



Big Bear Fire Authority

**BIG BEAR FIRE AUTHORITY
MEETING AGENDA
JUNE 3, 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
AUTHORITY COUNSEL JEFF FERRE
TREASURER-AUDITOR/CONTROLLER KATHLEEN SMITH
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 regular Big Bear Fire Authority meeting scheduled for Tuesday, August 5, 2014 has been adjourned to Tuesday, August 19, 2014 at 6:30 p.m.

PRESENTATIONS

Introduction of new employee, Firefighter/Paramedic Brandon Willis.

Certificate of Appreciation recognizing USAA Insurance for obtaining a set of rate changes from the California Insurance Commissioner that will result in savings to homeowner insurance premiums for their policyholders located within the active Firewise communities of Big Bear Lake and Big Bear City.

Presentation of a Fire Authority plaque to Director Jeff Newsome in recognition and appreciation for his twelve plus years of service to the communities of the Big Bear Valley.

DIRECTORS' 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 04/12/14 through 05/23/14 in the amount of \$55,879.59

FA2. Fiscal Year 2013/14 Quarterly Report as of March 31, 2014

FA3. Proposed Resolution to Reaffirm the Statement of Investment Policy

Board consideration of adopting a resolution reaffirming the Statement of Investment Policy for Fiscal Year 2014/15.

FA4. Approval of meeting Minutes from the April 22, 2014 Regular Meeting of the Fire Authority

ITEMS REMOVED FROM THE CONSENT CALENDAR**PUBLIC HEARING**

Any person may appear and be heard in support or opposition to the proposals at the time of the meeting. If you challenge the action in court, you may be limited to raising only those issues which you or someone else raised at the public meeting described in the notice or in written correspondence delivered to the Fire Authority at or before the public meeting.

FA5. Second Reading and Possible Adoption of an Ordinance Adopting the 2013 Edition of the California Fire Code with Local Amendments

Board consideration of second reading and adoption of Ordinance No. BBFA2014-XXX 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; and directing the Board Secretary to file the findings with the Department of Housing and Community Development.

FA6. Adoption of the Fiscal Year 2014/15 Big Bear Fire Authority Budget

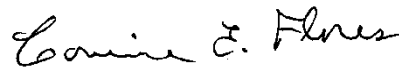
Board consideration of conducting a public hearing and adopting a resolution adopting the Fiscal Year 2014/15 Budget for the Big Bear Fire Authority.

NEW BUSINESS**FA7. Establishment of a Fire Code Appeals Board**

Board consideration of establishing a committee to serve as the Appeals Board pursuant to Section 108.1 of Ordinance No. BBFA2014-002 adopting the 2013 California Fire Code.

OLD BUSINESS**COMMITTEE REPORTS****DIRECTORS' 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 29th day of May, 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 Department

CERTIFICATE OF APPRECIATION

Presented to

USAA INSURANCE

On behalf of the homeowner insurance policy holders of USAA Insurance located within the active Firewise community of Big Bear Lake and Big Bear City, thank you for your efforts in obtaining a set of rate changes from the California Insurance Commissioner that will result in savings for homeowner insurance premiums. This is an historical achievement whereby a major insurer and an insurance regulator have agreed that wildfire mitigation for homes and communities is worthy of this kind of financial incentive.



JEFF WILLIS
Fire Chief

Presented on June 3, 2014



BIG BEAR FIRE AUTHORITY AGENDA REPORT

MEETING DATE: June 3, 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) conducted a town hall meeting on May 7, 2014 at the Big Bear Area Regional Wastewater Agency facility. At this meeting, LAFCO representatives presented a Plan for Service for the proposed annexation of the Baldwin Lake community into the Big Bear City Community Services District for fire and emergency medical services. Presentations were given by the Baldwin Lake Volunteer Fire Department, Big Bear Fire Department, and the San Bernardino County Fire Department.

Third Quarter Financials

Review of the third quarter financials indicates the Fire Authority is currently at 29% of available budget. Currently, we are tracking better than budgeted, and it is expected that this trend will continue with the Fire Authority budget performing as expected at the close of the 2013/14 fiscal year.

2014 Fire Season

Recently, the Zone 3 Chief Officers met to discuss and plan for what is predicted to be the most significant fire season in recent history. California has already experienced over 1,400 wildfires since the first of the year with conditions being described as "unprecedented." Local resources were sent to assist with the Colby Fire in Glendora in February as well as the recent fires in San Diego County.

Fire Hazard Abatement

Fire Department staff met with representatives from County Code Enforcement in preparation for this year's fire hazard abatement efforts. Code Enforcement personnel will continue the use of the computer based system, which proved very successful during the 2013 season. Code Enforcement personnel will cite from the Big Bear Fire Authority Fire Code once adopted.

Big Bear Emergency Medical Technician Class

The Big Bear Fire Department's Emergency Medical Technician class has proved to be a great success with fourteen students graduating. The class was held two nights a week, beginning on January 27, 2014 and concluding on May 28, 2014.



