

**Los Altos Hills County Fire District
Agenda
12355 El Monte Road, Los Altos Hills (Foothill College Campus)**

Regular Meeting October 18, 2016 7:00 p.m.

- 1) Roll Call.
- 2) Public Comment: Persons wishing to address the District on any subject, whether or not on the agenda, may do so now. Please note, however, the District is not able to undertake extended discussion or action tonight on items not on the agenda. Items may be referred to staff for appropriate action, which may include placement on the next available agenda. Please note that, while the District Board will hear comments upon items which are on the agenda at this time, the District will not act on any such item until the item is under consideration by the District. District policy is to limit public testimony to three minutes per speaker.
- 3) Water Supply Discussion With California Water Service, Purissima Hills Water District, County Fire,
- 4) [Resolution of the Board of Commissioners of the Los Altos Hills County Fire District Approving and Authorizing Execution of the Seventh Amendment to the Agreement with the County of Santa Clara for Abatement of Weeds.](#) Resolution 16-14
- 5) [Resolution of the Board of Commissioners of the Los Altos Hills County Fire District for Award of Contract Regarding Fire Hydrant Replacement Project-Phase VIII.](#) Resolution 16-15
- 6) [Resolution of the Board of Commissioners of the Los Altos Hills County Fire District Approving and Authorizing Execution of a License Agreement with Stoloski & Gonzalez, Inc.](#) Resolution 16-16
- 7) [Resolution of the Board of Directors of the Los Altos Hills County Fire District Establishing the Appropriations Limit for the District for Fiscal Year 2016-17 in Accordance With Article XIII B of the California Constitution and Government Code Section 7910 and Establishing Period for Contesting Such Limits.](#) Resolution 16-17
- 8) Consideration of Recommendation and Update from Tree Committee Regarding Award of Contract for Phase 1 & 2 of the Tree Trimming Contract and Consideration of Whether to Award a Contract for Phase 1 & 2 and to Authorize the District President to Negotiate and Execute Such Contract.
- 9) Chief's Report: a.) [Monthly Report for September, 2016](#)
b.) [Engine 374 Summary for September](#)

10) Consultant Report: a.) [Projects Update October 1, 2016](#)

11) Sub-Committee, Contract and Non-Board Committee Reports:

- a.) Fire Contract
- b.) Strategic Plan
- c.) Unified Command Committee
- d.) Website Update
- e.) Current Contracts

12) Consent Calendar:

- a.) Minutes of September 20, 2016 Special Meeting
- b.) [Period 3 Financial Report September 2016](#)
- c.) [Period 13 Financial Report June 30, 2016](#)

13) Disbursements for October, 2016.

14) Board Member Reports:

- a.) Commissioner Term Expirations 12/31/16: Two in Los Altos Hills Jurisdiction, One in Unincorporated Area of District
- b.) Distribution of Foothill Parking Passes
- c.) Exceeding Customer Expectations Workshop
- d.) Special Meeting of November 22, 2016
- e.) Special Meeting for Fire Contract
- f.) Audit Distribution: Approved June 30, 2016 Audit Report

15) Adjournment.

ASSISTANCE FOR PERSONS WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the secretary/clerk at (650) 948-2474. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II)

4.

RESOLUTION NO. 16-14

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE
LOS ALTOS HILLS COUNTY FIRE DISTRICT APPROVING AND AUTHORIZING
EXECUTION OF THE SEVENTH AMENDMENT TO THE AGREEMENT WITH THE
COUNTY OF SANTA CLARA FOR ABATEMENT OF WEEDS.**

WHEREAS, the Board of the Los Altos Hills County Fire District ("District") desires to authorize the District to execute a Seventh Amendment to the Agreement for the Abatement of Weeds ("Agreement") between the County of Santa Clara ("County") and the District; and

WHEREAS, the District has read and considered the Seventh Amendment to the Agreement.

NOW, THEREFORE, the District Board does **RESOLVE** as follows:

1. Public interest and convenience require the District to enter into the Seventh Amendment to the Agreement.
2. The District hereby approves the Seventh Amendment and the President is hereby authorized on behalf of the District to execute the Seventh Amendment to the Agreement between the District and the County.
3. A copy of the Seventh Amendment to the Agreement is attached hereto as Exhibit A.

PASSED AND ADOPTED this ____ day of October, 2016.

By: _____
George Tyson, Board President

ATTEST:

District Clerk

**SEVENTH AMENDMENT TO THE AGREEMENT BETWEEN
THE COUNTY OF SANTA CLARA AND THE LOS ALTOS HILLS COUNTY
FIRE DISTRICT FOR ABATEMENT OF WEEDS**

The Agreement for the Abatement of Weeds (AGREEMENT) between the County of Santa Clara (COUNTY) and the Los Altos Hills County Fire District (DISTRICT) previously entered into on November 8, 1994, as amended on January 14, 1997, August 18, 1998, August 17, 1999, January 12, 2001, March 23, 2004, and March 2, 2010 is hereby amended to modify the charge for the COUNTY's program costs to administer the Hazardous Vegetation Management Program.

IT IS AGREED between the parties as follows:

I. **Statement of Costs**

Section 6 of the AGREEMENT shall be amended to read as follows:

A. In December of each calendar year, COUNTY shall deliver to DISTRICT a list of all reasonable and necessary fees and costs approved and adopted by the County Board of Supervisors for all administrative, enforcement, and abatement services to be provided under this AGREEMENT. All Fees and costs in said list shall be recovered by COUNTY pursuant to Section 7 of this AGREEMENT unless at a public hearing held within sixty (60) days of COUNTY's delivery of said itemized Statement to the DISTRICT's governing body expressly declines to accept any fee or cost in said list. In the event DISTRICT's governing body does decline to accept any fee or cost in said list, COUNTY shall be relieved of any and all obligations to provide any services under this AGREEMENT for the weed abatement season for which said itemized statement is submitted to DISTRICT. . If the amount recovered by COUNTY is inadequate to cover its operational costs, DISTRICT agrees to pay COUNTY for any shortfall for weed abatement in its jurisdiction within sixty (60) days of demand by COUNTY, which will be accompanied by a statement of COUNTY's weed-abatement costs.

Thereafter, on or before the 10th day of August of each year, COUNTY shall render to DISTRICT an itemized statement or report of the reasonable and necessary fees and cost of the administrative, enforcement, and abatement services performed for the respective parcels of land in the DISTRICT. The itemized statement or report shall include a description of the lots and parcels of land for which services were performed, and verification by signature of the COUNTY official administering the Hazardous Vegetation Management Program. Charges for services performed on parcels owned by the DISTRICT will include a reduced fee of 75% of the cost of the weed abatement contractor.

2. Except as modified herein, all other terms and conditions of the AGREEMENT remain the same.

COUNTY OF SANTA CLARA

LOS ALTOS HILLS FIRE DISTRICT

Amy Brown, Director
Consumer and Environmental
Protection Agency

George K. Tyson
President

Date

Date

Approved as to form and legality:

Michael L. Rossi
Lead Deputy County Counsel

Sylvia Gallegos
Deputy County Executive

Option 1			
City	2015 # of Parcels	%	FY16 Cost Per City
Campbell	37	1.1%	\$5,655
Cupertino	182	5.4%	\$27,817
Los Altos Hills	342	10.1%	\$52,271
Town of Los Gatos	102	3.0%	\$15,589
Milpitas	80	2.4%	\$12,227
Monte Sereno	20	0.6%	\$3,057
Morgan Hill	310	9.2%	\$47,380
Gilroy	378	11.2%	\$57,773
Palo Alto	46	1.4%	\$7,031
San Jose	353	10.4%	\$53,952
Santa Clara (City)	55	1.6%	\$8,406
Saratoga	105	3.1%	\$16,048
Unincorporated Santa Clara County	1,369	40.5%	\$209,235
	3,379	100.00%	\$516,440
	\$516,440		Total expenditures (includes 2-month operating fee buffer)

Option 2												
City	2016 # of Parcels	%	FY16 Cost Per City	Inspection Fee (\$55.00 Per Parcel)	Adjusted Cost Per City After Collect Inspection Fee	# of Parcels to Fail Inspection (est. 17%)	Failed Inspection Fee (\$440.00 Per Parcel)	Adjusted Cost Per City After Collect Failed Inspection Fee	# of Parcels to Have Abatement Work Performed by County Contractor Fee (est. 3%)	Abatement Work Performed by County Contr Fee (\$335.00 Per Parcel)	Adjusted Final Cost Per City After Abatement Work Fee	
Campbell	38	1.1%	\$5,578	\$2,090	\$3,488	6	\$2,842	\$646	1	\$382	\$264	
Cupertino	173	4.9%	\$25,396	\$9,515	\$15,881	29	\$12,940	\$2,941	5	\$1,739	\$1,202	
Los Altos Hills	366	10.4%	\$53,729	\$20,130	\$33,599	62	\$27,377	\$6,222	11	\$3,678	\$2,543	
Town of Los Gatos	100	2.8%	\$14,680	\$5,500	\$9,180	17	\$7,480	\$1,700	3	\$1,005	\$695	
Milpitas	88	2.5%	\$12,918	\$4,840	\$8,078	15	\$6,582	\$1,496	3	\$884	\$612	
Monte Sereno	19	0.5%	\$2,789	\$1,045	\$1,744	3	\$1,421	\$323	1	\$191	\$132	
Morgan Hill	324	9.2%	\$47,563	\$17,820	\$29,743	55	\$24,235	\$5,508	10	\$3,256	\$2,252	
Gilroy	370	10.5%	\$54,316	\$20,350	\$33,966	63	\$27,676	\$6,290	11	\$3,719	\$2,571	
Palo Alto	50	1.4%	\$7,340	\$2,750	\$4,590	9	\$3,740	\$850	2	\$503	\$347	
San Jose	367	10.4%	\$53,875	\$20,185	\$33,690	62	\$27,452	\$6,239	11	\$3,688	\$2,550	
Santa Clara (City)	58	1.6%	\$8,514	\$3,190	\$5,324	10	\$4,338	\$986	2	\$583	\$403	
Saratoga	109	3.1%	\$16,001	\$5,995	\$10,006	19	\$8,153	\$1,853	3	\$1,095	\$757	
Unincorporated Santa Clara County	1,456	41.4%	\$213,740	\$80,080	\$133,660	248	\$108,909	\$24,751	44	\$14,633	\$10,118	
	3,518	3,518	100.00%	\$516,440	\$193,490	\$322,950	598	\$263,146	\$59,804	106	\$35,356	\$24,448
	\$516,440		Total expenditures (includes 2-month operating fee buffer)									

\$193,490

\$263,146

\$35,356

\$24,448

\$516,440

**WEED ABATEMENT PROGRAM
DIRECT/INDIRECT COSTS ALLOCATION
FY 2016**

Rev 10/13/15

	Total Salaries & Benefits	Direct Time Spent on New Parcel Work	Program Parcel Work	Direct Time Spent on Compliance Inspection	Compliance Inspection	Direct Time Spent on Contract Work	Contractor Work	Direct Time Spent on FAF/Cities	FAF/Cities	Total
Operational Aide (part-year or 6 months)	\$67,111.21	10% of Time	\$6,711	90% of Time	\$60,400	0% of Time	0	0% of Time	\$0	\$67,111
Kumre, Moe	\$233,528.28	40% of Time	\$93,411	40% of Time	\$93,411	10% of Time	\$23,353	10% of Time	\$23,353	\$233,528
Moreno, Ray	\$142,022.32	40% of Time	\$56,809	53% of Time	\$75,272	7% of Time	\$9,942	0% of Time	\$0	\$142,022
2-month Obj 1/2	\$73,777.50	40% of Time	\$29,511	40% of Time	\$29,511	10% of Time	\$7,378	10% of Time	\$7,378	\$73,778
	\$516,439.31		\$186,442		\$258,594		\$40,672		\$30,731	\$516,439

	Change for New Parcels	Change for Compliance Inspections	Change for Contractor Work
FEE PER PARCEL:	\$186,442 spread amongst 3453 parcels =	\$258,594 / 587 parcels = 441	\$40,672 / 121 parcels = 336
	(Now \$45 / 250 / 169)	COST PER PARCEL 441	COST PER PARCEL 336

REVENUE

3453 * \$55 =	\$189,915
587 * \$440 =	\$258,280 17% failure to comply
121 * \$335 =	\$40,535 3.5% failure to do work
FAF/Cities	\$30,731
Total Est Revenue	\$519,461

*Parcels per year based upon historical averages FY12, 13 & 14

RESOLUTION NO. 16-15

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF
THE LOS ALTOS HILLS COUNTY FIRE DISTRICT FOR AWARD OF
CONTRACT REGARDING FIRE HYDRANT REPLACEMENT PROJECT-PHASE VIII**

WHEREAS, on September 27, 2016, the Consulting Engineer for the Los Altos Hills County Fire District ("District") at the Purissima Hills Water District Office located at 26375 Fremont Road, Los Altos Hills, California publicly opened and examined all proposals or bids for performing all the work and furnishing all the labor, materials, equipment and all utility and transportation services required to complete all the work for the Fire Hydrant Replacement Project-Phase VIII ("Project") described in the District's plans and specifications for the Project.

NOW, THEREFORE, the District does **RESOLVE** as follows:

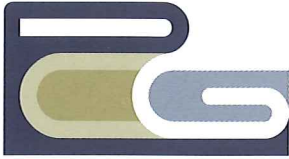
1. The District hereby awards the contract for performing all the work and furnishing all the labor, materials, equipment and all utility and transportation services required to complete all the work of the Project to the lowest responsible bidder, Stoloski & Gonzales, Inc. ("SG"), at the lump sum and unit prices named in its bid.
2. Upon notification from the District's attorney that SG, has signed the written contract, the Board President is hereby authorized to make, negotiate, and enter into a written contract with SG, and to receive and approve all bonds in connection therewith. Upon full execution of the contract all other bids shall be rejected.
3. Should unforeseen conditions in the Project require additional work to be performed, the District's Consultant, Stu Farwell, and the District's Consulting Engineer, Joubin Pakpour of Pakpour Consulting Group are hereby jointly authorized to consider and approve Change Orders. The total dollar amount of the jointly authorized Change Orders shall not exceed ten percent (10%) of the accepted bid.

PASSED and **ADOPTED** this ____ day of _____, 2016

By: _____
George Tyson, Board President

ATTEST:

Jeanne Evilsizer, District Clerk



Pakpour Consulting Group, Inc.

October 6, 2016

10003.19

Board of Commissioners
Los Altos Hills County Fire District
Post Office Box 1766
Los Altos Hills, CA 94023-1766

**Subject: Fire Hydrant Replacement Project – Phase VIII
Bid Results and Recommendation of Award
Los Altos Hills County Fire District (LAHCFD)**

Dear Board of Commissioners,

The Los Altos Hills County Fire District (LAHCFD or District) held a bid opening on September 27, 2016 for the Fire Hydrant Replacement Project – Phase VIII. The District received three (3) bid proposals for this project. They are listed below in ascending order based on the lowest total bid price:

	<u>Bidders</u>	<u>Total Bid Price</u>
1	Stoloski & Gonzalez, Inc. (SG)	\$ 1,141,710.00
2	West Valley Construction, Inc. (WVC)	\$ 1,225,704.00
	<i>Engineer's Estimate (EE)</i>	<i>\$ 1,536,200.00</i>
3	Pacific Underground Construction, Inc. (PUC)	\$ 1,596,890.00

The apparent low bidder for the project is Stoloski & Gonzalez, Inc. (SG) with a bid of **\$1,141,710.00**. We reviewed the documents submitted by SG and found them in conformance with the project qualifications.

SG has worked and successfully completed projects with LAHCFD for Phase I, II, and VI of the Fire Hydrant Replacement Project. SG has also completed several projects for Purissima Hills Water District (PHWD) totaling approximately \$2.1 million (Zone 2.5 Project Phase II and III), Coastside County Water District and Caltrans.

In addition to posting the project advertisement for proposals in the Town Crier we also contacted 24 general contractors and three local plan houses (San Leandro, San Francisco and Santa Clara County) to inform them of this project. Five (5) prospective eligible bidders purchased bid documents and four (4) bidders attended the mandatory Pre-Bid Meeting for this project.



Enclosed please find the Bid Analysis dated September 27, 2016 breaking down the cost of each of the individual bid items along with a Bid-Checklist detailing the items reviewed for each of the bid packages. Prior to execution of the contract, all documents, including insurance certificates and bonds will be reviewed by the District counsel.

Based on our analysis, *Pakpour Consulting Group* recommends the Board of Commissioners authorize the contract award to Stoloski & Gonzalez, Inc. in the amount of **\$1,141,710.00** as the lowest, responsive and responsible bidder.

Very truly yours,

Pakpour Consulting Group, Inc.



Joubin Pakpour, P.E.
Principal Engineer

Note to Contractors:

This staff recommendation will be presented to the Board of Commissioners at the LAHCFD Board Meeting to be held on Tuesday, October 18, 2016.

Pursuant to General Provision G3.08, any protest of the staff recommendation for award of contract must be submitted within 48 hours of your receipt of this letter (i.e. by Monday, October 10, 2016 at 4:00 P.M.).

