

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, September 14, 2022

5:00 p.m. - Closed Session

6:00 p.m. - Open Session

AGENDA

ROLL CALL

ADJOURN TO CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

(Gov. Code, § 54956.9(d)(2))

Significant Exposure to Litigation: One (1) potential case

FLAG SALUTE

INVOCATION

Chaplain Adam Houde

PRESENTATIONS/ANNOUNCEMENTS

Proclamations

Proclamation – Fire Prevention Week

Proclamation – National Awareness Day

Proclamation – Breast Cancer Awareness Month

Employee Service Awards

15 Years of Service

Office Technician Melania Arredondo

20 years of Service

Captain Brian Sanchez

Tower 9 Plaque Presentation

Retirement Recognitions

Fire Inspector Jim Powderly

Clerk of the Board/ Administrative Manager Sandra Heney

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

Member of the Board Donald L. Bridge, Chino Valley Unified School District

Director Steven Elie, Inland Empire Utilities Agency

CONSENT CALENDAR

1. MINUTES

Minutes - August 10, 2022 Regular Meeting

Minutes -August 17, 2022 Special Meeting

2. MONTHLY DISTRICT REPORT

Month of July 2022

3. MONTHLY FINANCIAL REPORT

Monthly Financial Report - August 2022

4. MONTHLY TREASURER'S REPORT

Monthly Treasurer's Report - July 2022

5. WARRANTS

Warrants for August 2022 #55907 through #56136

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. REVIEW OF INVESTMENT POLICY

Purpose is to conduct a review of the Chino Valley Fire District Investment Policy.

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

PC _____ M _____ S _____ RC _____

OLD BUSINESS - None

NEW BUSINESS

9. REORGANIZATION OF CLERK OF THE BOARD OFFICE TO INCLUDE RECLASSIFICATION OF ADMINISTRATIVE SECRETARY (CONFIDENTIAL) POSITION AND RECLASSIFICATION OF ONE OFFICE TECHNICIAN POSITION; AND UPDATE AND AMEND THE JOB CLASSIFICATION FOR CLERK OF THE BOARD POSITION

Purpose is for the Board of Directors to review, discuss and approve a reorganization of the office of the Clerk of the Board to include reclassification of the position of Administrative Secretary (Confidential) to Deputy Clerk of the Board (Confidential) and reclassify one Office Technician Position to Records Technician (Confidential); and update and amend the job classification and salary table of the position of Clerk of the Board.

Report By:

Human Resources Director Anthony Arroyo

RECOMMENDATION: It is recommended that the Board of Directors review, discuss and approve a reorganization of the office of the Clerk of the Board to include reclassification of the position of Administrative Secretary (Confidential) to Deputy Clerk of the Board (Confidential) and reclassification one Office Technician Position to Records Technician (Confidential); and update and amend the job classification of the position of Clerk of the Board and provide direction to staff.

PC _____ M _____ S _____ RC _____

10. REVIEW PROPOSED AMENDED FULL-TIME ASSISTANT TO THE FIRE CHIEF JOB DESCRIPTION

Purpose is for the Board of Directors to review, discuss and approve a proposed amendment to the education requirements of the job description for the position of Assistant to the Fire Chief.

Report By: Human Resources Director Anthony Arroyo

RECOMMENDATION: It is recommended that the Board of Directors authorize and approve the attached amended job description with the proposed change.

PC _____ M _____ S _____ RC _____

11. CHINO VALLEY FIRE DISTRICT SECTION 115 TRUST ANNUAL REPORT

Purpose is to review and discuss the 2021-22 Annual Report for the Section 115 Trust.

Report By: Finance Director Mark Shaker

RECOMMENDATION: It is recommended that the Board of Directors review and discuss the Annual Report for the Chino Valley Fire District Section 115 Trust.

PC _____ M _____ S _____ RC _____

12. RESOLUTION NO. 2022-15 OF THE BOARD OF DIRECTORS OF THE CHINO VALLEY INDEPENDENT FIRE DISTRICT APPROVING AN EMPLOYMENT AGREEMENT BETWEEN THE CHINO VALLEY FIRE DISTRICT AND SANDRA ESCUDERO FOR INTERIM CLERK OF THE BOARD

Purpose is to review and approve Resolution No. 2022-15 approving an employment agreement between the Chino Valley Fire District and Sandra Escudero for Interim

Clerk of the Board.

Report By: Legal Counsel Isaac Rosen

RECOMMENDATION: It is recommended that the Board of Directors approve Resolution No. 2022-15 and authorize the Fire Chief to execute the employment agreement between the Chino Valley Fire District and Sandra Escudero for Interim Clerk of the Board.

PC _____ M _____ S _____ RC _____

13. FIRE CODE LOCAL AMENDMENTS AND ORDINANCE ADOPTION - 2022 CALIFORNIA FIRE CODE AND 2021 INTERNATIONAL FIRE CODE

Purpose is for the Board of Directors to review, introduce and conduct a first reading, by title only, a proposed Ordinance adopting the 2022 California Fire Code, based on the 2021 International Fire Code, with local amendments.

Report By: Fire Marshal Danielle O'Toole

RECOMMENDATION: It is recommended that the Board of Directors review, introduce and conduct a first reading of Ordinance No. 2022-03 adopting the 2022 California Fire Code based on the 2021 International Fire Code with local amendments; 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 October 12, 2022 during the second reading of Ordinance No. 2022-03 and direct staff to provide public notice as required by law.

PC _____ M _____ S _____ RC _____

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, October 12, 2022 at 6:00 p.m., at the District Headquarters Office located at 14011 City Center Drive, Chino Hills, CA, 91709.

I, Sandra Escudero, Acting Clerk of the Board, on behalf of the Board of Directors, do hereby certify that a copy of this agenda has been posted by 6:00 p.m., on Friday, September 9, 2022.

A handwritten signature in cursive script that reads "Sandra M. Escudero". The signature is written in dark ink and is positioned above a horizontal line.

Sandra Escudero, Acting Clerk of the Board

PRESENTATIONS/ANNOUNCEMENTS

CHINO VALLEY INDEPENDENT FIRE DISTRICT

NO STAFF REPORT

Proclamations

Proclamation – Fire Prevention Week

Proclamation – National Awareness Day

Proclamation – Breast Cancer Awareness Month

ATTACHMENTS:

Fire Prevention Week Proclamation

National Awareness Day

National Breast Cancer Awareness Month



CHINO VALLEY INDEPENDENT FIRE DISTRICT

PROCLAMATION

THE CHINO VALLEY INDEPENDENT FIRE DISTRICT PROCLAIMS THE WEEK OF OCTOBER 9 – 15, 2022 FIRE PREVENTION WEEK

WHEREAS This week commemorates the Great Chicago Fire of 1871, which killed more than 250 people, left 100,000 homeless, destroyed more than 17,400 buildings and burned more than 2,000 acres; and

WHEREAS In 2020, a home structure fire was reported every 89 seconds, a home fire death occurred every 3 hours and 24 minutes, and a home fire injury occurred every 46 minutes, according to the National Fire Protection Association® (NFPA®); and

WHEREAS The Month of October represents the 100th anniversary of Fire Prevention Week, with Fire Prevention Week being the nation's longest running public health observance on record; and

WHEREAS The 2022 Fire Prevention Week™ theme, “**Fires won’t wait. Plan Your Escape™**” effectively serves to remind us of the importance of having a home escape plan and practicing it.; and

WHEREAS The Chino Valley Independent Fire District is committed to the safety of life and property from devastating effects of fire; and

WHEREAS The Chino Valley Independent Fire District is joined by the City of Chino, City of Chino Hills, County of San Bernardino, and the Chino Valley Fire Foundation, as well as other emergency service providers, businesses, schools, service clubs, and organizations in their fire safety efforts; and

WHEREAS The Chino Valley Independent Fire District calls upon the people of the Chino Valley to participate in fire safety and preparedness activities at home, work and school, and to take the steps needed to make their homes and families safe from fire; and

WHEREAS The Chino Valley Independent Fire District will hold its annual Open House on Saturday, October 15, 2022, 9 a.m. to 12 p.m.

NOW, THEREFORE, BE IT PROCLAIMED that the Chino Valley Independent Fire District proclaims the week of October 9 – 15, 2022 as:

“FIRE PREVENTION WEEK”

Mike Kreeger, President

Date



CHINO VALLEY FIRE DISTRICT PROCLAMATION

CHINO VALLEY FIRE DISTRICT PROCLAIMS

SEPTEMBER 25, 2022

AS

"IF YOU SEE SOMETHING, SAY SOMETHING ® NATIONAL AWARENESS DAY"

WHEREAS, in July 2010, the U.S. Department of Homeland Security (DHS) launched a national campaign to recognize behaviors and indicators of terrorism and terrorism-related crime, as well as the importance of reporting suspicious activity to state and local law enforcement; and

WHEREAS, DHS provides valuable resources to communities because an informed, alert community plays a critical role in keeping their community and our nation safe; and

WHEREAS, the National Awareness Campaign works with partners year round to inspire, empower and educate the public on suspicious activities and potential threats; and

WHEREAS, the Fire District established "Bleed Safe Chino Valley" a program designed to increase survivability from potentially preventable causes of death due to trauma; and

WHEREAS, "Bleed Safe Chino Valley" provides valuable training, enabling community members to evaluate their state of readiness and empowering them to take action in a traumatic incident; and

WHEREAS, by being watchful and reporting unusual activity such as unattended vehicles, abandoned backpacks and packages to your local law enforcement; and

WHEREAS, the Fire District will continue to build upon the relationships established with local law enforcement and city officials, and continue to support those members of the Chino Valley Fire District serving in a Terrorism Liaison Officer (TLO) position to maintain public safety; and

NOW, THEREFORE, BE IT PROCLAIMED, that the Chino Valley Fire District Board of Directors proclaim September 25, 2022 as:

"IF YOU SEE SOMETHING, SAY SOMETHING ® NATIONAL AWARENESS DAY"

Mike Kreeger, President



CHINO VALLEY FIRE DISTRICT PROCLAMATION

THE CHINO VALLEY FIRE DISTRICT PROCLAIMS OCTOBER

as

NATIONAL BREAST CANCER AWARENESS MONTH

***WHEREAS,** Breast Cancer touches the lives of Americans from every background and in every community across our Nation, and*

***WHEREAS,** More than 200,000 women and approximately 2600 men will be diagnosed with Breast Cancer this year in the United States, and tens of thousands are expected to lose their lives to the disease, and*

***WHEREAS,** During National Breast Cancer Awareness Month, we honor those we have lost, lend our strength to those who carry on the fight, and pledge to educate ourselves and our loved ones about the tragic disease, and*

***WHEREAS,** Though the exact causes of Breast Cancer are unknown, understanding its risk factors is essential to prevention. Women and those who have a personal or family history of Breast Cancer are among those at greater risk of developing the illness, and*

***WHEREAS,** Early detection is key in the fight against Breast Cancer, and*

***WHEREAS,** This month we stand with those who have been affected by Breast Cancer, and*

***WHEREAS,** We recognize the ongoing efforts of dedicated advocates, researchers, and health care providers who strive each day to defeat this terrible disease. Inspired by the resilience of those living with the disease and in memory of loved ones lost, let us together strengthen our resolve toward a future free from cancer in all its forms, and*

***NOW, THEREFORE, BE IT PROCLAIMED** that the Chino Valley Fire District Board of Directors proclaim the month of October as:*

NATIONAL BREAST CANCER AWARENESS MONTH

PRESENTED at a Regular Meeting held on the 14th day of September 2022.

Mike Kreeger, President

CHINO VALLEY INDEPENDENT FIRE DISTRICT

NO STAFF REPORT

Minutes - August 10, 2022 Regular Meeting

ATTACHMENTS:

Minutes - August 10, 2022 Regular Meeting

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

MINUTES
August 10, 2022

ROLL CALL

All Board Members were present.

OPEN SESSION

President Kreeger called the Open Session to order.

FLAG SALUTE

Director Harvey Luth.

INVOCATION

Henry Aguilar, Fire District Chaplain.

CHANGES TO THE AGENDA

President Kreeger asked Mrs. Sandra Escudero if there were any changes to the agenda.

Mrs. Sandra Escudero stated that there were no changes to the agenda.

PRESENTATIONS / ANNOUNCEMENTS

Proclamations – 911 Firefighter Day of Remembrance

President Kreeger read the summary of the proclamation and informed the public that the complete copy of the proclamation was available on the Fire District's website.

New Chaplain Introduction

Chaplain Adam Houde

President Kreeger read Chaplain Adam Houde's biography and welcomed Chaplain Houde to the Fire District.

New Hire Introductions

Fire Equipment Mechanic Gabriel Mendoza

President Kreeger read Fire Equipment Mechanic Gabriel Mendoza's biography and welcomed Gabriel to the Fire District.

Firefighter/Paramedics

Deputy Chief Ault introduced the new hires by reading their biographies and welcomed them to the Fire District.

PUBLIC HEARING

PROPERTIES DECLARED FOR WEED ABATEMENT

Purpose is for the Public to comment on the declaring and noticing of property owner(s) for weed abatement.

President Kreeger opened the public hearing.

Fire Marshal Danielle O'Toole stated that at the April 13, 2022 Board of Directors meeting, Resolution No. 2022-08 was approved and adopted, identifying properties throughout the District to be noticed in accordance with Ordinance 2022-01 for weed abatement.

Fire Marshal Danielle O'Toole reported that during the initial Spring inspections, approximately 991 parcels were identified as being noncompliant.

Fire Marshal O'Toole stated that since the initial round of inspections in early May, additional properties were identified either through reinspection or complaints. She also stated that all respective property owners have been provided a Notice to Destroy, and is stated in such notice that property owners have been given a reasonable amount of time to comply.

Fire Marshal O'Toole reported that since July 13, 2022, seven additional parcels have been identified and property owners are given until August 17, 2022 to abate the noted hazard. She also reported that failure to abate the noted hazard is subject to an Administrative Citation and action by our office to abate the property utilizing our private contractor.

Fire Marshal O'Toole stated that the office will begin reinspection on the seven parcels on August 17, 2022 and will take the noted actions to bring properties into compliance.

Fire Marshal O'Toole stated that in accordance with the resolution, we are to hold a Public Hearing allowing property owners to address the Board on this matter.

RECOMMENDATION: It is recommended that the Board of Directors review public comment on the declaring and noticing of property owner(s) for weed abatement and subsequent actions and charges, as well as make any rulings on any and all objections raised regarding the proposed removal of weeds and said charges.

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

Mrs. Sandra Escudero stated there were no requests to speak from the public.

President Kreeger stated that the public hearing is now closed.

President Kreeger stated that it is time for the Board to comment.

The Board of Directors thanked Fire Marshal Danielle O'Toole for the work she has done on the weed abatement process.

No action required.

PUBLIC COMMUNICATIONS

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

Mrs. Sandra Escudero 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, Inland Empire Utilities Agency)

Mrs. Sandra Escudero announced that Council Member Charlie Blank was present.

Council Member Blank stated they are having their Fall Brush pick up September 24, 2022 from 8:00 a.m. to 1:00 p.m.

Council Member Blank thanked Supervisor Hagman for his work in getting the grant for \$50,000, and stated they are going to take out all dead and non-native vegetation from the county line back up to the golf course in Western Hills. He also stated that the project will go from Chino Hills Pkwy, Azurite Dr., and where Feldspar is around the Summer Ranch neighborhood.

Council Member Blank reported that this will get rid of palm trees and dead vegetation.

Director Williams asked if there is a lot of vegetation that should not have grown there.

Council Member Charlie Blank stated there were a lot of people upset because when they went in the area to poison the palm trees, it was a problem because until the palm trees drop all their fronds on the ground the trees can't be removed because it is too expensive. He also stated that non-native vegetation is included in the project along with any items being discarded from windows of cars.

Director Sarah Ramos-Evinger stated there were numerous meetings held for the grant funds, but were declined on numerous items because the State along with CALTRANS would not allow certain projects. She thanked Charlie Blank for his persistence on the item and for getting the grant funding.

CONSENT CALENDAR

1. **MINUTES**

Minutes – July 13, 2022, Regular Meeting

Minutes – July 27, 2022, Special Meeting

2. **MONTHLY DISTRICT REPORT**

Month of June 2022

3. **MONTHLY FINANCIAL REPORT**

Monthly Financial Report – July 2022

4. **MONTHLY TREASURER’S REPORT**

Monthly Treasurer’s Report – June 2022

5. **WARRANTS**

Warrants for July 2022 #55766 through #55906

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 videoconferencing, in accordance with AB 361.

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

President Kreeger asked Mrs. Sandra Escudero if there were any public comments on the Consent Calendar.

Mrs. Sandra Escudero 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.

No items were pulled.

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 #1-7, 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

None.

FIRE CHIEF'S COMMENTS

Fire Chief Williams stated that CVFD ambulance, under ABH, responded to 188 Incidents in July. 35.6% of the medical aids resulted in transportation for a total of 67 patients. Our average response time for ambulances is 7:55. 90% of CVFD response times are under 11.54.

Fire Chief Williams stated that the Chino Valley Fire District Honor Guard, Pipes and Drums and I attended the California Firefighters Memorial Ceremony in Sacramento's Capitol Park on Saturday, July 30th to honor our fallen brother Retired Engineer Ray Santoyo. Retired Engineer Ray Santoyo's name was added to the Memorial Wall in Capitol Park, alongside the names of other fallen firefighters from various departments.

Fire Chief Williams stated that Chino Valley Fire visited multiple block parties alongside our law enforcement partners with Chino Police Department and Chino Hills Police Department during the National Night Out Event on August 2nd.

Fire Chief Williams provided a recruitment update.

Fire Chief Williams stated that the ASBCSD Monthly Meeting is scheduled for August 15th at 6:00 p.m. in Fontana.

Fire Chief Williams stated that a Special Board Meeting is scheduled for August 17th at 4:00 p.m. here at Admin.

Fire Chief Williams stated that the League of California Cities Inland Empire Division Dinner is scheduled for August 18th, 5:30 p.m. at the Boys Republic Bistro.

Fire Chief Williams stated that a Finance Committee Meeting is scheduled for August 22nd at 8:00 a.m.

Fire Chief Williams stated that the CSDA Annual Conference is scheduled for August 22nd through August 25th in Palm Desert.

Fire Chief Williams stated that our Administration office will be closed on Monday, September 5th in observance of the Labor Day holiday.

BOARD COMMITTEE REPORTS/BOARD COMMENTS

Director Williams stated that he attended the CIW, CIM meetings and SB County Board of Supervisors meeting.

Director Luth stated that he attended the Chino Council meeting and a Special Board meeting. He also welcomed the new hires, including the chaplain and how important his role is to the organization and community.

Director Luth welcomed Sandra Escudero, Gabriel Mendoza and the new Firefighter/Paramedics. He also thanked Council Member Charlie Blank and his group for their efforts in securing the grant money.

Director Luth stated that he appreciated receiving photographs on the event for the Ray Santoyo Memorial. He stated it is obvious that they did a really good job in memorializing his efforts and felt they were well represented.

Director Ramos-Evinger stated that she had her monthly meeting with Fire Chief Williams and the Carbon Canyon Fire Safe council. She also stated she attended the HR meeting, special meeting, and National Night Out Event.

Director Ramos-Evinger stated that she also attended the Regular Fire Safe Council meeting. She stated that she also attended the CIM CAC meeting. She also welcomed our new hires, Chaplain Houde and Gabriel Mendoza.

Vice President Demonaco stated he attended the Chino Council Meeting and the CONFIRE Board Meeting where they approved the RFP to solicit a private partner for the EMS transportation. He also stated that hopefully someone will be selected soon after the entire county has an opportunity to Bid on ambulance transportation services.

Vice President DeMonaco stated that he would like to welcome Chaplain Houde, Gabriel Mendoza, and the Firefighter/Paramedics. He also thanked Jeff Tytula for the photographs from the Firefighter Memorial.

Vice President DeMonaco asked if the district is planning anything for September 11th.

Fire Chief Williams reported they are planning to go back to a past format for September 11th and will most likely take place at Station 66.

President Kreeger stated he attended the ASBCSD event association of SB County Special District out at East Valley Water District. He also attended the Chino Valley Unified School Board Meeting, National Night Out Event and thanked Chief Skibar for taking himself and Director Ramos-Evinger. He thanked the staff that went up to Sacramento and the Pipes and Drum core went up as well. He welcomed Interim Clerk of the Board Sandra Escudero, Chaplain Adam Houde, Gabriel Mendoza, and the new Firefighter/Paramedics.

ADJOURNMENT

The meeting was adjourned at 6:32 p.m. to a Regular Meeting of the Board of Directors of the Chino Valley Independent Fire District to be held on Wednesday, September 14, 2022 at 6:00 p.m. at District Headquarters located at 14011 City Center Drive, Chino Hills, CA 91709.

APPROVED AND ADOPTED THIS 14TH DAY OF SEPTEMBER 2022

Sandra Escudero, Acting Clerk of the Board

Mike Kreeger, President

CHINO VALLEY INDEPENDENT FIRE DISTRICT

NO STAFF REPORT

Minutes -August 17, 2022 Special Meeting

ATTACHMENTS:

Minutes -August 17, 2022 Special Meeting

CHINO VALLEY INDEPENDENT FIRE DISTRICT
Board of Directors Special Board Meeting

MINUTES
August 17, 2022

PRESIDENT'S ANNOUNCEMENT

President Mike Kreeger opened the meeting at 4:02 p.m. and stated that in accordance with AB361 this meeting will be conducted remotely in a hybrid format. He explained the process for members of the public to participate in the meeting and provide public comment. President Kreeger also announced that the meeting would be recorded.

ROLL CALL

President Mike Kreeger, Director Sarah Ramos-Evinger and Director Winn Williams were present. Vice President John DeMonaco and Director Harvey Luth attended remotely.

OPEN SESSION

President Mike Kreeger called the Open Session to order.

FLAG SALUTE

President Mike Kreeger.

INVOCATION

Marco Miranda, Fire District Chaplain.

CHANGES TO THE AGENDA

President Kreeger asked if there were any changes to the agenda.

Acting Clerk of the Board Sandra Escudero stated there were no changes to the agenda.

PUBLIC COMMUNICATIONS

President Kreeger asked if there was any Public comment.

Acting Clerk of the Board Escudero stated there were no requests to speak.

OLD BUSINESS

None.

NEW BUSINESS

1. FIRE STATION 68 CONSTRUCTION PROJECT OVERVIEW

Purpose is to present an update of the Fire Station 68 construction project to the Board of Directors and to provide opportunity for discussion on project side and scope.

Acting Deputy Chief Dean Smith and Battalion Chief Greg Gabel presented a PowerPoint overview of the Fire Station 68 project, its key dates, next steps and encouraged input.

Kelley Needham with PBK was present remotely to answer questions.

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

Acting Clerk of the Board Escudero stated that there were no requests to speak.

President Kreeger asked for Board comments.

The Board of Directors discussed the overview of the Fire Station 68 project. Each Board Member had the opportunity to ask questions or make comments.

Moved by Vice President DeMonaco, seconded by Director Ramos-Evinger motion failed by a 3-2 voice vote for a three and one half bay station for the new proposed Fire Station 68.

AYES: BOARD MEMBERS: DeMonaco, and Ramos-Evinger.

NOES: BOARD MEMBERS: Kreeger, Luth and Williams.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

Moved by Ramos-Evinger, seconded by President Kreeger motion carried by a 4-1 voice vote for a three-bay station for the new proposed Fire Station 68.

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

NOES: BOARD MEMBERS: DeMonaco.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

BOARD COMMITTEE REPORTS/BOARD COMMENTS

President Kreeger asked for Board comments.

The Board of Directors thanked staff for all their hard work on this project.

ADJOURNMENT

The meeting was adjourned at 5:24 p.m. to a Regular Meeting of the Board of Directors of the Chino Valley Independent Fire District to be held on Wednesday, September 14, 2022 at 6:00 p.m. at the Fire District Headquarters located at 14011 City Center Drive, Chino Hills, CA 91709.

APPROVED AND ADOPTED THIS 14th DAY OF September 2022.

Sandra Escudero, Acting Clerk of the Board

Mike Kreeger, President

MONTHLY DISTRICT REPORT 2.

CHINO VALLEY INDEPENDENT FIRE DISTRICT

NO STAFF REPORT

Month of July 2022

ATTACHMENTS:

Monthly District Report July 2022

CHINO VALLEY FIRE DISTRICT



MONTHLY REPORT JULY 2022

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JULY 2022

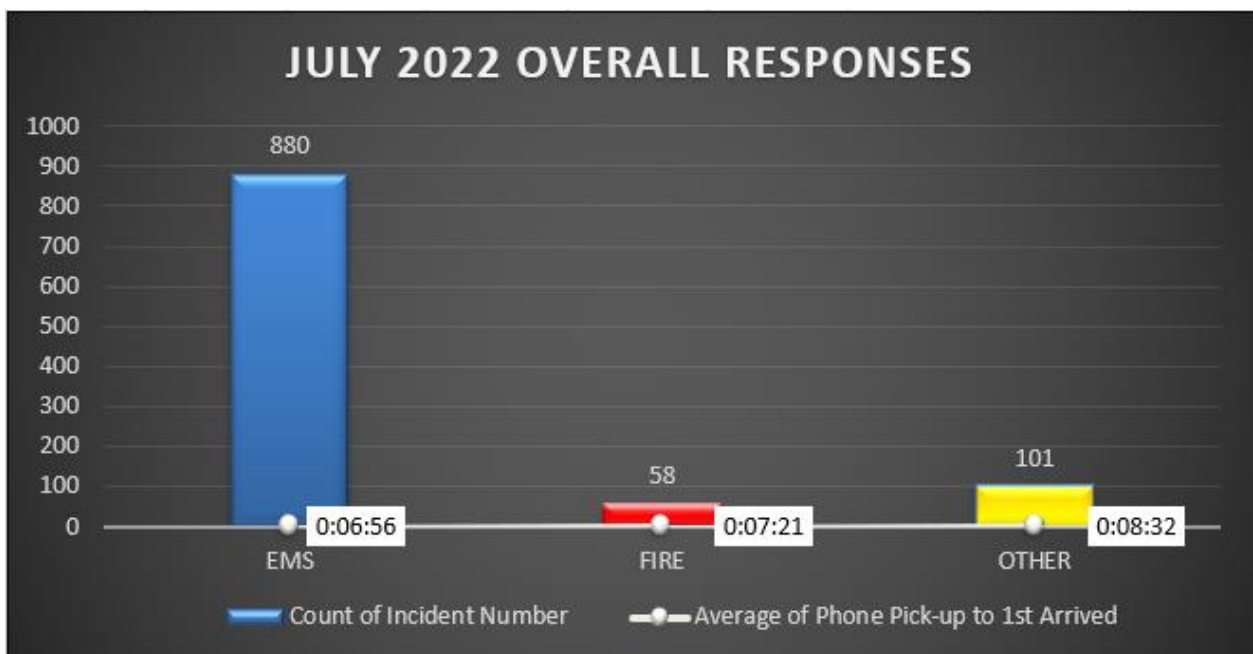
I. Operations:

- Incident Response Data

CHINO VALLEY FIRE DISTRICT

INCIDENT BASED RESPONSE TIME DATA JULY 2022

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 July 2022: 1039

FIRE:	58
EMS:	880
OTHER:	101

JULY 2022

II Community Risk Reduction:

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



Permit Revenue Summary Report

Payments as of 07/31/2022

Summary Listing

MONTH	YEAR	TOTAL FEES RECEIVED
January	2022	\$96,717.00
February	2022	\$116,892.00
March	2022	\$186,721.00
April	2022	\$151,521.00
May	2022	\$193,731.00
June	2022	\$128,178.00
July	2022	\$146,427.00
Year To Date	Total	\$1,020,187.00



License Revenue Summary Report

Payments as of 07/31/2022

Summary Listing

MONTH	YEAR	TOTAL FEES RECEIVED
January	2022	\$28,995.00
February	2022	\$14,970.00
March	2022	\$11,770.00
April	2022	\$15,583.00
May	2022	\$17,926.00
June	2022	\$8,634.00
July	2022	\$3,224.00
Year To Date	Total	\$101,102.00

**NEW CONSTRUCTION WORKSHEET
JULY 2022**

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	13225 Serenity Trail	Chino (Co-Area)	Summerland Senior Living	X	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	
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	X		
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	PC 06/21		

**NEW CONSTRUCTION WORKSHEET
JULY 2022**

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 20266	Canyon Hills Rd. (Gentile Property)	CH	True Life Companies	X			
Hidden Oaks **On hold until 10/21**	TR 18869 SP10-01	Carbon Canyon Rd.	C.H.	J.P. Weber Group	X			
Micro brewery; outdoor patio; I & I Brewing (PH 09/21/21)	20MUP03	4020 Chino Hills Pkwy	C.H.	I & I Brewery	X	X		
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	
2 Story warehouse bldg. & office; 46,560 s.f	PL 14-1133 (SA) APN 102136113	5240 & 5280 Eucalyptus Ave.	Chino	Ever Sun Investments LLC	X	X	X	
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 Hallman Ave.	Chino	SRG Acquisition	X	X	X (TE#01 02/09/22)	
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)		
Andy's Burger's 5,800 sq.ft. drive through restaurant	PL16-0671	4616 Riverside Dr.	Chino	John Wyka	X	X	X	

**NEW CONSTRUCTION WORKSHEET
JULY 2022**

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	
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		
Distribution Facility for In-N-Out	PL17-0042 PL17-0044 PL19-0048 PL19-0049 PL19-0081 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	X
Time Extension 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	X	
Proposed Addition of 14,265 sq. ft. - Wing Lee Poultry	PL18-0038	13825 Yorba Ave.	Chino	Austin Co.	X	X {TE#01 02/09/22}		
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	15191 El Prado Ave/Central	Chino	Kaykel Investment	X	X	X {TE#2 08/09/21}	

**NEW CONSTRUCTION WORKSHEET
JULY 2022**

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/Hallman 8841 Remington	Chino	Watson Land Co.	X	X	X	
Assisted living facility - 72 units	PL18-0057 PL18-0058	Guardian Way btwn 10th & Vernon Ave	Chino	Source Architecture Inc	X	X (TE#2 06/08/22)		
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			
3 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	
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	PL18-0084 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			
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			

**NEW CONSTRUCTION WORKSHEET
JULY 2022**

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	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)		
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		
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	16300 East Preserve Loop	Chino	Chino Preserve Dev	X	X	X UG Permit	

**NEW CONSTRUCTION WORKSHEET
JULY 2022**

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; 146,848 sq. ft. Commercial Center.	PL19-0082 PL20-0016 (TPM) 20333) PL2017-0017 PL20-0016	Pine Ave. & Main St.	Chino	Lewis Retail Centers	X	PH 04/05/21	(TE#1 03/23/2022)	
Construction of 3,500 sq. ft. 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	12438/12448/12480/ 12473 East End Ave.	Chino	Clark Neuhoff	X	X	X	
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, 6,095 sq. ft.	PL19-0090	5143 D Street	Chino	Youkun Nie	X	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	

**NEW CONSTRUCTION WORKSHEET
JULY 2022**

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	N/A	N/A
Fast Food Restaurant w/drive-thru; 2,400 s.f. (Modify SCUP PL05-0033) El Pollo Loco	PL05-0033 PL20-0025	6981 Schaefer Ave.	Chino	McDonald, Soutar & Paz Inc.	X	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. 13402 Yorba Ave.	Chino	Brandi Smith	X	TE01 PL20-0026/ PL20-0029		
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		
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		

**NEW CONSTRUCTION WORKSHEET
JULY 2022**

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 single lot tract for condo purposes; total of 210 MFD	PL20-0062 PL21-0021 TTM 20380	Academy/Legacy	Chino	Chino Holding Co.	X	PH 03/21/22		
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		
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			
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		
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			

**NEW CONSTRUCTION WORKSHEET
JULY 2022**

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			
21.90 acre MSA - 114 SFD	PL21-0045 PL21-0057 (TTM 20446)	8340 Chino Corona Rd	Chino	Chino Preserve Dev. Corp	X			
Proposed Animal Hospital	PL21-0047 PL21-0048	SEC of the Preserve	Chino	Cool Theel	X	TE01 07/27/22		
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 PL21-0075 TTM 20445	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	PH 03/21/22		
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			
Request to subdivide one parcel into two	PL21-0074 TPM 20432	11641 Telephone Ave.	Chino	Frank Borges	X			

NEW CONSTRUCTION WORKSHEET
JULY 2022

Massage Establishment	PL21-0076	5420 Philadelphia St. Ste. F	Chino	Bao Xin Jin	X			
188 Condos on 23.60 acres	PL22-0002 PL22-0003	NEC Pine/E. Preserve Loop	Chino	Tri Pointe Homes	X			
Proposed use of RV dealership	PL22-0014	Corporate Center Dr	Chino	Crysal Cardona/Andersen Arch.	X			
Construct new industrial bldgs. (8,880 sq. ft)	PL22-0016	5437 Chino Ave	Chino	MNM Construction	X			
Proposed one-story Wienerschnitzel	PL22-0019	1571 Euclid Ave.	Chino	Andersen Arch	X			
Exterior T.I. project, 26,032 sq. ft. courtyard space	PL22-0020	4201 Eucalyptus Ave	Chino	Matthew Decker	X			
Old School House Museum Barn & Site Improvement Project	PL22-0025	5493 B Street	Chino	City of Chino	X			
Transfer an existing winery for onsite and offsite consumption for wine production.	PL22-0026	13788 Roswell Ave. #166	Chino	Argonza Estate	X			
28,891 sq. ft. Industrial building	PL22-0027	Oaks Ave.	Chino	John Cataldo	X			
Industrial Bldg. in the Preserve Specific Plan Are	PL22-0028 PL22-0029 PL22-0030	8711 Remington Ave	Chino	Majestic Realty	X			
K-9 Private Christian School	PL22-0032	12765 Oaks Ave	Chino	Joel Hendley	X			
197 Units (Cottages/Cluster Homes)	PL22-0036	Pine Ave. & E. Preserve Loop	Chino	KB Homes	X			
9.75 acre Public Park "Town Center Park"	PL22-0037	SEC Main St/Market St	Chino	Chino Preserve Dev.	X			
Subdivide 2 parcels into 4 parcels for commercial office condo units & office buildings	PL22-0040 TTM 20538	5578,5592,5624, 5632 Philadelphia St.	Chino	City of Chino	X			
Subdivide one parcel creating two parcels	PL22-0043 TPM 20570	13674 San Antonio Ave	Chino	Gilbert Salazar	X			

MONTHLY FINANCIAL REPORT 3.

CHINO VALLEY INDEPENDENT FIRE DISTRICT STAFF REPORT

DATE: SEPTEMBER 14, 2022

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

FROM: DAVE WILLIAMS, FIRE CHIEF

SUBJECT: MONTHLY FINANCIAL REPORT - AUGUST 2022

PURPOSE:

The purpose is to present the Chino Valley Fire District's financial activity for the month ended August 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 August 2022, and for the fiscal year in comparison to the 2022-23 amended budget and the prior year-to-date actual amounts.

