



Big Bear Fire Authority

**BIG BEAR FIRE AUTHORITY
MEETING AGENDA
APRIL 22, 2014**

ORDER OF BUSINESS:

Regular Session - 6:30 p.m. - Hofert Hall, 39707 Big Bear Blvd., Big Bear Lake, CA 92315

BOARD OF DIRECTORS

**CHAIRMAN JOHN GREEN
VICE CHAIRMAN BILL JAHN
DIRECTOR DAVID CARETTO
DIRECTOR RICK HERRICK
DIRECTOR BOB JACKOWSKI
DIRECTOR JEFF NEWSOME
DIRECTOR JAY OBERNOLTE
DIRECTOR KARYN OXANDABOURE
DIRECTOR PAUL TERRY
DIRECTOR LARRY WALSH**

STAFF

**FIRE CHIEF JEFF WILLIS
TREASURER-AUDITOR/CONTROLLER KATHLEEN SMITH
AUTHORITY COUNSEL JEFF FERRE
BOARD SECRETARY CORINNE FLORES**

OPEN SESSION

Please Note: The Chair may, at his or her discretion, take items out of order at the meeting in order to facilitate the business of the Board and/or for the convenience of the public.

CALL TO ORDER

MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE

ROLL CALL

ANNOUNCEMENTS & UPCOMING EVENTS

The Fire Authority's Administrative Office will be closed on Monday, May 26, 2014 in observance of Memorial Day.

PRESENTATIONS

Introduction of newly hired Paid Call Firefighters, Oath of Office, and badge pinning by Chief Willis:

Chris Bustos
Cody Cronk
Jacob Stangl
William Walthers

Chief Willis will introduce Brian Parham, who promoted from Fire Captain to Battalion Chief. Mrs. Parham and their children will do the honor of pinning Battalion Chief Parham with his new badge.

Recognition of the Big Bear Fire Department as the Most Fit Fire Department, evaluated by Fitness Appraisal, Inc. for 2013 and recognition of the following personnel for obtaining the individual Highest Annual Physical Fitness Scores:

Brian Lambert, Engineer
Jim McDaniel, Engineer
Ricky Seward, Firefighter/Paramedic
Luke Wagner, Engineer
Joseph Webb, Apprentice Firefighter/Paramedic
Robert Whitmore, Firefighter/Paramedic – unable to attend this meeting
Brandon Willis, Firefighter/Paramedic – unable to attend this meeting

Recognition of the communities of Big Bear Lake, Big Bear City, Erwin Lake, and Lake Williams for being awarded the distinction of 2013 USA Firewise Community.

BOARD MEMBER GENERAL ANNOUNCEMENTS

GENERAL PUBLIC COMMENT - Public comment is permitted only on items not on the posted agenda that are within the subject matter jurisdiction of the Authority. Please note that State law prohibits the Fire Authority from taking any action on items not listed on the agenda. There is a three minute maximum time limit when addressing the respective Board during this time period.

CHIEF'S REPORT**CONSENT CALENDAR**

FA1. Approval of Demands – Check Issue Date 01/25/14 through 04/11/14 in the amount of \$189,748.97

- FA2. Approval of meeting Minutes from the February 4, 2014 Regular Meeting of the Fire Authority**

ITEMS REMOVED FROM THE CONSENT CALENDAR

NEW BUSINESS

- FA3. Adoption of the 2013 Edition of the California Fire Code with Amendments, Including Penalties, and the 2013 Edition of the California Residential Code, with Amendments**

Board consideration and discussion of introducing and waiving first reading to adopt the 2013 Edition of the California Fire Code with amendments, additions, deletions, and exceptions, including penalties and the 2013 Edition of the California Residential Code, along with certain changes, modifications, amendments, additions, deletions, and exceptions, and set a public hearing for second reading and adoption of the ordinance at the Fire Authority meeting of June 3, 2014.

- FA4. Fire Hazard Abatement Program**

Board consideration of authorizing Staff to continue to contract with the San Bernardino County Land Use Services Department for the administration of the Fire Hazard Abatement Program.

- FA5. Fiscal Year 2014/154 Proposed Budget Presentation**

Board consideration of receiving the presentation and authorizing Staff to proceed with public noticing of Intent to Adopt the Fiscal Year 2014/15 Budget at the next regular meeting on June 3, 2014.

- FA6. Board approval to Develop a Cost Recovery Fee Ordinance with Associated Fee Schedule**

Board consideration of directing Staff to proceed with the development of a Cost Recovery Fee Ordinance and associated fee schedule to be introduced at the next Fire Authority Board meeting.

- FA7. Discussion Regarding the Function of the Standing Administrative Committee**

Board consideration of continuing the utilization of a standing Administrative Committee to consider all subject matters regarding the affairs of the organization.

FA8. Board Authorization to Pursue Amending the Bylaws of the Big Bear Fire Authority

Board consideration of authorizing the Fire Chief to address the Big Bear City Community Services District Board and the Big Bear Lake Fire Protection District Board at one of their respective meetings with the request to amend the Big Bear Fire Authority Bylaws pertaining to amending the voting threshold as it relates to the annual budget, budget adjustments, and purchases over \$25,000; and return to the Fire Authority Board for further discussion and possible action.

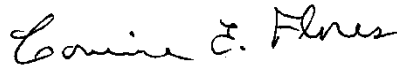
OLD BUSINESS

COMMITTEE REPORTS

BOARD MEMBER CLOSING COMMENTS

ADJOURN

I hereby certify under penalty of perjury, under the laws of the State of California, that the foregoing agenda was posted in accordance with the applicable legal requirements. Dated this 18th day of April, 2014.



Corinne E. Flores, 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 Corinne Flores at 909/866-7566. Notification 48 hours 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

MEETING DATE: April 22, 2014

TO: Honorable Chairman and Members of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

SUBJECT: **CHIEF'S REPORT**

Baldwin Lake Annexation for Fire and Emergency Medical Services

The Local Area Formation Commission (LAFCO), in the form of LAFCO 3172 As Modified, has undertaken a feasibility study to annex a geographical area specified in the LAFCO/Baldwin Lake document into the Big Bear City Community Services District (CSD) to provide fire protection and emergency medical services to the Baldwin Lake community.

At the CSD Board meeting of April 7, 2014, the Board voted to proceed with the LAFCO recommendation and directed staff to develop a Plan for Service for the Baldwin Lake community.

LAFCO has scheduled a community meeting for May 7, 2014, at which time the Plan for Service will be presented to members of the Baldwin Lake community.

Shift Battalion Chief Testing and Promotion

Testing for the Shift Battalion Chief position took place in early March. As a result of this process, Captain Brian Parham was promoted to the position of Shift Battalion Chief, effective March 8, 2014.

Apprentice Fighter/EMT Promotion

Testing for Apprentice Firefighter/EMT took place in March. A total of six applicants participated in the testing process. As a result, Paid Call Firefighter William Evangelisti was promoted to the position of Apprentice Firefighter/EMT, effective April 6, 2014.

Shake Shingle Roof Letters

Notice and Orders were mailed to property owners in early April. The Notice gave property owners 60 days from the date of the Notice to have a building permit issued to replace the wood shake shingle roof. It provides an additional 120 days to re-roof the structure. This equates to a total of 6 months of time. In addition, it notifies them of their right to appeal and that they have 30 days to appeal (in writing) to the building official.

Chipping Grant

The Department is currently in the pre-award phase of the 2014 grant cycle for our consolidated Neighborhood Chipping Program. This grant, if awarded, will provide \$199,500 to this program.

The department has committed to the equal match requirement with in-kind services. Over the past three years, over 18,673 hours of in-kind services have been provided by our citizenry equaling over \$429,000 of volunteer in-kind commitment.

Authority Quarterly Financials

There were no quarterly financials available for distribution prior to this meeting.



Big Bear Fire Authority

Item No. FA1

Checks Issued 01/25/14 through 04/11/14

Check#	Vendor/Employee	Transaction	Date	Amount
63162	US Bank Corporate Payment Systems	Label Tape/EE Appreciation/Meeting Exp/ Tree Lighting Exp/Broadband/Seminar	01/29/14	687.97
63165	Big Bear City CSD	Card Creator User License/Photo Copier Fuel/Vehicle Repair/Telephone Service Internet/Electricity Usage	01/30/14	3,940.96
63169	Galls/Quartermaster	Name Plate/Service Pin/Embroidered Patches Uniforms	01/30/14	1,605.01
63231	Big Bear City CSD	Water Usage	01/31/14	315.39
63232	Big Bear Mtn Mutual Aid Assoc	Annual Membership	01/31/14	1,700.00
63233	Butchers Blocks & Building Materials	Sta 281 Repairs- Materials & Supplies	01/31/14	384.87
63234	Bear Valley Electric	Electricity Usage	01/31/14	2,541.80
63236	Charter Communications	Intranet-Internet Services/Cable	01/31/14	1,765.83
63237	ComSerCo, Inc.	Bertha Peak Repeater Inspection	01/31/14	465.00
63238	The Counseling Team International, Inc.	Employee Support Services	01/31/14	450.00
63239	Entenmann-Rovin Co	Wallet Badge Name Plate	01/31/14	26.33
63240	Galls/Quartermaster	Uniforms	01/31/14	281.85
63241	Globalstar	Satellite Phone	01/31/14	48.76
63242	Jamie Gustason	Reimb - Making Cities Safe Seminar Expenses	01/31/14	89.98
63243	Ryan Harold	Reimb - EMT Program Application	01/31/14	650.00
63244	H & S Fire Equipment Repair	Vehicle Inspection	01/31/14	920.00
63245	Image 2000	Copy Charges	01/31/14	26.00
63246	KME Fire Apparatus Inc.	Vehicle Repair	01/31/14	115.19
63247	JSL Automotive Group, LLC	Vehicle Maintenance/Repair	01/31/14	645.22
63248	Randy Spitz	Coffee Supplies	01/31/14	151.56
63249	NAPA Auto Parts	Vehicle Maintenance/Repair	01/31/14	138.08
63250	Poma Distribution Company, Inc.	Drum - Delo 400 Oil	01/31/14	1,007.42
63251	Southwest Gas Corporation	Natural Gas Usage	01/31/14	543.87
63252	Verizon California	Telephone Service	01/31/14	382.83
63274	City of Big Bear Lake Dept of Water & Power	Water Usage	02/06/14	333.04
63277	All Star Fire Equipment Inc	Turnouts	02/06/14	10,215.45
63278	Best Best & Krieger LLP	Legal Services	02/06/14	5,330.41



Big Bear Fire Authority

Item No. FA1

Checks Issued 01/25/14 through 04/11/14

Check#	Vendor/Employee	Transaction	Date	Amount
63279	VA Communications	Emergency Telephone	02/06/14	49.88
63282	Fox Farm Auto Spa, Inc.	Vehicle Maintenance/Repair	02/06/14	92.00
63284	H & S Fire Equipment Repair	Vehicle Maintenance/Repair	02/06/14	800.00
63285	Deanne Johanson	Consulting Services	02/06/14	1,406.00
63286	JSL Automotive Group, LLC	Vehicle Repair	02/06/14	454.91
63290	Petty Cash	Station Repairs/Board Secretary Mtg Engraving/Postage	02/06/14	113.76
63295	Embassy Suites Napa	Conference Lodging	02/13/14	339.93
63298	US Bank Corporate Payment Systems	Label Maker Tape/Broadband/Postage US Flag/Publication/Conference Registration Domain Name	02/13/14	632.01
63356	CPS Human Resource Services	Recruitment Test Materials	02/19/14	459.60
63357	AT&T Corp	Long Distance Telephone Service	02/19/14	60.95
63359	Bear Valley Electric	Electricity Usage	02/19/14	1,329.33
63360	Bear Valley Printing Inc	Business Cards/Annual Report Forms	02/19/14	239.85
63361	Chevron USA	Fuel	02/19/14	52.95
63362	Justin Fluke	Reimb - Forcible Entry Class 1	02/19/14	140.00
63363	H & S Fire Equipment Repair	Vehicle Repair	02/19/14	840.00
63364	KME Fire Apparatus Inc.	Vehicle Repair	02/19/14	387.12
63365	Knight Plumbing Service	Plumbing Repair	02/19/14	242.10
63367	Promotional Capital LLC	Stick-On Jr Firefighter Badges	02/19/14	227.00
63368	Southwest Gas Corporation	Natural Gas Usage	02/19/14	1,238.30
63369	Traction	Vehicle Maintenance/Repair	02/19/14	545.89
63370	Tri-County Fire Equipment	Fire Extinguisher Service	02/19/14	25.00
63371	Verizon California	Telephone Service	02/19/14	154.30
63372	Verizon Wireless	Cell Phone/iPad Data Usage	02/19/14	563.26
63376	Ricoh USA, Inc.	Copy Charges	02/20/14	429.90
63378	County of SB Information Services Department	Monthly Radio/Pager	02/21/14	1,799.93
63379	Butchers Blocks & Building Materials	Sta-282 & 281 Repairs- Materials & Supplies	02/21/14	128.77
63380	DIY Home Center	Sta-282 & 283 Repairs- Materials & Supplies	02/21/14	152.86
63381	H & S Fire Equipment Repair	Vehicle Repair	02/21/14	840.00



Big Bear Fire Authority

Item No. FA1

Checks Issued 01/25/14 through 04/11/14

Check#	Vendor/Employee	Transaction	Date	Amount
63382	JSL Automotive Group, LLC	Vehicle Maintenance	02/21/14	254.26
63383	Mission Linen Supply Inc.	Towels	02/21/14	47.94
63384	Randy Spitz	Coffee Supplies	02/21/14	266.89
63385	NAPA Auto Parts	Vehicle Maintenance/Repair	02/21/14	320.77
63386	Robert Rowe	Changes to Phone System	02/21/14	75.00
63387	Quill Corporation	Office Supplies	02/21/14	208.19
63388	Luke Wagner	Reimb - Fire Investigation Class	02/21/14	187.00
63408	Big Bear City CSD	Water Usage	02/26/14	389.39
63409	Advanced Auto	Vehicle Maintenance	02/26/14	989.64
63410	All Star Fire Equipment Inc	Strobe Tube Assembly Kits	02/26/14	189.77
63411	The Counseling Team International, Inc.	Employee Support Services	02/26/14	450.00
63413	Image 2000	Copier Lease	02/26/14	285.94
63414	Johnson Equipment Company	Vehicle Repair	02/26/14	606.00
63415	Southwest Gas Corporation	Natural Gas Usage	02/26/14	1,982.78
63416	Verizon California	Telephone Service	02/26/14	53.27
63419	Petty Cash	Sew Patches/Receipt Book/EE Appreciation Postage	02/28/14	107.36
63420	Butchers Blocks & Building Materials	Sta 281 Repair/ Materials & Supplies	02/28/14	36.86
63421	Car Quest Auto Parts	Vehicle Maintenance	02/28/14	21.34
63422	Entenmann-Rovin Co	Wallet Badge	02/28/14	160.79
63423	Farsight Technologies, Inc.	Big Bear Fire Authority Meeting	02/28/14	100.00
63424	Galls/Quartermaster	Uniform Belt	02/28/14	20.51
63425	John Green	Big Bear Fire Authority Meeting	02/28/14	100.00
63426	Rick Herrick	Big Bear Fire Authority Meeting	02/28/14	100.00
63427	H & S Fire Equipment Repair	Vehicle Inspection/Repair	02/28/14	920.00
63428	Robert Jackowski	Big Bear Fire Authority Meeting	02/28/14	100.00
63429	K-Mart 7653	Sta-282 Supplies	02/28/14	23.36
63431	JSL Automotive Group, LLC	Vehicle Maintenance	02/28/14	68.25
63432	Karyn Oxandaboure	Big Bear Fire Authority Meeting	02/28/14	100.00
63433	Quill Corporation	Office Supplies	02/28/14	18.94
63434	Southwest Gas Corporation	Natural Gas Usage	02/28/14	1,206.72



Big Bear Fire Authority

Item No. FA1

Checks Issued 01/25/14 through 04/11/14

Check#	Vendor/Employee	Transaction	Date	Amount
63435	Larry Walsh	Big Bear Fire Authority Meeting	02/28/14	100.00
63436	Joseph Webb	Reimb - S-270 Class	02/28/14	80.00
63497	Billy Wormsbecker	Signs/Vehicle Renumbering/Placards	03/11/14	2,691.00
63509	US Postal Service	Post Office Box Rent	03/14/14	116.00
63510	City of Big Bear Lake Dept of Water & Power	Water Usage	03/14/14	289.36
63512	Action Response Team, Inc	General Household Supplies	03/14/14	992.02
63513	Advanced Auto	Vehicle Repair	03/14/14	2,359.74
63515	Best Best & Krieger LLP	Legal Services	03/14/14	1,772.95
63516	VA Communications	Emergency Telephone	03/14/14	49.88
63517	Bear Valley Electric	Electricity Usage	03/14/14	3,190.05
63518	Charter Communications	Intranet-Internet Services/Cable	03/14/14	1,775.24
63519	The Counseling Team International, Inc.	Employee Support Services	03/14/14	450.00
63521	Firefighters Safety Center	Uniform	03/14/14	221.69
63522	Globalstar	Satellite Phone	03/14/14	48.67
63523	Deanne Johanson	Consulting Services	03/14/14	1,368.00
63524	K-Mart 7653	Sta-282 Supplies	03/14/14	95.40
63525	KME Fire Apparatus Inc.	Vehicle Repairs	03/14/14	20,452.52
63527	Randy Spitz	Coffee Supplies	03/14/14	157.24
63529	Radio Shack Corporation	Batteries	03/14/14	6.47
63531	Verizon California	Telephone Service	03/14/14	562.23
63532	Luke Wagner	Reimb - I-300 Class	03/14/14	41.00
63534	Robert Whitmore	Reimb -EMT-P Renewal	03/14/14	60.00
63536	Ziggles	Sew Patches	03/14/14	30.00
63541	Petty Cash	Assessment Center Provisions/Supplies	03/19/14	59.92
		Postage		
63542	All Star Fire Equipment Inc	Helmets	03/19/14	315.48
63543	AT&T Corp	Long Distance Telephone Service	03/19/14	76.32
63544	Chevron USA	Fuel	03/19/14	205.61
63545	H & S Fire Equipment Repair	Vehicle Inspection	03/19/14	800.00
63546	Traction	Vehicle Maintenance	03/19/14	431.24
63556	CPS Human Resource Services	Recruitment Test Materials	03/20/14	398.65



Big Bear Fire Authority

Item No. FA1

Checks Issued 01/25/14 through 04/11/14

Check#	Vendor/Employee	Transaction	Date	Amount
63557	Big Bear City CSD	Basic Materials/Fuel/Vehicle Repair Telephone/Internet/Cable/Electricity Equipment Maintenance/Building Maintenance Training Expense	03/20/14	8,478.99
63559	Bad Bear Sportswear	Helmet Lettering	03/20/14	106.92
63560	Big Bear Chamber of Commerce	Community Event Registration	03/20/14	65.00
63561	Bear Valley Electric	Electricity Usage	03/20/14	42.77
63562	DIY Home Center	Sight Tube/Garage Door Opener	03/20/14	71.83
63563	The Fire Store	Collar Brass	03/20/14	12.48
63564	Firefighters Safety Center	Long Sleeve Shirt/Belt/Uniforms	03/20/14	593.32
63565	H & S Fire Equipment Repair	Vehicle Inspections/Maintenance	03/20/14	1,520.00
63566	KME Fire Apparatus Inc.	Vehicle Repair	03/20/14	2,403.56
63567	L N Curtis & Sons Inc.	Boots	03/20/14	356.87
63568	JSL Automotive Group, LLC	Vehicle Maintenance/Repair	03/20/14	385.07
63569	Mission Linen Supply Inc.	Towels	03/20/14	47.94
63570	Positive Promotions	911 Dispatch Key Chains	03/20/14	248.70
63571	Robertson's Ready Mix	Sand	03/20/14	351.00
63572	Stater Bros Market No 91	BC Assessment Center Provisions	03/20/14	42.01
63573	Traction	Vehicle Maintenance	03/20/14	213.24
63574	Verizon California	Telephone Service	03/20/14	53.14
63575	Verizon Wireless	Cell Phone/iPad Data Usage	03/20/14	1,455.37
63576	Joseph Webb	Reimb - Fireline EMT-P	03/20/14	100.00
63651	Lance Soll & Lunghard	Audit Services	03/27/14	275.00
63655	California EMS Authority	CA EMT-P License Renewal	03/28/14	200.00
63657	County of SB Information Services Department	Radio Access/Maintenance	03/28/14	2,557.17
63658	Big Bear City CSD	Maint Equipment/Fuel/Vehicle Batteries Telephone/Cable/Internet/Electricity Usage Employee Recruitment	03/28/14	7,637.77
63659	Administrative Services Inc.	Copier Lease	03/28/14	753.84
63660	Bad Bear Sportswear	Embroidered Shirts/Sweatpants	03/28/14	6,386.58
63661	Best Best & Krieger LLP	Legal Services	03/28/14	572.54



