to review what had happened. She said she had gone to Dublin's website and that their recordings were very clear. She said that Dublin had action minutes but that, when one clicked on them, the video came up and she asked why Kensington couldn't have that. She said she would support action minutes, if Kensington had streaming and residents could watch the meetings as they occurred or had much-improved recordings. She said that what people had to say in Kensington was important. She added that summaries could be done more effectively.

Leonard Schwartzburd seconded what Ms. Stollen had said. He said the proposal was a good one but that the discussion was a result of and a product of the inadequacies of the minutes. He said that one of the issues was that there had been blatant bias in the preparation of some of the minutes. He said he wanted to know if the minutes of February 12, 2015, as they appeared in the packet for the meeting of March 12th, were going, in some way, to indicate in the minutes on the website that the statement attributed to him was a misrepresentation of the meaning of his total statement. He asked how someone would know that the minutes had been amended. He added that he wanted those minutes amended on the website in a manner that would allow someone who would read them to know that they had been amended and where to go to find the amended minutes. He said the minutes continued to be uncorrected in any way that was meaningful.

Director Toombs said he had brought up the issue of action minutes in 2009. He said that technology had changed dramatically and that he was astounded that one could go to an agency's website, click on action minutes, and be taken to the video recording. He said that no one was trying to misrepresent anyone's statements. He said the District was trying to do its best by the community. He asked what the City of Berkeley did and how it corrected its minutes. He said he didn't know how one would go back in time, except to add a star or make some other notation to a point in old minutes to direct one to a correction someplace.

Director Sherris-Watt responded that her proposal about amendments was meant to address just this issue. She read from her proposal:

- Changes would be noted in the online edition of the Board packet with an asterisk.
- Changed content would appear in the approved minutes.
- Changes would be typed.
- Minutes, once approved and signed by the Board President, would appear electronically under a separate heading, from the Board Agenda Packet.
- The heading would be titled "Approved Minutes" followed by the date of the meeting they record.
- Changes to the record could be requested up to one year after the initial meeting date.

She said the original Board Packet wouldn't be touched because it needed to be left as it had been posted.

Director Cordova said that the County posted minutes as separate documents; they were not embedded in Board Packets. She suggested this alternative. She also noted that the City of Berkeley separated out constituent correspondence. She said she understood this was a first reading. GM Hart responded that it would be a first reading only if the Board adopted it. He added that other cities had IT personnel and

that the District's human and financial resources were limited. He also noted that Berkeley had action minutes. Director Cordova asked Randy Riddle if, as was done on KMAC during her seven years on that council, the District could pull the minutes from the website, amend them, and then re-post them. Mr. Riddle responded that the minutes currently only showed up as part of the Packet and that, under those circumstances, the District should not change what had already posted.

President Welsh asked GM Hart how difficult it would be to separate the minutes, place an asterisk, and then go to amended minutes, as proposed by Director Sherris-Watt. GM Hart responded that could be accomplished. He also said that adopting action minutes should not occur until reliable recording technology was in place. He asked for a progress report at the next meeting.

MOTION: Director Cordova moved, and President Welsh seconded, that the item be continued to the next meeting.

Motion passed 4 – 0.

AYES: Welsh, Toombs, Sherris-Watt, Cordova NOES: 0 ABSENT: Gillette

Director Toombs asked that GM Hart bring examples.

Director Sherris-Watt asked if the two items, action minutes and amendments, should be separated.

Discussion ensued about how far back in time amended minutes would be posted.

Catya de Neergaard said she liked the idea of action minutes. She said she was one of the people who had had corrections and had become frustrated with the process. She said her personal solution was that she would no longer read the minutes. She suggested that there be two video cameras, so that if one failed the other would work. She said she also wanted correspondence to continue to be placed in the Board Packet. She noted that the amended minutes and speaker cards sounded good.

Celia Concus said that the inadequacies or inaccuracies in the minutes had been exacerbated by District Administrator Wolter's accident. She said she understood that it was very difficult to be writing with one's off hand. She said it would help matters if District Administrator Wolter were to type the minutes on a computer. She said she didn't want minutes that would require one to go back and listen to the recording.

Leonard Schwartzburd asked if, with Director Sherris-Watt's proposal, there would be an asterisk next to the sentence that seriously misrepresented the meaning of his statement. He asked if the minutes would be corrected in the posted Agenda Packet. Director Sherris-Watt clarified that the asterisk, alone, would indicate that an amendment had been made but that amendment would be available elsewhere, under approved minutes, on the website. She explained that anything else was as proposed: She clarified that, legally, the District couldn't go back and change what had been initially posted. Dr. Schwartzburd asked why the proposed minutes appeared. President Welsh responded that they were part of the public record and that couldn't be destroyed. Dr. Schwartzburd said, with respect to action minutes, he wasn't sure if it had been in 2009 when Cathie Kosel had raised then GM/COP Harman's use of the District's credit card, but that, at that time, Director Toombs had told former GM/COP Harman not to use the card that way anymore; that it was wrong. He said this was in the minutes. He said that, for him to have done it again, might have changed the DA's findings.

District Administrator Wolter said that the Board's Policy Manual stipulated that summary minutes be taken and that this was the reason she had prepared them in that format. She said that, additionally, within the policy about minutes was a list of specific items to include. She asked that, if the Board changed to action minutes, it provide a similar detailed list to ensure that she would include all the Board would like in the minutes. Board consensus was that this should be included.

- f) The Board received a presentation from the General Manager regarding the possibility of working with the Fire Board and/or representative to place on District property a Disaster Container not to exceed 25 feet.
General Manager Recommendation: Take public comments, deliberate, and provide staff direction.

GM Hart reported that the community didn't yet have a single location where residents could go, in the event of an emergency. He said he had identified a spot in the park where the KPPCSD and the Fire District could place a disaster supplies container. He reported that the Fire District had allocated funds for this purpose but needed a location; he suggested one near the Community Center.

Director Cordova noted that the fiscal impact would be minimal.

Director Toombs asked who would stock the container. GM Hart responded that the Fire District would do so.

Fire District Larry Nagel said he was happy to hear the suggestion that there be a site. He reported that, for disaster preparedness, the community was organized through the CERT (Community Emergency Response Team) Program. He said that there were several CERT regions in Kensington but there was no central assembly location because, in an earthquake, people would be confined to their neighborhoods. He reported that the idea was to have 5 neighborhood sheds, for which \$30,000 had been allocated, and to have a 6 x 5½ foot shed placed near the Community Center for things like tools, fire extinguishers, radios, and generators. He noted that the Community Center would be an excellent meeting location.

Mabry Benson said the mausoleum had supplies.

Director Sherris-Watt added that, given the proximity to the school and the library, a large container would make sense.

GM Hart sought direction from the Board. Board consensus was that he should proceed with discussions with Fire District General Manager, Brenda Navalier.

- g) The Board discussed the ability of the Ad Hoc Governance Committee to receive assistance from, and time with, the Public Law Group. The Ad Hoc Committee may be given limited hours with the PLG, and requests for further time should be made by written request and approval from the KPPCSD Board. The Board also discussed and gave direction regarding the dissemination of documents and materials produced by the committee and what administrative support might be available from District staff.

Director Sherris-Watt reported that she had attended the first Ad Hoc Governance Committee meeting on October 1st. She congratulated David Spath on having been selected to serve as the group's chairman and reported that Charles Reichmann had been selected to serve as the Vice Chairman. A concern that had arisen was that there were questions that needed an attorney's assistance. There also had been questions about how documents would be distributed to the community. She said that her proposal was to give the Committee a limited number of hours of legal time with the Public Law Group. Director Cordova asked what the fiscal impact of this would be. Director Sherris-Watt responded, no more than \$1,500. Director Cordova questioned from what line in the budget the money would come; would it come from consulting fees. Director Toombs said that requesting money for legal assistance had been built into the Committee's framework. Director Toombs asked if Randy Riddle would be attending the Committee's meetings. Director Sherris-Watt responded that this would be up to the Committee.

Director Cordova said she also had attended the Committee's first meeting and that Mr. Riddle had been in attendance. She said her expectation was that the Committee would come to the Board to make such requests.

President Welsh suggested that the Board hear from David Spath. Dr. Spath said he didn't think Mr. Riddle needed to attend the meetings. He said there was no immediate need for legal help, but he wanted to establish the process whereby legal help could be obtained, were it needed in the future. He said he anticipated that an issue would arise at a meeting and a request would follow. President Welsh asked if he had any sense of how much time might be needed. Dr. Spath responded that he didn't.

President Welsh said he would like the Board to receive an Ad Hoc Committee report at every Board meeting and that, at that time, the Board could consider any requests.

Director Toombs said he was in favor of allowing four hours per month, to expedite the Committee's work, and that, if the Committee didn't use the time in one month, it could bank it and use it the following month.

Director Cordova said that she would be in favor of their having one hour, and she requested that GM Hart provide information about the fiscal impact of every recommendation.

Randy Riddle noted that two hours, for between then and the next Board meeting, would be reasonable. Dr. Spath said he would be comfortable with this allowance.

Director Cordova requested that establishing a process for the future be on the next meeting's agenda and asked Dr. Spath to present information on this, and she said she wanted to watch the budget.

GM Hart asked that Committee's use of attorney's hours go through him so that he could monitor and manage them from a cost standpoint.

**MOTION: President Welsh moved, and Director Sherris-Watt seconded, that Dr. David Spath be authorized to engage Mr. Riddle's services for up to two hours, until the next Board meeting, with Chief Hart monitoring that time.
Motion passed 4 – 0.**

AYES: Welsh, Toombs, Sherris-Watt, Cordova NOES: 0 ABSENT: Gillette

Dr. Spath clarified that he had copied GM Hart on all correspondence he had had with Mr. Riddle, to date. GM Hart said he would monitor only time and not content.

Director Sherris-Watt asked if the Board was authorizing that Ad Hoc Committee agendas go to District staff for posting on the District website. Director Toombs responded in the affirmative. It was clarified that District staff would not take minutes for the Committee. Dr. Spath reported that the Committee would be taking action minutes. He said there was already a part of the District website dedicated to the Committee and that their recordings would be posted there, along with other documents. President Welsh thanked Dr. Spath for his hard work.

OLD BUSINESS

- a. The Board received a presentation from the General Manager and considered rescinding the Board Adopted Zero Tolerance Policy from the U.C. Berkeley Traffic Safety Evaluation previously approved by Board action on May 13, 2010.
General Manager's recommendation: Take public comment, deliberate, and approve the General Manager's recommendation.

Director Cordova read a statement and recused herself from the discussion. She left the building.

President Welsh said the item was very important, it was late in the evening, and there were only three Directors present. Given this, he said he wanted to table the discussion.

MOTION: President Welsh moved, and Director Toombs seconded, to table the item until the next meeting.

Motion passed 3 – 0.

AYES: Welsh, Toombs, Sherris-Watt NOES: 0 ABSENT: Gillette, Cordova

MOTION: Director Sherris-Watt moved, and President Welsh seconded, to adjourn the meeting.

Motion passed 3 – 0.

AYES: Welsh, Toombs, Sherris-Watt NOES: 0 ABSENT: Gillette, Cordova

The meeting was adjourned at 10:47 P.M.

Len Welsh
KPPCSD Board President

Lynn Wolter
District Administrator

KPPCSD
Unaudited Profit & Loss Budget Performance
 October 2015

10:35 AM
 11/02/15
 Accrual Basis

| Ordinary Income/Expense | Oct 15 | Budget | Jul - Oct 15 | YTD Budget | Annual Budget |
|--|------------------|-------------------|---------------------|---------------------|---------------------|
| Income | | | | | |
| 400 · Police Activities Revenue | | | | | |
| 401 · Levy Tax | 0.00 | 0.00 | 1,383,583.34 | 1,527,750.00 | 1,527,750.00 |
| 402 · Special Tax-Police | 0.00 | 0.00 | 0.00 | 680,000.00 | 680,000.00 |
| 403 · Misc Tax-Police | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 404 · Measure G Supplemental Tax Rev | 0.00 | 514,177.50 | 0.00 | 514,177.50 | 514,177.50 |
| 410 · Police Fees/Service Charges | 235.00 | 125.00 | 810.00 | 500.00 | 1,500.00 |
| 411 · Kensington Hilltop Svcs Reimb | 0.00 | 0.00 | 9,450.00 | 4,725.00 | 18,900.00 |
| 412 · Special Assignment Revenue | 0.00 | 0.00 | 11,912.79 | 0.00 | 0.00 |
| 413 · West County Crossing Guard Reim | 4,298.56 | 0.00 | 7,803.56 | 0.00 | 10,830.00 |
| 414 · POST Reimbursement | 405.12 | 0.00 | 2,185.52 | 0.00 | 0.00 |
| 415 · Grants-Police | 0.00 | 0.00 | 23,825.39 | 0.00 | 0.00 |
| 416 · Interest-Police | 0.00 | 400.00 | 0.00 | 400.00 | 1,600.00 |
| 418 · Misc Police Income | 1,695.86 | 1,666.67 | 3,931.38 | 6,666.68 | 20,000.00 |
| 419 · Supplemental W/C Reimb (4850) | 2,149.28 | 4,298.56 | 17,193.24 | 17,194.24 | 17,194.24 |
| Total 400 · Police Activities Revenue | 8,783.82 | 520,667.73 | 1,460,695.22 | 2,751,413.42 | 2,791,951.74 |
| 420 · Park/Rec Activities Revenue | | | | | |
| 424 · Special Tax-L&L | 0.00 | 33,000.00 | 0.00 | 33,000.00 | 33,000.00 |
| 427 · Community Center Revenue | 2,748.00 | 3,400.00 | 7,740.50 | 11,500.00 | 33,000.00 |
| 435 · Grants-Park/Rec | 0.00 | 5,000.00 | 0.00 | 5,000.00 | 5,000.00 |
| 438 · Misc Park/Rec Rev | 0.00 | 50.00 | 40.00 | 150.00 | 500.00 |
| Total 420 · Park/Rec Activities Revenue | 2,748.00 | 41,450.00 | 7,780.50 | 49,650.00 | 71,500.00 |
| 440 · District Activities Revenue | | | | | |
| 448 · Franchise Fees | 0.00 | 0.00 | 8,478.33 | 16,266.67 | 48,800.00 |
| 449 · District Revenue | 0.00 | 0.00 | 1,147.00 | 0.00 | 0.00 |
| 456 · Interest-District | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 458 · Misc District Revenue | 0.00 | 0.00 | 829.00 | 0.00 | 0.00 |
| Total 440 · District Activities Revenue | 0.00 | 0.00 | 10,454.33 | 16,266.67 | 48,800.00 |
| Total Income | 11,531.82 | 562,117.73 | 1,478,930.05 | 2,817,330.09 | 2,912,251.74 |
| Expense | | | | | |
| 500 · Police Sal & Ben | 77,736.11 | 81,702.83 | 308,093.53 | 326,811.32 | 980,434.00 |
| 502 · Salary - Officers | 0.00 | 0.00 | 14,172.22 | 14,200.00 | 20,000.00 |
| 504 · Compensated Absences | 13,453.86 | 5,000.00 | 33,868.01 | 20,000.00 | 60,000.00 |
| 506 · Overtime | 7,609.58 | 6,825.00 | 32,226.31 | 27,300.00 | 81,900.00 |
| 508 · Salary - Non-Sworn | 566.61 | 850.00 | 2,955.99 | 3,400.00 | 10,200.00 |
| 516 · Uniform Allowance | | | | | |

KPPCSD Unaudited Profit & Loss Budget Performance

October 2015

| | Oct 15 | Budget | Jul - Oct 15 | YTD Budget | Annual Budget |
|---|-------------------|-------------------|-------------------|-------------------|---------------------|
| 518 · Safety Equipment | 0.00 | 0.00 | 0.00 | 250.00 | 3,250.00 |
| 521-A · Medical/Vision/Dental-Active | 13,324.64 | 12,496.33 | 65,917.45 | 49,985.32 | 149,956.00 |
| 521-R · Medical/Vision/Dental-Retired | 13,962.10 | 13,957.83 | 67,012.69 | 55,831.32 | 167,494.00 |
| 521-T · Medical/Vision/Dental-Trust | 0.00 | 31,642.00 | 0.00 | 31,642.00 | 31,642.00 |
| 522 · Insurance - Police | 720.50 | 200.00 | 2,187.50 | 2,230.00 | 5,240.00 |
| 523 · Social Security/Medicare | 1,340.18 | 1,389.00 | 5,278.64 | 5,556.00 | 16,668.00 |
| 524 · Social Security - District | 506.28 | 423.17 | 2,169.96 | 1,692.68 | 5,078.00 |
| 527 · PERS - District Portion | 14,504.81 | 32,285.08 | 255,081.59 | 129,140.32 | 387,421.00 |
| 528 · PERS - Officers Portion | 6,445.92 | 7,032.25 | 26,288.83 | 28,129.00 | 84,387.00 |
| 530 · Workers Comp | 0.00 | 0.00 | 43,966.71 | 32,000.00 | 50,000.00 |
| Total 500 · Police Sal & Ben | 150,170.59 | 193,803.49 | 859,219.43 | 728,167.96 | 2,053,670.00 |
| 550 · Other Police Expenses | | | | | |
| 552 · Expendable Police Supplies | 741.62 | 141.67 | 1,229.11 | 566.68 | 1,700.00 |
| 553 · Range/Ammunition Supplies | 0.00 | 0.00 | 0.00 | 500.00 | 5,000.00 |
| 560 · Crossing Guard | 1,143.14 | 1,700.00 | 1,443.97 | 2,300.00 | 10,830.00 |
| 562 · Vehicle Operation | 1,261.83 | 8,500.00 | 4,718.57 | 20,500.00 | 50,000.00 |
| 564 · Communications (RPD) | 13,718.74 | 0.00 | 35,677.79 | 39,017.50 | 156,070.00 |
| 566 · Radio Maintenance | 181.69 | 180.00 | 545.07 | 540.00 | 21,750.00 |
| 568 · Prisoner/Case Exp./Booking | 37.59 | 500.00 | 3,041.51 | 2,000.00 | 6,400.00 |
| 570 · Training | -442.87 | 800.00 | 874.61 | 3,300.00 | 10,000.00 |
| 572 · Recruiting | 1,632.03 | 541.67 | 2,640.53 | 2,166.68 | 6,500.00 |
| 574 · Reserve Officers | 49.50 | 337.50 | 136.50 | 1,350.00 | 4,050.00 |
| 576 · Misc. Dues, Meals & Travel | 0.00 | 0.00 | 440.00 | 2,750.00 | 3,140.00 |
| 580 · Utilities - Police | 839.32 | 1,400.00 | 2,540.96 | 2,900.00 | 10,000.00 |
| 581 · Bldg Repairs/Maint. | 185.43 | 416.67 | 4,089.67 | 1,666.68 | 5,000.00 |
| 582 · Expendable Office Supplies | 177.25 | 500.00 | 1,872.46 | 2,000.00 | 6,000.00 |
| 588 · Telephone(+Rich. Line) | 565.76 | 1,200.00 | 1,803.66 | 2,900.00 | 8,904.00 |
| 590 · Housekeeping | 377.44 | 333.33 | 1,287.46 | 1,333.32 | 4,000.00 |
| 592 · Publications | 0.00 | 50.00 | 208.32 | 200.00 | 2,500.00 |
| 594 · Community Policing | 1,575.03 | 350.00 | 2,471.70 | 650.00 | 4,000.00 |
| 596 · CAL I.D. | 0.00 | 0.00 | 5,508.00 | 5,925.00 | 5,925.00 |
| 599 · Police Axes Administration | 0.00 | 0.00 | 1,732.61 | 1,750.00 | 3,500.00 |
| Total 550 · Other Police Expenses | 22,043.50 | 16,950.84 | 72,262.50 | 94,315.86 | 325,269.00 |
| 600 · Park/Rec Sal & Ben | | | | | |
| 601 · Park & Rec Administrator | 556.20 | 650.00 | 2,772.90 | 2,600.00 | 7,800.00 |
| 602 · Custodian | 1,750.00 | 1,900.00 | 7,000.00 | 7,600.00 | 22,750.00 |
| 623 · Social Security/Medicare - Dist | 0.00 | 49.75 | 0.00 | 199.00 | 597.00 |
| Total 600 · Park/Rec Sal & Ben | 2,306.20 | 2,599.75 | 9,772.90 | 10,399.00 | 31,147.00 |

KPPCSD Unaudited Profit & Loss Budget Performance

October 2015

| | Oct 15 | Budget | Jul - Oct 15 | YTD Budget | Annual Budget |
|--|------------------|------------------|-------------------|-------------------|-------------------|
| 635 · Park/Recreation Expenses | | | | | |
| 640 · Community Center Expenses | | | | | |
| 642 · Utilities-Community Center | 744.90 | 670.00 | 1,660.46 | 1,970.00 | 5,616.00 |
| 643 · Janitorial Supplies | 115.24 | 0.00 | 825.15 | 800.00 | 800.00 |
| 646 · Community Center Repairs | 0.00 | 250.00 | 347.48 | 1,000.00 | 3,000.00 |
| Total 640 · Community Center Expenses | 860.14 | 920.00 | 2,833.09 | 3,770.00 | 9,416.00 |
| 660 · Annex Expenses | | | | | |
| 662 · Utilities - Annex | 0.00 | | 253.99 | | |
| 666 · Annex Repairs | 0.00 | 83.33 | 0.00 | 333.32 | 1,000.00 |
| 668 · Misc Annex Expenses | 0.00 | 83.33 | 0.00 | 333.32 | 1,000.00 |
| Total 660 · Annex Expenses | 0.00 | 166.66 | 253.99 | 666.64 | 2,000.00 |
| 670 · Gardening Supplies | | | | | |
| 672 · Kensington Park O&M | 0.00 | 83.33 | 0.00 | 333.32 | 1,000.00 |
| 674 · Park Construction Exp | 11,260.00 | 6,525.00 | 23,668.11 | 26,100.00 | 78,300.00 |
| 678 · Misc Park/Rec Expense | 0.00 | 5,000.00 | 0.00 | 5,000.00 | 5,000.00 |
| Total 635 · Park/Recreation Expenses | 12,120.14 | 12,778.32 | 26,755.19 | 36,203.28 | 96,716.00 |
| 800 · District Expenses | | | | | |
| 810 · Computer Maintenance | 0.00 | 1,100.00 | 13,126.00 | 12,570.00 | 24,288.00 |
| 820 · Cannon Copier Contract | 387.38 | 400.00 | 1,563.72 | 2,400.00 | 5,700.00 |
| 830 · Legal (District/Personnel) | 15,000.50 | 8,300.00 | 37,019.94 | 33,200.00 | 99,530.00 |
| 835 · Consulting | 4,956.00 | 0.00 | 16,790.04 | 5,000.00 | 15,000.00 |
| 840 · Accounting | 9,698.00 | 2,000.00 | 21,037.00 | 8,000.00 | 34,000.00 |
| 850 · Insurance | 0.00 | 0.00 | 0.00 | 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 |
| 870 · County Expenditures | 1,916.54 | 1,500.00 | 1,916.54 | 3,000.00 | 22,300.00 |
| 890 · Waste/Recycle | 303.07 | 10,000.00 | 1,212.28 | 12,600.00 | 25,000.00 |
| 898 · Misc. Expenses | 3,073.64 | 1,275.00 | 7,865.00 | 5,100.00 | 15,300.00 |
| 899 · Depreciation Expense | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total 800 · District Expenses | 35,335.13 | 24,575.00 | 100,530.52 | 111,871.00 | 271,119.00 |
| 950 · Capital Outlay | | | | | |
| 962 · Patrol Cars | 0.00 | 30,000.00 | 0.00 | 30,000.00 | 30,000.00 |
| 963 · Patrol Car Accessories | 0.00 | 3,000.00 | 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 | 5,000.00 | 0.00 | 5,000.00 | 0.00 | 7,000.00 |
| 968 · Office Furn/Eq | 0.00 | 6,000.00 | 0.00 | 6,000.00 | 6,000.00 |

KPPCSD
Unaudited Profit & Loss Budget Performance
 October 2015

| | Oct 15 | Budget | Jul - Oct 15 | YTD Budget | Annual Budget |
|---------------------------------------|-------------|------------|--------------|--------------|---------------|
| 972 · Park Buildings Improvement | 4,900.00 | 2,100.00 | 4,900.00 | 8,400.00 | 25,000.00 |
| Total 950 · Capital Outlay | 9,900.00 | 41,100.00 | 9,900.00 | 47,400.00 | 81,000.00 |
| Total Expense | 231,875.56 | 291,807.40 | 1,078,440.54 | 1,028,357.10 | 2,858,921.00 |
| Net Ordinary Income | -220,343.74 | 270,310.33 | 400,489.51 | 1,788,972.99 | 53,330.74 |
| Other Income/Expense | | | | | |
| Other Expense | | | | | |
| 700 · Bond Issue Expenses | | | | | |
| 701 · Bond Proceeds | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 710 · Bond Admin. | 0.00 | 0.00 | 4,801.12 | 0.00 | 0.00 |
| 715 · Bond Interest Income | 0.00 | 0.00 | 0.00 | 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 | 148,511.58 | 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 | 148,511.58 | 0.00 | 0.00 |
| Net Other Income | 0.00 | 0.00 | -148,511.58 | 0.00 | 0.00 |
| Net Income | -220,343.74 | 270,310.33 | 251,977.93 | 1,788,972.99 | 53,330.74 |

2)

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Staff Report Consent Calendar Item b – Variance Report for the October 2015 Unaudited Profit and Loss Budget Performance Report

To: Kensington Police Protection and Community Services District Directors
From: General Manager Kevin Hart
Date: November 12, 2015

Accounts 411 and 413

At last month's Board meeting, a Director questioned the allocation of funds to Accounts 411 and 413, accounts for revenue from the West Contra Costa Unified School District. All revenue from a recent invoice had been allocated to just one of these accounts, though it should have been split according to the service provided. That revenue has been properly allocated.

Account 427

At last month's meeting, a Director asked if Community Center Revenue was off for the month and if it was trending downward for the year. Staff responded that the difference could have been due to the timing of deposits. Again, this month's revenue appears to be lower than budgeted. Again, there is a timing issue. Approximately \$1,800 of October revenue was deposited after the end of the month.

This additional revenue will bring the month's total to approximately \$4,450 – approximately \$1,150 above the amount budgeted for the month. But, the year-to-date amount will be approximately \$2,000 below the amount budgeted year-to-date.

Account 521

At last month's meeting, a Director questioned why 521A and 521R, expense accounts for medical insurance, were above the amount budgeted for the month. District Administrator Wolter responded that she would research the matter and provide an answer to that Director, which she did. The reason was that the October CalPERS medical premium had been paid in September. The same holds for this month. The November CalPERS medical premium, approximately \$25,000 for actives and retirees, was paid in October. Therefore, the year-to-date expenditure for these two accounts is higher than budgeted.

Account 570

An employee's training was cancelled. Therefore, a \$443 credit appears in the October 2015 column.

Account 594

Approximately \$1,200 more than what had been budgeted for the month, for Community Policing, was spent in October. The additional expenditures were due mostly to having purchased marketing supplies and supplies for the Citizens' Academy.

Account 596

At last month's meeting, there was discussion about removing this line from the budget because WEST-NET had been disbanded. While this is the case, the District still participates in CAL-ID, a remote access network. The annual fee for this is approximately \$6,000, the amount shown in the year-to-date and annual budget columns.

Account 835

At last month's meeting there was discussion about consultants' fees. District Administrator Wolter let the Board know that the amount shown included fees paid to Adam Benson for his work on the MOU. The Board asked if those fees should be included in the account for legal fees instead.

When the Board set the budget earlier this year, it allocated \$5,000 for MOU analysis. Year-to-date, MOU analyses, performed by Adam Benson, have totaled approximately \$17,000.

