



Big Bear Fire Authority

**BIG BEAR FIRE AUTHORITY
NOTICE & AGENDA OF ADMINISTRATIVE COMMITTEE SPECIAL MEETING
DECEMBER 28, 2021
2:00 P.M.**

NOTICE IS HEREBY GIVEN, that a meeting of the Administrative Committee of Big Bear Fire Authority will be held on Tuesday, December 28, 2021 at 2:00 p.m. in a hybrid format. This meeting will be held in the Emergency Operations Conference room at Big Bear Fire Department located at 41090 Big Bear Boulevard, Big Bear Lake, California and via Zoom; said meeting being called pursuant to Section 54953(e) of the Government Code of the State of California. Members of the public may attend the meeting in person or via Zoom. Please note that pursuant to current State requirements, masks will be required for those attending in person. Details on attending via Zoom using a telephone, computer, or smart phone are below:

- Calling (669) 900-6833 with meeting ID: or;
- Join Zoom Meeting online at
- <https://us02web.zoom.us/j/83907110820?pwd=RmxIUlBrbFNEQldKSmQvYkpUNHhZUT09>
- Meeting ID: 839 0711 0820 with passcode 745934

This meeting will be recorded. Contact the Board Secretary to receive a copy of the recording.

Members of the public may provide comments on agenda items in any of the following manners:

1. In Person - Members of the public who wish to provide public comments on agenda items are asked to complete a speaker's card (available at the table near the entrance) and present it to the Board Secretary prior to the time the agenda item is called. Comments will be limited to three (3) minutes. Please be aware that the Chair has the authority to reduce equally each speaker's time to accommodate a large number of speakers.
2. Via Zoom - To provide comments during the meeting, join the Zoom meeting by computer, mobile phone, or dial-in number. On Zoom video conference by computer or mobile phone, use the "Raise Hand" feature. This will notify the Secretary that you wish to speak during a specific item on the agenda or during non-agenda Public Comment. If joining the meeting using the Zoom dial-in number, you can raise your hand by pressing *9. Comments will be limited to three (3) minutes. Please be aware that the Chair has the authority to reduce equally each speaker's time to accommodate a large number of speakers.
3. Written Comments. Written public comments must be submitted via email to publicmeetingcomments@bigbearfire.org on or before Tuesday, December 28, 2021, at 12:00 p.m. Please limit comments to 300 words or less. If your comment is related to a specific Agenda item, please identify the Agenda item in the subject of your email.



Chardelle Smith, Board Secretary

The Big Bear Fire Authority wishes to make all of its public meetings accessible to the public. If you need special assistance to participate in this meeting, please contact Board Secretary Chardelle Smith at 909-866-7566. Notification prior to the meeting will enable the Fire Authority to make reasonable arrangements to ensure accessibility to this meeting.



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. 1

MEETING DATE: December 28, 2021

TO: Big Bear Fire Authority Administrative Committee

FROM: Jeff Willis, Fire Chief *JW*

SUBJECT: **Annual Fire Hazard Abatement Inspections**

BACKGROUND

Through the California Fire Code, Public Resource Code, and local Ordinance, each property owner is required to abate fire hazards annually and to maintain the property in such a condition to prevent or reduce rapid fire propagation across the landscape. When properties are correctly abated, the potential of structure ignition is greatly reduced. This, in turn, reduces the opportunity for structure-to-structure ignitions, thereby creating safer neighborhoods and community one property at a time.

There is also a range of codes, regulations, and programs that work in concert with each other that are designed to fire harden properties and structures. Defensible space regulations, building code regulations, landscape regulations, thinning of trees and brush, reduction of ladder fuels, and spacing and grouping of vegetative species just to name a few. Annual fire hazard abatement inspections are currently outsourced to San Bernardino County Land Use Services.

This discussion was first brought to the Administrative Committee at the November 23, 2021 Committee meeting. There, it was agreed to take it to the full Board at the December 7, 2021 Regular meeting. At that meeting, Board member discussion took place with this item being assigned to the Administrative Committee to discuss in depth the budget and process it would take to bring this abatement program in house.

