

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, October 11, 2023

5:00 p.m. - Closed Session
6:00 p.m. - Open Session

AGENDA

Vice President Harvey Luth will join via teleconference pursuant to Government Code Section 54953(b) from 407 N Virginia Street, Reno, NV 89501.

ROLL CALL

CLOSED SESSION

PUBLIC EMPLOYMENT – SPECIAL LABOR LEGAL COUNSEL

Consider possible appointment of special counsel for labor matters pursuant to subsection (b) (1) of Government Code section 54957.

OPEN SESSION

FLAG SALUTE

INVOCATION

Chaplain Adam Houde

PRESENTATIONS/ANNOUNCEMENTS

Employee Service Award for 30 Years of Service
Battalion Chief Joe DeSoto

Deputy Chief Carlos Skibar
Employee Wellness Program

PUBLIC HEARING

PROPERTIES DECLARED FOR FALL WEED ABATEMENT

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

Report By: FIRE MARSHAL O'TOOLE

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.

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 3 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 Karen Comstock, City of Chino
Council Member Art Bennett, City of Chino Hills
President Mark Bozek, Chino Valley Fire Foundation
Chair Charlie Blank, Fire Safe Council
Vice President Jonathan E. Monroe, Chino Valley Unified School District
Director Steven Elie, Inland Empire Utilities Agency

CONSENT CALENDAR

1. MINUTES

September 13, 2023 - Regular Meeting

September 28, 2023 - Special Meeting

2. MONTHLY DISTRICT REPORT

Month of August 2023

3. MONTHLY FINANCIAL REPORT

Monthly Financial Report - September 2023

4. MONTHLY TREASURER'S REPORT

Monthly Treasurer's Report - August 2023

5. WARRANTS

Warrants for September 2023 #58094 through #58225

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

None.

7. WORKERS COMPENSATION ALTERNATIVE DISPUTE RESOLUTION (ADR) AGREEMENT

Purpose is for the Board of Directors to review and approve the Workers' Compensation Alternative Dispute Resolution (ADR) agreement between the Chino Valley Fire District and the Chino Valley Firefighters Association, Local 3522.

8. TITLE CHANGE FOR ADMINISTRATIVE SECRETARY

Purpose is for the Board of Directors to review and approve the job title change from Administrative Secretary to Administrative Assistant.

9. TITLE CHANGE FOR AUXILIARY WORKER

Purpose is for the Board of Directors to review and approve the job title change from Auxiliary Worker to Support Services Technician.

10. AMENDING THE FIRE INSPECTOR JOB CLASSIFICATION

Purpose is for the Board of Directors to review and approve the amendments to the job description for Fire Inspector.

RECOMMENDATION: Approve Consent Calendar Item Numbers 1 through 10 as presented.

PC _____ M _____ S _____ RC _____

OLD BUSINESS - None

NEW BUSINESS

11. PURCHASE OF 2 PIERCE FIRE ENGINES

Purpose is for the Board of Directors to review and discuss the proposed purchase of

two (2) Pierce Type I Engines.

Report By: Acting Deputy Chief Dean Smith

RECOMMENDATION: It is recommended that the Board of Directors approve Agreement No. 2023-15 for the proposed encumbrance of funds associated with the purchase of two (2) Pierce replacement Type I Engines. Proposed as stated herein for the two (2) Type I Pierce Enforcer PUC Fire Engines would be in the amount of \$2,320,704.40 with a 10% contingency for a total consideration of \$2,552,774.84 and authorize the Fire Chief to execute all related purchase documents on behalf of the District.

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 will be held on Wednesday, November 8, 2023, at 6:00 p.m. at the Fire District Administrative Headquarters Office located at 14011 City Center Drive, Chino Hills, CA, 91709.

I, Angela Robles, Clerk of the Board, on behalf of the Board of Directors, do hereby certify that a copy of this agenda was posted at least 72 hours prior to the meeting at the following locations:

Administrative Headquarters
14011 City Center Drive
Chino Hills, CA 91709

407 N Virginia Street
Reno, NV 89501

Angela Robles

Angela Robles, Clerk of the Board

PUBLIC HEARING

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: OCTOBER 11, 2023

**TO: JOHN DEMONACO, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

SUBJECT: PROPERTIES DECLARED FOR FALL WEED ABATEMENT

PURPOSE:

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

DISCUSSION:

At the April 12, 2023 Board of Directors meeting, Resolution No. 2023-06 was approved and adopted, identifying properties throughout the District that either have the presence of, or the potential of, a fire hazard due to weeds.

During our initial Fall inspections it was determined that several properties were found to be in violation of the aforementioned Ordinance. Following said inspections, those property owners were sent a Notice to Destroy, as prescribed in said Ordinance. As stated in each respective notice, property owners were given until October 11, 2023 to abate the noted hazard. 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. Our office will begin reinspections on October 12, 2023 and will take the noted actions to bring properties into compliance.

In accordance with our resolution, we are to hold a Public Hearing, allowing property owners the opportunity to address the Board of Directors 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.

CHINO VALLEY INDEPENDENT FIRE DISTRICT

NO STAFF REPORT

September 13, 2023 - Regular Meeting

ATTACHMENTS:

Minutes - September 13, 2023 Regular Meeting

CHINO VALLEY INDEPENDENT FIRE DISTRICT

Regular Meeting of the Board of Directors

Wednesday, September 13, 2023

4:30 p.m. Closed Session

6:00 p.m. Open Session

Fire District Administrative Headquarters

14011 City Center Drive

Chino Hills, CA 91709

MINUTES

CALL TO ORDER

The regular meeting of the Board of Directors was called to order at 4:30 p.m. by President DeMonaco. President DeMonaco announced that Director Kreeger is participating via teleconference from the location listed on the posted agenda - JW Marriott Desert Springs, 74-855 Country Club Drive, Palm Desert, CA 92260.

ROLL CALL

Present: President DeMonaco, Vice President Harvey Luth, Director Sarah Ramos-Evinger, Director Tom Haughey and Director Mike Kreeger.

Absent: None.

Also present: Fire Chief Dave Williams, Deputy Chief Jeremy Ault, Acting Deputy Chief Dean Smith, Legal Counsel Isaac Rosen, Clerk of the Board Angela Robles, Finance Director Mark Shaker, and Human Resources Director Anthony Arroyo.

CLOSED SESSION

President DeMonaco announced and read the Closed Session item.

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: (Two (2) or more potential cases)

There were no requests from the public to speak on the item.

ADJOURN TO CLOSED SESSION

President DeMonaco adjourned the Open Session to Closed Session at 4:31 p.m.

REOPEN TO OPEN SESSION

President DeMonaco reopened to Open Session at 6:00 p.m.

ROLL CALL

Present: President John DeMonaco, Vice President Harvey Luth, Director Sarah Ramos-Evinger, Director Tom Haughey and Director Mike Kreeger.

Absent: None.

Also present: Fire Chief Dave Williams, Deputy Chief Jeremy Ault, Acting Deputy Chief Dean Smith, Legal Counsel Isaac Rosen, Clerk of the Board Angela Robles, Finance Director Mark Shaker, and Human Resources Director Anthony Arroyo.

REPORT OUT OF CLOSED SESSION

District Legal Counsel Isaac Rosen reported that there was no reportable action taken on the Closed Session items.

FLAG SALUTE

President DeMonaco led the assembly in reciting the Pledge of Allegiance.

INVOCATION

Henry Aguilar, Fire District Chaplain led the invocation.

CHANGES TO THE AGENDA

Clerk of the Board Robles reported no changes to the agenda.

PRESENTATIONS / ANNOUNCEMENTS

Proclamation

President DeMonaco read a summary of the Proclamation declaring September 25, 2023 as “If You See Something, Say Something” National Awareness Day and presented it to Engineer Andrew Hubbard.

President DeMonaco read a summary of the Proclamation declaring October 2023 as “National Breast Cancer Awareness Month” and presented it to Director Sarah Ramos-Evinger.

President DeMonaco read a summary of the Proclamation declaring October 8-14, 2023 as “Fire Prevention Week” and presented it to Fire Marshal Danielle O’Toole.

New Employee Introduction

President DeMonaco accompanied by Fire Chief Williams introduced and welcomed Kelly O’Toole, Office Technician for the Chino Valley Fire District.

Employee Service Year Awards

20 Years of Service

President DeMonaco accompanied by Fire Chief Williams recognized and congratulated Deputy Fire Marshal Ryan Dacko for 20 years of service with the Fire District.

Fire Inspector Recognition

President DeMonaco recognized Reserve Fire Inspector Kevin Haines for his service and congratulated him on being hired by the City of Brea Fire Department. Reserve Fire Inspector Kevin Haines was not able to attend the meeting.

Retirement Recognition

President DeMonaco announced that Caroline Murray was not able to attend the meeting. He congratulated Caroline for 16 years of service with the Fire District.

The Board of Directors recessed at 6:15 p.m. and reconvened the meeting at 6:20 p.m.

PUBLIC COMMUNICATIONS

There were no requests to speak.

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)

On behalf of Representative Suzette Dang from San Bernardino County 4th District, Director Ramos-Evinger provided information on Supervisor Curt Hagman’s upcoming events: Document Shredding event on September 30th at Upland Memorial Park from 9:00 a.m. to 12:00 noon; and, Veterans Claim event and BBQ on November 8th from 10:00 a.m. to 2:00 p.m. at the Chino Hills Civic Center.

Mayor Pro Tem Karen Comstock, City of Chino reported on the following community events and workshops: Chino Cares Emergency Preparedness Fair on September 16; Chino Photo Contest with submission due by September 29; Chino Community Garden Workshops; Splash Pad extended hours; and Soroptimist fundraising event on September 29. In response to a request, Mayor Pro Tem Comstock will provide the Board with an update on the 3 Bridges project in Chino.

Vice President Jeff Tytula, Chino Valley Fire Foundation announced that the Foundation is hosting a fundraising event on November 2, 2023 at Top Golf.

CONSENT CALENDAR

1. MINUTES

Minutes – August 9, 2023 Regular Meeting

2. MONTHLY DISTRICT REPORT

Month of July 2023

3. MONTHLY FINANCIAL REPORT

Monthly Financial Report – August 2023

4. MONTHLY TREASURER’S REPORT

Monthly Treasurer’s Report – July 2023

5. WARRANTS

Warrants for July 2023 #57911 through #58093

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

None.

7. ANNUAL REVIEW OF INVESTMENT POLICY

Purpose is for the Board of Directors to conduct an annual review of the District’s Investment Policy.

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

Moved by Director Haughey, seconded by Director Ramos-Evinger, carried by a 5-0 voice vote for the Board of Directors to approve the Consent Calendar items 1 through 7 as presented.

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

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

OLD BUSINESS

None.

NEW BUSINESS

8. CHINO VALLEY FIRE DISTRICT SECTION 115 TRUST ANNUAL REPORT

Purpose is to review, discuss, and approve the 2022-23 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 and approve the Annual Report for the Chino Valley Fire District Section 115 Trust.

Finance Director Shaker introduced Mallory Sampson of PFM Asset Management LLC who gave a presentation on the 2022-23 Annual Report for the Section 115 Trust.

There were no requests from the public to speak on this item.

Moved by Director Ramos-Evinger, seconded by Vice President Luth, carried by a 5-0 voice vote for the Board of Directors to approve the Annual Report for the Chino Valley Fire District Section 115 Trust.

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

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

9. AGREEMENT NO. 2023-14 WITH ATKINSON ANDELSON LOYA RUUD AND ROMO

Purpose is for the Board of Directors to review, approve and authorize the Fire Chief to execute Agreement No. 2023-14 with Atkinson Andelson Loya Ruud & Romo to provide labor counsel for the Chino Valley Fire District.

Report by: Human Resources Director Anthony Arroyo

RECOMMENDATION: It is recommended that the Board of Directors approve the agreement with Atkinson Andelson Loya Ruud & Romo in the amount of \$90,000 to conduct labor negotiations with safety, non-safety, unrepresented, and part-time employee groups.

There were no requests from the public to speak on this item.

Director Kreeger expressed his appreciation for everyone's efforts on this item and suggested the item be rescheduled to a future meeting date.

Moved by Director Kreeger, seconded by Director Haughey, carried by a 5-0 voice vote to bring this item back to the Board of Directors at a future meeting.

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

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

10. PURCHASE OF SPARTAN TYPE 1 FIRE ENGINE

Purpose is for the Board of Directors to review and discuss the proposed purchase of one new Spartan Emergency Response WUI Type I fire engine.

Report by: Acting Deputy Chief Dean Smith

RECOMMENDATION: It is recommended that the Board of Directors review and discuss Agreement No. 2023-12 for the proposed purchase of a new Spartan Emergency Response WUI Type I Engine, in the amount of \$1,132,378.14 with 10% contingency for a total consideration of \$1,245,615.95 and authorize the Fire Chief to execute all related purchase documents on behalf of the District.

Charlie Blank addressed the Board of Directors and asked about the utilization of the fire engine as well as the financial allocation. In response to his inquiries, President DeMonaco explained that the new engine will go into service and is replacing one that was lost in the fire that occurred earlier this year. Also, that the equipment replacement fund would be used for this purchase.

The Board discussed the pending claim filed with SDMRA, supply chain shortages that are causing delays, and the need for contingency funds.

Moved by Director Ramos-Evinger, seconded by President DeMonaco, carried by a 5-0 voice vote to approve Agreement No. 2023-12 for the proposed purchase of a new Spartan Emergency Response WUI Type I Engine, in the amount of \$1,132,378.14 with 10% contingency for a total consideration of \$1,245,615.95 and authorize the Fire Chief to execute all related purchase documents on behalf of the District.

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

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

11. CALIFORNIA SPECIAL DISTRICT ASSOCIATION (CSDA) COMMITTEES

Purpose is for the Board of Directors to consider Board Member participation in CSDA Committees for calendar year 2024.

Report by: Clerk of the Board Angela Robles

RECOMMENDATION: It is recommended that the Board of Directors approve Fire District Board Member representation on CSDA Committees and Expert Feedback Teams as appointed by CSDA for 2024.

There were no requests from the public to speak on this item.

President DeMonaco clarified that this item is to authorize Board Member participation in CSDA Committees for calendar year 2024.

Moved by Director Haughey, seconded by Director Ramos-Evinger, carried by a 5-0 voice vote to approve Fire District Board Member representation on CSDA Committees and Expert Feedback Teams as appointed by CSDA for 2024.

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

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

FIRE CHIEF'S COMMENTS

Personnel Development Activities:

- August 10th – Staff attended Police Chief Wes Simmons Walk of Honor at Chino PD headquarters.
- August 10th - Deputy Chief Ault and Chief Williams attended a round table discussion with Congress Woman Norma Torres.
- Also, on August 10th - CVFD staff attended the Community Funding Projects Application Review meeting hosted by Representative Torres's Office.
- August 18th - Attended Senator Rubio's Open House and Blood Drive.
- August 21st – Attended Finance Committee Meeting.
- August 22nd – Attended the CONFIRE Administration Committee Meeting.
- August 23rd – Attended the Special Section 115 Trust Meeting.
- August 24th – Attended the SB County Fire Chiefs Association Meeting.
- August 28th – August 30th the Fire Board and I attended CSDA in Monterey.

Board Activities/Public Relations:

- On September 8th at 6pm, attended the Chino High School Salute to Service Night.
- On September 11th Board members and Staff hosted the Annual 9/11 Memorial Service at Fire Station 66.
- On September 12th attended Chino Valley Medical Center Board Meeting.

CONFIRE Items of Interest:

- Interim Director Cooke continues negotiate potential terms of the request for proposal of ambulance services with the San Bernardino County Board of Supervisors.

Organizational Items of Interest:

- August 21, staff attended the Funeral for Cal Fire Captain Tim Rodriguez and on Thursday, August 24th, staff attended the Funeral for Cal Fire Josh Bischof.
- September 5th, conducted the Agenda Review Committee Meeting.
- September 6th, staff held a Psychological Services Meeting.
- August 2nd, Legislative Committee met and received an update from the Rojas Communication Group.

Upcoming Meetings/Events:

- Chino Cares Emergency Preparedness Fair <https://www.msn.com/en-us/feedbeing> held on Saturday, September 16th at the Chino Civic Center from 10am – 2pm.
- The ASBCSD Monthly Meeting is being held at the Courtyard by Marriott in Hesperia on Monday, September 18th at 6pm.
- Next Finance Committee Meeting will be held on Monday, September 25th at 8am in the Administration Conference Room.
- San Bernardino County State of the County Event will be held on Wednesday, September 27th registration begins at 4:30 p.m. and main event begins at 5:30 p.m.
- City of Chino Hills Emergency Preparedness Workshop is being held on Thursday, September 28th from 7pm -8:30pm at the Chino Hills Community Center.

BOARD COMMITTEE REPORTS/BOARD COMMENTS

Director Kreeger

Director Kreeger congratulated Ryan Dacko for 20 years of service; Caroline Murray for 16 years of service and best wishes on her retirement; welcomed Kelly O’Toole, Office Technician; and extended well wishes to Reserve Fire Inspector Kevin Haines with the City of Brea.

Director Haughey

Director Haughey reported on meetings and events attended since the last meeting that included the Walk of Honor for retired Chino Police Chief Wes Simmons; Swearing-In Ceremony for Chino Police Chief Kevin Mensen; monthly meeting with the Fire Chief; CSDA Annual Conference; 9/11 Memorial Service at Fire Station 66; and Chino Hills City Council meeting.

Director Ramos-Evinger

Director Ramos-Evinger reported on meetings and events attended since the last meeting that included Walk of Honor for retired Chino Police Chief Wes Simmons; Swearing-In Ceremony for Chino Police Chief Kevin Mensen; CSDA Annual Conference; Chino Council meetings; Fire Safe Council meetings; monthly meeting with Fire Chief; Chino High School Salute to Service event; and 9/11 Memorial Service at Fire Station 66.

Vice President Luth

Vice President Luth reported on meetings and events attended since the last meeting that included Chino Council meetings; Walk of Honor for retired Chino Police Chief Wes Simmons; Swearing-In Ceremony for Chino Police Chief Kevin Mensen; CSDA Annual Conference; monthly meeting with Fire Chief; Airport Commission meeting; Finance Committee meeting; Agenda Review meeting; Chino High School Salute to Service event; and 9/11 Memorial Service at Fire Station 66.

President DeMonaco

President DeMonaco reported on meetings and events attended since the last meeting that included the IEUA meeting; county meetings; and 9/11 Memorial Service at Fire Station 66. He also announced that the State of the Fire District is scheduled for October 25, 2023.

The Board of Directors congratulated Ryan Dacko for his 20 years of service award; congratulated Caroline Murray on her retirement; welcomed Kelly O'Toole, Office Technician; and thanked Reserve Fire Inspector Kevin Haines for her service to the Fire District.

