

Those persons wishing to speak on any item, whether or not it is included on the agenda, are requested to fill out and submit to the Clerk of the Board a "Request to Speak" form. Thank you.

It is the intention of the Chino Valley Independent Fire District to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the Chino Valley Independent Fire District will attempt to accommodate you in every reasonable manner. Please contact the Administration Office (909) 902-5260 at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

Any public record, relating to an open session agenda item, that is distributed within 72 hours prior to the meeting is available for public inspection at the District's Administrative Headquarters, 14011 City Center Drive, Chino Hills, CA 91709.

CHINO VALLEY INDEPENDENT FIRE DISTRICT

Board of Directors Regular Board Meeting

Administrative Headquarters
14011 City Center Drive
Chino Hills, CA 91709

Wednesday, February 9, 2022

AGENDA

4:30 p.m. - Closed Session
6:00 p.m. - Open Session

ROLL CALL

ADJOURN TO CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: (one (1) potential case) (Threat of litigation from Winn Williams, dated January 20, 2022)

CONFERENCE WITH LABOR NEGOTIATORS

Meet with Board appointed negotiators (Fire Chief Dave Williams, Finance Director Steve Heide, and Interim Human Resources Director Andrew Tse regarding negotiations between the Teamsters Local 1932, Non-Safety Unit employees and the Chino Valley Fire District per Government Code Section 54957.6.

CONFERENCE WITH LABOR NEGOTIATORS

Meet with Board appointed negotiators (Fire Chief Dave Williams, Finance Director Steve Heide and Interim Human Resources Director Andrew Tse regarding negotiations between the Chino Valley Professional Firefighters, Local 3522 (CVPF) Safety Unit and the Chino Valley Fire District per Government Code Section 54957.6.

RE-OPEN TO OPEN SESSION

FLAG SALUTE

INVOCATION

Chaplain Keith Roby

PRESENTATIONS/ANNOUNCEMENTS

Proclamation – American Heart Month

Employee Service Awards

15 Years of Service

Engineer Chris Greene

Engineer Jared Mitchell

Employee Recognition

Battalion Chief Bryan Turner

Employee of the Year

Human Resources Specialist Angelica De La Torre

Firefighter of the Year

Engineer Jeff Anderson

Chaplain Recognition

Chaplain Robert Lewis Jr.

PUBLIC HEARING

PUBLIC HEARING – PUBLIC TO PROVIDE INPUT REGARDING THE COMPOSITION OF THE DIVISIONS AND TO CONSIDER DIVISION BOUNDARIES FOR FIRE DISTRICT TRANSITION FROM AT-LARGE TO BY-DIVISION ELECTIONS AND ADOPTION OF BOUNDARY MAP

Purpose is for the Board of Directors to provide the public with an overview of the Fire District's plan to transition from at-large to by-division elections and adoption of a boundary map pursuant to the California Voting Rights Act (CVRA) and associated statutes, and review draft maps with the proposed boundary lines.

Report By:

Acting Clerk of the Board, Melania Arredondo

RECOMMENDATION: It is recommended that the Board of Directors conduct a fourth Public Hearing to provide an opportunity for the public to receive an overview of the Fire District's plan to transition from at-large to by-division elections and adoption of a boundary map pursuant to the California Voting Rights Act (CVRA) and associated statutes, and review and provide input on draft maps with the proposed boundary lines.

VEGETATION MANAGEMENT ORDINANCE 2022-01

Purpose is for the Board of Directors to receive public comment, conduct a second reading by title only of Ordinance 2022-01 and adopt said Ordinance.

Report By: Fire Marshal Danielle O'Toole

RECOMMENDATION: It is recommended that the Board of Directors receive public comment, conduct a second reading of Ordinance No. 2022-01; approve waiving the reading of the entire Ordinance and read the Ordinance by number and title only; advise the public that a complete copy of said Ordinance is available for public inspection at Fire District Headquarters; and adopt Ordinance No. 2022-01 to be effective March 12, 2022.

PC _____ M _____ S _____ RC _____

PUBLIC COMMUNICATIONS

This is the time and place for the general Public to address the Board of Directors about subjects that do not appear elsewhere on the agenda. The Public may address items on the agenda at the time addressed by the Board.

Due to Board policy and Brown Act requirements, action may not be taken on any issue not on the agenda. When you address the Board, please state your name and address (optional) prior to making your remarks. Please limit your comments to 5 minutes.

LIAISON REPORTS TO FIRE DISTRICT (County 4th District, City of Chino, City of Chino Hills, Fire Foundation, Fire Safe Council, School District, Inland Empire Utilities Agency)

Suzette Dang, San Bernardino County 4th District
Mayor Pro Tem Marc Lucio, City of Chino
Council Member Art Bennett, City of Chino Hills
President Mark Bozek, Chino Valley Fire Foundation
Chair Charlie Blank, Fire Safe Council
Clerk of the Board Donald L. Bridge, Chino Valley Unified School District
Director Steven Elie, Inland Empire Utilities Agency

CONSENT CALENDAR

1. MINUTES

Minutes - January 12, 2022

2. MONTHLY DISTRICT REPORT

Month of December 2021

3. MONTHLY FINANCIAL REPORT

Monthly Financial Report - January 2022

4. MONTHLY TREASURER'S REPORT

Monthly Treasurer's Report – December 2021

5. WARRANTS

Warrants for January 2022 #54714 through #54860

6. BOARD MEETINGS/TRAVEL - AUTHORIZATION TO ATTEND CONFERENCE, MEETING OR TRAINING.

None.

7. FINDINGS TO CONDUCT BOARD AND COMMITTEE MEETINGS VIRTUALLY UNDER ASSEMBLY BILL 361

Purpose is for the Board of Directors to state its finding considering the circumstances of the current proclaimed state of emergency; and state finding that state or local officials have imposed or recommended measures to promote social distancing; and as a result, the Fire District may hold regular and special board meetings and regular and special committee meetings virtually by videoconference, in accordance with AB 361

8. 2021-22 MID-YEAR BUDGET REVIEW AND ANALYSIS

Purpose is to conduct a mid-year budget review for discussion purposes.

RECOMMENDATION: Approve Consent Calendar Item Numbers 1 through 8 as presented.

PC _____ M _____ S _____ RC _____

OLD BUSINESS - None.

NEW BUSINESS

9. SIDE LETTER BETWEEN THE TEAMSTERS, LOCAL 1932 NON-SAFETY UNIT AND THE CHINO VALLEY INDEPENDENT FIRE DISTRICT RE: VALUE OF UNIFORMS REPORTED TO CALPERS FOR CLASSIC EMPLOYEES

Purpose is for the Board of Directors to provide approval for a side letter between the Teamsters, Local 1932 Non-Safety Unit and the Chino Valley Independent Fire District re: value of uniforms reported to CalPERS for Classic employees.

Report By: Finance Director Steve Heide

RECOMMENDATION: It is recommended that the Board of Directors provide authority to the Fire Chief to enter into a side letter

agreement as presented between the Teamsters, Local 1932 Non-Safety Unit and the Chino Valley Independent Fire District re: value of uniforms reported to CalPERS for Classic employees.

PC _____ M _____ S _____ RC _____

10. SIDE LETTER BETWEEN THE CHINO VALLEY PROFESSIONAL FIREFIGHTERS, LOCAL 3522 (CVPF) SAFETY UNIT

Purpose is for the Board of Directors to provide approval a side letter between the Chino Valley Professional Firefighters, Local 3522(CVPF) Safety Unit and the Chino Valley Independent Fire District re: value of uniforms reported to CalPERS for Classic employees

Report By: Finance Director Steve Heide

RECOMMENDATION: It is recommended that the Board of Directors provide authority to the Fire Chief to enter into a side letter agreement as presented between the Chino Valley Professional Firefighters, Local 3522 (CVPF) Safety Unit and the Chino Valley Independent Fire District re: value of uniforms reported to CalPERS for Classic employees.

PC _____ M _____ S _____ RC _____

11. LOCAL AGENCY FORMATION COMMISSION (LAFCO) NOMINATION FOR THE POSITIONS OF REGULAR SPECIAL DISTRICT MEMBER AND ALTERNATE SPECIAL DISTRICT MEMBER

Purpose is for the Board of Directors to review and discuss the option of nominating a Fire District Board Member as candidate for the position of LAFCO Regular Special District Member or Alternate Special District Member.

Report By: Acting Clerk of the Board Melania Arredondo

RECOMMENDATION: It is recommended that the Board of Directors review and discuss the option of nominating a Fire District Board Member as candidate for the current LAFCO Regular Special District Member vacancy and/or the Special District Member vacancy and take action accordingly.

PC _____ M _____ S _____ RC _____

12. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) CALL FOR

NOMINATIONS FOR BOARD OF DIRECTOR SEAT B - VACANCY

Purpose is for the Board of Directors to review and discuss the CSDA call for nominations for a seat on the CSDA Board and determine Fire District participation.

Report By: Acting Clerk of the Board Melania Arredondo

RECOMMENDATION: It is recommended that the Board of Directors review and discuss the California Special Districts Association call for nominations for a seat on the CSDA Board and either vote to submit a nomination or decline to participate.

PC _____ M _____ S _____ RC _____

13. ORDINANCE NO. 2022-02 INCREASING THE COMPENSATION OF THE BOARD OF DIRECTORS

Purpose is for the Board of Directors to review a proposed increase in the compensation of the Board of Directors and conduct a First Reading (Introduction) of Ordinance No. 2022-02.

Report By: Acting Clerk of the Board Melania Arredondo

RECOMMENDATION: It is recommended that the Board of Directors approve the proposed increase to Board Member compensation. If approved, it is recommended that the Board of Directors conduct a First Reading and Introduction of Ordinance No. 2022-02 increasing the compensation of the Board of Directors effective July 1, 2022; approve waiving the reading of the entire Ordinance No. 2022-02 and read the Ordinance by number and title only; advise the public that a complete copy of Ordinance No. 2022-02 is available for public inspection at Fire District Headquarters; set a Public Hearing for March 9, 2022 for the Second Reading and Adoption of Ordinance No. 2022-02; and direct staff to provide public notice as required by law.

PC _____ M _____ S _____ RC _____

14. RECLASSIFICATION OF PART-TIME OFFICE TECHNICIAN POSITION (EMS/TRAINING) TO FULL-TIME ADMINISTRATIVE SECRETARY (EMS/TRAINING)

Purpose is for the Board of Directors to review and discuss a the proposed reclassification of the part-time Office Technician (EMS/Training) position to full-time Administrative Secretary (EMS/Training).

Report By:

Deputy Chief Jeremy Ault

RECOMMENDATION: It is recommended that the Board of Directors review, discuss, and approve the request for reclassification of the part-time Office Technician position (EMS/Training) to full-time Administrative Secretary (EMS/Training).

FIRE CHIEF'S COMMENTS

BOARD COMMITTEE REPORTS/BOARD COMMENTS

ADJOURNMENT

The meeting will be adjourned to a Regular Meeting of the Board of Directors of the Chino Valley Independent Fire District to be held on Wednesday, March 9, 2022 at 6:00 p.m. at the District Headquarters Office located at 14011 City Center Drive, Chino Hills, CA, 91709.

I, Sandra Heney, Clerk of the Board, on behalf of the Board of Directors, do hereby certify that a copy of this agenda has been posted by Friday, February 4, 2022.



Sandra Heney, Clerk of the Board

PRESENTATIONS/ANNOUNCEMENTS

CHINO VALLEY INDEPENDENT FIRE DISTRICT

NO STAFF REPORT

Proclamation – American Heart Month

ATTACHMENTS:

Proclamation – American Heart Month



CHINO VALLEY FIRE DISTRICT PROCLAMATION

THE CHINO VALLEY FIRE DISTRICT PROCLAIMS The Month of February 2022 as AMERICAN HEART MONTH

WHEREAS, heart disease is responsible for one out of every three deaths in the United States, and while progress has been significant in reducing deaths, it is still the No. 1 killer of both women and men in the nation with direct and indirect costs in the U.S. estimated to be \$316.6 million; and

WHEREAS, about 659,000 people in the U.S. died from heart disease, stroke, and other cardiovascular diseases in 2021; and

WHEREAS, about 80% of cardiovascular disease may be prevented through everyday healthy living steps, including physical activity, good nutrition, not smoking, maintaining a healthy weight, and controlling blood pressure, cholesterol, and blood glucose levels; and

WHEREAS, the American Heart Association encourages citizens to help save lives by calling 9-1-1 if symptoms occur, become trained in CPR, and promote comprehensive Automated External Defibrillator (AED) programs in their communities; and

WHEREAS, February is nationally proclaimed as American Heart Month, and the American Heart Association is celebrating American Heart Month by promoting education and awareness by encouraging citizens to learn the warning signs of heart attack and stroke; and

WHEREAS, every second counts when someone suffers from out-of-hospital sudden cardiac arrest; and

WHEREAS, sudden cardiac arrest is a condition in which the heart suddenly and unexpectedly stops beating. Sudden cardiac arrest usually causes death if it is not treated within minutes; and

WHEREAS, the Chino Valley Fire District has developed a Cardiac Care Program and has partnered with the Chino Valley Fire Foundation in an effort to increase survivability from sudden cardiac arrest by making AEDs readily accessible in public places; and

WHEREAS, the Heart Safe Community and Cardiac Care Program are designed to increase survivability from sudden out-of-hospital cardiac arrest. The intent is to strengthen the "chain of survival" as described by the American Heart Association, by recognizing and stimulating efforts by individual communities to improve their system to prevent sudden cardiac arrest from becoming irreversible death; and

WHEREAS, the Chino Valley Fire District, along with local government agencies, are partnering and prepared to assist our communities in reaching Heart Safe status; and

NOW, THEREFORE, BE IT PROCLAIMED that the Chino Valley Fire District Board of Directors proclaims February 2022 as:

"AMERICAN HEART MONTH"

PRESENTED at a Fire District Board Meeting held on the 9th day of February, 2022.

Mike Kreeger, President

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: FEBRUARY 9, 2022

**TO: MIKE KREEGER, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

**SUBJECT: PUBLIC HEARING – PUBLIC TO PROVIDE INPUT REGARDING THE
COMPOSITION OF THE DIVISIONS AND TO CONSIDER DIVISION
BOUNDARIES FOR FIRE DISTRICT TRANSITION FROM AT-LARGE TO
BY-DIVISION ELECTIONS AND ADOPTION OF BOUNDARY MAP**

PURPOSE:

Purpose is for the Board of Directors to provide the public with an overview of the Fire District's plan to transition from at-large to by-division elections and adoption of a boundary map pursuant to the California Voting Rights Act (CVRA) and associated statutes, and review draft maps with the proposed boundary lines.

BACKGROUND:

At the Regular Board meeting held on January 13, 2021, the Board of Directors adopted Resolution No. 2021-06 declaring its intention to transition from an at-large to a by-division electoral system to comply with the California Voting Rights Act.

At the Regular Board Meeting on October 13, 2021, a timeline was presented to the Board of Directors for the project. At that meeting, an overview was presented outlining specific steps and minimum requirements that the Fire District plans to undertake to achieve a successful transition.

One of the requirements presented to the Board was to hold two public hearings at which the public could provide input regarding the composition of the divisions and to consider division boundaries before National Demographics Corporation (NDC) prepared any draft maps of the proposed division boundaries. Those two public hearings have taken place. The first public hearing was held at a Special Board Meeting on November 17, 2021. The second public hearing was held at the Regular Board Meeting on December 8, 2021.

Two additional public hearings were scheduled for January 12, 2022 and February 9, 2022 for the purpose of providing the public with information, collecting input and reviewing draft maps. Information

collected at the January 12, 2022 Board Meeting will be presented at the February 9, 2022 public hearing and included in the draft maps presented including any additional draft maps submitted.

Jeff Simonetti from National Demographics Corporation (NDC) is the contracted demographer for this project and will be present at the public hearing to provide additional information, review draft maps and receive any input as part of the public hearing.

Draft maps presented at the February 9, 2022 public hearing are attached to this staff report and also available on the Fire District's website at CVIFD.org.

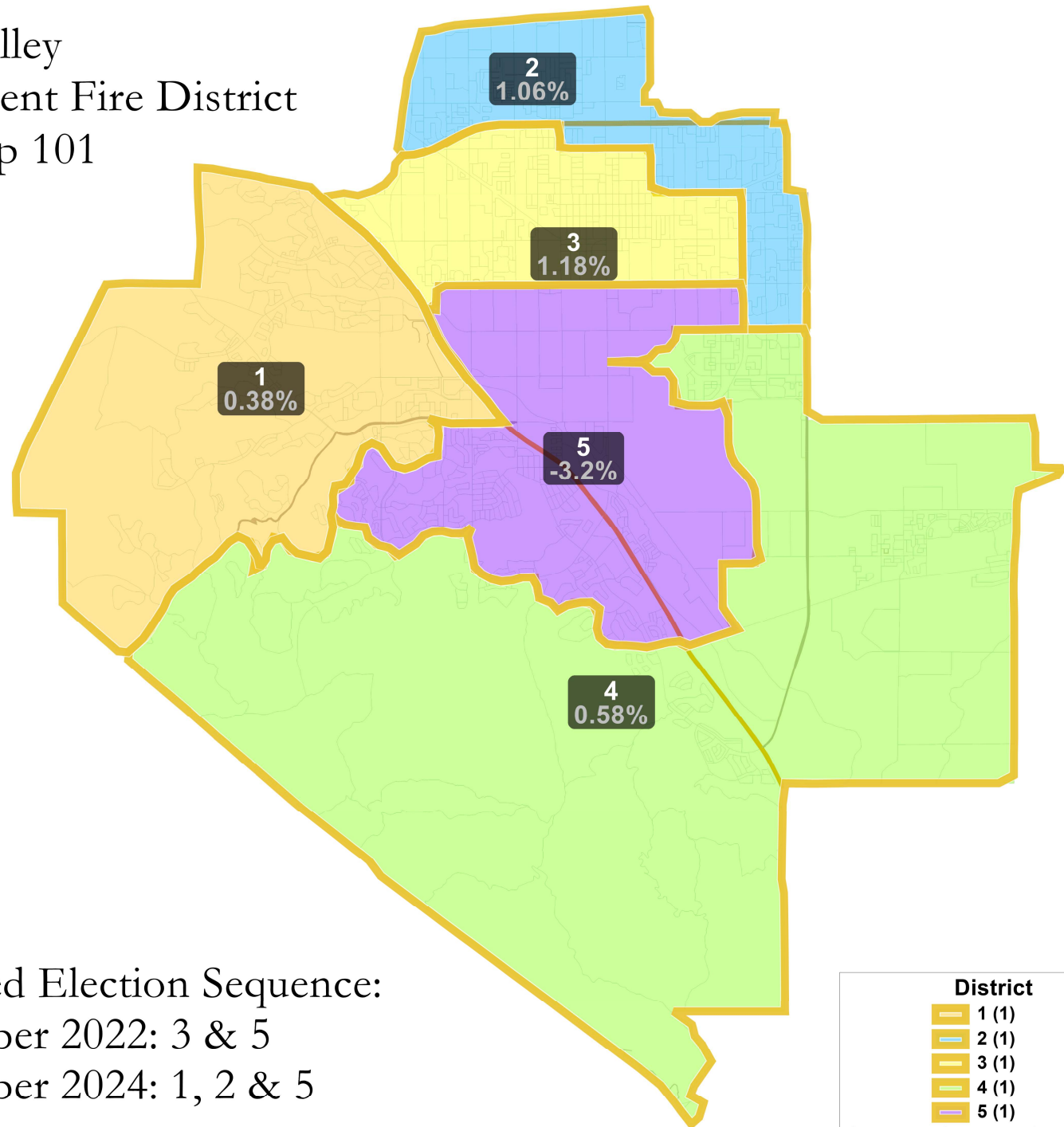
RECOMMENDATION:

It is recommended that the Board of Directors conduct a fourth Public Hearing to provide an opportunity for the public to receive an overview of the Fire District's plan to transition from at-large to by-division elections and adoption of a boundary map pursuant to the California Voting Rights Act (CVRA) and associated statutes, and review and provide input on draft maps with the proposed boundary lines.

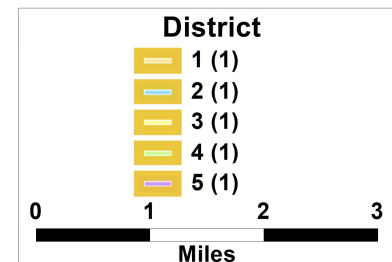
ATTACHMENTS:

Draft Map 101
Draft Map 101 Demographics
Draft Map 102
Draft Map 102 Demographics
Draft Map 103
Draft Map 103 Demographics
Draft Map 104
Draft Map 104 Demographics
Draft Map 105
Draft Map 105 Demographics

Chino Valley
Independent Fire District
Draft Map 101



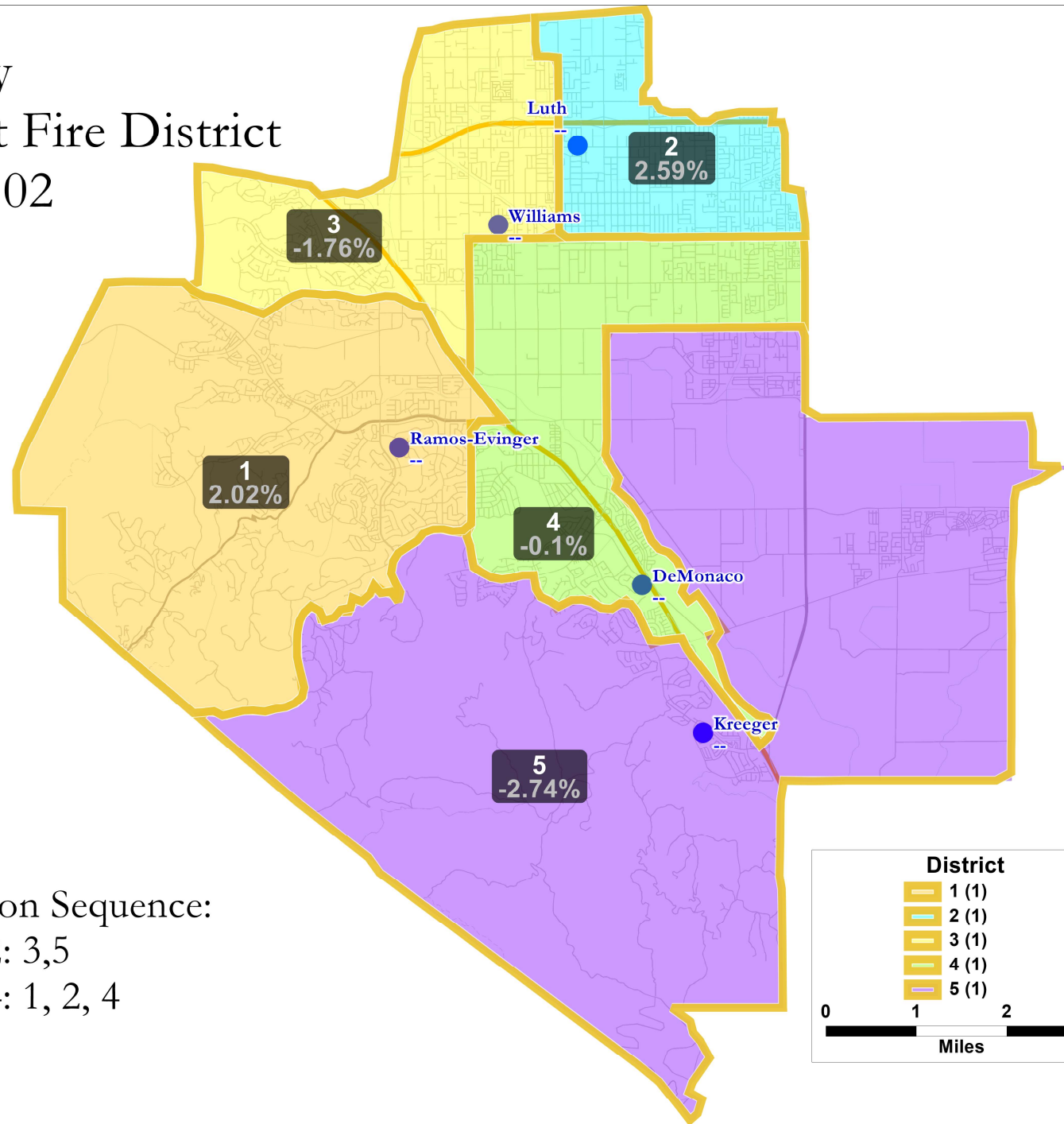
Proposed Election Sequence:
November 2022: 3 & 5
November 2024: 1, 2 & 5



Chino Valley Independent Fire District - Plan 101 Total Population Demographics											
District	District Population	Deviation	% Deviation	Hispanic	% Hispanic	White	%NH White	Black	% NH Black	Asian	% NH Asian
1	34,271	129	0.38%	7,642	22.30%	7,729	22.55%	1,457	4.25%	16,701	48.73%
2	34,503	361	1.06%	18,704	54.58%	7,945	23.18%	1,390	4.05%	5,525	16.12%
3	34,546	404	1.18%	22,189	64.75%	6,562	19.15%	1,019	2.97%	3,802	11.09%
4	34,340	198	0.58%	9,647	28.15%	6,810	19.87%	2,560	7.47%	14,335	41.83%
5	33,050	-1092	-3.20%	12,613	36.80%	8,206	23.95%	1,527	4.46%	11,090	32.36%
Totals	170,710		4.38%	70,795		37,253		7,953		51,452	

Chino Valley Independent Fire District - Plan 101 Citizen Voting Age Population (CVAP) Demographics									
District	Hispanic							Asian CVAP	
	CVAP	CVAP	Hisp. CVAP %	White CVAP	White CVAP %	Black CVAP	Black CVAP %	Asian CVAP	%
1	31,590	7,649	24.21%	10,577	33.48%	1,253	3.97%	11,533	36.51%
2	27,436	13,684	49.88%	8,922	32.52%	1,243	4.53%	3,218	11.73%
3	27,176	15,928	58.61%	7,921	29.15%	818	3.01%	2,217	8.16%
4	28,399	7,395	26.04%	9,187	32.35%	2,442	8.60%	8,923	31.42%
5	29,635	10,218	34.48%	10,321	34.83%	1,483	5.00%	7,265	24.51%
Totals	144,237	54,874		46,928		7,240		33,155	

Chino Valley Independent Fire District Draft Map 102

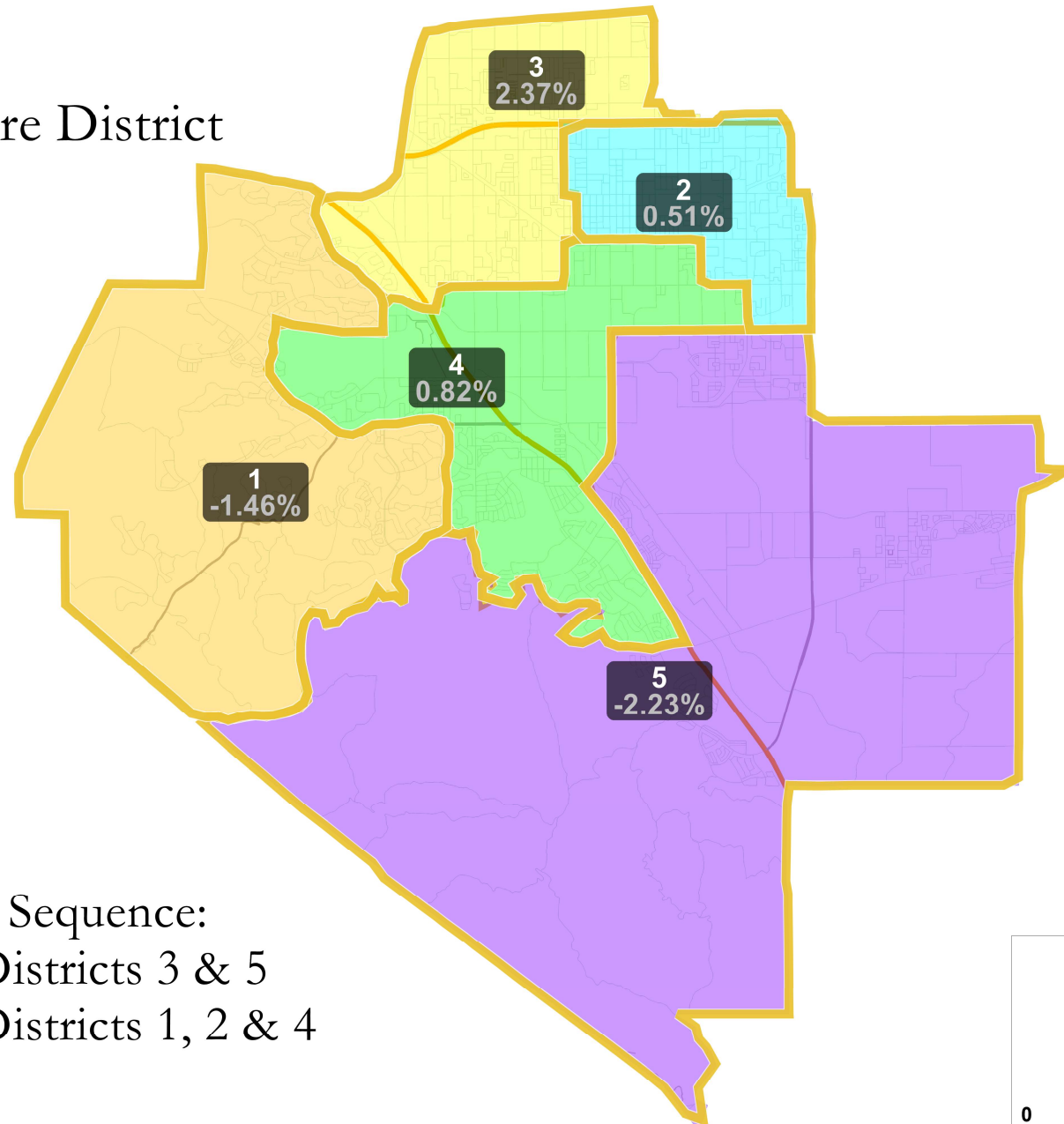


Proposed Election Sequence:
November 2022: 3,5
November 2024: 1, 2, 4

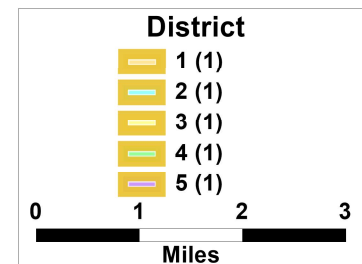
Chino Valley Independent Fire District - Plan 102 Total Population Demographics											
District	District Population	Deviation	% Deviation	Hispanic	% Hispanic	White	%NH White	Black	% NH Black	Asian	% NH Asian
1	34,832	690	2.02%	8,509	24.43%	9,582	27.51%	1,273	3.65%	14,675	42.13%
2	35,025	883	2.59%	22,145	63.58%	6,653	19.10%	1,227	3.52%	4,101	11.77%
3	33,540	-602	-1.76%	16,821	48.29%	7,378	21.18%	1,290	3.70%	8,564	24.59%
4	34,108	-34	-0.10%	14,543	41.75%	7,509	21.56%	1,656	4.76%	10,346	29.70%
5	33,205	-937	-2.74%	9,918	28.47%	6,663	19.13%	2,675	7.68%	14,663	42.10%
Totals	170,710		5.33%	71,937		37,785		8,121		52,349	

Chino Valley Independent Fire District - Plan 102 Citizen Voting Age Population (CVAP) Demographics									
District	Hispanic							Asian CVAP	
	CVAP	CVAP	Hisp. CVAP %	White CVAP	White CVAP %	Black CVAP	Black CVAP %	Asian CVAP	%
1	32,375	8,235	25.44%	13,123	40.53%	955	2.95%	8,917	27.54%
2	27,453	16,010	58.32%	7,910	28.81%	1,040	3.79%	2,253	8.21%
3	28,714	12,319	42.90%	9,015	31.40%	1,273	4.43%	5,577	19.42%
4	26,440	10,363	39.20%	7,794	29.48%	1,027	3.88%	5,897	22.30%
5	29,358	7,993	27.23%	9,044	30.81%	2,998	10.21%	9,016	30.71%
Totals	144,340	54,921		46,887		7,293		31,660	

