



# BEN LOMOND FIRE PROTECTION DISTRICT

## AGENDA of the BOARD OF DIRECTORS

Wednesday October 16, 2024 at 9:00 AM

Ben Lomond Firehouse, 9430 Hwy 9, Ben Lomond, California

Telephone: 831-336-5495 Fax: 831-336-0300

blfdchief@benlomondfd.com is inviting you to a Meeting

The Board meeting agenda and all supporting documents are available for public review at 9430 Hwy 9, Ben Lomond, CA, 72 hours in advance of a scheduled board meeting.

District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Assistant as soon as possible, but at least two days prior to the meeting.

### FLAG SALUTE/MOMENT OF SILENCE

### ROLL CALL

President Director Sean Castagna, Director (Vice) Glen Cady, Director Dave Bingham, Director Lisa Hill, Director Tom Maxson and Fire Chief Stacie Brownlee

### REGULAR MEETING- Call TO ORDER

### OPEN TIME FOR PUBLIC EXPRESSION

Please observe a three minute time limit

This is an opportunity for any member of the public to briefly address the District Board on any matter that does not appear on this agenda. Items that appear to warrant a more lengthy presentation or Board deliberation will be considered for placement on the agenda for discussion at a future meeting. There will also be an opportunity to comment on action items, following Board discussion and before any action is taken. The Board asks anyone who speaks to state their name.

### DIRECTOR MATTERS/AGENDA AMENDMENTS

Directors may report on their activities and meetings.

Any changes to the agenda may be made at this time.

### CHIEF'S REPORT

The Fire Chief will report on the district's business activities and operations.

### COMMUNICATIONS-

### BOARD CALENDER EVENTS-

### COMMITTEE REPORTS- Felton Fire

Directors may report on committee activities and meetings

### CONSENT CALENDAR ITEMS

These items can be acted on in one consolidated motion or may be removed from the Consent Calendar and separately considered at the request of any person.

1. Approval of Minutes September 18, 2024
  - 1.1 Regular Meeting of October 16, 2024
2. Approval of Expenditures for October 16, 2024
  - 2.1 Paid bills in the amount of \$34,670.09
  - 2.2 Paid Payroll in the amount of \$ 27,273.33

## Old BUSINESS

1. Upstairs (Discussion/Action)  
**Key discussion points: No action**  
**Decision(s) made:**  
**Action items and assignee(s)**
2. SOP Review  
**Key discussion points: SOP #2030 Substance Abuse**  
**Decision(s) made:**  
**Action items and assignee(s)**
3. Landscaping  
**Key discussion points: Started**  
**Decisions made:**  
**Action Items and assignees:**
4. Type 3  
**Key discussion points: No update**  
**Decisions made:**  
**Action Items and assignees:**
- 5.. Henflings  
**Key discussion points: Mario has the keys and started cleanup. County Home Inspection**  
**Decisions made:**  
**Action Items and assignees:**

## NEW BUSINESS

1. Felton Fire  
**Key discussion points: Agreement for fire Services,**  
**Decisions made:**  
**Action Items and assignees:**

## CLOSED SESSION

At any time during the regular meeting, the Board may adjourn to a closed session to consider land negotiations, litigation, and personnel matters or to discuss with legal counsel matter within the attorney-client privilege. Authority; Gov. Code Section Code §54956.8, 54956.9, and 54957.

## INFORMATION/FUTURE MEETINGS

Items of a general nature that the staff wishes to bring to the attention of the Board, and any future agenda items.

Scheduling of future meetings

Regular Meeting –November 20, 2024

## ADJOURNMENT



# BEN LOMOND FIRE PROTECTION DISTRICT

## Board Meeting

Regular Board Meeting

Wednesday September 18, 2024 at 9:00 AM

Ben Lomond Firehouse, 9430 Hwy 9, Ben Lomond, California

Telephone: 831-336-5495 Fax: 831-336-0300

### Roll Call

**Directors Present:** Chairperson Director Sean Castagna, Director Lisa Hill, Director Dave Bingham & Director Tom Maxson

**Fire District Staff:** Chief Brownlee, Mike Ayers, Matt Sanders, Steve Ruff, Mark Brown

**Absent:** Director Glen Cady

**Also Present:** None

**FLAG SALUTE/MOMENT OF SILENCE**

**ROLL CALL**

**CALL TO ORDER BOARD REGULAR BOARD MEETING**

The meeting of the Board of Directors of the Ben Lomond Fire Protection District was held on Wednesday, September 18, 2024, Chairperson Castagna called the meeting to order at 9:02 AM.

**OPEN TIME FOR PUBLIC EXPRESSION**

Please observe a three-minute time limit

This is an opportunity for any member of the public to briefly address the District Board on any matter that does not appear on this agenda. Items that appear to warrant a lengthier presentation or Board deliberation will be considered for placement on the agenda for discussion at a future meeting. There will also be an opportunity to comment on action items, following Board discussion and before any action is taken. The Board asks anyone who speaks to state their name.

**PUBLIC EXPRESSION-** None

**DIRECTOR MATTERS/AGENDA AMENDMENTS-** None

Any changes to the agenda may be made at this time.

**CHIEF'S REPORT**

The Fire Chief will report on the district's business activities and operations

**COMMUNICATIONS -**

**BOARD CALENDAR EVENTS-** None

**COMMITTEE REPORTS-** None

Directors may report on committee activities and meetings

**CONSENT CALENDAR ITEMS**

These items can be acted on in one consolidated motion or may be removed from the Consent Calendar and separately considered at the request of any person.

1. Approval of Minutes August 21, 2024
    - 1.1 Regular Meeting of September 18, 2024
  2. Approval of Expenditures for September 18, 2024
    - 2.1 Paid bills in the amount of \$30,301.15
    - 2.2 Paid Payroll in the amount of \$ 59,460.12
- Approval of Consent Calendar Items

Motion was made by Director Maxson seconded by Director Hill to approve all Consent Calendar items

Ayes: Chairperson Director Castagna, Director Hill, Director Maxson and Director Bingham

Noes: None

Abstain: None

Absent: Director Cady,

## Old BUSINESS

1. Upstairs (Discussion/Action)

**Key discussion points:** Started

**Decision(s) made:**

**Action items and assignee(s)**

2. SOP Review

**Key discussion points:** SOP #2020 Payroll/Sick Leave SB616

**Decision(s) made:**

**Action items and assignee(s)** Motion was made by Director Maxson seconded by Director Hill to approve SOP #2020 Payroll/Sick Leave SB616

Ayes: Chairperson Director Castagna, Director Hill, Director Maxson and Director Bingham

Noes: None

Abstain: None

Absent: Director Cady

3. Landscaping

**Key discussion points:** Plans are being drawn up with plant design. Glen has not come with a design for the bell mount

**Decisions made:**

**Action Items and assignees:**

4. Type 3

**Key discussion points:** Chief emailed the intent letter. Board advised Chief to call Burtons and discuss the out of pocket expenses.

**Decisions made:**

**Action Items and assignees:**

- 5.. Henflings

**Key discussion points:** Board will adjourn to closed session regarding lease agreement.

**Decisions made:**

**Action Items and assignees:** Board came out of closed session at 10:15 AM Directed Chief to contact the attorney and have her attach the inventory list to exhibit E and add in the 2<sup>nd</sup> 3-year option to the lease. Motion was made by Director Castagna seconded by Director Bingham to approve the lease with Mario Ibarra and Antonio Hernandez

Ayes: Chairperson Director Castagna, Director Hill, Director Maxson and Director Bingham

Noes: None

Abstain: None

Absent: Director Cady,

## NEW BUSINESS

1. Felton Fire

**Key discussion points:** Board set a committee of Director Bingham and Director Castagna to meet with a Felton Board member to discuss the agreement. Board directed Chief to send it off to the attorney for review.

**Decisions made:**

**Action Items and assignees:**

2. Appropriation Limit for Fiscal Year 2024-2025 Resolution 2024-04

**Key discussion points:**

**Decisions made:**

**Action Items and assignees:** Motion was made by Director Castagna seconded by Director Bingham to approve Appropriation Limit for Fiscal Year 2024-2025 Resolution 2024-04

Ayes: Chairperson Director Castagna, Director Hill, Director Maxson and Director Bingham

Noes: None

Abstain: None

Absent: Director Cady,

3. Carry-Over from Fiscal Year 2023-24 Resolution 2024-02

**Key discussion points:** Resolution 2024-02

**Decisions made:**

**Action Items and assignees:** Motion was made by Director Castagna seconded by Director Bingham to approve Carry-Over from Fiscal Year 2023-24 Resolution 2024-02

Ayes: Chairperson Director Castagna, Director Hill, Director Maxson and Director Bingham

Noes: None

Abstain: None

Absent: Director Cady,

4. Resolution 2024-03 VFA Grant

**Key discussion points:**

**Decisions made:**

**Action Items and assignees:** Motion was made by Director Castagna seconded by Director Bingham to approve Resolution 2024-03 VFA Grant

Ayes: Chairperson Director Castagna, Director Hill, Director Maxson and Director Bingham

Noes: None

Abstain: None

Absent: Director Cady

**CLOSED SESSION-**

At any time during the regular meeting, the Board may adjourn to a closed session to consider land negotiations, litigation, and personnel matters or to discuss with legal counsel matter within the attorney-client privilege. Authority; Gov. Code Section Code §54956.8, 54956.9, and 54957: Personnel Complaint: Henflings Lease agreement.

**INFORMATION/FUTURE MEETINGS**

Items of a general nature that the staff wishes to bring to the attention of the Board, and any future agenda items.

**FUTURE MEETINGS**

Regular Board Meeting – October 16, 2024

**ADJOURNMENT**

The meeting was adjourned at 10:30 AM

ATTEST:

\_\_\_\_\_  
Chairperson Castagna

\_\_\_\_\_  
Stacie Brownlee, Secretary



## **Ben Lomond Fire Protection District**

**Post Office Box 27, Ben Lomond, California 95005**

**Telephone: 831-336-5495 Fax: 831-336-0300**

<b>TO:</b>	<b>Board of Directors</b>	<b>FROM:</b>	<b>Stacie Brownlee Fire Chief</b>
<b>SUBJECT:</b>	<b>Chief's Report</b>	<b>DATE:</b>	<b>10/16/2024</b>
	<b>Approved</b>	<b>Date</b>	

### **Correspondence**

#### **Administration**

#### **Operations**

BLFD responded to calls in 52 Sept/Oct

- Structure (0)
- EMS (29)
- Haz Mat (0)
- Vehicle Acc. (1)
- Public Service (15)
- Smoke Checks (5)
- Other, wires (2)
- Mutual Aide calls (6) Boulder, (11) Felton, (1) Santa Cruz
- Storm related (0)
- Wildland (0)

#### **Training**

- Truck Block

#### **Logistic**

#### **Fire Prevention/Ed**

1<sup>st</sup> week of Oct. Boulder, Last week SLVE and Quail Hollow, Firewise @  
Riversidepark,Alba, meet the Chiefs@Zayante  
Fire Safe Council SLV. SLV Middle School career day, girl Scouts.

# BLFD YTD with var- Brd Report

As Of = @today; Years = 1; Balances = Adopted Budget, Adjusted Budget, Month-To-Date Actual, Year-To-Date Actual, Year-To-Date Variance; Revenues/Expenditures = R/E  
 GL Key [680600] and Dept [\*]

FY 2025

Object	GL Object Title	Adopted Budget	Adjusted Budget	Month-To-Date Actual	Year-To-Date Actual	Year-To-Date Variance
<b>GL Key: 680600 – BEN LOMOND FIRE PROTECTN DIST</b>						
<b>Revenues</b>						
<b>Character: 01 – TAXES</b>						
40100	PROPERTY TAX-CURRENT SEC-GEN	1,086,156.00	1,086,156.00	0.00	0.00	1,086,156.00
40110	PROPERTY TAX-CURRENT UNSEC-GEN	21,744.00	21,744.00	0.00	19,984.51	1,759.49
40130	PROPERTY TAX-PRIOR UNSEC-GEN	0.00	0.00	0.00	202.50	-202.50
40150	SUPP PROP TAX-CURRENT SEC	0.00	0.00	0.00	1,137.34	-1,137.34
40151	SUPP PROP TAX-CURRENT UNSEC	0.00	0.00	0.00	132.94	-132.94
40160	SUPP PROP TAX-PRIOR SEC	0.00	0.00	0.00	397.48	-397.48
40161	SUPP PROP TAX-PRIOR UNSEC	0.00	0.00	0.00	77.99	-77.99
Total 01 – TAXES		1,107,900.00	1,107,900.00	0.00	21,932.76	1,085,967.24
<b>Character: 07 – FINES, FORFEITURES &amp; ASSMNTS</b>						
44142	PENALTIES FOR DELINQUENT TAXES	0.00	0.00	0.00	32.04	-32.04
44143	REDMPTN PNLTIES FOR DELINQ TXS	0.00	0.00	0.00	27.62	-27.62
Total 07 – FINES, FORFEITURES & ASSMNTS		0.00	0.00	0.00	59.66	-59.66
<b>Character: 10 – REV FROM USE OF MONEY &amp; PROP</b>						
40430	INTEREST	0.00	0.00	0.00	36,820.91	-36,820.91
40440	RENTS & CONCESSIONS	53,712.00	53,712.00	0.00	9,606.25	44,105.75
Total 10 – REV FROM USE OF MONEY & PROP		53,712.00	53,712.00	0.00	46,427.16	7,284.84
<b>Character: 15 – INTERGOVERNMENTAL REVENUES</b>						
40830	ST-HOMEOWNERS' PROP TAX RELIEF	5,128.00	5,128.00	0.00	0.00	5,128.00
40894	ST-OTHER	283,298.00	283,298.00	0.00	0.00	283,298.00
Total 15 – INTERGOVERNMENTAL REVENUES		288,426.00	288,426.00	0.00	0.00	288,426.00
<b>Character: 23 – MISC. REVENUES</b>						
42380	NSF CHECKS	0.00	0.00	0.00	-3,824.54	3,824.54
42384	OTHER REVENUE	0.00	0.00	0.00	281.21	-281.21
Total 23 – MISC. REVENUES		0.00	0.00	0.00	-3,543.33	3,543.33
Total Revenues		1,450,038.00	1,450,038.00	0.00	64,876.25	1,385,161.75
<b>Expenditures</b>						
<b>Character: 50 – SALARIES AND EMPLOYEE BENEF</b>						
51000	REGULAR PAY-PERMANENT	196,000.00	196,000.00	1,165.75	47,927.25	148,072.75
51010	REGULAR PAY-EXTRA HELP	134,425.00	134,425.00	0.00	34,768.04	99,656.96
51015	REGULAR PAY-SICK LEAVE	10,000.00	10,000.00	0.00	0.00	10,000.00
52010	OASDI-SOCIAL SECURITY	28,000.00	28,000.00	1,030.64	7,884.09	20,115.91
52015	PERS	29,600.00	29,600.00	1,046.08	7,699.52	21,900.48
53010	EMPLOYEE INSURANCE & BENEFITS	14,500.00	14,500.00	461.54	3,421.28	11,078.72

# BLFDD YTD with var- Brd Report

As Of = @today; Years = 1; Balances = Adopted Budget, Adjusted Budget, Month-To-Date Actual, Year-To-Date Actual, Year-To-Date Variance; Revenues/Expenditures = R,E  
 GL Key [680600] and Dept [\*]

Object	GL Object Title	FY 2025				
		Adopted Budget	Adjusted Budget	Month-To-Date Actual	Year-To-Date Actual	Year-To-Date Variance
<b>GL Key: 680600 – BEN LOMOND FIRE PROTECTN DIST</b>						
<b>Expenditures</b>						
<b>Character: 60 – SERVICES AND SUPPLIES</b>						
63070	UTILITIES	16,500.00	16,500.00	0.00	4,228.43	12,271.57
Total 60 –	SERVICES AND SUPPLIES	490,902.00	490,902.00	1,424.39	134,684.88	356,217.12
<b>Character: 70 – OTHER CHARGES</b>						
74230	PRINCIPAL ON FINANCED PURCH	74,700.00	74,700.00	0.00	0.00	74,700.00
74420	INTEREST ON FINANCED PURCHASES	8,900.00	8,900.00	0.00	0.00	8,900.00
Total 70 –	OTHER CHARGES	83,600.00	83,600.00	0.00	0.00	83,600.00
<b>Character: 80 – FIXED ASSETS</b>						
86110	BUILDINGS AND IMPROVEMENTS	243,500.00	243,500.00	1,885.34	7,034.91	236,465.09
86203	COMPUTER EQUIPMENT	10,000.00	10,000.00	0.00	1,535.91	8,464.09
86204	EQUIPMENT	5,513.00	5,513.00	0.00	0.00	5,513.00
86209	MOBILE EQUIPMENT	365,998.00	365,998.00	0.00	62,297.86	303,700.14
Total 80 –	FIXED ASSETS	625,011.00	625,011.00	1,885.34	70,868.68	554,142.32
<b>Total Expenditures</b>						
		1,639,038.00	1,639,038.00	7,071.34	321,017.69	1,318,020.31
		-189,000.00	-189,000.00	-7,071.34	-256,141.44	67,141.44
		-189,000.00	-189,000.00	-7,071.34	-256,141.44	67,141.44
<b>Total 680600 – BEN LOMOND FIRE PROTECTN DIST</b>						

**Actual Transactions**

Transaction Type = Actual; Revenues/Expenditures = R/(E)  
 Post On [@current-fiscal-year] and GL Key [680600]

Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	GL Key	Fund Type	Fund	Dept	Character	Object	Amount	Description	Vendor No	Warrant No
<b>GL Key: 680600 – BEN LOMOND FIRE PROTECTH DIST</b>														
<b>Object: 51000 – REGULAR PAY-PERMANENT</b>														
2025	01	7/01/2024	SA0240000RV		680600	76	76465	68	50	51000	3,777.75	REVERSE SA0240000		
2025	01	7/10/2024	PAYPERIOD 14		680600	76	76465	68	50	51000	-7,760.75	PAYPERIOD 14PAYDATE 07122024		
2025	01	7/24/2024	PAYPERIOD 15		680600	76	76465	68	50	51000	-7,735.75	PAYPERIOD 15PAYDATE 07262024		
2025	02	8/07/2024	PAYPERIOD 16		680600	76	76465	68	50	51000	-7,923.75	PAYPERIOD 16PAYDATE 08092024		
2025	02	8/21/2024	PAYPERIOD 17		680600	76	76465	68	50	51000	-8,620.00	PAYPERIOD 17PAYDATE 08232024		
2025	03	9/04/2024	PAYPERIOD 18		680600	76	76465	68	50	51000	-11,795.00	PAYPERIOD 18PAYDATE 09062024		
2025	03	9/05/2024	JW2500020		680600	76	76465	68	50	51000	5,520.00	STAFF SERVICE PROVIDED-AUGUST		
2025	03	9/16/2024	PAYPERIOD 19		680600	76	76465	68	50	51000	-12,224.00	PAYPERIOD 19PAYDATE 09202024		
2025	04	10/02/2024	PAYPERIOD 20		680600	76	76465	68	50	51000	-13,010.75	PAYPERIOD 20PAYDATE 10042024		
2025	04	10/03/2024	JW2500035		680600	76	76465	68	50	51000	11,845.00	STAFF SERVICE PROVIDED-SEPT		
Total 51000 – REGULAR PAY-PERMANENT											-47,927.25			
<b>Object: 51010 – REGULAR PAY-EXTRA HELP</b>														
2025	03	9/04/2024	PAYPERIOD 18		680600	76	76465	68	50	51010	-34,768.04	PAYPERIOD 18PAYDATE 09062024		
Total 51010 – REGULAR PAY-EXTRA HELP											-34,768.04			
<b>Object: 52010 – OASDI-SOCIAL SECURITY</b>														
2025	01	7/01/2024	SA0240000RV		680600	76	76465	68	50	52010	306.66	REVERSE SA0240000		
2025	01	7/10/2024	PAYPERIOD 14		680600	76	76465	68	50	52010	-628.99	PAYPERIOD 14PAYDATE 07122024		
2025	01	7/24/2024	PAYPERIOD 15		680600	76	76465	68	50	52010	-627.10	PAYPERIOD 15PAYDATE 07262024		
2025	02	8/07/2024	PAYPERIOD 16		680600	76	76465	68	50	52010	-641.48	PAYPERIOD 16PAYDATE 08092024		
2025	02	8/21/2024	PAYPERIOD 17		680600	76	76465	68	50	52010	-694.75	PAYPERIOD 17PAYDATE 08232024		
2025	03	9/04/2024	PAYPERIOD 18		680600	76	76465	68	50	52010	-3,597.35	PAYPERIOD 18PAYDATE 09062024		
2025	03	9/18/2024	PAYPERIOD 19		680600	76	76465	68	50	52010	-970.44	PAYPERIOD 19PAYDATE 09202024		
2025	04	10/02/2024	PAYPERIOD 20		680600	76	76465	68	50	52010	-1,030.64	PAYPERIOD 20PAYDATE 10042024		
Total 52010 – OASDI-SOCIAL SECURITY											-7,884.09			
<b>Object: 52015 – PERS</b>														
2025	01	7/01/2024	SA0240000RV		680600	76	76465	68	50	52015	523.04	REVERSE SA0240000		
2025	01	7/09/2024	55809		680600	76	76465	68	50	52015	-300.00	BLFD BEN020	V30379	00463432
2025	01	7/10/2024	PAYPERIOD 14		680600	76	76465	68	50	52015	-1,046.08	PAYPERIOD 14PAYDATE 07122024		
2025	01	7/18/2024	56005		680600	76	76465	68	50	52015	-300.00	BLFD BEN020	V30379	00464287
2025	01	7/24/2024	PAYPERIOD 15		680600	76	76465	68	50	52015	-1,046.08	PAYPERIOD 15PAYDATE 07262024		
2025	02	8/07/2024	PAYPERIOD 16		680600	76	76465	68	50	52015	-1,046.08	PAYPERIOD 16PAYDATE 08092024		
2025	02	8/21/2024	PAYPERIOD 17		680600	76	76465	68	50	52015	-1,046.08	PAYPERIOD 17PAYDATE 08232024		
2025	03	9/04/2024	PAYPERIOD 18		680600	76	76465	68	50	52015	-1,046.08	PAYPERIOD 18PAYDATE 09062024		
2025	03	9/18/2024	PAYPERIOD 19		680600	76	76465	68	50	52015	-1,046.08	PAYPERIOD 19PAYDATE 09202024		
2025	03	9/23/2024	56401		680600	76	76465	68	50	52015	-300.00	BLFD BEN020	V30379	00468641
2025	04	10/02/2024	PAYPERIOD 20		680600	76	76465	68	50	52015	-1,046.08	PAYPERIOD 20PAYDATE 10042024		
Total 52015 – PERS											-7,699.52			
<b>Object: 53010 – EMPLOYEE INSURANCE &amp; BENEFITS</b>														
2025	01	7/01/2024	SA0240000RV		680600	76	76465	68	50	53010	230.77	REVERSE SA0240000		
2025	01	7/10/2024	PAYPERIOD 14		680600	76	76465	68	50	53010	-461.54	PAYPERIOD 14PAYDATE 07122024		
2025	01	7/16/2024	FRMS0823-BENLO		680600	76	76465	68	50	53010	-135.99	BLFD 5-BLFPD	V45930	00464043
2025	01	7/24/2024	PAYPERIOD 15		680600	76	76465	68	50	53010	-461.54	PAYPERIOD 15PAYDATE 07262024		
2025	02	8/07/2024	PAYPERIOD 16		680600	76	76465	68	50	53010	-461.54	PAYPERIOD 16PAYDATE 08092024		
2025	02	8/15/2024	FRMS0923-BENLO		680600	76	76465	68	50	53010	-143.59	BLFD 5-BLFPD	V45930	00466067
2025	02	8/21/2024	PAYPERIOD 17		680600	76	76465	68	50	53010	-461.54	PAYPERIOD 17PAYDATE 08232024		
2025	03	9/04/2024	PAYPERIOD 18		680600	76	76465	68	50	53010	-461.54	PAYPERIOD 18PAYDATE 09062024		
2025	03	9/16/2024	BLFD OCT 2024		680600	76	76465	68	50	53010	-141.69	BLFD 5-BLFPD	V45930	00468144
2025	03	9/18/2024	PAYPERIOD 19		680600	76	76465	68	50	53010	-461.54	PAYPERIOD 19PAYDATE 09202024		
2025	04	10/02/2024	PAYPERIOD 20		680600	76	76465	68	50	53010	-461.54	PAYPERIOD 20PAYDATE 10042024		
Total 53010 – EMPLOYEE INSURANCE & BENEFITS											-3,421.28			
<b>Object: 53015 – UNEMPLOYMENT INSURANCE</b>														
2025	01	7/01/2024	SA0240000RV		680600	76	76465	68	50	53015	9.45	REVERSE SA0240000		
2025	01	7/10/2024	PAYPERIOD 14		680600	76	76465	68	50	53015	-18.90	PAYPERIOD 14PAYDATE 07122024		
2025	01	7/24/2024	PAYPERIOD 15		680600	76	76465	68	50	53015	-14.85	PAYPERIOD 15PAYDATE 07262024		
2025	02	8/07/2024	PAYPERIOD 16		680600	76	76465	68	50	53015	-18.90	PAYPERIOD 16PAYDATE 08092024		
2025	02	8/21/2024	PAYPERIOD 17		680600	76	76465	68	50	53015	-26.10	PAYPERIOD 17PAYDATE 08232024		
2025	03	9/04/2024	PAYPERIOD 18		680600	76	76465	68	50	53015	-42.75	PAYPERIOD 18PAYDATE 09062024		