The amount budgeted for consulting is \$15,000 and includes \$1,150 for the actuarial report and \$8,850 of "additional consultant work per Board."

As requested by a Director at last month's meeting, a copy of the account's detail for the fiscal year is attached.

Account 830

Legal expenses for October were \$6,700 more than budgeted, and the amount spent year-to-date is \$3,800 more than the amount budgeted year-to-date.

KPPCSD

Transaction Detail By Account

July through October 2015

| Date | Num | Name | Memo | Split | Amount |
|--------------------------------|---------|------------------------|------------------|-------------------|------------------|
| 800 · District Expenses | | | | | |
| 835 · Consulting | | | | | |
| 07/01/2015 | REV ... | | TO REVERS... | 153 · Prepaid ... | 1,150.00 |
| 07/01/2015 | REV ... | Kensington Police P... | | 210 · Account... | -4,429.54 |
| 08/14/2015 | 16541 | Renne Sloan Holtz... | #28447 MOU... | 112 · General ... | 4,429.54 |
| 09/15/2015 | 16594 | Renne Sloan Holtz... | #28447 MOU... | 112 · General ... | 9,339.31 |
| 09/30/2015 | 16645 | Renne Sloan Holtz... | #28980 MOU... | 112 · General ... | 1,344.73 |
| 10/30/2015 | 16714 | Renne Sloan Holtz... | Inv. # 29189 ... | 112 · General ... | 4,956.00 |
| Total 835 · Consulting | | | | | 16,790.04 |
| Total 800 · District Expenses | | | | | 16,790.04 |
| TOTAL | | | | | 16,790.04 |

KPPCSD

Transaction Detail By Account

July through October 2015

| Date | Num | Name | Memo | Split | Amount |
|--|-------|-----------------|------------------|-------------------|-----------------|
| 420 · Park/Rec Activities Revenue | | | | | |
| 427 · Community Center Revenue | | | | | |
| 07/16/2015 | 1189 | | CC Rental 6-... | 112 · General ... | 412.50 |
| 07/16/2015 | 4434 | | CC Rental 7-... | 112 · General ... | 300.00 |
| 07/16/2015 | 1350 | | CC Rental 7-... | 112 · General ... | 450.00 |
| 07/16/2015 | 1393 | | CC Rental 7-... | 112 · General ... | 300.00 |
| 07/16/2015 | 1036 | | CC Rental 7-... | 112 · General ... | 600.00 |
| 07/16/2015 | 006 | | Alanon Mtg J... | 112 · General ... | 90.00 |
| 08/04/2015 | 264 | | CC Rental P... | 112 · General ... | 700.00 |
| 08/04/2015 | 3751 | | CC Rental P... | 112 · General ... | 900.00 |
| 09/01/2015 | 208 | | CC Rental 8-... | 112 · General ... | 375.00 |
| 09/01/2015 | 224 | | CC Rental 8-... | 112 · General ... | 400.00 |
| 09/01/2015 | 3126 | | CC Rental 8-... | 112 · General ... | 375.00 |
| 09/01/2015 | 009 | | Wake Up to ... | 112 · General ... | 90.00 |
| 10/13/2015 | 1013 | | CC Rental 1... | 112 · General ... | 1,550.00 |
| 10/13/2015 | 1159 | | East Bay Coll... | 112 · General ... | 598.00 |
| 10/13/2015 | 10857 | | CC Rental Fe... | 112 · General ... | 375.00 |
| 10/13/2015 | 2889 | | CC Rental Fe... | 112 · General ... | 300.00 |
| 10/30/2015 | 16724 | Micahel Collier | Reimburse... | 112 · General ... | -75.00 |
| Total 427 · Community Center Revenue | | | | | 7,740.50 |
| 438 · Misc Park/Rec Rev | | | | | |
| 08/04/2015 | 4445 | | Tennis Court ... | 112 · General ... | 40.00 |
| Total 438 · Misc Park/Rec Rev | | | | | 40.00 |
| Total 420 · Park/Rec Activities Revenue | | | | | 7,780.50 |
| TOTAL | | | | | 7,780.50 |

KPPCSD

Transaction Detail By Account

July through October 2015

| Date | Num | Name | Memo | Split | Amount |
|---|-------|-------------------|-------------------|-------------------|-----------------|
| 600 · Park/Rec Sal & Ben | | | | | |
| 601 · Park & Rec Administrator | | | | | |
| 07/15/2015 | | Di Napoli, Andrea | | 112 · General ... | 395.10 |
| 07/29/2015 | | Di Napoli, Andrea | | 112 · General ... | 388.20 |
| 08/13/2015 | | Di Napoli, Andrea | | 112 · General ... | 314.10 |
| 08/27/2015 | | Di Napoli, Andrea | | 112 · General ... | 385.80 |
| 09/14/2015 | | Di Napoli, Andrea | | 112 · General ... | 330.90 |
| 09/29/2015 | | Di Napoli, Andrea | | 112 · General ... | 402.60 |
| 10/14/2015 | | Di Napoli, Andrea | | 112 · General ... | 211.50 |
| 10/29/2015 | | Di Napoli, Andrea | | 112 · General ... | 344.70 |
| Total 601 · Park & Rec Administrator | | | | | 2,772.90 |
| 602 · Custodian | | | | | |
| 07/15/2015 | 16466 | William Driscoll | 7/1 - 7/15/15 ... | 112 · General ... | 875.00 |
| 07/30/2015 | 16503 | William Driscoll | 7/16 - 7/31/1... | 112 · General ... | 875.00 |
| 08/14/2015 | 16539 | William Driscoll | 8/1 - 8/15/15 ... | 112 · General ... | 875.00 |
| 08/28/2015 | 16576 | William Driscoll | 8/16 - 8/31/1... | 112 · General ... | 875.00 |
| 09/15/2015 | 16601 | William Driscoll | 9/1 - 9/15/15 ... | 112 · General ... | 875.00 |
| 09/30/2015 | 16642 | William Driscoll | 9/15 - 9/30/1... | 112 · General ... | 875.00 |
| 10/15/2015 | 16665 | William Driscoll | 10/1 - 10/15/... | 112 · General ... | 875.00 |
| 10/30/2015 | 16697 | William Driscoll | 10/16 - 10/31... | 112 · General ... | 875.00 |
| Total 602 · Custodian | | | | | 7,000.00 |
| Total 600 · Park/Rec Sal & Ben | | | | | 9,772.90 |
| TOTAL | | | | | 9,772.90 |

OCTOBER 2015 WATCH COMMANDER MONTHLY REPORT

Sergeant Hull

TEAM #2 STATISTICS

Sergeant Hull (K17) – (1800-0600)

Master Sergeant Hull (K17) – issued 0 traffic citations and 0 parking citations

Sergeant Hui (K42) – issued 0 traffic citation and 1 parking citations

Sgt. Hui took three days of vacation and recovered three days

Officer Wilkens sustained OJI and has been assigned to light duty.

| Officer: | Sgt. Hui (0600-1800) | Hull (K17) (1800-0600) |
|--------------------------|-------------------------|---------------------------|
| Days Worked | 11 | 16 |
| Traffic Stops | 01 | 01 |
| Moving Citations | 00 | 00 |
| Parking Citations | 01 | 00 |
| Vacation/Security Checks | 01 | 03 |
| Cases | 04 | 01 |
| Arrests | 00 | 01 |
| Traffic Accident Reports | 02 | 01 |
| Calls for Service | 43 | 32 |

BRIEFING/TRAINING:

- A Study of Active Shooter Incidents between 2000 and 2013
- P.O.S.T. Guidelines Law Enforcement Response to Domestic Violence
- CPOA: Attorney General states Agencies Can Notify DA of Names of Officers Who May Have Brady Material in Their Files
- Superior Court Memo advising of Traffic Night Court
- CPOA: Agency May Discipline Officer For Misconduct Even When Officer is on Unpaid "Relieved of Duty" Status
- Penal Code 422 – Criminal Threats

SERGEANT'S SUMMARY:

The Holiday Season is here. Mail theft from mail boxes and porches increase during this time as the criminal element anticipates cash, checks, money orders, and gifts to be sent and received. Please be mindful of individuals you do not recognize at your mail box or your neighbors, to include their porch or front door. If you are up at the early morning hours exercising or walking your pets please notify KPD if you suspect any suspicious real time activity.

Please be mindful of delivery trucks (FedEx, UPS, etc.) delivering packages and a second vehicle pulls up after it leaves and takes the delivery. Most important is to obtain a license plate number and contact KPD as soon as possible. If a license plate number is not obtained attempted to get a good description of the vehicle (color, make, model) and if possible a description of the driver and/or any passenger and contact KPD as soon as possible.

SIGNIFICANT EVENTS:

- 2015-3514 – On 10-1-2015, Sgt. Hui responded to the 100 block of Willow Ln. to a reported criminal threats.
- 2015-3523 – On 10-4-2015, Sgt. Hull responded to the 200 block of Lake Dr. and arrested a subject for a felony warrant.
- 2015-3555 – On 10-9-2015, Sgt. Hui responded to the 00 block of Highland Blvd. to a report of a missing person.
- 2015-3557 – On 10-9-2015, Sgt. Hui responded to the 00 block of Anson Way to a reported non-injury accident.
- 2015-3558 – On 10-9-2015, Chief Hart responded to the 00 block of Kingston Dr. to a reported residential alarm.
- 2015-3562 – On 10-10-2015, Sgt. Hull responded to the 200 block of Kenyon Ave. to a late reported non-injury accident.
- 2015-3597 – On 10-15-2015, Sgt. Hui responded to the 200 block of Yale Ave. to a report of identity theft.
- 2015-3599 – On 10-15-2015, Sgt. Hui responded to the 00 block of Jessen Ct. to a report of fraud.
- 2015-3604 – On 10-16-2015, Sgt. Hull responded to the 200 block of Amherst Ave. to a water main break.
- 2015-3703 – On 10-23-2015, Sgt. Hull logged a restraining order a resident was granted due to a stressed relationship.

Team 1 Statistics

| | |
|-------------------|-----|
| Traffic Stops | 35 |
| Moving Citations | 15 |
| Parking Citations | 13 |
| Vacation | |
| Security Checks | 37 |
| Field Interviews | 6 |
| Traffic Collision | |
| Reports | 5 |
| Cases | 15 |
| Arrests | 2 |
| Calls for Service | 118 |

BRIEFING/TRAINING:

SERGEANT'S SUMMARY:

Kensington Police Department would like to welcome Chris Armanino as our newest full time sworn police officer. Officer Armanino has served as a reserve officer in Kensington for the past five years. He is a great asset to the department, and we are all looking forward to the positive impact he will have on the Kensington Community.

Kensington Police Department's third Citizen's Academy, coordinated by Officer Wilkens, is in full swing. Sessions are going well, and all of our students are on track to graduate on 12/9/15. Congratulations to all of our students in advance!

A friendly reminder to lock all doors and windows, and remove all valuables from your vehicle. We are experiencing an increase in vehicle related thefts.

SIGNIFICANT EVENTS:

- 2015-3523 On 10/4/15, an officer responded to the 200 Blk of Lake Drive for a suspicious person. The subject was contacted and had an outstanding murder warrant out of Fremont Police Department. The subject was arrested without incident.

- 2015-3538 On 10/6/15, an officer responded to the 100 Blk of Lawson Avenue three subjects were contacted in an abandon home. One of the subjects was arrested for trespassing, drug paraphernalia, and probation violation.
- 2015-3545 On 10/7/15, an officer responded to the 00 Blk of Arlington Avenue for a reported vehicle burglary, window smash. The victim had locked her belongings in her vehicle.
- 2015-3557 On 10/9/15, an officer responded to the 00 Blk of Anson Way for a reported non-injury collision.
- 2015-3562 On 10/10/15, an officer responded to the 200 Blk of Kenyon Avenue for a reported non-injury collision.
- 2015-3567 On 10/12/15, an officer responded to the 200 Blk of Coventry Road for a reported hit and run vehicle collision in Kensington and El Cerrito. The subject later turned himself in and was arrested for the hit and run and alcohol related offences.

2015-3588 On 10/14/15, an officer responded to the 200 Blk of Los Altos Drive for a reported fraud.

2015-3597 On 10/15/15, an officer responded to the 200 Blk of Yale Avenue for a reported identity theft.

2015-3599 On 10/15/15, an officer responded to the 00 Blk of Jessen Court for a reported fraud.

2015-3616 On 10/18/15, an officer responded to the 300 Blk of Colusa Avenue for a reported Commercial Burglary.

2015-3617 On 10/18/15, an officer responded to the 00 Blk of Marchant Court a reported theft from an unlocked vehicle.

2015-3619 On 10/18/15, an officer responded to the 300 Blk of Colusa Avenue for a reported Commercial Burglary.

- 2015-3628 On 10/18/15, an officer responded to the 300 Blk of Colusa Avenue for a reported hit and run vehicle collision.
- 2015-3676 On 10/20/15, an officer responded to the 600 Blk of Oberlin Avenue for a reported non-injury collision.
- 2015-3696 On 10/21/15, an officer responded to the 00 Blk of Arlington Avenue for a reported vehicle burglary, window smash. The victim had locked her purse in her vehicle and was only gone a few minutes when the theft occurred.

2015-3700 On 10/23/15, an officer responded to the 00 Blk of Kingston Road for a reported identity theft.

2015-3712 On 10/24/15, an officer responded to the 200 Blk of Yale Avenue for a reported restraining Order violation. The subject was arrested and later transported to the county hospital for evaluation.

- 2015-3757 On 10/26/15, an officer responded to the 200 Blk of Purdue Avenue for a reported hit and run vehicle collision.
- 2015-3781 On Tuesday, October 27, 2015, Kensington Police Officers were dispatched to the corner of Cowper Avenue and Highland Blvd. for a medical emergency. KPD Officers and Kensington Fire Department Engine 65 personal responded to the scene. Fire personnel quickly determined that the unresponsive adult female was deceased due to an unknown cause. The scene was secured due to the unknown cause of death. The investigation is pending the Contra Costa County Coroner's final disposition.

2015-3813 On 10/29/15, an officer responded to the 00 Blk of Beverly Road for a reported dog bit of an adult. Animal Control took over the investigation.

KPD Monthly Crime Statistics

October 2015

| Part 1 Crimes | Reported | Open/ Pending | Suspended | Closed | Arrest |
|----------------------|-----------------|----------------------|------------------|-----------------|-----------------|
| Homicide | 0 | 0 | 0 | 0 | 0 |
| Rape | 0 | 0 | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 | 0 | 0 |
| Assault | 0 | 0 | 0 | 0 | 0 |
| Residential Burglary | 0 | 0 | 0 | 0 | 0 |
| Larceny Theft | 6 | 6 | 0 | 0 | 0 |
| Vehicle Theft | 0 | 0 | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 | 0 | 0 |
| Part 1 Totals | <u>6</u> | <u>6</u> | <u>0</u> | <u>0</u> | <u>0</u> |

Other Crimes

| | | | | | |
|---|------------------|------------------|-----------------|-----------------|-----------------|
| Other misdemeanor | 4 | 1 | 0 | 3 | 3 |
| Identity Theft | 4 | 4 | 0 | 0 | 0 |
| Fraud | 3 | 3 | 0 | 0 | 0 |
| Forgeries | 0 | 0 | 0 | 0 | 0 |
| Restraining Order Violations/ Stalking/ Criminal Threats | 1 | 0 | 0 | 1 | 1 |
| Sex Crimes (other) | 0 | 0 | 0 | 0 | 0 |
| Assault/ Battery (other) | 1 | 0 | 0 | 1 | 0 |
| Vandalism | 0 | 0 | 0 | 0 | 0 |
| Drugs | 0 | 0 | 0 | 0 | 0 |
| Warrant | 1 | 0 | 0 | 1 | 1 |
| Hit and Run Felony | 0 | 0 | 0 | 0 | 0 |
| Hit and Run Misdemeanor | 3 | 3 | 0 | 0 | 0 |
| Other Misdemeanor Traffic | 0 | 0 | 0 | 0 | 0 |
| Other Crime Totals | <u>17</u> | <u>11</u> | <u>0</u> | <u>6</u> | <u>5</u> |

| | | | | | |
|-------------------------|------------------|------------------|-----------------|-----------------|-----------------|
| All Crime Totals | <u>23</u> | <u>17</u> | <u>0</u> | <u>6</u> | <u>5</u> |
|-------------------------|------------------|------------------|-----------------|-----------------|-----------------|

| | |
|--------------------------------|---|
| Traffic Accidents (Non Injury) | 5 |
| Traffic Accidents (Injury) | 0 |

* Stats not received

KPD Crime Statistics

YTD 2015

| Part 1 Crimes | Reported | Open/ Pending | Suspended | Closed | Arrest |
|---|-------------------|----------------------|------------------|------------------|------------------|
| Homicide | 0 | 0 | 0 | 0 | 0 |
| Rape | 0 | 0 | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 | 0 | 0 |
| Assault | 3 | 0 | 1 | 2 | 1 |
| Residential Burglary | 18 | 14 | 1 | 3 | 0 |
| Larceny Theft | 62 | 44 | 18 | 0 | 0 |
| Vehicle Theft | 16 | 9 | 2 | 5 | 0 |
| Arson | 0 | 0 | 0 | 0 | 0 |
| Part 1 Totals | <u>99</u> | <u>67</u> | <u>22</u> | <u>10</u> | <u>1</u> |
| Other Crimes | | | | | |
| Other misdemeanor | 17 | 2 | 4 | 11 | 11 |
| Identity Theft | 34 | 26 | 7 | 1 | 0 |
| Fraud | 10 | 10 | 0 | 0 | 0 |
| Forgeries | 0 | 0 | 0 | 0 | 0 |
| Restraining Order Violations/ Stalking/ Criminal Threats | 4 | 0 | 0 | 4 | 2 |
| Sex Crimes (other) | 0 | 0 | 0 | 0 | 0 |
| Assault/ Battery (other) | 4 | 0 | 1 | 3 | 0 |
| Vandalism | 17 | 8 | 6 | 3 | 0 |
| Drugs | 2 | 0 | 0 | 2 | 2 |
| Warrant | 6 | 0 | 0 | 6 | 6 |
| Hit and Run Felony | 0 | 0 | 0 | 0 | 0 |
| Hit and Run Misdemeanor | 17 | 11 | 5 | 1 | 0 |
| Other Misdemeanor Traffic | 3 | 0 | 0 | 3 | 3 |
| Other Crime Totals | <u>114</u> | <u>57</u> | <u>23</u> | <u>34</u> | <u>24</u> |
| All Crime Totals | <u>213</u> | <u>124</u> | <u>45</u> | <u>44</u> | <u>25</u> |

| | |
|--------------------------------|----|
| Traffic Accidents (Non Injury) | 44 |
| Traffic Accidents (Injury) | 3 |

* 2011 case



California Public Employees' Retirement System
P.O. Box 942709
Sacramento, CA 94229-2709
(888) CalPERS (or **888-225-7377**)
TTY: (877) 249-7442
www.calpers.ca.gov

Circular Letter No.: 200-058-15
Distribution: VI

Circular Letter

October 23, 2015

TO: ALL PUBLIC AGENCY EMPLOYERS AND INTERESTED PARTIES

SUBJECT: 2014 ANNUAL ACTUARIAL VALUATION REPORTS

The purpose of this Circular Letter is to provide public agency employers an update on the production of CalPERS 2014 actuarial valuation reports that set the contribution rates for the 2016-17 Fiscal Year.

2014 Valuation Reports Delayed

Due to the first year implementation of the Governmental Accounting Standards Board 68 (GASB) Accounting and Financial Reports and additional new plans under the Public Employees' Pension Reform Act (PEPRA), the 2014 Valuation Reports will be delayed. We expect to complete the reports by the end of November 2015. We will notify employers when all valuation reports are complete and uploaded to my|CalPERS. We apologize for any inconvenience this may cause.

If you have any questions, please call our CalPERS Customer Contact Center at **888 CalPERS** (or **888-225-7377**).

ALAN MILLIGAN
Chief Actuary

Lynn Wolter

From: Kevin Hart
Sent: Wednesday, November 04, 2015 5:07 PM
To: Lynn Wolter
Subject: Fwd: Nov. meeting

Sent from my iPhone

Begin forwarded message:

From: Charles Toombs <cet@mcinerney-dillon.com>
Date: November 4, 2015 at 2:51:54 PM CST
To: Kevin Hart <khart@Kensingtoncalifornia.org>, Len Welsh <lenwelsh@gmail.com>
Subject: FW: Nov. meeting

This should probably be added to the agenda packet.

--

Charles E. Toombs
McInerney & Dillon, P.C.
1999 Harrison Street, Suite 1700
Oakland, CA 94612-4700
Telephone (510) 465-7100, Extension 238
FAX (510) 465-8556

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-----Original Message-----

From: Elaine Emery [<mailto:hipon@aol.com>]
Sent: Wednesday, November 04, 2015 12:51 PM
To: lwelsh@kensingtoncalifornia.org; pgillette@kensingtoncalifornia.org;
ctoombs@kensingtoncalifornia.org; vcordova@kensingtoncalifornia.org;
rsherriswatt@kensingtoncalifornia.org
Subject: Nov. meeting

Dear board members,

We would like to add our voices to those asking for the zero-tolerance policy to be rescinded. Please do address this issue during the November meeting.
Thank you,

Elaine Emery
Michael Emery

Is Your Home Ready for the Coming Hayward Rupture?

That's the question we will address on Thursday, October 15, at 7 PM at the Kensington Community Center, 59 Arlington Ave in Kensington [map: <https://goo.gl/maps/sfDri>] when Larry Guillot of Quake Prepare will discuss topics such as:

- Key ingredients of a complete retrofit
- How to know if your home is correctly retrofitted
- Safety during the quake
- Things To Do
- Questions & Answers

This is a must see presentation for all home owners not only because of your personal safety but for the protection of your biggest financial investment.

Please respond to the Kensington Public Safety Council, kensingtonpsc@gmail.com, so we know how many will be attending. This talk is FREE & OPEN TO ALL.

Office Report prepared by Marty Westby, Administrator
Kensington Community Council Board Meeting
November 2, 2015

KASEP:

Winter KASEP class schedule is finalized with the brochure heading off to the printers and the online system in the throws of being updated in time for the Tuesday, December 1st KASEP online registration starting at 7:30pm. Staff will be in the office that evening for walk-ins registrations (check and cash) and telephone support.

We are sad to report our popular Pokemon class will not continue as the instructor has moved out of the area. Berkeley's Lacrosse class is a fall sport and will not be offered in the winter months.

Winter KASEP starts Monday, January 4th and is a 10 week session, ending Friday, March 18th.

As in past years, KCC donated two free classes to the Annual Hilltop Garden Party auction – one in Winter and one in Spring sessions 2016.

The KASEP winter holiday performance is scheduled for Thursday, December 10th, 5:00 - 6:00pm at the Community Center. FALL KASEP session ends Friday, Dec. 18th and then our office is closed for winter break.

KCC Classes and Events:

Adult Recreation Classes: Jazzercise, Body Sculpting along with the Wednesday's Acrylic Painters class continue and are on-going classes. Drop-ins are welcome. Schedule is published in the Outlook.

KCC Administrative:

KCC's office will be closed on Tuesday, November 3rd conference day and Wednesday, November 11th Veterans Day, and Thursday-Friday, Nov.26- 27-28 ,Thanksgiving Holiday. During teacher-parent conferences and school is out earlier,(minimum day schedule), KASEP classes continue at regularly scheduled times.

KCC was represented as Marty Westby presented at the Annual KIC meeting, Saturday, October 24th.

Historians, Paul Grunland and Bob Shaner lead the Maybeck Walk on Sunday, November 1st at 3:00pm. Dave Zuckerman joined the leadership team as Paul had emergency knee surgery and needed a co-leader to talk about the canyon. This is an annual event and enjoyed by many members in our community.

TLC repairs on Building E were done: replacing damaged and rotted wood along the south side of the building and repainting; gutters cleaned out, preparing for winter rains.

Hilltop Dad's Club collaborated with KCC in refurbishing/re-engineering the BBQ at the Community Center. A major improvement!

Office Report prepared by Marty Westby, Administrator
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November 2015

December 2015

November 2015

| | | | | | | |
|----|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| | | | | | | |
|----|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|--------|--|--------------------------------|--|--|------------------------------|--|
| Nov 1 | 2 7:00pm **Cub Scouts** (CCM) 7:00pm KCC Mtg (CC3) | 3 7:30pm *Boy Scouts (CCM) | 4 7:00am AA (CCM) 7:00pm Citizen's Academy (CCM) | 5 7:00pm Ad Hoc Mtg (CCM) 7:15pm EBC (CC1) | 6 | 7 10:00am Shredding Event (Parking Lot) 4:00pm CC Rental (CCM) |
| 8 | 9 7:00pm **Cub Scouts** (CCM) | 10 7:30pm *Boy Scouts (CCM) | 11 7:00am AA (CCM) 7:00pm *KED Mtg (CC3) 7:00pm Citizen's Academy (CCM) | 12 6:00pm KPPCCSD Mtg (CCM) | 13 | 14 |
| 15 | 16 7:00pm **Cub Scouts** (CCM) | 17 7:30pm *Boy Scouts (CCM) | 18 7:00am AA (CCM) 7:00pm Parks Bldg Committee (CC3) 7:00pm Citizen's Academy (CCM) | 19 7:15pm EBC (CC1) | 20 | 21 |
| 22 | 23 7:00pm **Cub Scouts** (CCM) 7:30pm *KIC (CC3) | 24 7:30pm *Boy Scouts (CCM) | 25 7:00am AA (CCM) | 26 | 27 4:00pm CC Rental (CCM) | 28 |
| 29 | 30 7:00pm **Cub Scouts** (CCM) | Dec 1 | 2 | 3 | 4 | 5 |

December 2015

January 2016

| | | | | | | | | | |
|----|----|----|----|----|----|----|--|--|--|
| | | | | | | | | | |
| Su | Mo | Tu | We | Th | Fr | Sa | | | |
| 3 | 4 | 5 | 6 | 7 | 8 | 1 | | | |
| 10 | 11 | 12 | 13 | 14 | 15 | 2 | | | |
| 17 | 18 | 19 | 20 | 21 | 22 | 9 | | | |
| 24 | 25 | 26 | 27 | 28 | 29 | 16 | | | |
| 31 | | | | | | 23 | | | |

December 2015

| | | | | | | | | | |
|----|----|----|----|----|----|----|--|--|--|
| | | | | | | | | | |
| Su | Mo | Tu | We | Th | Fr | Sa | | | |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 | | | |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | | | |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 | | | |
| 27 | 28 | 29 | 30 | 31 | | | | | |

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|--------|---|--|--|---|---|---|
| Nov 29 | 30 | Dec 1 | 2 | 3 | 4 | 5 |
| | | 7:30pm *Boy Scouts (CCM) 7:30pm *KMAC (CC3) | 7:00am AA (CCM) 7:00pm Citizen's Academy (CCM) | 7:00pm Ad Hoc Mtg (CCM) 7:15pm EBC (CC1) | 6:00pm CC Rental (CCM) | 1:00pm Girl Scout's Winter Crafts Faire (CCM) |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| | 7:00pm **Cub Scouts** (CCM) 7:00pm KCC Mtg (CC3) | 7:30pm *Boy Scouts (CCM) | 7:00am AA (CCM) 6:00pm GPFF Holiday Dinner (CCM) 7:00pm *KED Mtg (CC3) 7:00pm Citizen's | 6:00pm KPPCSD Mtg (CCM) | 6:30pm Girl Scout's Holiday Craft Faire (CCM) | |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| | 7:00pm **Cub Scouts** (CCM) | 7:30pm *Boy Scouts (CCM) | 7:00am AA (CCM) 7:00pm Parks Bldg Committee (CC3) 7:00pm Citizen's Academy (CCM) | 7:15pm EBC (CC1) | | |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| | 7:00pm **Cub Scouts** (CCM) | 7:30pm *Boy Scouts (CCM) | 7:00am AA (CCM) 7:00pm Citizen's Academy (CCM) | | | 4:00pm CC Rental (CCM) |
| 27 | 28 | 29 | 30 | 31 | Jan 1, 16 | 2 |
| | 7:00pm **Cub Scouts** (CCM) 7:30pm *KIC (CC3) | 7:30pm *Boy Scouts (CCM) 7:30pm *KMAC (CC3) | 7:00am AA (CCM) 7:00pm Citizen's Academy (CCM) | | | |

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General Manager October 2015 Report

General

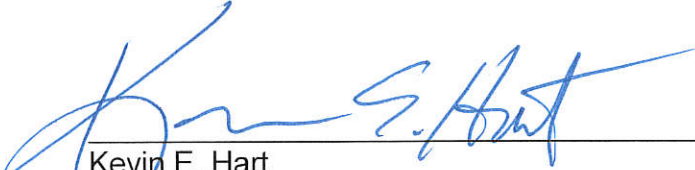
We continue to explore audio & video recording capabilities for the community center. I met with the KIC who expressed interest in developing a partnership in the funding of the system. I will be meeting other K groups next month to discuss the partnership idea. In addition, we are exploring options to enhance the audio to assist those with hearing difficulty and disabilities in order to meet ADA requirements.