Big Bear Fire Authority

Item No. FA1

Checks Issued 01/25/14 through 04/11/14

Check#	Vendor/Employee	Transaction	Date	Amount
63662	Butchers Blocks & Building Materials	Apparatus Sticker Removal/Sta-282 Repairs	03/28/14	147.95
63663	Bear Valley Printing Inc	Address Stamp/Business Cards	03/28/14	60.25
63664	Charter Communications	Intranet-Internet Services	03/28/14	516.57
63667	Filter Recycling Service	Waste Oil Pickup	03/28/14	98.21
63669	Image 2000	Copy Charges	03/28/14	73.79
63670	International Association of Fire Chiefs	Membership Dues	03/28/14	254.00
63671	Laerdal Medical Corporation	First Aid, CPR Student Workbooks	03/28/14	641.47
63672	Randy Spitz	Coffee Supplies	03/28/14	190.95
63673	NAPA Auto Parts	Vehicle Maintenance/Repair	03/28/14	107.09
63674	Ohlin Sales, Inc	Radio Batteries	03/28/14	184.51
63675	Quill Corporation	Office Supplies	03/28/14	132.76
63676	Southwest Gas Corporation	Natural Gas Usage	03/28/14	2,566.19
63678	Verizon California	Telephone Service	03/28/14	389.35
63681	US Bank Corporate Payment Systems	Service Award/Budget Mtg/Manager Mtg	04/02/14	1,465.84
		Postage/Broadband/Office Supplies		
		Conference Registration		
63692	San Bernardino County Fire Protection District	Haz Materials/CUPA Permit	04/04/14	666.00
63693	City of Big Bear Lake Dept of Water & Power	Water Usage	04/04/14	322.12
63694	Confire	Dispatching Service	04/04/14	36,026.35
63695	Big Bear City CSD	Water Usage	04/04/14	315.39
63696	David Kendall	FAU Maintenance at All Stations	04/04/14	520.00
63697	Bear Valley Electric	Electricity Usage	04/04/14	1,768.09
63698	Charter Communications	Cable/Internet	04/04/14	1,246.22
63699	Globalstar	Satellite Phone	04/04/14	48.67
63700	H & S Fire Equipment Repair	Vehicle Repair	04/04/14	800.00
63701	Deanne Johanson	Consulting Services	04/04/14	1,444.00
63702	Knight Plumbing Service	Plumbing Repair	04/04/14	275.76
63704	Josh Mandolini	Reimb - Explorers Annual Registration	04/04/14	363.50
63706	Red Helmet Training, Inc.	Command 2A Registration	04/04/14	250.00
63707	Verizon California	Telephone Service	04/04/14	158.31
63713	California State Board of Equalization	Quarterly Sales & Use Tax	04/09/14	78.55



Big Bear Fire Authority

Item No. FA1

Checks Issued 01/25/14 through 04/11/14

Check#	Vendor/Employee	Transaction	Date	Amount
63735	Corinne Flores	Reimb - Board Secretary Conference Exp	04/10/14	558.96
63736	Action Response Team, Inc	General Household Supplies	04/11/14	996.81
63737	AT&T Corp	Long Distance Telephone Service	04/11/14	66.98
63738	Best Best & Krieger LLP	Legal Services	04/11/14	2,250.66
63739	VA Communications	Emergency Telephone	04/11/14	49.88
63740	Bear Valley Electric	Electricity Usage	04/11/14	1,215.97
63741	DIY Home Center	Sta-282 Repair	04/11/14	35.34
63742	Entenmann-Rovin Co	Wallet Badges	04/11/14	508.54
63743	Firefighters Safety Center	Boots	04/11/14	179.43
63744	Ludecke's Electrical Service, Inc.	Electrical Repair	04/11/14	126.86
63745	Randy Spitz	Coffee Supplies	04/11/14	244.95
63746	Quill Corporation	Office Supplies	04/11/14	76.25
63747	Sam Brown Shields	BC Shield	04/11/14	41.00
63749	Verizon California	Telephone Service	04/11/14	58.27
	ACH Bill Jahn	Big Bear Fire Authority Meeting	02/28/14	200.00
				<u>189,748.97</u>

**BIG BEAR FIRE AUTHORITY
MINUTES FOR THE MEETING OF
FEBRUARY 4, 2014**

A Regular Meeting of the Big Bear Fire Authority was called to order by Chairman Green at 6:31 p.m., Tuesday, February 4, 2014, at 39707 Big Bear Boulevard, Big Bear Lake, California.

OPEN SESSION

Moment of Silence: Observed

Pledge of Allegiance: Led by Vice Chairman Bill Jahn

Directors Present: Chairman John Green
Vice Chairman Bill Jahn
Director David Caretto
Director Rick Herrick
Director Bob Jackowski
Director Jay Obernolte
Director Karyn Oxandaboure
Director Larry Walsh

Directors Excused: Director Jeff Newsome
Director Paul Terry

Others Present: Jeff Willis, Fire Chief
Mark Mills, Assistant Fire Chief
Kathleen Smith, Treasurer-Auditor/Controller
Rob Hopkins, CSD General Manager
Mike Maltby, Battalion Chief
Corinne Flores, Board Secretary

ANNOUNCEMENTS & UPCOMING EVENTS

The Administrative Office will be closed Monday, February 17, 2014 in observance of Presidents' Day.

PRESENTATIONS

Chief Willis recognized Assistant Fire Chief Mark E. Mills for his seven years of service to the Fire District and Fire Authority by acknowledging his achievements during his employment. He also congratulated Chief Mills for become Fire Chief of the Ross Valley Fire Department and presented him with a Fire Authority logo plaque.

Battalion Chief Ryan Harold presented Jennifer Gonzales, Big Bear Towing, with a Certificate of Appreciation for the donation of vehicles for firefighters to conduct extrication and vehicle lockout training. Mrs. Gonzales also purchased vehicle lockout kits for each front line fire engine that will be utilized to rescue children or pets accidentally locked in vehicles.

On behalf of the California Fire Fighter Joint Apprenticeship Committee, Battalion Chief Ryan Harold presented a Certificate of Completion to Firefighter/Paramedic Jon Curtis for having successfully completed the apprenticeship program.

Chief Willis introduced four new employees to the Board of Directors. Each individual also received a badge and were pinned by a family member as follows:

Andrew Crane, Firefighter/Paramedic – pinned by his nephew, Sebastyen Crane.

Jonathan Bidwell, Firefighter/Paramedic - pinned by his wife, Jodie Bidwell.

Joseph Webb, Apprentice Firefighter/Paramedic - pinned by his girlfriend, Sarah Johnson.

William Schlosser, Apprentice Firefighter/Paramedic - pinned by his wife, Stephanie Schlosser.

Chief Willis introduced and Chairman Jackowski presented Engineer Kelvin McElfish with an employee service pin for twenty years of service.

Chief Willis introduced and Chairman Jackowski presented Firefighter/Paramedic Jon Curtis with an employee service pin for five years of service.

Chief Willis distributed and provided an overview of the 2014 Big Bear Fire Department Annual Report.

BOARD MEMBER GENERAL ANNOUNCEMENTS

Director Herrick extended his congratulations to the promoted personnel.

Director Jackowski thanked Assistant Chief Mills for his service to the community and further stated that he will be missed. He also wished him good luck.

Chairman Green also thanked Assistant Chief Mills for his service and wished him well in his new endeavor as Fire Chief of the Ross Valley Fire Department.

GENERAL PUBLIC COMMENT

None.

CONSENT CALENDAR

Motion by Vice Chairman Jahn; seconded by Director Caretto, to approve the Consent Calendar as follows:

FA1. Approval of Demands – Check Issue Date 12/09/13 through 01/24/14 in the amount of \$99,424.12

Approved.

FA2. Approval of Meeting Minutes from the December 17, 2013 Regular Meeting of the Fire Authority

Approved.

The Consent Calendar was approved by the following vote:

AYES: Herrick, Jackowski, Jahn, Obernolte, Oxandaboure, Walsh, Caretto, Green
NOES: None
ABSENT: Newsome, Terry
ABSTAIN: Oxandaboure (Item FA2 - she did not attend the December 17, 2013 meeting)

ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

NEW BUSINESS

FA3. Confirmation of a Standing Administrative Committee

Board consideration of authorizing the Chairman to appoint four Directors, two from each respective district, to serve as the Administrative Committee to assist Staff in the development of further consolidation strategies.

After brief discussion, Chairman Green nominated Directors Newsome, Walsh, Jackowski, and Jahn to serve on the Administrative Committee.

Motion by Director Herrick; seconded by Vice Chairman Jahn to approve Chairman Green's nomination of Directors Newsome, Walsh, Jackowski, and Jahn to serve on the Administrative Committee with an option for the Chief to invite Finance Officer Shari Strain and Treasurer Auditor/Controller Smith to meetings, as needed.

Said Motion was approved by the following vote:

AYES: Jackowski, Jahn, Obernolte, Oxandaboure, Walsh, Caretto,
Herrick, Green
NOES: None
ABSENT: Newsome, Terry
ABSTAIN: None

CHIEF'S REPORT

Chief Willis reported on the following: Assistant Chief Mills' resignation; Staff met with representatives of the San Bernardino County Employees' Retirement Association (SBCERA) to discuss options of transferring or managing termination liabilities; the purchase of two cardiac monitors with 100% grant funding; the appointments of PCF Schlosser and Apprentice Firefighter/EMT Webb to Apprentice Firefighter/Paramedics; completion of remodel construction work at Stations-282 and -283; new Service Area 28 designation of chief officers and apparatus; renaming and new signage for fire stations; pre-award status for the 2014 Neighborhood Chipping Program; the State Responsibility Area fee is still tied up in the court system; and the department is co-hosting an Emergency Medical Technician certification class.

The Directors asked questions about the meeting with the San Bernardino County Employees Retirement Association. Chief Willis responded a workshop would be in order to ask questions of Isabel Safie of Best Best & Krieger, LLP and to discuss potential options that are fair and equitable to all current and retired employees.

Received and filed.

NEW BUSINESS CONTINUED

FA4. Fiscal Reporting Procedure

Board consideration of (1) including the quarterly financials in the Authority agenda, or (2) retaining the status quo of emailing quarterly financials.

Treasurer-Auditor/Controller Smith stated distribution of the quarterly financials was discussed at the time the Authority was formed. Timing of presenting the information to the Authority Board may take from four to six weeks as the Big Bear City Community Services District and the Fire District are required to balance their books before completing the Authority financials. However, check demands are presented at Board meetings. She further stated that the finance departments add items in the applicable quarter, even if it comes in afterward.

Director Obernolte suggested adding an item to the Chief's Report indicating the quarterly financials were emailed to the Directors as this forum would allow the Directors to ask questions and the public to speak on the item.

Motion by Vice Chairman Jahn; seconded by Chairman Green to continue emailing the quarterly financials.

Said Motion was approved by the following vote:

AYES: Jahn, Obernolte, Oxandaboure, Walsh, Caretto, Herrick,
Jackowski, Green
NOES: None
ABSENT: Newsome, Terry
ABSTAIN: None

FA5. 2013 Fire Code

Board consideration of receiving and filing the report.

After lengthy discussion, the following questions/concerns/recommendations were expressed by the Directors and answered by the Fire Chief:

Concern: In the past, there were differences between the codes that resulted in controversy for code enforcement in the different areas of the Valley.

Response: Staff has taken a lot of time to align the 2013 Fire Code respective to each organization so they will be applicable in either jurisdiction.

Question: How is the Fire Authority going to enforce the codes in the two jurisdictions?

Response: This question is referencing the City of Big Bear Lake (City) Native Brush and Shrub Ordinance and the San Bernardino County (County) Flammable Vegetation Ordinance, which is applicable within the jurisdiction of the Big Bear City Community Services District (CSD). Each ordinance contains different code violation references. The Authority is proposing to adopt the City's Native Brush and Shrub Ordinance within the 2013 Fire Code in order to cite the same code references for both jurisdictions.

Question: Will the County continue to conduct weed abatement inspections or will the Authority facilitate the program?

Response: Both jurisdictions currently contract with San Bernardino County Land Use Services to administer the program. The Fire Chief recommends continuing this practice for the coming year, adding the Fire District Board has requested a cost analysis to administer the weed abatement program in-house.

Recommendation: Add language to clearly define the Authority's jurisdiction within the ordinance and eliminate all verbiage referencing County areas outside of the Authority's jurisdiction.

Recommendation: Section 101.81 Appeals Board Established. This section references an Appeals Board and an Administrative Committee. Suggested verbiage, "The Appeals Board shall be made up of the standing Administrative Committee and the Chairman of the Board or another Director as appointed by the Chair."

Question: Does the Authority have the ability to pass ordinances?

Response: Yes, the Authority has the legal ability to do so. Once the Fire Authority approves the fire code ordinance, it will be presented to each jurisdiction for ratification.

Question: Being that the City's Native Brush and Shrub Ordinance is close to the County code, why not adopt the County code?

Response: The City incorporated to maintain local control for its community. The City created the Native Brush and Shrub Ordinance through a public hearing process, and it is best to adopt that work.

Question: Was past controversy a result of County Code Enforcement enforcing and referencing County codes within the jurisdiction of the City?

Response: Yes. For clarification, a matrix comparing the differences between the County's Flammable Vegetation Ordinance and the Native Brush and Shrub Ordinance will be provided to the Directors.

Recommendation: Staff review the exceptions on a case by case basis to determine if all exceptions still need to be exceptions.

Response: The model code was adopted by the State. By adopting the 2013 Fire Code, it is adopted in its entirety with the exceptions as noted in the proposed ordinance. The exceptions are what the Authority will modify based on geographic or topographical features or earthquake zones and other things particular to the community.

Question: Section 108.5 Hearing Procedures. This section references duties for the Secretary of the Board of Directors; is Corinne Flores, who does the work of the Secretary to the Board at meetings, officially the Secretary.

Response: Yes, per Resolution No. BBFA2012-001.

Recommendation: Section 108.6 Appeals to the Board of Directors. This section references scheduling a full Board of Directors' hearing at a regular meeting within 45 days after receipt of the request for appeal, however, the Fire Authority meets every 60 days. The number of days may need to be corrected.

Question: Section 4906.3 Requirements. Stack cut logs or firewood away from any structure. There are many homes with firewood stacked next to the house due to the local climate. Will this be enforced?

Response: This item may be reconsidered.

Concern: Section 4906.4 Outdoor Storage and Uses. If the Authority is not going to enforce outdoor storage of inoperable vehicles, this reference should be removed.

Response: Justification for this requirement was provided.

Concern: Section L105 Protection of Sensitive Biological Resources. This section requires property owners with sensitive plants on their property to conduct a sensitive plant and/or a nesting bird survey.

Response: This is common practice and does not categorically exempt property owners from responsible fuel management. Staff works with property owners, and when necessary, Fish and Game and/or the US Forest Service are brought in to ensure fuel reduction is being completed correctly. Further, the State code is the same. Neither the Native Brush and Shrub Ordinance nor the County's Flammable Vegetation Ordinance provides a categorical exemption for properties containing endangered species. It is the property owners' responsibility to know what those species are in order to work around them.

Question: Which code supersedes the other?

Response: Both jurisdictions are mandated to adopt the California Fire Code, which is imposed at the county and city levels.

Question: Are all new residential homes still required to be equipped with fire sprinklers?

Response: Yes, this is a State requirement that both organizations adopted.

Question: Does the fire department require a separate lateral for fire sprinklers?

Response: Fire sprinklers may be served off the main service line.

Question: Do fire sprinklers require a backflow device?

Response: Due to freeze protection issues in Big Bear, antifreeze is required in the system, and a backflow prevention device is required near the meter to prevent cross contamination of the public water system.

Received and filed.

FA6. Battalion Chief (Shift) Job description

Board consideration of authorizing the Fire Chief to work with Human Resources to convert the Battalion Chief position from a 40 hour work week to a 56 hour work week (shift schedule), and approve the Battalion Chief (Shift) job description and salary range.

Chief Willis stated with the Assistant Chief vacancy, this is an opportunity to reorganize the department. He provided organizational chart slides of the current organization and what the future organization might look like. His presentation included a comparison graph of both agencies for salary and benefits, from 2009 through 2014. The graph depicted a savings in 2011, when the shared agreement was initiated.

Motion by Vice Chairman Jahn; seconded by Director Jackowski to approve Staff's recommendation.

Said Motion was approved by the following vote:

AYES: Obernolte, Oxandaboure, Caretto, Herrick, Jackowski, Jahn, Green
NOES: Walsh
ABSENT: Newsome, Terry
ABSTAIN: None

FA7. Mid-Year Budget Adjustments for FY 2013-14

Board consideration of approving a mid-year budget adjustment of \$129,000 to the Fiscal Year 2013-14 Fire Authority Budget.

Chief Willis stated there was no previous historical documentation to assist with the creation of a new consolidated budget, therefore, a few line items from each agency's budget were overlooked. He presented a brief overview of the line items that require mid-year budget adjustments and gave a short Power Point presentation regarding fleet maintenance.

Motion by Director Caretto; seconded by Director Herrick to approve Staff's recommendation.

Said Motion failed due to lack of an affirmative vote of seven or more by the following vote:

AYES: Obernolte, Oxandaboure, Caretto, Herrick, Jahn, Green
NOES: Walsh
ABSENT: Newsome, Terry
ABSTAIN: Jackowski

FA8. Board Discussion of the Fire Authority Regular Meeting of April 22, 2014

Board consideration of conducting the April 22, 2014 meeting in Hofert Hall as scheduled.

Chairman Green commented he would like to include a second venue in the bylaws, if an alternate location is not already specified. Two suggested locations are the CSD boardroom or the Big Bear Area Wastewater Area boardroom.

Motion by Vice Chair Jahn; seconded by Director Caretto to approve Staff's recommendation.

Said Motion was approved by the following vote:

AYES: Oxandaboure, Walsh, Caretto, Herrick, Jackowski, Jahn, Obernolte, Green
NOES: None
ABSENT: Newsome, Terry
ABSTAIN: None

FA7. Mid-Year Budget Adjustments for FY 2013-14

Board consideration of approving a mid-year budget adjustment of \$129,000 to the Fiscal Year 2013-14 Fire Authority Budget.

Motion to Reconsider FA7. Mid-Year Budget Adjustments for FY 2013-14 by Director Jackowski; seconded by Vice Chairman Jahn.

Said Motion to Reconsider was taken by the following vote:

AYES: Walsh, Caretto, Herrick, Jackowski, Jahn, Obernolte, Oxandaboure, Green
NOES: None
ABSENT: Newsome, Terry
ABSTAIN: None

The Original Motion was brought back before the body by Director Caretto; seconded by Director Herrick to approve Staff's recommendation of approving a mid-year budget adjustment of \$129,000 to the Fiscal Year 2013-14 Fire Authority Budget.

Said Motion was approved by the following vote:

AYES: Caretto, Herrick, Jackowski, Jahn, Obernolte, Oxandaboure, Green
NOES: Walsh
ABSENT: Newsome, Terry
ABSTAIN: None

OLD BUSINESS

None.

COMMITTEE REPORTS

None.

BOARD MEMBER CLOSING COMMENTS

Director Herrick commented that Chairman Green did a nice job as the new Chair.

Director Obernolte stated this is when things get difficult – the job of building an Authority out of two different organizations. The Directors are respectful and they listen to all opinions in order to move the Authority forward. He is proud of the job the Board has done.