# Ben Lomond Fire Protection District

9430 Highway 9

831-336-5495

Email

Ben Lomond, CA 95005

831-336-0300

Website

Bill To: Felton Fire Protection District

Phone: 831-335-4422

Invoice #:

FFPD0924

Address:

131 Kirby Street, Felton CA 95018

Fax: 831-335-2635

Invoice Date:

10/2/2024

Email:

Invoice For: **Staffing services provided-  
September 2024**

Dates	Description	# Hours	Per Hour Rate	Notes	Price
09/01-09/05	one firefighter each day	50	\$ 25.00		\$ 1,250.00
9/6/2024	two firefighters	20	\$ 25.00		\$ 500.00
09/07-09/11	one firefighter each day	50	\$ 25.00		\$ 1,250.00
9/12/2024	two firefighters	20	\$ 25.00		\$ 500.00
9/13/2024	three firefighters	30	\$ 25.00		\$ 750.00
9/14/2024	two firefighters	20	\$ 25.00		\$ 500.00
09/15-09/18	one firefighter each day	40	\$ 25.00		\$ 1,000.00
09/19-09/20	two firefighters	40	\$ 25.00		\$ 1,000.00
9/21/2024	two firefighters	22	\$ 25.00		\$ 550.00
09/22-09/25	one firefighter each day	40	\$ 25.00		\$ 1,000.00
09/26-09/28	two firefighters	60	\$ 25.00		\$ 1,500.00
9/29/2024	one firefighter each day	10	\$ 25.00		\$ 250.00
9/30/2024	one firefighter each day	10	\$ 25.00		\$ 250.00
<b>Invoice Subtotal</b>					\$ 10,300.00
<b>Federal/State/FICA</b>					15.00%
					\$ 1,545.00
<b>TOTAL</b>					\$ 11,845.00

Make all checks payable to Ben Lomond Fire Protection District.  
If paying by Journal Entry- please credit 680600-51010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 8am - A Dawson 8am - Jon Sheets	2 Labor Day 8am - A Dawson 8am - Kevin Giannini 8am - Rebecca Mitchell	3 6pm - J. Bravin 7pm - Jacob Albrecht (rep. Becca) 7pm - P Rosso 8am - A Dawson 8am - Kevin Giannini	4 9pm - J. Bravin 8am - A Dawson 8am - Kevin Giannini	5 7pm - J. Bravin 8am - Garrett Fisher 8am - Shawn Meserth	6 8am - Connor 8am - Garrett Fisher	7 8am - Jacob Auldridge 8am - Rebecca Mitchell
8 8am - A Dawson 8am - Jon Sheets	9 6pm - J. Bravin 8am - A Dawson 8am - Kevin Giannini 8am - Rebecca Mitchell 6pm - Board Of Directors	10 5:30pm - Soren Anderson (added by LD) 6pm - P. Rosso 8am - A Dawson 8am - Kevin Giannini	11 8am - A Dawson 8am - Kevin Giannini	12 8am - Garrett Fisher 8am - Jon Sheets 6pm - Felton CBA	13 8am - Garrett Fisher 8am - Jacob Auldridge 8am - Jon Sheets	14 8am - Jacob Auldridge 8am - Kevin Giannini 8am - Rebecca Mitchell
15 First Day of Hispanic 8am - A Dawson 8am - Connor	16 8am - A Dawson 8am - J. Albrecht (worked) 8am - Kevin Giannini	17 5:30pm - SOREN 6pm - P. Rosso 8am - A Dawson 8am - Kevin Giannini	18 8am - J. Albrecht 8am - Kevin Giannini	19 8am - Garrett Fisher 8am - Jon Sheets	20 8am - Garrett Fisher 8am - Jon Sheets 8am - Shawn Meserth	21 8am - Jacob Auldridge 8am - Jon Sheets
22 8am - A Dawson 8am - Jon Sheets	23 8am - A Dawson 8am - Kevin Giannini 6pm - FFPD - Special	24 6pm - Jacob Albrecht-overnight 6pm - P. Rosso 8am - A Dawson 8am - Kevin Giannini	25 8am - A Dawson 8am - Kevin Giannini	26 8am - Garrett Fisher 8am - Jon Sheets	27 8am - Garrett Fisher 8am - Jon Sheets	28 8am - Jacob Auldridge 8am - Jon Sheets 8am - Rebecca Mitchell
29 8am - A Dawson 8am - Jon Sheets	30 8am - A Dawson 8am - Becca Mitchell 8am - Kevin Giannini	1 5:30pm - Soren Andersen 7pm - Rosso 8am - A Dawson 8am - Kevin Giannini 9am - Joyce-CERT - here 2pm - Becca Mitchell	2 8am - A Dawson 8am - Kevin Giannini	3 8am - Connor 8am - Garrett Fisher	4 8am - Connor 8am - Garrett Fisher	5 8am - Becca Mitchell 8am - Jacob Auldridge



Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

6pm - Board Of Directors

6pm - Felton CBA

6pm - Patrick Rosso-duty

6:30pm - Jason Eravin - Duty

6pm - Patrick Rosso-duty

6pm - Jason Eravin - Duty

6am - Connor

6am - Connor

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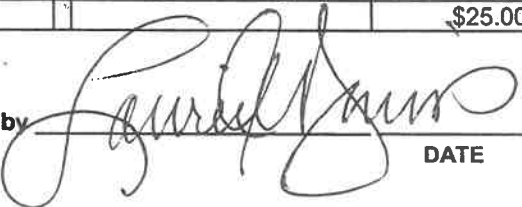
6am - Kevin Gagnon

PAYROLL SD 02  
 PAY PERIOD #21  
 GL KEY# 680600

Beg Date: 09/28/24

ATTN: Auditor-Controller  
 End Date: 10/11/24

EMPLOYEE #	NAME	PAY RATE	PAY TYPE	KEY CODE	HOURS	SALARY / TOTAL PAY
800973	Stacie Brownlee	\$46.70	SALARY	888	0.00	\$3,736.00
			Health Benefit Stipend	ILB	0.00	\$461.54
			VACATION	011	0.00	\$0.00
			SICK	022	0.00	\$0.00
803033	Laurie Dennis	\$37.00	REGULAR HOURS	888	30.50	\$1,128.50
			SICK	022	0.00	\$0.00
<b>DUTY CHIEF</b>						
<b>EMPLOYEE #</b>						
800494	Mike Ayers	\$75.00	PER SHIFT	888	11.00	\$825.00
801757	Matt Sanders	\$75.00	PER SHIFT	888	2.00	\$150.00
		\$75.00	PER SHIFT	888	0.00	\$0.00
		\$75.00	PER SHIFT	888	0.00	\$0.00
<b>DAY WORKER- STATION</b>						
<b>EMPLOYEE #</b>						
803842	Garrett Fisher	\$25.00	HOURLY	888	40.00	\$1,000.00
803879	Kevin Giannini	\$25.00	HOURLY	888	24.00	\$600.00
804074	Jonathan Sheets	\$25.00	HOURLY	888	8.00	\$200.00
804050	Connor Scarborough	\$25.00	HOURLY	888	8.00	\$200.00
803842	Garrett Fisher	\$25.00	HOURLY/ FELTON-10 hrs	888	30.00	\$750.00
803879	Kevin Giannini	\$25.00	HOURLY/ FELTON-10 hrs	888	80.00	\$2,000.00
804074	Jonathan Sheets	\$25.00	HOURLY/ FELTON-10 hrs	888	60.00	\$1,500.00
804060	Jacob Auldridge	\$25.00	HOURLY/ FELTON-10 hrs	888	20.00	\$500.00
804050	Connor Scarborough	\$25.00	HOURLY/ FELTON-10 hrs	888	30.00	\$750.00
		\$25.00	HOURLY/ FELTON-10 hrs	888	0.00	\$0.00

Prepared by  DATE

Pay Type	Hours	Dollar
REGULAR HOURS	30.50	\$13,339.5
VACATION	0.00	\$0.0
Health Benefit Stipend	0.00	\$461.5
SICK	0.00	\$0.0

**Payroll Batch Control**

Employees 9

Line Entries 14

Total Reg. & Special Hours 30.5

Total Regular & Special Amounts \$13,801.04




**TOTAL** 30.50 \$13,801.0

51000 Regular Pay	\$13,339.5
51015 Sick Pay	\$0.0
51010 Volunteer Pay	\$0.0
53010 Emp Ins & Ben	\$461.5
<b>Total</b>	<b>\$13,801.0</b>

..0..

13,801.04 +  
 1,128.50 -  
 12,672.54 \*

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29 8am - A Dawson 8am - Jon Sheets	30 8am - A Dawson 8am - Becca Mitchell 8am - Kevin Giannini	1 5:30pm - Søren Andersen 7pm - Rosso 8am - A Dawson 8am - Kevin Giannini 2pm - Becca Mitchell	2 8am - Jon Sheets 8am - Kevin Giannini	3 8am - Connor 8am - Garrett Fisher 8am - Jon Sheets	4 8am - Connor 8am - Garrett Fisher	5 8am - Becca Mitchell 8am - Jacob Auldridge
6 8am - Connor 8am - Kevin Giannini	7 8am - A Dawson 8am - Becca Mitchell 8am - Kevin Giannini	8 5:30pm - Søren Andersen/P. Rosso 7pm - J. Bravin 8am - A Dawson 8am - Becca Mitchell 8am - Kevin Giannini	9 8am - A Dawson 8am - Kevin Giannini 6pm - Brody Night Shift 7pm - J. Bravin 8am - A Dawson 8am - Kevin Giannini	10 PAYROLL DUE TODAY PAYROLL DUE submit	11 8am - Jon Sheets 8am - Kevin Giannini	12 8am - Becca Mitchell 8:30pm - Jon Sheets
13 8am - A Dawson 8am - Jon Sheets	14 Columbus Day Indigenous Peoples' Day 8am - A Dawson 8am - Becca Mitchell 8am - Kevin Giannini	15 5:30pm - Søren 8am - A Dawson 8am - Becca Mitchell 8am - Kevin Giannini	16 8am - A Dawson 8am - Kevin Giannini 8am - Noah Ketterer	17 8am - Garrett Fisher 8am - Jon Sheets	18 8am - Garrett Fisher 8am - Jon Sheets	19 8am - Becca Mitchell 8am - Jacob Auldridge
20 8am - A Dawson	21 8am - A Dawson 8am - Becca Mitchell 8am - Kevin Giannini	22 8am - A Dawson 8am - Becca Mitchell 8am - Kevin Giannini	23 8am - A Dawson 8am - Kevin Giannini 8am - Noah Ketterer	24 PAYROLL DUE TODAY PAYROLL DUE submit 8am - Garrett Fisher 8am - Jon Sheets	25 8am - Garrett Fisher 8am - Jon Sheets	26 
27 8am - A Dawson 8am - Jacob Auldridge	28 8am - A Dawson 8am - Becca Mitchell 8am - Kevin Giannini	29 8am - A Dawson 8am - Becca Mitchell 8am - Kevin Giannini	30 8am - A Dawson 8am - Kevin Giannini	31 Halloween 8am - Garrett Fisher 8am - Jon Sheets	1 First Day of American 8am - Garrett Fisher 8am - Jon Sheets	2 8am - Jacob Auldridge

*Handwritten note:*  
 8am - Jon Sheets  
 8am - Kevin Giannini  
 8am - Noah Ketterer

PAYROLL SD 02  
 PAY PERIOD #20  
 GL KEY# 680600

Beg Date: 09/14/24

ATTN: Auditor-Controller  
 End Date: 09/27/24

EMPLOYEE #	NAME	PAY RATE	PAY TYPE	KEY CODE	HOURS	SALARY / TOTAL PAY
800973	Stacie Brownlee	\$46.70	SALARY	888	0.00	\$3,736.00
			Health Benefit Stipend	ILB	0.00	\$461.54
			VACATION	011	0.00	\$0.00
			SICK	022	0.00	\$0.00
803033	Laurie Dennis	\$37.00	REGULAR HOURS	888	31.75	\$1,174.75
			SICK	022	0.00	\$0.00
<b>DUTY CHIEF</b>						
<b>EMPLOYEE #</b>						
800494	Mike Ayers	\$75.00	PER SHIFT	888	10.00	\$750.00
801757	Matt Sanders	\$75.00	PER SHIFT	888	4.00	\$300.00
		\$75.00	PER SHIFT	888	0.00	\$0.00
<b>DAY WORKER- STATION</b>						
<b>EMPLOYEE #</b>						
803842	Garrett Fisher	\$25.00	HOURLY	888	40.00	\$1,000.00
803879	Kevin Giannini	\$25.00	HOURLY	888	16.00	\$400.00
804074	Jonathan Sheets	\$25.00	HOURLY	888	8.00	\$200.00
804050	Connor Scarborough	\$25.00	HOURLY	888	8.00	\$200.00
804051	Owen Garrahan	\$25.00	HOURLY	888	8.00	\$200.00
803842	Garrett Fisher	\$25.00	HOURLY/ FELTON-10 hrs	888	40.00	\$1,000.00
803879	Kevin Giannini	\$25.00	HOURLY/ FELTON-10 hrs	888	70.00	\$1,750.00
804074	Jonathan Sheets	\$25.00	HOURLY/ FELTON-10 hrs	888	61.00	\$1,525.00
804060	Jacob Auldridge	\$25.00	HOURLY/ FELTON-10 hrs	888	21.00	\$525.00
804050	Connor Scarborough	\$25.00	HOURLY/ FELTON-10 hrs	888	10.00	\$250.00

Prepared by Lawrence Smith 09/25/24  
 DATE

Pay Type	Hours	Dollars
REGULAR HOURS	31.75	\$13,010.75
VACATION	0.00	\$0.00
Health Benefit Stipend	0.00	\$461.54
SICK	0.00	\$0.00

**Payroll Batch Control**  
 Employees 10  
 Line Entries 15  
 Total Reg. & Special Hours 31.8  
 Total Regular & Special Amounts \$13,472.29



**TOTAL** 31.75 \$13,472.29

51000 Regular Pay	\$13,010.75
51015 Sick Pay	\$0.00
51010 Volunteer Pay	\$0.00
53010 Emp Ins & Ben	\$461.54
<b>Total</b>	<b>\$13,472.29</b>

..0..  
 13,472.29 +  
 1,174.75 -  
 12,297.54 \*



**BEN LOMOND FIRE PROTECTION DISTRICT  
OF SANTA CRUZ COUNTY**

**Date: October 16, 2024**

**To: County Auditor, Controller**

**From: Laurie Dennis (831) 336-5495**

**Subject: Approved Bills for Payment Transmittal**

---

Vendor bills have been approved for payment out of district funds totaling an amount of  
**\$ 34,670.09** .

These payments were approved by the Board of Directors during their meeting on  
**October 16, 2024** .

Signed \_\_\_\_\_

Signed \_\_\_\_\_

Signed \_\_\_\_\_

Signed \_\_\_\_\_

Signed \_\_\_\_\_

# CLAIMS BY VENDOR

09/18/2024

Filter: (Open Claims Only) (Pre-Approved Excluded)

Vendor	Claim Date	GL Obj	Message	Amount	
<b>GL Key: 680600</b>					
ATCHISON, BARISONE & CONDOTTI	//	62381	Services provided 08/01-08/31/24 ( Henflings lease, Burtons)	\$711.29	<input type="checkbox"/>
GOLDEN STATE EMERGENCY VEHICLE SERVICE INC	//	61721	E2213 - repair parts ( 2 condenser fans)	\$443.94	<input type="checkbox"/>
GOLDEN STATE EMERGENCY VEHICLE SERVICE INC	//	61721	Parts for repairs E2210 - electircal issues, timer/power modules-4	\$5,143.87	<input type="checkbox"/>
PUBLIC AGENCY RETIREMENT SERVICES	//	52015	PARS administrator services for month ending 07/31/24	\$300.00	<input type="checkbox"/>
SCM PERFORMANCE	//	61720	E2213- labor to replace bad fans on top of engine for AC, topped off freon	\$427.96	<input type="checkbox"/>
SCM PERFORMANCE	//	86110	Labor on bathroom build-out upstairs	\$960.00	<input type="checkbox"/>
<b>Total</b>				<b>\$7,987.06</b>	

# CLAIMS BY VENDOR

09/25/2024

Filter: (Open Claims Only) (Pre-Approved Excluded)

Vendor	Claim Date	GL Obj	Message	Amount	
<b>GL Key: 680600</b>					
MONTEREY BAY SYSTEMS	/ /	61725	Contract base rate chg fro 09/20-12/19/24, contract overage chg for 06/20-09/19/24	\$196.48	<input type="checkbox"/>
MUNICIPAL EMERGENCY SERVICES INC	/ /	62715	AttackPro camera and battery chargers (TIC)	\$4,064.72	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	86110	Main account bill- Upstairs build-out / water heater and window screens	\$1,253.79	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	62219	Main account bill- Adobe, mapping softwar, backups	\$214.95	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	63070	Main account bill- Arden property SLV Water and PG&E billings	\$95.68	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	61721	Main account bill- battery for E2213 generator	\$82.36	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	61721	Main account bill- fluids for C2201 from Ernie's	\$24.60	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	62223	Main account bill- laminating sheets asstd. sizes	\$64.53	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	61721	Main account bill- rear window replacement U2290 (SafeLite Autoglass)	\$506.27	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	61110	Main account bill- safety glasses	\$40.50	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	63070	Main account bill- station PG&E and SLV Water billings	\$1,349.35	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	61221	Main account bill-Comcast, Verizon Wireless and HULU billings	\$1,066.22	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	61425	Main account bill-swiffer cleaning supplies/ refills	\$89.77	<input type="checkbox"/>
<b>Total</b>				<b>\$9,049.22</b>	

# CLAIMS BY VENDOR

10/02/2024

Filter: (Open Claims Only) (Pre-Approved Excluded)

Vendor	Claim Date	GL Obj	Message	Amount	
<b>GL Key: 680600</b>					
IHWY, LLC	//	62381	Web hosting / Mail Accts for October 2024	\$72.50	<input type="checkbox"/>
SCARBOROUGH LUMBER & BUILDING SUPPLY	//	62223	Computer screen cleaner	\$17.51	<input type="checkbox"/>
SCARBOROUGH LUMBER & BUILDING SUPPLY	//	61846	Henflings- assorted keys and locks, plywood to secure building	\$199.34	<input type="checkbox"/>
SCARBOROUGH LUMBER & BUILDING SUPPLY	//	61846	key duplicates	\$47.18	<input type="checkbox"/>
SCARBOROUGH LUMBER & BUILDING SUPPLY	//	86110	Upstairs remodel- pipe, copper tubing, plywood, asstd plumbing parts and hardware	\$925.34	<input type="checkbox"/>
SCM PERFORMANCE	//	61720	Labor for E2213- rewire console, install radio, TIC gas monitor	\$880.00	<input type="checkbox"/>
SCM PERFORMANCE	//	86110	Upstairs remodel- labor to install gas line	\$960.00	<input type="checkbox"/>
SILKE COMMUNICATIONS	//	61215		\$207.86	<input type="checkbox"/>
<b>Total</b>				<b>\$3,309.73</b>	

# CLAIMS BY VENDOR


10/09/2024

Filter: (Open Claims Only) (Pre-Approved Excluded)

Vendor	Claim Date	GL Obj	Message	Amount	
<b>GL Key: 680600</b>					
ATCHISON, BARISONE & CONDOTTI	//	62381	Services 09/01-09/30/24 related to Henflings	\$3,978.44	<input type="checkbox"/>
ATCHISON, BARISONE & CONDOTTI	//	62381	Services 09/01/09/30/24 related to Felton Service Agreement	\$1,114.00	<input type="checkbox"/>
COUNTRY HOME INSPECTION AND TERMITE INC	//	62381	Inspection services at Henflings/ 9450 Highway 9	\$500.00	<input type="checkbox"/>
DOCTORS ON DUTY MEDICAL GROUP INC	//	62367	Firefighter entry physical - Sheets	\$869.00	<input type="checkbox"/>
FIRE RISK MANAGMENT SERVICES-FRMS	//	53010	Monthly insurance premium - November 2024	\$139.79	<input type="checkbox"/>
GREENWASTE RECOVERY INC	//	61425	Garbage & Recycle for 09/01-09/30/24	\$150.06	<input type="checkbox"/>
PLEXUS GLOBAL, LLC	//	62381	New hire backgrounds (Whitney, Scarborough, Garrahan)	\$81.30	<input type="checkbox"/>
SCM PERFORMANCE	//	86110	Labor charges (10/03-10/04, 10/07-10/08, 10/10-10/11)	\$5,880.00	<input type="checkbox"/>
SILKE COMMUNICATIONS	//	61215	15 lapel clips, 6 vehicle chargers	\$977.28	<input type="checkbox"/>
WEX BANK	//	62920	Shell Card billing - fuel purchases	\$634.21	<input type="checkbox"/>
				<b>Total</b>	<b>\$14,324.08</b>





	<b>Ben Lomond Fire Protection District</b>	<b>Policy # 2030</b>  <b>Date 4/06</b>
	<b>SOP ADMINISTRATION PERSONNEL</b>	<b>TITLE: Substance Abuse</b>  <b>Revision date 6/12</b>

**2030.1** The BLFPD actively and aggressively desires to provide a drug-free workplace at all times. These guidelines have been developed to establish policy for addressing substance abuse when indicated 23 and in pursuit of a drug-free work force. District employees are entrusted with the duty of providing emergency services to the citizens of the BLFPD. Drugs and alcohol hinder a person's ability to perform duties safely and effectively. Substance abuse often results in substandard performance, increased accidents, absenteeism, and poor employee morale. It also undermines public confidence in the District's work force.

**2030.2** Substance abuse includes all forms of legal and illegal drugs, such as but not limited to alcohol, cocaine, PCP, and marijuana. This policy applies to all District career, volunteer, and non-safety personnel, herein referred to as "employees". This policy originates from various sources:

**2030.2.1** District Policies govern the conduct of all personnel in the workplace.

**2030.2.2** Federal and State Laws relate to substance abuse on the job and the operation of vehicles.

**2030.3** Substance Abuse Policy:

**2030.3.1** No employee may be at work or on paid standby while impaired by alcohol or drugs.

**2030.3.2** Off-duty substance abuse, which has a negative impact on an individual's job performance, is cause for disciplinary action.

**2030.3.3** Suspension or revocation of driving privileges as a result of alcohol or drug related offenses are automatic cause for discipline for any employee who is required to operate a vehicle at work.

**2030.3.4** No alcohol or illegal drugs shall be used or possessed during working hours or while on paid call standby.

**2030.3.5** While use of medically prescribed drugs is not per se a violation of this policy, the employee shall notify his/her supervisor, before beginning work or paid call incident response, while taking drugs which may interfere with safe performance of his/her duties.

#### **2030.4 Substance Abuse Discipline:**

**2030.4.1** It is the policy of the BLFPD to take appropriate action in cases of substance abuse which occur in the workplace or which impair the employee's job performance.

**2030.4.2** All employees covered by this policy should be aware that violations of this policy may result in discipline, up to and including, termination.

**2030.4.3** Employees believed to be under the influence of alcohol or drugs shall be prevented from engaging in further duties, until a supervisor of the rank of Battalion Chief or above can transport the employee to an appropriate medical facility.

**2030.4.4** If substance abuse is found to be the reasonable cause of impaired behavior, the supervisor will ensure that the employee has appropriate transportation home.

#### **2030.5 Substance Abuse Assistance:**

**2030.5.1** There is available counseling, rehabilitation and employee assistance available through:

Alto Counseling Center 271  
Water Street  
Santa Cruz, CA 95060 Phone:  
(831) 423-2003

**2030.5.2** The substance abuse assistance is not funded through BLFPD.

#### **2030.6 Types of Testing -** There are four types of testing used by the Fire District

**2030.6.1** Pre-hire Testing: All new members are required to pass a urine drug test.

**2030.6.2** Reasonable Suspicion Testing: When the Officer in Charge reasonably suspects a member is under the influence of drugs and/or alcohol, that person may require a drug test. The Officer in Charge will observe and document behaviors that may reasonably lead to a conclusion that a member may be under the influence of drugs and/or alcohol prior to requiring the test.

**2030.6.3** Post-Accident Testing: Testing may be required following some type of

workplace accident. The purpose of this testing can be to rule out the possibility of drugs or alcohol as a factor in the incident.

**2030.6.4** Follow-up Testing: Testing may be conducted on a member who has violated the drug and alcohol policy but was not terminated. The member must submit to this testing as a condition of remaining a member of the Ben Lomond Fire Protection District.



[www.CountryHomeInspection.com](http://www.CountryHomeInspection.com)

# Ben Lomond Fire Protection District

**Property Address:**  
9450 Highway 9  
Ben Lomond CA 95005



## Country Home Inspection & Termite

**Clive Belvoir ASHI 247382**  
10019 Riverside Drive  
Ben Lomond CA 95005

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CERTIFIED MEMBER



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<b>Date:</b> 9/30/2024	<b>Time:</b> 09:00 AM	<b>Report ID:</b> 20240930-9450-Highway-9
<b>Property:</b> 9450 Highway 9 Ben Lomond CA 95005	<b>Customer:</b> Ben Lomond Fire Protection District	<b>Real Estate Professional:</b>

### Comment Key or Definitions

The following definitions of comment descriptions represent this inspection report. All comments by the inspector should be considered before purchasing this home. Any recommendations by the inspector to repair or replace suggests a second opinion or further inspection by a qualified contractor. All costs associated with further inspection fees and repair or replacement of item, component or unit should be considered before you purchase the property.