Chino Valley Independent Fire District Draft Map 103



Proposed Election Sequence:
November 2022: Districts 3 & 5
November 2024: Districts 1, 2 & 4

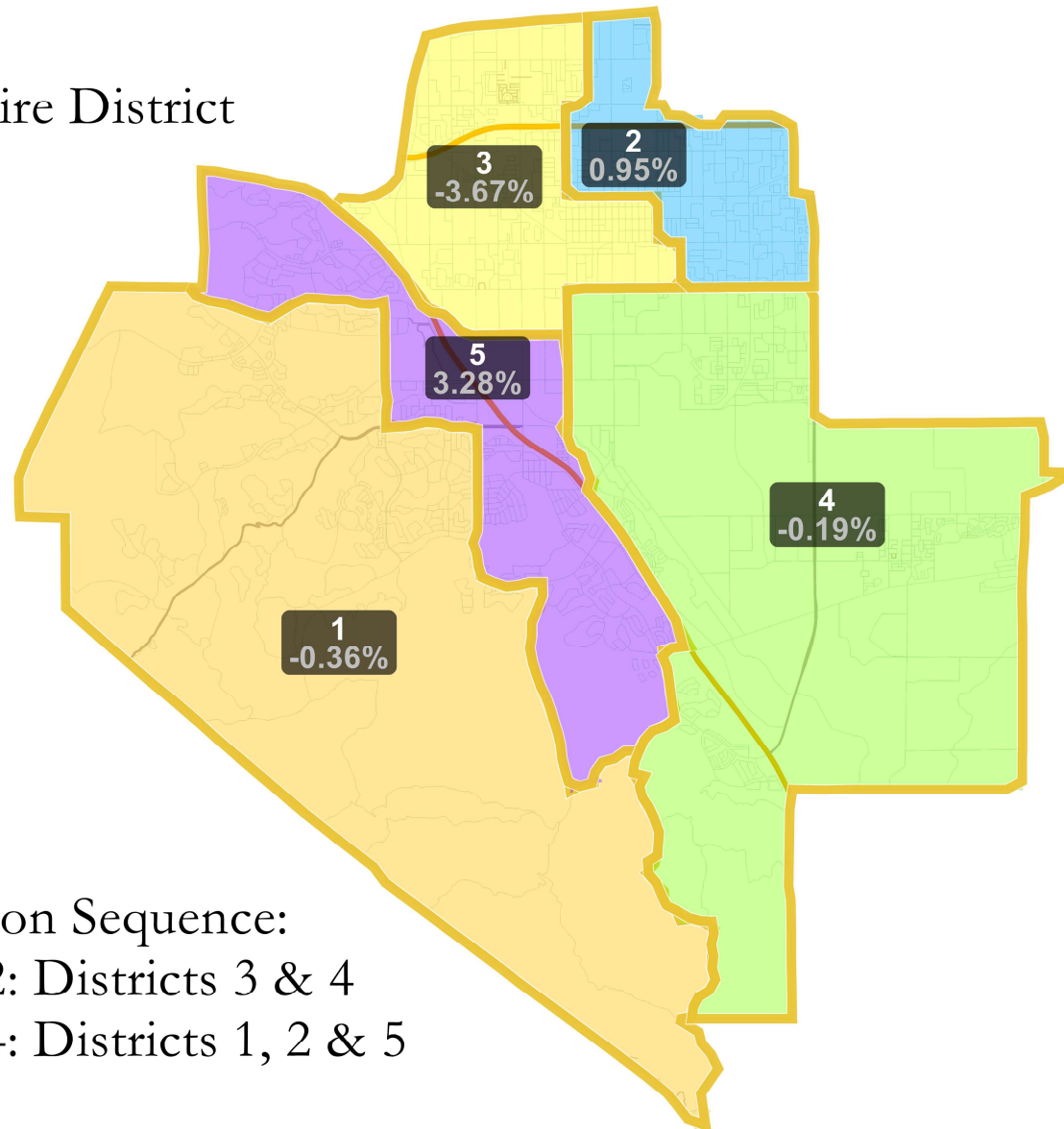


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Chino Valley Independent Fire District - Plan 103 Total Population Demographics											
District	District Population	Deviation	% Deviation	Hispanic	% Hispanic	White	%NH White	Black	% NH Black	Asian	% NH Asian
1	33,642	-500	-1.46%	7,601	22.59%	8,364	24.86%	1,394	4.14%	15,543	46.20%
2	34,316	174	0.51%	20,470	60.85%	6,713	19.96%	1,220	3.63%	4,585	13.63%
3	34,950	808	2.37%	19,032	56.57%	7,477	22.23%	1,190	3.54%	5,210	15.49%
4	34,422	280	0.82%	12,561	37.34%	7,703	22.90%	1,481	4.40%	11,149	33.14%
5	33,380	-762	-2.23%	9,640	28.65%	6,268	18.63%	2,552	7.59%	14,224	42.28%
Totals	170,710		4.60%	69,304		36,526		7,836		50,712	

Chino Valley Independent Fire District - Plan 103 Citizen Voting Age Population (CVAP) Demographics									
District	Hispanic							Asian CVAP	
	CVAP	CVAP	Hisp. CVAP %	White CVAP	White CVAP %	Black CVAP	Black CVAP %	Asian CVAP	%
1	31,526	7,322	23.23%	11,868	37.64%	1,187	3.76%	10,110	32.07%
2	27,067	15,041	55.57%	8,116	29.98%	968	3.57%	2,689	9.94%
3	27,882	14,186	50.88%	9,032	32.39%	1,081	3.88%	3,224	11.56%
4	28,664	10,231	35.69%	9,314	32.49%	1,276	4.45%	6,873	23.98%
5	29,192	8,143	27.89%	8,531	29.22%	2,761	9.46%	8,921	30.56%
Totals	144,331	54,923		46,861		7,273		31,817	

Chino Valley
Independent Fire District
Draft Map 104



Proposed Election Sequence:
November 2022: Districts 3 & 4
November 2024: Districts 1, 2 & 5

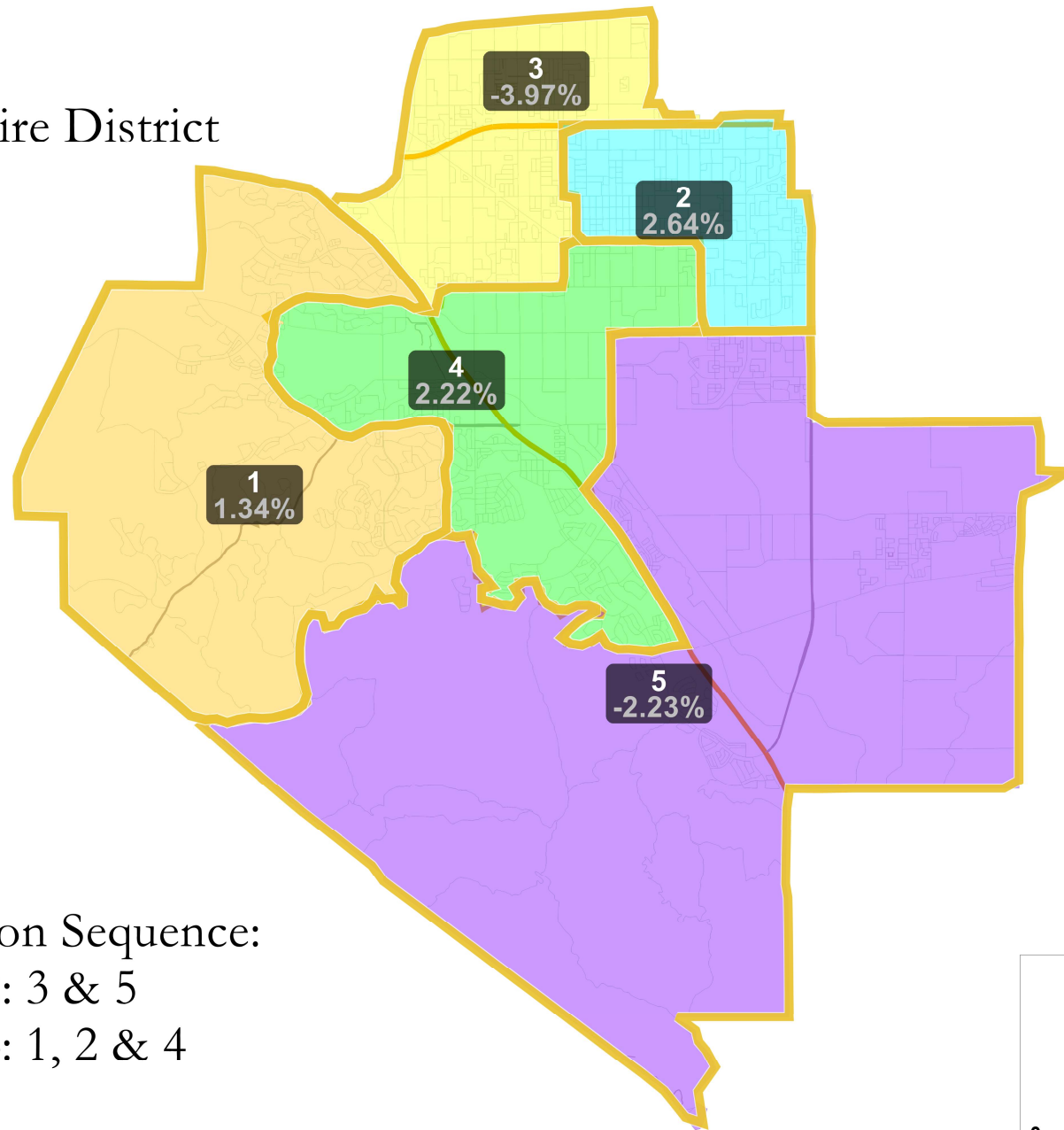


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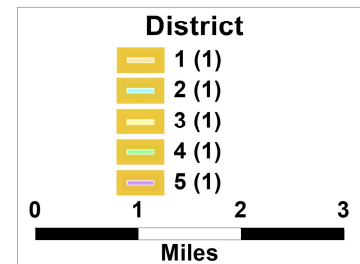
Chino Valley Independent Fire District - Plan 104 Total Population Demographics											
District	District Population	Deviation	% Deviation	Hispanic	% Hispanic	White	%NH White	Black	% NH Black	Asian	% NH Asian
1	34,019	-123	-0.36%	7,982	23.46%	8,894	26.14%	1,283	3.77%	15,104	44.40%
2	34,465	323	0.95%	19,476	57.25%	7,438	21.87%	1,420	4.18%	4,969	14.61%
3	32,889	-1253	-3.67%	21,483	63.15%	6,866	20.18%	919	2.70%	4,071	11.97%
4	34,076	-66	-0.19%	10,506	30.88%	6,495	19.09%	2,586	7.60%	13,480	39.63%
5	35,261	1119	3.28%	11,253	33.08%	7,243	21.29%	1,660	4.88%	13,099	38.50%
Totals	170,710		6.95%	70,700		36,936		7,868		50,723	

Chino Valley Independent Fire District - Plan 104 Citizen Voting Age Population (CVAP) Demographics									
District	Hispanic							Asian CVAP	
	CVAP	CVAP	Hisp. CVAP %	White CVAP	White CVAP %	Black CVAP	Black CVAP %	Asian CVAP	%
1	31,256	7,776	24.88%	12,452	39.84%	992	3.17%	9,424	30.15%
2	27,069	13,985	51.66%	8,819	32.58%	1,145	4.23%	2,766	10.22%
3	26,325	15,050	57.17%	7,784	29.57%	822	3.12%	2,398	9.11%
4	29,095	8,660	29.76%	8,213	28.23%	2,658	9.14%	9,072	31.18%
5	30,554	9,463	30.97%	9,571	31.32%	1,639	5.37%	9,567	31.31%
Totals	144,299	54,933		46,839		7,257		33,227	

Chino Valley
Independent Fire District
Draft Map 105



Proposed Election Sequence:
November 2022: 3 & 5
November 2024: 1, 2 & 4



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Chino Valley Independent Fire District - Plan 105 Total Population Demographics											
District	District Population	Deviation	% Deviation	Hispanic	% Hispanic	White	%NH White	Black	% NH Black	Asian	% NH Asian
1	34,598	456	1.34%	8,030	23.21%	8,628	24.94%	1,436	4.15%	15,738	45.49%
2	35,044	902	2.64%	21,002	60.70%	6,949	20.09%	1,256	3.63%	4,714	13.63%
3	32,788	-1354	-3.97%	20,164	58.28%	7,729	22.34%	1,206	3.49%	4,745	13.72%
4	34,900	758	2.22%	12,583	36.37%	7,802	22.55%	1,525	4.41%	11,927	34.47%
5	33,380	-762	-2.23%	9,914	28.65%	6,446	18.63%	2,624	7.59%	14,628	42.28%
Totals	170,710		6.61%	71,693		37,555		8,047		51,752	

Chino Valley Independent Fire District - Plan 105 Citizen Voting Age Population (CVAP) Demographics									
District	Hispanic							Asian CVAP	
	CVAP	CVAP	Hisp. CVAP %	White CVAP	White CVAP %	Black CVAP	Black CVAP %	Asian CVAP	%
1	32,211	7,528	23.37%	12,190	37.85%	1,141	3.54%	10,798	33.52%
2	27,689	15,283	55.19%	8,317	30.04%	981	3.54%	2,796	10.10%
3	26,199	13,777	52.59%	8,397	32.05%	1,068	4.08%	2,632	10.05%
4	29,048	10,177	35.04%	9,432	32.47%	1,323	4.55%	7,731	26.62%
5	29,192	8,143	27.89%	8,531	29.22%	2,761	9.46%	9,290	31.82%
Totals	144,340	54,908		46,866		7,274		33,248	

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: FEBRUARY 9, 2022

**TO: MIKE KREEGER, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

SUBJECT: VEGETATION MANAGEMENT ORDINANCE 2022-01

PURPOSE:

Purpose is for the Board of Directors to receive public comment, conduct a second reading by title only of Ordinance 2022-01 and adopt said Ordinance.

DISCUSSION:

Ordinance 2022-01 was previously introduced and a first reading by title only was conducted at the regular Board of Directors meeting on January 12, 2022.

Attached to this report is proposed Ordinance 2022-01 outlining various requirements that would prohibit the accumulation of combustible vegetation that is capable of being ignited and endangering life, property and the environment. Ordinance 2022-01 is intended to protect lives and property from the threat of wildfire, while increasing community safety and the level of protection for habitable structures throughout the District, and clarifying the process by which the District can enforce vegetation management and defensible space standards.

For approximately the past 21 years, the District has had a Weed and Hazard Abatement Program with the respective cities that we serve. The proposed Ordinance will refine our current process by formally declaring native vegetation within the Fire District as a seasonal and recurrent nuisance, allowing an annual Resolution to be brought before the Board of Directors, which will ensure more efficiency in the noticing to property owners in violation of relevant vegetation management authorities, and will mitigate the increased risk of fires as a result.

Ordinance 2022-01 outlines specific definitions related to what constitutes combustible vegetation and a fire hazard; sets forth minimum general requirements for compliance, including defensible space; and outlines the due process for actions by the District relating to abatement, including providing for the right to appeal and for the collection of cost recovery.

The proposed Ordinance has been reviewed and approved by Fire District legal counsel and advertised as required by law.

RECOMMENDATION:

It is recommended that the Board of Directors receive public comment, conduct a second reading of Ordinance No. 2022-01; approve waiving the reading of the entire Ordinance and read the Ordinance by number and title only; advise the public that a complete copy of said Ordinance is available for public inspection at Fire District Headquarters; and adopt Ordinance No. 2022-01 to be effective March 12, 2022.

ATTACHMENTS:

VEGETATION MANAGEMENT ORDINANCE 2022-01

ORDINANCE NO. 2022-01

AN ORDINANCE OF THE CHINO VALLEY INDEPENDENT FIRE DISTRICT FOR VEGETATION MANAGEMENT, DEFENSIBLE SPACE, AND DECLARING CERTAIN VEGETATION, AND CERTAIN WASTE MATTER A PUBLIC NUISANCE, AND PROVIDING FOR THE REMOVAL THEREOF

The Board of Directors of the Chino Valley Independent Fire District ordains as follows:

Article I. The Chino Valley Independent Fire District (also referred to herein as the “District” or “Fire District”) finds and determines that the purpose of this Ordinance is to prohibit the accumulation of cut and uncut weeds, grass, tumbleweeds, vines, trees, or other vegetation that is capable of being ignited and endangering property, and which are dangerous to property and to the health, welfare, and safety of residents. Uncontrolled wildfires pose a serious threat to human lives and property. The goal of this ordinance is to protect lives and property from the threat of wildfire by requiring the abatement of combustible vegetation, increasing community safety and the level of protection for habitable structures, and giving fire suppression personnel a defensible area to conduct operations in the event of wildland fire. The ordinance will allow for public nuisance abatement when property owners allow combustible vegetation and other flammable materials to accumulate in violation of this ordinance.

Article II. The Chino Valley Independent Fire District is located in or adjacent to a mountainous and/or hilly region of Southern California, and includes areas designated as High Fire Hazard Areas, or Very High Fire Hazard Severity Zones (see Article IV, Section 1 – “Definitions”). The Chino Valley Independent Fire District contains or adjoins forest-covered lands, brush-covered lands, grass covered lands, or other land which is covered with combustible vegetation. All native vegetation within the Chino Valley Independent Fire District constitutes a seasonal and recurrent nuisance pursuant to Health and Safety Code Section 14900.5.

Article III. The enactment of this Ordinance is pursuant to the authority granted under Health and Safety Code Sections 13861(h)-(i); 13870, 13879, and 14875 et seq., as well as authority granted under Public Resources Code Sections 4290(c) and 4291. The District has the independent authority to adopt this Ordinance pursuant to the powers set forth in Part 2.7, the Fire Protection District Law of 1987, of Division 12 of the Health and Safety Code.

Article IV. Abatement and Management of Certain Vegetation and Waste Matter

Section 1. DEFINITIONS. The following words and phrases shall have the following meanings:

- 1.1 AUTHORITY HAVING JURISDICTION (AHJ) means jurisdictions, approving agencies, or private entities who may assume the role of an AHJ, given a statutory authority or legal responsibility.
- 1.2 COMBUSTIBLE VEGETATION, also referred to as flammable vegetation, is material that in its natural state will readily ignite, i.e., burn and transmit fire

from native or landscape plants to any structure or other vegetation. Combustible vegetation includes, but is not limited to, any of the following plants or vegetation:

- 1.2.1 Dry grass, brush, weeds, leaf litter, dead/dying trees or other flammable vegetation that endanger public safety by creating a fire hazard in any portion of the Chino Valley Independent Fire District.
- 1.2.2 Sagebrush, chaparral, and any other brush or vegetation, which attain such large growth as to become, when dry, a fire menace upon premises and/or to adjacent property.
- 1.2.3 Plants or vegetation otherwise considered a noxious weed or dangerous.
- 1.2.4 Trees, if determined to increase the fire hazard due to mortality, insect infestation, disease, or lack of maintenance.
- 1.2.5 Dead and/or dying groves and/or forests.
- 1.2.6 Palm trees or all dead palm fronds including older leaves that persist on the tree, forming a "skirt" of brown thatch when in designated fire hazard areas.
- 1.2.7 Any accumulation of dry grasses or other flammable vegetation within ten (10) feet of any aboveground flammable liquid or combustible gas vessel.
- 1.2.8 Cultivated and useful grasses and pasture may be declared a public nuisance, if the Fire Official determines it necessary to protect adjacent improved property from fire exposure by requiring an adequate firebreak.
- 1.2.9 Any other flammable vegetation that in its natural state will readily ignite as determined by the Fire Official.
- 1.3 COMBUSTIBLE MULCH is any layer of material applied to the surface of soil that will, in its natural state, ignite, burn and/or be capable of transmitting fire to landscape or to any structure. Combustible mulch shall be categorized as follows:
 - 1.3.1 COMPOSTED MULCH is defined as screened or refined composted wood chips or other organic materials.
 - 1.3.2 CHIPPED OR SHREDDED VEGETATION WASTE, WOOD PRODUCTS, BARK AND NUGGET MULCH is defined as coarsely chipped or shredded organic materials that have been recently produced and have not undergone the composting process. Examples include chipped or shredded vegetation waste, chipped or shredded wood products, logging waste, bark or wood nuggets, and needles.
 - 1.3.3 RUBBER MULCH is defined as chipped or shredded mulch coming from 100 percent recycled rubber.
- 1.4 DEAD, DYING, OR DISEASED TREES include pest or pathogen infested trees or abandoned or neglected groves or other trees which are in a dying condition or no longer living.

- 1.5 DEFENSIBLE SPACE is defined as an area, either natural or man-made, where material capable of allowing a fire to spread unchecked has been treated, cleared or modified to slow the rate and intensity of an advancing wildfire and to create an area for fire suppression operations to occur.
- 1.6 FIRE HAZARD is defined as any condition or conduct which, in the opinion of the Fire Chief or their designee, (a) increases or may increase the threat of fire to a greater degree than customarily recognized as an acceptable condition or conduct by individuals in the public service regularly engaged in preventing, suppressing or extinguishing fire; or (b) may obstruct, delay, hinder or interfere with the operations of the fire department or the egress of occupants in the event of fire.
- 1.7 FIRE HAZARD SEVERITY ZONE is defined as a mapped area that designates zones with varying degrees of fire hazard (i.e., moderate, high, and very high) based on factors such as fuel, slope, and fire weather, and as published by Cal Fire on its website as "Fire Hazard Severity Zone Viewer."
- 1.8 FIRE OFFICIAL is defined as the Fire Chief of the Chino Valley Independent Fire District, or their designee.
- 1.9 FUEL MODIFICATION ZONE is defined as a strip of land where combustible vegetation has been thinned, modified, or both, and partially or totally replaced with approved drought-tolerant, fire-resistant, and/or irrigated plants to provide an acceptable level of risk from vegetation fires. Fuel modification reduces radiant and convective heat, thereby reducing the amount of heat exposure on the roadway or structure and providing fire suppression forces a safer area in which to take action.
- 1.10 GREEN WASTE includes, but is not limited to, organic material such as yard trimmings, plant waste, untreated wood wastes, paper products, natural fiber products, mulch, and compost.
- 1.11 HIGH FIRE HAZARD AREAS and VERY HIGH FIRE HAZARD AREAS means those areas identified to have increased inherent fire hazards due to natural vegetation or topography, and which are designated as such by Cal Fire's "Fire Hazard Severity Maps," or any fire hazard areas as may be defined by the city of Chino or the city of Chino Hills, in adopted policies or ordinances, and as may be amended at any time, or any AHJ.
- 1.12 IMPROVEMENT means any building or structure, permanent or temporary, erected for the support, shelter, or enclosure of persons, animals, chattels, or property of any kind located in the jurisdiction of the Chino Valley Independent Fire District, and shall include agricultural crops. For purposes of this term, "improvement" shall not include fences or any similar barriers enclosing or separating areas of land.
- 1.13 INVASIVE SPECIES shall mean an organism that is not indigenous, or native, to a particular area.

- 1.14 NOXIOUS WEED shall mean any species of plant that is, or is liable to be, troublesome, aggressive, intrusive, detrimental, or destructive to agriculture, silviculture, or important native species, and difficult to control or eradicate, as defined in Section 5004 of the California Food and Agricultural Code.
- 1.15 PARCEL means any contiguous quantity of land in the possession of, owned by, or recorded as the property of, a person or entity, and which is located in the jurisdiction of the Chino Valley Independent Fire District.
- 1.16 RESPONSIBLE PARTY includes, but is not limited to, any person, firm, or entity owning, renting, leasing, or otherwise controlling any parcel located in the Chino Valley Independent Fire District. The responsible parties for a property that is leased or rented by a person or entity other than the owner of the property includes the person or entity who is on record with the County Assessor as the owner of that property.
- 1.17 WEEDS shall mean vegetation growing upon streets, sidewalks, or private property in any county, including within the jurisdictional area of the District, and may include any of the following, pursuant to Health and Safety Code section 14875:
 - 1.17.1 Vegetation that bears seeds of a downy or wingy nature;
 - 1.17.2 Vegetation that is not pruned or is otherwise neglected so as to attain such large growth as to become, when dry, a fire menace to adjacent improved property;
 - 1.17.3 Vegetation that is otherwise noxious or dangerous;
 - 1.17.4 Poison oak and poison ivy when the conditions of growth are such as to constitute a menace to the public health; and
 - 1.17.5 Dry grass, stubble, brush, or other flammable material which endangers the public safety by creating a fire hazard in an urbanized portion of an unincorporated area which has been zoned for single and multiple residence purposes.

Section 2. CERTAIN VEGETATION AND OTHER ITEMS DECLARED A PUBLIC NUISANCE.

- 2.1 The following are declared to be fire hazards constituting a public nuisance within the areas of the Fire District; it shall be the responsibility of the responsible party of the parcel upon which such nuisance exists to abate such nuisances at their own expense whenever they may exist.
 - 2.1.1 All weeds, combustible vegetation, green waste, certain mulch products, and other such accumulations of combustible materials, when such accumulations are within one hundred (100) feet of any building or structure designed or intended for occupancy by humans or animals that violate the defensible space requirements of this ordinance (See Section 6.1, herein).

- 2.1.2 Any vegetation growing upon the streets, sidewalks, or private or public property within the Chino Valley Independent Fire District, which by reason of its size, type, manner of growth, or proximity to any building or improvements, will with reasonable probability constitute a fire hazard when dry. Said vegetation or other items are hereby declared to be a public nuisance and shall be abated to the satisfaction of the Fire Official. Aesthetics are not a consideration in determining the presence of a fire hazard.
- 2.1.3 Any noxious or invasive weed or plant designated by a Federal, State, or County government as injurious to public health, agriculture, recreation, wildlife, or property shall be eradicated on properties in the District. Due to their flammable characteristics, potential to increase fuel density, and their ability to degrade natural and planted landscapes, invasive plants, as recognized by the City of Chino, City of Chino Hills or San Bernardino County Development Code, shall be removed within one hundred (100) feet of all structures.

Section 3. MINIMUM GENERAL REQUIREMENTS FOR PARCEL MAINTENANCE OF ALL PARCELS LESS THAN FIVE (5) ACRES THROUGHOUT THE DISTRICT.

- 3.1 Cut and uncut weeds, grass, tumbleweeds, vines, trees, or other vegetation that is capable of being ignited and endangering property shall be removed by the owner or occupant of the premises. Parcels that are five (5) acres or less in size shall be completely cleared of all combustible vegetation, combustible mulch, and dead, dying, and diseased trees deemed hazardous by the fire officials. Removal shall be by means of disking or mowing to a height of less than four (4) inches.

Section 4. MINIMUM GENERAL REQUIREMENTS FOR PARCEL MAINTENANCE OF ALL PARCELS GREATER THAN OR EQUAL TO FIVE (5) ACRES THROUGHOUT THE DISTRICT.

- 4.1 Parcels greater than five (5) acres shall provide a minimum one hundred (100) feet of clearance for combustible vegetation, combustible mulch, and dead, dying, and diseased trees around the perimeter of the parcel and additional clearance as required by the fire official. Removal shall be by means of disking or mowing to a height of less than four (4) inches.

Section 5. CLEARANCE OF BRUSH AND VEGETATIVE GROWTH FROM ELECTRICAL TRANSMISSION AND DISTRIBUTION LINES.

- 5.1 Combustible free space shall be provided around each electrical transmission and distribution pole or tower, consisting of a clearing of not less than ten (10) feet (3048 mm) in each direction from the outer circumference of such pole or tower and directly under and adjacent to electrical transmission or distribution

lines. Lines used exclusively as telephone, telegraph, alarm transmission, or other lines classed as communications circuits by a public utility are exempt from the requirements of Section 5.

- 5.2 The Fire Official may establish minimum clearances different from that specified in Section 5.1 if it is determined that a circumstance exists to justify imposition of a different minimum clearance, including but not limited to species growth rates, the utility company's specific trim cycle, the potential line sway due to wind, line sag due to electrical loading and ambient temperature, and the tree's location in proximity to high voltage lines.

Section 6. CLEARANCE OF BRUSH OR VEGETATIVE GROWTH FROM STRUCTURES TO CREATE DEFENSIBLE SPACE FOR STRUCTURES IN HIGH FIRE HAZARD AREAS.

- 6.1 Responsible parties owning, leasing, controlling, operating or maintaining buildings or structures in, upon or adjoining hazardous fire areas, and responsible parties owning, leasing or controlling land adjacent to such buildings or structures, shall at all times maintain an effective fuel modification zone/defensible space of one hundred (100) feet from any structure in addition to the general requirements for parcel maintenance as required in Section 3 or 4. This one hundred(100) foot space shall be broken down into the following zones:

Ember Resistant Zone: Zero to five (0-5) feet from a structure:

- 6.1.1 Any combustible vegetation, dead or dying materials, combustible materials such as hay bales, or accumulation of ground needles and leaf litter shall be removed within this zone.
- 6.1.2 All accumulations of needle and leaf litter shall be removed from roofs, rain gutters, decks, and porches.
- 6.1.3. From the effective date of this Ordinance, all new construction or any replacement landscape installations shall NOT have any combustible mulch within this five (5) foot zone from the furthest attached exterior point of the home. Landscape plantings shall only be irrigated lawn or low-growing properly spaced fire-resistant shrubs or herbaceous (non-woody) plants. Vegetation shall not come in contact with the structure, and specimen spacing shall be such as not to allow the transfer of fire from plant to plant, or from plant to the structure.
- 6.1.4. Any combustible materials that could catch fire shall not be stored under decks, exterior stairways, or balconies. Combustible patio furniture, umbrellas, trash receptacles, or other combustible items should not be stored or placed directly adjacent to structures.
- 6.1.5. Provide and maintain at all times a screen over the outlet of every chimney or stovepipe that is attached to any fireplace, stove, or other device that burns any solid or liquid fuel. The screen shall be constructed

of nonflammable material with openings of not more than half (1/2) inch in size.

6.1.6. Remove that portion of a tree that extends within ten (10) feet of the outlet of a chimney or stovepipe.

6.1.7. Remove dead tree or shrub branches that overhang roofs, below or adjacent to windows, or which are adjacent to wall surfaces.

Zone 1: Six to thirty (6-30 feet) from a structure:

6.1.8. The area that is six (6) to thirty (30) feet away from a building or structure shall be cleared of all flammable vegetation or other combustible growth. Any weeds or dead grasses shall be cut to a height not to exceed four (4) inches. This section does not apply to single specimens of trees, ornamental shrubbery, or similar plants which are used as ground cover, if they do not form a means of rapidly transmitting fire from the native growth to any building or structure.

6.1.9. Remove all dead or dying grass, plants, shrubs, trees, branches, leaves, weeds, and pine needles from the zone whether such vegetation occurs in yard areas around the structure or any other location within the zone.

6.1.10. All trees and shrubs in this zone shall be properly maintained free of deadwood, litter, or dead palm fronds.

6.1.11. All newly planted fire-resistant tree species from the effective date of this Ordinance shall be planted and maintained at a minimum of ten (10) feet from the tree's drip line to any structure utilizing two-thirds (2/3) of the trees' mature canopy size.

6.1.12. All newly planted non-fire-resistant tree species from the effective date of this Ordinance shall be planted and maintained at a minimum of thirty (30) feet from the tree's drip line to any structure utilizing two-thirds (2/3) of the trees' mature canopy size.

Zone 2: Thirty-one to one hundred (31-100 feet) from a structure:

6.1.13. Combustible vegetation in this zone must be removed by methods such as mowing, disking, thinning and trimming. Mowing is preferred when it is desirable to leave the plant root structure intact to stabilize the soil.