ADJOURNMENT

There being no further business to come before the Fire Authority at this session, Chairman Green adjourned the meeting at 9:37 p.m.

Corinne E. Flores, Board Secretary



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA3

MEETING DATE: April 22, 2014

TO: Honorable Chairman and Members of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

PREPARED BY: Mike Maltby, Battalion Chief *MM*

SUBJECT: **ADOPTION OF THE 2013 EDITION OF THE CALIFORNIA FIRE CODE WITH AMENDMENTS, INCLUDING PENALTIES, AND THE 2013 EDITION OF THE CALIFORNIA RESIDENTIAL CODE, WITH AMENDMENTS**

BACKGROUND

The California Building Standards Commission has adopted the 2013 California Building Standards Code, including the 2013 California Fire Code. The California Building Standards Code was published by the Commission in July 2013 and becomes applicable to all occupancies in the State on January 1, 2014. Whenever a new code is adopted by the State, it must also be adopted by the local agency. Local agencies may amend the standard code providing that the amendments are supported by findings showing that the amendments are necessary because of local climatic, geological, or topographical conditions that exist within that jurisdiction.

DISCUSSION

In the past, both independent agencies adopted the Fire Code separately with individual amendments specific to each jurisdiction. Due to the formation of the Big Bear Fire Authority, the Fire Authority has now become the agency having jurisdiction. The proposed Ordinance represents the work done to combine the necessary amendments from each of the respective jurisdictions into one code that can be enforced throughout the entire Fire Authority jurisdiction. Once the Fire Authority adopts the code, the Big Bear City Community Services District and the Big Bear Lake Fire Protection District Board of Directors will have the ability to ratify the new code for use.

At the February 4, 2014 Fire Authority Board meeting, Staff announced its intent to adopt the 2013 California Fire Code with amendments and provided the Board with the working draft of the proposed ordinance for review. At that time, members of the Board requested that staff provide a means of comparing the model code to the proposed amendments. Based on that request, staff has prepared a matrix (attached), which provide a side-by-side comparison of the model code, proposed local code amendments, current local amendments, and the rationale for the amendments. The intent of this matrix is to provide an easy to understand overview of the

proposed amendments and why they are necessary. Since the February 4, 2014 meeting, staff has considered input from all stakeholders and has made the necessary adjustments to the proposed ordinance, which is now in its final form.

RECOMMENDATION

Staff recommends the Authority Board consider and discuss introducing an ordinance and waiving first reading to adopt the 2013 Edition of the California Fire Code with amendments, additions, deletions, and exceptions, including penalties and the 2013 Edition of the California Residential Code, along with certain changes, modifications, amendments, additions, deletions, and exceptions, and set a public hearing for second reading and adoption of the ordinance at the Fire Authority meeting of June 3, 2014.

/cef

Attachment 1: Proposed Ordinance

Attachment 2: Fire Code Matrix

ORDINANCE NO. BBFA2014-XXX

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT POWERS AUTHORITY, ADOPTING WITH CERTAIN AMENDMENTS, ADDITIONS, DELETIONS, AND EXCEPTIONS, INCLUDING PENALTIES, THE 2013 EDITION OF THE CALIFORNIA FIRE CODE AND THE 2013 EDITION OF THE CALIFORNIA RESIDENTIAL CODE, ALONG WITH CERTAIN CHANGES, MODIFICATIONS, AMENDMENTS, ADDITIONS, DELETIONS, AND EXCEPTIONS

WHEREAS, pursuant to Government Code Section 50022.1 *et seq.* and California Health and Safety Code Section 13869 *et seq.*, the Big Bear Fire Authority (“Authority”) may adopt by reference the 2013 Edition of the California Fire Code and the 2013 Edition of the California Residential Code related to hazardous conditions and materials and fire prevention; and

WHEREAS, Health & Safety Code Section 17958.5 permits the Authority to make such changes or modifications to the Fire Code and Residential Code as are reasonably necessary because of local conditions; and

WHEREAS, Health & Safety Code Section 17958.7 requires that the Authority, before making any changes or modifications pursuant to Section 17958.5, make express findings that such changes or modifications are needed due to local climatic, geological, or topographical conditions; and

WHEREAS, the Authority Board does herewith find that the Authority service area has certain climatic, geological, and topographical features, identified below, that can have a deleterious effect on emergency services such as fire protection and emergency medical services and the modifications and changes herein are reasonably necessary because of such local climatic, geological, and topographical conditions; and

WHEREAS, the Authority desires to adopt various amendments to the California Fire Code and California Residential Code to mitigate, to the extent possible, said deleterious effects; and

WHEREAS, the Authority held a public hearing on _____, 2014, at which time, all interested persons had the opportunity to appear and be heard on the matter of adopting the Fire Code as amended herein; and

WHEREAS, the Authority published notice of the aforementioned public hearing pursuant to California Government Code Section 6066 on _____, 2014 and _____, 2014; and

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

NOW, THEREFORE, be it ordained by the Board of Directors of the Authority as follows:

The following findings are adopted in reference to the amendments to the California Fire Code and the California Residential Code:

1. **Findings and Adoption of the California Fire Code and California Residential Code.**

The Board of Directors of the Authority hereby finds and determines:

(a) That the California Fire Code, 2013 Edition, the California Residential Code, 2013 Edition, are nationally recognized compilations of proposed rules, regulations, and standards of the International Code Council, Inc.

(b) That said California Fire Code, the International Fire Code, and the California Residential Code have been printed and published as a code in book form within the meaning of Section 50022.2 et seq. of the California Government Code.

(c) That the sections and subsections of said California Fire Code, the International Fire Code, and the California Residential Code may be referred to by the number used in said published compilation preceded by the words "California Fire Code Section," "California Residential Code," "Fire Code Section" or "Subsection" and may also be referred to by additional reference to the Ordinances of the Authority and sections therein pertaining to said California Fire Code, International Fire Code, and California Residential Code.

(d) That California Health and Safety Code Section 13869 et seq. provides, in pertinent part, that a public agency may make such changes or modifications to the provisions published in the California Building Standards Code and other regulations adopted pursuant to Section 17922 as it determines are reasonably necessary because of local climatic, geological, and topographical conditions.

(e) That the additional requirements and standards established herein are needed to properly protect the health, safety, and welfare of the existing and future residents and workers of the Authority. Said requirements and standards are reasonably necessary because of local climatic, geological, and topographical conditions described herein. This finding is based upon the express findings and determinations of the proposed amendments to the codes on file with the California Housing and Community Development Department.

2. **Findings for Amendments.** The Board of Directors of the Authority finds that the requirements set forth here are reasonable and necessary modifications because of the following climatic, geological or topographical conditions within the County of San Bernardino and the City of Big Bear Lake.

(a) **Climate:**

The climate weather patterns within the County and City are a factor making the amendments reasonably necessary. Frequent periods of drought and low humidity add to the fire danger.

(b) **High Temperature and Winds:**

During the summer months, the dry winds and existing vegetation mix to create a hazardous fuel condition, which has resulted in large loss vegetation and structure fires. Summer temperatures exceeding 100 degrees and severe “Santa Ana” winds frequently occur and can move a fire quickly throughout areas of the County and City.

(c) **Limited Water Supply:**

Because of weather patterns, the County and City (like other Southern California regions) has experienced a need for water conservation. Due to storage capacities and consumption and a limited amount of rainfall, future water allocation is not fully dependable. While sound management of the water resources is possible, demands and possible critical depletion on an already stressed water supply can most assuredly be predicted. Many communities within San Bernardino County and City of Big Bear Lake lack water supply by any public entity.

(d) **Topographical:**

Natural slopes of eight percent or greater generally occur throughout the foothills of San Bernardino County. In many cases, slopes in the San Bernardino Mountains exceed forty percent. The elevation change caused by the mountains and foothills creates the geological foundation on which communities within San Bernardino County are built and will continue to be built. With much of the populated flatlands already built upon, future growth will occur on steeper slopes and greater contrasts in terrain. All of these topographical conditions have created slower response times of emergency vehicles into the high growth areas, due to the extraordinary terrain changes.

(e) **Geological Concerns with Flooding and Access Routes:**

Road circulation features located throughout the County and City also make the amendments reasonably necessary. Located through the County and City are major roadways, highways, and flood control channels that create barriers and slow response times. Another unique factor, which creates barriers and slow response times, are the multiple canyons located in the County and City. Hills, slopes, street, and storm drain design, accompanied with heavy rainfall causes roadway flooding and landslides and at times, may make an access route impassable. There exists areas in San Bernardino County and City of Big Bear Lake that naturally have extended emergency response time that exceeds ten minutes. This time extension is due to remote sparse development.

(f) **Seismic Hazards:**

The County and City has within its boundary potentially active seismic hazards. Seismic activity within the County and City occurs yearly, and a fire potential exists with these active faults. Existing structures and planned new development are at serious risk from these faults.

(g) **Dense Development:**

Highly populated communities exist throughout areas of the County and City. Structures in close proximity to each other pose an exposure problem, which may cause a fire to spread from one structure to another.

(h) **Combustible Construction:**

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

(i) **Administrative:**

The amendment is necessary for non-substantive, administrative purposes.

The findings above are applicable to the amendments set forth in this ordinance as follows:

Code Section	Description	Finding
FIRE CODE		
101.1	Title	i
103.2	Fire Code Official	i
104.10	Fire Investigations	i
104.12	Cost Recovery	i
104.13	Expenses for Securing an Emergency	i
105.6.4	Carnivals, Fairs, Block Parties, and other Outdoor Assemblage	a, b, c, d, e, f, g
105.6.30	Open Fires	a, b, c, d, e, f, g

105.6.33.1	Pallet Yards	a, b, c, d, e, f, g, h
108.1	Appeals Board Established	i
108.4 – 108.7	Regarding Hearings	i
202	All Weather Driving Surface	e
302.1	Definitions	i
304.3.5	Abatement	i
305.3	Open-Flame Warning Device	a, b, c, d, e, f, g, h
305.5	Spark Arrestors	a, b, c, d, e, f, g, h
307.1	General	a, b, c, d, e, f, g, h
307.2	Permit Required	a, b, c, d, e, f, g, h
307.3	Extinguishment Authority	i
315.3	Outside Storage of Firewood	a, b, c, d, e, f, g, h
403.1	Fire Watch Personnel	a, b, c, d, e, f, g, h
503.2.1	Dimensions	c, d, e, g
503.2.3	Surface	c, d, e, g
503.4	Obstruction to Fire Apparatus Access Roads	c, d, e, g
507.1	Required Water Supply	a, b, c, d, e, f, g, h
507.3	Fire Flow	a, b, c, d, e, f, g, h

507.3.1	Inadequate Fire Flow	a, b, c, d, e, f, g, h
507.5.1	Where Required	a, b, c, d, e, f, g, h
903.2	Where Required	a, b, c, d, e, f, g, h
903.2.11.7	Buildings 5,000 Square Feet or More in Size	a, b, c, d, e, f, g, h
903.2.11.8	Additions to Existing Buildings	a, b, c, d, e, f, g, h
903.7	Freeze Protection	a
1903.8	Water Supply	a, b, c, d, e, f, g, h
3405.1	Individual Piles	a, b, c, d, e, f, g, h
2703.1.5	Unattended Parking	a, b, c, d, e, f, g, h
5601.2	Permit Required	a, b, c, d, e, f, g, h
5601.2.2	Seizure	a, b, c, d, e, f, g, h
5601.2.3	Storage and Transportation of Explosives and Blasting Agents	a, b, c, d, e, f, g, h
5601.2.4	Magazine Site	a, b, c, d, e, f, g, h
5601.2.5	Black Powder	a, b, c, d, e, f, g, h
5601.2.6	Notification	a, b, c, d, e, f, g, h
4901.3	Fire Protection Plan	i

4906	Hazardous Vegetation And Fuel Management	a, b, c, d, e, f, g, h
5704.2	Tank Storage	a, b, c, d, e, f, g, h
B105.2	Buildings Other than One and Two Family Dwellings	a, b, c, d, e, f, g, h
C103.1	Fire Hydrant Available	a, b, c, d, e, f, g, h
C105.1	Hydrant Spacing	a, b, c, d, e, f, g, h
NFPA 13D	Amendments to Standard	a, b, c, d, e, f, g, h
Appendix L	Wood Shake Shingle Roof	a, b, c, d, e, f, g, h
RESIDENTIAL CODE		
R313.3.1.1	Required Sprinkler Locations	a, b, c, d, e, f, g, h
R315.3.5.2	Required Capacity	a, b, c, d, e, f, g, h

3. **Adoption of the California Fire Code.** The Board of Directors of the Authority hereby adopts with certain amendments, additions, deletions, and exceptions, including penalties in the 2013 Edition of the California Fire Code, also known as Part 9 of Title 24 of the California Code of Regulations (incorporating the 2012 International Fire Code), and Chapter 1, Appendix Chapter 4, and Appendices B, BB, C, CC, D, H, I & J and Errata, as compiled and published by the International Code Council, and the Authority Standards and Interpretations as approved by the fire code official. The provisions of this California Fire Code, subsequent amendments, California Fire Code Appendices, and the Authority Standards and Interpretations shall be collectively known as the Authority Fire Code and shall be applicable in all areas of the Authority within San Bernardino County and the City of Big Bear Lake. One (1) copy of the California Fire Code has been deposited in the office of the Secretary of the Board of Directors of the Authority and shall be at all times maintained by the Secretary for use and examination by the public. From the date on which this ordinance shall take effect, the provisions hereof shall be controlling within the limits of the Authority.

4. **Adoption of the California Residential Code.** The Board of Directors of the Authority hereby adopts the 2013 Edition of the California Residential Code, also known as Part 2.5 of Title 24 of the California Code of Regulations (incorporating the 2012 International Residential Code), as compiled and published by the International Code Council, and the Authority Standards and Interpretations as approved by the fire code official. The provisions of this California Residential Code, subsequent amendments, California Residential Code Appendices, and the Authority Standards and Interpretations shall be applicable in all areas of the Authority.
5. **Amendments to the California Fire Code.** The California Fire Code is amended as follows:

(a) **Chapter 1**

Section 101.1 is amended to read:

101.1 Title. These regulations and adopted standards and interpretations, as approved by the fire code official, shall be known as the “Fire Code of the Big Bear Fire Authority,” hereinafter referred to as, “Big Bear Fire Authority Fire Code, or “this code.”

Section 103.2 is deleted.

Section 104.10 is amended to read:

104.10 Fire Investigations. The fire code official, the fire department or other responsible authority shall have the authority to investigate the cause, origin, and circumstances of any fire, explosion or other hazardous condition. Department investigators, designated by the Fire Chief, shall have the powers of a peace officer in performing their duties and are authorized to conduct investigative detentions, issue criminal citations, and make arrests pursuant to California Penal Code Section 830.37 and this code. The fire code official shall pursue any investigation to its conclusion. Information that could be related to trade secrets or processes shall not be made part of the public record except as directed by a court of law.

Section 104.12 is added to read:

104.12 Cost Recovery. Fire suppression, investigation, plan review, administrative costs, and rescue or emergency medical costs are recoverable in accordance with Health and Safety Code Sections 13009 and 13009.1 and by Department resolution.

Section 104.12 is added to read:

104.13 Expenses for Securing an Emergency. Any person who negligently or intentionally, or in violation of law, causes an emergency response, including, but not limited to, a traffic accident or spill of toxic or flammable or combustible liquids or chemicals, is liable for the costs of securing such emergency, including those costs set out in Health and Safety Code Section 13009 et seq. and Government Code Section 53150 et seq. Any expense incurred by the fire department for securing such an emergency situation shall constitute a debt of such person

and shall be collectible by the Authority in the same manner as in the case of an obligation under contract, express or implied.

Section 105.6.4 is amended to read:

105.6.4 Carnivals, Fairs, Block Parties, and Other Outdoor Assemblage. An operational permit is required to conduct a carnival, fair, block party, race, concert, parade or other similar outdoor assemblage whether, public or private, when in the opinion of the fire code official, a permit and specific conditions are required due to the nature or location of the activity.

Section 105.6.30 is amended to read:

105.6.30 Open Burning. An operational permit is required for the kindling or maintaining of an open fire or a fire on any public street, alley, road, or other public or private ground. Instructions and stipulations of the permit shall be adhered to.

Delete Exception: Recreational fires.

Section 105.6.33.1 is added to read:

105.7.17 Pallet Yards. An operational permit is required to store, manufacture, refurbish or otherwise handle wood or plastic pallets in excess of 50 pallets.

Section 108.1 is amended to read:

108.1 Appeals Board Established. In order to determine the suitability of alternative materials and types of construction and to provide reasonable interpretations of the provisions of this code, an Administrative Committee of the Big Bear Fire Authority Board of Directors shall serve as an Appeals Board. The Administrative Committee shall be comprised of the Chairman of the Authority Board of Directors and four other members of the Board of Directors selected by the Chairman.

Section 108.3 is deleted.

Section 108.4 to 108.7 is added to read:

108.4 Requests for Hearing. Any person, including the Big Bear Fire Department (“fire department”), desiring a review or interpretation of the Fire Code may file a request with the Secretary of the Board of Directors for a hearing before the Administrative Committee of the Big Bear Fire Authority within 15 days after the date such interpretation is rendered or enforcement began. The enforcement to be reviewed is suspended until the determination of the hearing, unless a hazardous condition exists.

108.5 Hearing Procedures. Upon receipt of a request for a hearing before the Administrative Committee, the Secretary of the Board of Directors shall fix the time and place of the hearing which shall be at a meeting of the Fire Authority held not less than 10 days nor more

than 30 days after the date of the filing of the request for hearing. The Administrative Committee shall give written notice of the time and place of the hearing to the initiating party and the fire code official involved. Witnesses may be sworn and evidence produced, and parties may be represented by counsel. The Administrative Committee shall keep a record of the proceedings of each hearing and shall issue written findings and a decision within 15 days after the conclusion of the hearing. All such decisions shall be final and shall be mailed to the parties by first class mail, postage prepaid, at such addresses as they have provided.

108.7 Fees and Costs. The fire department involved (whether appellee or appellant) shall act as staff to the Administrative Committee or to the Fire Authority Board of Directors, and for that purpose, may determine and set fees to charge an appellant to cover the cost of preparation of the record for appeal. A summary of costs shall be compiled and sent to the appellant after all appeals have been exhausted. Any refund due the appellant shall be returned within 60 days after the summary is sent.

(b) **Chapter 2**

Section 202 is amended by adding the following definitions:

All Weather Driving Surface. Unless otherwise defined within other Codes, Rules, Standards or Regulations, the following are considered to be All Weather Driving Surfaces:

- A. Three inch (3") Type II A.C. pavement on four inch (4") crushed aggregate base.
- B. Six inch (6") Type II A.C. pavement on native soil.
- C. Six inch (6") Portland cement concrete pavement on native soil.
- D. Any other surface as determined by the fire code official to meet the intent of this Code.

Barbecue Grill (also known as a barbeque or BBQ). A portable or fixed device, constructed of steel, concrete, clay, or other non-combustible material, for the primary purpose of cooking food over a liquefied petroleum-, natural gas-, or charcoal-fueled fire.

Barbecue Pit. A trench or depression in the ground in which wood or other clean solid fuel is burned to produce a bed of hot coals for the sole purpose of cooking. A barbecue pit having a fuel area greater than 3 feet in width or 2 feet in height shall be considered a bonfire.

Open Fires. Any outdoor fire, including open burning projects, recreational fires and bonfires, portable outdoor fireplaces, barbecues and barbecue pits, wherein products of combustion are emitted directly into the ambient air without passing through a stack or chimney from an enclosed chamber.

(c) **Chapter 3**

Section 304.3.5 is added to read:

304.3.5 Abatement. In the event that a hazardous condition exists, as determined by the fire code official and in accordance with this chapter, the fire code official may give notice to the owner of the property upon which a hazardous condition exists to abate such condition. In the event that abatement is not performed within the time frames granted by such notices or other written documentation, the fire code official may cause abatement to be done in accordance with public nuisance abatement procedures and make the expense of such abatement a lien upon the property at which such condition exists.