**Inspected (IN)** = I visually observed the item, component or unit and if no other comments were made then it appeared to be functioning as intended allowing for normal wear and tear.

**Not Inspected (NI)** = I did not inspect this item, component or unit and made no representations of whether or not it was functioning as intended.

**Not Present (NP)** = This item, component or unit is not in this home or building.

**Repair or Replace (RR)** = The item, component or unit is not functioning as intended, or needs further inspection by a qualified contractor. Items, components or units that can be repaired to satisfactory condition may not need replacement.

In the report the location of items will be referred to as being located on the front, right, left and rear of home. Our perspective is from the exterior of the home looking at the front door.

This home is older than 80 years and the home inspector considers this while inspecting. It is common to have areas that no longer comply with current code. This is not a new home and this home cannot be expected to meet current code standards. While this inspection makes every effort to point out safety issues, it does not inspect for code. It is common that homes of any age will have had repairs performed and some repairs may not be in a workmanlike manner. Some areas may appear less than standard. This inspection looks for items that are not functioning as intended. It does not grade the repair. It is common to see old plumbing or mixed materials. Sometimes water signs in crawlspaces or basements could be years old from a problem that no longer exists. Or, it may still need further attention and repair. Determining this can be difficult on an older home. Sometimes in older homes there are signs of damage to wood from wood eating insects. Having this is typical and fairly common. If the home inspection reveals signs of damage you should have a pest control company inspect further for activity and possible hidden damage. The home inspection does not look for pest damage as a pest inspector does. We do not report on rodent activity or determine if it is old or new activity. The home inspection does not look for possible manufacturer re-calls on components that could be in this home. Always consider hiring the appropriate expert for any repairs or further inspection. The written report and all information gathered during the inspection, is not considered transferable to third parties. The inspection results are intended for the exclusive use of the client.

Home inspectors are not required to report on the following: Life expectancy of any component or system; The causes of the need for a repair; The methods, materials, and costs of corrections; The suitability of the property for any specialized use; Compliance or non-compliance with codes, ordinances, statutes, regulatory requirements or restrictions; The market value of the property or its marketability; The advisability or inadvisability of purchase of the property; Any component or system that was not observed; The presence or absence of pests such as wood damaging organisms, rodents, or insects; or Cosmetic items, underground items, or items not permanently installed. Home inspectors are not required to: Offer warranties or guarantees of any kind; Calculate the strength, adequacy, or efficiency of any system or component; Enter any area or perform any procedure that may damage the property or its components or be dangerous to the home inspector or other persons; Operate any system or component that is shut down or otherwise inoperable; Operate any system or component that does not respond to normal operating controls; Disturb insulation, move personal items, panels, furniture, equipment, plant life, soil, snow, ice, or debris that obstructs access or visibility; Determine the presence or absence of any suspected adverse environmental

condition or hazardous substance, including but not limited to mold, toxins, carcinogens, noise, contaminants in the building or in soil, water, and air; Determine the effectiveness of any system installed to control or remove suspected hazardous substances; Predict future condition, including but not limited to failure of components; Since this report is provided for the specific benefit of the customer(s), secondary readers of this information should hire a licensed inspector to perform an inspection to meet their specific needs and to obtain current information concerning this property.

**Standards of Practice:** ASHI American Society of Home Inspectors  
**Type of building:** Commercial  
**In Attendance:** Buyer

**Approximate age of building:** Over 80 years  
**Temperature:** Over 70  
**Weather:** Clear

**Ground/Soil surface condition:** Dry  
**Property is:** Vacant  
**Rain in last 7 days:** No

# 1. Grounds

This inspection is not intended to address or include any geological conditions or site stability information. For information concerning these conditions, a geologist or soils engineer should be consulted. Any reference to grade is limited to only areas around the exterior of the exposed areas of the foundation or exterior walls. This inspection is visual in nature and does not attempt to determine drainage performance of the site or the condition of any underground piping, including municipal water and sewer service piping or septic systems. Decks and porches are often built close to the ground, where no viewing or access is possible. These areas as well as others are too low to enter, or in some other manner not accessible, are excluded from the inspection and are not part of our inspection. Fences gates and retaining walls are not part of this inspection but may be reported on. Our inspection of the driveway or parking area is limited to within 50 feet of the home.



## Styles & Materials

**Grading & Drainage:** Above or at grade to road  
Flat pad / site

**Fences and Gates:** Wood  
Metal, chain link or wire

**Walkways / Parking:** Asphalt

**Exterior Decks:** Wood decks  
Low deck (underside not inspected)

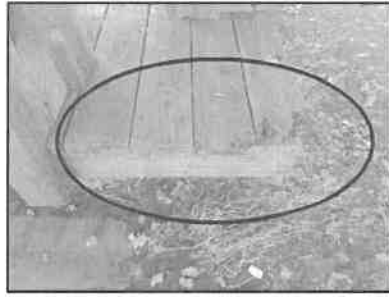
**Ground Devices:** Satellite dish (not inspected)

**Out Buildings:** Storage shed(s) not inspected

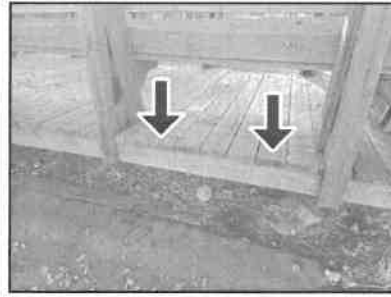
## Items

### 1.0 DECKS

Comments: Repair or Replace

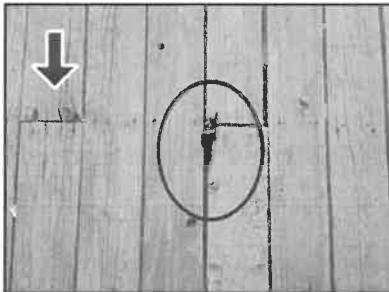


1.0 Item 1 (Picture)

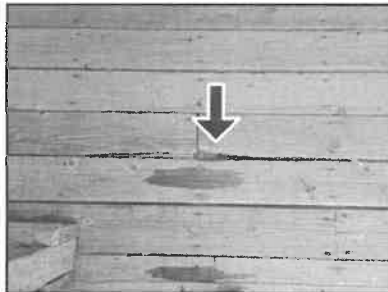


1.0 Item 2 (Picture)

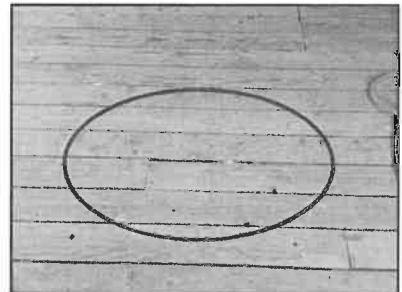
(1) Wood deck has signs of dry-rot and fungus damage on various areas of the deck(s), recommend refer to pest inspection or licensed Contractor for further information.



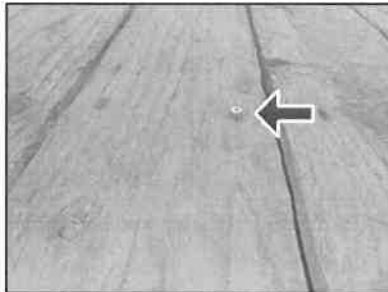
1.0 Item 3 (Picture)



1.0 Item 4 (Picture)



1.0 Item 5 (Picture)



1.0 Item 6 (Picture)

(2) Several gaps and voids are noted on the wood deck boards. Several screws have popped up and various deck boards are loose. This is considered a tripping hazard. Recommend further evaluation and repair by a qualified licensed contractor.

**1.1 STAIRS**

Comments: Repair or Replace

2017. Last inspection: Railing spacing was only issue



1.1 Item 1 (Picture)

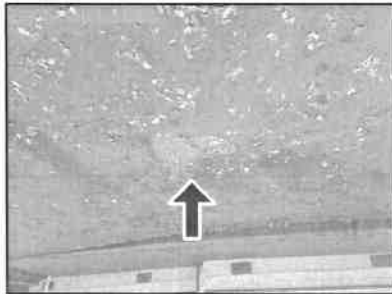
Exterior stairway height varies more than 3/8 of an inch. Noted on various stairs around the home. Improper rise or run was noted at the stairs. This means that one or more of the stairs was higher or longer than the others or that the length of the stairs does not meet current standards. This should be considered a tripping hazard and correction is recommended.

**1.2 DRIVEWAY / WALKWAYS**

Comments: Repair or Replace



1.2 Item 2 (Picture)



1.2 Item 1 (Picture)

Asphalt seal coat / general maintenance needed. The driveway is in need of repairs. Proper maintenance will extend the life of the asphalt driveway. Recommend the driveway be patched or replaced as needed and then sealed.

**1.3 FENCES / GATES**

Comments: Inspected

**1.4 OUTBUILDINGS**

Comments: Not Inspected

**1.5 GRADE / SHRUBBERY / PLANTER**

Comments: Inspected

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*Asphalt seal coat both inspections*

## 2. Exterior

The foregoing is an opinion of the general quality and condition of the roofing material. The inspector cannot and does not offer an opinion or warranty as to whether the roof, skylights or flashing may be subject to future leakage. This report is issued in consideration of the foregoing disclaimer. The only way to determine whether a roof, skylights and flashing are absolutely water tight is to observe them during a prolonged rainfall. Many times, this situation is not present during the inspection.



### Styles & Materials

**Roof Deck Styles:**

- Gable
- Valley
- 4 to 6 1/2 roof pitch
- 7 in 12 and up roof pitch

**Viewed Roof Covering From:**

- Fully traversed and or viewed

**Trim:**

- Wood trim

**Roof Covering Material:**

- Composition shingles
- Single ply membrane (Dura-Last type material) Welded Plastic Seams

**Gutters / Roof Drains:**

- Metal gutters

**Window / Skylights:**

- Wood sash
- Picture windows
- Single hung
- Single glaze

**Roof Flashing:**

- Metal flashing

**Exterior Siding:**

- Wood

**Entry Doors:**

- Solid core
- Glass large panes

### Items

#### 2.0 ROOF

Comments: Repair or Replace

*Roof replaced in 2018*

**2.1 FLASHINGS**

Comments: Inspected

**2.2 GUTTERS / DOWNSPOUTS**

Comments: Repair or Replace

(3) Slope technically insufficient for roofing material. Noted at the rear of the roof over the closet. This condition may be conducive to leaking depending on the type of installation. The inspector cannot ascertain the type of installation. At the time of the inspection no evidence of leaks were noted. It is recommended however, that a qualified Roofing Contractor review the application.

*addition of coverage*

2.0 Item 5 (Picture)

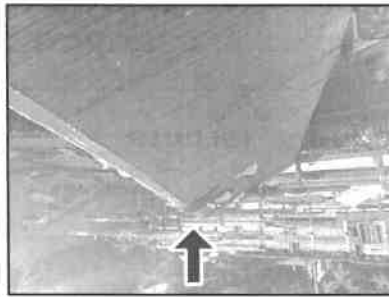


and repair as necessary.

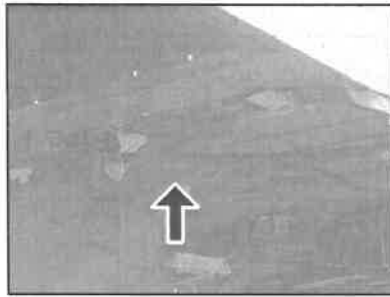
(2) Several tarps and sand bags are noted on the rear patio roof. Recommend further evaluation

*addition of the back deck coverage.*

2.0 Item 3 (Picture)



2.0 Item 4 (Picture)



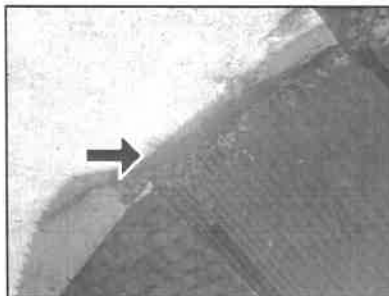
the inspection. Recommend removing all debris from the roof.

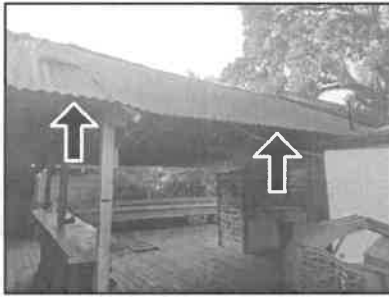
(1) Clean debris from roof. Excessive debris on the roof can prevent proper drainage and limits

2.0 Item 1 (Picture)

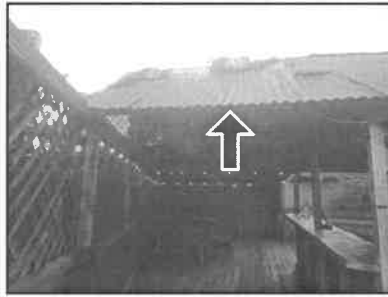


2.0 Item 2 (Picture)





2.2 Item 1 (Picture)



2.2 Item 2 (Picture)



2.2 Item 3 (Picture)

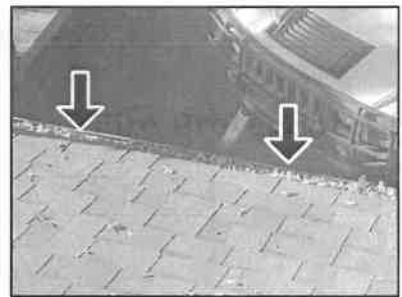
(1) Gutters and drain lines are needed to help remove the water away from the deck. Noted on the rear patio of the roof. It is recommended that all water be channeled or directed away from the home.



2.2 Item 4 (Picture)



2.2 Item 5 (Picture)



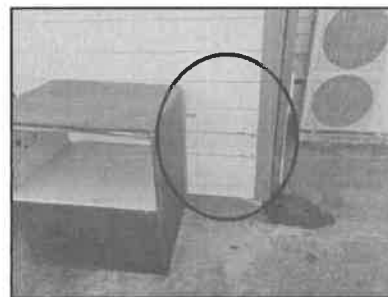
2.2 Item 6 (Picture)

(2) The gutters are partially full of debris in areas and needs to be cleaned. The debris in gutters can also conceal rust, deterioration or leaks that are not visible until cleaned, and I am unable to determine if such conditions exist. Recommend cleaning all gutters. This is considered on going maintenance.

### 2.3 SIDING / TRIM

Comments: Repair or Replace

Exterior siding has signs of dry-rot or fungus damage. Noted on the left side of the building. Recommend refer to pest inspection for all locations of damaged siding.



2.3 Item 1 (Picture)

### 2.4 EXTERIOR DOORS

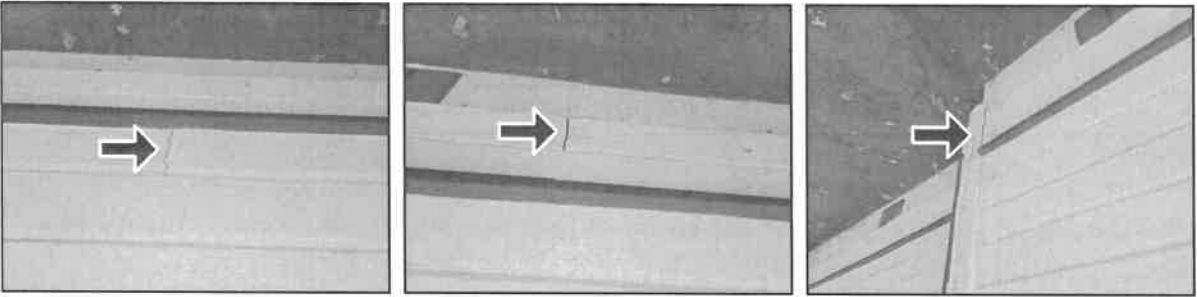
Comments: Repair or Replace

*General maintenance not done*

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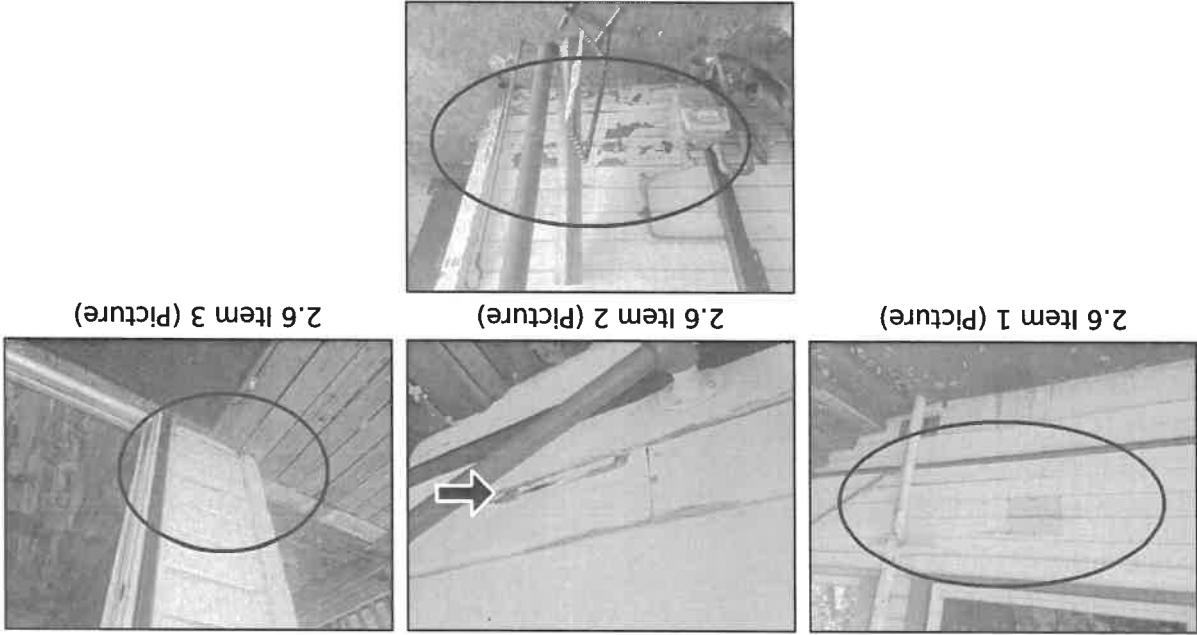
(2) Caulking recommended on various areas of the exterior of the home. Recommend caulking, sealing and painting all gaps, voids and cracks as needed. Caulking and sealing will help prevent moisture from entering into siding and trim.

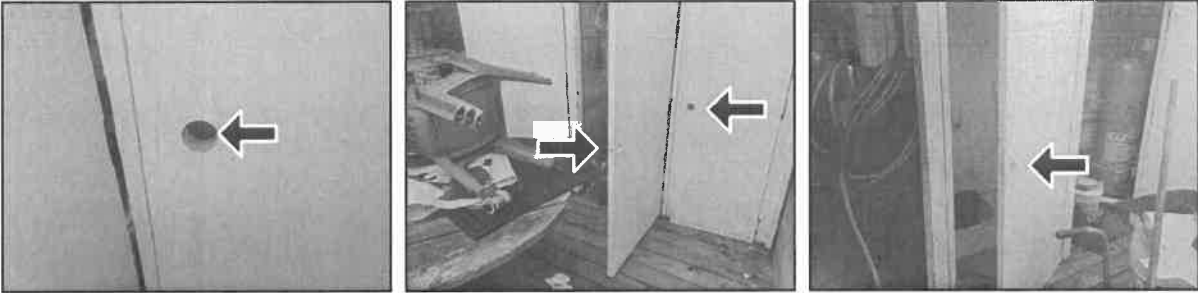
2.6 Item 5 (Picture)  
 2.6 Item 6 (Picture)  
 2.6 Item 7 (Picture)



(1) Paint maintenance recommended. Various areas of the paint is peeling and in need of maintenance. Repairing peeling paint will help protect your home. Recommend all peeling paint be scraped and properly painted.

2.6 Item 1 (Picture)  
 2.6 Item 2 (Picture)  
 2.6 Item 3 (Picture)  
 2.6 Item 4 (Picture)

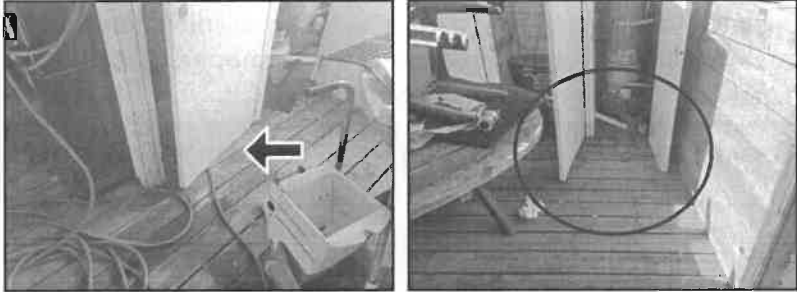




2.4 Item 1 (Picture)      2.4 Item 2 (Picture)      2.4 Item 3 (Picture)

(1) The lock-sets are missing on the rear exterior closet doors. Recommend further evaluation and repair as necessary.

*add ons from past*




2.4 Item 4 (Picture)      2.4 Item 5 (Picture)

(2) The exterior closet doors on the rear of the home is weathered. Recommend the door be repaired.

**2.5 WINDOWS / SKYLIGHTS**

Comments: Repair or Replace



2.5 Item 1 (Picture)      2.5 Item 2 (Picture)

Window glass is cracked. Noted on the front of the building. Recommend a qualified person repair or replace the glass.

**2.6 PAINT / CAULK / SEAL / MISCELLANEOUS.**

Comments: Repair or Replace

*not in 2017 inspection*

## 4. Plumbing System

Water quality or hazardous materials (lead) is available from local labs. All underground piping related water supply, waste or sprinkler use are excluded from this inspection. City sewer service, septic systems and all underground pipes are not part of this inspection. Leakage or corrosion in underground piping cannot be detected by a visual inspection. Only the hose faucets which are attached to the home are tested during our inspection. You may wish to test any which are away from the home. The temperature pressure relief valve, at the upper portion of the water heater is a required safety valve which should be connected to a drain line of proper size terminating just above the floor elevation. If no drain is located in the floor a catch pan should be installed with a drain extending to a safe location. The steam caused by a blow off can cause scalding. Improper installations should be corrected. Laundry appliances are not tested or moved. We highly recommend removal and cleaning of the dryer vent at least once a year. Cleaning the vent pipe can significantly reduce the risk of a fire.



Styles & Materials

### Water Shut Off Location:

Was not located, recommend asking Galvanized Public

### Plumbing Water Distribution:

Water Source:

### Plumbing Waste (visible only):

current home owner

### Sewage Disposal:

Private (septic tank) sewage

ABS

disposal, Not inspected  
We recommend having the septic system inspected by a qualified technician prior to the close of escrow

### Gas Shut Off Location:

The rear exterior of the building

### Smart Meter Installed:

Yes

### Gas Line Type:

Galvanized gas pipe  
Steel gas pipe  
Flex gas line

### Water Heater Power Source / Vent Water Heater Capacity

Water Heater Age: MFG 2017

### Type:

Pressure relief valve not tested

30 gallons

Natural gas

Sheet metal vent

### Water Heater Manufacturer:

RELIANCE

### Water Heater Location:

In an outside closet

### Items

## 4.0 WATER HEATERS

Comments: Repair or Replace

### 3. Heating / Air Conditioning

The inspector is not equipped to inspect heat exchangers for evidence of cracks or holes, as this can only be done by dismantling the unit. This is beyond the scope of this inspection. Some furnaces are designed in such a way that the inspection is almost impossible. The inspector cannot light pilot lights. Safety devices are not tested by the inspector. NOTE: Asbestos material have been commonly used in heating systems. Determining the presence of asbestos can only be performed by laboratory testing and is beyond the scope of this inspection. Thermostats are not checked for calibration or timed functions. Adequacy, efficiency or even distribution of air through out a home cannot be addressed by a visual inspection. Electronic air cleaners, humidifiers and de-humidifiers are beyond the scope of this inspection. Have these systems evaluated by a qualified individual. The inspector does not perform pressure tests on cooling systems, therefore no representation is made regarding coolant charge or line integrity. Subjective judgment of system capacity is not part of the inspection. Normal service and maintenance is recommended on a yearly basis. It is suggested that all homes with fuel burning systems have a carbon monoxide installed for added safety. All fireplaces should be cleaned on a regular basis to make sure no cracks have developed.



*He replaced old heater*

*Styles & Materials*

**Heat Type:**

Heat Pump Forced Air (also provides cool air)

**Cooling Equipment Type:**

Heat Pump Forced Air (also provides warm air)

*Items*

**3.0 HEATING EQUIPMENT**

Comments: Inspected

**3.1 THERMOSTATS**

Comments: Inspected

**3.2 AUTOMATIC SAFETY CONTROLS**

Comments: Not Inspected

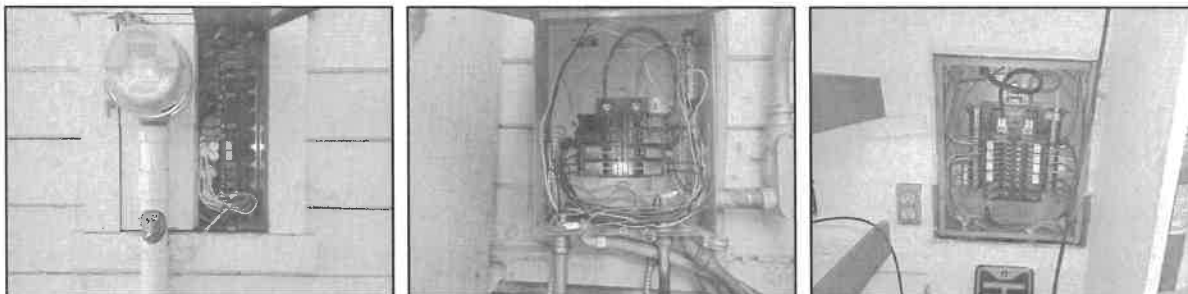
**3.3 COOLING AND AIR HANDLER EQUIPMENT**

Comments: Inspected

The written report and all information gathered during the inspection, is not considered transferable to 3rd parties. The inspection results are intended for the exclusive use of the client.