Enclosures: Bid Analysis dated September 27, 2016 (2 Pages)
Bid-Checklist dated September 27, 2016 (1 Page)

cc: *Stuart Farwell, LAHCFD, via fax and email*
Dan Siegel, Jorgenson, Siegel, McClure & Flegel, LLP, via e-mail (dks@jsmf.com)
Patrick Walter, Purissima Hills Water District, via e-mail (pwalter@purissimawater.org)
Phil Witt, Purissima Hills Water District, via e-mail (Philw@purissimawater.org)
Mark Stoloski, Stoloski & Gonzalez, Inc., via e-mail (mstoloski@stoloskiqonzalez.com)
Ciaran Crossan, JMP Construction, Inc., via e-mail (ccrossan@jmbconstruction.com)
Thad Corbett, Pacific Underground Construction, Inc., via e-mail (tcorbett@pacificunderground.com)
Caroline Galle, Ranger Pipelines, Inc., via e-mail (estimating@rangerpipelines.com)
Mahlon Rice, West Valley Construction, Inc., via e-mail (Mmrice@wvcc.com)

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BID ANALYSIS
Los Altos Hills County Fire District
Fire Hydrant Replacement Project - Phase VIII
September 27, 2016 2:00 P.M. Bid Opening



Bid Item No.	Item	QTY.	UNIT	Engineer's Estimate		Stoloski & Gonzalez, Inc.		West Valley Construction, Inc.		Pacific Underground Construction, Inc.		All Bidders Average		All Bidders Average Less Engineers Estimate	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Price Diff (+ or -)	Percent (+ or -)
1	Repaint Fire Hydrant Head and Replace Hydrant Cap Chains	32	EA	\$1,400.00	\$ 44,800.00	\$250.00	\$ 8,000.00	\$ 810.00	\$ 25,920.00	\$ 545.00	\$ 17,440.00	\$535.00	\$ 17,120.00	\$ (27,680.00)	-62%
2	Remove and Replace 6-inch Fire Hydrant Head	15	EA	\$6,600.00	\$ 99,000.00	\$5,800.00	\$ 87,000.00	\$ 4,680.00	\$ 70,200.00	\$ 5,000.00	\$ 75,000.00	\$5,160.00	\$ 77,400.00	\$ (21,600.00)	-22%
3	Remove and Reinstall 6-inch Fire Hydrant Head and Break-Off/Check-Valve, and Install Solid Spool/Extension	6	EA	\$5,600.00	\$ 33,600.00	\$10,800.00	\$ 64,800.00	\$ 2,060.00	\$ 12,360.00	\$ 2,500.00	\$ 15,000.00	\$5,120.00	\$ 30,720.00	\$ (2,880.00)	-9%
4	Remove and Replace Fire Hydrant Head, Break-Off/Check-Valve, and Spool	33	EA	\$7,600.00	\$ 250,800.00	\$10,800.00	\$ 356,400.00	\$ 6,980.00	\$ 230,340.00	\$ 7,900.00	\$ 260,700.00	\$8,560.00	\$ 282,480.00	\$ 31,680.00	13%
5	Remove and Replace 6-inch Fire Hydrant Assembly (FH Head, BO/CV, and Bury)	8	EA	\$9,800.00	\$ 78,400.00	\$10,500.00	\$ 84,000.00	\$ 10,600.00	\$ 84,800.00	\$ 10,300.00	\$ 82,400.00	\$10,466.67	\$ 83,733.33	\$ 5,333.33	7%
6	Remove and Replace 6-inch Fire Hydrant Assembly (FH Head, BO/CV, and Bury) to EX GV (To Remain)	10	EA	\$12,000.00	\$ 120,000.00	\$11,500.00	\$ 115,000.00	\$ 13,900.00	\$ 139,000.00	\$ 14,500.00	\$ 145,000.00	\$13,300.00	\$ 133,000.00	\$ 13,000.00	11%
7	Remove and Replace 6-inch Fire Hydrant Assembly (FH Head, BO/CV, and Bury) and FH GV	7	EA	\$14,000.00	\$ 98,000.00	\$12,900.00	\$ 90,300.00	\$ 14,800.00	\$ 103,600.00	\$ 17,500.00	\$ 122,500.00	\$15,066.67	\$ 105,466.67	\$ 7,466.67	8%
8	Remove and Replace 6-inch Fire Hydrant Assembly (FH Head, BO/CV, and Bury), FH GV, Tee 6-inch Tie-In	1	EA	\$22,000.00	\$ 22,000.00	\$14,500.00	\$ 14,500.00	\$ 22,500.00	\$ 22,500.00	\$ 26,200.00	\$ 26,200.00	\$21,066.67	\$ 21,066.67	\$ (933.33)	-4%
9	Remove and Replace 6-inch Fire Hydrant Assembly (FH Head, BO/CV, and Bury), FH GV, Tee 8-inch Tie-In	2	EA	\$26,000.00	\$ 52,000.00	\$15,000.00	\$ 30,000.00	\$ 22,500.00	\$ 45,000.00	\$ 27,200.00	\$ 54,400.00	\$21,566.67	\$ 43,133.33	\$ (8,866.67)	-17%
10	Phase VIII FH No. 13 (PHWD FH No. 5.13) - 28226 / 28254 Radcliffe Lane	1	LS	\$36,000.00	\$ 36,000.00	\$18,500.00	\$ 18,500.00	\$ 27,300.00	\$ 27,300.00	\$ 37,000.00	\$ 37,000.00	\$27,600.00	\$ 27,600.00	\$ (8,400.00)	-23%
11	Phase VIII FH No. 18 (PHWD FH No. 5.05) - Intersection of Liddcoat Drive and Stanford Court	1	LS	\$26,000.00	\$ 26,000.00	\$16,500.00	\$ 16,500.00	\$ 28,400.00	\$ 28,400.00	\$ 35,000.00	\$ 35,000.00	\$26,633.33	\$ 26,633.33	\$ 633.33	2%
12	Phase VIII FH No. 20 (PHWD FH No. 5.02) - Across from 14377 / 14425 Liddcoat Circle	1	LS	\$26,000.00	\$ 26,000.00	\$16,500.00	\$ 16,500.00	\$ 25,000.00	\$ 25,000.00	\$ 30,000.00	\$ 30,000.00	\$23,833.33	\$ 23,833.33	\$ (2,166.67)	-8%
13	Phase VIII FH No. 28 (PHWD FH No. 8.01) - Intersection of Page Mill Road and Paseo Del Roble Drive	1	LS	\$33,000.00	\$ 33,000.00	\$16,500.00	\$ 16,500.00	\$ 27,600.00	\$ 27,600.00	\$ 49,375.00	\$ 49,375.00	\$31,158.33	\$ 31,158.33	\$ (1,841.67)	-6%
14	Phase VIII FH No. 57 (PHWD FH No. 12.04) - 28008 / 28210 Natoma Rd (Yuba Lane)	1	LS	\$22,000.00	\$ 22,000.00	\$ 14,500.00	\$ 14,500.00	\$ 18,300.00	\$ 18,300.00	\$ 38,500.00	\$ 38,500.00	\$23,766.67	\$ 23,766.67	\$ 1,766.67	8%
15	Phase VIII FH No. 67 (PHWD FH No. 12.41) - 27474 Sunrise Farm Road	1	LS	\$18,000.00	\$ 18,000.00	\$ 14,500.00	\$ 14,500.00	\$ 12,300.00	\$ 12,300.00	\$ 34,000.00	\$ 34,000.00	\$20,266.67	\$ 20,266.67	\$ 2,266.67	13%
16	Phase VIII FH No. 96 (PHWD FH No. 16.42) - Across from 12305 / 12335 Stonebrook Court	1	LS	\$26,000.00	\$ 26,000.00	\$ 16,500.00	\$ 16,500.00	\$ 21,500.00	\$ 21,500.00	\$ 39,500.00	\$ 39,500.00	\$25,833.33	\$ 25,833.33	\$ (166.67)	-1%
17	Phase VIII FH No. 119 (PHWD FH No. 12.39) - 12992 / 12998 Vista Del Valle	1	LS	\$40,000.00	\$ 40,000.00	\$ 14,500.00	\$ 14,500.00	\$ 23,700.00	\$ 23,700.00	\$ 39,500.00	\$ 39,500.00	\$25,900.00	\$ 25,900.00	\$ (14,100.00)	-35%
18	Remove and Replace Gate Valve Box and Adjust to Grade	15	EA	\$1,500.00	\$ 22,500.00	\$ 350.00	\$ 5,250.00	\$ 923.00	\$ 13,845.00	\$ 925.00	\$ 13,875.00	\$732.67	\$ 10,990.00	\$ (11,510.00)	-51%
19	Remove and Replace Gate Valve Box and Riser	59	EA	\$3,000.00	\$ 177,000.00	\$ 250.00	\$ 14,750.00	\$ 1,190.00	\$ 70,210.00	\$ 1,700.00	\$ 100,300.00	\$1,046.67	\$ 61,753.33	\$ (115,246.67)	-65%
20	Remove and Replace Fire Hydrant Retaining Wall	1	EA	\$6,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,190.00	\$ 4,190.00	\$ 10,000.00	\$ 10,000.00	\$6,063.33	\$ 6,063.33	\$ 63.33	1%
21	Install Fire Hydrant Retaining Wall	8	EA	\$5,000.00	\$ 40,000.00	\$ 3,800.00	\$ 30,400.00	\$ 3,720.00	\$ 29,760.00	\$ 8,500.00	\$ 68,000.00	\$5,340.00	\$ 42,720.00	\$ 2,720.00	7%
22	Replace and Install Fire Hydrant Bollard	30	EA	\$900.00	\$ 27,000.00	\$ 550.00	\$ 16,500.00	\$ 755.00	\$ 22,650.00	\$ 900.00	\$ 27,000.00	\$735.00	\$ 22,050.00	\$ (4,950.00)	-18%
23	Paint New/ Re-Paint Existing Fire Hydrant Bollard	43	EA	\$400.00	\$ 17,200.00	\$ 200.00	\$ 8,600.00	\$ 331.00	\$ 14,233.00	\$ 300.00	\$ 12,900.00	\$277.00	\$ 11,911.00	\$ (5,289.00)	-31%



BID ANALYSIS
Los Altos Hills County Fire District
Fire Hydrant Replacement Project - Phase VIII
September 27, 2016 2:00 P.M. Bid Opening



Bid Item No.	Item	QTY.	UNIT	Engineer's Estimate		Stoloski & Gonzalez, Inc.		West Valley Construction, Inc.		Pacific Underground Construction, Inc.		All Bidders Average		All Bidders Average Less Engineers Estimate	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Price Diff (+ or -)	Percent (+ or -)
24	Replace and Install Fire Hydrant Marker Post	6	EA	\$500.00	\$ 3,000.00	\$ 250.00	\$ 1,500.00	\$ 576.00	\$ 3,456.00	\$ 100.00	\$ 600.00	\$308.67	\$ 1,852.00	\$ (1,148.00)	-38%
25	Replace Existing Residential 1-inch Water Service Connection	4	EA	\$5,200.00	\$ 20,800.00	\$ 2,600.00	\$ 10,400.00	\$ 2,340.00	\$ 9,360.00	\$ 5,000.00	\$ 20,000.00	\$3,313.33	\$ 13,253.33	\$ (7,546.67)	-36%
26	Replace Existing Residential 2-inch Water Service Connection	1	EA	\$8,200.00	\$ 8,200.00	\$ 3,800.00	\$ 3,800.00	\$ 3,900.00	\$ 3,900.00	\$ 7,000.00	\$ 7,000.00	\$4,900.00	\$ 4,900.00	\$ (3,300.00)	-40%
27	1-inch Air Combination Valve	1	EA	\$5,000.00	\$ 5,000.00	\$ 4,400.00	\$ 4,400.00	\$ 5,350.00	\$ 5,350.00	\$ 7,800.00	\$ 7,800.00	\$5,850.00	\$ 5,850.00	\$ 850.00	17%
28	Replace Existing 6-inch FH Gate Valve (Only As Directed by the District)	5	EA	\$4,200.00	\$ 21,000.00	\$ 2,600.00	\$ 13,000.00	\$ 3,010.00	\$ 15,050.00	\$ 7,500.00	\$ 37,500.00	\$4,370.00	\$ 21,850.00	\$ 850.00	4%
29	Replace Existing FH's Gate Valve for a 6-inch Connection (Only As Directed by the District)	6	EA	\$10,000.00	\$ 60,000.00	\$ 2,900.00	\$ 17,400.00	\$ 7,830.00	\$ 46,980.00	\$ 13,000.00	\$ 78,000.00	\$7,910.00	\$ 47,460.00	\$ (12,540.00)	-21%
30	Replace Existing FH's Gate Valve for a 8-inch Connection (Only As Directed by the District)	3	EA	\$12,000.00	\$ 36,000.00	\$ 3,000.00	\$ 9,000.00	\$ 8,790.00	\$ 26,370.00	\$ 13,500.00	\$ 40,500.00	\$8,430.00	\$ 25,290.00	\$ (10,710.00)	-30%
31	Replace Asphalt Concrete Pavement / Trench Repair	720	SF	\$50.00	\$ 36,000.00	\$ 13.00	\$ 9,360.00	\$ 35.00	\$ 25,200.00	\$ 25.00	\$ 18,000.00	\$24.33	\$ 17,520.00	\$ (18,480.00)	-51%
32	Replace Asphalt Concrete Berm	15	LF	\$100.00	\$ 1,500.00	\$ 40.00	\$ 600.00	\$ 93.00	\$ 1,395.00	\$ 200.00	\$ 3,000.00	\$111.00	\$ 1,665.00	\$ 165.00	11%
33	Replaced Curb and Gutter	40	LF	\$160.00	\$ 6,400.00	\$ 75.00	\$ 3,000.00	\$ 197.00	\$ 7,880.00	\$ 60.00	\$ 2,400.00	\$110.67	\$ 4,426.67	\$ (1,973.33)	-31%
34	Replace Thermoplastic Traffic Stripes	25	LF	\$80.00	\$ 2,000.00	\$ 30.00	\$ 750.00	\$ 51.00	\$ 1,275.00	\$ 200.00	\$ 5,000.00	\$93.67	\$ 2,341.67	\$ 341.67	17%
35	Water Tank Truck	1	LS	\$15,000.00	\$ 15,000.00	\$ 8,000.00	\$ 8,000.00	\$ 3,300.00	\$ 3,300.00	\$ 27,000.00	\$ 27,000.00	\$12,766.67	\$ 12,766.67	\$ (2,233.33)	-15%
36	Install Construction Funding Signs	1	LS	\$6,000.00	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,480.00	\$ 3,480.00	\$ 16,500.00	\$ 16,500.00	\$7,660.00	\$ 7,660.00	\$ 1,660.00	28%
TOTAL					\$ 1,536,200.00		\$ 1,141,710.00		\$ 1,225,704.00		\$ 1,596,890.00		\$ 1,321,434.67	\$ (214,765.33)	-14%



BID-CHECKLIST
Los Altos Hills County Fire District
Fire Hydrant Replacement Project - Phase VIII
September 27, 2016 2:00 P.M. Bid Opening



Item No.	Item	Stoloski & Gonzalez, Inc.	West Valley Construction, Inc.	Pacific Underground Construction, Inc.
1	Proposal Execution (Pg B-5 thru B-10)	√	√	√
2	Addendum No. 1 Acknowledgement with attachment (Pg B-6)	√	Did Not Attached	√
3	Bid Schedule (Pg B-11 thru B-14)	√	√	√
4	List of Subcontractors (Pg B-15 thru B-16)	√	√	√
5	Non-Collusion Declaration (Pg B-17)	√	√	√
6	Bidders Bond (Pg B-19) <u>or</u> Bid Security Form (Pg B-21)	Bidder's Bond	Bidder's Bond	Bidder's Bond
7	Bidder's Statement of Qualifications, Experience, and Business References(Pg B-23 thru B-30)	√	√	√

Total Bid Price (Item No. 1-36)	\$1,141,710.00	\$1,225,704.00	\$1,596,890.00
Ascending Order #	1	2	3
Engineer's Estimate	\$1,536,200.00		



MEMO

Firm: Los Altos Hills County Fire District (LAHCFD) **Date** 10/6/16
Attn: Board of Commissioners (BOC)
Project Name: Fire Hydrant Replacement Project for PHWD **Project No.** 10003.19
Reference: Phase VIII – Updated Design, Advertise, Award,
 Construction Management & Lowest Bidding Contractor’s
 Construction Cost for Fire Hydrants to be Replaced
From: Kurt Wurnitsch, P.E. *KW*

Dear BOC,

Per your request, below is the updated Design, Advertise, Award, Construction Management and Lowest Bidding Contractor’s Construction Cost for the 84 FHs to be replaced and 38 FHs (existing Clow Model No. 960) to be serviced as part of the final Phase VIII project located within the limits of PHWD jurisdictional boundary.

Preliminary and Final Design, Advertise & Award

No.	Description	Qty	Unit	Unit Cost	Total
1.	Preliminary Field Investigation and Planning	1	EA	\$58,400	\$58,400
2.	Final Design (PS&E)	1	EA	\$50,000	\$50,000
3.	Advertise & Award	1	EA	\$35,000	\$35,000
4.	Sub-Consultants (Tree Arborist/Trimer, etc.)	1	EA	\$10,000	\$10,000
Sub-Total for Preliminary and Final Design, Advertise & Award					\$153,400
Reimbursables (5% Direct Expense Fee)					\$7,670
Contingency (0%)					-
Total for Preliminary and Final Design, Advertise & Award					\$161,070

Construction Management (Estimated)

No.	Description	Qty	Unit	Unit Cost	Total
1.	Construction Management	1	EA	\$170,000	\$170,000
2.	Sub-Consultants (Geotechnical, Tree Arborist/Trimer, etc.)	1	EA	\$30,000	\$30,000
Sub-Total for Construction Management					\$200,000
Reimbursables (5% Direct Expense Fee)					\$10,000
Contingency (0%)					-
Total for Construction Management					\$210,000

Lowest Bidding Contractor’s Construction Cost

Description	Total
Lowest Bidding Contractor’s Construction Cost	\$1,141,710
Recommended Contingency (10%)	\$114,200
Total for Construction Cost Only	\$1,255,910

TOTAL PROJECT COST (Estimated)

TOTAL PROJECT COST (Including Final Design, Advertise, Award, Construction Management and Construction Cost)	\$1,626,980
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J:\Projects\LAHCFD - 10003.00\19-FH Replacement Project Phase VIII\Cost Estimate\Phase VIII\19-LAHCFD-BOC-16.10.06-Phase VIII-Engr Budget and Lowest Bidding Contractor Costs.doc



Los Altos Hills County Fire District (LAHCFD)
Preliminary Engineer's Opinion of Probable Construction Cost Estimate for Budgeting Purposes Only
for Preliminary & Final Design, Construction Management and Construction Phases
Fire Hydrant Replacement Project - Phase VIII

Description	2015 to 2017																	TOTAL	
	DEC (15)	JAN (16)	FEB (16)	MAR (16)	APR (16)	MAY (16)	JUNE (16)	JUL (16)	AUG (16)	SEP (16)	OCT (16)	NOV (16)	DEC (16)	JAN (17)	FEB (17)	MAR (17)	APR (17)		MAY (17)
	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Est.)	(Est.)	(Est.)	(Est.)	(Est.)	(Est.)		(Est.)
Preliminary & Final Design																			
Field Investigation, Planning, Design,																			
Advertise & Award:	\$ 3,095	\$ 10,609	\$ 10,164	\$ 11,476	\$ 7,404	\$ 12,675	\$ 19,554	\$ 21,029	\$ 19,263	\$ 10,187	\$ 15,000	\$ 10,614	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Sub-Consultant (Tree Arborist):	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ 3,500	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	
Contingency (0%):	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Sub-total:	\$ 3,095	\$ 10,609	\$ 10,164	\$ 11,476	\$ 7,404	\$ 12,675	\$ 19,554	\$ 21,029	\$ 19,263	\$ 10,187	\$ 18,500	\$ 14,114	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	
Construction Management																			
Construction Management:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ 27,000	\$ 27,000	\$ 27,000	\$ 27,000	\$ 27,000	\$ 27,000	\$ 14,000	
Sub-Consultant (Geotech & Tree Arborist):	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	
Contingency (0%):	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Sub-total:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 14,000	
Lowest Bidding Contractor's Construction Cost (Including 10% Contingency)																			
Construction:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 104,660	\$ 209,318	\$ 209,318	\$ 209,318	\$ 209,318	\$ 209,318	\$ 104,660	
Contingency (0%):	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Sub-total:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 104,660	\$ 209,318	\$ 209,318	\$ 209,318	\$ 209,318	\$ 209,318	\$ 104,660	
Total:	\$ 3,095	\$ 10,609	\$ 10,164	\$ 11,476	\$ 7,404	\$ 12,675	\$ 19,554	\$ 21,029	\$ 19,263	\$ 10,187	\$ 22,500	\$ 150,774	\$ 244,318	\$ 241,318	\$ 241,318	\$ 241,318	\$ 241,318	\$ 118,660	



MEMO

Firm: Los Altos Hills County Fire District (LAHCFD) **Date:** 10/6/16
Attn: Stu Farwell
Project Name: Fire Hydrant Replacement Project – Phase VIII **Project No.:** 10003.19
Reference: Preliminary Schedule
From: Kurt Wurnitsch, P.E. *KW*

Per your request, below is the schedule for the final Phase VIII of the Fire Hydrant Replacement Project located within the Purissima Hills Water District (PHWD) jurisdictional boundary.

The following is a status update summary for the design and advertisement phase for the Phase VIII project since the last September 20th BOC meeting:

- Coordinated the purchase and distribution of bid documents with Plan Houses and Contractors.
- Coordinated and attended the pre-bid meeting at PHWD’s administrative office on September 13th.
- Prepared and issued Addendum No. 1 (pre-bid meeting notes) to all parties identified on the Plan Holder’s List.
- Coordinated and attended the bid opening meeting at PHWD’s administrative office on September 27th. Distributed the “Unofficial Bid Results” to all parties identified on the Plan Holder’s List.
- Prepared and distributed the “Bid Results and Recommendation of Award” letter to all parties identified on the Plan Holder’s List.
- PCG continued contacting residents with existing FHs located along property frontages to inform them of the project schedule and scope of work for FHs that requires coordination of existing landscape improvements.