I attended a four day course on the Role of the Chief of Police this month. Topics discussed were expectations of city managers and elected officials, professional expectations and development, labor relations and personnel issues, organizational development and change, public engagement, crisis communications and leadership, contemporary legal issues, emerging issues in policing, and leading in a political environment.

Work continues on improving the website to make it easier for the community to use and become ADA compliant.

The tree pruning was completed around the Community Center to ensure fuel reduction in the area. This was accomplished with the assistance of the Diablo Firesafe grant the District received.

The Citizen Academy started on October 7th and is in full swing. Topics covered so far are ethics and professional standards, crime prevention, crime scene investigations, emergency management and disaster preparedness.



Kevin E. Hart,
General Manager

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Date: November 12, 2015
TO: KPPCSD Board
FROM: Kevin E. Hart, General Manager
Subject: GM Report on Item #7a-Old Business-Traffic Safety Evaluation Study

The Kensington Police Protection and Community Services Board of Directors first reviewed and discussed this item on May 13, 2010. The University of California Berkeley, Institute of Transportation Studies, Technology Transfer Program, completed a Traffic Safety Evaluation for Kensington.

In summary, the report discussed how a citation is the most effective tool to influence and change drivers' behavior, leading to a raised level of compliance with traffic laws. Going further, the study concluded that having a "Zero Tolerance Policy" is more of a positive spin on preventing serious traffic collisions.

The General Manager disagrees with this assumption and seeks to rescind this policy.

First, the GM believes it's extremely important to enforce traffic laws in order to protect the public safety of pedestrians, and bicyclists and drivers in Kensington. The Kensington Police Department has two motorcycles that are used for traffic enforcement and routinely uses them for high pedestrian activity. Traffic safety continues to be a high priority for Kensington Police.

The GM also believes that its bad public policy to have a "Zero Tolerance Policy" for citations, even though it was primarily for red signals lights and pedestrian crosswalk violations. The perception of the community is that Kensington is only conducting traffic enforcement as a revenue generator. Kensington Police officers should have some form of discretion in the enforcement of traffic law, while still maintaining a high level of driver safety through enforcement efforts.

However, an analysis of traffic stops vs citations issues from 2010-2015, has shown a dramatic decrease in citations issued in recent years. There could be a number of reasons for the decrease, such as staffing levels, etc; but at a minimum the analysis shows the policy is not being enforced pursuant to board direction.

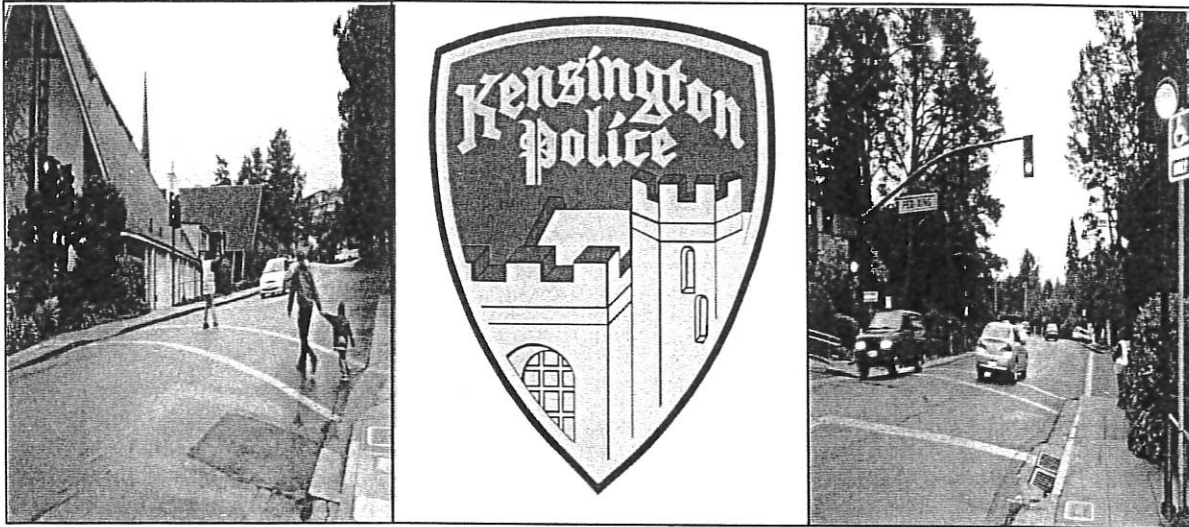
The GM would like to return to the Board in the future with recommendations on other ways to improve traffic safety. In the meantime, the GM recommends the Board rescind the "Zero Tolerance Policy".

Fiscal Impact: No known fiscal impact to the District at this time.



Kevin E. Hart
General Manager

KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT TRAFFIC SAFETY EVALUATION



Evaluation Team:
Engineering: **Matthew Manjarrez, P.E.**
Enforcement: **Donald Uelmen**

March 2010

This report was produced in cooperation with the Kensington Police Protection and Community Services District. Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration. Opinions, findings, and conclusions are those of the authors and not necessarily those of the University of California and/or the agencies supporting or contributing to this report.

**KENSINGTON POLICE PROTECTION
& COMMUNITY SERVICES DISTRICT
TRAFFIC SAFETY EVALUATION**

MARCH 2010

FINAL REPORT

EVALUATION TEAM

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EXECUTIVE SUMMARY

The Kensington Police Protection and Community Services District (KPPCSD), which is governed by five board members elected into office by the Kensington Community, requested that the Technology Transfer Program of the Institute of Transportation Studies at University of California, Berkeley conduct a Traffic Safety Evaluation (TSE) for vehicle traffic and pedestrian safety issues at a crosswalk on Arlington Avenue and Kensington Park Road. A team of two traffic safety experts consisting of a traffic engineer and a traffic enforcement expert conducted this evaluation in January 2010 and prepared this report. The primary objective of this TSE is to improve traffic safety in the unincorporated Community of Kensington.

Based on information provided through the California Highway Patrol's Statewide Integrated Traffic Reporting System (SWITRS) data recorded from 2004 - 2008, there were a total of 230 collisions in Kensington. Based on the same SWITRS data, the Primary Collision Factor (PCF) in collisions on Kensington's streets is improper turning movements. The other critical factors are unsafe starting/backing maneuvers and speed.

The Office of Traffic Safety (OTS) rankings by population group allow cities to compare themselves with all the other cities with similar populations in the State. There are 73 cities in the OTS rankings population group F (2,501 to 10,000);, however, Kensington is not an incorporated city, so the Community is not included in the OTS rankings. A comparison with five communities with similar demographics was created using information from the SWITRS data for the California Smaller Cities, Towns, and Villages (1,000 to 6000 residents) for 2004 through 2008.

Chapter 1 provides an introduction to this report, evaluation objectives and approach, information used, and organization of the report.

Chapter 2 provides an overview of collision data for Community of Kensington, including a map and pertinent charts and graphs illustrating the locations and the historical data of vehicular collisions in the area.

Chapter 3 presents an engineering perspective for improving pedestrian safety at the intersection of Arlington Avenue and Kensington Park Road signalized crosswalk. Options for potential engineering safety improvements are presented.

Chapter 4 focuses on law enforcement's perspective on enforceability issues surrounding the specific location studied in this TSE report. Analysis and suggestions for the improvement of traffic safety issues are presented.

As discussed at the initial meeting with the Police Chief and Contra Costa County Public Works Engineer, the dominant traffic problem appears to be drivers failing to stop for the red signal at the intersection of Arlington Avenue and Kensington Park Road. The Community of Kensington has not recorded any fatal collision in over five years, and it ranks as having the fewest injury collisions when compared to five other similar communities from 2004 through 2008. It had very few bicycle and pedestrian collisions during the same time period. Law enforcement efforts are challenged by a community attitude that local residents should receive verbal warnings rather than citations for traffic violations.

The suggestions presented in this report are based on limited field observations and time spent in the Kensington Community by the TSE evaluators. These suggestions, which are also based on general knowledge of best practices in traffic engineering operations and traffic enforcement, are intended to guide the KPPCSD staff in making decisions for future safety improvement projects in the community, and they may not incorporate all factors which may be relevant to the traffic safety issues in the area.

As this report is conceptual in nature, conditions may exist in the study areas that were not observed and may not be compatible with suggestions in this report. Before finalizing and implementing any physical changes, KPPCSD and Contra Costa County staff may choose to conduct more detailed studies or further analysis to refine or discard the suggestions in this report, if they are found to be contextually inappropriate or appear not to improve traffic safety or traffic operations due to conditions including, but not limited to, high vehicular traffic volume or speeds, physical limitations on space or sight distance, or other potential safety concerns.

1. INTRODUCTION

The Kensington Police Protection and Community Services District (KPPCSD) requested that the Technology Transfer Program of the Institute of Transportation Studies at the University of California, Berkeley conduct a traffic safety evaluation (TSE) for the Community. A team of two traffic safety experts consisting of a traffic engineer and a traffic enforcement expert conducted the TSE and prepared this report.

1.1 Evaluation Objective

The primary objective of this TSE is to evaluate the signalized crosswalk at the intersection of Arlington Avenue and Kensington Park Road to ascertain if motorists are given an adequate warning and clear direction to their responsibility for the safety of pedestrians crossing Arlington Avenue. The Police Chief and Contra Costa County Public Works representative were concerned about the potential for a serious injury collision resulting from drivers failing to stop for the red signal at Arlington Avenue and Kensington Park Road. During the initial meeting, the problem with high speed of traffic on Arlington Avenue was also discussed.

1.2 Evaluation Approach

Prior to their visit to Kensington, the TSE team reviewed various traffic records and other traffic safety related information. This report presents the findings and suggestions of the TSE team to improve traffic safety and traffic operations in the community. The evaluation team determined that there was no prior TSE report completed for Kensington.

The suggestions presented in this report are based on the limited time spent in Kensington by the TSE evaluators, and they may not incorporate all factors which may be relevant to the traffic safety issues in the community. These suggestions are intended to guide the KPPCSD and Contra Costa County Public Works staff in making decisions for future safety improvement projects in Kensington, and they are based on limited field observations and general knowledge of best practices in traffic engineering operations and traffic enforcement. Conditions may exist in the focus areas that were not observed and may not be compatible with suggestions in this report. As this report is conceptual in nature, the Community and County staff may choose to conduct more detailed studies before finalizing and implementing any physical changes. They

may choose to conduct further analysis to refine or discard the suggestions in this report, if they are found to be contextually inappropriate or appear not to improve traffic safety or traffic operations due to conditions including, but not limited to, high vehicular traffic volume or speeds, physical limitations on space or sight distance, or other potential safety concerns.

1.3 Information Used in the Evaluation

The following information was used in preparation of the study:

Table 1: Information Used in Evaluation

| Item | Period | Source |
|---|---------------|-------------------------------------|
| Statewide Integrated Traffic Records System (SWITRS) Collision Data | 2004 - 2008 | SWITRS, and CA Highway Patrol (CHP) |
| Controller Location Detail | June 20, 2000 | Contra Costa County Public Works |
| Traffic Counts Arlington Avenue 230 ft. north of Rincon Road | Jan. 6, 2010 | Contra Costa County Public Works |
| Traffic Counts Arlington Avenue 170 ft. south of Rincon Road | Jan. 6, 2010 | Contra Costa County Public Works |
| Traffic Counts Rincon Road 160 ft. west of Arlington Avenue | Jan. 6, 2010 | Contra Costa County Public Works |
| Year End Traffic Citations | 1994 to 2009 | Kensington Police Dept. |
| Hazardous Violations | 2007 to 2009 | Kensington Police Dept. |
| Year End Statistics - Arrests | 1993 to 2009 | Kensington Police Dept. |
| Year End Statistics - Reports | 1994 to 2009 | Kensington Police Dept. |

1.4 Organization of this Report

Chapter 2 provides the Community's historical background, a vicinity map of Kensington, the population, and the highway and street systems within the Community Service District. The traffic collision data obtained from Statewide Integrated Traffic Records System (SWITRS) and the Office of Traffic Safety (OTS) and the analysis of the data are discussed in this chapter.

Chapter 3 presents traffic engineering evaluation and findings on existing traffic and safety concerns at the intersections and roadways requested for evaluation by the Community Service District, as well as suggestions on potential engineering safety improvement measures.

Chapter 4 describes the law enforcement efforts for reducing traffic problems, analysis of the collision data obtained from the sources listed in Table 1, and suggested strategies to improve traffic safety.

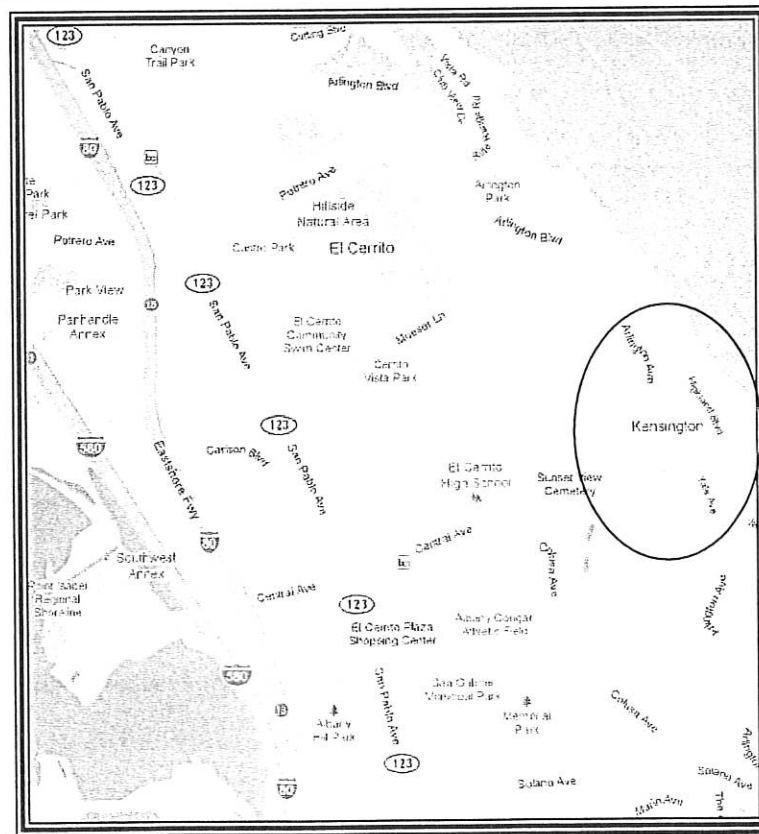
1.5 Acknowledgements

Kensington Police Chief Gregory Harman and Contra Costa Public Works Senior Civil Engineer Jerry Fahy are acknowledged for their cooperation in providing the needed data and their input on local conditions.

2. BACKGROUND AND COLLISION HISTORY

Kensington is an unincorporated Contra Costa County community of about 2,200 homes. Located in the East Bay Hills between cities of Berkeley and El Cerrito, the 4,936 residents occupy a steep hillside area of approximately 1 square mile. Kensington maintains its own police department, as well as park and recreation programs for all ages, via the Kensington Police Protection & Community Services District. The Kensington Fire Protection District provides fire protection and emergency medical services via a contract with City of El Cerrito. Road maintenance is provided by the Contra Costa County Public Works Department.

Figure 2-1: Map of Kensington Community Services District

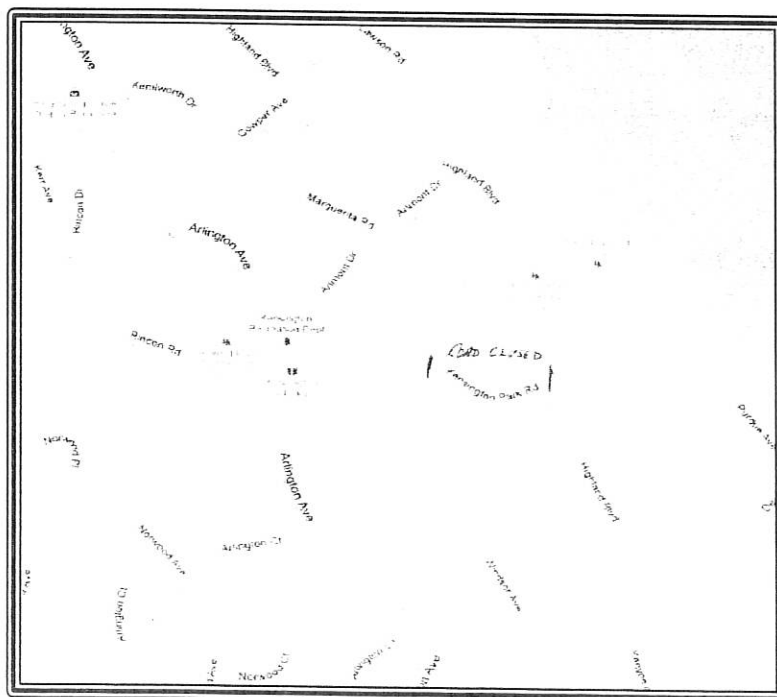


Arlington Avenue is the main road through Kensington and is a commuter route between the cities of Berkeley and El Cerrito. The north/south roadway is two lanes with parking generally allowed on both sides of the street and contains numerous horizontal and vertical curves due to

the hillside terrain. The speed limit is 25 miles per hour and there is only one traffic signal which is at the intersection of Arlington Avenue with Kensington Park Road/Rincon Road. This signal controls pedestrian traffic in a marked crosswalk crossing Arlington Avenue. During normal operations the signal on Arlington Avenue flashes yellow and the signals facing Kensington Park Road and Rincon Road flash red. The signal is actuated by the pedestrians wishing to cross Arlington Avenue.

Kensington Elementary School and the Library are on the east side of Arlington Avenue, and a church and a residential area are on the west side. The crosswalk is used throughout the day, although the peak pedestrian traffic periods are the AM and PM school commute periods. To assist about 70 students that use the crosswalk to get to school, Kensington has a crossing guard assigned from 7:45 am to 8:45 am, and for students returning home from school, the crossing guard is on duty from 2:00 pm to 3:00 pm. Pedestrians control the signal phase with a button located on a pole on the west and east side of Arlington Avenue. When the button is pushed the flashing yellow light changes to a solid yellow signal for about six seconds before changing to a solid red signal for all directions on Arlington Avenue and Kensington Park Road/Rincon Road.

Figure 2-2: Map of Arlington Avenue & Area of Kensington Park Road & Rincon Road



2.1 Traffic Collision Investigating and Reporting

Traffic Collision (TC) reports are prepared in compliance with the California Highway Patrol (CHP) Collision Investigation Manual (CIM). The Traffic Collision reports submitted by Kensington police officers are reviewed by the shift sergeant and entered into an automated information system prior to submission to the Statewide Integrated Traffic Records System (SWITRS).

2.2 Statewide Integrated Traffic Records System (SWITRS) Statistical Data

SWITRS processes all reported fatal and injury collisions which occur on California's state highways and all other roadways, excluding private property. The Kensington Community is below the statewide expected ratio of Property Damage Only (PDO) to Fatal and Injury Collisions of 2 to 1.

Table 2: Collision Data for Kensington Community Services District

| <i>Collision Type</i> | <i># of Collisions</i> | | | | |
|----------------------------|------------------------|-------------|-------------|-------------|--------------|
| | <i>2004</i> | <i>2005</i> | <i>2006</i> | <i>2007</i> | <i>2008*</i> |
| Fatal | 0 | 0 | 0 | 0 | 0 |
| Injury | 7 | 8 | 1 | 3 | 5 |
| Property Damage | 39 | 37 | 48 | 47 | 35 |
| Total | 46 | 45 | 49 | 50 | 40 |
| <i>Bicycle Involved</i> | 2 | 1 | 0 | 2 | 1 |
| <i>Pedestrian Involved</i> | 0 | 0 | 0 | 0 | 1 |

* 2008 is preliminary data

An analysis of five years of SWITRS data reveals that the highest number of traffic collisions occurs on Mondays and Fridays, as shown on Chart 1.

Chart 1: Collisions by Day of Week (2004 – 2008)

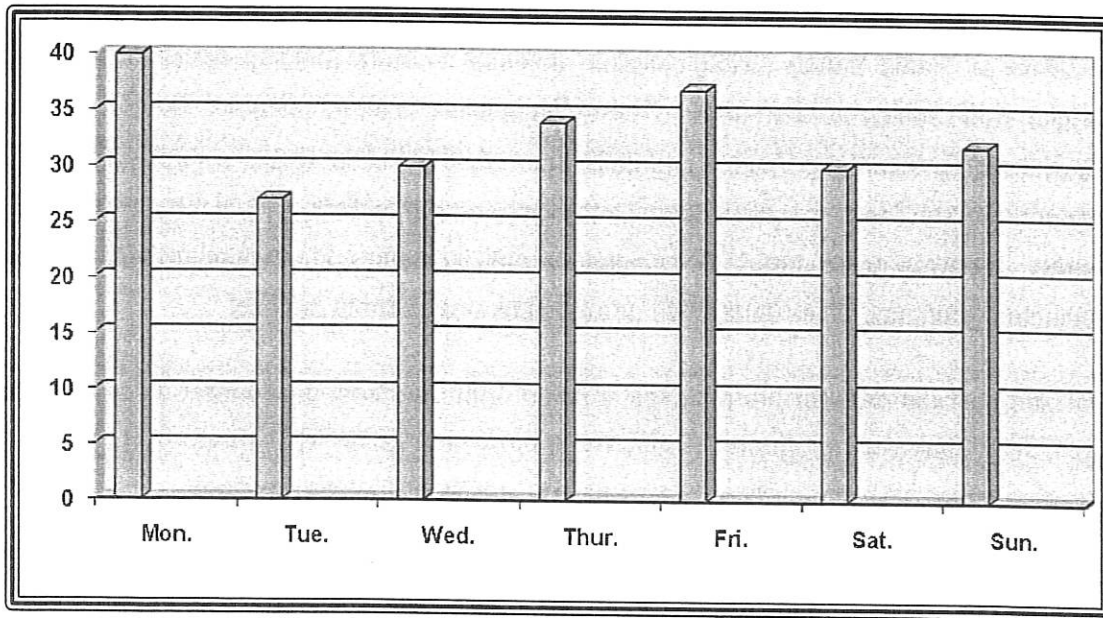
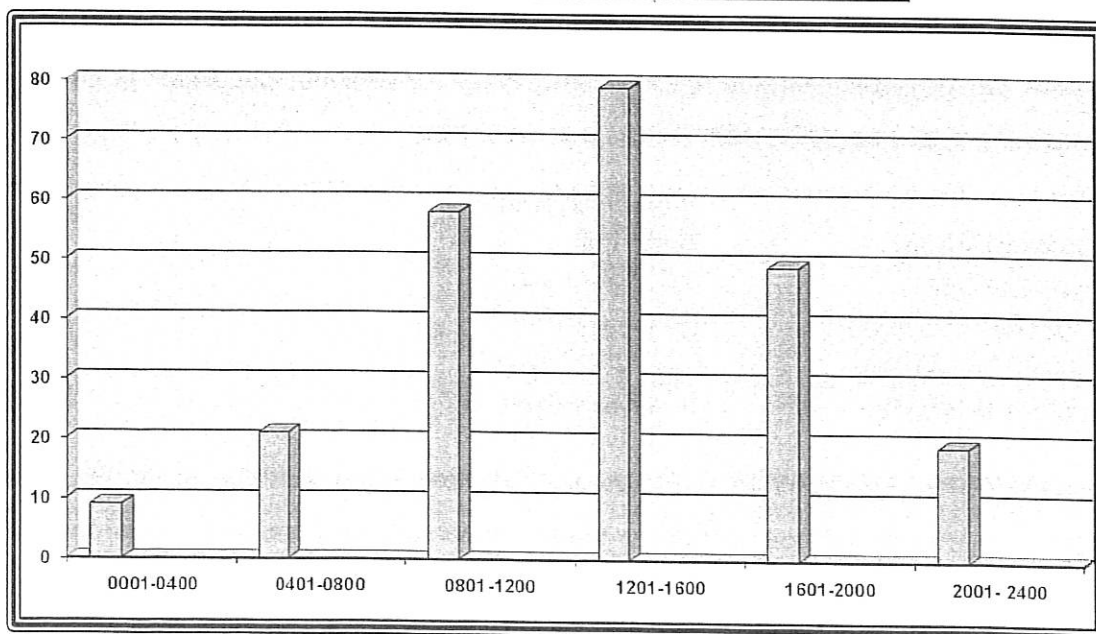


Chart 2 represents an analysis of five years of SWITRS data focusing on hours of the day. The period from 8:00 a.m. through 4:00 p.m. has the highest number of collisions.

Chart 2: Collisions by Hours of the Day (2004 – 2008)



The charts above can assist with scheduling enforcement personnel deployment by day of week and developing shift times to have maximum impact on preventing traffic collisions.

2.3 Office of Traffic Safety Ranking

The Office of Traffic Safety (OTS) collision rankings facilitate funding decisions and identify emerging traffic safety problem areas. The rankings allow cities to compare themselves to other cities with similar-sized populations and help them identify their potential disproportionate traffic safety problem(s). They also allow counties to compare themselves with all the other counties in the state. It may be noted that OTS rankings are only indicators of potential problems; there are many factors that may either understate or overstate a city/county ranking.

Victim and collision data for the rankings is taken from the latest published California Highway Patrol (CHP) Statewide Integrated Traffic Records System (SWITRS) report. OTS provides two types of rankings: 1) victim and collision rankings, and 2) DUI arrest rankings.

Victim and collision rankings are based on rates of victims killed/injured or fatal/injury collisions per "1,000 daily-vehicle-miles-of-travel" (2008 CALTRANS) and per "1,000 average population" (2008-2009 Department of Finance) figures. Pedestrian, bicyclist and motorcycle victim rankings do not take into account the size or demographics of a city or county's pedestrian/bicyclist/motorcyclist population.

Counties are assigned statewide rankings, while cities are assigned population group rankings. Population groups using 2008 SWITRS data are as follows:

| Population Group | Victim/Collision Rankings |
|-------------------------|----------------------------------|
| A = over 250,000 | 13 cities ranked |
| B = 100,001 to 250,000 | 55 cities ranked |
| C = 50,001 to 100,000 | 103 cities ranked |
| D = 25,001 to 50,000 | 97 cities ranked |

For example, for victim/collision rankings, a Population Group Ranking of "1/103" would be assigned to the city with the highest number of victims/collisions per 1,000 residents in

population group C, while a ranking of "103/103" would be assigned to the city with the lowest number of victims/collisions per 1,000 residents in population group C.¹

The Office of Traffic Safety (OTS) does not rank Kensington with the 73 cities in the OTS rankings population group F (2,501 to 10,000) because it is not an incorporated city or town. A comparison with five communities with similar demographics was created using information from the SWITRS data for the California Smaller Cities, Towns, and Villages (1,000 to 6000 residents) data for 2004 through 2008.