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:

August Financial Report



Chino Valley Fire District Monthly Financial Report - Summary

As of August 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	\$ -	\$ 865,806	\$ 38,242,619	\$ (37,376,813)	2%	\$ 946,071	\$ (80,265)
Contract revenue	1,187,338	1,508,870	11,788,511	(10,279,641)	13%	1,108,325	400,545
Other revenue	322,272	493,078	3,142,180	(2,649,102)	16%	189,023	304,055
REVENUE TOTALS	\$ 1,509,610	\$ 2,867,754	\$ 53,173,310	\$ (50,305,556)	5%	\$ 2,243,419	\$ 624,335
EXPENSE							
Salaries and benefits	\$ 3,262,685	\$ 9,418,132	\$ 44,332,516	\$ 34,914,384	21%	\$ 8,860,455	\$ 557,677
Services and supplies	421,629	1,238,794	7,622,839	6,384,045	16%	1,034,132	204,662
Capital outlay	184,937	335,212	1,586,651	1,251,439	21%	-	335,212
EXPENSE TOTALS	\$ 3,869,251	\$ 10,992,138	\$ 53,542,006	\$ 42,549,868	21%	\$ 9,894,587	\$ 1,097,551
Funds 100/500 - Totals							
REVENUE TOTALS	\$ 1,509,610	\$ 2,867,754	\$ 53,173,310	\$ (50,305,556)	5%	\$ 2,243,419	\$ 624,335
EXPENSE TOTALS	\$ 3,869,251	\$ 10,992,138	\$ 53,542,006	\$ 42,549,868	21%	\$ 9,894,587	\$ 1,097,551
Funds 100/500 - Net Gain (Loss)	\$ (2,359,641)	\$ (8,124,384)	\$ (368,696)	\$ (7,755,688)	2,204%	\$ (7,651,168)	\$ (473,216)
Transfers In - Capital Replacement	\$ -	\$ 63,722	\$ 63,722	\$ -	100%		
Fund 800 - Restricted Assets							
REVENUE							
Other revenue	-	-	-	-		-	-
REVENUE TOTALS	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
EXPENSE							
Services and supplies	-	-	-	-		-	-
EXPENSE TOTALS	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
Fund 800 - Restricted Assets Totals							
REVENUE TOTALS	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
EXPENSE TOTALS	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
Fund 800 - Restrictred Assets Net Gain	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
Grand Totals, All Funds							
REVENUE TOTALS, INCL.	\$ 1,509,610	\$ 2,931,476	\$ 53,237,032	\$ (50,305,556)		\$ 2,243,419	\$ 624,335
EXPENSE TOTALS	\$ 3,869,251	\$ 10,992,138	\$ 53,542,006	\$ 42,549,868		\$ 9,894,587	\$ 1,097,551
Grand Total Net Gain (Loss)	\$ (2,359,641)	\$ (8,060,662)	\$ (304,974)	\$ (7,755,688)		\$ (7,651,168)	\$ (473,216)



Chino Valley Fire District Monthly Financial Report

As of August 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	\$ -	\$ 865,806	\$ 34,609,174	\$ (33,743,368)	3%	\$ -	\$ 865,806
Property tax - current unsecured	-	-	1,376,720	(1,376,720)	0%	946,071	(946,071)
Property tax - current utility	-	-	681,836	(681,836)	0%	-	-
Property tax - prior and penalty	-	-	800,000	(800,000)	0%	-	-
Property tax - home owner's exemption	-	-	314,505	(314,505)	0%	-	-
Property tax - supplemental	-	-	415,384	(415,384)	0%	-	-
Property tax - weed abatement	-	-	45,000	(45,000)	0%	-	-
Property tax revenue Totals	-	865,806	38,242,619	(37,376,813)	2%	946,071	(80,265)
Contract revenue							
Current services	1,187,338	1,508,870	11,788,511	(10,279,641)	13%	1,108,325	400,545
Contract revenue Totals	1,187,338	1,508,870	11,788,511	(10,279,641)	13%	1,108,325	400,545
Other revenue							
Permit and inspection fees	119,897	281,900	1,572,597	(1,290,697)	18%	185,826	96,074
Weed abatement	9,318	9,318	30,000	(20,682)	31%	-	9,318
Other sales	-	-	3,000	(3,000)	0%	1,007	(1,007)
Other revenue	-	910	90,000	(89,090)	1%	43	867
Mutual aid recoveries	200,203	200,203	500,000	(299,797)	40%	-	200,203
Grants	-	-	30,000	(30,000)	0%	-	-
Sale of fixed assets	-	-	-	-	+++	-	-
Donations	-	-	1,000	(1,000)	0%	-	-
Capital acquisitions	-	-	790,583	(790,583)	0%	-	-
Interest revenue	(7,146)	747	125,000	(124,253)	1%	2,147	(1,400)
Other revenue Totals	322,272	493,078	3,142,180	(2,649,102)	16%	189,023	304,055
REVENUE TOTALS	\$ 1,509,610	\$ 2,867,754	\$ 53,173,310	\$ (50,305,556)	5%	\$ 2,243,419	\$ 624,335



Chino Valley Fire District Monthly Financial Report

As of August 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	\$ 1,534,928	\$ 2,325,959	\$ 20,723,832	\$ 18,397,873	11%	\$ 2,102,050	\$ 223,908
Salaries - part time	5,515	8,352	71,586	63,234	12%	10,021	(1,670)
Uniform allowance	2,600	2,614	48,850	46,236	5%	29	2,586
Coverage - training and support	175,422	270,584	1,073,826	803,242	25%	224,468	46,117
Coverage - emergency response and leave	567,543	770,042	3,997,468	3,227,426	19%	934,277	(164,235)
Coverage - worker's compensation	65,923	93,427	1,200,000	1,106,573	8%	194,832	(101,405)
Call back or standby	868	1,333	11,315	9,982	12%	1,395	(62)
Separation payments	127	4,033	404,000	399,967	1%	-	4,033
Special compensation	59,737	90,729	806,791	716,062	11%	81,213	9,516
Annual leave buyback	-	-	600,000	600,000	0%	-	-
PERS retirement	414,820	4,911,167	8,561,905	3,650,738	57%	4,254,983	656,184
Survivor's benefits	272	411	12,398	11,987	3%	403	8
Long term disability	1,512	3,388	33,468	30,080	10%	3,202	185
Unemployment insurance	830	870	17,024	16,154	5%	-	870
Health and dental insurance	241,374	477,474	3,625,760	3,148,286	13%	447,944	29,530
Social security medicare	34,999	53,646	339,068	285,422	16%	52,761	885
State disability insurance	2,676	4,952	38,160	33,208	13%	4,049	903
Worker's compensation expense	68,085	270,174	1,550,000	1,279,826	17%	435,450	(165,276)
Life insurance	6,794	10,134	91,141	81,007	11%	9,841	294
Deferred comp benefit	73,800	111,498	914,044	802,546	12%	95,994	15,504
Technology Allowance	4,860	7,345	64,380	57,035	11%	7,543	(198)
Tuition reimbursement	-	-	147,500	147,500	+++	-	-
Salaries and benefits Totals	3,262,685	9,418,132	44,332,516	34,914,384	21%	8,860,455	557,677



Chino Valley Fire District Monthly Financial Report

As of August 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	3,276	20,311	303,287	282,976	7%	7,926	12,385
Telephone	9,687	12,413	274,080	261,667	5%	12,524	(111)
Cellular phones	9,135	9,888	74,160	64,272	13%	11,258	(1,369)
Electronic equipment maintenance	30,295	61,932	527,774	465,842	12%	45,456	16,475
Food	119	119	13,750	13,631	1%	-	119
Memberships	3,237	3,357	40,697	37,340	8%	3,027	330
Publications	68	68	16,140	16,072	0%	580	(512)
Legal postings	464	464	11,800	11,336	4%	783	(319)
Small tools and equipment	18,757	25,107	275,717	250,610	9%	1,388	23,719
Inventory equipment	38,022	38,022	190,050	152,028	20%	6,506	31,516
Non-inventory equipment	6,880	6,880	275,180	268,300	3%	4,279	2,601
Special department expenses	(400)	500	78,125	77,625	1%	500	0
Training	18,057	23,086	383,624	360,538	6%	2,940	20,145
Utilities	37,116	37,700	305,664	267,964	12%	32,393	5,307
General liability insurance	-	500,753	500,000	(753)	100%	425,034	75,719
Office supplies	3,427	3,791	56,000	52,209	7%	3,702	88
Postage	2,719	2,882	20,000	17,118	14%	124	2,758
Printing	43	43	42,700	42,657	0%	496	(453)
Services - auditing	-	-	21,000	21,000	0%	-	-
County services	-	-	370,000	370,000	0%	-	-
Services - legal	13,171	13,171	350,000	336,829	4%	28,881	(15,710)
Services - dispatch	-	172,213	704,588	532,375	24%	158,322	13,891
Services - other	74,420	114,816	1,193,378	1,078,562	10%	82,218	32,599
General household expense	7,567	7,567	27,420	19,853	28%	1,470	6,098
Medical supplies	46,685	46,685	259,827	213,142	18%	54,106	(7,421)
Vehicle maintenance	20,406	39,393	355,400	316,007	11%	81,574	(42,181)
Equipment maintenance	4,687	5,583	127,403	121,820	4%	3,014	2,570
Fuel	28,372	39,278	300,000	260,722	13%	20,863	18,415
Structure maintenance	45,419	52,794	525,075	472,281	10%	44,437	8,358
Structure rent/lease	-	(25)	-	25	#DIV/0!	330	(355)
Services and supplies Totals	421,629	1,238,794	7,622,839	6,384,045	16%	1,034,132	204,662



Chino Valley Fire District Monthly Financial Report

As of August 31, 2022

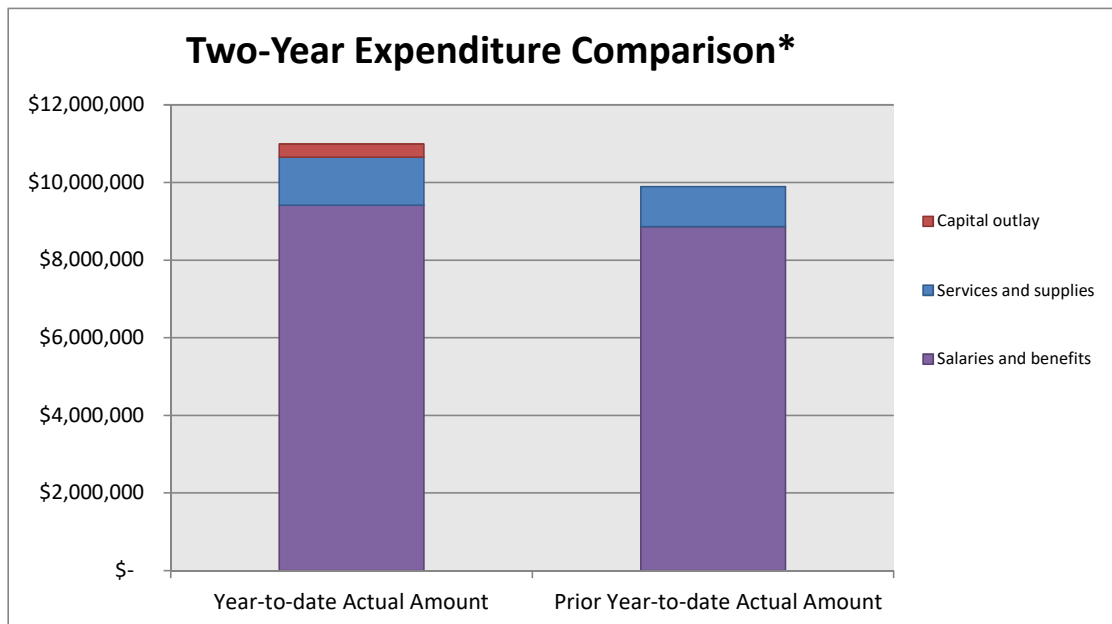
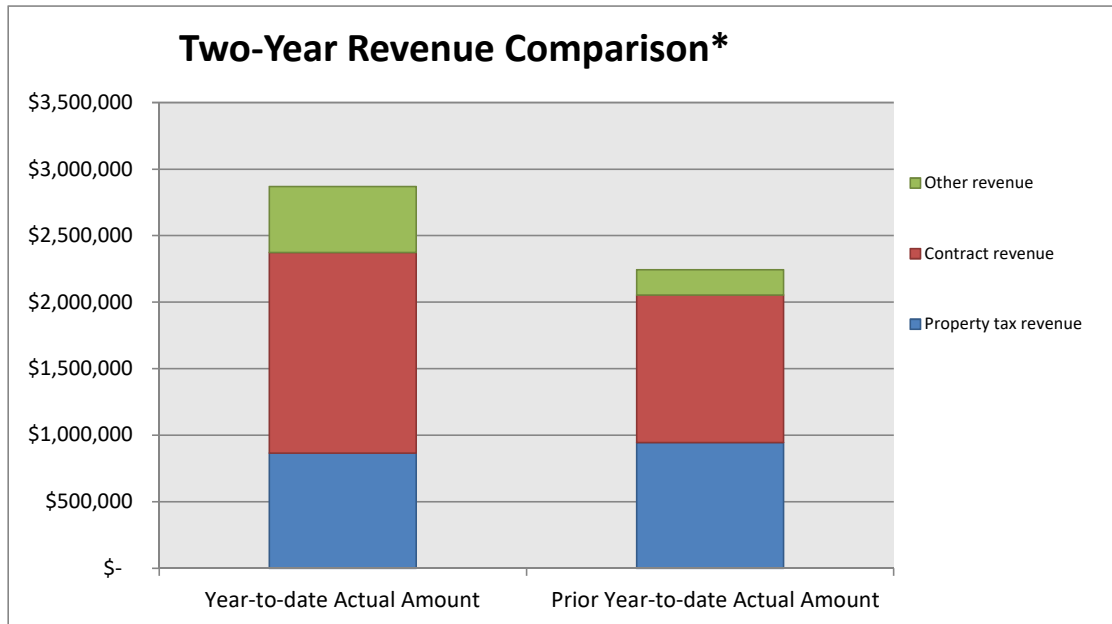
Account Description	Monthly Actual Amount	Year-to-date Actual Amount	Annual Budget Amount	Variance From Budget	% of Budget	Prior Year Year-to-date Actual Amount	Variance From Prior Year
Capital outlay							
Capital - land	-	-	-	-	+++	-	-
Capital - structure improvements	-	-	810,583	810,583	0%	-	-
Capital - equipment	184,948	269,225	342,070	72,845	79%	-	269,225
Capital - vehicles	(11)	65,987	433,998	368,011	15%	-	65,987
Capital - lease purchase equipment	-	-	-	-	+++	-	-
Capital outlay Totals	184,937	335,212	1,586,651	1,251,439	21%	-	335,212
EXPENSE TOTALS	\$ 3,869,251	\$ 10,992,138	\$ 53,542,006	\$ 42,549,868	21%	\$ 9,894,587	\$ 1,097,551
Funds 100/500 - Totals							
REVENUE TOTALS	\$ 1,509,610	\$ 2,867,754	\$ 53,173,310	\$ (50,305,556)	5%	\$ 2,243,419	\$ 624,335
EXPENSE TOTALS	3,869,251	10,992,138	53,542,006	42,549,868	21%	9,894,587	1,097,551
Fund 100/500 - Net Gain (Loss)	\$ (2,359,641)	\$ (8,124,384)	\$ (368,696)	\$ (7,755,688)	2,204%	\$ (7,651,168)	\$ (473,216)
Transfers In - Capital Replacement	\$ -	\$ 63,722	\$ 63,722	\$ -	100%		
Fund 800 - Restricted Assets							
REVENUE							
Other revenue							
Restricted - Sec115 Trust Interest	-	-	-	-		-	-
REVENUE TOTALS	\$ -	\$ -				\$ -	\$ -
EXPENSE							
Services and supplies							
Restricted - Sec115 Trust Admin Expense	-	-	-	-		-	-
EXPENSE TOTALS	\$ -	\$ -				\$ -	\$ -
Fund 800 - Restricted Assets Totals							
REVENUE TOTALS	\$ -	\$ -				\$ -	\$ -
EXPENSE TOTALS	-	-				-	-
Fund 800 - Restrictd Assets Net Gain (Loss)	\$ -	\$ -				\$ -	\$ -
Grand Totals, All Funds							
REVENUE TOTALS, INCL. TRANSFERS IN	\$ 1,509,610	\$ 2,931,476	\$ 53,237,032	\$ (50,305,556)		\$ 2,243,419	\$ 688,057
EXPENSE TOTALS	3,869,251	10,992,138	53,542,006	42,549,868		9,894,587	(1,097,551)
Grand Total Net Gain (Loss)	\$ (2,359,641)	\$ (8,060,662)	\$ (304,974)	\$ (7,755,688)		\$ (7,651,168)	\$ (409,494)



Chino Valley Fire District

Monthly Financial Report - Graphs

As of August 31, 2022



*Excludes restricted 115 Trust activity

MONTHLY TREASURER'S REPORT 4.

CHINO VALLEY INDEPENDENT FIRE DISTRICT STAFF REPORT

DATE: SEPTEMBER 14, 2022

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

FROM: DAVE WILLIAMS, FIRE CHIEF

SUBJECT: MONTHLY TREASURER'S REPORT - JULY 2022

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 \$1.4 million after inception. 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 also includes funds received in February 2022 from the City of Chino Hills under an agreement for construction of Fire Station 68 in Chino Hills. By agreement, these funds are

restricted for construction of the new fire station.

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

The monthly average rate of return on the LAIF account was 1.09% for July. The daily yield as of August 31 was 1.38%.

RECOMMENDATION:

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

ATTACHMENTS:

Treasurer's Report July 2022

Chino Valley Independent Fire District
Cash & Investment Statement
TREASURER'S REPORT FOR THE PERIOD ENDING:
JULY 2022

	CASH ACCOUNTS		DISTRICT INVESTMENT PORTFOLIO - UNRESTRICTED					RESTRICTED			
	Citizens Business Bank	US Bank	Overnight Sweep	Other Investments	LAIF	Total Unrestricted Cash & Investments	Principal 115 Trust Investment*	Return on 115 Trust Investment (Cummulative)^	115 Trust Balance	Construction Funds Account (Fire Stn 68)	
Percent of Portfolio			3.3%	14.2%	82.5%	100%					
July 2022	\$ 1,614,948	\$ 5,663	\$ 746,126	\$ 3,253,474	\$ 18,893,298	\$ 24,513,509	\$ 6,417,137	\$ 1,762,683	\$ 8,179,820	\$ 3,955,460	
June 2022	\$ 1,593,232	\$ 4,135	\$ 637,584	\$ 3,243,223	\$ 26,842,137	\$ 32,320,311	\$ 6,417,137	\$ 1,399,947	\$ 7,817,084	\$ 3,954,474	
May 2022	\$ 1,775,043	\$ 3,274	\$ 271,834	\$ 3,267,588	\$ 29,592,137	\$ 34,909,876	\$ 6,417,137	\$ 1,989,739	\$ 8,406,876	\$ 4,000,405	
April 2022	\$ 1,885,033	\$ 1,992	\$ 1,577,739	\$ 3,260,529	\$ 30,342,137	\$ 37,067,430	\$ 6,417,137	\$ 2,047,340	\$ 8,464,477	\$ 4,000,066	
March 2022	\$ 1,829,618	\$ 572	\$ 2,494,572	\$ 3,287,639	\$ 20,323,821	\$ 27,936,222	\$ 6,103,369	\$ 2,343,114	\$ 7,893,114		
February 2022 ***	\$ 1,723,025	\$ 3,151	\$ 1,426,473	\$ 2,846,127	\$ 23,523,821	\$ 29,522,597	\$ 5,550,000	\$ 2,468,218	\$ 8,018,218		
January 2022	\$ 1,706,170	\$ 3,106	\$ 1,312,415	\$ 2,899,825	\$ 24,523,821	\$ 30,445,337	\$ 5,550,000	\$ 2,296,178	\$ 7,846,178		
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	\$ 2,781,925	\$ 8,331,925		
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		\$ 495,208	\$ 1,169,434	\$ 25,742,163	\$ 28,993,331	\$ 5,380,000	\$ 2,189,419	\$ 7,569,419		
March 2021	\$ 1,627,467		\$ 449,093	\$ 1,169,046	\$ 15,224,309	\$ 18,469,915	\$ 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		

^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 2021 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:
JULY 2022

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	\$ 1,129,690	\$ 1,135,458	\$ (23,294)	-0.51%	n/a	\$ 1,180	N/A			Funds available
Shares:	103,944.369	Medium Term Fund Local Agency Pool	Investment Funds	\$ 10.08	\$ 9.89	\$ 9.91								for withdrawal only after providing five days notice.
4/13/2021	\$ 249,000	BMO Harris Bank	Certificate of Deposit	\$ 249,000	\$ 228,179	\$ 227,536	\$ (21,464)	1.00%	4/13/2026	621	7/10/2022			Callable quarterly
		5 year Certificate of Deposit - 1.00%								628	10/10/2022			
		CUSIP #: 05600XCP3								628	1/10/2023			
		FDIC Insured up to \$250,000								614	4/10/2023			
		Interest payable quarterly												
7/12/2021	\$ 500,000	Federal Home Loan Bank	Fixed Income/ Government Agency Bond	\$ 499,255	\$ 474,178	\$ 476,953	\$ (22,302)	0.40%	7/12/2024	\$ 875	7/12/2022			Callable Quarterly
		Bond - 0.35% Coupon, Purchased at 99.851								875	1/12/2023			
		Term: 3 Years												
		CUSIP #: 3130AMV82												
		Rating S&P AA+												
		Interest Payable Semi-Annually												
9/23/2021	\$ 249,000	UBS Bank USA	Certificate of Deposit	\$ 249,000	\$ 234,690	\$ 235,100	\$ (13,900)	0.65%	9/23/2024	\$ 135	Monthly			
		3 year Certificate of Deposit - 0.65%												
		CUSIP #: 90348JT42												
		FDIC Insured up to \$250,000												
		Interest payable semi-annually												
9/23/2021	\$ 248,000	Sallie Mae Bank	Certificate of Deposit	\$ 248,000	\$ 225,430	\$ 224,619	\$ (23,381)	1.05%	9/22/2026	\$ 1,313	9/22/2022			
		5 year Certificate of Deposit - 1.05%								1,291	3/22/2023			
		CUSIP #: 795451AV5												
		FDIC Insured up to \$250,000												
		Interest payable monthly												
12/8/2021	\$ 250,000	Federal Home Loan Bank	Fixed Income/ Government Agency Bond	\$ 247,978	\$ 235,825	\$ 237,660	\$ (10,318)	1.00%	12/27/2024	\$ 913	10/27/2022			Callable quarterly
		Bond - 1.0% Coupon, Purchased at 99.191								913	4/27/2023			
		Term: 3 Years												
		CUSIP #: 3130APK46												
		Rating S&P AA+												
		Interest Payable Semi-Annually												
12/13/2021	\$ 250,000	Federal Farm Credit Bureau	Fixed Income/ Government Agency Bond	\$ 250,000	\$ 241,043	\$ 241,739	\$ (8,261)	0.66%	12/13/2023	\$ 825	12/13/2022			Callable anytime
		Bond - 0.66% Coupon, Purchased at par								825	6/13/2023			
		Term: 2 Years												
		CUSIP #: 3133ENGW4												
		Rating S&P AA+												
		Interest Payable Semi-Annually												
3/4/2022	\$ 250,000	BMW Bank	Certificate of Deposit	\$ 247,000	\$ 237,128	\$ 237,241	\$ (9,759)	1.80%	3/4/2025	\$ 2,241	9/4/2022			
		3 year Certificate of Deposit - 1.80%								2,205	3/4/2023			
		CUSIP #: 05580AK37												
		FDIC Insured up to \$250,000												
		Interest payable semi-annually												
3/9/2022	\$ 250,000	American Express National Bank	Certificate of Deposit	\$ 247,000	\$ 237,060	\$ 237,168	\$ (9,832)	1.80%	3/10/2025	\$ 2,241	9/10/2022			
		3 year Certificate of Deposit - 1.80%								2,205	3/10/2023			
		CUSIP #: 02589A8P6												
		FDIC Insured up to \$250,000												
		Interest payable semi-annually												

Chino Valley Independent Fire District
OTHER INVESTMENTS
TREASURER'S REPORT FOR THE PERIOD ENDING:
JULY 2022

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
3/23/2022	\$ 500,000	United States Treasury 2 year U.S. Treasury Note - 2% CUSIP #: 91282CDM0 Interest payable semi-annually	Treasury Note	\$ 488,402	\$ 482,559	\$ 484,180	\$ (4,222)	2.00%	11/30/2023	\$ 1,250 1,250	11/30/2022 5/30/2023			114 days of accrued interest - \$782.97

Current Month Investment Trading Activity:

NONE

	% of Portfolio ²	% Allowed per Policy	Investments At Cost ¹	Prior Month Market Value	Current Month Market Value
Pooled Investment Funds (JPA) ¹	5%	No limit	\$ 1,135,458	\$ 1,129,690	\$ 1,135,458
Certificates of Deposit ²	5%	30%	1,240,000	1,162,487	1,161,664
Federal Agency Obligations	4%	No limit	997,233	951,046	956,352
Treasury Notes	2%	No limit	488,402	482,559	484,180
			\$ 3,372,691	\$ 3,243,223	\$ 3,253,474

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

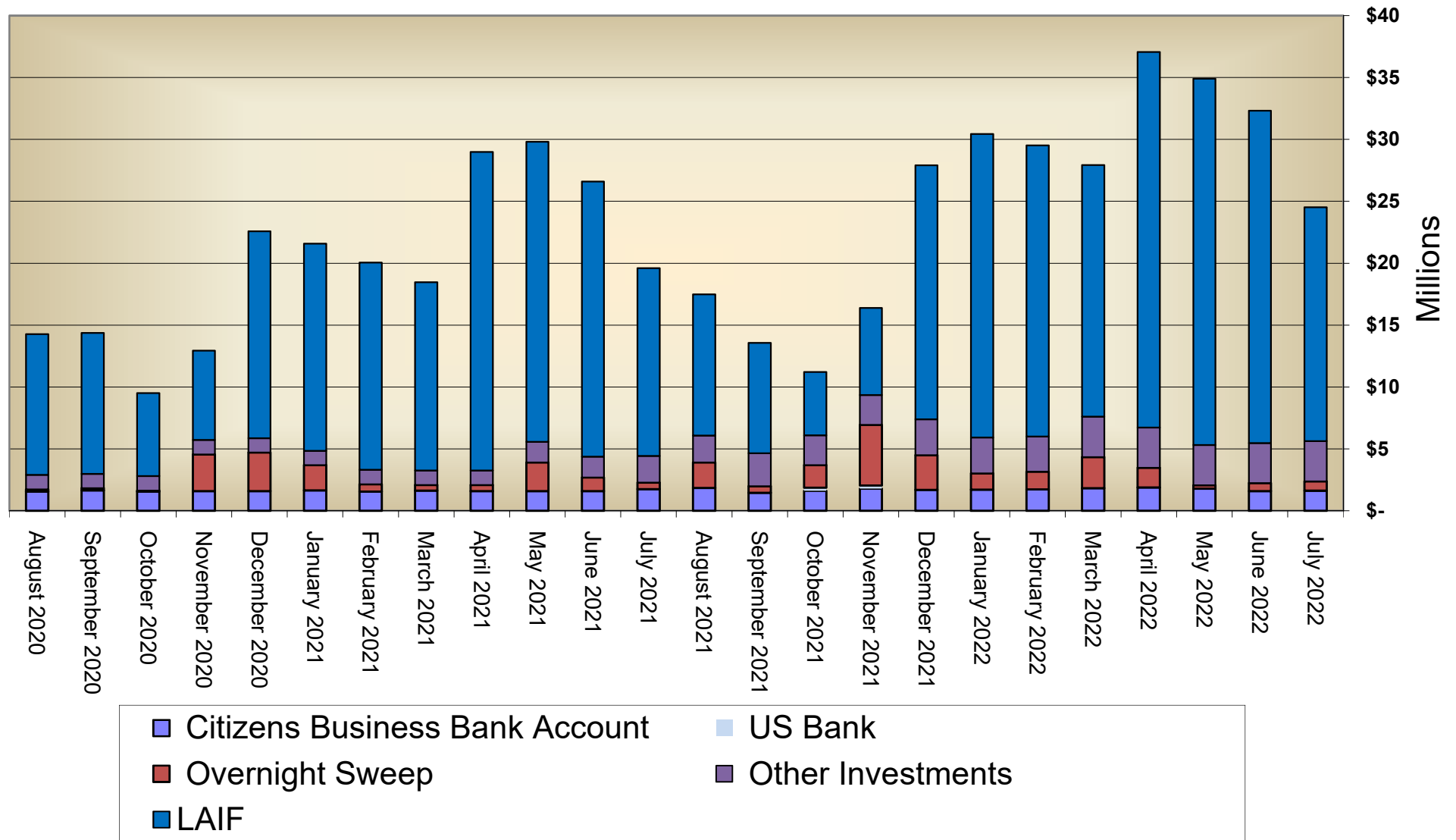




Chart 1A: Restricted Investment Balances Two Year Perspective

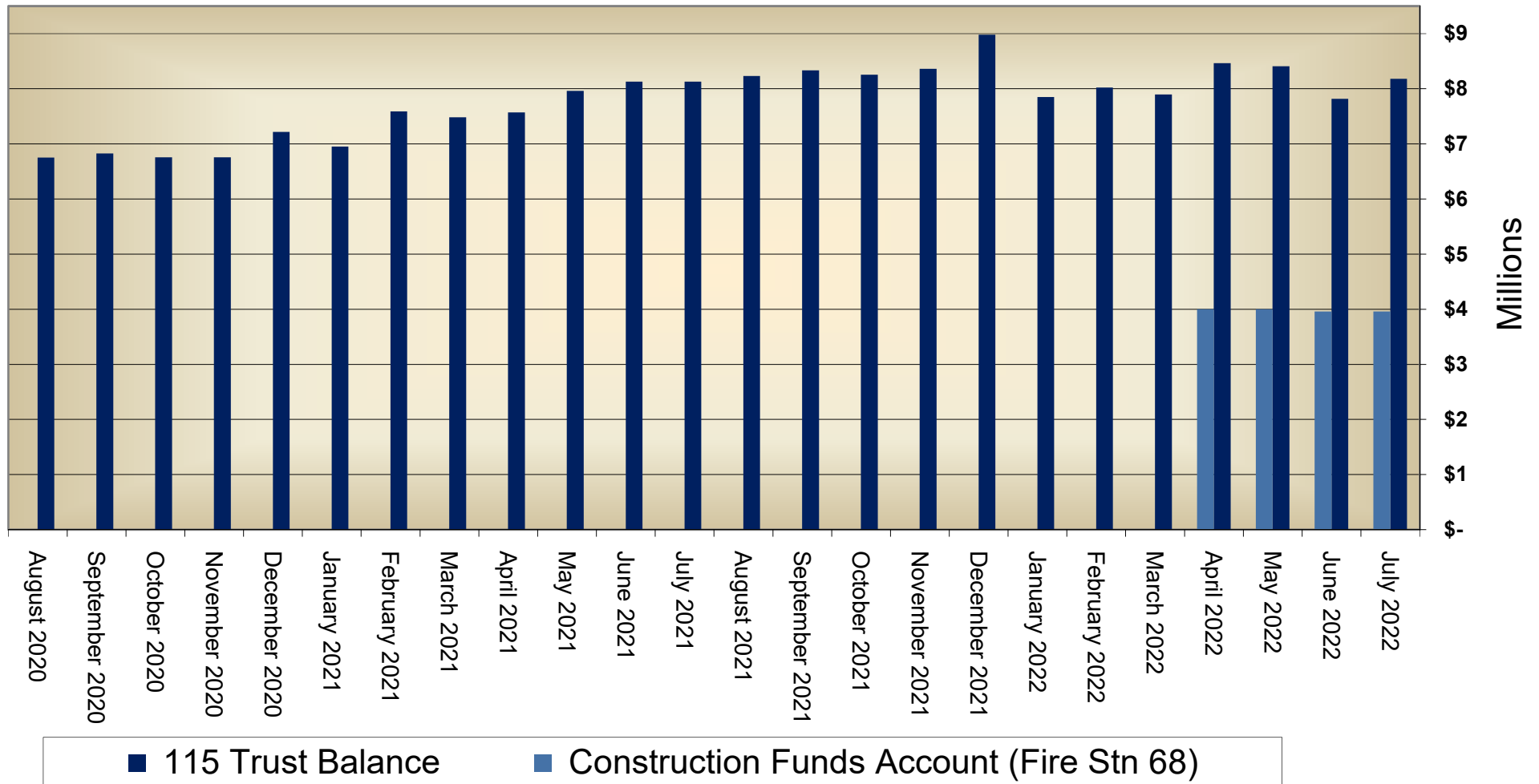
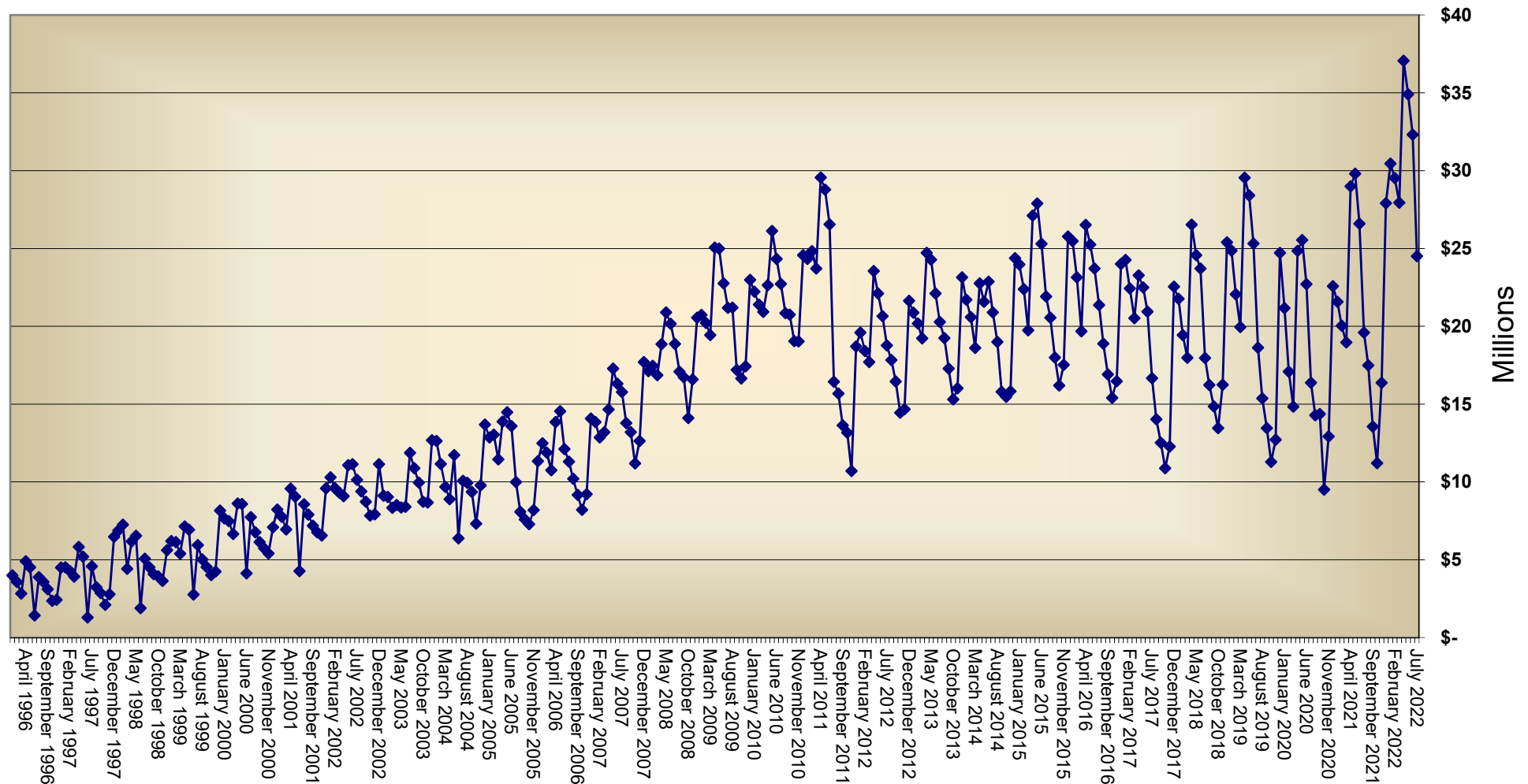




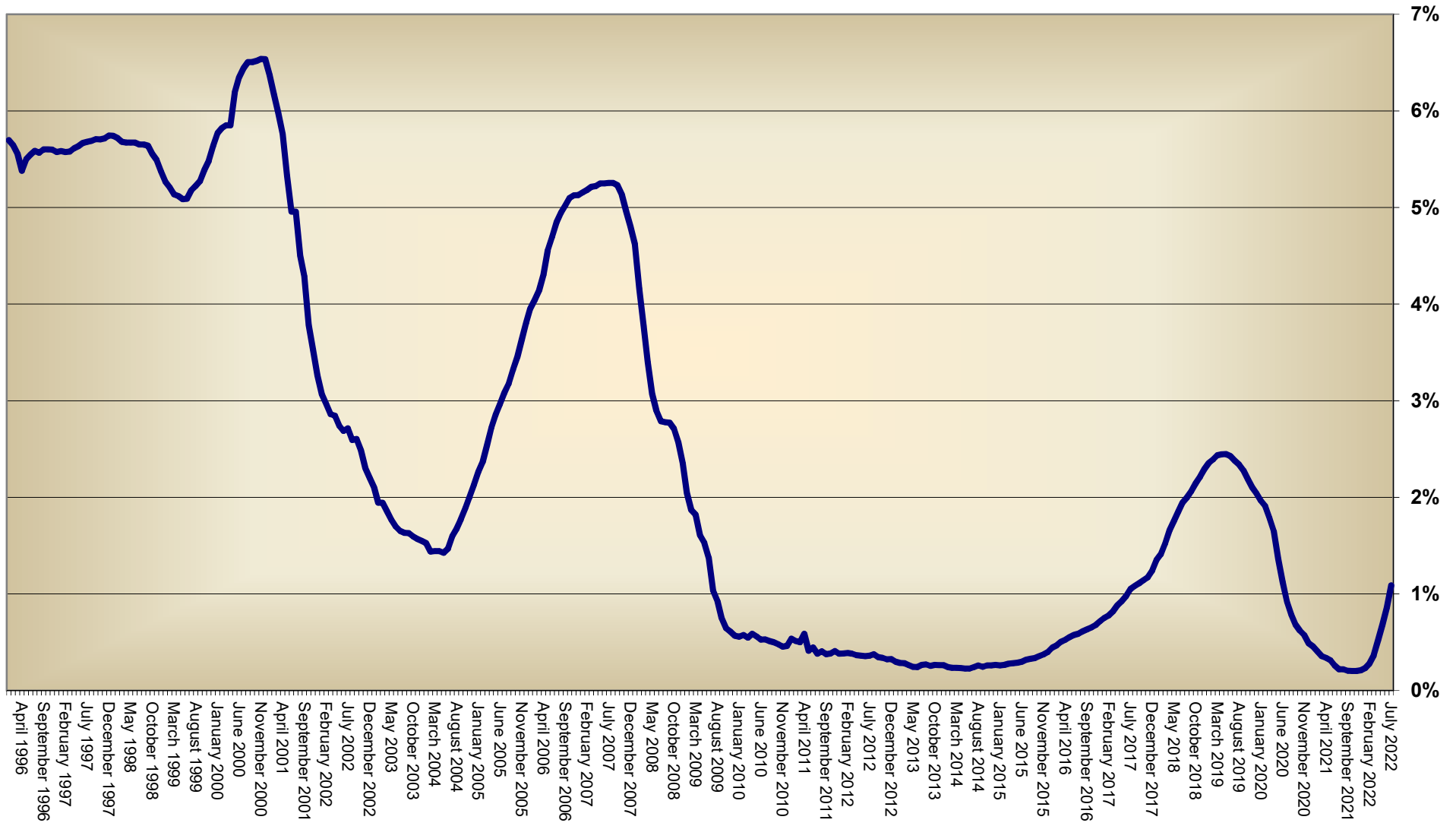
Chart 2: Total Cash & Unrestricted Investments January 1996 to date*



**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: SEPTEMBER 14, 2022

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

FROM: DAVE WILLIAMS, FIRE CHIEF

SUBJECT: WARRANTS FOR AUGUST 2022 #55907 THROUGH #56136

PURPOSE:

I have reviewed the warrants below and recommend approval.