Big Bear Fire Authority

Item No. FA1

Checks Issued 04/12/14 through 05/23/14

Check#	Vendor/Employee	Transaction	Date	Amount
63824	County of SB Information Services Department	Radio Access/Maintenance	04/17/14	1,997.93
63825	Big Bear City CSD	Electricity/Veh Maint-Parts/Phone/Cable Internet/Recruitment Exp/iPad Accessory	04/17/14	2,343.78
63826	Richard A Baumgartner, M.D.	Review Respiratory Questionnaires	04/17/14	1,080.00
63827	Richard Steven Riddle	17 SCBA Hydro, O-Rings	04/17/14	521.22
63828	Bear Valley Electric	Electricity Usage	04/17/14	123.22
63829	Chevron USA	Fuel	04/17/14	96.61
63830	The Counseling Team International, Inc.	Employee Support Services	04/17/14	450.00
63831	Tracy M Hollenbaugh	Training Per Diem	04/17/14	30.00
63832	H & S Fire Equipment Repair	Vehicle Inspection/Maintenance/Repair	04/17/14	1,415.00
63833	Red Helmet Training, Inc.	Command 2E Registration	04/17/14	250.00
63834	Red Helmet Training, Inc.	Command 2B Registration	04/17/14	250.00
63835	South Coast Emergency Inc.	Vehicle Maintenance/Repair	04/17/14	1,050.12
63836	Verizon Wireless	Cell Phones & iPad Data Usage/iPad	04/17/14	2,755.05
63905	California State Cal Fire/Fire Training	Fire Fighters I Certification	05/02/14	40.00
63906	San Bernardino County Fire Department	S-330 Registration	05/02/14	80.00
63907	Petty Cash	Vehicle Lettering/Postage/Alterations EE Appreciation	05/02/14	46.01
63908	Administrative Services Inc.	Copier Lease	05/02/14	495.68
63910	Bad Bear Sportswear	Ball Caps/T-Shirts/Sweat Shorts	05/02/14	398.52
63912	VA Communications	Repair Emergency Phones	05/02/14	85.00
63913	Bear Valley Printing Inc	Fitness T-Shirts/Apparatus Forms Leave Request Forms/Envelopes	05/02/14	2,417.59
63914	Charter Communications	Cable	05/02/14	68.34
63915	CPS Human Resource Services	Battalion Chief/Captain Written Exams	05/02/14	842.50
63916	D'Alesio Inc.	Magnet Helmet Panels	05/02/14	297.87
63917	Norman Dykesten	Reimb - Mileage SCBA Tech Class	05/02/14	155.68
63918	Entenmann-Rovin Co	Wallet Badge - Captain	05/02/14	156.69



Big Bear Fire Authority

Item No. FA1

Checks Issued 04/12/14 through 05/23/14

Check#	Vendor/Employee	Transaction	Date	Amount
63919	Farsight Technologies, Inc.	Big Bear Fire Authority Meeting	05/02/14	100.00
63920	The Fire Store	Collar Brass - Crossed Bugles	05/02/14	36.95
63921	Firefighters Safety Center	Uniform Pants/Boots	05/02/14	411.83
63922	Galls/Quartermaster	Name Plate/EE Service Pins	05/02/14	124.96
63923	Grainger Inc.	Tools	05/02/14	129.33
63924	John Green	Big Bear Fire Authority Meeting	05/02/14	100.00
63925	Rick Herrick	Big Bear Fire Authority Meeting	05/02/14	100.00
63926	Tony Huefner	Reimb -Tuition S-234 Class	05/02/14	200.00
63927	Image 2000	Copy Charges	05/02/14	91.21
63928	Industrial Hearing & Pulmonary Inc.	Employee Audiometric Testing	05/02/14	700.00
63929	Robert Jackowski	Big Bear Fire Authority Meetings	05/02/14	200.00
63930	K-Mart 7653	Kitchen Supplies	05/02/14	168.44
63931	Mission Linen Supply Inc.	Towels	05/02/14	47.94
63932	NAPA Auto Parts	Floordry for HazMat Situations	05/02/14	71.39
63933	Jeff Newsome	Big Bear Fire Authority Meetings	05/02/14	200.00
63934	Karyn Oxandaboure	Big Bear Fire Authority Meeting	05/02/14	100.00
63935	Brian Parham	Reimb - Tuition S-234	05/02/14	200.00
63936	Dan Rogers	Renewal of Blue Card	05/02/14	90.00
63937	South Coast Emergency Inc.	Vehicle Maintenance/Repair	05/02/14	132.55
63938	Southwest Gas Corporation	Natural Gas Usage	05/02/14	2,111.08
63939	Paul Terry	Big Bear Fire Authority Meeting	05/02/14	100.00
63940	US Bank Corporate Payment Systems	Fuel/Meeting-Conf Exp/Broadband ACLS Renewal/Phone Cases	05/02/14	632.93
63941	Larry Walsh	Big Bear Fire Authority Meetings	05/02/14	200.00
64002	Jessica Ortega	Reimb - Spectacles for SCBA Mask	05/07/14	120.00
64004	City of Big Bear Lake Dept of Water & Power	Water Usage	05/09/14	303.92
64005	South Coast AQMD	FY 2014 Hot Spots Program Fee	05/09/14	118.94
64007	Big Bear City CSD	Water Usage	05/09/14	389.39