Section 305.3 is amended to read:

305.3 Open-flame Warning Devices. Open-flame warning devices shall not be used along an excavation, road or any other place where the dislodgment of such device may permit the device to roll, fall or slide onto any area or land containing combustible materials.

EXCEPTION: This section shall not apply to public safety personnel acting in the performance of their duties.

Section 305.5 is added to read:

305.5 Spark Arrestors. Each chimney used in conjunction with a fireplace, outdoor fireplace, or other heating appliance in which solid fuel is burned, shall be maintained with an approved spark arrester. The spark arrester shall have heat and corrosion resistance equivalent to 12-gauge wire, 19-gauge galvanized wire or 24-gauge stainless steel wire. Openings shall not permit the passage of spheres having a diameter larger than one-half inch (13 mm) maximum and shall not block the passage of spheres having a diameter of less than three-eighths inch (10 mm). The screen shall be mounted in or over all outside flue openings in a vertical and near vertical position, adequately supported to prevent movement and shall be visible from the ground. All spark arrestors shall be accessible and removable for cleaning.

Section 307.1 is amended to read:

307.1 General. No person shall kindle, or maintain any fire, or allow any fire to be kindled or maintained on their property unless in accordance with this Code.

Section 307.2 is amended to read:

307.2 Permit Required. When required pursuant to Section 105.6.30, a permit shall be obtained from the appropriate fire code official as defined in Section 307.2.1 prior to kindling any open fire.

EXCEPTION: Barbecues using propane, natural gas or charcoal briquettes, used at one- and two-family dwellings unless otherwise regulated.

Section 307.3 is amended to read:

307.3 Extinguishment Authority. The fire code official is authorized to order or cause the extinguishment of any fire that creates or adds to a hazardous condition, creates smoke emissions offensive to occupants of surrounding properties, is conducted without a permit when such a permit is required, or is conducted outside of the parameters set forth in this section or a permit, when required.

Section 315.6 is added to read:

315.6 Outside Storage of Firewood. Firewood and combustible material for consumption on the premises shall be neatly stacked free from accumulations of pine needles and other debris. Firewood that is used for private consumption is limited to five (5) cords.

(d) **Chapter 4**

Section 403.1 is amended to read:

403.1 Fire Watch Personnel. When, in the opinion of the fire code official, it is essential for public safety in a place of assembly or any other place where people congregate, because of the number of persons, or the nature of the performance, exhibition, display, contest or activity, the fire code official may require, at the expense of the owner, agent or lessee, one or more fire department personnel to perform fire watch duties, as required and to remain on duty during the times such places are open to the public or when such activity is being conducted.

EXCEPTION: The fire code official may require the owner, agent or lessee to provide one or more fire watch personnel.

(e) **Chapter 5**

Section 503.2.1 is amended to read:

503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 24 feet (7315.2 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 14 feet 6 inches (4450.08 mm).

EXCEPTIONS:

1. Driveways of one- and two-family dwellings shall be a minimum of 12 feet in width.
2. Driveways of one- and two-family dwellings exceeding 150' in length shall be a minimum of 14 feet in width.
3. Required access road dimensions may be modified when, due to location on property, topography, waterways, nonnegotiable grades or other similar conditions, the fire code official determines that the conditions cannot be met.

Section 503.2.3 is amended to read:

503.2.3 Surface. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all weather driving capabilities. Where road grades do not exceed eight percent (8%), and where serving only one- or two-family dwellings or accessory Group U occupancies, the fire code official may approve roads constructed with approved native materials or gravel compacted to eighty five percent (85%) compaction.

Section 503.4 is amended to read:

503.4 Obstruction of Fire Apparatus Access Roads. Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Section 503.2.1 shall be maintained at all times. Any condition that serves as an impediment to fire access, or any vehicle or other obstruction to fire access may be removed at the order of the fire code official, with the expense of such removal to be paid by the owner of the roadway, or of said vehicle or obstruction.

Section 507.1 is amended to read:

507.1 Required Water Supply. An approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises upon which facilities, buildings or portions of buildings are hereafter constructed or moved into or within the jurisdiction. In areas without a water purveyor capable of supplying the required fire flow, National Fire Protection Association Standard 1142 shall be used to establish on-site water storage capacities, when allowed by the fire code official.

EXCEPTION: For single one- and two-family dwellings and detached garages, not part of a parcel map, tentative tract or other similar planned development, an approved automatic residential fire sprinkler system or an approved self-contained residential automatic sprinkler system may be considered as an adequate water supply with no additional on-site water source required.

Section 507.3 is amended to read:

507.3 Fire Flow. Fire flow requirements for buildings or portions of buildings and facilities shall be determined by an approved method or Appendix B.

EXCEPTION:

1. For single one- and two-family dwellings and detached garages, not part of a parcel map, tentative tract or other similar planned development, the installation of an approved automatic residential fire sprinkler system or an approved self-contained residential automatic sprinkler system may be considered an approved fire flow.
2. No water supply or fire sprinkler system is required for detached Group U occupancies not used for industrial or commercial properties when structures are located 50 feet or further from the property lines and any dwelling.

Section 507.3.1 is added to read:

507.3.1 Inadequate Fire Flow. In areas which are unable to be provided with required fire flow, buildings shall be provided with an approved NFPA sprinkler system. On-site water storage requirements for occupancies other than Group R, Division 3 may be reduced to a 30 minute minimum sprinkler demand.

(f) **Chapter 9**

Section 903.2 is amended to read:

903.2 Where Required. Approved automatic sprinkler systems in new buildings and structures, including pre-manufactured structures, shall be provided in the locations described in sections 903.2.1 through 903.2.12.

Section 903.2.11.7 is added to read:

903.2.11.7 Building Fire Area 5,000 Square Feet or More in Size. An approved automatic fire sprinkler system shall be provided throughout in all newly constructed buildings and structures of any occupancy group when the gross fire area, as defined in the California Building Code, is equal to or exceeds 5,000 square feet.

1. **EXCEPTIONS:** Detached Group U occupancies accessory to a one- or two-family dwelling that are not used for commercial or industrial purposes.

903.2.11.8 Additions to Existing Buildings. When an addition to an existing residential structure results in a structure greater than 5,000 square feet and such addition is 50% or more of the original square footage, the entire structure shall be provided with an automatic sprinkler system.

Section 903.7 is added to read:

903.7 Freeze Protection. All sprinkler systems shall be suitably freeze-protected for climatic conditions as prescribed by the fire code official.

(g) **Chapter 34**

Section 3405.1 is amended to read:

3405.1 Individual Piles. Piles shall be restricted to individual piles not exceeding 2,500 square feet of continuous area. Pile width shall not exceed 50 feet. Piles shall not exceed 25,000 cubic feet in volume or 10 feet in height.

(h) **Chapter 56**

Sections 5601.2 through 5601.2.6 are added to read:

5601.2 Permit Required. Permits shall be obtained from the San Bernardino County Sheriff's Department ("sheriff's department"):

1. To manufacture, possess, store, sell, display or otherwise dispose of explosives, blasting agent or phosphoric compounds.
2. To transport explosives or blasting agents.
3. To use explosives or blasting agents.
4. To operate a terminal for handling explosives or blasting agents.
5. To deliver or receive explosives or blasting agents from a carrier at a terminal between the hours of sunset and sunrise.
6. To transport blasting caps or electric blasting caps on the same vehicle with explosives.

5601.2.1 In addition to the requirements set forth in this article, the sheriff's department or the fire department may, for the safety and security of the public, set additional requirements for a permit application.

The sheriff's department shall notify the fire department when any application has been made for an explosives permit for a specific location and purpose. No permit shall be issued without the approval of the fire department.

5601.2.2 Seizure. The fire code official is authorized to remove or cause to be removed or disposed of in an approved manner, at the expense of the owner, explosives, explosive materials or fireworks offered or exposed for sale, stored, possessed or used in violation of this chapter.

5601.2.3 Storage and Transportation of Explosives and Blasting Agents. The storage and transportation of explosives and blasting agents is prohibited in residential areas, principal business districts, closely-built commercial areas, and heavily-populated areas, except as permitted by the sheriff's department and the fire department in accordance with California Code of Regulations, Title 19, and Title 4, Division 5 of the San Bernardino County Code.

5601.2.4 Magazine Size. Indoor magazines shall not be of a size greater than the exit door or contain more than 50 pounds of explosive materials.

5601.2.5 Black Powder. The amount of black powder stored in an indoor magazine shall not exceed 50 pounds.

5601.2.6 Notification. When blasting is being conducted in the vicinity of gas, electric, water, fire alarm, telephone, telegraph or stream utilities, the blaster shall notify the appropriate representative of such utilities at least 24 hours in advance of blasting specifying the location and intended time of such blasting.

EXCEPTION: In an emergency, advance notification may be waived by the fire code official.

(i) **Chapter 57**

Section 5704.2 is amended to read:

5704.2 Tank Storage Pursuant to Section 5704 of the California Fire Code, the storage of flammable and combustible liquids in outside aboveground unprotected tanks and below grade vaulted tanks are prohibited in all commercial occupancy areas, developed residential areas, and other areas where the Chief having jurisdiction determines that the installation of flammable and combustible aboveground storage tanks or below grade vaulted tanks will create a hazard to occupants and property owners in the area. Deviation from these requirements may be allowed only upon specific written findings by the fire code official.

(j) **Chapter 80**

NFPA 13D is amended as follows:

Section 6.1.2 is amended to read:

6.1.2 Where stored water is used as the sole source of supply for the sprinkler system, the minimum quantity shall equal the water demand rate times 10 minutes.

Section 6.1.3 is deleted.

(k) **Chapter 49**

Section 4901.3 is added to read:

4901.3 Fire Protection Plan. A Fire Protection Plan (FPP), approved by the fire code official, shall be required for all new developments within declared fire overlay districts. The FPP shall include mitigation measures consistent with the unique problems resulting from the location, topography, geology, flammable vegetation; County fire safety overlay districts (FS1 and FS2) and climate of the proposed site. The FPP shall address water supply, access, building ignition and fire resistance, fire protection systems and equipment, defensible space and vegetation management. The FPP shall be consistent with the San Bernardino Development Code or, at the option of the fire code official, with other nationally recognized standards and good practice.

Section 4906 is amended to read:

4906.1 General. Hazardous vegetation and fuels shall be managed to reduce the severity of potential exterior wildfire exposure to buildings and to reduce the risk of fire spreading to buildings in accordance with Section 4906.3.

4906.2 Application. Those areas protected by the Big Bear Fire Authority shall be classified as a *Very High Fire Hazard Severity Zone*.

4906.3 Requirements. It shall be the responsibility of every property owner, occupant, and person in control of any land interest to abate the accumulation of forest fuels around their property, through implementation of the following measures within ten (10) feet of roads and driveways, and within an area surrounding a structure from zero to one hundred (100) feet in the front and rear yards, or to the property lines (whichever is less); and between the structures and side property lines:

- a) Remove all dead, burnable fuels, including but not limited to all pine needles, leaves and branches on roofs, noxious weeds or vegetation, dry grass, logs and snags, grass four inches and higher, pine needles on the ground down to a two-inch depth, and dead branches in bushes and trees. Living or dead trees, and all combustible rubbish, debris, or noxious material that constitutes a fire, health, or safety hazard, or which may endanger or injure neighboring property, or the health, safety, or well-being of persons or property.
- b) Thin dense groups of young trees (less than six inches in diameter) to six to eight foot spacing, measured trunk to trunk. Removal of any live tree with a diameter of more than six inches measured at four and one-half feet above the ground requires approval by the city.
- c) In areas with a continuous canopy, any tree taller than forty-five (45) feet should have its branches trimmed back to the trunk if those branches have any portion lower than twelve (12) to fifteen (15) feet from the ground. A tree shorter than forty-five (45) feet should be trimmed to remove any live or dead branches up one-third of its total height. For non-continuous canopy areas, tree branches shall be pruned to remove limbs located less than 6 feet above the ground surface.

Exception: Deciduous, non-native trees and Spruce trees that have all forest litter removed from underneath the base of the tree, the height can be reduced by 50%.

A minimum vertical separation between the top of a shrub and the bottom lower branches shall be three (3) times the height of the shrub.

- d) Any branches that have any portions less than ten (10) feet from chimney openings shall be completely trimmed. Branches located within ten (10) feet vertical distance from the roof line that overhang a structure shall be removed.
- e) All litter generated from clearing and trimming shall be properly disposed of within one week, except that any logs infested with bark beetles shall be treated prior to removal as recommended by the California Department of Forestry or a qualified tree expert.

- f) Stack cut logs or firewood greater than one cord of wood or 128 cubic feet shall be located ten (10) feet away from any structure or shall be covered with a fire resistive structure or fabric. Firewood should be stacked away from the drip line of trees.
- g) All pine needles and leaves shall be removed when within five (5) feet of a structure.

Exception: Up to two (2) inches of non-combustible duff layer (dark layer of decomposing needles and leaves) may remain to prevent soil erosion.

4906.4 Native Brush and Shrubs.

4906.4.1 Requirements for Shrubs on Properties. Juniper shrubs, Spanish Broom, and native brush shall not be planted or maintained within fifteen (15) feet of any building or structure, including, without limitation, any deck or patio. All owners of any real property shall be required to fully comply with this provision by modifying the offending native brush and shrub, which shall be considered a nuisance, from within fifteen (15) feet of any building or structure.

- a) All native brush and shrubs shall be installed and maintained in a manner that minimizes fire risk, including, without limitation, by removing dead branches and twigs at all heights, modifying the lower foliage of branches, and selectively pruning to reduce the density of the plant.
- b) Native brush shall be installed and maintained with horizontal spacing such that the space between two shrubs (horizontally) shall be a minimum of two times the height of the tallest shrub. Individual shrubs or groups of shrubs clumped together shall be modified so that their diameter does not exceed fifteen (15) feet. Groups of shrubs clumped together with a diameter of fifteen (15) feet or less shall be treated as a single plant.
- c) Subsections B, C, and D of this Section shall not apply to an isolated shrub or shrubs that have been heavily modified by thinning and limbing up, nor to activities within the boundaries of a plant conservation easement area that do not, in the opinion of the fire chief, or his or her designee, constitute a fire hazard. In deciding whether such shrub or shrubs constitute a fire hazard, the fire chief, or his or her designee, shall consider: (i) the proximity of the shrub(s) to other buildings or structures; (ii) the types of shrub(s) involved; (iii) the potential threat of the shrub(s) to the public health, welfare and safety; and (iv) any other factors that the fire chief, or his or her designee, deem relevant when considering the public health, safety and welfare, including, without limitation, whether such shrub(s) is endangered, rare or threatened.

- d) Cut and/or thinned vegetation shall be disposed of no later than ten (10) days after cutting.

4906.4.2 Definitions / Administration and Enforcement.

A. For the purposes of this appendix, these following terms shall be defined as follows:

1. **Modify or abate** shall mean any action that physically affects a plant, ranging from pruning or thinning to complete removal (other than the removal of the root ball);
2. **Native brush** shall be defined as Manzanita (*arctostaphylos patula*), Service Berry, Mountain Whitethorn, Sage and Mountain Mahogany (*cercocarpus ledifolius*) (brush form) (commonly known in Big Bear Valley as Ironwood), as well as such other species as the fire chief, or his or her designee, may, from time to time, determine constitutes a fire hazard. In making such a determination, the fire chief shall consider, without limitation, the following: (i) the type of native brush and/or shrub species the fire chief, or his or her designee, is considering adding to the definition of "native brush" and whether such species is threatened or endangered; (ii) the fire, health or safety hazard of such native brush and/or shrub species to the territory of the Authority and the surrounding community; (iii) the ability of the native brush and/or shrub species to damage neighboring property; (iv) the ability of the native brush and/or shrub species to adversely impact the health, safety or welfare of persons and/or property; and (v) any other factors that the fire chief, or his or her designee, deem relevant when considering the public health, safety and welfare;
3. **"Owner"** means any person, firm, corporation or entity, including without limitation, any homeowner's association that has any legal or equitable interest in real property, as shown on public records. In the event real property is leased or rented, the lessee or tenant shall be responsible for all obligations imposed on any owner under this chapter;
4. **"Shrubs"** means a woody plant smaller than a tree, usually having multiple permanent stems branching from or near the ground. Shrubs include, without limitation, native brush;
5. **"Vacant lot(s)"** means a parcel(s) of property currently undeveloped or unimproved by any building or structure.

B. The fire chief, or his or her designee, shall enforce the provisions of this chapter with respect to any and all properties as he or she deems necessary for the public health, safety and welfare. In making such a determination, the fire chief, or his or her designee, shall consider: (i) the proximity of the brush and/or shrubs to other buildings or structures; (ii)

the types of brush and/or shrubs involved; (iii) the potential threat of the brush and/or shrubs to the public health, welfare and safety; (iv) the determination of any other public agencies as to the fire danger of the area; and (v) any other factors that the fire chief, or his or her designee, deem relevant when considering the public health, safety and welfare.

Any public official or person designated to administer or enforce the chapter shall be authorized to enter upon private property in order to conduct an inspection, post notices, perform abatement/modification, or any other action necessary or convenient to the administration and enforcement of this chapter. In the event a judicial warrant is required, such person or designee shall obtain a warrant pursuant to the California Code of Civil Procedure, Sections 1822.50 et seq.

4906.4.3 Environmental Exemptions. The modification of brush or shrubs, as described in this appendix, shall be exempt from the provisions of this chapter if any or all of the following would occur:

- a) The activities would result in the taking of endangered, rare, or threatened plant or animal species. By way of example, and not by way of limitation, the following species of plant are, as of the date of the ordinance adopting this chapter, not threatened or endangered and are subject to the provisions of this chapter:
 1. The arctostaphylos patula species of Manzanita;
 2. The cercocarpus ledifolius species of Mountain Mahogany (brush form) (commonly known in Big Bear Valley as Ironwood);
 3. Sage species that occur in the Big Bear Valley.
- b) The activities would result in significant erosion and sedimentation of surface waters. The owner of each piece of real property shall, when performing modifications required by this chapter, keep soil disturbance to a minimum, especially on steep slopes. Erosion control techniques such as leaving root balls intact, minimizing use of motorized equipment, and covering exposed disturbed soil areas with mulch or similar materials shall be employed in order to help reduce soil erosion and plant re-growth.

4906.4.4 Exceptions.

- a) Nurseries and other similar agricultural and/or horticultural uses shall be exempt from this chapter, provided the fire chief, or his or her designee, shall have the discretion to enforce the provisions of this chapter with respect to such businesses as he or she deems necessary to promote the public health, safety and welfare as it relates to fire safety and/or the health of the forest. In using his or her discretion, the fire chief, or his or her designee, shall consider:

(i) the health of the brush and/or shrubs involved; (ii) whether the brush and/or shrubs pose a risk to the public health, safety or welfare of the community; (iii) the type of brush and/or shrubs involved; (iv) the owner's maintenance activities involving the brush and/or shrubs; and (v) any other factors that the fire chief, or his or her designee, deem relevant when considering the public health, safety and welfare, including, without limitation, whether such shrub(s) is endangered, rare or threatened.

b) Up to two inches of dead pine needles, leaves and other soils amendments for soil replenishment and forest safety may be permitted, when in the opinion of the fire chief, or his or her designee, they do not constitute a fire hazard. In deciding whether they present a fire hazard, the fire chief, or his or her designee, shall consider:

1. The proximity of the pine needles and leaves to buildings or structures;
2. The height of the lower branches of shrubbery from the ground;
3. The condition of the shrubbery, (e.g., free from dead and dying limbs and leaves);
4. The sectioning of the shrubbery; and
5. Any other factors that the fire chief, or his or her designee, deem relevant when considering the public health, safety and welfare.