<u>NUMBER</u>	<u>WARRANTS</u>	<u>DATE</u>	<u>AMOUNT</u>
2023-072	55907 – 55962	08/03/2022	\$249,989.90
2023-081	55963 – 56023	08/10/2022	152,993.04
2023-098	56024 – 56056	08/17/2022	148,273.27
2023-110	56057 – 56094	08/24/2022	254,217.84
2023-128	56095 – 56136	08/31/2022	281,530.14
VOIDS:		TOTAL	\$1,087,004.19

RECOMMENDATION:

Expenses as audited are within budget for warrants 55907 through 56136 and are hereby submitted for approval.

ATTACHMENTS:

Warrants for August 2022

Chino Valley Fire District
August 3, 2022 Warrants
 Bank Account: A/P - Accounts Payable Checking
 Batch Date: 08/03/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: A/P - Accounts Payable Checking					
Check	06/03/2022	55907 Accounts Payable	36R DEEP CLEANING LLC		3,260.00
Check	06/03/2022	55908 Accounts Payable	ALBANES CONSULTING INC.		5,192.00
Check	06/03/2022	55909 Accounts Payable	ALL STAR HIRE EQUIPMENT INC		722.65
Check	06/03/2022	55910 Accounts Payable	ALL STAR LIVE SCAN FINGERPRINTING		25.00
Check	06/03/2022	55911 Accounts Payable	R & S LOCK & SECURITY INC		330.90
Check	06/03/2022	55912 Accounts Payable	DCN FINANCIAL INC		54.00
Check	06/03/2022	55913 Accounts Payable	BEST BEST & KRUEGER LLP		19,952.70
Check	06/03/2022	55914 Accounts Payable	CALIFORNIA TOOL & WELDING SUPPLY		514.70
Check	06/03/2022	55915 Accounts Payable	CHARTER COMMUNICATIONS		6,342.96
Check	06/03/2022	55916 Accounts Payable	CHINO HILLS FORD		437.65
Check	06/03/2022	55917 Accounts Payable	CHINO VALLEY UNIFIED SCHOOL DISTRICT		768.71
Check	06/03/2022	55918 Accounts Payable	CITY OF CHINO		413.71
Check	06/03/2022	55919 Accounts Payable	CITY OF CHINO HILLS		557.00
Check	06/03/2022	55920 Accounts Payable	CONVERGENCE INC		16,020.00
Check	06/03/2022	55921 Accounts Payable	CROWN GRAPHICS INC		64.00
Check	06/03/2022	55922 Accounts Payable	ESCHENFRO, SANDRA M.		8,002.50
Check	06/03/2022	55923 Accounts Payable	FEDERAL EXPRESS		204.72
Check	06/03/2022	55924 Accounts Payable	FRONTIER COMMUNICATIONS		127.87
Check	06/03/2022	55925 Accounts Payable	FUEL PROS INC		2,115.44
Check	06/03/2022	55926 Accounts Payable	GALLS INC.		434.46
Check	06/03/2022	55927 Accounts Payable	GOODYEAR COMMERCIAL TIRE		3,722.80
Check	06/03/2022	55928 Accounts Payable	GUARDIAN - AFFLETON		3,644.34
Check	06/03/2022	55929 Accounts Payable	H & S MOBILE REEQUIP REPAIR		620.00
Check	06/03/2022	55930 Accounts Payable	HILTI'S HEATING & AIR CONDITIONING INC		9,300.00
Check	06/03/2022	55931 Accounts Payable	J N CURTIS & SONS INC		703.56
Check	06/03/2022	55932 Accounts Payable	LIFE ASSESS		29,296.35
Check	06/03/2022	55933 Accounts Payable	MESSAGEMEDIA USA INC		150.00
Check	06/03/2022	55934 Accounts Payable	MESSINA AND ASSOCIATES INC		2,397.50
Check	06/03/2022	55935 Accounts Payable	MUNICIPAL FIRE/PROFENCY SERVICES INC		2,859.39
Check	06/03/2022	55936 Accounts Payable	MY CHENG & ASSOCIATES INC		14,498.00
Check	06/03/2022	55937 Accounts Payable	NATIONAL EMBLEM, INC		1,428.43
Check	06/03/2022	55938 Accounts Payable	OUT-FIT		4,705.40

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Chino Valley Fire District
August 3, 2022 Warrants
 Bank Account: A/P - Accounts Payable Checking
 Batch Date: 08/03/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	06/03/2022	55839 Accounts Payable	PAPER RECYCLING & SHREDDING SPCLTS INC		78.00
Check	06/03/2022	55940 Accounts Payable	PROFITS PRECISION ALIGNMENT		678.00
Check	06/03/2022	55941 Accounts Payable	PYRO-COMM SYSTEMS, NC		585.00
Check	06/03/2022	55942 Accounts Payable	RESCUE DIRECT		541.55
Check	06/03/2022	55943 Accounts Payable	RIVERSIDE COUNTY FIRE DEPARTMENT		850.00
Check	08/03/2022	55944 Accounts Payable	ROAD AMERICA INC		80.51
Check	08/03/2022	55945 Accounts Payable	RODRIGUEZ, ALEX		320.00
Check	08/03/2022	55946 Accounts Payable	ROSENBAUER MOTORS LLC		88.61
Check	08/03/2022	55947 Accounts Payable	SAM'S CLUB DIRECT		2,748.51
Check	08/03/2022	55948 Accounts Payable	SB COUNTY FIRE PREVENTION OFFICERS ASSOC		80.00
Check	08/03/2022	55949 Accounts Payable	STANDARD DENTAL		20,441.32
Check	08/03/2022	55950 Accounts Payable	STANDARD LIFE		7,287.38
Check	08/03/2022	55951 Accounts Payable	STAPLES BUSINESS ADVANTAGE		680.46
Check	08/03/2022	55952 Accounts Payable	STATE FIRE TRAINING		100.00
Check	08/03/2022	55953 Accounts Payable	STATE FIRE TRAINING		100.00
Check	08/03/2022	55954 Accounts Payable	STATE FIRE TRAINING		50.00
Check	08/03/2022	55955 Accounts Payable	STATE FIRE TRAINING		25.00
Check	08/03/2022	55956 Accounts Payable	STATION AUTOMATION INC		18,834.28
Check	08/03/2022	55957 Accounts Payable	STEELCLAD, INC		20,388.95
Check	08/03/2022	55958 Accounts Payable	TURNER, BRYAN		1,876.64
Check	08/03/2022	55959 Accounts Payable	VERIZON WIRELESS		3,307.70
Check	08/03/2022	55960 Accounts Payable	VISION SERVICE PLAN (CA)		2,811.33
Check	08/03/2022	55961 Accounts Payable	WLC ARCHITECTS INC		12,442.50
Check	08/03/2022	55962 Accounts Payable	ZOLL MEDICAL CORPORATION		5,451.63
A/P Accounts Payable Checking Totals:			Transactions: 55		\$245,985.90

Checks: 55 \$245,985.90

MB 8-16-22

Chino Valley Fire District
August 10, 2022 Warrants

Bank Account: A/P - Accounts Payable Checking
 Batch Date: 08/10/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: A/P - Accounts Payable Checking					
Check	08/10/2022	55963 Accounts Payable	10-9HE FRONT.COM INC		56.03
Check	08/10/2022	55964 Accounts Payable	ANDERSON, JEFFREY		83.03
Check	08/10/2022	55965 Accounts Payable	ABSN. OF SAN BERNARD NO COUNTY SPECIAL DISTRICTS		80.00
Check	08/10/2022	55966 Accounts Payable	BROOKS, NATILAN		720.00
Check	08/10/2022	55967 Accounts Payable	BUNAGJEN, CHR ST.NE		1,755.30
Check	08/10/2022	55968 Accounts Payable	BUNAGJEN, CHR ST.NE		405.71
Check	08/10/2022	55969 Accounts Payable	CALIFORNIA FIRE CHIEFS ASSOCIATION		2,746.03
Check	08/10/2022	55970 Accounts Payable	CALIFORNIA STATE DISBURSEMENT JNT		688.82
Check	08/10/2022	55971 Accounts Payable	CALIFORNIA STATE DISBURSEMENT JNT		1,241.54
Check	08/10/2022	55972 Accounts Payable	CI ARTER COMMUNICATIONS		507.47
Check	08/10/2022	55973 Accounts Payable	QINTAS CORPORATION #150		354.68
Check	08/10/2022	55974 Accounts Payable	CITY OF CHINO HILLS		2,825.38
Check	08/10/2022	55975 Accounts Payable	COLONNA, KYLE		634.50
Check	08/10/2022	55976 Accounts Payable	COUNSELING TEAM NC		1,425.00
Check	08/10/2022	55977 Accounts Payable	CR PE, JONATHAN		894.50
Check	08/10/2022	55978 Accounts Payable	FARNSWORTH, JASON		1,303.00
Check	08/10/2022	55979 Accounts Payable	FITNESS TECH SPECIALTY LLC		149.00
Check	08/10/2022	55980 Accounts Payable	FONICS, WAYNE		1,259.00
Check	08/10/2022	55981 Accounts Payable	FRY, DANIEL		520.00
Check	08/10/2022	55982 Accounts Payable	GALLS INC.		646.62
Check	08/10/2022	55983 Accounts Payable	GAO TECHNOLOGIES		1,080.55
Check	08/10/2022	55984 Accounts Payable	GRAPHIC DETAILS INC		121.22
Check	08/10/2022	55985 Accounts Payable	HATON, TREVOR		634.50
Check	08/10/2022	55986 Accounts Payable	HUBBARD, ANDREW		450.00
Check	08/10/2022	55987 Accounts Payable	HUGHES, MARK		600.00
Check	08/10/2022	55988 Accounts Payable	HUNTER'S HEATING & AIR CONDITIONING INC		720.00
Check	08/10/2022	55989 Accounts Payable	ICHATE PROFESSIONAL CONSTRUCTORS		15,900.00
Check	08/10/2022	55990 Accounts Payable	IMS REFRIGERATION INC		2,465.79
Check	08/10/2022	55991 Accounts Payable	KAVANAUGH, TOMMY		5,859.00

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Chino Valley Fire District
August 10, 2022 Warrants
 Bank Account: A/P - Accounts Payable Checking
 Batch Date: 08/10/2022

Type	Date	Number Source	Payee Name	EFT Ref/Account	Transaction Amount
Check	08/10/2022	55992 Accounts Payable	KIMCO STAFFING SERVICES INC.		1,356.27
Check	06/10/2022	55993 Accounts Payable	KOESTER, STEVEN		705.00
Check	08/10/2022	55994 Accounts Payable	L N CLRTIS & SONS INC.		11,534.61
Check	06/10/2022	55995 Accounts Payable	LASERZONE 1 INC.		1,067.07
Check	08/10/2022	55996 Accounts Payable	LEAGUE OF CALIFORNIA CIT FS		250.00
Check	06/10/2022	55997 Accounts Payable	LEWIS, RI AKE		450.00
Check	08/10/2022	55998 Accounts Payable	MFT IFE		1,859.33
Check	06/10/2022	55999 Accounts Payable	MISAC INC		950.00
Check	08/10/2022	56000 Accounts Payable	MOUNTAIN VIEW URGENT CARE		4,815.00
Check	08/10/2022	56001 Accounts Payable	MYERS, VINCENT		793.27
Check	08/10/2022	56002 Accounts Payable	NAFA AUTO PARTS		754.27
Check	06/10/2022	56003 Accounts Payable	NEXTREQUEST INC		7,876.00
Check	08/10/2022	56004 Accounts Payable	NUBER, JUSTIN		3,444.00
Check	08/10/2022	56005 Accounts Payable	ORANGE COUNTY FIRE AUTHORITY		585.54
Check	08/10/2022	56006 Accounts Payable	PRO PACIFIC PEST CONTROL INC		378.00
Check	08/10/2022	56007 Accounts Payable	RESIDENT HOME INC		28,042.35
Check	08/10/2022	56008 Accounts Payable	RUVALCABA, LU S		5,748.00
Check	06/10/2022	56009 Accounts Payable	RYAN, EDWIN		320.00
Check	08/10/2022	56010 Accounts Payable	SANDERS, CT-IAN		3,520.00
Check	06/10/2022	56011 Accounts Payable	SD COUNTY FIRE PROTECTION DISTRICT		455.00
Check	06/10/2022	56012 Accounts Payable	SOTO, DAN EL		900.00
Check	08/10/2022	56013 Accounts Payable	SOUTH COAST EMERGENCY VEHICLE SVC INC		201.52
Check	08/10/2022	56014 Accounts Payable	TEAMSTERS LOCAL 1932		937.19
Check	06/10/2022	56015 Accounts Payable	THE DRIVING COMPANY INC		2,560.00
Check	08/10/2022	56016 Accounts Payable	TRACTION		485.93
Check	08/10/2022	56017 Accounts Payable	TURNER, BRYAN		984.50
Check	08/10/2022	56018 Accounts Payable	U.S. PRINTING INC		43.09
Check	06/10/2022	56019 Accounts Payable	ULINE		798.83
Check	08/10/2022	56020 Accounts Payable	UNDERWOOD, BRETT		613.00
Check	06/10/2022	56021 Accounts Payable	VERIZON BUSINESS		70.60
Check	08/10/2022	56022 Accounts Payable	V SCION, CABEY		720.00
Check	08/10/2022	56023 Accounts Payable	WILLIAMS, DAVID		22,576.67
A/P Accounts Payable Checking Totals:			Transactions: 61		\$152,893.04

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Chino Valley Fire District
August 10, 2022 Warrants
Bank Account: A/P - Accounts Payable Checking
Batch Date: 08/10/2022

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Checks		91		\$152,085.04	<i>mg 8-16-22</i>	

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Chino Valley Fire District
August 17, 2022 Warrants
 Bank Account: A/P - Accounts Payable Checking
 Batch Date: 08/17/2022

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: A/P - Accounts Payable Checking						
Check	08/17/2022	56024	Accounts Payable	10-BRETROFIT.COM INC		965.00
Check	08/17/2022	56025	Accounts Payable	2 HOT UK FORMS INC		11,407.82
Check	08/17/2022	56026	Accounts Payable	BADGE FRAME INC		269.37
Check	08/17/2022	56027	Accounts Payable	BRAVO BURGERS		24.89
Check	08/17/2022	56028	Accounts Payable	CEBALLOS, NATALIE		227.20
Check	08/17/2022	56029	Accounts Payable	CHAMPION NEWSPAPERS		464.30
Check	08/17/2022	56030	Accounts Payable	CITY OF CHINO		1,197.52
Check	08/17/2022	56031	Accounts Payable	CONCENTRA MEDICAL CENTERS		670.79
Check	08/17/2022	56032	Accounts Payable	CONVERGENCE INC		9,247.72
Check	08/17/2022	56033	Accounts Payable	COUNTY IRONSURER		20,000.00
Check	08/17/2022	56034	Accounts Payable	DOMESTIC DIESEL AND AUTO SERVICE INC		5,740.36
Check	08/17/2022	56035	Accounts Payable	ESCUDERO SANDRAM		7,125.00
Check	08/17/2022	56036	Accounts Payable	FIRE PROTECTION CONTRACTOR		60.00
Check	08/17/2022	56037	Accounts Payable	FLYERS ENERGY, LLC		13,640.48
Check	08/17/2022	56038	Accounts Payable	GOODYEAR COMMERCIAL TIRE		3,744.27
Check	08/17/2022	56039	Accounts Payable	GOVERNMENT JOBS.COM INC/NEOSOV		1,193.00
Check	08/17/2022	56040	Accounts Payable	IMB REFRIGERATION INC		1,112.72
Check	08/17/2022	56041	Accounts Payable	KIRTON'S LANDSCAPE MAINTENANCE INC.		2,645.00
Check	08/17/2022	56042	Accounts Payable	KRONOS INCORPORATED		225.00
Check	08/17/2022	56043	Accounts Payable	LIFE ABIS I		3,226.96
Check	08/17/2022	56044	Accounts Payable	M K SMITH CHEVROLET		63.94
Check	08/17/2022	56045	Accounts Payable	MISSION UPHOLSTERY		269.37
Check	08/17/2022	56046	Accounts Payable	MUNICIPAL EMERGENCY SERVICES INC		1,530.68
Check	08/17/2022	56047	Accounts Payable	MY CHENG & ASSOCIATES INC		7,560.00
Check	08/17/2022	56048	Accounts Payable	POWER PRO ELECTRIC COMPANY		2,410.67
Check	08/17/2022	56049	Accounts Payable	RFX TECHNOLOGIES INC		9,980.00
Check	08/17/2022	56050	Accounts Payable	S D R M A		31,243.99
Check	08/17/2022	56051	Accounts Payable	SANDS, STEVEN		230.00
Check	08/17/2022	56052	Accounts Payable	SOCAL GAS		1,111.25
Check	08/17/2022	56053	Accounts Payable	STATE INDUSTRIAL PRODUCTS		3,636.57
Check	08/17/2022	56054	Accounts Payable	STEELECLAD INC		1,178.00
Check	08/17/2022	56055	Accounts Payable	BUZZ WTS SERVICES USA INC.		2,888.20

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Chino Valley Fire District
August 17, 2022 Warrants
 Bank Account: A/P - Accounts Payable Checking
 Batch Date: 08/17/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	08/17/2022	66058 Accounts Payable	TYLER TECHNOLOGIES INC		3,064.27
A/P Accounts Payable Checking Totals:				Transactions: 33	\$148,273.27
Checks:		33	\$148,273.27		

Made checks 8-29-22

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Chino Valley Fire District
August 24, 2022 Warrants
 Bank Account: A/P - Accounts Payable Checking
 Batch Date: 08/24/2022

Type	Date	Number	Source	Payee Name	EFT Bank Account	Transaction Amount
Bank Account: A/P - Accounts Payable Checking						
Check	08/24/2022	58057	Accounts Payable	2 HOT UNIFORMS INC		100,079.78
Check	08/24/2022	58058	Accounts Payable	4SER COMMUNICATIONS INC		448.62
Check	08/24/2022	58059	Accounts Payable	AFSB SOUTHERN DIVISION		87.00
Check	08/24/2022	58060	Accounts Payable	AGUAYO, VERN		358.86
Check	08/24/2022	58061	Accounts Payable	ALL STAR FIRE EQUIPMENT INC		271.83
Check	08/24/2022	58062	Accounts Payable	AI&I MODULITY		849.16
Check	08/24/2022	58063	Accounts Payable	BARTFL ASSOCIATES, LLC		3,028.00
Check	08/24/2022	58064	Accounts Payable	CALIFORNIA STATE DISBURSEMENT UNIT		686.92
Check	08/24/2022	58065	Accounts Payable	CALIFORNIA STATE DISBURSEMENT UNIT		1,241.54
Check	08/24/2022	58066	Accounts Payable	CHARNER COMMUNICATIONS		258.81
Check	08/24/2022	58067	Accounts Payable	CONCENTRA MEDICAL CENTERS		278.00
Check	08/24/2022	58068	Accounts Payable	COUNTY OF SAN BERNARDINO		1,663.33
Check	08/24/2022	58069	Accounts Payable	DATA TICKET INC		303.00
Check	08/24/2022	58070	Accounts Payable	FEENSTRA, JACOB		320.00
Check	08/24/2022	58071	Accounts Payable	FEIDMAN, FRANKIE		368.85
Check	08/24/2022	58072	Accounts Payable	FYERS ENERGY, LLC		1,870.71
Check	08/24/2022	58073	Accounts Payable	FRED PRYOR SEMINARS		597.00
Check	08/24/2022	58074	Accounts Payable	FRONTIER COMMUNICATIONS		2,487.87
Check	08/24/2022	58075	Accounts Payable	FUEL PROS INC		428.86
Check	08/24/2022	58076	Accounts Payable	GOODYEAR COMMERCIAL TRF		1,007.39
Check	08/24/2022	58077	Accounts Payable	HACKBARTH, TYLER		320.00
Check	08/24/2022	58078	Accounts Payable	HOLROYD, CLARK		205.65
Check	08/24/2022	58079	Accounts Payable	HUNTER'S HEATING & AIR CONDITIONING INC		175.00
Check	08/24/2022	58080	Accounts Payable	KIMCO STAFFING SERVICES INC.		1,385.80
Check	08/24/2022	58081	Accounts Payable	KINNE, CHUCK		320.00
Check	08/24/2022	58082	Accounts Payable	METLIFE		1,291.29
Check	08/24/2022	58083	Accounts Payable	MUNICIPAL EMERGENCY SERVICES INC		869.03
Check	08/24/2022	58084	Accounts Payable	SAFARILAND GROUP		32,811.44
Check	08/24/2022	58085	Accounts Payable	SOUTH COAST EMERGENCY VEHICLE SVC INC		1,455.89
Check	08/24/2022	58086	Accounts Payable	STAPLES BUSINESS ADVANTAGE		902.99

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Chino Valley Fire District
August 24, 2022 Warrants
 Bank Account: A/P - Accounts Payable Checking
 Batch Date: 08/24/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	08/24/2022	58087 Accounts Payable	STEWART, GLEN		388.88
Check	08/24/2022	58088 Accounts Payable	SUNBELT RENTALS INC		46.40
Check	08/24/2022	58089 Accounts Payable	TEAMSTERS LOCAL 1832		834.23
Check	08/24/2022	58090 Accounts Payable	TIFCO INDUSTRIES INC.		773.50
Check	08/24/2022	58091 Accounts Payable	UNDERWOOD, BRETT		827.75
Check	08/24/2022	58092 Accounts Payable	WASTE MANAGEMENT OF THE INLAND EMPIRE INC		429.66
Check	08/24/2022	58093 Accounts Payable	WILLIAMS, WINN		500.00
Check	08/24/2022	58094 Accounts Payable	ZOLI MEDICAL CORPORATION		98,325.23
A/P Accounts Payable Checking Totals:			Transactions: 38		3254,217.84
Checks: 38			\$254,217.84	<i>Met Etc 8-24-22</i>	

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Chino Valley Fire District
August 31, 2022 Warrants
 Bank Account: A/P - Accounts Payable Checking
 Batch Date: 08/31/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: A/P - Accounts Payable Checking					
Check	08/31/2022	56085 Accounts Payable	4BER COMMUNICATIONS INC		16,511.61
Check	08/31/2022	56086 Accounts Payable	ALL STAR FIRE EQUIPMENT INC		149.46
Check	08/31/2022	56087 Accounts Payable	ALL STAR LIVE SCAN FINGERPRINTING		25.00
Check	08/31/2022	56088 Accounts Payable	AXCESS DOOR CORP		7,087.21
Check	08/31/2022	56089 Accounts Payable	B & E LOCK & SECURITY INC		20.00
Check	08/31/2022	56100 Accounts Payable	BON FINANCIAL INC		48.00
Check	08/31/2022	56101 Accounts Payable	BEST BEST & KRIEGER LLP		13,171.20
Check	08/31/2022	56102 Accounts Payable	CALIFORNIA CAMPER SHELLS		3,052.82
Check	08/31/2022	56103 Accounts Payable	CALIFORNIA TOOL & WELDING SUPPLY		121.66
Check	08/31/2022	56104 Accounts Payable	CANON FINANCIAL SERVICES INC		1,221.74
Check	08/31/2022	56105 Accounts Payable	CHINO POWER AND EQUIPMENT INC		281.04
Check	08/31/2022	56106 Accounts Payable	CITY OF CHINO		1,123.25
Check	08/31/2022	56107 Accounts Payable	CITY OF CHINO HILLS		2,011.65
Check	08/31/2022	56108 Accounts Payable	CONCENTRA MEDICAL CENTERS		51.00
Check	08/31/2022	56109 Accounts Payable	CONVERGENCE INC		17,884.80
Check	08/31/2022	56110 Accounts Payable	COUNSELING TEAM INC		801.00
Check	08/31/2022	56111 Accounts Payable	CUNNINGHAM CAL PACIFIC LLC		382.12
Check	08/31/2022	56112 Accounts Payable	DEPARTMENT OF JUSTICE		32.00
Check	08/31/2022	56113 Accounts Payable	DECUERO, BARBARA M.		7,280.00
Check	08/31/2022	56114 Accounts Payable	EBRI INC		1,493.55
Check	08/31/2022	56115 Accounts Payable	FEDERAL EXPRESS		103.84
Check	08/31/2022	56116 Accounts Payable	FIRE-DEX GW LLC		234.61
Check	08/31/2022	56117 Accounts Payable	FLYERS ENERGY, LLC		13,336.58
Check	08/31/2022	56118 Accounts Payable	INLAND OVERHEAD DOOR COMPANY INC		3,635.50
Check	08/31/2022	56119 Accounts Payable	KIMCO STAFFING SERVICES INC.		2,173.41
Check	08/31/2022	56120 Accounts Payable	LIFE ASSIST		3,245.72
Check	08/31/2022	56121 Accounts Payable	MCKESSON MEDICAL SURGICAL		682.80
Check	08/31/2022	56122 Accounts Payable	MISAC INC		260.00
Check	08/31/2022	56123 Accounts Payable	PFM ASSET MANAGEMENT INC		2,345.15
Check	08/31/2022	56124 Accounts Payable	PRIME GLASS, INC.		204.00
Check	08/31/2022	56125 Accounts Payable	READYREFRESH BY NESTLE INC		403.83
Check	08/31/2022	56126 Accounts Payable	SAMS CLUB DIRECT		2,094.30
Check	08/31/2022	56127 Accounts Payable	SOUTH COAST AIR QUALITY		759.17

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Chino Valley Fire District
August 31, 2022 Warrants
 Bank Account: A/P - Accounts Payable Checking
 Batch Date: 08/31/2022

Type	Date	Number Source	Payee Name	EFT Bank Account	Transaction Amount
Check	08/31/2022	56128 Accounts Payable	MANAGEMENT		27,298.80
Check	08/31/2022	56128 Accounts Payable	SOUTHERN CALIFORNIA EDISON		388.53
Check	08/31/2022	56130 Accounts Payable	STAPLES BUSINESS ADVANTAGE		22,750.00
Check	08/31/2022	56131 Accounts Payable	SUNPRO PAINTING & CONSTRUCTION INC.		96,823.25
Check	08/31/2022	56132 Accounts Payable	HERNIM SCIENTIFIC PORTABLE ANALYTICAL INST #40		27,359.33
Check	08/31/2022	56133 Accounts Payable	U.S. BANK CORPORATE PAYMENT SYSTEM		3,800.00
Check	08/31/2022	56134 Accounts Payable	VALLEY TREE CARE		545.00
Check	08/31/2022	56135 Accounts Payable	VALLEY TRUCK SPECIALTIES		179.86
Check	08/31/2022	56136 Accounts Payable	VEOLIA ES TECH SOLUTIONS-NORTH AMERICA INC		1,877.80
Check	08/31/2022	56136 Accounts Payable	VERIZON WIRELESS		
A/P Accounts Payable Checking Totals:			Transactions: 42		\$281,530.14

Checks: 42 \$281,530.14

Mark Shahan
 Digitally signed by Mark Shahan
 DN: cn=Mark Shahan, o=Chino Valley Fire District, ou=Finance, email=markshahan@cvfd.org, c=US
 Date: 2022.09.01 11:11:02 -0700

User: Dawn Burns

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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: SEPTEMBER 14, 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: SEPTEMBER 14, 2022

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

FROM: DAVE WILLIAMS, FIRE CHIEF

SUBJECT: REVIEW OF INVESTMENT POLICY

PURPOSE:

Purpose is to conduct a review of the Chino Valley Fire District Investment Policy.

DISCUSSION:

The District's Investment Policy specifies that this policy shall be subject to review as needed but no less than annually. The policy was last reviewed in September of 2021. Minor policy changes are proposed at this time and are included in the attached redline policy as follows:

Section 4.2: Add language to include Federal Agricultural Mortgage Corporation (FAMCA).

The District's Section 115 Trust funds are governed by a separate investment policy which is also reviewed annually by the 115 Trust Investment Committee.

The proposed policy amendments are incorporated in the attached redline policy.

RECOMMENDATION:

It is recommended that the Board of Directors review the Investment Policy.

ATTACHMENTS:

Investment Policy 2022



Chino Valley Independent Fire District

Investment Policy

~~Amended October~~ September 1413, 20212022

1. PURPOSE

To provide guidelines for the prudent investment of the Chino Valley Independent Fire District's temporarily idle cash in selected investments as authorized by the California Government Code sections 53600, et. seq., with the ultimate goal of protecting the District's pooled cash while producing a reasonable rate of return on investments and maintaining the public trust.

2. POLICY

It is the policy of the District to invest public funds in a manner which will provide a sound investment return with maximum security, while meeting the daily cash flow demands of the District's operations and conforming to all state and local statutes governing the investment of public funds. The District's investment policy has four objectives:

- 2.1.** Protect principal
- 2.2.** Provide for liquidity needs
- 2.3.** Obtain reasonable rates of return on investment within the first two objectives
- 2.4.** Maintain the public trust by avoiding any investment transactions that might impair public confidence.

3. STANDARDS OF CARE

3.1. Prudent Investor Standard

- 3.1.1.** The standard of prudence to be used when managing the District's investments is California Government Code section 53600.3, the prudent investment standard.
- 3.1.2.** Investment officers acting in accordance with this Investment Policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit or market risk, provided that deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

3.2. Ethics and Conflict of Interest

- 3.2.1.** All personnel responsible for authorizing the purchase of investments shall refrain from personal business activities which could conflict with the proper execution of the District's investment program and/or which could impair an investment officer's ability to make impartial investment decisions.
- 3.2.2.** All responsible investment personnel shall disclose to the Board of Directors any material financial interests in any financial institution which is associated with the District's investment program and shall further disclose any material personal investment or financial position which could compromise impartial investment decision making with respect to the District's investment portfolio.
- 3.2.3.** Investment personnel shall file State Fair Political Practices Commission's Statement of Economic Interests (Form 700) and make all disclosures required by the District's conflict of interest policies.

3.3. Delegation of Authority

- 3.3.1.** Management responsibility for the District's investment program is hereby delegated to the following District personnel:
 - 3.3.1.1.** Fire Chief
 - 3.3.1.2.** Finance Director
 - 3.3.1.3.** Administrative Manager/Clerk of the Board
 - 3.3.1.4.** Human Resources Director
 - 3.3.1.5.** Deputy Chief
- 3.3.2.** For purposes of this policy, personnel delegated authority for management responsibility of the District's investment program shall be referred to as investment officer or investment personnel.
- 3.3.3.** No person may execute investment transactions except as provided under the terms of this investment policy.
- 3.3.4.** Under the direction of the Fire Chief, primary day-to-day responsibility for managing the District's investment program shall rest with the Finance

Director, who shall establish procedures for the operation of the investment program, consistent with this Investment Policy.

3.3.5. Under the direction of the Fire Chief, the Finance Director is hereby delegated authority from the Board of Directors to:

3.3.5.1. Enter into agreements with a District depository in order to enable investment personnel to execute investment transactions that will involve charges and credits to District bank accounts.

3.3.5.2. Enter into banking arrangements with a third-party bank trust department to provide for the safekeeping and custody of District investment securities.

3.3.5.3. Establish operating procedures as deemed appropriate to operate an investment program consistent with this Investment Policy.

3.3.6. Upon approval of the Fire Chief, the District may engage the support services of outside investment advisors with respect to the District's investment program, provided that it can be demonstrated that such outside support services produce a net financial advantage or necessary financial protection of the District's financial resources.

3.3.7. Delegation of authority under this policy shall be reviewed annually by the Board of Directors.

4. AUTHORIZED INVESTMENTS

Code Section 53601 provides legal authorization for the investment of funds of government agencies. All investments of the District shall conform to the requirements of applicable law and District policy, whichever is more restrictive. Except for legally restricted funds governed by separate policy as specified in Section 15 below, the District is authorized by law to invest in the following types of securities:

4.1. United States Treasury Issues. U.S. Treasury Notes, Bonds, Bills or Certificates of Indebtedness, or those for which the faith and credit of the United States are pledged for payment of principal and interest. There is no percentage limitation of the portfolio which may be invested in this type of investment.

4.2. Federal Agency Obligations. Obligations issued by the Government National Mortgage Association (GNMA), the Federal Farm Credit System (FFCB), the Federal Home Loan Bank Board (FHLB), the Federal National Mortgage Association (FNMA), ~~and~~ the Federal Home Loan Mortgage

Association (FHLMC), and the Federal Agricultural Mortgage Corporation (FAMCA). There is no percentage limitation of the portfolio which may be invested in this type of investment.

- 4.3. State of California Local Agency Investment Fund.** Local Agency Investment Fund (LAIF) pooled money investment account of the State of California. Investment up to amount permitted by LAIF. There is no percentage limitation for the portfolio which may be invested in this type of investment.

- 4.4. Municipal Debt.** Registered state warrants or treasury notes or bonds of the State of California or any of the other 49 states of the United States, including bonds payable solely out of revenues from a revenue-producing property owned, controlled, or operated by the state or a department, board, agency, or authority of this state or any other state of the United States.

Bonds, notes, warrants, or other evidences of indebtedness of any local agency within the State of California, including bonds payable solely out of revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.

Purchases are limited to securities that have a long-term debt rating of at least "A" or its equivalent, by a Nationally Recognized Statistical Rating Organization (NRSRO) and/or have a short-term rating of at least "A-1" or its equivalent, by a NRSRO.

Investments shall be limited to no more than 25% of investment portfolio.

- 4.5. Bankers' Acceptances.** Bankers' acceptances, otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. Investment limited to 30% of investment portfolio. Banker's Acceptances purchased may not exceed 180 days to maturity.
- 4.6. Commercial Paper.** Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a NRSRO. The entity issuing commercial paper shall meet all criteria as specified in Section 53601 of the California Government Code. Purchases of eligible commercial paper shall have a maximum maturity of 270 days and may not represent more than 10% of the outstanding paper of the issuing corporation, and the aggregate investment in commercial paper shall not exceed 25% of the District's portfolio.