Big Bear Fire Authority

Item No. FA1

Checks Issued 04/12/14 through 05/23/14

Check#	Vendor/Employee	Transaction	Date	Amount
64008	All Pro Outdoor Power Equipment	Chainsaw Oil Cap	05/09/14	8.59
64009	All Star Fire Equipment Inc	SCBA Repair Parts	05/09/14	810.82
64010	AT&T Corp	Long Distance Telephone Service	05/09/14	60.22
64011	VA Communications	Emergency Phones	05/09/14	49.88
64012	Butchers Blocks & Building Materials	Materials/Supplies	05/09/14	166.76
64013	Bear Valley Electric	Electricity Usage	05/09/14	2,966.60
64014	Charter Communications	Cable/Internet	05/09/14	1,161.11
64015	DIY Home Center	Materials/Supplies	05/09/14	99.42
64016	Firefighters Safety Center	PCF Uniforms	05/09/14	1,271.23
64017	Galls/Quartermaster	Class A Modifications-Accessories/Boots	05/09/14	219.30
64018	Globalstar	Satellite Phone	05/09/14	48.79
64020	H & S Fire Equipment Repair	Vehicle Maintenance/Repair	05/09/14	2,000.00
64021	Tony Huefner	Reimb - Tuition Command 2A	05/09/14	250.00
64022	Image 2000	Shipping for Toner Cartridge	05/09/14	13.00
64024	Deanne Johanson	Consulting Services	05/09/14	779.00
64025	KME Fire Apparatus Inc.	Vehicle Maintenance/Repair	05/09/14	97.85
64026	Knight Plumbing Service	Replace Air Transfer Line	05/09/14	333.37
64027	Lautzenhisers Stationery, Inc.	Office Supplies	05/09/14	359.79
64028	JSL Automotive Group, LLC	Vehicle Maintenance/Repair	05/09/14	585.71
64029	Randy Spitz	Coffee/Coffee Supplies	05/09/14	380.56
64030	Jeff Newsome	Reimb - FDAC Conference Travel Expenses	05/09/14	738.72
64031	Robert Rowe	Technical Services	05/09/14	85.00
64032	Quill Corporation	Office Supplies	05/09/14	24.50
64033	Verizon California	Telephone Service	05/09/14	554.14
64034	Westrux International, Inc.	Vehicle Maintenance/Repair	05/09/14	22.95
64045	Ryan Harold	Reimb - EMT Program Application	05/15/14	650.00
64047	Charter Communications	Intranet-Internet Services	05/15/14	510.42
64049	Verizon Wireless	Cell Phone & iPad Data Usage/iPad	05/15/14	1,661.95



Big Bear Fire Authority

Item No. FA1

Checks Issued 04/12/14 through 05/23/14

Check#	Vendor/Employee	Transaction	Date	Amount
64050	K-Mart 7653	Yard Maintenance Supplies	05/15/14	53.50
64051	Mike Maltby	Per Diem - Conference	05/15/14	84.00
64054	Charles Robillard	Reimb-Tuition/Bldg Const Fire Prevention	05/15/14	540.00
64066	Department of Forestry and Fire Protection	Fire Prevention 1 Class Materials	05/22/14	1,368.00
64067	County of SB Information Services Department	Radio Access/Maintenance	05/22/14	1,997.93
64068	Petty Cash	Soroptismist Easter Hunt Supplies	05/22/14	71.23
		Baggies/Board Mtg Supplies/Postage		
64069	All Star Fire Equipment Inc	Wildland Helmet	05/22/14	76.20
64070	Best Best & Krieger LLP	Legal Services	05/22/14	1,809.07
64071	BBC Saw Works, Inc.	Weed Eater Repair	05/22/14	118.35
64072	Bear Valley Electric	Electricity Usage	05/22/14	80.18
64073	Chevron USA	Fuel	05/22/14	678.73
64074	The Counseling Team International, Inc.	Employee Support Services	05/22/14	450.00
64075	Les Curtis	Reimb - IMT Training	05/22/14	995.80
64077	Galls/Quartermaster	Class A Jacket	05/22/14	150.12
64078	Glendale Parade Store, LLC	Color Guard Accessories	05/22/14	997.45
64080	H & S Fire Equipment Repair	Vehicle Maintenance/Repair	05/22/14	2,288.00
64082	K-Mart 7653	General Household Supplies	05/22/14	243.53
64083	Kelvin McElfish	Reimb - IMT Training	05/22/14	289.40
64084	Verizon California	Telephone Service	05/22/14	53.28
64085	Norman Walker	Reimb - L-580 Leadership in Training	05/22/14	1,509.03
64086	Westrux International, Inc.	Vehicle Maintenance/Repair	05/22/14	829.44
	ACH David Caretto	Big Bear Fire Authority Meeting	05/02/14	100.00
	ACH Bill Jahn	Big Bear Fire Authority Meetings	05/02/14	200.00
	ACH Don Smith	Reimb - IMT Workshop Expenses	05/09/14	359.00
				55,879.59