ADJOURNMENT

The meeting was adjourned at 7:15 p.m. The next Regular Meeting of the Board of Directors of the Chino Valley Independent Fire District will be held on Wednesday, October 11, 2023 at 6:00 p.m. at the Fire District Administrative Headquarters Office located at 14011 City Center Drive, Chino Hills, CA, 91709.

APPROVED AND ADOPTED THIS 11TH DAY OF OCTOBER, 2023.

Angela Robles, Clerk of the Board

John DeMonaco, President

CHINO VALLEY INDEPENDENT FIRE DISTRICT

NO STAFF REPORT

September 28, 2023 - Special Meeting

ATTACHMENTS:

Minutes - September 28, 2023 Special Meeting

CHINO VALLEY INDEPENDENT FIRE DISTRICT

Special Meeting of the Board of Directors

Thursday, September 28, 2023

5:00 p.m. Open Session

Closed Session to Follow

Fire District Administrative Headquarters

14011 City Center Drive

Chino Hills, CA 91709

MINUTES

CALL TO ORDER

The special meeting of the Board of Directors was called to order at 5:00 p.m. by President DeMonaco.

ROLL CALL

Present: President DeMonaco, Vice President Harvey Luth, Director Sarah Ramos-Evinger, Director Tom Haughey and Director Mike Kreeger.

Absent: None.

Also present: Fire Chief Dave Williams, Legal Counsel Isaac Rosen, and Acting Clerk of the Board Melania Arredondo.

FLAG SALUTE

President DeMonaco led the assembly in reciting the Pledge of Allegiance.

PUBLIC COMMUNICATIONS

There were no requests to speak.

OLD BUSINESS – None

NEW BUSINESS - None

CLOSED SESSION

President DeMonaco announced and read the Closed Session item.

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: (One (1) or more potential cases)

There were no requests from the public to speak on the item.

ADJOURN TO CLOSED SESSION

President DeMonaco adjourned the Open Session to Closed Session at 5:02 p.m.

REOPEN TO OPEN SESSION

President DeMonaco reopened to Open Session at 6:58 p.m.

ROLL CALL

Present: President John DeMonaco, Vice President Harvey Luth, Director Sarah Ramos-Evinger, Director Tom Haughey and Director Mike Kreeger.

Absent: None.

Also present: Fire Chief Dave Williams, Legal Counsel Isaac Rosen, and Clerk of the Board Angela Robles.

REPORT OUT OF CLOSED SESSION

District Legal Counsel Isaac Rosen reported that there was no reportable action taken on the Closed Session item.

BOARD COMMITTEE REPORTS/BOARD COMMENTS

There were no Board committee reports/comments.

ADJOURNMENT

The meeting adjourned at 7:00 p.m. to the next Regular Meeting of the Board of Directors of the Chino Valley Independent Fire District to be held on Wednesday, October 11, 2023 at 6:00 p.m. at the Fire District Administrative Headquarters Office located at 14011 City Center Drive, Chino Hills, CA, 91709.

APPROVED AND ADOPTED THIS 11TH DAY OF OCTOBER, 2023.

Angela Robles, Clerk of the Board

John DeMonaco, President

MONTHLY DISTRICT REPORT 2.

CHINO VALLEY INDEPENDENT FIRE DISTRICT

NO STAFF REPORT

Month of August 2023

ATTACHMENTS:

Monthly District Report August 2023

CHINO VALLEY FIRE DISTRICT



MONTHLY REPORT AUGUST 2023

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I. Operations

- Incident Response Data

II. Community Risk Reduction

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

AUGUST 2023

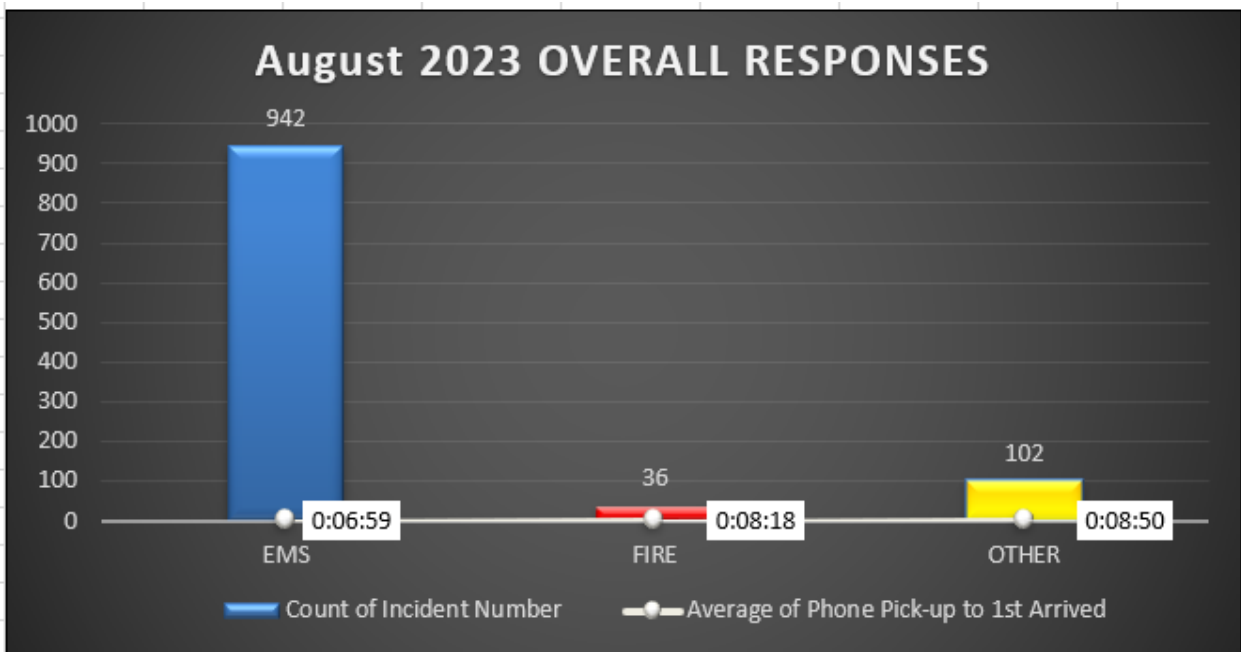
I. Operations:

- Incident Response Data

CHINO VALLEY FIRE DISTRICT

INCIDENT BASED RESPONSE TIME DATA AUGUST 2023

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 August 2023: 1080

FIRE: 36
EMS: 942
OTHER: 102

AUGUST 2023

II Community Risk Reduction:

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



Permit Revenue Summary Report

Payments as of 08/31/2023

Summary Listing

MONTH	YEAR	TOTAL FEES RECEIVED
January	2023	\$104,607.00
February	2023	\$70,723.00
March	2023	\$175,035.00
April	2023	\$154,880.00
May	2023	\$170,552.00
June	2023	\$119,559.00
July	2023	\$121,294.00
August	2023	\$98,867.00
Year To Date	Total	\$1,015,517.00



License Revenue Summary Report

Payments as of 08/31/2023

Summary Listing

MONTH	YEAR	TOTAL FEES RECEIVED
January	2023	\$27,919.00
February	2023	\$24,813.00
March	2023	\$35,617.00
April	2023	\$23,717.00
May	2023	\$23,897.00
June	2023	\$10,545.00
July	2023	\$8,307.00
August	2023	\$12,894.00
Year To Date	Total	\$167,709.00

NEW CONSTRUCTION WORKSHEET
AUGUST 2023

PROJECT NAME	PROJECT# TRACT	LOCATION	CITY	DEVELOPER/ CONTRACTOR	DESIGN REVIEW	APPROVED	CONST PERMIT	OCCUP
100,000 sq. ft. Assisted living and memory care facility	Proj. 2019-00004	13255 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		
Stonefield 28 Lot SFD	TTM 18393 23EXT01	No. of Carbon Cyn/E. of Fairway Dr	CH	NDM Engineering	X	X		
The Commons at Chino Hills/Major 3; Shops 6 and 9	06SPR02	4655/4575/4675 Chino Hills Pkwy.	C.H.		X	X		
BIZPARK - 187,000 sq. ft. Business Park (Office/Commercial/Warehouse)	TPM 20201 07SPR02	Pomona Rincon Rd	CH	Heritage LLC	X			
Coptic Orthodox Church	15CUP04 15SPR04	14715 Peyton Dr.	C.H.	Ramy Awad	X	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 PM 20343	17SPR02 PM 20343	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	PH 01/18/22 X		

NEW CONSTRUCTION WORKSHEET
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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	PH 09/06/22 X		
Development & Operation of landscape supply business.	19SPR01	SWC Pomona Rincon Rd/Enslor Ln	CH	Rosario Rios	X			
Chino Hills Condominiums	19SPR02	E. Pomona Rincon Rd/S. of Los Serranos Rd	CH	William Ashley Inc	X			
52 Lot subdivision "Paradise Ranch"	19SPR03 TTM 20286	Canyon Hills Rd. (Gentile Property)	CH	True Life Companies	X	PC 05/02/23		
I & I Brewing	20MUP03	4020 Chino Hills Pkwy	C.H.	I & I Brewery	X	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	CH	Greening Trust	X			
378.65 Acres to include 135 SFD & 163 Townhomes Canyon Estates	21PAR01 TTM20019	3300 Woodview Rd	CH	GGF, LLC	X			
Western Hills Residences 187 unit residential development	22SPR01	So. Portion of WHGC/Fairway Dr./CC Rd.	CH	Lewis Land Developers	X			
Hydrogen Fuel Facility w/2 fuel dispensers	22SPR02 22CUP01	3260 Chino Ave.	CH	Fiedler Group	X	PH 11/15/22 X		
Golftec - 3,376 sq. ft. Bldg.	22SPR04	15656 Yorba Ave	CH	Golftec	X			
Bliss Carwash Modification of existing carwash to automated	23ZCR01	14694 Pipeline Ave	CH	PM Design Group	X			
Carwash	23SPR02 23CUP01	SWC Chino Hills Pkwy/Ramona Ave	CH	Elias Bashoura	X			

**NEW CONSTRUCTION WORKSHEET
AUGUST 2023**

8,819 sq. ft. 2-story Commercial Bldg.	23SPR03	W of Pomona Rincon Rd/ Adj. to 16258 Prado Rd.	CH	New Song	X			
GoStoreIt - 115,740 sq. ft. 6 story self-storage bldg.	22SPR03 22CUP03	SEC Chino Hills Pkwy/Monte Vista Ave	Chino	Alston Construction	X	PH 02/07/23 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	X
5,357 sq. ft. office retail & restaurant bldg.	PL10-0709	SEC Euclid Ave/Kimball Ave	Chino	Ben McBride	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 Hellman Ave.	Chino	SRG Acquisition	X	X	X (TE#01 02.09.22)	
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 Burgers 5,800 sq.ft. drive through restaurant	PL16-0671	4616 Riverside Dr.	Chino	John Wyka	X	X	X	
Euclid Commerce Center - 6 Industrial Bldgs.	PL16-0701 PL16-0702 PL16-0703 PL17-0048	15801; 15841; 15881; 15921; 15893; 15915 Euclid Ave.	Chino	Euclid/Kimball Partners LLP	X	X	X	
Utilize existing 14,720 sq.ft. facility for Islamic Center	PL16-0704 TPM 18903	4711 Chino Ave.	Chino	Chino Valley Islamic	X	X	X	X
Altitude Business Centre (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, 15825, 15881 Terminal Ct.	Chino	Fullmer Construction	X	X	X	
Altitude Business Centre - Bldg. 6 48,650 sq. ft.	PL16-0456 PL16-0457 TPM 19756	15771 Terminal Ct	Chino	Fullmer Construction	X	X	X	

**NEW CONSTRUCTION WORKSHEET
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Distribution Facility for In-N-Out	PL17-0042 PL17-0044 PL19-0048 PL19-0049 PL19-0091 PL19-0092	16000 Quality Way	Chino	In-N-Out Burger	X	X	X	
Fairfield Inn & Suites 4-story Hotel 58,940 sq.ft.	PL17-0060 PL17-0061	14705 Ramona Ave. (Rancho Del Chino)	Chino	JS Hotel Dev.	X	X	X	
Time Extension for TTM 18856 - Rancho Miramonte	PL17-0106 TTM 18856	Chino Corona Rd/Cucamonga Ave	Chino	Trumark Homes	X	X (TE#2 11/16/22)		
Install Temporary Mobile Office	PL18-0028	7780&7802 Kimball Ave.	Chino	Superior Sod	X	X		
8,854 sq. ft. Industrial Bldg. 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	13625 Yorba Ave.	Chino	Austin Co.	X	PH 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 Central Ave	Chino	Western States Const.	X	X	X	
Watson Ind. Park - 3 Industrial Bldgs - 267K - 560K sq.ft.; Bldgs. 847, 848, 849; 8975 & 9129 Remington- Complete	PL18-0040 PL18-0041	SWC/SEC Remington/Hellman 8841 Remington	Chino	Watson Land Co.	X	X	X	
Assisted living facility - 72 units	PL18-0057 PL18-0058	Guardian Way btwn 10th & Vernon Ave	Chino	Source Architecture Inc	X	X (TE # 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	91 OF 106
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	X	N/A	N/A
8 Manufacturing/Warehouse bldgs. Ranging btwn 12k sq.ft. - 205k sq.ft.	PL18-0070 PL18-0071 PL18-0072	NEC Bickmore/Euclid Ave.	Chino	Alere Property Group LLC	X	X		

**NEW CONSTRUCTION WORKSHEET
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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 2 shade canopies	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	TE #2 (04/19/23)		
SFD - 26 units	PL18-0094 TTM 20169	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	12438 East End Ave.	Chino	Overton Moore Properties	X	X	X	
Warehouse Bldg. 61,023 sq.ft.	PL18-0103 PL18-0099 PL20-0010	9261 Remington Ave.	Chino	Steve Hong	X	X	X	
23,850 sq. ft. Commercial Center "Chino Pipeline Center"	PL18-0035 PL18-0105 TTM 20028	4076 Chino Ave	Chino	Creative Design Assoc	X	PH 10/17/22		
Expansion of Existing Veterinary Bldg. 2,999 sq. ft.	PL18-0106	3415 Chino Ave.	Chino	Steven Dunbar	X	X	X	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)		

NEW CONSTRUCTION WORKSHEET
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New Garage/storage/porch/patio	PL19-0020	11645 Vernon Ave.	Chino	Javier Hernandez	X	X		
3 Housing products - 68 detached dwelling units and auto courts; 28 attached duplexes and 72 attached triplexes (Lily/Lotus)	PL19-0021 PL19-0022 TTM 20247	NEC Bickmore Ave./Mayhew Ave.	Chino	Richland Ventures LLC	X	X	X	90 of 165
Construction of self-service carwash	PL19-0085 PL19-0084	5526 Philadelphia St	Chino	PM Design Group	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 E. Preserve Loop	Chino	Chino Preserve Dev	X	X	X	
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	54 of 116
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	104 of 123
76 Single-Family units (Monarch) (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	71 of 76
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	86 of 116
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)		

NEW CONSTRUCTION WORKSHEET
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Town Center @ The Preserve; 146,648 sq. ft. Commercial Center	PL19-0082 PL20-0016 (TPM) 20333) PL2017-0017 PL20-0018	Pine Ave. & Main St.	Chino	Lewis Retail Centers	X	X	X	
Construction of 3, 500 sq. ft. self-service car wash	PL19-0085 PL19-0084	5526 Philadelphia St	Chino	PM Design Group	X	X (TE#1 07/07/21)		
4 Warehouse/Comm. Bldgs	PL19-0086 PL19-0103	NWC East End/ County Rd	Chino	Clark Neuhoff	X	X	X	
Indoor RC car racetrack & baseball/soffball training and Rec Fac.	PL19-0105	13871 Oaks Ave.	Chino	The Field 3 LLC	X	X		
Convert existing warehouse into medical office	PL19-0090	5143 D Street	Chino	Youkun Nie	X	X	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	12040 East End Ave	Chino	Lankershim Industrial Inc.	X			
Parklin@Discovery Park (Block 4) 68 detached auto courts residential units	PL20-0006 TPM 20168 TTM 20164 Lot 2 & 3	SWC Hellman/Market Mountain Ave/ Satterfield Way	Chino	Richmond American Homes	X	X	X	62 of 68
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	TE01 09/19/22 X	N/A	N/A
295,300 sq.ft. one story tilt-up bldg.with 15,000 sq. ft. office/mezzanine	PL20-0026 PL20-0027 PL20-0028 PL20-0029 PL20-0039	13404 Yorba Ave 13461 Ramona Ave.	Chino	Brandi Smith	X	TE01		
2 Commercial/Retail buildings	PL20-0040 PL20-0041 PL20-0042	NWC Kimball/Hellman	Chino	Orbis LCG Kimball LLC	X	X PH 03/01/21		

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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		
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. TPM 20280	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 209 MFD	PL20-0062 PL21-0021 TTM 20380	Academy/Legacy	Chino	Chino Holding Co.	X	PH 03/21/22		
1,400 sq. ft. Custom Designed Accessory structure	PL20-0065	4231 Walnut Ave.	Chino	Brian Hoogveen	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			

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3.74 Acres proposed Commercial/Retail/Restaurant "The Campus at College Park"	PL21-0004 PL21-0005	14209, 14227, 14253 Oaks Ave & 5974 Eucalyptus Ave.	Chino	United Trust Realty Corp	X	PH 09/06/22 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 (Greenway)	PL21-0013 TR 20165	N/O Legacy Park St. E/O Discovery Park Ave.	Chino	Century Communities	X	X	X	73 of 79
69 detached homes (Driftstone)	PL21-0023 TR 20166	NEC Hellman/ Legacy Park St	Chino	KB Homes	X	X	X	22 of 69
56 Dwellings Units; Previously approved as part of MSA PL18-0012 (Parklin II)	PL21-0027 TR 20249	NWC Discovery Park/Legacy Park	Chino	Chino Preserve Dev.	X	X		
Modification of Master Site Approval south of Pine Ave.	PL21-0031 PL21-0032 TR 16420	Market St/Main St/E. Preserve Loop/Legacy Park	Chino	Chino Holding Co.	X	PH 02/23/22 X	N/A	N/A
Commercial Development consisting of approx. 18 bldgs.; MSA for Altitude	PL21-0036 PL21-0037 PL21-0038	Kimball Ave/Quality Way	Chino	Richland Ventures LLC	X	X	N/A	N/A
Baseball/Softball Academy "Line Drive Academy"	PL21-0039	15642 Dupont Ave	Chino	Mike Brocki	X	X		
Proposed amendment of EBSPS; 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	PH 09/19/22 X	N/A	N/A
Proposed Animal Hospital	PL21-0047 PL21-0048	3959 Grand Ave	Chino	Cool Theel	X	PH 01/19/22 X		
Design guidelines for Fallon Crest	PL21-0049	8424 Bickmore Ave	Chino	Fallon Crest Farms	X	PH 10/17/22	N/A	N/A
852 sq. ft. Exterior refrigeration enclosure for existing Ind. Bldg.	PL21-0050	12290 Colony Ave	Chino	The Ziegenfelder Co	X	X	X	