Table 3: Comparison of Similar Communities Ranked by Total Collisions

| City | Population | Fatal/Injury | PDO | Total | Bicycle | Pedestrian |
|------------|------------|--------------|-----|-------|---------|------------|
| Broadmoor | 4,016 | 26 | 127 | 153 | 1 | 5 |
| Woodside | 5,352 | 65 | 92 | 157 | 8 | 0 |
| Calistoga | 5,179 | 57 | 168 | 225 | 10 | 5 |
| Kensington | 4,963 | 23 | 207 | 230 | 6 | 1 |
| Del Mar | 4,936 | 101 | 134 | 235 | 25 | 9 |
| Carmel | 4,081 | 57 | 455 | 512 | 5 | 15 |

Kensington Community has the lowest number of fatal/injury collisions (no fatal collisions in the 5 year period), has the 2nd fewest pedestrian collisions, and the 3rd fewest bicycle collisions in comparison with five other similar communities.

¹ Reference: California Office of Traffic Safety:
http://www.ots.ca.gov/Media_and_Research/Rankings/Explanation.asp

2.4 Primary Collision Factors

When a driver commits a traffic violation (e.g., speeding, running red light, running stop sign, turning, lane-changing, etc.) that is deemed the cause of a collision, the violation is coded as the Primary Collision Factor (PCF). If it is determined that such a driver is also driving under the influence, the PCF is coded as DUI instead, and the traffic violation is then coded as a secondary cause of collision.

An analysis of the 230 total collisions recorded in the 2004 – 2008 SWITRS data for the Kensington CSD reveals that 194 collisions (or 84% of total collisions) were caused by the four Primary Collision Factors listed in Table 4 below:

Table 4: Primary Collision Factor and Percent of Total Year Data

| <i>PCF</i> | <i>2004</i> | <i>%</i> | <i>2005</i> | <i>%</i> | <i>2006</i> | <i>%</i> | <i>2007</i> | <i>%</i> | <i>2008</i> | <i>%</i> |
|--------------------------------|-------------|----------|-------------|----------|-------------|----------|-------------|----------|-------------|----------|
| Improper Turning | 18 | 39 | 23 | 51 | 20 | 41 | 24 | 48 | 24 | 60 |
| Unsafe Start/Back Maneuvers | 10 | 22 | 8 | 18 | 14 | 29 | 13 | 26 | 6 | 15 |
| Speed | 9 | 20 | 4 | 9 | 5 | 10 | 4 | 8 | 5 | 13 |
| DUI Involved | 1 | 2 | 3 | 7 | 0 | - | 0 | - | 0 | - |
| Unknown/Not Stated | 2 | 4 | 3 | 7 | 9 | 18 | 5 | 10 | 0 | 0 |

It may be noted that the number of collision reports coded as “unknown or Not Stated” under PCF dropped from 18% in 2006 to 0% in 2008 after a leadership change in the Kensington Police Department.

2.5 Intersections with the Highest Collisions

Based on the SWITRS data from 2004 - 2008, there were a total of 230 collisions in the Kensington CSD, with 45 (20%) of those collisions occurring at or in the proximity of an intersection, 150 (65%) not at an intersection and 35 (15%) not coded. Arlington Avenue

appears as the primary location in 59 (45%) of the collisions, and as the secondary location in 24 (18%) of the collisions.

Table 5: High Collision Arlington Avenue Locations

| Intersection of Arlington Avenue at: | Total | Severity | | Vehicle Involved with | | Collision Type | | | | |
|--|-------|----------|-----|--------------------------|----|----------------|----|----|----|-------|
| | | Inj. | PDO | MV | FO | HO | SS | RE | BS | Other |
| Amherst Avenue | 10 | 1 | 9 | 10 | 0 | 0 | 4 | 4 | 0 | 2 |
| Ardmont Avenue | 8 | 0 | 8 | 5 | 3 | 0 | 4 | 1 | 1 | 2 |
| Sunset Drive | 7 | 1 | 6 | 4 | 3 | 0 | 3 | 2 | 0 | 3 |
| Rincon Road | 5 | 4 | 1 | 3 | 2 | 0 | 0 | 3 | 0 | 2 |
| Arlemont Drive | 5 | 2 | 3 | 3 | 1 | 0 | 0 | 3 | 0 | 2 |
| Kensington Park Road | 3 | 0 | 3 | 2 | 1 | 0 | 1 | 0 | 0 | 2 |

Key:

- Inj.: Injury
- PDO: Property Damage Only
- MV: Motor Vehicle
- FO: Fixed Object
- HO: Head On
- SS: Sideswipe
- RE: Rear End
- BS: Broadside
- Other: Fixed Object, Pedestrian, Bicycle, Non-collision

Due to the low number of collisions at each location (a five year total), it was agreed to concentrate the efforts of this evaluation at the signalized crosswalk at the intersection of Arlington Avenue and Kensington Park Road/Rincon Road.

3. TRAFFIC ENGINEERING EVALUATION AND IMPROVEMENT MEASURES

This report focuses on a specific location in the Community of Kensington – the signalized pedestrian crossing at intersection of Arlington Avenue and Kensington Park Road/Rincon Road. The community is concerned that vehicles speed through the intersection and fail to stop when the red indication is displayed when pedestrians are crossing. The TSE team reviewed these concerns and identified potential improvements at this location. This chapter presents the findings and suggestions of the TSE team regarding traffic engineering issues.

3.1 Existing Conditions

The signalized pedestrian crossing of Arlington Avenue at its intersection with Kensington Park Road/Rincon Road is the only traffic signal located in the Community of Kensington. The pedestrian crossing provides access across Arlington Avenue to the Kensington Hilltop Elementary School, the Kensington Library, an adjacent church and preschool, and area residences. A school crossing guard is on duty during school commute times from 7:45 to 8:45 am and 2:00 to 3:00 pm on weekdays. The crossing guard reported that approximately 70 pedestrians utilize the signalized crosswalk during each school commute period.

Figure 3-1: Crosswalk on Arlington Avenue at Kensington Park Road



Arlington Avenue carries 6,000 to 7,000 vehicles per day on weekdays. The roadway is located on a hillside and is curvilinear with mature vegetation and development on both sides throughout its length. The horizontal and vertical curvature of the roadway along with the vegetation impedes sight lines approaching the traffic signal; however, adequate sight distance is available to satisfy minimum standards for a roadway with 85th percentile speeds of up to 30 mph. A supplemental traffic signal head is visible for 315 feet in advance of the stop bar for northbound traffic, and a supplemental signal head is visible for 485 feet for southbound traffic.

The signal is pedestrian actuated and provides a protected pedestrian phase during which vehicles on Arlington Avenue, Kensington Park Road, and Rincon Road are given a solid red indication. Therefore, the signal provides an exclusive pedestrian phase. Kensington Park Road and Rincon Road are controlled by both stop signs and traffic signals. The operational characteristics of the signal are summarized below.

- When no pedestrian actuation has been received:
 - Flashing yellow indications are displayed for both directions of Arlington Avenue.
 - Flashing red indications are displayed for both Kensington Park Road and Rincon Road.
 - A steady don't walk (upraised hand) indication is displayed at the pedestrian crossing.
- When a pedestrian actuation is received:
 - A steady yellow indication is displayed followed by a solid red indication for both directions of Arlington Avenue.
 - Solid red indications are displayed to both Kensington Park Road and Rincon Road.
 - A walk (walking person) indication is displayed once the solid red indication is given for Arlington Avenue. A pedestrian clearance interval (flashing upraised hand) is then displayed.
- When the pedestrian clearance interval is complete:

- Flashing yellow indications are once again displayed to both directions of Arlington Avenue.
- Flashing red indications are once again displayed for both Kensington Park Road and Rincon Road.
- A steady don't walk (upraised hand) indication is once again displayed at the pedestrian crossing.

The intent of flashing yellow indication for Arlington Avenue is to allow vehicles to travel through the area freely when no pedestrians are present, while the flashing red indications and stop signs on Kensington Park Road and Rincon Road allow vehicles to proceed onto Arlington Avenue when it is safe to do so after coming to a complete stop. Drivers on Kensington Park Road and Rincon Road must identify acceptable gaps in vehicular traffic on Arlington Avenue to safely make their turns onto that roadway. To accomplish this, adequate sight distance is required, which is available for drivers on Kensington Park Road, but is not available for drivers on Rincon Road. The primary sight distance constraint for drivers on Rincon Road is parked vehicles along the west curb north of the intersection.

When pedestrians are present, the solid red indications on Arlington Avenue, Kensington Park Road, and Rincon Road are intended to stop vehicles on all approaches while pedestrians are crossing. However, the combination of stop signs and signal may provide mixed direction to drivers. A solid red signal means that a driver cannot proceed to make a left turn while a stop sign means that a driver can proceed when it is safe to do so. This issue is further discussed in the following section of this chapter.

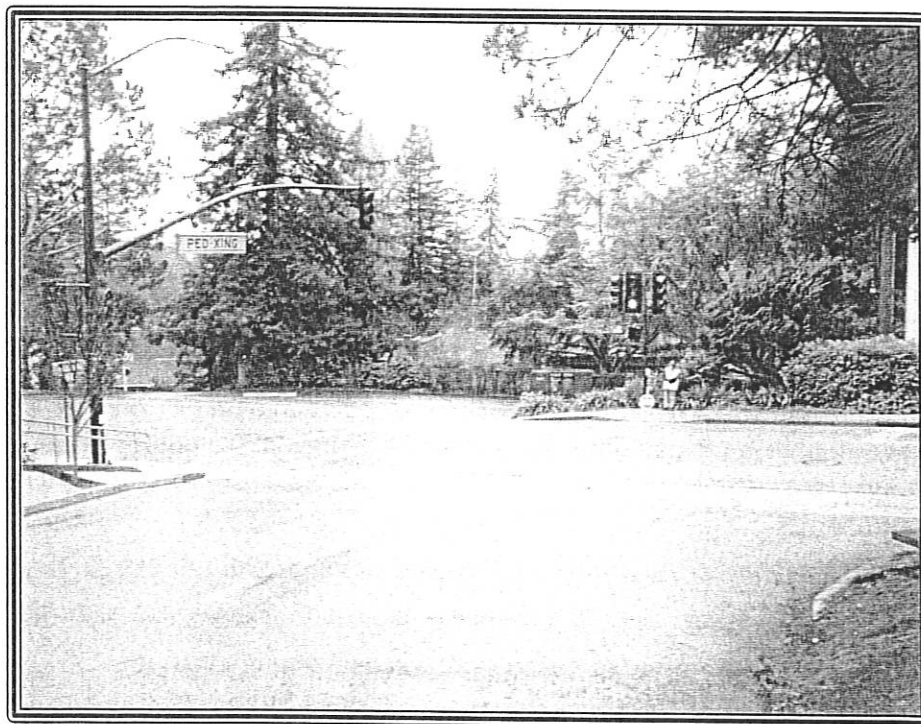
3.2 Compliance with California Code and Design Standards

The signal system located on Arlington Avenue appears to be out of compliance with the California Vehicle Code and the California Manual on Uniform Traffic Control Devices (CAMUTCD). The non-compliance appears to arise from the combination of stop sign control and signal control on the Kensington Park Road and Rincon Road approaches to the intersection. California Vehicle Code section 21355(a) and CAMUTCD section 4D.01 state that stop signs shall not be used in conjunction with traffic signal control and operation.

While the traffic signal system appears to be out of compliance with these codes and standards, it does not appear to operate in an unsafe manner. Field observations revealed that drivers are not confused by the signal system and stop signs. Further, the traffic collision history indicates that drivers are able to safely travel through the area. However, to promote uniformity with traffic control device application throughout the State and the rest of the nation and to minimize potential driver confusion, compliance with these codes and standards is suggested.

This issue cannot be resolved by simply removing the stop signs and pavement legends on Kensington Park Road and Rincon Road because CAMUTCD section 4K.02 requires that a stop sign be used on all approaches to which a flashing red indication is shown. The flashing red beacon would essentially be serving as an intersection control beacon without the required stop sign, which would result in a different non-compliance issue.

Figure 3-2: Kensington Park Road at Arlington Avenue



3.3 Potential Engineering Safety Improvements

A range of potential improvements were identified to assist the Community of Kensington and Contra Costa County with the enhancement of safety and the resolution of the non-compliance issues. Further, even though non-compliance and sight distance issues were identified, the intersection does not appear to present unsafe conditions. Therefore, the local agencies may consider evaluating these improvement options in conjunction with overall community needs and value, and ultimately determine the appropriate course of action at this location.

- **Option 1 – Install a full traffic signal.** This intersection could be converted to a full traffic signal by installing red-yellow-green indications for all vehicular approaches and walk-don't walk indications for all pedestrian crossings. This would require the installation of additional traffic signal poles and associated infrastructure. The stop signs on Kensington Park Road and Rincon Road would be eliminated. The sight distance constraints for drivers turning left from Rincon Road would become less of an issue. This option could be costly, and it may create traffic congestion on Arlington Avenue. A traffic signal warrant study will be needed.
- **Option 2 – Remove signal control from Kensington Park Road and Rincon Road.** The stop signs would remain. This option would not address the sight distance issue, and it would result in two stop controlled approaches with a signalized pedestrian crossing. This option could create conflicts between pedestrians crossing during the protected pedestrian signal phase and traffic stopped at Kensington Park Road and Rincon Road, trying to use gaps created by red signal on Arlington Avenue to make their left turns.
- **Option 3 – Remove the signal control and replace with all-way stop control.** This option would eliminate the non-compliance issue and alleviate the sight distance issue. However, it could create additional congestion on Arlington Avenue.
- **Option 4 – Remove the signal in its entirety.** The stop signs on the two side streets would remain. The non-compliance issue would be eliminated, but the sight distance issue would remain. This option would eliminate signal control protection for pedestrians crossing Arlington Avenue at this intersection, which could degrade overall pedestrian

safety at this location. However, adequate sight distance and gaps would exist for pedestrians to safely cross the street, but pedestrians would need to exercise a high degree of attentiveness and judgment. This may not be a suitable option given the high number of school children who use this crossing.

- **Option 5 – Eliminate on-street parking along the west curb line north of Rincon Avenue.** This option could eliminate or alleviate the sight distance issue depending upon how much parking to be eliminated. It would not address the non-compliance issue. This option could be implemented in combination with any of the other four options. This on-street parking is heavily utilized and its elimination would impact area residents, and the adjacent church and preschool.
- **Option 6 – Implement enhanced traffic law enforcement.** Enhanced law enforcement would probably increase compliance with traffic signal control during pedestrian crossings. This option will be discussed in more detail in Chapter 4.

4. ENFORCEMENT MEASURES

4.1 Traffic Enforcement Capabilities

The Kensington Police Protection and Community Services District is governed by a board of five directors. Operations are under the command of Chief of Police, Gregory Harman, who is also the General Manager of the District.

There are two sergeants assigned to patrol, one detective in investigations, five officers and six reserve officers. Non-sworn personnel include the District Secretary and two part-time employees, the Administrative Aide and Police Services Aide. One sergeant and three officers work 10-hour shifts Sunday through Wednesday, and one sergeant and two officers work 12-hour shifts, Thursday through Saturday. The Police Department performs a variety of services including patrol, traffic enforcement, CPR and First Aid, investigations, and warrant and subpoena services. Many other law enforcement duties are also provided to the citizens of Kensington 24 hours a day, seven days per week.

4.2 California Law Enforcement Challenge (CLEC)

A California Law Enforcement Challenge (CLEC) is a competition between similar sizes and types of law enforcement agencies. It recognizes and rewards the best overall traffic safety programs in California. The areas of concentration include efforts to enforce laws and educate the public in promoting safety. Agencies submit an application which documents their efforts and effectiveness in the safety areas. Kensington Police Department is encouraged to participate in this program and to submit an application by March 26, 2010. CLEC information and applications are available at www.chp.ca.gov/features/clec.html.

4.3 Traffic Citations

The level of enforcement action for traffic violations, issuing a citation or giving verbal warning, is left to the officer's discretion based upon extenuating circumstances and/or whether or not the violator is a local resident. This is a reality in small communities where citizen's concerns and complaints bear a significant influence on community leadership. A citation is the most effective tool to influence and change a driver's behavior leading to a raised level of compliance with

traffic laws. This result is achieved by the violator remembering the incident, the resulting fine and the effect on the driver's record and auto insurance rates. An added benefit is when the violator relates the incident to friends and neighbors who hopefully remember the circumstances when driving through that particular location to focus on driving safely. Verbal warnings are ineffective in enhancing driver safety, as the violator has a tendency to forget the incident, or if the driver relates the circumstances to associates, the 'spin' most likely ends with the offender "talking the officer out of a ticket". Citations are recorded and can be tracked, wherein verbal warnings are not a viable data resource.

At the Kensington Police Department, traffic citations are recorded annually as Moving and Parking Citations, but not usually tracked by type of violation. Table 6 shows the citations issued from specific violations from 2007 to 2009.

Table 6: Citations for Specific Violations

| Year | Speed | Red Light | Stop Sign | Failure to Yield to Pedestrian | Failure to Obey Crossing Guard Pedestrian |
|------|-------|-----------|-----------|--------------------------------|---|
| 2007 | 11 | 2 | 91 | 3 | 1 |
| 2008 | 54 | 8 | 82 | 5 | 1 |
| 2009 | 23 | 10 | 33 | 2 | 0 |

4.4 Enforcement Index

The Enforcement Index (number of citations issued / # of fatal & injury collisions), was developed by Northwestern University and is utilized by OTS, as a measure of effectiveness in traffic safety programs. OTS recommends a minimum level of 25 to reach the citation threshold of effectiveness in reducing traffic collisions, and may be used as a guide to measure the success of traffic safety programs. The Enforcement Index for the unincorporated area of Kensington is shown in Table 7:

Table 7: Enforcement Index

| Year | Total Hazardous Citations | Fatal and Injury Collisions | Enforcement Index |
|------|---------------------------|-----------------------------|-------------------|
| 2004 | 297 | 7 | 42 |
| 2005 | 228 | 8 | 29 |
| 2006 | 277 | 1 | 277 |
| 2007 | 305 | 3 | 102 |
| 2008 | 459 | 5 | 92 |

4.5 Speed Enforcement

Due to the narrow roads with parked cars and the terrain, speed is not the top PCF in collisions however it is a major source of traffic complaints. Contra Costa County Public Works has two hand-held radar units available for complaining citizens to use (after a training session) to conduct speed surveys in their neighborhood. Kensington Police has two radar equipped patrol vehicles and three hand-held radars available for speed enforcement. Kensington has an older model radar speed trailer which has not been used recently due to a lack of personnel available to deploy it. Contra Costa County public works also has a radar speed trailer available for deployment in locations where there are a high number of speeding complaints.

4.6 DUI Enforcement

All Kensington officers have completed the Peace Officer and Training (POST) course for administering the Standardized Field Sobriety Test (SFST). Kensington participates in the AVOID the 25 Contra Costa County DUI Enforcement project by providing officers to work with El Cerrito and San Pablo Police Departments at DUI Checkpoints.

Table 8 shows the total number of DUI arrests in Kensington and the percentage of those arrests resulting from DUI collisions.

Table 8: Kensington DUI Arrests (2007 – 2009)

| Year | Total Arrests | DUI Collisions | Percentage of DUI Arrests from Collisions |
|-------|---------------|----------------|---|
| 2007 | 5 | 0 | - |
| 2008 | 2 | 0 | - |
| 2009 | 4 | 0 | - |
| Total | 11 | 0 | - |

4.7 Vehicle Impound Program

Kensington Police Department has a policy to impound vehicles; however a problem with vehicle storage actually makes the program impractical.

4.8 Seat Belt Enforcement and Use Rate

There were no seat belt or child safety seat citations tracked by the Kensington Police Department, however they may have been included in the 1,050 Mechanical/Registration citations issued in 2007, 2008 and 2009. Kensington has not participated in the "Click It or Ticket" campaign and does not have a record of the community's seat belt use rate.

Kensington Police might consider completing a seat belt use rate survey annually to compare the County's use rate with the current State-wide use rate (95.7% in 2008). An easy format and directions for the survey form can be downloaded from:

<http://ots.ca.gov/Grants/files/pdf/seatbelt/belt.pdf>.

4.9 Safety Enforcement Grants

Kensington has not received any OTS grants due to the community not being an incorporated city.

4.10 Traffic Signal Enforcement

The 20 Red Light violations and 2 "Failure to Obey Crossing Guard" violations occurred at Arlington Avenue and Kensington Park Road as that is only signalized intersection in the community and the only location that have crossing guards assigned. Additionally, some of the 10 "Failure to Yield to Pedestrians" violations most likely occurred at that location. These 32 violations had the potential to result in a serious injury or fatal collision. The Kensington Police Department knows that the probability of fatal or serious injury to a pedestrian, especially a child at the pedestrian crossing would have serious consequences in their community.

4.11 Traffic Safety Public Information

The Kensington Police Department has two public information resources: 1) a local newspaper "The Outlook", which is mailed to every resident ten times per year; and 2) the Police Department's website.

4.12 Coordination among Enforcement Agencies

In addition to participating in the "AVOID" the 25 DUI program, Chief Harman is a member of the Contra Costa County Chiefs Association and the West County Chiefs Association. Traffic issues can be put on the agenda for either one of these groups.

4.13 "Zero Tolerance Policy"

Based on the statistical data shown in Table 3, "Comparison of Similar Communities Ranked by Total Collisions", the Community of Kensington is relatively free of serious traffic problems. Measuring traffic problems is accomplished by compiling collision data; however it is impossible to measure collisions that have been prevented by police presence and traffic enforcement. Unfortunately most traffic safety and preventative programs begin after a tragedy occurs and a public outcry motivates community leaders to take action.

The problem of motorists failing to stop for the red light at the signalized crosswalk on Arlington Avenue could result in a tragic occurrence.

For many years motorists have believed that municipalities with a zero tolerance for traffic violations use the program as a source of generating revenue for the city. The policy also results in drivers being very careful to obey the traffic laws when traveling through a targeted area and a reduction in the number and severity of traffic collisions.

“Zero Tolerance Policy” is a more positive spin on preventing serious traffic collisions. The goal would be to inform and gain the agreement of law enforcement officers, governmental and judicial representatives, community representatives, and have media support for the program.

It is important to keep the public informed through media of all aspects of the “Zero Tolerance Policy” program, including the purpose and goals, and to warn the public where the focused traffic enforcement would take place, and that a “zero tolerance policy” would be in effect. It is also very important that the community understands, accepts and supports the importance of a “Zero Tolerance Policy” for the intersection and crosswalk at Arlington Avenue and Kensington Park Road.

4.14 Potential Enforcement Safety Improvements

Potential enforcement safety improvements are summarized below:

- Kensington Police Department may consider completing a seat belt use rate survey annually to compare the community’s use rate with the current State-wide use rate.
- Traffic issues can be put on the agenda for either one of these groups: Contra Costa County Chief’s Association and the West County Chief’s Association.
- A “Zero Tolerance Policy” for red signal and pedestrian crosswalk violations could be implemented for intersection of Arlington Avenue and Kensington Park Road after approval by the Community Services District Board.
- A public information campaign could also alert the citizens of the community to the potential serious injury collisions that could occur at the intersection of Arlington Avenue and Kensington Park Road/Rincon Road due to failure to stop at the red signal.

ABOUT THE TECHNOLOGY TRANSFER PROGRAM

The Technology Transfer Program, a division of the Institute of Transportation Studies at the University of California, Berkeley, is the California transportation community's source for professional training, expert assistance, and free resources for public agencies.

The Technology Transfer Program provides training, workshops, conferences, technical assistance and information resources in the transportation-related areas of planning and policy, traffic engineering, project development, infrastructure design and maintenance, safety, environmental issues, railroad and aviation.

Our training programs and services are affordable—often free—and are offered statewide. Most of our classes are subsidized for California-based public employees, but our service area is national and international.

As California's LTAP Center, we serve the more than 25,000 public and private transportation agency personnel working for our state's 476 cities, 58 counties, over 50 regional transportation planning agencies (MPOs, RTPAs, CTCs and CMAs) and the California Department of Transportation.

ITSBerkeley TECH TRANSFER

TECHNOLOGY TRANSFER PROGRAM
INSTITUTE OF TRANSPORTATION STUDIES
UNIVERSITY OF CALIFORNIA, BERKELEY

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www.techtransfer.berkeley.edu

TRAFFIC STOPS INITIATED VS CITATIONS ISSUED ANALYSIS 2010-2015

| | JANUARY | FEBRUARY | MARCH | APRIL | MAY | JUNE | JULY | AUGUST | SEPTEMBER | OCTOBER | NOVEMBER | DECEMBER |
|------------------|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|
| 2010 | | | | | | | | | | | | |
| TRAFFIC STOPS | 96 | 93 | 81 | 72 | 59 | 162 | 90 | 178 | 175 | 89 | 132 | 97 |
| CITATIONS ISSUED | 34 | 23 | 40 | 22 | 37 | 52 | 36 | 89 | 46 | 27 | 72 | 28 |
| 2011 | | | | | | | | | | | | |
| TRAFFIC STOPS | 220 | 170 | 172 | 227 | 225 | 144 | 111 | 138 | 108 | 194 | 213 | 108 |
| CITATIONS ISSUED | 131 | 119 | 49 | 187 | 114 | 108 | 42 | 69 | 63 | 102 | 128 | 32 |
| 2012 | | | | | | | | | | | | |
| TRAFFIC STOPS | 93 | 182 | 165 | 100 | 163 | 162 | 140 | 89 | 114 | 127 | 102 | 81 |
| CITATIONS ISSUED | 65 | 104 | 58 | 46 | 90 | 93 | 88 | 47 | 53 | 67 | 42 | 31 |
| 2013 | | | | | | | | | | | | |
| TRAFFIC STOPS | 134 | 92 | 76 | 110 | 91 | 74 | 115 | 141 | 95 | 120 | 48 | 120 |
| CITATIONS ISSUED | 66 | 44 | 28 | 66 | 58 | 47 | 78 | 105 | 78 | 86 | 39 | 86 |
| 2014 | | | | | | | | | | | | |
| TRAFFIC STOPS | 68 | 48 | 104 | 87 | 102 | 75 | 74 | 100 | 146 | 75 | 109 | 76 |
| CITATIONS ISSUED | 33 | 17 | 67 | 57 | 64 | 37 | 48 | 58 | 89 | 40 | 47 | 36 |
| 2015 | | | | | | | | | | | | |
| TRAFFIC STOPS | 66 | 23 | 39 | 67 | 57 | 55 | 44 | 24 | | | | |
| CITATIONS ISSUED | 34 | 9 | 15 | 36 | 24 | 26 | 16 | 7 | | | | |

Memorandum

Kensington Police Department



To: KPPCSD Board of Directors

APPROVED YES NO

From: Gregory E. Harman, General Manager

Date: Thursday, May 06, 2010

FORWARDED TO:

Subject: New Business Item #3 Traffic Survey Report

The University of California Berkeley, Institute of Transportation Studies, Technology Transfer Program, has completed their Traffic Safety Evaluation for Kensington. In April, I received the final draft of the report, which is part of this packet.

The conclusion of the study and suggested enforcement measures begin on page 18 of the report, with a final recommendation for improving "Enforcement Safety" appearing on page 23.