- 4.7. Negotiable Certificates of Deposit.** Negotiable certificates of deposit issued by a nationally or state-chartered bank or state or federal savings association, or a state or federal credit union. Investments shall be limited to no more than 30% of investment portfolio.
- 4.8. Repurchase Agreements.** Repurchase agreements with a maximum maturity of 90 days. Market value of securities used as collateral for the repurchase agreements shall be valued at 102% or greater of the value of the repurchase agreement. A Master Repurchase Agreement must be executed with the bank or dealer prior to investing in a repurchase agreement. Investments of this type shall be limited to no more than 25% of investment portfolio.
- 4.9. Time Deposits.** Time deposits, non-negotiable and collateralized in accordance with California Government Code, may be purchased through banks, savings and loan associations, or credit unions, or a private sector entity that assists in the placement of time deposits, provided that the purchases of time deposits do not represent more than 25% of investment portfolio.
- 4.10. Guaranteed Investment Contracts.** Guaranteed Investment Contracts (GIC), providing that such contract(s) meet the requirements defined under Government Code Section 53601. GIC investments shall be utilized only for short-term investment of bond indenture or debt proceeds.
- 4.11. Money Market Mutual Funds.** Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1, et seq.). Underlying investments in allowable money market funds shall be consistent with other allowable investments as set forth in this policy, to include: U.S. treasury instruments, federal government agency obligations, and/or repurchase agreements. To be eligible for investment pursuant to this policy these companies shall have either: (1) attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSRO, or, (2) retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years experience managing money market mutual funds with assets under management in excess of five hundred million dollars (\$500,000,000). Investments in money market mutual funds are further limited to 15% of investment portfolio.
- 4.12. Medium Term Corporate Notes.** Medium term corporate notes, with a maximum maturity of five years. Securities eligible for investment shall be

rated A or better by a nationally recognized rating agency. Purchase of medium term notes may not exceed 30% of investment portfolio.

4.13. Local Government Investment Pools. Shares of beneficial interest issued by a joint powers authority organized pursuant to Section 6509.7 of the California Government Code that invests in securities and obligations eligible for investment by local agencies directly. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment adviser that meets all of the following criteria:

4.13.1. The adviser is registered or exempt from registration with the Securities and Exchange Commission.

4.13.2. The adviser has not less than five years of experience investing in securities and obligations eligible for local agency investment.

4.13.3. The adviser has assets under management in excess of five hundred million dollars (\$500,000,000).

5. PROHIBITED INVESTMENTS

Except for legally restricted funds governed by separate policy as specified in Section 15 below, any security type or structure not specifically approved by this policy is hereby specifically prohibited. Security types which are prohibited include, but are not limited to:

5.1. Inverse floaters

5.2. Range notes

5.3. Mortgage-derived interest only strips

5.4. Any security which could result in zero interest accrual if held to maturity

6. GENERAL DIVERSIFICATION OF INVESTMENT

The District's investment portfolio shall be diversified to avoid incurring unreasonable and avoidable risks with regard to specific investment types. Within investment types, the District shall also maintain a mix of securities to avoid concentrations within individual financial institutions, geographic areas, industry types and maturity dates.

7. MAXIMUM MATURITY

- 7.1. State law requires that the maturity of any given investment instrument not exceed five years unless specifically approved by the Board of Directors.
- 7.2. Investment maturities shall be based on a projection of District cash flows. Subject to the policy provisions outlined in section 7.1, investment maturities shall be scheduled to permit the District to meet all projected obligations.

8. SALES PRIOR TO MATURITY

While sales of investments prior to maturity are permitted to achieve certain investment objectives, the District's general investment strategy shall be to hold investments to maturity.

9. COLLATERALIZATION

For Certificates of Deposit in excess of the amount federally insured, the general collateralization level shall be 110% of the amount invested. For repurchase agreements, the collateralization level shall be at least 102% of the market value of the agreement.

10. SAFEKEEPING AND CUSTODY

- 10.1. All investment transactions entered into by the District shall be conducted on a delivery vs. payment basis. The District shall pay for the securities when they are delivered either to the District or the District's third party custodian, if applicable.
- 10.2. Securities purchased, including collateral for repurchase agreements, shall be held by a third party custodian designated by the District whenever possible. These securities shall be held in the District's name and third party custody shall be evidenced by safekeeping receipts.

11. QUALIFIED BROKER/DEALERS AND INSTITUTIONS

- 11.1. A list of qualified broker/dealers and financial institutions shall be maintained by the District.
- 11.2. A copy of this Investment Policy shall be sent to all broker/dealers approved to do business with the District. Broker/dealer(s) shall provide certification of having read, understood and agreeing to comply with the District's Investment Policy, and are free of conflicts of interest.

- 11.3. An annual review of the financial condition and registrations of qualified broker/dealers shall be conducted by the Finance Director.
- 11.4. If the District chooses to engage an outside investment adviser to provide investment advisory services, the investment advisor may use its own list of approved issuers, broker/dealers and financial institutions to execute investment orders on behalf of the District.

12. **INTERNAL CONTROLS**

The Finance Director shall be responsible for establishing a set of internal controls related to the investment program. The internal controls will be subject to annual review by independent auditors in conjunction with the District's annual audit.

13. **REPORTING REQUIREMENTS**

The Finance Director shall be responsible for providing a monthly Treasurer's Report to the Board of Directors which shall include all required elements prescribed by Government Code section 53646.

- 13.1. Treasurer's Report to the Board of Directors shall include the face amount and cost of investment, type of investment, name of the issuer, coupon rate of interest, maturity date, current market value and accrued interest for all securities, as applicable.
- 13.2. Treasurer's Report shall also state compliance of portfolio with Investment Policy, or manner in which portfolio is not in compliance, if applicable.

14. **ANNUAL POLICY REVIEW**

This Investment Policy shall be subject to review by the District's Board of Directors, as needed, but no less than annually.

15. **SECTION 115 TRUST**

The District maintains an IRS Section 115 irrevocable trust and those funds are legally restricted to provide for funding of retirement obligations. Chino Valley Fire District Section 115 Trust funds are governed by a separate investment policy.

16. **GLOSSARY OF TERMS**

Bankers' Acceptance (BA) - A draft or bill of exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

Broker - A broker brings buyers and sellers together for a commission.

Certificate of Deposit (CD) - A time deposit with a specific maturity evidenced by a certificate. Large-denomination CDs are typically negotiable. CD's may be eligible for FDIC insurance.

Collateral - Securities, evidence of deposit or pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposit of public moneys.

Commercial Paper - Unsecured promissory note with a fixed maturity of 1 to 270 days. Commercial Paper is a money-market security issued by large banks and corporations to get money to meet short term debt obligations (for example, payroll), backed by an issuing bank or corporation's promise to pay the face amount on the maturity date specified on the note.

Corporate Note – A debt security issued by a corporation, also known as a corporate bond.

Custody - A banking service that provides safekeeping for the individual securities in a customer's investment portfolio under a written agreement which also calls for the bank to collect and pay out income, to buy, sell, receive and deliver securities when ordered to do so by the principal.

Delivery vs. Payment (DVP) - Delivery of securities with a simultaneous exchange of money for the securities.

Depository - Financial institution in United States, such as a savings bank, that is legally allowed to accept monetary deposits.

Diversification - Dividing investment funds among a variety of securities offering independent returns and risk profiles.

Federal Farm Credit System (FFCB) - The Federal Farm Credit System is a nationwide network of borrower-owned lending institutions and affiliated service entities that lends to agricultural and rural America. The System is the oldest Government-sponsored enterprise (GSE) created when Congress established authority for certain predecessor entities in 1916. For more than ninety years, the mission of the System has been to provide sound and dependable credit for agricultural producers, cooperatives, and certain farm related businesses.

Federal Home Loan Banks (FHLB) - Government sponsored wholesale banks which lend funds and provide correspondent banking services to member commercial banks, thrifty institutions, credit unions and insurance companies. The mission of the FHLBs is to liquefy the housing related assets of its members who must purchase stock in their district Bank.

Federal Home Loan Mortgage Corporation (FHLMC) – The FHLMC was created under the Federal Home Loan Mortgage Act, Title III of the Emergency Home Finance Act of 1970 as a stockholder owned government-sponsored enterprise. Freddie Mac, as the corporation is called, is charged with providing stability and assistance to the secondary home mortgage market by buying first mortgages and participation interests and reselling these securities in the form of guaranteed mortgage securities. Although agency obligations are not explicitly guaranteed by the federal government, the rating agencies believe that in the unlikely event of financial difficulties, the federal government will support the agency to the extent necessary to provide for full and timely payment on their securities.

Federal National Mortgage Association (FNMA) - FNMA, like GNMA was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

Government National Mortgage Association (GNMA) – Securities influencing the volume of bank credit guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations and other institutions. Security holder is protected by the full faith and credit of the U.S. Government. Ginnie Mae securities, are backed by the FHA, VA, or FmHA mortgages. The term "pass-throughs" is often used to describe Ginnie Maes.

Government Sponsored Enterprises (GSE) - The government-sponsored enterprises (GSEs) are a group of financial services corporations created by the United States Congress. Their function is to enhance the flow of credit to targeted sectors of the economy and to make those segments of the capital market more efficient and transparent. The desired effect of the GSEs is to enhance the availability and reduce the cost of credit to the targeted borrowing sectors: agriculture, home finance and education. Congress created the first GSE in 1916 with the creation of the Farm Credit System; it initiated GSEs in the home finance segment of the economy with the creation of the Federal Home Loan Banks in 1932; and it targeted education when it chartered Sallie Mae in 1972 (although Congress allowed Sallie Mae to relinquish its government sponsorship and become a fully private institution via legislation in 1995). The residential mortgage borrowing segment is by far the largest of the borrowing segments in which the GSEs operate. GSEs hold or pool approximately \$5 trillion worth of mortgages.

Guaranteed Investment Contracts - Fixed rate deposits which are similar to CDs, except purchased from insurance companies.

Interest Rate - The annual yield earned on an investment, expressed as a percentage.

Inverse Floaters - Securities structured to provide a rate of return equal to a fixed rate, less a multiple of a floating rate index," such as the London Interbank Offered Rate (LIBOR). Such securities are backed by collateralized mortgage obligations (CMOs), which in turn are derived from pools of mortgages. The holders of CMO-backed securities receive payments generated by the mortgages in the underlying collateral pool.

Liquidity - Refers to the ability to rapidly convert an investment into cash with minimal risk of losing some portion of principal and/or interest.

Master Repurchase Agreement - A written contract covering all future transactions between the parties to repurchase and/or reverse repurchase agreements that establish each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

Maturity - The date upon which the principal or stated value of an investment becomes due and payable.

Money Market - The market in which short-term debt instruments (bills, commercial paper, banker's acceptances, etc.) are issued and traded.

Mortgage-Derived Interest Only Strips - A type of fixed-income security where the holder is only entitled to receive regular cash flows that are derived from splitting a mortgage-backed security into its interest and principal payments.

Mutual Fund - is an investment vehicle made up of a pool of money collected from many investors for the purpose of investing in securities such as stocks, bonds, money market instruments and other assets.

Nationally Recognized Statistical Rating Organization (NRSRO) - A credit rating agency that issues credit ratings that the U.S. Securities and Exchange Commission permits other financial firms to use for certain regulatory purposes.

Portfolio - Collection of securities held by an investor.

Prudent Investor Standard – Defined in California Government Code Section 53600.3, as follows: "When investing, reinvesting, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence

under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency.”

Range Notes - Typically pay interest at an above-market rate if LIBOR stays within a specific range, which may change according to a schedule. If LIBOR moves outside of that range, these notes may revert to a lower interest rate or no interest at all.

Rate of Return - The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

Registered State Warrants – Interest bearing “IOUs” issued by the State of California, to be paid by the state when they mature or are called. Registered warrants drawn against unexhausted appropriations and otherwise issued in accordance with California law are extensions of credit to the state that constitute state general obligations.

Repurchase Agreement (RP or REPO) - A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security “buyer” in effect lends the “seller” money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money, that is, increasing bank reserves.

Risk - Degree of uncertainty of return on an asset.

Time Deposit - Deposit at a banking institution that cannot be withdrawn for a certain “term” or period of time. When the term is over it can be withdrawn or it can be held for another term. Generally differentiated from a CD by virtue of the fact that the associated interest rate for a time deposit is non-negotiable.

Treasury Bills – A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

Treasury Bonds - Long-term coupon-bearing U. S. Treasury securities issued as direct obligations of the U. S. Government and having initial maturities of more than ten years.

Treasury Certificate of Indebtedness - A short-term fixed income security issued by the U. S. Treasury that has a coupon, and typically matures in one year or less.

Treasury Notes - Medium-term coupon-bearing U. S. Treasury securities issued as direct obligations of the U. S. Government and having initial maturities from two to ten years.

Yield - The rate of annual income return on an investment, expressed as a percentage. It is obtained by dividing the current dollar income by the current market price of the security.

Yield to Maturity - The rate of income return on an investment, minus any premium or plus any discount, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond, expressed as a percentage.

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: SEPTEMBER 14, 2022

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

FROM: DAVE WILLIAMS, FIRE CHIEF

**SUBJECT: REORGANIZATION OF CLERK OF THE BOARD OFFICE TO INCLUDE
RECLASSIFICATION OF ADMINISTRATIVE SECRETARY
(CONFIDENTIAL) POSITION AND RECLASSIFICATION OF ONE
OFFICE TECHNICIAN POSITION; AND UPDATE AND AMEND THE JOB
CLASSIFICATION FOR CLERK OF THE BOARD POSITION**

PURPOSE:

Purpose is for the Board of Directors to review, discuss and approve a reorganization of the office of the Clerk of the Board to include reclassification of the position of Administrative Secretary (Confidential) to Deputy Clerk of the Board (Confidential) and reclassify one Office Technician Position to Records Technician (Confidential); and update and amend the job classification and salary table of the position of Clerk of the Board.

DISCUSSION:

With the Fire District experiencing significant growth since the last review of the Clerk of the Board Department, combined with an increase of governance mandates and a steady continuous increase in the number of requests for records, it is an appropriate time to evaluate the department's structure and position descriptions to ensure that the vision statement of the Fire District is reflected and position descriptions accurately provide for a succession path fostering employee development. This reorganization will provide for crossover of duties for succession planning and elimination of single points of failure. The proposed changes also provide for retention of employees and attraction of suitable candidates with adequate skills and experience needed for effective and successful recruitments.

In the process of the review, several changes were identified. It is recommended that the position of Administrative Secretary (Confidential) be reclassified to Deputy Clerk of the Board (Confidential). Also recommended is the reclassification of one position of Office Technician to Records Technician (Confidential). These recommendations are being proposed to appropriately reflect the current job

duties required to meet the needs of the department as well provide for training and development for the purpose of succession planning, and provide for better opportunities for recruitment and retention. The proposed reclassifications reflect higher level tasks and responsibilities needed to carry out the duties of the positions and also reflect the required understanding and application of governance laws and mandates to meet the mandatory deadlines required in the Clerk of the Board Office.

With the recent approval of the Assistant to the Chief position, several of the support duties previously assigned to the Clerk of the Board will transition to this position allowing for the Clerk of the Board position to focus on the governance of the Fire District by transferring the duties of overseeing the administrative and logistical activities of the Fire Chief and Fire Board to keep up with the growing demands of the department. This shift in responsibilities will require an amendment to the Clerk of the Board job classification and allow for an adjustment in salary resulting in a cost saving to the Fire District:

The proposed salary ranges are as follows:

Clerk of the Board	\$12,472.71 - \$15,160.66
Deputy Clerk of the Board	\$6,350.16 - \$7,718.66
Records Technician	\$5,281.47 - \$6,418.53

The proposed reorganization will result in an estimated savings of approximately \$129,000.

Management has met and conferred with Teamsters.

RECOMMENDATION:

It is recommended that the Board of Directors review, discuss and approve a reorganization of the office of the Clerk of the Board to include reclassification of the position of Administrative Secretary (Confidential) to Deputy Clerk of the Board (Confidential) and reclassification one Office Technician Position to Records Technician (Confidential); and update and amend the job classification of the position of Clerk of the Board and provide direction to staff.

ATTACHMENTS:

- Deputy Clerk of the Board Job Classification
- Records Technician Job Classification
- Clerk of the Board Job Classification



Chino Valley Fire District Position Classification

Deputy Clerk of the Board

Position Summary

Under general supervision, the Deputy Clerk of the Board performs and provides direct assistance to the Clerk of the Board in preparation of agendas minutes and follow-up; maintains official documents and records; supervises the District's records management program, records retention program and document imaging program; assists in the nomination process and informs elected officials and district staff of Fair Political Practices Commission (FPPC) filing deadlines; acts as the Clerk of the Board as assigned and performs related duties as required.

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.

- Assist in the preparation and processing of District's agendas, minutes, staff reports resolutions and proclamations.
- Attend meetings, take and prepare minutes, correspondence and staff reports.
- Supervise comprehensive indexing and filing systems of Board actions and directives, including resolutions, ordinances, contracts, etc.
- Prepare, process, distribute and post public notices, bulletins and contracts as required prior to and following meetings to ensure compliance with State and local applicable codes and ordinances, including the Ralph M. Brown Act;
- Administer Oaths of Office as needed.
- Conduct research and compile information for the preparation of reports and related documents.
- Make travel arrangements and produces and maintain travel itineraries.
- Reviews, sorts and distributes incoming mail in accordance with standard procedures.
- Respond and interpret inquiries from the public and staff regarding District programs, policies and procedures, activities, and other matters requiring an in-depth knowledge of the District.
- Assist in budget preparation by compiling and processing budget related documents; and monitor expenses and/or revenues.
- Serve as the Acting Clerk of the Board and assume duties and responsibilities of the Clerk of the Board in his/her absence.
- Assist in accepting and processing claims, lawsuits and subpoenas.
- Supervise the District's Records Management Program and Document Imaging Program and provide training to staff.
- Research and make recommendations on appropriate technology for the department.
- Serve as project supervisor for implementation and training on new software applications in the department.
- Assist in the development and implementation of goals and objectives for the department.

Deputy Clerk of the Board Position Classification

- Supervise the implementation of the records retention policy and provide training to staff.
- Assist the Clerk of the Board by assuming responsibility for coordination of office operations and performing official duties as necessary.
- Coordinate and participate in records research and document certification.
- Participate in the selection process of professional and clerical staff and provide or coordinate staff training.
- Perform a variety of clerical tasks including typing, proofreading, filing, and editing.
- Establish and/or maintain tracking logs, files, filing systems, and record keeping procedures.
- Operate a variety of office equipment including computers and supporting software.
- Prepare, sort, file, and/or processes a variety of documents and records according to established procedures.
- Schedule and make necessary arrangements for meetings; schedule appointments; create and maintain calendars.
- May provide the issuance of nomination filing papers and informs elected officials and district staff of FPPC filing dates.
- Performs related duties as assigned.

Qualifications

Knowledge of:

Any combination of education and experience that provides the required knowledge, skills, and abilities to perform the essential job duties of the position is qualifying. A typical example includes:

- Principles of records management.
- The Ralph M. Brown Act and the Public Records Act.
- Fair Political Practices Commission procedures and regulations.
- District activities and the responsibilities of a Clerk of the Board Office.
- Data processing systems/applications.
- Modern office methods and procedures.
- Principles of records management.
- 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:

- Supervise staff; including hiring, training and handling disciplinary actions as needed.
- Understand the organization and operation of the Clerk of the Board Office.
- Coordinate the activities of the Office of the Clerk of the Board.
- Provide information and organize material in conformance with policies and regulations.
- Understand, explain and apply policies and procedures.

Deputy Clerk of the Board Position Classification

- Assist in maintaining complex records, summarize written material and interpret a variety of documents, contracts and ordinances.
- Read and understand various District ordinances.
- Deal tactfully and courteously with internal and external customers.
- Assist with coordinating the activities of the Clerk of the Board department.
- Provide information and organize materials in conformance with policies and regulations.
- Understand, explain, and apply policies and procedures.
- Understand and follow verbal and written directions.
- Accurately maintain complex records, summarize written materials, and interpret a variety of documents, contracts, and ordinances.
- Perform varied clerical work requiring independent judgment.
- 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 with those contacted in the course of work, including District officials, District staff and the public.
- Act as liaison between Clerk of the Board and other staff, transmitting messages and requests as needed.
- Use good judgment in handling highly sensitive and/or confidential matters with discretion and maintain the privacy of such 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:

- Five years of increasingly responsible experience in a City Clerk's Office or Clerk of the Board Office of a special district, municipal government, or other public agency with an emphasis on records management is required.
- Working knowledge of the Public Records Act.

Deputy Clerk of the Board Position Classification

Possession of:

- Possession of an International Institute of Municipal Clerks designation as Certified Municipal Clerk (CMC) preferred
- Active CA Notary Public Commission (desirable)

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: -----, 2022



Chino Valley Fire District Position Classification

Records Technician - Confidential

[Reclassification of one (1) Office Technician Position
Assigned to the Office of the Clerk of the Board]

Position Summary

Under general supervision, the Records Technician performs a variety of general and specialized clerical work of a routine nature in the Office of the Clerk of the Board; processes official documents, record requests, contracts and agreements, records retention and destruction, and records imaging. Responds to inquiries and provides information and assistance to the public and staff relating to department policies, procedures and activities; and performs related work in support of Board Meeting preparation and other duties assigned.

This position is designated confidential in accordance with Government Code 3507.5 and is assigned to the Office of the Clerk of the Board.

Essential Job Functions

The following are the duties performed by the incumbent in this classification. The incumbent 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.

- Serve as the first point of contact at the public counter for Clerk of the Board services.
- Assist the Clerk of the Board and the Deputy Clerk of the Board in managing the District's compliance responsibilities for maintenance and disposition of official District records, action of the Board, ordinances, resolutions, District code and other official documents.
- Coordinate and respond to requests and production of records under the California Public Records Act; receive subpoenas and summons and coordinate with the appropriate departments; submit documents for management and/or legal review.
- Handle confidential medical records relative to public records request.
- Oversee filing of paper and electronic records for storage and/or destruction in compliance with government codes for records retention and destruction.
- Support the Office of the Clerk of the Board to maintain document retention and destruction schedules and provide quality control for document imaging process.
- Conduct research and retrieve information and documents per California Public Records Act requirement.
- Maintain and processes contracts and agreements and maintains logs.
- Attend and assist with planning and set-up of Board of Directors meetings at the request of the Clerk of the Board or the Deputy Clerk of the Board.
- Assist with preparation, distribution and posting of agenda packets and minutes.
- Type a variety of documents, such as correspondence, standard forms, charts, and reports using a computer; type from written, recorded or printed sources and/or oral instructions; proofread materials for correct grammar, spelling, and punctuation.
- Maintain database records; performs data entry; generates reports; conducts database searches.
- Prepare, validate, process, and/or check a variety of documents and records, such as Requests for public information for completeness, accuracy, and submission standards.
- Compile and record fiscal and statistical data according to established procedures;

- processes; reconcile invoices and billings.
- Compile routine reports by extracting and/or tabulating information from a variety of sources, such as files, database records, correspondence, meeting notes, logs, previous reports, and/or oral instructions.
- Establish and maintains files; conducts systematic file searches; maintains cross reference files or notices.
- Determine how visitors, customers, and incoming calls should be directed; answers routing questions; explains routine procedures, processes or activities.
- Sort and/or files materials such as correspondence, records, applications and documents/
- Prepare mailings.
- Operate a variety of office equipment, such as cash register or cash box, copiers, personal computers and peripheral equipment.
- Recommend and assists in implementing office programs and clerical systems, procedures, and policies.
- May assist with research and preparation of community programs and materials.
- May be responsible for petty cash.
- Perform related duties as assigned.

Qualifications

Knowledge of:

- Modern office methods and procedures.
- Correct English usage including grammar, spelling, vocabulary and punctuation.
- Methods and techniques of implementing filing systems.
- Reception techniques and telephone etiquette.

Ability to:

- Utilize Microsoft computer software programs such as Word, Excel, and Access.
- Operate a variety of office equipment.
- Type at a speed necessary for the successful performance of duties, preferably at a rate of 40 net words per minute.
- Receive the public in person or over the telephone.
- Learn, interpret, explain, and appropriately apply relevant regulations, policies and procedures.
- Accurately proofread documents to identify omissions and errors.
- Accurately record information in electronic database or spreadsheet, and/or manual filing system.
- Communicate effectively both orally and in writing, and understand and follow oral and written instructions.
- Establish and maintain cooperative working relationships.

Education and Experience Requirements:

Education:

- Equivalent to completion of High School.
- Possess and maintain a Class C California driver's license and satisfactory driving record.
- Additional training and/or coursework in the municipal clerk field is desirable.

Experience:

- Three years experience in related clerical work, involving a variety of public contact, typing, data entry, and/or office operation responsibilities.
- Working knowledge of the Public Records Act and Brown Act.
- Experience in a City Clerk's Office or Special District Board Clerk's Office.

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; frequent overhead reaching.
- 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: ____ 2022



Chino Valley Fire District Position Classification

Clerk of the Board

Position Summary

Under general direction of the Fire Chief, responsible for the administrative and logistical activities of the Office of the Clerk of the Board; serves as the Clerk of the Board of Directors preparing and maintaining official District records and documents; serve as the Custodian of Records for the District; and performs related duties as assigned.

Essential Job Functions

- Plans, organizes and supervises the preparation of Board agendas, action items, and documents for presentation to the Board; proofreads, edits, assembles, posts and distributes Board materials in compliance with legal requirements.
- Performs a wide variety of complex, sensitive and confidential administrative functions for the Board of Directors as directed by the Fire Chief.
- Trains, supervises and evaluates the performance of the Deputy Clerk of the Board and assigned clerical staff; monitors and provides coaching for performance improvement and development and/or corrective action as appropriate.
- Monitors and ensures compliance with applicable state laws, codes and District policies and procedures including, but not limited to, Board policies and bylaws, Brown Act, Public Records Act, and Conflict of Interest Code.
- Prepares and presents reports to the Board of Directors.
- Prepares and updates policies and procedures for area of responsibility.
- Composes and types correspondence, and other documents; researches and compiles information and drafts reports, forms, and other materials.
- Plans, organizes, and coordinates logistics for various meetings including Board of Director meetings, Board Committee Meetings, and other special meetings as requested by the Fire Chief.
- Responsible for the fulfillment of Public Records requests according to state law; oversee requests for public records including subpoenas for public records in compliance with the California Public Records Act; makes determinations based on research and/or consultation with legal counsel in regard to unusual requests.
- Manages District records retention program; files, stores and preserves all official documents including agendas, minutes, ordinances, resolutions, contracts, deeds and agreements.
- Issues candidacy papers for Fire District Board elections; coordinates the transition of outgoing and/or newly elected officials; coordinates all compliance requirements with the county pertaining to elections; coordinates Board Member appointments in the event of vacancies prior to term expiration.

- Oversees completion of, and compliance with, required Conflict of Interest reporting. Serves as District filing officer for designated positions as specified in the Fire District Conflict of Interest Code.

Qualifications

Knowledge of:

- Office administrative and management practices and procedures.
- District rules, regulations, policies and procedures.
- Federal, state and local laws applicable to the roles and responsibilities of a public governing board, its members, and the conduct of public meetings including, but not limited to, Brown Act, California Public Records Act, and Conflict of Interest Code.
- Basic principles and practices of public administration.
- Research techniques, methods and procedures.
- Principles and practices of sound business communication, and effective management and supervision.

Ability to:

- Facilitate official activities of a governing board for a public agency in California.
- Handle sensitive and confidential communication and correspondence.
- Exercise a high level of discretion and sound judgment.
- Plan, organize, direct and evaluate office staff and activities, and identify and provide for training needs.
- Develop and implement goals, objectives, policies, procedures and internal controls.
- Organize, and set priorities.
- Interpret, apply, and explain applicable laws, regulations, rules and policies.
- Operate standard office equipment including a personal computer with advanced capabilities in Microsoft Office software applications.
- Create complex documents and materials requiring interpretation and analysis of data.
- Compose correspondence, prepare documents, and making arrangements from brief instructions.
- Communicate clearly and effectively, both orally and in writing.
- Prepare and present clear, accurate and concise records and reports.
- Establish and maintain positive and effective working relationships with a variety of people including District personnel, elected officials, other municipal representatives, and the public.

Education and Experience Requirements

Education:

- Possession of a Bachelor's degree in a job-related field from an accredited college or university is required.
- Possession and maintenance of a Class C California's driver's license and satisfactory driving record.
- CMC Certification preferred.

Experience:

- Five years of increasingly responsible office administrative experience, at least two of which involved the support of an elected governing body in California, or an equivalent combination of training and experience.
- Working knowledge of the Public Records Act
- Proficient knowledge of the Brown Act and Roberts Rule of Law

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: Exempt

Date Approved: August 8, 2007

Modified: October 13, 2021

Modified: _____ 2022

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: SEPTEMBER 14, 2022

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

FROM: DAVE WILLIAMS, FIRE CHIEF

**SUBJECT: REVIEW PROPOSED AMENDED FULL-TIME ASSISTANT TO THE FIRE
CHIEF JOB DESCRIPTION**

PURPOSE:

Purpose is for the Board of Directors to review, discuss and approve a proposed amendment to the education requirements of the job description for the position of Assistant to the Fire Chief.

DISCUSSION:

The District recently approved the job description for the Full-Time Assistant to the Fire Chief. After a review of the job description by the current Human Resources Director, staff determined that the college degree requirement would limit the number of qualified applicants. High level executive assistant positions do not require this type of educational background.

Human Resources staff is aware of the high level executive assistants employed by government agencies as well as the private sector. The requirement of a college degree is not associated with this type of position. The job description has been amended to reflect this change to the educational requirement, which will result in a better and more experienced applicant pool.

The salary range is unmodified and presents no fiscal impacts to the District.

RECOMMENDATION:

It is recommended that the Board of Directors authorize and approve the attached amended job description with the proposed change.

ATTACHMENTS:

Assistant to the Fire Chief Job Classification



Chino Valley Fire District Position Classification

Assistant to the Fire Chief

Position Summary

Under general supervision of the Fire Chief, provides a full range of highly complex support to the Fire Chief; helps facilitate communications between the Office of the Fire Chief, the general public, members of the Board of Directors, District appointed committees, and others seeking interaction with the Office of the Fire Chief; manages the general office support functions of the Office of the Fire Chief; performs related duties as assigned.

Essential Job Functions

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

- Provide a full range of highly complex assistance and support to the Fire Chief.
- Plan, organize and manage the Office of the Fire Chief including calendar and event scheduling and travel.
- Prepare and process correspondence, staff reports, speeches, scripts and confidential documents.
- Prepare and maintain the annual budget of the Office of the Fire Chief and participate in the Fire District's annual budget development process at the direction of the Fire Chief.
- Conduct assigned research, studies and analysis.
- Monitor State and Local legislative actions that may impact the District, and make recommendations to support or oppose such legislation.
- Present staff reports on behalf of the Fire Chief as directed.
- Represent and provide presentations on behalf of the Fire Chief as assigned.
- Plan and oversee events such as State of the Fire District, Fire Chief swearing-in and Fire Chief retirements.
- Serve as project manager and/or liaison as assigned by the Fire Chief.
- Assist with the coordination between the Office of the Fire Chief and department directors and managers at the direction of the Fire Chief.
- Serve as a resource to other administrative departments in the temporary absence of the department manager or director.
- Draft policies and procedures, as directed.
- Perform related duties as assigned.

Qualifications

Knowledge of:

- Operations of the Fire District, stakeholders, local government agencies and municipal and governmental programs and services as necessary to execute assigned responsibilities.
- Principles, practices and regulations of public administration, including the Brown Act and public Records Act.
- Operations, services, and activities of office administration
- Principles and practices of research, analyzing, reporting and record keeping.
- Principles, procedures and practices of general and public sector budget preparation.
- Pertinent federal, state, special district and other local laws, codes, and regulations.
- Sound business communication, and business letter writing and report preparation.

Ability to:

- Work and act independently.
- Plan, organize, and carry out a full range of project management, administrative and analytical assignments from the Fire Chief with minimal supervision and direction.
- Review, analyze and reconcile complex data, and perform complex analysis and research on a variety of topics.
- Track and implement goals.
- Prepare and maintain accurate reports and records, and interpret, summarize and present technical information and data in an effective manner.
- Communicate with the Fire Chief, department directors, staff and elected officials on complex issues.
- Serve as project manager on administrative projects.
- Coordinate large scale events.
- Represent the Fire Chief and provide presentations.
- Maintain strict confidentiality regarding sensitive, non-public District business matters.
- Operate a variety of office equipment, computers and software, including the Microsoft Office suite of programs as well as specialized accounting programs.
- Analyze problems to identify solutions.
- Understand and apply general public administration practices.
- Understand, implement and apply management theories, principles and standards in a government environment.
- Work on multiple, concurrent projects with strict deadlines and with frequent interruptions.
- Establish and maintain accurate reports and records.
- Communicate effectively both orally and in writing.
- Ability to attend after hours Board and other community meetings and events, as requested.
- Ability to attend off site training, seminars and other meetings which may involve overnight travel on occasion.
- Understand and follow written and oral instructions.
- Establish and maintain effective working relationships with others.

Education and Experience Requirements:

Education:

- A Bachelor's degree from an accredited college or university with major course work in public administration, business administration, or a related field is desirable.
- Possession and maintenance of a valid California Class C driver's license and satisfactory driving record.

Experience:

- Five years increasingly responsible administrative and analytical experience within a local government environment, including at least two years of management experience. Experience in a governmental setting working with elected and appointed officials is highly desirable.

Physical Profile

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

Assistant to the Fire Chief Position Classification

Page 3 of 3

- 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; occasional working alone.
- Environmental – frequent exposure to computer screens and noise.

FLSA Status: Exempt
Date Approved: __/__/2022

DRAFT

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: SEPTEMBER 14, 2022

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

FROM: DAVE WILLIAMS, FIRE CHIEF

**SUBJECT: CHINO VALLEY FIRE DISTRICT SECTION 115 TRUST ANNUAL
REPORT**

PURPOSE:

Purpose is to review and discuss the 2021-22 Annual Report for the Section 115 Trust.

DISCUSSION:

The 115 Trust bylaws require that an annual report of the Trust be presented to the District's Board of Directors within 90 days of fiscal year-end. The Trust's fiscal year end coincides with that of the District at June 30. A total of \$5 million was invested in the 115 Trust at the end of April 2017. Additional deposits totaling \$1,417,137, including \$867,137 last fiscal year, have been contributed to the Trust since the initial deposit.

PFM is the Trust Administrator and also serves as the investment advisor. The five-member 115 Trust Investment Committee, comprised of District management and staff, meets quarterly to review Trust performance and discuss Trust management with PFM.

Based on a target mix of 60% equities and 40% bonds, and an assumed annual rate of return on investment of 5.5%, the Trust account balance at June 30, 2022 amounted to about \$7.8 million, compared to about \$8.1 million at June 30, 2021.

As indicated on page 8 of the attached Annual Report, the annual rate of return for FY22 was -13.7%, compared to a policy benchmark of -13.6%. Since inception through June 30 2022, as indicated on page 8, the annualized rate of return amounted to 5.1%, versus a benchmark of 4.6%.

A representative from PFM will be in attendance to present the report and answer questions.

RECOMMENDATION:

It is recommended that the Board of Directors review and discuss the Annual Report for the Chino Valley Fire District Section 115 Trust.

ATTACHMENTS:

Section 1115 Trust Annual Report

Chino Valley Fire District

Board Presentation Section 115 Trust Annual Report Fiscal Year 2021-2022

September 14, 2022

415.393.7225

pfmam.com

Ellen Clark, Director

PFM Asset Management LLC

NOT FDIC INSURED : NO BANK GUARANTEE MAY LOSE VALUE

Agenda Board Meeting September 14, 2022 - Page 106 of 177

Purpose and Performance Objective of CVFD Section 115 Trust

- ▶ **Purpose:** Provide funding of District retirement benefits provided by CalPERS for eligible employees.
- ▶ **Performance Objective:** Over five years or longer, achieve an average total annual rate of return that is equal to or greater than the Trust's stated total return objective of 5.5%.