NEW CONSTRUCTION WORKSHEET
AUGUST 2023

Block 11 - MSA Proposed mix of 4 residential product types, totaling 305 units and Rec Center (Block 11)	PL21-0056	SEC Legacy Park/ E Preserve Loop Rd/ Chino Corona Rd	Chino	Chino Preserve Dev. Corp	X	PH 09/19/22 X	N/A	N/A
50,000 sq. ft. Ind. Bldg. (Part of Altitude Business Centre)	PL21-0061	15771 Terminal Ct	Chino	Link Logistics R.E.	X	X	X	
Pine Tree Motel expansion; 13,696 sq. ft. two-story addition with 31 rooms; 320 sq. ft. fitness room/48 parking spaces (Previous PL18-0020/PL18-0021)	PL21-0063 PL21-0064	12018 Central Ave.	Chino	J.C. Mann Arch.	X	PH 08/15/22 X		
149 Condo Units; TR 20161 (Zinnia)	PL21-0071 PL21-0072 TTM 20173	Meadow House/ Desert Holly	Chino	Beazer Homes Holding, LLC	X	X		
Request to subdivide one parcel into two	PL21-0074 TPM 20432	11841 Telephone Ave.	Chino	Frank Borges	X		N/A	N/A
Massage Establishment	PL21-0076	5420 Philadelphia St. Ste. F	Chino	Bao Xin Jin	X	X	X	
188 Condos on 23.60 acres (MSA/SA PL2011/12) Fallconcrest - Tripointe	PL22-0002 PL22-0003 TR 20312	NEC Pine Ave/E. Preserve Loop	Chino	Tri Pointe Homes	X	X		
Proposed use of RV dealership APN 1025-211-29	PL22-0014	So. Side of Corporate Center Dr./W of Ramona Ave	Chino	Crystal Cardona/ Andersen Arch	X	PH 04/17/23 X		
Construct new industrial Bldgs (8,880 sq. ft)	PL22-0016	5437 Chino Ave	Chino	MNM Construction	X			
Proposed one-story Wienerschnitzel	PL22-0019	15713 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 and site improvement project	PL22-0025	5493 B Street	Chino	City of Chino	X	PH 07/18/22 X		
24,891 sq. ft. industrial building	PL22-0027	Oaks Ave/Schaefer Ave	Chino	John Cataldo	X			
Industrial Bldg. in Preserve Specific Plan area Proposed 925,362 sq. ft. Industrial Bldg.	PL22-0028 PL22-0029 PL22-0030	8711 Remington Ave	Chino	Majestic Realty	X	PH 03/20/23 X		
K-9 Private Christian School	PL22-0032	12765 Oaks Ave.	Chino	Joel Hendley	X			

NEW CONSTRUCTION WORKSHEET
AUGUST 2023

New Construction of 5 Bldgs; total 42,668 sq. ft.	PL22-0033 PL22-0034	11910 Benson Ave.	Chino	Creative Design Assoc	X			
197 Units (Cottages/Cluster Homes - Falloncrest) APN 105542161/105561101 (Previously PL20-0053/PL20-0054)	PL22-0036 TR20369	Pine Ave/ E. Preserve Loop	Chino	KB Homes	X	PH 11/16/22 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 bldgs.	PL22-0040 TTM 20570	5578, 5592, 5624, 5632 Philadelphia St.	Chino	Chino Villa LLC	X	PH 08/15/22 X		
Subdivide one parcel creating two parcels	PL22-0043 TPM 20570	13674 San Antonio Ave.	Chino	Gilbert Salazar	X	PH 10/17/22 X	N/A	NA
Preserve Town Center; Proposed Chipotle	PL22-0048	8363 Pine Ave	Chino	John Dugan Arch	X			
1,500 sq. ft. non-habitable ADU/Barn/RV Storage	PL22-0050	6145 Joaquin St	Chino	Shiv Talwar	X	PH 01/18/23 X		
TPM 20593 to merge 2 existing parcels and subdivide to create 3 parcels	PL22-0070 TPM 20539	6699 Riverside Dr.	Chino	MM Development Inc	X			
Petco full service veterinary clinic	PL22-0072	3820 Grand Ave	Chino	Michelle Slayden	X			
Orbis Commercial Center; 5 Bldg. MFD w/gym, recreational area, entertainment area	PL23-0090 PL22-0074 PL22-0075	NWC Euclid Ave/Schaefer Ave	Chino	Clark Schaefer Partners, LLC	X			
Site Developed into a trailer truck parking lot used for storage of vehicles, trailers & equipment	PL22-0081	2220 Mills Ave	Chino	Harry Heady	X			
300 Apartment Units in 2 buildings on 9.74 acres	PL22-0096 PL23-0002 (TPM 20693)	0 Chino Hills Pkwy	Chino	Chino Valley Investments, LP	X			
Retail Restaurant; trash enclosure, drive-thru; Panera Bread	PL22-0102	8931 Pine Ave	Chino	Gerald Koh	X			
Change of use from pre-school to church & addition; Existing Bldg. 2,685 sq. ft; addition 833 sq. ft.	PL23-0006 PL23-0005	5135 Walnut Ave.	Chino	Leo D. Cho	X			
Public Park for Fallon Crest (76.78 acres)	PL23-0029	8424 Bickmore Ave	Chino	Tri Pointe Homes	X			
Parking lot expansion for Calvary Chapel	PL23-0113 PL23-0032	14015 Pipeline Ave	Chino	KPRS	X			

NEW CONSTRUCTION WORKSHEET
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2 speculative shell warehouse buildings w/office space, totaling 305,00 sq. ft.	PL23-0034	13610 Yorba Ave.	Chino	Lovette Industrial, LLC.	X			
MSA and TTM 20632 for 40 acre parcel in The Preserve	PL23-0043 PL23-0044 TTM 20632	W of Main St (Btwn W Preserve Loop/Market St)	Chino	Chino Preserve Dev. Corp.	X			
Specific Plan Amendment (SPA) T.I. to establish a private school - Heights Christian Schools	PL23-0057 PL23-0058	14670 Ramona Ave	Chino	Heights Christian Schools	X			
2 Speculative tilt-up Bldgs. With 2-story office; 4.66 acres	PL23-0059	13575 Benson Ave	Chino	Doug Franz Arch.	X			
TPM 20739 for commercial condominium purposes	PL23-0060	5143 D Street	Chino	MKNZ, LLC	X			
SCUP for massage establishment	PL23-0062	5266 Francis Ave	Chino	Serenity Medical Enterprises, LLC	X			
83 6-pack detached condos - Block 11	PL23-0071	8340 Chino Corona Rd	Chino	Chino Preserve Dev	X			
42 4-pack detached condos - Block 11	PL23-0072	8340 Chino Corona Rd	Chino	Chino Preserve Dev	X			
1,129 sq. ft. Addition of caretaker's quarters on 2nd floor of Ste. A	PL23-0082 PL10-0709	7231 Kimball Ave	Chino	Heady Design	X			
288 SFD lots; Block 1 Preserve	PL23-0083 PL23-0085 TTM 20633	S/O Pine Ave	Chino	Chino Preserve Dev.	X			
Redevelopment of 6.98 acre property to include warehouse facility	PL23-0061 PL23-0091	13925 Benson Ave	Chino	Rexford Industrial	X			
2,500 sq. ft. RV Garage	PL23-0088 PL23-0089	13241 Pipeline Ave	Chino	Emery Shen	X			

MONTHLY FINANCIAL REPORT 3.

CHINO VALLEY INDEPENDENT FIRE DISTRICT STAFF REPORT

DATE: OCTOBER 11, 2023

**TO: JOHN DEMONACO, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

SUBJECT: MONTHLY FINANCIAL REPORT - SEPTEMBER 2023

PURPOSE:

The purpose is to present the Chino Valley Fire District's financial activity for the month ended September 30, 2023, 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 September 2023, and for the fiscal year in comparison to the 2023-24 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:

September Financial Report



Chino Valley Fire District Monthly Financial Report - Summary

As of September 30, 2023

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	\$ -	\$ 998,381	\$ 40,101,420	\$ (39,103,039)	2%	\$ 865,806	\$ 132,575
Contract revenue	1,142,262	2,428,405	12,604,408	(10,176,003)	19%	2,696,208	2,696,208
Other revenue	361,386	773,436	2,567,164	(1,793,728)	30%	836,393	(62,957)
REVENUE TOTALS	\$ 1,503,648	\$ 4,200,222	\$ 55,272,992	\$ (51,072,770)	8%	\$ 4,398,407	\$ 2,765,826
EXPENSE							
Salaries and benefits	\$ 3,126,717	\$ 12,487,039	\$ 46,461,904	\$ 33,974,865	27%	\$ 12,419,956	\$ 67,083
Services and supplies	326,148	1,616,885	8,039,819	6,422,934	20%	1,610,262	6,623
Capital outlay	-	-	677,000	677,000	0%	389,464	(389,464)
EXPENSE TOTALS	\$ 3,452,865	\$ 14,103,925	\$ 55,178,723	\$ 41,074,798	26%	\$ 14,419,683	\$ (315,758)
Funds 100/500 - Totals							
REVENUE TOTALS	\$ 1,503,648	\$ 4,200,222	\$ 55,272,992	\$ (51,072,770)	8%	\$ 4,398,407	\$ 2,765,826
EXPENSE TOTALS	3,452,865	14,103,925	55,178,723	41,074,798	26%	14,419,683	(315,758)
Funds 100/500 - Net Gain (Loss)	\$ (1,949,217)	\$ (9,903,703)	\$ 94,269	\$ (9,997,972)	(10,506%)	\$ (10,021,276)	\$ 3,081,584
Transfers In - Capital Replacement	\$ -	\$ -	\$ -	\$ -	#DIV/0!		
Fund 800 - Restricted Assets							
REVENUE							
Other revenue	(196,646)	6,519	-	6,519		-	6,519
REVENUE TOTALS	\$ (196,646)	\$ 6,519	\$ -	\$ 6,519		\$ -	\$ 6,519
EXPENSE							
Services and supplies	750	1,500	-	1,500		-	1,500
EXPENSE TOTALS	\$ 750	\$ 1,500	\$ -	\$ 1,500		\$ -	\$ 1,500
Fund 800 - Restricted Assets Totals							
REVENUE TOTALS	\$ (196,646)	\$ 6,519	\$ -	\$ 6,519		\$ -	\$ 6,519
EXPENSE TOTALS	750	1,500	-	1,500		-	1,500
Fund 800 - Restricted Assets Net Gain	\$ (197,396)	\$ 5,019	\$ -	\$ 5,019		\$ -	\$ 5,019
Grand Totals, All Funds							
REVENUE TOTALS, INCL.	\$ 1,307,002	\$ 4,206,741	\$ 55,272,992	\$ (51,066,251)		\$ 4,398,407	\$ 2,772,345
EXPENSE TOTALS	3,453,615	14,105,425	55,178,723	41,073,298		14,419,683	(314,258)
Grand Total Net Gain (Loss)	\$ (2,146,613)	\$ (9,898,684)	\$ 94,269	\$ (9,992,953)		\$ (10,021,276)	\$ 3,086,603



Chino Valley Fire District Monthly Financial Report

As of September 30, 2023

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	\$ -	\$ 998,381	\$ 36,079,723	\$ (35,081,342)	3%	\$ 865,806	\$ 132,575
Property tax - current unsecured	-	-	1,407,812	(1,407,812)	0%	-	-
Property tax - current utility	-	-	697,018	(697,018)	0%	-	-
Property tax - prior and penalty	-	-	905,202	(905,202)	0%	-	-
Property tax - home owner's exemption	-	-	328,658	(328,658)	0%	-	-
Property tax - supplemental	-	-	638,007	(638,007)	0%	-	-
Property tax - weed abatement	-	-	45,000	(45,000)	0%	-	-
Property tax revenue Totals	-	998,381	40,101,420	(39,103,039)	2%	865,806	132,575
Contract revenue							
Current services	1,142,262	2,428,405	12,604,408	(10,176,003)	19%	2,696,208	2,696,208
Contract revenue Totals	1,142,262	2,428,405	12,604,408	(10,176,003)	19%	2,696,208	2,696,208
Other revenue							
Permit and inspection fees	56,274	290,371	1,663,164	(1,372,793)	17%	379,078	(88,707)
Weed abatement	6,168	20,188	30,000	(9,812)	67%	29,578	(9,390)
Other sales	-	-	3,000	(3,000)	0%	-	-
Other revenue	(265)	120,457	90,000	30,457	134%	9,568	110,889
Mutual aid recoveries	242,373	273,774	500,000	(226,226)	55%	425,425	(151,651)
Grants	12,000	12,000	30,000	(18,000)	40%	-	12,000
Sale of fixed assets	-	-	-	-	+++	-	-
Donations	-	-	1,000	(1,000)	0%	-	-
Capital acquisitions	-	-	-	-	#DIV/0!	-	-
Interest revenue	44,836	56,646	250,000	(193,354)	23%	(7,256)	63,902
Other revenue Totals	361,386	773,436	2,567,164	(1,793,728)	30%	836,393	(62,957)
REVENUE TOTALS	\$ 1,503,648	\$ 4,200,222	\$ 55,272,992	\$ (51,072,770)	8%	\$ 4,398,407	\$ 2,765,826



Chino Valley Fire District Monthly Financial Report

As of September 30, 2023

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	\$ 1,547,688	\$ 3,826,041	\$ 21,547,244	\$ 17,721,203	18%	\$ 3,873,382	\$ (47,342)
Salaries - part time	4,884	12,211	80,849	68,638	15%	13,646	(1,435)
Uniform allowance	150	350	48,850	48,500	1%	2,964	(2,614)
Coverage - training and support	122,502	212,984	1,111,207	898,223	19%	449,457	(236,473)
Coverage - emergency response and leave	559,508	1,381,189	4,975,477	3,594,288	28%	1,152,327	228,862
Coverage - worker's compensation	57,412	201,637	1,000,000	798,363	20%	162,753	38,884
Call back or standby	682	1,829	11,315	9,486	16%	2,201	(372)
Separation payments	4,801	10,029	278,000	267,971	4%	11,023	(994)
Special compensation	64,708	158,886	894,620	735,734	18%	151,462	7,424
Annual leave buyback	-	-	650,000	650,000	0%	-	-
PERS retirement	363,928	5,248,052	9,040,849	3,792,797	58%	5,243,014	5,038
Survivor's benefits	261	654	11,640	10,986	6%	685	(32)
Long term disability	1,387	4,161	33,940	29,779	12%	5,014	(853)
Unemployment insurance	39	39	17,024	16,985	0%	1,048	(1,009)
Health and dental insurance	240,774	734,191	3,607,282	2,873,091	20%	728,902	5,289
Social security medicare	33,983	84,686	355,398	270,712	24%	86,262	(1,576)
State disability insurance	2,210	6,195	32,596	26,401	19%	7,425	(1,230)
Worker's compensation expense	31,533	378,094	1,350,000	971,906	28%	313,033	65,060
Life insurance	6,560	16,294	89,427	73,133	18%	16,933	(639)
Deferred comp benefit	78,416	196,422	1,102,283	905,861	18%	186,222	10,200
Technology Allowance	5,290	13,097	71,403	58,306	18%	12,203	894
Tuition reimbursement	-	-	152,500	152,500	+++	-	-
Salaries and benefits Totals	3,126,717	12,487,039	46,461,904	33,974,865	27%	12,419,956	67,083



Chino Valley Fire District Monthly Financial Report

As of September 30, 2023

Account Description	Monthly Actual Amount	Year-to-date Actual Amount	Annual Budget Amount	Variance From Budget	% of Budget	Prior Year Year-to-date Actual Amount	Variance From Prior Year
Services and supplies							
Clothing	1,400	1,743	540,900	539,157	0%	573	1,170
Telephone	9,317	33,459	256,800	223,341	13%	35,693	(2,234)
Cellular phones	5,644	11,243	71,100	59,857	16%	16,548	(5,305)
Electronic equipment maintenance	42,638	120,593	595,373	474,780	20%	144,277	(23,684)
Food	50	383	13,750	13,367	3%	164	219
Memberships	110	3,275	46,090	42,815	7%	5,529	(2,254)
Publications	99	767	16,990	16,223	5%	68	699
Legal postings	-	1,276	12,400	11,124	10%	594	682
Small tools and equipment	35,693	46,574	307,582	261,008	15%	53,144	(6,570)
Inventory equipment	-	38,156	89,000	50,844	43%	71,441	(33,286)
Non-inventory equipment	40,035	49,072	303,683	254,611	16%	11,650	37,422
Special department expenses	4,759	5,415	80,955	75,540	7%	5,963	(548)
Training	11,378	71,513	423,924	352,411	17%	57,682	13,831
Utilities	44,956	86,835	333,000	246,165	26%	78,158	8,677
General liability insurance	-	581,470	604,101	22,631	96%	500,753	80,717
Office supplies	123	3,031	54,800	51,769	6%	5,295	(2,264)
Postage	1,670	2,790	15,000	12,210	19%	4,411	(1,621)
Printing	1,695	1,905	16,200	14,295	12%	215	1,689
Services - auditing	-	-	26,000	26,000	0%	-	-
County services	-	-	230,000	230,000	0%	-	-
Services - legal	12,619	27,302	300,000	272,698	9%	9,685	17,617
Services - dispatch	-	196,490	823,796	627,306	24%	172,213	24,277
Services - other	34,465	145,590	1,593,126	1,447,536	9%	145,501	88
General household expense	1,340	6,742	34,200	27,458	20%	8,412	(1,670)
Medical supplies	6,025	17,611	252,571	234,960	7%	63,793	(46,182)
Vehicle maintenance	16,901	33,126	238,400	205,274	14%	63,546	(30,420)
Equipment maintenance	4,327	6,105	141,803	135,698	4%	7,886	(1,780)
Fuel	22,386	55,831	250,000	194,169	22%	66,306	(10,475)
Structure maintenance	28,519	68,588	368,275	299,687	19%	80,787	(12,198)
Structure rent/lease	-	-	-	-	+++	(25)	25
Services and supplies Totals	326,148	1,616,885	8,039,819	6,422,934	20%	1,610,262	6,623