DISCUSSION

The Fire Authority and its member agencies have historically used San Bernardino County Land Use Services to provided annual fire hazard abatement inspections. This has been the case for decades. The inspections, noticing, citation, and abatement process have been conducted through County process. Over the years, the process has improved through technology that enabled some modification of County process that better suit the Big Bear Community. The quality and range of the annual inspection program has varied over the years, with some years being better than others.

In the past, previous Boards have indicated a desire to possibly terminate the contract with County Land Use Services and perform this public safety function in house. Through advances

in technology, Staff believes the idea of performing annual fire hazard abatement inspections as an in-house function is worthy of a discussion. Another factor to consider is that over the past two years, California has experienced the worst years on record regarding number of acres burned and structures lost. This condition is predicted to continue into the foreseeable future which warrants the Boards attention at the local level to possibly rescope the manner in which this function is conducted.

FISCAL IMPACT

None at this time.

RECOMMENDATION

Staff recommends discussion with further direction.

Attachment A: Fire Hazard Abatement Services Contract

Attachment B: Budget Worksheet

FOR COUNTY USE ONLY



F A S

STANDARD CONTRACT

<input checked="" type="checkbox"/> New	FAS Vendor Code		SC	Dept. WAB	A	Contract Number 15-496	
<input type="checkbox"/> Change							
<input type="checkbox"/> Cancel							
ePro Vendor Number:					ePro Contract Number		
County Department Land Use Services			Dept. WAB	Orgn. WAB	Contractor's License No.		
County Department Contract Representative Andy Wingert, Code Chief				Telephone (909)387-8178		Total Contract Amount \$47,317.56	
<input checked="" type="checkbox"/> Revenue		<input type="checkbox"/> Encumbered		Contract Type		<input type="checkbox"/> Other:	
If not encumbered or revenue contract type, provide reason:							
Commodity Code		Contract Start Date 07/1/2015		Contract End Date		Original Amount \$	Amendment Amount
Fund AAA	Dept. CEN	Organization ENF	Appr.	Obj/Rev Source 9800	GRC/PROJ/JOB No.	Amount \$ 47,317.56	
Fund	Dept.	Organization	Appr.	Obj/Rev Source	GRC/PROJ/JOB No.	Amount \$	
Fund	Dept.	Organization	Appr.	Obj/Rev Source	GRC/PROJ/JOB No.	Amount \$	
Project Name Fire Hazard Abatement Svcs Big Bear Fire Authority				Estimated Payment Total by Fiscal Year			
				FY	Amount	I/D	FY

THIS CONTRACT is entered into in the State of California by and between the County of San Bernardino, hereinafter called the County, and

Name
Big Bear Fire Authority

Address
41090 Big Bear Boulevard

Big Bear Lake, CA 92315

Telephone
(909) 866 - 7566

Federal ID No. or Social Security No.

hereinafter called **FIRE AUTHORITY**

IT IS HEREBY AGREED AS FOLLOWS:

This Agreement is entered into this 1st day of July, 2015, by and between the County of San Bernardino Land Use Services Department (LUSD) and The Big Bear Fire Authority (FIRE AUTHORITY).

WHEREAS, LUSD administers a Fire Hazard Abatement Program within the unincorporated areas of San Bernardino County pursuant to San Bernardino County Code Section 23.0301, et seq.;

WHEREAS, FIRE AUTHORITY was created through a Joint Exercise of Powers Agreement by and between the Big Bear City Community Services District and the Big Bear Lake Fire Protection District, for the purpose of fire prevention, suppression, and fire hazard abatement;

Auditor-Controller/Treasurer/Tax Collector Use Only		CAO Use Only	
<input type="checkbox"/> Contract Database	<input type="checkbox"/> FAS	Not required for mid fiscal year cancellations	
input Date	Keyed By	Effective Date	Analyst Initials

WHEREAS, the area of the FIRE AUTHORITY is the geographic area encompassing the total combined jurisdictional boundaries of the Big Bear Community Services District and the Big Bear Lake Fire Protection District;

WHEREAS, FIRE AUTHORITY has the power to enter into contracts for services with local government agencies;

WHEREAS, FIRE AUTHORITY desires that fire hazard abatement services be provided within its jurisdiction by LUSD and LUSD agrees to perform these services as set forth herein;

WHEREAS, FIRE AUTHORITY desires LUSD to enforce those provisions of FIRE AUTHORITY Ordinance No. BBFA2014-001 relating to fire hazard abatement, administration, and enforcement; and designates LUSD enforcement officers as FIRE AUTHORITY fire code officials authorized to carry out the enforcement of the Ordinance's fire hazard abatement;

WHEREAS, FIRE AUTHORITY has the funds available to recompense LUSD for fire hazard abatement services in the areas of the FIRE AUTHORITY's responsibility; and

WHEREAS, FIRE AUTHORITY finds LUSD qualified to provide fire hazard abatement services in the areas of the FIRE AUTHORITY's responsibility.