Big Bear Fire Authority
Fiscal Year 2013-14 Quarterly Report
as of March 31, 2014

Balance Sheet

Account Number	Description	As of 3/31/2014
222-0000-1310	Share of Pooled Cash/Investments	127,834
222-0000-1021	Petty Cash	250
222-0000-1030	Accounts Receivable	-
222-0000-1320	Due from Other Governmental Agency	48,788
Total Assets		176,873
222-0000-2010	Vouchers Payable	-
222-0000-2211	Due to Fire District for Petty Cash Advance	250
222-0000-2035	Sales Tax Payable	79
222-0000-2214	Due to Other Governmental Agency	-
Total Liabilities		329
222-0000-2435	Vehicle Replacement Reserve	57,038
222-0000-2438	Office Equipment Reserve	23,252
222-0000-2442	Equipment Replacement Reserve	52,500
222-0000-2451	Contingency Reserve	43,754
222-0000-2531	Unassigned Fund Balance	-
Total Fund Balance		176,544

Big Bear Fire Authority
Fiscal Year 2013-14 Quarterly Report
Nine Months Ended March 31, 2014 (July 2013-March 2014)

Statement of Revenues and Expenditures

Account	Description	Budget	YTD 3/31/2014	Available Budget	
3472	Public Training	-5,000	-6,744	1,744	
3742	Reimb from FPD - BBFA Costs	-428,016	-274,542	-153,474	
3743	Reimb from CSD - BBFA Costs	-428,016	-274,542	-153,474	
3744	FPD Share of CSD Paid Costs	-23,639	-22,467	-1,172	
3745	CSD Share of CSD Paid Costs	-23,639	-22,467	-1,172	
3751	Use of Personnel/Equip	0	-46,688	46,688	
3769	Donations	-1,269	-1,268	-1	
	Total Revenues	-909,579	-648,719	-260,860	29%
1400	Office Expense	5,400	2,806	2,594	
1410	General Household	29,600	13,038	16,562	
1420	Fuel	66,700	32,979	33,721	
1440	Basic Materials	9,000	6,128	2,872	
1450	Automotive Expense	149,050	129,698	19,352	
1470	Disaster Supplies	1,000	702	298	
1480	Small Tools	1,000	47	953	
1490	Clothing and Personal Equipment	37,700	33,746	3,954	
	Supplies	299,450	219,144	80,306	27%
2110	Advertising	1,900	1,428	472	
2120	Data/Telephone Lines	46,300	33,925	12,375	
2129	Communications - Radio	4,800	1,951	2,849	
2140	Utilities - Gas	23,300	16,614	6,686	
2150	Utilities - Water	4,500	4,416	84	
2160	Utilities - Electric	49,200	32,643	16,557	
2170	Printing	1,800	1,281	519	
2190	Postage	1,000	1,580	-580	
2220	Maint-Buildings and Grounds	31,000	23,956	7,044	
2230	Maintenance - Equipment	15,800	19,198	-3,398	
2240	Professional Services	35,000	18,224	16,776	
2244	Professional Services - Legal	50,000	29,492	20,508	
2300	Contractual Services-Govt	166,700	124,914	41,786	
2317	Recruitment Expense	14,110	6,890	7,220	
2600	Insurance	2,500	312	2,188	
2640	Memberships and Dues	4,200	4,938	-738	
2650	Publications	3,500	2,430	1,070	
2660	Travel-Conferences and Meeting	8,200	3,165	5,035	
2670	Education / Training	43,500	28,745	14,755	
2700	Public Training	5,000	2,935	2,065	
2825	Software	7,769	2,995	4,774	
	Other Services & Charges	520,079	362,031	158,048	30%
3930	Vehicle Replacement Reserve	24,050	18,038	6,012	
3950	Office Equipment Reserve	11,000	8,252	2,748	
3966	Contingency Reserve	25,000	18,754	6,246	
3969	Other Equipment Reserve	30,000	22,500	7,500	
	Capital Outlay	90,050	67,544	22,506	25%
	Total Expenditures	909,579	648,719	260,860	29%
	Excess (Deficiency) of Revenues				
	Over (Under) Expenditures	-	-	-	




BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA3

MEETING DATE: June 3, 2014

TO: Honorable Chairman and Members of the Fire Authority

FROM: Jeff Willis, Fire Chief 

REVIEWED BY: Kathleen Smith, Authority Treasurer

PREPARED BY: Kelly Ent, Administrative Services Director

SUBJECT: **PROPOSED RESOLUTION TO REAFFIRM THE STATEMENT OF INVESTMENT POLICY**

BACKGROUND

Pursuant to Government Code 53646, the Investment Policy shall be reviewed and submitted annually for adoption at a public meeting. The last review and adoption was on June 25, 2013 for Fiscal Year 2013/14. The attached Statement of Investment Policy (Attachment 2) remains unchanged from last year.