Target Asset Allocation

PFM 60/40 Model	
Equity	60.0%
Domestic Equity	39.0%
International Developed Equity	15.0%
Emerging Markets Equity	6.0%
Fixed Income	40.0%
Core Fixed Income	20.0%
Investment Grade Corporate	10.0%
Emerging Markets Debt	5.0%
High Yield	5.0%

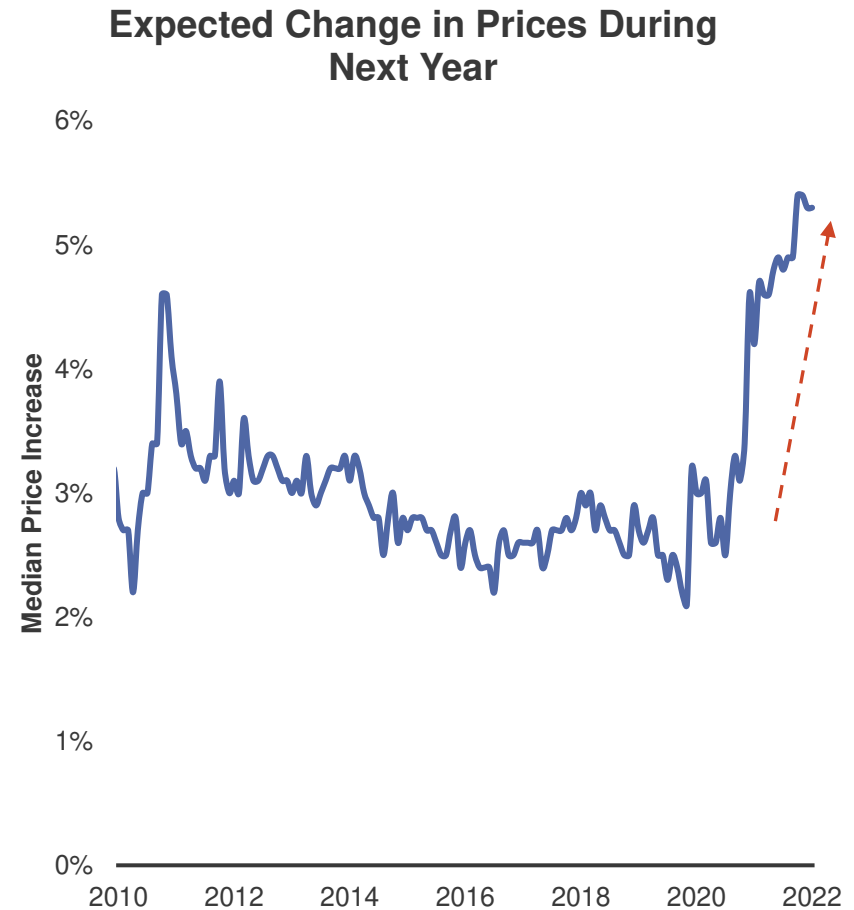
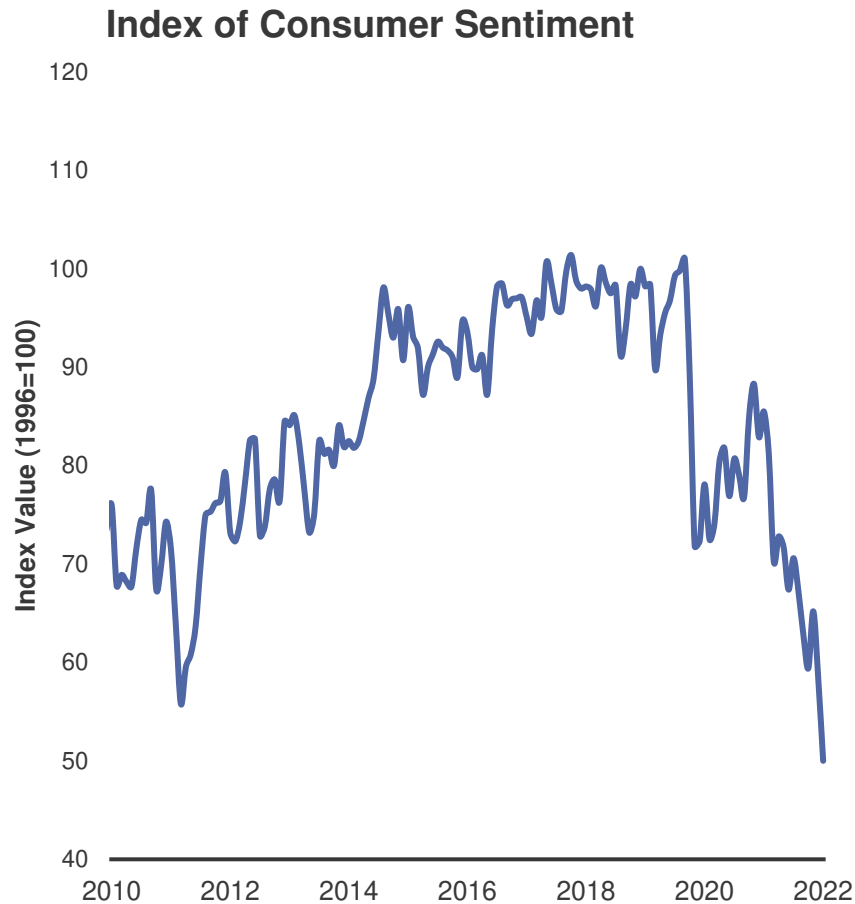
Intermediate-Term Assump. (5 Years)	
Expected Return	4.7%
Standard Deviation	10.6%
Return / Standard Deviation	0.45
Probability of 5.5% Return	46.7%
Long-Term Assump. (30 Years)	
Expected Return	6.4%
Standard Deviation	10.6%
Return / Standard Deviation	0.61
Probability of 5.5% Return	73.4%

Equity and Fixed Income Market Indices

Market Index Performance as of 6/30/2022					
DOMESTIC EQUITY	QTD	YTD	1 Year	3 Years	5 Years
S&P 500	-16.1%	-20.0%	-10.6%	10.6%	11.3%
Russell 1000 Index	-16.7%	-20.9%	-13.1%	10.1%	11.0%
Russell 2000 Index	-17.2%	-23.4%	-25.2%	4.2%	5.2%
Russell 3000 Index	-16.7%	-21.1%	-13.9%	9.8%	10.6%
INTERNATIONAL EQUITY	QTD	YTD	1 Year	3 Years	5 Years
MSCI EAFE (net)	-14.5%	-19.6%	-17.8%	1.1%	2.2%
MSCI AC World ex USA (Net)	-13.7%	-18.4%	-19.4%	1.4%	2.5%
MSCI EM (net)	-11.5%	-17.6%	-25.3%	0.6%	2.2%
ALTERNATIVES	QTD	YTD	1 Year	3 Years	5 Years
FTSE NAREIT Equity REIT Index	-17.0%	-20.2%	-6.3%	4.0%	5.3%
Bloomberg Commodity Index Total Return	-5.7%	18.4%	24.3%	14.3%	8.4%
FIXED INCOME	QTD	YTD	1 Year	3 Years	5 Years
Blmbg. Barc. U.S. Aggregate	-4.7%	-10.3%	-10.3%	-0.9%	0.9%
Blmbg. Barc. Global Aggregate Ex USD	-11.0%	-16.5%	-18.8%	-5.1%	-1.8%
Blmbg. Barc. U.S. Corp: High Yield	-9.8%	-14.2%	-12.8%	0.2%	2.1%

Source: Investment Metrics, as of June 30, 2022.

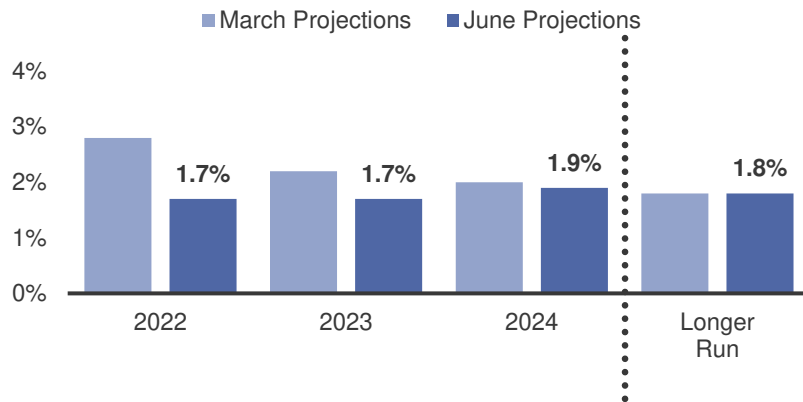
Inflation Pressures Shake Consumer Confidence



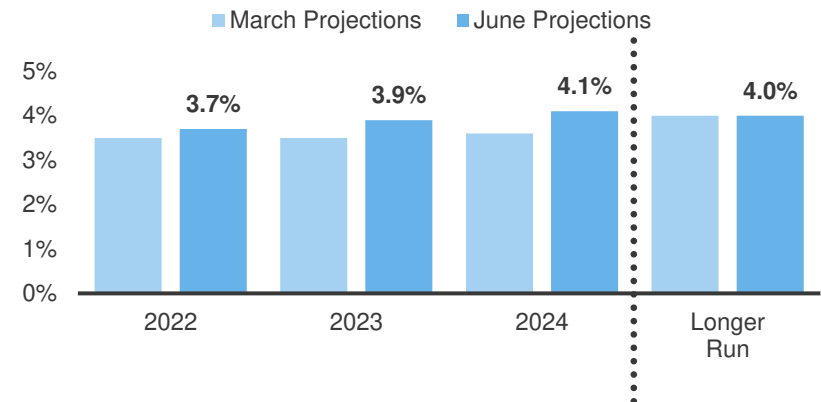
Source: Bloomberg, University of Michigan Consumer Sentiment and underlying index components, as of June 2022.

Fed's Projections More Contractionary Following Aggressive Normalization

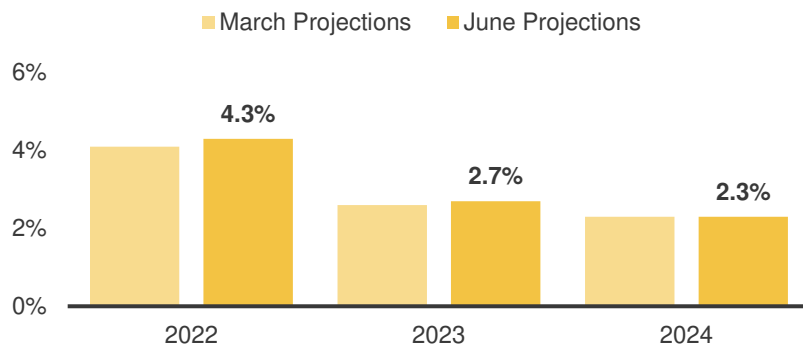
Change in Real GDP



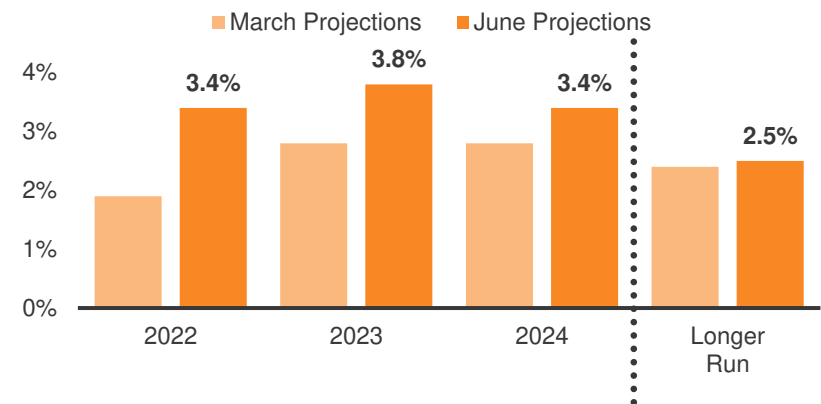
Unemployment Rate



Core PCE Inflation

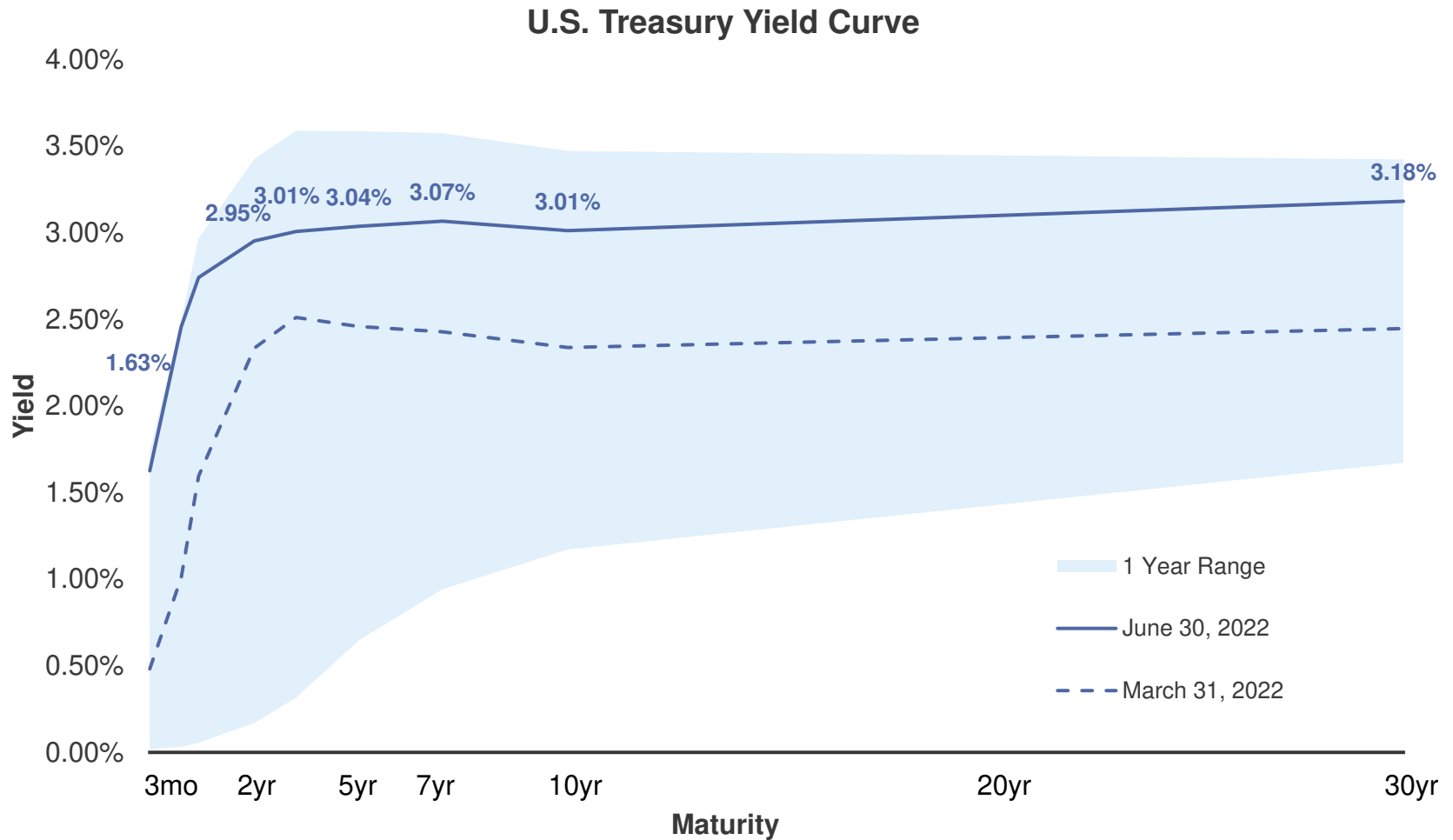


Federal Funds Rate



Source: Federal Reserve, latest economic projections as of June 2022.

Treasury Curve: Flat or Inverted?



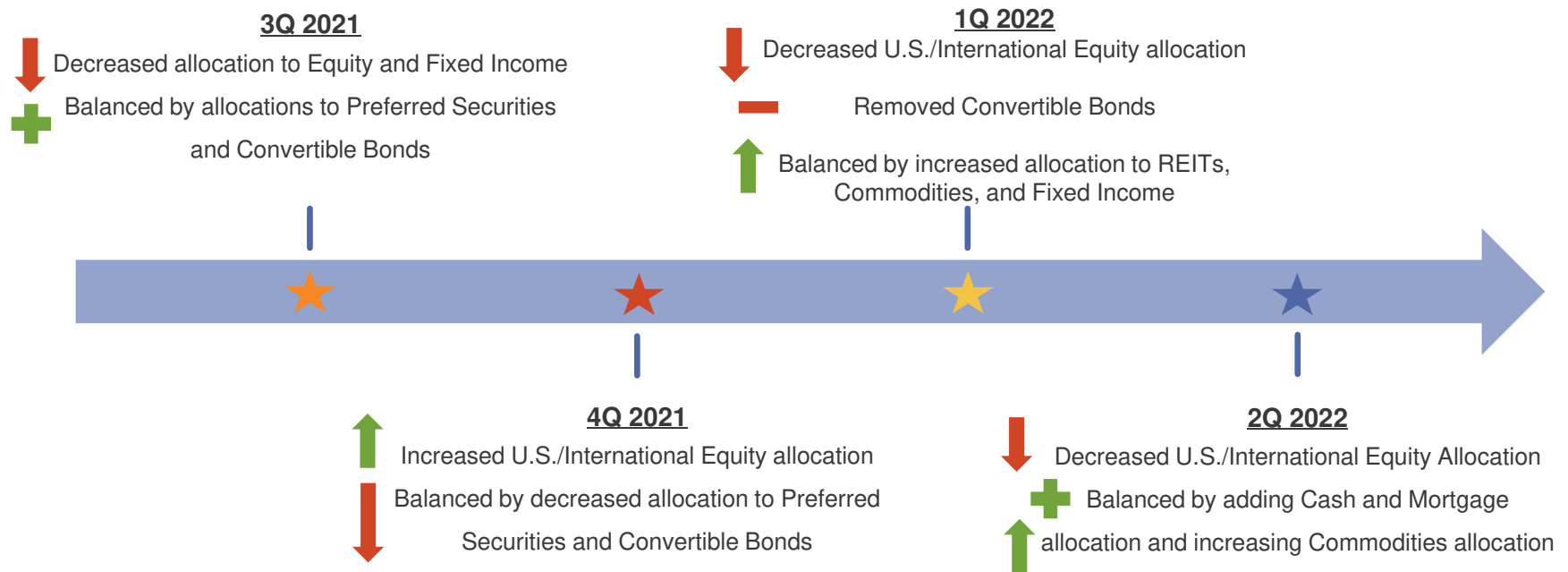
Source: Bloomberg, as of 6/30/2022.

Stock Market: Where do we go from here?



Source: Bloomberg, as of 6/30/2022.

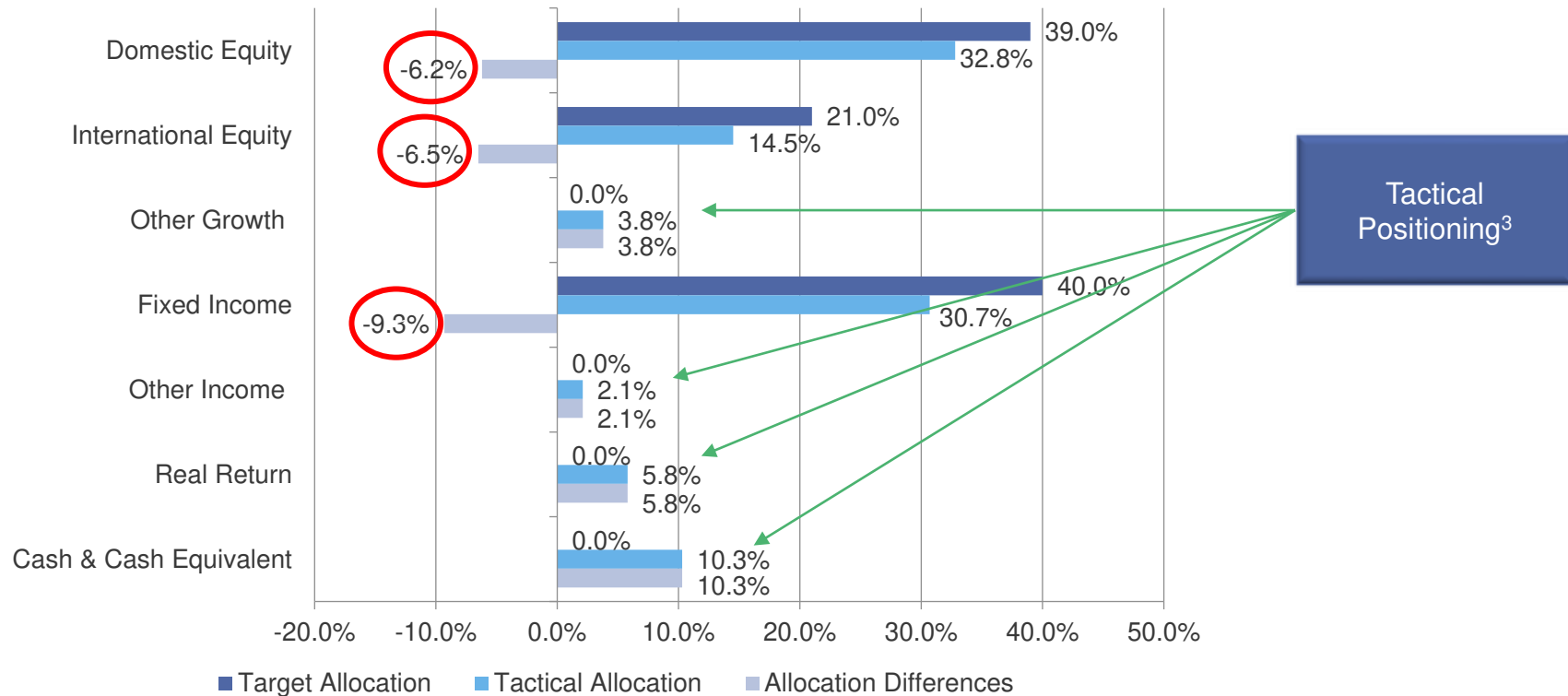
Strategic and Tactical Policy Changes



Portfolio Update as of June 30, 2022

	Quarter	1 Year	3 Year	Since Inception ¹
Section 115 Performance	-11.4%	-13.7%	3.8%	5.1%
<i>Benchmark Performance²</i>	<i>-11.4%</i>	<i>-13.6%</i>	<i>3.0%</i>	<i>4.6%</i>

Assets as of June 30, 2022	
Total Market Value ¹	\$7,814,063



1. PFMAM began managing this portfolio in April 2017.

2. Blended benchmark consists of 39% Russell 3000 Index, 21% MSCI AC World Ex USA (net), 49% Bloomberg US Aggregate.

3. As of June 30, 2022

Factors to Consider Over the Next 6-12 Months

Monetary Policy:



- The Fed is expected to be more aggressive in raising rates than anticipated, due to higher inflation, while also reducing the balance sheet.
- Uncertainty around the rate hike path is weighing on risk assets.
- Globally, inflation continues to drive most central banks towards hiking rates.

Economic Growth:



- Risk of recession in the next 12-18 months is rising as inflation remains elevated impacting growth expectations globally.
- Strong consumer and corporate balance sheets along with tight labor markets are positive for growth while tighter monetary policy impedes continued growth.

Inflation:



- High current inflation remains a concern. While we expect inflation to moderate over the next few months, the risk is that inflation becomes embedded in the economy.
- Overly aggressive monetary policy driven by inflation remains a risk to the economy and asset prices.

COVID-19 Containment:



- Pockets of vulnerability remain as new strains spread but we believe we are transitioning from pandemic to endemic.
- China's COVID zero policy has global supply chain ramifications and needs to be closely watched.

Consumer Spending (U.S.):



- Consumer sentiment is at all-time low.
- Consumer balance sheets are still healthy but the saving rate is falling, as is personal consumption growth.

Labor Markets:



- Labor markets remain relatively strong but softening.
- Labor force participation rate is expected to go up as higher inflation weighs on consumers' real disposable income.

Corporate Fundamentals:



- Earnings growth expectations have not drastically deteriorated yet, but the impact of rising input costs and higher inflation could erode profit margins.

Valuations:



- Equities look attractive across the board after the recent sell-off but elevated downside risks lead to a cautious approach.
- Credit markets look attractive after recent spread widening especially as corporate fundamentals still look strong.

Political Risks:



- The war in Ukraine has increased political risk. We expect globalization to continue to slow which further adds to global political risk.
- In the near-term, the threat of continued war with some spillover effects is negative to risk assets.

● Current outlook ○ Outlook one quarter ago

Stance Unfavorable
to Risk Assets

Negative

Slightly
Negative

Neutral

Slightly
Positive

Positive

Stance Favorable to
Risk Assets

Domestic Equity – Neutral

- Risk of recession remains elevated but potentially peaking inflation
- Expect continued volatility until Fed path is clearer and other headwinds subside

International Equity – Slightly Negative

- Relatively more attractive valuations compared to domestic equities
- Developed markets somewhat attractive given strong dollar impact on valuations
- Geopolitical tensions and higher inflation remain headwinds for emerging markets with food scarcity leading to uncertain outlooks for some economies

Fixed Income – Slightly Negative

- Outlook is negative for longer duration as Fed continues to raise rates
- Credit products remain attractive in search for yield, though recession risk may dampen outlook should it continue to increase



Appendix



Allocation and Performance

As of June 30, 2022

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	Year To Date	1 Year	3 Years	5 Years	Since Inception	Inception Date
CVFD - Section 115 Trust - Total Fund	7,814,063	100.00	-11.39	-16.75	-13.65	3.78	4.94	5.10	05/01/2017
<i>Policy Benchmark</i>			-11.36	-16.26	-13.61	3.01	4.47	4.64	05/01/2017
Domestic Equity	2,564,564	32.82	-16.77	-21.11	-14.14	10.15	10.77	10.82	05/01/2017
<i>Russell 3000 Index</i>			-16.70	-21.10	-13.87	9.77	10.60	10.65	05/01/2017
<i>PFM Multi-Manager Domestic Equity Fund</i>	2,564,564	32.82	-16.33	-20.67	-13.26	9.70	N/A	8.17	09/01/2018
<i>Russell 3000 Index</i>			-16.70	-21.10	-13.87	9.77	10.60	8.10	09/01/2018
<i>Vanguard Total Stock Market ETF - 59.7%</i>			-16.85	-21.38	-14.24	9.62	10.52	7.69	02/01/2020
<i>Russell 3000 Index</i>			-16.70	-21.10	-13.87	9.77	10.60	7.83	02/01/2020
<i>Vaughan Nelson Select - 12.0% (^)</i>			-15.46	-17.56	-3.10	14.61	N/A	12.63	06/01/2018
<i>Nuance All Cap Value - 11.2% (^)</i>			-10.28	-9.42	-6.30	8.17	N/A	9.35	06/01/2018
<i>Russell 3000 Index</i>			-16.70	-21.10	-13.87	9.77	10.60	8.10	09/01/2018
<i>Aristotle Atlantic Core Equity - 7.5%(^)</i>			-17.22	-22.87	N/A	N/A	N/A	-20.53	11/01/2021
<i>Russell 3000 Index</i>			-16.70	-21.10	-13.87	9.77	10.60	-19.24	11/01/2021
<i>Champlain Mid Cap Core - 4.5% (^)</i>			-19.36	-28.02	-21.14	7.13	N/A	8.87	06/01/2018
<i>S&P MidCap 400</i>			-15.42	-19.54	-14.64	6.87	7.02	4.37	09/01/2018
<i>Jacobs Levy Small Cap - 4.6% (^)</i>			-14.05	-17.84	-11.86	12.74	N/A	11.12	05/01/2019
<i>S&P SmallCap 600</i>			-14.11	-18.94	-16.81	7.30	7.20	6.25	05/01/2019
International Equity	1,133,479	14.51	-14.64	-23.51	-24.00	1.27	2.64	3.23	05/01/2017
<i>MSCI AC World ex USA (Net)</i>			-13.73	-18.42	-19.42	1.35	2.50	3.11	05/01/2017
<i>PFM Multi-Manager International Equity Fund</i>	1,133,479	14.51	-14.08	-22.57	-22.47	0.80	N/A	0.82	09/01/2018
<i>MSCI AC World ex USA (Net)</i>			-13.73	-18.42	-19.42	1.35	2.50	1.33	09/01/2018
<i>iShares Core MSCI Total Int'l Stock ETF - 40.3%</i>			-13.17	-18.64	-19.54	1.74	2.70	0.39	02/01/2020
<i>MSCI AC World ex USA (Net)</i>			-13.73	-18.42	-19.42	1.35	2.50	0.01	02/01/2020
<i>WCM Focused Growth International - 7.8% (^)</i>			-17.67	-31.13	-26.83	N/A	N/A	4.43	12/01/2019
<i>MSCI AC World ex USA (Net)</i>			-13.73	-18.42	-19.42	1.35	2.50	0.60	12/01/2019
<i>Ninety One Int'l Dynamic Equity - 13.0% (^)</i>			-13.37	-22.37	N/A	N/A	N/A	-19.31	12/01/2021
<i>MSCI AC World ex USA (Net)</i>			-13.73	-18.42	-19.42	1.35	2.50	-15.05	12/01/2021
<i>Acadian Non-U.S. Equity - 13.3% (^)</i>			-13.92	-18.47	-16.92	N/A	N/A	1.00	01/01/2020
<i>MSCI EAFE (net)</i>			-14.51	-19.57	-17.77	1.07	2.20	-1.42	01/01/2020
<i>Aristotle International Equity - 13.1% (^)</i>			-15.17	-23.97	-17.31	4.39	N/A	4.54	06/01/2018
<i>MSCI EAFE (net)</i>			-14.51	-19.57	-17.77	1.07	2.20	0.99	09/01/2018
<i>Kayne Anderson International Small Cap - 1.0% (^)</i>			-17.59	-31.08	-29.39	N/A	N/A	-25.12	05/01/2021
<i>MSCI AC World ex USA Small Cap (Net)</i>			-17.55	-22.92	-22.45	2.94	2.55	-18.42	05/01/2021
<i>Schroders Global Emerging Markets - 11.0% (^)</i>			-13.50	-20.76	-28.81	N/A	N/A	-1.90	01/01/2020
<i>MSCI EM (net)</i>			-11.45	-17.63	-25.28	0.57	2.18	-2.04	01/01/2020

Allocation and Performance

As of June 30, 2022

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	Year To Date	1 Year	3 Years	5 Years	Since Inception	Inception Date
Other Growth	295,061	3.78	-14.56	-19.18	-10.96	N/A	N/A	-0.74	04/01/2021
Cohen & Steers Inst Realty Shares	149,568	1.91	-13.41	-18.56	-4.56	7.45	8.28	5.46	04/01/2021
Principal RE Securities Inst Fund	145,492	1.86	-15.71	-20.08	-6.98	5.36	7.30	3.43	04/01/2021
<i>MSCI US REIT Index</i>			-16.95	-20.32	-6.41	4.03	5.30	3.83	04/01/2021
Fixed Income	2,400,578	30.72	-5.88	-11.16	-11.24	-0.93	0.88	1.00	05/01/2017
<i>Blmbg. U.S. Aggregate</i>			-4.69	-10.35	-10.29	-0.94	0.88	0.98	05/01/2017
PFM Multi-Manager Fixed-Income Fund	2,400,578	30.72	-5.81	-11.12	-11.14	-0.83	N/A	1.01	09/01/2018
<i>Blmbg. U.S. Aggregate</i>			-4.69	-10.35	-10.29	-0.94	0.88	1.07	09/01/2018
PGIM Core Fixed - 30.9% (^)			-5.49	-11.50	-11.36	-0.78	N/A	1.30	06/01/2018
TIAA Core Fixed - 33.6% (^)			-5.46	-11.13	-11.13	-0.47	N/A	1.50	06/01/2018
<i>Blmbg. U.S. Aggregate</i>			-4.69	-10.35	-10.29	-0.94	0.88	1.07	09/01/2018
iShares Core U.S. Aggregate Bond ETF - 0.7%			-4.67	-10.26	-10.29	-0.98	0.83	-8.08	05/01/2021
<i>Blmbg. U.S. Aggregate</i>			-4.69	-10.35	-10.29	-0.94	0.88	-8.08	05/01/2021
iShares MBS ETF - 7.7%			-3.92	-8.73	-9.07	-1.48	0.29	N/A	07/01/2022
<i>Blmbg. U.S. Mortgage Backed Securities</i>			-4.01	-8.78	-9.03	-1.44	0.36	N/A	07/01/2022
PineBridge IG Credit - 4.2% (^)			-7.19	-14.09	-14.00	0.80	N/A	3.00	06/01/2018
<i>Blmbg. U.S. Credit Index</i>			-6.90	-13.81	-13.64	-1.00	1.24	1.47	09/01/2018
Brown Bros. Harriman Structured - 9.8% (^)			-1.96	-4.02	-3.30	0.99	N/A	1.97	06/01/2018
<i>ICE BofAML Asset-Bckd Fxd & Fltng Rate AA-BBB Idx</i>			-2.08	-5.45	-5.51	0.40	1.80	1.45	09/01/2018
SPDR Blackstone Senior Loan ETF - 7.3%			-5.79	-6.42	-5.46	1.51	2.32	-6.53	02/01/2022
<i>Credit Suisse Leveraged Loan Index</i>			-4.35	-4.45	-2.68	2.03	2.97	-4.79	02/01/2022
Brandywine Global High Yield - 2.9%			-9.51	-13.23	-11.95	2.93	4.76	-1.40	10/01/2020
<i>Blmbg. Ba to B U.S. High Yield</i>			-9.40	-13.90	-12.43	0.49	2.35	-2.69	10/01/2020
MainStay MacKay High Yield Corp Bond Fund - 2.9%			-7.93	-10.88	-9.73	0.98	2.57	-8.05	06/01/2021
<i>ICE BofAML High Yield Master II</i>			-9.99	-14.05	-12.69	-0.05	1.95	-10.66	06/01/2021
Other Income	162,559	2.08	-8.69	-15.05	N/A	N/A	N/A	-13.45	09/01/2021
iShares Preferred and Income Securities ETF	162,559	2.08	-8.75	-15.08	-12.81	1.06	1.67	-13.48	09/01/2021
<i>ICE Exchange-Listed Preferred & Hybrid Securities</i>			-8.56	-14.88	-12.36	1.75	N/A	-13.19	09/01/2021
Real Return	456,183	5.84	-4.83	15.67	21.79	N/A	N/A	22.93	06/01/2021
Invesco Opt Yield Diversified Commodity	228,783	2.93	2.19	28.48	38.32	19.65	13.40	2.19	04/01/2022
<i>Bloomberg Commodity Index Total Return</i>			-5.66	18.44	24.27	14.34	8.39	-5.66	04/01/2022
PIMCO Commodity Real Return Strategy	227,399	2.91	-7.56	14.95	22.96	16.88	10.25	22.79	06/01/2021
<i>Bloomberg Commodity Index Total Return</i>			-5.66	18.44	24.27	14.34	8.39	24.30	06/01/2021
Cash Equivalent	801,641	10.26	0.14	0.15	0.15	0.48	0.94	0.93	05/01/2017
Allspring Government Money Market Fund	801,641	10.26	0.13	0.14	0.15	0.47	0.94	0.93	05/01/2017

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**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: SEPTEMBER 14, 2022

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

FROM: DAVE WILLIAMS, FIRE CHIEF

**SUBJECT: RESOLUTION NO. 2022-15 OF THE BOARD OF DIRECTORS OF THE
CHINO VALLEY INDEPENDENT FIRE DISTRICT APPROVING AN
EMPLOYMENT AGREEMENT BETWEEN THE CHINO VALLEY FIRE
DISTRICT AND SANDRA ESCUDERO FOR INTERIM CLERK OF THE
BOARD**

PURPOSE:

Purpose is to review and approve Resolution No. 2022-15 approving an employment agreement between the Chino Valley Fire District and Sandra Escudero for Interim Clerk of the Board.

DISCUSSION:

The position of Clerk of the Board will become vacant as a result of Sandra Heney's retirement, which is effective September 14, 2022. The services of the Clerk of the Board are needed to maintain the functions of the Fire District. As such, an employment agreement between the Chino Valley Fire District and Sandra Escudero is required. Ms. Escudero has over 30 years of experience in various municipalities and has the requisite experience to successfully fulfill the duties and responsibilities of the Clerk of the Board. If approved by the Board of Directors, Ms. Escudero's employment will become effective September 15, 2022. As is required under the California Public Employee Retirement System (CalPERS), a recruitment for the full-time position of Clerk of the Board is underway. Human Resources anticipates having the permanent Clerk of the Board hired within the next six to eight weeks. A resolution, which is required for CalPERS purposes, is attached to this report and will be provided to CalPERS. In addition, an employment agreement is included along with the resolution outlining the interim employment of Ms. Escudero. It should be noted that the employment agreement only requires the Fire District to provide Ms. Escudero an hourly salary that is within the range of the new salary range of \$12,472.71-\$15,160.66. No additional benefits will be provided.