NOW THEREFORE, LUSD and FIRE AUTHORITY mutually agree to the following terms and conditions:

I. LUSD GENERAL RESPONSIBILITIES

- A. LUSD will perform fire hazard abatement, administration, and enforcement in accordance with the fire hazard abatement, administration, and enforcement provisions and requirements of FIRE AUTHORITY's Ordinance No. BBFA2014-001.

II. FIRE AUTHORITY GENERAL RESPONSIBILITIES

- A. FIRE AUTHORITY shall authorize LUSD to perform fire hazard abatement, administration, and enforcement within FIRE AUTHORITY areas and shall designate LUSD enforcement officers as FIRE AUTHORITY fire code officials and designees of the fire chief in order to carry out the above stated Ordinance's fire hazard abatement, administration, and enforcement provisions and requirements.
- B. FIRE AUTHORITY shall compensate LUSD for services as set forth in **Section III SERVICES PROVIDED**.

III. SERVICES PROVIDED

LUSD's Fire Hazard Abatement Program will provide the following services to the FIRE AUTHORITY:

1. Conduct initial property survey once per year to locate and identify fire hazards.
2. Prepare and mail abatement notices to the owners of the properties in violation.
3. Conduct follow-up inspections to determine compliance.
4. Conduct enforcement operations for properties that have not been brought into compliance, including but not limited to, issuance of administrative citations that subject the owners to civil monetary

penalties, and conducting abatement of violations at the owners' expense, with said properties subject to having a lien placed upon it.

5. Respond to calls for service consisting generally of complaints received from the public concerning properties with fire hazards.
6. Provide assistance with telephone calls and written correspondence relating to the notices and administrative citations.
7. Enforce the provisions of the FIRE AUTHORITY Ordinance, stated above, with respect to any and all properties LUSD deems necessary for the public health, safety and welfare.

IV. COMPENSATION

- A. FIRE AUTHORITY shall compensate the LUSD for services as set forth in Section III SERVICES PROVIDED.
- B. Compensation for this Agreement is based on the number of parcels identified and verified by the San Bernardino County Land Use Services Department. The FIRE AUTHORITY'S contract rate per parcel per survey is \$1.74 and there are 27,194 parcels to be serviced for a total of \$ 47,317.56 per year. In the event there are additional parcels identified for services, the LUSD will contact the FIRE AUTHORITY for approval prior to providing services on the additional parcels.
- C. LUSD will invoice FIRE AUTHORITY by December of each contract year for services provided based on number of parcels serviced during that timeframe. Payment is due sixty (60) days after date of invoice.
- D. Payment for services shall be by check or money order, payable to "County of San Bernardino," and shall be mailed or delivered to the address listed in Section XIV NOTICES of this Agreement.
- E. The Director of LUSD, or authorized designee, has the authority to determine the contract cost per parcel and submit a new proposed cost per parcel no later than January 1 to be effective May 1 of each year. If no new cost per parcel is proposed by the LUSD, then the previous year's cost per parcel shall be applicable for the ensuing year. If a rate change is proposed, the FIRE AUTHORITY shall then have sixty (60) days in which to notify the LUSD in writing of their decision to reject such new cost per parcel and terminate this Agreement or accept the new cost per parcel and continue this Agreement for the ensuing year.

IV. ENFORCEMENT

- A. In the event of a property owner's noncompliance with a notice to abate, the FIRE AUTHORITY authorizes the LUSD to conduct the following enforcement operations within the FIRE AUTHORITY'S jurisdiction and geographical area:
 1. Pursuant to Government Code § 53069.4, administrative citations and penalties in the same manner as provided in § 11.0208 of the San Bernardino County Code, adopted herein for this specific purpose.
 2. Criminal actions pursuant to San Bernardino County Code § 23.0317 in the same manner as provided in § 11.0206 of the San Bernardino County Code, adopted herein for this specific purpose.