4906.4.5 Protection of Sensitive Biological Resources

A. Should any owner receive a NOTICE TO ABATE form that mandates the modification of native brush or shrubs other than the following shrub species: Juniper, Spanish Broom or native brush species: Manzanita, Service Berry, Mountain Whitethorn, Sage, or Mountain Mahogany and the property falls within the potential sensitive shrub resource area (as set forth in the Authority's official records, and which may be amended from time to time), a sensitive plant survey will be required for the property prior to any abatement activities. If it is unclear whether a particular property falls within the potential sensitive shrub resource area or whether or not sensitive plant surveys are required, the owner must contact the Authority or the City of Big Bear Lake Planning Department. The City's Planning Department or Authority shall provide requesting owners with a list of qualified surveyors, which list may be updated or revised at the discretion of the City or Authority. Ideally, sensitive plant surveys should be conducted between June and August to encompass the blooming periods of those sensitive plants that are the most difficult to detect outside the blooming period; however, the sensitive plant survey can be conducted during other parts of the year (aside from periods when snowfall is covering the ground) if necessary. Upon completion of the survey, the surveyor shall advise the owner as to any known or potential sensitive plants that should be avoided during abatement activities. A form shall be completed at the end of the survey that will provide details as to the results of the survey. The surveyor shall provide a copy of the form to the owner and the Planning or Fire Departments. The owner shall not conduct any modification without prior written approval of the City or Authority. All surveys required by this

subsection shall be conducted within a reasonable time as determined by the fire chief, or his or her designee.

- B. If any native brush modification is required for more than twenty (20) shrubs and vegetation modification activities cannot be performed outside the nesting season (typical nesting season is March 15 through August 15), a nesting bird survey shall be performed less than one week prior to vegetation modification activities. Should the owner be required to conduct a nesting bird survey, he or she shall contact the Authority or the City of Big Bear Lake Planning Department for a list of qualified nesting bird surveyors, which list may be updated or revised at the discretion of the Fire Authority or the City. Upon completion of the survey, the surveyor shall advise the owner as to any shrub(s) containing nesting birds that should not be modified until the completion of the nesting cycle. A form shall be completed at the end of the survey that will provide details as to the results of the survey. The surveyor shall provide a copy of the form to the owner and the Planning and/or Fire Departments. The owner shall not conduct any modification without prior written approval of the City or Authority. All surveys required by this subsection shall be conducted within a reasonable time as determined by the fire chief, or his or her designee.
- C. Any owner receiving a NOTICE TO ABATE form (for any number of shrubs) will also receive a pamphlet pertaining to providing protection for nesting birds. The pamphlet will describe the Migratory Bird Treaty Act, and suggest that if vegetation modification will occur during the nesting season (March 15 through August 15), owners need to check for the presence of active bird nests and avoid modification of any vegetation containing an active bird nest (or vegetation within twenty-five (25) feet of the active bird nest) until the young have fledged.

4906.5 County of San Bernardino Ordinance Relating to Fire Hazards and Hazardous Trees and Fire Access Road Obstructions. Notwithstanding anything to the contrary, owners of property located in that portion of the Authority territory within the County of San Bernardino shall be excepted from compliance with this Appendix L provided that such property is in compliance with the County of San Bernardino ordinance relating to the abatement of fire hazards and hazardous trees and fire access road obstructions as it may be amended from time to time.

4906.6 Hazardous Trees. The provisions of this chapter shall apply to any live or dead tree which constitutes a fire, health or safety hazard or which may endanger or injure neighboring property, or the health, safety or well-being of persons or property; and it shall be the duty of every owner, occupant and person in control of any land or interest therein to abate.

4906.7 Outdoor Storage and Uses.

- 1. The outdoor storage of any materials or equipment not accessory to the primary use of the property, including lumber, construction materials, inoperable vehicles, auto parts, household appliances, pipe, drums, machinery, furniture, or trash, which is readily visible from off-site, is prohibited;

provided, however, that this paragraph shall not preclude the storage of firewood on the property.

2. No open storage shall be permitted in any required front or side yards adjacent to a street or highway in residential zones.

(l) **Appendix B**

Section B105.2 of Appendix B is amended to read:

B105.2 Buildings Other than One- and Two-Family Dwellings. The minimum fire flow and flow duration for buildings other than one- and two-family dwellings shall be as specified in Table B105.1.

EXCEPTION: A reduction in required fire flow of up to 50 percent, as approved, is allowed when the building is provided with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2. A reduction in required fire flow of up to 75 percent is allowed for isolated buildings of Group U occupancy, agricultural uses, or other low hazard uses when approved by the fire code official. The resulting fire flow shall not be less than 1,500 gallons per minute (5678 L/min) for the prescribed duration as specified in Table B105.1.

(m) **Appendix C**

Section C103.1 is amended to read:

C103.1 Fire Hydrants Available. The number of fire hydrants available to a complex or subdivision shall not be less than that determined by spacing requirements specified in Section C105.1 when applied to fire apparatus access roads and perimeter public streets from which fire operations could be conducted.

Section C105.1 is amended to read:

C105.1 Hydrant Spacing. The average spacing between fire hydrants shall not exceed 300 feet (91m) in industrial, commercial, and multifamily development, and 600 feet (183m) in all single family developments. Spacing of fire hydrants along public streets shall also be guided by other County or Authority public works standards.

EXCEPTION: The fire code official is authorized to accept a deficiency of up to ten (10) percent where existing fire hydrants provide all or a portion of the required fire hydrant service.

Table C105.1 is deleted.

(n) **Appendix L**

Appendix L is added to read:

L101 Findings.

- A. The Authority Board finds and declares that wood shake shingle roofs are a severe fire hazard and danger to the lives, health, property and safety of the residents residing in the territory of the Authority and the surrounding communities.
- B. The Authority Board finds and declares that wood shake shingle roofs are comprised of materials that create a unique and significant fire hazard and danger to an extent that they constitute a public nuisance, as set forth by Section 3480 of the California Civil Code, because they are injurious to the health and safety of and substantially endanger the entire community.
- C. The Authority Board finds and declares that five years is a reasonable amount of time for all existing buildings or structures within the territory of the Authority located within the City of Big Bear Lake with wood shake shingle roofs to install roofs comprised of fire retardant materials.
- D. The Authority Board finds and declares that July 1, 2014 is a reasonable amount of time for all existing buildings or structures within the territory of the Authority located within the County of San Bernardino with wood shake shingle roofs to install roofs comprised of fire retardant materials.

L102 Wood Shake Shingle Roofs—Public Nuisance.

- A. Beginning on September 1, 2012, all wood shake shingle roofs on properties or structures within the territory of the Authority located within the City of Big Bear Lake shall be abated as a public nuisance and a dangerous building by the fire chief, or his or her designee.
 - B. Beginning on July 1, 2014, all wood shake shingle roofs on properties or structures located within the territory of the Authority located within the County of San Bernardino shall be abated as a public nuisance and a dangerous building by the fire chief, or his or her designee.
6. **Amendments to the California Residential Code.** The California Residential Code is amended as follows:

Section R313.3.1.1 is amended to read:

R313.3.1.1 Required Sprinkler Locations. Sprinklers shall be installed to protect all areas of a dwelling unit.

EXCEPTIONS:

- 1. Attics, crawl spaces, built-up areas less than five (5) feet in height and normally unoccupied concealed spaces that do not contain fuel-fired appliances, do not require

sprinklers. In those areas containing fuel-fired appliances, a sprinkler shall be installed above the appliance.

2. Clothes closets, linen closets, and pantries not exceeding 24 square feet (2.2 m²) in area, with the smallest dimension not greater than 3 feet (915 mm) and having wall and ceiling surfaces of gypsum board.
3. Detached garages, carports with no habitable space above, open attached porches, balconies or stairs, and similar areas.

Section R313.3.5.2 is amended to read:

R313.3.5.2 Required Capacity.

1. The water supply shall have the capacity to provide the required design flow rate for sprinklers for a minimum of ten (10) minutes regardless of the square footage or number of stories.

2. Where a well system, a water supply tank system, a pump, or a combination thereof is used, the water supply shall serve both domestic and fire sprinkler systems. Any combination of well capacity and tank storage shall be permitted to meet the capacity requirement.

EXCEPTION: Where a residential fire sprinkler system is supplied by a stored water source with an automatically operated means of pressurizing the system other than an electric pump, the water supply may serve the sprinkler system only.

7. **Penalty**

It shall be unlawful for any person, firm or corporation to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy or maintain any building, structure or building service equipment, system or part thereof or cause or permit the same to be done in violation of this ordinance or any order or notice issued pursuant to this ordinance. Every person, firm or corporation who violates any of the provisions of this ordinance is guilty of a misdemeanor. Such person, firm or corporation shall be deemed guilty of a separate offense for each and every day or portion thereof during which any violation of any of the provisions of this chapter is committed, continued or permitted. Upon conviction such person is punishable by a fine not exceeding one thousand dollars, (\$1,000) or by imprisonment in the county jail for a period not exceeding six (6) months, or by both such fine and imprisonment for each offense.

8. **Ordinance Repeals**

That any and all ordinances or parts of ordinances in conflict herewith are hereby repealed.

9. **Severability**

If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this

ordinance. The Board of Directors hereby declares that it would have passed this ordinance, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional.

10. Publication and Certification

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

11. CEQA

The Board of Directors finds that it can be seen with certainty that the adoption of this ordinance will not have a significant effect on the environment and is therefore exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines. Authority staff is directed to file a Notice of Exemption within five (5) days of adopting this ordinance.

12. Effective Date

This ordinance shall take effect and be in force 30 days from and after the date of its final passage and adoption.

PASSED, APPROVED, and ADOPTED by the Big Bear Fire Authority Board of Directors at its regular meeting held the __day of _____ 2014, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINS:

John Green
Chairman, Board of Directors
Big Bear Fire Authority

ATTEST:

Corinne E. Flores

Secretary

Big Bear Fire Authority

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO) ss
CITY OF BIG BEAR LAKE)

I, Corinne E. Flores, Secretary of the Big Bear Fire Authority Board, do hereby certify that the whole number of members of the said Board is ten; that the foregoing ordinance, being Ordinance No. BBFA2014-XXX was duly passed and adopted by the said Board, approved and signed by the Chair of said Board, and attested by the Secretary of said Board, all at a meeting of the said Board held on the __ day of _____ 2014, and that the same was so passed and adopted by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Witness my hand and the official seal of said Authority this __ day of _____ 2014.

Corinne E. Flores
Secretary
Big Bear Fire Authority

	A	B	C	D	E
2	CODE SECTION	CALIFORNIA FIRE CODE	FIRE AUTHORITY CODE AMENDMENT	CURRENT CODE BBL/CSD	REASON
3	Sections 101.1 through 104.13	Administrative sections of the code regarding fire investigations and cost recovery for various customary services.	Proposed amendments define local authority for fire investigation and cost recovery.	Amendments are consistent with those found in previous BBL and CSD Ordinances.	No significant change from previous adopted amendments. Language added to existing state code to define local authority and provide clarity.
4	105.6.4	Carnivals and Fairs. An operational permit is required to conduct a carnival or fair.	Carnivals, Fairs, Block Parties and Other Outdoor Assemblage. An operational permit is required to conduct a carnival, fair, block party race, concert, parade or other similar outdoor assemblage whether public or private, when in the opinion of the fire code official, a permit and specific conditions are required due to the nature or location of the activity.	Amendments are consistent with those found in previous BBL and CSD Ordinances.	This section is amended to expand the requirements for an operational permit to include Block Party, Parade or other outdoor assembly.
5	105.7.17	Not included.	Pallet Yards. An operational permit is required to store, manufacture, refurbish or otherwise handle wood or plastic pallets in excess of 50 pallets.	Not included in current BBL Ordinance. Included in previous CSD Ordinance.	This section is added to require an operational permit for store, manufacture or refurbish wood or plastic pallets in excess of 50 pallets. This addition is necessary due to the significant fire risk associated with idle pallets.
6	106.6.30	Open Burning. An operational permit is required for the kindling or maintaining of an open fire or a fire on any public street, alley, road, or other public or private ground. Exception: Recreational Fires	Open Burning. An operational permit is required for the kindling or maintaining of an open fire or a fire on any public street, alley, road, or other public or private ground. Instructions and stipulations of the permit shall be adhered to. Delete Exception: Recreational Fires	Amendments are consistent with those found in previous BBL and CSD Ordinances.	No change from current or previous code amendments in both jurisdictions. This section is added to delete the exception for recreational fires found in the CFC.
7	Sections 108.1 through 108.7	Appeals Board Established. In order to hear and decide appeals of orders, decisions or determinations made by the fire code official relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals. The board of appeals shall be appointed by the governing body and shall hold office at its pleasure. The fire code official shall be an ex officio member of said board but shall have no vote on any matter before the board. The board shall adopt rules of procedures for conducting its business, and shall render all decisions and findings in writing to the appellant with duplicate copy to the fire code official.	Appeals Board Established. In order to determine the suitability of alternative materials and types of construction and to provide reasonable interpretations of the provisions of this code, an Administrative Committee of the Big Bear Fire Authority Board of Directors shall serve as an Appeals Board. The Administrative Committee shall be comprised of the Chairman of the Authority Board of Directors and four other members of the Board of Directors selected by the Chairman. Hearing Procedures. Upon receipt of a request for a hearing before the Administrative Committee, the Secretary of the Board of Directors shall fix the time and place of the hearing which shall be at a meeting of the Fire Committee held not less than 10 days nor more than 30 days after the date of the filing of the request for hearing. The Administrative Committee shall give written notice of the time and place of the hearing to the initiating party and the fire code official involved. Witnesses may be sworn and evidence produced, and parties may be represented by counsel. The Administrative Committee shall keep a record of the proceedings of each hearing and shall issue written findings and a decision within 15 days after the conclusion of the hearing. All such decisions shall be final and shall be mailed to the parties by first class mail, postage prepaid, at such addresses as they have provided.	Not amended in the current BBL fire code ordinance, however, the proposed amendments are consistent with the procedures established in the BBL Municipal Code. This section is amended in the current CSD Ordinance.	Language is modified to allow an Administrative Committee of the Board, to serve as an Appeals Board. Hearing procedures is added to define the local process for Appeals Board hearings. These amendments are necessary to maintain consistent appeals procedures across Fire Authority jurisdiction.
8	Chapter 2 Definitions	No Definitions provided for All Weather Driving Surface, Barbeque Grill, Barbeque Pit or Open Fire.	Definitions provided for All Weather Driving Surface, Barbeque Grill, Barbeque Pit and Open Fire.	Definition provided for All Weather Driving Surface.	No significant change from previous adopted amendments in both jurisdictions. Definitions necessary due to local conditions.
9	304.3.5	Not included.	Abatement. In the event that a hazardous condition exists, as determined by the fire code official and in accordance with this chapter, the fire code official may give notice to the owner of the property upon which a hazardous condition exists to abate such condition. In the event that abatement is not performed within the time frames granted by such notices or other written documentation, the fire code official may cause abatement to be done in accordance with public nuisance abatement procedures and make the expense of such abatement a lien upon the property at which such condition exists.	Amendments are consistent with those found in previous BBL and CSD Ordinances.	No significant change from previous adopted amendments in both jurisdictions. This section is added giving the fire code official the authority to order the abatement of a hazardous condition at the property owners expense in accordance with Public Nuisance Abatement procedures.

	A	B	C	D	E
2	CODE SECTION	CALIFORNIA FIRE CODE	FIRE AUTHORITY CODE AMENDMENT	CURRENT CODE BBL/CSD	REASON
10	305.3	Open Flame Warning Devices. Open-flame warning devices shall not be used along an excavation, road, or any place where the dislodgement of such device might permit the device to roll, fall or slide on to any area or land containing combustible material.	Open-flame Warning Devices. Open-flame warning devices shall not be used along an excavation, road or any other place where the dislodgment of such device may permit the device to roll, fall or slide onto any area or land containing combustible materials. EXCEPTION: This section shall not apply to public safety personnel acting in the performance of their duties.	Not amended in current BBL Ordinance. Included in current CSD Ordinance.	Language added to provide exception for public personnel acting in the course of their duties.
11	305.5	Not included.	Spark Arresters. Each chimney used in conjunction with a fireplace, outdoor fireplace, or other heating appliance in which solid fuel is burned, shall be maintained with an approved spark arrester. The spark arrester shall have heat and corrosion resistance equivalent to 12-gauge wire, 19-gauge galvanized wire or 24-gauge stainless steel wire. Openings shall not permit the passage of spheres having a diameter larger than one-half inch (13 mm) maximum and shall not block the passage of spheres having a diameter of less than three-eighths inch (10 mm). The screen shall be mounted in or over all outside flue openings in a vertical and near vertical position, adequately supported to prevent movement and shall be visible from the ground. All spark arrestors shall be accessible and removable for cleaning.	Amendments are consistent with those found in previous BBL and CSD Ordinances.	No significant change from previous adopted amendments. This section is added to require the use of a spark arrester with any chimney and to define a spark arrester. This addition is necessary due to the significant fire risk from chimney embers.
12	Sections 307.1 through 307.3	Sections dealing with open burning, recreational fires and authority to order the extinguishment of any fire.	Language is added to these sections to impose the requirement for a permit to kindle or maintain any open fire and to give authority to order the extinguishment of any open fire that creates a hazardous condition.	Amended in previous ordinances for both jurisdictions.	Language in the state code was modified to give the authority to the fire code official to order the extinguishment of any open fire that creates a hazardous condition.
13	315.6	Not included.	Outside Storage of Firewood. Firewood and combustible material for consumption on the premises shall be neatly stacked free from accumulations of pine needles and other debris. Firewood that is used for private consumption is limited to five (5) cords.	Amendments are consistent with those found in previous BBL and CSD Ordinances.	No change from previous adopted amendments. This section is added to limit the amount of firewood stored for private consumption to 5 cords. See chapter 49 for firewood storage requirements.
14	403.1	Fire watch personnel. When, in the opinion of the fire code official, it is essential for public safety in a place of assembly or any other place where people congregate, because of the number of persons, or the nature of the performance, exhibition, display, contest or activity, the owner, agent or lessee shall provide one or more fire watch personnel, as required and approved, to remain on duty during the times when such activity is being conducted.	Fire Watch Personnel. When, in the opinion of the fire code official, it is essential for public safety in a place of assembly or any other place where people congregate, because of the number of persons, or the nature of the performance, exhibition, display, contest or activity, the fire code official may require, at the expense of the owner, agent or lessee, one or more fire department personnel to perform fire watch duties, as required and to remain on duty during the times such places are open to the public, or when such activity is being conducted.	Not amended in previous BBL Ordinance. Included in previous CSD Ordinance.	Minor addition to existing language in state code was added to require, when necessary, fire watch personnel be provided at the expense of the owner.
15	503.2.1	Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 20 ft, exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 ft 6 in.	Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 24 feet (7315.2 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 14 feet 6 inches (4450.08 mm).	Amendments are consistent with those found in previous BBL and CSD Ordinances.	State code language amended to allow for increased road width and vertical clearance. These amendments are necessary to accommodate snow berms and the increased height of four wheel drive apparatus.
16	503.2.3	Surface. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaces so as to provide all weather driving capabilities.	Surface. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all weather driving capabilities. Where road grades do not exceed eight percent (8%), and where serving only one- or two-family dwellings or accessory Group U occupancies, the fire code official may approve roads constructed with approved native materials or gravel compacted to eighty five percent (85%) compaction.	Amendments are consistent with those found in previous BBL and CSD Ordinances.	This section is amended to allow for approved native materials and compacted gravel. This addition is necessary to address local climatic conditions.

