



EAST CONTRA COSTA FIRE PROTECTION DISTRICT

Board of Directors Regular Meeting

Monday July 7, 2014 – 6:30 P.M.
Meeting Location: 3231 Main Street, Oakley

BOARD OF DIRECTORS		
Kevin Bouillon	Joel Bryant-President	Cheryl Morgan
Greg Cooper	Ronald Johansen-Vice President	Stephen Smith
Robert Kenny	Jonathan Michaelson	Joe Young

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENTATION

P.1 Contra Costa County Emergency Medical Services Recognition

PUBLIC COMMENTS

At this time the public may address the District Board on subject matters pertaining to District business listed on the Consent Calendar, Closed Session, Future Agenda Items, or items *not* listed on the agenda. Remarks may be limited to 3-minutes subject to the discretion of the Board President and with the concurrence of the Board of Directors. Members of the public wishing to address the Board may submit a "Public Comment Speaker Card" to the District Clerk. While the District encourages your comments, State law prevents the Board from discussing items that are not set forth on this meeting agenda. The Board and staff take your comments very seriously and, if appropriate, will follow up on them.

CONSENT CALENDAR

Consent Calendar items are considered routine in nature and will be enacted by the Board in one motion. If discussion or public comment is required, any Board Member may request the item be removed from the Consent Calendar and considered separately.

C.1 Approve minutes from June 2, 2014 Regular Board of Directors Meeting

PUBLIC HEARINGS

Remarks may be limited to 3-minutes subject to the discretion of the Board President and with the concurrence of the Board of Directors. Members of the public wishing to address the Board on a listed item may complete and submit a "Public Comment Speaker Card" to the District Clerk.

PH.1 Hold Public Hearing on and Adopt Ordinance Adopting Modified 2013 California Fire Code

DISCUSSION ITEMS

- D.1 Approve and Authorize a District Response to Contra Costa County Grand Jury Report#1405, "The Public Records Act in Contra Costa County: Letting the Sun Shine In"
- D. 2 Review Meeting Schedule/Timeline for a Revenue Enhancement Measure
- D. 3 Receive Update on Personnel/Staffing and Preliminary Findings on Call Volume/Workload.
- D. 4 Receive Operational Update for June 2014

INFORMATIONAL STAFF REPORTS

DIRECTORS' COMMENTS

INFORMATIONAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS

This portion of the agenda shall provide an opportunity for Board Members to report on activities, committee or event attendance pertaining to District business or to request a future item to be placed on the agenda.

ADJOURN TO THE NEXT REGULAR BOARD MEETING SCHEDULED: August 4, 2014

All items appearing on the agenda are subject to action by the Board.

POSTING STATEMENT

A copy of this agenda was posted **July 3, 2014 at the East Contra Costa Fire Protection District Administrative Office, 134 Oak Street, Brentwood, CA 94513**. Pursuant to CA Government Code §54957.5, disclosable public records and writings related to an agenda item distributed to all or a majority of the Board of Directors including such records and writing distributed less than 72 hours prior to this meeting are available for public inspection at the East Contra Costa Fire Protection District Administrative Office, 134 Oak Street, Brentwood, CA 94513.

NOTICE In compliance with the Americans with Disabilities Act, any individuals requesting special accommodation to attend and/or participate in District Board meetings may contact the District Administrative Office at (925) 634-3400. Notification 48 hours prior to the meeting will enable the District to make reasonable accommodations.



EAST CONTRA COSTA FIRE PROTECTION DISTRICT

Meeting Minutes

Board of Directors Regular Meeting

Monday June 2, 2014 – 6:30 P.M.

Meeting Location: 3231 Main Street, Oakley

BOARD OF DIRECTORS

Kevin Bouillon
Greg Cooper
Robert Kenny

Joel Bryant-President
Ronald Johansen-Vice President
Jonathan Michaelson

Cheryl Morgan
Stephen Smith
Joe Young

CALL TO ORDER (6:34 P.M.)

PLEDGE OF ALLEGIANCE (6:34 P.M.)

ROLL CALL (6:33 P.M.)

Directors Present: Bouillon, Bryant, Cooper, Kenny, Morgan, Smith, Young
Directors Absent: Johansen, Michaelson

PUBLIC COMMENTS (6:35 P.M.)

There were no Public Speakers

CONSENT CALENDAR (6:35 P.M.)

- C.1** Approve minutes from May 5, 2014 Regular Board of Directors Meeting
- C.2** Approve a Professional Services Agreement with City of Brentwood for Information Technology Services for FY 2014-15
- C.3** Approve a Contract with Hanson Bridgett LLP to provide General Counsel for FY 2014-15
- C.4** Adopt Appropriation Limits through Fiscal Year 2014-15

Motion by: Director Cooper to approve Consent Calendar Item C.1, C.2, C.3 & C.4

Second by: Director Young

Vote: Motion carried: 7:0

Ayes: Bouillon, Bryant, Cooper, Kenny, Morgan, Smith, Young

Absent: Johansen, Michaelson

DISCUSSION ITEMS

D.1 Adopt Preliminary Operating, Other Budgets for Fiscal Year 2014-15 (6:36 P.M.)

There was one (1) Public Speaker – Mark Whitlock

Motion by: Director Young to Adopt Preliminary Operating, Other Budgets for Fiscal Year 2014-15

Second by: Director Bouillon

Vote: Motion carried: 7:0

Ayes: Bouillon, Bryant, Cooper, Kenny, Morgan, Smith, Young

Absent: Johansen, Michaelson

D. 2 Introduce Ordinance Adopting Modified 2013 California Fire Code and Schedule Public Hearing (6:54 P.M.)

There were no Public Speakers

Motion by: Director Young to waive the first reading of 2013 California Fire Code and Schedule a Public Hearing for July 7, 2014

Second by: Director Smith

Vote: Motion carried: 7:0

Ayes: Bouillon, Bryant, Cooper, Kenny, Morgan, Smith, Young

Absent: Johansen, Michaelson

D. 3 Receive Update on Community Outreach Schedule and Consider Conducting Polling for Benefit Assessment Ballot Language (7:02 P.M.)

There was one (1) Public Speaker – Alex Ariferis

Motion by: Director Smith to move with conducting polling for benefit assessment.

Second by: Director Cooper

Vote: Motion carried: 5:2

Ayes: Bouillon, Bryant, Cooper, Kenny, Smith

Noes: Morgan, Young

Absent: Johansen, Michaelson

INFORMATIONAL STAFF REPORTS (7:28 P.M.)

1 Receive Operational Update for May, 2014

There was one (1) Public Speaker – Vince Wells

DIRECTORS' COMMENTS (7:39 P.M.)

Director Smith - Commented on vegetation fire call that he went on with Chief Henderson and the conditions of the roads and the difficulties in driving code 3.

Director Bryant – Asked for Gil Guerrero to give an update on the Fill the Boot fundraiser. Mr. Guerrero reported that \$13,450.00 was raised in one day in Oakley and that there is another day scheduled for June 13, 2014 on the corners of Balfour Road & Fairview Ave.

Directed Bryant – Thanked Local 1230 for the super effort they put in everyday for keeping us all safe.

Director Kenny – Thanked Mark Rezac & Jim Mathers for all the help with the May 17, 2014 Meals on Wheel Golf Tournament and Station 94 for coming out to start off the tournament.

Director Cooper – Thanked all the firefighters out in this district.

INFORMATIONAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS (7:39 P.M.)

Director Cooper would like to start discussing staffing levels / potential work on closure of stations in July due to staff leaving.

ADJOURN TO CLOSED SESSION ON THE FOLLOWING MATTERS: (7:46 P.M.)

1. Conference With Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d) (1): Contra Costa County Deputy Sheriff's Association, et al v. Contra Costa County Employees Retirement Association, et al, Contra Costa Sup. Ct. No. N12-1870
2. Public Employee Performance Evaluation (Establish Performance Goals for Fiscal Year 2014-15) Pursuant to Government Code Sections 54957(b)(1): Fire Chief

REPORT ON THE CLOSED SESSIONS (8:47 P.M.)

Report from closed session: Item 1 – No action to report

Report from closed session: Item 2 – No action to report

ADJOURN TO THE NEXT REGULAR BOARD MEETING SCHEDULED: July 7, 2014 (8:47 P.M.)

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS AGENDA ITEM NO. PH.1**

Meeting Date: July 7, 2014

Subject/Title: Hold Public Hearing On and Adopt Ordinance Adopting Modified 2013 California Fire Code

Submitted by: Hugh Henderson, Fire Chief

RECOMMENDATION FOR ACTION

Waive second reading of Ordinance No. 2014-01 to adopt the 2013 California Fire Code (CFC), with local amendments, as the fire code within the East Contra Costa Fire Protection District (District), hold public hearing for the proposed adoption of the Ordinance, and adopt proposed Ordinance.

PREVIOUS ACTION

At the Board's April 7, 2014 meeting, the District adopted findings of need to modify the 2013 CFC due to local conditions (the "Findings"). On May 2, 2014, the District sent to the cities and county where the Ordinance will apply: (1) a copy of the draft District Ordinance, attached, adopting the 2013 CFC with local amendments, and (2) Resolution No. 2014-7 adopting the Findings. At the Board's June 2, 2014 meeting, the District introduced the Ordinance and scheduled the July 7 public hearing. Notice of the July 7, 2014 public hearing and ordinance was published in accordance with applicable laws. As of publication of this Report, no comments have been received from the cities or county or from members of the public.

SUBJECT BACKGROUND

The California Building Standards Commission has adopted and published the 2013 Building Standards Code, which includes the 2013 CFC prepared and adopted by the State Fire Marshal. The statewide code became effective January 1, 2013. Although the code applies statewide, Health and Safety Code sections 13869.7 and 18941.5 authorize a fire protection district to modify or change the statewide code and establish more restrictive standards if the jurisdiction finds that the modifications and changes are reasonably necessary because of local climatic, geological or topographical conditions. Ordinance No. 2014-01 would adopt the 2013 CFC and amend it to address local conditions.

The attached ordinance amends the 2013 CFC by establishing automatic sprinkler system requirements that are more restrictive than the sprinkler requirements in the statewide code. The more restrictive requirements are necessary due to the District's climatic, geological and topographical conditions, which impact fire prevention efforts and the frequency, spread, acceleration, intensity and size of fire involving buildings. The District's weed abatement program is incorporated into Section 319 of the ordinance. This program authorizes the District to declare certain weeds that pose a fire hazard as a public nuisance, to abate those weeds, and to recover abatement costs from property owners. This ordinance also prohibits un-tethered sky lanterns. Chapter 5 and Appendix D of the ordinance establish requirements for fire apparatus access roads, including requirements for turnouts, parking on access roads, and maximum grades.