6.1.14. Accumulated leaf litter or any combustible mulch in this zone may not exceed three (3) inches in depth.

6.2. Additional requirements in the one hundred (100) foot defensible space zone:

6.2.1 Create horizontal and vertical spacing among shrubs and trees using the "Fuel Separation" method, the "Continuous Tree Canopy" method or a combination of both to achieve defensible space clearance requirements. Selection of the appropriate method should be done by

reference to the State Board of Forestry and Fire Protection's "General Guidelines for Creating Defensible Space" (Feb. 8, 2006), incorporated herein by reference, and as may be amended from time to time.

- A. The Fuel Separation method is focused on horizontal spacing and accounts for slope as well as type and size of shrubs or trees. For slopes up to 20%, shrubs are to be horizontally separated by a distance equal to two times the height of the shrub and trees should be ten (10) feet apart measured at the widest part of their canopy. For slopes measuring 20%-40%, shrubs are to be horizontally separated by four times the height of the shrub and trees should be twenty (20) feet apart measured at the widest part of their canopy. For slopes greater than 40%, shrubs are to be horizontally separated by six (6) times the height of the shrub and trees should be thirty (30) feet apart measured at the widest part of their canopy.
 - B. The Continuous Tree Canopy Method eliminates ladder fuels by requiring a minimum vertical clearance of tree branches to six (6) feet or one-third ($\frac{1}{3}$) of the tree height, whichever is less. If shrubs are beneath the tree, the tree branches are to be removed providing clearance of at least three (3) times the height of the shrub.
- 6.2.2. Firewood shall be stored a minimum of thirty (30) feet from any structure unless covered in a fire-resistant material; or thirty (30) feet from the property line if there is an adjoining structure to the property line.
 - 6.2.3. Logs or stumps embedded in the soil must be removed or isolated from other vegetation.
 - 6.2.4. All mature trees within this one hundred (100) foot zone shall be trimmed so that there is a minimum vertical clearance between tree limbs and the ground equal to six (6) feet or one-third ($\frac{1}{3}$) of the tree height, whichever is less. If shrubs are planted underneath the tree, the tree shall be trimmed up to three (3) times the height of the materials planted under the tree or up to one-third ($\frac{1}{3}$) of the tree height.
 - 6.2.5. All exposed wood piles must have a minimum of ten (10) feet of clearance, down to bare mineral soil, in all directions.
 - 6.2.6. "Outbuildings" and Liquid Propane Gas (LPG) storage tanks shall have the following minimum clearance: ten (10) feet of clearance to bare mineral soil and no flammable vegetation for an additional ten (10) feet around their exterior.

- 6.3. Provisions of this ordinance are not intended to conflict with specific fire management and fuel modification plans for master planned communities. If such a conflict occurs, the more restrictive provision shall apply.
- 6.4. Provisions of this ordinance are not intended to conflict with any Federal or State requirements which may limit vegetation removal in recognizable riparian (stream side) zones or vernal pool depressions.
- 6.5. Provisions of this ordinance are not intended to conflict with regulations of the California Department of Fish and Game or U.S. Fish and Wildlife Service concerning the occurrence of rare, threatened, or endangered species. Parcels known to contain or that the parcel owner believes may contain habitat or rare, threatened or endangered plant species, shall contact the California Department of Fish and Game and the U.S. Fish and Wildlife Service at least ten (10) days in advance of clearing. If the parcel owner is aware of any federally or state listed species then the appropriate wildlife agency shall be contacted prior to clearance. It is possible that a permit may be required from the appropriate agencies (U.S. Fish and Wildlife Service and/or the California Department of Fish and Wildlife) prior to clearance. If a State or Federal candidate or listed species is killed, injured or captured, the landowner shall report this information to the Department of Fish and Wildlife and/or U.S. Fish and Wildlife Service.

Section 7. INCREASED DEFENSIBLE SPACE MORE THAN ONE HUNDRED (100) FEET FROM STRUCTURES.

- 7.1 The Fire Official may require an increase of defensible space due to topographical or geographical concerns.

Section 8. SPACE ALONG PROPERTY LINES.

- 8.1 No responsible party shall permit any accumulation of combustible vegetation, dead, dying, or diseased trees, green waste, waste matter, or other flammable/combustible materials within fifty (50) feet of the property line when such accumulation endangers or encroaches on the required defensible space for improvements on an adjacent property. The Fire Official may require a distance greater than fifty (50) feet but not to exceed one hundred (100) feet when it is determined that the greater distance is necessary to provide defensible space for improvements on an adjacent property.

Section 9. CLEARANCE OF BRUSH OR VEGETATIVE GROWTH FROM ROADWAYS.

- 9.1 The Fire Official is authorized to cause the area within twenty (20) feet on each side of the portions of highways and streets/roads, on private property improved, designed, or ordinarily used for vehicular traffic to be cleared of flammable vegetation and other combustible growth. Such clearance shall comply with the requirements of a fuel modification zone.

Vegetation shall not protrude into the roadway, and shall have a minimum of thirteen (13) feet, six (6) inches vertical clearance free of vegetation.

9.1.1 EXCEPTION (1): Single specimens of trees, ornamental shrubbery, or cultivated ground cover such as green grass, ivy, succulents, or similar plants used as ground covers are excluded from this requirement, provided that they do not form a means of readily transmitting fire.

9.1.2 EXCEPTION (2): Driveways require a minimum 10 feet of clearance.

9.1.3 EXCEPTION (3): For high fire hazard areas and evacuation routes, the Fire Official is authorized to require thirty (30) feet of roadway clearance of flammable vegetation and other combustible growth and shall comply with the requirements of a fuel modification zone.

Section 10. GRADING.

10.1 The provisions of this chapter shall not be construed to authorize grading which does not comply with the rules of any local city or county building, planning, or land use services department or division, or any other authority having jurisdiction.

Section 11. ORDER TO ABATE HAZARD.

11.1 If it is determined that a public nuisance or fire hazard as herein defined exists on any lot or premise, or upon any sidewalk, parking lot, or parking area, or adjacent to such lot or premise, in violation of this ordinance, the Fire Official will cause a written order to be issued to identify the violation and direct the immediate abatement of such public nuisance or fire hazard.

11.2 Such order will be headed: "ORDER TO ABATE HAZARD" and shall, in legible characters, direct the abatement of the nuisance or fire hazard and refer to this article and section for particulars. Any Order to Abate Hazard will contain a description of the property in general terms reasonably sufficient to identify the location of the nuisance, and will provide the property owner with details regarding the opportunity to be heard on the Order before the District Board prior to imposition of penalties or other action by the Board.

Section 12. SERVICE OF ORDER TO ABATE HAZARD.

12.1 The Order to Abate Hazard may be served in any of the following manners:

12.1.1 By personal service on the owner, occupant, or person in charge or control of the property.

12.1.2 By regular first-class postage prepaid mail addressed to the owner or person in charge and control of the property, at the address shown on the last available assessment roll, or as otherwise known.

12.1.3 By posting in a conspicuous place on the land or adjacent public right of way a notice in conformance with Section 14891 and similar to Section 14892 of the Health and Safety Code, not more than one

hundred (100) feet in distance apart, along such right of way with at least one notice posted on each lot or parcel.

- 12.2 Service by mail shall be deemed complete at the time of deposit in the U.S. Mail. The failure of any owner of the property or person in possession of the property to receive such Order shall not affect the validity of these proceedings.

Section 13. RIGHT TO A HEARING ON ORDER TO ABATE HAZARD BEFORE THE BOARD OF DIRECTORS.

- 13.1 Within at least ten (10), but no more than fourteen (14), days from the date of posting, mailing, or personal service of the required Order to Abate Hazard, the responsible party may file a request for a hearing with the Fire District Board of Directors. Such request for hearing must be in writing and be filed with the Clerk of the Board prior to any posted Fire District Board of Directors Meeting. At such regular or special meeting of the Board of Directors, not less than five (5) days nor more than thirty (30) days after receipt of the written request for a hearing, the Board will hear and make any rulings relating to such request, and the decision of the Board of Directors at that time will be final and conclusive.

Section 14. ACTION AFTER HEARING ON ORDER TO ABATE HAZARD.

- 14.1 After final action is taken by the Board on the disposition of any protests or objections to the Order to Abate Hazard, or if no request for a hearing is received within the time provided, the Board shall order the responsible party to abate the nuisance as set forth in the Order and this Ordinance, and advise of any applicable administrative penalties if the responsible party does not conduct abatement.
- 14.2 The responsible party must abate the hazard immediately and reinspection will occur within ten (10) days of the conclusion of the hearing process set forth in Section 13 or within a timeline approved by the AHJ if no hearing is requested.
- 14.3 The Fire Official may conduct a reinspection after the time for abatement set forth in Section 14.2 has passed, to verify compliance with the Order and this Ordinance. Such reinspection shall be conducted no sooner than ten (10) days after final determination of the Board of Directors upon a hearing, unless a more immediate reinspection is determined to be necessary by the Fire Official. If, upon reinspection, the Fire Official determines that the nuisance has not been abated in accordance with the Order and this Ordinance, administrative penalties may be imposed as set forth in Section 17 or additional actions may be taken in response to the violation pursuant to State law.

Section 15. ABATEMENT PROCEDURES

15.1 If a property contains weeds that are declared a public nuisance by resolution of the Board of Directors of the Fire District pursuant to Health and Safety Code 14875 *et seq.*, and the owner fails or neglects to abate the nuisance after receiving the requisite notice and opportunity to be heard, the Fire Official may cause such nuisances or fire hazard to be abated. Private contractors may do the abatement work. A report of the proceedings and an accurate account of the cost of abating the nuisance or fire hazard on each separate property will be filed in the Fire District's Administrative Office.

- 15.2 Right of access after Order to Abate. The officer, board or commission, and his or its assistants, deputies, employees, or contracting agents, or other representatives may otherwise enter upon private property for the purpose of removing the weeds with consent of the person owning or lawfully occupying such property, or by obtaining an abatement warrant from the court.

Section 16. SEASONAL AND RECURRENT NUISANCES

16.1 The District may pass a resolution declaring certain properties to contain seasonal and recurrent nuisances, as defined in Article II. Any potentially affected property owner may appear at the meeting at which the Board plans to adopt said resolution, and may be heard before the Board on any protests to the resolution. The Board may modify the resolution as it sees fit, and thereafter adopt the resolution. Once the resolution is adopted, to abate such seasonal and recurrent nuisances the District may thereafter mail a notice to the owners of that property as appearing on the current assessment roll. The notice shall refer to and describe the property and state that dangerous weeds of a seasonal and recurrent nature are growing on the property, and that the same constitute a public nuisance which must be abated by the removal of said noxious or dangerous weeds, and that otherwise they will be removed and the nuisance will be abated by District authorities, in which case the cost of such removal shall be assessed upon the lot and lands from which or in front of which such weeds are removed and that such cost will constitute a lien upon such lots or lands until paid.

Section 17. VIOLATION AND PENALTIES.

17.1 The owner, occupant, agent, or any responsible party of any lot or premise within the Fire District who will permit or allow the existence of a public nuisance as defined in this Ordinance upon any lot or premise owned, occupied, or controlled by said responsible party, or who shall violate any of the provisions of this Ordinance, including after an Order to Abate Hazard is

lawfully issued, may be subject to criminal, civil, and administrative penalties as set forth herein.

- 17.2 Administrative Citation for Violation of Ordinance. The District may impose an administrative citation against any person in violation of this Ordinance in the manner set forth in the District's Administrative Citation Program ordinance. Administrative citations and penalties are in addition to all other legal remedies – criminal or civil – which the District may pursue to address a violation of this Ordinance.
- 17.3 Criminal Enforcement. The District may pursue criminal enforcement of this Ordinance in accordance with Health and Safety Code sections 13871 and 13872, as may be amended from time to time.
- 17.4 Civil Enforcement. The District may pursue civil enforcement of this Ordinance in accordance with Health and Safety Code section 13861(a), as may be amended from time to time.

Section 18. COST RECOVERY FOR FIRE SUPPRESSION AND EMERGENCY SERVICES.

- 18.1 Pursuant to Health and Safety Code sections 13009 and 13009.1, the Fire District may recover fire suppression and investigation costs arising from any owner, occupant, agent, or responsible party of any lot or premise within the Fire District who, negligently or in violation of the law, sets a fire, allows a fire to be set, or allows a fire to escape onto any public or private property. The District may also recover fire suppression and investigation costs from any person, other than a mortgagee, who is in actual possession of a structure and fails or refuses to correct a fire hazard prohibited by law within an allotted time, for which the District has issued a Notice of Violation. The District may also recover fire suppression and investigation costs from any person, including a mortgagee, who has an obligation under the law to correct a fire hazard prohibited by law but fails or refuses to correct such hazard within an allotted time, for which the District has issued a Notice of Violation. All charges which a person may be liable for under this section constitute a debt of that person, and may be collected by the District in the same manner as an obligation under a contract.

Section 19. PROPERTY OWNER DOCUMENTATION OF COMPLIANCE WITH THIS ORDINANCE.

- 19.1 Pursuant to Civil Code section 1102.19, a seller of real property that is located within the jurisdiction of the Fire District and is in a high or very high fire hazard severity zone, as defined, must provide to any buyer documentation stating that the property is in compliance with any local vegetation management ordinance. This Ordinance is hereby declared to be a vegetation management ordinance for this purpose, and a seller of real property in a high or very high fire hazard severity zone can obtain documentation of compliance with this

Ordinance by submitting a request in writing to the District at least fourteen (14) days prior to the date upon which the seller must be provided the documentation. A property owner who sells their property without first obtaining documentation of compliance with this Ordinance from the District is in violation of this Ordinance and the District may pursue any legal remedies available to it, including but not limited to criminal or civil prosecution or administrative citation.

Section 20. VALIDITY.

20.1 The Board of Directors hereby declares that should any section, paragraph, sentence, or word of this Ordinance, or the Codes or Ordinances referenced herein, be declared for any reason to be invalid, it is the intent of this Board that it would have adopted all other portions of this Ordinance independent of the eliminations from any such portion as may be declared invalid. Upon invalidation of any provision of this Ordinance, all other provisions shall remain in full effect as if independently adopted.

Section 21. DATE OF EFFECT.

21.1 The Clerk of the Board of Directors will certify the adoption of this Ordinance and cause the same to be published in the manner required by law. This Ordinance will take effect thirty (30) days after its final passage at a public hearing as required by law.

REVIEWED, APPROVED AND ADOPTED this 9th day of February, 2022.

Mike Kreeger, President
Board of Directors
Chino Valley Independent Fire District

ATTEST:

Melania Arredondo
Acting Clerk of the Board

I, Melania Arredondo, Acting Clerk of the Board of the Chino Valley Independent Fire District, hereby certify that foregoing Ordinance No. 2022-01 was duly introduced and placed upon its first reading at a regular meeting of the Board of Directors of the Chino Valley Independent Fire District on the 12th day of January, 2022, and that thereafter, said Ordinance was duly reviewed, approved and adopted, at a regular meeting of the Board of Directors of the Chino Valley Independent Fire District on the 9th day of February, 2022, by the following vote, to wit:

AYES:	BOARD MEMBERS:
NOES:	BOARD MEMBERS:
ABSENT:	BOARD MEMBERS:
ABSTAIN:	BOARD MEMBERS:

CHINO VALLEY INDEPENDENT FIRE DISTRICT

NO STAFF REPORT

Minutes - January 12, 2022

ATTACHMENTS:

Minutes - January 12, 2022

CHINO VALLEY INDEPENDENT FIRE DISTRICT
Regular Meeting of the Board of Directors

MINUTES
January 12, 2022

PRESIDENT'S ANNOUNCEMENT

President Mike Kreeger announced that face coverings will be required for meeting attendees at all times. He further stated that this requirement is in compliance with the California Department of Public Health (CDPH) mandate in effect through January 15, 2022.

ROLL CALL

All Board Members were present.

OPEN SESSION

President Kreeger called the Open Session to order.

ADJOURN TO CLOSED SESSION

President Kreeger read the closed session items and adjourned to Closed Session.

President Kreeger also announced that Interim Human Resources Director Andrew Tse will replace Human Resources Director Kristi Kuchwara as negotiator on all closed session items on the agenda.

CONFERENCE WITH LABOR NEGOTIATORS

Meet with Board appointed negotiators (Fire Chief Dave Williams, Finance Director Steve Heide, and Interim Human Resources Director Andrew Tse regarding negotiations between the Teamsters Local 1932, Non-Safety Unit employees and the Chino Valley Fire District per Government Code Section 54957.6.

CONFERENCE WITH LABOR NEGOTIATORS

Meet with Board appointed negotiators (Fire Chief Dave Williams, Finance Director Steve Heide and Interim Human Resources Director Andrew Tse regarding negotiations between the Chino Valley Professional Firefighters, Local 3522 (CVPF) Safety Unit and the Chino Valley Fire District per Government Code Section 54957.6.

President Kreeger asked if there were any requests to speak from the Public.

Clerk of the Board Heney stated that there were no requests to speak from the Public.

RE-OPEN TO OPEN SESSION

President Kreeger re-opened to Open Session at 6:01 p.m.

President Mike Kreeger announced that face coverings will be required for meeting attendees at all times. He further stated that this requirement is in compliance with the California Department of Public Health (CDPH) mandate in effect through January 15, 2022.

ROLL CALL

All Board Members were present.

REPORT OUT OF CLOSED SESSION

President Kreeger reported that there was no reportable action out of closed session.

FLAG SALUTE

President Kreeger.

INVOCATION

Keith Roby, Fire District Chaplain.

CHANGES TO THE AGENDA

President Kreeger asked Clerk of the Board Heney if there were any changes to the agenda.

Clerk of the Board Heney stated that staff was requesting to pull the recognition for Training Captain Bryan Turner under presentations and announcements and place it on the February agenda.

PRESENTATIONS / ANNOUNCEMENTS

Recognition – Outgoing Board President Sarah Ramos-Evinger

President Kreeger recognized Director Ramos-Evinger for her service as Board President.

President Kreeger presented Director Ramos-Evinger with a gavel plaque.

Director Ramos-Evinger thanked the District and Board of Directors for their support.

New Employee Introduction

Auxiliary Worker Matthew Gibbon

President Kreeger welcomed Matthew to the Fire District.

Retirement Recognition

Fire Chief Tim Shackelford

President Kreeger read Fire Chief Shackelford's biography and recognized him on his retirement.

Fire Chief Williams said a few words and congratulated Fire Chief Shackelford on his retirement.

PUBLIC HEARING

PUBLIC HEARING – PUBLIC TO PROVIDE INPUT REGARDING THE COMPOSITION OF THE DIVISIONS AND TO CONSIDER DIVISION BOUNDARIES FOR FIRE DISTRICT TRANSITION FROM AT-LARGE TO BY-DIVISION ELECTIONS AND ADOPTION OF BOUNDARY MAP

Purpose is to provide the public with an overview of the Fire District's plan to transition from at-large to by-division elections and adoption of a boundary map pursuant to the California Voting Rights Act (CVRA) and associated statutes, and review draft maps with the proposed boundary lines.

President Kreeger opened the public hearing.

Clerk of the Board Heney stated that at the Regular Board meeting held on January 13, 2021, the Board of Directors adopted Resolution No. 2021-06 declaring its intention to transition from an at-large to a by-division electoral system to comply with the California Voting Rights Act.

Clerk of the Board Heney stated that at one of the requirements presented to the Board was to hold two public hearings at which the public may provide input regarding the composition of the divisions and to consider division boundaries before NDC draws any draft maps of the proposed division boundaries. She further stated that the first public hearing was held at a Special Board Meeting on November 17, 2021. The second of the two public hearings to receive public is scheduled for the Regular Board Meeting on December 8, 2021.

Clerk of the Board Heney stated that once NDC prepares draft maps, two additional public hearings will be held regular Board Meetings scheduled on January 12, 2022 and February 9, 2022.

Clerk of the Board Heney announced that Jeff Simonetti with NDC was present to provide an overview to the public and provide any additional information and receive input as part of the public hearing.

RECOMMENDATION: It is recommended that the Board of Directors conduct a third Public Hearing to provide an opportunity for the public to receive an overview of the Fire District's plan to transition from at-large to by-division elections and adoption of a boundary map pursuant to the California Voting Rights Act (CVRA) and associated statutes, and review and provide input on draft maps with the proposed boundary lines.

Jeff Simonetti with NDC presented a PowerPoint overview on the redistricting process, its key dates, next steps and encouraged input.

President Kreeger asked Clerk of the Board Heney if there was public comment.

Fire Safe Council Chair Charlie Blank had several clarification questions that were answered by Jeff Simonetti.

President Kreeger closed the Public Hearing.

President Kreeger asked for Board comment.

Each Board Member had the opportunity to ask questions and/or make comments. NDC will modify and create one or more additional maps with the input received and make all draft maps available on the website 7 days prior to the next public hearing. The maps will also be discussed, along with any additional maps received, at the next public hearing on February 9, 2022.

There was no vote required.

PUBLIC COMMUNICATIONS

President Kreeger asked if there were any requests to speak from the Public.

Clerk of the Board Heney stated that there were no requests to speak from the Public.

LIAISON REPORTS TO FIRE DISTRICT (County 4th District, City of Chino, City of Chino Hills, Fire Foundation, Fire Safe Council, School District

Clerk of the Board Heney stated that Fire Safe Council Chairman was present.

Chairman Blank had no report.

CONSENT CALENDAR

1. **MINUTES**

Minutes – December 8, 2021 – Regular Board Meeting

2. **MONTHLY DISTRICT REPORT**

Month of November 2021

3. **MONTHLY FINANCIAL REPORT**

Monthly Financial Report – December 2021

4. **MONTHLY TREASURER’S REPORT**

Monthly Treasurer’s Report – November 2021

5. **WARRANTS**

Warrants for November 2021 #54534 through #54713

6. BOARD MEETINGS/TRAVEL – AUTHORIZATION TO ATTEND CONFERENCE, MEETING OR TRAINING
None.
7. FINDINGS TO CONDUCT BOARD AND COMMITTEE MEETINGS VIRTUALLY UNDER ASSEMBLY BILL 361

Purpose is for the Board of Directors to state its finding considering the circumstances of the current proclaimed state of emergency; and state finding that state or local officials have imposed or recommended measures to promote social distancing; and as a result, the Fire District may hold regular and special board meetings and regular and special committee meetings virtually by videoconference, in accordance with AB 361.

RECOMMENDATION: Approve Consent Calendar Item Numbers 1 through 7 as presented.

President Kreeger asked Clerk of the Board Heney if there were any public comments on the Consent Calendar.

Clerk of the Board Heney stated that there were no public comments.

President Kreeger asked if any Board Members wanted to pull an item from the Consent Calendar for discussion.

Director Ramos-Evinger pulled Item #1.

President Kreeger stated he had a comment on Item #7.

Moved by Director Ramos-Evinger seconded by Vice President DeMonaco carried by a 5-0 voice vote for the Board of Directors to approve the Consent Calendar items #2-6, as presented.

AYES: BOARD MEMBERS: Kreeger, DeMonaco, Luth, Ramos-Evinger and Williams.
NOES: BOARD MEMBERS: None.
ABSTAIN: BOARD MEMBERS: None.
ABSENT: BOARD MEMBERS: None.

Director Ramos-Evinger stated she could not vote on Item #1, she was not present at the last Board meeting.

Moved by President Kreeger, seconded by Board Member Luth carried by a 4-0 voice vote for the Board of Directors to approve the Consent Calendar item #1, as presented.

AYES: BOARD MEMBERS: Kreeger, DeMonaco, Luth, and Williams.
NOES: BOARD MEMBERS: None.
ABSTAIN: BOARD MEMBERS: Ramos-Evinger.
ABSENT: BOARD MEMBERS: None.

President Kreeger asked Legal Counsel Ballinger about Item #7, COVID protocols with regards to if a Board Member has an exposure and can't make the meeting, within how many days can the meeting be set up virtually.

Legal Counsel Ballinger stated that the notification must be received before the agenda is posted, which is 72 hours before the meeting or the agenda can be amended to announce that the meeting will be hybrid. He further stated that another way would be to keep language on every agenda that provides for teleconferencing.

Legal Counsel Ballinger stated that Item #7 does not contain the language in terms of setting up the teleconference and allowing the public to call in. He further stated it would require further language and it would mean staff would have to have that technology and be prepared to set up even if no one calls in.

Moved by President Kreeger, seconded by Vice President DeMonaco carried by a 5-0 voice vote for the Board of Directors to approve the Consent Calendar item #7, as presented.

AYES: BOARD MEMBERS: Kreeger, DeMonaco, Luth, Ramos-Evinger and Williams.
NOES: BOARD MEMBERS: None.
ABSTAIN: BOARD MEMBERS: None.
ABSENT: BOARD MEMBERS: None.

OLD BUSINESS

None.

NEW BUSINESS

8. BOARD OF DIRECTORS ANNUAL INDIVIDUAL MEMBERSHIP REVIEW

Purpose is for the Board of Directors to review and approve individual annual memberships for Board Members in compliance with Board Policy 1090.

Clerk of the Board Sandra Heney stated Board Policy 1090 encourages participating in associations, service clubs and fraternal organizations for Board Members in good standing and provides for reimbursement of the direct and reasonable cost of said membership upon annual Board of Directors review and approval.

Clerk of the Board Heney stated that listed on the staff report are the submittals for Board Member individual memberships for approval consideration.

President Mike Kreeger
Rancho Del Chino Rotary

Vice President John DeMonaco
Chino Rotary

American Legion

Clerk of the Board Heney stated that Board Members are limited to reimbursement for two such memberships.

RECOMMENDATION: It is recommended that the Board of Directors review and approve annual memberships for Board Members per Board Policy 1090.

President Kreeger asked if there was any Public comment.

There was no public comment.

President Kreeger asked for Board comment.

Vice President DeMonaco stated that service clubs are very valuable to the community and participation is important. He further stated that he encourages Board Members and employees to join service clubs.

Director Ramos-Evinger asked what if they decide mid-year to join a service club, does it have to go to the Board for approval.

Vice President DeMonaco asked if a Board Member can join a service club during the next year without it listed tonight.

Legal Counsel Ballinger stated that the Board Members can do so but at their own risk and it would have to come back to the Board at some point to ask for approval for reimbursement.

Director Luth stated he supports Board Member memberships in service clubs.

Moved by Director Luth, seconded by Vice President DeMonaco, carried by a 5-0 voice vote for the Board of Directors to review and approve annual memberships for Board Members per Board Policy 1090 as presented on the staff report.

AYES: BOARD MEMBERS: Kreeger, DeMonaco, Luth, Ramos-Evinger and Williams.

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

9. FIRE DISTRICT BOARD MEMBER COMPENSATION

Purpose is for the Board to review and discuss Board Member compensation.

Clerk of the Board Heney stated that Fire District Policy and Procedures for Board of Directors ("Board Policies") calls for review and consideration of Board Member compensation at the Regular Board Meeting in January of every even year, or as soon thereafter as practical, to review and consider Board Member compensation to determine if any adjustments are appropriate.

Clerk of the Board Heney stated that Health and Safety Code section 13857, as part of the Fire Protection District Law of 1987, sets forth the provisions controlling compensation for members of the District's Board of Directors pursuant to Chapter 2 of Division 10 of the California Water Code, section 20200 et. seq., or its successor statutes. State law provides for increases in compensation by ordinance, up to five percent (5%) for each calendar year following the effective date of the last adjustment. It has been two calendar years since the last Board-approved compensation increase. The maximum number of compensable meetings or other days of service rendered as a member of the Board, in line with Board Policies, remains at 10 days per month.

Clerk of the Board Heney stated Board Member compensation is currently set at \$165.00 per meeting as adopted by Ordinance No. 2020-01. As currently permitted by State law and the Board Policies, the maximum allowable current increase per meeting could be \$16.50 (based on the 5% statutory limit on increases per year x the current \$165.00 compensation per meeting x 2 calendar year following the last adjustment), which would amount to a total maximum allowable compensation of \$181.50 per meeting.

Clerk of the Board Heney stated that if the Board of Directors would like to consider adopting an ordinance to provide for an increase in Board Member compensation, the proposed schedule for adopting an ordinance would be as follows:

1. First Reading – February 9, 2022
2. Second Reading and Public Hearing (Adoption) of Ordinance – March 9, 2022
3. Ordinance effective July 1, 2022 in compliance with Fire District Policy and Procedures for Board of Directors.

Clerk of the Board Heney stated any ordinance to increase Board Member compensation requires a public hearing held at a regularly scheduled Board meeting and notice of the hearing published in a newspaper of general circulation in the District once a week for two successive weeks prior to the public hearing.

RECOMMENDATION:

It is recommended that the Board review and discuss the information provided pertaining to Board Member compensation and provide direction to staff.

President Kreeger asked if there was any Public comment.

There was no public comment.

President Kreeger asked for Board comments.

President Kreeger recommended to increase the amount by \$8.25.

Director Williams recommended to raise the compensation to \$175.00 per meeting.

Director Ramos-Evinger stated she could support either an \$8.25 or \$10.00 increase.

Vice President DeMonaco stated he agreed with the compensation being increased to \$175.00 per meeting.

Chairman Blank commented that he supported the increase of \$175.00 per meeting.

Moved by Director Williams seconded by President Kreeger carried by a 3-2 voice vote for the Board of Directors to move forward with the process for adopting an ordinance to increase Board Member compensation to \$175.00 per meeting.

AYES: BOARD MEMBERS: Kreeger, Ramos-Evinger and Williams.

NOES: BOARD MEMBERS: Luth and DeMonaco.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

10. RESOLUTION NO. 2022-01 ADOPTING REVISED FIRE DISTRICT POLICY AND PROCEDURES FOR BOARD OF DIRECTORS

Purpose is for the Board of Directors to review proposed changes to the Fire District Policy and Procedures for Board of Directors (“Board Policies”) as presented, and review, approve and adopt Resolution No. 2022-01, rescinding Resolution 2021-13 and adopting the proposed Policy and Procedures for Board of Directors as reviewed, with modifications.

Clerk of the Board Heney stated that at the December 8, 2021 Board of Directors meeting, the Board of Directors provided staff with direction to modify the Fire District Policy and Procedures for Board of Directors to add a Legislative Committee to the policies.

Clerk of the Board Heney stated that the proposed Legislative Committee shall be tasked with reviewing proposed and enacted legislation of interest to the District, including attending outside meetings of legislative interest to the Fire District, as individual representatives of the Fire District, for the purpose of reporting back to the Board on any matters of legislative concern or submitting recommendations to the Board of Directors.

Clerk of the Board Heney stated that additionally, Section 1050.0 of the Board Policies has been amended to clarify that Legislative Committee meetings, similar to other types of ad hoc, liaison and other meetings attended by Board Members in their official capacity, remain compensable.

Clerk of the Board Heney stated that recent changes to Health and Safety Code section 13857 suggest the District should also annually adopt, via its written policies and supported by substantial evidence, findings for why more than 4 compensable meetings a month are necessary for the effective operation of the District. This State law change can be read as applying only to Brown Act Board meetings, for which the District has only a single regular Board meeting a month, and requiring no further action. However, in the interest of being over-inclusive, Board Policies Section 1050.0 has been further amended to articulate why Board Member engagement, via compensable meetings and other activities, is necessary for operation of the District.

Clerk of the Board stated that as with previous Board Policy revisions, the proposed revised Board Policies have been reviewed and revised by District Legal Counsel in order to ensure that all provisions of the Policies are legally compliant.

RECOMMENDATION: It is recommended that the Board of Directors review, approve and adopt Resolution No. 2022-01, rescinding Resolution No. 2021-13, and adopting the Policy and Procedures for Board of Directors, as presented with revisions, to add a Legislative Committee and make clarifying changes regarding Board compensation.

President Kreeger asked if there was any Public comment.

There was no public comment.

President Kreeger asked for Board Comments.

President Kreeger stated that establishing a legislative committee will benefit the District to build relationships with elected officials and their staff members. He further stated his support to establish the committee as part of the Board Policies.

President Kreeger recommended that Vice President DeMonaco and himself be assigned to this committee.