RECOMMENDATION:

It is recommended that the Board of Directors approve Resolution No. 2022-15 and authorize the Fire Chief to execute the employment agreement between the Chino Valley Fire District and Sandra Escudero for Interim Clerk of the Board.

ATTACHMENTS:

Resolution 2022-15

Attachment A

RESOLUTION NO. 22-15

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHINO VALLEY INDEPENDENT FIRE DISTRICT APPOINTING SANDRA ESCUDERO AS CLERK OF THE BOARD ON AN INTERIM BASIS AND APPROVING EMPLOYMENT CONTRACT

WHEREAS, Government Code Sections 7522.56 and 21221(h) permit the Board to appoint a California Public Employees' Retirement System ("CalPERS") retired annuitant to a vacant position requiring specialized skills during recruitment for a permanent appointment, and provides that such appointment will not subject the retired person to reinstatement from retirement or loss of benefits so long as it is a single appointment that does not exceed 960 hours in a fiscal year; and

WHEREAS, the position of Clerk of the Board will be vacant at close of business on September 14, 2022 with the retirement of the incumbent employee, Ms. Sandra Heney; and

WHEREAS, in order to retain efficient and uninterrupted operation and management of the Chino Valley Independent Fire District, the Board desires to retain the services of Sandra Escudero, who is a retired member of CalPERS, to serve as Interim Clerk of the Board, effective September 15, 2022; and

WHEREAS, Sandra Escudero has extensive experience in City Clerk and Board Clerk services, given her prior decades of employment within several City Clerk Departments; and

WHEREAS, an appointment under Government Code Section 21221(h) requires an active, publicly posted recruitment for a permanent replacement; and

WHEREAS, the recruitment for a permanent replacement is currently active – advertisements have been posted; and

WHEREAS, the 180-day wait period requirement set forth in Government Code Section 7522.56(f) does not apply because Sandra Escudero has been retired for more than 180 days; and

WHEREAS, this Section 21221(h) appointment shall only be made once and therefore will end on the date immediately preceding the date on which the permanent replacement for the vacant position of Clerk of the Board commences his or her employment or, if earlier, the date that this appointment is terminated by the Board or Sandra Escudero; and

WHEREAS, it is understood by the Board and Sandra Escudero that the combined total hours to be worked by Sandra Escudero in any fiscal year, for all CalPERS employers combined and all retired annuitant positions, shall not exceed the 960-hour limitation set forth in California Government Code Sections Section 7522.56(d) and 21221(h); and

WHEREAS, the compensation paid to retired annuitants cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties, divided by 173.333 to equal an hourly rate; and

WHEREAS, the annual salary for this position is \$12,472.71-\$15,160.66 and the hourly equivalent is \$71.97-\$87.48; and

WHEREAS, the hourly rate to be paid to Sandra Escudero is \$87.48; and

WHEREAS, Sandra Escudero will not receive any other benefits, incentives, compensation in lieu of benefit or any other form of compensation in addition to this hourly pay rate; and

WHEREAS, pursuant to Government Code Section 7522.56(e)(1), Sandra Escudero must certify in writing to the Board upon accepting an offer of employment that she has not received any unemployment insurance compensation arising out of prior employment with a public employer that is subject to Section 7522.56 during the 12-month period preceding the effective date of this appointment. Execution of the Agreement for Interim Clerk of the Board shall fulfill this requirement.

NOW THEREFORE, the Board of Directors of the Chino Valley Independent Fire District resolves as follows:

SECTION 1. All facts set forth in the background section of this Resolution are true and correct.

SECTION 2. Sandra Escudero has the specialized skills needed to perform the work required of the Clerk of the Board position on an interim basis until a permanent Clerk of the Board is appointed and thereafter begins service.

SECTION 3. The Board hereby appoints Sandra Escudero as Interim Clerk of the Board effective September 15, 2022, until the date immediately preceding the date on which the permanent replacement for the vacant position of Clerk of the Board commences his or her employment, unless earlier terminated, pursuant to the authority provided under Government Code Sections 21221(h) and 7522.56, pending the recruitment, selection and employment of a permanent Clerk of the Board, to provide the specialized skills necessary to manage the Chino Valley Independent Fire District effectively.

SECTION 4. The employment agreement with Sandra Escudero, a copy of which is incorporated herein as Exhibit "A", is approved by the Board.

SECTION 5. The Fire Chief is authorized to execute said agreement on behalf of the District, with such technical amendments as may be deemed appropriate by the Fire Chief and General Counsel.

SECTION 6. The District has determined this employment agreement is not a project

subject to the California Environmental Quality Act (“CEQA”) because it has no potential to result in either a direct, or reasonably foreseeable indirect, physical change in the environment. (State CEQA Guidelines, §§ 15060, subd. (b)(2)-(3), 15378.)

REVIEWED, APPROVED AND ADOPTED at Board Meeting held on the 14th day of September, 2022, by the following vote, to wit:

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

MIKE KREEGER, PRESIDENT

ATTEST:

CLERK OF THE BOARD

CHINO VALLEY INDEPENDENT FIRE DISTRICT
AGREEMENT FOR
INTERIM CLERK OF THE BOARD POSITION

THIS AGREEMENT ("Agreement"), is made and entered into this 15th day of September by and between the Chino Valley Independent Fire District ("DISTRICT") and Sandra Escudero ("RETIREE") (collectively, the "Parties"). In consideration of the mutual covenants and agreements set forth herein, the Parties agree as follows:

RECITALS

This Agreement is made and entered into with respect to the following facts:

A. DISTRICT seeks to engage RETIREE on an interim basis in the position of Clerk of the Board, to serve for a definite period of time, in accordance with the terms set forth in this Agreement; and

B. The parties wish to have Employee perform the services of Interim Clerk of the Board, while the District conducts its recruitment for a permanent Clerk of the Board, and will terminate such services upon the District's selection and hiring of a permanent Clerk of the Board; and

C. RETIREE desires to accept employment as Clerk of the Board on an interim basis in consideration of and subject to the terms, conditions and benefits set forth in this Agreement; and

D. Government Code Sections 7522.56 and 21221(h) permit retired annuitants under the California Public Employees' Retirement System ("CalPERS") to be employed without reinstatement from retirement upon appointment by a public agency to fill a vacant position on an interim basis during the recruitment to permanently fill the vacant position, if approved by the Governing Board;

E. RETIREE represents that she is a retired annuitant of CalPERS within the meaning of Government Code §§7522.56 and 21221(h) ("Statutes") and acknowledges that her compensation is statutorily limited as provided in Government Code §21221(h). RETIREE understands that she can work up to 960 hours total for the DISTRICT, a state agency or other CalPERS contracting agencies (collectively "CalPERS Agencies") during a fiscal year. RETIREE will make the DISTRICT aware of all hours she has worked this fiscal year for any CalPERS agencies. With the execution of this Agreement, RETIREE affirms that she has not received unemployment compensation arising from work pursuant to Government Code Section 7522.56 during the 12-month period preceding the effective date of this Agreement. RETIREE further affirms that her CalPERS retirement date became effective prior to the 180-day period preceding the Commencement Date, as that term is defined in Section 3 of this Agreement; and

F. DISTRICT has determined that it is necessary to hire RETIREE, a retired annuitant, because her extensive knowledge and skills relating to Clerk of the Board skills are necessary for the successful operation of the Department.

NOW, THEREFORE, DISTRICT and RETIREE, in consideration of the mutual covenants and agreements herein contained, agree as follows:

1. **APPOINTMENT.** In accordance with Resolution No. 2022-15, RETIREE is appointed Clerk of the Board of the DISTRICT on an interim basis under the terms of this Agreement.

2. **POSITION AND DUTIES.** RETIREE has been appointed by the Board of Directors as Clerk of the Board of the DISTRICT on an interim basis to perform, on the basis set forth in Paragraph 4 below, the duties and functions pertaining to the Clerk of the Board position, and to perform other legally permissible duties and such functions as the Clerk of the Board shall from time to time assign. The Fire Chief shall have the authority to determine the specific duties and functions which RETIREE shall perform under this Agreement and the means and manner by which RETIREE shall perform those duties and functions. RETIREE agrees to devote all of her business time, skill, attention, and best efforts to the discharge of the duties and functions of the Clerk of the Board position and any other duties assigned to her by the Fire Chief.

3. **TERM, TERMINATION AND AT-WILL STATUS.** This Agreement shall become effective upon the date executed both by RETIREE and the DISTRICT, which date shall be the date first referenced above. RETIREE shall commence the performance of her duties under this Agreement on Thursday, September 15, 2022 or at such later date as the parties hereto shall agree in writing ("Commencement Date"). This Agreement shall expire as of the first of the following to occur: (i) upon the employment commencement date of a permanent Clerk of the Board; (ii) upon RETIREE working 960 hours combined for any CalPERS Agencies during fiscal year 2022-2023 or 960 hours in any subsequent fiscal year; or (iii) upon termination of the Agreement by either RETIREE or DISTRICT as provided below.

RETIREE acknowledges that she is an at-will, temporary employee of DISTRICT who shall serve at the pleasure of the Fire Chief at all times during the period of her service hereunder and shall be subject to termination by the Fire Chief at any time without advance notice and without cause. The terms of District's personnel rules, policies, regulations, procedures, ordinances, and resolutions regarding District administrative personnel (collectively "Personnel Policies"), as they may be amended or supplemented from time to time, shall not apply to RETIREE, and nothing in this Agreement is intended to, or does, confer upon RETIREE any right to any property interest in continued employment, or any due process right to a hearing before or after a decision by the Fire Chief to terminate her employment. Nothing contained in this Agreement shall in any way prevent, limit or otherwise interfere with the right of DISTRICT to terminate the services of RETIREE and nothing in this Agreement shall prevent, limit or otherwise interfere with the right of RETIREE to resign at any time from her position with DISTRICT.

4. **COMPENSATION.** The DISTRICT agrees to provide the following compensation to RETIREE for the services of Interim Clerk of the Board:

Beginning as of the Commencement Date, DISTRICT agrees to pay to RETIREE for services rendered under this Agreement, \$87.48 per hour, which amount is in conformance with the requirements of Government Code Section 7522.56(d). The hourly rate is not more than the maximum nor less than the minimum monthly base salary paid to other employees performing comparable duties as listed on the DISTRICT's publicly approved pay schedule, reflected as an hourly rate by dividing the monthly base pay by 173.333. Because RETIREE is paid on an hourly basis, and in accordance with the FLSA, if RETIREE works over 40 hours per workweek, RETIREE will be paid for additional hours at the legally required overtime rate. RETIREE shall not be entitled to any additional compensation. DISTRICT shall not pay for vacation or holidays, nor shall RETIREE be entitled to any fringe benefits.

5. **SUPPORT SERVICES AND EQUIPMENT.** RETIREE shall be provided office space and the equipment needed to perform her duties and sufficient to fulfill obligations under this Agreement, as determined by the Fire Chief. In accordance with Government Code Section 21221(h), personal use of such equipment is not permitted.

6. **EXPENSES.** DISTRICT shall reimburse RETIREE for authorized, reasonable and necessary travel expenses incurred by RETIREE in the performance of her duties pursuant to this Agreement. RETIREE shall document and claim said reimbursement for such travel in the manner and forms required by the DISTRICT. All reimbursements shall be for actual expenses and shall be subject to and in accordance with California and federal law and DISTRICT's adopted reimbursement policies. Other than as specifically provided herein, RETIREE shall receive no other compensation or reimbursements for expenses incurred by her in performance of this Agreement. Reimbursements are not compensation and shall not be reported to CalPERS.

7. **PROPRIETARY INFORMATION.** "Proprietary Information" is all information and any idea pertaining in any manner to the business of DISTRICT (or any DISTRICT affiliate), its employees, clients, consultants, or business associates, which was produced by any employee of DISTRICT in the course of his or her employment or otherwise produced or acquired by or on behalf of DISTRICT. Proprietary Information shall include, without limitation, trade secrets, product ideas, inventions, processes, formulae, data, know-how, software and other computer programs, copyrightable material, marketing plans, strategies, sales, financial reports, forecasts, and customer lists. All Proprietary Information not generally known outside of DISTRICT's organization, and all Proprietary Information so known only through improper means, shall be deemed "Confidential Information." During her employment by DISTRICT, RETIREE shall use Proprietary Information, and shall disclose Confidential Information, only for the benefit of DISTRICT and as is, or may be, necessary to perform her job responsibilities under this Agreement. Following termination, RETIREE shall not use any Proprietary Information and shall not disclose any Confidential Information, except with the express written consent of DISTRICT. RETIREE'S obligations under this Section shall survive the termination of her employment and the expiration of this Agreement.

8. **NON-ASSIGNMENT OF AGREEMENT.** This Agreement is intended to secure the individual services of the RETIREE and is not assignable or transferable by RETIREE to any third party.

9. **GOVERNING LAW/VENUE.** This Agreement shall be interpreted according to the laws of the State of California. Venue for any action or proceeding regarding this contract shall be in San Bernardino County.

10. **ENFORCEABILITY.** If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired or invalidated thereby.

11. **CONFLICT OF INTEREST.** RETIREE agrees that during the term of this Agreement, she will not maintain any financial interest or engage in any other contract employment, occupation, work, endeavor or association, whether compensated or not, that would in any way conflict with, or impair RETIREE'S ability to perform the duties described in this Agreement. Any work performed for the DISTRICT outside the terms of this Agreement must be approved in advance in writing by the Fire Chief. RETIREE agrees to disclose whether she is

performing work for any other CalPERS public agency employer during the term of this Agreement.

12. **NOTICE.** Notices required pursuant to this Agreement shall be given by personal service upon the party to be notified or by delivery of same to the custody of the United States Postal Service, or its lawful successor, postage prepared and addressed as follows:

DISTRICT

Chino Valley Independent Fire District
14011 City Center Drive
Chino Hills, CA, 91709
Attention: David Williams, Fire Chief

RETIREE

Sandra Escudero
[ADDRESS ON FILE]

13. **HOURS OF WORK.** RETIREE shall devote the time necessary to adequately perform her duties as Clerk of the Board on an interim basis. The parties anticipate that RETIREE will work a sufficient number of hours per week allocated between regular business hours and hours outside of regular business hours as the Fire Chief may direct. However, in no event shall RETIREE be required to work in excess of 960 hours in fiscal year 2022-2023 and 960 hours per each subsequent fiscal year for DISTRICT, including hours worked for other CalPERS Agencies during such fiscal years.

RETIREE will comply with all applicable CalPERS regulations governing employment after retirement, including the recordation and reporting of all hours worked for DISTRICT to CalPERS as may be required. DISTRICT shall assist in any such reporting obligations to CalPERS. Additionally, RETIREE shall keep DISTRICT continually apprised of any hours worked by RETIREE for other CalPERS Agencies during the term of this Agreement.

14. **WAIVER.** No waiver of any provision of this Agreement shall be deemed or shall constitute a waiver of any other provision whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

15. **INDEMNIFICATION.** In accordance with and subject to the limitations of the California Government Claims Act, the California Government Code and California Labor Code, DISTRICT shall defend, save harmless and indemnify RETIREE against any tort, professional liability, claim or demand or other legal action, arising out of an alleged act or omission occurring in the performance of RETIREE's services as Clerk of the Board on an interim basis, except that this provision shall not apply with respect to any intentional tort or crime committed by RETIREE, or any actions outside the course and scope of her employment as Clerk of the Board on an interim basis.

16. **NO PRESUMPTION OF DRAFTER.** The Parties acknowledge and agree that the terms and provisions of this Agreement have been negotiated and discussed between the Parties, and this Agreement reflects their mutual agreement regarding the subject matter of this Agreement. Because of the nature of such negotiations and discussions, it would be inappropriate to deem any Party to be the drafter of this Agreement and, therefore, no presumption for or against validity or

as to any interpretation hereof, based upon the identity of the drafter shall be applicable in interpreting or enforcing this Agreement.

17. **ASSISTANCE OF COUNSEL.** Each party to this Agreement warrants to the other party that the party has either had the assistance of counsel in negotiation for, and preparation of, this Agreement or could have had such assistance and voluntarily declined to obtain such assistance.

18. **ENTIRE AGREEMENT.** This Agreement constitutes the entire Agreement of the parties considering the subject matter hereof and all prior agreements or understanding, oral or written, are hereby merged herein. This Agreement shall not be amended in any way except by a writing expressly purporting to be such an amendment, signed, and acknowledged by both of the parties thereto. If any portion or provision hereof is held to be unconstitutional, invalid, or unenforceable, the remainder of this Agreement or portion thereof shall be deemed severable and shall be effective and shall remain in full force and effect.

CHINO VALLEY INDEPENDENT FIRE DISTRICT

By: _____ Date: _____
Dave Williams, Fire Chief

RETIREE

By: _____ Date: _____
Sandra Escudero

Approved as to Form:

By: _____ Date: _____
Legal Counsel
Chino Valley Independent Fire District

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: SEPTEMBER 14, 2022

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

FROM: DAVE WILLIAMS, FIRE CHIEF

**SUBJECT: FIRE CODE LOCAL AMENDMENTS AND ORDINANCE ADOPTION - 2022
CALIFORNIA FIRE CODE AND 2021 INTERNATIONAL FIRE CODE**

PURPOSE:

Purpose is for the Board of Directors to review, introduce and conduct a first reading, by title only, a proposed Ordinance adopting the 2022 California Fire Code, based on the 2021 International Fire Code, with local amendments.

DISCUSSION:

The California Code of Regulations, Title 24 (including, but not limited to, the California Fire Code) is generally adopted every three (3) years and is applicable to all occupancies throughout the state.

The Building Standards Commission adopts the majority of the 2021 International Fire Code and makes state amendments, giving us the 2022 California Fire Code. Local jurisdictions can adopt this year's California Fire Code, as adopted by the Building Standards Commission, without any further changes, or they can adopt new local amendments or readopt existing local amendments.

Any local amendments affecting building standards must be more restrictive than the model code adopted by the Building Standards Commission and be based on local climactic, geological or topographical conditions. The District's local adoption process includes updated local regulations to the 2022 California Fire Code, while ensuring continuous fire code regulations remain in place, including some previously adopted local amendments. The 2022 California Fire Code will become effective statewide on January 1, 2023.

Attached to this report is a redline copy of Ordinance 2022-03, outlining all proposed updates and/or changes since the time the Board adopted local amendments in response to the 2019 Fire Code, thus creating Ordinance 2019-01. The local amendments in Section 3 of the proposed ordinance are identified with italicized text for revisions.

Some of the significant changes are as follows:

- Chapter 1, language that provides clarification on administrative requirements and enforcement as a Fire District;
- Chapter 3, language deletion due to the adoption of our Vegetation Management Ordinance 2022-01;
- Chapter 9, language that provides a point of reference for staff and businesses to easily identify maintenance and inspection frequencies for fire and life safety systems;
- Chapter 49, language deletion due to an extensive rewrite of said Chapter. Proposed amendments clarify specific requirements for the Fire District and are not new to what has previously been adopted and enforced by the Fire District.

Amendments to the 2022 Fire Code are being proposed to maintain the overall current level of safety and to clarify existing requirements within the District. The majority of the amendments will allow the Fire District to properly address fire hazards within the Fire District.

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

The Building Officials of the City of Chino, City of Chino Hills and the County of San Bernardino have been provided the proposed amendments to allow sufficient time for review and comment prior to the public hearing on this Ordinance. As part of the adoption process, we are required to hold a public hearing prior to the adoption of the Ordinance and advertise said hearing in accordance to specific requirements.

The Ordinance is required by State regulation to also be ratified by the cities and county served. The new Fire Code Ordinance will be presented to the City Council for the City of Chino, the City Council for the City of Chino Hills and the Board of Supervisors for the County of San Bernardino after the Fire District Board adopts the Ordinance.

Once ratified, the Ordinance will be filed with the State Department of Housing and Community Development as required by law.

RECOMMENDATION:

It is recommended that the Board of Directors review, introduce and conduct a first reading of Ordinance No. 2022-03 adopting the 2022 California Fire Code based on the 2021 International Fire Code with local amendments; 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 October 12, 2022 during the second reading of Ordinance No. 2022-03 and direct staff to provide public notice as required by law.

ATTACHMENTS:

Adoption Schedule-Fire Code Ordinance 2022-03

Adoption Schedule

Proposed Amendments to Cities/County

September 7, 2022

Sent a minimum of 30 days prior to the proposed Public Hearing

Introduction—First Reading of Ordinance

Regular Board Meeting

September 14, 2022

Publish Notice of Public Hearing

September 24, 2022 and October 1, 2022 Publish Dates

Note: Publish at least 15 days before the Public Hearing. Two notices once a week for two successive weeks with at least five (5) days in between the two notices. Notice shall inform public of the Public Hearing and that full copy of the Fire Code is available for review in the Secretary's office.

Intent to Publish Summary of Ordinance

October 1, 2022; and Courtesy Notice October 8, 2022 Publish Dates

Note: Publish no later than five (5) days before adoption. Full text posted in Clerk of the Board's office or on District website

Second Reading—Public Hearing and Adoption of Ordinance

Regular Board Meeting

October 12, 2022

File Notice of CEQA Exemption

No later than October 17, 2022

Note: File within five (5) days of adoption

Publish Summary of Ordinance with Board Member votes (including Board member names and the vote for, against or abstention); Certified copy of full ordinance available in Clerk of the Board's office or on District website

No later than October 26, 2022

Note: Within fifteen (15) days of adoption

Fire Code Ordinance to be submitted to Department of Housing and Community Development (HCD) once Fire Code is ratified by Cities/County.

Ordinance 2022-03 and Fire Code Effective Date

January 1, 2023

ORDINANCE NO. ~~2019-01~~2022-03

AN ORDINANCE OF THE CHINO VALLEY INDEPENDENT FIRE DISTRICT, ADOPTING BY REFERENCE AND AMENDING THE ~~2019~~2022 EDITION OF THE CALIFORNIA FIRE CODE WITH ERRATA, AND THE ~~2018~~2021 INTERNATIONAL FIRE CODE REGULATING AND GOVERNING THE SAFEGUARDING OF LIFE AND PROPERTY FROM FIRE AND EXPLOSION HAZARDS, HAZARDOUS MATERIALS AND FROM CONDITIONS HAZARDOUS TO LIFE OR PROPERTY IN THE OCCUPANCY OF BUILDINGS AND PREMISES; PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES; AND REPEALING FIRE CODE ORDINANCE NO. ~~2016-02~~2019-01 OF THE CHINO VALLEY INDEPENDENT FIRE DISTRICT.

WHEREAS, pursuant to California Government Code Section 50022.1 *et seq.* and California Health and Safety Code Section 13869 *et seq.*, the Chino Valley Independent Fire District may adopt by reference the ~~2019~~2022 California Fire Code, with errata, and portions of the ~~2018~~2021 International Fire Code related to fire and hazardous condition prevention; and

WHEREAS, the District may also adopt any amendments to the ~~2019~~2022 California Fire Code and ~~2018~~2021 International Fire Code previously adopted by reference; and

WHEREAS, the District held a public hearing on October ~~09, 2019~~12, 2022 at which time all interested persons had the opportunity to appear and be heard on the matter of adopting the ~~2019~~2022 California Fire Code as amended herein; and

WHEREAS, the District published notice of the aforementioned public hearing pursuant to California Government Code Section 6066 on September ~~14, 2019~~24, 2022, and ~~September October 21, 2019, 1, 2022~~; and

WHEREAS, any and all other legal prerequisites relating to the adoption of this Ordinance have occurred.

NOW, THEREFORE, be it ordained by the Board of Directors of the Chino Valley Independent Fire District as follows:

Section 1. ADOPTION OF THE CALIFORNIA FIRE CODE.

The California Fire Code, ~~2019~~2022 Edition, with errata, together with those portions of the ~~2018~~2021 International Fire Code as published by the International Code Council, including Chapter 1, ~~(except Section 103 of Part 2), -and Section 104.6, and the following Sections of Chapter 3; Sections 302, -305, 307 – 307.4.5, 308 – 308.1.3, 308.1.5 - 308.3.24.1, 309, 310, 311, 319,~~ Chapter 4, Chapter 11, ~~and~~ Appendix Chapters 4, B, ~~BB,~~ Section C103.1 of Appendix C, F, G, H, I, K, ~~-N and O,~~ not included in the ~~2019~~2022 California Fire Code, collectively referred to as the “Fire Code,” and ~~with~~ the additions, insertions, deletions, and changes prescribed in Section 32 of this ordinance, are hereby adopted and declared to be the Fire Code of the District, in the County of San Bernardino, State of California, regulating and governing the safeguarding of life and property from fire and explosion hazards, hazardous conditions arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises as herein provided; providing for the issuance of permits and collection of fees; and each and all of the regulations, provisions, penalties, conditions and terms of said Fire Code on file in the office of the Clerk of

the Board of Directors of the District are hereby referred to, adopted, and made part hereof, as if fully set out in this Ordinance.

Section 2. DEFINITIONS AND FEES.

1.1 Definitions.

1.1.1 The term "jurisdiction," as used in the ~~2019~~2022 California Fire Code, shall mean the territory within the Chino Valley Independent Fire District.

1.1.2 The term "fire department" and "District" as used in the ~~2019~~2022 California Fire Code shall mean the Chino Valley Independent Fire District.

1.1.3 The term "Board of Directors" or "Board" as used in the ~~2019~~2022 California Fire Code shall mean the governing body of the Chino Valley Independent Fire District. The "governing body" shall mean the Board of Directors of the Chino Valley Independent Fire District.

1.1.4 The term "Chief" as used in the ~~2019~~2022 California Fire Code shall mean the Fire Chief of the Chino Valley Independent Fire District.

1.1.5 The term "fire code official" as used in the ~~2019~~2022 California Fire Code shall mean the Fire Marshal and/or Deputy or employee charged with the enforcement of this code with Chino Valley Independent Fire District.

1.1.6 The term "fire prevention" as used in the ~~2019~~2022 California Fire Code shall mean the Division, Department or Office of Community Risk Reduction of Chino Valley Independent Fire District.

1.2 Fees.

1.2.1 Reasonable fees, not to exceed actual costs, may be collected by the fire code official for fire protection planning and services included in the Fire Code and in this Ordinance.

1.2.2 Fire Suppression, investigation, rescue, and emergency medical costs are recoverable in accordance with Health and Safety Code Sections 13009, 13009.1, and 13009.6. Any person who negligently or intentionally, or in violation of law, causes an emergency response, including but not limited to a traffic accident or spill of toxic or flammable liquids or chemicals, is liable for the costs of securing such emergency, including those costs set out in Government Code Section 53150 et seq. Any expense incurred by the District for securing such an emergency situation shall constitute a public debt of such person and shall be collectible by the District in the same manner as in the case of an obligation under contract, expressed or implied.

Section 32. LOCAL AMENDMENTS TO THE FIRE CODE.

The following ~~Chapter~~ sections of the Fire Code are hereby locally amended as follows:

Chapter 1, ~~Division II~~ Scope and Administration, ~~Division II~~ Part I General Provisions, Section 101.1 shall be changed to read as follows:

101.1 Title. These regulations shall be known as the Fire Code of *Chino Valley Independent Fire District (CVIFD)*, hereinafter referred to as “this code”.

Chapter 1, ~~Division II~~ Scope and Administration, ~~Division II~~ Part I General Provisions, Section 102.7.1 shall be changed to read as follows:

102.7.1 Conflicts. Where conflicts occur between provisions of this code and referenced codes and standards, *the fire code official shall determine which provision meets the general intent of this code.*

~~**Chapter 1 Scope and Administration, Division II,** Section 102.7.2 shall be changed to read as follows:~~

~~**102.7.2 Provisions in referenced codes and standards.** Where the extent of the reference to a referenced code or standard includes subject matter that is within the scope of this code, the provisions of this code, as applicable, *shall be reviewed along with the referenced codes and standards. After said review, the fire code official shall determine which provisions meet the general intent of this code.*~~

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 104.6 shall be changed to read as follows:

104.6 Official Records. *The jurisdiction shall keep official records as outlined by Sections 104.6.1 through 104.6.4. Such official records shall be retained for 3 years or as otherwise stipulated in the District's records retention policy.*

Chapter 1, ~~Division II~~ Scope and Administration, ~~Division II~~ Part 2 Administration and Enforcement, Section 104.1~~10~~ shall be changed to read as follows:

104.1~~10~~ Fire Investigations. The *District* shall have the authority to investigate the cause, origin and circumstances of any fire, explosion or other hazardous condition, *including but not limited to the unauthorized release of hazardous materials. If it appears to the investigation unit that such fire, explosion or other hazardous condition is of suspicious origin, they are authorized to take immediate charge of all physical evidence relating to the cause of the incident and are authorized to pursue the investigation to its conclusion.* Information that could be related to trade secrets or processes shall not be made part of the public record, except as directed by a court of law.

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 105.1 shall be changed to read as follows:

105.1 General. Permits shall be in accordance with Sections 105.1.1 through ~~105.6.25~~.

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 105.1.1 shall be changed to read as follows:

105.1.1 Permits required. A property owner or owner's authorized agent who intends to conduct an operation of business, or install or modify systems and equipment that are regulated by this

code, or to cause any such work to be performed *that would enlarge, alter, change the use or occupancy of a building or structure*, shall first make application to the fire code official and obtain the required permits.

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement,
Section 105.2.3 shall be changed to read as follows:

105.2.3 Time limitation of application. An application for a permit for any proposed work or operation shall be deemed to have been abandoned 180 days after the date of filing, unless a permit *has been issued for said application*; except that the fire code official is authorized to grant one or more extensions of time for additional periods not exceeding *180 days each and the Fire District may charge an extension fee as outlined in the adopted fee schedule*. The extension shall be requested in writing and justifiable cause demonstrated.

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement,
Section 105.3.1 shall be changed to read as follows:

105.3.1 Expiration. An operational permit shall remain in effect until reissued, renewed or revoked, or for such a period of time as specified in the permit. Construction permits shall automatically become invalid unless the work authorized by such permit is commenced within 180 days after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of *12 months* after the time the work is commenced. Before such work recommences, *approval shall be granted* and the fee to recommence work, if any, shall be *that as adopted in the fee schedule*, provided that changes have not been made and will not be made in the original construction documents for such work. —Permits are not transferable and any change in occupancy, operation, tenancy or ownership shall require a new permit be issued.

Chapter 1, ~~Division II~~ Scope and Administration, ~~Division II~~, Part 2 Administration and Enforcement, Section 105.4 ~~5.8~~ shall be changed ~~added~~ to read as follows:

105.5-8-4. Revocation. The fire code official is authorized to revoke a permit issued under the provision of this code where it is found by inspection or otherwise that there has been a false statement or misrepresentation as to the material facts in the application or construction documents on which the permit or approval was based including, but not limited to, any of the following:

1. The permit is used for a location or establishment other than that for which it was issued.
2. The permits is used for a condition or activity other than that listed in the permit.
3. Conditions and limitations set forth in the permit have been violated.
4. There have been any false statements or misrepresentations as to the material fact in the application for permit or plans submitted or a condition of the permit.
5. The permit is used by a different person or firm than the name for which it was issued.
6. The permittee failed, refused or neglected to comply with orders or notices duly served in accordance with the provisions of this code within the time provided therein.
7. The permit was issued in error or in violation of an ordinance, regulation or this code.
- 8.-~~The permit was issued without full compliance of the terms of the application related to fees or a Failure to pay permit fees in accordance with the terms of the permit~~
~~application or when a check or credit/debit card submitted for payment of the permit.~~

_____ fee(s)
_____ or declined.

is

returned

Chapter 1, Division II Scope and Administration, Division II, Part 2 Administration and Enforcement, Section 105.6-305.31 shall be changed to read as follows:

105.56.3129 Miscellaneous combustible storage. An operational permit is required to store in any building or upon any premises in excess of 2,500 cubic feet (71 m³) gross volume of combustible empty packing cases, boxes, barrels or similar containers, combustible pallets, rubber tires, rubber, cork, green waste, composting, yard waste, or similar combustible material.

Chapter 1, Division II –Scope and Administration, Division II, Part 2 Administration and Enforcement, Section 105.6-15-15.54 shall be ~~added~~ changed to read as follows:

105.5.54 Additional permits. In addition to the permits required by *Section 105.5 and Section 105.6*, the following permits shall be obtained from the *fire code official* prior to engaging in the following activities, operations, practices or functions:

1. Production facilities. To change use or occupancy, or allow the attendance of live audience, or for wrap parties.

2. *Filming* and special effects. To use special effects, open flame, use of flammable or combustible liquids and gases, welding and the parking of motor vehicles in any building or location used for the purpose of motion picture, television and commercial production *or for any film permit application as required from the cities served by the District.*

3. Live audiences. To install seating arrangements for live audiences *for the purpose of film, other events or entertainment, where approved seating will increase the occupant load at the premise, building or production location. See Chapter 48.*

~~4. 105.6.15.1 Fixed Extinguishing Systems.~~ An operational permit is required for a fixed _____ extinguishing system for a Type I Hood, excluding mobile food trucks.

5. General use permit. A general use permit for any activity or operation not specifically addressed in this Chapter, which in the judgement of the fire code official, is possible or likely to produce conditions hazardous to life or property. A general use permit may include the temporary use of a facility for business or operations or for helicopter operations.

6. Special event. A special event permit is required when in the judgement of the fire code official the event is possible or likely to produce conditions hazardous to life or property.

Chapter 1 Scope and Administration, Division II, Section 105.6-30 shall be changed to read as follows:

105.6.29 Miscellaneous combustible storage. An operational permit is required to store in any building or upon any premises in excess of 2,500 cubic feet (71 m³) gross volume of combustible empty packing cases, boxes, barrels or similar containers, combustible pallets, rubber tires, rubber, cork, green waste, composting, yard waste, or similar combustible material.

Chapter 1, Division II –Scope and Administration, ~~Division II,~~ Part 2 Administration and Enforcement, Section 105.~~67~~ shall be changed to read as follows:

105.~~67~~ Required construction permits. The fire code official is authorized to issue construction permits for work *including, but not limited to, the requirements* as set forth in Chapter 1, Sections 105.~~76~~.1 through 105.~~76~~.-25. *Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy or use of a building or structure or premise or to cause any such work to be done shall make application to the District and obtain the required permit.*

Chapter 1, Division II –Scope and Administration, ~~Division II,~~ Part 2 Administration and Enforcement, Section 105.~~7.136.18~~ shall be changed to read as follows:

105.~~7.196.18~~ Private Fire Hydrants and Related Equipment. A construction permit is required for the installation or modification of private fire hydrants *and related on-site water appliances*. Maintenance performed in accordance with this code is not considered to be a modification and does not require a permit.

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 105, Section 105.6.25 shall be added to read as follows:

105.6.25 Additional construction permits. *In addition to the permits required by Section 105.6, the following construction permits shall be obtained from the fire code official:*

- 1. Construction. A new construction or tenant improvement permit is required to be obtained in order to construct, enlarge, alter, repair, move, or change the occupancy or use of a building or structure or premise or to cause any new such work to be done.*
- 2. Special equipment. A construction permit shall be obtained for the installation or modification of special equipment needed or required for the operations outlined in this code, such special equipment includes but is not limited to pick-modules and dust collection systems.*
- 3. Generator. A construction permit is required for the installation of a generator as regulated by this code.*
Exception: A permit is not required for the installation or use of a portable generator.
- 4. Fuel modification. To install or alter landscaping related to designated or required fuel modification areas.*
- 5. Plan checks and field inspections when required by the fire code official and not otherwise addressed in this chapter.*

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 106, Section 106.1 shall be changed to read as follows:

106.1 Submittals. Construction documents and supporting data shall be submitted *for a permit* and in such form and detail as required by the fire code official. The construction documents shall be prepared by a registered design professional where required by the statutes of the jurisdiction in which the project is to be constructed.

Exception: The fire code official is authorized to waive the submission of construction documents and supporting data not required to be prepared by a registered design

professional if it is found that the nature of the work applied for is such that review of construction documents is not necessary to obtain compliance with this code.