Chino Valley Fire District Monthly Financial Report

As of September 30, 2023

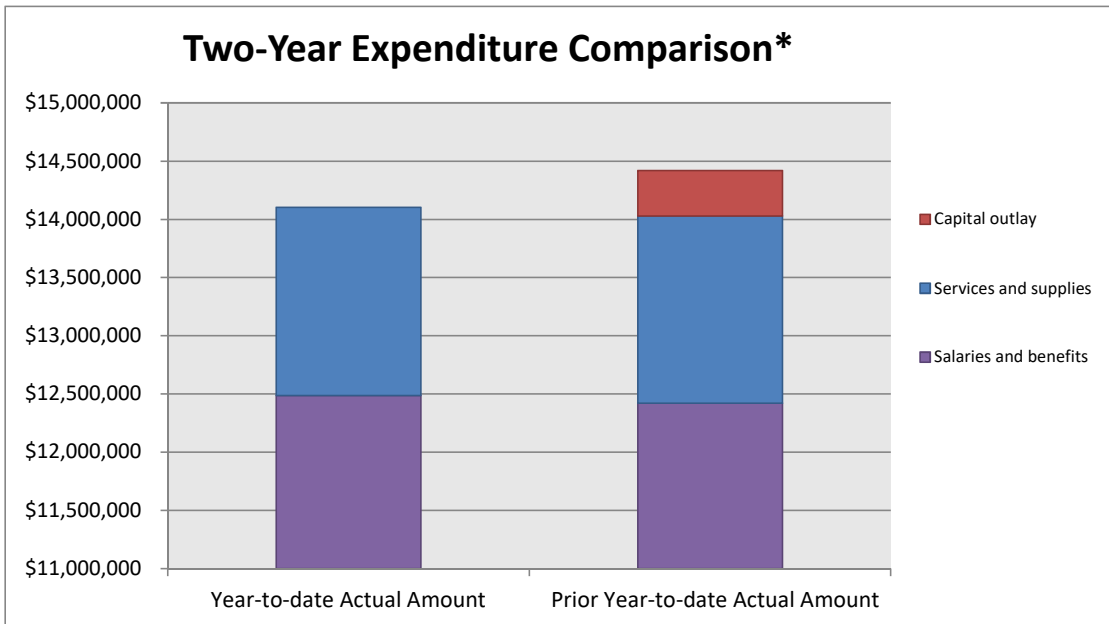
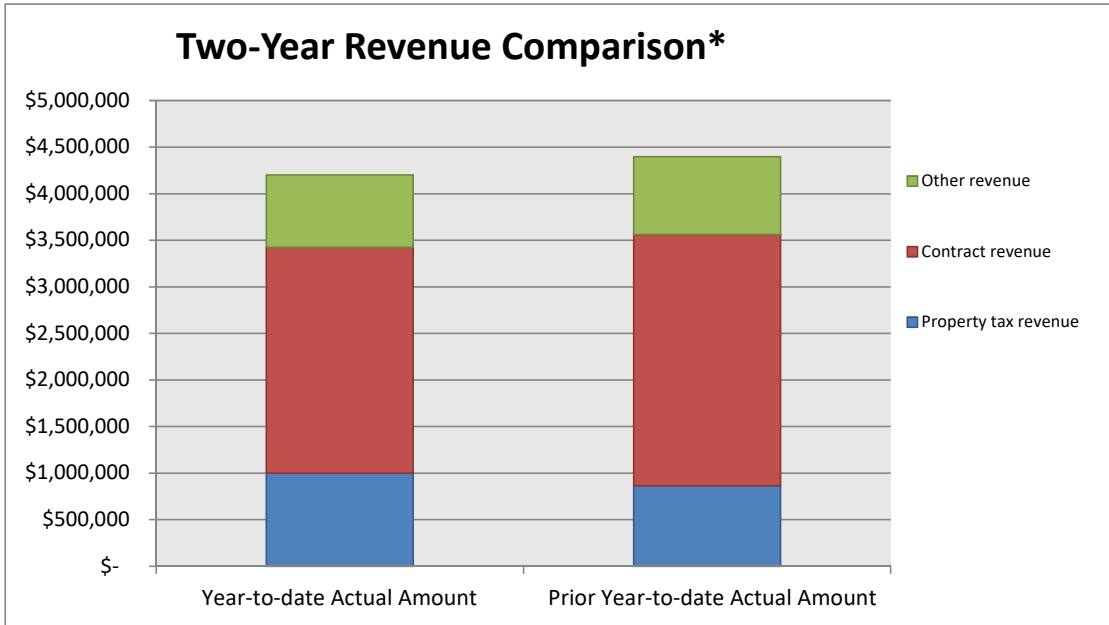
Account Description	Monthly Actual Amount	Year-to-date Actual Amount	Annual Budget Amount	Variance From Budget	% of Budget	Prior Year Year-to-date Actual Amount	Variance From Prior Year
Capital outlay							
Capital - land	-	-	-	-	+++	-	-
Capital - structure improvements	-	-	429,000	429,000	0%	-	-
Capital - equipment	-	-	48,000	48,000	0%	323,466	(323,466)
Capital - vehicles	-	-	200,000	200,000	0%	65,998	(65,998)
Capital - lease purchase equipment	-	-	-	-	+++	-	-
Capital outlay Totals	-	-	677,000	677,000	0%	389,464	(389,464)
EXPENSE TOTALS	\$ 3,452,865	\$ 14,103,925	\$ 55,178,723	\$ 41,074,798	26%	\$ 14,419,683	\$ (315,758)
Funds 100/500 - Totals							
REVENUE TOTALS	\$ 1,503,648	\$ 4,200,222	\$ 55,272,992	\$ (51,072,770)	8%	\$ 4,398,407	\$ 2,765,826
EXPENSE TOTALS	3,452,865	14,103,925	55,178,723	41,074,798	26%	14,419,683	(315,758)
Fund 100/500 - Net Gain (Loss)	\$ (1,949,217)	\$ (9,903,703)	\$ 94,269	\$ (9,997,972)	(10,506%)	\$ (10,021,276)	\$ 3,081,584
Transfers In - Capital Replacement	\$ -	\$ -	\$ -	\$ -	#DIV/0!		
Fund 800 - Restricted Assets							
REVENUE							
Other revenue							
Restricted - Sec115 Trust Interest	(196,646)	6,519				-	6,519
REVENUE TOTALS	\$ (196,646)	\$ 6,519				\$ -	\$ 6,519
EXPENSE							
Services and supplies							
Restricted - Sec115 Trust Admin Expense	750	1,500				-	1,500
EXPENSE TOTALS	\$ 750	\$ 1,500				\$ -	\$ 1,500
Fund 800 - Restricted Assets Totals							
REVENUE TOTALS	\$ (196,646)	\$ 6,519				\$ -	\$ 6,519
EXPENSE TOTALS	750	1,500				-	1,500
Fund 800 - Restricted Assets Net Gain (Loss)	\$ (197,396)	\$ 5,019				\$ -	\$ 5,019
Grand Totals, All Funds							
REVENUE TOTALS, INCL. TRANSFERS IN	\$ 1,307,002	\$ 4,206,741	\$ 55,272,992	\$ (51,066,251)		\$ 4,398,407	\$ (191,666)
EXPENSE TOTALS	3,453,615	14,105,425	55,178,723	41,073,298		14,419,683	314,258
Grand Total Net Gain (Loss)	\$ (2,146,613)	\$ (9,898,684)	\$ 94,269	\$ (9,992,953)		\$ (10,021,276)	\$ 122,592



Chino Valley Fire District

Monthly Financial Report - Graphs

As of September 30, 2023



*Excludes restricted 115 Trust activity

MONTHLY TREASURER'S REPORT 4.

CHINO VALLEY INDEPENDENT FIRE DISTRICT STAFF REPORT

DATE: OCTOBER 11, 2023

**TO: JOHN DEMONACO, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

SUBJECT: MONTHLY TREASURER'S REPORT - AUGUST 2023

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 \$2.45 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 June 30.

The monthly average rate of return on the LAIF account was 3.434% for August.

RECOMMENDATION:

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

ATTACHMENTS:

Treasurer's Report August 2023

Chino Valley Independent Fire District
Cash & Investment Statement
TREASURER'S REPORT FOR THE PERIOD ENDING:
August 2023

	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)
<i>Percent of Portfolio</i>			6.8%	24.8%	68.3%	100%				
August 2023	\$ 1,571,447	\$ 38,464	\$ 1,592,273	\$ 5,788,123	\$ 15,928,150	\$ 24,918,457	\$ 7,454,287	\$ 2,043,139	\$ 9,497,426	\$ 3,555,924
July 2023	\$ 1,357,338	\$ 36,309	\$ 1,884,602	\$ 5,771,912	\$ 19,928,150	\$ 28,978,311	\$ 7,454,287	\$ 2,240,535	\$ 9,694,822	\$ 3,555,623
June 2023	\$ 1,617,842	\$ 32,731	\$ 1,804,632	\$ 5,749,297	\$ 26,965,324	\$ 36,169,826	\$ 7,454,287	\$ 2,038,119	\$ 9,492,406	\$ 3,555,320
May 2023	\$ 1,828,748	\$ 29,751	\$ 1,003,446	\$ 5,754,898	\$ 29,465,324	\$ 38,082,167	\$ 7,454,287	\$ 1,732,717	\$ 9,187,004	\$ 3,958,778
April 2023	\$ 1,549,518	\$ 26,113	\$ 1,536,572	\$ 5,765,123	\$ 31,465,324	\$ 40,342,650	\$ 7,454,287	\$ 1,829,788	\$ 9,284,075	\$ 3,958,420
March 2023	\$ 1,819,044	\$ 23,687	\$ 2,775,282	\$ 5,748,647	\$ 20,812,282	\$ 31,178,942	\$ 6,417,137	\$ 1,762,345	\$ 8,179,482	\$ 3,958,116
February 2023	\$ 1,779,879	\$ 16,854	\$ 701,032	\$ 5,714,910	\$ 22,812,282	\$ 31,024,957	\$ 6,417,137	\$ 1,594,905	\$ 8,012,042	\$ 3,957,780
January 2023	\$ 1,727,287	\$ 16,803	\$ 759,864	\$ 5,722,350	\$ 25,312,282	\$ 33,538,586	\$ 6,417,137	\$ 1,810,836	\$ 8,227,973	\$ 3,957,476
December 2022	\$ 1,839,548	\$ 15,246	\$ 14,941,934	\$ 5,697,380	\$ 11,954,987	\$ 34,449,095	\$ 6,417,137	\$ 1,373,327	\$ 7,790,464	\$ 3,957,129
November 2022	\$ 1,718,771	\$ 14,371	\$ 2,187,912	\$ 5,668,242	\$ 11,954,987	\$ 21,544,283	\$ 6,417,137	\$ 1,587,088	\$ 8,004,225	\$ 3,956,804
October 2022	\$ 1,786,759	\$ 13,067	\$ 1,828,877	\$ 5,650,255	\$ 8,954,986	\$ 18,233,944	\$ 6,417,137	\$ 1,172,538	\$ 7,589,675	\$ 3,956,479
September 2022	\$ 1,748,565	\$ 11,531	\$ 718,330	\$ 5,665,974	\$ 12,393,298	\$ 20,537,698	\$ 6,417,137	\$ 915,438	\$ 7,332,575	\$ 3,956,143
August 2022	\$ 1,559,973	\$ 5,699	\$ 894,990	\$ 3,236,491	\$ 16,393,298	\$ 22,090,451	\$ 6,417,137	\$ 1,488,946	\$ 7,906,083	\$ 3,955,818
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	\$ 3,955,146
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	\$ 3,954,821
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	\$ 3,954,474
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	\$ 4,000,405
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	\$ 4,000,066
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	\$ -

Chino Valley Independent Fire District
OTHER INVESTMENTS
TREASURER'S REPORT FOR THE PERIOD ENDING:
August 2023

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	\$ 1,143,316	\$ 1,146,837	\$ (46,361)	-0.38%	n/a	N/A	N/A			Funds available for withdrawal only after providing five days notice.
	Shares: 103,944.369	Medium Term Fund Local Agency Pool	Investment Funds	\$ 10.08	\$ 9.69	\$ 9.69								
4/13/2021	\$ 249,000	BMO Harris Bank 5 year Certificate of Deposit - 1.00% CUSIP #: 05600XCP3 FDIC Insured up to \$250,000 Interest payable quarterly	Certificate of Deposit	\$ 249,000	\$ 221,521	\$ 222,444	\$ (26,556)	1.00%	4/13/2026	621	7/10/2023			Callable quarterly
										628	10/10/2023			
										621	1/10/2024			
										621	4/10/2024			
7/12/2021	\$ 500,000	Federal Home Loan Bank Bond - 0.35% Coupon, Purchased at 99.851 Term: 3 Years CUSIP #: 3130AMV82 Rating S&P AA+ Interest Payable Semi-Annually	Fixed Income/ Government Agency Bond	\$ 499,255	\$ 475,824	\$ 477,467	\$ (21,788)	0.40%	7/12/2024	875	7/12/2023			Callable Quarterly
										875	1/12/2024			
9/23/2021	\$ 249,000	UBS Bank USA 3 year Certificate of Deposit - 0.65% CUSIP #: 90348JT42 FDIC Insured up to \$250,000 Interest payable semi-annually	Certificate of Deposit	\$ 249,000	\$ 235,590	\$ 236,386	\$ (12,614)	0.65%	9/23/2024	135	Monthly			
9/23/2021	\$ 248,000	Sallie Mae Bank 5 year Certificate of Deposit - 1.05% CUSIP #: 795451AV5 FDIC Insured up to \$250,000 Interest payable monthly	Certificate of Deposit	\$ 248,000	\$ 217,390	\$ 218,360	\$ (29,640)	1.05%	9/22/2026	1,313	9/22/2023			
										1,298	3/22/2024			
12/8/2021	\$ 250,000	Federal Home Loan Bank Bond - 1.0% Coupon, Purchased at 99.191 Term: 3 Years CUSIP #: 3130APK46 Rating S&P AA+ Interest Payable Semi-Annually	Fixed Income/ Government Agency Bond	\$ 247,978	\$ 234,001	\$ 234,577	\$ (13,401)	1.00%	12/27/2024	913	10/27/2023			Callable quarterly
										913	4/27/2024			
12/13/2021	\$ 250,000	Federal Farm Credit Bureau Bond - 0.66% Coupon, Purchased at par Term: 2 Years CUSIP #: 3133ENGW4 Rating S&P AA+ Interest Payable Semi-Annually	Fixed Income/ Government Agency Bond	\$ 250,000	\$ 245,451	\$ 246,375	\$ (3,625)	0.66%	12/13/2023	250,825	12/13/2023			Callable anytime
3/4/2022	\$ 250,000	BMW Bank 3 year Certificate of Deposit - 1.80% CUSIP #: 05580AK37 FDIC Insured up to \$250,000 Interest payable semi-annually	Certificate of Deposit	\$ 247,000	\$ 233,373	\$ 233,851	\$ (13,149)	1.80%	3/4/2025	2,241	9/4/2023			
										2,217	3/4/2024			
3/9/2022	\$ 250,000	American Express National Bank 3 year Certificate of Deposit - 1.80% CUSIP #: 02589ABP6 FDIC Insured up to \$250,000 Interest payable semi-annually	Certificate of Deposit	\$ 247,000	\$ 233,243	\$ 233,717	\$ (13,283)	1.80%	3/10/2025	2,241	9/4/2023			
										2,217	3/10/2024			

Chino Valley Independent Fire District
OTHER INVESTMENTS
TREASURER'S REPORT FOR THE PERIOD ENDING:
August 2023

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	\$ 491,953	\$ 494,023	\$ 5,621	2.00%	11/30/2023	501,250	11/30/2023			114 days of accrued interest - \$782.97
3/16/2023	1,074,000	United States Treasury 6 Month U.S. Treasury Note - 5.19% CUSIP #: 912796YH6	Treasury Note	\$ 1,046,906	\$ 1,068,028	\$ 1,072,906	\$ 26,000	5.19%	9/7/2023	\$ 27,094	9/27/2023			
3/16/2023	\$ 248,000	Affinity Plus Federal Credit Union 3 year Certificate of Deposit - 5.05% CUSIP #: 00833AAC4 FDIC Insured up to \$250,000 Interest payable semi-annually	Certificate of Deposit	\$ 248,000	\$ 245,863	\$ 245,941	\$ (2,059)	5.05%	9/23/2024	\$ 1,064	Monthly			
3/16/2023	\$ 248,000	Technology Credit Union CA 3 year Certificate of Deposit - 5.00% CUSIP #: 87868YAL7 FDIC Insured up to \$250,000 Interest payable semi-annually	Certificate of Deposit	\$ 248,000	\$ 245,551	\$ 245,645	\$ (2,355)	5.00%	9/23/2024	\$ 1,325	Monthly			
3/16/2023	\$ 244,000	Morgan Stanley Bank NA 5 year Certificate of Deposit - 4.80% CUSIP #: 61690U3C2 FDIC Insured up to \$250,000 Interest payable semi-annually	Certificate of Deposit	\$ 244,000	\$ 240,404	\$ 239,797	\$ (4,203)	4.80%	9/23/2024	\$ 5,904	9/16/2023			
3/16/2023	\$ 244,000	Morgan Stanley Private Bank 5 year Certificate of Deposit - 4.80% CUSIP #: 61768EQQ9 FDIC Insured up to \$250,000 Interest payable semi-annually	Certificate of Deposit	\$ 244,000	\$ 240,404	\$ 239,797	\$ (4,203)	4.80%	9/23/2024	\$ 5,904	9/16/2023			

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	\$ 1,146,837	\$ 1,143,316	\$ 1,146,837
Certificates of Deposit ²	10%	30%	2,224,000	2,113,339	2,115,938
Federal Agency Obligations	4%	No limit	997,233	955,276	958,419
Treasury Bills	4%	No limit	1,046,906	1,068,028	1,072,906
Treasury Notes	2%	No limit	488,402	491,953	494,023
			\$ 5,903,378	\$ 5,771,912	\$ 5,788,123