Director Ramos-Evinger stated her support for the committee. She also stated that Vice President DeMonaco and President Kreeger would be good representatives.

Director Williams stated he believed a legislative committee would benefit the District.

Director Luth stated he was in support of this committee.

Vice President DeMonaco asked the Clerk of the Board for clarification on the changes proposed to the Board policies pertaining to the Brown Act.

Clerk of the Board Heney stated that there are three proposed changes to the policies. The first change is to add the legislative committee, the second is to include language to make the committee compensable, and the third is a clean up item related to a statute revision in 2019 pertaining to the Brown Act requiring the Board to justify having four meetings per month. The definition of “meeting” is not clear in the statute and legal has recommended adding the language to the Board Policies for the purpose of transparency.

Legal Counsel Ballinger stated that the statute doesn’t say meetings of the board, subcommittee meetings or meetings of outside agency, it just states meetings.

Moved by President Kreeger seconded by Vice President DeMonaco carried by a 5-0 voice vote for the Board of Directors to approve and adopt Resolution No. 2022-01, adopting the Policy and Procedures for Board of Directors, as presented with revisions, to add Legislative Committee and make clarifying changes regarding Board compensation.

AYES: BOARD MEMBERS: Kreeger, DeMonaco, Luth, Ramos-Evinger and Williams.

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

11. 2022 COMMUNITY LIAISONS AND STANDING COMMITTEE MEMBER ASSIGNMENTS

Purpose is for the President of the Board to announce any appointments to Fire District community liaisons and committees for 2022.

President Mike Kreeger announced that he has appointed Vice President DeMonaco and himself to the new legislative committee.

RECOMMENDATION: It is recommended that the Board President announce any appointments to Fire District community liaisons and committees for 2022.

No vote required.

12. VEGITATION MANAGEMENT ORDINANCE 2022-01

Purpose is for the Board of Directors to review, introduce and conduct a first reading, by title only, of a proposed Ordinance for vegetation management, defensible space, and declaring certain vegetation and waste matter a public nuisance, as well as allowing for the removal thereof, as authorized under Health and Safety Code Sections 13861(h), 13861(i), 13870, 13879, 14875 et seq., and 14900.5, while also providing for public comment.

Fire Marshal Danielle Barnes stated in 1995, the Fire District implemented a Weed and Hazard Abatement Program with the City of Chino Hills. The intent of the program was to monitor and abate weed and brush hazards that threaten wildland and urban interface areas prevalent in the city.

Fire Marshal Barnes stated that in 1996, the Fire District entered into a similar agreement with the City of Chino, to better provide continuity of service and fire safety related to vegetation management. She further stated that the program currently requires bi-annual inspections of approximately 52,716 parcels in the cities of Chino, Chino Hills and portions of the unincorporated areas of San Bernardino County.

Fire Marshal Barnes stated that based on our governing authority within the Health and Safety Code, we are required to present a Resolution for Weed Abatement and a listing of parcels to be declared for weed abatement. Once approved by the Board of Directors, the District provides notice to respective property owners to obtain compliance and, if the noticed party does not conduct abatement itself at that point, conducts abatement utilizing a private contractor. The current process requires two separate Resolutions to be brought before the Board.

Fire Marshal Barnes stated that attached to this report is proposed Ordinance 2022-01 for Vegetation Management. Ordinance 2022-01 prohibits the accumulation of combustible vegetation that is capable of being ignited and endangering life, property and the environment. The intent of Ordinance 2022-01 is to protect lives and property from the threat of wildfire, while increasing community safety and the level of protection for habitable structures throughout the District, and clarifying the process by which the District can enforce vegetation management and defensible space standards.

Fire Marshal Barnes stated that Ordinance 2022-01 outlines specific definitions related to what constitutes combustible vegetation and a fire hazard; sets forth minimum general requirements for compliance, including defensible space; and outlines the due process for actions by the District relating to abatement, including providing for the right to appeal and for the collection of cost recovery. The new Ordinance formally declares native vegetation within the Fire District as a seasonal and recurrent nuisance, allowing an annual Resolution to be brought before the Board of Directors, which will ensure more efficiency in the noticing to property owners in violation of relevant vegetation management authorities, and will mitigate the increased risk of fires as a result.

Fire Marshal Barnes stated that the proposed Ordinance requires a public hearing prior to the adoption of the Ordinance. The proposed Ordinance has been reviewed and approved by Fire District's legal counsel and will be advertised as required by law.

RECOMMENDATION:

It is recommended that the Board of Directors review, introduce and conduct a first reading of Ordinance 2022-01; approve waiving the reading of the entire ordinance and read the ordinance by title only; advise the public that a complete copy of the ordinance is available for public inspection at Fire District Headquarters; and set a public hearing for February 9, 2022 during the second reading of Ordinance 2022-01 and direct staff to provide public notice as required by law.

President Kreeger asked if there was any Public comment.

Chairman Blank asked if an appointment is needed to look at the ordinance.

Fire Marshal Barnes stated it can be viewed any time during normal business hours, Monday through Friday, 8:00 a.m. to 5:00 p.m.

President Kreeger asked for Board comments.

Director Ramos-Evinger asked if a draft of the ordinance is available on our website.

Clerk of the Board stated that the draft of the ordinance is attached to the agenda, it will be available on the District website and a copy can be requested by the public.

Director Luth stated he had a monthly meeting with Chief Williams and had his questions answered. He also commended that Fire Marshal Barnes and staff do a great job with this process.

Moved by Director Ramos-Evinger seconded by Director Luth carried by a 5-0 voice vote for the Board of Directors review, introduce and conduct a first reading of Ordinance 2022-01; approve waiving the reading of the entire ordinance and read the ordinance by title only; advise the public that a complete copy of the ordinance is available for public inspection at Fire District Headquarters; and set a public hearing for February 9, 2022 during the second reading of Ordinance 2022-01 and direct staff to provide public notice as required by law.

AYES: BOARD MEMBERS: Kreeger, DeMonaco, Luth, Ramos-Evinger and Williams.

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

Clerk of the Board Heney read the Ordinance by number and title only as approved by majority vote.

13. PREVIOUSLY IMPOSED RESTRICTIONS ON DIRECTOR WILLIAMS

Purpose is for the Board of Directors to discuss previously imposed restrictions on Director Williams by Board action and provide clarification on status.

President Kreeger stated that he had asked to put this item on the agenda to have an open conversation. He further stated he did not put it on to get into an argument with Director Williams but just to clarify due to his concern on the last motion when they dealt with removing the vast majority of the censures on Director Williams.

President Kreeger stated that the two directives kept in place are the key fob access to Administration headquarters and that Director Williams make an appointment with Chief Williams to have staff available to him at that time. He further stated that he watched the video from the last meeting and felt it was made clear to Director Williams.

President Kreeger stated that he understands that Director Williams' meetings with the Fire Chief have gone great. He further stated that he understood that he came to headquarters without an appointment, without issue and staff was able to accommodate him.

President Kreeger stated he just wanted to make a point, the other Board Members do not show up without an appointment.

Fire Chief Williams stated that since he's been in this position, there has not been one instance where a Board Member has shown up without his prior knowledge.

President Kreeger stated that out of courtesy, he is asking Director Williams to continue to make an appointment. He further stated he is happy to revisit this again in six months.

Director Williams stated the following.

Chief sent me a letter in regards to this, I was not aware that this was still in place. I would like to comment that Caroline, the young lady that does the front office, she is very sweet young lady, one of the nicest people I have ever encountered. She's a great person and she says I don't know how things are supposed to go and well I don't know either except for the fact as far as I know, I'm supposed to be treated like a regular Board Member and so she let me in and I went back there and as far as the appointment situation, I was requested to come here and sign for the pay for our Board. Right because I don't do it online and so I came here and I did it and it was no big deal and so where I'm having a problem is I was informed that Mr. Ballinger had sent a letter stating that sanctions could be imposed and he was wrong. Here in simple and the letter he sent said something about a case that went to the federal court and the judge denied it because it wasn't right. The Board had not voted on that case and in that case the Board had not voted against the person filing the lawsuit. Here the four of you voted to do sanctions on me and you can't do it. If you're going to follow the law, take them away and treat me like every board member you can do your censure if you want to do that but you can't keep me from doing my job, you can't keep me from talking to people, you can't keep me from coming here and that type of thing. I will say this, I'm pretty upset about it. However, I will do it the same as you do whereas if I want to come here, I'll call the Chief and let him know I'm coming but you know, I don't like things to get out of hand. I don't have any inkling of why you guys do this. What the Chief told me is I make some people uneasy. Come on, I worked here 33 years, there were no incidents of me attacking anybody or threatening anybody or being ridiculously overt. I don't understand where you guys are coming from other than you're just goddamn mean. That's all I can get out of it. Why would you do something like that to somebody? I've never done anything, I've never attacked anybody. I do get like this when people are getting ridiculous when they're screwing me over I do get loud. But treat me like a decent human being if you want to say hey yeah, we're going to comply with the law that we all took an oath. Now he tried to give some bunk, meaning our lawyer, about a case and what the deal was is just like I told you, it wasn't right. It was a case where they had not voted. You guys voted, you violated the law. Why don't you ask him? Make him tell you, oh you didn't violate the law by doing sanctions on me. He doesn't know what the hell he is doing. We need a new lawyer. You tried to do the same thing to me when I had told Sandra to make the two copies. DeMonaco tried to come after me unilaterally. Can't be done, follow the law. We got a \$250,000 a year employee here, Sandra, who can't understand what her job is.

Director Ramos-Evinger stated to President Kreeger that Director Williams should not be addressing staff like that.

Director Williams stated the following.

I asked her to make a copy that you did a \$35,000 investigation on me and it came back that it was district related business. She has never come to me and says, Winn, I'm really sorry I caused this problem to you. Never. So I can tell you what happened, don't tell me I can't you what happened, that's exactly what happened any you're saying oh, I'm addressing it. I'm not addressing anything except the facts. I'm giving you the facts right now and you guys refuse to accept it. I do not understand why I cannot have contact with staff as far as you're concerned.

President Kreeger stated to Director Williams that his behavior towards Sandra makes it uncomfortable for somebody in her position or somebody around her to be around you, that's why this is in place. He further stated that what we have to avoid, our responsibility is to avoid a harassment issue.

President Kreeger stated to Director Williams that if you make somebody uncomfortable by just calling out somebody similar to what you just did, that makes an employee uncomfortable and as managers or quasi managers or this manager, the head guy in charge here, it is his responsibility legally through human resources laws in the State of California to protect his employees from harassment. He further stated that his behavior just now is exactly why that sanction is still in place.

Director Williams stated that he was told it's not a sanction.

President Kreeger stated it's a censure.

Director Williams stated that it's a sanction the four of you voted on it and it is a sanction. I'm sorry it is the same thing.

President Kreeger stated to Director Williams that he put this on the agenda because he had come in and just wanted to make sure that they we're all on the same page and all clear from because he understood that Director Williams was upset about this.

President Kreeger stated he wanted to make sure that they spoke about this properly so it can be aired out. He further stated to Director Williams that the Board has already voted on this and the censure is still in place and it's not going to change unless somebody on the Board wants to overturn it or make a motion to remove the sanction.

Director Williams stated the following.

So that's you guys are just great, you don't care about the law do you, you don't care about anything except what you want.

President Kreeger stated that he cares about the employees and the human resources laws of the state of California that dictate that we have to protect our employees.

Director Williams asked that if that's the case, why didn't he show it to him. He further stated that he is not threatening anybody and that a person needs to know their job and they need to do their job.

Director Williams stated that he didn't say he was going to attack anybody, hurt anybody and if he gets upset....

President Kreeger stated to Director Williams that the days of raising his voice in the office ended ten years ago. He further stated to Director Williams that it makes people uncomfortable and it can trigger a potential lawsuit.

Director Williams stated the following.

What the hell do you, you told me you didn't know the law. A few months back he says, I don't know the law and I said something about something and you said well it doesn't matter to me I don't know the law and now all of a sudden you're, you know it all.

President Kreeger stated that he's not saying he knows it all but knows enough about that because he's gone through the California Special District Governance.

Director Williams stated the following.

Do you want to know how much I know about the, there's a guy right there that we, that we pay to know the law and he's lying to me. I'm supposed to be his client as well as you're his client and everybody else.

President Kreeger stated to Director Williams that he wanted to make sure that they are on all the same page and all crystal clear on this. He further stated to Director Williams that he would call the Chief to schedule appointments with him and that's all he is being asked to do.

President Kreeger stated to Director Williams that they have put back in place everything else.

Director Williams stated give me my code, you guys all have a code. I want mine, give me my code.

President Kreeger stated to Director Williams no.

Director Williams stated that he was not being treated like the rest of the Board.

President Kreeger stated to Director Williams that he is treating him with the censure that's in place.

President Kreeger asked Legal Counsel Ballinger if there was anything else he needed to clarify.

Legal Counsel Ballinger stated no.

Director Williams asked Legal Counsel Ballinger why did he send a letter that had lies in it. He further stated to Legal Counsel Ballinger that he doesn't want to answer those questions because he is as bad as the rest of them and that Legal Counsel Ballinger is working against him.

Director Williams stated that he has not done anything to anybody.

President Kreeger stated to Director Williams that the meeting was going to move on and all that they are asking is that he call the Chief to schedule an appointment and that they have put back everything in place. He further stated to Director Williams that they appreciate his behavior up to this point tonight and to try to move forward.

President Kreeger stated to Director Williams to call the Chief and if wants to be treated like a regular board member, the Board calls the Chief and notifies him when they're going to be in the building. He further stated he will start checking in at the front desk also.

No vote needed.

FIRE CHIEF'S COMMENTS

Fire Chief Williams stated that the District has been awarded \$3.3 million from the COVID-19 Special District Relief Fund from the California Department of Finance. California special districts provided essential services to their local communities, maintained a large portion of the state's critical infrastructure, and employed thousands of front-line workers, but initially received none of the COVID relief funding available to cities and counties. A special thank you to CSDA for their leadership in successfully advocating for fiscal relief for California special districts, and also for providing support to staff during the application process.

Fire Chief Williams stated that the District has been awarded a Distinguished Budget Presentation Award from the Government Finance Officers Association for our FY22 Original Budget. This is the 5th consecutive year the District has received the GFOA budget award since our inaugural submission for the FY18 budget.

Fire Chief Williams stated that the Omicron variant is impacting our society very hard and is impacting our personnel as well. We are currently in "extreme" workforce due to the number of employees that are being impacted by COVID. As a result, we have had to cancel all time off for our suppression people and are having to force hire them for many days in a row. We remain committed to ensuring the health and welfare of our people and keeping all of our units in service to the best of our ability.

Fire Chief Williams stated during the month of December, our suppression personnel staffed 2 ambulances 24-hours a day, 7 days a week. Our community members continue to benefit from their efforts and sacrifice, as our priority is to provide exceptional service and safeguard the community.

Fire Chief Williams stated during the month of December, our ambulances responded to 829 incidents in the district and transported 322 patients to the hospital. The average response time of our ambulances during this time-frame was 8 minutes and 29 seconds. Since July 3rd, our ambulances have responded to 4,413 incidents and transported 1,848 patients to the hospital.

HR Consultant Andrew Tse gave a recruitment update.

Fire Chief Williams stated that on January 17th, Administration offices will be closed in observance of the Dr. Martin Luther King, Jr. Holiday.

Fire Chief Williams stated that a Finance Committee Meeting is scheduled for January 24, 2022 at 8:00 a.m.

Fire Chief Williams stated that the ASBCSD Meeting will take place on January 24, 2022 in Rancho Cucamonga at 6:00 p.m.

Fire Chief Williams stated that the Chino Valley Mayor's Prayer will take place on February 8th at 7:00 a.m. at Los Serranos Country Club.

Fire Chief Williams stated that the 2022 Chino State of the City Event will take place at the Planes of Fame Museum on February 22nd.

BOARD COMMITTEE REPORTS/BOARD COMMENTS

Director Ramos-Evinger stated that she attended the Chino Youth Parade, Make A Child Smile, Chino City Council, Fire Safe Council and Chino Hills Council meetings.

Director Ramos-Evinger congratulated Chief Shackelford on his retirement and welcomed new auxiliary worker Matthew Gibbon to the Fire District.

Director Ramos-Evinger thanked the foundation and staff for all their hard work during the community outreach during the Christmas events.

Director Ramos-Evinger thanked Finance Director Heide and staff for all their hard work and congratulated them on their award.

Director Ramos-Evinger thanked staff for her award and their support.

Director Williams thanked Chief Williams for everything he has done. He further stated that he hopes to get over this ridiculousness soon.

Director Williams stated that he doesn't understand why our \$250,000 a year Clerk of the Board can't say she's sorry. He further stated that there was a \$35,000 spent on him and it proved that she was wrong.

Director Williams asked why Legal Counsel Ballinger would try to say something about the case when it didn't apply. He further stated that the Board is putting themselves out there for a lawsuit.

Director Williams stated he has a right to get upset because he has been putting up with this for over three years.

Director Williams stated that he thought he was going to be just like the Board, deal with the Chief and have good relations and they're not letting him do it. He further stated that the Board refuses to accept it.

Director Williams stated that all he asked her to do was make two copies and that it proved by a \$35,000 investigation that she should have made the copies and she's caused him hell for three years. He further stated don't make it six months, make it next meeting, make him like everybody else so he can act and be like the rest of the Board.

President Kreeger informed Director Williams to fill out a request to have that put on the agenda.

Director Luth stated that he attended the Chino Youth Parade, Chino Hills Council, Chino Council meetings.

Director Luth welcomed Matthew Gibbon to the Fire District.

Director Luth congratulated Chief Shackelford on his retirement.

Director Luth thanked Director Ramos-Evinger for her year as Board President.

Director Luth made a comment on the Board compensation item.

Director Luth congratulated Finance Director Heide and his staff on the GFOA Award.

Director Luth stated he was proud of being part of this District.

Director Luth stated that in spite of the rhetoric that was heard tonight, some of the claims are absolutely not true and have been pointed out over and over at nauseum which is why they need to keep in place the one restriction.

Vice President DeMonaco stated that he concurred with Director Luth's last statement.

Vice President DeMonaco stated that he attended the Chino Youth Parade and Make a Child Smile events.

Vice President DeMonaco welcomed Matthew Gibbon to the Fire District.

Vice President DeMonaco congratulated Chief Shackelford on his retirement and thanked him for his leadership. He also thanked Director Ramos-Evinger for her leadership as Board President.

Vice President DeMonaco congratulated Finance Director Heide and staff for their award.

President Kreeger stated he was pleased about the 3.3 million dollars received in the COVID relief funds.

President Kreeger stated he was happy to move forward with district maps.

President Kreeger stated that he attended all the community events also.

President Kreeger welcome Matthew Gibbon to the Fire District.

President Kreeger also congratulated Director Ramos-Evinger for her job as Board President.

President Kreeger congratulated Chief Shackelford on his retirement.

President Kreeger congratulated Finance Director Heide and staff on their GFOA Award.

President Kreeger thanked all fire personnel for working during this time to keep the District running and keeping the community safe.

ADJOURNMENT

Regular Board Meeting Minutes

January 12, 2022

Page 21 of 21

The meeting was adjourned at 8:20 p.m. to a Regular Meeting of the Board of Directors of the Chino Valley Independent Fire District to be held on Wednesday, February 9, 2022 at 6:00 p.m. at District Headquarters located at 14011 City Center Drive, Chino Hills, CA 91709.

APPROVED AND ADOPTED THIS 9TH DAY OF FEBRUARY 2022

Melania Arredondo, Acting Clerk of the Board

Mike Kreeger, President

MONTHLY DISTRICT REPORT 2.

CHINO VALLEY INDEPENDENT FIRE DISTRICT

NO STAFF REPORT

Month of December 2021

ATTACHMENTS:

Monthly District Report December 2021

CHINO VALLEY FIRE DISTRICT



MONTHLY REPORT DECEMBER 2021

TABLE OF CONTENTS

I. Operations

- Incident Response Data

II. Community Risk Reduction

- Permit Revenue Summary Report
- License Revenue Summary Report
- New Construction

DECEMBER 2021

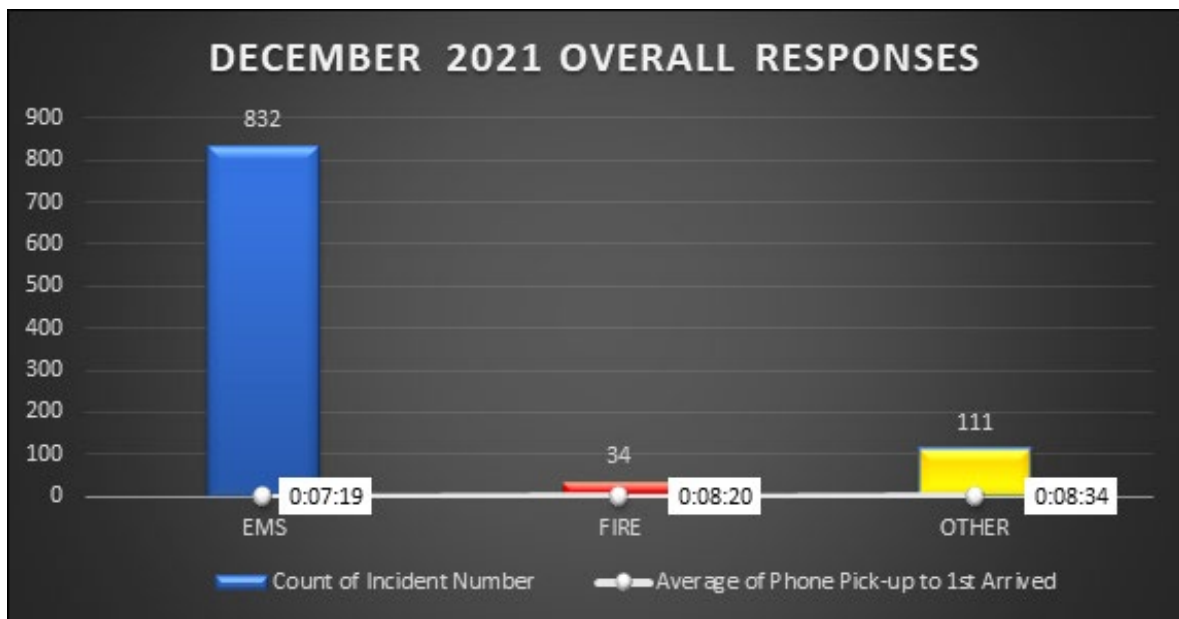
I. Operations:

- Incident Response Data

CHINO VALLEY FIRE DISTRICT

INCIDENT BASED RESPONSE TIME DATA DECEMBER 2021

Response times are calculated as an average from the time the call taker picked up the phone to the time of first unit arrival.



Total number of incident responses for December 2021:	<u>977</u>
	~
FIRE:	34
EMS:	832
OTHER:	111

DECEMBER 2021

II Community Risk Reduction:

- Permit Revenue Summary Report
- License Revenue Summary Report
- New Construction



Permit Revenue Summary Report

Payments as of 12/31/2021

Summary Listing

MONTH	YEAR	TOTAL FEES RECEIVED
January	2021	\$84,825.00
February	2021	\$74,371.00
March	2021	\$107,218.00
April	2021	\$106,311.00
May	2021	\$79,829.00
June	2021	\$156,067.00
July	2021	\$86,734.00
August	2021	\$96,850.00
September	2021	\$116,389.00
October	2021	\$136,757.00
November	2021	\$107,354.00
December	2021	\$101,726.00
Year To Date	Total	\$1,254,431.00



License Revenue Summary Report

Payments as of 12/31/2021

Summary Listing

MONTH	YEAR	TOTAL FEES RECEIVED
January	2021	\$1,967.00
February	2021	\$6,019.00
March	2021	\$17,441.00
April	2021	\$12,297.00
May	2021	\$4,484.00
June	2021	\$4,755.00
July	2021	\$11,094.00
August	2021	\$10,547.00
September	2021	\$16,610.00
October	2021	\$28,029.00
November	2021	\$21,364.00
December	2021	\$3,497.00
Year To Date	Total	\$138,104.00

NEW CONSTRUCTION WORKSHEET
DECEMBER 2021

PROJECT NAME	PROJECT# TRACT	LOCATION	CITY	DEVELOPER/ CONTRACTOR	DESIGN REVIEW	APPROVED	CONST PERMIT	OCCUP
Assisted living and memory care facility 100,000 sq. ft.	Proj. 2019-00004	13255 Serenity Trail	Chino (Co-Area)	Summerland Senior Living	X	X		
183 SFD/Vila Borba Montarra & Serena	TR 15989	Butterfield (West of Avenida De Portugal)	C.H.	Lennar	X	X	X	
Vila Borba Multifamily Sites - 19 Lots	TR 16413	Butterfield (South of Avenida De Portugal)	C.H.	Lennar	X	X		
Vila Borba (PA4) Townhomes/Condos 220 Multifamily Units	19SPR04 TR 16414	NEC Butterfield & Avenida De Portugal	C.H.	Lennar	X	X		
149 SFD/Vila Borba Montarra II	TR 16388	Butterfield/Pine	C.H.	Lennar	X	X	X	
95 Unit Condo Development Lago Los Serranos	05SPR01 TR 17362	Birdfarm Rd & Country Club Dr.	C.H.	Twen Ma Arch.	X	X	X	
Subdivide 6.7 acres into 13 lots Existing home will remain	TR 16959	2294 Carbon Canyon Rd.	C.H.	Richard Meaglia	X	X		
The Commons at Chino Hills/Major 3; Shops 6 and 9	06SPR02	4655/4575/4675 Chino Hills Pkwy.	C.H.		X	X		
Coptic Orthodox Church	15CUP04 15SPR04	14715 Peyton Dr.	C.H.	Ramy Awad	X	X		
The Rincon (Imaging Center; Holiday Inn; Wendy's)	15SPR03 Amendment TPM 19846	15855/15851/15931 Soquel Cyn. Rd	C.H.	Philip Lee	X	X	X	
Rancho Cielito PM 4562/Formerly PM 4562; now 20343	PM 20343 17SPR02	15303 Country Club Dr. N/Los Serranos/Valle Vista Dr.; S/Lake Los Serranos (btwn Pipeline/Ramona)	C.H.	Rolling Ridge Ranch Jack Greening Jr.	X			
Proposed 130,149 sf. Three story self-storage facility. The Storage District@Fairfield Ranch Bus. Park	18SPR01 18CUP05	15443 Fairfield Ranch Rd.	C.H.	SORSIRS, Inc	X	X	X	

**NEW CONSTRUCTION WORKSHEET
DECEMBER 2021**

Costco Gas Station Expansion/Relocation; Car wash and warehouse Expansion	19CUP04	13111 Peyton Dr.	CH	MG2 Architects	X			
159 SFDs on 130 Acres; Development to include Comm. Rec. Center, private streets & designated open spaces.	19CUP06 TTM 20317	Shadyview	CH	Trumark Homes	X			
Development & Operation of landscape supply business.	19SPR01	SWC Pomona Rincon Rd/Enslor Ln	CH	Rosario Rios	X			
Chino Hills Condominiums	19SPR02	E. Pomona Rincon Rd/S. of Los Serranos Rd	CH	William Ashley Inc	X			
52 Lot subdivision "Paradise Ranch"	19SPR03 TTM 20286	Canyon Hills Rd. (Gentile Property)	CH	True Life Companies	X			
Development of 4,077 sq. ft. multi-tenant Bldg, including Drive-thru Burger King Rest. Of 2,281 sq. ft.	19SDP03	3170 Chino Ave.	CH	John Dodson	X	X	X	X
Hidden Oaks **On hold until 10/21**	TR 18869 SP10-01	Carbon Canyon Rd.	C.H.	J.P. Weber Group	X			
Proposal to subdivide vacant lot into 2 lots; 5.097 gross acres; 5,091 gross acres	TPM 15262	Old Carbon Canyon Rd	CH	Bill Estanislau	X	X	N/A	N/A
2 parcel residential subdivision (DR#473)	TPM 20037 2019-1425	NC Intersection Pomona Rincon Rd/Bird Farm	C.H.	Umesh Patel	X	X	N/A	N/A
Micro brewery; outdoor patio; I & I Brewing	20MUP03	4020 Chino Hills Pkwy	C.H.	I & I Brewery	X	PH 9/21/21		
2 Sites consisting of 6 Planning Areas; Site 1 = 724 units, Site 2 = 52 units	21SPR01	SW Portion of LSGC & vacant lot @ NEC Los Serranos Rd. & CC Drive	C.H.	Greening Trust	X			
U.S. Bowling Corp.: Phase IV McCalla Center	SA 96-09 (R1)	13609, 13613, 13619, 13625 Central Ave.	Chino	Alston Construction	X	X	X	
183 Units/Open space amenities Turnleaf	PL12-0513-15 PL17-0077 TR 18858	N/O Bickmore, E/O Mayhew	Chino	KB Homes	X	X	X	X

**NEW CONSTRUCTION WORKSHEET
DECEMBER 2021**

92 SFR units & Private Rec. Center, Orchard Square	PL14-0685/0686 TR18924	E/s Central; N/o Francis	Chino	Meritage Homes (Stratham Homes)	X	X	X	X
2 Story warehouse bldg. & office; 46,560 s.f	PL 14-1133 (SA) APN 102136113	NWC Central/Eucalyptus	Chino	Ever Sun Investments LLC	X	X June 2018		
Kimball Business Park (Kimball Street 12 Bldgs. remaining - 10 bldgs. now completed 8522 - 8778 Kimball)	PL15-0527 PL15-0528 PL15-0529 PL15-0530	8522/8544/8576/8614/ 8624/8652/8688 8716/8746/8778/8820 Kimball Ave; 15666 Hellman Ave.	Chino	SRG Acquisition	X	X	X	
Heirloom @ Harvest - 104 Residential Units	PL16-0166 TR 19947 TR19950	Pine Ave. Lots 2 & 6	Chino	Richmond American Homes of Maryland, Inc.	X	X	X	X
Honda T.I to existing office warehouse; Partial conversion of truck trailer parking	PL16-0245	14141 Yorba Ave	Chino	Withee Malcolm Arch.	X	X		
Proposed 4-story (62 units), 49,711 sq.ft. Senior Apartment Building	PL16-0347 PL16-0357	11930 Central Ave.	Chino	Komar Investments	X	X (PH 09/20/21)		
Harvest Olive Grove - 57 SFD	PL16-0675 PL14-1141 TR 19946 TR 19948	NWC Pine/Hellman	Chino	Lennar Homes	X	X	X	X
Andy's Burger's 5,800 sq.ft. drive through restaurant	PL16-0671	4616 Riverside Dr.	Chino	John Wyka	X	X	X	
Euclid Commerce Center - 6 Industrial Bldgs.	PL16-0701 PL16-0702 PL16-0703 PL17-0048	15801; 15841; 15881; 15921; 15893; 15915 Euclid Ave.	Chino	Euclid/Kimball Partners LLP	X	X	X	
Farmer Boys - 3,218 sq.ft.Restaurant	PL16-0772 PL16-0773	7031 Kimball Ave.	Chino	HHI San Bernardino, LLC	X	X	X	X
Utilize existing 14,720 sq.ft. facility for Islamic Center	PL16-0704 TPM 18903	4711 Chino Ave.	Chino	Chino Valley Islamic	X	X		
Altitude Business Center (Kimball & Mayhew) Commercial Development - 220,000 sq.ft. Warehouse/Multi- Tenant Bldg. 30,000 sf.ft.	PL16-0456 PL16-0457 TPM 19756	15865, 15791 Quality Way; 15790, 15771, 15825, 15881 Terminal Ct.	Chino	Richland Communities	X	X		