Without the adoption of the 2013 CFC with local amendments, the fire district will not have the legal authority to enforce any exterior hazard abatement standards or the ability to conduct fire and life safety inspections in occupancies other than high-rise buildings, schools, hotels, motels, apartments, and day care facilities. In addition, without adoption of the CFC, occupancies that conduct operations such as the production, storage, and sale of hazardous materials, places of assembly, and the review of construction documents and testing of fire protection and fire alarm systems would no longer be regulated by the District.

If approved, a summary of the Ordinance will be published once in the Brentwood Press in a manner satisfying the requirements of Government Code section 25124, with the names of the Directors voting for and against it. Also following adoption of the Ordinance by the District, the city councils of Brentwood and Oakley and the Contra Costa County Board of Supervisors must ratify, modify or deny the adopted ordinance and transmit their decisions to the District within 15 days of determination. If the jurisdictions ratify the adopted ordinance, they must file a copy of the District's Findings, their own similar findings, and the adopted ordinance with the Department of Housing and Community Development.

Attachment: Ordinance

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
STATE OF CALIFORNIA**

* * *

ORDINANCE NO. 2014-__

ADOPTING THE 2013 CALIFORNIA FIRE CODE WITH AMENDMENTS

The Board of Directors of the East Contra Costa Fire Protection District hereby ordains as follows:

SECTION 1. ADOPTION OF THE CALIFORNIA FIRE CODE.

The East Contra Costa Fire Protection District (District) hereby adopts the 2013 California Fire Code (California Code of Regulations, Title 24, Part 9 [based on the 2012 International Fire Code published by the International Code Council]), including Chapters 1-10 and 12-80, Appendix B, Appendix C, Appendix D, Appendix F, Appendix H, Appendix I, Appendix J, and Appendix K, as amended by the changes, additions and deletions set forth in this ordinance. The 2013 California Fire Code, with the changes, additions, and deletions set forth this ordinance, is adopted by this reference as though fully set forth in this ordinance. As of the effective date of this ordinance, the provisions of the fire code are controlling and enforceable within the limits of each jurisdiction.

SECTION 2. AMENDMENTS TO THE CALIFORNIA FIRE CODE.

The 2013 California Fire Code is amended by the changes, additions and deletions set forth in this Section 2. Chapter and Section numbers used below are those of the 2013 California Fire Code.

Chapter 1. Scope and Administration.

Section 101.1 is amended to read:

101.1 Title. This code is the Fire Code of the East Contra Costa Fire Protection District, and is hereinafter referred to as "this code".

Section 102.1 is amended to add item 5, to read:

102.1 Construction and design provisions. The construction and design provisions of this code shall apply to:

5. Where not otherwise limited by law, the provisions of this code shall apply to vehicles, ships, and boats that are permanently affixed to a specific location within the boundaries of this jurisdiction.

Section 105.6 is amended to read:

105.6 Required operational permits. The Fire Code Official, or his/her delegee, is authorized to issue operational permits for the operations set forth in Chapter 1, Sections 105.6.1 through

105.6.54.

Section 105.6 is amended by adding subsections 105.6.48 through 105.6.54, to read:

105.6.48 Asbestos removal. A permit is required to conduct asbestos-removal operations regulated by Section 3318.

105.6.49 Battery systems. A permit is required to operate stationary lead-acid battery systems having a liquid capacity of more than 50 gallons (189 L) pursuant to Section 608.

105.6.50 Christmas tree sales. A permit is required to use a property for the purpose of selling cut Christmas trees.

105.6.51 Firework aerial display. A permit is required to conduct a firework display regulated by California Code of Regulations, Title 19 and Chapter 56 of this code.

105.6.52 Model rockets. A permit is required to sell model rockets equipped with model rocket motors or to launch model rockets more than three times from the same site on any day pursuant to California Code of Regulations, Title 19, Division 1, Article 17.

105.6.53 Temporary water supply. A permit is required to use a temporary water supply for construction of residential projects or subdivisions pursuant to Section 3312.1.

105.6.54 Tire storage. A permit is required to store more than 1,000 cubic feet (28.3m³) of tires inside buildings pursuant to Chapter 34.

Section 105.7 is amended to read:

105.7 Required construction permits. The Fire Code Official is authorized to issue construction permits for the operations set forth in Chapter 1, Sections 105.7.1 through 105.7.21.

Section 105.7 is amended by adding sections 105.7.17 through 105.7.22 as follows:

105.7.17 Access for fire apparatus. Plans shall be submitted and a permit is required to install, improve, modify, or remove public or private roadways, driveways, and bridges for which District access is required by the Fire Code. A permit is required to install a gate across a fire apparatus access road pursuant to Section 503.

105.7.18 Construction, alteration, or renovation of a building for which a building permit is required.

Plans shall be submitted to the Fire Code Official for all land developments or for the construction, alteration, or renovation of a building within the jurisdiction where a building permit is required.

Exception: Non-sprinklered Group R-3 Occupancies where work does not involve a substantial addition or expansion.

105.7.19 Medical gas systems. A construction permit is required for the installation of or modification to a medical gas system pursuant to Section 5306.

105.7.20 Refrigeration equipment. A permit is required to install a mechanical refrigeration unit or system regulated by Chapter 6.

105.7.21 Land Development, Subdivisions. Plans shall be submitted to the Fire Code Official for all land developments or improvements proposed within the jurisdiction that involve the subdivision of land.

105.7.22 Water supply for fire protection. Plans shall be submitted to the Fire Code Official for the purpose of determining whether adequate water supplies, fire hydrants, and associated systems are provided for all facilities, buildings or portions of buildings either constructed or moved into the District pursuant to Section 507.

Section 105.8 is added to read:

105.8 Responsibility of permittee. Work performed under a construction permit shall be in accordance with the approved plans and with all requirements of this code and any other laws or regulations applicable thereto. No District approval relieves or exonerates any person from the responsibility of complying with the provisions of this code, nor does any District approval establish any vested rights with respect to any work performed that is performed or completed in violation of this code.

Section 108.1 is amended to read:

108.1 Board of Appeals established. In order to hear and decide appeals of orders, decisions or determinations made by the Fire Code Official relative to the application and interpretation of this code, there is hereby created a board of appeals. The board of appeals is comprised of the Board of Directors.

Section 108.3 is deleted.

Section 109.4 is amended in its entirety to read:

109.4 Violation penalties. Every person who violates any provision of this fire code is guilty of an infraction or misdemeanor, which will be determined by the District, in accordance with Health and Safety Code Section 13871. Each infraction or misdemeanor will be punishable by an administrative fine, in accordance with Government Code Section 53069.4. The imposition of one penalty for any violation shall not excuse the violation or permit it to continue; and all such persons shall be required to correct or remedy such violations or defects within a reasonable time; and when not otherwise specified, each ten (10) days that prohibited conditions are maintained shall constitute a separate offense. The application of the aforesaid penalty shall not be held to prevent the enforced removal of prohibited conditions. This section is a declaration of Health and Safety Code section 13871 and is not intended to create a different or separate penalty.

Section 111.4 is amended to read:

111.4 Failure to comply. Any person who continues any work after having been served with a stop work order is subject to citation, except any work that a person is directed by the Fire Code

Official to perform to remove a violation or unsafe condition.

Chapter 2. Definitions.

Section 202 is amended by adding the following definitions to read:

Administrator. Fire Chief.

All-weather driving surface. A roadway with a minimum surface finish of one layer of asphalt or concrete that is designed to carry the imposed weight loads of fire apparatus.

Board of Directors. The Board of Directors of the East Contra Costa Fire Protection District is the governing body of the District.

Driveway. A private roadway that provides access to no more than two (2) single-family dwellings.

Fire Code Official. In the District, the Fire Code Official is the Fire Chief.

Firebreak. A continuous strip of land upon and from which all rubbish, weeds, grass or other growth that could be expected to burn has been abated or otherwise removed in order to prevent extension of fire from one area to another.

Firetrail. A graded firebreak of sufficient width, surface, and design to provide access for personnel and equipment to suppress and to assist in preventing a surface extension of fires.

Nuisance Fire Alarm. The activation of any fire protection or alarm system which results in the response of the District and is caused by malfunction, improper maintenance, negligence, or misuse, of the system by an owner, occupant, employee, or agent, or any other activation not caused by excessive heat, smoke, fire, or similar activating event.

Response time. The elapsed time from receipt of call to the arrival of the first unit on scene.

Running time. The calculated time difference between leaving the first-due station and arriving on the emergency scene.

Rural area. An area generally designated for agricultural or open space uses with parcels more than 10 acres (4.046873ha) in size.

Rural residential area. An area generally designated for single family residential use with parcels between three (1.2140619ha) and 10 (4.046873ha) acres in size.

Sky Lantern. An airborne lantern typically, but not necessarily, made of paper with a wood frame containing a candle, fuel cell composed of waxy flammable material, or other open flame that serves as a heat source, which heats the air inside the lantern to cause it to lift into the air. Sky candles, fire balloons, and airborne paper lanterns are considered sky lanterns under this code.

Sprinkler Alarm and Supervisory System (SASS): A Dedicated Function Fire Alarm System

located at the protected premise installed specifically to monitor sprinkler water-flow alarm, valve supervisory, and general trouble conditions where a Building Fire Alarm is not required.

Substantial Addition or Expansion. Addition, expansion, remodel, or renovation of any structure where the addition of new fire area exceeds fifty percent of the existing fire area.

Temporary fire department access road for construction. An approved temporary roadway for emergency vehicle use during construction of residential subdivision projects.

Temporary fire department access road for construction of one (1) residential (R3) unit. A temporary roadway for emergency vehicle use during construction of an individual residential (R3) structure where a fire department access road is required as part of the project.

Temporary water supply. Water stored for firefighting purposes in an approved aboveground tank during combustible construction.

Tree litter. Any limbs, bark, branches and/or leaves in contact with other vegetation or left to gather on the ground.

Chapter 3. General Precautions Against Fire.

Section 304.1.2 is amended to read:

304.1.2 Vegetation. Hazards created by the growth of weeds, grass, vines, trees or other growth capable of being ignited and endangering property shall be mitigated in accordance with Section 319.

Section 304.1.4 is added to read:

304.1.4 Clothes Dryers. Clothes dryers shall be frequently cleaned to maintain the lint trap, mechanical and heating components, vent duct and associated equipment free from accumulations of lint and combustible materials.

Section 308.1.4 Exception 1 is amended to read:

Exception 1. Residential Occupancies.