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 106, Section 106.4 shall be changed to read as follows:

106.4 Retention of construction documents. *The jurisdiction shall keep approved construction documents as stipulated in the District's records retention policy. One set of approved construction documents shall be returned to the applicant or contractor performing said work, and said set along with issued permit shall be kept on the site of the building or work area at all times during which the work authorized thereby is in progress.*

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 107, Section 107.5 shall be changed to read as follows:

107.5 Related fees. *The payment of the fee for the construction, alteration, removal or demolition of work done in connection to or concurrently with the work or activity authorized by a permit shall not relieve the applicant or holder of the permit from the payment of other fees or penalties that are prescribed by law or adopted in the jurisdiction's fee schedule.*

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 107, Section 107.7 shall be added to read as follows:

107.7 False alarms or nuisance alarms. *The fire code official is authorized to assess a service charge, as set forth by resolution, against the person owning or responsible for an alarm system when a fire department response occurs as a result of the third false alarm or nuisance alarm at the same address or location within any twelve month period, and for each subsequent false alarm or nuisance alarm thereafter, or against any person who intentionally, or in violation of the law reports, or causes to be reported, a false alarm or nuisance alarm to any department of the District.*

Chapter 1, Division II Scope and Administration, ~~Division II~~, Part 2 Administration and Enforcement, Section ~~409~~111.1 shall be changed to read as follows:

~~109.1~~111.1 Board of appeals established.

In order to hear and decide appeals of orders, decisions or determinations made by the fire code official relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals. ~~The board of appeals shall be selected by the Fire Chief and. Those selected~~ shall hold office as its pleasure. ~~The fire code official shall be an ex officio member of said board but shall not have a vote on any matter before the board.~~ The board shall adhere to the rules of procedure for conducting business and shall render all decisions and findings in writing to the appellant with a duplicate copy to the fire code official.

Chapter 1, Division II Scope and Administration, ~~Division II~~, Part 2 Administration and Enforcement, Section ~~409.3~~111.3 shall be changed to read as follows:

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~~109.3~~111.3 Qualifications. The board of appeals shall consist of members who are qualified by experience and training to pass on matters pertaining to hazards of fire, explosions, hazardous conditions, fire protection systems or *building standards*, and are not employees of the *District*.

Chapter 1, Division II Scope and Administration, ~~Division II~~, Part 2 Administration and Enforcement, Section ~~109.4~~111.5 shall be added to read as follows:

~~109.4~~111.5 Appeals procedure. *The applicant may file an appeal with the Fire District's Clerk of the Board within thirty (30) days of a final order, decision or determination made by the fire code official relative to the application and interpretation of this code. Upon receipt of an appeal, the Clerk of the Board shall fix the time and place of the hearing, which shall be at a District meeting facility not more than sixty (60) days after the date of the appeal. The Clerk of the Board shall give written notice of the time and place of the hearing to the initiating party, the Fire Chief, the fire code official and the Appeals Board. The Appeals Board shall keep a record of the proceedings of each hearing. The Appeals Board shall issue written findings and a decision within fifteen (15) days of the conclusion of the hearing which shall be mailed to the parties' ~~first class~~first-class mail, postage prepaid, at such address as they have provided.*

Chapter 1, Division II Scope and Administration, ~~Division II~~ Part 2 Administration and Enforcement, Section ~~109.5~~111.6 shall be added to read as follows:

~~109.5~~111.6 Fees. *The fire code official and staff shall act as staff to the Appeals Board and for that purpose may determine and set fees to charge the appellant to cover the cost of preparation of the record for appeal.*

Chapter 1, Division II Scope and Administration, ~~Division II~~ Part 2 Administration and Enforcement, Section ~~110.4~~112.4 shall be changed to read as follows:

~~110.4~~112.4 Violation penalties. *Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or ~~who shall fail to obtain approval by the fire code official for the commencement of construction, alteration, or repair~~ or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be guilty of a misdemeanor, punishable by a fine of not more than 1,000 dollars or by imprisonment not exceeding six (6) months, or both such fine and imprisonment. ~~The fire code official with the concurrence of the chief and the District Attorney, is authorized to use administrative citations and fines as allowed by an ordinance of the District in place of the violation penalties contained in this section.~~ Each day that a violation continues after due notice has been served shall be deemed a separate offense.*

In addition to, or in place of, the foregoing penalties, administrative penalties pursuant to the District's Administrative Citation Ordinance may be imposed in connection with any violation of this code or any District Ordinance. Any person violating or who has violated any section of this code or District Ordinance may be issued an administrative citation in accordance with the Administrative Citation Ordinance.

Chapter 1, Division II Scope and Administration, ~~Division II~~ Part 2 Administration and Enforcement, Section ~~112.4~~113.4 shall be changed to read as follows:

~~112.4-113.4~~ **Failure to comply.** Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to *violation penalties as specified in Section ~~110.4~~112.4*. Each day that the work continues in violation of a stop work order shall be deemed a separate offense.

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 114.1 shall be changed to read as follows:

114.1 General. If during the inspection *or investigation* of a premises, structure, or any building system, in whole or in part, constitutes a clear and inimical threat to human life, safety or health, the fire code official shall issue such notice or orders to remove or remedy the conditions as shall be deemed necessary in accordance with this section, and shall refer the building to the building official for any repairs, alterations, remodeling, removing or demolition required.

~~Chapter 3 General Precautions Against Fire,~~ Section 304.1 shall be changed to read as follows:

~~**304.1. Waste accumulation prohibited.** Combustible waste material, as outlined in Section 304.1.1 and 304.1.2, creating a fire hazard shall not be allowed to accumulate in buildings or structures or upon premises. In the event that abatement is not performed as required by a Notice of Violation or Notice to Destroy Weeds, the Fire District may seek approval from its governing body to abate said fire hazard and place a lien upon the property in which such conditions exist.~~

~~(See Section 10. Findings. 1, 2, 3, 4, 5, 6, 8, 9)~~

~~Chapter 3 General Precautions Against Fire,~~ Section 304.1.2 shall be changed to read as follows:

~~**304.1.2 Vegetation.** 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 5 acres or less in size shall be completely cleared of all combustible vegetation deemed hazardous by the fire official. Parcels greater than 5 acres shall provide a minimum 100 feet (100') of clearance around the perimeter of the parcel and additional clearance as required by the fire code official.~~

~~Exception: Single specimens of trees, ornamental vegetative fuels or cultivated ground cover, such as green grass, ivy, succulents or similar plants used as ground cover, provided that they do not form a means of readily transmitting fire.~~

Chapter 3 General Precautions Against Fire, Section 304.1.2.1 through 304.1.2.2.3.4 shall be added to read as follows:

~~**304.1.2.1 Clearance of brush or vegetative growth from roadways.** Fire apparatus access roads shall be provided with a minimum of 20 feet clearance and driveways shall be provided with a minimum of 10 feet of clearance.~~

~~304.1.2.2 Clearance of brush and vegetative growth from electrical transmission and distribution lines.~~

~~304.1.2.2.1 General.~~ ~~Clearance of brush and vegetative growth from electrical transmission and distribution lines shall be in accordance with Section 304.1.2.2.~~

~~Exception:~~ ~~Section 304.1.2.2 does not authorize persons not having legal right of entry to enter on or damage the property of others without consent of the owner.~~

~~304.1.2.2.2 Support clearance.~~ ~~Persons owning, controlling, operating or maintaining electrical transmission or distribution lines shall provide a combustible free space consisting of a clearing of not less than 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.~~

~~Exception:~~ ~~Lines used exclusively as telephone, telegraph, messenger call, alarm transmission or other lines classed as communications circuits by a public utility.~~

~~304.1.2.2.3 Electrical distribution and transmission line clearances.~~

~~304.1.2.2.3.1 General.~~ ~~Clearances between vegetation and electrical lines shall be in accordance with this Section.~~

~~304.1.2.2.3.2 Trimming clearance.~~ ~~Clearances not less than those established by Table 304.1.2.2.3.2 shall be provided. The radial clearances shown below are minimum clearances that shall be established, at time of trimming, between the vegetation and the energized conductors and associated live parts.~~

**~~TABLE 304.1.2.2.3.2
MINIMUM CLEARANCE BETWEEN VEGETATION
AND ELECTRICAL LINES AT TIME OF TRIMMING~~**

LINE VOLTAGE	MINIMUM RADIAL CLEARANCE FROM CONDUCTOR (feet)
2,400-72,000	4
72,001-110,000	6
110,001-300,000	10
300,001 or more	15

~~For SI: 1 foot = 304.8 mm.~~

~~Exception:~~ ~~The fire code official is authorized to establish minimum clearances different than those specified by Table 304.1.2.2.3.2 when evidence substantiating such other clearances is submitted to and approved by the fire code official.~~

~~304.1.2.2.3.3 Minimum clearance to be maintained.~~ ~~Clearances not less than those established by Table 304.1.2.2.3.3 shall be maintained during such periods of time as designated by the fire code official. The site specific clearance~~

~~achieved, at time of pruning, shall vary based on species growth rates, the utility company 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.~~

~~**Exception:** The fire code official is authorized to establish minimum clearances different than those specified by Table 304.1.2.2.3.3 when evidence substantiating such other clearances is submitted to and approved by the fire code official.~~

**TABLE 304.1.2.2.3.3
MINIMUM CLEARANCES BETWEEN VEGETATION
AND ELECTRICAL LINES TO BE MAINTAINED**

LINE VOLTAGE	MINIMUM CLEARANCE (inches)
750-35,000	6
35,001-60,000	12
60,001-115,000	19
115,001-230,000	30.5
230,001-500,000	115

~~For SI: 1 inch = 25.4 mm.~~

~~**304.1.2.2.3.4 Electrical power line emergencies.** During emergencies, the utility shall perform the required work to the extent necessary to clear the hazard. An emergency can include situations such as trees falling into power lines, or trees in violation of Table 304.1.2.2.3.3.~~

~~(See Section 10. Findings. 1, 2, 3, 4, 5, 6, 8, 9)~~

~~**Chapter 3 General Precautions Against Fire,** Section 305.6 shall be added to read as follows:~~

~~**305.6 Spark arrestor.** All chimneys attached to any appliance or fireplace that burns solid fuel shall be equipped with an approved spark arrestor. The spark arrestor shall meet all of the following requirements:~~

- ~~1. Openings shall not permit the passage of spheres having a diameter larger than ½ inch and shall not block the passage of spheres having a diameter of less than 3/8 inch.~~
- ~~2. The spark arrestor shall be visible from the ground and the screen or chimney cap shall be accessible and removable to allow for cleaning of the chimney flue.~~
- ~~3. The net free area of the spark arrestor shall not be less than four times the net area of the outlet of the chimney.~~
- ~~4. The spark arrestor screen shall have heat or corrosion resistance equivalent to 12 gauge steel wire, 19 gauge galvanized wire or 24 gauge stainless steel.~~

~~(See Section 10. Findings. 1, 2, 3, 4, 5, 6, 8, 9)~~

~~**Chapter 3 General Requirements,** Section 307.1 and 307.1.1 shall be changed to read as follows:~~

307.1 General. A person shall not kindle or maintain or authorize to be kindled or maintained any open burning or recreational fires unless conducted and approved in accordance with Sections 307.1.1 through 307.5.

307.1.1 Prohibited open burning. Opening burning and recreational fires shall be prohibited when atmospheric conditions or local circumstances make such fire hazardous. This shall include when a red-flag warning or a fire weather watch condition has been issued by the National Weather Service.

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 10, 11)

Chapter 3 General Requirements, Section 307.3 shall be changed to read as follows:

307.3 Extinguishment authority. Where open burning, recreational fires, or the use of a portable outdoor fireplace, creates or adds to a hazardous situation, or a required permit for open burning has not been obtained, the fire code official is authorized to order the extinguishment of said operation or use.

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 10, 11)

Chapter 3 General ~~Requirements, Precautions Against Fire~~, Section 313.1.2 and 313.1.2.1 shall be added to read as follows:

313.1.2 Use of equipment. *Except as otherwise provided in this section, no person shall use, operate, or cause to be operated, in, upon or adjoining any hazardous fire area any internal combustion engine which uses hydrocarbon fuels, unless the engine is equipped with a spark arrestor as defined in Section 313.1.2.1 maintained in effective working order, or the engine is constructed, equipped and maintained for the prevention of fire.*

Exception: 1). Engines used to provide motor power trucks, truck tractors, buses, and passenger vehicles, except motorcycles, are not subject to this section of the exhaust system is equipped with a muffler as defined in the California Vehicle Code.

2). Turbocharged engines are not subject to this section of all exhausted gases pass through the rotating turbine wheel, there is not exhaust bypass to the atmosphere, and the turbocharger is in good mechanical condition.

313.1.2.1 Spark arrestors. *1). A spark arrestor is a device constructed of nonflammable material specifically for the purpose of removing and retaining carbon and other flammable particles over 0.0232 of an inch (0.58 mm) in size from the exhaust flow of an internal combustion engine that uses hydrocarbon fuels or which is qualified and rated by the United States Forest Service.*

2). Spark arrestors affixed to the exhaust system of engines or vehicles subject to Section 313 shall not be placed or mounted in such a manner as to allow flames or heat from the exhaust system to ignite any flammable material.

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 10, 11)

Chapter 5 Fire Service Features, Section 503.1.2.1 shall be added to read as follows:

503.1.2.1 Remoteness. *Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one half of the length of the maximum overall diagonal dimension of the lot or area to be served, measured in a straight line between accesses.*

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 6, 7, 8, 9, 11)

Chapter 5 Fire Service Features, Section 503.1.2.2 shall be added to read as follows:

503.1.2.2503.1.4 Aerial Access. *Buildings exceeding three stories in height or 30 feet in height shall be provided with aerial fire apparatus access. One or more of the required access routes shall be located not less than 15 feet (4572 mm) and not greater than 30 feet (9144 mm) from the building. The access width shall be a minimum of 26 feet (7925 mm) and shall be clear of any obstructions, including overhead utility and powerlines. The side of the building on which the aerial access fire apparatus road is positioned shall be approved by the fire code official.*

(See **Section 10. Findings.** 4, 5, 6, 8, 9, 11)

Chapter 5 Fire Service Features, Section 503.2.1 shall be changed to read as follows:

503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 26 feet (7925 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm).

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 6, 8, 9, 11)

Chapter 5 Fire Service Features, Section 503.2.3 shall be changed to read as follows:

503.2.3 Surface. Fire apparatus access roads shall be designed and maintained to support the imposed loads (67,000 lbs.) of fire apparatus and shall be surfaced *by either asphalt or concrete, except when alternate surfaces are approved by the jurisdiction.*

(See **Section 10. Findings.** 1, 2, 4, 5, 6, 11)

Chapter 5 Fire Service Features, Section 504.5 shall be added to read as follows:

504.5 Door signage. *When required by the fire code official, interior and exterior doors shall be provided with permanent signs to facilitate fire department emergency access. Signage shall be approved by the fire code official.*

(See **Section 10. Findings.** 3, 4, 6, 7, 9)

Chapter 5 Fire Service Features, Section 505.1 shall be changed to read as follows:

505.1 Address Identification. New and existing buildings shall have approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with

their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be a *minimum* of 4 inches (102 mm) high with a minimum stroke width of 1/2 inch (12.7 mm) *for one- and two-family residential dwellings, and shall be illuminated during hours of darkness. Each character shall be a minimum of 8 inches (204 mm) high with a minimum stroke width of 1.0 inch (25.5 mm) for buildings other than one- and two-family residential dwellings.* Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response. Where access is by means of a private road and the building *and or address identification* cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address identification shall be maintained.

(See **Section 10. Findings.** 3, 4, 6, 7, 9)

Chapter 9 Fire Protection and Life Safety Systems, Section 901.6 shall be changed to read as follows:

901.6 Inspection, testing and maintenance. Fire protection and life safety systems shall be maintained in an operative condition at all times, and shall be replaced or repaired where defective. Nonrequired fire protection and life safety systems and equipment shall be inspected, test and maintained or removed in accordance with Section 901.8. The fire code official is authorized to require periodic inspection, testing and certification of all such systems, equipment and appurtenances. Personnel shall be qualified to perform the inspection, testing, and certification in accordance with Table 901.6. In addition to provisions of the applicable test standards, the required certification shall be provided to the Fire District as required by Section 109.3 of the fire code.

~~Table 901.6 shall be added as follows:~~

Table 901.6 shall be added as follows:

<u>Fire Protection and Life Safety Systems</u>		<u>TESTER QUALIFICATIONS (a)</u>	<u>REQUIRED MINIMUM TESTING FREQUENCIES (b)</u>				<u>FREQUENCY TO SUBMIT REPORTS TO FIRE DISTRICT. (c)</u>
			<u>Semi-annual</u>	<u>Annual</u>	<u>Triennial</u>	<u>Every 5 years</u>	
<u>ENGINEERED FIXED EXTINGUISHING SYSTEM</u>							
<u>Dry Chemical System</u>		<u>1.5</u>	<u>X</u>				<u>Annually</u>
<u>Carbon Dioxide System</u>		<u>1.5</u>		<u>X</u>			<u>Annually</u>
<u>Halogenated System</u>		<u>1.5</u>	<u>X</u>				<u>Annually</u>
<u>Clean Agent System</u>		<u>1.5</u>		<u>X</u>			<u>Annually</u>
<u>Wet Chemical Extinguishing System</u>		<u>1.5</u>	<u>X</u>				<u>Annually</u>
<u>STANDPIPE SYSTEMS</u>		<u>1.5</u>		<u>X</u>		<u>X</u>	<u>Annually</u>
<u>AUTOMATIC FIRE SPRINKLER SYSTEMS</u>		<u>1.5</u>		<u>X</u>		<u>X</u>	<u>Annually</u>
<u>FIRE PUMPS</u>		<u>1.5</u>		<u>X</u>			<u>Annually</u>
<u>FIRE ALARM SYSTEMS, MONITORING SYSTEMS</u>		<u>8</u>	<u>Frequency ranges from quarterly to annually depending upon equipment; see NFPA 72</u>				<u>Annually</u>
<u>MISCELLANEOUS</u>							
<u>Commercial Cooking Equipment</u>	<u>Fire Protection Systems</u>	<u>1.5</u>	<u>X</u>				<u>Annually</u>
	<u>Duct Cleaning</u>		<u>Frequency ranges from 1 month to 12 months; see NFPA 96</u>				<u>Not required</u>
<u>Private Fire Hydrants</u>		<u>1.9</u>		<u>X</u>			<u>Annually</u>
<u>Single Station Smoke Alarms</u>		<u>2.6</u>		<u>X</u>			<u>Annually</u>
<u>Fire Extinguishers</u>		<u>5</u>		<u>X</u>			<u>Annually</u>
<u>Smoke Control System</u>	<u>Dedicated</u>	<u>3</u>	<u>X</u>				<u>Annually</u>
	<u>Non- Dedicated</u>	<u>4</u>		<u>X</u>			<u>Annually</u>
<u>Emergency and Standby Power Systems</u>		<u>2</u>		<u>X</u>			<u>Annually</u>
<u>Electrical Buss Ducts</u>	<u>Torque and Electrical Testing</u>	<u>2</u>			<u>X</u>		<u>Triennially</u>
	<u>Infrared Testing</u>	<u>2</u>		<u>X</u>			<u>Annually</u>
<u>Fire Doors and Shutters</u>		<u>4.7</u>		<u>X</u>			<u>Annually</u>
<u>Fire Escapes</u>		<u>7</u>		<u>X</u>			<u>Annually</u>
<u>Emergency Responder Radio Coverage Systems</u>		<u>10</u>		<u>X</u>			<u>Annually</u>

Footnotes:

a. Other concerns or individuals may be qualified to test and certify subject to approval of the fire code official.

b. The testing frequencies listed herein are intended as a convenient summary based on the applicable standards. The applicable standards shall always govern if there is any conflict. It is important to note that many standards mandate inspections on more frequent bases than shown herein. It is not the intent to supersede, modify, or reduce the requirements found in the applicable standards.

c. Reports of tests and certifications need not be submitted to the Fire District more frequently than annually, unless specifically requested by the fire code official.

1. State Licensed Fire Protection Contractor (C-16)

2. State Licensed Electrical Contractor (C-10)

3. State Licensed HVAC Contractor (C-20)

4. May be performed by Owner

5. Licensed by the State Fire Marshal

6. 25 or less units, qualified owner may perform test

7. State Licensed General Contractor (A or B); see also footnote (a)

8. State Licensed Electrical Contractor (C-10) and, for systems installed after 1989, holding the U.L. Certificate (or approved equal) for the building fire alarm system

9. State Licensed Plumbing Contractor (C-36)

10.FCC-issued General Radio Operators License (GROL) and certification by an approved school, organization, or the equipment manufacturer

Chapter 9 Fire Protection and Life Safety Systems, Section 903.2 shall be changed to read as follows:

903.2 Where required. Approved automatic sprinkler systems in new buildings and structures shall be provided in the locations described in Sections 903.2.1 through 903.2.12 and Sections 903.2.14 through 903.2.21.

In addition to the requirements of ~~the aforementioned sections~~Section 903.2.1 through 903.2.12, automatic fire sprinklers are required for the construction of any new building(s) and structure(s) 5,000 square feet (464 m²) or more, regardless of the use of fire walls and occupancy type, except for Group U occupancies not required by Section 903.2.18.

In all existing buildings or structures, except one and two-family dwellings, not equipped with an automatic fire sprinkler system, when additions cause the structure to exceed 5,000 square feet, the following provisions shall apply:

- A. *When such addition exceeds 5,000 square feet (464 m²), but is less than 50% of the original building square footage, the addition shall be equipped with an automatic fire sprinkler system.*
- B. *When such addition is 50% or greater than the original building square footage, the entire structure shall be equipped with an automatic fire sprinkler system.*

(See **Section 10. Findings.** 3, 4, 6, 7, 10, 11)

~~Chapter 49 Requirements for Wildland-Urban Interface Areas, Section 4906.3. shall be changed to read as follows:~~

~~4906.3 Requirements. Hazardous vegetation and fuels around all applicable buildings and structures, or upon any premise shall be maintained in accordance with the following laws and regulations:~~

- ~~1. Public Resources Code, Section 4291~~
- ~~2. California Code of Regulations, Title 14, Division 1.5, Chapter 7, Subchapter 3, Section 1299 (see guidance for implementation "General Guideline to Create Defensible Space").~~
- ~~3. California Government Code, Section 51182.~~
- ~~4. California Code of Regulations, Title 19, Division 1, Chapter 7, Subchapter 1, Section 3.07.~~
- ~~5. California Code of Regulations, Title 24, Part 9, Chapter 3, Section 304~~

~~Chapter 49 Requirements for Wildland-Urban Interface Areas, Section 4906.3.1 shall be added to read as follows:~~

~~**4906.3.1 Correction of conditions.** Hazardous vegetation and or fuels creating a fire hazard shall not be allowed to accumulate upon premises. The fire code official is authorized to give notice to abate said conditions through a Notice of Violation or Notice to Destroy. In the event that abatement is not performed as required, the Fire District may seek approval from its governing body to abate said fire hazard and make the expense of such correction a lien on the property.~~

~~(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 10, 11)~~

Chapter 49 Requirements for Wildland-Urban Interface Areas, Section ~~4907.1~~ 4903.1 shall be ~~added~~ changed to read as follows:

~~**4907.1 Fuel Modification.**~~ **4903.1 General.** All new buildings or developments to be built or installed in a wildland-urban interface area as set forth in Chapter 49 are required to prepare and submit a fire protection plan to determine the acceptability of fire protection and life safety measures designed to mitigate wildfire hazards presented for the property under consideration.

The fire protection plan shall be prepared by a registered design professional, qualified landscape architect, qualified fire safety specialist or similar specialist acceptable to the fire code official and shall analyze the wildfire risk of the building, project, premises or region to recommend necessary changes.

A preliminary fire protection shall be submitted to the Fire District for review prior to the submission of the final fire protection plan.

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 10, 11)

Chapter 49 Requirements for Wildland-Urban Interface Areas, Section 4903.1.1 shall be added to read as follows:

4903.1.1 Permits. *Permits shall be required as set forth in Section 105.6. Permits require that plans and specifications be submitted to the fire code official for review and approval prior to the issuance of a building permit or the installation or alteration of landscaping or fuel modification of hazardous vegetation. All work shall be inspected and approved by the fire code official.*

*(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 10, 11)*

Chapter 49 Requirements for Wildland-Urban Interface Areas, Section 4903.2. shall be changed to read as follows:

4903.2 Contents. *The fire protection plan shall be based on a project-specific wildfire hazard assessment that includes considerations of location, topography, aspect, climatic and fire history.*

The plan shall identify conformance with all applicable state wildfire protection regulations, statues and applicable local ordinances, whichever are more restrictive.

The plan shall address fire department access, egress, road and address signage, water supply in addition to fuel reduction in accordance with Public Resources Code (PRC) 4290; the defensible space requirements in accordance with PRC 4291 or Government Code 51182; and applicable codes and standard for wildfire safety. The plan shall identify mitigation measures to address the project's specific wildfire risk and shall include the information required in Section 4903.2.1. In addition to the requirements of Section 4903.2.1, The fire protection plan shall be provided with recommendations for an approved a-fuel modification area. Fuel modification areas shall be included into all entitlement documents. -A minimum fuel modification of 100 feet is required from each structure within the development. -The overall width of the fuel modification shall take into account consider the findings in the project-specific wildfire hazard assessment. -all slopes and fuel load within the development perimeter and adjacent properties.

*(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 10, 11)*

~~**4908.2 Plans and Permit.** *Fuel modification plans shall be submitted to and approved by the fire code official, plans shall include both preliminary and final fuel modification plans. At the time of final review, a permit shall be obtained by the Fire District.*~~

Chapter 49 Requirements for Wildland-Urban Interface Areas, Section 4903.3 shall be added to read as follows:

~~**4908.3**~~**4903.3 Maintenance.** *All elements of the final fire protection plan and fuel modification plans shall be maintained in accordance with said plans and are subject to the enforcement process outlined in the Fire Code.*

*(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 10, 11)*

~~**4907.2 Storage of firewood and combustible materials.** *Firewood and combustible material shall not be stored in unenclosed spaces beneath buildings or structures, or on decks or under eaves, canopies or other projections or overhangs. When required by the fire code official, storage*~~

~~of firewood and combustible material stored in the defensible space shall be located a minimum of 20 feet (6096 mm) from structures and separated from the crown of trees by a minimum horizontal distance of 15 feet (4572 mm).~~

Chapter 49 Requirements for Wildland-Urban Interface Areas, Section ~~4909~~4911 shall be added to read as follows:

SECTION ~~4909~~4911 PRECAUTIONARY REQUIREMENTS

~~4909.16~~4911.1 Fireworks. *Fireworks shall not be used or possessed in wildland-urban interface areas. If found to be in violation of this requirement, penalties as outlined in Chapter 1, Section ~~110.4~~112.4 shall be assessed.*

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 10, 11)

Chapter 56 Explosives and Fireworks, Section 5601.1.3 shall be changed to read as follows:

5601.1.3 Fireworks. The possession, manufacture, storage, sale, handling and use of fireworks is prohibited. *If found to be in violation of this requirement, penalties as outlined in Chapter 1, Section ~~110.4~~112.4 shall be assessed.*

Exceptions:

1. Storage and handling of fireworks as allowed in Section 5604.
2. Manufacture, assembly and testing of fireworks as allowed in Section 5605 and Health and Safety Code Division 11.
- ~~3.~~ The use of fireworks for fireworks displays pyrotechnics before a proximate audience and pyrotechnic special effects in motion pictures, television, theatrical or group entertainment productions as allowed in Title 19, Division 1, Chapter 6 Fireworks reprinted in Section 5608 and Health and Safety Code Division 11.
4. The possession, storage, sale, handling and use of specific types of Division 1.4G fireworks where allowed by applicable laws, ordinances and regulations, provided that such fireworks and facilities comply with the 2006 NFPA 1124, CPSC 16 CFR Parts 1500 and 1507, and DOTn 49 CFR Parts 100-185, as applicable for consumer fireworks and Health and Safety Code Division 11.

Chapter 56 Explosives and Fireworks, Section ~~5601.1.3~~15601.7 shall be ~~added~~changed to read as follows:

~~5601.1.3~~15601.7 -Seizure ~~of fireworks~~. The fire code official is authorized ~~shall have authority~~ to ~~seize, take,~~ remove or cause to be removed or disposed of in an approved manner, at the expense of the owner, ~~any explosives, explosive materials or~~ fireworks offered or exposed for

~~sale, stored, possessed or used~~ in violation of this ~~chapter code~~ or of any ~~local and state laws, ordinances or regulations.~~

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 11)

~~The following Appendix sections of the Fire Code are hereby locally amended as follows:~~

~~**Appendix D Fire Apparatus Access Roads**, Section D101.1 shall be changed to read as follows:~~

~~**D101.1 Scope.** Fire apparatus access roads shall be in accordance with this appendix, *Section 503*, and all other applicable requirements.~~

~~(See **Section 10. Findings.** 1, 2, 3, 4, 5, 6, 8, 9)~~

~~**Appendix D Fire Apparatus Access Roads**, Section D102.1 shall be changed to read as follows:~~

~~**D102.1 Access and loading.** Facilities, buildings or portions of buildings hereafter constructed shall be accessible to fire department apparatus by way of an approved fire apparatus access road with an asphalt or concrete or other approved driving surface capable of supporting the imposed load of fire apparatus weighing at least *67,000* pounds.~~

~~(See **Section 10. Findings.** 1, 2, 3, 4, 5, 6, 8, 9)~~

~~**Appendix O Temporary Haunted Houses, Ghost Walks and Similar Amusement Uses**, Section O103.7 shall be changed to read as follows:~~

~~**O103.7 Fire Protection.** Haunted houses and ghost walks shall be provided with fire protection systems, *as required by the fire code official.*~~

~~(See **Section 10. Findings.** 1, 2, 3, 4, 8)~~

Section 3. GEOGRAPHICAL LIMITS.

That the geographical limits referred to in certain sections of the ~~2019~~2022 California Fire Code are hereby established as follows:

3.1 Establishment of geographical limits of districts in which storage of Class I and Class II liquids in above-ground tanks outside of buildings is to be prohibited.

The limits referred to in Section 5704.2.9.6.1 of the ~~2019~~2022 California Fire Code in which storage is prohibited are established as commercial and residential areas, except where the fire code official has issued written approval of such storage.

3.2 Establishment of geographical limits of districts in which storage of Class I and Class II liquids in above-ground tanks is to be prohibited.

The limits referred to in Section 5706.2.4.4 of the 2019 California Fire Code in which storage is prohibited are established as commercial and residential area, except where the fire code official has issued written approval of such storage.

3.3 Establishment of geographical limits of districts in which the storage of flammable cryogenic fluids in stationary containers is to be prohibited.

The limits referred to in Section 5806.2 of the ~~2019~~2022 California Fire Code in which storage is prohibited are established as commercial and residential areas, except where the fire code official has issued written approval of such storage.

3.4 Establishment of geographical limits of districts in which storage of liquefied petroleum gas is to be restricted.

The limits referred to in Section 6104.2 of the ~~2019~~2022 California Fire Code in which storage is restricted are established as:

Heavily populated or congested areas, the aggregate capacity of any one installation shall not exceed a water capacity of 2,000 gallons (7570 L).

All areas, when in the opinion of the fire code official the location of storage would create a hazard to occupants or property owners, the aggregate capacity of any one installation shall not exceed a water capacity of 2,000 gallons.

Section 4. REPEAL OF CONFLICTING ORDINANCE.

That Fire Code Ordinance No. ~~2016-02~~2019-01 of the District entitled AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE CHINO VALLEY INDEPENDENT FIRE DISTRICT, ~~COUNTY OF SAN BERNARDINO, CALIFORNIA,~~ ADOPTING BY REFERENCE AND AMENDING VARIOUS SECTIONS OF THE 2019 EDITION OF THE 2019 CALIFORNIA FIRE CODE WITH ERRATA, AND THE 2015~~2018~~ EDITION OF THE INTERNATIONAL FIRE CODE REGULATING AND GOVERNING THE SAFEGUARDING OF LIFE AND PROPERTY FROM FIRE AND EXPLOSION HAZARDS, HAZARDOUS MATERIALS AND FROM CONDITIONS HAZARDOUS TO LIFE OR PROPERTY IN THE OCCUPANCY OF BUILDINGS AND PREMISES; PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES; ~~AND THE 2016 EDITION OF THE CALIFORNIA FIRE CODE, WITH ERRATA RELATED TO HAZARDOUS CONDITIONS AND MATERIALS AND FIRE PREVENTION~~ and all other ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 5. SEVERABILITY.

~~That if~~ If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The Board of Directors of the District hereby declares that it would have passed this ordinance, and each section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Section 6. RIGHTS RESERVED.

~~That No~~thing in this ordinance or in the ~~2019~~2022 -California Fire Code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action or existing, under any act or ordinance hereby repealed as cited in Section 4 of this ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this ordinance.

Section 7. PUBLICATION.

The District Clerk of the Board shall certify to the adoption of this ordinance and shall cause a summary thereof to be published at least five (5) days prior to the meeting at which the proposed ordinance is to be adopted and shall post a certified copy of the proposed ordinance in the office of the Clerk of the Board and within fifteen (15) days of its adoption shall cause a summary of it to be published, including the vote for and against the same, and shall post a certified copy of the adopted ordinance in the office of the Clerk of the Board, in accordance with California Government Code Section 36933.

Section 8. DATE OF EFFECT.

~~That I~~this ordinance and the rules, regulations, provisions, requirements, orders, and matters established and adopted hereby shall take effect and be in full force and effect on January 1, ~~2020~~2023, -which is to be no less than thirty (30) days from and after the date of its final passage and adoption.

Section 9. CEQA EXEMPTION.

The District finds that the changes made to the Fire Code are enacted to mitigate threats to public peace, health and safety from earthquakes, high winds and fire. Therefore, it can be seen with certainty that the adoption of this ordinance will not have a significant effect on the environment and is therefore exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines. District staff is directed to file a Notice of Exemption within five (5) days of adopting this ordinance.

Section 10. FINDINGS.

The Board of Directors hereby finds that the proposed amendments to the ~~2019~~2022 California Fire Code are reasonable and necessary because of local climactic, geologic and topographical conditions within the District's jurisdiction. This finding is supported and based upon the following express findings which address each of these conditions and present the local situation which make the proposed amendments necessary:

1. The climate weather patterns within the District include frequent periods of drought and low humidity adding to the fire danger. Fire season can be year-round in this region.

2. During the summer months the dry winds and existing vegetation mix to create a hazardous fuel condition which has resulted in large loss vegetation and structure fires. Summer temperatures exceeding one hundred degrees (100°), and severe “Santa Ana” winds frequently occur and can move a fire quickly throughout areas of the District. Multiple shifting wind patterns throughout the canyon areas add to the difficulty in suppressing fires.

3. Because of weather patterns, the District has experienced a need for water conservation. Due to the storage capacities and consumption, and a limited amount of rainfall (drought conditions), future water allocation is not fully dependable. While sound management of the water resources is possible, demands and possible critical depletions on an already stressed water supply can most assuredly be predicted.

4. Features located throughout the District are major roadways, highways, freeways and flood control channels which create barriers and slow response times. Other unique factors which create barriers and slow response times are the multiple canyons located within the District and the large California Institute for Men property.

5. The topography is also very steep in large areas of the District affecting the rate of fire spread and response times.

6. Due to the sloping in the regional valley where the District is located, as well as the present street and storm drain design, heavy rainfall causes roadway flooding and landslides which at times may make an access route impassable.

7. The District has within its boundaries active seismic hazards. Seismic activity within the District occurs yearly and a fire potential exists with these active faults. Existing structures and planned new development are at serious risk from an earthquake. This risk includes fire, collapse and the disruption of water supply for firefighting purposes. Areas can also become isolated as a result of bridge, overpass and road damage and debris.

8. Structures in close proximity to each other pose an exposure problem which may cause a fire to spread from one structure to another as well as to the wildland area.

9. For practical and cost reasons, many new structures are built of wood construction. Many existing structures also have wood shake roofs. The potential for a conflagration exists due to the design and density of current structures.

10. Electrical supply and telephone communication failures occur due to high winds as well as others reasons. Water supply pumps and early notification cannot always be counted on.

11. Narrow and winding streets with little circulation and streets designed as storm drains impede emergency vehicle access and evacuation routes.

Each of the numbered findings above is located below the section to which it relates.

REVIEWED, APPROVED AND ADOPTED this 9th day of ~~October, 2019~~.