**NEW CONSTRUCTION WORKSHEET
DECEMBER 2021**

Distribution Facility for In-N-Out	PL17-0042 PL17-0044 PL19-0048 PL19-0049 PL19-0091 PL19-0092	16000 Quality Way	Chino	In-N-Out Burger	X	X	X	
Fairfield Inn & Suites 4-story Hotel 58,940 sq.ft.	PL17-0060 PL17-0061	14705 Ramona Ave. (Rancho Del Chino)	Chino	JS Hotel Dev.	X	X	X	
2,117 S.F. office space & driveway for trucking co.	PL17-0081 PL17-0082	14085 Magnolia Ave	Chino	LGS Engineering	X	X	X	
2 Industrial Bldgs.: Bldg. 1 - 136,200 sq. ft.; Bldg. 2; 80,753 sq. ft. / Yorba II Modification Filed 1/2021	PL17-0092 PL17-0093 PL17-0094 PL17-0121	14522 & 14628 Yorba Ave.	Chino	HPA Arch./Fullmer	X	X	X	
Time Extention for TTM 18856 - Rancho Miramonte	PL17-0106 TTM 18856	Chino Corona Rd/Cucamonga Ave	Chino	Trumark Homes	X	X (TE#1 06/09/21)		
Reconstruction of CHS Campus w/ 1 & 2 story bldgs; parking lots; play fields; plazas	PL17-0113	5472 Park Pl.	Chino	WLC Architects	X	X	N/A	N/A
Install Temporary Mobile Office	PL18-0028	7780&7802 Kimball Ave.	Chino	Superior Sod	X	X		
Industrial Bldg. - 8,854 sq.ft.- Warehouse for packaging materials	PL18-0034	5199 F St.	Chino	Moksud Rahman	X	X		
Proposed Addition of 14,265 sq. ft. - Wing Lee Poultry	PL18-0038	13625 Yorba Ave.	Chino	Austin Co.	X	PH 04/19/21		
3,200 S.F. Conv. Store w/a 1,600 S.F. Rest./1,563 S.F. detached carwash; 3,000 S.F. Gas station island	PL18-0047 PL18-0048	El Prado/Central	Chino	Kaykel Investment	X	X	X (TE#2 08/09/21)	
55 Residential Dwellings - Harvest @ The Preserve - Olive Grove II	PL18-0039 TR 19952	NWC Bickmore/Alpine Pine Ave. Lot 8	Chino	Lennar Homes	X	X	X	X
Watson Industrial Park - 3 Industrial Bldgs - 267K - 560K sq.ft.; Bldgs. 847, 848, 849; 8975 & 9129 Remington- Complete	PL18-0040 PL18-0041	SWC/SEC Remington/Hellman 8841 Remington	Chino	Watson Land Co.	X	X	X	

**NEW CONSTRUCTION WORKSHEET
DECEMBER 2021**

Assisted living facility - 72 units	PL18-0057 PL18-0058	Guardian Way btwn 10th & Vernon Ave	Chino	Source Architecture Inc	X	Public Hearing 7/20/2020 (TE #1 6/23/21)		
SFD attached duplex & triplex development - 106 units Morning Sun	PL18-0059 TTM 20231	APN 1055-451-03 LOT 11	Chino	Lennar	X	X	X	
Subdivide land into 5 parcels for single family homes - Monte Vista Village	PL18-0063 PL18-0064 PL18-0065 TTM 20227	12948 Monte Vista	Chino	Global Wood Solutions	X			
Proposed Residential Development Summerfield @ Harvest -The Preserve 93 SFD	PL18-0067 TR19951	NWC Bickmore/Alpine Meadows	Chino	Lennar Homes	X	X	X	X
8 Manufacturing/Warehouse bldgs. - Ranging btwn 12k sq.ft. - 205k sq.ft.	PL18-0070 PL18-0071 PL18-0072	NEC Bickmore/Euclid Ave.	Chino	Alere Property Group LLC	X	X		
The Landings - 200 homesites w/SFD & Townhomes (Waypoint & Crossings)	PL18-0073 TR 20008	N/o Bickmore; W/o Rincon Meadows	Chino	Lennar Homes	X	X	X	
Pineberry@ The Preserve - 78 SFD	PL18-0074 TR 19953/18479 TR 18480	Pine Ave. Lots 10 & 12	Chino	Richmond American Homes of Maryland, Inc.	X	X	X	X
Vineyard @ The Preserve - 73 SFD	PL18-0075 TR 19935	Pine Ave. Lot 11	Chino	Richmond American Homes of Maryland, Inc.	X	X	X	X
Addition to existing bldg. and construction of shade canopies (2)	PL18-0086 PL18-0087	13677 Yorba Ave.	Chino	Gerald Mele & Associates	X			
Two proposed warehouse bldgs. Totaling 2,080k sq.ft.	PL18-0090 PL18-0091 PL18-0118 PL18-0119 PL18-0120 TPM 20071	16195 Mountain Ave.	Chino	Majestic Realty	X			
SFD - 26 units	PL18-0094 TTM 20169	Pine/Meadowhouse	Chino	Chino Preserve Dev. Corp.	X			
Two lots for Condos - 177 units	PL18-0096 TTM 20173	Pine/Meadowhouse	Chino	Chino Preserve Dev. Corp.	X			

NEW CONSTRUCTION WORKSHEET
DECEMBER 2021

Construct building for light industrial use	PL18-0099 PL18-0100 PL18-0101	SEC Moon /Remington Ave.	Chino	HIP So-Cal Properties LLC	X	X		
Proposed Industrial project	PL18-0102	NWC East End/ County Rd	Chino	Overton Moore Properties	X			
Warehouse Bldg. 61,023 sq.ft.	PL18-0103 PL18-0099 PL20-0010	9261 Remington	Chino	Steve Hong	X	X (TE#1 07/21/21)	X	
23,850 sq. ft. Commercial Center "Chino Pipeline Center"	PL18-0035 PL18-0105 TTM 20028	4076 Chino Ave	Chino	Creative Design Assoc	X			
Expansion of Existing Veterinary Bldg. 2,999 sq. ft.	PL18-0106	3415 Chino Ave.	Chino	Steven Dunbar	X			
Two concrete tilt-up warehouse/office buildings TPM 20058	PL18-0112 PL18-0113	14468 Central Ave.	Chino	OC Engineering	X	X		
Eagles Nest V & VI Aviation Business Park 158,490 sq. ft. Bus. Park - 4 executive hangars	PL18-0114 Prev. SA05-33	7000 Merrill Ave. (NEC) APN 1026-081-10 to12	Chino	Chino Dev. League	X	X		
Relocating existing day spa to a new location	PL18-0125	14516 Pipeline Ave.	Chino	John R. DeWorken	X			
16,950 S.F. warehouse/office	PL19-0003	15022 La Palma Dr.	Chino	Homtomi C01 Partners LP	X	Public Hearing 7/20/2020 (TE #1 6/23/21)		
New Garage/storage/porch/patio	PL19-0020	11645 Vernon Ave.	Chino	Javier Hernandez	X	X		
3 Housing products - 68 detached dwelling units and auto courts; 28 attached duplexes and 72 attached triplexes	PL19-0021 PL19-0022 TTM 20247	NEC Bickmore Ave./Mayhew Ave.	Chino	Richland Ventures LLC	X	X		
Child Care Center 9,970 sq.ft.	PL19-0023 PL19-0024	6921 Schaefer Ave.	Chino	Architects McDonald, Soutar & Paz, Inc.	X	X	X	
Construction of self-service carwash	PL19-0085 PL19-0084	5526 Philadelphia St	Chino	PM Design Group	X			

NEW CONSTRUCTION WORKSHEET
DECEMBER 2021

Proposed 3 acre park with restrooms & shade structure	PL19-0046	NEC Discovery Park Ave/Innovation	Chino	Chino Preserve Dev.	X			
15 Single Family Detached Homes (TTM 20235) "Francis Crossing"	PL19-0055	5084 Francis Ave	Chino	Kevin L Cramer	X			
Storage Units w/Office Space	PL19-0059	13381 11th St.	Chino	Mike/Debbie Boyle	X			
Conversion of residential to office	PL19-0068	13132-13138 9th St.	Chino	Jianyun Wang	X			
Homecoming Phase 5 - 187 Homes incl. 14 live/work units; Main St. Apartments - 172 Units	PL19-0071 PL19-0089 PL20-0007 TTM 20326	SWC Pine/East Preserve Loop	Chino	Chino Preserve Dev	X	X	X UG Permit	
116 Detached Condominium Community (Block 4) Voyage @ Discovery Park	PL19-0072 TR 20167 TR 20248	Market St./ Discovery Park Ave.	Chino	Lennar	X	X	X	
123 Condominiums "Bungalows"; Delia @ The Preserve (MSA PL 18-0010/ PL 18-0011)	PL19-0073 TR 20171	N/O Pine, S/O Bickmore, at Meadowhouse	Chino	Tri Pointe Homes	X	X	X	
76 Single-Family units (Amelia) (MSA PL 18-0010/ PL 18-0011)	PL19-0074 TR 20172	N/O Pine, S/O Bickmore, at Meadowhouse	Chino	Pulte Homes	X	X	X	
116 Detached Condos - Gardenside (Liberty Deluxe) (MSA PL 18-0010/ PL 18-0011)	PL19-0075 TR 20170 TR 20270	N/O Pine, S/O Bickmore, at Meadowhouse	Chino	Richmond America	X	X	X	
123-unit living/memory care facility; 2 Office Bldgs. And 2 Rest. Pads (PH 12.07.20)	PL19-0079 PL19-0080	Btwn Central Ave/ Benson Ave	Chino	Clover Estates	X	X (TE#1 12/08/21)		
Town Center @ The Preserve; 146,648 sq. ft. Commercial Center.	PL19-0082 PL20-0016 (TPM) 20333 PL2017-0017 PL20-0018	Pine Ave. & Main St.	Chino	Lewis Retail Centers	X	PH 04/05/21		
Construction of self-service carwash	PL19-0085 PL19-0084	5526 Philadelphia St	Chino	PM Design Group	X	X (TE#1 07/07/21)		
4 Warehouse/Comm. Bldgs	PL19-0086 PL19-0103	NWC East End/ County Rd	Chino	Clark Neuhoff	X	X (TE#1 06/09/21)		

NEW CONSTRUCTION WORKSHEET
DECEMBER 2021

Indoor RC car racetrack & baseball/softball training and Rec Fac.	PL19-0105	13871 Oaks Ave.	Chino	The Field 3 LLC	X	X		
Convert existing warehouse into medical office	PL19-0090	5143 D Street	Chino	Youkun Nie	X	X		
Single Story commercial Bldg.	PL19-0101	6903 Schaefer Ave.	Chino	Architects McDonald, Soutar & Paz, Inc.	X	X	X	
Three Tilt-up Bldgs. (Previously PR-PL19-0014)	PL20-0003 PL20-0004 PL20-0005 PL20-0006	12040 East End Ave	Chino	Lankershim Industrial Inc.	X			
Discovery Park @ The Preserve(Block 4) 68 detached auto courts residential units	TPM 20168 TTM 20164 Lot 2 & 3	SWC Hellman/Market Mountain Ave/ Satterfield Way	Chino	Richmond American Homes	X	X	X	
Proposed Accessory Structure (garage/storage)	PL20-0008	6010 Walnut Ave.	Chino	Water Living Church	X			
Proposed K-8 school, park, community center, and library	PL20-0014 (MSA) PL21-0026	Market St./ Main St./ E. Preserve Loop/ Legacy Park	Chino	Chino Holding Co.	X			
Proposed 28,153 S.F. lot subdivision into 2 residential lots	PL20-0019 TPM 20207	13515 Monte Vista Ave.	Chino	KG Investments LLC	X	X		
Fast Food Restaurant w/drive-thru; 2,400 s.f. (Modify SCUP PL05-0033) El Pollo Loco	PL05-0033 PL20-0025	6969 Schaefer Ave.	Chino	McDonald, Soutar & Paz Inc.	X	X		
295,300 sq.ft. one story tilt-up bldg.with 15,000 sq. ft. office/mezzanine	PL20-0026 PL20-0027 PL20-0028 PL20-0029	13404 Yorba Ave 13461 Ramona Ave.	Chino	Brandi Smith	X	PH 7/19/21		
2 Commercial/Retail buildings	PL20-0039 PL20-0040 PL20-0041 PL20-0042	NWC Kimball/Hellman	Chino	Orbis LCG Kimball LLC	X	X PH 03/01/21		
Multi-Family Condo Dev N1 - Rancho Miramonte;1 10 bldgs w/6 dwelling units per bldg.	PL20-0046	Chino Corona Rd/Cucamonga Ave	Chino	Trumark Homes	X			
Detached Condo Dev. - N2 - Rancho Miramonte; 67 detached buildings	PL20-0047	Chino Corona Rd/Cucamonga Ave	Chino	Trumark Homes	X	PH 7/19/21		

NEW CONSTRUCTION WORKSHEET
DECEMBER 2021

Multi-Family Condo Dev. - N3 Rancho Miramonte; 12 Bldgs w/6 dwelling units	PL20-0048	Chino Corona Rd/Cucamonga Ave	Chino	Trumark Homes	X			
SFD - 110 units N4 - Rancho Miramonte	PL20-0051	Chino Corona Rd/Cucamonga Ave	Chino	Trumark Homes	X	PH 7/19/21		
76 detached condos; N9 - Rancho Miramonte	PL20-0052	Chino Corona Rd/Cucamonga Ave	Chino	Trumark Homes	X	PH 8/16/21		
203 MDR & 4 Lettered Lots	PL20-0053 PL20-0054 TTM 20369	NEC Pine/E. Preserve Loop	Chino	Fallon Crest Farm	X			
60 Dwelling Units N6 - Rancho Miramonte	PL20-0055	Chino Corona Rd/Cucamonga Ave	Chino	Trumark Homes	X	PH 8/16/21		
55 Dwelling Units N7 - Rancho Miramonte	PL20-0056	Chino Corona Rd/Cucamonga Ave	Chino	Trumark Homes	X			
26,474 sq. ft Parcel division; (1) 9,820 sq. ft.; (2) 8,611 sq. ft.; (3) 8043 sq. ft. TMP20280	PL20-0058 PL20-0059	12308 Fern Ave	Chino	Truong Dong	X			
163 Two-story homes	PL20-0060	Mountain Ave/Merrimack St	Chino	Lennar Homes	X			
Subdivide parcel into singe lot tract for condo purposes; total of 210 MFD	PL20-0062 PL21-0021 TTM 20380	Academy/Legacy	Chino	Chino Holding Co.	X			
Custom designed 1,400 sq. ft. Accessory structure.	PL20-0065	4231 Walnut Ave.	Chino	Brian Hoogeveen	X			
1,732 sq. ft. detached workshop	PL20-0066	4114 Hacienda Ln.	Chino	Roberto Graciano	X	X PH 03/01/21		
Raising Cane Chicken - Drive Thru	PL20-0067	3919 Grand Ave	Chino	PM Design Group	X	X	X	
68 SFD detached auto-court; 28 duplex condo unites; 72 triplex condo units	PL20-0071	Bickmore Ave/Mayhew	Chino	KB Homes Costal Inc.	X	PH 9/20/21		
3.7 acre Rec center & 1.4 acre park "Rancho Miramonte 68 SFD detached auto-court; 28 duplex condo unites; 72 triplex condo units	PL20-0072	Chino Corona Rd /Cucamonga Ave	Chino	The Miramonte Investors	X			

**NEW CONSTRUCTION WORKSHEET
DECEMBER 2021**

Two story 16,000 sq. ft. Bldg. on 45,000 sq. ft. lot	PL21-0001 PL21-0002	13779 Central Ave.	Chino	TZC LLC	X			
3.74 Acres proposed Commercial/Retail/Restaurant "The Campus at College Park"	PL21-0004 PL21-0005	Eucalyptus/Oaks/ Notre Dame	Chino	United Trust Realty Corp	X			
Commercial Development w/car wash; drive- thru restaurant & retail	PL21-0011 PL21-0012	6132 Riverside Dr.	Chino	Pacif Rim Arch.	X			
79 Single Family Detached Units - Block 4	PL21-0013 TR 20165	N/O Legacy Park St. E/O Discovery Park Ave.	Chino	Century Communities	X	PH 7/19/21		
Construction of 2 ADUs	PL21-0018	5395 Locust St	Chino	Wheeler & Wheeler Arch.	X	PH 9/20/21		
Develop of 69 detached homes	PL21-0023 (TR 20166)	NEC Hellman/ Legacy Park St	Chino	KB Homes	X	PH 9/20/21		
56 Dwellings Units; Previously approved as part of MSA PL18-0012	PL21-0027 TR 20249	NWC Discovery Park/Legacy Park	Chino	Chino Preserve Dev.	X			
Modification of Master Site Approval for K-8 school; Comm. Center, Library, Public Park and High Density Residential	PL21-0031 PL21-0032 TR 16420	Market St/Main St/E. Preserve Loop/Legacy Park	Chino	Chino Holding Co.	X			
Commercial Development consisting of approx. 18 bldgs.	PL21-0036 PL21-0037 PL21-0038	Kimball Ave/Quality Way	Chino	Richland Ventures LLC	X			
Baseball/Softball Academy "Line Drive Academy"	PL21-0039	15642 Dupont Ave	Chino	Mike Brocki	X			
Proposed amendment of EBPSP; land use change from Business Park to Manufacturing	PL21-0042	4331 Eucalyptus Ave	Chino	Eucalyptus LPIV 5 LLC	X			
Renewal of (1) existing modular office trailer for occasional meeting use	PL20-0035 PL21-0044	14005 S. Benson Ave	Chino	Maricela Gutierrez	X			
MSA "Block 3" for 168 Units and Park	PL21-0045 PL21-0057 (TTM 20446) PL21-0058 (TTM 20447)	SEC Legacy Park/ E Preserve Loop Rd/ Corona Rd	Chino	Chino Preserve Dev. Corp	X			

NEW CONSTRUCTION WORKSHEET
DECEMBER 2021

Proposed Animal Hospital	PL21-0047 PL21-0048	SEC of the Preserve	Chino	Cool Theel	X			
Design guidelines for Fallon Crest	PL21-0049	8424 Bickmore Ave	Chino	Fallon Crest Farms	X			
852 sq. ft. Exterior refrigeration enclosure for existing Ind. Bldg.	PL21-0050	12290 Colony Ave	Chino	The Ziegenfelder Co	X			
Block 11 - MSA Proposed mix of 4 residential product types, totaling 305 units and Rec Center (Block 11)	PL21-0056	SEC Legacy Park/ E Preserve Loop Rd/ Corona Rd	Chino	Chino Preserve Dev. Corp	X			
50,000 sq. ft. Ind. Bldg. (Part of Altitude Business Centre)	PL21-0061	Kimball Ave/Quality Way	Chino	Link Logistics R.E.	X			
Pine Tree Motel expansion; 13,696 sq. ft. two-story addition with 31 rooms; 320 sq. ft. fitness room/48 parking spaces (Previous PL18-0020/PL18-0021)	PL21-0063 PL21-0064	12018 Central Ave.	Chino	J.C. Mann Arch.	X			
149 Condo Units; TR 20161 - The Meadows	PL21-0071 PL21-0072 TTM 20173	Meadow House/Desert Holly	Chino	Beazer Homes Holding, LLC	X			

MONTHLY FINANCIAL REPORT 3.

CHINO VALLEY INDEPENDENT FIRE DISTRICT STAFF REPORT

DATE: FEBRUARY 9, 2022

**TO: MIKE KREEGER, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

SUBJECT: MONTHLY FINANCIAL REPORT - JANUARY 2022

PURPOSE:

The purpose is to present the Chino Valley Fire District's financial activity for the month ended January 31, 2022, and for the fiscal year-to-date in comparison to the Amended budget.

DISCUSSION:

This report provides revenue and expenditure information for the month of January 2022 and fiscal year-to-date in comparison to the 2021-22 Amended budget and the prior year amounts for the fiscal year-to-date.

Cyclical Nature of District Revenues and Year-End Adjustments

As District revenues are largely cyclical, the majority of District property tax revenues are received during the November/December and April/May timeframes. Readers of the District's monthly financial reports should be cautioned when drawing conclusions regarding total revenues minus total expenses in any given month. Generally, over time, a more meaningful comparison may be drawn between the current and prior year-to-date totals, as well as the year-to-date variances between budgeted and actual financial performance. Additionally, there are a number of required adjustments to the District's financial statements after each fiscal year-end which can have a significant impact on the final numbers for the fiscal year. Over the course of the fiscal year, the attached two-year revenue and expenditure comparison graphs are intended to provide a summary comparison of the District's total revenues and expenditures between the current and prior fiscal year-to-date.

RECOMMENDATION:

It is recommended that the Board of Directors of the Chino Valley Fire District receive and file this

financial report.

ATTACHMENTS:

Monthly Financial Report for January 2022



Chino Valley Fire District Monthly Financial Report - Summary

As of January 31, 2022

Account Description	Monthly Actual Amount	Year-to-date Actual Amount	Annual Budget Amount	Variance From Budget	% of Budget	Prior Year-to- date Actual Amount	Variance From Prior Year
Funds 100/500							
REVENUE							
Property tax revenue	\$ 519,850	\$ 20,076,758	\$ 36,283,011	\$ (16,206,253)	55%	\$ 18,769,208	\$ 1,307,550
Contract revenue	1,187,338	6,404,455	11,431,147	(5,026,692)	56%	6,964,785	(560,330)
Other revenue	4,189,677	7,151,233	2,145,300	5,005,933	333%	989,278	6,161,955
REVENUE TOTALS	\$ 5,896,865	\$ 33,632,446	\$ 49,859,458	\$ (16,227,012)	67%	\$ 26,723,271	\$ 6,909,175
EXPENSE							
Salaries and benefits	\$ 3,246,813	\$ 25,567,729	\$ 40,893,317	\$ 15,325,588	63%	\$ 23,805,432	\$ 1,762,297
Services and supplies	370,575	3,070,509	6,788,864	3,718,355	45%	2,754,420	316,089
Capital outlay	31,520	752,288	1,510,380	758,092	50%	408,512	343,776
EXPENSE TOTALS	\$ 3,648,908	\$ 29,390,526	\$ 49,192,561	\$ 19,802,035	60%	\$ 26,968,364	\$ 2,422,162
Funds 100/500 - Totals							
REVENUE TOTALS	\$ 5,896,865	\$ 33,632,446	\$ 49,859,458	\$ (16,227,012)	67%	\$ 26,723,271	\$ 6,909,175
EXPENSE TOTALS	\$ 3,648,908	\$ 29,390,526	\$ 49,192,561	\$ 19,802,035	60%	\$ 26,968,364	\$ 2,422,162
Funds 100/500 - Net Gain (Loss)	\$ 2,247,957	\$ 4,241,920	\$ 666,897	\$ 3,575,023	636%	\$ (245,093)	\$ 4,487,013
Transfers In - Capital Replacement	\$ -	\$ 6,043	\$ 150,135	\$ 144,092	4%		
Fund 800 - Restricted Assets							
REVENUE							
Other revenue	(1,132,646)	(276,987)	-	(276,987)		440,026	(717,013)
REVENUE TOTALS	\$ (1,132,646)	\$ (276,987)	\$ -	\$ (276,987)		\$ 440,026	\$ (717,013)
EXPENSE							
Services and supplies	764	4,514	-	4,514		4,500	14
EXPENSE TOTALS	\$ 764	\$ 4,514	\$ -	\$ 4,514		\$ 4,500	\$ 14
Fund 800 - Restricted Assets Totals							
REVENUE TOTALS	\$ (1,132,646)	\$ (276,987)	\$ -	\$ (276,987)		\$ 440,026	\$ (717,013)
EXPENSE TOTALS	\$ 764	\$ 4,514	\$ -	\$ 4,514		\$ 4,500	\$ 14
Fund 800 - Restrictcd Assets Net Gain	\$ (1,133,410)	\$ (281,501)	\$ -	\$ (281,501)		\$ 435,526	\$ (717,027)
Grand Totals, All Funds							
REVENUE TOTALS, INCL.	\$ 4,764,219	\$ 33,361,502	\$ 50,009,593	\$ (16,648,091)		\$ 27,163,297	\$ 6,192,162
EXPENSE TOTALS	\$ 3,649,672	\$ 29,395,040	\$ 49,192,561	\$ 19,797,521		\$ 26,972,864	\$ 2,422,176
Grand Total Net Gain (Loss)	\$ 1,114,547	\$ 3,966,462	\$ 817,032	\$ 3,149,430		\$ 190,433	\$ 3,769,986



Chino Valley Fire District Monthly Financial Report

As of January 31, 2022

Account Description	Monthly Actual Amount	Year-to-date Actual Amount	Annual Budget Amount	Variance From Budget	% of Budget	Prior Year Year-to-date Actual Amount	Variance From Prior Year
Funds 100/500							
REVENUE							
Property tax revenue							
Property tax - current secured	\$ 357,381	\$ 17,774,726	\$ 32,958,402	\$ (15,183,676)	54%	\$ 16,539,984	\$ 1,234,742
Property tax - current unsecured	40,121	1,290,378	1,380,609	(90,231)	93%	1,230,258	60,120
Property tax - current utility	-	96,634	400,541	(303,907)	24%	100,351	(3,717)
Property tax - prior and penalty	23,136	649,901	800,000	(150,099)	81%	631,110	18,791
Property tax - home owner's exemption	84,359	120,513	300,962	(180,449)	40%	122,263	(1,750)
Property tax - supplemental	14,120	124,849	397,497	(272,648)	31%	106,319	18,530
Property tax - weed abatement	733	19,757	45,000	(25,243)	44%	38,923	(19,166)
Property tax revenue Totals	519,850	20,076,758	36,283,011	(16,206,253)	55%	18,769,208	1,307,550
Contract revenue							
Current services	1,187,338	6,404,455	11,431,147	(5,026,692)	56%	6,964,785	(560,330)
Contract revenue Totals	1,187,338	6,404,455	11,431,147	(5,026,692)	56%	6,964,785	(560,330)
Other revenue							
Permit and inspection fees	135,549	854,266	1,316,800	(462,534)	65%	766,883	87,383
Weed abatement	-	1,112	30,000	(28,888)	4%	2,448	(1,336)
Other sales	-	2,010	3,000	(990)	67%	801	1,209
Other revenue	1,285	28,435	90,000	(61,565)	32%	35,353	(6,918)
Mutual aid recoveries	733,792	2,934,795	500,000	2,434,795	587%	135,084	2,799,711
Grants	3,320,209	3,325,209	79,500	3,245,709	4183%	-	3,325,209
Sale of fixed assets	-	-	-	-	+++	-	-
Donations	-	300	1,000	(700)	30%	1,000	(700)
Interest revenue	(1,158)	5,106	125,000	(119,894)	4%	47,709	(42,603)
Other revenue Totals	4,189,677	7,151,233	2,145,300	5,005,933	333%	989,278	6,161,955
REVENUE TOTALS	\$ 5,896,865	\$ 33,632,446	\$ 49,859,458	\$ (16,227,012)	67%	\$ 26,723,271	\$ 6,909,175



Chino Valley Fire District Monthly Financial Report

As of January 31, 2022

Account Description	Monthly Actual Amount	Year-to-date Actual Amount	Annual Budget Amount	Variance From Budget	% of Budget	Prior Year Year-to-date Actual Amount	Variance From Prior Year
EXPENSE							
Salaries and benefits							
Salaries regular	\$ 1,343,454	\$ 9,678,634	\$ 18,486,576	\$ 8,807,942	52%	\$ 9,324,708	\$ 353,926
Salaries - part time	7,433	50,673	117,103	66,430	43%	49,896	777
Uniform allowance	43,850	43,879	46,450	2,571	94%	42,971	908
Coverage - training and support	433,566	1,709,485	738,139	(971,346)	232%	654,336	1,055,149
Coverage - emergency response and leave	248,653	3,204,094	4,499,104	1,295,010	71%	4,374,699	(1,170,605)
Coverage - worker's compensation	97,887	760,129	900,000	139,871	84%	508,374	251,755
Call back or standby	775	6,014	11,315	5,301	53%	4,862	1,152
Separation payments	150,718	216,940	320,000	103,060	68%	129,056	87,884
Special compensation	52,549	374,297	776,760	402,463	48%	369,410	4,887
Annual leave buyback	64,175	70,641	600,000	529,359	12%	31,606	39,035
PERS retirement	354,199	6,027,549	7,696,386	1,668,837	78%	5,254,928	772,621
Survivor's benefits	250	1,789	11,401	9,612	16%	1,780	9
Long term disability	1,715	11,662	29,144	17,482	40%	11,459	203
Unemployment insurance	14,183	14,183	16,016	1,833	89%	14,375	(192)
Health and dental insurance	219,218	1,560,965	3,319,815	1,758,850	47%	1,462,664	98,301
Social security medicare	33,275	232,181	313,117	80,936	74%	221,277	10,904
State disability insurance	3,353	16,992	36,714	19,722	46%	14,419	2,573
Worker's compensation expense	104,793	1,061,469	1,900,000	838,531	56%	906,849	154,620
Life insurance	6,149	43,879	84,317	40,438	52%	40,862	3,017
Deferred comp benefit	62,088	448,973	858,000	409,027	52%	386,901	62,072
Technology Allowance	4,530	32,920	65,460	32,540	50%	-	32,920
Tuition reimbursement	-	381	67,500	67,119	+++	-	381
Salaries and benefits Totals	3,246,813	25,567,729	40,893,317	15,325,588	63%	23,805,432	1,762,297



Chino Valley Fire District Monthly Financial Report

As of January 31, 2022

Account Description	Monthly Actual Amount	Year-to-date Actual Amount	Annual Budget Amount	Variance From Budget	% of Budget	Prior Year Year-to-date Actual Amount	Variance From Prior Year
Services and supplies							
Clothing	1,613	51,982	506,871	454,889	10%	23,042	28,940
Telephone	10,039	122,619	262,436	139,817	47%	130,890	(8,271)
Cellular phones	1,104	36,232	41,100	4,868	88%	58,655	(22,423)
Electronic equipment maintenance	6,809	245,937	485,812	239,875	51%	279,091	(33,154)
Food	90	4,418	12,750	8,332	35%	3,062	1,356
Memberships	760	16,107	32,210	16,103	50%	17,163	(1,056)
Publications	189	3,019	12,180	9,161	25%	2,561	458
Legal postings	1,044	2,724	10,800	8,076	25%	5,133	(2,409)
Small tools and equipment	7,056	46,701	191,950	145,249	24%	74,300	(27,599)
Inventory equipment	-	26,933	82,200	55,267	33%	53,902	(26,969)
Non-inventory equipment	130	54,964	126,335	71,371	44%	174,988	(120,024)
Special department expenses	889	23,007	64,025	41,018	36%	18,708	4,299
Training	3,693	69,001	288,541	219,540	24%	32,889	36,112
Utilities	19,295	153,591	281,796	128,205	55%	145,593	7,998
General liability insurance	(1,394)	427,002	430,100	3,098	99%	343,186	83,816
Office supplies	2,806	21,691	53,200	31,509	41%	15,439	6,252
Postage	352	5,814	20,000	14,186	29%	6,051	(237)
Printing	199	3,250	29,700	26,450	11%	2,697	553
Services - auditing	3,905	18,905	20,475	1,570	92%	18,905	-
County services	-	-	250,000	250,000	0%	-	-
Services - legal	5,155	141,750	350,000	208,250	41%	59,391	82,359
Services - dispatch	158,322	474,504	645,148	170,644	74%	429,554	44,950
Services - other	46,236	268,090	1,106,184	838,094	24%	182,551	85,539
General household expense	-	13,451	24,000	10,549	56%	13,151	300
Medical supplies	19,444	142,959	174,671	31,712	82%	94,960	47,999
Vehicle maintenance	37,977	284,338	533,550	249,212	53%	286,368	(2,030)
Equipment maintenance	11,487	25,172	106,800	81,628	24%	20,402	4,770
Fuel	12,795	119,275	200,000	80,725	60%	76,884	42,391
Structure maintenance	20,415	265,918	444,050	178,132	60%	184,904	81,014
Structure rent/lease	165	1,155	1,980	825	58%	-	1,155
Services and supplies Totals	370,575	3,070,509	6,788,864	3,718,355	45%	2,754,420	316,089