3. Civil actions pursuant to San Bernardino County Code § 23.0318 in the same manner as provided in § 11.0207 of the San Bernardino County Code, adopted herein for this specific purpose.

B. FIRE AUTHORITY waives any and all claims to recovery of any and all monetary enforcement penalties and/or abatement costs sought and/or recovered by LUSD as a result of any and all enforcement actions taken against owners and/or occupants of properties subject to this Agreement and hereby assigns all of its rights to all such claims to the LUSD.

V. APPLICABLE LAW

Both FIRE AUTHORITY and LUSD agree and acknowledge that his Agreement shall be construed and interpreted and enforced in accordance with the laws of the State of California. The Parties further agree that jurisdiction and venue for any legal action based upon this Agreement shall lie with the Superior Court of the State of California, in and for the County of San Bernardino.

VI. ASSIGNMENT

Neither this Agreement nor any clause or provision contained herein may be assigned, transferred or released without the express written consent of the parties here to.

VII. CHANGES OR MODIFICATIONS

No part of this Agreement may be modified, altered, amended, waived or changed without the express written consent of both parties, signed by the authorized representative(s) of LUSD and FIRE AUTHORITY.

VIII. RECIPROCAL/MUTUAL INDEMNITY – HOLD HARMLESS

A. FIRE AUTHORITY agrees to indemnify and hold harmless LUSD, its officers, employees, agents and volunteers from any and all claims, losses, actions and/or liabilities for injury to persons and damage to property arising out of any negligent act or omission of FIRE AUTHORITY, its officers, employees, agents or volunteers in connection with the performance of this Agreement.

B. LUSD agrees to indemnify and hold harmless FIRE AUTHORITY, its officers, employees, agents and volunteers from any and all claims, liabilities and/or actions for injury to persons and damage to property arising out of any negligent act or omission of LUSD, its officers, employees, agents or volunteers in connection with the performance of this Agreement.

IX. SELF-INSURANCE

LUSD and FIRE AUTHORITY are authorized self-insured public entities for purposes of Professional Liability, General Liability, Automobile Liability and Workers' Compensation and warrant that through their respective programs of self-insurance, they have adequate coverage or resources to protect against liabilities arising out of the performance of the terms, conditions or obligations of this Agreement.

X. COMPARATIVE FAULT

In the event that LUSD and/or FIRE AUTHORITY are determined to be comparatively at fault for any claim, action, loss or damage which results from their respective obligations under this Agreement, LUSD and/or FIRE AUTHORITY shall indemnify the other to the extent of its comparative fault.

XI. TERM

This Agreement shall take effect on the date it is signed by both parties and will remain in effect until terminated by either party in accordance to the provisions set forth in Section XII EARLY TERMINATION.

XII. EARLY TERMINATION

- A. This Agreement may be terminated without cause upon sixty (60) days written notice by either party. The Fire Chief, or his/her appointed designee, is authorized to exercise FIRE AUTHORITY'S rights with respect to any termination of this Agreement. The Director of LUSD, or his/her appointed designee, has authority to terminate this Agreement on behalf of LUSD.
- B. Fire Authority will be invoiced for unpaid services prior to the termination date. Payment is due within sixty (60) days of invoice date.

XIII. MISREPRESENTATION

If during the course of the administration of the Agreement, the it is determined that either party has made a material misstatement or misrepresentation or that materially inaccurate information has been provided to either party by the other, this Agreement may be immediately terminated.

XIV. NOTICES

When notices are required to be given pursuant to this Agreement, the notices shall be in writing and mailed or hand delivered with receipt to the following respective addresses listed below:

LUSD:

County of San Bernardino
Land Use Services Department
ATTN: Andy Wingert, Code Chief
385 N. Arrowhead Avenue, 1st Floor
San Bernardino, CA 92415-0187

FIRE AUTHORITY:

The Big Bear Fire Authority
ATTN: Jeff Willis, Fire Chief
41090 Big Bear Blvd.
Big Bear Lake, CA 92315

Each party shall notify the other in writing of any change in mailing address and/or physical location within ten (10) business days of the change, and shall immediately notify each other of changes in telephone or fax numbers.