Section 308.1.6.3 is added to read:

308.1.6.3 Sky lanterns. No person shall release or cause to be released an untethered sky lantern. A sky lantern shall be tethered in a safe manner to prevent it from becoming airborne, and it must be constantly attended until extinguished.

Section 319 is added to Chapter 3, to read:

319 Exterior Fire Hazard Control.

319.1 General.

319.1.1 Jurisdictional Authority. The Board of Directors, retains is power and rights to act pursuant to Part 5 (commencing with Section 14875), Division 12, of the Health and Safety Code, to clear or order the clearing of rubbish, litter or other flammable material where such flammable material endangers the public safety by creating a fire hazard. Fire hazard abatement will be conducted in accordance with the provisions of said Part 5 and this ordinance. In the application of the provisions of said Part 5 to fire hazard abatement proceedings under this ordinance and the Fire Protection District Law of 1987, the terms “Board of Directors” or “Board,” when used in Part 5, means the Board of Fire Commissioners of this jurisdiction under this section; and the officers designated in Health and Safety Code Section 14890 are the employees of the jurisdiction.

319.1.3 Contract for Services. The Board of Directors reserves and retains the power to award a contract for fire hazard abatement work when the employees of the jurisdiction are not used to perform the abatement work.

319.2 Definitions.

Weeds. All weeds growing upon streets or private property in the jurisdiction, including any of the following:

1. Weeds that bear seeds of a fluffy nature or are subject to flight.
2. Sagebrush, chaparral (including Chamise, Coyote Brush/Greasewood, Brooms, and Buckwheat), and any other brush or weeds that attain such large growth as to become, when dry, a fire menace to adjacent improved property.
3. Weeds that are otherwise noxious or dangerous.
4. Poison oak and poison sumac when the conditions of growth constitute a menace to public health.
5. Dry grass, brush, tree litter, litter, or other flammable materials that endanger the public safety by creating a fire hazard.

Rubbish. Waste matter, litter, trash, refuse, debris and dirt on streets, or private property in the jurisdiction which is, or when dry may become, a fire hazard.

Streets. Includes alleys, parkways, driveways, sidewalks, areas between sidewalks and curbs, highways, public right of ways, private road, trails, easements, and fire trails.

Person. Includes individuals, firms, partnerships, and corporations.

Defensible Space. The area within the perimeter of a parcel providing the key point of defense from an approaching wildland or escaping structure fire.

Priority Hazard Zone. An area where the threat from wildfire is severe due to proximity to open space, topography, degree of space, density of homes amount of vegetation (native and ornamental) and other conditions favorable to fast moving fires.

Reduced Fuel Zone. The area that extends from thirty (30) feet to one hundred (100) feet or more away from the structure or to the property line, whichever is closer to the structure.

Cost of Abatement. Includes all expenses incurred by the jurisdiction in its work of abatement undertaken and administrative costs pursuant to Section 319.5 of this Ordinance.

319.3 Weeds and Rubbish a Public Nuisance . The Board hereby declares that all weeds growing upon private property or streets in this jurisdiction and all rubbish on private property or streets in this jurisdiction are public nuisances. Such weed nuisance is seasonal and recurrent.

319.4 Abatement of Hazard.

319.4.1 Prohibition. No person who has any ownership or possessory interest in or control of parcel of land shall allow to exist thereon any hazardous rubbish, weeds, trees, or other vegetation that constitutes a fire hazard. Destruction by burning within this jurisdiction is unlawful unless the written permission of the Fire Chief or designee is first obtained, and all other applicable permits are obtained from appropriate governing agencies or jurisdictions.

319.4.2 Specific Requirements. The District shall develop minimum abatement standards for land in residential, rural and/or rural residential, business, industrial areas, or land which is unused or vacant. Such standards may be modified periodically as circumstances dictate.

319.4.2.1 Clearance of Weeds from Streets. The Fire Code Official is authorized to cause areas within 10 feet (3048 mm) on each side of portions of streets which are improved, designed or ordinarily used for vehicular traffic to be cleared of flammable vegetation and other combustible growth. The Fire Code Official is authorized to enter upon private property to do so, to the extent allowed by law.

319.5 Abatement Procedures.

319.5.1 Abatement Order. The Fire Code Official may order the abatement of the weeds and rubbish described in Sections 304.1.2 and 319.2. On making the order, the Fire Code Official will mail a copy of a notice to the owners of the affected property as their names and addresses appear upon the last county equalized assessment roll, or as their names and addresses are known to the Fire Code Official. As an alternative to mailing, the notice may be posted upon the affected property and published in the jurisdiction, not less than 15 days prior to the date of the abatement hearing. Copies of the notice will be headed with the words "Notice to Abate Weeds and Rubbish" in letters at least one inch high. The notice will be in substantially the following form:

NOTICE TO ABATE WEEDS AND RUBBISH

You are hereby notified that weeds and rubbish constitute a fire hazard on the following described property owned by you:

(Describe property by common street designation, by metes and bounds, Assessor's code area and parcel number, or by reference to attached map).

You must remove the weeds and rubbish within fifteen (15) days from the date of

this notice. If you fail to do so, the East Contra Costa Fire Protection District (District) will remove it, and the cost of the abatement, including administrative costs, will be collected as property taxes and will be a lien on your property until paid.

You are further notified that the District Board of Directors has declared that such weeds and rubbish constitute a public nuisance and that such weeds also constitute a seasonal and recurring nuisance.

You may appear before the Board of Directors of this jurisdiction on (time and date) at (place- room, street, address, and city) to show cause why this order should not be enforced.

(Signed): (Name of Fire Code Official)

319.5.2 Hearing Date. A date for hearing on the notice will be sent at least fifteen (15) days after the date of the notice. The date of the notice is the date on which the notice is placed in the United States mail or the date on which it is posted on the property. At the hearing, the property owner or his agent may appear to show cause why the order should not be enforced. For good cause shown, the Board of Directors may extend the time for compliance with the order or may rescind the order.

319.5.3 Contract Award. If the owner fails to comply with the order, the Fire Code Official may have the weeds and rubbish abated either by employees of this jurisdiction or by contract. If a contract is awarded, it will be by public bid, awarded to the lowest responsible bidder. A contract may include work on more than one parcel. Concerning any contract previously awarded as provided in this subsection and that has been fully extended as provided in that contract, it may thereafter be extended on its same terms and conditions for a further period (not to exceed one year) by agreement of the Board of Directors and the involved contractor.

319.5.4 Abatement Report of Costs. The Fire Code Official or his or her designee abating the nuisance will keep an account of the cost of abatement in front of or on each separate parcel of land and will render an itemized report in writing to the Board of Directors showing the cost of removing the weeds and rubbish on or in front of each separate lot or parcel of land, or both. Before the report is submitted to the Board of Directors, a copy of it will be posted for at least three days on or near the chamber door of the Board with a notice of the time and when the report will be submitted to the Board for confirmation. At the time fixed for receiving and considering the report, the Board of Directors will hear it and any objections of any of the property owners liable to be assessed for the work of abatement. Thereupon, the Board of Directors may make such modifications in the report as it deems necessary, after which the report will be confirmed. The amount of the cost, including administrative costs, of abating the nuisance in front of or upon the various parcels of the land mentioned in the report as confirmed will constitute special assessment against the respective parcels of land, and are a lien on the property for the amount of the respective assessments. Such lien attaches upon recordation, in the office of the County Recorder, of a certified copy of the Resolution of Confirmation.

319.5.5 Cost Assessments. Upon confirmation of the report of cost by the Board of Directors and the recordation of the Resolution of Confirmation, a copy of the report of cost will be sent to

the County Auditor, who will enter the amount of the assessments against the parcels. Thereafter the amount of the assessments will be collected at the same time and in the same way as County taxes are collected. The owners are subject to the same penalties and the same procedure and sale in case of delinquency as provided for ordinary county taxes. All laws applicable to the levy, collection, and enforcement of county taxes are applicable to these assessment taxes.

319.6 Alternate Mitigation. In lieu of ordering abatement as provided in Section 319.5.1, the Fire Code Official of this jurisdiction may order the preparation of firebreaks/fuelbreaks around parcels of property where combustible weeds, crops, or brush are present. In determining the proper width for firebreaks/fuelbreaks, the Fire Code Official will consider the height of the growth, weather condition, topography, and the accessibility to the property for fire protection equipment. The procedure set forth in Section 319.5.1 for the abatement of weeds and rubbish shall apply to the preparation of firebreaks/fuelbreaks.

319.7 Subsurface Fires.

319.7.1 Peat Fire. It is the duty of each person, firm, corporation, or association not to permit a peat fire in or a fire involving combustible vegetable matters under the surface of the natural ground to remain upon the property. It is hereby declared that it is the duty of any person as herein defined to take all necessary precautions to extinguish any subsurface fire involving peat or vegetable material at the owner's own cost and expense.

319.7.2 Fire Suppression Costs. If there exists upon the lands or property of any person as herein defined a subsurface fire involving the burning or combustion of peat, vegetable matter or vegetation, and the owner or occupant thereof has not taken reasonable precautions within a reasonable time to extinguish or minimize such fire or combustion, this jurisdiction may, in addition to its regular duties to extinguish or minimize such fire or combustion, go upon the lands of any person as herein defined and extinguish such fire or combustion. Any costs incurred by the District in fighting the fire and for the cost of providing rescue or emergency medical services shall be a charge against the property owner. The charge shall constitute a debt of the property owner and is collectable by the jurisdiction incurring those costs in the same manner as in the case of an obligation under a contract, express or implied. (See Health and Safety Code §13009.)

Section 320 is added to Chapter 3 to read:

320 Automobile Wrecking Yards.

320.1 General. The operation of automobile wrecking yards shall be in accordance with this section.

320.2 Definitions.

Automobile Wrecking Yard. An area that stores or dismantles salvaged vehicles.

Automobile Dismantling. The operation of dismantling or removing parts from salvaged vehicles including engines or engine parts.

320.3 Requirements.

320.3.1 Permits. An operation permit is required for all automobile wrecking yards, automobile dismantling operations, and similar operations.

320.3.2 Fire Apparatus Access Roads. Fire apparatus access roads shall be constructed throughout the site in accordance with this code and shall be maintained clear of all vehicles and stored items.

320.3.3 Welding and cutting. Welding and cutting operations shall be conducted in an approved location, clear of all flammable liquids and combustible materials, including weeds, tires and all other debris.

320.3.4 Housekeeping. Combustible rubbish accumulated on site shall be collected and stored in approved containers, rooms or vaults of noncombustible materials. Combustible vegetation, cut or uncut, shall be removed when determined by the Fire Code Official to be a fire hazard.