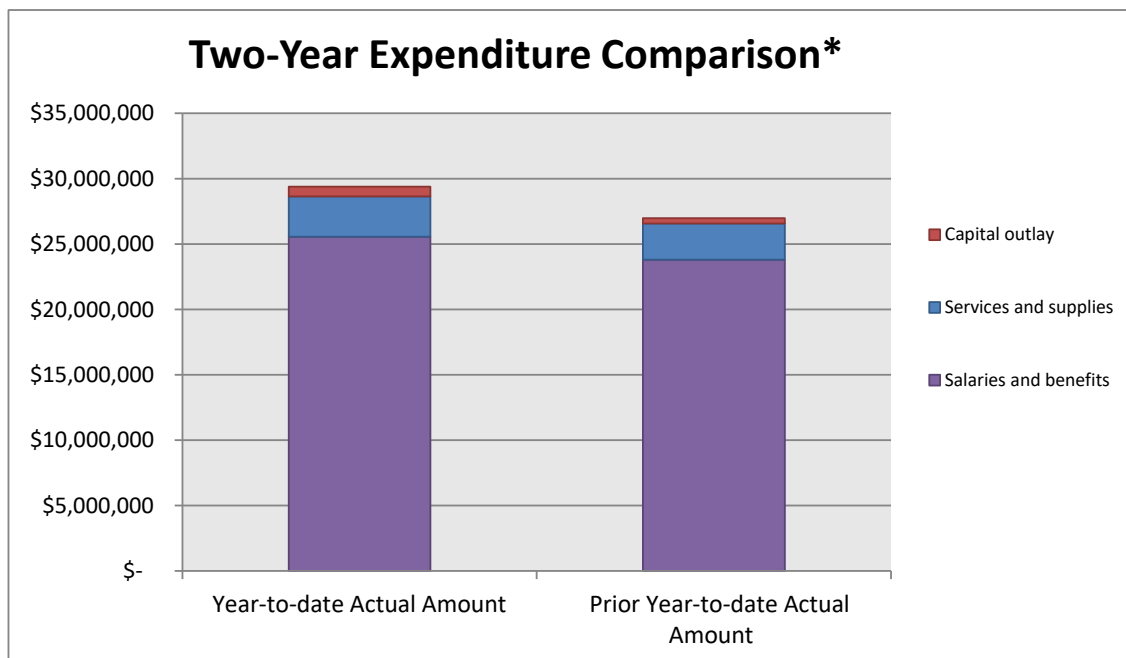
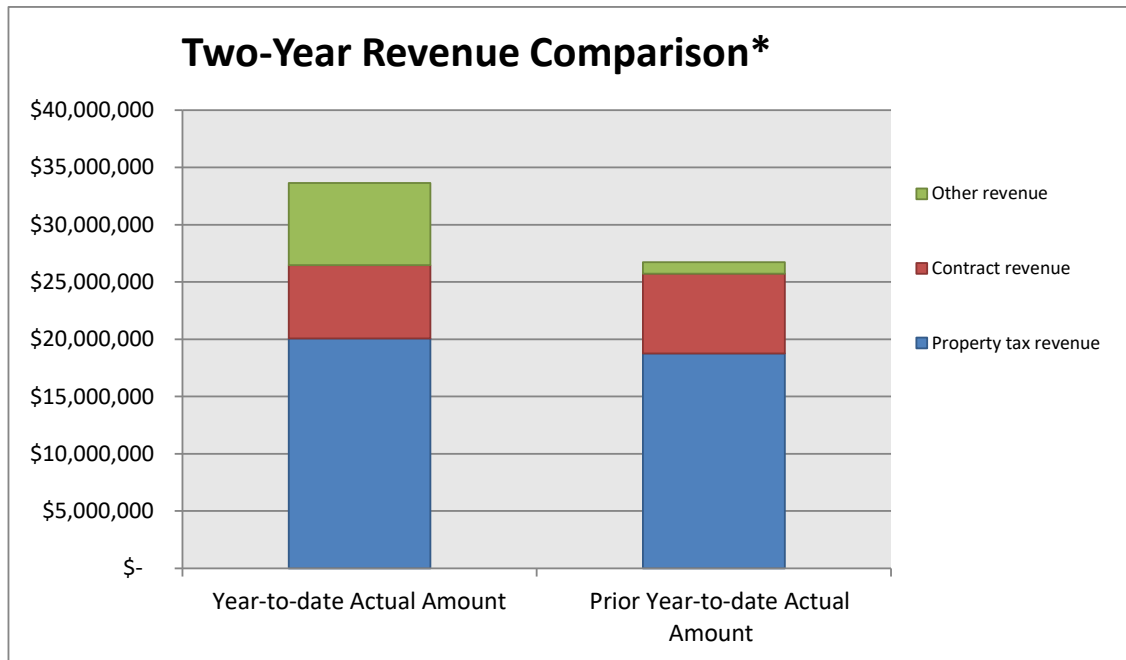
Chino Valley Fire District Monthly Financial Report

As of January 31, 2022

Account Description	Monthly Actual Amount	Year-to-date Actual Amount	Annual Budget Amount	Variance From Budget	% of Budget	Prior Year Year-to-date Actual Amount	Variance From Prior Year
Capital outlay							
Capital - land	-	-	-	-	+++	-	-
Capital - structure improvements	-	19,398	206,500	187,102	9%	273,131	(253,733)
Capital - equipment	12,391	79,760	213,880	134,120	37%	-	79,760
Capital - vehicles	19,129	653,130	1,090,000	436,870	60%	135,381	517,749
Capital - lease purchase equipment	-	-	-	-	+++	-	-
Capital outlay Totals	31,520	752,288	1,510,380	758,092	50%	408,512	343,776
EXPENSE TOTALS	\$ 3,648,908	\$ 29,390,526	\$ 49,192,561	\$ 19,802,035	60%	\$ 26,968,364	\$ 2,422,162
Funds 100/500 - Totals							
REVENUE TOTALS	\$ 5,896,865	\$ 33,632,446	\$ 49,859,458	\$ (16,227,012)	67%	\$ 26,723,271	\$ 6,909,175
EXPENSE TOTALS	3,648,908	29,390,526	49,192,561	19,802,035	60%	26,968,364	2,422,162
Fund 100/500 - Net Gain (Loss)	\$ 2,247,957	\$ 4,241,920	\$ 666,897	\$ 3,575,023	636%	\$ (245,093)	\$ 4,487,013
Transfers In - Capital Replacement	\$ -	\$ 6,043	\$ 150,135	\$ 144,092	4%		
Fund 800 - Restricted Assets							
REVENUE							
Other revenue							
Restricted - Sec115 Trust Interest	(1,132,646)	(276,987)				440,026	(717,013)
REVENUE TOTALS	\$ (1,132,646)	\$ (276,987)				\$ 440,026	\$ (717,013)
EXPENSE							
Services and supplies							
Restricted - Sec115 Trust Admin Expense	764	4,514				4,500	14
EXPENSE TOTALS	\$ 764	\$ 4,514				\$ 4,500	\$ 14
Fund 800 - Restricted Assets Totals							
REVENUE TOTALS	\$ (1,132,646)	\$ (276,987)				\$ 440,026	\$ (717,013)
EXPENSE TOTALS	764	4,514				4,500	14
Fund 800 - Restrcted Assets Net Gain (Loss)	\$ (1,133,410)	\$ (281,501)				\$ 435,526	\$ (717,027)
Grand Totals, All Funds							
REVENUE TOTALS, INCL. TRANSFERS IN	\$ 4,764,219	\$ 33,361,502	\$ 50,009,593	\$ (16,648,091)		\$ 27,163,297	\$ 6,198,205
EXPENSE TOTALS	3,649,672	29,395,040	49,192,561	19,797,521		26,972,864	(2,422,176)
Grand Total Net Gain (Loss)	\$ 1,114,547	\$ 3,966,462	\$ 817,032	\$ 3,149,430		\$ 190,433	\$ 3,776,029



Chino Valley Fire District Monthly Financial Report - Graphs As of December 31, 2021



*Excludes restricted 115 Trust activity

MONTHLY TREASURER'S REPORT 4.

CHINO VALLEY INDEPENDENT FIRE DISTRICT STAFF REPORT

DATE: FEBRUARY 9, 2022

**TO: MIKE KREEGER, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

SUBJECT: MONTHLY TREASURER'S REPORT – DECEMBER 2021

PURPOSE:

The purpose of this report is to inform the Board of Directors of current investment activities of the Chino Valley Fire District.

DISCUSSION:

Attached is a summary of the cash in bank and District investments. The information is displayed graphically as follows:

Chart 1: Presents a Two Year Overview of Cash Deposits and Unrestricted Investment Funds.

Chart 1A: Presents a One Year Overview of Restricted Investment Funds.

Chart 2: Presents an Overview of Total Cash and Unrestricted Investments beginning January 1996 to date.

Chart 3: Presents an Overview of the Rate of Return from the LAIF account beginning January 1996 to date.

As the District generally observes a "buy and hold" strategy, the District typically holds investments until maturity, unless called by the issuing agency, if applicable. Accordingly, fluctuating market values of the District's fixed instrument investments, while noted in this report, are only realized if these investments are liquidated prior to maturity. Government accounting standards require that the District account for market values below cost, if applicable.

In FY17, the District deposited \$5 million into a Section 115 Retirement Trust and another \$550,000 has been contributed to the Trust since that time, including \$170,000 in FY21. Funds accumulated in the Trust are legally restricted for use in paying down pension obligations. Accordingly, 115 Trust funds are reported in the Treasurer's Report as restricted investments. Chart 1A has been modified to distinguish between the cumulative principal investments and the cumulative return on investment.

The Sweep earned a posted rate of return of 0.10% as of December 31.

The monthly average rate of return on the LAIF account was 0.212 for December. The daily yield as of December 31 was 0.220%.

FINDING:

NONE

RECOMMENDATION:

It is recommended that the Board of Directors receive and file this Treasurer's Report for the period.

ATTACHMENTS:

Monthly Treasurer's Report for December 2021

Chino Valley Independent Fire District
Cash & Investment Statement
TREASURER'S REPORT FOR THE PERIOD ENDING:
DECEMBER 2021

CASH ACCOUNTS		DISTRICT INVESTMENT PORTFOLIO - UNRESTRICTED					RESTRICTED		
Citizens Business Bank	US Bank	Overnight Sweep	Other Investments	LAIF	Total Unrestricted Cash & Investments	Principal Investment	Return on Investment (Cummulative)^	115 Trust Balance*	
<i>Percent of Portfolio</i>		<i>10.6%</i>	<i>11.1%</i>	<i>78.3%</i>	<i>100%</i>				
December 2021	*** \$ 1,689,845	\$ 1,633	\$ 2,790,218	\$ 2,907,357	\$ 20,519,267	\$ 27,908,320	\$ 5,550,000	\$ 3,429,589	\$ 8,979,589
November 2021	\$ 1,789,397	\$ 252,759	\$ 4,904,304	\$ 2,411,321	\$ 7,019,267	\$ 16,377,048	\$ 5,550,000	\$ 2,811,804	\$ 8,361,804
October 2021	\$ 1,613,466	\$ 252,693	\$ 1,809,228	\$ 2,412,044	\$ 5,119,267	\$ 11,206,698	\$ 5,550,000	\$ 2,700,952	\$ 8,250,952
September 2021	\$ 1,451,973	\$ 2,166	\$ 527,655	\$ 2,665,302	\$ 8,910,481	\$ 13,557,577	\$ 5,550,000	\$ 2,678,587	\$ 8,228,587
August 2021	\$ 1,847,932	\$ 2,236	\$ 2,058,391	\$ 2,169,155	\$ 11,410,481	\$ 17,488,195	\$ 5,550,000	\$ 2,678,587	\$ 8,228,587
July 2021	\$ 1,749,009	\$ 2,339	\$ 516,157	\$ 2,168,852	\$ 15,160,481	\$ 19,596,838	\$ 5,550,000	\$ 2,577,679	\$ 8,127,679
June 2021	\$ 1,581,439	\$ 1,786	\$ 1,110,884	\$ 1,668,133	\$ 22,242,163	\$ 26,604,405	\$ 5,550,000	\$ 2,577,679	\$ 8,127,679
May 2021	\$ 1,583,230	\$ 1,854	\$ 2,306,466	\$ 1,669,791	\$ 24,242,163	\$ 29,803,504	\$ 5,550,000	\$ 2,411,841	\$ 7,961,841
April 2021	** \$ 1,586,526	\$ 1,976	\$ 495,208	\$ 1,169,434	\$ 25,742,163	\$ 28,995,307	\$ 5,380,000	\$ 2,189,419	\$ 7,569,419
March 2021	\$ 1,627,467	\$ 500,000	\$ 449,093	\$ 1,169,046	\$ 15,224,309	\$ 18,969,915	\$ 5,380,000	\$ 2,101,482	\$ 7,481,482
February 2021	\$ 1,550,087		\$ 596,570	\$ 1,169,635	\$ 16,724,309	\$ 20,040,601	\$ 5,380,000	\$ 2,207,989	\$ 7,587,989
January 2021	\$ 1,647,639		\$ 2,027,914	\$ 1,171,382	\$ 16,724,309	\$ 21,571,244	\$ 5,380,000	\$ 1,569,681	\$ 6,949,681
December 2020	\$ 1,596,269		\$ 3,103,257	\$ 1,170,782	\$ 16,710,683	\$ 22,580,991	\$ 5,380,000	\$ 1,834,708	\$ 7,214,708
November 2020	\$ 1,597,836		\$ 2,947,233	\$ 1,170,102	\$ 7,210,683	\$ 12,925,854	\$ 5,380,000	\$ 1,371,968	\$ 6,751,968
October 2020	\$ 1,552,375		\$ 74,467	\$ 1,169,364	\$ 6,710,683	\$ 9,506,889	\$ 5,380,000	\$ 1,371,968	\$ 6,751,968
September 2020	\$ 1,656,213		\$ 159,240	\$ 1,169,537	\$ 11,383,015	\$ 14,368,005	\$ 5,380,000	\$ 1,444,046	\$ 6,824,046
August 2020	\$ 1,549,308		\$ 175,704	\$ 1,169,223	\$ 11,383,015	\$ 14,277,250	\$ 5,380,000	\$ 1,369,565	\$ 6,749,565
July 2020	\$ 1,543,390		\$ 874,273	\$ 1,168,470	\$ 12,783,815	\$ 16,369,948	\$ 5,380,000	\$ 1,369,565	\$ 6,749,565
June 2020	\$ 1,026,356		\$ 203	\$ 1,166,153	\$ 20,513,650	\$ 22,706,362	\$ 5,380,000	\$ 1,134,155	\$ 6,514,155
May 2020	\$ 1,638,118		\$ 1,823,724	\$ 1,163,695	\$ 20,913,650	\$ 25,539,187	\$ 5,380,000	\$ 1,001,691	\$ 6,381,691
April 2020	\$ 1,546,663		\$ 1,231,054	\$ 1,157,763	\$ 20,913,650	\$ 24,849,130	\$ 5,380,000	\$ 805,310	\$ 6,185,310
March 2020	\$ 1,595,631		\$ 264,882	\$ 1,149,315	\$ 11,831,556	\$ 14,841,384	\$ 5,380,000	\$ 325,754	\$ 5,705,754
February 2020	\$ 1,629,710		\$ 779,361	\$ 1,147,483	\$ 13,531,556	\$ 17,088,110	\$ 5,380,000	\$ 913,253	\$ 6,293,253
January 2020	\$ 1,087,278		\$ 914,517	\$ 1,139,066	\$ 18,031,556	\$ 21,172,417	\$ 5,380,000	\$ 1,155,424	\$ 6,535,424

^Net of expenses

*Note: The District deposited \$5 million into an IRS Section 115 Retirement Trust in April 2017, \$380,000 in February 2019, and \$170,000 in April 2021.

**Account at US Bank funded in late March 2021, and CDs purchases in April 2021. In error, the March and April reports did not reflect this activity.

***The 115 Trust account balance included \$744,400 in money market transfers which reversed in the following month.

Chino Valley Independent Fire District
OTHER INVESTMENTS
TREASURER'S REPORT FOR THE PERIOD ENDING:
DECEMBER 2021

Purchase Date	Par Value/ Shares	Asset Description	Investment Type	Purchase Price/ Initial Share Price	Prior Month Market Value/ Share Price	Current Month Market Value/ Share Price	Unrealized Gain/ (Loss)	Current Market Yield	Maturity Date	Accrued Interest/ Est. Interest	Coupon Date(s) Next Year	Sale/ Redemption Date	Proceeds	Comments
12/31/2012	\$ 1,000,000	CalTRUST Investment Trust of CA	Pooled	\$ 1,000,000	\$ 1,166,066	\$ 1,164,124	\$ (1,142)	0.40%	n/a	\$ 402	N/A			Funds available for withdrawal only after providing five days notice.
Shares:	103,944.369	Medium Term Fund Local Agency Pool	Investment Funds	\$ 10.08	\$ 10.21	\$ 10.19								
4/13/2021	\$ 249,000	BMO Harris Bank 5 year Certificate of Deposit - 1.00% CUSIP #: 05600XCP3 FDIC Insured up to \$250,000 Interest payable quarterly	Certificate of Deposit	\$ 249,000	\$ 247,643	\$ 247,077	\$ (1,923)	1.00%	4/13/2026	\$ 628	1/10/2022			Callable quarterly
										614	4/10/2022			
										621	7/10/2022			
										628	10/10/2022			
7/12/2021	\$ 500,000	Federal Home Loan Bank Bond - 0.35% Coupon, Purchased at 99.851 Term: 3 Years CUSIP #: 3130AMV82 Rating S&P AA+ Interest Payable Semi-Annually	Fixed Income/ Government Agency Bond	\$ 499,255	\$ 495,620	\$ 494,201	\$ (5,054)	0.40%	7/12/2024	\$ 875	1/12/2022			Callable Quarterly
										875	7/12/2022			
9/23/2021	\$ 249,000	UBS Bank USA 3 year Certificate of Deposit - 0.65% CUSIP #: 90348JT42 FDIC Insured up to \$250,000 Interest payable semi-annually	Certificate of Deposit	\$ 249,000	\$ 247,757	\$ 247,774	\$ (1,226)	0.65%	9/23/2024	\$ 135	Monthly			
9/23/2021	\$ 248,000	Sallie Mae Bank 5 year Certificate of Deposit - 1.05% CUSIP #: 795451AV5 FDIC Insured up to \$250,000 Interest payable monthly	Certificate of Deposit	\$ 248,000	\$ 246,351	\$ 245,561	\$ (2,439)	1.05%	9/22/2026	\$ 1,291	3/22/2022			
										1,313	9/22/2022			
Current Month Investment Trading Activity:														
12/8/2021	\$ 250,000	Federal Home Loan Bank Bond - 1.0% Coupon, Purchased at 99.191 Term: 3 Years CUSIP #: 3130APK46 Rating S&P AA+ Interest Payable Semi-Annually	Fixed Income/ Government Agency Bond	\$ 247,978	\$ -	\$ 247,672	\$ (306)	1.00%	12/27/2024	\$ 913	4/27/2022			Callable quarterly
										913	10/27/2022			
12/13/2021	\$ 250,000	Federal Farm Credit Bureau Bond - 0.66% Coupon, Purchased at par Term: 2 Years CUSIP #: 3133ENGW4 Rating S&P AA+ Interest Payable Semi-Annually	Fixed Income/ Government Agency Bond	\$ 250,000		\$ 249,241	\$ (759)	0.66%	12/13/2023	\$ 825	6/13/2022			Callable anytime
										825	12/13/2022			

Chino Valley Independent Fire District
OTHER INVESTMENTS
TREASURER'S REPORT FOR THE PERIOD ENDING:
DECEMBER 2021

Purchase Date	Par Value/ Shares	Asset Description	Investment Type	Purchase Price/ Initial Share Price	Prior Month Market Value/ Share Price	Current Month Market Value/ Share Price	Unrealized Gain/ (Loss)	Current Market Yield	Maturity Date	Accrued Interest/ Est. Interest	Coupon Date(s) Next Year	Sale/ Redemption Date	Proceeds	Comments
			% of Portfolio²	% Allowed per Policy	Investments At Cost	Prior Month Market Value	Current Month Market Value							
		Pooled Investment Funds (JPA) ¹	4%	No limit	\$ 1,164,124	\$ 1,166,066	\$ 1,164,124							
		Certificates of Deposit ²	3%	30%	746,000	741,751	740,412							
		Federal Agency Obligations	4%	No limit	997,233	495,620	991,114							
					\$ 2,907,357	\$ 2,403,437	\$ 2,895,650							

¹Investment at cost value, plus unrealized losses (if any), and accrued interest

²Of total investment portfolio, including Sweep & LAIF Investments



Chart 1: Cash & Unrestricted Investment Balances Two Year Perspective

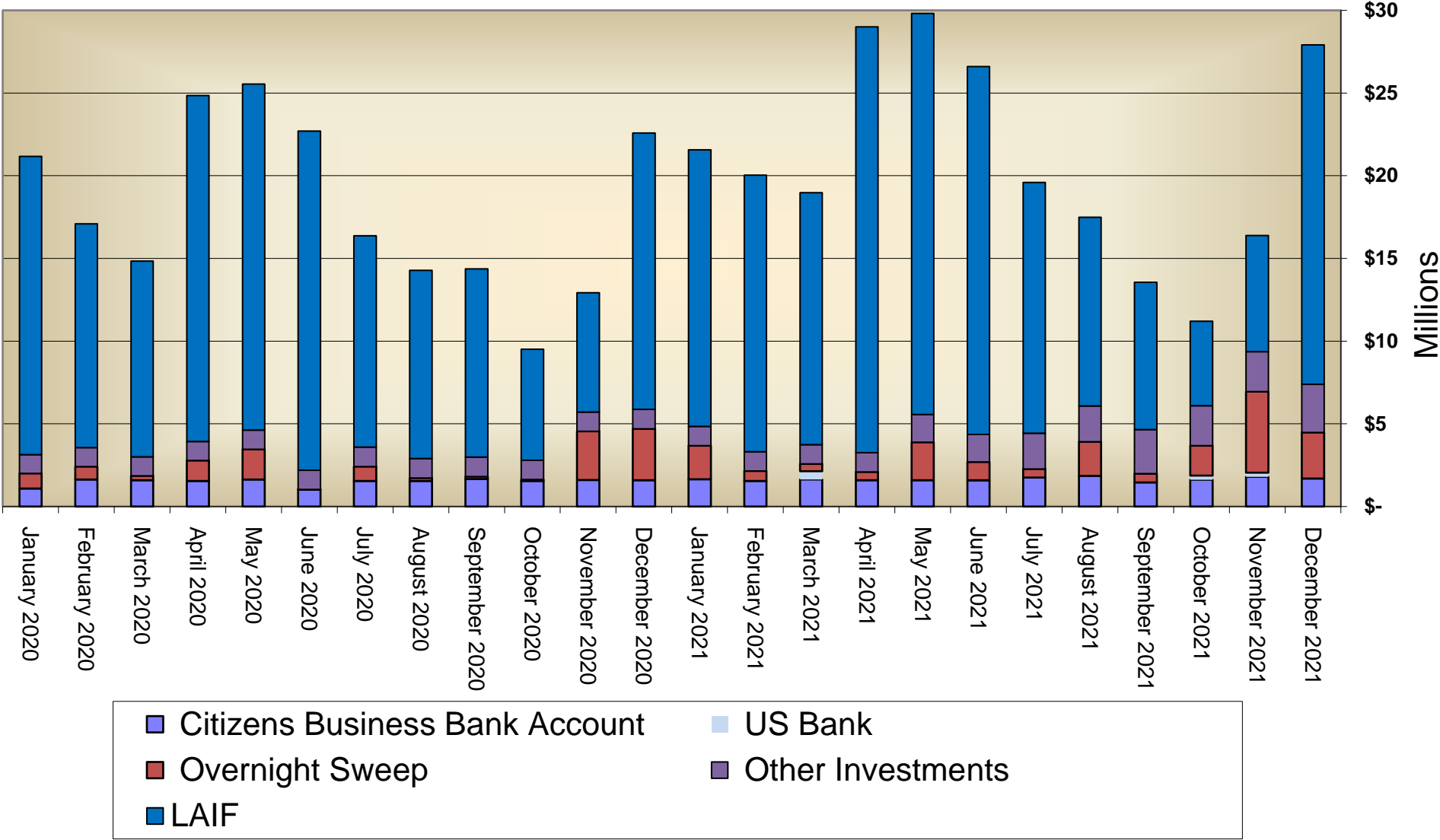
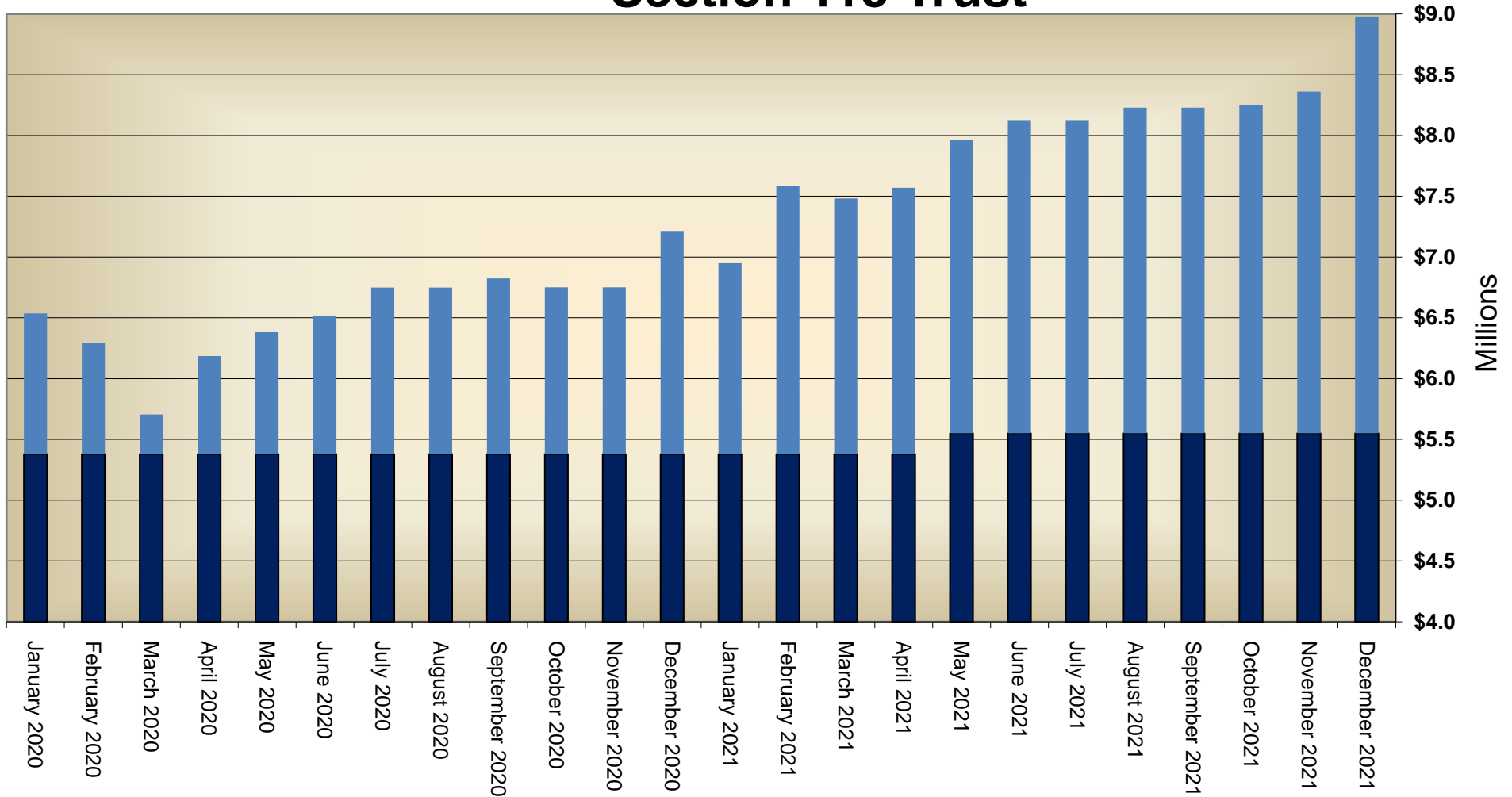




Chart 1A: Restricted Investment Balances - Section 115 Trust*



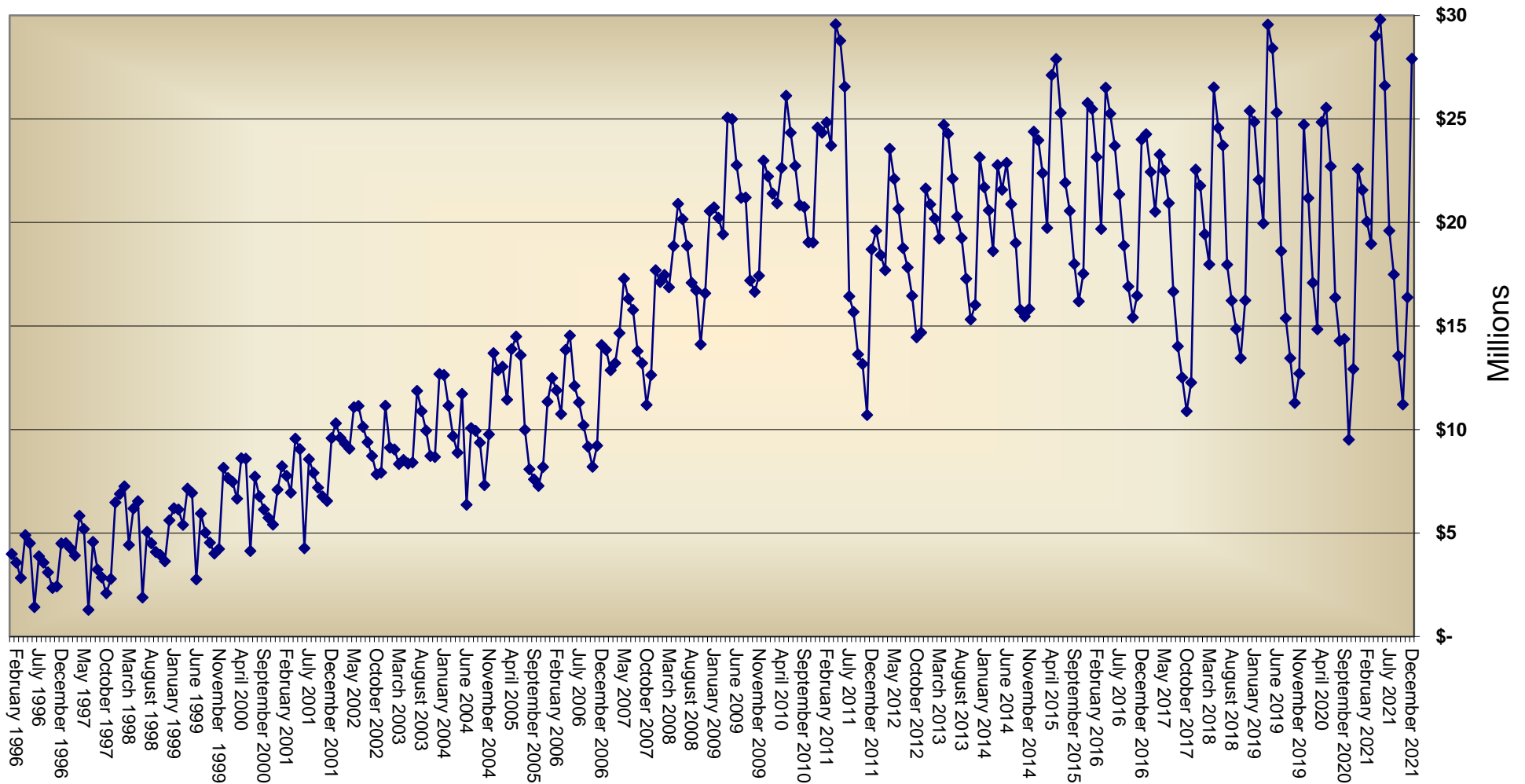
*The District deposited \$5 million into an IRS Section 115 Retirement Trust in April 2017 and an additional \$380,000 in February 2019.