The Statement of Investment Policy addresses investment activity pertaining to funds not needed to meet immediate demands. The policy requires that safety and appropriate liquidity be maintained, with yield becoming a consideration only after these basic safety and liquidity requirements are met. The policy allows for the diversification of investments beyond the California State Local Agency Investment Fund (LAIF) provided emphasis is placed on safety and liquidity over yield; however, with the recent economic downturn and the uncertainty in the investment market, all investments have remained with LAIF.

By participating in the LAIF, local agencies have the opportunity to participate in a major portfolio, which invests hundreds of millions of dollars using the investment expertise of the California State Treasurer's Office investment staff. Investments of funds held by Trustees and Paying Agents for long-term debt are guided by various bond indentures. Additional information regarding LAIF can be found on the State Treasurer's website located at <http://www.treasurer.ca.gov/pmia-laif/>

With the State cash flow situation, it is important to note that local government funds deposited in LAIF are funds of the local government and cannot be used or borrowed by the State to supplement their cash flow situation.

RECOMMENDATION

Staff recommends that the Board adopt the attached resolution (Attachment 1) reaffirming the Statement of Investment Policy for Fiscal Year 2014/15.

RESOLUTION NO. BBFA2014-XXX

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE BIG BEAR FIRE AUTHORITY, A CALIFORNIA
JOINT POWERS AUTHORITY, ADOPTING THE
STATEMENT OF INVESTMENT POLICY FOR FISCAL
YEAR 2014/15**

WHEREAS, the Big Bear Fire Authority exists pursuant to the laws of the state of California and that certain Joint Powers Agreement entered into by and between the Big Bear City Community Services District and the Big Bear Lake Fire Protection District; and

WHEREAS, it is necessary to annually re-adopt the Investment Policy as provided in Government Code Section 53646.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Big Bear Fire Authority does hereby adopt the attached Statement of Investment Policy.

PASSED, APPROVED AND ADOPTED this ___ day of June, 2014.

AYES:

NOES:

ABSENT:

ABSTAIN:

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 resolution, being Resolution 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 June 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 June, 2014.

Corinne E. Flores
Secretary
Big Bear Fire Authority



Big Bear Fire Authority

Administrative Instruction

Number: 2012-07
Page 1 of 9

Issued: 12-11-12
Revised:

SUBJECT: STATEMENT OF INVESTMENT POLICY

I. PURPOSE

This statement is intended to provide guidelines for the prudent investment of the Big Bear Fire Authority's ("Authority") temporary idle cash and outline the procedures for maximizing the efficiency of the cash management system. The ultimate goal is to safeguard the assets of the Authority while enhancing its economic status.

II. POLICY

It is the policy of the Authority to invest public funds in a manner which will safeguard these monies, meet the daily cash flow demands of the Authority, conform to all state and local statutes governing the investment of public funds, while seeking the highest investment return within the aforementioned constraints.

III. SCOPE

This investment policy applies to all financial assets of the Authority. These funds are accounted for in the Authority's Comprehensive Annual Financial Report.

IV. PRUDENCE

Investments shall be made with judgment and care under circumstances then prevailing which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by the Authority Treasurer shall be the "prudent investor" standard and shall be applied in the context of managing an overall portfolio. The Authority Treasurer and his/her employees, when exercising due diligence and acting in accordance with the investment policy, shall be relieved of personal responsibility and liability for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

V. OBJECTIVE

The primary objectives, in priority order, of the Authority's investment activities shall be:

Safety

Safety of principal is the foremost objective of the investment program. Investments of the Authority will be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

Liquidity

The Authority's investment portfolio will remain sufficiently liquid to enable the Authority to meet all operating requirements, which might be reasonably anticipated.

Return on Investment

The Authority's investment portfolio shall be designed with the objective of attaining a rate of return throughout budgetary and economic cycles, commensurate with the Authority's investment risk constraints and the cash flow characteristics of the portfolio.

Delegation of Authority

Authority to manage the Authority's investment program is derived from the Authority Board. Management responsibility for the investment program is hereby delegated to the Authority Treasurer. The Authority Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate employees acting on his or her behalf.

Ethics and Conflicts of Interest

Employees and financial dealers/institutions involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions. Such employees and financial dealers/institutions shall disclose to the Fire Chief any material financial interests in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the Authority, particularly with regard to the timing of purchases and sales.

Authorized Financial Dealers and Institutions

If the Authority expands its investment vehicles beyond Local Agency Investment Fund (LAIF) accounts, the Authority Treasurer will compile and maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment services in the State of California. These may include "primary" dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (uniform net capital rule). No public deposit shall be made except in a qualified public depository as established by state laws.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Authority Treasurer with the following: (e.g. audited financial statements, proof of National Association of Security Dealers certification, trading resolution, proof of state registration, completed broker/dealer questionnaire, certification of having read the Authority's investment policy and depository contracts).

An annual review of the financial condition and registrations of qualified bidders will be conducted by the Authority Treasurer.

A current audited financial statement is required to be on file for each financial institution and broker/dealer in which the Authority invests.