320.3.5 Fire Protection. Offices, storage buildings and vehicles used for site operations shall each be provided with at least one portable fire extinguisher with not less than a 4A:40B:C rating. When required by the Fire Code Official, additional fire extinguishers shall be provided.

320.3.6 Tire storage. Tires shall be stored in racks or in a manner as approved by the Fire Code Official.

320.3.6.1 Distance from Water Supply. Tire storage shall be located on-site and no further than 500 feet from a fire hydrant or an approved water supply as determined by the Fire Code Official.

320.3.7 Storage Piles. Storage piles shall be located a minimum of 20 feet from property lines and shall have an unobstructed access road on all sides of not less than 20 feet.

320.3.8 Burning operations. The burning of salvaged vehicles and salvaged or waste materials is prohibited.

320.3.9 Motor vehicle fluids. Motor vehicle fluid shall be drained from salvaged vehicles when such liquids are leaking onto the ground and prior to dismantling or removing engine/motor parts.

320.3.9.1 Mitigation of leaking fluids. Precautions shall be taken to prevent fluids from salvaged vehicles from leaking onto the ground. Supplies or equipment capable of mitigating leaks from fuel tanks, crankcases, brake systems and transmissions shall be kept available on site. Single-use plugs, diking and absorbent materials shall be disposed of as hazardous waste and removed from the site in a manner in accordance with federal, state and local requirements.

320.3.10 Fuel tanks. Fuel tanks of salvaged vehicles shall be emptied of all flammable (gasoline, diesel) fuels in an approved manner and stored in approved tanks.

320.3.10.1 Repair of vehicle fuel tanks. The repair of fuel tanks, including cutting, welding or drilling of any kind, is prohibited.

320.3.11 Lead acid batteries. Lead acid batteries shall be removed from all salvaged vehicles and stored in an approved manner in a location approved by the Fire Code Official.

Chapter 4. Emergency Planning and Preparedness.

Section 401.5 is amended by adding a new subsection 401.5.1 to read:

401.5.1 Nuisance Fire Alarm fee. A fee may be charged for false and/or nuisance fire alarms in accordance with a fee schedule adopted by the Board of Directors.

Section 403.2 is amended to read:

403.2 Public Safety Plan. In other than Group E occupancies, where the Fire Code Official determines that an indoor or outdoor gathering of persons has an adverse impact on public safety through diminished access to buildings, structures, fire hydrants and fire apparatus access roads or where such gatherings adversely affect public safety services of any kind, the Fire Code Official shall have the authority to order the development of, or prescribe a plan for, the provision of an approved level of public safety.

Chapter 5. Fire Service Features.

Section 503.1 is amended to add subsection 503.1.4 to read:

503.1.4 Access to Open Spaces. When existing access to open land or space, or to fire trail systems maintained for public or private use, is obstructed by new development of any kind, the developer shall provide an alternate means of access into the area that is sufficient to allow access for fire personnel and apparatus. The alternate means of access must be approved by the Fire Code Official.

Section 503.2.1 is amended by adding the following exception:

Exception: A minimum 16 foot wide driveway is acceptable for access to one or two single-family dwellings.

Section 505 is amended by adding Section 505.3, to read:

505.3 Street names and addressing. Street names and addressing shall be submitted for review and approval to the Fire Code Official, whose approval will not be unreasonably withheld. The purpose of the review is to verify that new street names and addressing will not duplicate existing street names and addressing.

Section 507.2 is amended by adding subsection 507.2.3, to read:

507.2.3 Suburban and rural water supply storage. Swimming pools and ponds shall not be considered water storage for the purposes of Section 507.1.

Chapter 6. Building Services and Systems.

Section 603.6 is amended by adding subsection 603.6.6, to read:

603.6.6 Sparks from chimneys. A chimney that is used with either a fireplace or heating appliances in which solid or liquid fuel is used shall be maintained with spark arresters that are required for incinerators pursuant to the California Mechanical Code.

Chapter 8. Interior Finish, Decorative Materials and Furnishings.

Section 806 is amended by adding subsections 806.1.4, 806.1.5 and 806.1.6, to read:

806.1.4 Flame retardants. Cut trees shall be treated by a California State Fire Marshal-licensed fire retardant applicator. Trees shall be properly treated with an approved flame retardant.

806.1.5 Tags. Trees shall bear a tag stating date of placement in the public building, type of flame-retardant treatment used, name of the person who applied the flame retardant, the name of the person affixing the tag, a permit expiration date and the name of the designated individual making daily tests.

806.1.6 Daily tests. Trees shall be tested daily by a designated individual. The test shall include a check for dryness and adequate watering.

Chapter 9. Fire Protection Systems.

Section 901.6.2.2 is added to read:

901.6.2.2 Inspection Records. Records of all inspections, testing and maintenance for all water based fire suppression systems shall be completed on the forms found in Annex B of NFPA 25, California Edition.

Section 902 is amended to add:

Substantial Addition or Expansion. Addition, expansion, remodel, or renovation of any structure where the addition of new fire area exceeds fifty percent of the existing fire area.

Section 903.2 is adopted in its entirety except as amended below:

903.2.1.1 Group A-1. An automatic sprinkler system shall be provided for Group A-1 occupancies where one of the following conditions exists:

1. The fire area exceeds 5,000 square feet.
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
4. The fire area contains a multi-theater complex.

903.2.1.3 Group A-3. An automatic sprinkler system shall be provided for Group A-3 occupancies

where one of the following conditions exists:

1. The fire area exceeds 5,000 square feet.
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
4. The structure exceeds 10,000 square feet, contains more than one fire area containing exhibition and display rooms, and is separated into two or more buildings by fire walls of less than four hour fire resistance rating without openings.

903.2.1.4 Group A-4. An automatic sprinkler system shall be provided for Group A-4 occupancies where one of the following conditions exists:

1. The fire area exceeds 5,000 square feet
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.

903.2.1.6 Group B. An automatic sprinkler system shall be provided for Group B occupancies where the fire area exceeds 5,000 square feet.

903.2.3 Group E. Except as provided for in Section 903.2.19 for a new public school campus an automatic sprinkler system shall be provided for Group E occupancies as follows:

1. Throughout all Group E fire areas greater than 5,000 square feet in area.
2. Throughout every portion of educational buildings below the lowest level of exit discharge serving that portion of the building.

Exception: An automatic sprinkler system is not required in any area below the lowest level of exit discharge serving that area where every classroom throughout the building has at least one exterior exit door at ground level.

3. In rooms or areas with special hazards such as laboratories, vocational shops and other such areas where hazardous materials in quantities not exceeding the maximum allowable quantity are used or stored.
4. Throughout any Group E structure greater than 10,000 square feet in area, which contains more than one fire area, and which is separated into two or more buildings by fire walls of less than four hour fire resistance rating without openings.

903.2.4 Group F-1. An automatic sprinkler system shall be provided throughout all buildings containing a Group F-1 occupancy where one of the following conditions exists:

1. A Group F-1 fire area exceeds 5,000 square feet.
2. A Group F-1 fire area is located more than three stories above grade plane.
3. The combined area of all Group F-1 fire areas on all floors, including any mezzanines, exceeds 10,000 square feet.

903.2.7 Group M. An automatic sprinkler system shall be provided throughout buildings containing a Group M occupancy where one of the following conditions exists:

1. A Group M fire area exceeds 5,000 square feet.
2. A Group M fire area is located more than three stories above grade plane.
3. The combined area of all Group M fire areas on all floors, including any mezzanines,

exceeds 10,000 square feet.

4. A Group M occupancy is used for the display and sale of upholstered furniture.
5. The structure exceeds 10,000 square feet, contains more than one fire area containing a Group M occupancy, and is separated into two or more buildings by fire walls of less than 4-hour fire- resistance rating.

903.2.8 Group R. An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all Group R occupancies, *including manufactured and mobile homes, regardless of whether or not the manufactured or mobile home is located in a mobile home park.*

903.2.8.2 Group R-3 Substantial Addition or Expansion. An automatic sprinkler system shall be provided throughout all existing Group R-3 dwellings where a substantial addition or expansion occurs **and** the new total fire area of the structure exceeds 3,600 square feet.

903.2.9 Group S-1. An automatic sprinkler system shall be provided throughout all buildings containing a Group S-1 occupancy where one of the following conditions exists:

1. A Group S-1 fire area exceeds 5,000 square feet.
2. A Group S-1 fire area is located more than three stories above grade plane.
3. The combined area of all Group S-1 fire areas on all floors, including any mezzanines, exceeds 10,000 square feet.

903.2.9.1 Repair garages. An automatic sprinkler system shall be provided throughout all buildings used as repair garages in accordance with Section 406 of the California Building Code, as shown:

1. Buildings having two or more stories above grade plane, including basements, with a fire area containing a repair garage exceeding 5,000 square feet.
2. Buildings no more than one story above grade plane, with a fire area containing a repair garage exceeding 5,000 square feet
3. Buildings with repair garages servicing vehicles parked in basements.

903.2.10 Group S-2 enclosed parking garages. An automatic sprinkler system shall be provided throughout buildings classified as enclosed parking garages in accordance with Section 406.4 of the California Building Code as follows:

1. Where the fire area of the enclosed parking garage exceeds 5,000 square feet; or
2. Where the enclosed parking garage is located beneath other occupancy groups.

Section 903.3.1.1.2 is added to read:

903.3.1.1.2 Undeclared Use. In buildings of undeclared use with floor to structure height greater than 14 feet (356 mm), the fire sprinkler system shall be designed to conform to Extra Hazard Group I design density. In buildings of undeclared use with floor to structure height less than 14 feet (356 mm), the fire sprinkler system shall be designed to conform to Ordinary Group II design density. Where a subsequent occupancy requires a system with greater capability, it shall be the responsibility of the owner and/or the occupant to upgrade the system.

Section 903.3.5 is amended to add subsection 903.3.5.3 to read:

903.3.5.3 Non-permissible water supply storage. Swimming pools and ponds shall not be considered water storage for the purposes of Section 903.3.5.

Section 903.3.8 is amended to read:

903.3.8. Floor control valves. Individual floor control valves and waterflow detection assemblies shall be provided for each floor in multi-floor buildings at an approved location.

Exception: Group R-3 and R-3.1 Occupancies

Section 903.4.2 is amended to read:

903.4.2 Alarms. One approved audible and visual device shall be connected to every automatic sprinkler system at an approved location. Such sprinkler water-flow alarm devices shall be activated by water flow equivalent to the flow of a single sprinkler of the smallest orifice size installed in the system. Audible and visual alarm devices shall be provided on the exterior of the building in an approved location. Where a fire alarm system is installed, actuation of the automatic sprinkler system shall actuate the building fire alarm system.