Description	Estimated Completion Date	Completed Date
Complete Preliminary Field Investigation and Planning	Week of 4/18/16	4/29/16
List of FHs (Final) – Update w/ LAHCFD field visit info	Week of 5/2/16	5/26/16
Field Visit w/ PHWD - Review list of FHs, scope of work & additional water main field info required from PHWD	Week of 8/8/16	8/2/16
Complete Bid Document Preparation (70% Submittal) – (6 weeks)	Week of 6/20/16	7/15/16
Utility Notification (70% Submittal) – Send letter to Agencies	Week of 6/20/16	8/1/16
PHWD Coordination – Review requested field info & shut-down requirements	Week of 8/8/16	8/12/16
Complete Bid Document Review (70% Submittal) Coordinate w/Attorney/ PHWD/ Town (2 weeks)	Week of 8/15/16	8/26/16
Finalize Bid Documents	Week of 8/22/16	8/26/16
Advertise Bid Doc in Town Crier (send advertisement language one (1) week in advance of publishing)	Week of 8/29/16	8/31/16
Pre-Bid Meeting	Week of 9/12/16	9/13/16
End Bid Documents Advertisement – (4 weeks)	Week of 9/26/16	9/27/16
Open Bids	Week of 9/26/16	9/27/16
Review Bids & Letter of Recommendation	Week of 10/3/16	10/6/16
Commissioners Meeting - Award Contract	10/18/16 (Tuesday)	
Pre-Construction Meeting	Week of 10/31/16	
Complete Contract/ Bonds/ Insurance Certificates Review (3 weeks)	Week of 11/7/16	
Notice to Proceed	Week of 11/14/16	
Start Construction	Week of 11/21/16	
End of Construction (Estimated)	Week of 5/8/17	

6.

RESOLUTION NO. 16-16

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE
LOS ALTOS HILLS COUNTY FIRE DISTRICT APPROVING AND AUTHORIZING
EXECUTION OF A LICENSE AGREEMENT WITH STOLOSKI & GONZALEZ, INC.**

WHEREAS, the Board of the Los Altos Hills County Fire District ("District") desires to authorize the District to execute a license agreement ("License Agreement") with Stoloski & Gonzalez, Inc., ("SG") for SG to use the District's real property commonly known as 27500 Arastradero Road, Los Altos Hills, CA ("Property");

WHEREAS, SG desires to use the Property for a staging area, including, but not limited to storage of non-hazardous material;

WHEREAS, the District desires to grant SG a license agreement permitting SG to use the Property in accordance with certain terms and conditions; and

WHEREAS, the District has read and considered the License Agreement.

NOW, THEREFORE, the District Board does **RESOLVE** as follows:

1. Public interest and convenience require the District to enter into the License Agreement.
2. The District hereby approves the License Agreement and the President is hereby authorized on behalf of the District to execute the License Agreement.
3. A copy of the License Agreement is attached hereto as Exhibit A.

PASSED AND ADOPTED this ____ day of October, 2016.

By: _____
George Tyson, Board President

ATTEST:

District Clerk

LICENSE AGREEMENT

EXHIBIT A

This License Agreement ("Agreement") is entered into on this ____ day of _____, 2016 ("Effective Date") by and between the **LOS ALTOS HILLS COUNTY FIRE DISTRICT** ("Fire District") and **STOLOSKI & GONZALEZ, INC.** ("SG").

RECITALS

A. WHEREAS, Fire District is the owner of that certain real property commonly known as 27500 Arastradero Road, Los Altos Hills, California ("Property");

B. WHEREAS, SG desires to use the Property for a staging area, including, but not limited to storage of non-hazardous materials; and

C. WHEREAS, Fire District desires to grant SG a license to allow SG to use the Property in accordance with the terms and conditions of this Agreement.

AGREEMENT

NOW, THEREFORE, the parties agree as follows:

1. Grant of License.

1.1 Fire District grants SG a license to use the Property as a staging area, including the storage of non-hazardous construction materials in accordance with the terms and conditions contained herein.

1.2 This Agreement gives SG a license only for the Term of this Agreement and does not constitute any easement, lease, transfer or grant by Fire District of the Property or any portion thereof.

2. SG's Responsibilities.

2.1 Prior to use of the Property, SG shall pay Fire District for all attorneys' fees incurred by Fire District in preparing this Agreement as evidenced by an invoice provided by Fire District to SG.

2.2 Prior to use of the Property, SG shall pay Fire District a \$500.00 Administrative Fee.

2.3. SG shall pay Fire District a monthly usage fee of \$1,500.00 to be paid on the First Day of each month, beginning on November 1, 2016. SG shall not be reimbursed for any portion of a monthly usage fee should the term of SG's usage end after the First Day of any month, but before the last.

2.4 SG shall use the Property for staging purposes only and for no other purposes. Specifically, SG shall not store or dump or allow any toxic materials to be stored or dumped on the Property.

2.5 SG shall provide the Town of Los Altos Hills and Fire District with workday and after-hours phone numbers (cell, home and office) for two (2) individuals connected with or employed by SG who are authorized to handle such calls.

2.6 SG shall protect all existing structures on the Property, including, but not limited to, bollards, chain, and storm drain inlets. If required by Fire District, wattles shall be placed around the existing storm drain structures to keep debris from entering the inlet.

2.7 SG shall protect all existing vegetation, including, but not limited to, trees and shrubs.

2.8 SG shall keep Arastradero and Purissima Roads clean from any debris caused during the Term of this Agreement. SG shall use a street sweeper to keep Arastradero and Purissima Roads clean at all times or as directed by the Fire District.

2.9 During the Term of this Agreement, as requested by Fire District, SG shall correct any unforeseen circumstances that may arise.

3. Term. This Agreement is to be in effect for the period of November 1, 2016, to May 31, 2017 ("Term"). The Term of this Agreement may be extended in accordance with Paragraph 10, below.

4. Requirements. Upon expiration of the Term or termination of this Agreement, whichever is earlier, SG shall remove any and all vehicles, debris, and/or other items located on the Property and return the Property to Fire District in its original condition as of the Effective Date of this Agreement.

5. Maintenance of Property. SG shall be solely responsible for maintaining the Property during the Term of this Agreement and shall keep the Property well maintained at all times. SG shall remove garbage from the Property daily.

6. Compliance with Laws. SG shall conduct all activities on the Property in compliance with all applicable federal, state and local laws, statutes or ordinances and with all regulations, orders and directives of appropriate governmental agencies. In particular, SG shall abide by all Town of Los Altos Hills regulations relative to the usage of the Property and adjoining roads.

7. Insurance. SG agrees to provide comprehensive general liability insurance in the amount of Two Million Dollars (\$2,000,000.00) combined single limit and shall name Fire District as an additional insured. Such insurance shall be underwritten by companies satisfactory to Fire District. SG shall provide to Fire District a certificate of insurance evidencing the required coverage, including a premises liability policy if that risk is not otherwise insured under the SG's proposed general liability policy. In addition, SG shall maintain workers' compensation insurance as required by the Labor Code of the State of California and Employer's Liability Insurance.

8. Hold Harmless.

8.1 To the extent permitted by law, SG agrees to protect, defend, hold harmless and indemnify Fire District, its governing board, officers, agents, and employees from and against any claim, injury, liability, loss, cost, and/or expense or damage, including all costs and reasonable attorney's fees in providing a defense to any claim arising therefrom, caused by or arising out of SG's, its officers', agents', consultants' or employees' negligent, reckless or wrongful acts, errors, or omissions with respect to or in any way connected with SG's use of the Property or its breach of this Agreement, except for claims, liabilities and damages caused by Fire District's sole negligence or willful misconduct.

8.2 SG further agrees to hold harmless Fire District, its governing board, officers, agents, and employees from and against any claim, injury, liability, loss, cost, and/or expense or damage arising from vandalism, fire, flood or theft.

8.3 SG assumes all responsibility for vehicles on the Property.

9. Assignments and Successors in Interest. SG may not assign or transfer its right to use of the Property, either voluntarily or by operation of law, without the prior written approval of Fire District.

10. Amendments and Modification. Only a writing signed by both parties may modify this Agreement.

11. Termination. This Agreement may be terminated upon any material breach of the Agreement by either party or upon two (2) days notice if the needs of Fire District or SG require termination. Fire District may terminate this Agreement upon receipt of neighborhood complaints related to SG's use of the Property upon two (2) days notice. This Agreement may further be terminated upon mutual agreement of the parties.

12. Notice. Any notice which may be given hereunder shall be in writing, and may be personally delivered or given by mailing the same by Registered or Certified mail, postage prepaid, addressed as follows:

Fire District: Los Altos Hills County Fire District
P.O. Box 1766
Los Altos, CA 94023-1766
Attn: George Tyson

SG: Mark Stoloski
727 Main Street
Half Moon Bay, CA 94019-1924

13. Governing Law. This Agreement shall be governed by California law and the venue for any legal action related to this Agreement shall be Santa Clara County.

14. Waiver. No waiver of any term, provision or condition of this license shall be deemed to be a further or continuing waiver of any such term, provision or condition or a waiver of any other term, provision or condition.

15. Severability. If any part of this Agreement or any amendment or modification of this Agreement is found to be legally void or unenforceable by a court of law, the remainder of the Agreement will remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the dates herein below shown.

FIRE DISTRICT

STOLOSKI & GONZALEZ, INC.

By: _____
President, District Board

By: _____

Date: _____

Date: _____

Attest: _____
District Clerk

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LOS ALTOS HILLS COUNTY FIRE DISTRICT
ESTABLISHING THE APPROPRIATIONS LIMIT FOR THE
DISTRICT FOR FISCAL YEAR 2016-17 IN ACCORDANCE WITH
ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION
AND GOVERNMENT CODE SECTION 7910 AND
ESTABLISHING PERIOD FOR CONTESTING SUCH LIMITS**

WHEREAS, Article XIII B of the California Constitution and Government Code Sections 7901-7913 provide that the State and each local agency shall be subject to an annual appropriation limit as defined therein; and

WHEREAS, the Controller-Treasurer Department of the County of Santa Clara has computed the appropriation limits for the Fiscal Year 2016-17; and

WHEREAS, Article XIII B Section 8(e) (2) requires each local government entity to select its methodology annually by a recorded vote of the governing body; and

WHEREAS, the Controller-Treasurer Department of County of Santa Clara has determined the total adjustment factor by multiplying the population factor by the inflation factor. The population factor is based on the increase in population of the County of Santa Clara. The inflation factor is based on the increase in per capita personal income for the State of California. These factors were derived from data provided by the State of California's Department of Finance; and

WHEREAS, the Controller-Treasurer Department of the County of Santa Clara has prepared the applicable documentation as intended by Article XIII B of the California Constitution, and such documents are available for public review during reasonable hours at least 15 days prior to the Board meeting at which this Resolution was adopted.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Los Altos Hills County Fire District ("District") as follows:

1. That the appropriations limit for the District funds for Fiscal Year 2016-17 is hereby established as \$20,663,558, as shown on Exhibit A, attached hereto, but that such appropriations limit may be adjusted at a later date in accordance with Sections 3 and 11 of Article XIII B of the California Constitution;

2. Such appropriations limit may be adjusted at a later date in the event that revenues which are unanticipated, and classified as proceeds of taxes in accordance with Section 9 (c) of Article XIII of the California Constitution, are received and appropriated;

3. That any judicial action or proceeding to attack, review, set aside, void, or annul the 2016-17 appropriations limit established by this Resolution shall be

commenced within 45 days from the date of this resolution in accordance with Government Code Section 7910.

PASSED AND ADOPTED by the Board of Directors of the Los Altos Hills County Fire District on _____, 2016 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

George Tyson, Board President
Board of Directors

ATTEST:

Jeanne Evilsizer, District Clerk

WPI.0.0
 COUNTY OF SANTA CLARA
 APPROPRIATION LIMITS AND ANALYSIS OF COUNTYWIDE FUNDS
 AND BOARD OF SUPERVISORS GOVERNED SPECIAL DISTRICT FUNDS
 GANN LIMIT 2016-2017

FUND NUMBER	DESCRIPTION	R				
		A FY2015-2016 APPROPRIATION LIMIT	B FY2015-2016 ACTUAL PROCEEDS OF TAXES	C FY2016-2017 APPROPRIATION LIMIT	D FY2016-2017 BUDGETED PROCEEDS OF TAXES	E=C-D AMOUNT UNDER (OVER) LIMIT FORMULA
1524	CENTRAL FIRE DISTRICT	203,985,959	69,160,318	217,641,611	71,174,992	146,466,619
1574	SOUTH COUNTY FIRE DISTRICT	20,174,178	4,531,925	21,524,720	4,604,037	16,920,683
1606	LOS ALTOS FIRE DISTRICT	19,367,049	9,875,340	20,663,558	10,045,882	10,617,676
COUNTYWIDE FUNDS		4,223,403,248	1,106,226,482	4,507,986,633	1,048,827,245	3,459,159,388

@A

@A REVISED APPROPRIATION LIMIT USING LATEST REVISED GROWTH FACTOR. PLEASE REFER TO 100R.WK4.

LINK LINE	R												
	fm 2.0.0/1.0.0R	3.0.0/3.0.2	2.0.0/1.0.0R	3.0.0/3.0.3									
	GENERAL FUND 0001	LIBRARY FUND 0025	CAPITAL IMPROVEMENT FUND 0050	PARK CHARTER Fund 0039	PARK FUND 0056	PARK CHARTEFFUND 0064	PARK CHARTEFFUND 0066	PARK FUND 0068	PARK FUND 0067	TOTAL COUNTYWIDE FUND	CENTRAL FIRE 1524	SO COUNTY FIRE 1574	LOS ALTOS FIRE 1606
FY16-17 BUDGETED PROCEEDS OF TAXES	1,100,651,138	33,436,938	0	42,666,059	0	2,620,659	7,861,978	0	0	1,187,236,772	72,261,132	4,604,037	10,045,882
FY15-16 ACTUAL PROCEEDS OF TAXES	1,159,068,826	36,218,565	0	39,433,967	0	2,520,781	7,393,869	0	0	1,244,636,008	70,246,458	4,531,925	9,875,340
NOTES: (Central Fire)			CENTRAL FIRE ACTUAL PROCEEDS 3.0.2	CENTRAL FIRE BUDGETED PROCEEDS 3.0.3									
A PER REPORT 05	72,261,132		70,246,458	72,261,132									
LESS: QUALIFIED OUTLAYS	1,086,140	EXCL	(1,086,140)	(1,086,140) @C									
	71,174,992		69,160,318	71,174,992									
B PER REPORT 05 (Los Altos)	10,045,882												
LESS: QUALIFIED OUTLAYS	????????????												
	10,045,882												

@C OBA stopped providing us with exclusions after 94-95. Therefore in subsequent years this amount has been carried forward. No growth has been included in this amount.



FIRE DEPARTMENT SANTA CLARA COUNTY



1

14700 Winchester Blvd., Los Gatos, CA 95032-1818
(408) 378-4010 • (408) 378-9342 (fax) • www.sccfd.org

October 7, 2016

Los Altos Hills County Fire District Commissioners
12355 El Monte Road
Los Altos Hills, CA 94022

Subject: Fire Report for September 2016

To Whom It May Concern:

The September 2016 fire reports for the Los Altos Hills County Fire District are enclosed:

1. Average Response Time Analysis: This report provides data for the last three fiscal years on the average time it took for each first-in unit to arrive on scene. The computation starts from the moment the dispatcher makes his/her first keystroke at the command panel (after the call has been handed-off by the Emergency 911 telephone handler). This information is also graphically represented in the accompanying bar charts.

The arrival times for first-due units on code three calls was 8 minutes or less for:

Freeway: 100%
Metro/Urban: 100%
Suburban: 90.91%
Rural: 85.71%

2. Incident Types by Month: This report summarizes on a monthly basis, the number of incidents by call type, for every emergency vehicle that was the first unit on-scene. This information is also graphically represented in a pie chart depicting the number of incidents by type.
3. Monetary Fire Loss by Month and Incident Type: This report presents the monthly dollar loss in each of the fire type categories for the last three calendar years.

The fire loss for this month was \$2,000.

Please let me know if you have any questions about the data contained in this report.

Sincerely,

Fred A. Schulenburg

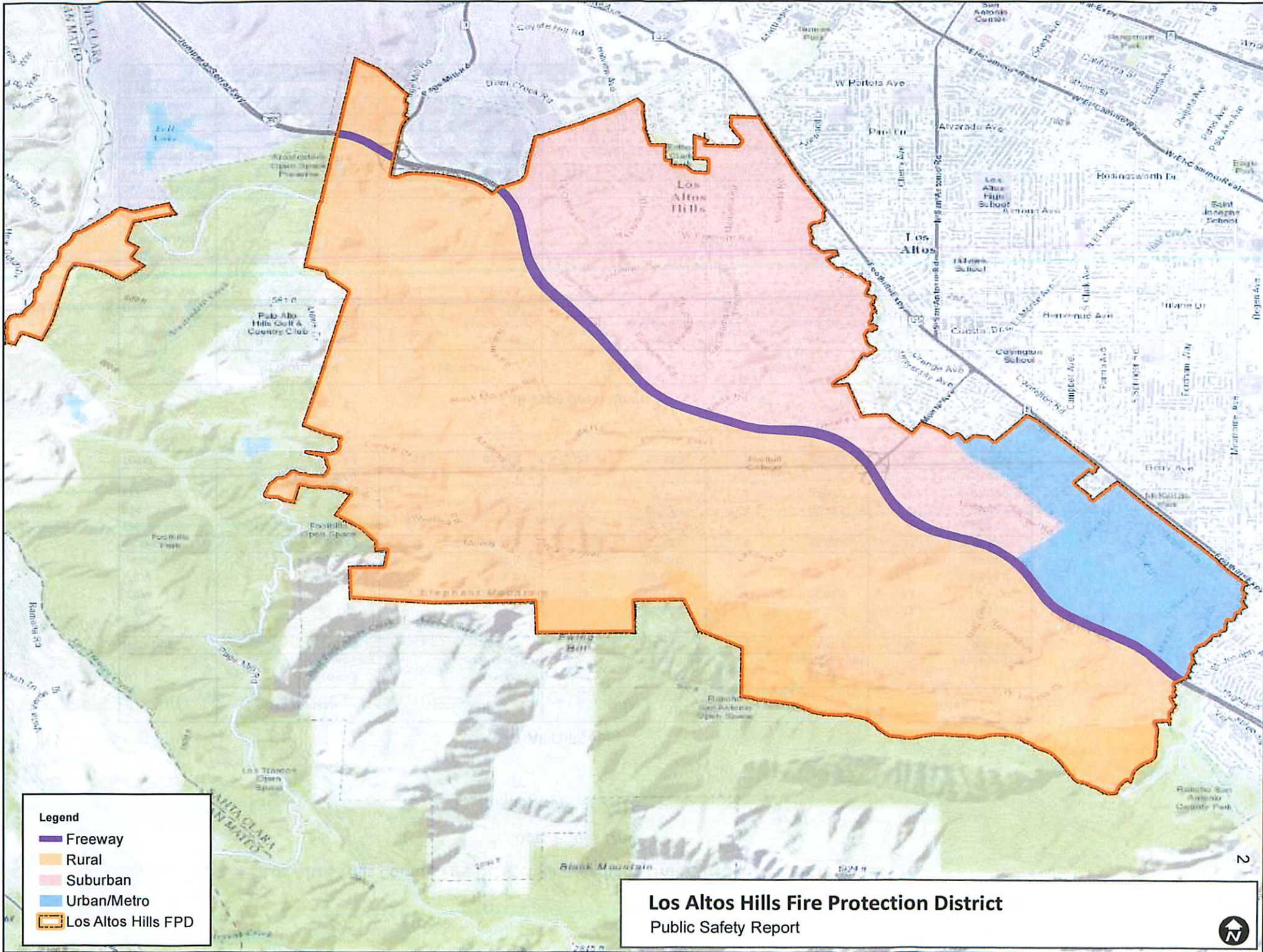
Director of Business Services

Enclosures

c: Joe Parker, Deputy Chief

Organized as the Santa Clara County Central Fire Protection District

Serving Santa Clara County and the communities of Campbell, Cupertino, Los Altos,
Los Altos Hills, Los Gatos, Monte Sereno, Morgan Hill, and Saratoga