Authorized and Suitable Investments

The Authority is empowered by the California Government Code to, and as a matter of Authority policy, may invest in the following types of securities.

- ▶ Securities of the U.S. Government or its agencies
- ▶ Certificates of deposit placed with commercial banks and S&L's
- ▶ Commercial paper
- ▶ Medium term corporate notes
- ▶ Repurchase agreements
- ▶ Passbook savings account demand deposits
- ▶ Money market mutual funds
- ▶ Government sponsored pools and/or government mutual funds

As a matter of practice, the Authority shall favor the California State Local Agency Investment Fund (LAIF). Common stocks are not authorized for investment.

Investment Pools

A thorough investigation of government sponsored pools and/or mutual funds are required prior to investing. A questionnaire or other method shall be developed to solicit the following information for subsequent review by the Authority:

- ▶ A description of eligible investment securities, and a written statement of investment policy and objectives.
- ▶ A description of interest calculations and how it is distributed, and how gains and losses are treated.
- ▶ A description of how the securities are safeguarded (including the settlement processes) and how often the securities are priced and the program audited.
- ▶ A description of who may invest in the program, how often, and maximum/minimum deposit/withdrawal.
- ▶ A schedule for receiving statements and portfolio listings.
- ▶ An explanation as to how reserves and retained earnings are utilized by the pool/fund.

- ▶ A fee schedule and when and how fees are assessed.
- ▶ A statement as to whether the pool/fund is eligible for the investment of bond proceeds or whether it accepts such proceeds.

Collateralization

Collateralization will be required on two types of investments: certificates of deposit and repurchase agreements. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be (100%) of market value of principal and accrued interest.

As required by federal statute, banks doing business with governmental entities are required to collateralize deposits. The Authority maintains a bank account with Union Bank. All Authority deposits are collateralized.

When collateralizing investments other than bank deposits, collateral will be held by an independent third party with whom the Authority has a current custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the Authority and retained.

Safekeeping and Custody

All security transactions, including collateral for repurchase agreements entered into by the Authority shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by a third party custodian designated by the Authority Treasurer and evidenced by safekeeping receipts.

Diversification

The Authority will diversify its investments by security type and institution. With the exception of U.S. Treasury securities and LAIF, no more than 50% of the Authority's total investment portfolio will be invested in a single security type or with a single financial institution.

Maximum Maturities

To the extent possible, the Authority will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the Authority will not directly invest in securities maturing more than five years from the date of purchase.

With Authority Board approval, reserve funds may be invested in securities exceeding five years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of the funds.

Internal Control

The Authority Treasurer shall establish an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures.

Performance Standards

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs.

Market Yield (Benchmark):

The Authority's investment strategy is passive. Given this strategy, the basis used by the Authority Treasurer to determine whether market yields are being achieved shall be the **6 month U.S. T-Bill**.

Report

The Authority Treasurer shall provide to Authority Board an annual report, which provides a clear picture of the status of the current investment portfolio. The management report should include comments on the fixed income markets and economic conditions, discussions regarding restrictions on percentage of investment by categories, possible changes in the portfolio structure going forward, and thoughts on investment strategies.

Schedules in the annual report should include the following:

- ▶ A listing of individual securities held at the end of the reporting period by authorized investment category
- ▶ Average life and final maturity of all investments listed
- ▶ Coupon, discount, or earnings rate
- ▶ Par value, Amortized Book Value, and Market Value
- ▶ Percentage of the portfolio represented by each investment category

Legislative Changes

Any State of California legislative action that further restricts allowable maturities, investment type or percentage allocations will be incorporated into this investment policy and supersede any and all applicable language.

Investment Policy Adoption

The Authority's investment policy shall be adopted by resolution of the Authority Board. The policy shall be reviewed annually by the Authority Board and any modifications made thereto must be approved by the Authority Board.

VI. GLOSSARY OF TREASURY TERMS

Accrued Interest - Interest earned but not yet received.

Active Deposits - Funds which are immediately required for disbursement.

Amortization - An accounting practice of gradually decreasing (increasing) an asset's book value by spreading its depreciation (accretion) over a period of time.

Asked Price - The price a broker dealer offers to sell securities.

Basis Point - One basis point is one hundredth of one percent (.01).

Bid Price - The price a broker dealer offers to purchase securities.

Bond - A financial obligation for which the issuer promises to pay the bondholder a specified stream of future cash flows, including periodic interest payments and a principal repayment.

Book Value - The value at which a debt security is shown on the holder's balance sheet. Book value is acquisition cost less amortization of premium or accretion of discount.

Certificate of Deposit - A deposit insured by the FDIC at a set rate for a specified period of time.

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

Comprehensive Annual Financial Report (CAFR) - The official annual financial report for the Authority. It includes five combined statements and basic financial statements for each individual fund and account group prepared in conformity with Generally Accepted Accounting Principles (GAAP).

Constant Maturity Treasury (CMT) - An average yield of a specific Treasury maturity sector for a specific time frame. This is a market index for reference of past direction of interest rates for the given Treasury maturity range.

Coupon - The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value.