XV. SEVERABILITY

If any portion of this Agreement is declared by a Court of competent jurisdiction to be invalid, illegal, unconstitutional, or unenforceable, such portion shall be deemed severed.

XVI. ATTORNEYS' FEES AND COSTS

In the event either of the parties resorts to litigation to resolve any dispute or claim of any kind arising from any of the rights or duties established by this Agreement, or to enforce or prevent the breach of any provision of this Agreement as set forth herein or for any other purpose, for damages by reason of any alleged breach of any provision of this Agreement, or for declaration of such party's rights or obligations under this Agreement, or for any other judicial remedy at law or at equity; both parties, their successors in interest, representatives, employees, and agents shall each bear their own attorney's fees and costs relating to all expenses incurred through such litigation regardless of the nature of the action.

XVII. DISPUTES

The Parties agree to attempt to resolve any disputes arising out of this Agreement informally and in good faith. Each Party reserves the right to suspend work or terminate this Agreement in the event a dispute is not satisfactorily resolved.

XVIII. FULL UNDERSTANDING

This Agreement represents the full and complete understanding of the parties and supersedes all prior oral and written agreements, contracts, or understanding between the parties. Any amendment to this Agreement shall be in writing, signed by both parties.

XIX. SUCCESSORS AND ASSIGNS

Each of the terms of this Agreement shall be binding upon each of the parties and their respective successors-in-interest, assigns, designees, and their respective representatives, agents, and employees thereof.

XX. CONCLUSION

- A. This Agreement, consisting of seven (7) pages, is the full and complete document describing services to be rendered by LUSD to FIRE AUTHORITY.
- B. The signatures of the parties affixed to this Agreement affirm that they are duly authorized to commit and bind their respective institutions to the terms and conditions set forth in this document.

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IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the day and year written below.

COUNTY OF SAN BERNARDINO

[Signature]
James Ramos, Chairman, Board of Supervisors

Dated: JUN 28 2015

SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIRMAN OF THE BOARD



Laura H. Welch
Clerk of the Board of Supervisors
of the County of San Bernardino

By [Signature]
Deputy

THE BIG BEAR FIRE AUTHORITY
(Print or type name of corporation, company, contractor, etc.)

By [Signature]
(Authorized signature - sign in blue ink)

Name JEFF WILLES
(Print or type name of person signing contract)

Title Fire Chief
(Print or Type)

Dated: 6-15-15

Address PO Box 2830
Big Bear Lake, CA 92315

Approved as to Legal Form
[Signature]
John Tubs II, Deputy County Counsel
Date 6/16/15

Reviewed by Contract Compliance
[Signature]
Tricia Munoz, Staff Analyst II
Date 6-16-15

Presented to BOS for Signature
[Signature]
Tom Hudson, Director
Date 6.16.2015

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

June 23, 2015

**FROM: TOM HUDSON, Director
Land Use Services Department**

**SUBJECT: REVENUE CONTRACT BETWEEN COUNTY OF SAN BERNARDINO LAND
USE SERVICES DEPARTMENT AND THE BIG BEAR FIRE AUTHORITY FOR
FIRE HAZARD ABATEMENT SERVICES**

RECOMMENDATION(S)

Approve revenue **Contract No. 15-496** with Big Bear Fire Authority, for Land Use Services Department to provide fire hazard abatement services, to the Big Bear Fire Authority in an estimated annual amount of \$47,318, commencing on July 1, 2015, and continuing until terminated.

(Presenter: Andy Wingert, Chief of Code Enforcement, 387-8178)

BOARD OF SUPERVISORS COUNTY GOALS AND OBJECTIVES

Operate in a Fiscally-Responsible and Business-Like Manner.

Maintain Public Safety.

Pursue County Goals and Objectives by Working with Other Governmental Agencies.

FINANCIAL IMPACT

Approval of this revenue contract will not require the use of any additional Discretionary General Funding (Net County Cost). The amount of this Agreement is based on the number of parcels inspected by County Land Use Services Department (LUSD) Fire Hazard Abatement (FHA) staff at a rate of \$1.74 per parcel. The total number of parcels inspected under this agreement is 27,194. This parcel count has been verified by County FHA staff. The estimated total of \$47,318 will be included in a future Quarterly Countywide Budget Report presented to the Board of Supervisors (Board) for approval and will be included in future recommended budgets.