# 5. Electrical System

Any electrical repairs attempted by anyone other than a licensed electrician should be approached with caution. The power to the entire house should be turned off prior to beginning any repair efforts, no matter how trivial the repair may seem. Aluminum wiring requires periodic inspection and maintenance by a licensed electrician. Operation of time clock motors are not verified. Inoperative light fixtures often lack bulbs or have dead bulbs installed. Light bulbs are not changed during the inspection due to time constraints. Smoke alarms should be installed in hallways, all levels of the home and just inside bedroom doors and tested regularly. Electrical panels and outlets which are not attached to the home are not inspected. We recommend further evaluation and testing of these by a licensed electrician.



### Styles & Materials

<b>Main Panel Location:</b> The left exterior side of the building	<b>Smart Meter Installed:</b> Yes	<b>Panel capacity:</b> 125 AMP
<b>Sub Panel Location(s):</b> In the utility room Extra Info : In the storage room	<b>Electric Panel Manufacturer:</b> CHALLENGER MURRAY	<b>Grounding Method:</b> Grounding method not ascertained
<b>Arc Fault Circuits:</b> Arc Fault Breaker(s) Not Installed. This is a recommended upgrade	<b>Electrical Service Conductors:</b> Below ground service Single disconnect 110 volts 220 volts Exterior main service panel	<b>Distribution Systems:</b> Sub-panel(s) Circuit breakers Nonmetallic sheathed cable (Romex) Older (cloth) romex type wiring Knob and tube wiring Armored cable (BX) Copper wires Metal conduit Plastic conduit

### Items

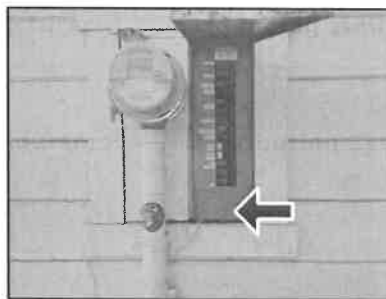
#### 5.0 SERVICE ENTRANCE CONDUCTORS

Comments: Inspected

#### 5.1 MAIN / SUB-PANELS

Comments: Repair or Replace

(1) The main-panel dead cover is not properly secured. Recommend repairing before purchasing the property. This is a safety hazard because it can be accessed by anyone including small children. A qualified licensed electrical contractor should correct as needed.



5.1 Item 1 (Picture)

4.4 Item 1 (Picture)

4.4 Item 2 (Picture)

4.4 Item 3 (Picture)

4.4 Item 4 (Picture)

Access impaired. The gas was turned off at the time of the inspection. Various appliances and components could not be inspected due to no gas. ASHI Standards of Practice and our E&O insurance does not allow us to turn on gas valves that are turned off. Recommend PG&E turn the gas on and inspect all gas appliances. Recommend further evaluation by a qualified plumber or gas company representative further inspect and evaluate all the gas appliances before the contingency release period.

**4.5 FAUCETS / FIXTURES / VALVES**

Comments: Inspected

**4.6 EXTERIOR WATER FAUCETS**

Comments: Inspected

The written report and all information gathered during the inspection, is not considered transferable to 3rd parties. The inspection results are intended for the exclusive use of the client.

Comments: Repair or Replace

5.5 LIGHTING / SWITCHES

(2) Junction box cover plate missing. Noted in the bar area and sub-area. Junction box cover plates are required to prevent accidental contact with the splice and to confine heat in the event of an overheated splice. Recommend repair as soon as possible. There may be others missing junction box covers that were not located. It is recommended that the finding be reviewed, and corrected as needed, by a qualified licensed contractor. A qualified licensed electrical contractor should correct as needed.

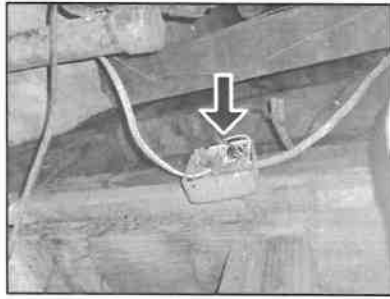
5.4 Item 5 (Picture)



5.4 Item 6 (Picture)

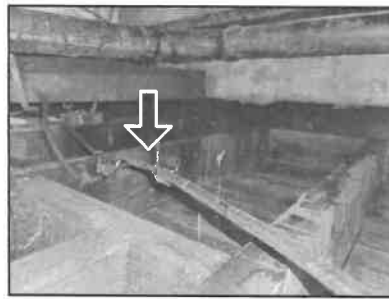


5.4 Item 7 (Picture)

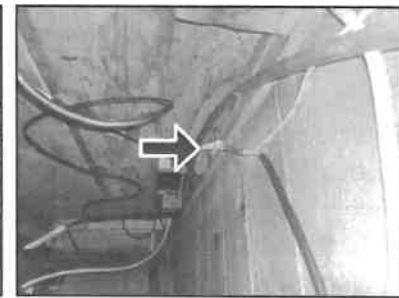


(1) Junction box not installed as required (exposed splice). Noted in the attic space and sub-area. Junction box's are required to prevent accidental contact with the splice and to confine heat in the event of an overheated splice. Recommend repair as soon as possible. There may be others missing junction boxes that were not located. It is recommended that the finding be reviewed, and corrected as needed, by a qualified licensed electrical contractor before purchasing the property.

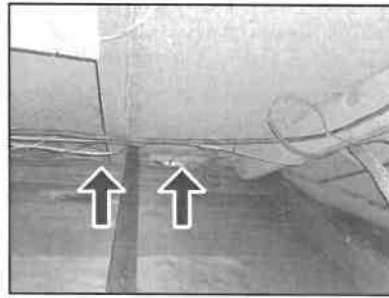
5.4 Item 4 (Picture)



5.4 Item 1 (Picture)



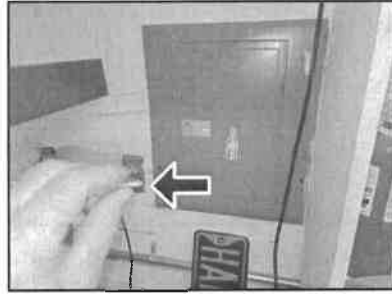
5.4 Item 2 (Picture)



5.4 Item 3 (Picture)



*overhead*

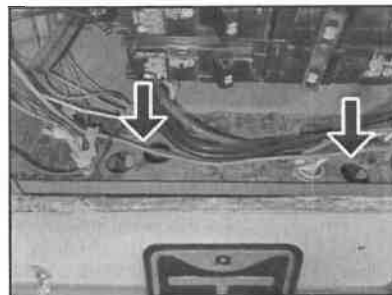


5.1 Item 2 (Picture)



5.1 Item 3 (Picture)

(2) Electrical panel screws that secure the front cover have pointed ends. This was noted on the sub-panel. The screws should have non pointed ends. The pointed ends can damage wires in the panel. Recommend the correct screws be installed before the close of escrow.



5.1 Item 4 (Picture)



5.1 Item 5 (Picture)

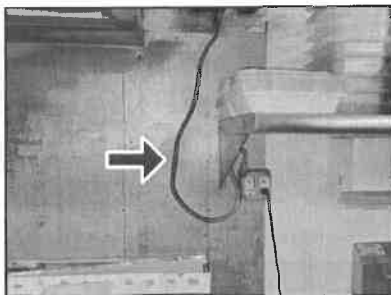
(3) There are exposed holes in the sub-panel. All openings in electrical panels should not be open and should be filled with listed manufactures covers designed for the purpose. Recommend further evaluation and repair as necessary.

**5.2 BREAKERS / FUSES**

Comments: Inspected

**5.3 CIRCUIT WIRING (where visible)**

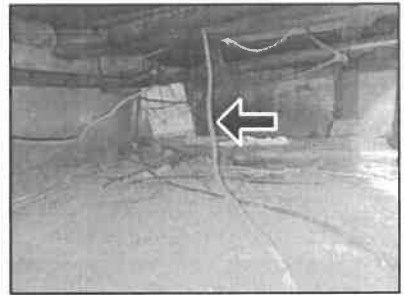
Comments: Repair or Replace



5.3 Item 1 (Picture)



5.3 Item 2 (Picture)



5.3 Item 3 (Picture)

Wiring not secured. Noted in the kitchen and the sub-area. Recommend securing all wiring as needed. Sections of the sheathing is damaged in the sub-area on the electrical wiring. A qualified licensed electrical contractor should correct as needed

**5.4 JUNCTION BOXES / CONDUITS**

Comments: Repair or Replace



5.5 Item 1 (Picture)

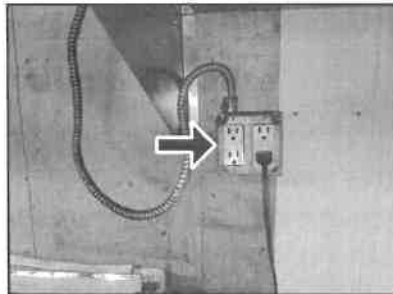


5.5 Item 2 (Picture)

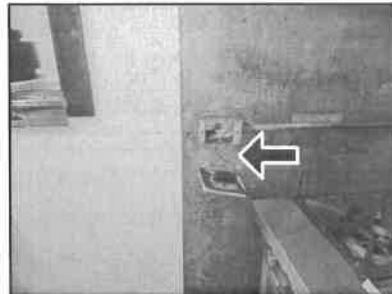
Switch purpose unknown. Refer to property owner if possible. Noted on the rear exterior of the building.

**5.6 RECEPTACLE OUTLETS**

Comments: Repair or Replace



5.6 Item 1 (Picture)

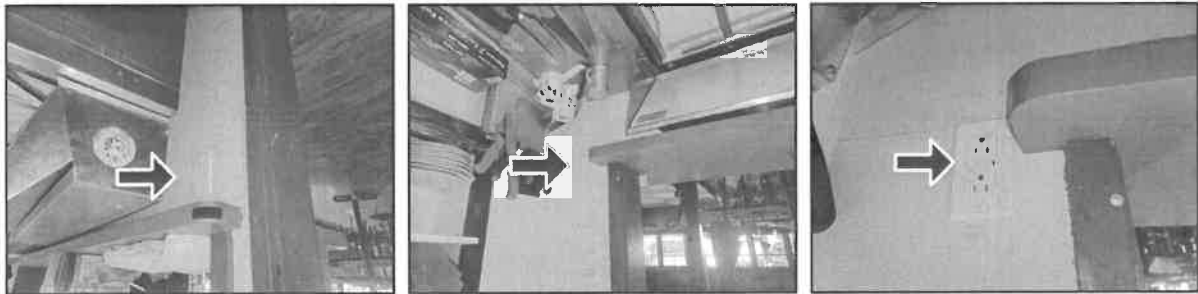


5.6 Item 2 (Picture)

Receptacle loose in J-box. Noted in the kitchen. Recommend the receptacles be secured as needed. It is possible the junction box will need to be replaced. A qualified licensed electrical contractor should correct as needed.

**5.7 GFCI / SYSTEM GROUNDING**

Comments: Repair or Replace

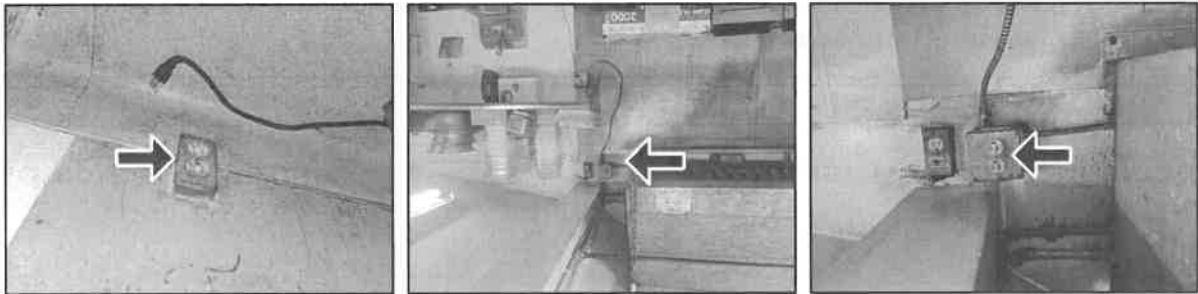


5.7 Item 1 (Picture)

5.7 Item 2 (Picture)

5.7 Item 3 (Picture)

(1) GFCI receptacle outlet fails fault test at the kitchen. As an extra precaution and for safety it is recommended that this component be replaced when possible. Recommend GFCI type outlets that are within 72 inches of the sinks or wet areas be replaced before purchasing the property.



5.7 Item 4 (Picture)

5.7 Item 5 (Picture)

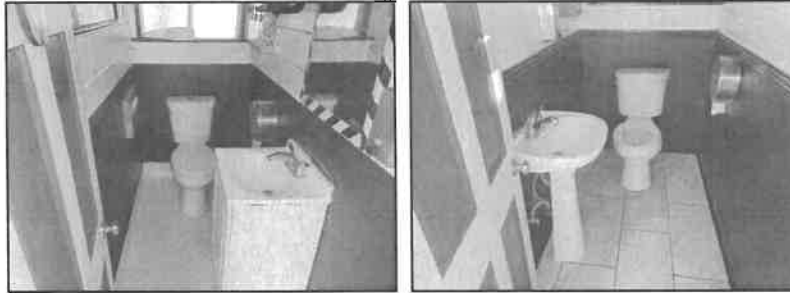
5.7 Item 6 (Picture)

(2) GFCI protection not provided on kitchen receptacles. As an extra precaution and for safety it is a recommended upgrade that this component be installed when possible. Recommend GFCI type outlets that are within 72 inches of the sinks / damp areas be installed. Modification or addition is generally considered an upgrade which should improve safety or efficiency. The opinion of a qualified licensed contractor is recommended.

The written report and all information gathered during the inspection, is not considered transferable to 3rd parties. The inspection results are intended for the exclusive use of the client.

## 6. Bathroom

Shower pans are visually checked for leakage, but leaks often do not show except when the shower is in actual use. Determining whether shower pans, tub/shower surround are water tight is beyond the scope of this inspection. It is very important to maintain all grouting and caulking in the bath wet areas. Very minor imperfections can allow water to get into the wall or floor areas and cause damage. Proper on going maintenance will be required in the future.



### Styles & Materials

**Wash Basin(s):**

- Cultured marble wash basin(s)
- Sink and countertop 1 piece
- Vitreous china wash basin(s)
- Free-standing wash basin(s)

**Countertop Materials:**

- Cultured marble countertop(s)

**Toilet Types:**

- Low-flow toilets 1.6 gpf (or less)
- Down flush

**Plumbing Accessories:**

- Washer type faucet(s)

**Ventilation:**

- Openable windows

**Floor(s):**

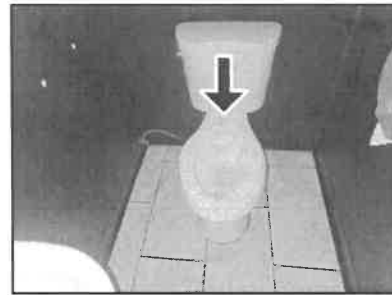
- Tile floor(s)
- Wood sub-floor(s)

### Items

#### 6.0 TOILETS

Comments: Repair or Replace

The toilet lid is missing in the women's bathroom. Recommend further evaluation and repair as necessary.



6.0 Item 1 (Picture)

#### 6.1 SINKS

Comments: Inspected

#### 6.2 VANITYS, COUNTERS

Comments: Inspected

#### 6.3 VENTILATION

Comments: Inspected

#### 6.4 FLOORS, WALLS, CEILINGS

Comments: Inspected

#### 6.5 CAULKING AND SEALING

Comments: Inspected



The written report and all information gathered during the inspection, is not considered transferable to 3rd parties. The inspection results are intended for the exclusive use of the client.

# 7. Interiors

The condition of walls behind wall coverings, paneling and furnishings cannot be judged. Only the general condition of visible portions of floors is included in this inspection. As a general rule, cosmetic deficiencies are considered normal wear and tear and are not reported. The paint on the walls is not tested for the presence of lead based paint. Determining the source of odors or like conditions is not part of this inspection. Floor covering damage or stains may be hidden by furniture. The condition of floors underlying floor coverings is not inspected. Determining the condition of insulated glass windows is not always possible due to temperature, weather and lighting conditions. Window flashings are usually not visible therefore their condition cannot be reported on. Inspection of window coverings is outside the scope of our inspection.



### Styles & Materials

**Wall & Ceiling Materials:**

- Mirrors
- Wood

**Interior Styles:**

- Nominal 8 foot ceilings
- High ceilings (over 8 feet)
- Vaulted ceilings

**Floor Covering(s):**

- Vinyl
- Tile
- Laminated wood floors

**Misc. Systems:**

- Interior cabinetry

**Interior Doors:**

- Wood product door(s)
- Hinged doors

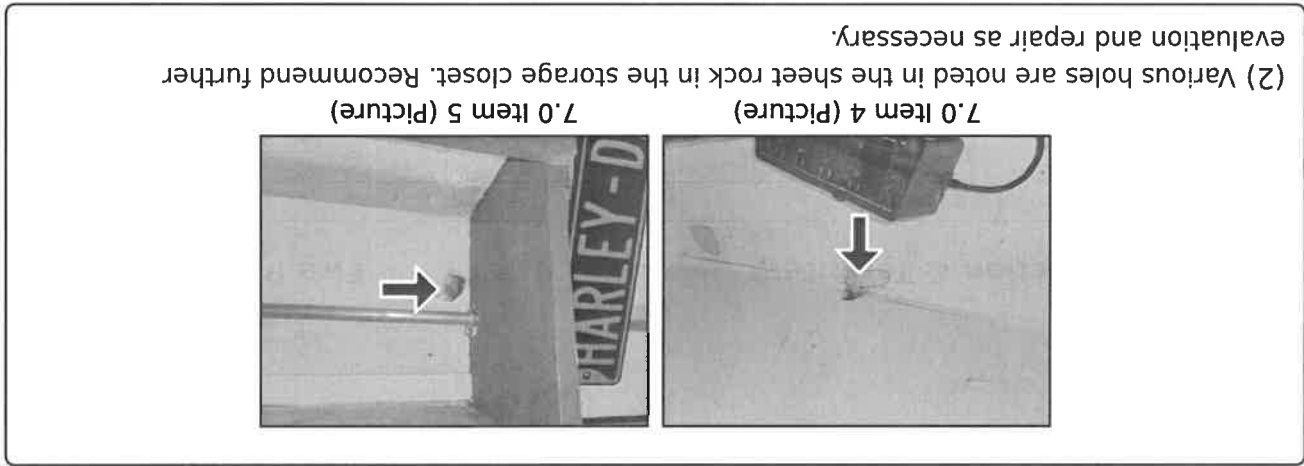
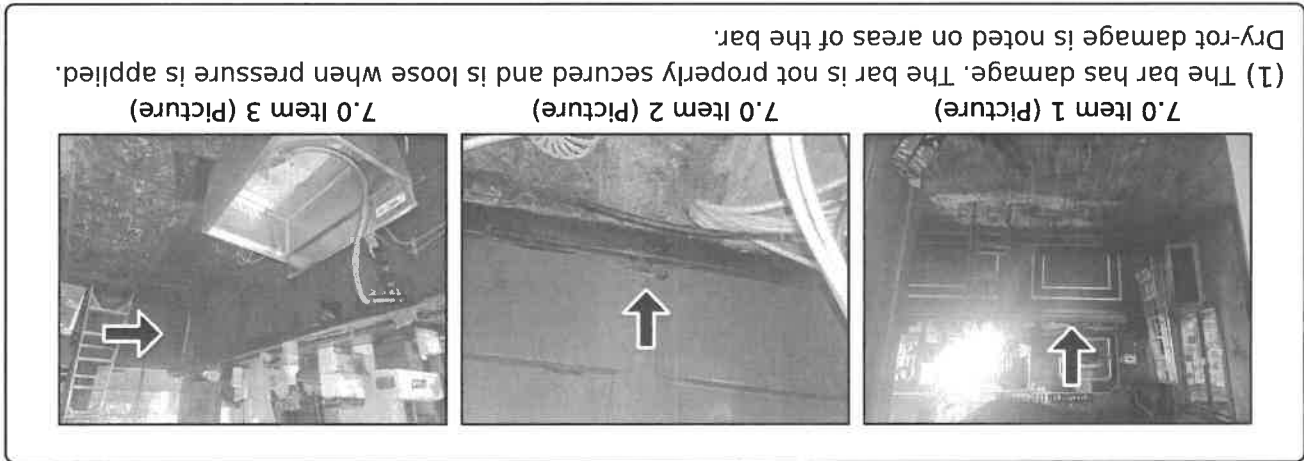
**Alarms / Safety Equip.:**

- Recommend that all smoke alarms be the photoelectric type
- A carbon monoxide detector(s) is needed

### Items

**7.0 CEILINGS, WALLS**

Comments: Repair or Replace

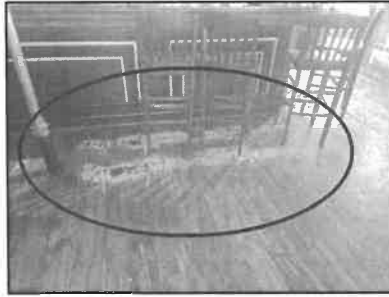


7.1 FLOORS

Comments: Repair or Replace



7.1 Item 1 (Picture)

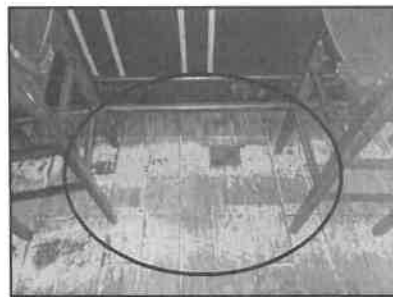


7.1 Item 2 (Picture)

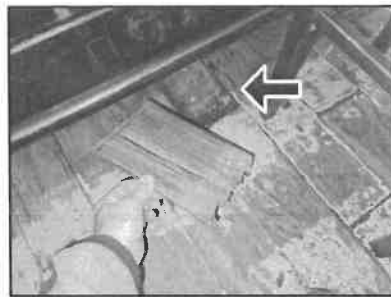


7.1 Item 3 (Picture)

(1) Wood flooring is worn / loose / gapped and in poor condition. Noted in the building at several locations. Recommend a flooring contractor further evaluate the floors and repair or replace the flooring as necessary.



7.1 Item 4 (Picture)



7.1 Item 5 (Picture)

(2) The laminated wood flooring is damaged and the underlayment is damaged. Noted around the bar area. Recommend further evaluation and repair by a qualified licensed contractor.



7.1 Item 6 (Picture)



7.1 Item 7 (Picture)

(3) "Vinyl" flooring damaged and has open seams. This was noted in the bar area. Recommend a flooring contractor further evaluate the floors.

7.1 Item 8 (Picture)  
7.1 Item 9 (Picture)  
7.1 Item 10 (Picture)

(4) Floor or flooring sloped. The floors have a moderate slope at various areas of the building. To find the cause of the slope recommend further inspection by a qualified licensed General Contractor.

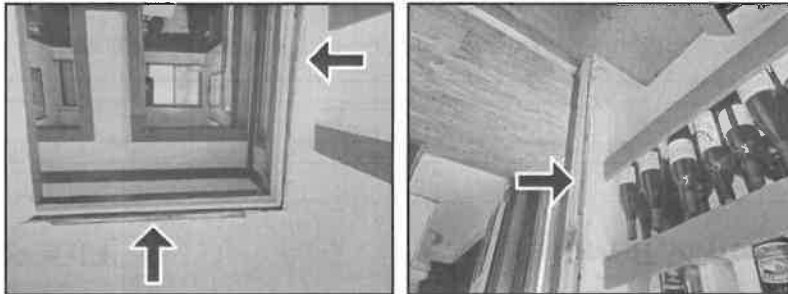


**7.2 DOORS (REPRESENTATIVE NUMBER)**

Comments: Repair or Replace

7.2 Item 1 (Picture)  
7.2 Item 2 (Picture)

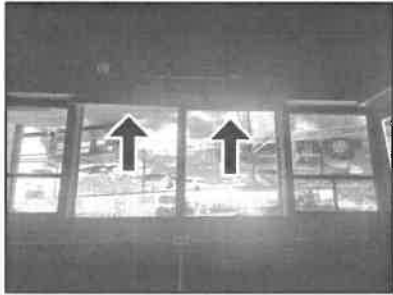
Door trim is missing on the inside of the storage room. Recommend further evaluation and repair as necessary.



**7.3 WINDOWS (REPRESENTATIVE NUMBER)**

Comments: Repair or Replace

Counter balance damaged on window(s) on the stage. Recommend the windows be repaired or replaced as needed. Damaged counter balance can cause the window to drop. Recommend repair as soon as possible.