Section 903.6 is amended by adding subsections 903.6.1 and 903.6.2 to read:

903.6.1 Substantial Addition or Expansion. An automatic sprinkler system shall be provided throughout all existing buildings where a substantial addition or expansion occurs **and** the total fire area of the structure exceeds 5,000 square feet. Group R-3 substantial additions or expansions shall comply with Section 903.2.8.2.

903.6.2 Change of occupancy classification. Any existing building that undergoes a change of occupancy classification into a higher hazard category shall comply with the requirements of Section 903.2. Relative hazard categories of occupancy groups shall be established based upon the Heights and Areas Hazard Categories of Table 1012.4 of the 2012 edition of the International Existing Building Code, as published by the International Code Council. The requirements of Section 903.2 shall not be required when a change of occupancy classification is made to an equal or lesser hazard category. Group L occupancies shall be considered a relative hazard of 1 (highest hazard). R-3.x occupancies shall be considered a relative hazard of 4 (lowest hazard).

Section 907.4.4 is added to read:

907.4.4 Monitoring of other fire systems. In buildings equipped with a fire alarm system or sprinkler alarm and supervisory service (SASS) system, where other fire suppression or extinguishing systems are installed in the building (including but not limited to commercial kitchen suppression systems, pre-action fire suppression systems, dry chemical systems, and clean agent systems), these other suppression systems shall be monitored by the SASS dedicated function fire alarm system and transmitted as a specific signal to the Central Station. The system shall be monitored in compliance with Section 907.6.5.

Section 907.5.2.3.1 is amended to read:

907.5.2.3.1 Public and common areas. Visible alarm notification appliances shall be provided in

public use areas and common use areas, including but not limited to:

1. Sanitary facilities including restrooms, bathrooms, shower rooms and locker rooms.
2. Corridors, hallways, aisles with shelving and/or fixtures obstructing the required light intensity for that area.
3. Music practice rooms.
4. Band rooms.
5. Gymnasiums.
6. Multipurpose rooms.
7. Occupational shops.
8. Occupied rooms where ambient noise impairs hearing of the fire alarm.
9. Lobbies.
10. Meeting/Conference rooms.
11. Classrooms.
12. Medical exam rooms.
13. Open office areas.
14. Sales floor areas.
15. Break or lunch rooms.
16. Copy or work rooms.
17. Computer server rooms exceeding 200 sq. ft.
18. File or Storage rooms exceeding 200 sq. ft.

Section 907.6.5 is amended to read:

907.6.5 Monitoring of fire alarm systems. A fire alarm system required by this chapter, or by the California Building Code, shall be monitored by a UL-listed central station service in accordance with NFPA 72 and this code.

Exception: Monitoring by a UL listed central station is not required for:

1. Single and multiple station smoke alarms required by section 907.2.11
2. Group I-3 occupancies shall be monitored in accordance with section 907.2.6.3.4
3. Residential Day Care Facilities (occupancy load of 14 or less)
4. One and two family dwellings
5. Residential Care Facilities licensed by the state with an occupant load of 6 or less.
6. Occupancies with a local fire alarm system that will give an audible and visible signal at a constantly attended location, as approved by the Fire Code Official.

Section 907.8.6 is added to read:

907.8.6 Certification. New fire alarm systems shall be UL-Certified. A Certificate of Completion and other documentation as listed in NFPA 72 shall be provided for all new fire alarm system installations. It is the responsibility of the building owner or owner's representative to obtain and maintain a current and valid Certificate.

Section 907.8.7 is added to read:

907.8.7 Posting of Certificate. The UL Certificate shall be posted in a durable transparent cover within 3 feet of the fire alarm control panel within 45 days of the final acceptance test/inspection.

Chapter 10. Means of Egress.

Section 1027.5 is amended by adding a new subsection 1027.5.1, to read:

1027.5.1 Exit discharge surface. Exterior exit pathway surfaces shall be suitable for pedestrian use in inclement weather, and shall terminate at a public way as defined in the California Building Code.

Chapter 33. Fire Safety During Construction and Demolition.

Section 3301.3 is added to read:

3301.3 Permits. Permits shall be obtained for asbestos removal operations, temporary fire department access roads for construction, and temporary water supplies as set forth in sections 105.6 and 105.7.

Section 3318 is added to read:

Section 3318 Asbestos removal.

3318.1 General. Operations involving removal of asbestos or asbestos-containing materials from buildings shall be in accordance with Section 3318.

Exception: Section 3318 does not apply to the removal of asbestos from:

1. Pumps, valves, gaskets and similar equipment.
2. Pipes, ducts, girders or beams that have a length less than 21 linear feet (6400 mm).
3. Wall or ceiling panels that have an area of less than 10 square feet (0.93m²) or a dimension of less than 10 linear feet (3048 mm).
4. Floor tiles when their removal can be completed in less than four hours.
5. Group R-3 occupancies.

3318.2 Notification. The Fire Code Official shall be notified 24 hours prior to the commencement and closure of asbestos-removal operations. The permit applicant shall notify the building official when asbestos abatement involves the removal of materials that were used as a feature of the building's fire resistance.

3318.3 Plastic Film. Plastic film that is installed on building elements shall be flame resistant as required for combustible decorative material, in accordance with Section 807.

3318.4 Signs. Approved signs shall be posted at the entrance, exit and exit-access doors, decontamination areas and waste disposal areas for asbestos-removal operations. The signs shall state that asbestos is being removed from the area, that asbestos is a suspected carcinogen, and that proper respiratory protection is required. Signs shall have a reflective surface. Lettering shall be a minimum of 2 inches (51 mm) high.

Chapter 50. Hazardous Materials – General Provisions.

Section 5001.5 is amended by adding subsection 5001.5.3 to read:

5001.5.3 Emergency response support information. Floor plans, material safety data sheets, Hazardous Materials Management Plans (HMMP), Hazardous Material Inventory Statements (HMIS), and other information must be stored at a readily accessible location, as determined by the Fire Code Official. This location may be in cabinets located outside of facilities or buildings. Information may be required to be maintained in a specific electronic media format to facilitate computer aided dispatching.

Section 5003.9.1 is amended by adding subsection 5003.9.1.2 to read:

5003.9.1.2 Documentation. Evidence of compliance with provisions of this chapter as well as with state and federal hazardous material regulations shall be maintained on site and available for inspection by fire department personnel.

Chapter 56 Explosives and Fireworks.

Section 5601 is amended to add Sections 5601.2, 5601.3, 5601.4 and 5601.5, to read:

5601.2 Fireworks. The possession, manufacture, storage, sale, handling and use of fireworks are prohibited. The possession, manufacture, storage, sale, handling and use of fireworks or pyrotechnic materials within the jurisdiction of the District are prohibited.

Exceptions:

1. Fireworks may be temporarily stored only if they are aerial or theatrical piece fireworks stored in conjunction with an approved and permitted aerial or set display.
2. Snap Caps and Party Poppers classified by the State Fire Marshal as pyrotechnic devices.

5601.2.1 Prohibited and Limited Acts. The storage of explosive materials is prohibited in any central business district and in all zoning districts except districts zoned for industrial or agricultural uses. In districts where the storage of explosive materials is permitted, the quantities of explosives and distances shall be in accordance with International Fire Code Sections 3301.8.1 and 3301.8.1.1.

5601.3 Rocketry. The storage, handling and use of model and high-power rockets shall comply with the requirements of the California Code of Regulations, Title 19, Chapter 6, Article 17 and, when applicable, NFPA 1122, NFPA 1125, and NFPA 1127.

5601.3.1 Ammonium nitrate. The storage and handling of ammonium nitrate shall comply with the requirements of Chapter 63 and NFPA 490.

Exception: The storage of ammonium nitrate in magazines with blasting agents shall comply with the requirements of NFPA 495.

5601.4 Residential uses. No person shall keep or store, nor shall any permit be issued to keep or store, any explosives, fireworks or pyrotechnic material at any place of habitation, or within 100 feet (30 480mm) thereof.

Exception: Storage of smokeless propellant, black powder, and small arms primers for

personal use and not for resale in accordance with Section 5601.

5601.5 Sale and retail display. The possession, manufacture, storage, sale, handling and use of fireworks or pyrotechnic materials is prohibited.

Exception: Snap Caps and Party Poppers classified by the State Fire Marshal as pyrotechnic devices.

Section 5608 is amended by adding Sections 5608.2 and 5608.3 to read:

5608.2 Permit required. A permit is required to conduct an aerial display in accordance with California Code of Regulations, Title 19, Chapter 6. (See Chapter 1, Section 105.6.52.)

Exception: Snap Caps and Party Poppers classified by the State Fire Marshal as pyrotechnic devices.

5608.3 Financial responsibility. Before a permit is issued pursuant to Section 5608.2, the applicant shall file with the jurisdiction a corporate surety bond in the principal sum of \$1,000,000 or a public liability insurance policy for the same amount, for the purpose of the payment of all damages to persons or property which arise from, or are caused by, the conduct of any act authorized by the permit upon which any judicial judgment results. The Fire Code Official is authorized to specify a greater or lesser amount when, in his or her opinion, conditions at the location of use indicate a greater or lesser amount is required. Government entities shall be exempt from this bond requirement.

Chapter 57. Flammable and Combustible Liquids.

Section 5704.2.9.6.1 is amended to read:

5704.2.9.6.1 Locations where above-ground tanks are prohibited. The storage of Class I and II liquids in above-ground tanks outside of buildings is prohibited in all zoning districts except districts zoned for commercial, industrial, or agricultural uses.

Exception: Protected above-ground tanks for the purpose of emergency power generator installations in areas zoned commercial, industrial, agricultural, central business district, rural or rural residential, and for facilities on an individual basis consistent with the intent of this provision. Tank size shall not exceed 500 gallons (1892.706 L) for Class I or II liquids, or 1,000 gallons (3785.412 L) for Class III liquids.

Section 5706.2.4.4 is amended to read:

5706.2.4.4 Locations where above-ground tanks are prohibited. Storage of Class I and II liquids in above-ground tanks is prohibited in all zoning districts except district zoned for commercial, industrial, or agricultural use.

Chapter 58. Flammable Gases and Flammable Cryogenic Fluids.

Section 5806.2 is amended to read:

5806.2 Limitation. The storage of flammable cryogenic fluids in stationary containers outside of buildings is prohibited in any area which is zoned for other than industrial use.

Exception: Liquid hydrogen fuel systems in compliance with section 5806.3 or 5806.4.

Chapter 61. Liquefied Petroleum Gases.