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2	CODE SECTION	CALIFORNIA FIRE CODE	FIRE AUTHORITY CODE AMENDMENT	CURRENT CODE BBL/CSD	REASON
17	503.4	Obstruction of fire apparatus access roads. Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Section 503.1 shall be maintained at all times.	Obstruction of Fire Apparatus Access Roads. Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Section 503.2.1 shall be maintained at all times. Any condition that serves as an impediment to fire access, or any vehicle or other obstruction to fire access may be removed at the order of the fire code official, with the expense of such removal to be paid by the owner of the roadway, or of said vehicle or obstruction.	Amended in previous CSD Ordinance. Not amended in previous BBL Ordinance	<i>Minor addition to existing language in state code was added to identify that the removal of an obstruction will be done at the expense of the owner of the road or the obstruction.</i>
18	507.1	Required water supply. An approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises upon which facilities, buildings or portions of building thereafter constructed or moved into or within a jurisdiction.	Required Water Supply. An approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises upon which facilities, buildings or portions of buildings are hereafter constructed or moved into or within the jurisdiction. In areas without a water purveyor capable of supplying the required fire flow, National Fire Protection Association Standard 1142 shall be used to establish on-site water storage capacities, when allowed by the fire code official. EXCEPTION: For single one- and two-family dwellings and detached garages, not part of a parcel map, tentative tract or other similar planned development, an approved automatic residential fire sprinkler system or an approved self-contained residential automatic sprinkler system may be considered as an adequate water supply with no additional on-site water source required.	Included in previous CSD Ordinance . Not amended in previous BBL Ordinance as areas without a water purveyor is not common within the city.	<i>Additional language added to state code to address areas without a water purveyor and to impose NFPA standards for on-site water storage. Additionally, an exception was included for residential dwellings with an approved automatic fire sprinkler system.</i>
19	507.3	Fire Flow. Fire flow requirements for buildings or portions of buildings and facilities shall be determined by an approved method or Appendix B.	Fire Flow. Fire flow requirements for buildings or portions of buildings and facilities shall be determined by an approved method or Appendix B. EXCEPTION: 1. For single one- and two-family dwellings and detached garages, not part of a parcel map, tentative tract or other similar planned development, the installation of an approved automatic residential fire sprinkler system or an approved self-contained residential automatic sprinkler system may be considered an approved fire flow. 2. No water supply or fire sprinkler system is required for detached Group U occupancies not used for industrial or commercial properties when structures are located 50 feet or further from the property lines and any dwelling.	Amendments are consistent with those found in previous BBL and CSD Ordinances.	<i>No change from previous adopted amendments. The additional language added to provide for exceptions to the fire flow requirements specified in the CFC.</i>
20	507.3.1	Not included.	Inadequate Fire Flow. In areas which are unable to be provided with required fire flow, buildings shall be provided with an approved NFPA sprinkler system. On-site water storage requirements for occupancies other than group R, Division 3 may be reduced to a 30 minute minimum sprinkler demand.	Amended in previous CSD Ordinance. Not amended in previous BBL Ordinance	<i>This section is added to address areas in which adequate fire flow cannot be achieved.</i>
21	903.2	Where required. Approved automatic fire sprinkler systems in new buildings and structures shall be provided in the locations described in Sections 903.2.1 through 903.2.12	Where Required. Approved automatic sprinkler systems in new buildings and structures, including pre-manufactured structures, shall be provided in the locations described in sections 903.2.1 through 903.2.12	Amendments are consistent with those found in previous BBL and CSD Ordinances.	<i>Minor addition to existing state code language to include modular housing.</i>
23	903.2.11.7	Not included.	Building Fire Area 5,000 Square Feet or More in Size. An approved automatic fire sprinkler system shall be provided throughout in all newly constructed buildings and structures of any occupancy group when the gross fire area, as defined in the California Building Code, is equal to or exceeds 5,000 square feet. EXCEPTIONS: Detached Group U occupancies accessory to a one- or two-family dwelling that are not used for commercial or industrial purposes.	Amendments are consistent with those found in previous BBL and CSD Ordinances.	<i>This section is added to require fire sprinkler systems in buildings with fire areas greater than 5,000 sf.</i>

	A	B	C	D	E
2	CODE SECTION	CALIFORNIA FIRE CODE	FIRE AUTHORITY CODE AMENDMENT	CURRENT CODE BBL/CSD	REASON
24	903.2.11.8	Not included.	Additions to Existing Buildings. When an addition to an existing residential structure results in a structure greater than 5,000 square feet and such addition is 50% or more of the original square footage, the entire structure shall be provided with an automatic sprinkler system.	Amendments are consistent with those found in previous BBL and CSD Ordinances.	<i>This section is added to require the installation of a fire sprinkler system in residential additions that result in a fire area greater than 5,000 sf and when such an addition is 50% or greater than the original square footage.</i>
28	903.7	Not included.	Freeze Protection. All sprinkler systems shall be suitably freeze-protected for climatic conditions as prescribed by the fire code official.	Amendments are consistent with those found in previous BBL and CSD Ordinances.	<i>This section is added to require freeze protection for all sprinkler systems. Necessary due to local climatic conditions.</i>
30	3405.1	Individual Piles. Tire storage shall be restricted to individual piles not exceeding 5,000 sf of continuous area. Pile width shall not exceed 50 ft. Piles shall not exceed 50,000 cubic feet in volume or 10 feet in height.	Individual Piles. Tires shall be restricted to individual piles not exceeding 2,500 square feet of continuous area. Pile width shall not exceed 50 feet. Piles shall not exceed 25,000 cubic feet in volume or 10 feet in height.	Amended in previous CSD Ordinance. Not amended in previous BBL Ordinance.	<i>Minor changes to the existing language in the state code were made to reduce the allowable size of tire storage piles.</i>
31	Sections 5601.2 through 5601.2.6	Not included.	These sections are added to required a permit from the fire authority for the manufacture, possession, storage, sales, use or disposing of explosives or blazing agents.	Amended in previous CSD Ordinance. Not amended in previous BBL Ordinance.	<i>These additions are necessary to allow the Fire Authority to impose conditions on a permit obtained through the Sheriff's Department for explosives or blasting agents. Requires Sheriff and fire agency coordination during the permitting process.</i>
32	5704.2	Tank Storage. The provisions of this section shall apply to the storage of flammable and combustible liquids in fixed above-ground and underground tanks; the storage of flammable and combustible liquids in above-ground tanks inside buildings; and the storage of flammable and combustible liquids in portable tanks whose capacity exceeds 660 gallons.	Tank Storage Pursuant to Section 5704 of the California Fire Code, the storage of flammable and combustible liquids in outside aboveground unprotected tanks and below grade vaulted tanks are prohibited in all commercial occupancy areas, developed residential areas, and other areas where the Chief having jurisdiction determines that the installation of flammable and combustible aboveground storage tanks or below grade vaulted tanks will create a hazard to occupants and property owners in the area. Deviation from these requirements may be allowed only upon specific written findings by the fire code official.	Amendments are consistent with those found in previous BBL and CSD Ordinances.	<i>The language in this section is amended to give the fire code official the authority to determine where above-ground and below grade storage tanks may be place as not to create a hazard.</i>
33	NFPA 13D Section 6.1.2	Not included.	Where stored water is used as the sole source of supply for the sprinkler system, the minimum quantity shall equal the water demand rate times 10 minutes.	Amended in previous CSD Ordinance. Not amended in previous BBL Ordinance because the use of pressurized water tanks is not common within the City.	<i>This section is added to address the use of NFPA approved pressurized water tanks and to establish a minimum quantity of stored water.</i>
34	Section 4901.3 through 4906.5	These sections of the state code address the vegetative fuels requirements for wildland-urban interface fire areas.	These sections of the state code are amended in the draft ordinance to include language specific to local needs.	Amendments are consistent with the requirements found in the BBL Native Brush and Shrub Ordinance and the San Bernardino County Flammable Vegetation Ordinance.	<i>These sections are amended to allow for consistent enforcement across Fire Authority jurisdiction.</i>
35	4901.3	Included in Definitions. A document prepared for a specific project or development proposed for a Wildland-Urban Interface Fire Area. It describes ways to minimize and mitigate potential for loss from wildfire exposure.	Fire Protection Plan. A Fire Protection Plan (FPP), approved by the fire code official, shall be required for all new developments within declared fire overlay districts. The FPP shall include mitigation measures consistent with the unique problems resulting from the location, topography, geology, flammable vegetation; County fire safety overlay districts (FS1 and FS2) and climate of the proposed site. The FPP shall address water supply, access, building ignition and fire resistance, fire protection systems and equipment, defensible space and vegetation management. The FPP shall be consistent with the San Bernardino Development Code, or, at the option of the fire code official, with other nationally recognized standards and good practice.	Amendments are consistent with the requirements found in the BBL Native Brush and Shrub Ordinance and the San Bernardino County Flammable Vegetation Ordinance.	<i>This section is part of the County Fire Safety overlay and is used in the unincorporated areas of the Fire Authority. Big Bear Lake Fire Protection District and the city requirement are very similar. This section outlines the specific elements that a Fire Protection Plan should consist of for new developments. This language is constant with locally adopted fire Protection Plans definitions and purpose but offers greater specificity and direction to the developer.</i>
36	4906.1	General. Hazardous vegetation and fuels shall be managed to reduce the severity of potential exterior wildfire exposure to buildings and to reduce the risk of fire spreading to buildings as required by applicable laws and regulations.	General. Hazardous vegetation and fuels shall be managed to reduce the severity of potential exterior wildfire exposure to buildings and to reduce the risk of fire spreading to buildings in accordance with Section 4906.3.	Amendments are consistent with the requirements found in the BBL Native Brush and Shrub Ordinance and the San Bernardino County Flammable Vegetation Ordinance.	<i>This section is worded the same in the general requirements of the Chapter 49 of the California Fire Code 2013 edition.</i>

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2	CODE SECTION	CALIFORNIA FIRE CODE	FIRE AUTHORITY CODE AMENDMENT	CURRENT CODE BBL/CSD	REASON
37	4906.2	Application. Buildings and structures located in the following areas shall maintain the required hazardous vegetation and fuel management. 1. Moderate Fire Hazard Severity Zones, 2. High Fire Hazard Severity Zones, 3. Very-high Fire Hazard Severity Zones.	Application. Those areas protected by the Big Bear Fire Authority shall be classified as a <i>Very High Fire Hazard Severity Zone</i> .	Amendments are consistent with the requirements found in the BBL Native Brush and Shrub Ordinance and the San Bernardino County Flammable Vegetation Ordinance.	<i>This section is in the California Fire Code. It gives three different levels to choose from. In the Fire Authority area the level consistent with the specified hazard is the Very High Fire Hazard Severity Zone.</i>
38	4906.3	Requirements. Hazardous vegetation and fuels around all applicable buildings and structures shall be maintained in accordance with the following laws and regulations. 1. Public Resources Code 4291, 2. California Code of Regulations, 3. California Government Code Section 51182, and 4. California Code of Regulations, Title 19.	Requirements. It shall be the responsibility of every property owner, occupant and person in control of any land interest to abate the accumulation of forest fuels around their property, through implementation of the following measures within ten (10) feet of roads and driveways, and within an area surrounding a structure from zero to one hundred (100) feet in the front and rear yards, or to the property lines (whichever is less); and between the structures and side property lines:	Amendments are consistent with the requirements found in the BBL Native Brush and Shrub Ordinance, the San Bernardino County Flammable Vegetation Ordinance and Public Resources Code 4291.	<i>This requirement most generally reflects consistent introduction language within the local ordinances adopted by the County and the City. It reflects the consistent language adopted several years ago by the state in Public Resources Code 4291 and the Government Code. That change reflects the one hundred feet(100) ft defensible space requirement. This change would update our standards to reflect consistent state requirements.</i>
39	a)	Not included.	a) Remove all dead, burnable fuels, including but not limited to all pine needles, leaves and branches on roofs, noxious weeds or vegetation, dry grass, logs and snags, grass four inches and higher, pine needles on the ground down to a two-inch depth, and dead branches in bushes and trees. Living or dead trees, and all combustible rubbish, debris, or noxious material that constitutes a fire, health, or safety hazard, or which may endanger or injure neighboring property, or the health, safety, or well-being of persons or property.	Consistent with language in BBL Municipal Code.	<i>This language is consistent with the city and county codes. For the ease of flow this section and subsequent (b) and (c) flow together. By adopting this section it allows the fire department to reference one code section versus two or three code sections to address the same issues in this item.</i>
40	b)	Not included.	b) Thin dense groups of young trees (less than six inches in diameter) to six to eight foot spacing, measured trunk to trunk.	Consistent with language in BBL Municipal Code.	<i>This section is recommended for adoption for the ease of flow. By adopting this section it allows the fire department to reference one code section versus two or three code sections to address the same issues in this item. The county code identifies the removal of 4 inch diameter trees while the city identifies 6 inch. For consistent practice and continuity between agencies this language is recommended to carry forward with the understanding that structures in compliance in previous years will be viewed as compliant.</i>
41	c)	Not included.	c) In areas with a continuous canopy, any tree taller than forty-five (45) feet should have its branches trimmed back to the trunk if those branches have any portion lower than twelve (12) to fifteen (15) feet from the ground. A tree shorter than forty-five (45) feet should be trimmed to remove any live or dead branches up one-third of its total height. For non-continuous canopy areas, tree branches shall be pruned to remove limbs located less than 6 feet above the ground surface. Exception: Deciduous and spruce trees more than 15 feet from any structure that have all forest litter removed from underneath the base of the tree.	Consistent with language in BBL Municipal Code.	<i>The addition of the language "to remove limbs and branches up to 6 feet" allows for homeowners to remove branches on most trees a maximum of six feet. The other branches for taller trees applies to trees where a closed canopy exists. With this change it brings consistency with all codes. Consistent with the California State Defensible Space Standard, County's Defensible Space and BBL Ord. This is also consistent with arboricultural standards adopted by the International Association of Arboriculture.</i>
42		Not included.	A minimum vertical separation between the top of a shrub and the bottom lower branches shall be 3 times the height of the shrub.		
43	d)	Not included.	d) Any branches that have any portions less than ten (10) feet from chimney openings shall be completely trimmed. Branches located within 10 feet vertical distance from the roof line that overhang a structure shall be removed.	Consistent with Public Resources Code 4291 and International Code Councils Wildland-urban Interface Code.	<i>This section incorporates requirements in the Public Resources Code and limits the removal of branches live and dead to 10 feet above the roof line. People consistently remove tree branches that over hang the house. This requirement provides a separation between the ignitable roof line and the closest overhanging tree branches. This allows for a vertical separation and further protects the trees from a crown fire.</i>

	A	B	C	D	E
2	CODE SECTION	CALIFORNIA FIRE CODE	FIRE AUTHORITY CODE AMENDMENT	CURRENT CODE BBL/CSD	REASON
44	e)	Not included.	e) All litter generated from clearing and trimming shall be properly disposed of within one week, except that any logs infested with bark beetles shall be treated prior to removal as recommended by the California Department of Forestry or a qualified tree expert.	Consistent with BBL code. Not addressed in County Code.	By adopting this section it allows the Fire Chief to enforce this requirement in both jurisdictions.
45	F)	Not included.	f) Stack cut logs or firewood greater than one cord of wood or 128 cubic feet shall be located ten (10) feet away from any structure or shall be covered with a fire resistive structure or fabric. Firewood should be stacked away from the drip line of trees.	Consistent with previous BBL and CSD Ordinances. Language is added to allow firewood storage against house with fire resistive covering.	This section has been rewritten to accommodate the unique climatic conditions that occur in the Big Bear Valley. This is a reasonable approach to firewood storage.
46	g)	Not included.	g) All pine needles and leaves shall be removed when within 5 feet of a structure. Exception. Up to 2 inches of dead pine needles, leaves and other soils amendments for soil replenishment and forest safety may be permitted when in the opinion of the Fire Chief or his/her designee they do not constitute a fire hazard. In deciding whether they present a fire hazard, the Fire Chief or his/her designee shall consider the proximity of the pine needles and leaves to buildings or structures.	Consistent with BBL and County Code.	This section is currently in the "Native Brush in Shrub" ordinance. This section allows up to two (2) inches of dead pine needles and allows the Fire Chief to determine the fire hazard potential. This establishes in general, that within five (5) feet of a structure or building pine needles that pose a fire hazard are to be removed.
47	4906.4.1	Not included.	Requirements for Shrubs on properties Juniper shrubs, Spanish Broom, and native brush shall not be planted or maintained within fifteen (15) feet of any building or structure, including, without limitation, any deck or patio. All owners of any real property shall be required to fully comply with this provision by modifying the offending native brush and shrub, which shall be considered a nuisance, from within fifteen (15) feet of any building or structure.	Consistent with the State requirements, county requirements and the city's requirements	This section is currently in the "Native Brush in Shrub" ordinance. This is a consistent requirement in the county's ordinance. This brings over this requirement into the Fire Code and allows the Fire Chief to use in utilizing one code section versus two separate section for both areas of the Fire Authority. By adopting this section it allows the Fire Chief the ability to This establishes in general, that certain types of plants which are prone to burn are not planted or maintained within 15 feet of a structure.
48	a)	Not included.	a) All native brush and shrubs shall be installed and maintained in a manner that minimizes fire risk, including, without limitation, by removing dead branches and twigs at all heights, modifying the lower foliage of branches, and selectively pruning to reduce the density of the plant.	Consistent with the State requirements, county requirements and the city's requirements	This is currently part of the BBL Native Brush in shrub ordinance. This section is consistent with the State requirement for defensible space.
49	b)	Not included.	a) Native brush shall be installed and maintained with horizontal spacing such that the space between two shrubs (horizontally) shall be a minimum of two times the height of the tallest shrub. Individual shrubs or groups of shrubs clumped together shall be modified so that their diameter does not exceed fifteen (15) feet. Groups of shrubs clumped together with a diameter of fifteen (15) feet or less shall be treated as a single plant.	Consistent with the State requirements and the city's requirements	This section is included within the county's ordinance, BBL native brush and shrub and brings us consistent with the State requirements for defensible space.
50	c)	Not included.	a) Subsections B, C and D of this section shall not apply to an isolated shrub or shrubs that have been heavily modified by thinning and limbing up, nor to activities within the boundaries of a plant conservation easement area, that do not, in the opinion of the fire chief, or his or her designee, constitute a fire hazard. In deciding whether such shrub or shrubs constitute a fire hazard, the fire chief, or his or her designee, shall consider: (i) the proximity of the shrub(s) to other buildings or structures; (ii) the types of shrub(s) involved; (iii) the potential threat of the shrub(s) to the public health, welfare and safety; and (iv) any other factors that the fire chief, or his or her designee, deem relevant when considering the public health, safety and welfare, including, without limitation, whether such shrub(s) is endangered, rare or threatened.	Consistent with the State requirements and the city's requirements	This section is included in the BBL Native brush and shrub ordinance. It is also consistent with the state of California requirements for defensible space.