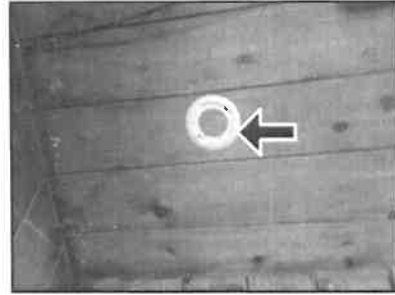


**7.4 ALARMS / CEILING FANS / CLOSETS**

Comments: Repair or Replace

7.3 Item 1 (Picture)

(1) Smoke alarm inoperative and or missing. Recommend replacing all non working smoke alarms and installing (PHOTOELECTRIC type smoke alarms). No smoke alarms were noted in the building.



7.4 Item 1 (Picture)



7.4 Item 2 (Picture)



7.4 Item 3 (Picture)

(2) There is no carbon monoxide (CO) detector(s) found in the building. Recommend installing a carbon monoxide detector where necessary.

The written report and all information gathered during the inspection, is not considered transferable to 3rd parties. The inspection results are intended for the exclusive use of the client.

# 8. Kitchen

Inspection of refrigerators, stand alone freezers and built in ice makers are outside the scope of the inspection. No opinion is offered as to the adequacy of dishwasher operation. Ovens, self cleaning operations, cooking functions, clocks, timing devices, lights and thermostat accuracy are not tested during this inspection. Appliances are not moved during the inspection. Portable dishwashers are not inspected.



## Styles & Materials

**Range(s) / Cooktop(s):** Gas range (free-standing)  
**Sink Type(s):** Stainless steel let in Washer type faucet  
**Oven(s):** Gas oven (free-standing)  
**Sink Low-Flow:** Yes  
**Ventilation:** Mechanical exhaust  
**Refrigerator:** Built in refrigerator

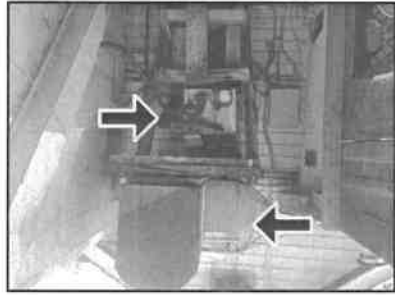
**Lighting and Electric:** Incandescent lighting  
 Counter outlets  
 Partial GFCI protection

## Items

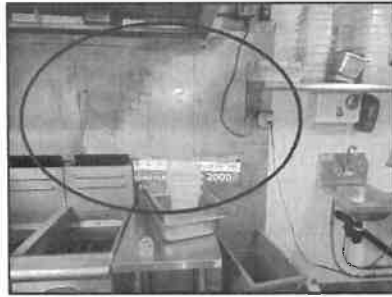
### 8.0 RANGES / OVENS / MICROWAVE

**Comments:** Repair or Replace

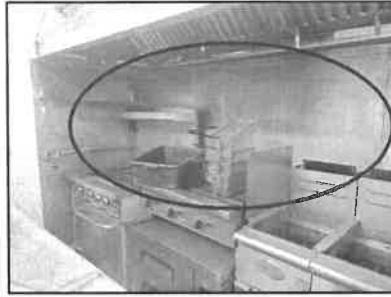
(1) Not all of the kitchen and bar appliances were inspected. Recommend further evaluation as necessary.



8.0 Item 1 (Picture)



8.0 Item 2 (Picture)

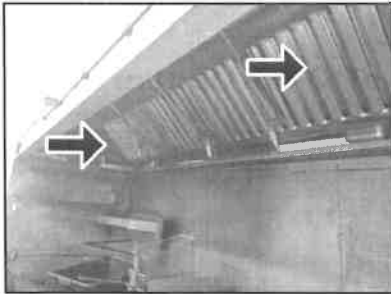


8.0 Item 3 (Picture)

(2) The metal backsplash around the range and fryers is not stainless steel. Recommend further evaluation and repair / replacement as necessary.

**8.1 VENTILATION**

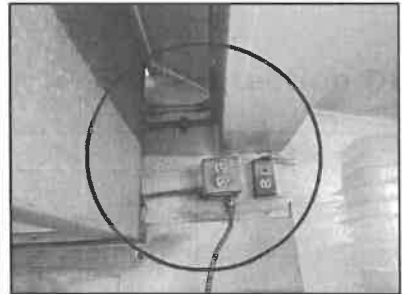
Comments: Repair or Replace



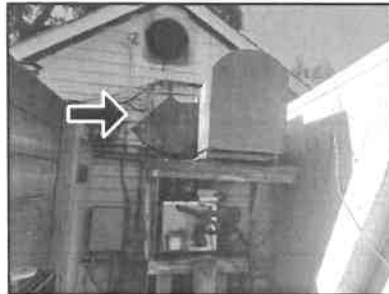
8.1 Item 1 (Picture)



8.1 Item 2 (Picture)

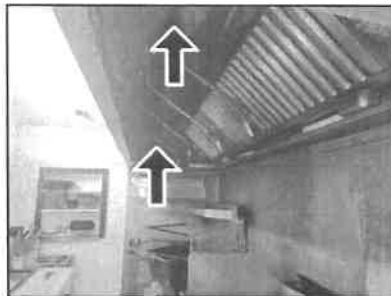


8.1 Item 3 (Picture)

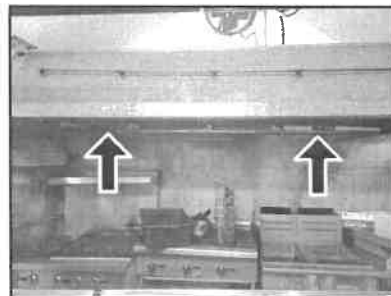


8.1 Item 4 (Picture)

(1) Exhaust fan / screen needs cleaning. Excessive grease is noted in the exhaust fan and around the fan on the walls and ceilings. Repair, alteration or replacement usually improves the efficiency of the component or system.



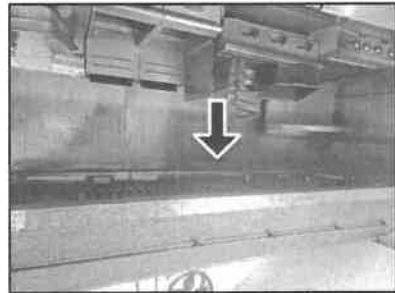
8.1 Item 5 (Picture)



8.1 Item 6 (Picture)

(2) There is no lighting in the range hood. Recommend further evaluation and repair by a qualified licensed electrical contractor.

(3) Exhaust fan inoperative. It is recommended that the finding be reviewed, and corrected as needed, by a qualified technician before purchasing the property.



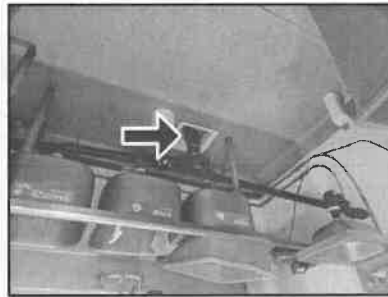
8.1 Item 7 (Picture)

**8.2 COUNTERS / CABINETS**

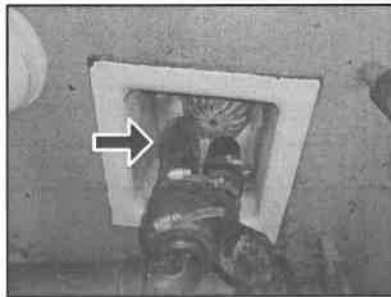
Comments: Inspected

**8.3 SINK / FAUCET / DRAIN**

Comments: Repair or Replace



8.3 Item 1 (Picture)



8.3 Item 2 (Picture)

The sink drain does not have the proper air gap installed. Recommend further evaluation and repair by a qualified licensed plumbing contractor.

**8.4 FLOOR**

Comments: Repair or Replace



8.4 Item 1 (Picture)



8.4 Item 2 (Picture)

The vinyl kitchen floor is lifting on the seams. Recommend further evaluation and repair by a qualified licensed flooring contractor.

**8.5 REFRIGERATOR**

Comments: Not Inspected



**8.5 Item 1 (Picture)**



**8.5 Item 2 (Picture)**



**8.5 Item 3 (Picture)**

The walk in refrigerator was not inspected or tested. Recommend further evaluation.

The written report and all information gathered during the inspection, is not considered transferable to 3rd parties. The inspection results are intended for the exclusive use of the client.

## 9. Structure

Areas hidden from view by finished walls or stored items cannot be judged and are not part of this inspection. Minor cracks are typical on many foundations and most do not represent a structural problem. If major cracks are present along with bowing, we routinely recommend further evaluation be made by a qualified structural engineer. All exterior grades should allow for surface and roof water to flow away from the foundation. All concrete floor slabs experience some degree of cracking due to shrinkage in the drying process. In most instances floor coverings prevent recognition of cracks or settlement in all but the most severe cases. Where carpeting and other floor coverings are installed, the materials and condition of the flooring underneath cannot be determined.



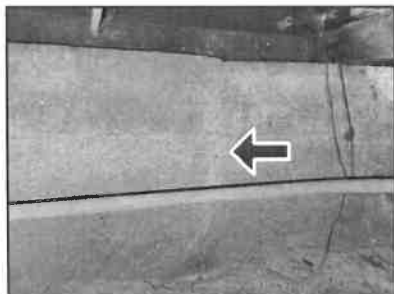
*Styles & Materials*

<p><b>Floor Structural Components:</b> Site framed floor system</p> <p><b>Sub-Area Insulation Thickness &amp; Type:</b> The sub-area is not insulated</p> <p><b>Method Used To Observe Crawlspace:</b> Partially viewed Low framing blocked full access</p>	<p><b>Foundation:</b> Concrete perimeter foundation Post and pier beam Uncertain if bolted</p> <p><b>Method Used To Observe Crawlspace:</b> Partially viewed Low framing blocked full access</p> <p><b>Sub-Area Soil:</b> Sub-area soil was DRY at the time of the inspection</p> <p><b>Method Used To Observe Attic:</b> Fully traversed</p>	<p><b>Attic Access Location:</b> In the bathroom In the hallway</p> <p><b>Roof Structure:</b> Site framed roof system</p> <p><b>Attic Access Location:</b> In the bathroom In the hallway</p>
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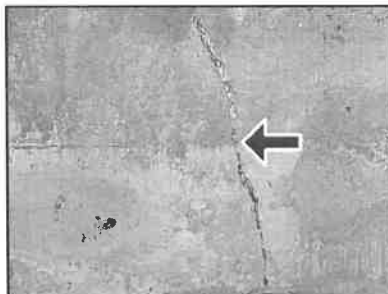
*Items*

### 9.0 FOUNDATION / SLAB (where visible)

Comments: Repair or Replace



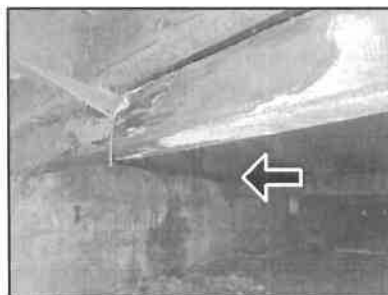
9.0 Item 1 (Picture)



9.0 Item 2 (Picture)

(1) Moderate foundation crack(s) were noted at various areas of the foundation. It is recommended that you monitor periodically.

(2) Foundation bolts or anchors not installed. The foundation did not appear to be bolted. Modification or addition is generally considered an upgrade which should improve safety or efficiency. The opinion of a qualified licensed contractor is recommended.

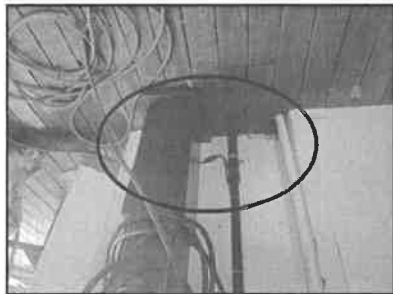
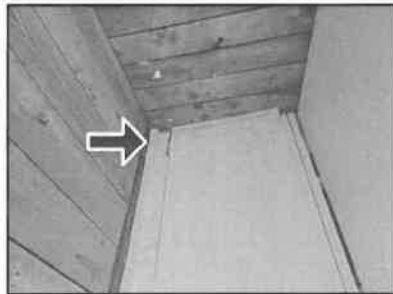


9.0 Item 3 (Picture)

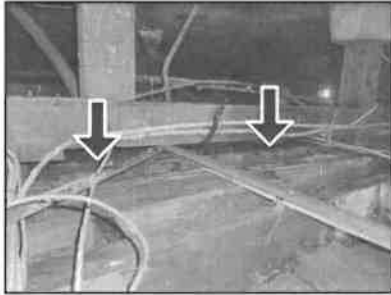
**9.1 BUILDING FRAMING MEMBERS**

Comments: Repair or Replace

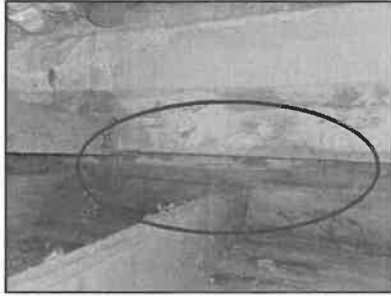
9.1 Item 1 (Picture) (1) Wood deterioration is noted in the rear closet framing and siding. Recommend refer to pest inspection or a licensed Contractor for further information concerning all possible areas with dry rot, pest or fungus damage.



(2) Wood deterioration is noted in floor joist(s) in the sub-area under the bar. Recommend further inspection and repair by a qualified licensed contractor.



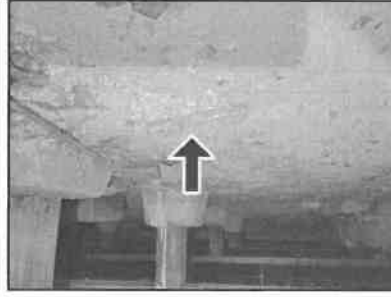
(3) Wood deterioration is noted in rim joist under the front of the building. The damage appears to be caused by drywood termites. Recommend further inspection and repair by a qualified licensed contractor.



### 9.2 BASEMENT / CRAWLSPACE / VENTILATION

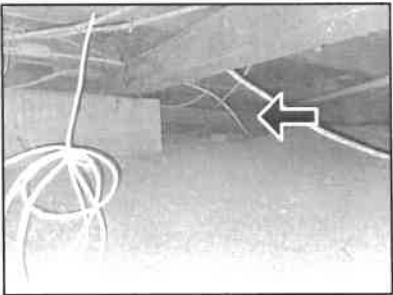
Comments: Repair or Replace

(1) Cellulose debris (scrap wood ect.) present in sub-area. Recommend removing all scrap wood



from the sub-area.

(2) Clearance under home insufficient for access under the left side of the building and bathrooms. The sub-area soil is less than 18 inches of clearance between the soil and the floor joists making it inaccessible for physical inspection. Recommend further inspection after areas is made accessible.



9.2 Item 3 (Picture)

**9.3 ATTIC / VENTILATION**

Comments: Inspected

**9.4 INSULATION / AIR / VAPOR / MOISTURE BARRIER**

Comments: Repair or Replace

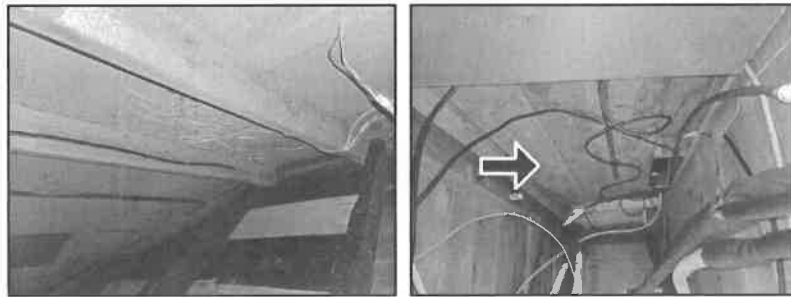
9.4 Item 1 (Picture)      9.4 Item 2 (Picture)      9.4 Item 3 (Picture)

The attic and sub-area are not insulated. Recommend further evaluation and repair as necessary.

**9.5 REVIEW BY OTHER CONTRACTORS / ACCESS IMPAIRED**

Comments: Not Inspected

(1) Review pest inspection report for wood rot and wood boring insect information as home inspection reports do not specify dry-rot, fungus or pest damage. Only licensed Pest Companies can specify dry-rot, fungus and pest evidence. Be aware that a Home Inspection and a Pest Inspection are two different inspections. It is always recommended that a current qualified Pest Inspection be performed for pest damage and possibly dry-rot or fungus damage. Be sure to carefully read the entire Pest Inspection report.



9.5 Item 2 (Picture)

9.5 Item 1 (Picture)

(2) Rodent activity noted. We do not determine if the activity is old or new. Evidence of rodent activity was noted in the attic. You may desire to have treatment carried out by a licensed exterminator.

The written report and all information gathered during the inspection, is not considered transferable to 3rd parties. The inspection results are intended for the exclusive use of the client.

# Summary / Safety / Health Deficient Items:

## Country Home Inspection & Termite

10019 Riverside Drive  
Ben Lomond CA 95005

Cell # (831) 246-2938 Email: countryhomeinspection@gmail.com

### Customer

Ben Lomond Fire Protection District

### Address

9450 Highway 9  
Ben Lomond CA 95005

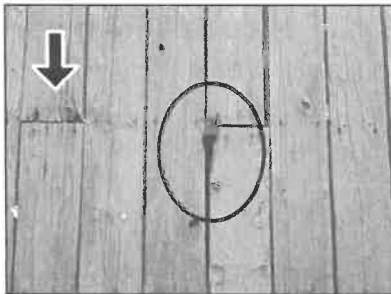
The following items or discoveries indicate that these systems or components **do not function as intended or adversely affects the safety of the dwelling; or warrants further investigation by a specialist, or requires subsequent observation.** This summary shall not contain recommendations for routine upkeep of a system or component to keep it in proper functioning condition or recommendations to upgrade or enhance the function or efficiency of the home. This Summary is not the entire report. The complete report may include additional information of concern to the customer. It is recommended that the customer read the complete report.

## 1. Grounds

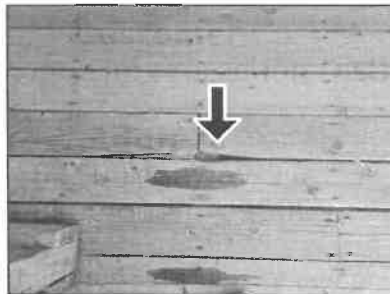
### 1.0 DECKS

#### Repair or Replace

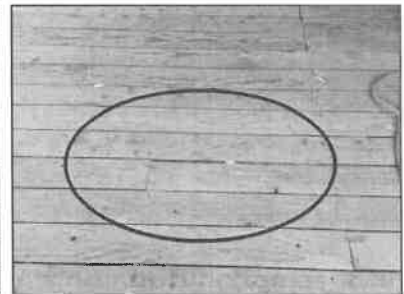
(2)



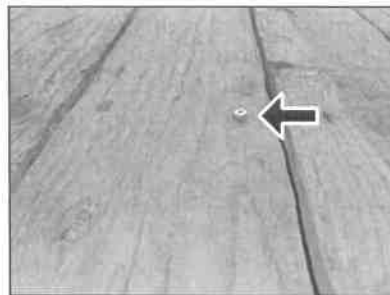
1.0 Item 3 (Picture)



1.0 Item 4 (Picture)



1.0 Item 5 (Picture)



1.0 Item 6 (Picture)

Several gaps and voids are noted on the wood deck boards. Several screws have popped up and

various deck boards are loose. This is considered a tripping hazard. Recommend further evaluation and repair by a qualified licensed contractor.

**1.1 STAIRS**

**Repair or Replace**



1.1 Item 1 (Picture)

Exterior stairway height varies more than 3/8 of an inch. Noted on various stairs around the home. Improper rise or run was noted at the stairs. This means that one or more of the stairs was higher or longer than the others or that the length of the stairs does not meet current standards. This should be considered a tripping hazard and correction is recommended.

**4. Plumbing System**

**4.0 WATER HEATERS**

**Repair or Replace**

(1)



4.0 Item 1 (Picture)

4.0 Item 2 (Picture)

Water heater seismic restraint system appears insufficient. Although the water heater is strapped with the correct straps, recommend adding bracing behind the water heater to help prevent any movement. Before purchasing the property, further study and corrections, as needed, by a qualified licensed contractor are advised.

**5. Electrical System**

**5.1 MAIN / SUB-PANELS**

**Repair or Replace**

(1)

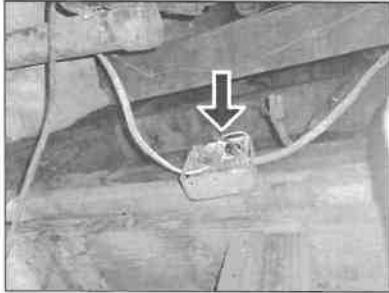
overheated splice. Recommend repair as soon as possible. There may be others missing junction boxes that were not located. It is recommended that the finding be reviewed, and corrected as needed, by a qualified licensed electrical contractor before purchasing the property. (2)



5.4 Item 5 (Picture)



5.4 Item 6 (Picture)

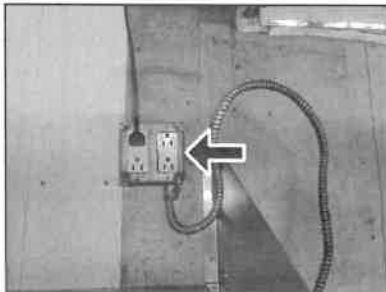


5.4 Item 7 (Picture)

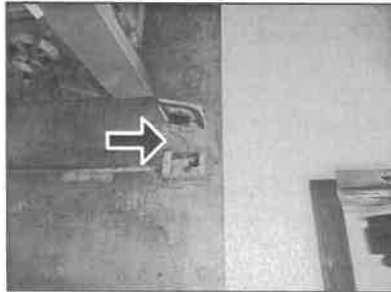
Junction box cover plate missing. Noted in the bar area and sub-area . Junction box cover plates are required to prevent accidental contact with the splice and to confine heat in the event of an overheated splice. Recommend repair as soon as possible. There may be others missing junction box covers that were not located. It is recommended that the finding be reviewed, and corrected as needed, by a qualified licensed electrical contractor. A qualified licensed electrical contractor should correct as needed.

**5.6 RECEPTACLE OUTLETS**

**Repair or Replace**



5.6 Item 1 (Picture)



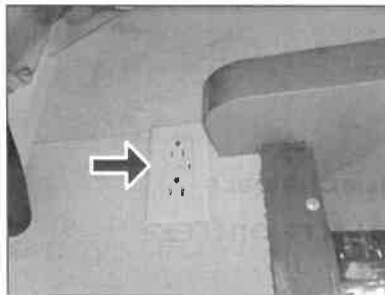
5.6 Item 2 (Picture)

Receptacle loose in j-box. Noted in the kitchen. Recommend the receptacles be secured as needed. It is possible the junction box will need to be replaced. A qualified licensed electrical contractor should correct as needed.

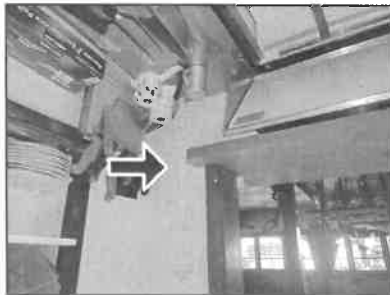
**5.7 GFCI / SYSTEM GROUNDING**

**Repair or Replace**

(1)



5.7 Item 1 (Picture)

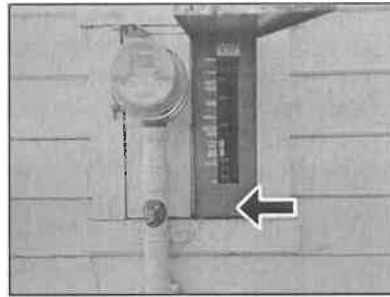


5.7 Item 2 (Picture)



5.7 Item 3 (Picture)

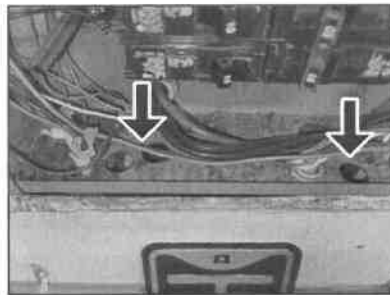
GFCI receptacle outlet fails fault test at the kitchen. As an extra precaution and for safety it is recommended that this component be replaced when possible. Recommend GFCI type outlets that are within 72 inches of the sinks or wet areas be replaced before purchasing the property. (2)



5.1 Item 1 (Picture)

The main-panel dead cover is not properly secured. Recommend repairing before purchasing the property. This is a safety hazard because it can be accessed by anyone including small children. A qualified licensed electrical contractor should correct as needed.

(3)



5.1 Item 4 (Picture)



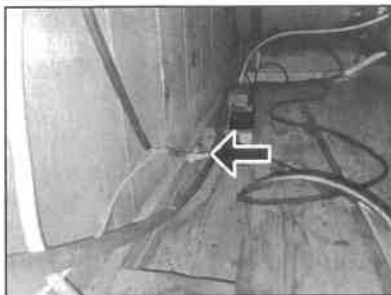
5.1 Item 5 (Picture)

There are exposed holes in the sub-panel. All openings in electrical panels should not be open and should be filled with listed manufacturers covers designed for the purpose. Recommend further evaluation and repair as necessary.