- Legend**
-  Freeway
 -  Rural
 -  Suburban
 -  Urban/Metro
 -  Los Altos Hills FPD

Los Altos Hills Fire Protection District
Public Safety Report



Los Altos Hills County Fire District First Arriving Unit Average Response Times

Code 3 Calls Only

September 2016

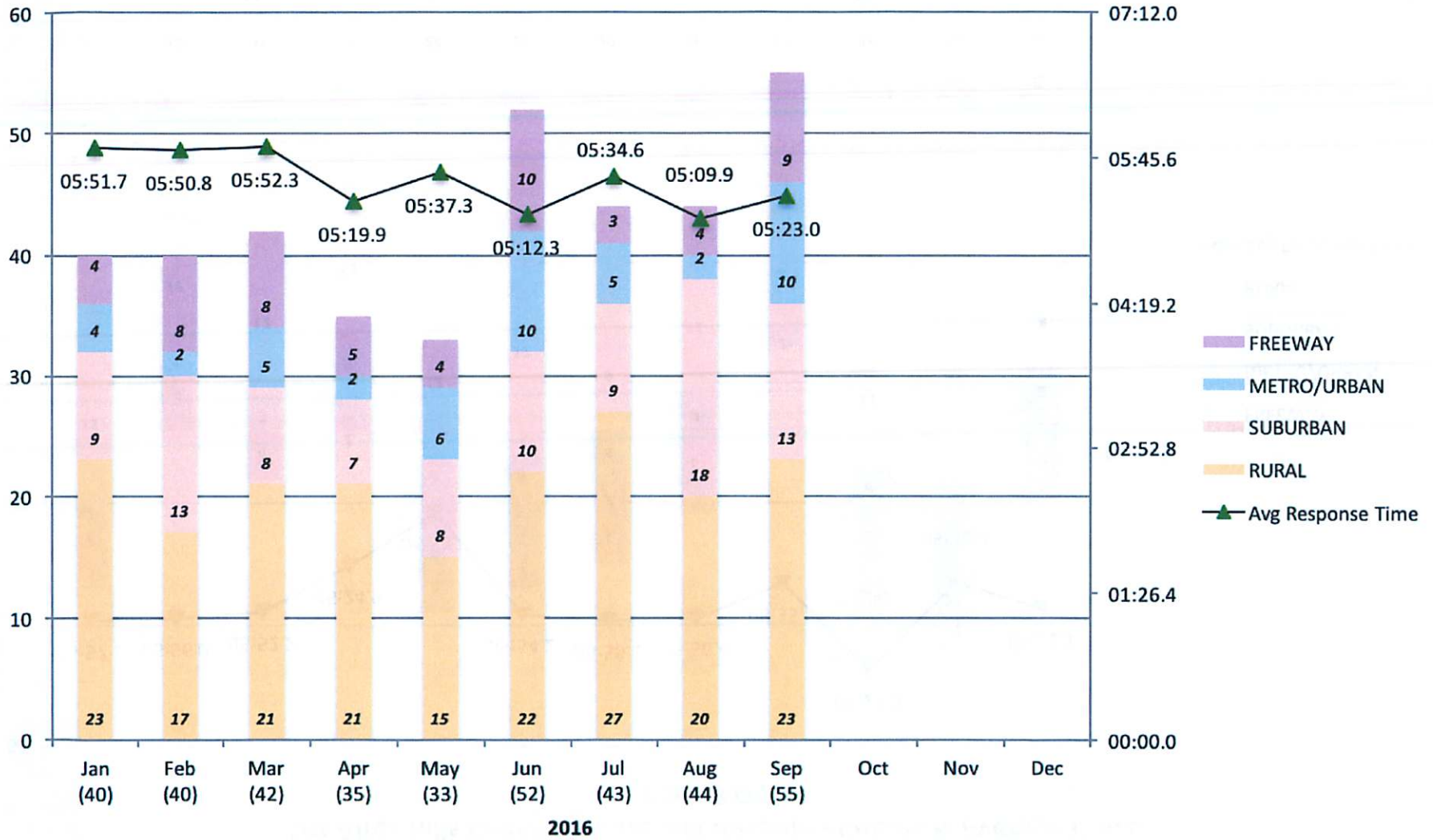
All Call Types

	METRO/URBAN		SUBURBAN		RURAL		FREEWAY		TOTAL	
	# Responses	Average Response Time	# Responses	Average Response Time	# Responses	Average Response Time	# Responses	Average Response Time	# Responses	Average Response Time
FIRST DUE	8	04:11.2	11	06:02.4	21	05:16.0	3	04:40.0	43	05:13.3
E75			8	05:38.1					8	05:38.1
E76	8	04:11.2			3	05:56.3	2	04:29.5	13	04:38.3
R74			1	09:48.0	14	05:18.9	1	05:01.0	16	05:34.6
B74			1	05:36.0	2	03:03.0			3	03:54.0
E374			1	05:57.0	2	06:08.0			3	06:04.3
RELIABILITY	2	05:43.5	2	03:38.5	2	07:59.5	6	06:08.7	12	05:57.9
E76	1	04:25.0			1	09:22.0			2	06:53.5
R74			2	03:38.5	1	06:37.0	4	05:38.5	7	05:12.6
E77							2	07:09.0	2	07:09.0
E71	1	07:02.0							1	07:02.0
TOTAL	10	04:29.7	13	05:40.2	23	05:30.2	9	05:39.1	55	05:23.0

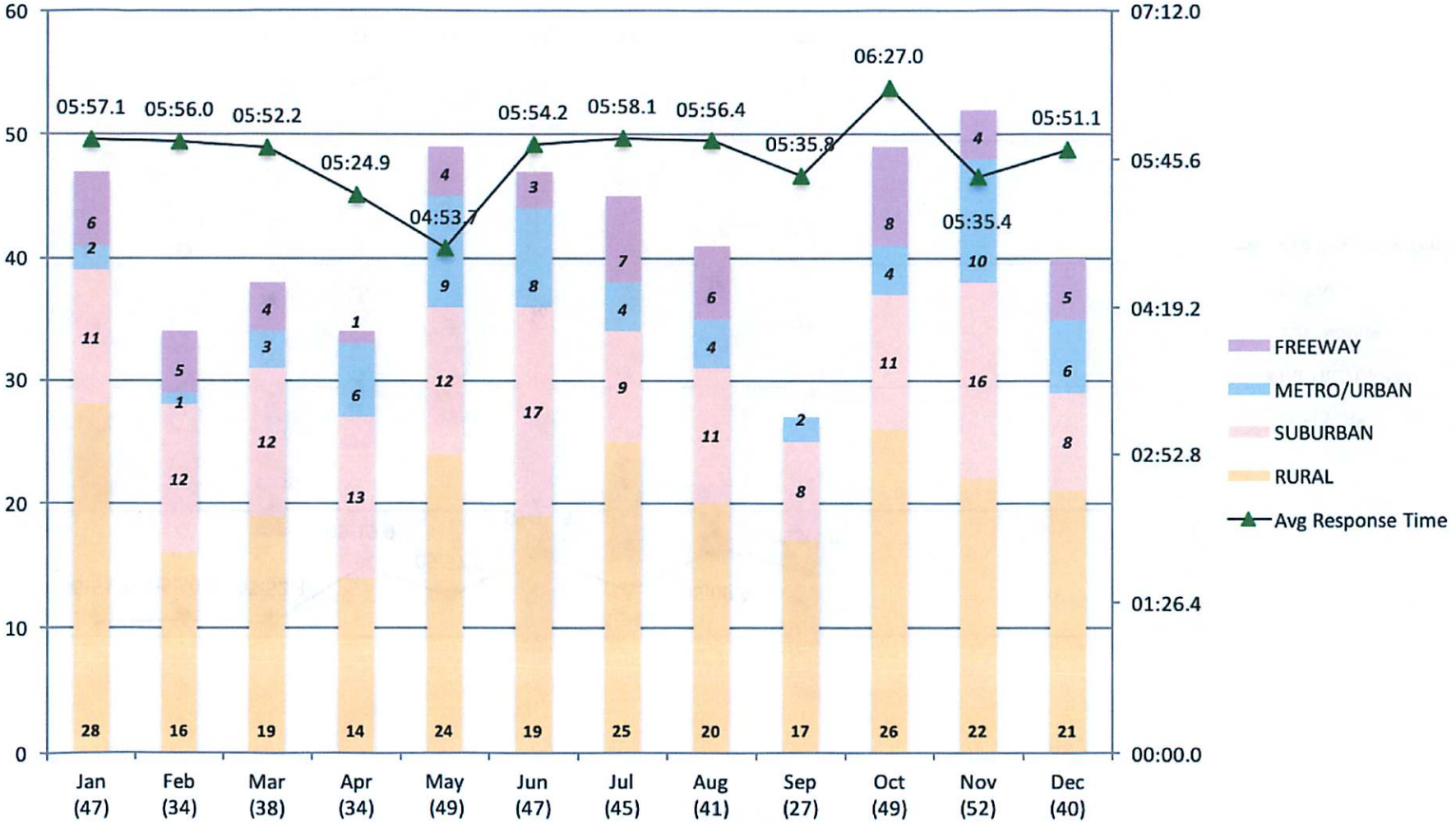
Call Type Breakdown

	METRO/URBAN		SUBURBAN		RURAL		FREEWAY		TOTAL	
	# Responses	Average Response Time	# Responses	Average Response Time	# Responses	Average Response Time	# Responses	Average Response Time	# Responses	Average Response Time
FIRE			1	05:57.0			1	06:31.0	2	06:14.0
Structure			1	05:57.0						
Vehicle										
Vegetation							1	06:31.0		
Outside rubbish										
Special outside										
Other										
OVERPRESSURE										
EMS	6	04:31.5	7	06:09.7	14	05:20.6	6	05:51.2	33	05:27.7
HAZ CONDITIONS			1	05:36.0					1	05:36.0
SERVICE			1	06:06.0					1	06:06.0
GOOD INTENT	2	04:04.5	1	06:01.0	2	06:42.0	2	04:37.0	7	05:15.4
FALSE ALARM	2	04:49.5	2	03:27.5	7	05:28.9			11	04:59.6
SEVERE WEATHER										
TOTAL	10	04:29.7	13	05:40.2	23	05:30.2	9	05:39.1	55	05:23.0