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

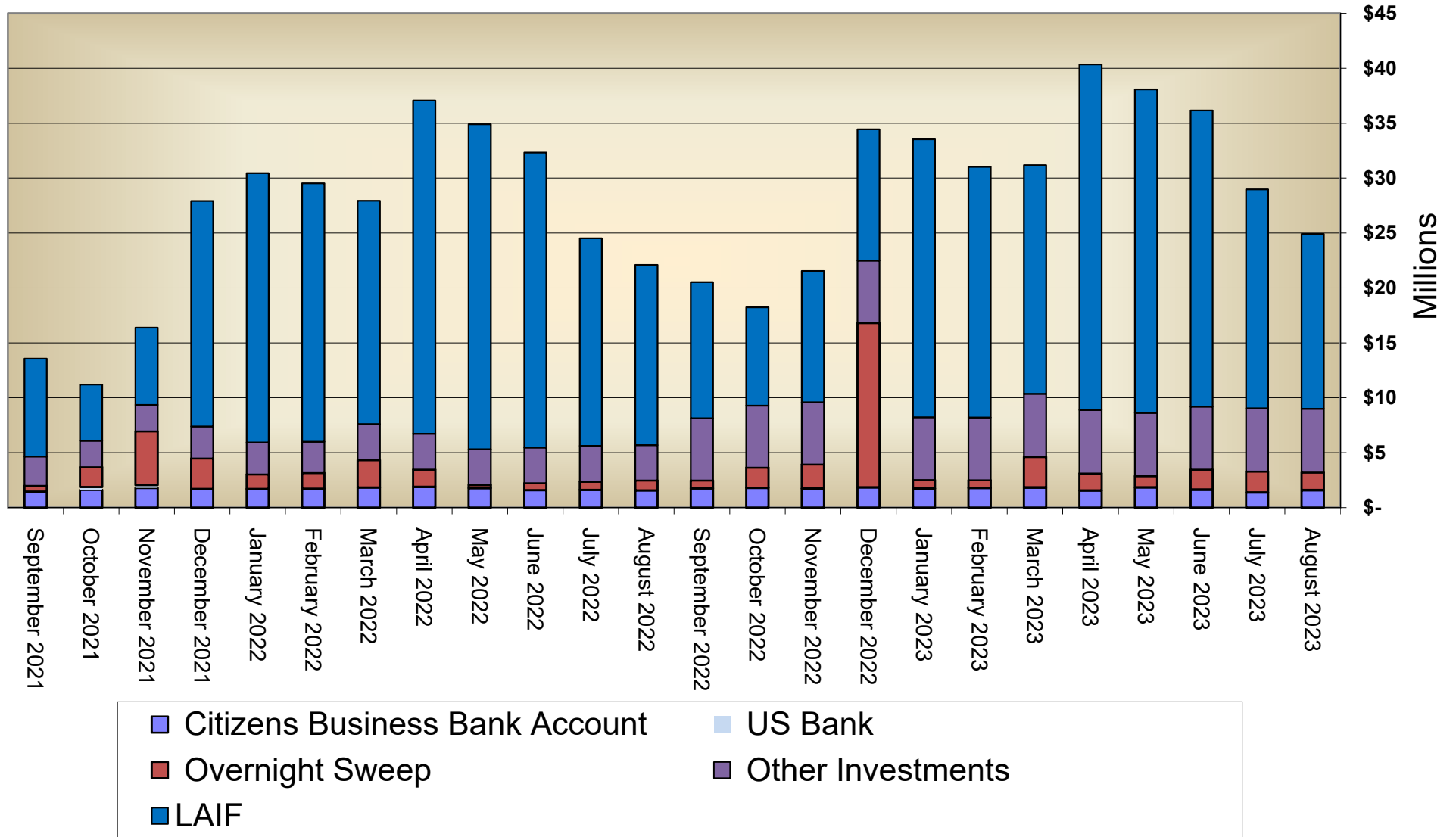




Chart 1A: Restricted Investment Balances Two Year Perspective

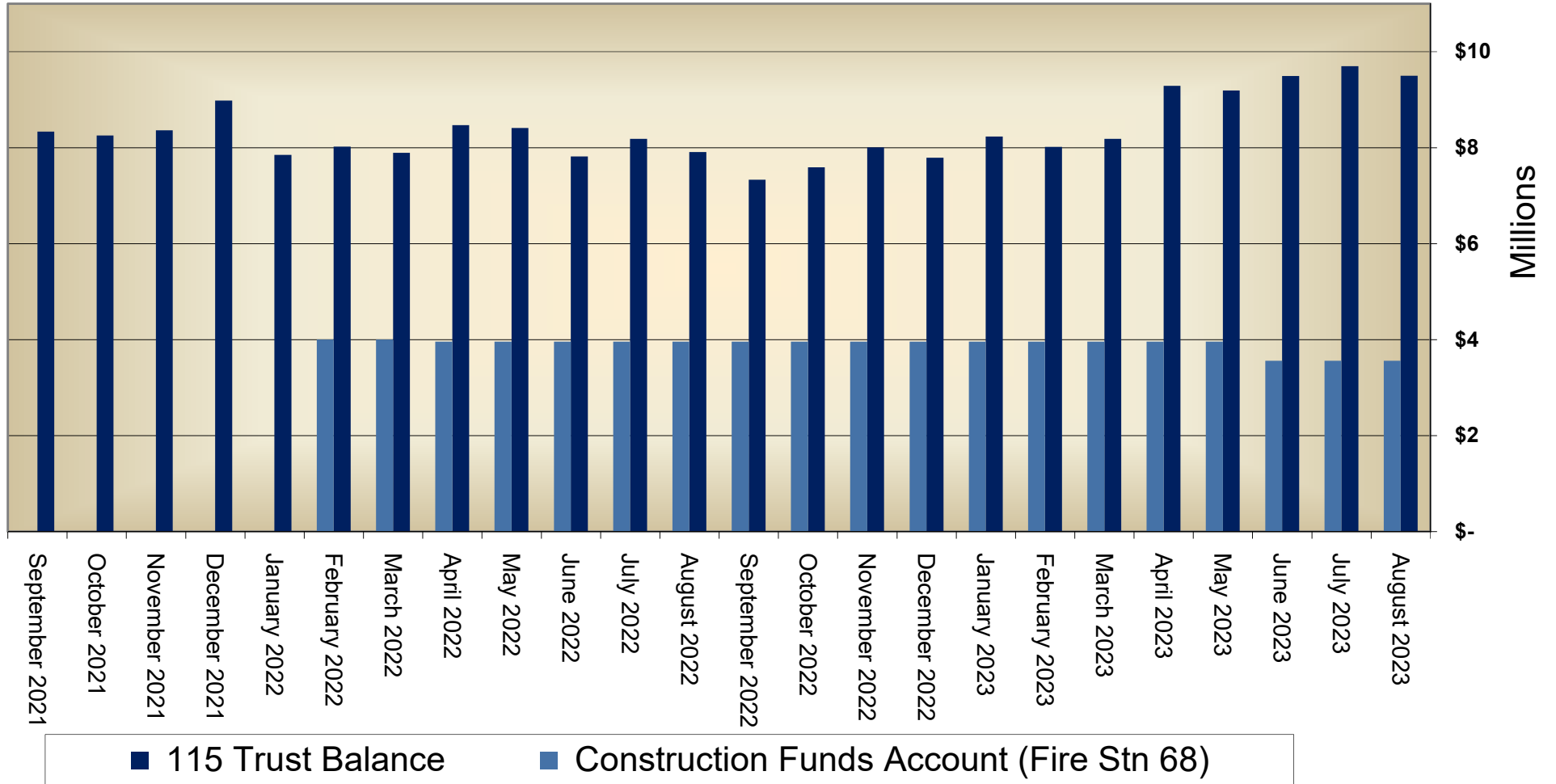
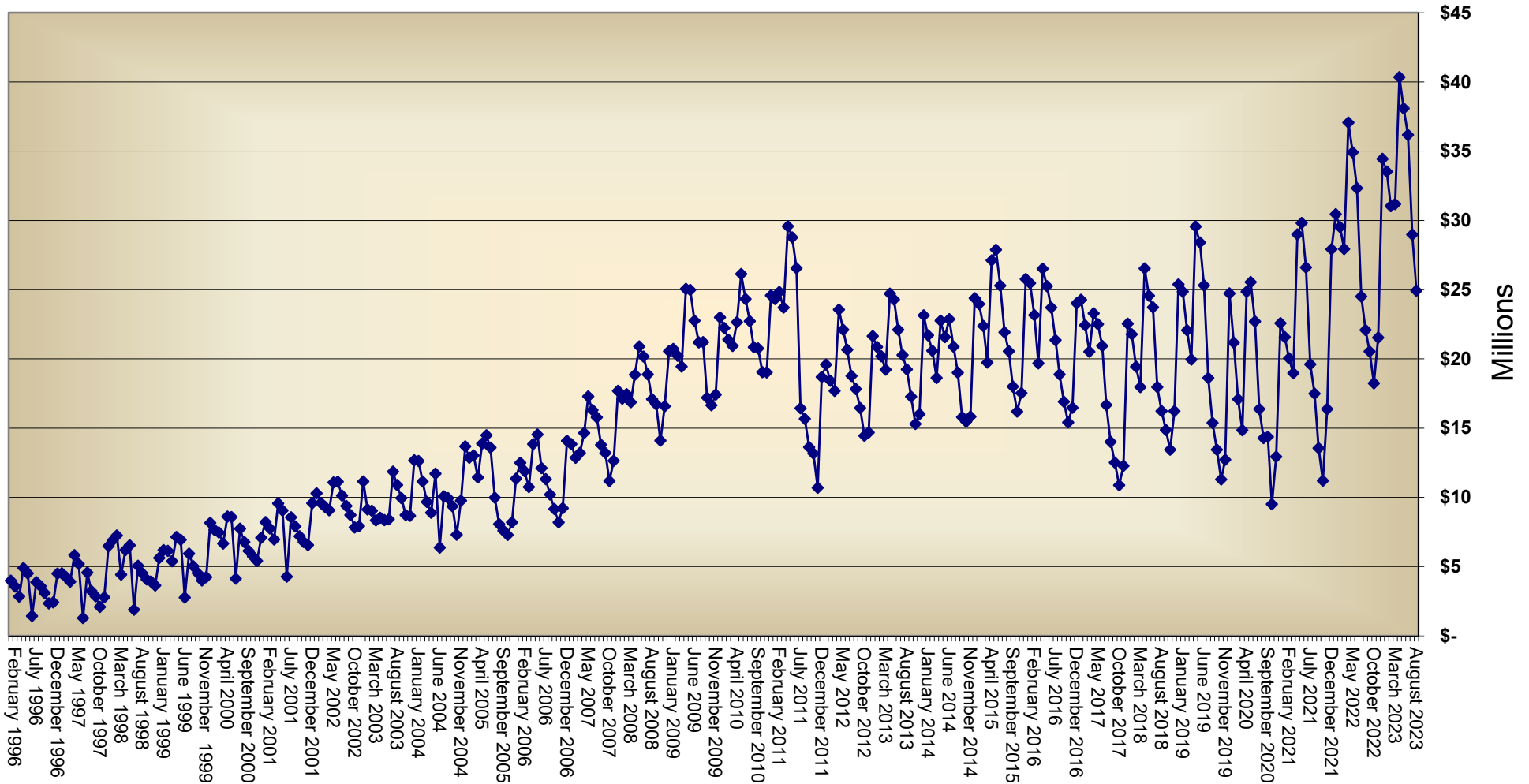




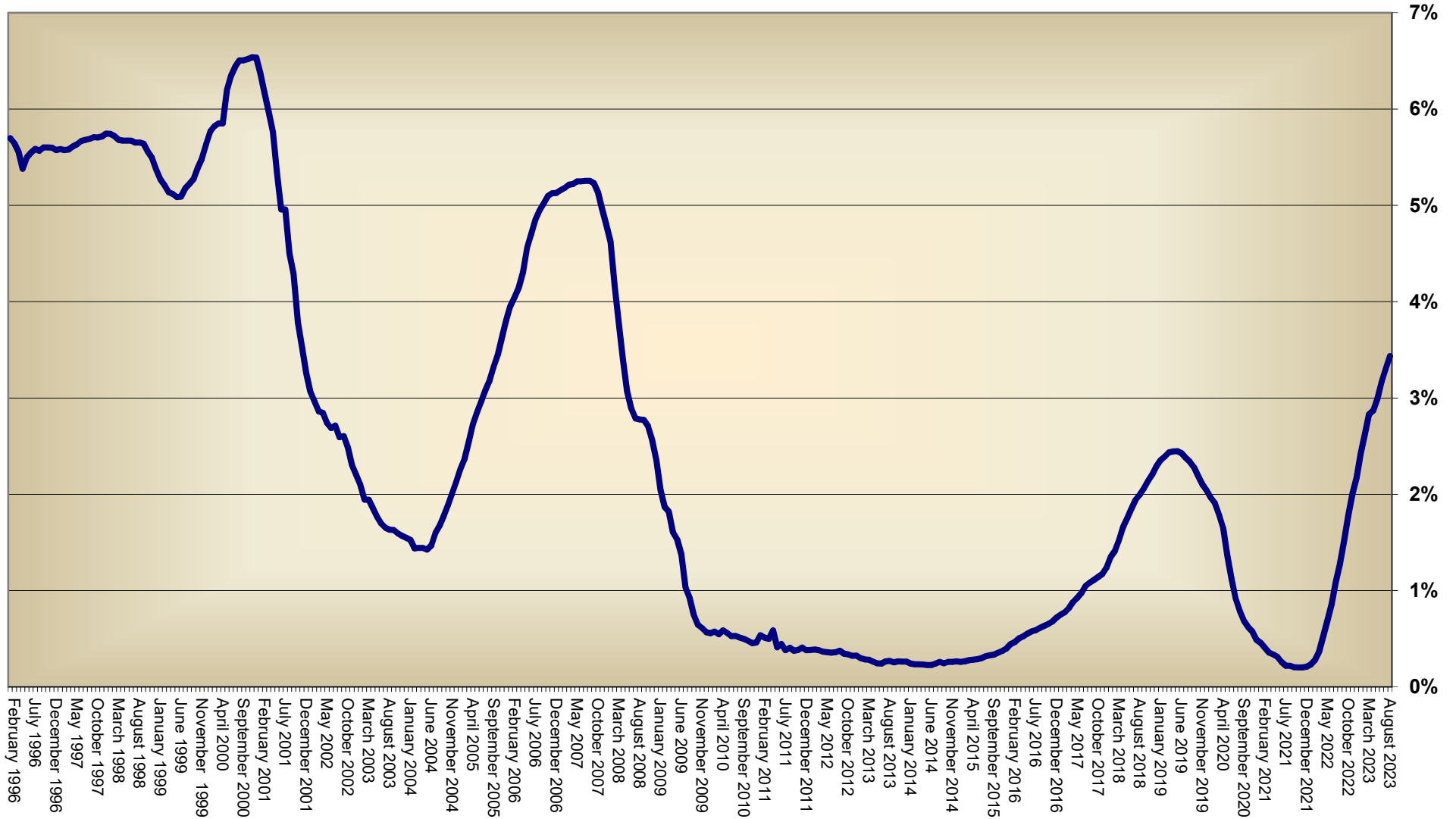
Chart 2: Total Cash & Unrestricted Investments January 1996 to date*



*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: OCTOBER 11, 2023

**TO: JOHN DEMONACO, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

SUBJECT: WARRANTS FOR SEPTEMBER 2023 #58094 THROUGH #58225

PURPOSE:

I have reviewed the warrants below and recommend approval.

<u>NUMBER</u>	<u>WARRANTS</u>	<u>DATE</u>	<u>AMOUNT</u>
2024-130	58094 – 58127	09/06/2023	\$68,600.10
2024-149	58128 – 58165	09/13/2023	89,872.42
2024-159	58166 – 58198	09/20/2023	153,833.64
2024-169	58199 – 58225	09/27/2023	81,151.18
VOIDS:		TOTAL	\$393,457.34

RECOMMENDATION:

Expenses as audited are within budget for warrants 58094 through 58225 and are hereby submitted for approval.

ATTACHMENTS:

Warrants for September 2023

Chino Valley Fire District
September 6, 2023 Warrants
Bank Account: A/P - Accounts Payable Checking
Batch Date: 09/06/2023

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: A/P - Accounts Payable Checking					
Check	09/06/2023	58094 Accounts Payable	10-8RETROFIT.COM INC		1,104.73
Check	09/06/2023	58095 Accounts Payable	360 DEEP CLEANING LLC		2,401.25
Check	09/06/2023	58096 Accounts Payable	A & A FLEET PAINTING INC & THE PAINT DEPT.		345.00
Check	09/06/2023	58097 Accounts Payable	CHARTER COMMUNICATIONS INC		119.97
Check	09/06/2023	58098 Accounts Payable	CHARTER COMMUNICATIONS INC		499.13
Check	09/06/2023	58099 Accounts Payable	CHINO MOWER AND EQUIPMENT INC		167.09
Check	09/06/2023	58100 Accounts Payable	CITY OF CHINO		865.64
Check	09/06/2023	58101 Accounts Payable	CITY OF CHINO HILLS		1,935.84
Check	09/06/2023	58102 Accounts Payable	CLEAR SKY LANDSCAPE INC.		100.00
Check	09/06/2023	58103 Accounts Payable	FRONTIER COMMUNICATIONS		122.89
Check	09/06/2023	58104 Accounts Payable	HULL & SONS INC		850.00
Check	09/06/2023	58105 Accounts Payable	IMS REFRIGERATION INC		3,496.20
Check	09/06/2023	58106 Accounts Payable	INLAND OVERHEAD DOOR COMPANY INC		504.00
Check	09/06/2023	58107 Accounts Payable	L N CURTIS & SONS INC		5,130.56
Check	09/06/2023	58108 Accounts Payable	LEMKE, BLAKE		320.00
Check	09/06/2023	58109 Accounts Payable	MESSAGE MEDIA USA INC		150.00
Check	09/06/2023	58110 Accounts Payable	METLIFE		200.00
Check	09/06/2023	58111 Accounts Payable	MOUNTAIN VIEW URGENT CARE		535.00
Check	09/06/2023	58112 Accounts Payable	PBK ARCHITECTS INC		6,970.91
Check	09/06/2023	58113 Accounts Payable	PFM ASSET MANAGEMENT INC		2,178.25
Check	09/06/2023	58114 Accounts Payable	PYRO-COMM SYSTEMS, INC		195.00
Check	09/06/2023	58115 Accounts Payable	ROJAS COMMUNICATIONS GROUP INC		4,800.00
Check	09/06/2023	58116 Accounts Payable	SAM'S CLUB DIRECT		1,449.70
Check	09/06/2023	58117 Accounts Payable	SAN BERNARDINO & RIVERSIDE COUNTIES FIRE EQPT INC		922.42
Check	09/06/2023	58118 Accounts Payable	SB COUNTY FIRE PROTECTION DISTRICT		1,365.00
Check	09/06/2023	58119 Accounts Payable	SOS SURVIVAL PRODUCTS		11,818.38
Check	09/06/2023	58120 Accounts Payable	SOUTHERN CALIFORNIA FLEET SERVICES INC		1,000.00
Check	09/06/2023	58121 Accounts Payable	STEELCLAD, INC		11,747.80
Check	09/06/2023	58122 Accounts Payable	TEAMSTERS LOCAL 1932		804.64
Check	09/06/2023	58123 Accounts Payable	VALLEY POWER SYSTEMS INC		533.36

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Chino Valley Fire District
September 6, 2023 Warrants
 Bank Account: A/P - Accounts Payable Checking
 Batch Date: 09/06/2023

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	09/06/2023	58124 Accounts Payable	VEOLIA WTS SERVICES USA, INC.		173.91
Check	09/06/2023	58125 Accounts Payable	VERIZON WIRELESS		837.34
Check	09/06/2023	58126 Accounts Payable	VERIZON WIRELESS		4,024.42
Check	09/06/2023	58127 Accounts Payable	WASTE MANAGEMENT OF THE INLAND EMPIRE INC		931.67
A/P Accounts Payable Checking Totals:			Transactions: 34		\$68,600.10
Checks:		34	\$68,600.10		