In summary, "A citation is the most effective tool to influence and change a driver's behavior leading to a raised level of compliance with traffic laws." (Page 18) "A "Zero Tolerance Policy" is more of a positive spin on preventing serious traffic collisions. The goal would be to inform and gain agreement of law enforcement officers, governmental and judicial representatives, community representatives, and have media support for the program." Page 23

"A Zero Tolerance Policy for red light signal and pedestrian crosswalk violations could be implemented for the intersection of Arlington Avenue and Kensington Park Road after approval by the Community Services District Board. A public information campaign could also alert the citizens of the community to the potential serious injury collisions that could occur at the intersection of Arlington Avenue and Kensington Park Road due to failure to stop at the red light signal." Page 23

I believe the Board has already moved to make the community safer on the roadways by hiring of our 10th officer position with our COPS Grant revenue, and by supporting me in assigning the 10th officer position to primary traffic enforcement duties.

I would request that the Board also support the recommendations of the traffic study, in directing the Kensington Police Department to take a "Zero Tolerance" approach to traffic enforcement in the community, and support a media and public relations

campaign addressing traffic safety in the community and our Zero Tolerance approach to traffic enforcement. I would like to begin the campaign by placing the report on our website and suggesting to the editor of the Outlook a possible story regarding our traffic survey and our efforts to improve traffic safety in the community.

**KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS**

NEW BUSINESS #2 - Acting Police Chief Rickey Hull will award a commendation to Detective Keith Barrow for his investigation and arrest of a hit and run suspect, KPD# 2010-1457

Acting Police Chief Rickey Hull awarded a commendation to Detective Keith Barrow.

NEW BUSINESS #3 - Acting General Manager Rickey Hull will present the Board with the Kensington Police Protection & Community Services District Traffic Safety Evaluation, prepared by the University of California, Institute of Transportation Studies, Technology Transfer Program for review, discussion, and possible action.

Acting General Manager Rickey Hull presented the Traffic Safety Evaluation and gave a summary of the recommendations which include a zero tolerance traffic enforcement policy for Kensington.

BOARD COMMENTS

Director McLaughlin commented that the strongest recommendation of the survey is the zero tolerance traffic enforcement policy and believes there is no need to look at other recommendations.

Director Stein suggested that the Police Department give regular traffic safety improvement updates to the Board.

PUBLIC COMMENTS

Nicki Kaiser, resident, asked the Board to clarify the zero tolerance policy recommended by the survey. President Toombs responded by noting that a warning is not as effective as giving a ticket, and this is what the survey recommends.

MOTION: The Board moves to accept the Traffic Safety Evaluation and its recommendation regarding the zero tolerance policy.

AYES: Wright, Toombs, McLaughlin, Stein, Kosel **NOES:** 0 **ABSENT:** 0

NEW BUSINESS #4 - Acting General Manager Rickey Hull will present the Board with Resolution 2010-06, a Resolution of the Board of Directors of the Kensington Police Protection and Community Services District, confirming the assessment and ordering the levy for the Kensington Park Assessment District for Fiscal Year 2010/2011, for discussion and Board action.

Acting General Manager Rickey gave a summary of Resolution 2010-06.

MOTION: The Board moves to approve Resolution 2010-06 as presented.

AYES: Wright, Toombs, McLaughlin, Stein, Kosel **NOES:** 0 **ABSENT:** 0

CONTRA COSTA COUNTY
PUBLIC WORKS DEPARTMENT
SPEED / VOLUME COUNTS

HI-STAR NC-200 by Nu-Metrics
Dir Volume x Speed Program

1554 B
FRANCISCAN WAY
15 Sep '15
Tuesday

Road No.
Road Name
Date
Day of Week

Station
No. of Lanes

Interval
Report By

Counter # 41

N / B SPEED IN MILES PER HOUR

| HOUR | 0-5 | 6-10 | 11-15 | 16-20 | 21-25 | 26-30 | 31-35 | 36-40 | 41-45 | 46-50 | 51-55 | 56-60 | 61-65 | 66-70 | 71-99 | TOTAL |
|---------------|------|------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 00:00 - 01:00 | 0 | 0 | 0 | 0 | 2 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 |
| 01:00 - 02:00 | 0 | 0 | 0 | 0 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 02:00 - 03:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 03:00 - 04:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 04:00 - 05:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 05:00 - 06:00 | 0 | 0 | 0 | 1 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 |
| 06:00 - 07:00 | 0 | 0 | 1 | 6 | 9 | 12 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30 |
| 07:00 - 08:00 | 0 | 0 | 0 | 7 | 27 | 27 | 6 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 69 |
| 08:00 - 09:00 | 0 | 0 | 4 | 25 | 61 | 31 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 126 |
| 09:00 - 10:00 | 0 | 1 | 7 | 10 | 23 | 9 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 53 |
| 10:00 - 11:00 | 0 | 0 | 2 | 10 | 29 | 16 | 2 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 60 |
| 11:00 - 12:00 | 0 | 1 | 2 | 10 | 17 | 10 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 42 |
| 12:00 - 13:00 | 0 | 0 | 3 | 11 | 33 | 20 | 1 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 70 |
| 13:00 - 14:00 | 0 | 3 | 4 | 6 | 24 | 13 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 54 |
| 14:00 - 15:00 | 0 | 0 | 3 | 14 | 29 | 15 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 62 |
| 15:00 - 16:00 | 1 | 3 | 2 | 14 | 39 | 13 | 4 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 77 |
| 16:00 - 17:00 | 1 | 0 | 5 | 19 | 24 | 11 | 2 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 63 |
| 17:00 - 18:00 | 0 | 0 | 0 | 9 | 40 | 27 | 4 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 83 |
| 18:00 - 19:00 | 1 | 1 | 3 | 8 | 20 | 9 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 46 |
| 19:00 - 20:00 | 0 | 0 | 1 | 12 | 21 | 11 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 47 |
| 20:00 - 21:00 | 0 | 1 | 2 | 6 | 15 | 4 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 29 |
| 21:00 - 22:00 | 0 | 0 | 4 | 1 | 3 | 3 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 13 |
| 22:00 - 23:00 | 0 | 0 | 1 | 3 | 4 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9 |
| 23:00 - 24:00 | 0 | 0 | 0 | 2 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 |
| TOTALS | 3 | 10 | 44 | 174 | 425 | 235 | 41 | 9 | 4 | 2 | 1 | 1 | 0 | 0 | 0 | 949 |
| % | 0.3% | 1.1% | 4.6% | 18.3% | 44.8% | 24.8% | 4.3% | 0.9% | 0.4% | 0.2% | 0.1% | 0.1% | 0.0% | 0.0% | 0.0% | 100% |

N/B PEAK
A.M. = 130
07:45 - 08:45
P.M. = 83
16:45 - 17:45

S/B PEAK
A.M. = 107
08:00 - 09:00
P.M. = 82
16:15 - 17:15

POSTED
SPEED
LIMIT
25
MPH

Avg Spd
23.4
M.P.H.

85%ile
26-30

50%ile
21-25

15%ile
16-20

>65 %>65
0 0.0%

>60 %>60
0 0.0%

>55 %>55
1 0.1%

CONTRA COSTA COUNTY
PUBLIC WORKS DEPARTMENT
SPEED / VOLUME COUNTS

HI-STAR NC-200 by Nu-Metrics
Dir Volume x Speed Program

1554 B
FRANCISCAN WAY
15 Sep '15
Tuesday

Road No.
Road Name
Date
Day of Week

Station
No. of Lanes

15 Minutes
Report By D. KLAPPERICH

Counter # 42

S / B SPEED IN MILES PER HOUR

| Interval | 0-5 | 6-10 | 11-15 | 16-20 | 21-25 | 26-30 | 31-35 | 36-40 | 41-45 | 46-50 | 51-55 | 56-60 | 61-65 | 66-70 | 71-99 | TOTAL |
|---------------|------|------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 00:00 - 01:00 | 0 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| 01:00 - 02:00 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 02:00 - 03:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 03:00 - 04:00 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 04:00 - 05:00 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 05:00 - 06:00 | 0 | 0 | 0 | 1 | 2 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 |
| 06:00 - 07:00 | 0 | 1 | 0 | 0 | 5 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9 |
| 07:00 - 08:00 | 0 | 0 | 0 | 8 | 12 | 14 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 37 |
| 08:00 - 09:00 | 0 | 1 | 2 | 18 | 53 | 26 | 5 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 107 |
| 09:00 - 10:00 | 0 | 1 | 3 | 10 | 22 | 13 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 51 |
| 10:00 - 11:00 | 0 | 0 | 0 | 6 | 19 | 8 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 37 |
| 11:00 - 12:00 | 0 | 1 | 0 | 9 | 14 | 18 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 47 |
| 12:00 - 13:00 | 0 | 0 | 0 | 8 | 20 | 21 | 4 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 54 |
| 13:00 - 14:00 | 0 | 0 | 1 | 9 | 23 | 15 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 51 |
| 14:00 - 15:00 | 0 | 0 | 1 | 8 | 24 | 27 | 2 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 63 |
| 15:00 - 16:00 | 0 | 0 | 0 | 17 | 31 | 16 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 65 |
| 16:00 - 17:00 | 0 | 0 | 1 | 10 | 42 | 24 | 3 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 81 |
| 17:00 - 18:00 | 0 | 0 | 1 | 7 | 45 | 14 | 7 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 74 |
| 18:00 - 19:00 | 0 | 1 | 4 | 9 | 34 | 21 | 3 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 73 |
| 19:00 - 20:00 | 0 | 0 | 0 | 12 | 32 | 16 | 3 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 64 |
| 20:00 - 21:00 | 0 | 1 | 0 | 12 | 16 | 5 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 40 |
| 21:00 - 22:00 | 0 | 0 | 3 | 7 | 10 | 5 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 28 |
| 22:00 - 23:00 | 0 | 0 | 0 | 0 | 6 | 6 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 13 |
| 23:00 - 24:00 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| TOTALS | 0 | 6 | 16 | 154 | 413 | 254 | 55 | 3 | 2 | 2 | 1 | 1 | 0 | 0 | 0 | 907 |
| % | 0.0% | 0.7% | 1.8% | 17.0% | 45.5% | 28.0% | 6.1% | 0.3% | 0.2% | 0.2% | 0.1% | 0.1% | 0.0% | 0.0% | 0.0% | 100% |

N/B PEAK
A.M. = 130
07:45 - 08:45
P.M. = 83
16:45 - 17:45

S/B PEAK
A.M. = 107
08:00 - 09:00
P.M. = 82
16:15 - 17:15

POSTED
SPEED
LIMIT
25
MPH

Avg Spd
24.1
M.P.H.

85%ile
26-30

50%ile
21-25

15%ile
16-20

>65 %>65
0 0.0%

>60 %>60
0 0.0%

>55 %>55
1 0.1%

**CONTRA COSTA COUNTY
PUBLIC WORKS DEPARTMENT
SPEED / VOLUME COUNTS**

HI-STAR NC-200 by Nu-Metrics
Dir Volume x Speed Program

Interval 15 Minutes
Report By D. KLAPPERICH
Station 550' N of Sunset Dr
No. of Lanes 2
Road No. 1554 B
Road Name FRANCISCAN WAY
Date 16 Sep '15
Day of Week Wednesday

Counter # 41

N / B SPEED IN MILES PER HOUR

| HOUR | 0-5 | 6-10 | 11-15 | 16-20 | 21-25 | 26-30 | 31-35 | 36-40 | 41-45 | 46-50 | 51-55 | 56-60 | 61-65 | 66-70 | 71-99 | TOTAL |
|---------------|-------------|-------------|-------------|--------------|--------------|--------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 00:00 - 01:00 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 01:00 - 02:00 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 02:00 - 03:00 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 03:00 - 04:00 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 04:00 - 05:00 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 05:00 - 06:00 | 0 | 0 | 0 | 2 | 4 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7 |
| 06:00 - 07:00 | 0 | 0 | 0 | 4 | 7 | 3 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 18 |
| 07:00 - 08:00 | 0 | 0 | 1 | 11 | 31 | 29 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 73 |
| 08:00 - 09:00 | 0 | 1 | 1 | 10 | 48 | 31 | 16 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 110 |
| 09:00 - 10:00 | 0 | 0 | 0 | 10 | 15 | 21 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 49 |
| 10:00 - 11:00 | 0 | 1 | 1 | 12 | 26 | 19 | 4 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 64 |
| 11:00 - 12:00 | 0 | 0 | 1 | 9 | 25 | 15 | 5 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 58 |
| 12:00 - 13:00 | 0 | 1 | 2 | 5 | 18 | 14 | 6 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 47 |
| 13:00 - 14:00 | 0 | 0 | 1 | 10 | 27 | 14 | 2 | 4 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 59 |
| 14:00 - 15:00 | 0 | 1 | 2 | 17 | 36 | 17 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 79 |
| 15:00 - 16:00 | 0 | 0 | 0 | 17 | 16 | 9 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 45 |
| 16:00 - 17:00 | 0 | 0 | 2 | 5 | 23 | 27 | 4 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 64 |
| 17:00 - 18:00 | 0 | 0 | 0 | 11 | 34 | 15 | 7 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 68 |
| 18:00 - 19:00 | 0 | 0 | 0 | 16 | 20 | 16 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 58 |
| 19:00 - 20:00 | 0 | 0 | 3 | 12 | 24 | 5 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 45 |
| 20:00 - 21:00 | 0 | 0 | 1 | 6 | 5 | 6 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 19 |
| 21:00 - 22:00 | 0 | 0 | 1 | 6 | 11 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 20 |
| 22:00 - 23:00 | 0 | 0 | 0 | 6 | 5 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 13 |
| 23:00 - 24:00 | 0 | 0 | 0 | 1 | 2 | 3 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 8 |
| TOTALS | 0 | 4 | 17 | 170 | 380 | 248 | 71 | 15 | 3 | 2 | 0 | 0 | 1 | 0 | 0 | 911 |
| % | 0.0% | 0.4% | 1.9% | 18.7% | 41.7% | 27.2% | 7.8% | 1.6% | 0.3% | 0.2% | 0.0% | 0.0% | 0.1% | 0.0% | 0.0% | 100% |

N/B PEAK
A.M. = 127
07:45 - 08:45
P.M. = 81
13:45 - 14:45

S/B PEAK
A.M. = 75
07:45 - 08:45
P.M. = 80
16:45 - 17:45

**POSTED
SPEED
LIMIT
25
MPH**

>55 1 0.1% >60 1 0.1% >65 0 0.0% 85%ile 26-30
15%ile 16-20 50%ile 21-25 Avg Spd 24.4 M.P.H.

CONTRA COSTA COUNTY
PUBLIC WORKS DEPARTMENT
SPEED / VOLUME COUNTS

HI-STAR NC-200 by Nu-Metrics
Dir Volume x Speed Program

Interval 15 Minutes
Report By D. KLAPPERICH
Station 550' N of Sunset Dr
No. of Lanes 2
Road No. 1554 B
Road Name FRANCISCAN WAY
Date 16 Sep '15
Day of Week Wednesday

Counter # 42

S / B SPEED IN MILES PER HOUR

| HOUR | 0-5 | 6-10 | 11-15 | 16-20 | 21-25 | 26-30 | 31-35 | 36-40 | 41-45 | 46-50 | 51-55 | 56-60 | 61-65 | 66-70 | 71-99 | TOTAL |
|---------------|------|------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 00:00 - 01:00 | 0 | 0 | 0 | 0 | 2 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 |
| 01:00 - 02:00 | 0 | 0 | 0 | 0 | 2 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 02:00 - 03:00 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 03:00 - 04:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 04:00 - 05:00 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 05:00 - 06:00 | 0 | 0 | 0 | 1 | 3 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 6 |
| 06:00 - 07:00 | 0 | 0 | 0 | 0 | 5 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 8 |
| 07:00 - 08:00 | 0 | 0 | 2 | 7 | 12 | 12 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 35 |
| 08:00 - 09:00 | 0 | 0 | 0 | 10 | 34 | 18 | 11 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 74 |
| 09:00 - 10:00 | 0 | 0 | 0 | 7 | 19 | 16 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 46 |
| 10:00 - 11:00 | 0 | 0 | 1 | 12 | 16 | 8 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 39 |
| 11:00 - 12:00 | 0 | 1 | 4 | 8 | 23 | 9 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 48 |
| 12:00 - 13:00 | 0 | 0 | 1 | 8 | 28 | 15 | 4 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 57 |
| 13:00 - 14:00 | 0 | 0 | 1 | 8 | 31 | 14 | 3 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 58 |
| 14:00 - 15:00 | 0 | 0 | 2 | 19 | 30 | 16 | 4 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 72 |
| 15:00 - 16:00 | 0 | 2 | 1 | 10 | 20 | 17 | 2 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 54 |
| 16:00 - 17:00 | 0 | 0 | 0 | 10 | 21 | 21 | 8 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 62 |
| 17:00 - 18:00 | 0 | 0 | 0 | 7 | 33 | 26 | 3 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 70 |
| 18:00 - 19:00 | 0 | 1 | 1 | 9 | 37 | 17 | 5 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 71 |
| 19:00 - 20:00 | 0 | 0 | 4 | 18 | 29 | 14 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 69 |
| 20:00 - 21:00 | 0 | 0 | 0 | 9 | 12 | 5 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30 |
| 21:00 - 22:00 | 0 | 0 | 0 | 4 | 9 | 9 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23 |
| 22:00 - 23:00 | 0 | 0 | 1 | 3 | 9 | 5 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 20 |
| 23:00 - 24:00 | 0 | 0 | 0 | 0 | 5 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7 |
| TOTALS | 0 | 4 | 18 | 150 | 381 | 229 | 64 | 8 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 858 |
| % | 0.0% | 0.5% | 2.1% | 17.5% | 44.4% | 26.7% | 7.5% | 0.9% | 0.3% | 0.1% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 100% |

N/B PEAK
A.M. = 127
07:45 - 08:45
P.M. = 81
13:45 - 14:45

S/B PEAK
A.M. = 75
07:45 - 08:45
P.M. = 80
16:45 - 17:45

POSTED
SPEED
LIMIT
25
MPH

Avg Spd 24.2
M.P.H.

85%ile 26-30
50%ile 21-25

15%ile 16-20

>65 %>65 0 0.0%

>60 %>60 0 0.0%

>55 %>55 0 0.0%

CONTRA COSTA COUNTY
PUBLIC WORKS DEPARTMENT
SPEED / VOLUME COUNTS

HI-STAR NC-200 by Nu-Metrics
Dir Volume x Speed Program

Interval 15 Minutes
Report By D. KLAPPERICH
Station 550' N of Sunset Dr
No. of Lanes 2
Road No. 1554 B
Road Name FRANCISCAN WAY
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Day of Week Tuesday

Counter # 41

N / B SPEED IN MILES PER HOUR

| HOUR | 0-5 | 6-10 | 11-15 | 16-20 | 21-25 | 26-30 | 31-35 | 36-40 | 41-45 | 46-50 | 51-55 | 56-60 | 61-65 | 66-70 | 71-99 | TOTAL |
|---------------|------|------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 00:00 - 01:00 | 0 | 0 | 0 | 0 | 2 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 |
| 01:00 - 02:00 | 0 | 0 | 0 | 0 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 02:00 - 03:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 03:00 - 04:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 04:00 - 05:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 05:00 - 06:00 | 0 | 0 | 0 | 1 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 |
| 06:00 - 07:00 | 0 | 0 | 1 | 6 | 9 | 12 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30 |
| 07:00 - 08:00 | 0 | 0 | 0 | 7 | 27 | 27 | 6 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 69 |
| 08:00 - 09:00 | 0 | 0 | 4 | 25 | 61 | 31 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 126 |
| 09:00 - 10:00 | 0 | 1 | 7 | 10 | 23 | 9 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 53 |
| 10:00 - 11:00 | 0 | 0 | 2 | 10 | 29 | 16 | 2 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 60 |
| 11:00 - 12:00 | 0 | 1 | 2 | 10 | 17 | 10 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 42 |
| 12:00 - 13:00 | 0 | 0 | 3 | 11 | 33 | 20 | 1 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 70 |
| 13:00 - 14:00 | 0 | 3 | 4 | 6 | 24 | 13 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 54 |
| 14:00 - 15:00 | 0 | 0 | 3 | 14 | 29 | 15 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 62 |
| 15:00 - 16:00 | 1 | 3 | 2 | 14 | 39 | 13 | 4 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 77 |
| 16:00 - 17:00 | 1 | 0 | 5 | 19 | 24 | 11 | 2 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 63 |
| 17:00 - 18:00 | 0 | 0 | 0 | 9 | 40 | 27 | 4 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 83 |
| 18:00 - 19:00 | 1 | 1 | 3 | 8 | 20 | 9 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 46 |
| 19:00 - 20:00 | 0 | 0 | 1 | 12 | 21 | 11 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 47 |
| 20:00 - 21:00 | 0 | 1 | 2 | 6 | 15 | 4 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 29 |
| 21:00 - 22:00 | 0 | 0 | 4 | 1 | 3 | 3 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 13 |
| 22:00 - 23:00 | 0 | 0 | 1 | 3 | 4 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9 |
| 23:00 - 24:00 | 0 | 0 | 0 | 2 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 |
| TOTALS | 3 | 10 | 44 | 174 | 425 | 235 | 41 | 9 | 4 | 2 | 1 | 1 | 0 | 0 | 0 | 949 |
| % | 0.3% | 1.1% | 4.6% | 18.3% | 44.8% | 24.8% | 4.3% | 0.9% | 0.4% | 0.2% | 0.1% | 0.1% | 0.0% | 0.0% | 0.0% | 100% |

N/B PEAK
A.M. = 130
07:45 - 08:45
P.M. = 83
16:45 - 17:45

S/B PEAK
A.M. = 107
08:00 - 09:00
P.M. = 82
16:15 - 17:15

POSTED
SPEED
LIMIT
25
MPH

Avg Spd 23.4
M.P.H.

85%ile 26-30
50%ile 21-25

15%ile 16-20
>65 %>65 0 0.0%

>60 0 0.0%
>55 1 0.1%

**CONTRA COSTA COUNTY
PUBLIC WORKS DEPARTMENT
SPEED / VOLUME COUNTS**

HI-STAR NC-200 by Nu-Metrics
Dir Volume x Speed Program

Interval 15 Minutes
Report By D. KLAPPERICH
Station 550' N of Sunset Dr
No. of Lanes 2
Road No. 1554 B
Road Name FRANCISCAN WAY
Date 15 Sep '15
Day of Week Tuesday

Counter # 42

S / B SPEED IN MILES PER HOUR

| HOUR | 0-5 | 6-10 | 11-15 | 16-20 | 21-25 | 26-30 | 31-35 | 36-40 | 41-45 | 46-50 | 51-55 | 56-60 | 61-65 | 66-70 | 71-99 | TOTAL |
|---------------|-------------|-------------|-------------|--------------|--------------|--------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 00:00 - 01:00 | 0 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| 01:00 - 02:00 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 02:00 - 03:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 03:00 - 04:00 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 04:00 - 05:00 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 05:00 - 06:00 | 0 | 0 | 0 | 1 | 2 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 |
| 06:00 - 07:00 | 0 | 1 | 0 | 0 | 5 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9 |
| 07:00 - 08:00 | 0 | 0 | 0 | 8 | 12 | 14 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 37 |
| 08:00 - 09:00 | 0 | 1 | 2 | 18 | 53 | 26 | 5 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 107 |
| 09:00 - 10:00 | 0 | 1 | 3 | 10 | 22 | 13 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 51 |
| 10:00 - 11:00 | 0 | 0 | 0 | 6 | 19 | 8 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 37 |
| 11:00 - 12:00 | 0 | 1 | 0 | 9 | 14 | 18 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 47 |
| 12:00 - 13:00 | 0 | 0 | 0 | 8 | 20 | 21 | 4 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 54 |
| 13:00 - 14:00 | 0 | 0 | 1 | 9 | 23 | 15 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 51 |
| 14:00 - 15:00 | 0 | 0 | 1 | 8 | 24 | 27 | 2 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 63 |
| 15:00 - 16:00 | 0 | 0 | 0 | 17 | 31 | 16 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 65 |
| 16:00 - 17:00 | 0 | 0 | 1 | 10 | 42 | 24 | 3 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 81 |
| 17:00 - 18:00 | 0 | 0 | 1 | 7 | 45 | 14 | 7 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 74 |
| 18:00 - 19:00 | 0 | 1 | 4 | 9 | 34 | 21 | 3 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 73 |
| 19:00 - 20:00 | 0 | 0 | 0 | 12 | 32 | 16 | 3 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 64 |
| 20:00 - 21:00 | 0 | 1 | 0 | 12 | 16 | 5 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 40 |
| 21:00 - 22:00 | 0 | 0 | 3 | 7 | 10 | 5 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 28 |
| 22:00 - 23:00 | 0 | 0 | 0 | 0 | 6 | 6 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 13 |
| 23:00 - 24:00 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| TOTALS | 0 | 6 | 16 | 154 | 413 | 254 | 55 | 3 | 2 | 2 | 1 | 1 | 0 | 0 | 0 | 907 |
| % | 0.0% | 0.7% | 1.8% | 17.0% | 45.5% | 28.0% | 6.1% | 0.3% | 0.2% | 0.2% | 0.1% | 0.1% | 0.0% | 0.0% | 0.0% | 100% |

N/B PEAK
A.M. = 130
07:45 - 08:45
P.M. = 83
16:45 - 17:45

S/B PEAK
A.M. = 107
08:00 - 09:00
P.M. = 82
16:15 - 17:15

POSTED
SPEED
LIMIT
25
MPH

Avg Spd
24.1
M.P.H.