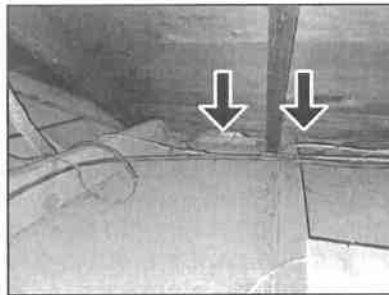
**5.4 JUNCTION BOXES / CONDUITS**

**Repair or Replace**

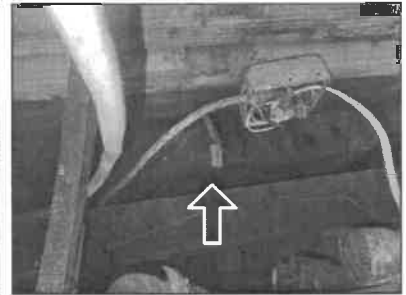
(1)



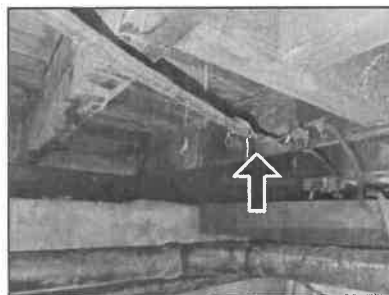
5.4 Item 1 (Picture)



5.4 Item 2 (Picture)

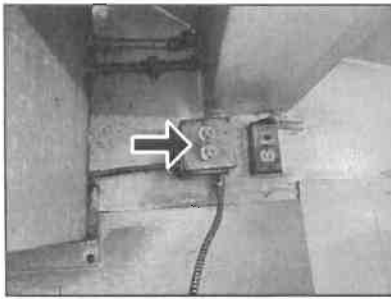


5.4 Item 3 (Picture)

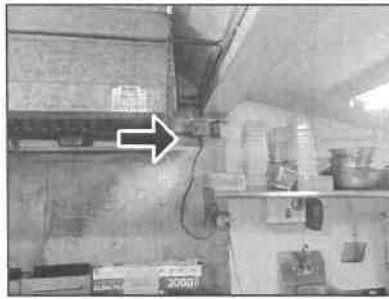


5.4 Item 4 (Picture)

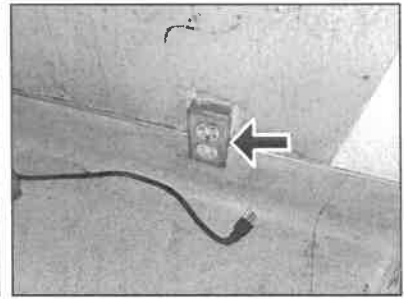
Junction box not installed as required (exposed splice). Noted in the attic space and sub-area. Junction box's are required to prevent accidental contact with the splice and to confine heat in the event of an



5.7 Item 4 (Picture)



5.7 Item 5 (Picture)



5.7 Item 6 (Picture)

GFCI protection not provided on kitchen receptacles. As an extra precaution and for safety it is a recommended upgrade that this component be installed when possible. Recommend GFCI type outlets that are within 72 inches of the sinks / damp areas be installed. Modification or addition is generally considered an upgrade which should improve safety or efficiency. The opinion of a qualified licensed contractor is recommended.

## 7. Interiors

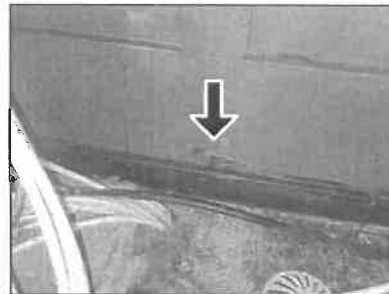
### 7.0 CEILINGS, WALLS

#### Repair or Replace

(1)



7.0 Item 1 (Picture)



7.0 Item 2 (Picture)



7.0 Item 3 (Picture)

The bar has damage. The bar is not properly secured and is loose when pressure is applied. Dry-rot damage is noted on areas of the bar.

### 7.3 WINDOWS (REPRESENTATIVE NUMBER)

#### Repair or Replace



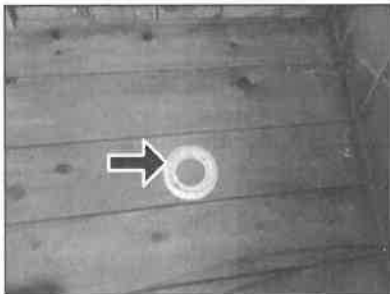
7.3 Item 1 (Picture)

Counter balance damaged on window(s) on the stage. Recommend the windows be repaired or replaced as needed. Damaged counter balance can cause the window to drop. Recommend repair as soon as possible.

### 7.4 ALARMS / CEILING FANS / CLOSETS

#### Repair or Replace

(1)



7.4 Item 1 (Picture)

Smoke alarm inoperative and or missing. Recommend replacing all non working smoke alarms and installing (PHOTOELECTRIC type smoke alarms). No smoke alarms were noted in the building. (2)



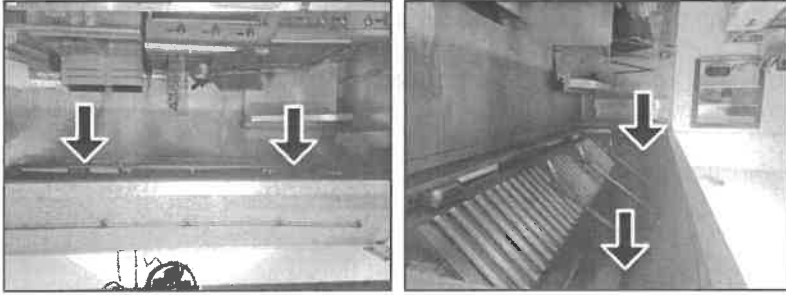
7.4 Item 3 (Picture)

7.4 Item 2 (Picture)

There is no carbon monoxide (CO) detector(s) found in the building. Recommend installing a carbon monoxide detector where necessary.

## 8. Kitchen

8.1 VENTILATION  
Repair or Replace  
(2)



8.1 Item 6 (Picture)

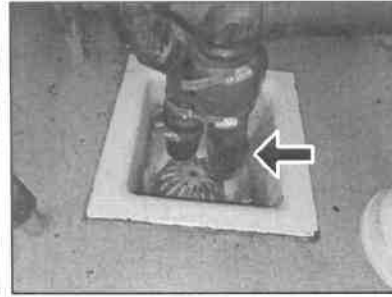
8.1 Item 5 (Picture)

There is no lighting in the range hood. Recommend further evaluation and repair by a qualified licensed electrical contractor.

8.3 SINK / FAUCET / DRAIN  
Repair or Replace



8.3 Item 1 (Picture)



8.3 Item 2 (Picture)

The sink drain does not have the proper air gap installed. Recommend further evaluation and repair by a qualified licensed plumbing contractor.

---

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## Summary / Habitability / Security Deficient Items:

Country Home Inspection & Termite

10019 Riverside Drive  
Ben Lomond CA 95005  
Cell # (831) 246-2938 Email: countryhomeinspection@gmail.com

Customer  
Ben Lomond Fire Protection District

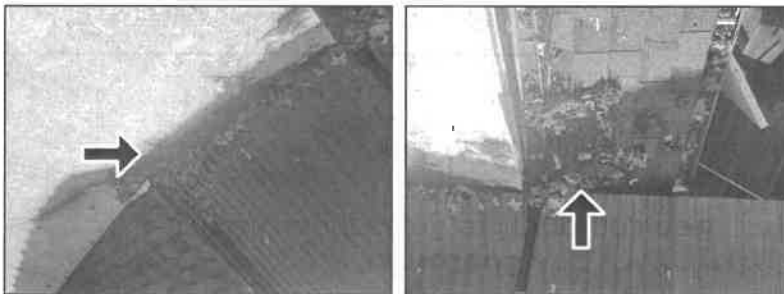
Address  
9450 Highway 9  
Ben Lomond CA 95005

The following items or discoveries indicate that these systems or components do not function as intended or adversely affects the habitability of the dwelling; or warrants further investigation by a specialist, or requires subsequent observation. This summary shall not contain recommendations for routine upkeep of a system or component to keep it in proper functioning condition or recommendations to upgrade or enhance the function or efficiency of the home. This Summary is not the entire report. The complete report may include additional information of concern to the customer. It is recommended that the customer read the complete report.

### 2. Exterior

#### 2.0 ROOF

Repair or Replace  
(1)



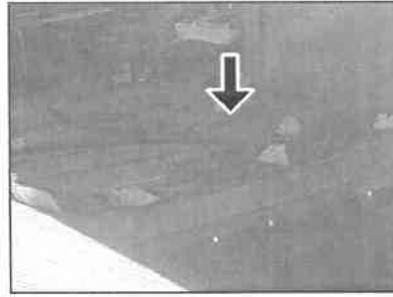
2.0 Item 1 (Picture)

2.0 Item 2 (Picture)

Clean debris from roof. Excessive debris on the roof can prevent proper drainage and limits the inspection. Recommend removing all debris from the roof.  
(2)



2.0 Item 3 (Picture)



2.0 Item 4 (Picture)

Several tarps and sand bags are noted on the rear patio roof. Recommend further evaluation and repair as necessary.

(3)



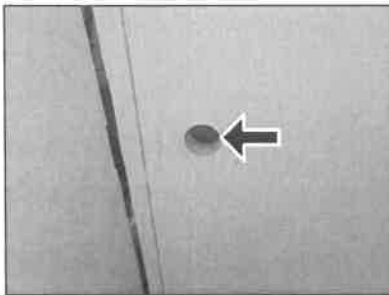
2.0 Item 5 (Picture)

Slope technically insufficient for roofing material. Noted at the rear of the roof over the closet. This condition may be conducive to leaking depending on the type of installation. The inspector cannot ascertain the type of installation. At the time of the inspection no evidence of leaks were noted. It is recommended however, that a qualified Roofing Contractor review the application.

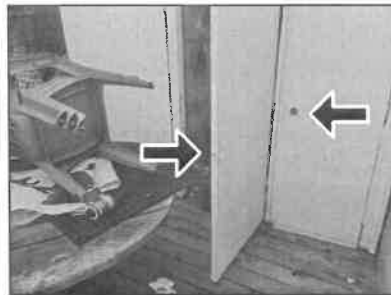
**2.4 EXTERIOR DOORS**

**Repair or Replace**

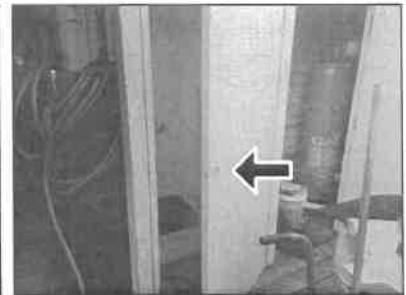
(1)



2.4 Item 1 (Picture)



2.4 Item 2 (Picture)



2.4 Item 3 (Picture)

The lock-sets are missing on the rear exterior closet doors. Recommend further evaluation and repair as necessary.

**2.5 WINDOWS / SKYLIGHTS**

**Repair or Replace**



2.5 Item 1 (Picture)

2.5 Item 2 (Picture)

Window glass is cracked. Noted on the front of the building. Recommend a qualified person repair or replace the glass.

## 4. Plumbing System

### 4.0 WATER HEATERS

Repair or Replace

(2)



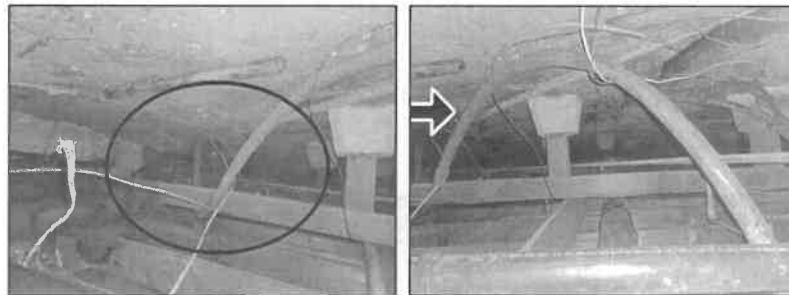
4.0 Item 3 (Picture)

Pilot light off at water heater. ASHI Standards of Practice and our E&O insurance does not allow us to turn on gas or water valves that are turned off or light pilot lights. Recommend the gas valve be turned on and pilot lights lite and have the water heater further evaluated.

### 4.1 SEWER / DRAINS / VENTS (VISIBLE ONLY)

Repair or Replace

(1)

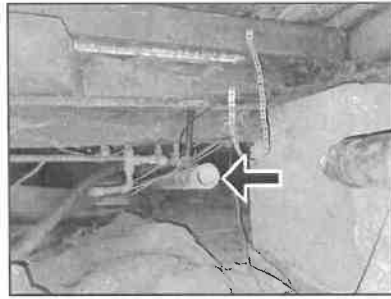


4.1 Item 1 (Picture)

4.1 Item 2 (Picture)

The plumbing waste line is improperly sloped (upward) on the pit drains and ABS plumbing waste line. Recommend the drain be sloped downward at 1/4 inch per foot, in the sub-area. Repairs are needed. I recommend a licensed plumber further inspect the plumbing waste lines.

(2)



4.1 Item 3 (Picture)

The plumbing waste line is open in the sub-area between the bar and kitchen. Repairs are needed. I recommend a licensed plumber inspect further and repair as necessary.

**4.3 WATER LINES (VISIBLE ONLY)**

**Repair or Replace**



4.3 Item 1 (Picture)



4.3 Item 2 (Picture)

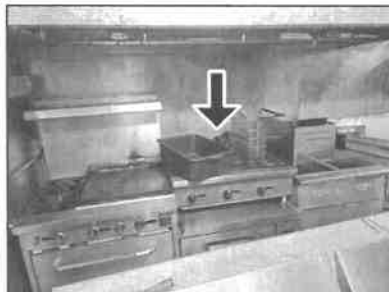
The beer line in the sub-area from the walk in refrigerator to the bar is not properly secured and is laying on the ground. Recommend further evaluation and repair as necessary.

**4.4 GAS LINES (VISIBLE ONLY)**

**Repair or Replace**



4.4 Item 1 (Picture)



4.4 Item 2 (Picture)



4.4 Item 3 (Picture)



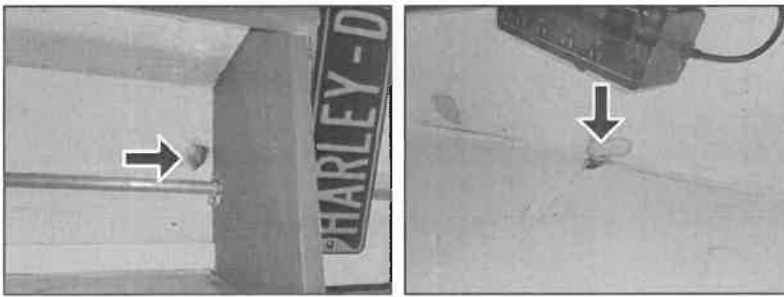
4.4 Item 4 (Picture)

Access impaired. The gas was turned off at the time of the inspection. Various appliances and components could not be inspected due to no gas. ASHI Standards of Practice and our E&O insurance does not allow us to turn on gas valves that are turned off. Recommend PG&E turn the gas on and

inspect all gas appliances. Recommend further evaluation by a qualified plumber or gas company representative further inspect and evaluate all the gas appliances before the contingency release period.

## 7. Interiors

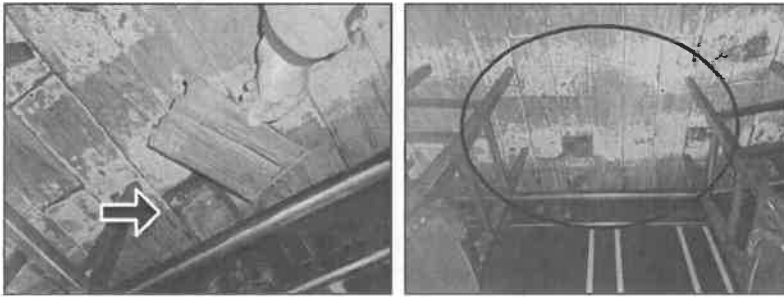
**7.0 CEILINGS, WALLS**  
Repair or Replace  
(2)



Various holes are noted in the sheet rock in the storage closet. Recommend further evaluation and repair as necessary.

**7.1 FLOORS**

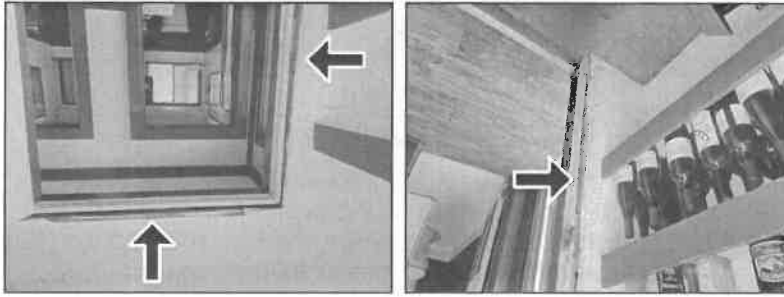
Repair or Replace  
(2)



The laminated wood flooring is damaged and the underlayment is damaged. Noted around the bar area. Recommend further evaluation and repair by a qualified licensed contractor.

**7.2 DOORS (REPRESENTATIVE NUMBER)**

Repair or Replace



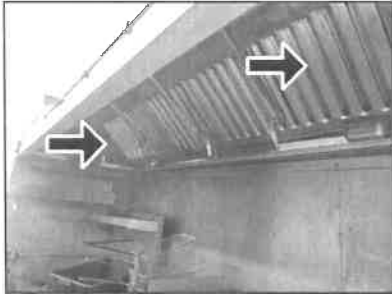
Door trim is missing on the inside of the storage room. Recommend further evaluation and repair as necessary.

## 8. Kitchen

### 8.1 VENTILATION

**Repair or Replace**

(1)



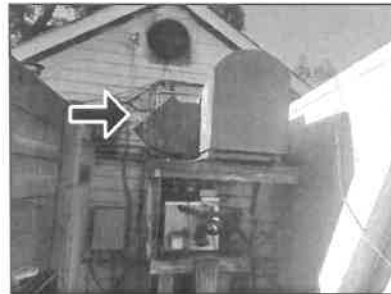
8.1 Item 1 (Picture)



8.1 Item 2 (Picture)



8.1 Item 3 (Picture)



8.1 Item 4 (Picture)

Exhaust fan / screen needs cleaning. Excessive grease is noted in the exhaust fan and around the fan on the walls and ceilings. Repair, alteration or replacement usually improves the efficiency of the component or system.

### 8.4 FLOOR

**Repair or Replace**



8.4 Item 1 (Picture)



8.4 Item 2 (Picture)

The vinyl kitchen floor is lifting on the seams. Recommend further evaluation and repair by a qualified licensed flooring contractor.

### 8.5 REFRIGERATOR

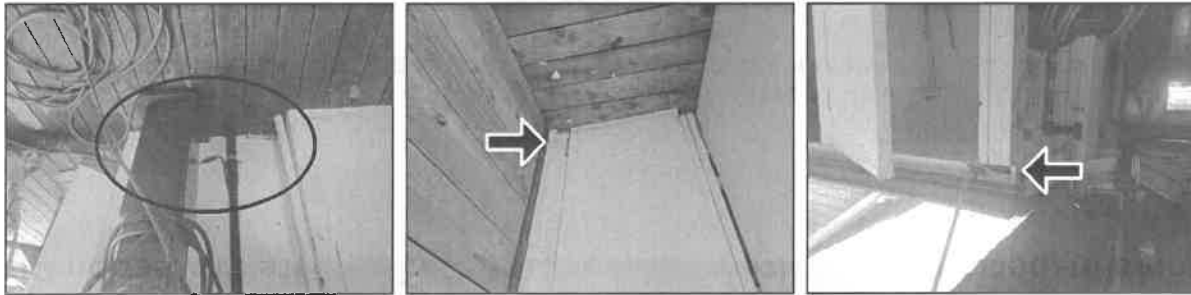
**Not Inspected**



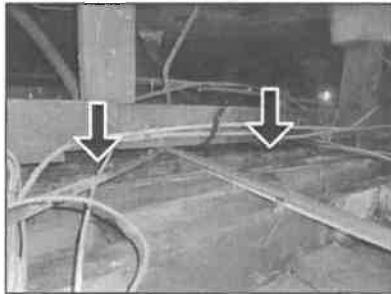
8.5 Item 1 (Picture)  
8.5 Item 2 (Picture)  
8.5 Item 3 (Picture)  
The walk in refrigerator was not inspected or tested. Recommend further evaluation.

## 9. Structure

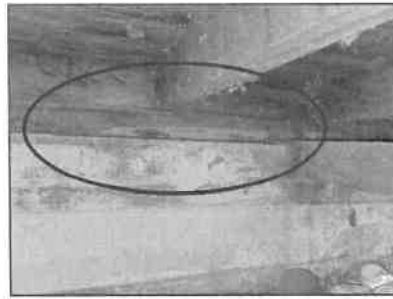
### 9.1 BUILDING FRAMING MEMBERS Repair or Replace (1)



9.1 Item 1 (Picture)  
9.1 Item 2 (Picture)  
9.1 Item 3 (Picture)  
Wood deterioration is noted in the rear closet framing and siding. Recommend refer to pest inspection or a licensed Contractor for further information concerning all possible areas with dry rot, pest or fungus damage. (2)



9.1 Item 4 (Picture)  
Wood deterioration is noted in floor joist(s) in the sub-area under the bar. Recommend further inspection and repair by a qualified licensed contractor. (3)

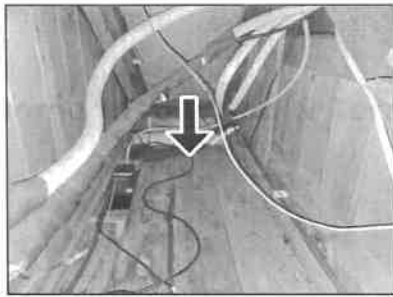


9.1 Item 5 (Picture)

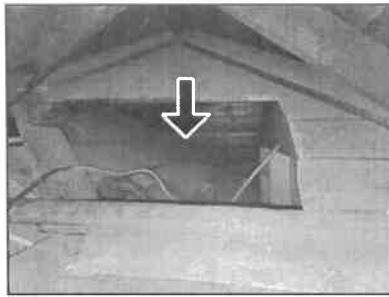
Wood deterioration is noted in rim joist under the front of the building. The damage appears to be caused by drywood termites. Recommend further inspection and repair by a qualified licensed contractor.

**9.4 INSULATION / AIR / VAPOR / MOISTURE BARRIER**

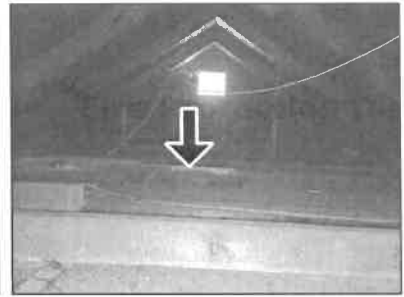
**Repair or Replace**



9.4 Item 1 (Picture)



9.4 Item 2 (Picture)



9.4 Item 3 (Picture)

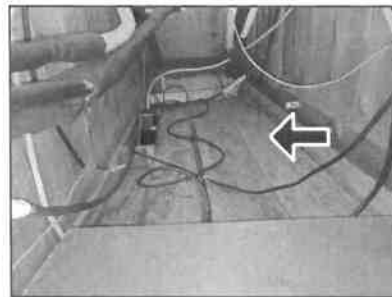
The attic and sub-area are not insulated. Recommend further evaluation and repair as necessary.

**9.5 REVIEW BY OTHER CONTRACTORS / ACCESS IMPAIRED**

**Not Inspected**

(1) Review pest inspection report for wood rot and wood boring insect information as home inspection reports do not specify dry-rot, fungus or pest damage. Only licensed Pest Companies can specify dry-rot, fungus and pest evidence. Be aware that a Home Inspection and a Pest Inspection are two different Inspections. It is always recommended that a current qualified Pest Inspection be performed for pest damage and possibly dry-rot or fungus damage. Be sure to carefully read the entire Pest Inspection report.

(2)



9.5 Item 1 (Picture)



9.5 Item 2 (Picture)

Rodent activity noted. We do not determine if the activity is old or new. Evidence of rodent activity was noted in the attic. You may desire to have treatment carried out by a licensed exterminator.

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**Country Home Inspection & Termite**

**Fire Protection District**

# Summary / Other Deficient / Note Items:

## Country Home Inspection & Termite

10019 Riverside Drive  
Ben Lomond CA 95005

Cell # (831) 246-2938 Email: countryhomeinspection@gmail.com

### Customer

Ben Lomond Fire Protection District

### Address

9450 Highway 9  
Ben Lomond CA 95005

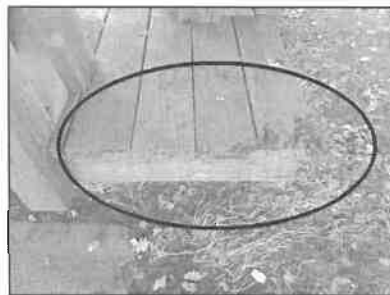
The following items or discoveries indicate that these systems or components **do not function as intended** or **adversely affects the habitability of the dwelling;** or **warrants further investigation by a specialist,** or **requires subsequent observation.** This summary shall not contain recommendations for routine upkeep of a system or component to keep it in proper functioning condition or recommendations to upgrade or enhance the function or efficiency of the home. This Summary is not the entire report. The complete report may include additional information of concern to the customer. It is recommended that the customer read the complete report.

## 1. Grounds

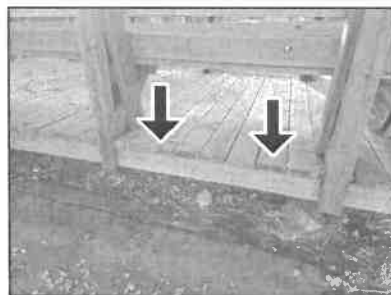
### 1.0 DECKS

Repair or Replace

(1)



1.0 Item 1 (Picture)



1.0 Item 2 (Picture)

Wood deck has signs of dry-rot and fungus damage on various areas of the deck(s), recommend refer to pest inspection or licensed Contractor for further information.