Los Altos Hills County Fire District Response Counts & Average Times Code 3 Only

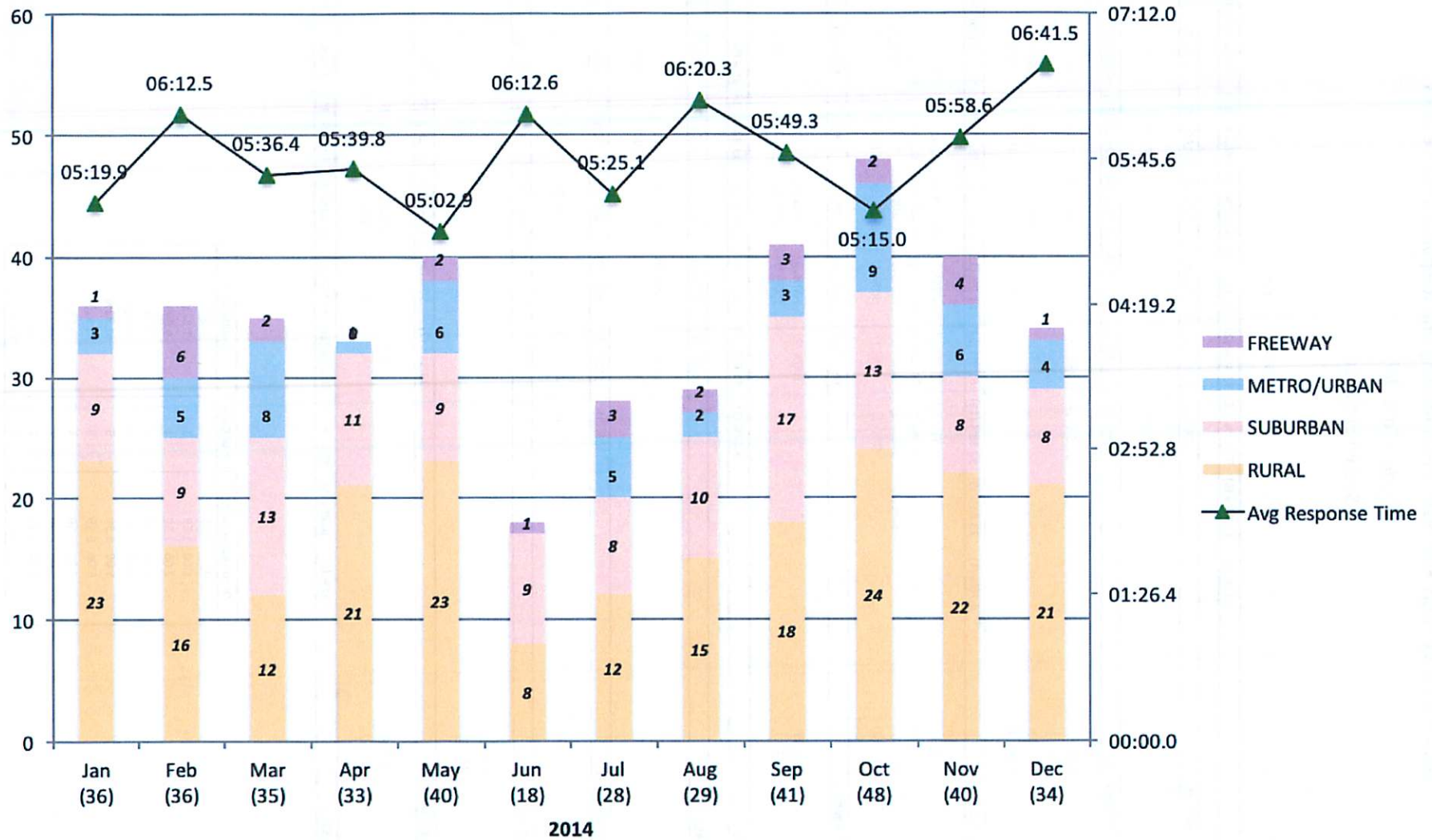


Los Altos Hills County Fire District Response Counts & Average Times Code 3 Only



2015

Los Altos Hills County Fire District Response Counts & Average Times Code 3 Only



Los Altos Hills County Fire District First Arriving Unit Response Time Centiles

Code 3 Calls Only

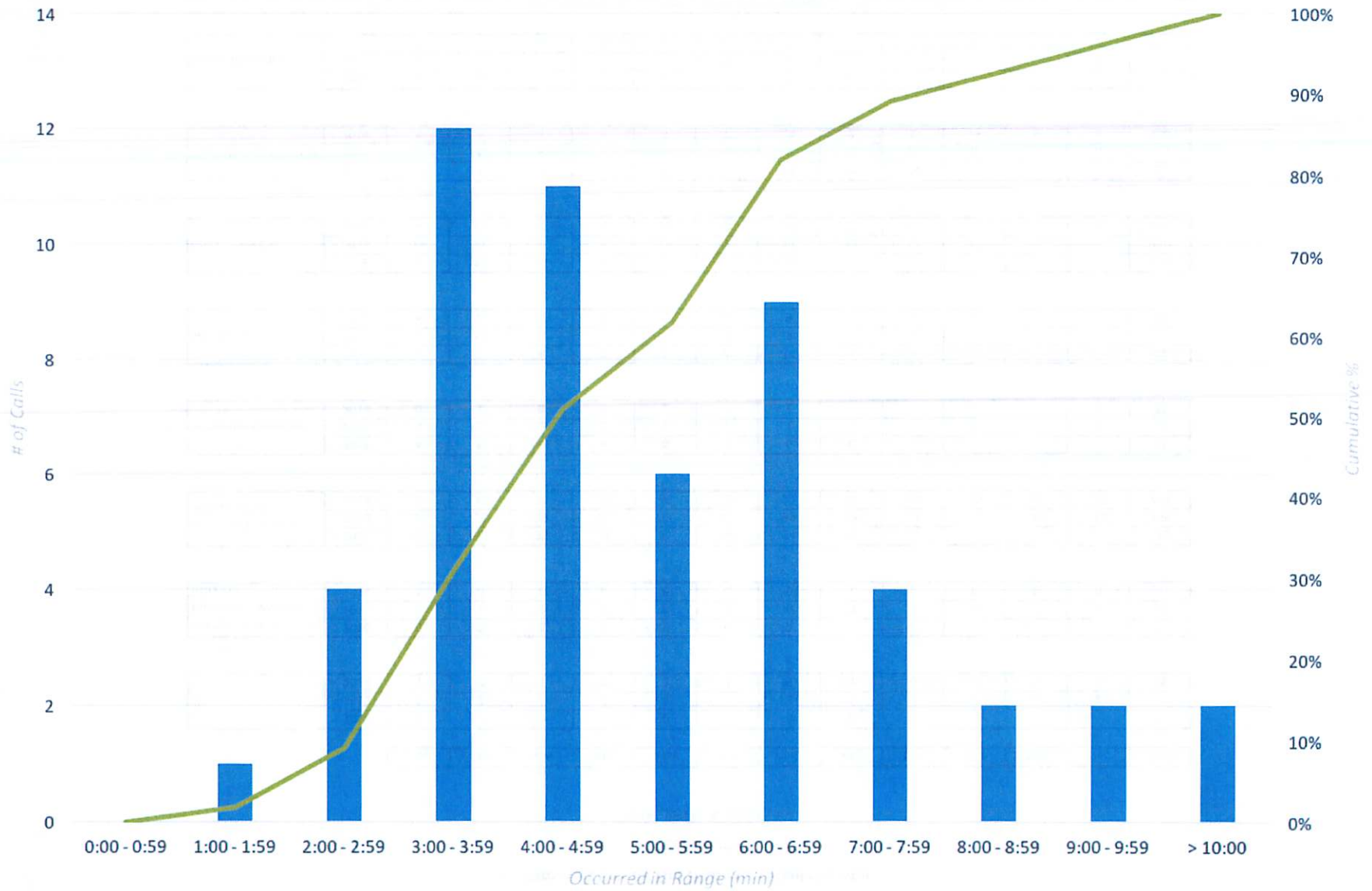
September 2016

First Unit Arrived In Less Than	1 min	2 min	3 min	4 min	5 min	6 min	7 min	8 min	9 min	10 min
FIRST DUE (43)	2.33% (1)	11.63% (5)	37.21% (16)	53.49% (23)	65.12% (28)	83.72% (36)	90.7% (39)	93.02% (40)	95.35% (41)	
URBAN (8)				50% (4)	75% (6)	100% (8)	100% (8)	100% (8)	100% (8)	100% (8)
E76 (8)				50% (4)	75% (6)	100% (8)	100% (8)	100% (8)	100% (8)	100% (8)
SUBURBAN (11)				9.09% (1)	18.18% (2)	36.36% (4)	90.91% (10)	90.91% (10)	90.91% (10)	100% (11)
E75 (8)				12.5% (1)	25% (2)	25% (2)	100% (8)	100% (8)	100% (8)	100% (8)
R74 (1)										100% (1)
B74 (1)						100% (1)	100% (1)	100% (1)	100% (1)	100% (1)
E374 (1)						100% (1)	100% (1)	100% (1)	100% (1)	100% (1)
RURAL (21)	4.76% (1)	23.81% (5)	52.38% (11)	61.9% (13)	61.9% (13)	71.43% (15)	85.71% (18)	90.48% (19)	90.48% (19)	
E76 (3)				33.33% (1)	33.33% (1)	33.33% (1)	66.67% (2)	100% (3)	100% (3)	100% (3)
R74 (14)	7.14% (1)	28.57% (4)	50% (7)	64.29% (9)	64.29% (9)	71.43% (10)	85.71% (12)	85.71% (12)	85.71% (12)	
B74 (2)		50% (1)	100% (2)	100% (2)	100% (2)	100% (2)	100% (2)	100% (2)	100% (2)	
E374 (2)			50% (1)	50% (1)	50% (1)	50% (1)	50% (1)	100% (2)	100% (2)	
FREEWAY (3)				66.67% (2)	100% (3)	100% (3)	100% (3)	100% (3)	100% (3)	
E76 (2)				100% (2)	100% (2)	100% (2)	100% (2)	100% (2)	100% (2)	
R74 (1)						100% (1)	100% (1)	100% (1)	100% (1)	
RELIABILITY (12)				8.33% (1)	41.67% (5)	50% (6)	75% (9)	83.33% (10)	91.67% (11)	100% (12)
URBAN (2)				50% (1)	50% (1)	50% (1)	100% (2)	100% (2)	100% (2)	
E76 (1)				100% (1)	100% (1)	100% (1)	100% (1)	100% (1)	100% (1)	
E71 (1)							100% (1)	100% (1)	100% (1)	
SUBURBAN (2)				50% (1)	100% (2)	100% (2)	100% (2)	100% (2)	100% (2)	
R74 (2)				50% (1)	100% (2)	100% (2)	100% (2)	100% (2)	100% (2)	
RURAL (2)							50% (1)	50% (1)	100% (2)	
E76 (1)										100% (1)
R74 (1)							100% (1)	100% (1)	100% (1)	100% (1)
FREEWAY (6)				33.33% (2)	50% (3)	83.33% (5)	83.33% (5)	100% (6)	100% (6)	
R74 (4)				50% (2)	50% (2)	100% (4)	100% (4)	100% (4)	100% (4)	
E77 (2)						50% (1)	50% (1)	100% (2)	100% (2)	
GRAND TOTAL (55)	1.82% (1)	9.09% (5)	30.91% (17)	50.91% (28)	61.82% (34)	81.82% (45)	89.09% (49)	92.73% (51)	96.36% (53)	

Occurred in Range	# of Calls	Cumulative %
0:00 - 0:59	0	0.00%
1:00 - 1:59	1	1.82%
2:00 - 2:59	4	9.09%
3:00 - 3:59	12	30.91%
4:00 - 4:59	11	50.91%
5:00 - 5:59	6	61.82%
6:00 - 6:59	9	81.82%
7:00 - 7:59	4	89.09%
8:00 - 8:59	2	92.73%
9:00 - 9:59	2	96.36%
> 10:00	2	100.00%

Los Altos Hills County Fire District Response Time Centiles

Code 3 Only



Los Altos Hills County Fire District Incidents by Month

All Code Calls

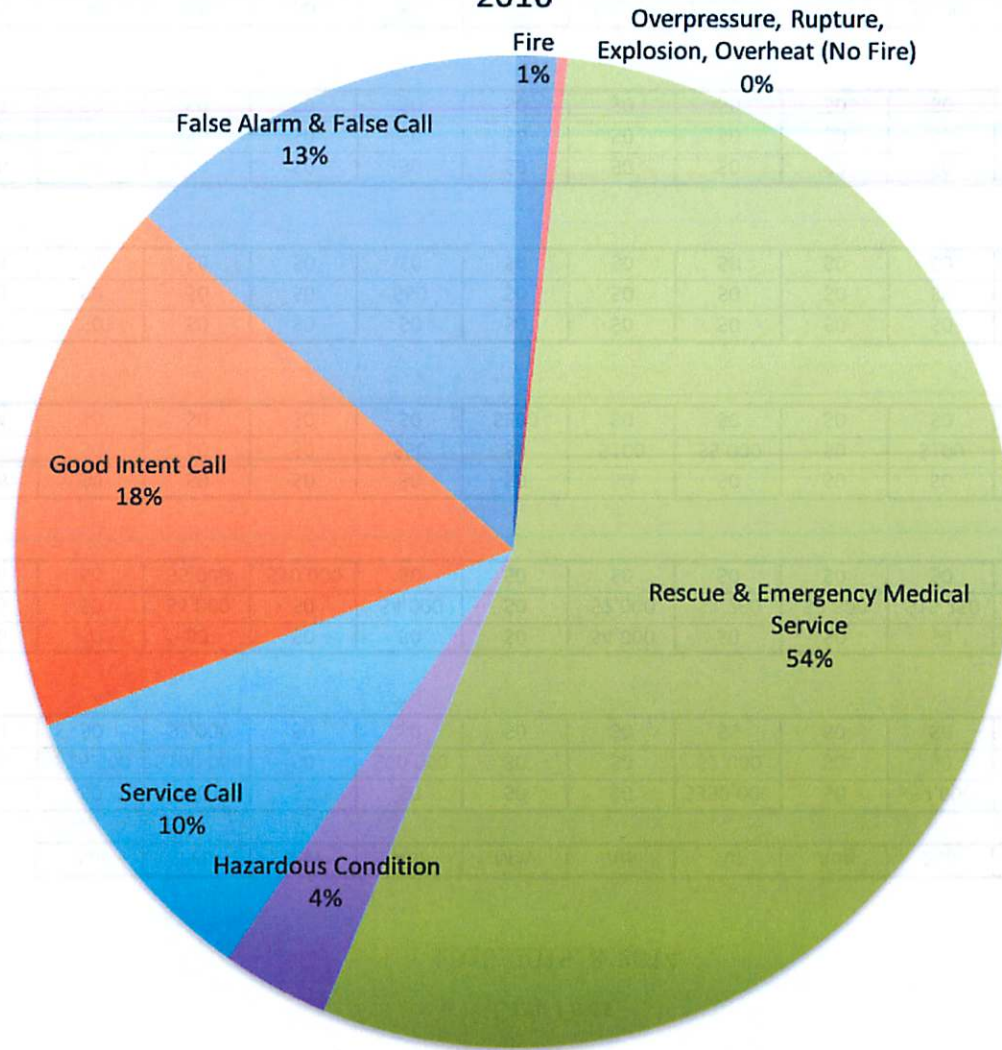
2016, 2015, & 2014

		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Fire	2016	0	0	0	2	0	3	0	0	2				7
	2015	2	2	0	4	0	3	3	1	2	2	0	2	21
	2014	1	2	1	0	1	3	5	1	0	3	1	0	18
Overpressure, Rupture, Explosion, Overheat (No Fire)	2016	0	0	1	1	0	0	0	0	0				2
	2015	0	1	0	0	0	1	0	0	1	0	0	0	3
	2014	1	0	0	0	0	0	0	1	0	0	0	0	2
Rescue & Emergency Medical Service	2016	39	30	35	38	31	40	34	41	37				325
	2015	39	33	39	30	57	41	39	31	22	53	48	33	465
	2014	33	33	36	33	46	23	22	28	43	38	40	27	402
Hazardous Condition	2016	4	5	0	5	4	2	0	0	1				21
	2015	5	5	1	0	2	2	1	1	1	2	3	3	26
	2014	0	1	0	3	1	2	3	2	1	3	0	6	22
Service Call	2016	9	5	8	6	2	4	14	2	7				57
	2015	4	11	8	11	8	7	7	6	5	7	7	7	88
	2014	8	8	6	7	7	6	9	4	3	8	7	11	84
Good Intent Call	2016	8	12	14	9	8	17	16	8	13				105
	2015	13	11	6	6	12	9	11	12	17	11	15	7	130
	2014	9	10	7	8	11	8	19	23	13	9	12	12	141
False Alarm & False Call	2016	13	8	4	4	4	9	13	10	14				79
	2015	10	4	6	7	6	15	9	13	14	8	9	12	113
	2014	8	8	10	5	5	7	14	7	5	18	5	8	100
Special Incident	2016	0	0	0	0	0	0	0	0	0				0
	2015	0	0	0	0	0	0	0	0	0	0	0	0	0
	2014	0	0	0	0	1	0	0	0	0	0	0	0	1
Total	2016	73	60	62	65	49	75	77	61	74				596
	2015	73	67	60	58	85	78	70	64	62	83	82	64	846
	2014	60	62	60	56	72	49	72	66	65	79	65	64	770

Los Altos Hills County Fire District Incident Type Breakdown

All Code Calls

2016



Los Altos Hills County Fire District Monetary Loss by Month & Incident Type

Only Fires

2016, 2015, & 2014

		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Structure Fire	2016	\$0	\$0	\$0	\$0	\$0	\$0	\$350,000	\$0	\$2,000				\$352,000
	2015	\$16,500	\$100,000	\$0	\$60,000	\$0	\$0	\$2,000	\$0	\$0	\$20,000	\$0	\$5,500	\$204,000
	2014	\$0	\$2,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200,000	\$100,000	\$0	\$302,000
Vehicle Fire	2016	\$0	\$0	\$0	\$0	\$0	\$4,000	\$0	\$0	\$0				\$4,000
	2015	\$0	\$1,000	\$0	\$4,000	\$0	\$2,000	\$1,700	\$2,500	\$15,250	\$0	\$0	\$1,750	\$28,200
	2014	\$0	\$5,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000
Natural Vegetation Fire	2016	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				\$0
	2015	\$0	\$0	\$0	\$50	\$0	\$100	\$5,000	\$0	\$100	\$0	\$0	\$0	\$5,250
	2014	\$0	\$0	\$0	\$0	\$200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200
Outside Rubbish / Dump	2016	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				\$0
	2015	\$0	\$0	\$0	\$50	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50
	2014	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Special Outside Fire	2016	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				\$0
	2015	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	2014	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50	\$0	\$0	\$50
Total Fire Loss	2016	\$0	\$0	\$0	\$0	\$0	\$4,000	\$350,000	\$0	\$2,000				\$356,000
	2015	\$16,500	\$101,000	\$0	\$64,100	\$0	\$2,100	\$8,700	\$2,500	\$15,350	\$20,000	\$0	\$7,250	\$237,500
	2014	\$0	\$7,000	\$10,000	\$0	\$200	\$0	\$0	\$0	\$0	\$200,050	\$100,000	\$0	\$317,250

Engine 374 / Los Altos Hills Patrol Staffing
Summary of Significant Events
September 2016

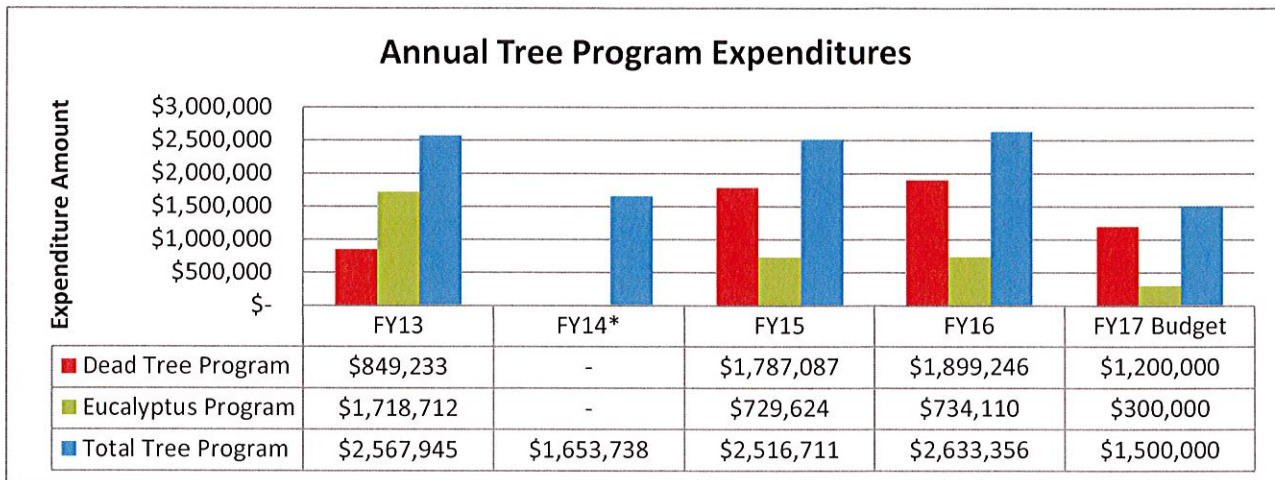
9/6.

- 9/1/16 – Engine 374 dispatched to 2nd alarm brush fire on southbound 280 at Foothill Expressway off ramp. 25 foot by 50 foot fire in homeless encampment. (Event #245-42)
- 9/4/16 – Engine 374 dispatched to Countywide Mutual Aid drill at Foothills Park.
- 9/8/16 – Engine 374 dispatched to EMS call on Dezahara Way. (Event #252-22)
- 9/13/16 – Engine 374 responded to Lift Assist call on Deep Well Lane in place of Rescue 74. (Event #257-37)
- 9/13/16 – Engine 374 dispatched to brush fire on southbound 280 at Magdalena Road. Small fire in gutter caused by flare igniting pine duff. (Event #257-77)
- 9/17/16 – Engine 374 dispatched to smoke investigation on Canario Way. Caused by smoke from barbeque. (Event #261-58)
- 9/25/16 – Engine 374 dispatched to vehicle fire on Highway 17 at Idylwild (Los Gatos). Cancelled en route. (Event #269-27)
- 9/26/16 – Engine 374 dispatched to Service call on Oak Park Court to investigate “burning smell”. (Event #270-34)
- 9/27/16 – Engine 374 dispatched to EMS call at Foothill College. (Event #271-42)
- 9/29/16 – Engine 374 dispatched to vehicle fire on Highway 17 at Camden Avenue (Campbell). Cancelled en route. (Event #273-48)

Projects
October 1, 2016

Project Area □	Project Name	Est. Start Date	Est. Compl Date	Brief Description of Project	Est. Cost	Budget Year Expense	Key Service Providers	Notes/ Updates
(1) Entire Fire District	Brush Chipping Program Phase 2	July 1, 2016	Dec. 31, 2016	Chip residents brush, tree and garden prunings.	\$225K	16/17	McClenahan Tree Service	Chipping completed in Area 4.
(2) Entire Fire District	Tree Program	July 1, 2016	Oct. 31, 2016	Remove dead, dying, or hazardous trees. Prune eucalyptus trees.	\$650K 7/1-10/31	16/17	McClenahan Tree Service	Since program began July 2011, 5,260 dead trees removed. 1,337 eucalyptus trees pruned. 2,013 eucalyptus trees removed.
(3) Fire District West of 280	Engineering Phase 8 Hydrant Replacement Program	Jan. 1, 2016	Fall 2016	Field investigation and planning. Plans and specifications preparation. Bidding process.	\$161K	15/16 & 16/17	Pakpour Engineering	Note Engineer's report.

Financial Amendment to Consultant Report Tree Program Report as of 9/29/16



*Note: Tree Programs combined for FY14

Dead Tree Program

No. of Dead Trees as of 8/29/16	56
Less: Trees removed 8/30/16-9/29/16	(31)
Plus: Additional trees added	70
Less: Cancellations/Under Budget Amount	(19)
No. of Dead Trees as of 9/29/16	76

Est. remaining cost at 8/29/16	\$ 131,200
Less: Trees removed 8/30/16-9/29/16	(90,700)
Plus: Additional trees added	118,750
Less: Cancellations/Under Budget Amount	(35,700)
Est. Remaining Cost	\$ 123,550

FY17 Budget	\$ 1,500,000
Less: Amount Billed by Contractor as of 9/29/16	(331,685)
Less: YTD Card Mailings / RFP Costs	(8,380)
Less: Est. Remaining Cost for FY17	(123,550)
Fav/(Unfav) Variance to FY17 Budget	\$ 1,036,385

Eucalyptus Program

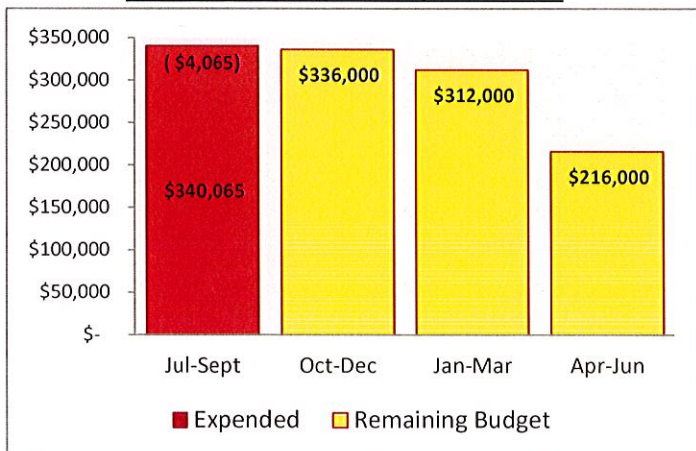
No. of Eucalyptus Trees as of 8/29/16	30
Less: Trees removed 8/30/16-9/29/16	(18)
Plus: Additional trees added	34
Less: Cancellations/Under Budget Amount	(16)
No. of Eucalyptus Trees as of 9/29/16	30

Est. remaining cost at 8/29/16	\$ 110,980
Less: Trees removed 8/30/16-9/29/16	(100,900)
Plus: Additional trees added	114,880
Less: Cancellations/Under Budget Amount	(59,500)
Est. Remaining Cost	\$ 65,460

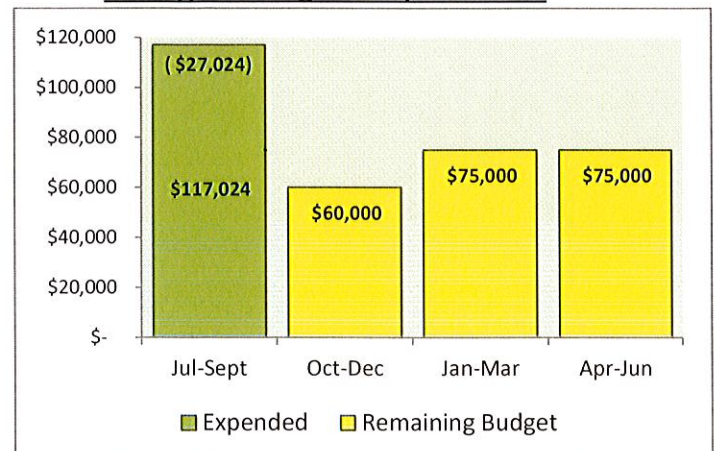
FY17 Budget	\$ 300,000
Less: Amount Billed by Contractor as of 9/29/16	(105,550)
Less: YTD Card Mailings / RFP Costs	(11,474)
Less: Est. Remaining Cost for FY17	(65,460)
Fav/(Unfav) Variance to FY17 Budget	\$ 117,516