Section 6103.2.1.7 is amended in its entirety to read:

6103.2.1.7 Use for food preparation. Individual portable L-P containers used, stored, or handled inside a building classified as a Group A or Group B occupancy for the purposes of cooking, food display, or a similar use, shall be limited in size to one quart capacity and shall be of an approved type. The number of portable containers permitted will be at the discretion of the Fire Code Official. LP-gas appliances used for food preparation shall be listed for such use in accordance with the International Fuel Gas Code, the International Mechanical Code, and NFPA 58.

Section 6104.2 is amended to read:

6104.2 Maximum capacity within established limits. The storage of liquefied petroleum gas is prohibited in any central business district and in all zoning districts except districts zoned for commercial, industrial, rural, or agricultural uses. The aggregate capacity of any one installation used for the storage of liquefied petroleum gas shall not exceed a water capacity of 2,000 gallons (7570 L).

Chapter 80. Referenced Standards

Chapter 80 is amended as follows:

The following referenced standard is added:

NFPA 850 (2010) Recommended Practice for Fire Protection for Electric Generating Plants and High Voltage Direct Current Converter Stations.

The following standard is added and includes the following amendment:

NFPA 13D (2013) Installation of Sprinkler Systems in One- and Two-family Dwellings and Manufactured Homes.

8.6.5.1 When fuel fired equipment is present, at least one quick response intermediate temperature sprinkler shall be installed above the equipment. *All sprinkler piping installed in attics rising above the insulation shall be limited to ferrous or copper piping.*

Appendix B. Fire-Flow Requirements for Buildings.

Section B105.2, exception 1, is amended to read:

Exception 1: A reduction in required fire-flow of 50 percent, as approved by the Fire Code Official, when the building is provided with an approved automatic sprinkler system and installed in

accordance with Section 903.3.1.1. The resulting fire-flow shall be not less than 1,500 gallons per minute (5678 L/min) for the prescribed duration as specified in Table B105.1.

Appendix C. Fire Hydrant Locations and Distribution.

Table C105.1 footnote f and g are added to read:

f. A fire hydrant shall be provided within 250 feet of a fire trail access point off a public or private street.

g. For infill projects within existing single-family residential developments, Section 507.5.1 applies.

Appendix D. Fire Apparatus Access Roads

Section D102.1 is amended to read:

D102.1 Access and loading. Facilities, buildings or portions of buildings hereafter constructed shall be accessible to fire department apparatus by way of an *approved* fire apparatus access road with an asphalt, concrete or other approved *all-weather driving surface* capable of supporting the imposed load of fire apparatus weighing at least 74,000 pounds (33,566 kg) in accordance with CalTrans Design Standard HS- 20-44.

Exception: *Driveways* serving one or two single-family *dwellings* may be constructed of an alternate surface material, providing the imposed weight load design minimums are met and the grade does not exceed 10 percent.

Section D103.1 is deleted in its entirety.

Section D103.2 is deleted in its entirety and replaced by the following, to read:

D103.2 Grade. Fire department access roadways having a grade of between 16 percent and 20 percent shall be designed to have a finished surface of grooved concrete sufficient to hold a 44,000 pound (19,958 kg) traction load. The grooves in the concrete surface shall be ½ inch (13 mm) wide by ½ inch (13 mm) deep and 1 ½ inch (38 mm) on center and set at a 30 to 45 degree angle across the width of the roadway surface. No grade shall exceed 20 percent, nor shall the cross slope exceed 8%, unless authorized in writing by the Fire Code Official.

Section D103.2.1 is added to read:

D103.2.1 Angles of approach and departure. The angles of approach and departure for any means of access shall not exceed 10 percent at 10 feet of the grade break.

Section D103.3 is deleted in its entirety and replaced by the following, to read:

D103.3 Turning radius. Based on a minimum unobstructed width of 20 feet, a fire apparatus access roadway shall be capable of providing a minimum standard turning radius of 25 feet (7,620 mm) inside and 45 feet (13,716 mm) outside.

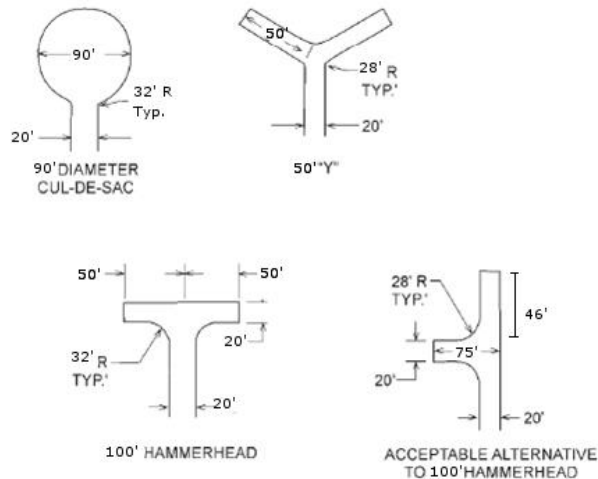
Table D103.4 is amended to read:

**Table
D103.4
REQUIREMENTS FOR DEAD-END FIRE
APPARATUS ACCESS ROADS**

LENGTH (feet)	MINIMUM WIDTH (feet)	TURNAROUNDS REQUIRED
0 – 150	20 ^a	None required
151 – 750	20 ^a	100-foot Hammerhead, 50-foot “Y”, 75-foot Shunt or 90-foot-diameter cul-de-sac in accordance with figure D103.1
Over 750	Special approval required ^b	

- a. A *driveway* with a minimum width of 16 feet is acceptable for access to no more than two single-family *dwelling*s.
- b. Any fire apparatus access roadway or *driveway* that is approved to be less than 20 feet wide and to exceed 750 feet in length shall have outsets or turnouts every 300 feet along the length of the road or driveway, or at locations approved by the Fire Code Official. Each outset or turnout shall be of the following dimensions: an 8 foot wide turnout that extends at least 40 feet in length.

Figure D103.1 is amended to read:



**Figure D103.1
Dead-end Fire Apparatus Access Road Turnaround**

Section D103.5 is amended by amending criteria 1 and adding criteria 10, to read:

1. The minimum clear width shall be 20 feet (6096 mm)

Exception: For access to one or two single-family *dwelling*s, 16 feet clear width is acceptable.

10. All gates shall be installed and located a minimum of 30 feet off the street.

Section D103.6.1 is amended to read:

D103.6.1 Roads less than 28 feet in width. Fire apparatus access roads less than 28 feet wide shall be posted on both sides as a *fire lane*.

Section D103.6.2 is amended to read:

D103.6.2 Roads 28 feet in width or greater, but less than 36 feet in width. Fire apparatus access roads 28 feet wide or greater, but less than 36 feet wide, shall be posted on one side of the road as a *fire lane*. Section D106.1 is amended to delete the exception and read:

D106.1 Projects having more than 100 dwelling units. Multiple-family residential projects having more than 100 *dwelling units* shall be provided with two separate and *approved* fire apparatus access roads and shall meet the requirements of Section D104.3.

Section D106.2 is deleted in its entirety.

SECTION 3. REPEAL OF FIRE CODE.

This Ordinance supersedes the Contra Costa County Ordinance No. 2010-15, adopting the 2010 California Fire Code with amendments, within the East Contra Costa Fire Protection District's jurisdiction.

SECTION 4. REFERENCES TO PRIOR CODE

Unless superseded and expressly repealed by this ordinance, references in District forms, documents, and regulations to the chapters and sections of the Contra Costa County 2010 Fire Code shall be construed to refer to the corresponding chapters and sections of the 2013 Fire Code of the District.

SECTION 5. VALIDITY.

The East Contra Costa Fire Protection District Board of Directors declares that if any part of this ordinance or of the 2013 California Fire Code as adopted and amended herein is declared for any reason to be invalid, it is the intent of the East Contra Costa Fire Protection District Board of Directors that all other portions will remain valid.

SECTION 6. MORE RESTRICTIVE REQUIREMENTS.

If requirements more restrictive than those in this fire code are adopted by the incorporated cities of

Brentwood, Oakley, or the unincorporated communities of Bethel Island, Discovery Bay, Knightsen, Byron, Marsh Creek, or Morgan Territory, those requirements will apply only within the jurisdiction adopting those requirements.

SECTION 7. FINDINGS

The District, by Resolution No. 2014-7, adopted findings based on local climatic, geological and topographical conditions existing within the District that support the modifications to the 2013 California Fire Code as set forth in this Ordinance. The specific findings supporting each modification to the California Fire Code are shown on the chart attached to this Ordinance as Exhibit A.

SECTION 9. EFFECTIVE DATE.

This ordinance becomes effective 30 days after passage, and within 15 days of passage shall be published once in the Brentwood Press, a newspaper published in this District. This ordinance shall be published in a manner satisfying the requirements of Government Code section 25124, with the names of Directors voting for and against it.

INTRODUCED at a regular meeting of the East Contra Costa Fire Protection District Board of Directors held on the 2nd day of June, 2014.

PASSED AND ADOPTED at a regular meeting of the East Contra Costa Fire Protection District Board of Directors held on the 7th day of July, 2014 by the following roll call vote.

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Joel Bryant
President, Board of Directors

ATTEST:

Hugh Henderson, Clerk of the Board

EXHIBIT A

Pursuant to California Health and Safety Code Section 17958.7, the specific findings supporting the modifications to the California Fire Code, 2013 Edition are shown on the following chart. The California Fire Code Sections are listed by Article number on the left and the corresponding finding supporting the modification are listed on the right. The letters refer to the findings set forth in Resolution No. 2014-7 and generally are as follows:

- A - Climatic
- B – Geological & Topographical

Fire Code Ordinance Sections	Fire Code Findings Sections
101.1	A & B.1
102.1	A & B
105.6 – 105.6.54	A & B.3
105.7	A & B
105.7.17	B.1 & B.2
105.7.18	A & B
105.7.19, 105.7.20	B.1
105.7.21	A, B.2, B.3
105.7.22	A & B.3
105.8 – 202	A & B
304.1.2	A & B.2
304.1.4, 308.1.4	A & B
308.1.6.3	A & B.3
319, 319.1, 319.2	A & B
319.4.1 – 319.6	A & B.3
319.7.1, 319.7.2	A
320.1 – 320.3.11	A
401.5	B
403.2	A & B
503.1.1, 503.2.1, 505.3	B
507.2.3	B.1
603.6.6 – 806.1.6	A
901.6.2.2 – 907.8.7	A & B
1027.5.1	B.1, B.2 & B.3.a.3
3301.3	A
3318.1 – 3318.4	A
5001.5.3, 5003.9.1.2	B
5601	A & B
5608.2, 5608.3	A & B.3
5704.2.9.6.1-6104.2	A, B.1 & B.2
Chapter 80, Appendix B & Appendix C	A & B

BOARD OF DIRECTORS AGENDA ITEM NO. D.1

Meeting Date: July 7, 2014

Subject/Title: Approve and Authorize a District Response to Contra Costa County Grand Jury Report #1405, "The Public Records Act in Contra Costa County: Letting the Sun Shine In"

Submitted by: Hugh Henderson, Fire Chief

RECOMMENDATION FOR ACTION

Approve and Authorize a District Response to Contra Costa County Grand Jury Report #1405, "The Public Records Act in Contra Costa County: Letting the Sun Shine In."