85%ile
26-30

50%ile
21-25

15%ile
16-20

>65 %>65
0

>60 %>60
0

>55 %>55
1

CONTRA COSTA COUNTY
PUBLIC WORKS DEPARTMENT
SPEED / VOLUME COUNTS

HI-STAR NC-200 by Nu-Metrics
Dir Volume x Speed Program

1554 B
FRANCISCAN WAY
16 Sep '15
Wednesday

Road No.
Road Name
Date
Day of Week

Station
No. of Lanes 2
550' N of Sunset Dr

Interval 15 Minutes
Report By D. KLAPPERICH

Counter # 41

| HOUR | N / B SPEED IN MILES PER HOUR | | | | | | | | | | | TOTAL | | | | |
|---------------|-------------------------------|-------------|-------------|--------------|--------------|--------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| | 0-5 | 6-10 | 11-15 | 16-20 | 21-25 | 26-30 | 31-35 | 36-40 | 41-45 | 46-50 | 51-55 | | 56-60 | 61-65 | 66-70 | 71-99 |
| 00:00 - 01:00 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 01:00 - 02:00 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 02:00 - 03:00 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 03:00 - 04:00 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 04:00 - 05:00 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 05:00 - 06:00 | 0 | 0 | 0 | 2 | 4 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7 |
| 06:00 - 07:00 | 0 | 0 | 0 | 4 | 7 | 3 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 18 |
| 07:00 - 08:00 | 0 | 0 | 1 | 11 | 31 | 29 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 73 |
| 08:00 - 09:00 | 0 | 1 | 1 | 10 | 48 | 31 | 16 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 110 |
| 09:00 - 10:00 | 0 | 0 | 0 | 10 | 15 | 21 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 49 |
| 10:00 - 11:00 | 0 | 1 | 1 | 12 | 26 | 19 | 4 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 64 |
| 11:00 - 12:00 | 0 | 0 | 1 | 9 | 25 | 15 | 5 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 58 |
| 12:00 - 13:00 | 0 | 1 | 2 | 5 | 18 | 14 | 6 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 47 |
| 13:00 - 14:00 | 0 | 0 | 1 | 10 | 27 | 14 | 2 | 4 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 59 |
| 14:00 - 15:00 | 0 | 1 | 2 | 17 | 36 | 17 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 79 |
| 15:00 - 16:00 | 0 | 0 | 0 | 17 | 16 | 9 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 45 |
| 16:00 - 17:00 | 0 | 0 | 2 | 5 | 23 | 27 | 4 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 64 |
| 17:00 - 18:00 | 0 | 0 | 0 | 11 | 34 | 15 | 7 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 68 |
| 18:00 - 19:00 | 0 | 0 | 0 | 16 | 20 | 16 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 58 |
| 19:00 - 20:00 | 0 | 0 | 3 | 12 | 24 | 5 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 45 |
| 20:00 - 21:00 | 0 | 0 | 1 | 6 | 5 | 6 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 19 |
| 21:00 - 22:00 | 0 | 0 | 1 | 6 | 11 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 20 |
| 22:00 - 23:00 | 0 | 0 | 0 | 6 | 5 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 13 |
| 23:00 - 24:00 | 0 | 0 | 0 | 1 | 2 | 3 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 8 |
| TOTALS | 0 | 4 | 17 | 170 | 380 | 248 | 71 | 15 | 3 | 2 | 0 | 0 | 1 | 0 | 0 | 911 |
| % | 0.0% | 0.4% | 1.9% | 18.7% | 41.7% | 27.2% | 7.8% | 1.6% | 0.3% | 0.2% | 0.0% | 0.0% | 0.1% | 0.0% | 0.0% | 100% |
| >55 | 1 | 0.1% | >60 | 1 | 0.1% | >65 | 0 | 0.0% | 15%ile | 16-20 | 50%ile | 85%ile | Avg Spd | 24.4 | M.P.H. | |
| | | | | | | | | | | | | | | | | |

N/B PEAK
A.M. = 127
07:45 - 08:45
P.M. = 81
13:45 - 14:45

S/B PEAK
A.M. = 75
07:45 - 08:45
P.M. = 80
16:45 - 17:45

POSTED
SPEED
LIMIT
25
MPH

**CONTRA COSTA COUNTY
PUBLIC WORKS DEPARTMENT
SPEED / VOLUME COUNTS**

HI-STAR NC-200 by Nu-Metrics
Dir Volume x Speed Program

Interval 15 Minutes
Report By D. KLAPPERICH
Station 550' N of Sunset Dr
No. of Lanes 2
Road No. 1554 B
Road Name FRANCISCAN WAY
Date 16 Sep '15
Day of Week Wednesday

Counter # 42

S / B SPEED IN MILES PER HOUR

| HOUR | 0-5 | 6-10 | 11-15 | 16-20 | 21-25 | 26-30 | 31-35 | 36-40 | 41-45 | 46-50 | 51-55 | 56-60 | 61-65 | 66-70 | 71-99 | TOTAL |
|---------------|-------------|-------------|-------------|--------------|--------------|--------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 00:00 - 01:00 | 0 | 0 | 0 | 0 | 2 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 |
| 01:00 - 02:00 | 0 | 0 | 0 | 0 | 2 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 02:00 - 03:00 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 03:00 - 04:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 04:00 - 05:00 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 05:00 - 06:00 | 0 | 0 | 0 | 1 | 3 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 6 |
| 06:00 - 07:00 | 0 | 0 | 0 | 0 | 5 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 8 |
| 07:00 - 08:00 | 0 | 0 | 2 | 7 | 12 | 12 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 35 |
| 08:00 - 09:00 | 0 | 0 | 0 | 10 | 34 | 18 | 11 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 74 |
| 09:00 - 10:00 | 0 | 0 | 0 | 7 | 19 | 16 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 46 |
| 10:00 - 11:00 | 0 | 0 | 1 | 12 | 16 | 8 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 39 |
| 11:00 - 12:00 | 0 | 1 | 4 | 8 | 23 | 9 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 48 |
| 12:00 - 13:00 | 0 | 0 | 1 | 8 | 28 | 15 | 4 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 57 |
| 13:00 - 14:00 | 0 | 0 | 1 | 8 | 31 | 14 | 3 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 58 |
| 14:00 - 15:00 | 0 | 0 | 2 | 19 | 30 | 16 | 4 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 72 |
| 15:00 - 16:00 | 0 | 2 | 1 | 10 | 20 | 17 | 2 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 54 |
| 16:00 - 17:00 | 0 | 0 | 0 | 10 | 21 | 21 | 8 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 62 |
| 17:00 - 18:00 | 0 | 0 | 0 | 7 | 33 | 26 | 3 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 70 |
| 18:00 - 19:00 | 0 | 1 | 1 | 9 | 37 | 17 | 5 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 71 |
| 19:00 - 20:00 | 0 | 0 | 4 | 18 | 29 | 14 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 69 |
| 20:00 - 21:00 | 0 | 0 | 0 | 9 | 12 | 5 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30 |
| 21:00 - 22:00 | 0 | 0 | 0 | 4 | 9 | 9 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23 |
| 22:00 - 23:00 | 0 | 0 | 1 | 3 | 9 | 5 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 20 |
| 23:00 - 24:00 | 0 | 0 | 0 | 0 | 5 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7 |
| TOTALS | 0 | 4 | 18 | 150 | 381 | 229 | 64 | 8 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 858 |
| % | 0.0% | 0.5% | 2.1% | 17.5% | 44.4% | 26.7% | 7.5% | 0.9% | 0.3% | 0.1% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 100% |

N/B PEAK
A.M. = 127
07:45 - 08:45
P.M. = 81
13:45 - 14:45

S/B PEAK
A.M. = 75
07:45 - 08:45
P.M. = 80
16:45 - 17:45

**POSTED
SPEED
LIMIT
25
MPH**

Avg Spd **24.2**
M.P.H.

85%ile **26-30**
50%ile **21-25**

15%ile **16-20**

>65 %>65 **0**
>60 %>60 **0**

>55 %>55 **0**

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Staff Report for Agenda Item 8a.

To: Kensington Police Protection and Community Services District Board
From: GM Kevin Hart
Date: November 12, 2015

On April 12, 2001, the Kensington Police Protection and Community Services District Board unanimously approved Ordinance 2001-02, thereby “revising fees for certain police records and services.” A copy of this ordinance is attached.

During the intervening 14½ years, the Consumer Price Index for San Francisco – San Jose has averaged 2.43% annually, for a total increase of approximately 40%.

A spreadsheet containing relevant market data is attached.

Employing both a market-based analysis and a CPI-based analysis, I recommend that the Board consider revising the same fee categories, which were last revised by the KPPCSD Board in 2001, as shown on the last column of the attached spreadsheet.

Should the Board wish to proceed, I’ll provide ordinances for the Board to consider at its regular December meeting.

General Manager’s recommendation: Take public comment, deliberate, and approve proposed fee revisions, as presented.

Cost Comparative on Police Services Fees

| | Albany | El Cerrito | Richmond | Concord | Piedmont | Kensington | Proposed |
|--|-------------------------------|--------------------------------|----------|---|-----------------|--|---------------------------------------|
| LiveScan | \$92.00 | \$41.00 + DOJ fees | \$95.00 | \$41.00 + DOJ Fees Ink - \$30.00 | \$55 + DOJ Fees | Livescan - NA Ink - \$25.00 per set | \$85.00 Live Scan - \$50.00 Ink |
| Vehicle Release | \$175.00 | \$134.00 | \$155.00 | \$50.00 | \$100.00 | \$70.00 | \$150.00 |
| Police Reports | ¢10 per page | \$5.00 criminal or accident | \$12.00 | \$3.50 per report | ¢10 per page | \$20.00 - accident \$20.00 + ¢15 per page - criminal | \$20.00 + ¢15 per page |
| Clearance Letter | Res - NC Non - Res \$44.00 | \$21.00 | \$25.00 | Res - \$30.00 Non - Res \$45.00 | \$25.00 | \$20.00 | \$30.00 Res \$40.00 Non Res |
| Photographs | Actual Cost | \$27.00 | \$32.00 | \$20.00 plus additional charge for each print/size | NC | \$25.00 + fee to develop | \$30.00 + fee to develop |
| Electronic Records | \$68.00 each | NC | NC | \$24 per disk | NC | \$35.00 per disk | \$50.00 |
| VIN Verification | NC | NC | NC | \$50.00 | NC | NC | \$50.00 |
| Veh. Inspection & Citation Sign Off | NC | NC | NC | Res - \$15.00 Non - Res \$20.00 | NC | NC | \$15.00 & \$20.00 |

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

REVISING FEES FOR CERTAIN POLICE RECORDS AND SERVICES

ORDINANCE 2001-02

WHEREAS, Section 61621 of the Government Code authorizes the Board of Directors to prescribe, revise and collect rates or other charges for the services, including police services, which it provides; and

WHEREAS, fees for these services were codified and established by Ordinance 88-02 and revised by Ordinance 93-02 and Ordinance 98-01; and

WHEREAS, the Board of Directors now wishes to revise the fees that the District charges for certain police records and services.

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the Kensington Police Protection and Community Services District as follows:

SECTION I - FEES

The fees for the following services shall be as follows:

| | |
|--------------------------------|--|
| Finger Printing: Residents | No charge |
| Finger Printing: Non-Residents | \$25.00 per set |
| Accident Reports | \$20.00 complete report |
| Other Report Copies | \$0.15 per page |
| Visa Letters | \$20.00 |
| Property Loss Reports | \$20.00 |
| Vehicle Release | \$70.00 |
| Photographs | \$25.00, plus development costs |
| Research | \$35.00 per hour – one (1) hour minimum, includes all special requests for records search |

SECTION II - REPEAL OF ORDINANCE 98-01

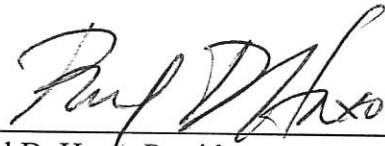
Ordinance No. 98-01 is repealed as of the effective date of this ordinance.

SECTION III - EFFECTIVE DATE

This ordinance shall be in full force and effect thirty (30) days after its adoption.

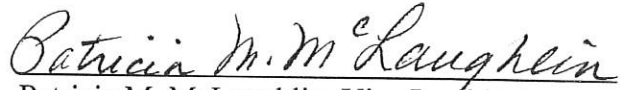
PASSED AND ADOPTED by the Board of Directors of the Kensington Police Protection and Community Services District at a regular meeting thereof held on the 12th day of April 2001, by the following vote, to wit:

Ayes: 5



Paul D. Haxo, President

Noes: 0



Patricia M. McLaughlin, Vice President

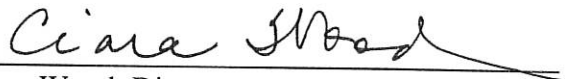
Absent: 0



Joan K. Gallegos, Director

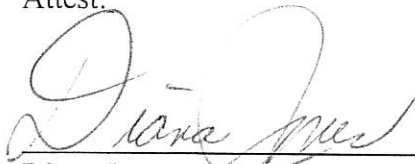


Bruce V. Morrow, Director



Ciara Wood, Director

Attest:



Diana Jones
District Secretary

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Staff Report for Agenda Item 8b.

To: The Kensington Police Protection and Community Services District Board

From: GM Kevin Hart *KH*

Date: November 12, 2015

On April 12, 2001, the Kensington Police Protection and Community Services District Board unanimously approved Ordinance 2001-01 thereby revising “the rental fees and other charges for the use of District facilities.” A copy of this ordinance is attached.

The average daily cost to maintain (but not improve) the Community Center is approximately \$150. These costs include administration, janitorial service, supplies, insurance, property taxes, utilities, repairs and maintenance.

During the intervening 14½ years, the Consumer Price Index for San Francisco – San Jose has averaged 2.43% annually, for a total increase of approximately 40%.

Spreadsheets containing relevant market data are attached.

Employing both a market-based analysis and a CPI-based analysis, I recommend that the Board consider revising the same fee categories that were revised by the KPPCSD Board in 2001 as shown on the attached chart.

Should the Board wish to proceed, I’ll provide an ordinance for the Board to consider at its regular December meeting.

General Manager’s recommendation: Take public comment, deliberate, and approve proposed fee increases, as presented.

Community Center/Park Rental Comparison

Proposed Increase

Kensington

Community Center

| | | | | |
|---|---|-------------------|--|------------|
| Community Center | | | | |
| Kitchen | \$125.00 | \$150.00 | | 4 hour min |
| Side Room 1 | \$35.00 W/O Kitch | \$45.00 W/O Kitch | | 4 hour min |
| Side Room 2 | \$20.00 W/O Kitch | \$28.00 W/O Kitch | | 4 hour min |
| Side Room 3 | \$55.00 W/O Kitch | \$65.00 W/O Kitch | | 4 hour min |
| Grassy Area | | | | |
| Amphitheater | | | | |
| BBQ | | | | |
| Transfer of Date Fee | \$50.00 Flat Rate For Use Of | | | |
| Alcohol Permit For Non Sale | \$50.00 Flat Rate For Use Of | | | |
| Alcohol Permit For Sale requires ABC Fee plus | \$75.00 Flat Rate For Use Of | | | |
| Kensington Fee | \$30.00 | | | |
| Key Deposit | \$140.00 | | | |
| Cleaning Deposoit | \$140.00 | | | |
| | \$125.00 | | | |
| | \$250 without alcohol; \$500 with alcohol | | | |
| Kensington | | | | |
| Park/Picnic Areas | | | | |
| Picnic Area W/BBQ | | | | |
| Transfer of Date Fee | \$73.00 a day | \$92.00 a day | | |
| | \$17.00 | | | |

In order to rent Side Rooms 1-3, a lock would need to be added to the interior door that leads into the main hall.

Community Center/Park Rental Comparison

| Community Center & Park Rental Fees | All Individuals/Groups | Resident | Non Resident | Hour Min. |
|---|---|----------------|----------------|--|
| Kensington Community Center | | | | |
| Community Center | | \$75.00 | \$100.00 | 4 hrs. |
| Kitchen | | | | |
| Side Room 1 | | | | |
| Side Room 2 | | | | |
| Side Room 3 | | | | |
| Grassy Area | | | | |
| Ampitheater | | | | |
| BBQ | | | | |
| Transfer of Date Fee | | | | |
| Alcohol Permit | | | | |
| Key Deposit | \$125.00 | | | |
| Cleaning Deposoit | \$250 without alcohol; \$500 with alcohol | | | |
| Kensington Park/Picnic Areas | | | | |
| Kensington Park | | N/A | | |
| El Cerrito Community Center | | | | |
| Hall, Kitchen & Garden | | \$255.00 | \$314.00 | 5 hrs. Saturdays, 3 hrs. Fri. & Sun. (25% off Fri. & Sun.) |
| Skylight Room (Adjoining) | | \$68.00 | \$85.00 | |
| Decoration/Rehersal/Clean Up (2hr Max day of event) | \$104.00 | | | |
| Optional Clean-up Service | \$100-\$200 | | | |
| Alcohol Permit | \$180.00 | | | |
| Transfer of Date Fee | \$42.00 | | | |
| El Cerrito Park/Picnic Areas | | | | |
| Picnic Area W/BBQ | | \$73.00 a day | \$92.00 a day | |
| Picnic Area W/O BBQ | | \$62.00 a day | \$77.00 a day | |
| Arlington Areas # 5 & 6 | | \$137.00 a day | \$171.00 a day | |
| Arlington Areas # 4, 5, & 6 | | \$210.00 a day | \$264 a day | |
| Transfer Fee | \$17.00 | | | |
| Restroom Key | \$17.00 | | | |

Community Center/Park Rental Comparison

| Community Center & Park Rental Fees | All Individuals/Groups | Resident | Non Resident | Hour Min. |
|--|---|-------------------|--------------------|---|
| Albany Community Center | Community Based Organization(not for profit) | \$78.00 | \$85.00 | Fri. - Sun. 4 hr. min. |
| Community Center | Private Rental for Social or Fundraising Activities | \$106.00 | \$113.00 | Fri. - Sun. 4 hr. min. |
| Community Center | Commercial & Business | \$119.00 | \$126.00 | Fri. - Sun. 4 hr. min. |
| Albany Park/Picnic Areas | | | | |
| Memorial East | | \$16.00 an hour | \$18.00 an hour | 4 tables, 1 standing BBQ, 1 Lg. BBQ |
| Memorial West | | \$20.00 an hour | \$22.00 an hour | 5 tables, 2 standing BBQ's, 1 Lg. BBQ |
| Entire Memorial Picnic Area | | \$26.00 an hour | \$38.00 an hour | 9 tables, 3 standing BBQ's, 2 Lg. BBQ's |
| Berkley Community Centers | | | | |
| Frances Albrier Auditorium | \$200.00 Deposit to hold date | \$96.00 | \$80.00 | 2 hour min. |
| Kitchen | \$59.00 Flat rate for use of | | | |
| Insurance | Through homeowners or city - rates vary if going through city - depends on amount of people | | | |
| Set up cost | \$61.00 Flat rate | | | |
| Alcohol Not Permitted | | | | |
| Jame Kenney Community Center | | | | |
| Insurance | \$200.00 Deposit | \$65 W/O Kitchen | \$78 W/O Kitchen | 2 hour min. |
| | Through homeowners or city - rates vary if going through city - depends on amount of people | \$83 With Kitchen | \$100 With Kitchen | |
| Alcohol Not Permitted | | | | |
| Smaller Room - 25 People | \$200.00 Deposit | \$45 M-F | \$54 M-F | 2 hour min. |
| Insurance | Through homeowners or city - rates vary if going through city - depends on amount of people | \$60 Sat-Sun | \$72 Fri-Sun | 2 hour min. |

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

**AMENDING ORDINANCE NO. 88-01
TO REVISE THE RENTAL FEES AND OTHER CHARGES FOR THE USE OF DISTRICT
FACILITIES**

ORDINANCE 2001-01

WHEREAS, Section 61621.5 of the Government Code authorizes the Board of Directors to adopt regulations binding upon all persons to govern the use of its park and recreational facilities and property, including regulations imposing reasonable charges for the use thereof; and

WHEREAS, the Board of Directors established such regulations and charges in Ordinance No. 88-01; and

WHEREAS, the Board of Directors amended such regulations and charges in Ordinance No. 93-01; and

WHEREAS, the Board of Directors now wishes to further amend Ordinance No. 88-01 in certain respects

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the Kensington Police Protection and Community Services District that ordinance 93-01 be amended as follows:

1. Section 2 – Rental & User Fee Schedule for the Community Center.

Subsection D is amended to read as follows:

“D. Private Use

1. Six Month Contracts:

- | | | |
|----|-------------------------------|------------|
| a. | Main room and kitchen | |
| | Adult Group Use | \$33.00/hr |
| | Youth Group Use | \$13.00/hr |
| b. | Side room – all groups | \$13.00/hr |
| c. | Cleaning Deposit (refundable) | \$250.00 |
| d. | Lost key charge | \$25.00 |

2. All other uses:

- | | | <u>Residents</u> | <u>Non-Residents</u> |
|----|-----------------------|------------------|----------------------|
| a. | Main room and kitchen | | |
| | (Four Hour Minimum) | \$75/hr | \$100/hr |
| | Each Additional Hour | \$75/hr | \$100/hr |
| b. | Side Rooms (1&3) | \$25/hr | \$33/hr |
| c. | Side Room (2) | \$13/hr | \$17/hr |
| d. | Cleaning Deposit | \$250 | \$250 |
| | (Refundable) | | |

| | | | |
|----|--|-------|--------|
| e. | Cleaning Deposit When alcohol permit issued (Refundable) | \$500 | \$500 |
| f. | Lost Key Charge | \$ 25 | \$25 |
| g. | Alcoholic Beverage Use Permit | \$100 | \$100” |

PART II – EFFECTIVE DATE

This Ordinance shall be in full force and effect thirty (30) days after its adoption.

PASSED AND ADOPTED by the Board of Directors of the Kensington Police Protection and Community Services District at a regular meeting thereof held on the 12th day of April 2001, by the following vote, to wit:

AYES: 5 Paul D. Haxo
Paul D. Haxo, President

NOES: 0 Patricia M. McLaughlin
Patricia M. McLaughlin, Director

ABSENT: 0 Joan K. Gallegos
Joan K. Gallegos, Director

Bruce V. Morrow
Bruce V. Morrow, Director

Ciara Wood
Ciara Wood, Director

Attest:

Diana Jones
Diana Jones
District Secretary

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

Staff Report – Agenda Item 8c. – Five-Year Plan

To: Kensington Police Protection and Community Services District Directors

From: General Manager Kevin Hart

Date: November 12, 2015

At its October 21, 2015 meeting, the Finance Committee passed, by unanimous vote, the following motion:

Gloria Morrison moved, and Karl Kruger seconded, that the Finance Committee recommend that the Board direct the General Manager to provide an update to the five-year plan, using information the District already has in existing plans, with help from Debbie and Adam, as appropriate, and present the five-year plan to the Finance Committee in December and the Board in January.

The General Manager's recommendation is that the Board take public comment, deliberate, and provide staff direction.

Gregory
Paul
Wallace
Structural Engineer

5865 Doyle Street, Suite 112
Emeryville, CA 94608
(510) 654 - 6903
(510) 654 - 6997 fax
gregory@gpwse.com

October 30, 2015

City of Kensington
217 Arlington Avenue
Kensington, CA 94707

Attn: Rachelle Sherris-Watt

Re: KENSINGTON COMMUNITY CENTER: SEISMIC STUDY
59 Arlington Avenue
Kensington, CA 94707

Dear Ms. Sherris-Watt,

Enclosed is a copy of the seismic study for the Kensington Community Center.

Thank you again. Please call or email if you have any questions.

Sincerely,



Gregory Wallace, SE

2015-034.Kensington-Community-Center.L01.wpd



Gregory
Paul
Wallace
Structural Engineer

5865 Doyle Street, Suite 112
Emeryville, CA 94608
(510) 654 - 6903
(510) 654 - 6997 fax
gregory@gpwsce.com

October 29, 2015

KENSINGTON COMMUNITY CENTER SEISMIC STUDY

BASIC BUILDING INFORMATION

Address: 59 Arlington Avenue
Kensington, CA 94707

Type of Occupancy: A-1 Assembly
Number of stories: 1
Square footage: 4500 square feet

Type of Construction: V-B Roof: 2x Decking with Open web steel joists
Conventional Wood Framing
Walls: CMU walls
Wood stud walls

Date of Original Construction: 1950's
Date of Additions: 1988

INVESTIGATION

Our Investigation began with a walk thru of the existing building and a review of the 1988 architectural and structural drawings. Architectural and structural drawings for the original 1950's construction were not available, but a typical concrete block masonry construction detail used in the 1950's construction was made available from the files of the 1988 renovation work. This concrete block reinforcing information was also incorporated in the drawings of the 1988 renovation work. In general, these drawings provide a significant amount of information on the building's construction.

As part of our field investigation, Consolidated Testing Labs was retained to perform pacometer tests on the existing concrete block walls to confirm the existing reinforcing pattern in the masonry walls.

BUILDING CONDITION

The building appears generally well maintained and in good condition for it's age of construction.

No signs of significant distress or unusual wear or deterioration were observed.

It was relayed to us that the existing roofing is nearing the end of it's life and is scheduled to be replaced sometime in the not too distant future.

BUILDING DESCRIPTION

The building is a 1 story building. It's current use is as a community center. It consists of a large assembly space, 3 meeting rooms, a kitchen, restrooms, and several storage rooms.

The building has three basic roof levels. The main assembly room has a high shed roof that slopes up from an elevation of 10 feet above finish floor at the front facade to about 14 feet above finished floor at the rear of the space. To the rear of the assembly room, the lower roof over the service areas is a flat roof with an average elevation of 9 feet. The exterior wall between these two roof levels consists of a bank of clerestory windows. The roof over the meeting rooms to the south is a gable roof which slopes up from about 9 feet above finish floor at the front and back wall eaves to about 12 feet at the ridge line.

The sloping roof of the assembly room consists of 2x diagonal sheathing over open web steel joists spaced at 6 feet on center. These joists span the space of the assembly room from front to back and are generally supported on posts that sit atop partial height masonry walls.

The flat roof of the service areas consists of a combination of 2x roof decking atop 4x framing spaced and about 6 feet on center, and 5/8" plywood roof sheathing atop conventional 2x roof framing. Portions of the this roof are supported on the full height masonry walls from the original construction, and 2x6 wood framed walls in areas from the 1988 additions.

The gable roof at the meeting rooms consists of 2x decking and wood framing supported on the masonry walls.

The lateral system is a "box type" wood and concrete block masonry shear wall system. This system consists of the diagonally sheathed and plywood sheathed roofs spanning horizontally between the concrete block masonry walls of the original construction, and plywood sheathed shear walls for areas of the 1988 additions. It can be thought of as similar to a wood or cardboard box in that the walls and top of the box support each other to hold its shape.

TIER 1 EVALUATION

The Tier 1 Evaluation and Checklist are enclosed in the Appendix attached. This checklist is used to note seismic aspects of the existing building that are not adequate, and to highlight items that are of concern and warrant further investigation in the Tier 2 Evaluation.

TIER 2 EVALUATION

An analysis was performed per the procedures outlined in ASCE 41-13. The Tier 1 and Tier 2 Evaluations and Analyses were undertaken to determine the building's lateral capacities, and to evaluate the deficiencies highlighted in the Tier 1 Checklist.

In general, one story wood framed buildings perform well in earthquakes. The wood framed portions of the community building added in 1988 are seismically adequate. The building as a whole, however, does have structural seismic deficiencies that should be addressed, for both life safety and immediate use criteria.

The majority of the seismic deficiencies are related to the original 1950's masonry walls. A large portion of the roof is supported atop posts or short studs that sit atop partial high masonry walls. These heavy masonry walls lack sufficient out of plane support at their tops. In the shaking of an earthquake, these partial height masonry walls can move in and out of the building. As they move out of plumb, the vertical load of the roof atop will continue to push down on the leaning wall and can push the wall over. This would lead to partial collapse of the supported roof structure above. This condition occurs at the front wall of the assembly room, and at the south wall of the meeting rooms.

A related issue occurs at the masonry walls that are full height. For similar reasons, these walls need to be well tied to the roof structure to prevent them from pulling away from the roof during the shaking of an earthquake.

Other seismic issues relate to the large span roof over the assembly room, verses the relatively shorter spans of the adjacent roofs of the service and meeting room areas. In an earthquake, these three roofs will want to move differently. This is mostly a concern for the assembly room roof as it derives vertical support from the lower service rooms' roofs. The main issue here is to better tie portions of the building together to provide better support and keep sections of the building moving together as one building.

SEISMIC RENOVATIONS

We have enclosed preliminary structural drawings to illustrate recommended seismic improvements to mitigate the deficiencies and vulnerabilities above This includes:

1. At the assembly room front wall and at the south wall of the meeting rooms, add steel columns to brace the partial height masonry walls to the roof above, and to provide additional vertical support for the roof structure above.
2. Add additional ties between the full height masonry walls and the roof structure where they occur at the assembly room and the storage room areas.
3. New plywood shear wall in the storage area along with a steel tie to the assembly room roof above. This is to better seismically support the assembly room roof, as well to better tie the two roofs together.

3. Addition of steel ties between assembly room roof and meeting room roofs to better tie these 2 roofs together.
4. Addition of various miscellaneous ties and straps.
5. Re-roofing building as part of the seismic renovations.