*Note: Estimated remaining cost is not complete because all areas have not been evaluated by arborist yet

Dead Tree Program Expenditures

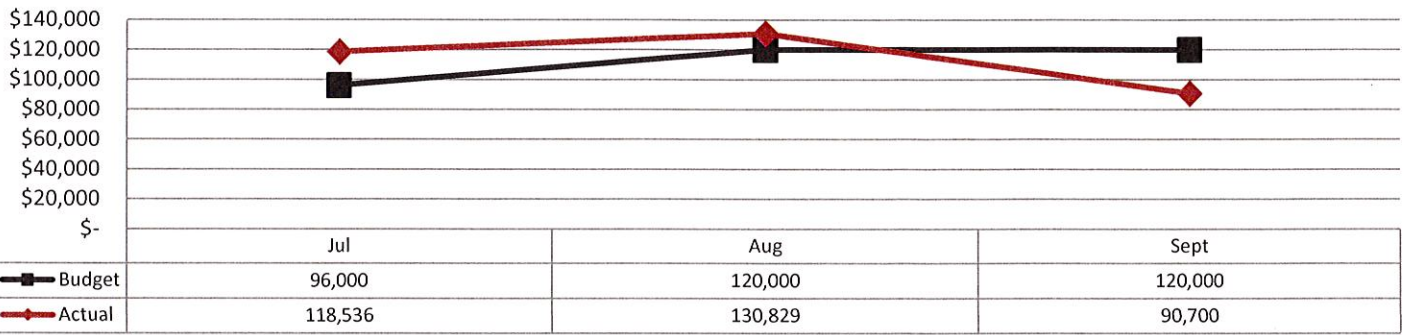


Eucalyptus Program Expenditures

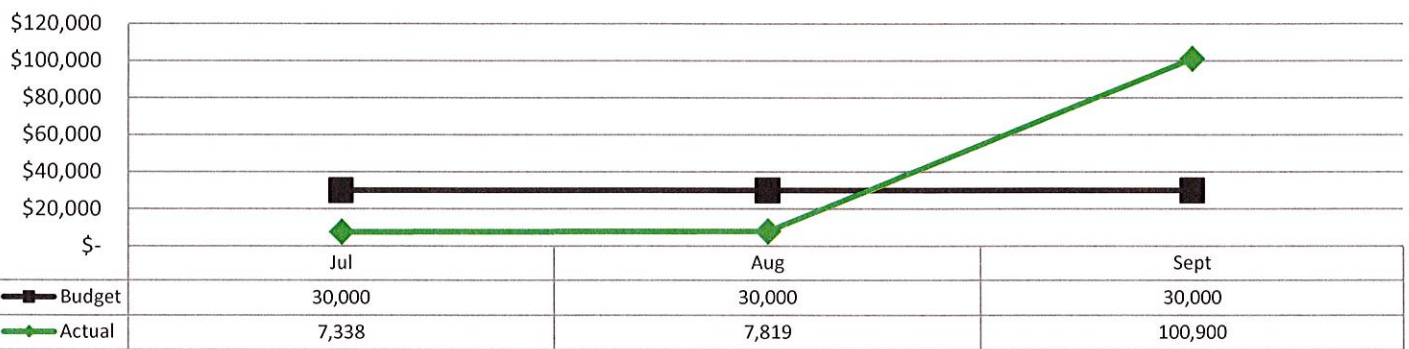


**Projects and Programs - Budget vs. Actual Line Charts
July-Sept. Actual Billed vs. Budgeted**

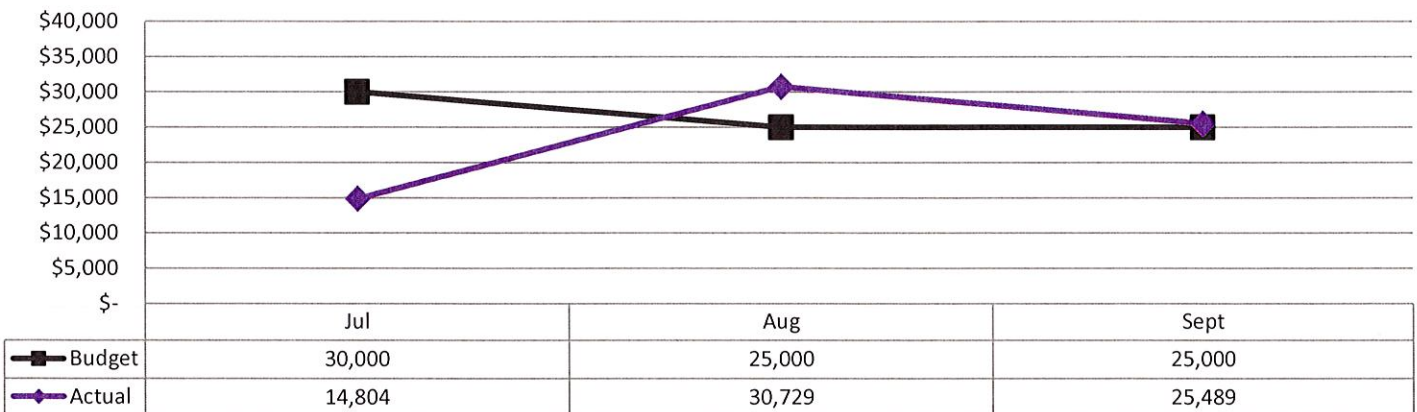
Dead Tree Program



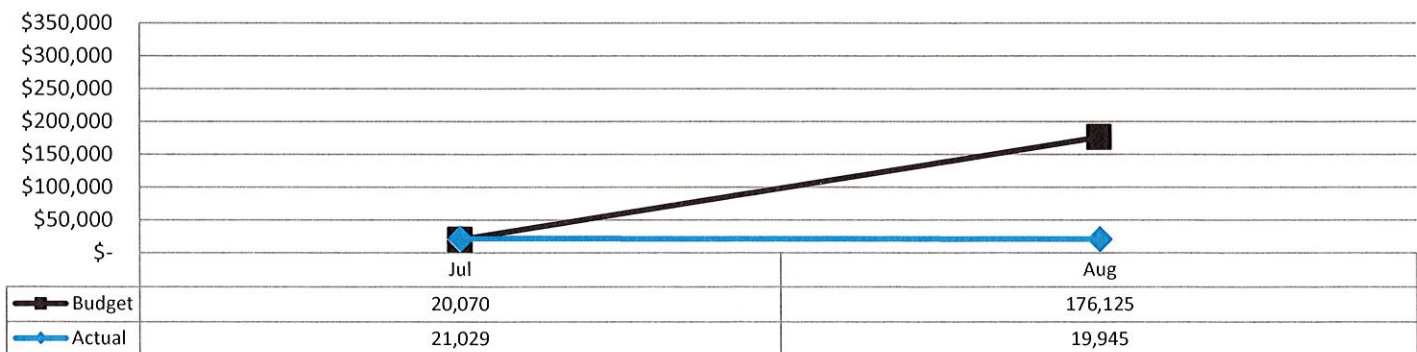
Eucalyptus Tree Program



Brush Chipping Program



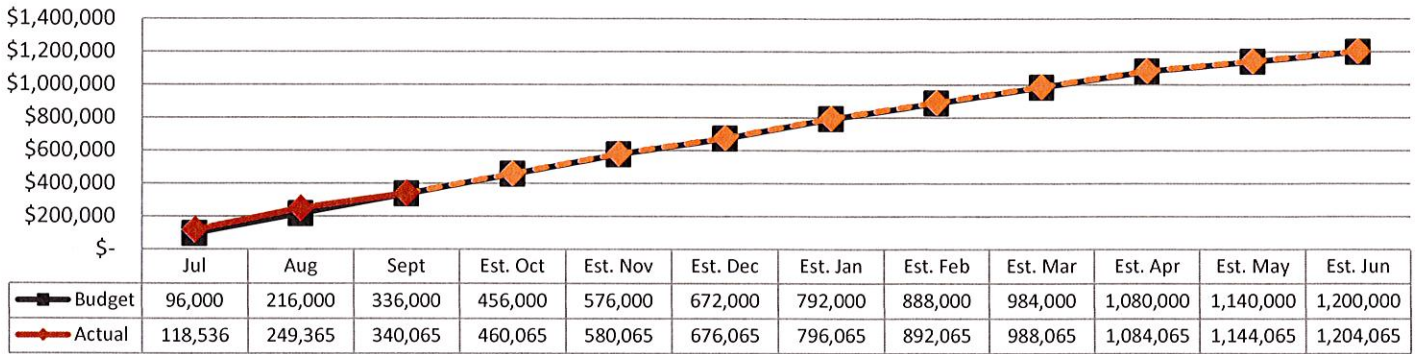
FH Replacement Project



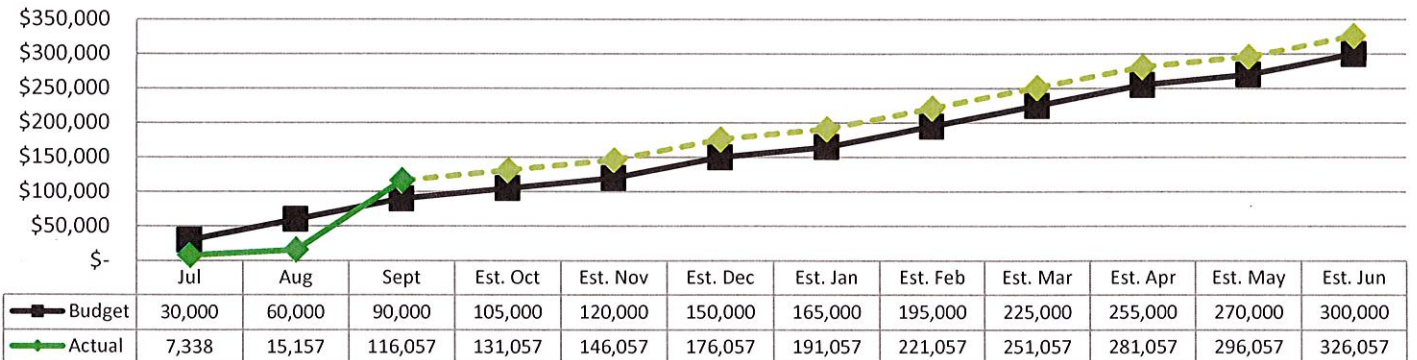
*Note - FH Replacement Project September Billing not yet received when report prepared on 10/7/16

Projects and Programs - Budget vs. Actual Line Charts Cumulative Actual Billed vs. Budgeted

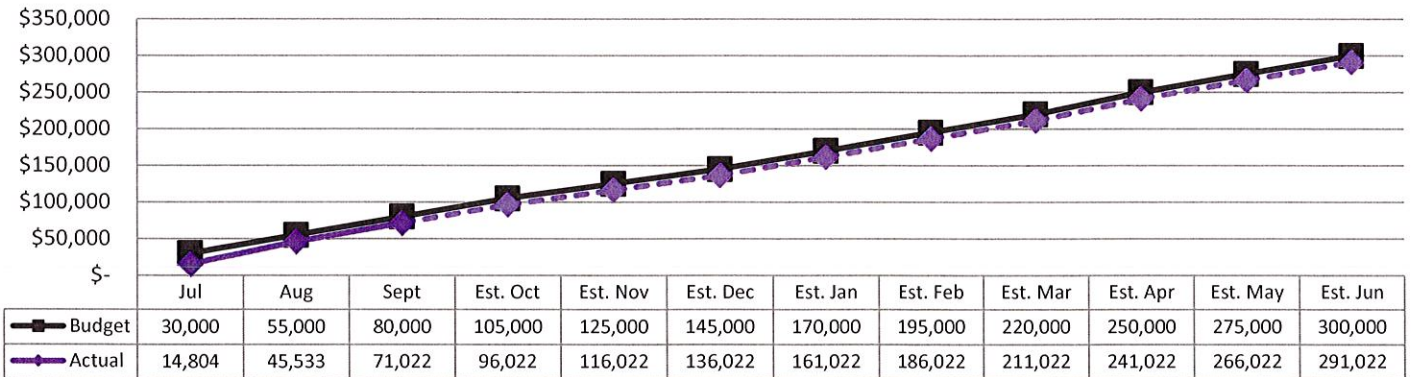
Dead Tree Program



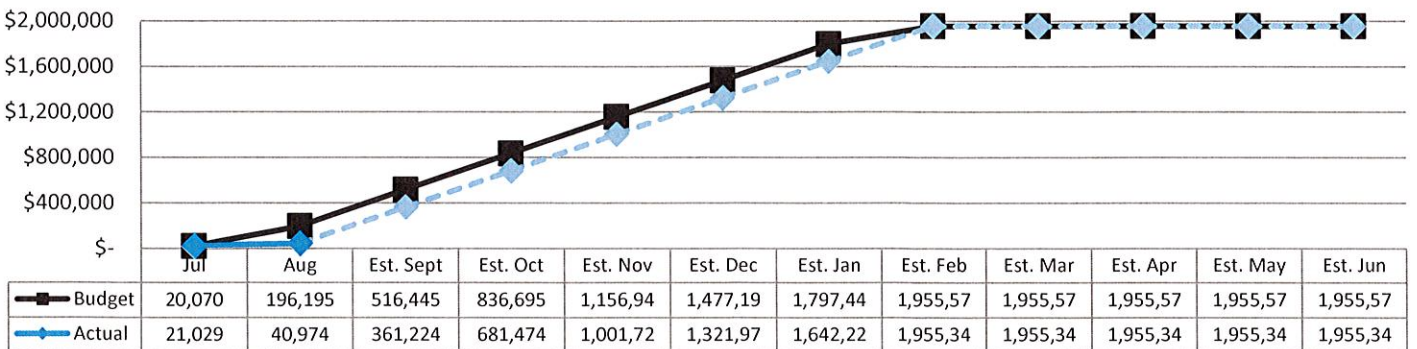
Eucalyptus Tree Program



Brush Chipping Program



FH Replacement Project



*Note - Dashed lines represent estimated amounts



Vargas and Company

certified public accountants

October 7, 2016

Los Altos Hills County Fire District
P.O. Box 1766
Los Altos, CA 94023-1766


RE: Financial Statement Package – September 2016

Dear Board Members,

Enclosed please find the Los Altos Hills County Fire District's interim financial statement package for the month of September 2016, as follows:

Report Title	Page Number
1. Balance Sheet	1
2. Profit and Loss	2
3. Profit and Loss – Budget vs. Actual	4
4. Profit and Loss – Budget vs. Actual Year-to-Date	6
5. Profit and Loss – Prior Year Comparison	8
6. Revenues – Transaction Detail By Account	10
7. Expenses – Transaction Detail By Account	11
8. Expenses by Vendor Summary	13

Sincerely,



Cori Vargas
Vargas and Company

LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Balance Sheet
As of September 30, 2016

	Sep 30, 16	Aug 31, 16
ASSETS		
Current Assets		
Checking/Savings		
1000200 · Cash-Commingled	(2,721,932.16)	(2,721,932.16)
1100000 · Cash-Clearing Account	12,001,196.51	12,703,969.63
1112000 · Cash - Imprest Cash	500.00	500.00
Total Checking/Savings	9,279,764.35	9,982,537.47
Other Current Assets		
1180000 · Prepaid Expense	100.00	100.00
Total Other Current Assets	100.00	100.00
Total Current Assets	9,279,864.35	9,982,637.47
Fixed Assets		
1301400 · Land (Manual Post)	4,688.00	4,688.00
1302100 · Accum Depr - Buildings	(1,022,796.00)	(1,022,796.00)
1302300 · Buildings and Improvements (MP)	2,552,838.00	2,552,838.00
1303100 · Accum Depr - LI-Fire Hydrants	(290,919.00)	(290,919.00)
1303300 · LI - Fire Hydrants (MP)	1,078,745.00	1,078,745.00
1305100 · Accum Depr - Equipment & Furnit	(56,332.00)	(56,332.00)
1305300 · Equipment and Furniture (MP)	63,118.13	63,118.13
Total Fixed Assets	2,329,342.13	2,329,342.13
TOTAL ASSETS	11,609,206.48	12,311,979.60
LIABILITIES & EQUITY		
Equity		
3000000 · Investment in Capital Assets	2,329,342.13	2,329,342.13
3400300 · Fund Balance - Unassigned	7,064,566.91	7,064,566.91
3400930 · Fund Balance - Committed		
3400931 · Committed to Operations	2,000,000.00	2,000,000.00
3400932 · Committed to Insurance	100,000.00	100,000.00
3400933 · Committed to Emergency Ops	2,000,000.00	2,000,000.00
Total 3400930 · Fund Balance - Committed	4,100,000.00	4,100,000.00
Net Income	(1,884,702.56)	(1,181,929.44)
Total Equity	11,609,206.48	12,311,979.60
TOTAL LIABILITIES & EQUITY	11,609,206.48	12,311,979.60

LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Profit & Loss
September 2016

	Sep 16	Jul - Sep 16
Income		
4002100 · Prop Taxes-Curr Unsecured	0.00	3,018.79
4006100 · Property Taxes-SB 813	12,688.25	36,235.88
4301100 · Interest-Dep & Investments		
4301101 · County	5,236.20	5,236.20
Total 4301100 · Interest-Dep & Investments	5,236.20	5,236.20
4813000 · Misc. Income		
4813900 · Misc Reimbursements	0.00	99.56
Total 4813000 · Misc. Income	0.00	99.56
Total Income	17,924.45	44,590.43
Gross Profit	17,924.45	44,590.43
Expense		
5220100 · Insurance	0.00	4,652.78
5235400 · Outside Repair & Maintenance		
5235401 · Hydrant Repair & Maintenance	1,500.00	1,500.00
Total 5235400 · Outside Repair & Maintenance	1,500.00	1,500.00
5255100 · Professional & Specialized Serv		
5255102 · Accounting Services	3,000.00	6,000.00
5255103 · Outside Legal Services	6,065.50	9,727.25
Total 5255100 · Professional & Specialized Serv	9,065.50	15,727.25
5255500 · Contract Services		
5255501 · Santa Clara Co. Fire Dept.	354,234.44	1,062,703.32
5255502 · Battalion 74 Services	91,946.26	275,838.78
5255503 · Emergency Service Coordinator	7,020.34	21,061.02
5255504 · Emergency Prep/Fire Prevention	0.00	783.81
5255505 · Extra Fire Season Patrol	57,748.65	174,910.48
Total 5255500 · Contract Services	510,949.69	1,535,297.41
5257130 · Consultants - General and Admin		
5257131 · Clerk	4,896.00	9,792.00
5257132 · Fire Consultant	4,685.00	9,370.00
Total 5257130 · Consultants - General and Admin	9,581.00	19,162.00
5260100 · Publications and Legal Notices.	0.00	121.00

LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Profit & Loss
September 2016

	<u>Sep 16</u>	<u>Jul - Sep 16</u>
5282200 · Projects and Programs		
5282201 · Chipping Program	30,729.34	45,533.26
5282204 · Buildings and Grounds	278.66	835.98
5282206 · Dead Tree Program	130,829.32	249,365.26
5282207 · Eucalyptus Program	7,819.31	16,124.42
5282208 · Hydrant/Main Improv.-Purissima	19,944.75	40,973.63
Total 5282200 · Projects and Programs	<u>189,601.38</u>	<u>352,832.55</u>
Total Expense	<u>720,697.57</u>	<u>1,929,292.99</u>
Net Income	<u>(702,773.12)</u>	<u>(1,884,702.56)</u>

LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Profit & Loss Budget vs. Actual
September 2016