### 1.2 DRIVEWAY / WALKWAYS

Repair or Replace

## 2. Exterior

### 2.2 GUTTERS / DOWNSPOUTS

Repair or Replace

(1)



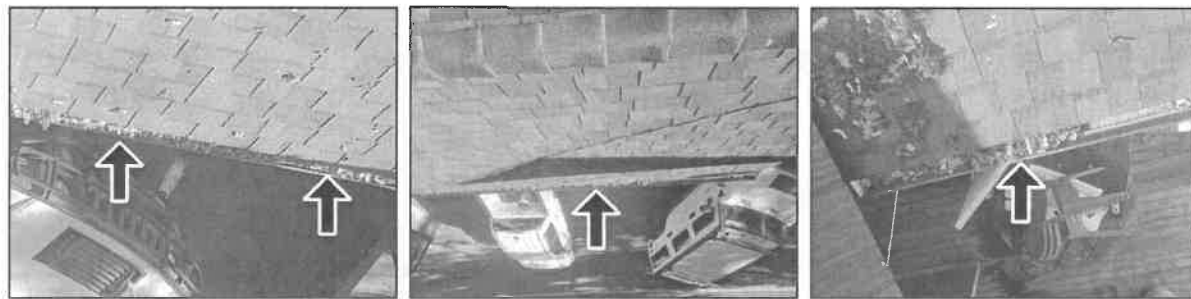
2.2 Item 1 (Picture)

2.2 Item 2 (Picture)

2.2 Item 3 (Picture)

Gutters and drain lines are needed to help remove the water away from the deck. Noted on the rear patio of the roof. It is recommended that all water be channeled or directed away from the home.

(2)



2.2 Item 4 (Picture)

2.2 Item 5 (Picture)

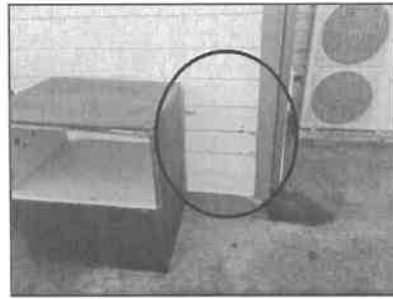
2.2 Item 6 (Picture)

The gutters are partially full of debris in areas and needs to be cleaned. The debris in gutters can also conceal rust, deterioration or leaks that are not visible until cleaned, and I am unable to determine if such conditions exist. Recommend cleaning all gutters. This is considered on going maintenance.

### 2.3

### SIDING / TRIM

Repair or Replace



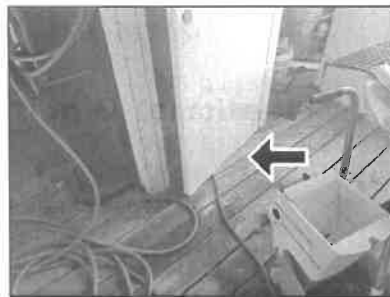
2.3 Item 1 (Picture)

Exterior siding has signs of dry-rot or fungus damage. Noted on the left side of the building. Recommend refer to pest inspection for all locations of damaged siding.

**2.4 EXTERIOR DOORS**

**Repair or Replace**

(2)



2.4 Item 4 (Picture)



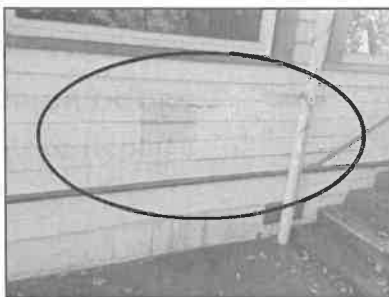
2.4 Item 5 (Picture)

The exterior closet doors on the rear of the home is weathered. Recommend the door be repaired.

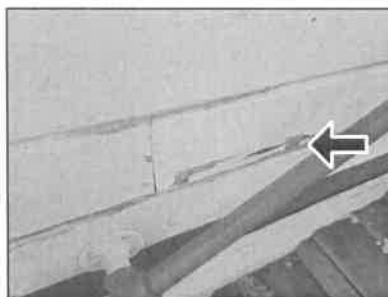
**2.6 PAINT / CAULK / SEAL / MISCELLANEOUS.**

**Repair or Replace**

(1)



2.6 Item 1 (Picture)



2.6 Item 2 (Picture)



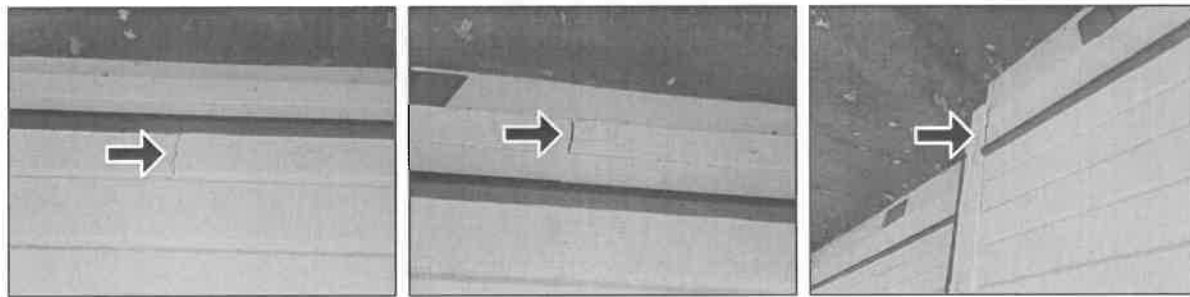
2.6 Item 3 (Picture)



2.6 Item 4 (Picture)

Paint maintenance recommended. Various areas of the paint is peeling and in need of maintenance. Repairing peeling paint will help protect your home. Recommend all peeling paint be scraped and

properly painted.  
(2)



2.6 Item 5 (Picture)

2.6 Item 6 (Picture)

2.6 Item 7 (Picture)

Caulking recommended on various areas of the exterior of the home. Recommend caulking, sealing and painting all gaps, voids and cracks as needed. Caulking and sealing will help prevent moisture from entering into siding and trim.

### 5. Electrical System

#### 5.1 MAIN / SUB-PANELS

Repair or Replace

(2)



5.1 Item 2 (Picture)

5.1 Item 3 (Picture)

Electrical panel screws that secure the front cover have pointed ends. This was noted on the sub-panel. The screws should have non pointed ends. The pointed ends can damage wires in the panel. Recommend the correct screws be installed before the close of escrow.

#### 5.3 CIRCUIT WIRING (where visible)

Repair or Replace



5.3 Item 1 (Picture)

5.3 Item 2 (Picture)

5.3 Item 3 (Picture)

Wiring not secured. Noted in the kitchen and the sub-area. Recommend securing all wiring as needed. Sections of the sheathing is damaged in the sub-area on the electrical wiring. A qualified licensed electrical contractor should correct as needed

#### 5.5 LIGHTING / SWITCHES

**Repair or Replace**



5.5 Item 1 (Picture)



5.5 Item 2 (Picture)

Switch purpose unknown. Refer to property owner if possible. Noted on the rear exterior of the building.

**6. Bathroom**

**6.0 TOILETS**

**Repair or Replace**



6.0 Item 1 (Picture)

The toilet lid is missing in the women's bathroom. Recommend further evaluation and repair as necessary.

**7. Interiors**

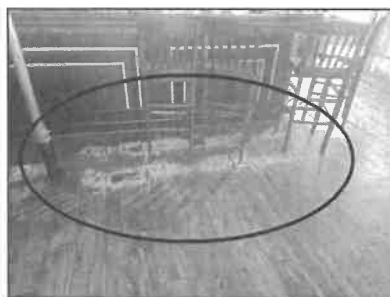
**7.1 FLOORS**

**Repair or Replace**

(1)



7.1 Item 1 (Picture)



7.1 Item 2 (Picture)



7.1 Item 3 (Picture)

Wood flooring is worn / loose / gapped and in poor condition. Noted in the building at several locations. Recommend a flooring contractor further evaluate the floors and repair or replace the flooring as necessary.

(3)



7.1 Item 7 (Picture)

7.1 Item 6 (Picture)

"Vinyl" flooring damaged and has open seams. This was noted in the bar area. Recommend a flooring contractor further evaluate the floors.

(4)



7.1 Item 10 (Picture)

7.1 Item 9 (Picture)

7.1 Item 8 (Picture)

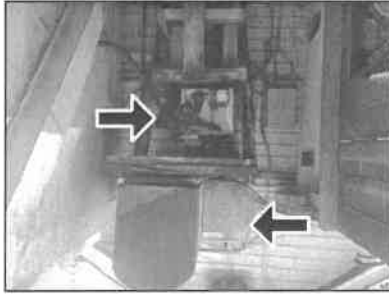
Floor or flooring sloped. The floors have a moderate slope at various areas of the building. To find the cause of the slope recommend further inspection by a qualified licensed General Contractor.

### 8. Kitchen

#### 8.0 RANGES / OVENS / MICROWAVE

Repair or Replace

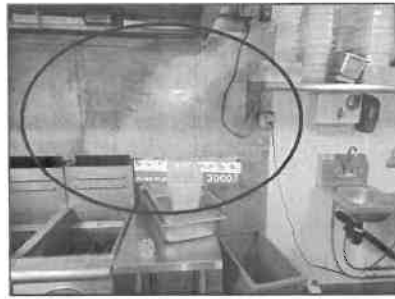
(1)



8.0 Item 1 (Picture)

Not all of the kitchen and bar appliances were inspected. Recommend further evaluation as necessary.

(2)



8.0 Item 2 (Picture)



8.0 Item 3 (Picture)

The metal backsplash around the range and fryers is not stainless steel. Recommend further evaluation and repair / replacement as necessary.

**8.1 VENTILATION**

**Repair or Replace**

(3)



8.1 Item 7 (Picture)

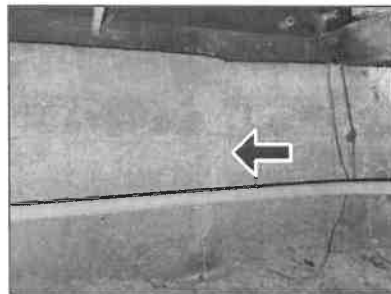
Exhaust fan inoperative. It is recommended that the finding be reviewed, and corrected as needed, by a qualified technician before purchasing the property.

**9. Structure**

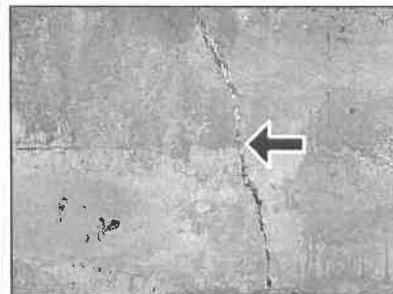
**9.0 FOUNDATION / SLAB (where visible)**

**Repair or Replace**

(1)



9.0 Item 1 (Picture)



9.0 Item 2 (Picture)

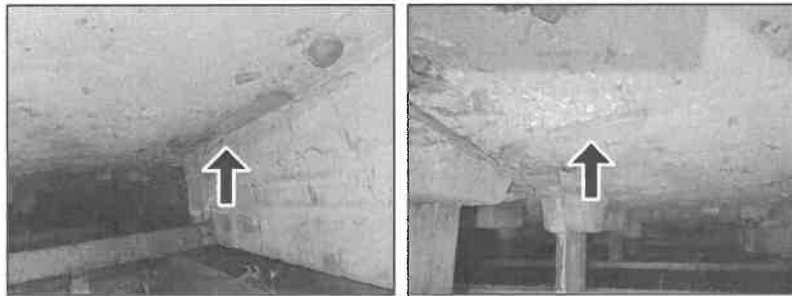
Moderate foundation crack(s) were noted at various areas of the foundation. It is recommended that you monitor periodically.

(2)

Foundation bolts or anchors not installed. The foundation did not appear to be bolted. Modification or addition is generally considered an upgrade which should improve safety or efficiency. The opinion of a qualified licensed contractor is recommended.

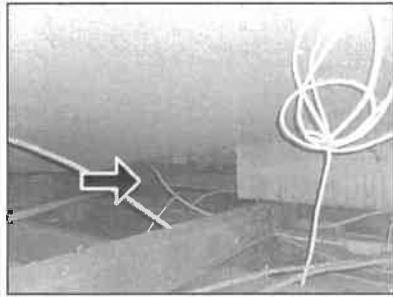
**9.2 BASEMENT / CRAWLSPACE / VENTILATION**

**Repair or Replace (1)**



9.2 Item 1 (Picture) 9.2 Item 2 (Picture)

Cellulose debris (scrap wood ect.) present in sub-area. Recommend removing all scrap wood from the sub-area. (2)



9.2 Item 3 (Picture)

Clearance under home insufficient for access under the left side of the building and bathrooms. The sub-area soil is less than 18 inches of clearance between the soil and the floor joists making it inaccessible for physical inspection. Recommend further inspection after areas is made accessible.

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Home inspectors are not required to report on the following: Life expectancy of any component or system; The causes of the need for a repair; The methods, materials, and costs of corrections; The suitability of the property for any specialized use; Compliance or non-compliance with codes, ordinances, statutes, regulatory requirements or restrictions; The market value of the property or its marketability; The advisability or inadvisability of purchase of the property; Any component or system that was not observed; The presence or absence of pests such as wood damaging organisms, rodents, or insects; or Cosmetic items, underground items, or items not permanently installed. Home inspectors are not required to: Offer warranties or guarantees of any kind; Calculate the strength, adequacy, or efficiency of any system or component; Enter any area or perform any procedure that may damage the property or its components or be dangerous to the home inspector or other persons; Operate any system or component that is shut down or otherwise inoperable; Operate any system or component that does not respond to normal operating controls; Disturb insulation, move personal items, panels, furniture, equipment, plant life, soil, snow, ice, or debris that obstructs access or visibility; Determine the presence or absence of any suspected adverse environmental condition or hazardous substance, including but not limited to mold, toxins, carcinogens, noise, contaminants in the building or in soil, water, and air; Determine the effectiveness of any system installed to control or remove suspected hazardous substances; Predict future condition, including but not limited to failure of components; Since this report is provided for the specific benefit of the customer(s), secondary readers of this information should hire a licensed inspector to perform an inspection to meet their specific needs and to obtain current information concerning this property.

*Prepared Using HomeGauge <http://www.HomeGauge.com> : Licensed To Clive Belvoir*

# INVOICE

Country Home Inspection & Termite  
10019 Riverside Drive  
Ben Lomond CA 95005  
Cell # (831) 246-2938 Email:  
countryhomeinspection@gmail.com  
Inspected By: Clive Belvoir

Inspection Date: 9/30/2024  
Report ID: 20240930-9450-Highway-9

<b>Customer Info:</b>	<b>Inspection Property:</b>
Ben Lomond Fire Protection District	9450 Highway 9 Ben Lomond CA 95005
<b>Customer's Real Estate Professional:</b>	

### Inspection Fee:

Service	Price	Amount	Sub-Total
Home Inspection	500.00	1	500.00

Tax \$0.00  
Total Price \$500.00

**Payment Method:**  
**Payment Status:**  
**Note:**

Country Home Inspection and Termite, Inc., 10019 Riverside Drive, Ben Lomond, CA 95005

Office: (831) 609-6017 Cell: (831) 246-2938 Web Site www.countryhomeinspection.com

STANDARD RESIDENTIAL INSPECTION AGREEMENT THIS IS INTENDED TO BE A LEGALLY BINDING CONTRACT, PLEASE READ IT CAREFULLY.

Client Name:

Property Address:

SCOPE OF THE INSPECTION: The real estate inspection to be performed for Client is a survey and basic operation of the systems and components of a building, which can be reached, entered, or viewed without difficulty, moving obstructions, or requiring any action, which may result in damage to the property or personal injury to the Inspector. The purpose of the inspection is to provide the Client with information regarding the general condition of the building(s).

Inspector will prepare and provide Client a written report for the sole use and benefit of Client. The written report shall document any material defects discovered in the building's systems and components which, in the opinion of the Inspector, are safety hazards, are not functioning properly, or appear to be at the ends of their service lives. The inspection shall be performed in accordance with the Standards of Practice of the American Society of Home Inspectors (ASHI), attached hereto and incorporated herein by reference, and is limited to those items specified herein.

CLIENT'S DUTY: Client agrees to read the entire written report when it is received and promptly call Inspector with any questions or concerns regarding the inspection or the written report. The written report shall be the final and exclusive findings of Inspector.

Client acknowledges that Inspector is a generalist and that further investigation of a reported condition by an appropriate specialist may provide additional information, which can affect Client's purchase decision. Client agrees to obtain further evaluation of reported conditions before removing any investigation contingency and prior to the close of the transaction.

In the event Client becomes aware of a reportable condition, which was not reported by Inspector, Client agrees to promptly notify Inspector and allow Inspector and/or Inspector's designated representative(s) to inspect said condition(s) prior to making any repair, alteration, or replacement. Client agrees that any failure to so notify Inspector and allow inspection is a material breach of this Agreement.

If this Agreement is executed on behalf of Client by any third party, the person

executing this Agreement expressly represents to Inspector that he/she has the full and complete authority to execute this Agreement on Client's behalf and to fully and completely bind Client to all of the terms, conditions, limitations, exceptions, and exclusions of this Agreement.

SEVERABILITY: Should any provision of this Agreement be held by a court of competent jurisdiction to be either invalid or unenforceable, the remaining provisions of this Agreement shall remain in full force and effect, unimpaired by the court's holding.

POOL AND SPA: For any pool, spa, or hot tub meeting the requirements of Cal. Health & Safety Code §115921, the Inspector will conduct a non-invasive visual inspection of the readily accessible safety features required by Cal. Health & Safety Code §115922.

ARBITRATION: Any dispute concerning the interpretation or enforcement of this Agreement, the inspection, the inspection report, or any other dispute arising out of this relationship, shall be resolved between the parties by binding arbitration conducted in accordance with California Law, except that the parties shall select an arbitrator who is familiar with the real estate profession. The parties agree that they shall be entitled to discovery procedures within the discretion of the arbitrator. The arbitrator shall manage and hear the case applying the laws of the State of California to all issues submitted in the arbitration proceeding. The awarded of the arbitrator shall be final, and a judgment may be entered on it by any court having jurisdiction. Any disputes are to be arbitrated by: Construction Dispute Resolution Services (CDRS)

TIME TO INITIATE ACTION: Any action regarding or arising from the condition of the Property and the Inspection and/or the written report must be filed and initiated by the Client no later than one (1) year after the Client discovers or, through the exercise of reasonable care, could have discovered, the conditions giving rise to the claim, and in no event no later than two (2) years from the date of the Inspection. Otherwise, the claim will be barred. If the matter is in arbitration, the arbitrator will be bound by the terms of this paragraph as a limitation on the arbitrator's ability to render an award in favor of the Client.

LIMITATION OF LIABILITY: THE FOLLOWING CLAUSE LIMITS THE LIABILITY OF THE INSPECTOR - PLEASE READ CAREFULLY-

THE CLIENT AGREES AND UNDERSTANDS THAT THE INSPECTOR

IS NOT AN INSURER AND IS NOT WARRANTING OR GUARANTEEING THE ADEQUACY, PERFORMANCE, OR LIFE EXPECTANCY OF ANY STRUCTURE, ITEM, COMPONENT, OR SYSTEM OF THE PROPERTY. THE CLIENT FURTHER AGREES THAT, IF THE INSPECTOR OR ANY OF THE INSPECTOR'S AGENTS, EMPLOYEES, SUBCONTRACTORS, OFFICERS, OR SHAREHOLDERS ARE FOUND LIABLE FOR ANY LOSS OR DAMAGE DUE TO NEGLIGENCE OR THE FAILURE TO PERFORM THE INSPECTOR'S OBLIGATIONS IN THIS AGREEMENT, INCLUDING THE IMPROPER OR NEGLIGENT PERFORMANCE OF THE INSPECTION OR THE IMPROPER OR NEGLIGENT REPORTING OF CONDITIONS OF THE PROPERTY, THE INSPECTOR'S MAXIMUM LIABILITY SHALL BE LIMITED TO TWICE THE AMOUNT OF THE PAID INSPECTION FEE. THIS LIMITATION SHALL NOT APPLY TO ANY DAMAGES SPECIFICALLY ALLOWED BY STATUTE.

THIS LIMITATION OF LIABILITY SPECIFICALLY COVERS LIABILITY FOR: DAMAGED PROPERTY, LOSS OF USE OF THE PROPERTY, LOST PROFITS, CONSEQUENTIAL DAMAGES, SPECIAL DAMAGES, INCIDENTAL DAMAGES, GOVERNMENTAL FINES AND CHARGES, PUNITIVE DAMAGES, ATTORNEY'S FEES, AND COURT COSTS. AT THE CLIENT'S OPTION, A COMPREHENSIVE INSPECTION WITHOUT LIMITATION OF LIABILITY IS AVAILABLE. A COMPREHENSIVE INSPECTION INCLUDES A CONTRACTOR, ENGINEER, AND ARCHITECT REVIEWING THE PROPERTY FOR A MINIMUM FEE OF \$2,500 (REQUIRES QUOTE AND ADDITIONAL SCHEDULING). A COMPREHENSIVE INSPECTION REQUIRES A SEPARATE CONTRACT.

THIS LIMITATION OF LIABILITY SHALL NOT APPLY TO ANY DAMAGES CAUSED BY THE GROSS NEGLIGENCE OF THE INSPECTOR IN THE PERFORMANCE OF THE INSPECTOR'S OBLIGATIONS IN THIS AGREEMENT.

**ENVIRONMENTAL CONDITIONS:** Client agrees what is being contracted for is a building inspection and not an environmental evaluation. The inspection is not intended to detect, identify, or disclose any health or environmental conditions regarding this building or property, including, but not limited to: the presence of asbestos, radon, lead, urea-formaldehyde, fungi, molds, mildew, PCBs, or other toxic, reactive, combustible, or corrosive contaminants, materials, or substances in the water, air, soil, or building materials. The Inspector is not liable for injury, health risks, or damage caused or contributed to by these conditions.

**GENERAL PROVISIONS:** The written report is not a substitute for any transferor's or agent's disclosure that may be required by law, or a substitute for Client's independent duty to reasonably evaluate the property prior to the close of the transaction.

This inspection Agreement, the real estate inspection, and the written report do not constitute a home warranty, guarantee, or insurance policy of any kind whatsoever.

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their heirs, successors, and assigns.


This Agreement constitutes the entire integrated agreement between the parties hereto pertaining to the subject matter hereof and may be modified only by a written agreement signed by all of the parties hereto. No oral agreements, understandings, or representations shall change, modify, or amend any part of this Agreement.

Each party signing this Agreement warrants and represents that he/she has the full capacity and authority to execute this Agreement on behalf of the named party.

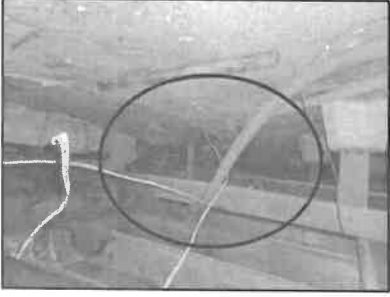
Client acknowledges having read and understood all the terms, conditions, and limitations and voluntarily agrees to be bound by the terms of this agreement.

Client's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Client (Printed Name): \_\_\_\_\_  
 Inspector: CLIVE BELVOIR Date: \_\_\_\_\_

4.1 Item 1 (Picture)



4.1 Item 2 (Picture)



(1) The plumbing waste line is improperly sloped (upward) on the pit drains and ABS plumbing waste line. Recommend the drain be sloped downward at 1/4 inch per foot, in the sub-area. Repairs are needed. I recommend a licensed plumber further inspect the plumbing waste lines.

4.2 DRAIN TRAPS

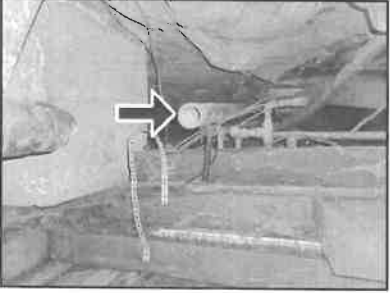
Comments: Inspected

4.3 WATER LINES (VISIBLE ONLY)

Comments: Repair or Replace

(2) The plumbing waste line is open in the sub-area between the bar and kitchen. Repairs are needed. I recommend a licensed plumber inspect further and repair as necessary.

4.1 Item 3 (Picture)

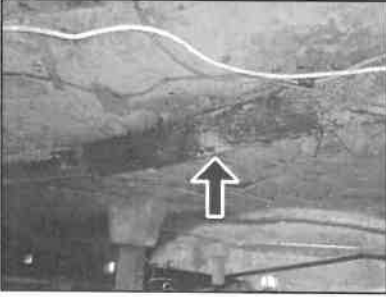


4.4 GAS LINES (VISIBLE ONLY)

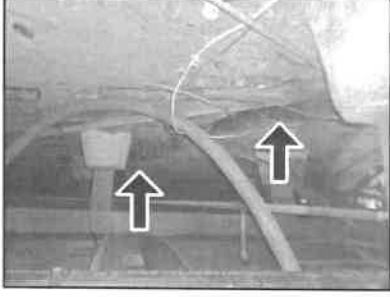
Comments: Repair or Replace

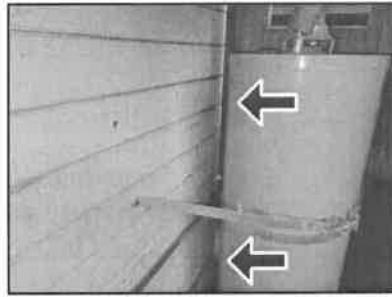
The beer line in the sub-area from the walk in refrigerator to the bar is not properly secured and is laying on the ground. Recommend further evaluation and repair as necessary.

