

**CHINO VALLEY INDEPENDENT FIRE DISTRICT**  
*Special Meeting - Standing Committee Meeting*  
*Finance Committee*

Administrative Headquarters  
14011 City Center Drive  
Chino Hills, CA 91709

Monday, August 21, 2023  
9:00 a.m. Committee Meeting

**MINUTES**

**CALLED TO ORDER**

President DeMonaco called to order the meeting at 9:00 a.m. He explained the process for members of the public to participate in the meeting and provide public comment.

**ROLL CALL**

President John DeMonaco  
Vice President Harvey Luth  
Fire Chief Dave Williams  
Finance Director Mark Shaker  
Clerk of the Board Angela Robles  
Accountant Dawn Burns

**FLAG SALUTE**

President John DeMonaco led the flag salute.

**INVOCATION**

Chaplain Ted Wong provided the invocation.

**CHANGES TO THE AGENDA**

Clerk of the Board Robles stated that there were no changes to the agenda.

**PUBLIC COMMUNICATIONS**

None.

**MINUTES**

1. Minutes – July 24, 2023 Meeting

The Committee agreed to file the minutes, as presented.

**OLD BUSINESS**

None.

NEW BUSINESS

2. PURCHASE OF SPARTAN TYPE 1 FIRE ENGINE

Purpose is for the Finance Committee to review and discuss the proposed purchase of one new Spartan Emergency Response WUI (Wildland Urban Interface) Type I fire engine.

Report by Acting Deputy Chief Dean Smith.

Acting Deputy Chief Smith provide a status report on the District's fleet replacement schedule. He noted that due to the fire that occurred on May 3, 2023, at the District's Maintenance Facility, the 2008 Smeal/Spartan Type I Engine was significantly damaged and deemed a total loss by the Special District Risk Management Authority (SDRMA).

Further discussion was had about the capabilities of the Spartan engine that can contribute to the advancement in different areas of the District and community. Acting Deputy Chief Smith noted the anticipated delivery date of the Spartan would be in the 2024-2025 budget year and funds would be encumbered upon signing the contract and purchase order with the vendor.

Acting Deputy Chief Smith introduced two options for payment:

1. (100% Pre-payment): \$1,097,582.44 Including Performance Bond and taxes.
2. (Payment Due at Delivery): \$1,132,378.14 Includes taxes.

Acting Deputy Chief Smith expressed the staff's recommendation for option 2, which allows the District to be invoiced and payment made upon delivery. It was also noted that the process of accepting the terms of the contract established under Sourcewell meet the requirements of the District's Purchasing policy.

President DeMonaco asked if there was Public comment.

There was no request from the public to speak on this item.

President DeMonaco asked for Committee comment.

The Committee discussed the apparatus fleet replacement plans, considering the production delays and supply chain shortages. Acting Deputy Chief Smith indicated that additional apparatus requests would be brought back to the Committee at a future meeting for discussion and consideration of approval.

The Finance Committee agreed to place this item (staff recommendation option 2) on New Business for approval by the Board of Directors at the next regular meeting.

3. ANNUAL REVIEW OF INVESTMENT POLICY STATEMENT

Purpose is for the Finance Committee to conduct an annual review of the District's Investment Policy.

Report by Finance Director Mark Shaker

Finance Director Shaker stated the Investment Policy requires the Finance Committee to annually review the Investment Policy and make note of any possible changes. He clarified that the investment policy is for the District's investment and there is a separate investment policy for the Section 115 Trust.

President DeMonaco asked if there was Public comment.

There was no request from the public to speak on this item.

President DeMonaco asked for Committee comment.

In response to questions from the Committee, Finance Director Shaker explained that the District's investment officers are identified in the policy. Also, the District's financial consultant provides advice on investments and monthly reports.

The Finance Committee agreed to place this item on the Consent Calendar for approval by the Board of Directors at the next regular meeting.

ADJOURNMENT

The meeting was adjourned at 9:32 a.m.