	Sep 16	Budget	\$ Over/(Under) Budget	Fav/(Unfav) Variance
Income				
4006100 · Property Taxes-SB 813	12,688.25	7,785.00	4,903.25	62.98%
4301100 · Interest-Dep & Investments				
4301101 · County	5,236.20	0.00	5,236.20	100.0%
Total 4301100 · Interest-Dep & Investments	5,236.20	0.00	5,236.20	100.0%
4813000 · Misc. Income				
4813800 · Miscellaneous Income - Other	0.00	150.00	(150.00)	(100.0%)
Total 4813000 · Misc. Income	0.00	150.00	(150.00)	(100.0%)
Total Income	17,924.45	7,935.00	9,989.45	125.89%
Gross Profit	17,924.45	7,935.00	9,989.45	125.89%
Expense				
5235400 · Outside Repair & Maintenance				
5235401 · Hydrant Repair & Maintenance	1,500.00	1,500.00	0.00	0.0%
Total 5235400 · Outside Repair & Maintenance	1,500.00	1,500.00	0.00	0.0%
5250100 · Office Expense	0.00	1,000.00	(1,000.00)	100.0%
5255100 · Professional & Specialized Serv				
5255102 · Accounting Services	3,000.00	3,000.00	0.00	0.0%
5255103 · Outside Legal Services	6,065.50	4,000.00	2,065.50	(51.64%)
Total 5255100 · Professional & Specialized Serv	9,065.50	7,000.00	2,065.50	(29.51%)
5255500 · Contract Services				
5255501 · Santa Clara Co. Fire Dept.	354,234.44	354,234.00	0.44	(0.0%)
5255502 · Battalion 74 Services	91,946.26	91,946.00	0.26	(0.0%)
5255503 · Emergency Service Coordinator	7,020.34	7,020.00	0.34	(0.0%)
5255504 · Emergency Prep/Fire Prevention	0.00	5,000.00	(5,000.00)	100.0%
5255505 · Extra Fire Season Patrol	57,748.65	60,000.00	(2,251.35)	3.75%
Total 5255500 · Contract Services	510,949.69	518,200.00	(7,250.31)	1.4%
5257130 · Consultants - General and Admin				
5257131 · Clerk	4,896.00	4,880.00	16.00	(0.33%)
5257132 · Fire Consultant	4,685.00	4,880.00	(195.00)	4.0%
Total 5257130 · Consultants - General and Admin	9,581.00	9,760.00	(179.00)	1.83%
5260100 · Publications and Legal Notices.	0.00	1,250.00	(1,250.00)	100.0%

LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Profit & Loss Budget vs. Actual
September 2016

	Sep 16	Budget	\$ Over/(Under) Budget	Fav/(Unfav) Variance
5282200 · Projects and Programs				
5282201 · Chipping Program	30,729.34	25,000.00	5,729.34	(22.92%)
5282204 · Buildings and Grounds	278.66	279.00	(0.34)	0.12%
5282205 · Emergency Access Roads	0.00	500.00	(500.00)	100.0%
5282206 · Dead Tree Program	130,829.32	120,000.00	10,829.32	(9.02%)
5282207 · Eucalyptus Program	7,819.31	30,000.00	(22,180.69)	73.94%
5282208 · Hydrant/Main Improv.-Purissima	19,944.75	176,125.00	(156,180.25)	88.68%
Total 5282200 · Projects and Programs	189,601.38	351,904.00	(162,302.62)	46.12%
5350100 · Misc Expense-Others	0.00	200.00	(200.00)	100.0%
Total Expense	720,697.57	890,814.00	(170,116.43)	19.1%
Net Income	(702,773.12)	(882,879.00)	180,105.88	20.4%

LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Profit & Loss Budget vs. Actual Year-to-Date
 July through September 2016

	Jul 16 - Sept 16	YTD Budget	\$ Over/(Under) Budget	Fav/(Unfav) Variance	FY17 Budget	YTD % to FY17 Budget
Income						
4001100 · Prop Taxes-Curr Secured	0.00	0.00	0.00	0.0%	9,095,000.00	0.00%
4001200 · Prop Taxes-Unitary	0.00	0.00	0.00	0.0%	43,000.00	0.00%
4001210 · Prop Taxes - Unitary Railroad	0.00	0.00	0.00	0.0%	900.00	0.00%
4002100 · Prop Taxes-Curr Unsecured	3,018.79	0.00	3,018.79	100.0%	643,000.00	0.47%
4006100 · Property Taxes-SB 813	36,235.88	14,186.00	22,049.88	155.43%	173,000.00	20.95%
4301100 · Interest-Dep & Investments						
4301101 · County	5,236.20	0.00	5,236.20	100.0%	45,000.00	11.64%
Total 4301100 · Interest-Dep & Investments	5,236.20	0.00	5,236.20	100.0%	45,000.00	11.64%
4302100 · Property Rental	0.00	0.00	0.00	0.0%	3,000.00	0.00%
4419100 · Homeowner's Property Tax Relief	0.00	0.00	0.00	0.0%	46,000.00	0.00%
4813000 · Misc. Income						
4813800 · Miscellaneous Income - Other	0.00	250.00	(250.00)	(100.0%)	550.00	0.00%
4813900 · Misc Reimbursements	99.56	0.00	99.56	100.0%	550.00	18.10%
Total 4813000 · Misc. Income	99.56	250.00	(150.44)	(60.18%)	1,100.00	9.05%
Total Income	44,590.43	14,436.00	30,154.43	208.88%	10,050,000.00	0.44%
Gross Profit	44,590.43	14,436.00	30,154.43	208.88%	10,050,000.00	0.44%
Expense						
5220100 · Insurance	4,652.78	5,100.00	(447.22)	8.77%	5,100.00	91.23%
5225500 · Commissioners Fee	0.00	0.00	0.00	0.0%	16,800.00	0.00%
5235400 · Outside Repair & Maintenance						
5235401 · Hydrant Repair & Maintenance	1,500.00	2,250.00	(750.00)	33.33%	15,000.00	10.00%
Total 5235400 · Outside Repair & Maintenance	1,500.00	2,250.00	(750.00)	33.33%	15,000.00	10.00%
5250100 · Office Expense	0.00	2,000.00	(2,000.00)	100.0%	8,000.00	0.00%
5255100 · Professional & Specialized Serv						
5255101 · Annual Audit-Charter	0.00	0.00	0.00	0.0%	21,000.00	0.00%
5255102 · Accounting Services	6,000.00	6,000.00	0.00	0.0%	36,000.00	16.67%
5255103 · Outside Legal Services	9,727.25	7,000.00	2,727.25	38.96%	50,000.00	19.45%
5255104 · Outside Consulting Services	0.00	0.00	0.00	0.0%	4,500.00	0.00%
Total 5255100 · Professional & Specialized Serv	15,727.25	13,000.00	2,727.25	20.98%	111,500.00	14.11%

LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Profit & Loss Budget vs. Actual Year-to-Date
 July through September 2016

	Jul 16 - Sept 16	YTD Budget	\$ Over/(Under) Budget	Fav/(Unfav) Variance	FY17 Budget	YTD % to FY17 Budget
5255500 · Contract Services						
5255501 · Santa Clara Co. Fire Dept.	1,062,703.32	1,062,702.00	1.32	0.0%	4,347,500.00	24.44%
5255502 · Battalion 74 Services	275,838.78	275,838.00	0.78	0.0%	1,128,500.00	24.44%
5255503 · Emergency Service Coordinator	21,061.02	21,060.00	1.02	0.0%	86,200.00	24.43%
5255504 · Emergency Prep/Fire Prevention	783.81	6,200.00	(5,416.19)	87.36%	40,000.00	1.96%
5255505 · Extra Fire Season Patrol	174,910.48	180,000.00	(5,089.52)	2.83%	350,000.00	49.97%
5255506 · City of Los Altos Workers Comp.	0.00	0.00	0.00	0.0%	4,000.00	0.00%
Total 5255500 · Contract Services	1,535,297.41	1,545,800.00	(10,502.59)	0.68%	5,956,200.00	25.78%
5257130 · Consultants - General and Admin						
5257131 · Clerk	9,792.00	9,760.00	32.00	(0.33%)	59,550.00	16.44%
5257132 · Fire Consultant	9,370.00	9,760.00	(390.00)	4.0%	59,550.00	15.73%
Total 5257130 · Consultants - General and Admin	19,162.00	19,520.00	(358.00)	1.83%	119,100.00	16.09%
5258200 · Professional Services-Internal	0.00	0.00	0.00	0.0%	231.00	
5259200 · Property Tax Admin Fee	0.00	0.00	0.00	0.0%	106,000.00	0.00%
5260100 · Publications and Legal Notices.	121.00	1,550.00	(1,429.00)	92.19%	6,500.00	1.86%
5282200 · Projects and Programs						
5282201 · Chipping Program	45,533.26	56,500.00	(10,966.74)	19.41%	300,000.00	15.18%
5282202 · Yard Waste Program	0.00	9,750.00	(9,750.00)	100.0%	39,000.00	0.00%
					18,000.00	0.00%
5282204 · Buildings and Grounds	835.98	837.00	(1.02)	0.12%	12,000.00	6.97%
5282205 · Emergency Access Roads	0.00	1,000.00	(1,000.00)	100.0%	3,000.00	0.00%
5282206 · Dead Tree Program	249,365.26	216,000.00	33,365.26	(15.45%)	1,200,000.00	20.78%
5282207 · Eucalyptus Program	16,124.42	60,000.00	(43,875.58)	73.13%	300,000.00	5.37%
5282208 · Hydrant/Main Improv.-Purissima	40,973.63	196,195.00	(155,221.37)	79.12%	1,955,570.00	2.10%
5282209 · Hydrant/Main Improv.-Cal Water	0.00	0.00	0.00	0.0%	50,000.00	0.00%
5282214 · Project & Programs Contingency	0.00	0.00	0.00	0.0%	100,000.00	0.00%
Total 5282200 · Projects and Programs	352,832.55	540,282.00	(187,449.45)	34.69%	3,977,570.00	8.87%
5350100 · Misc Expense-Others	0.00	400.00	(400.00)	100.0%	2,000.00	0.00%
Total Expense	1,929,292.99	2,129,902.00	(200,609.01)	9.42%	10,324,001.00	18.69%
Net Income	(1,884,702.56)	(2,115,466.00)	230,763.44	10.91%	(274,001.00)	687.85%

7

LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Profit & Loss Prior Year Comparison
September 2016

	Sep 16	Sep 15	\$ Change	% Change
Income				
4006100 · Property Taxes-SB 813	12,688.25	8,215.78	4,472.47	54.4%
4301100 · Interest-Dep & Investments				
4301101 · County	5,236.20	0.00	5,236.20	100.0%
Total 4301100 · Interest-Dep & Investments	5,236.20	0.00	5,236.20	100.0%
4302100 · Property Rental	0.00	1,500.00	-1,500.00	-100.0%
Total Income	17,924.45	9,715.78	8,208.67	84.5%
Gross Profit	17,924.45	9,715.78	8,208.67	84.5%
Expense				
5220100 · Insurance	0.00	5,098.96	-5,098.96	-100.0%
5235400 · Outside Repair & Maintenance				
5235401 · Hydrant Repair & Maintenance	1,500.00	0.00	1,500.00	100.0%
Total 5235400 · Outside Repair & Maintenance	1,500.00	0.00	1,500.00	100.0%
5255100 · Professional & Specialized Serv				
5255102 · Accounting Services	3,000.00	2,000.00	1,000.00	50.0%
5255103 · Outside Legal Services	6,065.50	0.00	6,065.50	100.0%
5255104 · Outside Consulting Services	0.00	2,072.42	-2,072.42	-100.0%
Total 5255100 · Professional & Specialized Serv	9,065.50	4,072.42	4,993.08	122.6%
5255500 · Contract Services				
5255501 · Santa Clara Co. Fire Dept.	354,234.44	339,467.60	14,766.84	4.4%
5255502 · Battalion 74 Services	91,946.26	88,113.33	3,832.93	4.4%
5255503 · Emergency Service Coordinator	7,020.34	6,727.69	292.65	4.4%
5255504 · Emergency Prep/Fire Prevention	0.00	5,087.71	-5,087.71	-100.0%
5255505 · Extra Fire Season Patrol	57,748.65	57,114.32	634.33	1.1%
Total 5255500 · Contract Services	510,949.69	496,510.65	14,439.04	2.9%
5257130 · Consultants - General and Admin				
5257131 · Clerk	4,896.00	4,685.00	211.00	4.5%
5257132 · Fire Consultant	4,685.00	4,685.00	0.00	0.0%
Total 5257130 · Consultants - General and Admin	9,581.00	9,370.00	211.00	2.3%
5260100 · Publications and Legal Notices.	0.00	3,080.89	-3,080.89	-100.0%

LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Profit & Loss Prior Year Comparison
September 2016

	Sep 16	Sep 15	\$ Change	% Change
5282200 · Projects and Programs				
5282201 · Chipping Program	30,729.34	20,517.33	10,212.01	49.8%
5282204 · Buildings and Grounds	278.66	278.66	0.00	0.0%
5282206 · Dead Tree Program	130,829.32	227,120.00	-96,290.68	-42.4%
5282207 · Eucalyptus Program	7,819.31	89,295.00	-81,475.69	-91.2%
5282208 · Hydrant/Main Improv.-Purissima	19,944.75	192,913.59	-172,968.84	-89.7%
Total 5282200 · Projects and Programs	189,601.38	530,124.58	-340,523.20	-64.2%
Total Expense	720,697.57	1,048,257.50	-327,559.93	-31.3%
Net Income	-702,773.12	-1,038,541.72	335,768.60	32.3%

**LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Revenues - Transaction Detail By Account
September 2016**

Type	Date	Split	Amount
4006100 · Property Taxes-SB 813			
Deposit	09/23/2016	1100000 · Cash-Clearing Account	12,688.25
Total 4006100 · Property Taxes-SB 813			12,688.25
4301100 · Interest-Dep & Investments			
4301101 · County			
Deposit	09/09/2016	1100000 · Cash-Clearing Account	5,236.20
Total 4301101 · County			5,236.20
Total 4301100 · Interest-Dep & Investments			5,236.20
TOTAL			17,924.45

**LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Expenses - Transaction Detail By Account**

September 2016

Type	Date	Name	Split	Amount
5235400 · Outside Repair & Maintenance				
5235401 · Hydrant Repair & Maintenance				
Check	09/20/2016	Purissima Hills Water District	1100000 · Cash-Clearing Account	1,500.00
Total 5235401 · Hydrant Repair & Maintenance				1,500.00
Total 5235400 · Outside Repair & Maintenance				1,500.00
5255100 · Professional & Specialized Serv				
5255102 · Accounting Services				
Check	09/01/2016	Vargas and Company	1100000 · Cash-Clearing Account	3,000.00
Total 5255102 · Accounting Services				3,000.00
5255103 · Outside Legal Services				
Check	09/01/2016	Jorgenson, Siegel, McClure & FI...	1100000 · Cash-Clearing Account	6,065.50
Total 5255103 · Outside Legal Services				6,065.50
Total 5255100 · Professional & Specialized Serv				9,065.50
5255500 · Contract Services				
5255501 · Santa Clara Co. Fire Dept.				
Check	09/30/2016	Santa Clara County Central Fire...	1100000 · Cash-Clearing Account	354,234.44
Total 5255501 · Santa Clara Co. Fire Dept.				354,234.44
5255502 · Battalion 74 Services				
Check	09/30/2016	Santa Clara County Central Fire...	1100000 · Cash-Clearing Account	91,946.26
Total 5255502 · Battalion 74 Services				91,946.26
5255503 · Emergency Service Coordinator				
Check	09/30/2016	Santa Clara County Central Fire...	1100000 · Cash-Clearing Account	7,020.34
Total 5255503 · Emergency Service Coordinator				7,020.34
5255505 · Extra Fire Season Patrol				
Check	09/30/2016	Santa Clara County Central Fire...	1100000 · Cash-Clearing Account	57,748.65
Total 5255505 · Extra Fire Season Patrol				57,748.65
Total 5255500 · Contract Services				510,949.69
5257130 · Consultants - General and Admin				
5257131 · Clerk				
Check	09/01/2016	Evilsizer, Jeanne	1100000 · Cash-Clearing Account	4,896.00
Total 5257131 · Clerk				4,896.00
5257132 · Fire Consultant				
Check	09/01/2016	Farwell, Stu	1100000 · Cash-Clearing Account	4,685.00
Total 5257132 · Fire Consultant				4,685.00
Total 5257130 · Consultants - General and Admin				9,581.00
5282200 · Projects and Programs				
5282201 · Chipping Program				
Check	09/01/2016	S.P. McClenahan Co., Inc.	1100000 · Cash-Clearing Account	29,455.00
Check	09/01/2016	AID Mailing & Fulfillment	1100000 · Cash-Clearing Account	1,274.34
Total 5282201 · Chipping Program				30,729.34

**LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Expenses - Transaction Detail By Account**

September 2016

Type	Date	Name	Split	Amount
5282204 · Buildings and Grounds				
Check	09/20/2016	Crystal Springs Landscaping Co.	1100000 · Cash-Clearing Account	278.66
Total 5282204 · Buildings and Grounds				278.66
5282206 · Dead Tree Program				
Check	09/01/2016	S.P. McClenahan Co., Inc.	1100000 · Cash-Clearing Account	125,410.00
Check	09/20/2016	Pakpour Consulting Group, Inc.	1100000 · Cash-Clearing Account	2,269.32
Check	09/20/2016	Kielty Arborist Services	1100000 · Cash-Clearing Account	3,150.00
Total 5282206 · Dead Tree Program				130,829.32
5282207 · Eucalyptus Program				
Check	09/01/2016	S.P. McClenahan Co., Inc.	1100000 · Cash-Clearing Account	2,400.00
Check	09/20/2016	Pakpour Consulting Group, Inc.	1100000 · Cash-Clearing Account	2,269.31
Check	09/20/2016	Kielty Arborist Services	1100000 · Cash-Clearing Account	3,150.00
Total 5282207 · Eucalyptus Program				7,819.31
5282208 · Hydrant/Main Improv.-Purissima				
Check	09/20/2016	Pakpour Consulting Group, Inc.	1100000 · Cash-Clearing Account	19,262.25
Check	09/20/2016	Pakpour Consulting Group, Inc.	1100000 · Cash-Clearing Account	682.50
Total 5282208 · Hydrant/Main Improv.-Purissima				19,944.75
Total 5282200 · Projects and Programs				189,601.38
TOTAL				720,697.57

LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Expenses by Vendor Summary
September 2016

	<u>Sep 16</u>	<u>Jul - Sep 16</u>
AID Mailing & Fulfillment	1,274.34	5,102.43
Crystal Springs Landscaping Co.	278.66	835.98
Evilsizer, Jeanne	4,896.00	9,792.00
FAIRA Insurance		4,652.78
Farwell, Stu	4,685.00	9,370.00
Jorgenson, Siegel, McClure & Flegel	6,065.50	9,727.25
Kielty Arborist Services	6,300.00	11,500.00
Los Altos Town Crier		121.00
Pakpour Consulting Group, Inc.	24,483.38	46,234.14
Petty Cash Custodian - Jeanne Evilsizer		299.98
Purissima Hills Water District	1,500.00	1,500.00
S.P. McClenahan Co., Inc.	157,265.00	289,160.00
Santa Clara County Central Fire Protectio	510,949.69	1,534,744.32
Starbuck, Carol		253.11
Vargas and Company	3,000.00	6,000.00
TOTAL	<u>720,697.57</u>	<u>1,929,292.99</u>