4.3 Item 1 (Picture)

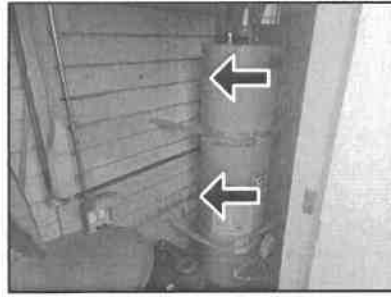


4.3 Item 2 (Picture)





4.0 Item 1 (Picture)



4.0 Item 2 (Picture)

(1) Water heater seismic restraint system appears insufficient. Although the water heater is strapped with the correct straps, recommend adding bracing behind the water heater to help prevent any movement. Before purchasing the property, further study and corrections, as needed, by a qualified licensed contractor are advised.

(2) Pilot light off at water heater. ASHI Standards of Practice and our E&O insurance does not allow us to turn on gas or water valves that are turned off or light pilot lights. Recommend the gas valve be turned on and pilot lights lite and have the water heater further evaluated.



4.0 Item 3 (Picture)

**4.1 SEWER / DRAINS / VENTS (VISIBLE ONLY)**

Comments: Repair or Replace

**AGREEMENT FOR TEMPORARY SERVICES**  
**Between**  
**BEN LOMOND FIRE PROTECTION DISTRICT and**  
**FELTON FIRE PROTECTION DISTRICT**

THIS AGREEMENT TEMPORARY SERVICES (“Agreement”) is entered into as of the 1st day of November 2024, by and between the Ben Lomond Fire Protection District (“Ben Lomond”) and the Felton Fire Protection District (“Felton”). Ben Lomond and Felton are referred to individually as “Party”, or collectively, as the “Parties.”

**RECITALS**

WHEREAS, the Ben Lomond Fire Protection District is a fire protection district organized and existing under the laws of the State of California; and

WHEREAS, the Felton Fire Protection District is a fire protection district organized and existing under the laws of the State of California; and

WHEREAS, the Board of Directors of the Felton Fire Protection District desires to Contract with the Ben Lomond Fire Protection District for various services, including but not limited to Ben Lomond providing temporary fire chief, assistant chief, training, and fire investigation services to Felton; and

WHEREAS, the Board of Directors of the Ben Lomond Fire Protection District has agreed by majority vote of the Board to enter into this contract for such services.

NOW, THEREFORE, in consideration of the mutual agreements and covenants herein set forth, it is agreed as follows:

**ARTICLE 1**  
**PURPOSE**

- 1.1 Purpose. The parties to this Agreement, with the consent of their legislative bodies, hereby join together for the purpose of Ben Lomond temporarily providing certain services to Felton, including but not limited to fire chief, assistant chief, training, budget assistance, and fire investigation services, as further described herein.

**ARTICLE 2**  
**TERM**

- 2.1 Term. The term of this Agreement shall commence beginning on November 1, 2024 (the “Effective Date”) and continuing through October 31, 2026 (the “Term”), provided that it is fully ratified and executed by all parties on or before November 1, 2024. The Agreement is subject to termination pursuant to Article 5 below.
- 2.2 Extension. The parties agree that there shall be one (1) option (“Extension Option”) to extend the Term of this Agreement for one (1) additional year. Felton Fire agrees to give Ben Lomond its desire to exercise the Extension Option at least six (6) months prior to the expiration of the Term. The parties agree to meet and confer in good faith as to the Extension Option.

- (a) Borrow or obtain credit in any amount or execute any guarantee, except for items for sale by vendors in the ordinary operation of the fire department in amounts and quantities previously approved in the annual budget; and
- (b) Expend funds for capital equipment in excess of expenditures expressly budgeted and approved by the Felton Board of Directors; and
- (c) Sell or transfer capital assets; and

3.1.4 Limitations upon Authority to Bind Felton. Notwithstanding anything to the contrary contained herein, Ben Lomond agrees that the Fire Chief shall not, without the prior approval of Felton Board of Directors or such officer or officers as the Board of Directors may designate, engage in any of the following on behalf of Felton:

3.1.3 Rules and Regulations. The Fire Chief will apply the Ben Lomond Fire Protection District Rules, Regulations, Policies and Practices in both jurisdictions except for specific rules, regulations, and policies pertaining to fiscal and personnel management that are unique to the Felton Fire Protection District. In the event of such unique requirements, such changes shall be made in the form of an appendix to the Ben Lomond Fire Protection District Rules, Regulations, Policies and Practices and shall apply to Felton, only. The Fire Chief will follow the requirements of the Firefighters Procedural Bill of Rights in both jurisdictions when conducting employee investigations and interviews.

3.1.2 Division of Service. The parties anticipate that the Fire Chief will reasonably divide their time between Ben Lomond and Felton, as the duties and responsibilities of each district requires. This includes attending Board of Directors meetings in person or designating a district representative in sharing time at the physical location of the fire stations in each District. Both parties understand that there will be times when one district requires more of the Fire Chief's attention than the other. Division and allocation of the Fire Chief's time shall be at the sole discretion of the Fire Chief.

3.1.1 Scope of Services. The duties and authorities of the Fire Chief shall be those set forth in the Scope of Services attached hereto as Exhibit A and incorporated herein by reference. The Fire Chief has the authority to assign tasks and functions of the referenced Scope of Services to qualified Felton staff members, particularly the Assistant Chief or Division Chief. The Scope of Services for the Fire Chief may be amended as appropriate and necessary only with the concurrence of both respective Boards of Directors of Ben Lomond and Felton.

3.1 Fire Chief. The parties agree that for the duration of the Term, the Ben Lomond Fire Chief shall serve as the Fire Chief for both Ben Lomond and Felton.

**ARTICLE 3  
PROVISION OF SHARED SERVICES**

(d) Apply for, solicit, or accept, any grant, donations, contributions by foundations, or the like, that require any financial commitment on the part of the District either initially or in the future; and

(e) Execute any lease of real or personal property.

- 3.2 Consideration. Felton shall pay Ben Lomond at the rates as outlined in the Fee Schedule, attached and incorporated hereto as Exhibit B. Unless otherwise agreed to by the Parties, Ben Lomond will submit invoices to Felton on a monthly basis during the Term, with documentation supporting the costs of any direct expenses incurred in performing its duties pursuant to this Agreement. Felton shall make payment monthly on the first billing cycle of the new month for all services provided, as described herein.
- 3.3 Expenses. Felton shall reimburse Ben Lomond of any direct expenses, including but not limited to a per-mile IRS reimbursement rate, incurred in performing its duties pursuant to this Agreement, provided that Ben Lomond present documentary evidence of such expenses to Felton to substantiate the expenses incurred and provided that the Fire Chief receives prior approval from the Felton Board of Directors for any expense over five thousand dollars (\$5,000).
- 3.4 Vehicle. The Fire Chief is currently provided a vehicle by Ben Lomond and it is anticipated that they will continue to use the vehicle as available. The parties agree that the Fire Chief may use the vehicle for Felton purposes. They may also transport persons who are not employees of either District in the vehicle in appropriate circumstances. Ben Lomond shall maintain adequate liability insurance, maintenance, and fuel cards on the vehicle at all times.
- 3.5 Contract Services. Ben Lomond retains the right to contract for similar services with other local Fire Service Agencies. This Agreement with Felton is based on Ben Lomond providing services to Felton. If Ben Lomond anticipates providing services to any other agency, it agrees to reopen the current contract with Felton for the purposes of adjusting contract related considerations.
- 3.6 Independent Contractors.
- 3.6.1 Status. In the performance of this Agreement, it is the express intention of the Parties that Ben Lomond, including each of Ben Lomond's employees, agents, sub-contractors, or others under Ben Lomond's supervision or control, is an independent contractor, and should not be considered an employee of Felton for any purpose. Nothing in this Agreement shall be interpreted or construed as creating or establishing a relationship of employer/employee between Felton and Ben Lomond or between Felton and any employee or agent of Ben Lomond. Both Parties acknowledge that Ben Lomond is not an employee for state or federal tax purposes, and as such, Felton Fire shall not withhold income or employment taxes from the consideration paid to Ben Lomond under this Agreement.
- 3.6.2 Other Service Recipients. Felton Fire understands and acknowledges that Ben Lomond retains the right to perform services for others during the term of this Agreement.

**TERMINATION**  
**ARTICLE 6**

5.1.2 Notwithstanding the foregoing, no employee, officer, agent, representative, subcontractor, or volunteer of any party to this Agreement shall be considered an "employee" of any other party to this Agreement for purposes of indemnification.

5.1.1 For purposes of this section, the terms "employee" or "employees" shall refer to and include employees, officers, agents, representatives, subcontractors, or volunteers.

5.1 Indemnification. Each party ("Indemnitor") agrees to defend, indemnify, and hold harmless the other Party, its respective officials, officers, employees, volunteers, and agents (collectively "Indemnitees") from any and all claims, demands, losses, damages, legal defense costs, and liability of any kind or nature (collectively, "Claims"), which any Indemnitees may sustain or incur or which may be imposed upon it, but only in proportion to and to the extent Claims result from, arise out of, or in any manner are caused by or result from the negligent or intentional acts or omissions of Indemnitor. Indemnitor's officials, officers, employees, volunteers, and/or agents relating to this Agreement.

**INDEMNIFICATION**  
**ARTICLE 5**

4.1 Dispute Resolution. In the event of any dispute, claim, question, or disagreement arising from or relating to this Agreement or breach thereof, the parties agree to use their best efforts to settle the dispute, claim, question or disagreement. To this effect, they shall consult and negotiate with each other in good faith and, recognizing their mutual interest, attempt to reach just and equitable solutions satisfactory to all parties. If they do not reach such solutions within a period of thirty (30) days, either party may terminate this Agreement as provided for in Article 6, below.

**DISPUTE RESOLUTION**  
**ARTICLE 4**

3.6.3 Materials. Ben Lomond shall furnish all equipment that may be required to perform the services under this Agreement except for office space and equipment furnished by Felton for Felton purposes, only.

At the conclusion of the Agreement both parties agree to separate out all real property bought by Felton funds and return said items to Felton.

3.6.4 No Benefits. Ben Lomond and persons designated under this Agreement shall not have any claim under this Agreement or otherwise against Felton for vacation pay, sick leave, retirement benefits, social security, worker's compensation, disability or unemployment benefits, or any other employee benefits.

- 6.1 Unilateral Termination. Any party to this Agreement may unilaterally terminate the Agreement by notice to the other party in writing at least thirty (30) days prior to the effective date of the termination.
- 6.2 Termination Based on Mutual Agreement. This Agreement may be terminated at any time with the mutual agreement of both parties.
- 6.3 Termination for Cause. In the event any party breaches a material provision of this Agreement, the non-breaching party shall give the other party written notice of such breach. In the event the breach is not remedied within thirty (30) days of receipt of the written notice, the Agreement may be terminated unless the timelines are extended by mutual agreement.
- 6.4 Effect of Termination. Upon termination of this Agreement, unless otherwise agreed to by the parties, the parties will immediately act not to incur any additional obligations, costs, or expenses as may be reasonably necessary to terminate its activities. Felton's only obligation to Ben Lomond will be just and equitable payment for services authorized by, and received to the satisfaction of, Felton up to and including the effective date of termination less any amounts withheld.

## **ARTICLE 7**

### **INSURANCE COVERAGE**

- 7.1 Each Party shall provide and maintain its own separate insurance coverage at least as broad as:
  - 7.1.1 Commercial General Liability insurance, occurrence form, with the limits of not less than \$1 million each occurrence. The general aggregate limit shall be not less than \$2 million. The fire damage component of such insurance shall be not less than \$100,000.
  - 7.1.2 Automobile Liability insurance, occurrence form, with a limit of not less than \$1 million each occurrence. Such insurance shall include coverage for owned, hired, and non-owned automobiles.
  - 7.1.3 Workers Compensation in at least the minimum statutory limits. With respect to Workers Compensation coverage, the Party employing the fire department employee will provide Workers Compensation coverage for any injuries sustained in the normal course and scope of the employee's performance of services.
- 7.2 The above coverage requirements can be satisfied by self-insurance or pooled risk plans that provide comparable coverage.
- 7.3 General provisions for all insurance shall include the other Party, its elected and appointed officials, employees, and agents, as additional insureds, except errors and omissions, with respect to this Agreement and the performance of services in this Agreement. Additional insured status under this provision shall be limited to each Party's obligation to indemnify the other as described in Article 5.

7.4 No changes in insurance affecting the requirements above may be made without the written approval of all Parties.

**ARTICLE 8**  
**MISCELLANEOUS**

8.1 Agency. It is understood that each of the Parties operate independently from one another and cannot enter into agreements or contracts as agents of the other. It is expressly understood and agreed that none to the Parties are in any way or for any purpose an agent of each other.

8.2 Force Majeure. Neither party shall be liable if the performance of any part or all of this Agreement is prevented, delayed, hindered, or otherwise made impracticable or impossible by reason of any strike, flood, riot, fire, explosion, war, act of God, sabotage, accident, illness, death, or any other casualty or cause beyond either party's control, and which cannot be overcome by reasonable diligence and without unusual expense. Each party hereto shall give notice promptly to the other of the nature and extent of any Force Majeure claimed to delay, hinder or prevent performance of the services under this Agreement. Each Party will, however, make all reasonable efforts to remove or eliminate such a cause of delay or default and will, upon the cessation of the cause, diligently pursue performance of its obligations in this Agreement.

8.3 Non-assignability. This Agreement and the rights and duties hereunder may not be assigned by any party hereto without obtaining the prior written consent of the other, and the parties expressly agree that any attempt to assign the rights of any party hereunder without such consent will be null and void. This Agreement is not intended to create any rights of a third party beneficiary.

8.4 Construction and Enforcement. This Agreement shall be construed and enforced in accordance with the laws of the State of California. The article and paragraph headings are used solely for convenience and shall not be deemed to limit the subject of the articles and paragraphs or be considered in their interpretation. This Agreement may be executed in several counterparts, each of which shall be deemed an original.

8.5 Entire Agreement. This Agreement shall constitute the full and complete Agreement between the parties hereto. This Agreement supersedes all prior negotiations, representations or agreements, if any.

8.6 Amendments. This Agreement may be modified in writing and signed by both parties' authorized representative.


8.7 Invalidity of Provisions of this Agreement. If, for any reason, any provision hereof shall be determined to be invalid or unenforceable, the validity and effect of the other provisions shall not be affected.

8.8 No Waiver. No waiver of any provision of this Agreement shall be deemed or shall constitute a waiver of any other provision. Nor shall such waiver constitute a continuing waiver unless otherwise expressed.

- 8.9 Negotiated Agreement. The provisions of this Agreement are the product of negotiation among all parties and shall not be construed as having been prepared by one party or another. All parties to this Agreement understand their right to seek independent counsel and advice regarding the terms of this Agreement prior to execution of the Agreement.
- 8.10 No Third-Party Beneficiary. This Agreement is only for the benefit of the Parties as municipal or corporate entities and shall not be construed as or deemed to operate as an agreement for the benefit of any third party or parties, and no third party or parties shall have any right of action or obtain any right to benefits or position of any kind for any reason whatsoever.
- 8.11 Notices. All notices required or permitted by this Agreement shall be in writing and shall either be hand delivered, sent by telecopy or facsimile, sent by U.S. mail, postage prepaid, addressed as set forth on the signature page hereof. A notice shall be effective either when personally delivered, on the date set forth on the receipt of a telecopy or facsimile, or upon the earlier of the date set forth on the receipt of registered or certified mail or on the fifth day after mailing.

Notices shall be delivered to the following individuals on behalf of each party:

For the Felton Fire Protection District:

  
\_\_\_\_\_  
Jim Anderson, President of the Board of Directors  
131 Kirby St.  
Felton, CA 95018  
Facsimile:

For Ben Lomond Fire Protection District:

\_\_\_\_\_  
Sean Castagna, President of the Board of Directors  
9430 Highway 9  
Ben Lomond, CA 95005  
Facsimile:

- 8.12 Authorized Signatures. Each party represents and warrants that the signatories to this Agreement are legally authorized to sign and enter into this Agreement on behalf of their respective agencies.
- 8.13 Counterparts. The parties may execute this Agreement in two or more counterparts, which shall, in the aggregate, be deemed an original but all of which, together, shall constitute one and the same instrument. A scanned, electronic facsimile, or other copy of a party's signature shall be accepted and valid as an original.

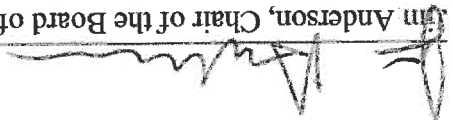
IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

FELTON FIRE PROTECTION DISTRICT

Date:

10/07/24

By:

  
Jim Anderson, Chair of the Board of Directors

BEN LOMOND FIRE PROTECTION DISTRICT

Date:

\_\_\_\_\_

By:

Sean Castagna, President of the Board of Directors

**EXHIBIT A**  
**SCOPE OF SERVICES**

This Scope of Services is intended to be a broad scope of responsibilities for services to be delivered to the Felton Fire Protection District by Ben Lomond Fire Protection District. In no manner is it meant to be comprehensive, limited, or all-inclusive regarding the roles and responsibilities that will be administered during the duration of this Agreement.

The Ben Lomond Fire Protection District (BLFPD) will furnish the following services to the Felton Fire Protection District (FELTON):

**I. EXECUTIVE SERVICES**

**A. Board of Directors**

- i. Agreement includes preparation for and attendance at regular and special meetings of the FELTON Board of Directors.
- ii. The Fire Chief and/or Assistant Chief shall be authorized to speak for the FELTON Board of Directors on matters of public record.

**B. Budget**

- i. Agreement includes the costs of developing a budget and estimating revenues for FELTON.
- ii. Agreement includes assisting the FELTON Board of Directors with developing a 2-year plan leading to fiscal and operational solvency.
- iii. Agreement includes assisting FELTON with evaluating a parcel tax to be placed on the ballot in early 2026.
- iv. Agreement includes pursuing grant opportunities to reduce budget burden and extend cash reserves.

**C. Labor Management and Memorandum of Understanding**

- i.
- ii. Agreement does not include any services that may be required to respond to, prepare for, or participate in, any labor arbitration, or labor-related dispute that may be brought in any State of California or Federal tribunal, including by way of illustration, and not limitation, any proceeding before the California Employment Development Department (EDD), California Public Employees Retirement System (CalPERS), National Labor Relations Board (NLRB), California Labor Board, or California Public Employment Relations Board (PERB).

iii. Any legal fees and costs that may be incurred on behalf of FELTON herein shall be solely the responsibility of FELTON.

D. Personnel Management

i. Agreement includes oversight and managing personnel issues, scheduling and coordinating of new hires and promotions, The current FELTON staff schedule will remain in place unless changed by the Board of Directors

ii. Agreement includes administrative services reasonable and necessary to process employee discipline matters. Disciplinary action taken by the Fire Chief Assistant Chief or Division Chief may be appealed to the Board of Directors in accordance with FELTON policy.

iii. Agreement does not include services that may be required to respond to, prepare for, or participate in any dispute involving employee discipline that may be filed in a court of law or otherwise appealed to any tribunal beyond the FELTON Board of Directors level.

iv. Any legal fees and costs that may be incurred on behalf of FELTON herein shall be solely the responsibility of FELTON.

E. Allied Agency Interaction

i. Agreement includes working with the FELTON Board of Directors on budgets, future planning, and cooperation with surrounding public safety agencies to improve levels of service.

ii. Agreement includes the representation of FELTON on various boards, committees, or associations.

F. FELTON agrees to maintain arrangements for a person to perform administrative services for FELTON for the term of this Agreement. Should this position be vacated during the Term of the Agreement, the Fire Chief shall assist the FELTON Board of Directors in recruiting and hiring a replacement.

II. OPERATIONAL SERVICES

A. Incident Management

i. The Agreement includes the management of all FELTON incidents within the district and working with Cal Fire on State Responsibility Incidents.

B. Daily Operations

i. Agreement includes coordination of activities of major incidents in FELTON.

- ii. BLFPD will designate an Assistant Chief or Division Chief to coordinate day-to-day operations, provide emergency incident management, and monitor training needs within FELTON. The Assistant Chief and Division Chief will work under the direction of the Fire Chief.
- iii. BLFPD will maintain office hours at the Felton Fire Station. The number of hours per week and the purpose of the office hours will be as frequent as necessary and mutually determined by the Fire Chief or their designee and the Board.
- iv. A FELTON designated Division Chief will normally act as the Duty Officer for FELTON incidents when available.

#### C. Staffing Management

- i. The Joint administration, shall mutually manage the process of arranging and scheduling day to day staffing for FELTON, however, the ultimate responsibility and authority for staffing and scheduling rests with the Fire Chief.
- ii. The intent of FELTON is to keep Felton Fire Station staffed 24/7 with at least two personnel.
- iii. The intent of FELTON is to maintain a roster of 30 active volunteers and contract for a minimum for one paid company officers and one paid firefighter daily through BLFPD.

#### D. Employee Management

- i. The Agreement includes responsibility for hiring, training, evaluating, and promotional testing of FELTON employees.
- ii. FELTON agrees that BLFPD will develop training plans for its staff to address any deficiencies in County recognized training standards. Staff not meeting the minimum training standards will be placed on a performance improvement plan where goals and expectations are clearly stated. Staff not meeting the minimum standards may be subject to coaching, counseling, or disciplinary action. Staff that do not fall into the rank or service structure that BLFPD operates within shall be re-trained or released.
- iii. The Assistant Chief or Division Chief shall serve as the first-line supervisors for all FELTON employees.
- iv. Agreement includes an aggressive recruitment effort for in-district volunteers.

#### E. Dispatch and Communication Services

- i. The Agreement includes oversight for long term changes in dispatch search orders, response plans, response zones, and incident types with approval by the FELTON Board of Directors.

### III. SUPPORT SERVICES

- A. Facilities Maintenance and Capital Improvement
  - i. The Agreement includes forecasting funding opportunities and estimating costs to upgrade the current facility.
  - ii. FELTON will be responsible for any costs associated with maintenance or repair of the Felton facilities.
- B. Apparatus Equipment Maintenance and Replacement Programs
  - i. The Agreement includes forecasting funding opportunities for apparatus and estimating costs for replacement.
  - ii. FELTON will continue its current arrangements for apparatus maintenance and repair services.

### IV. FIRE PREVENTION SERVICES

- A. Fire Investigations
  - i. The Agreement includes responsibility for fire investigations.
  - ii. Additional rates for fire investigation services not included in the Agreement shall be for any investigations in which any outside agency is called in to assist in the investigation. Included, but not limited to, are outside agencies such as Alcohol, Tobacco, and Firearms (ATF), Federal Bureau of Investigations (FBI), etc.
  - iii. FELTON Division Chief and BLFPD Assistant Chief will become active members of the Arson Task Force.
- B. Public Education
  - i. The Agreement includes oversight for the FELTON Public Education Program.
  - ii. Public Education Services within FELTON shall be shared by FELTON personnel.
- C. Plan Review, Inspections, Variances, and Development Meetings
  - i. Both FELTON and BLFPD will continue their current relationship with CSG for plan reviews.

- ii. Each agency will be responsible for field inspections within their respective districts unless other arrangements are mutually agreed upon at a later date.

EXHIBIT B  
Fee Schedule

APPENDIX A - PAY HOURLY

Rank:

Fire Chief - \$46.70 + \$6.88 for H&W = \$53.58

Assistant Chief - \$45.00

Deputy Chief - \$40.00

Battalion Chief - \$35.00

Captain - \$30.00

Legacy F.E.L. Captain (Dawson) - \$36.88

Engineer - \$25.00

Firefighter - EMT - \$25.00

Firefighter non EMT \$20.00

Prevention Officer \$25.00

All hourly pay will also be charged an 10% fee to cover FICA and Social Security

Appendix B - Stipend Pay per call

Rank:

Captain, Battalion Chief, Division Chief, Assistant Chief- \$30

Engineer - \$25

Firefighter - \$25

Appendix C - Stipend Pay - after hours duty shift coverage

Rank:

Assistant Chief - \$75

Deputy Chief - \$75

Battalion Chief - \$75

Payroll will be turned in biweekly

EXHIBIT B  
Fee Schedule

APPENDIX A - PAY HOURLY

Rank:

Fire Chief - \$46.70 + \$6.88 for H&W = \$53.58

Assistant Chief – \$45.00

Deputy Chief - \$40.00

Battalion Chief - \$35.00

Captain - \$30.00

Legacy FEL. Captain (Dawson) - \$36.88

Engineer - \$25.00

Firefighter - EMT - \$25.00

Firefighter non EMT \$20.00

Prevention Officer \$25.00

All hourly pay will also be charged an 8 % fee to cover FICA and Social Security

Appendix B – Stipend Pay per call

Rank:

Captain, Battalion Chief, Division Chief, Assistant Chief- \$30

Engineer - \$25

Firefighter - \$25

Appendix C - Stipend Pay – after hours duty shift coverage/ sleeper shift

Rank:

Assistant Chief - \$75

Deputy Chief - \$75

Battalion Chief - \$75

Sleeper Shift - \$100 per night

Payroll will be turned in biweekly