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

ATTEST:

~~Sandra Heney~~
Clerk of the Board

I, ~~Sandra Heney~~, Clerk of the Board of the Chino Valley Independent Fire District, hereby certify that foregoing Ordinance No. ~~2019-01~~2022-03 -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 ~~11~~14th day of September, ~~2019~~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 ~~9~~th day of ~~October~~September, ~~2019~~2022, by the following vote, to wit:

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

ORDINANCE NO. 2022-03

AN ORDINANCE OF THE CHINO VALLEY INDEPENDENT FIRE DISTRICT, ADOPTING BY REFERENCE AND AMENDING THE 2022 EDITION OF THE CALIFORNIA FIRE CODE WITH ERRATA, AND THE 2021 INTERNATIONAL FIRE CODE REGULATING AND GOVERNING THE SAFEGUARDING OF LIFE AND PROPERTY FROM FIRE AND EXPLOSION HAZARDS, HAZARDOUS MATERIALS AND FROM CONDITIONS HAZARDOUS TO LIFE OR PROPERTY IN THE OCCUPANCY OF BUILDINGS AND PREMISES; PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES; AND REPEALING FIRE CODE ORDINANCE NO. 2019-01 OF THE CHINO VALLEY INDEPENDENT FIRE DISTRICT.

WHEREAS, pursuant to California Government Code Section 50022.1 *et seq.* and California Health and Safety Code Section 13869 *et seq.*, the Chino Valley Independent Fire District may adopt by reference the 2022 *California Fire Code*, with errata, and portions of the 2021 *International Fire Code* related to fire and hazardous condition prevention; and

WHEREAS, the District may also adopt any amendments to the 2022 *California Fire Code* and 2021 *International Fire Code* previously adopted by reference; and

WHEREAS, the District held a public hearing on October 12, 2022 at which time all interested persons had the opportunity to appear and be heard on the matter of adopting the 2022 *California Fire Code* as amended herein; and

WHEREAS, the District published notice of the aforementioned public hearing pursuant to California Government Code Section 6066 on September 24, 2022, and October 1, 2022; and

WHEREAS, any and all other legal prerequisites relating to the adoption of this Ordinance have occurred.

NOW, THEREFORE, be it ordained by the Board of Directors of the Chino Valley Independent Fire District as follows:

Section 1. ADOPTION OF THE CALIFORNIA FIRE CODE.

The *California Fire Code*, 2022 Edition, with errata, together with those portions of the 2021 *International Fire Code* as published by the International Code Council, including Chapter 1 (except Section 103 of Part 2), Section 104.6, Sections 302, 305, 307 – 307.4.5, 308 – 308.1.3, 308.1.5 - 308.3.2, 309, 310, 311, Chapter 4, Chapter 11, Appendix Chapters 4, B, Section C103.1 of Appendix C, F, G, H, I, K, N and O, not included in the 2022 *California Fire Code*, collectively referred to as the “Fire Code,” and the additions, insertions, deletions, and changes prescribed in Section 3 of this ordinance, are hereby adopted and declared to be the Fire Code of the District, in the County of San Bernardino, State of California, regulating and governing the safeguarding of life and property from fire and explosion hazards, hazardous conditions arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises as herein provided; providing for the issuance of permits and collection of fees; and each and all of the regulations, provisions, penalties, conditions and terms of said Fire Code on file in the office of the Clerk of

the Board of Directors of the District are hereby referred to, adopted, and made part hereof, as if fully set out in this Ordinance.

Section 2. DEFINITIONS AND FEES.

1.1 Definitions.

1.1.1 The term “jurisdiction,” as used in the 2022 California Fire Code, shall mean the territory within the Chino Valley Independent Fire District.

1.1.2 The term “fire department” and “District” as used in the 2022 California Fire Code shall mean the Chino Valley Independent Fire District.

1.1.3 The term “Board of Directors” or “Board” as used in the 2022 California Fire Code shall mean the governing body of the Chino Valley Independent Fire District. The “governing body” shall mean the Board of Directors of the Chino Valley Independent Fire District.

1.1.4 The term “Chief” as used in the 2022 California Fire Code shall mean the Fire Chief of the Chino Valley Independent Fire District.

1.1.5 The term “fire code official” as used in the 2022 California Fire Code shall mean the Fire Marshal and/or Deputy or employee charged with the enforcement of this code with Chino Valley Independent Fire District.

1.1.6 The term “fire prevention” as used in the 2022 California Fire Code shall mean the Division, Department or Office of Community Risk Reduction of Chino Valley Independent Fire District.

1.2 Fees.

1.2.1 Reasonable fees, not to exceed actual costs, may be collected by the fire code official for fire protection planning and services included in the Fire Code and in this Ordinance.

1.2.2 Fire Suppression, investigation, rescue, and emergency medical costs are recoverable in accordance with Health and Safety Code Sections 13009, 13009.1, and 13009.6. Any person who negligently or intentionally, or in violation of law, causes an emergency response, including but not limited to a traffic accident or spill of toxic or flammable liquids or chemicals, is liable for the costs of securing such emergency, including those costs set out in Government Code Section 53150 et seq. Any expense incurred by the District for securing such an emergency situation shall constitute a public debt of such person and shall be collectible by the District in the same manner as in the case of an obligation under contract, expressed or implied.

Section 3. LOCAL AMENDMENTS TO THE FIRE CODE.

The following sections of the Fire Code are hereby locally amended as follows:

Chapter 1, Division II, Scope and Administration Part I General Provisions, Section 101.1 shall be changed to read as follows:

101.1 Title. These regulations shall be known as the Fire Code of *Chino Valley Independent Fire District (CVIFD)*, hereinafter referred to as “this code”.

Chapter 1, Division II Scope and Administration, Part I General Provisions, Section 102.7.1 shall be changed to read as follows:

102.7.1 Conflicts. Where conflicts occur between provisions of this code and referenced codes and standards, *the fire code official shall determine which provision meets the general intent of this code.*

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 104.6 shall be changed to read as follows:

104.6 Official Records. The *jurisdiction* shall keep official records as outlined by Sections 104.6.1 through 104.6.4. Such official records shall be retained for *3 years or as otherwise stipulated in the District's records retention policy.*

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 104.11 shall be changed to read as follows:

104.11 Fire Investigations. The *District* shall have the authority to investigate the cause, origin and circumstances of any fire, explosion or other hazardous condition, *including but not limited to the unauthorized release of hazardous materials. If it appears to the investigation unit that such fire, explosion or other hazardous condition is of suspicious origin, they are authorized to take immediate charge of all physical evidence relating to the cause of the incident and are authorized to pursue the investigation to its conclusion.* Information that could be related to trade secrets or processes shall not be made part of the public record, except as directed by a court of law.

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 105.1 shall be changed to read as follows:

105.1 General. Permits shall be in accordance with Sections 105.1.1 through *105.6.25.*

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 105.1.1 shall be changed to read as follows:

105.1.1 Permits required. A property owner or owner's authorized agent who intends to conduct an operation of business, or install or modify systems and equipment that are regulated by this code, or to cause any such work to be performed *that would enlarge, alter, change the use or occupancy of a building or structure,* shall first make application to the fire code official and obtain the required permits.

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 105.2.3 shall be changed to read as follows:

105.2.3 Time limitation of application. An application for a permit for any proposed work or operation shall be deemed to have been abandoned 180 days after the date of filing, unless a permit *has been issued for said application;* except that the fire code official is authorized to grant one or more extensions of time for additional periods not exceeding *180 days each and the Fire District may charge an extension fee as outlined in the adopted fee schedule.* The extension shall be requested in writing and justifiable cause demonstrated.

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement,
Section 105.3.1 shall be changed to read as follows:

105.3.1 Expiration. An operational permit shall remain in effect until reissued, renewed or revoked, or for such a period of time as specified in the permit. Construction permits shall automatically become invalid unless the work authorized by such permit is commenced within 180 days after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of *12 months* after the time the work is commenced. Before such work recommences, *approval shall be granted* and the fee to recommence work, if any, shall be *that as adopted in the fee schedule*, provided that changes have not been made and will not be made in the original construction documents for such work. Permits are not transferable and any change in occupancy, operation, tenancy or ownership shall require a new permit be issued.

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement,
Section 105.4 shall be changed to read as follows:

105.4. Revocation. The fire code official is authorized to revoke a permit issued under the provision of this code where it is found by inspection or otherwise that there has been a false statement or misrepresentation as to the material facts in the application or construction documents on which the permit or approval was based including, but not limited to, any of the following:

1. The permit is used for a location or establishment other than that for which it was issued.
2. The permits is used for a condition or activity other than that listed in the permit.
3. Conditions and limitations set forth in the permit have been violated.
4. There have been any false statements or misrepresentations as to the material fact in the application for permit or plans submitted or a condition of the permit.
5. The permit is used by a different person or firm than the name for which it was issued.
6. The permittee failed, refused or neglected to comply with orders or notices duly served in accordance with the provisions of this code within the time provided therein.
7. The permit was issued in error or in violation of an ordinance, regulation or this code.
8. *The permit was issued without full compliance of the terms of the application related to fees or a check or credit/debit card submitted for payment of the permit fee(s) is returned or declined.*

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement,
Section 105.5.31 shall be changed to read as follows:

105.5.31 Miscellaneous combustible storage. An operational permit is required to store in any building or upon any premises in excess of 2,500 cubic feet (71 m³) gross volume of combustible empty packing cases, boxes, barrels or similar containers, combustible pallets, rubber tires, rubber, cork, *green waste, composting, yard waste*, or similar combustible material.

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement,
Section 105.5.54 shall be changed to read as follows:

105.5.54 Additional permits. In addition to the permits required by *Section 105.5 and Section 105.6*, the following permits shall be obtained from the *fire code official* prior to engaging in the following activities, operations, practices or functions:

1. Production facilities. To change use or occupancy, or allow the attendance of live audience, or for wrap parties.
2. *Filming and special effects. To use special effects, open flame, use of flammable or combustible liquids and gases, welding and the parking of motor vehicles in any building or location used for the purpose of motion picture, television and commercial production or for any film permit application as required from the cities served by the District.*
3. Live audiences. To install seating arrangements for live audiences *for the purpose of film, other events or entertainment, where approved seating will increase the occupant load at the premise, building or production location. See Chapter 48.*
4. *Fixed Extinguishing Systems. An operational permit is required for a fixed extinguishing system for a Type I Hood, excluding mobile food trucks*
5. *General use permit. A general use permit for any activity or operation not specifically addressed in this Chapter, which in the judgement of the fire code official, is possible or likely to produce conditions hazardous to life or property. A general use permit may include the temporary use of a facility for business or operations or for helicopter operations.*
6. *Special event. A special event permit is required when in the judgement of the fire code official the event is possible or likely to produce conditions hazardous to life or property.*

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 105.6 shall be changed to read as follows:

105.6 Required construction permits. The fire code official is authorized to issue construction permits for work *including, but not limited to, the requirements as set forth in Chapter 1, Sections 105.6.1 through 105.6.25. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy or use of a building or structure or premise or to cause any such work to be done shall make application to the District and obtain the required permit.*

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 105.6.18 shall be changed to read as follows:

105.6.18 Private Fire Hydrants and Related Equipment. A construction permit is required for the installation or modification of private fire hydrants *and related on-site water appliances.* Maintenance performed in accordance with this code is not considered to be a modification and does not require a permit.

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 105, Section 105.6.25 shall be added to read as follows:

105.6.25 Additional construction permits. *In addition to the permits required by Section 105.6, the following construction permits shall be obtained from the fire code official:*

1. *Construction. A new construction or tenant improvement permit is required to be obtained in order to construct, enlarge, alter, repair, move, or change the occupancy or use of a building or structure or premise or to cause any new such work to be done.*
2. *Special equipment. A construction permit shall be obtained for the installation or modification of special equipment needed or required for the operations outlined in this code, such special equipment includes but is not limited to pick-modules and dust*

collection systems.

3. *Generator. A construction permit is required for the installation of a generator as regulated by this code.*

Exception: A permit is not required for the installation or use of a portable generator.

4. *Fuel modification. To install or alter landscaping related to designated or required fuel modification areas.*

5. *Plan checks and field inspections when required by the fire code official and not otherwise addressed in this chapter.*

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 106, Section 106.1 shall be changed to read as follows:

106.1 Submittals. Construction documents and supporting data shall be submitted *for a permit* and in such form and detail as required by the fire code official. The construction documents shall be prepared by a registered design professional where required by the statutes of the jurisdiction in which the project is to be constructed.

Exception: The fire code official is authorized to waive the submission of construction documents and supporting data not required to be prepared by a registered design professional if it is found that the nature of the work applied for is such that review of construction documents is not necessary to obtain compliance with this code.

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 106, Section 106.4 shall be changed to read as follows:

106.4 Retention of construction documents. *The jurisdiction shall keep approved construction documents as stipulated in the District's records retention policy. One set of approved construction documents shall be returned to the applicant or contractor performing said work, and said set along with issued permit shall be kept on the site of the building or work area at all times during which the work authorized thereby is in progress.*

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 107, Section 107.5 shall be changed to read as follows:

107.5 Related fees. The payment of the fee for the construction, alteration, removal or demolition of work done in connection to or concurrently with the work or activity authorized by a permit shall not relieve the applicant or holder of the permit from the payment of other fees *or penalties* that are prescribed by law *or adopted in the jurisdiction's fee schedule.*

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 107, Section 107.7 shall be added to read as follows:

107.7 False alarms or nuisance alarms. The fire code official is authorized to assess a service charge, as set forth by resolution, against the person owning or responsible for an alarm system when a fire department response occurs as a result of the third false alarm or nuisance alarm at the same address or location within any twelve month period, and for each subsequent false alarm or nuisance alarm thereafter, or against any person who intentionally, or in violation of the law reports, or causes to be reported, a false alarm or nuisance alarm to any department of the District.

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement,
Section 111.1 shall be changed to read as follows:

111.1 Board of appeals established.

In order to hear and decide appeals of orders, decisions or determinations made by the fire code official relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals. The board of appeals shall be *selected* by the *Fire Chief* and shall hold office as its pleasure. *The fire code official shall be an ex officio member of said board but shall not have a vote on any matter before the board.* The board shall *adhere to the* rules of procedure for conducting business and shall render all decisions and findings in writing to the appellant with a duplicate copy to the fire code official.

Chapter 1, Division II Scope and Administration, , Part 2 Administration and Enforcement,
Section 111.3 shall be changed to read as follows:

111.3 Qualifications. The board of appeals shall consist of members who are qualified by experience and training to pass on matters pertaining to hazards of fire, explosions, hazardous conditions, fire protection systems or *building standards*, and are not employees of the *District*.

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement,
Section 111.5 shall be added to read as follows:

111.5 Appeals procedure. *The applicant may file an appeal with the Fire District's Clerk of the Board within thirty (30) days of a final order, decision or determination made by the fire code official relative to the application and interpretation of this code. Upon receipt of an appeal, the Clerk of the Board shall fix the time and place of the hearing, which shall be at a District meeting facility not more than sixty (60) days after the date of the appeal. The Clerk of the Board shall give written notice of the time and place of the hearing to the initiating party, the Fire Chief, the fire code official and the Appeals Board. The Appeals Board shall keep a record of the proceedings of each hearing. The Appeals Board shall issue written findings and a decision within fifteen (15) days of the conclusion of the hearing which shall be mailed to the parties' first-class mail, postage prepaid, at such address as they have provided.*

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement,
Section 111.6 shall be added to read as follows:

111.6 Fees. *The fire code official and staff shall act as staff to the Appeals Board and for that purpose may determine and set fees to charge the appellant to cover the cost of preparation of the record for appeal.*

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement,
Section 112.4 shall be changed to read as follows:

112.4 Violation penalties. Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or *who shall fail to obtain approval by the fire code official for the commencement of construction, alteration, or repair* or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be guilty of a *misdemeanor*, punishable by a fine of not more than 1,000 dollars or by imprisonment not

exceeding *six (6) months*, or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense. *In addition to, or in place of, the foregoing penalties, administrative penalties pursuant to the District's Administrative Citation Ordinance may be imposed in connection with any violation of this code or any District Ordinance. Any person violating or who has violated any section of this code or District Ordinance may be issued an administrative citation in accordance with the Administrative Citation Ordinance.*

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 113.4 shall be changed to read as follows:

113.4 Failure to comply. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to *violation penalties as specified in Section 112.4. Each day that the work continues in violation of a stop work order shall be deemed a separate offense.*

Chapter 1, Division II Scope and Administration, Part 2 Administration and Enforcement, Section 114.1 shall be changed to read as follows:

114.1 General. If during the inspection *or investigation* of a premises, structure, or any building system, in whole or in part, constitutes a clear and inimical threat to human life, safety or health, the fire code official shall issue such notice or orders to remove or remedy the conditions as shall be deemed necessary in accordance with this section, and shall refer the building to the building official for any repairs, alterations, remodeling, removing or demolition required.

Chapter 3 General Requirements, Section 307.1 and 307.1.1 shall be changed to read as follows:

307.1 General. A person shall not kindle or maintain or authorize to be kindled or maintained any open burning *or recreational fires* unless conducted and approved in accordance with Sections 307.1.1 through 307.5.

307.1.1 Prohibited open burning. Opening burning *and recreational fires* shall be prohibited when atmospheric conditions or local circumstances make such fire hazardous. *This shall include when a red-flag warning or a fire weather watch condition has been issued by the National Weather Service.*

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 10, 11)

Chapter 3 General Requirements, Section 307.3 shall be changed to read as follows:

307.3 Extinguishment authority. Where open burning, *recreational fires, or the use of a portable outdoor fireplace* creates or adds to a hazardous situation, or a required permit for open burning has not been obtained, the fire code official is authorized to order the extinguishment of *said operation or use.*

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 10, 11)

Chapter 3 General Requirements, Section 313.1.2 and 313.1.2.1 shall be added to read as follows:

313.1.2 Use of equipment. *Except as otherwise provided in this section, no person shall use, operate, or cause to be operated, in, upon or adjoining any hazardous fire area any internal combustion engine which uses hydrocarbon fuels, unless the engine is equipped with a spark arrestor as defined in Section 313.1.2.1 maintained in effective working order, or the engine is constructed, equipped and maintained for the prevention of fire.*

Exception: 1). Engines used to provide motor power trucks, truck tractors, buses, and passenger vehicles, except motorcycles, are not subject to this section of the exhaust system is equipped with a muffler as defined in the California Vehicle Code.

2). Turbocharged engines are not subject to this section of all exhausted gases pass through the rotating turbine wheel, there is not exhaust bypass to the atmosphere, and the turbocharger is in good mechanical condition.

313.1.2.1 Spark arrestors. *1). A spark arrester is a device constructed of nonflammable material specifically for the purpose of removing and retaining carbon and other flammable particles over 0.0232 of an inch (0.58 mm) in size from the exhaust flow of an internal combustion engine that uses hydrocarbon fuels or which is qualified and rated by the United States Forest Service.*

2). Spark arrestors affixed to the exhaust system of engines or vehicles subject to Section 313 shall not be placed or mounted in such a manner as to allow flames or heat from the exhaust system to ignite any flammable material.

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 10, 11)

Chapter 5 Fire Service Features, Section 503.1.2.1 shall be added to read as follows:

503.1.2.1 Remoteness. *Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one half of the length of the maximum overall diagonal dimension of the lot or area to be served, measured in a straight line between accesses.*

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 6, 7, 8, 9, 11)

Chapter 5 Fire Service Features, Section 503.1.2.2 shall be added to read as follows:

503.1.4 Aerial Access. *Buildings exceeding three stories in height or 30 feet in height shall be provided with aerial fire apparatus access. One or more of the required access routes shall be located not less than 15 feet (4572 mm) and not greater than 30 feet (9144 mm) from the building. The access width shall be a minimum of 26 feet (7925 mm) and shall be clear of any obstructions, including overhead utility and powerlines. The side of the building on which the aerial access fire apparatus road is positioned shall be approved by the fire code official.*

(See **Section 10. Findings.** 4, 5, 6, 8, 9, 11)

Chapter 5 Fire Service Features, Section 503.2.1 shall be changed to read as follows:

503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 26 feet (7925 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm).

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 6, 8, 9, 11)

Chapter 5 Fire Service Features, Section 503.2.3 shall be changed to read as follows:

503.2.3 Surface. Fire apparatus access roads shall be designed and maintained to support the imposed loads (67,000 lbs.) of fire apparatus and shall be surfaced *by either asphalt or concrete, except when alternate surfaces are approved by the jurisdiction.*

(See **Section 10. Findings.** 1, 2, 4, 5, 6, 11)

Chapter 5 Fire Service Features, Section 504.5 shall be added to read as follows:

504.5 Door signage. *When required by the fire code official, interior and exterior doors shall be provided with permanent signs to facilitate fire department emergency access. Signage shall be approved by the fire code official.*

(See **Section 10. Findings.** 3, 4, 6, 7, 9)

Chapter 5 Fire Service Features, Section 505.1 shall be changed to read as follows:

505.1 Address Identification. New and existing buildings shall have approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be a *minimum* of 4 inches (102 mm) high with a minimum stroke width of 1/2 inch (12.7 mm) *for one- and two-family residential dwellings, and shall be illuminated during hours of darkness. Each character shall be a minimum of 8 inches (204 mm) high with a minimum stroke width of 1.0 inch (25.5 mm) for buildings other than one- and two-family residential dwellings.* Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response. Where access is by means of a private road and the building *and or address identification* cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address identification shall be maintained.

(See **Section 10. Findings.** 3, 4, 6, 7, 9)

Chapter 9 Fire Protection and Life Safety Systems, Section 901.6 shall be changed to read as follows:

901.6 Inspection, testing and maintenance. Fire protection and life safety systems shall be maintained in an operative condition at all times, and shall be replaced or repaired where defective. Nonrequired fire protection and life safety systems and equipment shall be inspected,

test and maintained or removed in accordance with Section 901.8. *The fire code official is authorized to require periodic inspection, testing and certification of all such systems, equipment and appurtenances. Personnel shall be qualified to perform the inspection, testing, and certification in accordance with Table 901.6. In addition to provisions of the applicable test standards, the required certification shall be provided to the Fire District as required by Section 109.3 of the fire code.*

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Table 901.6 shall be added as follows:

Fire Protection and Life Safety Systems		TESTER QUALIFICATIONS (a)	REQUIRED MINIMUM TESTING FREQUENCIES (b)				FREQUENCY TO SUBMIT REPORTS TO FIRE DISTRICT. (c)
			Semi-annual	Annual	Triennial	Every 5 years	
ENGINEERED FIXED EXTINGUISHING SYSTEM							
Dry Chemical System		1, 5	X				Annually
Carbon Dioxide System		1, 5		X			Annually
Halogenated System		1, 5	X				Annually
Clean Agent System		1, 5		X			Annually
Wet Chemical Extinguishing System		1, 5	X				Annually
STANDPIPE SYSTEMS		1, 5		X		X	Annually
AUTOMATIC FIRE SPRINKLER SYSTEMS		1, 5		X		X	Annually
FIRE PUMPS		1, 5		X			Annually
FIRE ALARM SYSTEMS, MONITORING SYSTEMS		8	Frequency ranges from quarterly to annually depending upon equipment; see NFPA 72				Annually
MISCELLANEOUS							
Commercial Cooking Equipment	Fire Protection Systems	1, 5	X				Annually
	Duct Cleaning		Frequency ranges from 1 month to 12 months; see NFPA 96				Not required
Private Fire Hydrants		1, 9		X			Annually
Single Station Smoke Alarms		2, 6		X			Annually
Fire Extinguishers		5		X			Annually
Smoke Control System	Dedicated	3	X				Annually
	Non-Dedicated	4		X			Annually
Emergency and Standby Power Systems		2		X			Annually
Electrical Buss Ducts	Torque and Electrical Testing	2			X		Triennially
	Infrared Testing	2		X			Annually
Fire Doors and Shutters		4, 7		X			Annually
Fire Escapes		7		X			Annually
Emergency Responder Radio Coverage Systems		10		X			Annually

Footnotes:

- a. Other concerns or individuals may be qualified to test and certify subject to approval of the fire code official.*
- b. The testing frequencies listed herein are intended as a convenient summary based on the applicable standards. The applicable standards shall always govern if there is any conflict. It is important to note that many standards mandate inspections on more frequent bases than shown herein. It is not the intent to supersede, modify, or reduce the requirements found in the applicable standards.*
- c. Reports of tests and certifications need not be submitted to the Fire District more frequently than annually, unless specifically requested by the fire code official.*

- 1. State Licensed Fire Protection Contractor (C-16)
- 2. State Licensed Electrical Contractor (C-10)
- 3. State Licensed HVAC Contractor (C-20)
- 4. May be performed by Owner
- 5. Licensed by the State Fire Marshal
- 6. 25 or less units, qualified owner may perform test
- 7. State Licensed General Contractor (A or B); see also footnote (a)
- 8. State Licensed Electrical Contractor (C-10) and, for systems installed after 1989, holding the U.L. Certificate (or approved equal) for the building fire alarm system
- 9. State Licensed Plumbing Contractor (C-36)
- 10. FCC-issued General Radio Operators License (GROL) and certification by an approved school, organization, or the equipment manufacturer

Chapter 9 Fire Protection and Life Safety Systems, Section 903.2 shall be changed to read as follows:

903.2 Where required. Approved automatic sprinkler systems in new buildings and structures shall be provided in the locations described in Sections 903.2.1 through 903.2.12 and Sections 903.2.14 through 903.2.21.

In addition to the requirements of the aforementioned sections, automatic fire sprinklers are required for the construction of any new building(s) and structure(s) 5,000 square feet (464 m²) or more, regardless of the use of fire walls and occupancy type, except for Group U occupancies not required by Section 903.2.18.

In all existing buildings or structures, except one and two-family dwellings, not equipped with an automatic fire sprinkler system, when additions cause the structure to exceed 5,000 square feet, the following provisions shall apply:

- A. When such addition exceeds 5,000 square feet (464 m²), but is less than 50% of the original building square footage, the addition shall be equipped with an automatic fire sprinkler system.*
- B. When such addition is 50% or greater than the original building square footage, the entire structure shall be equipped with an automatic fire sprinkler system.*

(See **Section 10. Findings.** 3, 4, 6, 7, 10, 11)

Chapter 49 Requirements for Wildland-Urban Interface Areas, Section 4903.1 shall be changed to read as follows:

4903.1 General. *All new buildings or developments to be built or installed in a wildland-urban interface area as set forth in Chapter 49 are required to prepare and submit a fire protection plan to determine the acceptability of fire protection and life safety measures designed to mitigate wildfire hazards presented for the property under consideration.*

The fire protection plan shall be prepared by a registered design professional, qualified landscape architect, qualified fire safety specialist or similar specialist acceptable to the fire code official and shall analyze the wildfire risk of the building, project, premises or region to recommend necessary changes.

A preliminary fire protection *shall be submitted to the Fire District for review* prior to the submission of the final fire protection plan.

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 10, 11)

Chapter 49 Requirements for Wildland-Urban Interface Areas, Section 4903.1.1 shall be added to read as follows:

4903.1.1 Permits. *Permits shall be required as set forth in Section 105.6. Permits require that plans and specifications be submitted to the fire code official for review and approval prior to the issuance of a building permit or the installation or alteration of landscaping or fuel modification of hazardous vegetation. All work shall be inspected and approved by the fire code official.*

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 10, 11)

Chapter 49 Requirements for Wildland-Urban Interface Areas, Section 4903.2. shall be changed to read as follows:

4903.2 Contents. The fire protection plan shall be based on a project-specific wildfire hazard assessment that includes considerations of location, topography, aspect, climatic and fire history.

The plan shall identify conformance with all applicable state wildfire protection regulations, statues and applicable local ordinances, whichever are more restrictive.

The plan shall address fire department access, egress, road and address signage, water supply in addition to fuel reduction in accordance with Public Resources Code (PRC) 4290; the defensible space requirements in accordance with PRC 4291 or Government Code 51182; and applicable codes and standard for wildfire safety. The plan shall identify mitigation measures to address the project's specific wildfire risk and shall include the information required in Section 4903.2.1. *In addition to the requirements of Section 4903.2.1, The fire protection plan shall be provided with recommendations for a fuel modification area. Fuel modification areas shall be included into all entitlement documents. A minimum fuel modification of 100 feet is required from each structure within the development. The overall width of the fuel modification shall consider the findings in the project-specific wildfire hazard assessment.*

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 10, 11)

Chapter 49 Requirements for Wildland-Urban Interface Areas, Section 4903.3 shall be added to read as follows:

4903.3 Maintenance. *All elements of the final fire protection plan and fuel modification plans shall be maintained in accordance with said plans and are subject to the enforcement process outlined in the Fire Code.*

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 10, 11)

Chapter 49 Requirements for Wildland-Urban Interface Areas, Section 4911 shall be added to read as follows:

SECTION 4911 PRECAUTIONARY REQUIREMENTS

4911.1 Fireworks. *Fireworks shall not be used or possessed in wildland-urban interface areas. If found to be in violation of this requirement, penalties as outlined in Chapter 1, Section 112.4 shall be assessed.*

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 10, 11)

Chapter 56 Explosives and Fireworks, Section 5601.1.3 shall be changed to read as follows:

5601.1.3 Fireworks. The possession, manufacture, storage, sale, handling and use of fireworks is prohibited. *If found to be in violation of this requirement, penalties as outlined in Chapter 1, Section 112.4 shall be assessed.*

Exceptions:

1. Storage and handling of fireworks as allowed in Section 5604.
2. Manufacture, assembly and testing of fireworks as allowed in Section 5605 and Health and Safety Code Division 11.

The use of fireworks for fireworks displays pyrotechnics before a proximate audience and pyrotechnic special effects in motion pictures, television, theatrical or group entertainment productions as allowed in Title 19, Division 1, Chapter 6 Fireworks reprinted in Section 5608 and Health and Safety Code Division 11. 4. The possession, storage, sale, handling and use of specific types of Division 1.4G fireworks where allowed by applicable laws, ordinances and regulations, provided that such fireworks and facilities comply with the 2006 NFPA 1124, CPSC 16 CFR Parts 1500 and 1507, and DOTn 49 CFR Parts 100-185, as applicable for consumer fireworks and Health and Safety Code Division 11.

Chapter 56 Explosives and Fireworks, Section 5601.7 shall be changed to read as follows:

5601.7 Seizure. The fire code official is authorized to remove or cause to be removed or disposed of in an approved manner, at the expense of the owner, explosives, explosive materials or fireworks offered or exposed for sale, stored, possessed or used in violation of this chapter *or of any local ordinances or regulations.*

(See **Section 10. Findings.** 1, 2, 3, 4, 5, 8, 9, 11)

Section 3. GEOGRAPHICAL LIMITS.

That the geographical limits referred to in certain sections of the 2022 California Fire Code are hereby established as follows:

3.1 Establishment of geographical limits of districts in which storage of Class I and Class II liquids in above-ground tanks outside of buildings is to be prohibited.

The limits referred to in Section 5704.2.9.6.1 of the 2022 California Fire Code in which storage is prohibited are established as commercial and residential areas, except where the fire code official has issued written approval of such storage.

3.2 Establishment of geographical limits of districts in which storage of Class I and Class II liquids in above-ground tanks is to be prohibited.

The limits referred to in Section 5706.2.4.4 of the 2019 California Fire Code in which storage is prohibited are established as commercial and residential area, except where the fire code official has issued written approval of such storage.

3.3 Establishment of geographical limits of districts in which the storage of flammable cryogenic fluids in stationary containers is to be prohibited.

The limits referred to in Section 5806.2 of the 2022 California Fire Code in which storage is prohibited are established as commercial and residential areas, except where the fire code official has issued written approval of such storage.

3.4 Establishment of geographical limits of districts in which storage of liquefied petroleum gas is to be restricted.

The limits referred to in Section 6104.2 of the 2022 California Fire Code in which storage is restricted are established as:

Heavily populated or congested areas, the aggregate capacity of any one installation shall not exceed a water capacity of 2,000 gallons (7570 L).

All areas, when in the opinion of the fire code official the location of storage would create a hazard to occupants or property owners, the aggregate capacity of any one installation shall not exceed a water capacity of 2,000 gallons.

Section 4. REPEAL OF CONFLICTING ORDINANCE.

That Fire Code Ordinance No. 2019-01 of the District entitled AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE CHINO VALLEY INDEPENDENT FIRE DISTRICT, ADOPTING BY REFERENCE AND AMENDING THE 2019 EDITION OF THE 2019 CALIFORNIA FIRE CODE WITH ERRATA, AND THE 2018 INTERNATIONAL FIRE CODE REGULATING AND GOVERNING THE SAFEGUARDING OF LIFE AND PROPERTY FROM FIRE AND EXPLOSION

HAZARDS, HAZARDOUS MATERIALS AND FROM CONDITIONS HAZARDOUS TO LIFE OR PROPERTY IN THE OCCUPANCY OF BUILDINGS AND PREMISES; PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES; and all other ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 5. SEVERABILITY.

If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The Board of Directors of the District hereby declares that it would have passed this ordinance, and each section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Section 6. RIGHTS RESERVED.

Nothing in this ordinance or in the 2022 California Fire Code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action or existing, under any act or ordinance hereby repealed as cited in Section 4 of this ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this ordinance.

Section 7. PUBLICATION.

The District Clerk of the Board shall certify to the adoption of this ordinance and shall cause a summary thereof to be published at least five (5) days prior to the meeting at which the proposed ordinance is to be adopted and shall post a certified copy of the proposed ordinance in the office of the Clerk of the Board and within fifteen (15) days of its adoption shall cause a summary of it to be published, including the vote for and against the same, and shall post a certified copy of the adopted ordinance in the office of the Clerk of the Board, in accordance with California Government Code Section 36933.

Section 8. DATE OF EFFECT.

This ordinance and the rules, regulations, provisions, requirements, orders, and matters established and adopted hereby shall take effect and be in full force and effect on January 1, 2023, which is to be no less than thirty (30) days from and after the date of its final passage and adoption.

Section 9. CEQA EXEMPTION.

The District finds that the changes made to the Fire Code are enacted to mitigate threats to public peace, health and safety from earthquakes, high winds and fire. Therefore, it can be seen with certainty that the adoption of this ordinance will not have a significant effect on the environment and is therefore exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines. District staff is directed to file a Notice of Exemption within five (5) days of adopting this ordinance.

Section 10. FINDINGS.

The Board of Directors hereby finds that the proposed amendments to the 2022 California Fire Code are reasonable and necessary because of local climactic, geologic and topographical conditions within the District's jurisdiction. This finding is supported and based upon the following express findings which address each of these conditions and present the local situation which make the proposed amendments necessary:

1. The climate weather patterns within the District include frequent periods of drought and low humidity adding to the fire danger. Fire season can be year-round in this region.
2. During the summer months the dry winds and existing vegetation mix to create a hazardous fuel condition which has resulted in large loss vegetation and structure fires. Summer temperatures exceeding one hundred degrees (100°), and severe "Santa Ana" winds frequently occur and can move a fire quickly throughout areas of the District. Multiple shifting wind patterns throughout the canyon areas add to the difficulty in suppressing fires.
3. Because of weather patterns, the District has experienced a need for water conservation. Due to the storage capacities and consumption, and a limited amount of rainfall (drought conditions), future water allocation is not fully dependable. While sound management of the water resources is possible, demands and possible critical depletions on an already stressed water supply can most assuredly be predicted.
4. Features located throughout the District are major roadways, highways, freeways and flood control channels which create barriers and slow response times. Other unique factors which create barriers and slow response times are the multiple canyons located within the District and the large California Institute for Men property.
5. The topography is also very steep in large areas of the District affecting the rate of fire spread and response times.
6. Due to the sloping in the regional valley where the District is located, as well as the present street and storm drain design, heavy rainfall causes roadway flooding and landslides which at times may make an access route impassable.
7. The District has within its boundaries active seismic hazards. Seismic activity within the District occurs yearly and a fire potential exists with these active faults. Existing structures and planned new development are at serious risk from an earthquake. This risk includes fire, collapse and the disruption of water supply for firefighting purposes. Areas can also become isolated as a result of bridge, overpass and road damage and debris.
8. Structures in close proximity to each other pose an exposure problem which may cause a fire to spread from one structure to another as well as to the wildland area.
9. For practical and cost reasons, many new structures are built of wood construction. Many existing structures also have wood shake roofs. The potential for a conflagration exists due to the design and density of current structures.

10. Electrical supply and telephone communication failures occur due to high winds as well as others reasons. Water supply pumps and early notification cannot always be counted on.

11. Narrow and winding streets with little circulation and streets designed as storm drains impede emergency vehicle access and evacuation routes.

Each of the numbered findings above is located below the section to which it relates.

REVIEWED, APPROVED AND ADOPTED this ____ day of ____, 2022.

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

ATTEST:

Clerk of the Board

I, _____, Clerk of the Board of the Chino Valley Independent Fire District, hereby certify that foregoing Ordinance No. 2022-03 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 14th day of September, 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 ____ day of ____, by the following vote, to wit:

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