Vargas and Company

certified public accountants

October 7, 2016

Los Altos Hills County Fire District
P.O. Box 1766
Los Altos, CA 94023-1766

RE: Financial Statement Package – PERIOD 13 – FY16

Dear Board Members,

Enclosed please find the Los Altos Hills County Fire District's interim financial statement package for the year ended June 30, 2016 (PERIOD 13), as follows:

Report Title	Page Number
1. Balance Sheet	1
2. Profit and Loss	2
3. Profit and Loss – Budget vs. Actual	4
4. Profit and Loss – Prior Year Comparison	6
5. Expenses by Vendor Summary	8

Sincerely,

Cori Vargas
Vargas and Company

LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW

Balance Sheet

PERIOD 13 - June 30, 2016

	Jun 30, 16
ASSETS	
Current Assets	
Checking/Savings	
1000200 · Cash-Commingled	(2,722,031.72)
1100000 · Cash-Clearing Account	14,203,183.66
1112000 · Cash - Imprest Cash	500.00
Total Checking/Savings	<u>11,481,651.94</u>
Accounts Receivable	
1121500 · Interest Receivable	18,184.03
Total Accounts Receivable	<u>18,184.03</u>
Other Current Assets	
1180000 · Prepaid Expense	100.00
Total Other Current Assets	<u>100.00</u>
Total Current Assets	<u>11,499,935.97</u>
Fixed Assets	
1301400 · Land (Manual Post)	4,688.00
1302100 · Accum Depr - Buildings	(1,022,796.00)
1302300 · Buildings and Improvements (MP)	2,552,838.00
1303100 · Accum Depr - LI-Fire Hydrants	(290,919.00)
1303300 · LI - Fire Hydrants (MP)	1,078,745.00
1305100 · Accum Depr - Equipment & Furnit	(56,332.00)
1305300 · Equipment and Furniture (MP)	63,118.13
Total Fixed Assets	<u>2,329,342.13</u>
TOTAL ASSETS	<u><u>13,829,278.10</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100000 · AP Vendor Reconciliation	335,369.06
Total Accounts Payable	<u>335,369.06</u>
Total Current Liabilities	<u>335,369.06</u>
Total Liabilities	335,369.06
Equity	
3000000 · Investment in Capital Assets	2,329,342.13
3400300 · Fund Balance - Unassigned	7,391,242.11
3400930 · Fund Balance - Committed	
3400931 · Committed to Operations	2,000,000.00
3400932 · Committed to Insurance	100,000.00
3400933 · Committed to Emergency Ops	2,000,000.00
Total 3400930 · Fund Balance - Committed	<u>4,100,000.00</u>
Net Income	<u>(326,675.20)</u>
Total Equity	<u>13,493,909.04</u>
TOTAL LIABILITIES & EQUITY	<u><u>13,829,278.10</u></u>

LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Profit & Loss
 PERIOD 13 - June 30, 2016

	Jul '15 - Jun 16
Income	
4001100 · Prop Taxes-Curr Secured	8,812,354.32
4001200 · Prop Taxes-Unitary	43,395.67
4001210 · Prop Taxes - Unitary Railroad	959.60
4002100 · Prop Taxes-Curr Unsecured	606,621.17
4006100 · Property Taxes-SB 813	288,777.05
4301100 · Interest-Dep & Investments	
4301101 · County	71,771.00
Total 4301100 · Interest-Dep & Investments	71,771.00
4302100 · Property Rental	5,500.00
4419100 · Homeowner's Property Tax Relief	46,556.92
Total Income	9,875,935.73
Gross Profit	9,875,935.73
Expense	
5220100 · Insurance	5,098.96
5225500 · Commissioners Fee	5,900.00
5235400 · Outside Repair & Maintenance	
5235401 · Hydrant Repair & Maintenance	70,207.69
Total 5235400 · Outside Repair & Maintenance	70,207.69
5250100 · Office Expense	4,610.26
5255100 · Professional & Specialized Serv	
5255101 · Annual Audit-Charter	20,440.00
5255102 · Accounting Services	30,000.00
5255103 · Outside Legal Services	54,107.50
5255104 · Outside Consulting Services	2,072.42
Total 5255100 · Professional & Specialized Serv	106,619.92
5255500 · Contract Services	
5255501 · Santa Clara Co. Fire Dept.	4,162,212.24
5255502 · Battalion 74 Services	1,080,357.54
5255503 · Emergency Service Coordinator	82,488.18
5255504 · Emergency Prep/Fire Prevention	20,055.34
5255505 · Extra Fire Season Patrol	307,755.31
5255506 · City of Los Altos Workers Comp.	1,444.39
Total 5255500 · Contract Services	5,654,313.00
5257130 · Consultants - General and Admin	
5257131 · Clerk	56,853.00
5257132 · Fire Consultant	56,220.00
Total 5257130 · Consultants - General and Admin	113,073.00
5258200 · Professional Services-Internal	231.00
5259200 · Property Tax Admin Fee	102,452.66
5260100 · Publications and Legal Notices.	8,217.79

LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Profit & Loss
PERIOD 13 - June 30, 2016

	<u>Jul '15 - Jun 16</u>
5282200 · Projects and Programs	
5282201 · Chipping Program	266,781.99
5282202 · Yard Waste Program	36,604.34
5282203 · Brush Goat Program	17,737.50
5282204 · Buildings and Grounds	4,463.92
5282205 · Emergency Access Roads	304.10
5282206 · Dead Tree Program	1,899,245.50
5282207 · Eucalyptus Program	734,110.00
5282208 · Hydrant/Main Improv.-Purissima	537,996.46
5282210 · Page Mill Tank Seismic Retrofit	624,404.00
	<hr/>
Total 5282200 · Projects and Programs	4,121,647.81
5350100 · Misc Expense-Others	10,238.84
	<hr/>
Total Expense	10,202,610.93
	<hr/>
Net Income	<u>(326,675.20)</u>

LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Profit & Loss Budget vs. Actual
PERIOD 13 - July 2015 through June 2016

	Jul '15 - Jun 16	Budget	\$ Over/(Under) Budget	Fav/(Unfav) Variance
Income				
4001100 · Prop Taxes-Curr Secured	8,812,354.32	8,737,000.00	75,354.32	100.86%
4001200 · Prop Taxes-Unitary	43,395.67	35,000.00	8,395.67	123.99%
4001210 · Prop Taxes - Unitary Railroad	959.60	700.00	259.60	137.09%
4002100 · Prop Taxes-Curr Unsecured	606,621.17	559,000.00	47,621.17	108.52%
4006100 · Property Taxes-SB 813	288,777.05	183,000.00	105,777.05	157.8%
4301100 · Interest-Dep & Investments				
4301101 · County	71,771.00	40,000.00	31,771.00	179.43%
Total 4301100 · Interest-Dep & Investments	71,771.00	40,000.00	31,771.00	179.43%
4302100 · Property Rental	5,500.00	3,000.00	2,500.00	183.33%
4419100 · Homeowner's Property Tax Relief	46,556.92	47,968.00	(1,411.08)	97.06%
4813000 · Misc. Income				
4813800 · Miscellaneous Income - Other	0.00	750.00	(750.00)	0.0%
4813900 · Misc Reimbursements	0.00	750.00	(750.00)	0.0%
Total 4813000 · Misc. Income	0.00	1,500.00	(1,500.00)	0.0%
Total Income	9,875,935.73	9,607,168.00	268,767.73	102.8%
Gross Profit	9,875,935.73	9,607,168.00	268,767.73	102.8%
Expense				
5220100 · Insurance	5,098.96	4,000.00	1,098.96	127.47%
5225500 · Commissioners Fee	5,900.00	15,000.00	(9,100.00)	39.33%
5235400 · Outside Repair & Maintenance				
5235401 · Hydrant Repair & Maintenance	70,207.69	15,000.00	55,207.69	468.05%
Total 5235400 · Outside Repair & Maintenance	70,207.69	15,000.00	55,207.69	468.05%
5250100 · Office Expense	4,610.26	4,500.00	110.26	102.45%
5255100 · Professional & Specialized Serv				
5255101 · Annual Audit-Charter	20,440.00	20,000.00	440.00	102.2%
5255102 · Accounting Services	30,000.00	24,000.00	6,000.00	125.0%
5255103 · Outside Legal Services	54,107.50	75,000.00	(20,892.50)	72.14%
5255104 · Outside Consulting Services	2,072.42	30,000.00	(27,927.58)	6.91%
Total 5255100 · Professional & Specialized Serv	106,619.92	149,000.00	(42,380.08)	71.56%
5255500 · Contract Services				

LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Profit & Loss Budget vs. Actual
PERIOD 13 - July 2015 through June 2016

	Jul '15 - Jun 16	Budget	\$ Over/(Under) Budget	Fav/(Unfav) Variance
5255501 · Santa Clara Co. Fire Dept.	4,162,212.24	4,200,000.00	(37,787.76)	99.1%
5255502 · Battalion 74 Services	1,080,357.54	1,100,000.00	(19,642.46)	98.21%
5255503 · Emergency Service Coordinator	82,488.18	85,000.00	(2,511.82)	97.05%
5255504 · Emergency Prep/Fire Prevention	20,055.34	45,000.00	(24,944.66)	44.57%
5255505 · Extra Fire Season Patrol	307,755.31	400,000.00	(92,244.69)	76.94%
5255506 · City of Los Altos Workers Comp.	1,444.39	4,000.00	(2,555.61)	36.11%
Total 5255500 · Contract Services	5,654,313.00	5,834,000.00	(179,687.00)	96.92%
5257130 · Consultants - General and Admin				
5257131 · Clerk	56,853.00	57,000.00	(147.00)	99.74%
5257132 · Fire Consultant	56,220.00	57,000.00	(780.00)	98.63%
Total 5257130 · Consultants - General and Admin	113,073.00	114,000.00	(927.00)	99.19%
5258200 · Professional Services-Internal	231.00			
5259200 · Property Tax Admin Fee	102,452.66	111,200.00	(8,747.34)	92.13%
5260100 · Publications and Legal Notices.	8,217.79	2,500.00	5,717.79	328.71%
5282200 · Projects and Programs				
5282201 · Chipping Program	266,781.99	300,000.00	(33,218.01)	88.93%
5282202 · Yard Waste Program	36,604.34	39,000.00	(2,395.66)	93.86%
5282203 · Brush Goat Program	17,737.50	20,000.00	(2,262.50)	88.69%
5282204 · Buildings and Grounds	4,463.92	10,000.00	(5,536.08)	44.64%
5282205 · Emergency Access Roads	304.10	5,000.00	(4,695.90)	6.08%
5282206 · Dead Tree Program	1,899,245.50	1,900,000.00	(754.50)	99.96%
5282207 · Eucalyptus Program	734,110.00	900,000.00	(165,890.00)	81.57%
5282208 · Hydrant/Main Improv.-Purissima	537,996.46	1,395,280.00	(857,283.54)	38.56%
5282209 · Hydrant/Main Improv.-Cal Water	0.00	50,000.00	(50,000.00)	0.0%
5282210 · Page Mill Tank Seismic Retrofit	624,404.00	550,000.00	74,404.00	113.53%
5282214 · Project & Programs Contingency	0.00	200,000.00	(200,000.00)	0.0%
Total 5282200 · Projects and Programs	4,121,647.81	5,369,280.00	(1,247,632.19)	76.76%
5350100 · Misc Expense-Others	10,238.84	10,000.00	238.84	102.39%
Total Expense	10,202,610.93	11,628,480.00	(1,425,869.07)	87.74%
Net Income	(326,675.20)	(2,021,312.00)	1,694,636.80	16.16%

5

LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Profit & Loss Prior Year Comparison
PERIOD 13 - July 2015 through June 2016

	Jul '15 - Jun 16	Jul '14 - Jun 15	\$ Change	% Change
Income				
4001100 · Prop Taxes-Curr Secured	8,812,354.32	8,182,310.58	630,043.74	7.7%
4001200 · Prop Taxes-Unitary	43,395.67	34,972.29	8,423.38	24.1%
4001210 · Prop Taxes - Unitary Railroad	959.60	746.14	213.46	28.6%
4002100 · Prop Taxes-Curr Unsecured	606,621.17	664,757.10	-58,135.93	-8.8%
4006100 · Property Taxes-SB 813	288,777.05	288,107.72	669.33	0.2%
4301100 · Interest-Dep & Investments				
4301101 · County	71,771.00	51,060.05	20,710.95	40.6%
4301102 · Interest on Loan to PHWD	0.00	438.28	-438.28	-100.0%
Total 4301100 · Interest-Dep & Investments	71,771.00	51,498.33	20,272.67	39.4%
4302100 · Property Rental	5,500.00	500.00	5,000.00	1,000.0%
4419100 · Homeowner's Property Tax Relief	46,556.92	48,061.66	-1,504.74	-3.1%
4813000 · Misc. Income				
4813800 · Miscellaneous Income - Other	0.00	686.14	-686.14	-100.0%
Total 4813000 · Misc. Income	0.00	686.14	-686.14	-100.0%
Total Income	9,875,935.73	9,271,639.96	604,295.77	6.5%
Gross Profit	9,875,935.73	9,271,639.96	604,295.77	6.5%
Expense				
5220100 · Insurance	5,098.96	3,517.00	1,581.96	45.0%
5225500 · Commissioners Fee	5,900.00	9,400.00	-3,500.00	-37.2%
5235400 · Outside Repair & Maintenance				
5235401 · Hydrant Repair & Maintenance	70,207.69	2,602.44	67,605.25	2,597.8%
Total 5235400 · Outside Repair & Maintenance	70,207.69	2,602.44	67,605.25	2,597.8%
5250100 · Office Expense	4,610.26	2,912.93	1,697.33	58.3%
5255100 · Professional & Specialized Serv				
5255101 · Annual Audit-Charter	20,440.00	18,950.00	1,490.00	7.9%
5255102 · Accounting Services	30,000.00	24,150.00	5,850.00	24.2%
5255103 · Outside Legal Services	54,107.50	61,042.51	-6,935.01	-11.4%
5255104 · Outside Consulting Services	2,072.42	17,387.10	-15,314.68	-88.1%
Total 5255100 · Professional & Specialized Serv	106,619.92	121,529.61	-14,909.69	-12.3%

LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Profit & Loss Prior Year Comparison
PERIOD 13 - July 2015 through June 2016

	<u>Jul '15 - Jun 16</u>	<u>Jul '14 - Jun 15</u>	<u>\$ Change</u>	<u>% Change</u>
5255500 · Contract Services				
5255501 · Santa Clara Co. Fire Dept.	4,162,212.24	3,988,329.60	173,882.64	4.4%
5255502 · Battalion 74 Services	1,080,357.54	1,035,223.98	45,133.56	4.4%
5255503 · Emergency Service Coordinator	82,488.18	79,042.14	3,446.04	4.4%
5255504 · Emergency Prep/Fire Prevention	20,055.34	35,908.65	-15,853.31	-44.2%
5255505 · Extra Fire Season Patrol	307,755.31	297,208.89	10,546.42	3.6%
5255506 · City of Los Altos Workers Comp.	1,444.39	5,318.91	-3,874.52	-72.8%
Total 5255500 · Contract Services	5,654,313.00	5,441,032.17	213,280.83	3.9%
5257130 · Consultants - General and Admin				
5257131 · Clerk	56,853.00	56,220.00	633.00	1.1%
5257132 · Fire Consultant	56,220.00	56,220.00	0.00	0.0%
Total 5257130 · Consultants - General and Admin	113,073.00	112,440.00	633.00	0.6%
5258200 · Professional Services-Internal	231.00	231.00	0.00	0.0%
5259200 · Property Tax Admin Fee	102,452.66	90,418.41	12,034.25	13.3%
5260100 · Publications and Legal Notices.	8,217.79	2,804.14	5,413.65	193.1%
5282200 · Projects and Programs				
5282201 · Chipping Program	266,781.99	251,190.73	15,591.26	6.2%
5282202 · Yard Waste Program	36,604.34	27,449.93	9,154.41	33.4%
5282203 · Brush Goat Program	17,737.50	17,737.50	0.00	0.0%
5282204 · Buildings and Grounds	4,463.92	4,803.92	-340.00	-7.1%
5282205 · Emergency Access Roads	304.10	459.48	-155.38	-33.8%
5282206 · Dead Tree Program	1,899,245.50	1,787,086.86	112,158.64	6.3%
5282207 · Eucalyptus Program	734,110.00	729,623.58	4,486.42	0.6%
5282208 · Hydrant/Main Improv.-Purissima	537,996.46	515,064.39	22,932.07	4.5%
5282209 · Hydrant/Main Improv.-Cal Water	0.00	54,288.52	-54,288.52	-100.0%
5282210 · Page Mill Tank Seismic Retrofit	624,404.00	0.00	624,404.00	100.0%
Total 5282200 · Projects and Programs	4,121,647.81	3,387,704.91	733,942.90	21.7%
5350100 · Misc Expense-Others	10,238.84	13,568.44	-3,329.60	-24.5%
Total Expense	10,202,610.93	9,188,161.05	1,014,449.88	11.0%
Net Income	-326,675.20	83,478.91	-410,154.11	-491.3%

7

LOS ALTOS HILLS COUNTY FIRE DISTRICT NEW
Expenses by Vendor Summary
PERIOD 13 - July 2015 through June 2016

	<u>Jul '15 - Jun 16</u>	<u>Jul '15 - Jun 16</u>
AID Mailing & Fulfillment	16,187.49	16,187.49
Armadillo Willy's	2,654.77	2,654.77
Atkins Design, Inc.	250.00	250.00
CD Typography	225.00	225.00
City of Los Altos	1,444.39	1,444.39
Copy Factory	244.69	244.69
County of Santa Clara	102,535.77	102,535.77
Craftsmen Printing	3,080.89	3,080.89
Crystal Springs Landscaping Co.	4,463.92	4,463.92
Dexter, Debbie	900.00	900.00
Ecosystem Concept	17,737.50	17,737.50
Evilsizer, Jeanne	56,853.00	56,853.00
FAIRA Insurance	5,098.96	5,098.96
Farwell, Stu	56,220.00	56,220.00
Gladwell Governmental Services Inc.	2,072.42	2,072.42
Johnson, Robert	600.00	600.00
Jorgenson, Siegel, McClure & Flegel	54,107.50	54,107.50
Larsen, Rich	100.00	100.00
Los Altos Chamber of Commerce	200.00	200.00
Los Altos Town Crier	1,163.90	1,163.90
Pakpour Consulting Group, Inc.	194,336.83	194,336.83
Petty Cash Custodian - Jeanne Evilsizer	5,139.83	5,139.83
Price, Duffy	1,000.00	1,000.00
Purissima Hills Water District	624,404.00	624,404.00
Richard Patisson Contractors	304.10	304.10
S.P. McClenahan Co., Inc.	2,883,950.00	2,883,950.00
Santa Clara County - Property Tax Admin	147.89	147.89
Santa Clara County Central Fire Protectio	5,651,966.26	5,651,966.26
Sharp Business Systems	147.78	147.78
Snow Technoligies, Inc.	4,368.80	4,368.80
Spreen, Roger	500.00	500.00
Starbuck, Carol	1,754.08	1,754.08
Town of Los Altos Hills	40,577.34	40,577.34
Tyson, George	900.00	900.00
Vargas and Company	30,000.00	30,000.00
Vaughn, Melvin	1,000.00	1,000.00
Vavrinek, Trine, Day & Co.	20,440.00	20,440.00
Waldeck, Gary	900.00	900.00
West Valley Construction	414,633.82	414,633.82
TOTAL	<u>10,202,610.93</u>	<u>10,202,610.93</u>