Credit Analysis - A critical review and appraisal of the economic and financial conditions or of the ability to meet debt obligations.

Current Yield - The interest paid on an investment expressed as a percentage of the current price of the security.

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

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

Discount - The difference between the cost of a security and its value at maturity when quoted at lower than face value.

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

Duration - The weighted average maturity of a bond's cash flow stream, where the present value of the cash flows serve as the weights; the future point in time at which on average, an investor has received exactly half of the original investment, in present value terms; a bond's zero-coupon equivalent; the fulcrum of a bond's present value cash flow time line.

Fannie Mae - Trade name for the Federal National Mortgage Association (FNMA), a U.S. sponsored corporation.

Federal Reserve System - The central bank of the U.S. which consists of a seven member Board of Governors, 12 regional banks and 5,700 commercial banks that are members.

Federal Deposit Insurance Corporation (FDIC) - Insurance provided to customers of a subscribing bank which guarantees deposits to a set limit per account.

Fed Wire - A wire transmission service established by the Federal Reserve Bank to facilitate the transfer of funds through debits and credits of funds between participants within the Fed system.

Freddie Mac - Trade name for the Federal Home Loan Mortgage Corporation (FHLMC), a U.S. sponsored corporation.

Ginnie Mae - Trade name for the Government National Mortgage Association (GNMA), a direct obligation bearing the full faith and credit of the U.S. Government.

Inactive Deposits - Funds not immediately needed for disbursement.

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

Investment Agreements - An agreement with a financial institution to borrow public funds subject to certain negotiated terms and conditions concerning collateral, liquidity and interest rates.

Liquidity - Refers to the ability to rapidly convert an investment into cash.

Market Value - The price at which a security is trading and could presumably be purchased or sold.

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

New Issue - Term used when a security is originally "brought" to market.

Perfected Delivery - Refers to an investment where the actual security or collateral is held by an independent third party representing the purchasing entity.

Portfolio - Collection of securities held by an investor.

Primary Dealer - A group of government securities dealers that submit daily reports of market activity and security positions held to the Federal Reserve Bank of New York and are subject to its informal oversight.

Purchase Date - The date in which a security is purchased for settlement on that or a later date.

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

Repurchase Agreement (REPO) - A transaction where the seller (bank) agrees to buy back from the buyer (Authority) the securities at an agreed upon price after a stated period of time.

Reverse Repurchase Agreement (REVERSE REPO) - A transaction where the seller (Authority) agrees to buy back from the buyer (bank) the securities at an agreed upon price after a stated period of time.

Risk - Degree of uncertainty of return on an asset.

Safekeeping - see custody.

Sallie Mae - Trade name for the Student Loan Marketing Association (SLMA), a U.S. sponsored corporation.

Secondary Market - A market made for the purchase and sale of outstanding issues following the initial distribution.

Settlement Date - The date on which a trade is cleared by delivery of securities against funds.

Treasury Bills - U.S. Treasury Bills which are short-term, direct obligations of the U.S. Government issued with original maturities of 13 weeks, 26 weeks and 52 weeks; sold in minimum amounts of \$10,000 in multiples of \$5,000 above the minimum Issued in book entry form only. T-bills are sold on a discount basis.

U.S. Government Agencies - Instruments issued by various US Government Agencies most of which are secured only by the credit worthiness of the particular agency.

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

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

Yield Curve - The yield on bonds, notes or bills of the same type and credit risk at a specific date for maturities up to thirty years.



JEFF WILLIS
Fire Chief

December 11, 2012

Date

**BIG BEAR FIRE AUTHORITY
MINUTES FOR THE MEETING OF
APRIL 22, 2014**

A Regular Meeting of the Big Bear Fire Authority was called to order by Chairman Green at 6:30 p.m., Tuesday, April 22, 2014, at 39707 Big Bear Boulevard, Big Bear Lake, California.

OPEN SESSION

Moment of Silence: Observed

Pledge of Allegiance: Led by Director Newsome

Directors Present: 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

Directors Absent: None

Others Present: Jeff Willis, Fire Chief
Mike Maltby, Battalion Chief
Kathleen Smith, Treasurer-Auditor/Controller
Corinne Flores, Board Secretary

ANNOUNCEMENTS & UPCOMING EVENTS

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

PRESENTATIONS

Chief Willis introduced newly hired Paid Call Firefighters Chris Bustos, Cody Cronk, Jacob Stangl, and William Walthers. An Oath of Office was administered and followed by badge pinning by Chief Willis.

Chief Willis introduced Brian Parham, who promoted from Fire Captain to Battalion Chief. Mrs. Parham and their daughter performed the honor of pinning Battalion Chief

Parham with his new badge, and Chief Willis presented him with a Battalion Chief helmet shield.