BACKGROUND INFORMATION

LUSD provides fire hazard and weed abatement services through the FHA Program in the unincorporated areas of the Mountain, Desert, and Valley regions of San Bernardino County, as well as some incorporated cities. The Big Bear Fire Authority (BBFA) is part of the Mountain region. The LUSD FHA program has provided contract services to the incorporated City of Big Bear Lake Fire Protection District (BBLFPD) and unincorporated Big Bear City Community

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cc: LUSD-Wingert w/agree
Contractor c/o Dept. w/agree
ATC-Acct. Pay. Mgr. w/agree
EBIX-BPO c/o Risk
LUSD-Hudson
CAO-Snoke
File -w/agree
mc 6/30/15

ITEM 50

Record of Action of the Board of Supervisors
APPROVED (CONSENT CALENDAR)
COUNTY OF SAN BERNARDINO
Board of Supervisors

MOTION	MOVE	AYE	AYE	SECOND	AYE
	1	2	3	4	5

LAURA H. WELCH, CLERK OF THE BOARD

BY _____

DATED: June 23, 2015

**REVENUE CONTRACT BETWEEN COUNTY OF SAN BERNARDINO LAND
USE SERVICES DEPARTMENT AND THE BIG BEAR FIRE AUTHORITY
FOR FIRE HAZARD ABATEMENT SERVICES
JUNE 23, 2015
PAGE 2 OF 2**

Services District Fire Department (CSD) since 1987. In 2014, the BBLFPD and CSD merged to form the BBFA.

On June 1, 1987, the Board approved the most recent contract (agreement 87-298) with the CSD and on June 10, 2010 (Item No. 62), the Board approved the most recent contract, in the amount of \$19,314, with the BBLFPD, allowing for FHA services. These agreements did not expire, but this new revenue contract is necessitated by the creation of the BBFA.

Approval of this new contract ensures adequate compensation to the County for the current level of fire hazard abatement services provided by the County's FHA Program and will ensure the fire hazard abatement policies and procedures remain uniform in the Mountain Region of the County.

This contract will become effective on July 1, 2015, and will continue until terminated. The agreement may be terminated without cause upon 60 days written notice by either party. Amendments to this contract to ensure FHA costs to provide this service are fully recovered will be submitted for Board approval in future years, as necessary.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (John Tubbs II, Deputy County Counsel, 387-5455) on April 24, 2015; Finance (Luther Snoke, Administrative Analyst, 387-4345) on June 2, 2015; and County Finance and Administration (Mary Jane Olhasso, Assistant Executive Officer, 387-4599) on June 5, 2015.

BIG BEAR FIRE AUTHORITY

Annual Fire Hazard Abatement Program

			Total Budget	
<i>Revenue</i>	Fine 1st Notice	Estimated Volume	Estimated Revenue	
Administrative Cites	\$ 100	\$ 1,500	\$	150,000
Cost Recovery	\$ 150	\$ 1,500	\$	225,000
	Fine 2nd Notice			
Administrative Cites	\$ 250	\$ 150	\$	37,500
Cost Recovery	\$ 150	\$ 150	\$	22,500
	Fine 3rd Notice			
Administrative Cites	\$ 1,000	\$ 50	\$	50,000
Cost Recovery	\$ 240	\$ 50	\$	12,000
Total Revenue			\$	497,000
<i>Expenses</i>				
Code Enforcement Officer \$40/Hr + Benefits			\$	153,200
Administrative Assistant \$27/Hr + Benefits			\$	108,000
Abatement			\$	70,000
Vehicle Expenses			\$	20,000
Technology			\$	5,000
Mailing/Advertising			\$	25,000
Other Expenditures			\$	5,000
Total Expenses	\$	-	\$	386,200
Excess Revenues over Expenses			\$	110,800
Savings from Discontinuing Land Use Service Contract			\$	47,318
Estimated Positive Budget Impact			\$	158,118