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Chino Valley Fire District
September 13, 2023 Warrants

Bank Account: A/P - Accounts Payable Checking
 Batch Date: 09/13/2023

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: A/P - Accounts Payable Checking					
Check	09/13/2023	58128 Accounts Payable	360 DEEP CLEANING LLC		2,900.00
Check	09/13/2023	58129 Accounts Payable	ALL STAR LIVE SCAN FINGERPRINTING		50.00
Check	09/13/2023	58130 Accounts Payable	BARKER, ADAM		374.07
Check	09/13/2023	58131 Accounts Payable	BRAVO BURGERS		49.60
Check	09/13/2023	58132 Accounts Payable	CALIFORNIA FIRE CHIEFS ASSOCIATION		1,550.00
Check	09/13/2023	58133 Accounts Payable	CALIFORNIA TOOL & WELDING SUPPLY		516.20
Check	09/13/2023	58134 Accounts Payable	CHARTER COMMUNICATIONS INC		5,960.39
Check	09/13/2023	58135 Accounts Payable	CHARTER COMMUNICATIONS INC		167.81
Check	09/13/2023	58136 Accounts Payable	CINTAS CORPORATION #150		642.78
Check	09/13/2023	58137 Accounts Payable	CITY OF CHINO		1,757.54
Check	09/13/2023	58138 Accounts Payable	CONCENTRA MEDICAL CENTERS		61.00
Check	09/13/2023	58139 Accounts Payable	DELUCA, JOEL		320.00
Check	09/13/2023	58140 Accounts Payable	FARIAS, DANIEL		160.00
Check	09/13/2023	58141 Accounts Payable	FIREFIIGHTERS SAFETY CENTER		15.14
Check	09/13/2023	58142 Accounts Payable	FLYERS ENERGY, LLC		8,048.48
Check	09/13/2023	58143 Accounts Payable	FOSTER & FOSTER INC		2,700.00
Check	09/13/2023	58144 Accounts Payable	GALLS INC		354.76
Check	09/13/2023	58145 Accounts Payable	GOODYEAR COMMERCIAL TIRE		2,675.01
Check	09/13/2023	58146 Accounts Payable	GUARDIAN - APPLETON		3,187.51
Check	09/13/2023	58147 Accounts Payable	I CREATE PROFESSIONAL CONSULTANTS		4,900.00
Check	09/13/2023	58148 Accounts Payable	KIMCO STAFFING SERVICES INC.		1,188.48
Check	09/13/2023	58149 Accounts Payable	NAPA AUTO PARTS		518.41
Check	09/13/2023	58150 Accounts Payable	PARKES MD, KEVIN		3,750.00
Check	09/13/2023	58151 Accounts Payable	RAUL'S AUTO TRIM INC		490.00
Check	09/13/2023	58152 Accounts Payable	READYREFRESH BY NESTLE INC		444.88
Check	09/13/2023	58153 Accounts Payable	RIVERSIDE COUNTY FIRE DEPARTMENT		1,700.00
Check	09/13/2023	58154 Accounts Payable	SEDGWICK CMS INC		5,739.12
Check	09/13/2023	58155 Accounts Payable	SOCAL GAS		923.92
Check	09/13/2023	58156 Accounts Payable	STANDARD DENTAL		19,825.12
Check	09/13/2023	58157 Accounts Payable	STANDARD LIFE		6,991.45
Check	09/13/2023	58158 Accounts Payable	SUNPRO PAINTING & CONSTRUCTION INC		1,850.00

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Chino Valley Fire District
September 13, 2023 Warrants
 Bank Account: A/P - Accounts Payable Checking
 Batch Date: 09/13/2023

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	09/13/2023	58159 Accounts Payable	TRACTION		696.93
Check	09/13/2023	58160 Accounts Payable	TYLER TECHNOLOGIES INC		457.92
Check	09/13/2023	58161 Accounts Payable	US POSTAL SERVICE		1,670.00
Check	09/13/2023	58162 Accounts Payable	VISION SERVICE PLAN - (CA)		2,730.31
Check	09/13/2023	58163 Accounts Payable	WINZER		504.07
Check	09/13/2023	58164 Accounts Payable	YOUNG, TRAVIS		1,647.18
Check	09/13/2023	58165 Accounts Payable	ZOLL MEDICAL CORPORATION		2,354.34
A/P Accounts Payable Checking Totals:			Transactions: 38		\$89,872.42
	Checks:	38	\$89,872.42		

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Chino Valley Fire District
September 20, 2023 Warrants

Bank Account: A/P - Accounts Payable Checking
 Batch Date: 09/20/2023

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: A/P - Accounts Payable Checking					
Check	09/20/2023	58166 Accounts Payable	360 DEEP CLEANING LLC		1,905.00
Check	09/20/2023	58167 Accounts Payable	AFSS SOUTHERN DIVISION		30.00
Check	09/20/2023	58168 Accounts Payable	AT&T MOBILITY		849.16
Check	09/20/2023	58169 Accounts Payable	CAL CONFERENCE ARSON INVESTIGATORS		495.00
Check	09/20/2023	58170 Accounts Payable	CANON FINANCIAL SERVICES INC		891.66
Check	09/20/2023	58171 Accounts Payable	CHINO TIRE & MUFFLER		6,121.99
Check	09/20/2023	58172 Accounts Payable	CITY OF CHINO		341.18
Check	09/20/2023	58173 Accounts Payable	CITY OF CHINO HILLS		1,089.96
Check	09/20/2023	58174 Accounts Payable	DAILY BULLETIN		99.03
Check	09/20/2023	58175 Accounts Payable	DEPARTMENT OF JUSTICE		64.00
Check	09/20/2023	58176 Accounts Payable	FLYERS ENERGY, LLC		4,108.26
Check	09/20/2023	58177 Accounts Payable	FRONTIER COMMUNICATIONS		2,367.29
Check	09/20/2023	58178 Accounts Payable	GALLS INC		186.00
Check	09/20/2023	58179 Accounts Payable	IMS REFRIGERATION INC		639.25
Check	09/20/2023	58180 Accounts Payable	KIRTON'S LANDSCAPE MAINTENANCE INC.		2,765.00
Check	09/20/2023	58181 Accounts Payable	L N CURTIS & SONS INC		34,297.33
Check	09/20/2023	58182 Accounts Payable	LIFE ASSIST		5,316.89
Check	09/20/2023	58183 Accounts Payable	McMASTER-CARR		264.82
Check	09/20/2023	58184 Accounts Payable	METLIFE		200.00
Check	09/20/2023	58185 Accounts Payable	PRO PACIFIC PEST CONTROL INC		1,128.00
Check	09/20/2023	58186 Accounts Payable	QUINN COMPANY INC		78.43
Check	09/20/2023	58187 Accounts Payable	ROEBUCK, PETE		320.00
Check	09/20/2023	58188 Accounts Payable	SOUTHERN CALIFORNIA EDISON		34,872.29
Check	09/20/2023	58189 Accounts Payable	STAPLES BUSINESS ADVANTAGE		122.87
Check	09/20/2023	58190 Accounts Payable	SUNPRO PAINTING & CONSTRUCTION INC		4,600.00
Check	09/20/2023	58191 Accounts Payable	TEAMSTERS LOCAL 1932		795.20
Check	09/20/2023	58192 Accounts Payable	USAT LLC		6,480.00
Check	09/20/2023	58193 Accounts Payable	VALLEY TREE CARE		4,265.00
Check	09/20/2023	58194 Accounts Payable	VEOLIA WTS SERVICES USA, INC.		86.95
Check	09/20/2023	58195 Accounts Payable	VERIZON BUSINESS		57.09
Check	09/20/2023	58196 Accounts Payable	WESTERN HILLS GOLF & COUNTRY CLUB		1,159.99

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Chino Valley Fire District
September 20, 2023 Warrants
 Bank Account: A/P - Accounts Payable Checking
 Batch Date: 09/20/2023

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	09/20/2023	58197 Accounts Payable	WILLIAMS, DAVID		136.00
Check	09/20/2023	58198 Accounts Payable	ZOLL MEDICAL CORPORATION		35,700.00
A/P Accounts Payable Checking Totals:			Transactions: 33		\$153,833.64
Checks:		33	\$153,833.64		

Mark Sjk 9-26-23

Chino Valley Fire District
September 27, 2023 Warrants

Bank Account: A/P - Accounts Payable Checking
 Batch Date: 09/27/2023

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: A/P - Accounts Payable Checking					
Check	09/27/2023	58199 Accounts Payable	2 HOT UNIFORMS INC		843.68
Check	09/27/2023	58200 Accounts Payable	ADAPT CONSULTING- INC		2,567.32
Check	09/27/2023	58201 Accounts Payable	AIR EXCHANGE, INC		663.38
Check	09/27/2023	58202 Accounts Payable	BEST BEST & KRIEGER LLP		12,618.50
Check	09/27/2023	58203 Accounts Payable	CHINO VALLEY UNIFIED SCHOOL DSTRCT		1,694.63
Check	09/27/2023	58204 Accounts Payable	CITY OF CHINO		465.75
Check	09/27/2023	58205 Accounts Payable	CONCENTRA MEDICAL CENTERS		393.00
Check	09/27/2023	58206 Accounts Payable	FARIAS, DANIEL		1,120.00
Check	09/27/2023	58207 Accounts Payable	FELDMAN, FRANKIE		366.86
Check	09/27/2023	58208 Accounts Payable	FLYERS ENERGY, LLC		10,228.82
Check	09/27/2023	58209 Accounts Payable	GOVERNMENTJOBS.COM INC/NEGOV		1,199.00
Check	09/27/2023	58210 Accounts Payable	GRANICUS		7,021.25
Check	09/27/2023	58211 Accounts Payable	HAZMAT RESOURCE		452.01
Check	09/27/2023	58212 Accounts Payable	HENDERSON'S PIPES DRUMS UNIFORMS		2,192.00
Check	09/27/2023	58213 Accounts Payable	HOLROYD, CLARK		203.85
Check	09/27/2023	58214 Accounts Payable	INLAND OVERHEAD DOOR COMPANY INC		450.00
Check	09/27/2023	58215 Accounts Payable	KRONOS INCORPORATED		40.40
Check	09/27/2023	58216 Accounts Payable	L N CURTIS & SONS INC		22,369.65
Check	09/27/2023	58217 Accounts Payable	MAGALLANEZ, NICHOLAS		250.00
Check	09/27/2023	58218 Accounts Payable	R.S. HUGHES COMPANY INC		4,000.00
Check	09/27/2023	58219 Accounts Payable	RC PLUMBING		465.00
Check	09/27/2023	58220 Accounts Payable	SEDGWICK CMS INC		7,016.71
Check	09/27/2023	58221 Accounts Payable	STEWART, GLEN		366.86
Check	09/27/2023	58222 Accounts Payable	THE SPRINKLER REPAIR COMPANY		608.87
Check	09/27/2023	58223 Accounts Payable	UL LLC INC		2,590.00
Check	09/27/2023	58224 Accounts Payable	VEOLIA ES TECH SOLUTIONS-NORTH AMERICA INC		463.64
Check	09/27/2023	58225 Accounts Payable	WILLIAMS, WINN		500.00
A/P Accounts Payable Checking Totals:			Transactions: 27		\$81,151.18
Checks:	27		\$81,151.18		

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

CHINO VALLEY INDEPENDENT FIRE DISTRICT

NO STAFF REPORT

None.

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: OCTOBER 11, 2023

**TO: JOHN DEMONACO, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

**SUBJECT: WORKERS COMPENSATION ALTERNATIVE DISPUTE RESOLUTION
(ADR) AGREEMENT**

PURPOSE:

Purpose is for the Board of Directors to review and approve the Workers' Compensation Alternative Dispute Resolution (ADR) agreement between the Chino Valley Fire District and the Chino Valley Firefighters Association, Local 3522.

BACKGROUND:

This item was presented to the Human Resources Committee on July 10, 2023. It was recommended by Committee Members Ramos-Evinger and Haughey to place this item on the consent calendar for the Board of Directors to approve. There are no costs associated with the approval of the ADR.

DISCUSSION:

State law permits employers and labor unions to create alternative dispute resolutions (commonly referred to as “carve out” programs) to address certain aspects of the workers’ compensation cases where disputes may arise. Recently, members of the Chino Valley Firefighters Association requested that Human Resources meet to discuss the possibility of creating an ADR/carve out to the workers’ compensation system as it relates to firefighter personnel.

The alternative dispute resolution program is designed to: 1. Streamline the time it takes for work-related injured employees to receive appropriate evaluations and medical treatment; 2. Provide an opportunity for early involvement of a nurse case manager to assist the injured worker throughout the workers’ compensation process and help to facilitate the return to work process; and 3. If necessary, implement a mediation process to reduce the cost and time associated with any court appearances and to resolve certain disputed workers’ compensation matters in an expedited fashion.

Over the last few months, the program's criteria have been outlined and agreed upon by all parties. Upon approval of the Human Resources Committee, the Firefighters Association, and the Board of Directors, the program will be submitted to the State's Department of Industrial Relations for approval prior to implementation. The management team of the Chino Valley Fire District has worked closely with representatives of the Chino Valley Firefighters Association to design and establish an ADR/carve out program that satisfies the interests of the CVFD and labor, and one that will meet the approval of the California Department of Industrial Relations, Division of Workers' Compensation.

Upon authorization of the full Board of Directors, the Memoranda of Understanding will be finalized with the District's third-party administrator, Intercare.

The ADR program is designed to expedite the delivery of workers' compensation benefits, reduce the number of lost work days, expedite physician visits and, we anticipate, save money. Some of the highlights of the ADR program components include:

- Panel of Physicians: A proposed panel of expert physicians from diverse medical specialties was mutually agreed upon. Physicians on this list are well-respected in their specific field. In addition, some of our injured workers have sought medical treatment from these physicians.
- Dispute Resolution: In order to expedite any medical disputes related to the injured worker, a list of independent medical examiners (IMEs) has been identified. As with the panel of physicians, these IMEs have been selected due to their specialty. Having a list of IMEs will expedite the process should there be a dispute determining the cause of injury, the nature and extent of the permanent disability, the employee's ability to return to work, etc.

Historically, the above two main points are what contributes to the delay in the employee's return to work. Having these two main issues negotiated between CVFD and the firefighter's association and in conjunction with Intercare, will assure a quick medical analysis and review of the employee's injury and a quicker process to assure the employee is able to return to work.

When the ADR program is implemented, we believe it will have the following impact on the District's workers' compensation cases for fire personnel:

- Ensure prompt and appropriate medical care
- Improve morale
- Reduce the amount of California Labor Code Section 4850 payments and temporary disability
- Reduce the amount of loss time from work
- Reduce overtime
- Reduce disputes and litigation
- Facilitate a safe and prompt return-to-work and sustained employment

The ADR is being recommended solely for the firefighters. The reason being is that the state-mandated salary protection for injured safety officers are such that employers must continue full salary and benefits for up to one year. In addition, due to the required constant staffing, overtime costs add to the total cost of an injured employee being off work. There aren't any mandatory salary continuation or staff replacement for non-safety personal. The Fire Association approved the MOU regarding the ADR on September 25, 2023.

RECOMMENDATION:

Given that CVFD staff and the fire association are in mutual agreement with the terms of the ADR MOU, it is recommended that the Board of Directors approve said MOU. Upon approval of the Board, the MOU will be sent to the California Department of Industrial Relations, Workers' Compensation Division for approval. It is estimated this process will take approximately six weeks.

ATTACHMENTS:

ADR Agreement

**WORKERS' COMPENSATION
ALTERNATIVE DISPUTE RESOLUTION AGREEMENT
BETWEEN DISTRICT OF CHINO VALLEY FIRE DISTRICT AND
CHINO VALLEY PROFESSIONAL FIRE FIREFIGHTERS,' LOCAL 3522**

This Workers' Compensation Alternative Dispute Resolution Agreement ("Agreement") is entered into by and between the District of Chino Valley Fire District ("District") and the Chino Valley Professional Fire Firefighters' Association, Local 3522 ("CVPF") (collectively, "parties"). This Agreement is created pursuant to California Labor Code Section 3201.7(a)(3)(C).

Nothing in this Agreement diminishes the entitlement of a covered employee to compensation payments for total or partial permanent disability, total or partial temporary disability, or medical treatment fully paid by the employer as otherwise provided for in Division 4 of the California Labor Code ("Workers' Compensation Law"), nor to California Labor Code Section 4850 benefits. Nothing in this Agreement denies to any covered employee the right to representation by counsel at all stages during this alternative dispute resolution process.

Article I: Purpose

The purpose of this Agreement is:

To provide covered employees and retirees, as defined in Article III, paragraph A below, claiming compensable injuries under Workers' Compensation Law, with an alternative dispute resolution process with the intent of expeditiously resolving disputes.

This purpose will be achieved by utilizing an exclusive list of agreed-upon medical providers ("Independent Medical Evaluators" or "IMEs") to be the sole and exclusive source of medical-legal evaluations for disputed issues surrounding covered employees in accordance with California Labor Code Section 3201.7(a)(3)(C).

The District and CVPF negotiated this Agreement with the intent of forming a partnership known as the Joint Labor Management Committee (JLMC); this committee is comprised of two (2) District staff members to be determined and designated in writing to the CVPF by the District/Fire Management and two (2) CVPF representatives to be determined by the CVPF President.

The purpose of the JLMC is to develop and maintain the exclusive list of Independent Medical Examiners; develop policy and procedures of the Alternative Dispute Resolution program; to review implementation and the progress of the program and address any issues at time frames agreed to by the committee; and to ensure that the program terms and conditions are administered in harmony with this Agreement.

Now, therefore, in consideration of the mutual terms, covenants, and conditions herein, the parties agree as follows:

Article II: Term of Agreement

The parties understand that this Agreement governs a pilot program and that this Agreement shall become effective on or after it is approved by the Board of Directors, and executed by the parties, and submitted to the Administrative Director ("Director") of the State of California, Department of Industrial Relations, Division of Workers' Compensation, in accordance with Title 8, California Code of Regulations, Section 10202(d), and accepted by the Director as evidenced by the Director's letter to the parties indicating approval of the Agreement. This Agreement shall remain in effect for one year from the date of the Director's letter of approval to the parties. Thereafter, it shall continue and remain in force from year to year unless terminated by either party as provided for below. Any claim arising from an industrial injury that is covered by this Agreement and sustained before the termination of this Agreement shall continue to be covered by the terms of this Agreement, until all medical issues related to the pending claim are resolved.