^Return is net of expenses. These funds are legally restricted for use only to pay down pension liabilities.

■ Principal Investment ■ Return on Investment (Cumulative)^



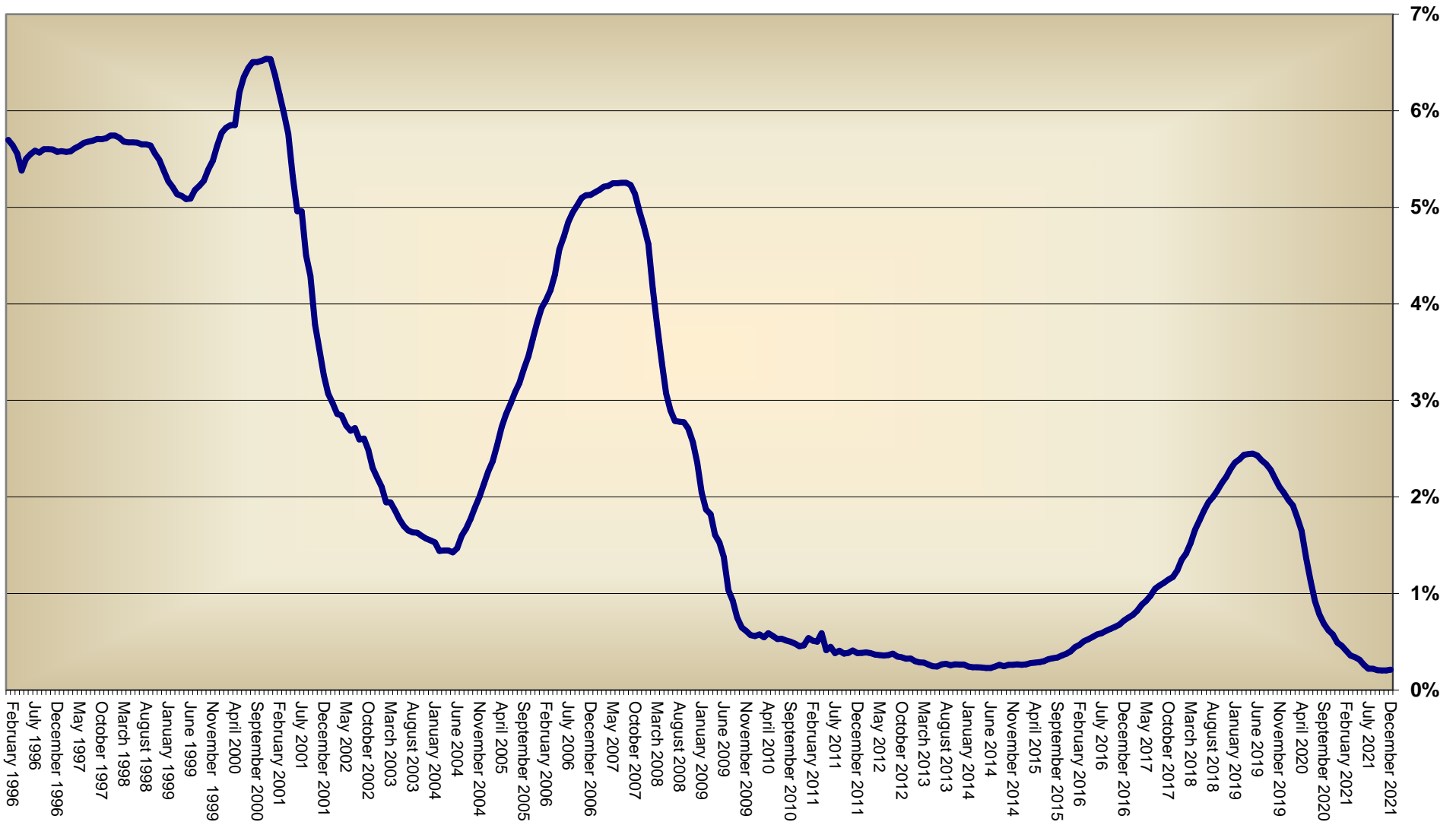
Chart 2: Total Cash & Unrestricted Investments January 1996 to date*



**Note: The District paid off pension side-fund obligations totaling approximately \$4.75 million in July, 2011 & deposited \$5 million into a IRS Section 115 Retirement Trust in April 2017. Funds in the 115 Trust are legally restricted to fund pension obligations.*



Chart 3: LAIF Historical Rate of Return January 1996 to date



**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: FEBRUARY 9, 2022

**TO: MIKE KREEGER, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

SUBJECT: WARRANTS FOR JANUARY 2022 #54714 THROUGH #54860

PURPOSE:

I have reviewed the warrants below and recommend approval.

<u>NUMBER</u>	<u>WARRANTS</u>	<u>DATE</u>	<u>AMOUNT</u>
2022-377	54714 – 54740	01/05/2022	\$77,068.37
2022-384	54741 – 54781	01/12/2022	242,632.12
2022-389	54782 – 54812	01/19/2022	79,879.49
2022-396	54813 – 54860	01/26/2022	149,717.95
VOIDS:		TOTAL	\$549,297.93

RECOMMENDATION:

Expenses as audited are within budget for warrants 54714 through 54860 and are hereby submitted for approval.

ATTACHMENTS:

January 2022 Warrants

Chino Valley Fire District
January 5, 2022 Warrants
 Bank Account: A/P - Accounts Payable Checking
 Batch Date: 01/05/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: A/P - Accounts Payable Checking					
Check	01/05/2022	54714 Accounts Payable	BATTERY SYSTEMS, INC.		321.70
Check	01/05/2022	54715 Accounts Payable	CHINO HILLS FORD		258.03
Check	01/05/2022	54716 Accounts Payable	CHINO MINI STORAGE INC		165.00
Check	01/05/2022	54717 Accounts Payable	CHINO TIRE & MUFFLER		934.85
Check	01/05/2022	54718 Accounts Payable	CHRONISTER, JOSHUA		70.00
Check	01/05/2022	54719 Accounts Payable	CONCENTRA MEDICAL CENTERS		51.00
Check	01/05/2022	54720 Accounts Payable	CPAC INC		29,422.20
Check	01/05/2022	54721 Accounts Payable	FAST FREDDIE & SONS AUTO GLASS		259.98
Check	01/05/2022	54722 Accounts Payable	FUEL PROS INC		3,387.88
Check	01/05/2022	54723 Accounts Payable	GALLS INC.		421.19
Check	01/05/2022	54724 Accounts Payable	H & S MOBILE FIRE EQUIP REPAIR		7,354.00
Check	01/05/2022	54725 Accounts Payable	HULL & SONS INC		315.00
Check	01/05/2022	54726 Accounts Payable	HUNTER'S HEATING & AIR CONDITIONING INC		175.00
Check	01/05/2022	54727 Accounts Payable	IMS REFRIGERATION INC		929.05
Check	01/05/2022	54728 Accounts Payable	INTERNATIONAL ASSOCIATION OF FIRE CHIEFS INC.		335.00
Check	01/05/2022	54729 Accounts Payable	KIMCO STAFFING SERVICES INC.		2,428.80
Check	01/05/2022	54730 Accounts Payable	L N CURTIS & SONS INC		3,633.66
Check	01/05/2022	54731 Accounts Payable	MAY, CASEY		250.00
Check	01/05/2022	54732 Accounts Payable	MCFADDEN-DALE HARDWARE		83.92
Check	01/05/2022	54733 Accounts Payable	MOUNTAIN VIEW URGENT CARE		17,655.00
Check	01/05/2022	54734 Accounts Payable	MUNICIPAL EMERGENCY SERVICES INC		647.39
Check	01/05/2022	54735 Accounts Payable	PHENIX TECHNOLOGY, INC		1,647.39
Check	01/05/2022	54736 Accounts Payable	PLANETBIDS INC		5,625.00
Check	01/05/2022	54737 Accounts Payable	STAPLES BUSINESS ADVANTAGE		63.09
Check	01/05/2022	54738 Accounts Payable	SUEZ WTS SERVICES USA, INC.		230.59
Check	01/05/2022	54739 Accounts Payable	SUNBELT RENTALS INC		46.85
Check	01/05/2022	54740 Accounts Payable	WILLIAMS, DAVID		357.00
A/P Accounts Payable Checking Totals:			Transactions: 27		\$77,068.37
Checks:		27	\$77,068.37		

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Pages: 1 of 1

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Chino Valley Fire District
January 12, 2022 Warrants
 Bank Account: A/P - Accounts Payable Checking
 Batch Date: 01/12/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: A/P - Accounts Payable Checking					
Check	01/12/2022	54741 Accounts Payable	10-8RETROFIT.COM INC		1,180.34
Check	01/12/2022	54742 Accounts Payable	380 DEEP CLEANING LLC		2,350.00
Check	01/12/2022	54743 Accounts Payable	ASSN. OF SAN BERNARDINO COUNTY SPECIAL DISTRICTS		375.00
Check	01/12/2022	54744 Accounts Payable	B & B LOCK & SECURITY INC		9.70
Check	01/12/2022	54745 Accounts Payable	BADGE FRAME INC		48.48
Check	01/12/2022	54746 Accounts Payable	CALIFORNIA STATE DISBURSEMENT UNIT		1,154.30
Check	01/12/2022	54747 Accounts Payable	CALIFORNIA STATE DISBURSEMENT UNIT		1,241.54
Check	01/12/2022	54748 Accounts Payable	CALIFORNIA TOOL & WELDING SUPPLY		533.30
Check	01/12/2022	54749 Accounts Payable	CDW GOVERNMENT- INC		129.84
Check	01/12/2022	54750 Accounts Payable	CITY OF CHINO		438.54
Check	01/12/2022	54751 Accounts Payable	CITY OF CHINO HILLS		402.09
Check	01/12/2022	54752 Accounts Payable	COMMERCIAL ENGINE SERVICE, INC.		126.09
Check	01/12/2022	54753 Accounts Payable	CONFIRE JPA		158,322.25
Check	01/12/2022	54754 Accounts Payable	EIDE BAILLY LLP		3,905.00
Check	01/12/2022	54755 Accounts Payable	FRONTIER COMMUNICATIONS		128.60
Check	01/12/2022	54756 Accounts Payable	IMS REFRIGERATION INC		2,945.35
Check	01/12/2022	54757 Accounts Payable	KIMCO STAFFING SERVICES INC.		971.52
Check	01/12/2022	54758 Accounts Payable	KIRTON'S LANDSCAPE MAINTENANCE INC.		2,575.00
Check	01/12/2022	54759 Accounts Payable	LIEBERT CASSIDY WHITMORE		1,148.50
Check	01/12/2022	54760 Accounts Payable	LIFE ASSIST		8,182.23
Check	01/12/2022	54761 Accounts Payable	LOGMEIN USA INC		1,056.88
Check	01/12/2022	54762 Accounts Payable	MESSAGE MEDIA USA INC		154.98
Check	01/12/2022	54763 Accounts Payable	METLIFE		1,271.03
Check	01/12/2022	54764 Accounts Payable	MV CHENG & ASSOCIATES INC		14,010.00
Check	01/12/2022	54765 Accounts Payable	NAPA AUTO PARTS		2,064.44
Check	01/12/2022	54766 Accounts Payable	ORANGE COUNTY FIRE AUTHORITY		704.02
Check	01/12/2022	54767 Accounts Payable	PFM ASSET MANAGEMENT INC		2,089.44
Check	01/12/2022	54768 Accounts Payable	PYRO-COMM SYSTEMS, INC		1,755.00
Check	01/12/2022	54769 Accounts Payable	RC PLUMBING		225.00
Check	01/12/2022	54770 Accounts Payable	READYREFRESH BY NESTLE INC		334.41
Check	01/12/2022	54771 Accounts Payable	REPUBLIC SERVICES INC		465.08

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Pages: 1 of 2

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Chino Valley Fire District
January 12, 2022 Warrants
 Bank Account: A/P - Accounts Payable Checking
 Batch Date: 01/12/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	01/12/2022	54772 Accounts Payable	SAM BROWN SHIELDS, INC.		283.38
Check	01/12/2022	54773 Accounts Payable	SB COUNTY FIRE PROTECTION DISTRICT		2,248.00
Check	01/12/2022	54774 Accounts Payable	SEDGWICK CMS INC		1,812.48
Check	01/12/2022	54775 Accounts Payable	SOCAL GAS		3,108.93
Check	01/12/2022	54776 Accounts Payable	SPRANG, GREGORY		250.00
Check	01/12/2022	54777 Accounts Payable	TEAMSTERS LOCAL 1932		768.88
Check	01/12/2022	54778 Accounts Payable	TELEFLEX LLC		3,561.25
Check	01/12/2022	54779 Accounts Payable	TIME WARNER CABLE INC		7,282.23
Check	01/12/2022	54780 Accounts Payable	VERITEXT LLC		515.00
Check	01/12/2022	54781 Accounts Payable	WLC ARCHITECTS INC		12,528.00
A/P Accounts Payable Checking Totals:				Transactions: 41	<u>\$242,632.12</u>
Checks:		41	\$242,632.12		

**Steve
Heide**

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 email=sheide@chofire.org, c=US
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Pages: 2 of 2

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Chino Valley Fire District
January 19, 2022 Warrants
Bank Account: A/P - Accounts Payable Checking
Batch Date: 01/19/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: A/P - Accounts Payable Checking					
Check	01/19/2022	54782 Accounts Payable	360 DEEP CLEANING LLC		1,000.00
Check	01/19/2022	54783 Accounts Payable	ASSN. OF SAN BERNARDINO COUNTY SPECIAL DISTRICTS		96.00
Check	01/19/2022	54784 Accounts Payable	AT&T MOBILITY		849.16
Check	01/19/2022	54785 Accounts Payable	CHINO TIRE & MUFFLER		373.75
Check	01/19/2022	54786 Accounts Payable	CITY OF CHINO HILLS		673.85
Check	01/19/2022	54787 Accounts Payable	COUNSELING TEAM INC		525.00
Check	01/19/2022	54788 Accounts Payable	CRIFE, JONATHAN		320.00
Check	01/19/2022	54789 Accounts Payable	CROWN GRAPHICS INC		1,380.84
Check	01/19/2022	54790 Accounts Payable	DELUCA, JOEL		70.00
Check	01/19/2022	54791 Accounts Payable	ECS IMAGING INC		5,134.08
Check	01/19/2022	54792 Accounts Payable	FITNESS TECH SPECIALTY LLC		1,100.00
Check	01/19/2022	54793 Accounts Payable	GRAPHIC DETAILS INC		26.94
Check	01/19/2022	54794 Accounts Payable	GUARDIAN - APPLETON		3,863.34
Check	01/19/2022	54795 Accounts Payable	H & S MOBILE FIRE EQUIP REPAIR		7,778.00
Check	01/19/2022	54796 Accounts Payable	HCI ENVIRONMENTAL & ENGINEERING SVC INC		350.43
Check	01/19/2022	54797 Accounts Payable	HUNTER'S HEATING & AIR CONDITIONING INC		150.00
Check	01/19/2022	54798 Accounts Payable	KRONOS INCORPORATED		356.59
Check	01/19/2022	54799 Accounts Payable	LASERZONE 1 INC.		1,265.85
Check	01/19/2022	54800 Accounts Payable	LIFE ASSIST		4,135.91
Check	01/19/2022	54801 Accounts Payable	OMEGA POLYGRAPH LLC		1,575.00
Check	01/19/2022	54802 Accounts Payable	RCS INVESTIGATIONS & CONSULTING LLC		11,600.00
Check	01/19/2022	54803 Accounts Payable	STANDARD DENTAL		18,413.32
Check	01/19/2022	54804 Accounts Payable	STANDARD LIFE		6,958.58
Check	01/19/2022	54805 Accounts Payable	STAPLES BUSINESS ADVANTAGE		540.51
Check	01/19/2022	54806 Accounts Payable	SUEZ WTS SERVICES USA, INC.		115.30
Check	01/19/2022	54807 Accounts Payable	TIME WARNER CABLE INC		153.89
Check	01/19/2022	54808 Accounts Payable	TRACTION		5,838.82
Check	01/19/2022	54809 Accounts Payable	VERIZON BUSINESS		66.59
Check	01/19/2022	54810 Accounts Payable	VISION SERVICE PLAN - (CA)		2,744.27
Check	01/19/2022	54811 Accounts Payable	WEST COAST FIRE SALES		385.00
Check	01/19/2022	54812 Accounts Payable	ZOLL MEDICAL CORPORATION		2,038.47

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Pages: 1 of 2

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Chino Valley Fire District
January 19, 2022 Warrants
Bank Account: A/P - Accounts Payable Checking
Batch Date: 01/19/2022

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
A/P Accounts Payable Checking Totals:				Transactions: 31		\$79,879.49
Checks:		31		\$79,879.49		

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Pages: 2 of 2

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Chino Valley Fire District
January 26, 2022 Warrants
 Bank Account: A/P - Accounts Payable Checking
 Batch Date: 01/26/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: A/P - Accounts Payable Checking					
Check	01/26/2022	54813 Accounts Payable	AGUAYO, VERN		368.86
Check	01/26/2022	54814 Accounts Payable	AMR DESIGNS INC		18.00
Check	01/26/2022	54815 Accounts Payable	BADGE FRAME INC		937.01
Check	01/26/2022	54816 Accounts Payable	BCN FINANCIAL INC		51.00
Check	01/26/2022	54817 Accounts Payable	CALIFORNIA STATE DISBURSEMENT UNIT		1,154.30
Check	01/26/2022	54818 Accounts Payable	CALIFORNIA STATE DISBURSEMENT UNIT		1,241.54
Check	01/26/2022	54819 Accounts Payable	CALIFORNIA TOOL & WELDING SUPPLY		310.02
Check	01/26/2022	54820 Accounts Payable	CANON FINANCIAL SERVICES INC		832.91
Check	01/26/2022	54821 Accounts Payable	CHAMPION PUBLICATIONS INC		1,044.00
Check	01/26/2022	54822 Accounts Payable	CHINO MFG. & REPAIR- INC.		43.32
Check	01/26/2022	54823 Accounts Payable	CITY OF CHINO		1,340.21
Check	01/26/2022	54824 Accounts Payable	CITY OF CHINO HILLS		1,937.94
Check	01/26/2022	54825 Accounts Payable	COUNTY OF SAN BERNARDINO		352.44
Check	01/26/2022	54826 Accounts Payable	DATA TICKET INC		439.00
Check	01/26/2022	54827 Accounts Payable	FELOMAN, FRANKIE		368.88
Check	01/26/2022	54828 Accounts Payable	FLYERS ENERGY, LLC		12,794.97
Check	01/26/2022	54829 Accounts Payable	FRONTIER COMMUNICATIONS		2,321.67
Check	01/26/2022	54830 Accounts Payable	GALLS INC.		1,223.52
Check	01/26/2022	54831 Accounts Payable	H & S MOBILE FIRE EQUIP. REPAIR		3,640.00
Check	01/26/2022	54832 Accounts Payable	HCI ENVIRONMENTAL & ENGINEERING SVC INC		563.50
Check	01/26/2022	54833 Accounts Payable	HOLROYD, CLARK		205.85
Check	01/26/2022	54834 Accounts Payable	KAVANAUGH, TOMMY		320.00
Check	01/26/2022	54835 Accounts Payable	KIMCO STAFFING SERVICES INC.		1,578.72
Check	01/26/2022	54836 Accounts Payable	LIEBERT CASSIDY WHITMORE		4,006.00
Check	01/26/2022	54837 Accounts Payable	LIFE ASSIST		4,341.66
Check	01/26/2022	54838 Accounts Payable	MAY, CASEY		70.00
Check	01/26/2022	54839 Accounts Payable	METLIFE		1,812.39
Check	01/26/2022	54840 Accounts Payable	ORANGE COUNTY FIRE AUTHORITY		584.81
Check	01/26/2022	54841 Accounts Payable	RC PLUMBING		3,856.00
Check	01/26/2022	54842 Accounts Payable	ROYAL BATTERY DIST, INC		590.01
Check	01/26/2022	54843 Accounts Payable	S D R M A		30,648.28
Check	01/26/2022	54844 Accounts Payable	SAN BERNARDINO SHERIFF'S		377.13

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Pages: 1 of 2

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Chino Valley Fire District
January 26, 2022 Warrants
 Bank Account: A/P - Accounts Payable Checking
 Batch Date: 01/26/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
			DEPARTMENT		50.00
Check	01/26/2022	54845 Accounts Payable	SBCTOA		1,598.77
Check	01/26/2022	54846 Accounts Payable	SC FUELS INC		10,440.29
Check	01/26/2022	54847 Accounts Payable	SOUTHERN CALIFORNIA EDISON		271.53
Check	01/26/2022	54848 Accounts Payable	SOUTHWEST SALES INC		368.88
Check	01/26/2022	54849 Accounts Payable	STEWART, GLEN		39,228.70
Check	01/26/2022	54850 Accounts Payable	STRYKER MEDICAL DIVISION		158.83
Check	01/26/2022	54851 Accounts Payable	SUEZ WTS SERVICES USA, INC.		46.65
Check	01/26/2022	54852 Accounts Payable	SUNBELT RENTALS INC		777.04
Check	01/26/2022	54853 Accounts Payable	TEAMSTERS LOCAL 1932		189.10
Check	01/26/2022	54854 Accounts Payable	THOMSON REUTERS - WEST		14,817.42
Check	01/26/2022	54855 Accounts Payable	U.S. BANK CORPORATE PAYMENT SYSTEM		172.36
Check	01/26/2022	54856 Accounts Payable	U.S. PRINTING INC		1,575.00
Check	01/26/2022	54857 Accounts Payable	WILLDAN ENGINEERING INC		70.00
Check	01/26/2022	54858 Accounts Payable	WILLIAMS, DAVID		500.00
Check	01/26/2022	54859 Accounts Payable	WILLIAMS, WINN		280.40
Check	01/26/2022	54860 Accounts Payable	WRIGHT REPAIR INC		
Transactions: 48					<u>\$149,717.95</u>
A/P Accounts Payable Checking Totals:					
Checks:	48		\$149,717.95		

**Steve
Heide**

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 Valley Fire District, ou=Finance
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 email=sheide@chofire.org, c=US
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Pages: 2 of 2

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BOARD MEETINGS/TRAVEL 6.

CHINO VALLEY INDEPENDENT FIRE DISTRICT

NO STAFF REPORT

None.

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: FEBRUARY 9, 2022

**TO: MIKE KREEGER, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

**SUBJECT: FINDINGS TO CONDUCT BOARD AND COMMITTEE MEETINGS
VIRTUALLY UNDER ASSEMBLY BILL 361**

PURPOSE:

Purpose is for the Board of Directors to state its finding considering the circumstances of the current proclaimed state of emergency; and state finding that state or local officials have imposed or recommended measures to promote social distancing; and as a result, the Fire District may hold regular and special board meetings and regular and special committee meetings virtually by videoconference, in accordance with AB 361

BACKGROUND:

Governor Newsom's Executive Orders N-29-20 and N-35-20, which relaxed some of the Brown Act's teleconferencing provisions during the COVID-19 pandemic, expired on September 30, 2021. On September 16, 2021, Governor Newsom signed AB 361, which amends sections of the Brown Act to allow legislative bodies to more easily hold teleconference meetings during a state of emergency.

In order to utilize these provisions of the Brown Act, the Fire District must find that it has considered the circumstances of the state of emergency, and either:

- (1) state or local officials have imposed or recommended measures to promote social distancing as a result of the proclaimed state of emergency, or
- (2) the state of emergency continues to directly impact the ability of the members to meet safely in person.

The Fire District must make these findings every 30 days for as long as the District is conducting virtual meetings under AB 361.

Fire District Legal Counsel has confirmed these findings. Although the Governor's Executive Orders

dealing with virtual meetings have expired, the original state of emergency for COVID-19 is still in effect. In addition, the California Department of Public Health (CDPH) and the County of San Bernardino continue to recommend social distancing as a result of the COVID-19 state of emergency. As such, the Fire District Legal Counsel recommends that the Board of Directors make these findings at every regular Board meeting to meet the “every 30 days” requirement of AB 361. These findings will apply to all regular and special Board and committee meetings, to allow for virtual videoconference meetings under AB 361.

RECOMMENDATION:

It is recommended that the Board of Directors state its finding considering the circumstances of the current proclaimed state of emergency; and state finding that state or local officials have imposed or recommended measures to promote social distancing; and as a result, the Fire District may hold regular and special board meetings and regular and special committee meetings remotely by videoconference, in accordance with AB 361.

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: FEBRUARY 9, 2022

**TO: MIKE KREEGER, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

SUBJECT: 2021-22 MID-YEAR BUDGET REVIEW AND ANALYSIS

PURPOSE:

Purpose is to conduct a mid-year budget review for discussion purposes.

DISCUSSION:

See attached.

RECOMMENDATION:

It is recommended that the Board receive and file this report.

ATTACHMENTS:

Discussion Attachment

Detailed Monthly Financial Report for December 2021

Chino Valley Independent Fire District

STAFF REPORT ATTACHMENT

DISCUSSION

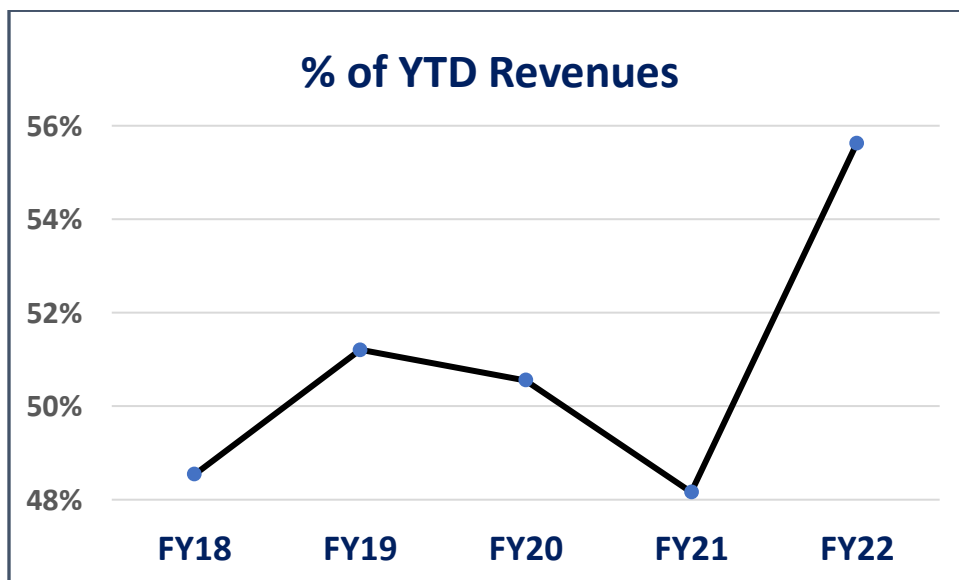
Staff has conducted a mid-year budget review and analysis, focusing on budget trends and projections of revenues and expenditures for the balance of the fiscal year. As of December 31, 2021, the District is half way through the fiscal year. The associated analysis is summarized below.

Revenues

As graphically depicted below, through December 31, total revenues amounted to 56% of budget, compared to a range of 48% to 51% of actual revenues for the same time period year-to-date for the prior four fiscal years. Property tax-related revenues, including current services, are at 52% of budget year-to-date this fiscal year, compared to 52% of actual revenues realized through the same time period last year.

The main driver of the increase in total year-to-date revenues over last fiscal year is a \$2.1 million increase in mutual aid recoveries, including nearly \$1.5 million in unbudgeted revenues collected for the assistance by hire program, which was initiated to provide emergency transport services starting in August. As this program was initiated on an urgent basis to fill a critical need in for emergency patient transport in our community, the program was not contemplated in the original budget.

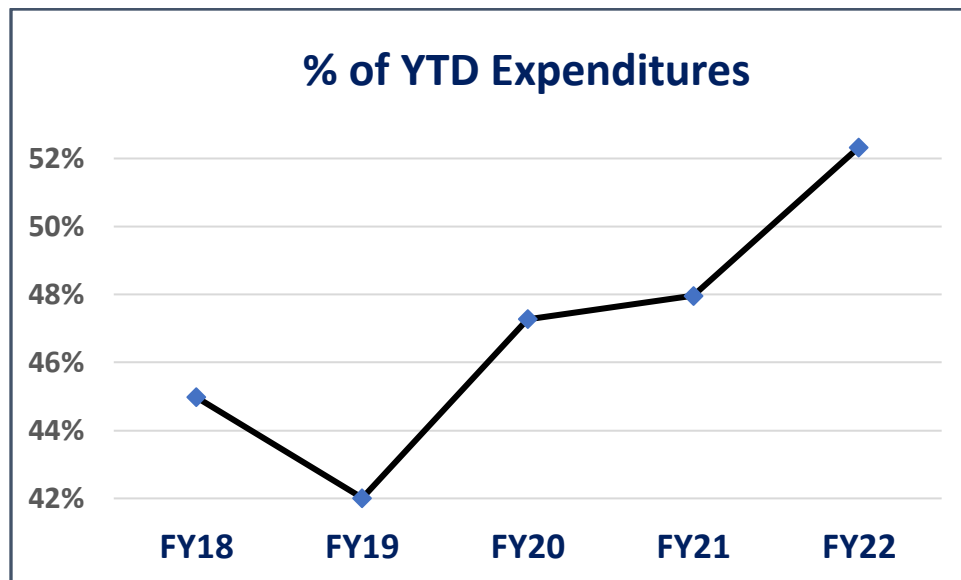
Exclusive of the favorable budget variance in mutual aid, total revenues received this fiscal year-to-date through December 31 appear to be largely in line with that of recent prior years, and on track with budget.



The chart above illustrates the trend in year-to-date total revenues over the last five years.

Expenditures

Fiscal year-to-date expenditures were 52% of overall budget through December, compared to a range of 42% to 48% for the prior four fiscal years-to-date through December 31. The chart below depicts the five-year trend in fiscal year-to-date expenses as a percent of actuals or budget (FY22).



Salary and benefit expenditures for the fiscal year-to-date through December 31 are trending higher than in recent years past. This is due primarily to significant overtime costs associated with the aforementioned mutual aid services, including the assistance by hire program, which, to date, has been successfully staffed without the addition of any new personnel. As well, COVID-19 continues to present staffing challenges and has also resulted in increased overtime costs.

The detailed portion of the Monthly Financial Report at December 31, 2021 is attached to this report. Those line items shaded in blue represent favorable budget trends, while those shaded in red represent unfavorable budget trends. A five-year budget summary at mid-year is presented below:

CHINO VALLEY FIRE DISTRICT										
Budget Summary - Mid-Year Trends										
	FY2018		FY2019		FY2020		FY2021		FY2022	
	Actuals YTD Thru December	% of Actuals YTD	Actuals YTD Thru December	% of Actuals YTD	Actuals YTD Thru December	% of Actuals YTD	Actuals YTD Thru December	% of Actuals YTD	Actuals YTD Thru December	% of BUDGET YTD
Fund: 100/500 General Fund Revenue										
4000 - Property tax revenue	\$14,598,370	51%	\$15,580,288	50%	\$17,119,368	52%	\$17,928,726	51%	\$19,556,908	54%
4100 - Contract revenue	4,212,597	45%	5,672,352	57%	4,796,648	47%	5,937,587	54%	5,217,117	46%
4200 - Other revenue	1,007,119	34%	1,250,548	41%	1,044,816	46%	831,306	16%	2,961,556	138%
Revenue Totals	\$19,818,086	49%	\$22,503,188	51%	\$22,960,832	51%	\$24,697,619	48%	\$27,735,581	56%
Expenditures										
6000 - Salaries and benefits	\$15,234,004	46%	\$16,301,060	46%	\$17,587,001	48%	\$21,072,378	52%	\$22,320,916	55%
7000 - Services and supplies	1,959,983	39%	1,943,778	33%	2,678,929	48%	2,281,544	42%	2,699,934	40%
8000 - Capital outlay	141,049	21%	394,966	14%	265,799	26%	336,053	9%	720,768	48%
Expenditure Totals	\$17,335,036	45%	\$18,639,804	42%	\$20,531,729	47%	\$23,689,975	48%	\$25,741,618	52%
Net Change in Fund Balance	\$ 2,483,050		\$ 3,863,384		\$ 2,429,103		\$ 1,007,644		\$ 1,993,963	
Note: Totals exclude restricted 115 Trust activities										

Budgetary savings may result from unexpended funds in the areas of regular salaries, special compensation and health and dental insurance, due primarily to a number of open positions and temporary vacancies resulting from worker's compensation illness and injury. There tends to be an inverse relationship between regular staffing costs and overtime costs due to the constant staffing nature of the District's emergency services.