	A	B	C	D	E
2	CODE SECTION	CALIFORNIA FIRE CODE	FIRE AUTHORITY CODE AMENDMENT	CURRENT CODE BBL/CSD	REASON
51	d)	Not included.	d) Cut and/or thinned vegetation shall be disposed of no later than ten (10) days after cutting.		<i>This section places the limit in which a property owner allow cut and thinned vegetation on their property.</i>
52	4906.4.2	Not included.	Definitions provided for Modify, Native Brush, Owner, Shrubs and Vacant Lot(s).	Definitions are consistent with BBL Native Brush and Shrub Ordinance.	<i>These definitions are provided as part of the code for explanation of their meaning.</i>
53	4906.4.3	Not included.	Environmental Exemptions. The modification of brush or shrubs, as described in this appendix, shall be exempt from the provisions of this chapter if any or all of the following would occur:	Definitions are consistent with BBL Native Brush and Shrub Ordinance.	<i>Environmental exemptions that are identified in the BBL Native Brush and shrub ordinance, The county's defensible space ordinance and consistent with the state of California Requirements.</i>
54	a)	Not included.	a) The activities would result in the taking of endangered, rare, or threatened plant or animal species. By way of example, and not by way of limitation, the following species of plant are, as of the date of the ordinance adopting this chapter, not threatened or endangered and are subject to the provisions of this chapter: 1. The arctostaphylos patula species of Manzanita; 2. The cercocarpus ledifolius species of Mountain Mahogany (brush form) (commonly known in Big Bear Valley as Ironwood); 3. Sage species that occur in the Big Bear Valley.	Exemptions consistent with BBL Ordinance, County Code and State requirements.	<i>Environmental exemptions that are identified in the BBL Native Brush and shrub ordinance, The county's defensible space ordinance and consistent with the state of California Requirements.</i>
55	b)	Not included.	a) The activities would result in significant erosion and sedimentation of surface waters. The owner of each piece of real property shall, when performing modifications required by this chapter, keep soil disturbance to a minimum, especially on steep slopes. Erosion control techniques such as leaving root balls intact, minimizing use of motorized equipment, and covering exposed disturbed soil areas with mulch or similar materials shall be employed in order to help reduce soil erosion and plant re-growth.	Exemptions consistent with BBL Ordinance, County Code and State requirements.	<i>Environmental exemptions that are identified in the BBL Native Brush and shrub ordinance, The county's defensible space ordinance and consistent with the state of California Requirements.</i>
56	4906.4.4 a)	Not included.	Exceptions. a) Nurseries, and other similar agricultural and/or horticultural uses shall be exempt from this chapter, provided the fire chief, or his or her designee, shall have the discretion to enforce the provisions of this chapter with respect to such businesses as he or she deems necessary to promote the public health, safety and welfare as it relates to fire safety and/or the health of the forest. In using his or her discretion, the fire chief, or his or her designee, shall consider: (i) the health of the brush and/or shrubs involved; (ii) whether the brush and/or shrubs pose a risk to the public health, safety or welfare of the community; (iii) the type of brush and/or shrubs involved; (iv) the owner's maintenance activities involving the brush and/or shrubs; and (v) any other factors that the fire chief, or his or her designee, deem relevant when considering the public health, safety and welfare, including, without limitation, whether such shrub(s) is endangered, rare or threatened.	Exemptions consistent with BBL Ordinance, County Code and State requirements.	<i>Environmental exemptions that are identified in the BBL Native Brush and shrub ordinance, The county's defensible space ordinance and consistent with the state of California Requirements.</i>
57	b)	Not included.	b) Up to two inches of dead pine needles, leaves and other soils amendments for soil replenishment and forest safety may be permitted, when in the opinion of the fire chief, or his or her designee, they do not constitute a fire hazard. In deciding whether they present a fire hazard, the fire chief, or his or her designee, shall consider: 1. The proximity of the pine needles and leaves to buildings or structures; 2. The height of the lower branches of shrubbery from the ground; 3. The condition of the shrubbery, (e.g., free from dead and dying limbs and leaves); 4. The sectioning of the shrubbery; and 5. Any other factors that the fire chief, or his or her designee, deem relevant when considering the public health, safety and welfare.	Exemptions consistent with BBL Ordinance, County Code and State requirements.	<i>This language is found within the BBL Native brush and Shrub ordinance and is consistent with the State requirements.</i>

	A	B	C	D	E
2	CODE SECTION	CALIFORNIA FIRE CODE	FIRE AUTHORITY CODE AMENDMENT	CURRENT CODE BBL/CSD	REASON
58	4906.4.5 a)	Not included.	<p>Protection of Sensitive Biological Resources. a) Should any owner receive a NOTICE TO ABATE form that mandates the modification of native brush or shrubs other than the following shrub species: Juniper, Spanish Broom or native brush species: Manzanita, Service Berry, Mountain Whitethorn, Sage, or Mountain Mahogany and the property falls within the potential sensitive shrub resource area (as set forth in the Authority's official records, and which may be amended from time to time), a sensitive plant survey will be required for the property prior to any abatement activities. If it is unclear whether a particular property falls within the potential sensitive shrub resource area or whether or not sensitive plant surveys are required, the owner must contact the Authority or the City of Big Bear Lake Planning Department. The City's Planning Department or Authority shall provide requesting owners with a list of qualified surveyors, which list may be updated or revised at the discretion of the City or Authority. Ideally, sensitive plant surveys should be conducted between June and August to encompass the blooming periods of those sensitive plants that are the most difficult to detect outside the blooming period; however, the sensitive plant survey can be conducted during other parts of the year (aside from periods when snowfall is covering the ground) if necessary. Upon completion of the survey, the surveyor shall advise the owner as to any known or potential sensitive plants that should be avoided during abatement activities. A form shall be completed at the end of the survey that will provide details as to the results of the survey. The surveyor shall provide a copy of the form to the owner and the Planning or and Fire Departments. The owner shall not conduct any modification without prior written approval of the City or and Authority. All surveys required by this subsection shall be conducted within a reasonable time, as determined by the fire chief, or his or her designee.</p>	Consistent with State, County and City requirements.	This outlines "what" to do to protect sensitive Biological resources and is consistent with the City, County and State requirements.
59	b)	Not included.	<p>If any native brush modification is required for more than twenty (20) shrubs and vegetation modification activities cannot be performed outside the nesting season (typical nesting season is March 15 through August 15), a nesting bird survey shall be performed less than one week prior to vegetation modification activities. Should the owner be required to conduct a nesting bird survey, he or she shall contact the Authority or the City of Big Bear Lake Planning Department for a list of qualified nesting bird surveyors, which list may be updated or revised at the discretion of the Fire Authority or the City. Upon completion of the survey, the surveyor shall advise the owner as to any shrub(s) containing nesting birds that should not be modified until the completion of the nesting cycle. A form shall be completed at the end of the survey that will provide details as to the results of the survey. The surveyor shall provide a copy of the form to the owner and the Planning and/or Fire Departments. The owner shall ing party and the fire code official involved. Witnesses may be sworn and evidence produced, and parties may be represented by counsel. The Administrative Committee shall keep a record of the proceedings of each hearing and sha</p>	Consistent with State, County and City requirements.	This outlines "what" to do to protect sensitive Biological resources and is consistent with the City, County and State requirements.

	A	B	C	D	E
2	CODE SECTION	CALIFORNIA FIRE CODE	FIRE AUTHORITY CODE AMENDMENT	CURRENT CODE BBL/CSD	REASON
60	c)	Not included.	c) Any owner receiving a NOTICE TO ABATE form (for any number of shrubs) will also receive a pamphlet pertaining to providing protection for nesting birds. The pamphlet will describe the Migratory Bird Treaty Act, and suggest that if vegetation modification will occur during the nesting season (March 15 through August 15), owners need to check for the presence of active bird nests and avoid modification of any vegetation containing an active bird nest (or vegetation within twenty-five (25) feet of the active bird nest) until the young have fledged.	Consistent with State, County and City requirements.	<i>This outlines "what" to do to protect sensitive Biological resources and is consistent with the City, County and State requirements.</i>
61	4906.5	Not included.	County of San Bernardino Ordinance Relating to Fire Hazards and Hazardous Trees and Fire Access Road Obstructions. Notwithstanding anything to the contrary, owners of property located in that portion of the Authority territory within the County of San Bernardino shall be excepted from compliance with this Appendix L provided that such property is in compliance with the County of San Bernardino ordinance relating to the abatement of fire hazards and hazardous trees and fire access road obstructions as it may be amended from time to time.		<i>This section establishes that those properties that are within the CSD, that are in compliance with the County Code as it has been applied over the last several years, will be deemed in compliance with these new laws should there be deemed any differences.</i>
62	4906.6	Not included.	Hazardous Trees. The provisions of this chapter shall apply to any live or dead tree which constitutes a fire, health or safety hazard or which may endanger or injure neighboring property, or the health, safety or well-being of persons or property; and it shall be the duty of every owner, occupant and person in control of any land or interest therein to abate.	Consistent with BBL Muni. Code and CSD Ordinance.	<i>Adding this section consolidates two code section from the City and the County of San Bernardino. This provides the Fire Chief with the authority to authorize the removal of hazardous trees in both jurisdictions.</i>
63	4906.7	Not included.	The outdoor storage of any materials or equipment not accessory to the primary use of the property, including lumber, construction materials, inoperable vehicles, auto parts, household appliances, pipe, drums, machinery, furniture, or trash, which is readily visible from off-site, is prohibited; provided, however, that this paragraph shall not preclude the storage of firewood on the property.	Consistent with previous BBL and CSD Ordinances.	
64	Appendix B	Buildings other than one- and two-family dwellings. The minimum fire flow and flow duration for buildings other than one- and two-family dwellings shall be as specified in table B 105.1. EXCEPTION: A reduction in required fire-flow up to 75 percent, as approved, is allowed when the building is provided with an approved automatic sprinkler system installed in accordance with Section 903.1.1 or 903.3.1.2. The resulting fire-flow shall not be less than 1,500 gallons per minute for the prescribed duration as specified in table B 105.1.	Buildings Other than One- and Two-Family Dwellings. The minimum fire flow and flow duration for buildings other than one- and two-family dwellings shall be as specified in Table B105.1. EXCEPTION: A reduction in required fire flow of up to 50 percent, as approved, is allowed when the building is provided with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2. A reduction in required fire flow of up to 75 percent is allowed for isolated buildings of Group U occupancy, agricultural uses, or other low hazard uses when approved by the fire code official. The resulting fire flow shall not be less than 1,500 gallons per minute (5678 L/min) for the prescribed duration as specified in Table B105.1.	Consistent with previous BBL and CSD Ordinances.	<i>This section is amended to allow for a reduction in fire-flow of up to 50% instead of the 75% allowed in the state code.</i>
65	Appendix C	C103.1 Fire Hydrants Available. The minimum number of fire hydrants available to a building shall not be less than that listed in table C105.1. The number of fire hydrants available to a complex or subdivision shall not be less than that determined by spacing requirements listed in Table C105.1 when applied to fire apparatus access roads and perimeter public streets from which fire operations could be conducted.	C103.1 Fire Hydrants Available. The number of fire hydrants available to a complex or subdivision shall not be less than that determined by spacing requirements specified in Section C105.1 when applied to fire apparatus access roads and perimeter public streets from which fire operations could be conducted. C105.1 Hydrant Spacing. The average spacing between fire hydrants shall not exceed 300 feet in industrial, commercial, and multifamily development, and 600 feet in all single family developments. Spacing of fire hydrants along public streets shall also be guided by other County or Authority public works standards.	Included in previous BBL Ordinance. Consistent with previous CSD Ordinance.	<i>No significant change from previous adopted amendments. This section is modified to increase the distance between fire hydrants in a residential area from 500 ft in state code to 600 ft, and from 200 ft to 300 ft for industrial areas.</i>
66	Appendix M	Shake Shingle Roof. Added to Fire Code as an Appendix.	Shake Roof Ordinance previously adopted by BBL will be brought into the new Ordinance.	Previously addressed in a stand alone ordinance in BBL. CSD area previously fell under the county ordinance.	<i>Including this section is required to allow consistent enforcement across the entire fire authority jurisdiction and impose a compliance date that is different than that imposed by the County.</i>



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA4

MEETING DATE: April 22, 2014

TO: Honorable Chairman and Members of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

PREPARED BY: Mike Maltby, Battalion Chief *MM*

SUBJECT: **FIRE HAZARD ABATEMENT PROGRAM**

BACKGROUND

For numerous years, both the City of Big Bear Lake and the Big Bear Community Services District has contracted with the County of San Bernardino Land Use Services Department (County) to administer the Fire Hazard Abatement Program. At the September 12, 2012 meeting of the Fire District Board, Staff reported that the County Fire Hazard Abatement Ordinance was incorrectly cited within the City Jurisdiction. The correct citation should have been local Municipal codes found within the Native Brush and Shrub Ordinance.

At the September 12, 2012 meeting of the Fire District Board, Staff was directed as follows:

- (1) Present an alternate proposal to bring weed abatement and fire hazard abatement in-house to conduct inspections and noticing at the local level.
- (2) Work with County Code Enforcement staff to establish the appropriate procedures and policies to ensure that in the future, defensible space and fire hazard abatement work will be done pursuant to, and by referring to, the City's Municipal Code.

Staff prepared a cost analysis to bring the Annual Fire Hazard Abatement in-house and terminate the use of County Code Enforcement as a contractor. At that time, it was estimated that at a minimum, an additional \$65,000 would be needed on an annual basis to assume this responsibility. Based on the fiscal impact, Staff was directed to use County Code Enforcement for the 2013 season with appropriate procedures employed to eliminate the possibility of citing the wrong code.

Fire Department and County Staff worked together to develop a computer based process for inspection documentation and citations. This program was successfully deployed through the 2013 season.

DISCUSSION

In the City of Big Bear Lake, for the 2013 season, 11,100 properties were inspected resulting in 2,176 Order to Abate notices issued. Of these, 82 properties failed to voluntarily comply and required fire hazard abatement. 785 phone calls were received by County staff from residents of Big Bear Lake.

In the Big Bear City Community Services District area, for the 2013 season, 16,251 properties were inspected, which resulted in 4,029 Order to Abate notices being issued. Of these, 269 properties failed to voluntarily comply and required fire hazard abatement. 467 phone calls were received by County staff from residents of the CSD.

The total amounts of notices sent between both jurisdictions were 6,205, which equates to 23% of the total amount of properties. Approximately 85% of the notices sent were for grasses and weeds greater than 4 inches in height. The vast majority of the property owners completed their abatement work voluntarily. Approximately 5% of the property owners failed to comply voluntarily with the initial hazard abatement notice.

Overall, Fire Department Staff received positive reports from property owners. There appeared to be less confusion and increased clarity of direction in what the property owner was supposed to do to comply with the Notice to Abate.

Additionally, adopting the Fire Authority Fire Code Ordinance, which combines the previously separate codes into one code, will further eliminate the chance of an incorrect code being cited.

At the February 24, 2014, Big Bear Lake Fire Protection District meeting, the Board approved transferring the responsibility of the Fire Hazard Abatement Program to the Fire Authority. At that meeting, Staff was directed to prepare a budget to assess the feasibility of administering the Fire Hazard Abatement Program in-house.

At the March 3, 2014 CSD meeting, the Board approved transferring the responsibility of the Fire Hazard Abatement Program to the Fire Authority. The CSD Board was advised of the Fire District's request.

The previous cost estimate of \$65,000 for administering the Fire Hazard Abatement Program in-house was developed prior to the recent restructuring of Staff. During this restructure, the Fire Prevention Inspector position was eliminated. This position would once again become necessary to adequately administer this program in-house.

The following budget has been developed, which includes the necessary staffing adjustments.

Personnel Cost		
Position	Allocation	Cost
Fire Prevention Inspector	1 FTE	115,000
Seasonal Field Inspector (2)	.77	32,000
Admin Clerical	.50	40,000
	Total	187,000
Other Cost		
	Recurring	Non-Recurring
Computer/Software/Support	4,000	15,000
Postage/Documents/Forms	7,000	
Vehicle/Maintenance/Fuel	10,000	
Contractor Abatement Service	35,000	
	Total	15,000

Estimated Total Cost	
Personnel Cost	187,000
Other Cost Reoccurring	56,000
Other Cost Non-Reoccurring	15,000
Total	258,000

Estimated Potential Revenue	
Big Bear Lake Contract (Current)	19,314
Big Bear City Contract (Current)	28,500
Contractor Abatement Service (Recovery)	35,000
Administrative Fines and Penalties	50,000
Total	132,814

Summary	
Total Estimated Cost	258,000
Total Estimated Revenue	132,814
Total	(125,186)

For the Big Bear Fire Authority to administrate an in-house Fire Hazard Abatement Program, an increase of \$125,186 will be required within the FY 2014-15 Operating Budget on an annual basis.

Recognizing the Boards' desire for local control and public access, Fire Department Staff met with staff from the County Land Use Services Department in preparation for the upcoming Fire Hazard Abatement season. As a result of this meeting, it was agreed that all appeals concerning

Fire Hazard Abatement could be heard at the local level, through the appeals process as established in the Fire Authority Fire Code Ordinance.

FISCAL IMPACT

The fiscal impact for bringing the Fire Hazard Abatement Program in-house is an increase of \$125,186 in the Fiscal Year 2014-15 Operating Budget on an annual basis.

RECOMMENDATION:

Staff recommends that the Authority Board authorize Staff to continue to contract with the San Bernardino County Land Use Services Department for the administration of the Fire Hazard Abatement Program.



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA5

MEETING DATE: April 22, 2014

TO: Honorable Chairman and Members of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

REVIEWED BY: Kathleen Smith, Authority Treasurer

PREPARED BY: Mike Maltby, Battalion Chief *MM*

SUBJECT: **FISCAL YEAR 2014/15 PROPOSED BUDGET PRESENTATION**

BACKGROUND

Attached is the Big Bear Fire Authority (“Authority”) proposed Fiscal Year 2014-15 Budget. This budget contains the non-labor operating costs of the Big Bear Lake Fire Protection District and the Big Bear City Community Services District, which are shared equally under the Authority budget. The independent districts have each included their share of Authority expenses (\$667,610) in their respective Fiscal Year 2014-15 Budgets.

Since the formation of the Authority, consolidation of the independent fire agencies continues to progress. The proposed Fiscal Year 2014-15 Budget has increased over the prior year budget as both districts have migrated operating costs over to the Authority through the consolidation effort. As a result, both agencies are reporting savings through the consolidation of these costs.

RECOMMENDATION

Staff recommends the Board receive the presentation and authorize Staff to proceed with public noticing of Intent to Adopt the Fiscal Year 2014/15 Budget at the next regular meeting on June 3, 2014.

Big Bear Fire Authority

FY 2014-15 Operating Budget (DRAFT)



Big Bear Fire Authority Board Meeting
April 22, 2014

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BIG BEAR FIRE AUTHORITY

Acct #	Title	2011-12 Actual	2012-13 Actual	2013-14 Adopted Budget	2013-14 Adjusted Budget	2013-14 Projected Year End	2014-15 Proposed Budget	Proposed- Adopted Difference	% Diff	Comments
Fund 222										
Revenue										
Subventions and Grants										
3381	Misc awards from Federal Gov	0	0	0	0	0	0	0	%	Beginning FY 20114-15 all grants will be applied for by the Authority
3382	Misc awards from State	0	0	0	0	0	0	0	%	Beginning FY 20114-15 all grants will be applied for by the Authority
Total Subventions and Grants		0	0	0	0	0	0	0	%	
Current Service Charges										
3472	Public Training	0	0	0	5,000	5,000	5,000	5,000	%	Fee for service
3751	Use Of Personnel/Equipment	0	0	0	0	46,200	116,000	116,000	%	Strike Team equipment usage & administrative surcharge
3756	Hazard Mitigation Reimb	0	0	0	0	0	25,000	25,000	%	Reimbursement for services (offset account 222-4222-2241)
Total Current Service Charges		0	0	0	5,000	51,200	146,000	146,000	%	
Miscellaneous Revenue										
3742	Reimb from FPD - BBFA Costs	0	118,292	387,155	437,247	434,825	677,610	290,455	75.0%	FPD, CSD & Authority expenditures pooled beginning FY 2013-14
3743	Reimb from CSD - BBFA Costs	0	88,979	387,155	437,247	434,825	677,610	290,455	75.0%	
3744	FPD Share of CSD Paid Costs	0	6,627	0	14,408	14,400	0	0	%	Accounting Use Only; Budgeted in 3742 & 3743; Actual costs in FY 2013-14 reflect expenditures paid directly by the member agencies on behalf of the Authority
3745	CSD Share of FPD Paid Costs	0	6,627	0	14,408	14,400	0	0	%	
3769	Donations	0	0	0	1,269	1,269	0	0	%	FY 2013-14 donation received from ICEMA to assist with costs associated with electronic reporting
Total Miscellaneous Revenue		0	220,526	774,310	904,579	899,719	1,355,220	580,910	75.0%	

Acct #	Title	2011-12 Actual	2012-13 Actual	2013-14 Adopted Budget	2013-14 Adjusted Budget	2013-14 Projected Year End	2014-15 Proposed Budget	Proposed- Adopted Difference	% Diff	Comments
Total Revenue		0	220,526	774,310	909,579	950,919	1,501,220	726,910	76.4%	

Expenses

Department 4222

Supplies

1400	Office Expense	0	2,957	5,400	5,400	5,900	5,400	0	0.0%	
1410	General Household	0	0	29,600	29,600	28,600	29,600	0	0.0%	
1420	Fuel	0	9,140	66,700	66,700	66,000	66,700	0	0.0%	
1440	Basic Materials	0	10,671	9,000	9,000	13,100	12,000	3,000	33.3%	
1450	Automotive Expense	0	7,820	106,550	149,050	149,100	155,000	48,450	45.5%	
1470	Disaster Supplies	0	0	1,000	1,000	1,400	2,500	1,500	150.0%	
1480	Small Tools	0	78	1,000	1,000	100	1,000	0	0.0%	
1490	Clothing and Personal Equipt	0	456	29,700	37,700	66,200	54,600	24,900	83.8%	Purchase 7 sets of structure PPE (\$23,500)
Total Supplies		0	31,121	248,950	299,450	330,400	326,800	77,850	31.3%	