PREVIOUS ACTION

None

SUBJECT BACKGROUND

On May 30, 2014 the Contra Costa County Grand Jury filed their Report # 1405, "The Public Records Act in Contra Costa County: Letting the Sun Shine In," received by the District on June 6.

The District is required to provide a written response to the Grand Jury Report within 90 days in accordance with California Penal Code Sections 933(c) and 933.05. The District's response is required to address all seven of the Grand Jury's Findings and all three of the Grand Jury's Recommendations. Responses are due to the Grand Jury by September 3, 2014.

The seven findings and three recommendations, as well as the District's suggested responses, follow:

Grand Jury Findings and Suggested District Responses:

1. ***"The State of California's policy of transparency in government is embodied in the California Public Records Act (CPRA)."***

Suggested Response: The East Contra Costa Fire Protection District ("District") **Agrees.** The CPRA, together with the Brown Act (open meetings statutes) and a range of economic interest and other disclosure rules, creates a robust set of transparency requirements for state and local governments.

2. ***"Contra Costa County's policy of transparency in government has been strengthened by the adoption of the Better Government Ordinance."***

Suggested Response: The District has no experience or knowledge upon which to agree or disagree with a finding related to adoption of the County's ordinance.

3. ***“Contra Costa County conducts periodic training of its employees regarding how to respond to requests for records under the CPRA and the Better Government Ordinance.”***

Suggested Response: This Finding is expressly directed to and would be most properly responded to by the County.

4. ***“The response to CPRA requests by departments reporting to the Board of Supervisors is generally timely and appropriate.”***

Suggested Response: This Finding is expressly directed to and would be most properly responded to by the County.

5. ***“The response to CPRA by cities and special districts within Contra Costa County is uneven. Some entities are responsive, while others have a delayed responses (sic) or fail to respond entirely.”***

Suggested Response: **The District Agrees to the Extent Possible.** The District only has knowledge of its own responses to CPRA requests and is not in a position to agree or disagree with a finding related to other agencies’ practices or performance related to responses to CPRA requests. The District is timely in its responses to CPRA requests.

6. ***“Employees of cities and some special districts who deal with CPRA requests are unfamiliar with the Act and the responsibilities of their agency when records are requested.”***

Suggested Response: **The District Agrees to the Extent Possible.** The District only has knowledge of its own practices and performance responding to CPRA requests and is not in a position to agree or disagree with a finding related to other agencies’ practices or performance related to responses to CPRA requests. All District administrative personnel are aware that the Fire Chief manages responses to CPRA requests and that requests should be forwarded to the Fire Chief immediately upon receipt. District-provided AB 1234-compliant local government ethics training (most recently provided in August, 2013) includes discussion of the CPRA to ensure that District administrative personnel and Board members understand their relative responsibilities under the law.

7. ***“Among the most valuable documents that could be included on websites are: Statements of Economic Interests, Employment Contracts, Annual Audits, Travel and Entertainment reimbursements, and agendas and supporting documents for public meetings.”***

Suggested Response: The District Agrees.

Grand Jury Recommendations and Suggested District Responses:

1. ***“Cities and special districts in Contra Costa County should consider adopting a policy similar to the Better Government Ordinance, expanding the right of the public to access to public records.”***

Suggested Response: The recommendation has not yet been implemented by the District, but will be implemented in the future. The District’s Board of Directors will

consider updates to its Board rules, including District policies related to transparency, in advance of the District's next AB 1234 training (which must occur no later than August 2015). The District notes that the Better Government Ordinance was written for a large county government made up of numerous sub-agencies with multiple policy-making bodies and many departments/offices that might receive CPRA requests. The District is administered by one Fire Chief, one administrative support professional, three Battalion Chiefs and several dozen firefighter/EMTs. All CPRA requests, agenda preparation, and website postings are managed by the District's small administrative staff. In this context, there is a much less need for active coordination to ensure government transparency. While a policy containing some elements of the Better Government Ordinance could improve upon government transparency in the District, the District already emphasizes transparency in its operations.

2. ***“Cities and special districts in Contra Costa County should arrange for periodic training of employees who are responsible for responding to Public Records Act requests.”***

Suggested Response: The District has already implemented this recommendation. The District includes a discussion of the CPRA and responding to CPRA requests as part of its AB-1234 compliant ethics training provided to all employees who are responsible for responding to Public Records Act requests.

3. ***“Cities and special districts should consider making certain public records that are clearly disclosable under the CPRA available on their websites:***
 - a. ***Statements of Economic Interests***
 - b. ***Employment Contracts***
 - c. ***Annual Audits***
 - d. ***Travel and Entertainment reimbursements***
 - e. ***Agendas and supporting documents for public meetings.”***

Suggested Response: The East Contra Costa Fire Protection District has already implemented this recommendation. District Staff has considered which of the above-listed records to include on the District's website. At present, the District's Employment Contracts, Board committee agendas and Board meeting agenda packets (including supporting documents) are available on the District's website. Some additional materials listed above may be added as resources allow when the District's website undergoes a planned redesign within the next six months.

Attachments:

Resolution

Contra Costa County Grand Jury Report #1405.

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
STATE OF CALIFORNIA**

* * *

RESOLUTION NO. 2014-__

**APPROVING AND AUTHORIZING A DISTRICT RESPONSE TO CONTRA
COSTA COUNTY GRAND JURY REPORT NO. 1405, “THE PUBLIC RECORDS ACT IN
CONTRA COSTA COUNTY: LET THE SUN SHINE IN”**

WHEREAS, the Contra Costa County (CCC) Grand Jury is an investigative group, under the guidance of the County Superior Court, which is authorized to review and evaluate government agencies and special districts; and

WHEREAS, the CCC Grand Jury is tasked with ensuring that the County’s public agencies’ duties are lawfully conducted and performed in an efficient and economical manner; and

WHEREAS, the CCC Grand Jury has prepared Report No. 1405 titled “The Public Records Act in Contra Costa County: Letting the Sun Shine In,” which includes seven findings and three recommendations to which the East Contra Costa Fire Protection District is required by State law and the terms of the Report to respond; and

WHEREAS, Staff has evaluated the findings and recommendation set forth in Report No. 1405 and finds that several of the findings are not relevant or applicable to the District and/or the District is not the proper entity to provide a response; and

WHEREAS, Staff proposes the Board of Directors of the East Contra Costa Fire Protection District reply to the seven findings and three recommendations in CCC Grand Jury Report No. 1405 as set forth below.

NOW, THEREFORE BE IT RESOLVED that the East Contra Costa Fire Protection District does hereby:

1. Approve the District response to the seven findings of, and three recommendations in, Contra Costa County Grand Jury Report No. 1405, as follows:

Finding 1. “The State of California’s policy of transparency in government is embodied in the California Public Records Act (CPRA).”

Response to Finding 1: The East Contra Costa Fire Protection District (“District”) Agrees. The CPRA, together with the Brown Act (open meetings statutes) and a range of economic interest and other disclosure rules, creates a robust set of transparency requirements for state and local governments.

Finding 2. “Contra Costa County’s policy of transparency in government has been strengthened by the adoption of the Better Government Ordinance.”

Response to Finding 2: The District has no experience or knowledge upon which to agree or disagree with this finding related to adoption of the County's ordinance.

Finding 3. "Contra Costa County conducts periodic training of its employees regarding how to respond to requests for records under the CPRA and the Better Government Ordinance."

Response to Finding 3: This Finding is expressly directed to and would be most properly responded to by the County.

Finding 4. "The response to CPRA requests by departments reporting to the Board of Supervisors is generally timely and appropriate."

Response to Finding 4: This Finding is expressly directed to and would be most properly responded to by the County.

Finding 5. "The response to CPRA by cities and special districts within Contra Costa County is uneven. Some entities are responsive, while others have a delayed responses (sic) or fail to respond entirely."

Response to Finding 5: The District Agrees to the Extent Possible. The District only has knowledge of its own responses to CPRA requests and is not in a position to agree or disagree with a finding related to other agencies' practices or performance related to responses to CPRA requests. The District is timely in its responses to CPRA requests.

Finding 6. "Employees of cities and some special districts who deal with CPRA requests are unfamiliar with the Act and the responsibilities of their agency when records are requested."

Response to Finding 6: The District Agrees to the Extent Possible. The District only has knowledge of its own practices and performance responding to CPRA requests and is not in a position to agree or disagree with a finding related to other agencies' practices or performance related to responses to CPRA requests. All District administrative personnel are aware that the Fire Chief manages responses to CPRA requests and that requests should be forwarded to the Fire Chief immediately upon receipt. District-provided AB 1234-compliant local government ethics training (most recently provided in August, 2013) includes discussion of the CPRA to ensure that District administrative personnel and Board members understand their relative responsibilities under the law.

Finding 7. "Among the most valuable documents that could be included on websites are: Statements of Economic Interests, Employment Contracts, Annual Audits, Travel and Entertainment reimbursements, and agendas and supporting documents for public meetings."

Response to Finding 7: The District Agrees.

Recommendation 1. "Cities and special districts in Contra Costa County should consider adopting a policy similar to the Better Government Ordinance, expanding the right of the public to access to public records."

Response to Recommendation 1: The recommendation has not yet been implemented by the District, but will be implemented in the future. The District's Board of Directors will consider updates to its Board rules, including policies related to transparency, in advance of the Board's next AB 1234 training (which must occur no later than August 2015). The District notes that the Better Government Ordinance was written for a large county government made up of numerous sub-agencies with multiple policy-making bodies and many departments/offices that might receive CPRA requests. The District is administered by one Fire Chief, one administrative support professional, three Battalion Chiefs and several dozen firefighter/EMTs. All CPRA requests, agenda preparation, and website postings are managed by the District's small administrative staff. In this context, there is a much less need for active coordination to ensure government transparency. While a policy containing some elements of the Better Government Ordinance could improve upon government transparency in the District, the District already emphasizes transparency in its operations.