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA2

MEETING DATE: December 28, 2021

TO: Big Bear Fire Authority Administrative Committee

FROM: Jeff Willis, Fire Chief *JW*

SUBJECT: **ACCELERATED 3-YEAR FLEET REPLACEMENT**

BACKGROUND

At the August 4, 2020, Board meeting the Board approved a three-year fleet acquisition and replacement plan. Due to budget and other factors, this plan reflected several years of apparatus purchase deferral. At its April 6, 2021 meeting, the Board approved a revision to the three-year fleet replacement plan, which accelerated the plan due to known future price increases from manufacturers and quicker rotation of front-line apparatus to reserve status. The revised plan was brought forth to the Administrative Committee on November 23, 2021, suggesting accelerating the three-year fleet replacement plan once again due to significant shortage in materials and supplies needed to manufacture apparatus and other items. By consensus, the Administrative Committee agreed to bring this item for discussion at the December 7, 2021 Regular Board meeting. At its December 7, 2021 meeting, the Board discussed the merits of accelerating the plan once again and assigned it back to Administrative Committee for further in-depth conversation.

DISCUSSION

There is strong evidence of significant shortage in materials and supplies needed to manufacture apparatus and other rolling stock. The department has been advised of significant additional price increases that will occur in February 2022. The Department is experiencing a manufacture delay in receipt of apparatus and vehicles for its current orders that have been placed. This trend is predicted to continue in the foreseeable future.

With these known factors, staff believes there is merit to once again consider further acceleration in the purchase of additional apparatus and vehicles. Through accelerated purchase, apparatus and other vehicles would be more likely to arrive closer to the intended replacement date and may result in potential cost savings with favorable low interest rates at this time.

With this knowledge, Staff recommends the immediate purchase of the second engine to stay ahead of the curve and lock in the favorable rates and savings. If the Board were to also approve

the purchase of the last ambulance and Battalion Chief vehicle, this would complete the fleet replacement plan.

FISCAL IMPACT:

None at this time

STAFF RECOMMENDATION:

Staff recommends discussion providing further direction.

Attachment A: Approved 3-Year Fleet Replacement Plan

Big Bear Fire Authority 3 Year Fleet Replacement Plan

	Approved 8/4/20	Revised Pricing	
Fiscal Year 20/21			
Fire Engine	875,000	875,000	
Ambulance	180,000	180,000	
Staff Vehicle	80,000	80,000	
Total Debt Financed		875,000	
Total Use of Fund Balance		260,000	
Fiscal Year 21/22			
Ladder Truck	1,500,000	1,700,000	
Ambulance	185,000	203,000	
BC Vehicle	130,000	130,000	
Mechanic Vehicle	110,000	150,000	
Total Debt Financed		1,700,000	
Total Use of Fund Balance		483,000	
Fiscal Year 22/23			
Fire Engine	895,000	895,000	
Brush Engine	475,000	475,000	
Ambulance	190,000	205,000	
BC Vehicle	135,000	135,000	
Staff Vehicle	85,000	85,000	
Total Debt Financed		1,370,000	
Total Use of Fund Balance		425,000	
3 Year Total			
Total Debt Financed		3,945,000	
Total Use of Fund Balance		1,168,000	
Total Value of Apparatus		5,113,000	
Fiscal Year 20/21			
Fire Engine (Completed)			670,000
Ambulance (Completed)			180,000
Staff Vehicle (Completed)			80,000
Ambulance			195,000
Staff Vehicle			80,000
Battalion Chief Vehicle			130,000
Mechanic Vehicle			150,000
Brush Engine			450,000
Adjusted Debt Financed			400,000
Adjusted Use of Fund Balance			605,000
Fiscal Year 21/22			
Ladder Truck			1,700,000
Outfit 20/21 Fire Engine (Carryover)			205,000
Total Debt Financed			1,700,000
Total Use of Fund Balance			205,000
Fiscal Year 22/23			
Fire Engine			895,000
Ambulance			205,000
BC Vehicle			135,000
Total Debt Financed			895,000
Total Use of Fund Balance			340,000
3 Year Total			
Total Debt Financed			3,665,000
Total Use of Fund Balance			1,410,000
Total Value of Apparatus			5,075,000
Estimated Apparatus Savings			38,000
Estimated Interest Savings			28,000
Total Estimated Savings			66,000