The parties reserve the right to terminate this Agreement at any time, or by mutual agreement, or by act of the Legislature. The terminating party must give at least 30 calendar days written notice to the other party of the intent to terminate. The parties agree to meet and confer in good faith to try and resolve the issues underlying the proposed termination of the Agreement prior to the Agreement's termination. Upon termination of this Agreement, the parties shall become fully subject to the provisions of the applicable California Labor Code provisions to the same extent as they were prior to the implementation of this Agreement, except as otherwise specified herein.

Article III: Scope of Agreement

A. This Agreement applies only to injuries, as defined by Workers' Compensation Law, claimed by the following (referred to herein collectively as "covered employees"): 1) active District employees who are members of CVPF; 2) retirees of the District who are members of CVPF who claim a presumptive injury as defined by California Labor Code Section 3212 et seq.; and 3) active District employees who are members of CVPF and who file a claim and subsequently retire before the claim is resolved. Retirees who filed claims while they were active employees are covered under this Agreement only for the purposes of petitions to reopen a pre-existing claim unless covered under section 2) of this paragraph A.

B. Active employees and retirees with an existing claim filed prior to the effective date of this Agreement (pre-existing claim) that have not already had a medical-legal evaluation under the State's AME/QME system may request to resolve their claim under the provisions of this Agreement. Such requests should be made in writing to the District's third-party claims administrator (TPA). The decision to accept a pre-existing claim into the alternative dispute resolution program will lie with both the District and CVPF. If a request is made to utilize the alternative dispute resolution program for a pre-existing claim and that request is approved, all future disputes on said claim must be resolved according to the provisions of this Agreement. The scope of this Agreement does not apply to retirees that have a future medical dispute that is outside the five-year statute of limitations of Labor Code Section 5804.

C. Injuries occurring and claims filed after termination of this Agreement are not covered by this Agreement.

D. This Agreement is restricted to 1) establishing an exclusive list of IMEs to be used for medical dispute resolution of covered employees, and 2) establishing a process for informal legal discovery in accordance with Article V. For purposes of this Agreement, a “claimed injury” is one for which either a Workers’ Compensation Claim Form DWC-1 or an Application for Adjudication of Claim has been filed with the Workers’ Compensation Appeals Board (“WCAB”).

Article IV: Expedited Independent Medical Evaluator Process

A. This Agreement does not constitute a Medical Provider Network (“MPN”). Physicians who act as a covered employee’s treating physician or have provided treatment to the covered employee shall not act as the IME in the covered employee’s claim. Pre-designation of a physician must comply with the requirements set forth in California Labor Code Section 4600(d)(1)-(2)(C).

B. All covered employees with a disputed medical issue as described in Article IV, paragraph D below must be evaluated by an approved physician from the exclusive list of IMEs. Attached hereto as Exhibit A is the exclusive list of IMEs agreed upon by the parties. Should the covered employee claim injuries requiring more than one IME specialist, the covered employee shall be provided an IME appointment in each area of specialty, if necessary. If the IME requires the opinion of an additional sub-specialist, the IME shall advise the claims examiner, who shall then select an approved medical provider in the requested specialty from the agreed-upon IME list. The IME may not refer the covered employee to the covered employee’s treating physician for this purpose. The consulting sub-specialist’s charges are subject to the Official Medical Fee Schedule promulgated by the California Division of Workers’ Compensation administrative director.

C. The exclusive list of IMEs shall include the IMEs’ respective specialties as agreed upon by the parties.

D. An IME shall be used for all medical disputes that arise in connection with a workers’ compensation claim including, but not limited to, determination of causation, the nature and extent of an injury, the nature and extent of permanent disability and apportionment, work restrictions, ability to return to work (including transitional duty), resolution of all disputes arising from utilization review (UR), and future medical care, including the need for spinal surgery. The parties agree that the covered employee shall use the originally chosen IME for all subsequent disputes and injuries claimed arising under this Agreement. In the event that said IME is no longer available, the parties shall utilize the next specialist on the list pursuant to Article IV, paragraph I. 5., below.

E. The IME process described above will be triggered when either party provides the other written notice of an objection in connection with any issues set forth in Article IV, paragraph D above. A denial of the claim automatically creates a dispute and triggers the IME process. A delay letter to the claim gives the covered employee the basis to file a written objection thereby triggering the IME process. A delay letter, without objection, will not automatically trigger the IME process. Objections from the District shall be sent to the covered employee with a copy to the covered employee’s legal representative, if represented, and if the covered employee/legal representative gives notice to the District that the covered employee is represented. Objections from the covered employee or

covered employee's legal representative shall be sent to the covered employee's assigned claims examiner with a copy to the District and District's legal representative, if applicable.

F. Objections shall be sent within 30 calendar days of receipt of a medical report addressing any of the issues set forth above. Delayed decisions based on legal issues shall not trigger the IME process. A subsequent acceptance of the claim and/or resolution of the disputed issue may eliminate the need for completion of the IME process set forth in this Agreement.

G. The exclusive list of IMEs shall serve as the exclusive source of medical evaluations for all disputed medical issues arising from a claimed injury, unless otherwise agreed to by the parties in writing.

H. The parties hereby agree that from time to time the exclusive list of IMEs may be amended. For either party to propose adding an IME to the exclusive list of IMEs, the party must provide notice, in writing, to the other party of its request to add a physician to the list. The parties must mutually agree in writing to the addition of physicians to the IME list. A physician may only be deleted from the exclusive list of IMEs if that physician breaches the terms and conditions of his/her contract with the District or by written mutual agreement of the parties. The exclusive list of IMEs shall be reviewed quarterly, or as otherwise agreed upon, by both parties for proposed additions and/or deletions of IMEs. Any physician proposed for addition or deletion after the quarterly review period will be reviewed at the next scheduled quarterly review period.

I. Appointments

1. The District's Third-Party Administrator ("TPA") shall schedule any appointment(s) between the IME and covered employee and provide notice of the appointment(s) to the covered employee within 10 business days of the date of receipt of the objection. The notice of the appointment shall include the location, date, and time of the appointment.

2. The covered employee shall be responsible for providing the District's TPA with his/her work schedule prior to an appointment being made, so that appointments can be made, if possible, during a covered employee's non-working hours.

3. Compensation for attending medical appointments under this Agreement shall be consistent with California Labor Code requirements.

4. Mileage reimbursement to covered employees shall be in accordance with California Labor Code Section 4600(e)(2) unless transportation is provided by the District.

5. For purposes of appointments, the District's TPA shall select the IME(s) by starting with the first name listed on the exclusive list of IMEs within the appropriate specialty, and continuing down the list, in order, until the list is exhausted, at which time the District's TPA will resume using the first name on the list. Said list of IMEs shall be organized in alphabetical order by the IMEs' last names. IMEs that cannot meet the appointment timeframes designated in the Physician Contract shall be bypassed for the next available IME on the list. The TPA will maintain a log of the

number of disputed claims, the type of disputes, the type of body part claimed, the time frames for setting IME appointments and receiving the IME report and the dispute outcomes.

6. The IME shall submit the medical reports 30 calendar days following examination of the covered employee, pursuant to the terms of the IME's contract, unless a longer period of time is agreed to by the parties.

J. The District is not liable for the cost of any medical examination used to resolve disputes governed by this Agreement where said examination is furnished by a medical provider that is not authorized by this Agreement. Medical evaluations shall not be obtained outside of this Agreement for disputes covered by this Agreement, notwithstanding California Labor Code Section 4605.

K. Both parties shall be bound by the opinions and recommendations of the IME selected in accordance with the terms of this Agreement, subject to legal challenges brought by the parties, before the WCAB.

L. The District's TPA shall provide to the IME records prepared or maintained by the covered employee's treating physician(s) and medical and nonmedical records relevant to the determination of the medical issue(s). The District's TPA shall prepare a list of all documents provided to the IME and shall serve a copy of the list on the covered employee and/or on his/her legal or other representative.

M. All communications with the IME shall be in writing and shall be served by the opposing party. This provision does not apply to oral or written communications by the covered employee or, if the covered employee is deceased, the covered employee's dependent, in the course of the covered employee's examination or at the request of the IME in connection with the examination.

N. If either party disputes a medical finding of the IME, they shall notify the other party of this dispute by way of written objection within 14 calendar days of actual receipt of the IME's report. All disputes of this nature shall be resolved either by way of supplemental interrogatory and report or by way of deposition.

Article V: Discovery

A. Covered employees will cooperate and provide the District's TPA with fully executed medical, employment and concurrent employment releases, disclosure statements, and any other documents and information reasonably necessary for the District to resolve the covered employee's claim, when requested, subject to the limitations set forth in the CCP, Labor Code and FFBR. If the covered employee fails to return the executed releases and it is determined that the medical information is not sufficient for the IME to provide a comprehensive evaluation, the parties shall meet to resolve the issue(s) within 20 calendar days prior to setting a medical evaluation. This Article does not supplant or diminish the parties' rights to pursue or contest discovery issues pursuant to the remedies provided in the California Labor Code or by the WCAB.

B. This Agreement does not preclude a formal deposition of a covered employee or IME when necessary pursuant to the right of discovery in accordance with applicable provisions of law. The need for a formal deposition may delay the scheduling of an

appointment with an IME until the deposition has been completed. Attorney's fees for depositions of covered employees shall be paid at a rate consistent with California Labor Code Section 5710. This rate of reimbursement for attorney's fees for depositions of covered employees is subject to an annual review to determine if adjustments to said rate of reimbursement should be made. There shall be no attorney's fees for depositions of IMEs or other physicians. The parties agree to a rate of \$375/hour.

Article VII: General Provisions

- A. This Agreement constitutes the entire understanding of the parties and supersedes all other agreements, oral or written, with respect to the subject matter in this Agreement.
- B. This Agreement, including all attachments and exhibits, shall not be amended, nor are any provisions waived, except in writing signed by the parties which expressly refers to this Agreement. Any dispute regarding the terms of the agreement will be resolved by the JLMC.
- C. If any portion of this Agreement is found to be unenforceable or illegal, the remaining portions shall remain in full force and effect.
- D. Notice required under this Agreement shall be provided to the parties as follows:
DISTRICT: Anthony Arroyo, HR Director
CVPF: John Ferrone Esq., Ferrone Ferrone Law Group

Executed at Chino, California.

CHINO VALLEY FIRE DISTRICT:

District Manager

Date: _____

CHINO VALLEY PROFESSIONAL FIRE FIREFIGHTERS,' LOCAL 3522:

President

Date: _____

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: OCTOBER 11, 2023

**TO: JOHN DEMONACO, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

SUBJECT: TITLE CHANGE FOR ADMINISTRATIVE SECRETARY

PURPOSE:

Purpose is for the Board of Directors to review and approve the job title change from Administrative Secretary to Administrative Assistant.

BACKGROUND:

The job title of Administrative Secretary has been in existence for over 16 years. Over the last few years, many agencies have changed or eliminated the job title of Secretary given that this title is somewhat dated. The common title is now commonly referred to as Administrative Assistant.

DISCUSSION:

Management staff has discussed the proposed change in title with the three current Administrative Secretary incumbents. All agree with the change to Administrative Assistant. The proposed title change does not have a financial impact. Teamsters have been notified of the proposed change and are in agreement.

The job title change is also proposed for the “Administrative Secretary (Confidential)” classification. Currently, there are no incumbents in this this job classification. The proposed title would be “Administrative Assistant (Confidential).”

This item was presented to the Human Resources Committee on September 18; it was recommended this be placed on consent on this evening’s agenda.

RECOMMENDATION:

It is recommended that the Board of Directors support the changes to the two job titles mentioned.

ATTACHMENTS:

Administrative Secretary - Confidential Redline Draft

Administrative Assistant - Redline Draft



Chino Valley Fire District Position Classification

Administrative SecretaryAssistant - Confidential

Position Summary

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

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

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

Essential Job Functions

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

- Provides direct secretarial administrative support to one or more management staff members.
- Performs a variety of clerical tasks including typing, proofreading, filing, and editing.
- Establishes and/or maintains files, filing systems, and record keeping procedures.
- Operates a variety of office equipment including computers and supporting software.
- Prepares, sorts, files, and/or processes a variety of documents and records according to established procedures.
- Schedules and makes necessary arrangements for meetings; schedules appointments; maintains calendars.
- Prepares materials for a variety of meetings such as agendas, reports, and agenda packets.
- Attends and takes minutes at meetings; may transcribe dictation.
- Prepares, maintains, and produces a variety of correspondence, forms, documents, and files including items of a confidential and sensitive nature.
- Conducts research and compiles information for the preparation of reports and related documents.
- Makes travel arrangements and produces and maintains travel itineraries.
- Receives, assists and directs customers and visitors.
- Reviews, sorts and distributes incoming mail in accordance with standard procedures.
- Responds to inquiries from the public and District staff regarding District programs, procedures, activities, and other matters requiring an in-depth knowledge of the District.
- Orders and maintains supplies and materials.
- Assists in budget preparation by compiling and processing budget related documents; monitors expenses and/or revenues; prepares invoices for payment; handles petty cash.
- Supervises, trains and evaluates other clerical and auxiliary support staff, and directs and/or assists others in the performance of related tasks.
- Performs related duties as assigned.

Administrative ~~Secretary~~Assistant Position Classification

Qualifications

Knowledge of:

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

Ability to:

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

Education and Experience Requirements:

Education:

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

Experience:

- Three years increasingly responsible ~~secretarial~~administrative assistant experience.

Physical Profile

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

- Mobility – frequent use of keyboard; frequent sitting for long periods of time; occasional bending or squatting.
- Lifting – frequently up to 10 pounds; occasionally up to 25 pounds.
- Vision – constant use of overall vision; frequent reading and close-up work; occasional color and depth vision.

**Administrative SecretaryAssistant Position
Classification**

- Dexterity – frequent repetitive motion; frequent writing; frequent grasping, holding and reaching.
- Hearing/Talking – frequent hearing and talking, in person and on the phone.
- Emotional/Psychological – frequent decision-making and concentration; frequent public and/or co-worker contact; frequent periods of working alone.
- Environmental – frequent exposure to computer screens and noise.

FLSA Status: Non-exempt
Date Approved: July 26, 2005
Revision Date: September 14, 2015
Amended (?) Oct. 11, 2023



Chino Valley Fire District Position Classification

Administrative Secretary Assistant

Position Summary

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

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

Essential Job Functions

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

- Provides direct secretarial-administrative support to one or more management staff members.
- Performs a variety of clerical tasks including typing, proofreading, filing, and editing.
- Establishes and/or maintains files, filing systems, and record keeping procedures.
- Operates a variety of office equipment including computers and supporting software.
- Prepares, sorts, files, and/or processes a variety of documents and records according to established procedures.
- Schedules and makes necessary arrangements for meetings; schedules appointments; maintains calendars.
- Prepares materials for a variety of meetings such as agendas, reports, and agenda packets.
- Attends and takes minutes at meetings; may transcribe dictation.
- Prepares, maintains, and produces a variety of correspondence, forms, documents, and files including items of a confidential and sensitive nature.
- Conducts research and compiles information for the preparation of reports and related documents.
- Makes travel arrangements and produces and maintains travel itineraries.
- Receives, assists and directs customers and visitors.
- Reviews, sorts and distributes incoming mail in accordance with standard procedures.
- Responds to inquiries from the public and District staff regarding District programs, procedures, activities, and other matters requiring an in-depth knowledge of the District.
- Orders and maintains supplies and materials.
- Assists in budget preparation by compiling and processing budget related documents; monitors expenses and/or revenues; prepares invoices for payment; handles petty cash.
- Supervises, trains and evaluates other clerical and auxiliary support staff, and directs and/or assists others in the performance of related tasks.
- Performs related duties as assigned.

Administrative Secretary Assistant Position Classification

Qualifications

Knowledge of:

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

Ability to:

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

Education and Experience Requirements:

Education:

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

Experience:

- Three years increasingly responsible secretarial-administrative assistant experience.

Physical Profile

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

- Mobility – frequent use of keyboard; frequent sitting for long periods of time; occasional bending or squatting.
- Lifting – frequently up to 10 pounds; occasionally up to 25 pounds.
- Vision – constant use of overall vision; frequent reading and close-up work; occasional color and depth vision.

**Administrative Secretary Assistant Position
Classification**

- Dexterity – frequent repetitive motion; frequent writing; frequent grasping, holding and reaching.
- Hearing/Talking – frequent hearing and talking, in person and on the phone.
- Emotional/Psychological – frequent decision-making and concentration; frequent public and/or co-worker contact; frequent periods of working alone.
- Environmental – frequent exposure to computer screens and noise.

FLSA Status: Non-exempt
Date Approved: July 26, 2005
Amended (?) Oct. 11, 2023

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: OCTOBER 11, 2023

**TO: JOHN DEMONACO, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

SUBJECT: TITLE CHANGE FOR AUXILIARY WORKER

PURPOSE:

Purpose is for the Board of Directors to review and approve the job title change from Auxiliary Worker to Support Services Technician.

BACKGROUND:

The job description and title for Auxiliary Worker has been in existence for over 15 years. Over time, the title has morphed into something different based on the duties and responsibilities of the position. Management staff has consulted with members of the Support Services division. After some discussion, it was decided by staff to propose a change in the job title from Auxiliary Worker to Support Services Technician.

DISCUSSION:

This will provide for a more specific job title that corresponds to the duties of the position. The title of Auxiliary Worker seems to exist only within the Chino Valley Fire District. The title is vague and does not reflect what is required of the position. The proposed title of Support Services Technician will clearly identify where the job title is assigned and correctly identifies the role of the position. Teamsters representatives have been consulted regarding the change and the group is in agreement.

The proposed title change does not have a financial impact.

This item was presented to the Human Resources Committee on September 18; it was recommended this be placed on consent on this evening's agenda.

RECOMMENDATION:

It is recommended that the Board of Directors support the changes recommended above.

ATTACHMENTS:

Support Services Technician



Chino Valley Fire District Position Classification

Auxiliary Worker Support Services Technician

Position Summary

Under direct supervision, the Auxiliary Worker Support Services Technician position performs a variety of routine administrative and field duties in support of District operations.

The Auxiliary Worker Support Services Technician position is a multi-class position and may be employed on either a full-time or part-time basis. The work schedule may be varied, and may require incumbent to work after normal working hours, or on weekends and holidays.

Essential Job Functions

The following are the 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.

- Assists with coordination of the maintenance and/or repair of District vehicles; tracks mileage, maintains maintenance records and schedules routine maintenance; performs unskilled maintenance or repair duties such as checking fluids, tire pressures and related tasks.
- Assists with emergency field incident support; receives direction from field command staff.
- ~~Oversees the activities of correctional work release workers who are directly accountable to others; in these instances, the correctional work release workers are typically performing general maintenance and custodial duties that would otherwise be assigned to the Auxiliary Worker Support Services Technician.~~
- Performs general maintenance duties, including but not limited to, cleaning, painting, and moving furniture and equipment.
- Picks-up and delivers a variety of items.
- Stocks supplies at all District facilities.
- Collects and distributes mail to all District and other public facilities.
- Delivers agenda packets and other Board of Directors related documents.
- Sets-up and breaks-down for special events, and for routine and special meetings and training classes.
- Collects, prepares and sets-up equipment and materials.
- Performs other duties as required.