Recommendation 2. "Cities and special districts in Contra Costa County should arrange for periodic training of employees who are responsible for responding to Public Records Act requests."

Response to Recommendation 2: The District has already implemented this recommendation. The District includes a discussion of CPRA requests and responses as part of its AB-1234 compliant ethics training provided to all employees who are responsible for responding to Public Records Act requests, most recently in August 2013.

Recommendation 3. "Cities and special districts should consider making certain public records that are clearly disclosable under the CPRA available on their websites:

- a. Statements of Economic Interests***
- b. Employment Contracts***
- c. Annual Audits***
- d. Travel and Entertainment reimbursements***
- e. Agendas and supporting documents for public meetings."***

Response to Recommendation 3: The East Contra Costa Fire Protection District has already implemented this recommendation. District Staff has considered which of the above-listed records to include on the District's website. At present, the District's Employment Contracts, Board committee agendas and Board meeting agenda packets (including supporting documents) are available on the District's website. Some additional materials listed above may be added as resources allow when the District's website undergoes a planned redesign within the next six months.

2. Authorize the Fire Chief to respond to Contra Costa County Grand Jury Report #1405 as set forth above, prior to the Grand Jury's deadline of September 3, 2014.

3. Authorize the Fire Chief to take any other steps necessary to give effect to this Resolution.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the East Contra Costa Fire Protection District at a regular meeting held on the 7th day of July 2014 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Joel Bryant
President, Board of Directors

ATTEST:

Hugh Henderson
Clerk of the Board

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS AGENDA ITEM NO. D-2**

Meeting Date: June 2, 2014

Subject/Title: Review Meeting Schedule/Timeline for a Revenue Enhancement Measure

Submitted by: Hugh Henderson, Fire Chief

RECOMMENDATION FOR ACTION

Review meeting schedule/timeline for a revenue enhancement measure.

PREVIOUS ACTION

On January 21, 2014, by Resolution 2014-03, the Board of Directors approved an Agreement with TBWB Strategies for public outreach and educational services.

On May 5, 2014, by Resolution 2014–12, the Board of Directors approved an agreement with NBS for services related to the development, enactment and implementation of a fire assessment.

SUBJECT BACKGROUND

The District's outreach and education consultant and staff have been working this past month to develop a schedule and strategies for community outreach towards development of an enhanced revenue measure for consideration in the fall of this year.

The schedule below incorporates community outreach efforts and development of the Engineer's Report needed for a fire assessment:

- July 9-11, 2014 District's third educational pamphlet mailed to property owners
- July 12-15, 2014 Conduct survey of property owners
- July 17, 2014 Finance Committee meeting to review draft special vs. general benefit analysis and to consider directing staff to bring back final Engineer's Report and proposed assessment
- July 21, 2014 Outreach/Public Education Committee meeting to receive survey results and to formulate recommendations on informational material to be included in the ballot package for a proposed assessment
- July 31, 2014 Finance Committee meeting to review draft Engineer's Report/proposed fire assessment
- August 4, 2014 Board of Directors meeting to consider approval of the Engineer's Report and call for fire assessment balloting

- August 15, 2014 If pursued, fire assessment ballot would be mailed out to property owners
- October 6, 2014 If pursued, public hearing on fire assessment and tabulation of ballots

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT
BOARD OF DIRECTOR'S AGENDA ITEM NO. D.3**

Meeting Date: July 7, 2014

Subject/Title: Receive Update on Personnel/Staffing and Preliminary Findings on Call Volume/Workload

Submitted by: Hugh Henderson, Fire Chief

RECOMMENDATION FOR ACTION

Receive update on personnel/staffing and preliminary findings on call volume/workload.

SUBJECT BACKGROUND

At the June 2, 2014 Board of Directors Meeting, the Board requested monthly updates on personnel leaving the District to go to other agencies and a look at call volume/workload by stations.

The District is currently budgeted for 48 operational personnel, which are comprised of 3 Battalion Chiefs and 45 Station Suppression Personnel. As of July 1, our staffing level is 3 Battalion Chiefs and 35 station suppression personnel. In addition to the 10 open positions, we currently have one Fire Captain on long-term workers compensation and a firefighter on active military duty. At this point staff is unaware of any additional employees in final stage recruitment processes with outside agencies.

Staffing for the month of July has been backfilled with overtime to maintain the five station model. Covering the open shifts requires an average of three additional shifts per month per station suppression personnel. The estimated cost to back fill the open shifts and keep all five stations open is \$85,000 per month.

To provide the Board with a snapshot of call volume and workload by stations/engine companies, the chart below details the May 1, 2013 through April 30, 2014 timeframe. Crews responded to 6,813 calls with a total of 9,064 rollouts/wheels turned, including auto aid responses from outside agencies into the District. The District-wide average response time was 7:59.

Station	Community	Population served	Calls in first due area	Percentage of calls	Times rolled out/wheels turned	Percentage of wheels turned
52	Brentwood		1,514	22.20%	1815	20.48%
54	Brentwood	54,741	1,344	19.71%	1695	18.57%
59	Discovery Bay/Byron	14,629	715	10.48%	970	10.63%
93	Oakley	38,035	1,610	23.61%	2009	22.01%
94	Knightsen/Bethel Island	3,705	786	11.52%	1051	11.51%
Cal fire	Marsh Creek/Morgan Terr.	741	201	2.94%	293	3.21%
Auto-Aid			643	9.43%	1,231	13.49%
Totals		111,851	6,813	100%	9,064	100%

The above statistics show that the greatest number of calls and wheels turned are in both Cities, with lower call volumes in the unincorporated areas. A good portion of the auto aid responses result from GPS mapping of the proximity of the closest available resources based on the GPS locators on the engines. The Lone Tree Way area, where the borders of Brentwood in Antioch touch, is the best example of where auto aid is used to minimize the distance traveled by the first due personnel.

Staff will continue to analyze and present additional statistics regarding call volume and workload in future months.

Staffing recommendations:

The Fire Chief recommends that the District continue to fill open shifts with overtime and maintain our staffing level with five stations until we know the outcome of a potential revenue enhancement measure. This model provides the best service for the community during one of the driest summers in the history of the state. The cost to maintain this staffing level would be an additional \$350,000, which is not included within the preliminary budget that was adopted at the June 2 meeting.

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT
BOARD OF DIRECTOR'S AGENDA ITEM NO. D.4**

Meeting Date: July 7, 2014

Subject/Title: Receive Operational Update for June 2014

Submitted by: Hugh Henderson, Fire Chief

RECOMMENDATION FOR ACTION

Receive operational update June 2014

SUBJECT BACKGROUND

This report summarizes District activities for the month of June.

Calls for service:

There were a total of 554 service calls in the month of June, with an average response time of 7:20 minutes. In the month of May the District ran 585 calls with an average response time of 7:16 minutes. In the calendar year of 2013, the District ran 6454 calls for service with an average response time of 7:08.

Looking at the response times by stations:

- **Station 52- John Muir Parkway, Brentwood**, had 163 calls in the month of June with an average response time of 6:14 minutes. In May there were a total of 170 calls with an average response time of 6:16 minutes. In the calendar year of 2013 the station ran 1857 calls for service with an average response time of 6:26.
- **Station 54-Downtown Brentwood**, had 108 calls in the month of June with an average response time of 6:28 minutes. In May there were a total of 119 calls with an average response time of 6:07 minutes. In the calendar year of 2013 the station ran 1336 calls for service with an average response time of 6:28.
- **Station 59-1685 Bixler Rd, Discovery Bay**, had 83 calls in the month of June with an average response time of 8:56 minutes. In May there were a total of 79 calls with an average response time of 7:59 minutes. In the calendar year of 2013 the station ran 774 calls for service with an average response time of 8:54.
- **Station 93 530 O'Hare Ave, Oakley**, had 155 calls in the month of June with an average response time of 6:52 minutes. In May there were a total of 157 calls with an average response time of 6:51 minutes. In the calendar year of 2013 the station ran 1752 calls for service with an average response time of 6:16.
- **Station 94-15 A St, Knightsen**, had 14 calls in the month of June with an average response time of 8:44 minutes. In May there were a total of 20 calls with an average response time of 8:12 minutes. In the calendar year of 2013 the station ran 176 calls for service with an average response time of 8:30.

- **Station 95- 3045 Ranch Ln, Bethel Island** (closed 7-1-2012), had 24 calls in the area of this closed station in the month of June with an average response time of 12:14 minutes. In the month May of there were 28 calls with an average response time of 13:58 minutes. In the calendar year of 2013 the District ran 355 calls for service in the station area with an average response time of 11:31.
- **Cal-Fire Station 16-Marsh Creek/Morgan Territory** had 7 calls in the month of June with an average response time of 9:25 minutes. In May there were a total of 12 calls with an average response time of 9:25 minutes. In the calendar year of 2013 the station ran 195 calls for service with an average response time of 9.25.

Auto aid:

In the month of June, the District received auto aid from Contra Costa County Fire 28 times, with them sending 32 engines. The District sent auto aid to Contra Costa County Fire 20 times providing them with 26 engines. During the month of May, Contra Costa County Fire came into the District 24 times with 34 engines and we responded into Contra Costa County Fire 15 times with 18 engines. In 2013, the District received auto aid from Contra Costa County Fire 345 times with them sending 476 engines. The District sent auto aid to Contra Costa County Fire a total of 198 times in 2012, sending 234 engines.

On June 17, 2014 approximately 7:34 PM, an example of how the auto aid system works throughout Contra Costa County was demonstrated. A vegetation fire in Antioch off of Lone Tree Way near Hillcrest Ave was dispatched with reports of structures threatened. Responding to the first alarm were Engine 93 from Oakley and Engine 52 from Brentwood. Upon the arrival of the first Battalion Chief on scene, a second alarm for structure protection was requested, which included Engine 54 from Brentwood and Engine 94 from Knightsen. Subsequently, a third alarm was requested; Engine 59 from Discovery Bay responded, totaling all five District engines were on scene.

Mutual aid cover engines were requested from Tracy and Cal fire to cover the District. While cover engines were in the District there were a total of four medical emergencies; three in Brentwood and Discovery Bay. All District engines were back in their stations by 10 PM.

Operational Personnel:

The District is currently budgeted for 48 operational personnel, which are comprised of 3 Battalion Chiefs and 45 Station Suppression Personnel. As of July 1, our staffing level is 3 Battalion Chiefs and 35 station suppression personnel. In addition to the 10 open positions, we currently have one Fire Captain on long-term workers compensation and a firefighter on active military duty. At this point staff is unaware of any additional employees in final stage recruitment processes with outside agencies.