ESTIMATION OF COSTS OF SEISMIC RENOVATIONS

We have reviewed the preliminary structural drawings with a contractor that specializes in seismic retrofit work of existing buildings. We estimate the ballpark costs for the basic seismic work as follows:

| | |
|------------------------------|------------|
| Basic seismic retrofit work: | \$ 300,000 |
| Re-roofing of building: | \$ 50,000 |

EXISTING BUILDING



PROJECT INFORMATION

OWNER: CITY OF KENSINGTON
217 ARLINGTON AVENUE
KENSINGTON, CA 94707

CODE: 2013 SFGBC / 2012 IEBC

OCCUPANCY: A-3 COMMUNITY HALL AND MEETING ROOMS

TYPE OF CONSTRUCTION: TYPE V - B

FIRE SPRINKLERS: NO

BUILDING INFO: Year Built: 1955 +/- Building Area: 4,500 sq ft
Stories: 1 Building Height: 15'-4"

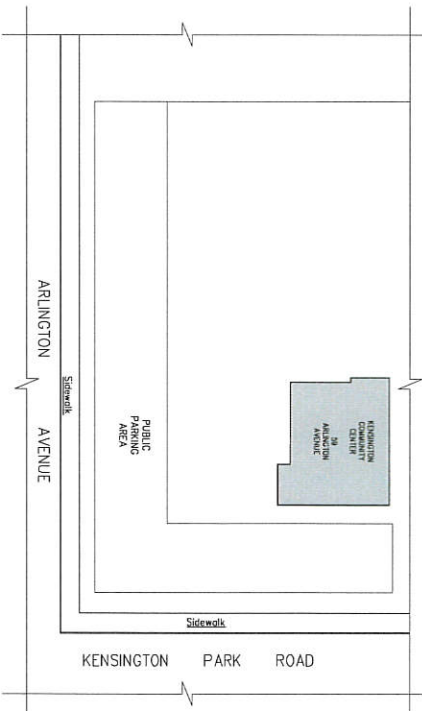
DESCRIPTION OF WORK

WORK CONSISTS OF

LIST OF DRAWINGS

- S1.0 DESCRIPTION OF WORK & PLOT PLAN
- S1.1 STRUCTURAL NOTES
- S1.2 TYPICAL STRUCTURAL DETAILS :WOOD
- S2.1 MAIN FLOOR PLAN
- S2.2 LOW ROOF FRAMING PLAN
- S2.3 UPPER ROOF FRAMING PLANS
- S2.4 ROOF PLAN
- S4.1 STRUCTURAL DETAILS
- S4.2 STRUCTURAL DETAILS

SCHEMATIC PLOT PLAN



NOT FOR CONSTRUCTION

Gregory
Paul
Wallace
Structural Engineer

5815 Bay Street
Emeryville, CA 94608
(415) 564-8897 fax
greg@gregwallace.com

CHSE # 2015-034



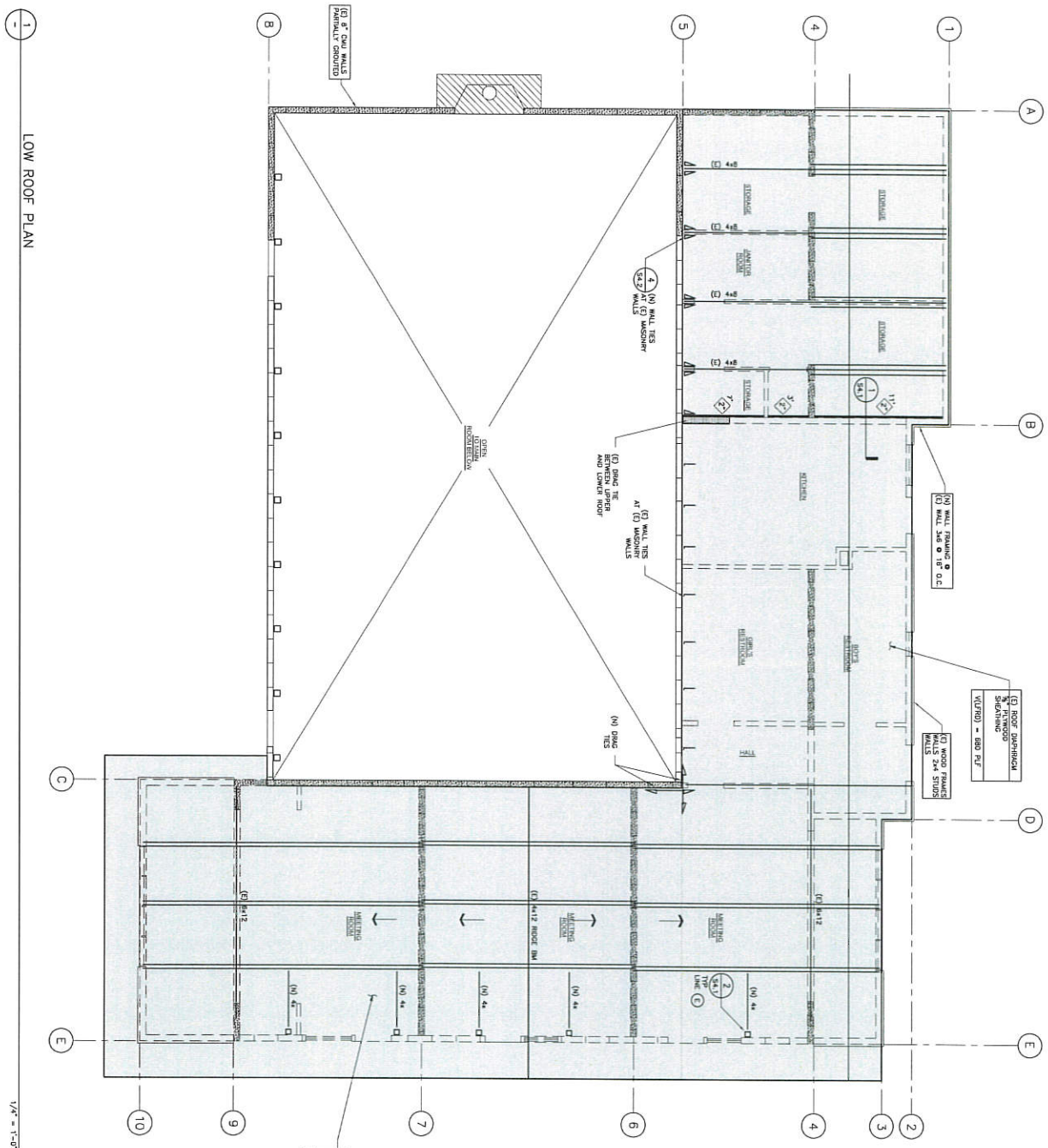
ISSUE DATE: 10.30.15
SCHEMATIC DESIGN

| NO. | REVISION | DATE |
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KENSINGTON COMMUNITY CENTER
PROPOSED SEISMIC RETROFIT
59 Arlington Avenue
Kensington, CA 94707

DESCRIPTION OF
WORK & PLOT PLAN

JOB NUMBER: 2015-034
DATE: 10.30.15
ISSUE: SCHEMATIC DESIGN
DRAWN: P
SCALE: AS SHOWN
SHEET NUMBER: S1.0
OF SHEETS



LOW ROOF PLAN

1/4" = 1'-0"

- NOTES:
- SEE STRUCTURAL NOTES ON SHEET S-1
 - SEE TYPICAL DETAILS ON SHEET S-2
 - SEE TYPICAL DETAILS ON SHEET S-3
 - SEE TYPICAL DETAILS ON SHEET S-4
 - SEE TYPICAL DETAILS ON SHEET S-5
 - SEE TYPICAL DETAILS ON SHEET S-6
 - SEE TYPICAL DETAILS ON SHEET S-7
 - SEE TYPICAL DETAILS ON SHEET S-8
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NOT FOR CONSTRUCTION

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 Structural Engineer
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 gregorypaul.com

DATE: 10.30.15

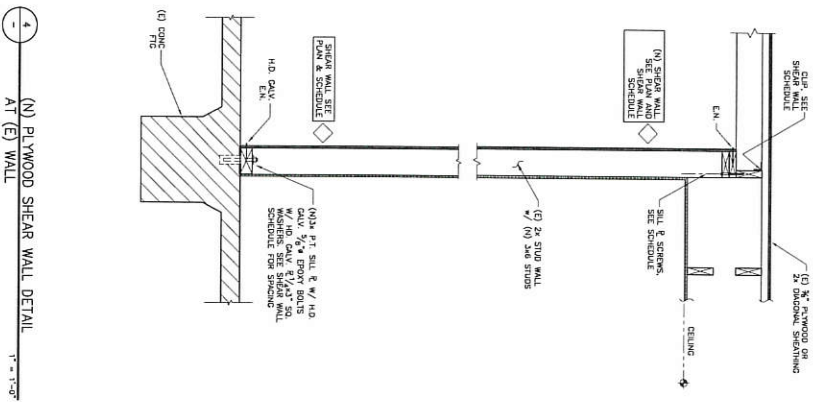
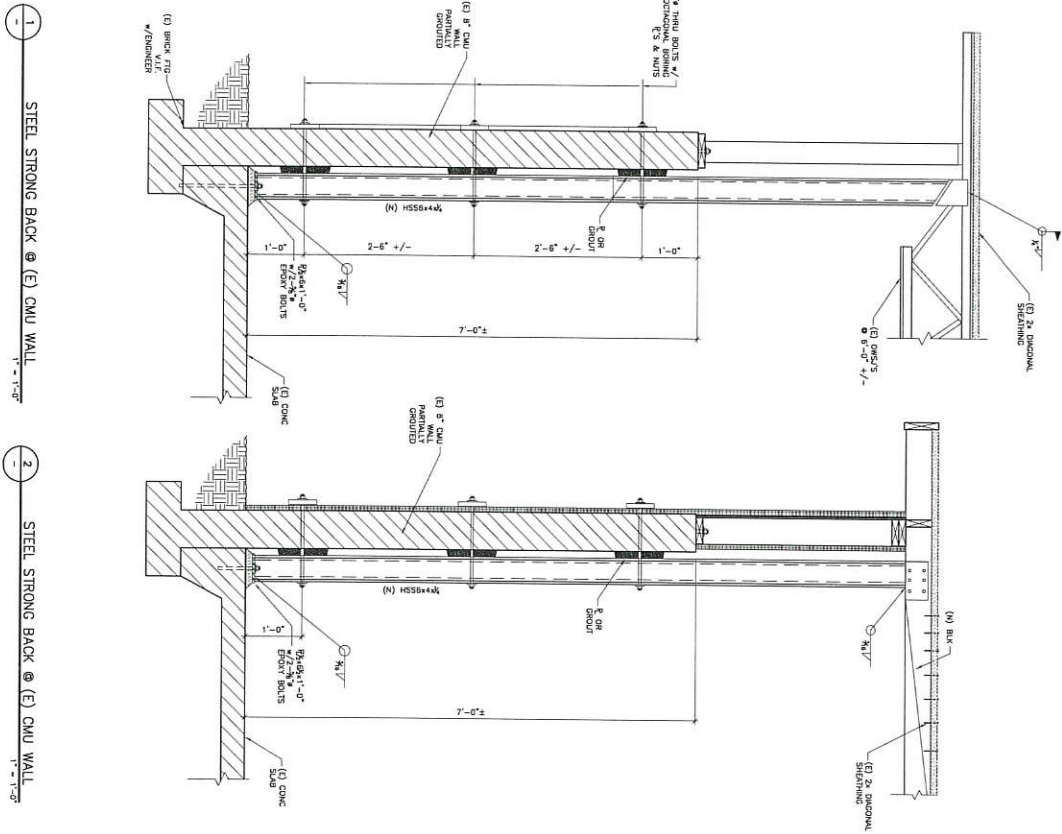
PROJECT: KENSINGTON COMMUNITY CENTER PROPOSED SEISMIC RETROFIT

59 Arlington Avenue
 Kensington, CA 94707

LOW ROOF FRAMING PLAN

JOB NUMBER: 2015-034
 DATE: 10.30.15
 SCALE: AS SHOWN
 SHEET NUMBER: S2.2
 OF SHEETS

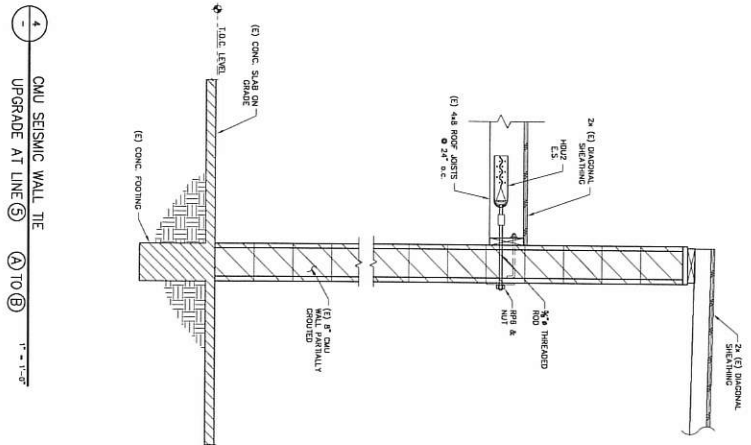
SCHEMATIC DETAILS



NOT FOR CONSTRUCTION

| | | | | | |
|---|--|--|---|--|--------------------------------------|
| <p>Gregory Pou Wallace Structural Engineer 3000 Sycamore Street Berkeley, CA 94708 (415) 841-8000 fax (415) 841-8001 P.O. Box 999999 Berkeley, CA 94709 CPWSE # 2015-014</p> | <p>ISSUE DATE SEPARATE 10.30.15 DESIGN</p> | <p>KENSINGTON COMMUNITY CENTER PROPOSED SEISMIC RETROFIT 59 Arlington Avenue Kensington, CA 94707</p> | <p>JOB NUMBER: 2015-054 DATE: 10.30.15 ISSUE: SCHEMATIC DESIGN DRAWN: TFC BY: AS SHOWN</p> | <p>SCHEMATIC STRUCTURAL DETAILS</p> | <p>OF S4.1 SHEETS</p> |
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SCHEMATIC DETAILS



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|--|---|--|
| <p>Gregory Paul Wallace Structural Engineer 5015 Joyce Street Beverly Hills, CA 90004 (310) 844-8897 gregory@gregory.com GPWE # 2015-034</p> | <p>REGISTERED PROFESSIONAL ENGINEER No. 51477 Exp. 12/31/15 STATE OF CALIFORNIA</p> | <p>ISSUE: _____ DATE: _____</p> |
| | | <p>SCHEMATIC DESIGN: 10.30.15</p> |
| <p>STRUCTURAL DETAILS</p> | | |
| <p>KENSINGTON COMMUNITY CENTER PROPOSED SEISMIC RETROFIT 59 Arlington Avenue Kensington, CA 94707</p> | | |
| <p>JOB NUMBER: 2015-034 DATE: 10.30.15 ISSUE: SCHEMATIC DESIGN DRAWN: _____ SCALE: AS SHOWN</p> | <p>SHEET NUMBER: 54.2 OF SHEETS: _____</p> | <p>UPGRADE AT LINE ⑤ (A) TO ⑥ 1" = 1'-0"</p> |



CEL CONSULTING, INC

Product Evaluations - Metallurgy
Structural Investigations - Forensics

10/6/2015

GPWSE (E)
Gregory Paul Wallace
5865 Doyle Street
Suite 112
Emeryville, CA 94608

| | | | |
|------------|--|-------------------------|----------------------|
| RE: | Kensington Community Center - CMU Investigation 94707 | Inspection Date: | 09/30/15 |
| | | Location: | Jobsite |
| | | Inspector: | Scott Britton |
| | | Report #: | 150930S |

CEL#: 5053047S

PROJECT NARRATIVE REPORT

On the above date, CEL Consulting's representative reported to the subject project.

See attached report for the full project narrative of work performed.

Please contact the undersigned should you have any questions.

REVIEWING ENGINEER: Anil Nethisinghe

CC:
GPWSE (E)



All reports are submitted as the confidential property of our clients. Publication of statements, conclusions, or extracts is reserved pending our written approval.

111



Project Narrative Report

Project Name: Kensington Community Center
 CEL Project #: 50-53047-S
 Location: Jobsite Report #: 150930S
 Date: 9/30/2015 Day: Wednesday IR #: _____

- Reported to Greg Wallace with project engineer
- Notes and comments:

Investigation of rebar spacing and grout pattern of the masonry block walls at the Kensington Community Center. Vertical bars found to be placed every 44 - 50" at the block joints. One horizontal bar found at ~55" above the ground. The blocked were found to be grouted only in the cells containing the vertical bars.

- See attached pages for photographs.

Signature of Inspector: Scott Britton Date: 10/2/2015

Print Name/Title: Scott Britton

Gregory
Paul
Wallace
Structural Engineer

5865 Street, Suite 112
Emeryville, CA 94608
(510) 654 - 6903
(510) 654 - 6997 fax
gregory@gpwse.com

Date: 10.30.15
Job No: 2015-039

Appendix: ASCE-41 Tier 1 Evaluation Checklists

Project: KENSINGTON COMMUNITY CENTER

Location: 59 ARLINGTON, KENSINGTON

Completed by: GPW

Date: 10.30.15

16.210 IMMEDIATE OCCUPANCY STRUCTURAL CHECKLIST FOR BUILDING TYPES W1: WOOD LIGHT FRAMES AND W1A: MULTI-STORY, MULTI-UNIT RESIDENTIAL WOOD FRAME

Very Low Seismicity

Seismic-Force-Resisting System

NC N/A U REDUNDANCY: The number of lines of shear walls in each principal direction is greater than or equal to 2. (Commentary: Sec. A.3.2.1.1. Tier 2: Sec. 5.5.1.1)

NC N/A U SHEAR STRESS CHECK: The shear stress in the shear walls, calculated using the Quick Check procedure of Section 4.5.3.3, is less than the following values (Commentary: Sec. A.3.2.7.1. Tier 2: Sec. 5.5.3.1.1):

| | |
|----------------------------|-------------|
| Structural panel sheathing | 1,000 lb/ft |
| Diagonal sheathing | 700 lb/ft |
| Straight sheathing | 100 lb/ft |
| All other conditions | 100 lb/ft |

LINE NC.

NC N/A U STUCCO (EXTERIOR PLASTER) SHEAR WALLS: Multi-story buildings do not rely on exterior stucco walls as the primary seismic-force-resisting system. (Commentary: Sec. A.3.2.7.2. Tier 2: Sec. 5.5.3.6.1)

NC N/A U GYPSUM WALLBOARD OR PLASTER SHEAR WALLS: Interior plaster or gypsum wallboard are not used as shear walls on buildings more than one story high with the exception of the uppermost level of a multi-story building. (Commentary: Sec. A.3.2.7.3. Tier 2: Sec. 5.5.3.6.1)

NC N/A U NARROW WOOD SHEAR WALLS: Narrow wood shear walls with an aspect ratio greater than 2-to-1 are not used to resist seismic forces. (Commentary: Sec. A.3.2.7.4. Tier 2: Sec. 5.5.3.6.1)

NC N/A U WALLS CONNECTED THROUGH FLOORS: Shear walls have an interconnection between stories to transfer overturning and shear forces through the floor. (Commentary: Sec. A.3.2.7.5. Tier 2: Sec. 5.5.3.6.2)

NC N/A U HILLSIDE SITE: For structures that are taller on at least one side by more than one-half story because of a sloping site, all shear walls on the downhill slope have an aspect ratio less than 1 to 2. (Commentary: Sec. A.3.2.7.6. Tier 2: Sec. 5.5.3.6.3)

NC N/A U CRIPPLE WALLS: Cripple walls below first-floor-level shear walls are braced to the foundation with wood structural panels. (Commentary: Sec. A.3.2.7.7. Tier 2: Sec. 5.5.3.6.4)

NC N/A U OPENINGS: Walls with openings greater than 80% of the length are braced with wood structural panel shear walls with aspect ratios of not more than 1.5-to-1 or are supported by adjacent construction through positive ties capable of transferring the seismic forces. (Commentary: Sec. A.3.2.7.8. Tier 2: Sec. 5.5.3.6.5)

Connections

NC N/A U WOOD POSTS: There is a positive connection of wood posts to the foundation. (Commentary: Sec. A.5.3.3. Tier 2: Sec. 5.7.3.3)

NC N/A U WOOD SILLS: All wood sills are bolted to the foundation. (Commentary: Sec. A.5.3.4. Tier 2: Sec. 5.7.3.3)

NC N/A U GIRDER/COLUMN CONNECTION: There is a positive connection using plates, connection hardware, or straps between the girder and the column support. (Commentary: Sec. A.5.4.1. Tier 2: Sec. 5.7.4.1)

Foundation System

NC N/A U DEEP FOUNDATIONS: Piles and piers are capable of transferring the lateral forces between the structure and the soil. (Commentary: Sec. A.6.2.3.)

NC N/A U SLOPING SITES: The difference in foundation embedment depth from one side of the building to another shall not exceed one story high. (Commentary: Sec. A.6.2.4)

34 114

Low, Moderate, and High Seismicity: Complete the Following Items in Addition to the Items for Very Low Seismicity.
Seismic-Force-Resisting System

- C NC N/A U HOLD-DOWN ANCHORS: All shear walls have hold-down anchors, constructed per acceptable construction practices, attached to the end studs. (Commentary: Sec. A.3.2.7.9. Tier 2: Sec. 5.5.3.6.6)
- C NC N/A U NARROW WOOD SHEAR WALLS: Narrow wood shear walls with an aspect ratio greater than 1.5-to-1 are not used to resist seismic forces. (Commentary: Sec. A.3.2.7.4. Tier 2: Sec. 5.5.3.6.1)

Diaphragms

- C NC N/A U DIAPHRAGM CONTINUITY: The diaphragms are not composed of split-level floors and do not have expansion joints. (Commentary: Sec. A.4.1.1. Tier 2: Sec. 5.6.1.1)
- C NC N/A U ROOF CHORD CONTINUITY: All chord elements are continuous, regardless of changes in roof elevation. (Commentary: Sec. A.4.1.3. Tier 2: Sec. 5.6.1.1)
- C NC N/A U PLAN IRREGULARITIES: There is tensile capacity to develop the strength of the diaphragm at reentrant corners or other locations of plan irregularities. (Commentary: Sec. A.4.1.7. Tier 2: Sec. 5.6.1.4)
- C NC N/A U DIAPHRAGM REINFORCEMENT AT OPENINGS: There is reinforcing around all diaphragm openings larger than 50% of the building width in either major plan dimension. (Commentary: Sec. A.4.1.8. Tier 2: Sec. 5.6.1.5)
- C NC N/A U STRAIGHT SHEATHING: All straight sheathed diaphragms have aspect ratios less than 1-to-1 in the direction being considered. (Commentary: Sec. A.4.2.1. Tier 2: Sec. 5.6.2)
- C NC N/A U SPANS: All wood diaphragms with spans greater than 12 ft consist of wood structural panels or diagonal sheathing. (Commentary: Sec. A.4.2.2. Tier 2: Sec. 5.6.2)
- C NC N/A U DIAGONALLY SHEATHED AND UNBLOCKED DIAPHRAGMS: All diagonally sheathed or unblocked wood structural panel diaphragms have horizontal spans less than 30 ft and aspect ratios less than or equal to 3-to-1 ft. (Commentary: Sec. A.4.2.3. Tier 2: Sec. 5.6.2)
- C NC N/A U OTHER DIAPHRAGMS: The diaphragm does not consist of a system other than wood, metal deck, concrete, or horizontal bracing. (Commentary: Sec. A.4.7.1. Tier 2: Sec. 5.6.5)

Connections

- C NC N/A U WOOD SILL BOLTS: Sill bolts are spaced at 4 ft or less, with proper edge and end distance provided for wood and concrete. (Commentary: Sec. A.5.3.7. Tier 2: Sec. 5.7.3.3)

RETROFIT ITEMS: 1. STRENGTHEN LING (1a)

2. ASSEMBLY ROOF STRENGTHENING
OPTIONS

3. ROOF TIES / COLLATORS

Project: KENSINGTON COMMUNITY CENTER Location: 59 ARLINGTON, KENSINGTON

Completed by: GPLW

Date: 10.30.15

16.1510 IMMEDIATE OCCUPANCY STRUCTURAL CHECKLIST FOR BUILDING TYPES RM1: REINFORCED MASONRY BEARING WALLS AND RM1A: REINFORCED MASONRY BEARING WALLS WITH STIFF DIAPHRAGMS

Very Low Seismicity

Seismic-Force-Resisting System

- C NC N/A U REDUNDANCY: The number of lines of shear walls in each principal direction is greater than or equal to 2. (Commentary: Sec. A.3.2.1.1. Tier 2: Sec. 5.5.1.1)
- C NC N/A U SHEAR STRESS CHECK: The shear stress in the reinforced masonry shear walls, calculated using the Quick Check procedure of Section 4.5.3.3, is less than 70 lb/in.². (Commentary: Sec. A.3.2.4.1. Tier 2: Sec. 5.5.3.1.1)
- C NC N/A U REINFORCING STEEL: The total vertical and horizontal reinforcing steel ratio in reinforced masonry walls is greater than 0.002 of the wall with the minimum of 0.0007 in either of the two directions; the spacing of reinforcing steel is less than 48 in., and all vertical bars extend to the top of the walls. (Commentary: Sec. A.3.2.4.2. Tier 2: Sec. 5.5.3.1.3)

Connections

- C NC N/A U WOOD LEDGERS: The connection between the wall panels and the diaphragm does not induce cross-grain bending or tension in the wood ledgers. (Commentary: Sec. A.5.1.2. Tier 2: Sec. 5.7.1.3)
- C NC N/A U TRANSFER TO SHEAR WALLS: Diaphragms are connected for transfer of seismic forces to the shear walls, and the connections are able to develop the lesser of the shear strength of the walls or diaphragms. (Commentary: Sec. A.5.2.1. Tier 2: Sec. 5.7.2)
- C NC N/A U FOUNDATION DOWELS: Wall reinforcement is doweled into the foundation, and the dowels are able to develop the lesser of the strength of the walls or the uplift capacity of the foundation. (Commentary: Sec. A.5.3.5. Tier 2: Sec. 5.7.3.4)
- C NC N/A U GIRDER-COLUMN CONNECTION: There is a positive connection using plates, connection hardware, or straps between the girder and the column support. (Commentary: Sec. A.5.4.1. Tier 2: Sec. 5.7.4.1)
- C NC N/A U WALL ANCHORAGE: Exterior concrete or masonry walls that are dependent on the diaphragm for lateral support are anchored for out-of-plane forces at each diaphragm level with steel anchors, reinforcing dowels, or straps that are developed into the diaphragm. Connections shall have adequate strength to resist the connection force calculated in the Quick Check procedure of Section 4.5.3.7. (Commentary: Sec. A.5.1.1. Tier 2: Sec. 5.7.1.1)

Stiff Diaphragms

- C NC N/A U TOPPING SLAB: Precast concrete diaphragm elements are interconnected by a continuous reinforced concrete topping slab. (Commentary: Sec. A.4.5.1. Tier 2: Sec. 5.6.4)
- C NC N/A U TOPPING SLAB TO WALLS OR FRAMES: Reinforced concrete topping slabs that interconnect the precast concrete diaphragm elements are doweled for transfer of forces into the shear wall or frame elements. (Commentary: Sec. A.5.2.3. Tier 2: Sec. 5.7.2)

Foundation System

- C NC N/A U DEEP FOUNDATIONS: Piles and piers are capable of transferring the lateral forces between the structure and the soil. (Commentary: Sec. A.6.2.3)
- C NC N/A U SLOPING SITES: The difference in foundation embedment depth from one side of the building to another shall not exceed one story high. (Commentary: Sec. A.6.2.4)

Low, Moderate, and High Seismicity: Complete the Following Items in Addition to the Items for Very Low Seismicity.