It is anticipated that final budget adjustments for this fiscal year will be presented to the Board for approval in either March or April, and no board action is required at this time. Based on the budget surplus realized last fiscal year, staff will be bringing forward recommendations for additional discretionary pension contributions for the Board's consideration at that time as well. Any such approved request would necessitate a budget adjustment.

This item was reviewed by the Finance Committee and recommended for the consent calendar on the Board agenda.



Chino Valley Fire District Monthly Financial Report

As of December 31, 2021

Account Description	Monthly Actual Amount	Year-to-date Actual Amount	Annual Budget Amount	Variance From Budget	% of Budget	Prior Year Year-to-date Actual Amount	Variance From Prior Year
Funds 100/500							
REVENUE							
Property tax revenue							
Property tax - current secured	\$ 11,923,827	\$ 17,417,345	\$ 32,958,402	\$ (15,541,057)	53%	\$ 15,843,429	\$ 1,573,916
Property tax - current unsecured	128,325	1,250,257	1,380,609	(130,352)	91%	1,217,131	33,126
Property tax - current utility	96,486	96,634	400,541	(303,907)	24%	100,339	(3,705)
Property tax - prior and penalty	98,495	626,765	800,000	(173,235)	78%	596,582	30,183
Property tax - home owner's exemption	36,154	36,154	300,962	(264,808)	12%	36,679	(525)
Property tax - supplemental	73,983	110,729	397,497	(286,768)	28%	97,253	13,476
Property tax - weed abatement	16,066	19,024	45,000	(25,976)	42%	37,313	(18,289)
Property tax revenue Totals	12,373,336	19,556,908	36,283,011	(16,726,103)	54%	17,928,726	1,628,182
Contract revenue							
Current services	1,027,198	5,217,117	11,431,147	(6,214,030)	46%	5,937,587	(720,470)
Contract revenue Totals	1,027,198	5,217,117	11,431,147	(6,214,030)	46%	5,937,587	(720,470)
Other revenue							
Permit and inspection fees	96,391	718,717	1,316,800	(598,083)	55%	684,142	34,575
Weed abatement	-	1,112	30,000	(28,888)	4%	2,448	(1,336)
Other sales	1,004	2,011	3,000	(989)	67%	801	1,210
Other revenue	(1,611)	27,150	90,000	(62,850)	30%	35,198	(8,048)
Mutual aid recoveries	834,285	2,201,002	500,000	1,701,002	440%	75,594	2,125,408
Grants	-	5,000	79,500	(74,500)	6%	-	5,000
Sale of fixed assets	-	-	-	-	+++	-	-
Donations	-	300	1,000	(700)	30%	-	300
Interest revenue	(1,778)	6,264	125,000	(118,736)	5%	33,123	(26,859)
Other revenue Totals	928,291	2,961,556	2,145,300	816,256	138%	831,306	2,130,250
REVENUE TOTALS	\$ 14,328,825	\$ 27,735,581	\$ 49,859,458	\$ (22,123,877)	56%	\$ 24,697,619	\$ 3,037,962



Chino Valley Fire District Monthly Financial Report

As of December 31, 2021

Account Description	Monthly Actual Amount	Year-to-date Actual Amount	Annual Budget Amount	Variance From Budget	% of Budget	Prior Year Year-to-date Actual Amount	Variance From Prior Year
EXPENSE							
Salaries and benefits							
Salaries regular	\$ 2,027,407	\$ 8,335,180	\$ 18,486,576	\$ 10,151,396	45%	\$ 8,012,560	\$ 322,620
Salaries - part time	11,090	43,240	117,103	73,863	37%	43,276	(36)
Uniform allowance	-	29	46,450	46,421	0%	21	8
Coverage - training and support	338,605	1,275,919	738,139	(537,780)	173%	504,002	771,917
Coverage - emergency response and leave	497,208	2,955,441	4,499,104	1,543,663	66%	4,007,676	(1,052,235)
Coverage - worker's compensation	155,573	662,241	900,000	237,759	74%	463,774	198,467
Call back or standby	1,333	5,239	11,315	6,076	46%	4,108	1,131
Separation payments	-	66,222	320,000	253,778	21%	88,701	(22,479)
Special compensation	79,072	321,748	776,760	455,012	41%	316,772	4,976
Annual leave buyback	-	6,466	600,000	593,534	1%	-	6,466
PERS retirement	416,369	5,673,350	7,696,386	2,023,036	74%	4,969,129	704,221
Survivor's benefits	374	1,539	11,401	9,862	13%	1,534	5
Long term disability	1,715	9,947	29,144	19,197	34%	9,822	125
Unemployment insurance	-	-	16,016	16,016	0%	50	(50)
Health and dental insurance	220,591	1,341,747	3,319,815	1,978,068	40%	1,259,253	82,494
Social security medicare	45,204	198,907	313,117	114,210	64%	192,805	6,102
State disability insurance	2,854	13,639	36,714	23,075	37%	11,055	2,584
Worker's compensation expense	135,662	956,676	1,900,000	943,324	50%	821,925	134,751
Life insurance	9,118	37,730	84,317	46,587	45%	34,769	2,961
Deferred comp benefit	93,668	386,885	858,000	471,115	45%	331,146	55,739
Technology Allowance	6,861	28,390	65,460	37,070	43%	-	28,390
Tuition reimbursement	-	381	67,500	67,119	+++	-	381
Salaries and benefits Totals	4,042,704	22,320,916	40,893,317	18,572,401	55%	21,072,378	1,248,538



Chino Valley Fire District Monthly Financial Report

As of December 31, 2021

Account Description	Monthly Actual Amount	Year-to-date Actual Amount	Annual Budget Amount	Variance From Budget	% of Budget	Prior Year Year-to-date Actual Amount	Variance From Prior Year
Services and supplies							
Clothing	10,217	50,369	506,871	456,502	10%	19,242	31,127
Telephone	36,098	112,580	262,436	149,856	43%	109,422	3,158
Cellular phones	11,051	35,128	41,100	5,972	85%	49,860	(14,732)
Electronic equipment maintenance	86,602	239,127	485,812	246,685	49%	238,484	643
Food	1,346	4,328	12,750	8,422	34%	3,061	1,267
Memberships	110	15,347	32,210	16,863	48%	16,129	(782)
Publications	369	2,830	12,180	9,350	23%	967	1,863
Legal postings	250	1,680	10,800	9,120	16%	5,133	(3,453)
Small tools and equipment	9,819	39,645	191,950	152,305	21%	68,681	(29,036)
Inventory equipment	9,528	26,933	82,200	55,267	33%	53,902	(26,969)
Non-inventory equipment	6,149	54,834	126,335	71,501	43%	91,689	(36,855)
Special department expenses	9,857	22,119	64,025	41,906	35%	18,359	3,760
Training	20,857	65,308	288,541	223,233	23%	30,175	35,133
Utilities	24,801	134,295	281,796	147,501	48%	127,200	7,095
General liability insurance	-	428,396	430,100	1,704	100%	340,689	87,707
Office supplies	3,678	18,885	53,200	34,315	35%	10,778	8,107
Postage	523	5,461	20,000	14,539	27%	5,284	177
Printing	43	3,050	29,700	26,650	10%	2,368	682
Services - auditing	-	15,000	20,475	5,475	73%	-	15,000
County services	-	-	250,000	250,000	0%	-	-
Services - legal	46,112	136,596	350,000	213,404	39%	55,625	80,971
Services - dispatch	-	316,181	645,148	328,967	49%	286,370	29,811
Services - other	37,811	221,855	1,106,184	884,329	20%	171,108	50,747
General household expense	1,777	13,451	24,000	10,549	56%	12,436	1,015
Medical supplies	10,205	123,515	174,671	51,156	71%	81,127	42,388
Vehicle maintenance	42,855	246,361	533,550	287,189	46%	251,241	(4,880)
Equipment maintenance	5,088	13,685	106,800	93,115	13%	15,372	(1,687)
Fuel	31,421	106,481	200,000	93,519	53%	64,301	42,180
Structure maintenance	28,075	245,504	444,050	198,546	55%	152,541	92,963
Structure rent/lease	165	990	1,980	990	50%	-	990
Services and supplies Totals	434,807	2,699,934	6,788,864	4,088,930	40%	2,281,544	418,390



Chino Valley Fire District

Monthly Financial Report

As of December 31, 2021

Account Description	Monthly Actual Amount	Year-to-date Actual Amount	Annual Budget Amount	Variance From Budget	% of Budget	Prior Year Year-to-date Actual Amount	Variance From Prior Year
Capital outlay							
Capital - land	-	-	-	-	+++	-	-
Capital - structure improvements	-	19,398	206,500	187,102	9%	225,687	(206,289)
Capital - equipment	40,279	67,369	213,880	146,511	31%	-	67,369
Capital - vehicles	14,609	634,001	1,090,000	455,999	58%	110,366	523,635
Capital - lease purchase equipment	-	-	-	-	+++	-	-
Capital outlay Totals	54,888	720,768	1,510,380	789,612	48%	336,053	384,715
EXPENSE TOTALS	\$ 4,532,399	\$ 25,741,618	\$ 49,192,561	\$ 23,450,943	52%	\$ 23,689,975	\$ 2,051,643
Funds 100/500 - Totals							
REVENUE TOTALS	\$ 14,328,825	\$ 27,735,581	\$ 49,859,458	\$ (22,123,877)	56%	\$ 24,697,619	\$ 3,037,962
EXPENSE TOTALS	4,532,399	25,741,618	49,192,561	23,450,943	52%	23,689,975	2,051,643
Fund 100/500 - Net Gain (Loss)	\$ 9,796,426	\$ 1,993,963	\$ 666,897	\$ 1,327,066	299%	\$ 1,007,644	\$ 986,319
Transfers In - Capital Replacement	\$ 6,043	\$ 6,043	\$ 150,135	\$ 144,092	4%		
Fund 800 - Restricted Assets							
REVENUE							
Other revenue							
Restricted - Sec115 Trust Interest	618,535	855,660				704,303	151,357
REVENUE TOTALS	\$ 618,535	\$ 855,660				\$ 704,303	\$ 151,357
EXPENSE							
Services and supplies							
Restricted - Sec115 Trust Admin Expense	750	3,750				3,750	-
EXPENSE TOTALS	\$ 750	\$ 3,750				\$ 3,750	\$ -
Fund 800 - Restricted Assets Totals							
REVENUE TOTALS	\$ 618,535	\$ 855,660				\$ 704,303	\$ 151,357
EXPENSE TOTALS	750	3,750				3,750	-
Fund 800 - Restrictred Assets Net Gain (Loss)	\$ 617,785	\$ 851,910				\$ 700,553	\$ 151,357
Grand Totals, All Funds							
REVENUE TOTALS, INCL. TRANSFERS IN	\$ 14,953,403	\$ 28,597,284	\$ 50,009,593	\$ (21,412,309)		\$ 25,401,922	\$ 3,195,362
EXPENSE TOTALS	4,533,149	25,745,368	49,192,561	23,447,193		23,693,725	(2,051,643)
Grand Total Net Gain (Loss)	\$ 10,420,254	\$ 2,851,916	\$ 817,032	\$ 2,034,884		\$ 1,708,197	\$ 1,143,719

CHINO VALLEY INDEPENDENT FIRE DISTRICT

NO STAFF REPORT

SIDE LETTER BETWEEN THE TEAMSTERS, LOCAL 1932 NON-SAFETY UNIT AND THE CHINO VALLEY INDEPENDENT FIRE DISTRICT RE: VALUE OF UNIFORMS REPORTED TO CALPERS FOR CLASSIC EMPLOYEES

Purpose is for the Board of Directors to provide approval for a side letter between the Teamsters, Local 1932 Non-Safety Unit and the Chino Valley Independent Fire District re: value of uniforms reported to CalPERS for Classic employees.

RECOMMENDATION:

It is recommended that the Board of Directors provide authority to the Fire Chief to enter into a side letter agreement as presented between the Teamsters, Local 1932 Non-Safety Unit and the Chino Valley Independent Fire District re: value of uniforms reported to CalPERS for Classic employees.

CHINO VALLEY INDEPENDENT FIRE DISTRICT

NO STAFF REPORT

**SIDE LETTER BETWEEN THE CHINO VALLEY PROFESSIONAL FIREFIGHTERS, LOCAL
3522 (CVPF) SAFETY UNIT**

Purpose is for the Board of Directors to provide approval a side letter between the Chino Valley Professional Firefighters, Local 3522(CVPF) Safety Unit and the Chino Valley Independent Fire District re: value of uniforms reported to CalPERS for Classic employees

RECOMMENDATION:

It is recommended that the Board of Directors provide authority to the Fire Chief to enter into a side letter agreement as presented between the Chino Valley Professional Firefighters, Local 3522 (CVPF) Safety Unit and the Chino Valley Independent Fire District re: value of uniforms reported to CalPERS for Classic employees.

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: FEBRUARY 9, 2022

**TO: MIKE KREEGER, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

**SUBJECT: LOCAL AGENCY FORMATION COMMISSION (LAFCO) NOMINATION
FOR THE POSITIONS OF REGULAR SPECIAL DISTRICT MEMBER AND
ALTERNATE SPECIAL DISTRICT MEMBER**

PURPOSE:

Purpose is for the Board of Directors to review and discuss the option of nominating a Fire District Board Member as candidate for the position of LAFCO Regular Special District Member or Alternate Special District Member.

DISCUSSION:

The Fire District has received a letter from LAFCO officially opening the nomination period for a regular special district member and/or an alternate special district board member. The term of office for the current positions are scheduled to expire May 2, 2022. The positions are both 4-year terms. The nomination forms are due to LAFCO by 5:00 p.m. on February 14, 2022.

If the Board of Directors would like to submit a candidate nomination, it must be done by official Board action. If LAFCO receives only one candidate nomination for each position, the sole candidates shall be deemed selected with no further vote required. If more than one candidate nomination is received for the positions, a mail ballot will be sent out to all participating agencies.

Jim Curalto (Cucamonga Valley Water District) is the incumbent for the regular voting member position and Steven Farrell (Crestline Village Water District) is the incumbent for the alternate voting member position. Both incumbents have expressed a desire to run for reelection.

The LAFCO policies encourages balanced geographic representation of commission members with valley, desert and mountain. The positions up for nomination are now represented by the valley and mountain areas.

RECOMMENDATION:

It is recommended that the Board of Directors review and discuss the option of nominating a Fire District Board Member as candidate for the current LAFCO Regular Special District Member vacancy and/or the Special District Member vacancy and take action accordingly.

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: FEBRUARY 9, 2022

**TO: MIKE KREEGER, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

**SUBJECT: CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) CALL FOR
NOMINATIONS FOR BOARD OF DIRECTOR SEAT B - VACANCY**

PURPOSE:

Purpose is for the Board of Directors to review and discuss the CSDA call for nominations for a seat on the CSDA Board and determine Fire District participation.

DISCUSSION:

CSDA is currently accepting nominations for a CSDA Director seat for the Southern Network. This seat is a three-year term expiring in 2025. The Fire District is eligible to nominate one person, such as a Fire District Board Member or managerial employee, for election as a CSDA Director.

The CSDA Board of Directors is the governing body responsible for all policy decisions effecting CSDA's member services and legislative advocacy, education and resources. The Board represents the common interest of all California's special districts before the Legislature and the State Administration.

CSDA's Board of Directors is made up of six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Directors are nominated and elected by network. Chino Valley Fire District is included in the Southern Network which represents the counties of San Bernardino, Los Angeles, Orange, Riverside, San Diego and Imperial.

The incumbent for Seat B in the Southern Network is Don Bartz, General Manager with Phelan Pinion Hills Community Services District. The incumbent has expressed a desire to run for re-election.

If the Fire District Board of Directors elects to submit a nomination, a copy of the Fire District's minute action and Candidate Information Sheet must be submitted to CSDA by March 31, 2022.

A CSDA Board Member is expected to attend all Board Meetings, usually 4-5 times a year at the Sacramento office and also serve on at least one CSDA committee. Committees meet 3-5 times a year in Sacramento. Board Members are also requested to attend the CSDA Annual Conference and Special Districts Legislative Days, and complete all four modules of CSDA's Special District Leadership Academy within two (2) years. CSDA does not provide reimbursement for conferences and academy expenses.

All qualified nominees received by CSDA will be placed on the election ballot. CSDA has a web-based online voting system. Electronic ballots will be emailed to the Fire District by June 2, 2022 with a voting deadline date of July 8, 2022.

RECOMMENDATION:

It is recommended that the Board of Directors review and discuss the California Special Districts Association call for nominations for a seat on the CSDA Board and either vote to submit a nomination or decline to participate.

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: FEBRUARY 9, 2022

**TO: MIKE KREEGER, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

**SUBJECT: ORDINANCE NO. 2022-02 INCREASING THE COMPENSATION OF THE
BOARD OF DIRECTORS**

PURPOSE:

Purpose is for the Board of Directors to review a proposed increase in the compensation of the Board of Directors and conduct a First Reading (Introduction) of Ordinance No. 2022-02.

BACKGROUND:

Health and Safety Code section 13857, as part of the Fire Protection District Law of 1987, sets forth the provisions controlling compensation for members of the District's Board of Directors pursuant to Chapter 2 of Division 10 of the California Water Code, section 20202 et seq., or its successor statutes. The Fire District Policy and Procedures for Board of Directors calls for review and consideration of Board Member compensation, at the beginning of each even year, to determine if any adjustments are appropriate.

Board Member compensation is currently set at \$165.00 per meeting, as adopted by Ordinance No. 2020-01. As currently permitted by state law and the Fire District Policy and Procedures, the maximum allowable current increase per meeting could be up to five percent (5%) per year for each calendar year, following the effective date of the last adjustment. Consistent with these requirements, compensation for Board Members can be increased by multiplying the current \$165.00 compensation rate by 5% per year and multiplying that amount by two (2) for a total increase of \$16.50 per meeting for a new total of \$181.50 per meeting. However, at the January 9, 2022 Board Meeting, the majority of the Board voted to adopt an ordinance to increase Board compensation by only \$10.00 per meeting (or each day's service rendered as a Board Member as approved by the Board). Ordinance No. 2022-02 reflects a \$10.00 increase for a total of \$175 per meeting.

If the ordinance is adopted, the maximum number of compensable meetings will remain at ten (10) days/meetings per month, and only one per diem per day will be paid regardless of how many meetings

are attended. The effective date for the ordinance would be July 1, 2022. The proposed schedule for the adoption of Ordinance No. 2022-02 is as follows:

1. First Reading – February 09, 2022
2. Second Reading and Public Hearing (Adoption) of Ordinance – March 9, 2022
3. Ordinance effective July 1, 2022 in compliance with Fire District Policy and Procedures for Board of Directors

RECOMMENDATION:

It is recommended that the Board of Directors approve the proposed increase to Board Member compensation. If approved, it is recommended that the Board of Directors conduct a First Reading and Introduction of Ordinance No. 2022-02 increasing the compensation of the Board of Directors effective July 1, 2022; approve waiving the reading of the entire Ordinance No. 2022-02 and read the Ordinance by number and title only; advise the public that a complete copy of Ordinance No. 2022-02 is available for public inspection at Fire District Headquarters; set a Public Hearing for March 9, 2022 for the Second Reading and Adoption of Ordinance No. 2022-02; and direct staff to provide public notice as required by law.

ATTACHMENTS:

Board Compensation Ordinance 2022-02

ORDINANCE NO. 2022-02

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE CHINO VALLEY INDEPENDENT FIRE DISTRICT, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, INCREASING THE COMPENSATION OF THE CHINO VALLEY INDEPENDENT FIRE DISTRICT BOARD OF DIRECTORS

WHEREAS, California Health and Safety Code section 13857(b) authorizes the Board of Directors ("Board") of the Chino Valley Independent Fire District to increase the compensation of the Board pursuant to an ordinance adopted pursuant to Chapter 2 of Division 10 of the California Water Code (Wat. Code, §§ 20200 et seq.); and

WHEREAS, Health and Safety Code section 13861(h) authorizes the Board to adopt ordinances following the procedures of Article 7 of Chapter 1 of Part 2 of Division 2 of Title 3 of the Government Code (Gov. Code, §§ 25120 et seq.); and

WHEREAS, on March 11, 2020 the Board adopted Ordinance No. 2020-01 that established Board Member compensation of one hundred sixty five dollars and fifty cents (\$165.00) per meeting; and

WHEREAS, the Board now desires, through the adoption of this Ordinance, to increase the compensation of Board Members by \$10 per meeting following the effective date of the last adjustment as contained in Ordinance No. 2020-01, thus increasing pay from \$165.00 to a total amount to \$175.00 per day, for each day's attendance at meetings of the Board, or for each day's service rendered as a Member of the Board as approved by the Board, which is within the allowable limit of a five percent (5%) increase per calendar year; and

WHEREAS, pursuant to Water Code section 20203, at least one public hearing was held before the Board concerning this Ordinance; and

WHEREAS, pursuant to Water Code section 20203, notice of the hearing was given by publication in a newspaper of general circulation pursuant to Government Code section 6066 at least once a week for two successive weeks prior to the hearing; and

WHEREAS, all other prerequisites to the adoption of this Ordinance have occurred.

**THE BOARD OF DIRECTORS OF THE CHINO VALLEY
INDEPENDENT FIRE DISTRICT ORDAINS AS FOLLOWS:**

SECTION 1. Purpose.

This Ordinance is enacted pursuant to Health and Safety Code section 13857(b) and Water Code section 20202 and increases compensation for members of the Board of Directors of the Chino Valley Independent Fire District.

SECTION 2. Board Member Compensation.

Compensation for each Member of the District's Board of Directors shall be one hundred and seventy five dollars (\$175) per day for each day's attendance at meetings of the Board, or for each day's service rendered as a Member of the Board as approved by the Board. No Member shall receive compensation for more than a total of ten (10) days in any calendar month. Any such future increase in compensation received by Members of the Board shall be authorized by an ordinance adopted pursuant to Chapter 2 of Division 10 of the California Water Code (Wat. Code, §§ 20200 et seq.) or its successor statute(s) in compliance with Policy 1050.0 ("Remuneration and Reimbursement") of the Policies and Procedures for the Board of Directors, or any successor policy thereto. Only one per diem per day will be paid, regardless of how many meetings are attended. When a Member is authorized to attend a conference, seminar or other function on behalf of the District a day consisting solely of travel may be interpreted as a day of service rendered as a Member of the Board.

SECTION 3. Effective Date.

This Ordinance shall become effective July 1, 2022.

SECTION 4. Publication.

The Clerk of the Board shall certify to the adoption of this Ordinance and cause it, or a summary of it, to be published within fifteen (15) days after its passage at least once in a newspaper of general circulation printed and published within the Chino Valley Independent Fire District.

SECTION 5. CEQA.

Pursuant to the California Environmental Quality Act (Pub Resources Code, §§ 21000 et seq.) ("CEQA") and the CEQA Guidelines (Title 14, Cal. Code Regs., §§ 15000 et seq.) ("Guidelines"), the Board has determined that the adoption of this Ordinance is not a "project" within the meaning of CEQA because pursuant to Guidelines 15378(b)(4) it involves only a

government fiscal activity that does not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment (see also CEQA Guidelines sections 15060(c)(3), 15061(b)(3).) The Secretary of the Board or designee shall file a notice of exemption with the San Bernardino County Clerk within three (3) days following adoption of this Ordinance.

SECTION 6. **Severability.**

If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. The Board of Directors hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof.

REVIEWED, APPROVED, AND ADOPTED at a regular meeting of the Board of Directors on this 9th day of March, 2022, by the following vote:

AYES:	BOARD MEMBERS:
NOES:	BOARD MEMBERS:
ABSENT:	BOARD MEMBERS:
ABSTAIN:	BOARD MEMBERS:

Mike Kreeger, President

I, Sandra Heney, Clerk of the Board of the Chino Valley Independent Fire District, hereby certify that foregoing Ordinance No. 2022-02 was duly introduced and placed upon its first reading at a regular meeting of the Board of Directors of the Chino Valley Independent Fire District on the 9th day of February 2022, and that thereafter, said Ordinance was duly reviewed, approved and adopted, at a regular meeting of the Board of Directors of the Chino Valley Independent Fire District on the 9th day of March, 2022.

ATTEST:

Sandra Heney, Clerk of the Board

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: FEBRUARY 9, 2022

**TO: MIKE KREEGER, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

**SUBJECT: RECLASSIFICATION OF PART-TIME OFFICE TECHNICIAN POSITION
(EMS/TRAINING) TO FULL-TIME ADMINISTRATIVE SECRETARY
(EMS/TRAINING)**

PURPOSE:

Purpose is for the Board of Directors to review and discuss a the proposed reclassification of the part-time Office Technician (EMS/Training) position to full-time Administrative Secretary (EMS/Training).

DISCUSSION:

The EMS/Training division is responsible for managing several key programs that directly impact the mission of the Fire District. This would include Emergency Medical Services Administration, managing and directing all aspects of training for District personnel, as well as coordinating the activities at the Training Center. Additionally, the EMS/Training staff are tasked with tracking, evaluating, and synthesizing data to determine our current operational effectiveness, which drives organizational growth and improvement. Currently, the EMS/Training Division is supported by one part-time Office Technician.

The management of Emergency Medical Services and Training in the District requires significant administrative support. Scheduling classes, managing and tracking certifications and credentials, as well as supporting critical programs such as the District's Cardiac Care Program are supported by the part-time office technician. The increase in demand for administrative support has outpaced the capacity and scope of one part-time Office Technician.

The Training Center has become a hub for all internal department District training. It is often the host location for county and regional meetings and training events, home to the Mt. San Antonio Fire Academy, and is used by many partner agencies from various municipalities. While the District is proud and honored to host these numerous entities, the additional activity increases the demand on the part-time Office Technician responsible for scheduling, managing, and tracking these various events.

Staff has conducted a review and study of the current job descriptions for Office Technician and an Administrative

Secretary. Staff has determined that the current and future needs of the District at the Training Center align with the job description of an Administrative Secretary and support a reclassification of the current part-time Office Technician position to a full-time Administrative Secretary.

The differential between the salary schedule of the current position (part-time Office Technician) and the proposed reclassification (full-time Administrative Secretary) would result in a fully burdened annual cost increase of approximately \$56,445. This increase is reflective of the salary increase and the addition of benefits. Assuming an April 1 effective date, the prorated fiscal impact for the remainder of the current fiscal year would be approximately \$14,111. If approved, the fiscal impact of the reclassification for Fiscal '21-22 could be absorbed in the board-approved budget and would not require a budget adjustment at this time.

RECOMMENDATION:

It is recommended that the Board of Directors review, discuss, and approve the request for reclassification of the part-time Office Technician position (EMS/Training) to full-time Administrative Secretary (EMS/Training).

ATTACHMENTS:

Administrative Secretary



Administrative Secretary

Bargaining Unit: Teamsters, Local 1932

Class Code:
ADMINSEC

CHINO VALLEY FIRE DISTRICT

Established Date: Jul 26, 2005

Revision Date: Apr 10, 2015

SALARY RANGE

\$31.12 - \$37.83 Hourly
\$5,394.13 - \$6,557.20 Monthly
\$64,729.56 - \$78,686.40 Annually

DESCRIPTION:

Under general supervision, the Administrative Secretary performs a variety of difficult and complex secretarial duties and administrative tasks in support of management staff and District activities, including work of a confidential nature, and performs related duties as required.

The Administrative Secretary is a multi-position classification and positions within this classification may be designated in accordance with Government Code 3507.5. While each position is assigned to a primary Division or workgroup, all positions may be called upon to assist, or assume the duties in another area of assignment.

Essential Job Functions

The following are the duties performed by employees in this classification, and incumbents may perform some or all of these functions. However, this job specification is intended to identify essential functions and requirements of the job, and should not be considered all-inclusive.

- Provides direct secretarial support to one or more management staff members.
- Performs a variety of clerical tasks including typing, proofreading, filing, and editing.
- Establishes and/or maintains files, filing systems, and record keeping procedures.
- Operates a variety of office equipment including computers and supporting software.
- Prepares, sorts, files, and/or processes a variety of documents and records according to established procedures.
- Schedules and makes necessary arrangements for meetings; schedules appointments; maintains calendars.
- Prepares materials for a variety of meetings such as agendas, reports, and agenda packets.
- Attends and takes minutes at meetings; may transcribe dictation.
- Prepares, maintains, and produces a variety of correspondence, forms, documents, and files including items of a confidential and sensitive nature.
- Conducts research and compiles information for the preparation of reports and related documents.
- Makes travel arrangements and produces and maintains travel itineraries.
- Receives, assists and directs customers and visitors.

- Reviews, sorts and distributes incoming mail in accordance with standard procedures.
- Responds to inquiries from the public and District staff regarding District programs, procedures, activities, and other matters requiring an in-depth knowledge of the District.
- Orders and maintains supplies and materials.
- Assists in budget preparation by compiling and processing budget related documents; monitors expenses and/or revenues; prepares invoices for payment; handles petty cash.
- Supervises, trains and evaluates other clerical and auxiliary support staff, and directs and/or assists others in the performance of related tasks.
- Performs related duties as assigned.

QUALIFICATIONS:

Knowledge of:

- Modern office methods and procedures.
- Principles and practices of business correspondence
- Methods and techniques of developing and implementing filing systems
- Methods and techniques of collecting and compiling data and information
- Reception techniques and telephone etiquette
- Operational characteristics of a variety of office equipment.
- Principles of lead supervision and training
- Clear and effective writing techniques including correct English usage, grammar, spelling, vocabulary and punctuation.

Ability to:

- Prepare a variety of documents requiring specialized typing and/or use of Microsoft computer software programs such as Word, Excel, PowerPoint and Access.
- Operate a variety of office equipment.
- Type at a speed necessary for the successful performance of duties, preferably at a rate of 60 net words per minute.
- Learn, interpret, explain, and appropriately apply District policies and procedures.
- Communicate effectively both orally and in writing, and understand and follow oral and written instructions.
- Establish and maintain cooperative working relationships.
- Act as liaison between manager and other staff, transmitting messages and requests as needed.
- Maintain confidentiality of information.
- Work and act independently, including organizing and implementing projects with minimal instruction in accordance with established policies and procedures.
- Conduct research and gather data.
- Plan and coordinate.
- Prepare and maintain accurate reports and records.
- Anticipate and analyze problems and identify solutions.

EDUCATION AND EXPERIENCE REQUIREMENTS:

Education:

- Equivalent to completion of High School supplemented by college-level coursework in secretarial science, typing and/or office management.
- Possess and maintain a Class C California driver's license and satisfactory driving record.

Experience:

- Three years increasingly responsible secretarial experience.

PHYSICAL PROFILE:

Work is performed in a typical office environment with the following characteristics:

- Mobility – frequent use of keyboard; frequent sitting for long periods of time; occasional bending or squatting
- Lifting – frequently up to 10 pounds; occasionally up to 25 pounds
- Vision – constant use of overall vision; frequent reading and close-up work; occasional color and depth vision
- Dexterity – frequent repetitive motion; frequent writing; frequent grasping, holding and reaching
- Hearing/Talking – frequent hearing and talking, in person and on the phone
- Emotional/Psychological – frequent decision-making and concentration; frequent public and/or co-worker contact; frequent periods of working alone
- Environmental – frequent exposure to computer screens and noise

FLSA Status: Non-exempt

Date Approved: July 26, 2005