Qualifications

Knowledge of:

- California driving rules and regulations.

Ability to:

- Safely operate various types of motor vehicles including the ability to tow a trailer behind a vehicle.
- Understand and follow oral and written instructions.
- Establish and maintain cooperative working relationships.
- Work independently and exercise good judgment.
- Communicate clearly and concisely.
- Periodically respond to callback duty after normal working hours, weekends and holidays.
- Meet the physical standards established by the District.

Education and Experience Requirements

Education:

- Equivalent to graduation from high school.
- Possession and maintenance of a Class C California driver's license and satisfactory driving record. Class B California driver's license is desirable.

Experience:

- Two (2) years driving experience desirable.

Physical Profile

Work is performed both outdoors and in a typical office environment and requires moderate physical exertion associated with the ability to lift, carry, push, pull or climb with the following characteristics:

- Mobility – frequent; frequent sitting, standing and/or walking for long periods of time; occasional bending, squatting, lifting, carrying, pushing, pulling, climbing and walking on uneven surfaces, or surfaces that may be slippery from fire or water damage.
- Lifting – frequent lifting up to 50 pounds; occasional lifting up to 75 pounds; frequent lifting, pushing and/or carrying of objects weighing up to 50 pounds.
- Vision – constant use of overall vision; frequent reading and close-up work as well as driving and other distance related activities; identification and distinguishing of colors and depth.
- Dexterity – frequent repetitive motion; occasional writing; frequent grasping, holding and reaching.
- Hearing/Talking – frequent hearing and talking, in person and on the telephone.
- Emotional/Psychological – frequent public and/or co-worker contact; occasional working alone.
- Environmental – frequent exposure to all types of weather conditions and marked changes in temperatures; potential inhalation or contact with smoke, vapors, dust or gasses; possible exposure to potentially harmful chemical or biological agents; frequent exposure to computer screens and noise.

FLSA Status: Non-exempt
Date Approved: April 12, 2006

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: OCTOBER 11, 2023

**TO: JOHN DEMONACO, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

SUBJECT: AMENDING THE FIRE INSPECTOR JOB CLASSIFICATION

PURPOSE:

Purpose is for the Board of Directors to review and approve the amendments to the job description for Fire Inspector.

BACKGROUND:

Fire Marshall worked with Human Resources to amend the job description for Fire Inspector. A red-line version showing the changes is attached to this report. The job description was last amended on July 24, 2007. Since then, there have been changes to the duties and responsibilities of the position along with industry-wide changes that need to be reflected in the job description and updating language that reflect the current needs of the Community Risk Reduction Division. One significant changes is to eliminate the language that pertains to the duties that are now assigned to the Public Information Officer.

DISCUSSION:

In addition to the above, the names of the certificates required of the position have changed since the job description was last amended. The new certificate titles are reflected in the proposed changes.

The proposed changes are sought prior to the recruitment for the vacant Fire Inspector position opens. All interested candidates will have a clear understanding of what required of the position.

There isn't a cost to the proposed changes.

This item was presented to the Human Resources Committee on September 18; it was recommended this be placed on consent on this evening's agenda.

RECOMMENDATION:

It is recommended that the Board of Directors support the changes recommended above.

ATTACHMENTS:

Fire Inspector Changes



Chino Valley Fire District Position Classification

Fire Inspector

Position Summary

Under general supervision, the Fire Inspector position performs a variety of complex fire prevention, inspection, and code enforcement duties for residential, industrial and commercial establishments; conducts cause and origin fire investigations; ~~oversees~~ ~~conducts~~ ~~vegetation management activities~~; conducts fire prevention and education programs; ~~performs public information duties~~; and performs related duties as required. Duties performed may require incumbent to respond to callback duty after normal working hours, or on weekends and holidays.

Commented [DB1]: At one time an inspector had more of an oversight role to our weed abatement program; however, that was changed and oversight was given to the DFM

Commented [DB2]: Prior to the district having a PIO position, the duties of PIO were an assignment of an inspector; however, that has not been the case since the recruitment/hiring of the PIO position.

Essential Job Functions

The following are the 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.

- Enforces provisions of the ~~International~~ Fire Code, codes relating to hazardous materials, and other related codes, regulations, laws, ~~and~~ ordinances ~~and standards~~.
- Conducts fire and life safety inspections of ~~buildings various occupancies and fire protection systems/equipment~~ for compliance with the ~~International~~ Fire Code including, but not limited to, identification of potential fire hazards, proper operation ~~and maintenance~~ of fire suppression ~~protection and life safety~~ devices/equipment, adequacy of ~~means of egress, fire escapes and exits~~, hazardous materials and processes, and public assemblies; determines the corrective actions required to comply with codes, as appropriate.
- Conducts inspections of new construction and building alterations for compliance with approved plans, including but not limited to requirements related to fire sprinklers, water supply, access, ~~means of egress/exits, high-piled storage~~ and fire alarms.
- Prepares and issues correction notices and citations for code violations; reports violations of laws, ordinances, and safety standards to the Deputy Fire Marshal.
- Conducts follow-up inspections to insure corrections have been made and hazards are eliminated.
- Conducts cause and origin investigations of structural, vehicle and open space fires as assigned.
- Conducts inspections ~~of open areas~~ for compliance ~~related to the Fire Districts Vegetation Management program with weed abatement regulations~~.
- Confers with, and advises architects, engineers, attorneys, developers, and the public regarding fire code related ordinances, fire prevention and ~~weed abatement/vegetation management, as assigned~~.
- Conducts business license inspections, and reviews and monitors business practices to ensure compliance with current fire and life safety codes.
- Assists ~~the Deputy Fire Marshal~~ in reviewing existing fire prevention policies, ~~standards~~ and regulations, ~~as assigned~~.
- Conducts and participates in ~~fire prevention various~~ training.
- Develops ~~and~~, conducts ~~and oversees~~ fire prevention, emergency preparedness, and safety education activities, including preparation of informational materials; classroom and community group presentations; and attendance and speaking at public events, ~~as assigned~~.
- ~~Coordinates and conducts, or provides assistance at, Participates in~~ special events such as Fire Prevention Week activities, ~~CHIEFS-Chino Valley Fire~~ Foundation

activities, Fire District Open House and other community events.

Fire Inspector Position Classification
Page 2 of 4

- ~~Performs public information activities including responding to incidents; preparing and disseminating information to the media such as press releases and public service announcements; and developing general District informational materials such as the Annual Report and Newsletter.~~
- Prepares and maintains inspection reports, records, daily log, technical information, statistical data, and investigation reports and correspondence.
- Makes court appearances as needed.

Commented [DB3]: These are functions under the PIO job description

Qualifications

Knowledge of:

- Principles, systems, procedures, practices, and methods employed in fire prevention, inspection, public education, and municipal government.
- Fire, Life Safety, Building, and State Codes; National Fire Standards, and Fire District Standards.
- Provisions of California Penal Code, and California Health and Safety Code.
- Principles, practices and techniques used in the investigation of the cause and origin of fires.
- Modern office practices and equipment, including use of personal computers and Microsoft and other specialized software applications.
- Report writing and record keeping practices and methods.
- Basic mathematics, English grammar, spelling and punctuation.
- District policies and procedures.
- Modern firefighting methods and practices.

Ability to:

- Perform inspections of a technical and complex nature on a variety of facilities and building types.
- Read and interpret ~~architectural and~~ engineering plans, blueprints and specifications.
- Conduct research related to codes, regulations and laws and make effective recommendations.
- Communicate clearly and concisely, both orally and in writing.
- Produce and present comprehensive oral and written materials.
- Develop and maintain positive, professional, and cooperative working relationships with co-workers, engineers, developers, contractors, community groups, media representatives, public officials, and the public.
- Diplomatically secure voluntary compliance with code requirements.
- Provide courteous and prompt customer service to the public and District staff.
- Operate audio/visual and photographic equipment.
- Coordinate and conduct educational programs relating to fire prevention.
- ~~Work independently and exercise good judgment.~~
- Understand, explain and apply policies and procedures.
- Develop, design and prepare pamphlets, brochures and presentations on fire safety.
- Periodically respond to callback duty after normal working hours, weekends and holidays within 60 minutes after receiving notification.
- Meet the physical standards established by the District.

Commented [DB4]: This is true; however, can we add an additional bullet point related to being a part of a team. Under physical profile, there is a bullet point that reads "Emotional/Psychological – frequent decision-making and concentration; frequent public and/or co-worker contact; occasional working alone". Because of the "frequent co-worker contact" I interpret that to be being a part of a team, so I think having a bullet point here or verbiage in this bullet point to include that would be great.

Education and Experience Requirements

Education:

- Equivalent to graduation from high school, supplemented by college level courses in fire prevention or fire technology.

Commented [DB5]: Can we change this to be "a reasonable timely manner" or just simply exclude the verbiage?

The specific time limitation can not be met at times of high traffic, etc. and technically would limit where someone should be living.

Fire Inspector Position Classification
Page 3 of 4

- Possession and maintenance of a Class C California driver's license and satisfactory driving record.
- Current qualification under PC 832 Arrest Course requirements, or ability to obtain within 11 months.
- California State Fire Marshal Fire Prevention Officer Inspector I certificate is highly desirable.

Experience:

- One (1) year of experience in fire or building inspection activities and/or completion of either of the following:
 - › AS Degree in Fire Science/Technology or related field
 - › CA State Fire Marshal Prevention Fire Inspector 1A, 1B, 1C and 1D, and five (5) core Fire Science/Technology courses (*Fire Protection Organization; Fire Prevention Technology; Fire Protection Equipment and Systems; Building Construction for Fire Protection; Fire Behavior and Combustion*)

Physical Profile

Work is performed both outdoors and in a typical office environment and requires moderate physical exertion associated with the ability to lift, carry, push, pull or climb with the following characteristics:

- Mobility – frequent use of keyboard; frequent sitting, standing and/or walking for long periods of time; occasional bending, squatting, lifting, carrying, pushing, pulling, climbing and walking on uneven surfaces, or surfaces that may be slippery from fire or water damage.
- Lifting – occasional lifting up to 50 pounds; frequent lifting, pushing and/or carrying of objects weighing up to 25 pounds.
- Vision – constant use of overall vision; frequent reading and close-up work as well as driving and other distance related activities; identification and distinguishing of colors and depth.
- Dexterity – frequent repetitive motion; frequent writing; frequent grasping, holding and reaching.
- Hearing/Talking – frequent hearing and talking, in person and on the telephone.
- Emotional/Psychological – frequent decision-making and concentration; frequent public and/or co-worker contact; occasional working alone.
- Environmental – frequent exposure to all types of weather conditions and marked changes in temperatures; potential inhalation or contact with smoke, vapors, dust or gasses; possible exposure to potentially harmful chemical or biological agents; frequent exposure to computer screens and noise.

FLSA Status: Non-exempt
Date Approved: July 26, 2005
Date Updated: July 24, 2007

**CHINO VALLEY INDEPENDENT FIRE DISTRICT
STAFF REPORT**

DATE: OCTOBER 11, 2023

**TO: JOHN DEMONACO, BOARD PRESIDENT
ALL MEMBERS OF THE BOARD**

FROM: DAVE WILLIAMS, FIRE CHIEF

SUBJECT: PURCHASE OF 2 PIERCE FIRE ENGINES

PURPOSE:

Purpose is for the Board of Directors to review and discuss the proposed purchase of two (2) Pierce Type I Engines.

DISCUSSION:

Executive Staff and the Apparatus Committee met in August 2023 with the objective to review the current state of District frontline and reserve fire engines and to create a five-year heavy apparatus and surplus plan. An assessment of manufacturer capabilities, production timelines, supply chain shortages, and District fire engine specifications needed to serve our community was conducted. The need to escalate replacement authorization for fire engines arose from extreme production delays noted within the fire apparatus construction industry. While it was traditionally reasonable to expect construction timeframes of specialty fire apparatus of 1 to 1 1/2 years, staff discovered that production timelines have been especially affected by supply chain issues and excessive demand. Currently, the District's principal fire engine manufacturer, Pierce, quotes 1,460 to 1,550 days (4 years – 4 years 3 months) for construction and delivery if ordered in November 2023.

Based upon these findings, staff concluded the need to replace two (2) frontline engines, and move the currently deployed engines at these stations into the District's reserve fleet. These engines would replace Medic Engine 63 (2014 Pierce) and Medic Engine 66 (2017 Pierce). It is estimated that Medic Engine 63 will have 13 years of frontline service with approximately 109,481 miles in November of 2027. Medic Engine 66 will have 10 years of frontline service with approximately 112,146 miles in November of 2027. These changes will increase our reserve fleet quantity to seven allowing for the District to consider the surplus of Medic Engine 63-A (CHO 106) which will be 21 years old in 2027.

Staff recognized that the consistency in manufacturer platforms across the fleet allows fire engineers and certified drivers a common operating platform, improving emergency scene performance. In

addition, it is anticipated that the redundancy of similarly manufactured vehicles will be easier to service and maintain by the CVFD mechanics and Support Services. As Pierce Manufacturing continues to evolve and innovate, the company has switched to a new cab and chassis with slight manufacturer differences to improve fit and finish. The Pierce Enforcer PUC cab and chassis is similar to the majority of the Type 1 fire engines in the District's fleet and offers the consistency in platform staff is seeking.

There are two options for payment and purchase of the two (2) Pierce Enforcer PUC Type I Engines. Option 1: below consists of a pre-payment option coupled with a performance bond. Option 2: allows the District to be invoiced and pay for the engine upon delivery, allowing the District to maintain funds in current investment opportunities.

Option 1 (100 % Pre-payment): \$1,998,215.12 Including Performance Bond and taxes.

Option 2 (Payment Due at Delivery): \$2,320,704.40 Including taxes.

Staff has evaluated the purchasing options weighing the pros and cons of utilizing the pre-purchase option discount. Staff recommends ordering the two (2) Pierce Type I Fire Engines without prepayment, allowing the District to utilize the funds in its own investments rather than prepay in advance allowing for better interest earnings, outpacing Pierce's discount.

The attached quotes are through Houston-Galveston Area Council (HGAC), which has established purchasing agreements with the vendor either by a competitive bid or competitive proposal process. Accepting the contract terms established under the HGAC meets the District's purchasing policy requirements based on the use of pre-competed bid pricing.

Staff will work with legal counsel to ensure that the purchase agreement preserves all of the appropriate rights and protections for the District. Furthermore, the Fire Chief would be designated the authority by the Board to execute the purchase agreement inclusive of a 10% contingency for change orders and initiate all related legal and contractual documents.

RECOMMENDATION:

It is recommended that the Board of Directors approve Agreement No. 2023-15 for the proposed encumbrance of funds associated with the purchase of two (2) Pierce replacement Type I Engines. Proposed as stated herein for the two (2) Type I Pierce Enforcer PUC Fire Engines would be in the amount of \$2,320,704.40 with a 10% contingency for a total consideration of \$2,552,774.84 and authorize the Fire Chief to execute all related purchase documents on behalf of the District.

ATTACHMENTS:

Option 1 Attachment

Option 2 Attachment



CONTRACT PRICING WORKSHEET
For MOTOR VEHICLES Only

Contract No.: FS12-19 August 2023

Date Prepared: 09/04/23

*This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents **MUST** be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.*

Buying Agency:	Chino Valley Independent Fire District	Contractor:	South Coast Fire Equipment/Pierce Manufacturing
Contact Person:	Jeff Brady	Prepared By:	Kevin Newell
Phone:	909-227-1335	Phone:	9096739900
Fax:		Fax:	
Email:	brady@chofire.org	Email:	Orders@southcoastfire.net

Product Code:	FS19VC07	Description:	enforcer, 4-Door, Full-Tilt, Aluminum Cab, Aluminum Body, Single Axle, 1250 GPM Pump, Mid-Mounted
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A. Product Item Base Unit Price Per Contractor's H-GAC Contract: \$704,208.00

B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
Subtotal From Additional Sheet(s):			\$347,971.00
Subtotal B:			\$347,971.00

C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary

Description	Cost	Description	Cost
Subtotal From Additional Sheet(s):			\$21,332.00
Subtotal C:			\$21,332.00

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B).	For this transaction the percentage is:	2.03%
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D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)

Quantity Ordered:	2	X Subtotal of A + B + C:	1073511	=	Subtotal D:	\$2,147,022.00
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E. H-GAC Order Processing Charge (Amount Per Current Policy) **Subtotal E:** \$2,000.00

F. Trade-Ins / Other Allowances / Special Discounts / Freight / Installation

Description	Cost	Description	Cost
Sales Tax	\$143,198.92	Performance Bond	\$5,260.20
100% Pre-Payment Option	-\$299,294.00		
Tire Fee	\$28.00		
Subtotal F:			-\$150,806.88

Delivery Date:	48-51 months	G. Total Purchase Price (D+E+F):	\$1,998,215.12
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CONTRACT PRICING WORKSHEET
For MOTOR VEHICLES Only

Contract No.: FS12-19 August 2023

Date Prepared: 09/04/23

*This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents **MUST** be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.*

Buying Agency: Chino Valley Independent Fire District	Contractor: South Coast Fire Equipment/Pierce Manufacturing
Contact Person: Jeff Brady	Prepared By: Kevin Newell
Phone: 909-227-1335	Phone: 9096739900
Fax:	Fax:
Email: brady@chofire.org	Email: Orders@southcoastfire.net

Product Code: FS19VC07	Description: Enforcer, 4-Door, Full-Tilt, Aluminum Cab, Aluminum Body, Single Axle, 1250 GPM Pump, Mid-Mounted
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A. Product Item Base Unit Price Per Contractor's H-GAC Contract: \$704,208.00

B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
Subtotal From Additional Sheet(s):			\$347,971.00
Subtotal B:			\$347,971.00

C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary

Description	Cost	Description	Cost
Subtotal From Additional Sheet(s):			\$21,332.00
Subtotal C:			\$21,332.00

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). **For this transaction the percentage is:** 2.03%

D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)

Quantity Ordered:	2	X Subtotal of A + B + C:	1073511	=	Subtotal D: \$2,147,022.00
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E. H-GAC Order Processing Charge (Amount Per Current Policy) **Subtotal E:** \$2,000.00

F. Trade-Ins / Other Allowances / Special Discounts / Freight / Installation

Description	Cost	Description	Cost
Sales Tax	\$166,394.20	Performance Bond	\$5,260.20
Tire Fee	\$28.00	Subtotal F: \$171,682.40	

Delivery Date: 48-51 months **G. Total Purchase Price (D+E+F):** \$2,320,704.40