Other Services and Charges

2110	Advertising	0	0	1,900	1,900	2,900	3,000	1,100	57.9%	
2120	Data/Telephone Lines	0	11,038	46,300	46,300	46,300	46,300	0	0.0%	
2129	Communications - Radio	0	0	4,800	4,800	3,900	10,000	5,200	108.3%	Radio repairs, batteries & radio charges
2140	Utilities - Gas	0	0	23,300	23,300	24,900	23,300	0	0.0%	
2150	Utilities - Water	0	0	4,500	4,500	7,600	9,000	4,500	100.0%	
2160	Utilities - Electric	0	0	49,200	49,200	49,200	49,200	0	0.0%	
2170	Printing	0	0	1,800	1,800	1,800	1,950	150	8.3%	
2190	Postage Charges	0	13	1,000	1,000	1,500	1,800	800	80.0%	
2220	Maint-Buildings and Grounds	0	2,117	11,000	31,000	31,000	31,000	20,000	181.8%	Refurbish kitchen & paint Sta. 282 & office furniture
2230	Maintenance - Equipment	0	0	15,800	15,800	18,000	25,000	9,200	58.2%	
2240	Professional Services	0	32,407	20,000	35,000	35,000	30,000	10,000	50.0%	
2241	Hazard Condition Mitigation	0	0	0	0	0	25,000	25,000	%	Reimbursable service (offset account 222-0000-3756)
2244	Professional Services - Legal	0	21,534	20,000	50,000	50,000	50,000	30,000	150.0%	
2300	Contratual Services-Govt	0	0	166,700	166,700	166,700	254,000	87,300	52.4%	Increased dispatch service costs (\$15K) ,48 radios, ICEMA and hazard abatement inspections
2317	EE Recruitment Exp.	0	0	14,110	14,110	13,800	15,000	890	6.3%	
2600	Insurance	0	322	2,500	2,500	600	14,000	11,500	460.0%	Fire Authority CJPIA membership
2640	Memberships and Dues	0	4,305	4,200	4,200	10,600	10,000	5,800	138.1%	Increased to cover cost for both departments to contribute to Mt. Mutual Aid
2650	Publications	0	0	3,500	3,500	3,500	3,500	0	0.0%	
2660	Travel-Conferences and Meeting	0	6,092	8,200	8,200	6,900	10,000	1,800	22.0%	

Acct #	Title	2011-12 Actual	2012-13 Actual	2013-14 Adopted Budget	2013-14 Adjusted Budget	2013-14 Projected Year End	2014-15 Proposed Budget	Proposed- Adopted Difference	% Diff	Comments
2670	Education / Training	0	9,450	30,000	43,500	43,500	48,500	18,500	61.7%	Covers cost of annual physical fitness testing
2700	Public Training	0	0	5,000	5,000	5,000	5,000	0	0.0%	Fee for service paid by class participants; See revenue account #3472
2824	Machinery and Equipment	0	8,687	0	0	0	17,500	17,500	%	Fitness equipment, hose nozzles & portable lighting
2825	Software/Other Peripherals	0	13,753	6,500	7,769	7,769	7,500	1,000	15.4%	Increased to cover upgrades needed for electronic reporting (\$1269 donation received by ICEMA)
3751	Use Of Personnel/Equipment	0	0	0	0	0	5,000	5,000	%	Reimbursable strike team travel expenses
Total Other Services and Charges		0	109,719	440,310	520,079	530,469	695,550	255,240	58.0%	
Capital Outlay										
3381	Federal Grant Expenditures	0	0	0	0	0	0	0	%	
3382	State Grant Expenditures	0	0	0	0	0	0	0	%	
3951	Capital Outlay	0	0	0	0	0	155,000	155,000	%	One-time acquisition of ambulance
Total Capital Outlay		0	0	0	0	0	155,000	155,000	%	
Reserve Set Aside										
3930	Vehicle Replacement Reserve	0	0	24,050	24,050	24,050	242,870	218,820	909.9%	Annual set-aside for vehicle replacement (see schedule)
3950	Computer Equipment Reserve	0	0	11,000	11,000	11,000	26,000	15,000	136.4%	Annual set-aside for computer upgrades / replacements
3966	Contingency Reserve	0	0	25,000	25,000	25,000	25,000	0	0.0%	Annual set-aside for contingencies
3969	Othr Equip Replacement Reserve	0	0	30,000	30,000	30,000	30,000	0	0.0%	Annual set-aside for cardiac monitors
Total Reserve Set Aside		0	0	90,050	90,050	90,050	323,870	233,820	259.7%	
Total Expenses		0	140,840	779,310	909,579	950,919	1,501,220	721,910	92.6%	

**Big Bear Fire Authority
Designated (Reserve) Fund Balance
Fiscal Year 2014-15**

	A	B	C	D (A + B - C)	E	F	G (D + E - F)
	Big Bear Fire Authority						
	Beginning Fund Balance 7/1/13	Fiscal Year 2013-14 Contributions	Uses	Fund Balance 6/30/2014	Fiscal Year 2014-15 Contributions	Uses	Projected Fund Balance 6/30/15
Contingency Reserve (1)	25,000	25,000	-	50,000	25,000	-	75,000
Vehicle Replacement Reserve (2)	39,000	39,000	-	78,000	242,870	-	320,870
Computer Equipment Replacement Reserve	686	40,314	-	41,000	26,000	-	67,000
Other Equipment Reserve	15,000	30,000	-	45,000	30,000	-	75,000
Designated (Reserve) Fund Balance	79,686	134,314	-	214,000	323,870	-	537,870
One-time contributions to reserves		-			-		
Recurring contributions to reserves		134,314			323,870		

Reserve Policy	Basis	Target	Trigger *	Projected Balance	Reserve Shortfall	Comments
(1) Basis = Recurring Expenditures Target = 25% of Basis	1,346,220	336,555	302,900	75,000	261,555	
(2) Basis = Replacement per Vehicle Inventory Target = 50% of Basis	289,000	144,500	130,050	320,870	-	Reserve balance at 6/30/2012, prior to the formation of the Authority, remains with the district which owns the vehicles.
* Point at which Board action is required; Trigger allows 10% variance from Target						

Big Bear Fire Authority Fleet Replacement Schedule

Designator Legend

E = Engine BE = Brush Engine WT = Water Tender S = Squad
 MA = Ambulance T = Truck BP = Brush Patrol R = Rescue

Big Bear Fire Authority Pooled Administration Vehicles Initiated 2012/13

Engine	Purchase Date	Useful Life	Replacement Schedule	Estimated Replacement Cost	7/1/14 Reserve Amount	Annual Reserve Set Aside	Ownership
Chevrolet Tahoe (U-282A)	2000	12 years	2013/13	\$ -	\$ 12,500	\$ -	Big Bear City
Chevrolet Tahoe (2850)	2000	12 years	2012/13	\$ -	\$ 10,800	\$ -	Big Bear City
Ford Expedition (2808)	2005	12 years	2017/18	\$ -	\$ -	\$ -	Big Bear City
Ford Explorer (U-281A)	2006	12 Years	2018/19	\$ 29,000	\$ 12,500	\$ 2,400	Big Bear Lake
Ford Explorer (FR-281)	2006	12 Years	2019/20	\$ -	\$ 12,500	\$ -	Big Bear Lake
Chevrolet Tahoe (2800)	2008	12 years	2020/21	\$ 75,000	\$ 12,600	\$6,250	Big Bear City
Dodge 2500 (2806)	2010	12 years	2020/21	\$ 45,000	\$ 7,500	\$ 3,750	Big Bear City
Ford Expedition (2805)	2010	12 Years	2022/23	\$ 75,000	\$ 4,800	\$ 6,250	Big Bear Lake
Ford F350 (2807)	2010	12 years	2022/23	\$ 65,000	\$ 4,800	\$ 5,400	Big Bear Lake
TOTALS:				\$ 289,000	\$ 78,000	\$ 24,050	

Big Bear Fire Authority Fleet Replacement Schedule Initiated 2014/15

Engine	Purchase Date	Useful Life	Replacement Schedule	Estimated Replacement Cost	7/1/14 Reserve Amount	Annual Reserve Set Aside	Ownership
TRUCK	2016	21 years	2035/26	\$ 900,000	\$ -	\$ 42,857	
ENGINE	2021	21 years	2021/22	\$ 450,000	\$ -	\$ 21,429	
ENGINE	2028	21 years	2028/29	\$ 450,000	\$ -	\$ 21,429	
T-281	2001		reserve				Big Bear Lake
E-282	2005		reserve				Big Bear Lake
BRUSH ENGINE	2019	25 years	2044/45	\$ 350,000	\$ -	\$ 14,000	
BRUSH ENGINE	2030	26 years	2055/56	\$ 350,000	\$ -	\$ 13,462	
BE-282	1999		reserve				Big Bear City
WATER TENDER	2024	30 years	2024/25	\$ 275,000	\$ -	\$ 9,167	
WATER TENDER	2034	30 years	2034/35	\$ 275,000	\$ -	\$ 9,167	
WT-282	2006		reserve				Big Bear City
SQUAD	2016	12 years	2016/17	\$ 100,000	\$ -	\$ 8,333	
AMBULANCE	2014	10 years	2024/25	\$ 155,000	\$ -	\$ 15,500	JPA
AMBULANCE	2017	10 years	2027/28	\$ 155,000	\$ -	\$ 15,500	
AMBULANCE	2019	10 years	2029/30	\$ 155,000	\$ -	\$ 15,500	
AMBULANCE	2018	5 years	2023/24	\$ 77,000	\$ -	\$ 15,400	
MA-281A	2008		reserve				Big Bear City
MA-282A	2004		reserve				Big Bear City
MA-282B	2003		reserve				Big Bear City
MA-96	1998		reserve				Big Bear City
TOTALS:				\$ 3,692,000	\$ -	\$ 201,742	

FY 14/15 One-Time Reserve Contribution \$ 17,078

**Total Annual BBFA Fleet Reserve Set Aside
(adopted 12/17/2013) \$ 218,820**

Total FY 14/15 BBFA Pooled Administrative
Vehicle Set Aside (refer to previous schedule) \$ 24,050

FY 14/15 Total Calculated Set Aside \$ 242,870

50% Cost Share \$ 121,435

Big Bear Fire Authority Agency Transition Schedule

Designator Legend

E = Engine BE = Brush Engine WT = Water Tender S = Squad
 MA = Ambulance T = Truck BP = Brush Patrol R = Rescue OOS = Out of Service

Big Bear City Fleet Replacement Schedule as of FY 2013/14

Engine	Model	Purchase Date	Useful Life	Original Replacement Schedule	Replacement Schedule	Estimated Replacement Cost	7/1/13 Reserve Amount	Annual Reserve Set Aside
E-282	KME	2011	10 years	2020/21	2020/21	\$ 450,000	\$ 90,000	\$ 45,000
E-283	KME	2004	20 years		reserve			
E-282A	Beck	1990	20 years		reserve			
E-OOS	Beck	1990	20 years		reserve			
BE-282	International	1999	20 year	2019/20	2019/20	\$ 300,000	\$ 210,000	\$ 15,000
WT-282	International	2006	25 years	2031/32	2031/32	\$ 275,000	\$ 77,000	\$ 11,000
S-282	Ford F550	2004	15 years	2019/20	2019/20	\$ 100,000	\$ 60,000	\$ 6,667
MA-282	Chevy K4500	2007	2017/18	10 Years	2015/16	\$ 155,000	\$ 113,667	\$ 20,667
MA-281	Chevy K4500	2007	2017/18	10 Years	2017/18	\$ 155,000	\$ 93,000	\$ 15,500
MA-283	Chevy 3500	2009	2019/20	10 Years	2019/20	\$ 155,000	\$ 62,000	\$ 15,500
MA-282C	2009 Dodge Sprinter	2013	2018/19	5 years	2018/19	\$ 77,000		\$ 15,400
MA-281A	Ford Van	2008			reserve			
MA-282A	Ford F350	2004			reserve			
MA-282B	Ford F350	2003			reserve			
MA-96	Ford Mini Van	1998			reserve			
TOTAL:						\$ 1,667,000	\$ 705,667	\$ 144,734

Big Bear Lake Fleet Replacement Schedule as of FY 2013/14

Engine	Model	Purchase Date	Useful Life	Original Replacement Schedule	Replacement Schedule	Estimated Replacement Cost	7/1/13 Reserve Amount	Annual Reserve Set Aside
E-OOS	Seagrave	1989	25 years	2009/10	2015/16	\$ 550,000	\$ 161,330	\$ 22,000
E-281	KME	2005	20 years	2025/26	2025/26	\$ 480,625	\$ 91,550	\$ 24,030
T-281	E-One	2001	20 years	2021/22	2021/22	\$ 673,000	\$ 159,700	\$ 33,650
BE-281	Pierce	2003	20 years	2023/24	2023/24	\$ 465,750	\$ 97,440	\$ 23,290
WT-281	Pierce	2004	30 years	2034/35	2024/25	\$ 294,900	\$ 42,054	\$ 9,830
BP-282	Ford Type IV	2011	10 years	2020/21	2020/21	\$ 190,000	\$ 51,690	\$ 19,000
R-281	Pierce	2006	20 years	2026/27	none	\$ -	\$ 62,990	\$ 18,850
TOTAL:						\$ 2,654,275	\$ 666,754	\$ 150,650



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA6

MEETING DATE: April 22, 2014

TO: Honorable Chairman and Members of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

SUBJECT: **BOARD APPROVAL TO DEVELOP A COST RECOVERY FEE ORDINANCE WITH ASSOCIATED FEE SCHEDULE**

BACKGROUND

Subject to Proposition 218 and authorized under Sections 13009 and 13916 et. seq. of the California Health and Safety Code and through Government Code Sections 53150 et. seq., 61621, and 61621.2, it is appropriate for special districts and municipalities to establish special fees to recover costs associated with certain services provided (Cost Recovery Fees). Both the Big Bear Lake Fire Protection District (Fire District) and Big Bear City Community Services District (CSD) have such fees in place. However, the fees, services, and charges are disparate and are inadequate to fund the services provided.

DISCUSSION

To standardize these charges throughout the Fire Authority's jurisdiction and to bring the fees charged in line with actual costs associated with the services provided, staff has established a proposed fee schedule pending cost analysis. Once costs are analyzed, a final fee schedule that will simplify, standardize, and recover adequate costs per service will be presented to the Fire Authority Board with a proposed ordinance for adoption to establish the authority to charge approved cost recovery fees in lieu of the fees charged by the Fire District and the CSD.

FISCAL IMPACT

It is assumed that the minimum impact would be a simple shift of cost recovery fee revenues from the Fire District and the CSD to the JPA. Dependent upon the fees established following analysis, the fiscal impact will likely reflect an increase in revenue in excess of the recovery fees currently collected by both the Fire District and the CSD.

RECOMMENDATION

Staff recommends the Fire Authority Board direct staff to proceed with development of a Cost Recovery Fee Ordinance and associated fee schedule to be introduced at the next Fire Authority Board meeting.




BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA7

MEETING DATE: April 22, 2014

TO: Honorable Chairman and Members of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief 

SUBJECT: **DISCUSSION REGARDING THE FUNCTION OF THE
STANDING ADMINISTRATIVE COMMITTEE**

BACKGROUND

At the December 17, 2013 Fire Authority Board meeting, Chairman David Caretto asked that an item regarding “*how we receive/review the financial statements of the Authority*” be brought back to the February Board meeting for further discussion.

At the February 4, 2014 Fire Authority Board meeting, this item was presented for Board discussion to determine if future financials should be included in the Authority agenda packets or if Staff should continue the current practice of emailing the financials to the Directors.

At this meeting, it was determined that due to the Fire Authority meeting schedule of every other even month and the timing overlap as to when quarterly financials are available as it relates to the next regularly scheduled meeting, that emailing the financials to the Directors was the appropriate course.

At the conclusion of this discussion, Board Chair John Green asked that Staff agendize discussion regarding the establishment of a Finance Committee for the Big Bear Fire Authority for the April 22, 2014 meeting.

DISCUSSION

The Fire Authority has a standing Administrative Committee that is broad enough in scope and titled appropriately to consider all matters before the Fire Authority Board. One of the primary functions of the Administrative Committee that has been used in previous years is to assist Staff in the development of the Fire Authority’s annual budget. Further, a standing committee requires public noticing of the meeting time, location, and the matters that will be discussed.

Should the Board establish a Finance Committee, its work would be narrowly focused to fiscal matters. Therefore, it may potentially misalign with other policy level discussion and decisions regarding the current and future needs of the organization such as the Fire Authority becoming an employing organization, which will require both strategic decisions regarding the transfer of personnel from a human resources perspective as well as the fiscal impacts.

Consideration should be given to the need of Fire Authority and the requirement for very broad discussion that crosses many disciplines as the organization grows in strength, capability, and capacity that is required for a relatively new organization that has not yet achieved a regular reoccurring annual budget that has substantial historic budget information to draw from.

The larger issue regarding the discussion of establishing a Finance Committee appears to be related to the time that is necessary to work with two separate and distinct finance departments. There is a large amount of fiscal reconciliation work that is required individually as Districts, which is then appropriately accounted for and reported as Fire Authority revenue and expense. As the Fire Authority continues to evolve, greater demand will be placed on the need to set up a finance department of the Fire Authority and transition accounting and fiscal control responsibility from each member district to the Fire Authority as a stand-alone organization.

FISCAL IMPACT

Unknown at this time.

RECOMMENDATION

Staff recommends that the Authority Board continue utilization of a standing Administrative Committee as it is specifically formed and most appropriate to consider all subject matters regarding the affairs of the organization.



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA8

MEETING DATE: April 22, 2014

TO: Honorable Chairman and Members of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

SUBJECT: **BOARD AUTHORIZATION TO PURSUE AMENDING THE
BYLAWS OF THE BIG BEAR FIRE AUTHORITY**

BACKGROUND

The Fire Authority has grown substantially from inception to date. We are at the point in which much of the operation, expense, and capital needs are now the responsibility of the Fire Authority.

The Fire Authority is completely dependent upon the revenue received from each district. As this is the case, ultimate control is directed by a minimum of three of five affirmative votes from each respective Board of the Big Bear City Community Services District and the Big Bear Lake Fire Protection District.

The size of a ten member Fire Authority Board and the voting threshold required for approvals regarding the annual budget and expenditures in excess of \$25,000 is potentially inappropriately high requiring a minimum of seven of ten affirmative votes.

Staff believes, at the inception of the Big Bear Fire Authority, this voting threshold was appropriate with the first annual Fiscal Year 2012/13 Budget of \$371,500. The Fiscal Year 2014/15 proposed annual Budget of the Fire Authority is now at \$1,500,000.

There is now a need for the Board to reconsider the Fire Authority Bylaws as the need for the Fire Authority is now greatly different than it was two years ago. Please refer to the excerpts from the Joint Exercise of Powers Agreement below.

Joint Exercise of Powers Agreement

Section 6.3(b)(ii) sets forth the requirement that approval of budgets and approval of all Authority purchases over \$25,000, among other financial-related transactions, shall require seven or more affirmative votes of the entire membership of the Board.

Section 6.3(b) provides that the affirmative votes of a majority of the quorum (i.e., at least four votes) shall be required for the Authority to take action, except in the case of the special affirmative vote requirements.

Section 12.10 provides that the Joint Exercise of Powers Agreement may be modified or amended only by a subsequent written agreement approved by the governing board of each Party and executed by both Parties pursuant to the terms and conditions of the Agreement.

Therefore, to change the voting threshold for budget approval, budget adjustments, and purchases over \$25,000, the Joint Exercise of Powers Agreement would need to be amended as required by Section 12.10.

Staff is proposing that the voting threshold be reconsidered as it relates to the annual budget, budget adjustments, and purchases over \$25,000. Other financial matters addressed in Section 6.3(b)(ii) will remain under the stricter voting threshold, such as the issuance of indebtedness and eminent domain.

RECOMMENDATION

Staff recommends the Fire Authority Board authorize the Fire Chief to address the Big Bear City Community Services District Board and the Big Bear Lake Fire Protection Board at one of their respective meetings with the request to amend the Big Bear Fire Authority Bylaws pertaining to amending the voting threshold as it relates to the annual budget, budget adjustments, and purchases over \$25,000; and return to the Fire Authority Board for further discussion and possible action.