Seismic-Force-Resisting System

- C NC N/A U REINFORCING AT WALL OPENINGS: All wall openings that interrupt rebar have trim reinforcing on all sides. (Commentary: Sec. A.3.2.4.3. Tier 2: Sec. 5.5.3.1.5)
- C NC N/A U PROPORTIONS: The height-to-thickness ratio of the shear walls at each story is less than 30. (Commentary: Sec. A.3.2.4.4. Tier 2: Sec. 5.5.3.1.2)

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Diaphragms (Stiff or Flexible)

- ① C NC N/A U OPENINGS AT SHEAR WALLS: Diaphragm openings immediately adjacent to the shear walls are less than 15% of the wall length. (Commentary: Sec. A.4.1.4. Tier 2: Sec. 5.6.1.3)
- C NC (N/A) U OPENINGS AT EXTERIOR MASONRY SHEAR WALLS: Diaphragm openings immediately adjacent to exterior masonry shear walls are not greater than 4 ft long. (Commentary: Sec. A.4.1.6. Tier 2: Sec. 5.6.1.3)
- ✓ C (NC) N/A U PLAN IRREGULARITIES: There is tensile capacity to develop the strength of the diaphragm at reentrant corners or other locations of plan irregularities. (Commentary: Sec. A.4.1.7. Tier 2: Sec. 5.6.1.4)
- C NC (N/A) U DIAPHRAGM REINFORCEMENT AT OPENINGS: There is reinforcing around all diaphragm openings larger than 50% of the building width in either major plan dimension. (Commentary: Sec. A.4.1.8. Tier 2: Sec. 5.6.1.5)

Flexible Diaphragms

- C (NC) N/A U CROSS TIES: There are continuous cross ties between diaphragm chords. (Commentary: Sec. A.4.1.2. Tier 2: Sec. 5.6.1.2)
- C NC (N/A) U STRAIGHT SHEATHING: All straight sheathed diaphragms have aspect ratios less than 1-to-1 in the direction being considered. (Commentary: Sec. A.4.2.1. Tier 2: Sec. 5.6.2)
- ① C NC N/A U SPANS: All wood diaphragms with spans greater than 12 ft consist of wood structural panels or diagonal sheathing. (Commentary: Sec. A.4.2.2. Tier 2: Sec. 5.6.2)
- ✓ C (NC) N/A U DIAGONALLY SHEATHED AND UNBLOCKED DIAPHRAGMS: All diagonally sheathed or unblocked wood structural panel diaphragms have horizontal spans less than 30 ft and aspect ratios less than or equal to 3-to-1. (Commentary: Sec. A.4.2.2. Tier 2: Sec. 5.6.2)
- C NC (N/A) U NONCONCRETE FILLED DIAPHRAGMS: Untopped metal deck diaphragms or metal deck diaphragms with fill other than concrete consist of horizontal spans of less than 40 ft and have aspect ratios less than 4-to-1. (Commentary: Sec. A.4.3.1. Tier 2: Sec. 5.6.3)
- C NC (N/A) U OTHER DIAPHRAGMS: The diaphragm does not consist of a system other than wood, metal deck, concrete, or horizontal bracing. (Commentary: Sec. A.4.7.1. Tier 2: Sec. 5.6.5)

Connections

- C NC N/A (U) STIFFNESS OF WALL ANCHORS: Anchors of concrete or masonry walls to wood structural elements are installed taut and are stiff enough to limit the relative movement between the wall and the diaphragm to no greater than 1/8 in. before engagement of the anchors. (Commentary: Sec. A.5.1.4. Tier 2: Sec. 5.7.1.2)

RETROFIT ITEMS : 1. ADD CMU WALL & CROSS TIES & IMPROVE SHEAR ANCHORS
2. BRACE CANTILEVERED WALLS
3. PROVIDE SUPPORT COLUMNS AT DM
4. ASSEMBLY ROOF STRENGTHENING OPTIONS.
5. IMPROVE CHORDS & DRAG TIES

Project: KENSINGTON COMMUNITY CENTER Location: 59 ARLINGTON, KENSINGTON
 Completed by: GPW Date: 10.30.15

16.17 NONSTRUCTURAL CHECKLIST

Life Safety Systems

- C NC N/A U LS-LMH; PR-LMH. FIRE SUPPRESSION PIPING: Fire suppression piping is anchored and braced in accordance with NFPA-13. (Commentary: Sec. A.7.13.1. Tier 2: Sec. 13.7.4)
- C NC N/A U LS-LMH; PR-LMH. FLEXIBLE COUPLINGS: Fire suppression piping has flexible couplings in accordance with NFPA-13. (Commentary: Sec. A.7.13.2. Tier 2: Sec. 13.7.4)
- C NC N/A U LS-LMH; PR-LMH. EMERGENCY POWER: Equipment used to power or control life safety systems is anchored or braced. (Commentary: Sec. A.7.12.1. Tier 2: Sec. 13.7.7)
- C NC N/A U LS-LMH; PR-LMH. STAIR AND SMOKE DUCTS: Stair pressurization and smoke control ducts are braced and have flexible connections at seismic joints. (Commentary: Sec. A.7.14.1. Tier 2: Sec. 13.7.6)
- C NC N/A U LS-MH; PR-MH. SPRINKLER CEILING CLEARANCE: Penetrations through panelized ceilings for fire suppression devices provide clearances in accordance with NFPA-13. (Commentary: Sec. A.7.13.3. Tier 2: Sec. 13.7.4)
- C NC N/A U LS-not required; PR-LMH. EMERGENCY LIGHTING: Emergency and egress lighting equipment is anchored or braced. (Commentary: Sec. A.7.3.1. Tier 2: Sec. 13.7.9)

Hazardous Materials

- C NC N/A U LS-LMH; PR-LMH. HAZARDOUS MATERIAL EQUIPMENT: Equipment mounted on vibration isolators and containing hazardous material is equipped with restraints or snubbers. (Commentary: Sec. A.7.12.2. Tier 2: 13.7.1)
- C NC N/A U LS-LMH; PR-LMH. HAZARDOUS MATERIAL STORAGE: Breakable containers that hold hazardous material, including gas cylinders, are restrained by latched doors, shelf lips, wires, or other methods. (Commentary: Sec. A.7.15.1. Tier 2: Sec. 13.8.4)
- C NC N/A U LS-MH; PR-MH. HAZARDOUS MATERIAL DISTRIBUTION: Piping or ductwork conveying hazardous materials is braced or otherwise protected from damage that would allow hazardous material release. (Commentary: Sec. A.7.13.4. Tier 2: Sec. 13.7.3 and 13.7.5)
- C NC N/A U LS-MH; PR-MH. SHUT-OFF VALVES: Piping containing hazardous material, including natural gas, has shut-off valves or other devices to limit spills or leaks. (Commentary: Sec. A.7.13.3. Tier 2: Sec. 13.7.3 and 13.7.5)
- C NC N/A U LS-LMH; PR-LMH. FLEXIBLE COUPLINGS: Hazardous material ductwork and piping, including natural gas piping, has flexible couplings. (Commentary: Sec. A.7.15.4, Tier 2: Sec.13.7.3 and 13.7.5)
- C NC N/A U LS-MH; PR-MH. PIPING OR DUCTS CROSSING SEISMIC JOINTS: Piping or ductwork carrying hazardous material that either crosses seismic joints or isolation planes or is connected to independent structures has couplings or other details to accommodate the relative seismic displacements. (Commentary: Sec. A.7.13.6. Tier 2: Sec.13.7.3, 13.7.5, and 13.7.6)

Partitions

- C NC N/A U LS-LMH; PR-LMH. UNREINFORCED MASONRY: Unreinforced masonry or hollow-clay tile partitions are braced at a spacing of at most 10 ft in Low or Moderate Seismicity, or at most 6 ft in High Seismicity. (Commentary: Sec. A.7.1.1. Tier 2: Sec. 13.6.2)
- C NC N/A U LS-LMH; PR-LMH. HEAVY PARTITIONS SUPPORTED BY CEILINGS: The tops of masonry or hollow-clay tile partitions are not laterally supported by an integrated ceiling system. (Commentary: Sec. A.7.2.1. Tier 2: Sec. 13.6.2)
- C NC N/A U LS-MH; PR-MH. DRIFT: Rigid cementitious partitions are detailed to accommodate the following drift ratios: in steel moment frame, concrete moment frame, and wood frame buildings, 0.02; in other buildings, 0.005. (Commentary A.7.1.2 Tier 2: Sec. 13.6.2)

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- C NC (N/A) U LS-not required; PR-MH. LIGHT PARTITIONS SUPPORTED BY CEILINGS: The tops of gypsum board partitions are not laterally supported by an integrated ceiling system. (Commentary: Sec. A.7.2.1. Tier 2: Sec. 13.6.2)
- C NC (N/A) U LS-not required; PR-MH. STRUCTURAL SEPARATIONS: Partitions that cross structural separations have seismic or control joints. (Commentary: Sec. A.7.1.3. Tier 2. Sec. 13.6.2)
- C NC (N/A) U LS-not required; PR-MH. TOPS: The tops of ceiling-high framed or panelized partitions have lateral bracing to the structure at a spacing equal to or less than 6 ft. (Commentary: Sec. A.7.1.4. Tier 2. Sec. 13.6.2)

Ceilings

- C NC (N/A) U LS-MH; PR-LMH. SUSPENDED LATH AND PLASTER: Suspended lath and plaster ceilings have attachments that resist seismic forces for every 12 ft² of area. (Commentary: Sec. A.7.2.3. Tier 2: Sec. 13.6.4)
- C NC (N/A) U LS-MH; PR-LMH. SUSPENDED GYPSUM BOARD: Suspended gypsum board ceilings have attachments that resist seismic forces for every 12 ft² of area. (Commentary: Sec. A.7.2.3. Tier 2: Sec. 13.6.4)
- C NC (N/A) U LS-not required; PR-MH. INTEGRATED CEILINGS: Integrated suspended ceilings with continuous areas greater than 144 ft², and ceilings of smaller areas that are not surrounded by restraining partitions, are laterally restrained at a spacing no greater than 12 ft with members attached to the structure above. Each restraint location has a minimum of four diagonal wires and compression struts, or diagonal members capable of resisting compression. (Commentary: Sec. A.7.2.2. Tier 2: Sec. 13.6.4)
- C NC (N/A) U LS-not required; PR-MH. EDGE CLEARANCE: The free edges of integrated suspended ceilings with continuous areas greater than 144 ft² have clearances from the enclosing wall or partition of at least the following: in Moderate Seismicity, 1/2 in.; in High Seismicity, 3/4 in. (Commentary: Sec. A.7.2.4. Tier 2: Sec. 13.6.4)
- C NC (N/A) U LS-not required; PR-MH. CONTINUITY ACROSS STRUCTURE JOINTS: The ceiling system does not cross any seismic joint and is not attached to multiple independent structures. (Commentary: Sec. A.7.2.5. Tier 2: Sec. 13.6.4)
- C NC (N/A) U LS-not required; PR-H. EDGE SUPPORT: The free edges of integrated suspended ceilings with continuous areas greater than 144 ft² are supported by closure angles or channels not less than 2 in. wide. (Commentary: Sec. A.7.2.6. Tier 2: Sec. 13.6.4)
- C NC (N/A) U LS-not required; PR-H. SEISMIC JOINTS: Acoustical tile or lay-in panel ceilings have seismic separation joints such that each continuous portion of the ceiling is no more than 2500 ft² and has a ratio of long-to-short dimension no more than 4-to-1. (Commentary: Sec. A.7.2.7. Tier 2: 13.6.4)

Light Fixtures

- C NC (N/A) U LS-MH; PR-MH. INDEPENDENT SUPPORT: Light fixtures that weigh more per square foot than the ceiling they penetrate are supported independent of the grid ceiling suspension system by a minimum of two wires at diagonally opposite corners of each fixture. (Commentary: Sec. A.7.3.2. Tier 2: Sec. 13.6.4 and 13.7.9)
- C NC (N/A) U LS-not required; PR-H. PENDANT SUPPORTS: Light fixtures on pendant supports are attached at a spacing equal to or less than 6 ft and, if rigidly supported, are free to move with the structure to which they are attached without damaging adjoining components. (Commentary: A.7.3.3. Tier 2: Sec. 13.7.9)
- C NC N/A (U) LS-not required; PR-H. LENS COVERS: Lens covers on light fixtures are attached with safety devices. (Commentary: Sec. A.7.3.4. Tier 2: Sec. 13.7.9)

Cladding and Glazing

- C NC (N/A) U LS-MH; PR-MH. CLADDING ANCHORS: Cladding components weighing more than 10 lb/ft² are mechanically anchored to the structure at a spacing equal to or less than the following: for Life Safety in Moderate Seismicity, 6 ft; for Life Safety in High Seismicity and for Position Retention in any seismicity, 4 ft. (Commentary: Sec. A.7.4.1. Tier 2: Sec. 13.6.1)
- C NC (N/A) U LS-MH; PR-MH. CLADDING ISOLATION: For steel or concrete moment frame buildings, panel connections are detailed to accommodate a story drift ratio of at least the following: for Life Safety in Moderate Seismicity, 0.01; for Life Safety in High Seismicity and for Position Retention in any seismicity, 0.02. (Commentary: Sec. A.7.4.3. Tier 2: Section 13.6.1)

- C NC U LS-MH; PR-MH. MULTI-STORY PANELS: For multi-story panels attached at more than one floor level, panel connections are detailed to accommodate a story drift ratio of at least the following: for Life Safety in Moderate Seismicity, 0.01; for Life Safety in High Seismicity and for Position Retention in any seismicity, 0.02. (Commentary: Sec. A.7.4.4. Tier 2: Sec. 13.6.1)
- C NC U LS-MH; PR-MH. PANEL CONNECTIONS: Cladding panels are anchored out-of-plane with a minimum number of connections for each wall panel, as follows: for Life Safety in Moderate Seismicity, 2 connections; for Life Safety in High Seismicity and for Position Retention in any seismicity, 4 connections. (Commentary: Sec. A.7.4.5. Tier 2: Sec. 13.6.1.4)
- C NC U LS-MH; PR-MH. BEARING CONNECTIONS: Where bearing connections are used, there is a minimum of two bearing connections for each cladding panel. (Commentary: Sec. A.7.4.6. Tier 2: Sec. 13.6.1.4)
- C NC U LS-MH; PR-MH. INSERTS: Where concrete cladding components use inserts, the inserts have positive anchorage or are anchored to reinforcing steel. (Commentary: Sec. A.7.4.7. Tier 2: Sec. 13.6.1.4)
- C NC U LS-MH; PR-MH. OVERHEAD GLAZING: Glazing panes of any size in curtain walls and individual interior or exterior panes over 16 ft² in area are laminated annealed or laminated heat-strengthened glass and are detailed to remain in the frame when cracked. (Commentary: Sec. A.7.4.8. Tier 2: Sec. 13.6.1.5)

Masonry Veneer

- C NC U LS-LMH; PR-LMH. TIES: Masonry veneer is connected to the backup with corrosion-resistant ties. There is a minimum of one tie for every 2-2/3 ft², and the ties have spacing no greater than the following: for Life Safety in Low or Moderate Seismicity, 36 in.; for Life Safety in High Seismicity and for Position Retention in any seismicity, 24 in. (Commentary: Sec. A.7.5.1. Tier 2: Sec. 13.6.1.2)
- C NC U LS-LMH; PR-LMH. SHELF ANGLES: Masonry veneer is supported by shelf angles or other elements at each floor above the ground floor. (Commentary: Sec. A.7.5.2. Tier 2: Sec. 13.6.1.2)
- C NC U LS-LMH; PR-LMH. WEAKENED PLANES: Masonry veneer is anchored to the backup adjacent to weakened planes, such as at the locations of flashing. (Commentary: Sec. A.7.5.3. Tier 2: Sec. 13.6.1.2)
- C NC U LS-LMH; PR-LMH. UNREINFORCED MASONRY BACKUP: There is no unreinforced masonry backup. (Commentary: Sec. A.7.7.2. Tier 2: Section 13.6.1.1 and 13.6.1.2)
- C NC U LS-MH; PR-MH. STUD TRACKS: For veneer with metal stud backup, stud tracks are fastened to the structure at a spacing equal to or less than 24 in. on center. (Commentary: Sec. A.7.6.1. Tier 2: Section 13.6.1.1 and 13.6.1.2)
- C NC U LS-MH; PR-MH. ANCHORAGE: For veneer with concrete block or masonry backup, the backup is positively anchored to the structure at a horizontal spacing equal to or less than 4 ft along the floors and roof. (Commentary: Sec. A.7.7.1. Tier 2: Section 13.6.1.1 and 13.6.1.2)
- C NC U LS-not required; PR-MH. WEEP HOLES: In veneer anchored to stud walls, the veneer has functioning weep holes and base flashing. (Commentary: Sec. A.7.5.6. Tier 2: Section 13.6.1.2)
- C NC U LS-not required; PR-MH. OPENINGS: For veneer with metal stud backup, steel studs frame window and door openings. (Commentary: Sec. A.7.6.2. Tier 2: Sec. 13.6.1.1 and 13.6.1.2)

Parapets, Cornices, Ornamentation, and Appendages

- C NC U LS-LMH; PR-LMH. URM PARAPETS OR CORNICES: Laterally unsupported unreinforced masonry parapets or cornices have height-to-thickness ratios no greater than the following: for Life Safety in Low or Moderate Seismicity, 2.5; for Life Safety in High Seismicity and for Position Retention in any seismicity, 1.5. (Commentary: Sec. A.7.8.1. Tier 2: Sec. 13.6.5)
- C NC U LS-LMH; PR-LMH. CANOPIES: Canopies at building exits are anchored to the structure at a spacing no greater than the following: for Life Safety in Low or Moderate Seismicity, 10 ft; for Life Safety in High Seismicity and for Position Retention in any seismicity, 6 ft. (Commentary: Sec. A.7.8.2. Tier 2: Sec. 13.6.6)
- C NC U LS-MH; PR-LMH. CONCRETE PARAPETS: Concrete parapets with height-to-thickness ratios greater than 2.5 have vertical reinforcement. (Commentary: Sec. A.7.8.3. Tier 2: Sec. 13.6.5)
- C NC U LS-MH; PR-LMH. APPENDAGES: Cornices, parapets, signs, and other ornamentation or appendages that extend above the highest point of anchorage to the structure or cantilever from components are reinforced and anchored to the structural system at a spacing equal to or less than 6 ft. This checklist item does not apply to parapets or cornices covered by other checklist items. (Commentary: Sec. A.7.8.4. Tier 2: Sec. 13.6.6)

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Masonry Chimneys

- C NC N/A U LS-LMH; PR-LMH. URM CHIMNEYS: Unreinforced masonry chimneys extend above the roof surface no more than the following: for Life Safety in Low or Moderate Seismicity, 3 times the least dimension of the chimney; for Life Safety in High Seismicity and for Position Retention in any seismicity, 2 times the least dimension of the chimney. (Commentary: Sec. A.7.9.1. Tier 2: 13.6.7)
- C **NC** N/A U LS-LMH; PR-LMH. ANCHORAGE: Masonry chimneys are anchored at each floor level, at the topmost ceiling level, and at the roof. (Commentary: Sec. A.7.9.2. Tier 2: 13.6.7)

Stairs

- C NC **N/A** U LS-LMH; PR-LMH. STAIR ENCLOSURES: Hollow-clay tile or unreinforced masonry walls around stair enclosures are restrained out-of-plane and have height-to-thickness ratios not greater than the following: for Life Safety in Low or Moderate Seismicity, 15-to-1; for Life Safety in High Seismicity and for Position Retention in any seismicity, 12-to-1. (Commentary: Sec. A.7.10.1. Tier 2: Sec. 13.6.2 and 13.6.8)
- C NC **N/A** U LS-LMH; PR-LMH. STAIR DETAILS: In moment frame structures, the connection between the stairs and the structure does not rely on shallow anchors in concrete. Alternatively, the stair details are capable of accommodating the drift calculated using the Quick Check procedure of Section 4.5.3.1 without including any lateral stiffness contribution from the stairs. (Commentary: Sec. A.7.10.2. Tier 2: 13.6.8)

Contents and Furnishings

- C NC **N/A** U LS-MH; PR-MH. INDUSTRIAL STORAGE RACKS: Industrial storage racks or pallet racks more than 12 ft high meet the requirements of ANSI/MH 16.1 as modified by ASCE 7 Chapter 15. (Commentary: Sec. A.7.11.1. Tier 2: Sec. 13.8.1)
- C NC **N/A** **U** LS-H; PR-MH. TALL NARROW CONTENTS: Contents more than 6 ft high with a height-to-depth or height-to-width ratio greater than 3-to-1 are anchored to the structure or to each other. (Commentary: Sec. A.7.11.2. Tier 2: Sec. 13.8.2) **(CHECK CABINETS IN MEETING ROOMS)**
- C NC **N/A** U LS-H; PR-H. FALL-PRONE CONTENTS: Equipment, stored items, or other contents weighing more than 20 lb whose center of mass is more than 4 ft above the adjacent floor level are braced or otherwise restrained. (Commentary: Sec. A.7.11.3. Tier 2: Sec. 13.8.2)
- C NC **N/A** U LS-not required; PR-MH. ACCESS FLOORS: Access floors more than 9 in. high are braced. (Commentary: Sec. A.7.11.4. Tier 2: Sec. 13.8.3)
- C NC **N/A** U LS-not required; PR-MH. EQUIPMENT ON ACCESS FLOORS: Equipment and other contents supported by access floor systems are anchored or braced to the structure independent of the access floor. (Commentary: Sec. A.7.11.5. Tier 2: Sec. 13.7.7 and 13.8.3)
- C NC **N/A** U LS-not required; PR-H. SUSPENDED CONTENTS: Items suspended without lateral bracing are free to swing from or move with the structure from which they are suspended without damaging themselves or adjoining components. (Commentary: A.7.11.6. Tier 2: Sec. 13.8.2)

Mechanical and Electrical Equipment

- C NC N/A U LS-H; PR-H. FALL-PRONE EQUIPMENT: Equipment weighing more than 20 lb whose center of mass is more than 4 ft above the adjacent floor level, and which is not in-line equipment, is braced. (Commentary: A.7.12.4. Tier 2: 13.7.1 and 13.7.7)
- C NC N/A U LS-H; PR-H. IN-LINE EQUIPMENT: Equipment installed in-line with a duct or piping system, with an operating weight more than 75 lb, is supported and laterally braced independent of the duct or piping system. (Commentary: Sec. A.7.12.5. Tier 2: Sec. 13.7.1)
- C NC N/A U LS-H; PR-MH. TALL NARROW EQUIPMENT: Equipment more than 6 ft high with a height-to-depth or height-to-width ratio greater than 3-to-1 is anchored to the floor slab or adjacent structural walls. (Commentary: Sec. A.7.12.6. Tier 2: Sec. 13.7.1 and 13.7.7)
- C NC N/A U LS-not required; PR-MH. MECHANICAL DOORS: Mechanically operated doors are detailed to operate at a story drift ratio of 0.01. (Commentary: Sec. A.7.12.7. Tier 2: Sec. 13.6.9)

- C NC N/A U LS-not required; PR-H. SUSPENDED EQUIPMENT: Equipment suspended without lateral bracing is free to swing from or move with the structure from which it is suspended without damaging itself or adjoining components. (Commentary: Sec. A.7.12.8. Tier 2: Sec. 13.7.1 and 13.7.7)
- C NC N/A U LS-not required; PR-H. VIBRATION ISOLATORS: Equipment mounted on vibration isolators is equipped with horizontal restraints or snubbers and with vertical restraints to resist overturning. (Commentary: Sec. A.7.12.9. Tier 2: Sec. 13.7.1)
- C NC N/A U LS-not required; PR-H. HEAVY EQUIPMENT: Floor-supported or platform-supported equipment weighing more than 400 lb is anchored to the structure. (Commentary: Sec. A.7.12.10. Tier 2: 13.7.1 and 13.7.7)
- C NC N/A U LS-not required; PR-H. ELECTRICAL EQUIPMENT: Electrical equipment is laterally braced to the structure. (Commentary: Sec. A.7.12.11. Tier 2: 13.7.7)
- C NC N/A U LS-not required; PR-H. CONDUIT COUPLINGS: Conduit greater than 2.5 in. trade size that is attached to panels, cabinets, or other equipment and is subject to relative seismic displacement has flexible couplings or connections. (Commentary: Sec. A.7.12.12. Tier 2: 13.7.8)

Piping

- C NC N/A U LS-not required; PR-H. FLEXIBLE COUPLINGS: Fluid and gas piping has flexible couplings. (Commentary: Sec. A.7.13.2. Tier 2: Sec. 13.7.3 and 13.7.5)
- C NC N/A U LS-not required; PR-H. FLUID AND GAS PIPING: Fluid and gas piping is anchored and braced to the structure to limit spills or leaks. (Commentary: Sec. A.7.13.4. Tier 2: Sec. 13.7.3 and 13.7.5)
- C NC N/A U LS-not required; PR-H. C-CLAMPS: One-sided C-clamps that support piping larger than 2.5 in. in diameter are restrained. (Commentary: Sec. A.7.13.5. Tier 2: Sec. 13.7.3 and 13.7.5)
- C NC N/A U LS-not required; PR-H. PIPING CROSSING SEISMIC JOINTS: Piping that crosses seismic joints or isolation planes or is connected to independent structures has couplings or other details to accommodate the relative seismic displacements. (Commentary: Sec. A.7.13.6. Tier 2: Sec. 13.7.3 and Sec. 13.7.5)

Ducts

- C NC N/A U LS-not required; PR-H. DUCT BRACING: Rectangular ductwork larger than 6 ft² in cross-sectional area and round ducts larger than 28 in. in diameter are braced. The maximum spacing of transverse bracing does not exceed 30 ft. The maximum spacing of longitudinal bracing does not exceed 60 ft. (Commentary: Sec. A.7.14.2. Tier 2: Sec. 13.7.6)
- C NC N/A U LS-not required; PR-H. DUCT SUPPORT: Ducts are not supported by piping or electrical conduit. (Commentary: Sec. A.7.14.3. Tier 2: Sec. 13.7.6)
- C NC N/A U LS-not required; PR-H. DUCTS CROSSING SEISMIC JOINTS: Ducts that cross seismic joints or isolation planes or are connected to independent structures have couplings or other details to accommodate the relative seismic displacements. (Commentary: Sec. A.7.14.5. Tier 2: Sec. 13.7.6)

Elevators

- C NC (N/A) U LS-H; PR-H. RETAINER GUARDS: Sheaves and drums have cable retainer guards. (Commentary: Sec. A.7.16.1. Tier 2: 13.8.6)
- C NC (N/A) U LS-H; PR-H. RETAINER PLATE: A retainer plate is present at the top and bottom of both car and counterweight. (Commentary: Sec. A.7.16.2. Tier 2: 13.8.6)
- C NC (N/A) U LS-not required; PR-H. ELEVATOR EQUIPMENT: Equipment, piping, and other components that are part of the elevator system are anchored. (Commentary: Sec. A.7.16.3. Tier 2: 13.8.6)
- C NC (N/A) U LS-not required; PR-H. SEISMIC SWITCH: Elevators capable of operating at speeds of 150 ft/min or faster are equipped with seismic switches that meet the requirements of ASME A17.1 or have trigger levels set to 20% of the acceleration of gravity at the base of the structure and 50% of the acceleration of gravity in other locations. (Commentary: Sec. A.7.16.4. Tier 2: 13.8.6)

- C NC (N/A) U LS-not required; PR-H. SHAFT WALLS: Elevator shaft walls are anchored and reinforced to prevent toppling into the shaft during strong shaking. (Commentary: Sec. A.7.16.5. Tier 2: 13.8.6)
- C NC (N/A) U LS-not required; PR-H. COUNTERWEIGHT RAILS: All counterweight rails and divider beams are sized in accordance with ASME A17.1. (Commentary: Sec. A.7.16.6. Tier 2: 13.8.6)
- C NC (N/A) U LS-not required; PR-H. BRACKETS: The brackets that tie the car rails and the counterweight rail to the structure are sized in accordance with ASME A17.1. (Commentary: Sec. A.7.16.7. Tier 2: 13.8.6)
- C NC (N/A) U LS-not required; PR-H. SPREADER BRACKET: Spreader brackets are not used to resist seismic forces. (Commentary: Sec. A.7.16.8. Tier 2: 13.8.6)
- C NC (N/A) U LS-not required; PR-H. GO-SLOW ELEVATORS: The building has a go-slow elevator system. (Commentary: Sec. A.7.16.9. Tier 2: 13.8.6)