Chief Willis announced the Big Bear Fire Department has been recognized as the 2013 Most Fit Fire Department by Fitness Appraisal, Inc. The following personnel obtained the individual Highest Annual Physical Fitness Scores and each was presented with a Certificate of Award:

Jim McDaniel, Engineer

Ricky Seward, Firefighter/Paramedic

Joseph Webb, Apprentice Firefighter/Paramedic – *Most Fit Firefighter 2013*

The following personnel were unable to attend the meeting:

Brian Lambert, Engineer

Luke Wagner, Engineer

Robert Whitmore, Firefighter/Paramedic

Brandon Willis, Firefighter/Paramedic

Chief Willis announced that Big Bear Lake and Big Bear City have been awarded the distinction as 2013 USA Firewise Communities. During a brief Power Point presentation, he stated Firewise Day will be celebrated in conjunction with the Xeriscape Tour on July 20, 2014. Additionally, a California Fire Safe Council grant has been awarded for the Curbside Chipping Program for a two year period.

At the hour of 6:55 p.m., the Authority recessed. At the hour of 6:56 p.m., the Authority reconvened.

DIRECTOR GENERAL ANNOUNCEMENTS

Director Caretto extended his congratulations to the firefighters for their achievements and to the Chief & staff for obtaining a chipping grant award.

Vice Chairman Jahn also extended his congratulations to the firefighters and Battalion Chief Parham, who put a lot of effort into labor negotiations. Chairman Jackowski concurred.

Director Obernolte congratulated the Fire Department for achieving 2013 Most Fit Fire Department and having the Most Fit Firefighter in California.

Chairman Green also expressed his congratulations to the firefighters.

GENERAL PUBLIC COMMENT

None.

CHIEF'S REPORT

Chief Willis reported on the proposed Baldwin Lake Annexation into the CSD for fire and emergency medical services; shift battalion chief testing and promotion of Brian Parham; Apprentice Firefighter/EMT promotion of William Evangelisti; the mailing of Notice and Orders to abate shake shingle roofs; the pre-award phase of the 2014 chipping grant cycle; and quarterly financials.

Received and filed.

CONSENT CALENDAR

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

Motion by Vice Chairman Jahn; seconded by Director Caretto, to approve the Demands, as amended.

Said Motion was approved by the following vote:

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

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

This item was removed from the Consent Calendar for separate discussion.

ITEMS REMOVED FROM THE CONSENT CALENDAR

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

Motion by Vice Chairman Jahn; and seconded by Director Obernolte to approve the meeting Minutes of February 4, 2014, as corrected.

Said Motion was approved by the following vote:

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

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.

Motion by Director Newsome; and seconded by Vice Chairman Jahn, to introduce and waive first reading and pass to public hearing and second reading at the June 3, 2014 meeting an ordinance, as amended, entitled:

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

Utilizing a Power Point presentation, Battalion Chief Maltby spoke about the purpose, rationale, limitations, and some of the significant amendments of the proposed code adoption.

Battalion Chief Maltby addressed the Directors' concerns regarding the following:

Sections 108.1 through 108.7 Appeals Board Established, Requests for Hearing, Hearing Procedures, and Fees and Costs. These sections will be edited with clarifying language regarding the Administrative Committee and an Appeals Board.

Section 403.1 Fire Watch Personnel. This section is also included in the City of Big Bear Lake Special Events/Film permits process.

Section 4906.5 County of San Bernardino Ordinance Relating to Fire Hazards and Hazardous Trees and Fire Access Road Obstructions.

This section will be changed to read: “Notwithstanding anything to the contrary, owners of property located in the unincorporated 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.”

Section 4906.3 c) Exception. This section will be changed to read: “**Exception:** Deciduous, non-native trees and Spruce trees that have all forest litter removed from underneath the base of the tree, the height of pruning can be reduced by 50%.”

Section 4906.3 f) Language was added to this section from previous Board discussion: “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.”

Director Walsh expressed frustration that the original proposal and an email that was distributed with the matrix were vastly different from those in this meeting’s packet making it difficult to compare the documents to ensure all corrections have been made.

Battalion Chief Maltby replied the matrix included only those portions that the Directors expressed concerned with from a previous Board meeting; the documents have only been changed to reflect the Directors’ suggestions; and the matrix in today’s packet was resized to eliminate wasted space and paper so the pages from both documents may not correspond page to page.

Section 5601.2.6 Notification. This section will be changed to read: When blasting is being conducted in the vicinity of gas, electric, water, fire alarm, telephone, telegraph or steam 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.

Director Walsh will email his questions to Chief Willis for his response prior to the June 3, 2014 Board meeting.

Said Motion, with amendments, was approved by the following vote:

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

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.

Chief Willis provided a short Power Point presentation on the Fire Hazard Abatement Program. He reported the Fire District's investment of purchasing I-pads for the field inspectors helped with the program's success in 2013.

Motion by Director Obernolte; and seconded by Director Caretto, to approve Staff's recommendation.

Director Jackowski left the meeting at 7:10 p.m. and returned at 7:12 p.m.

Said Motion was approved by the following vote:

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

FA5. Fiscal Year 2014/15 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.

Chief Willis provided an overview of the budget, which included personal protective equipment, radios, maintenance-buildings and grounds, machinery and equipment, vehicle replacement reserves, and computer equipment reserves in a Power Point presentation. He reported that the Administrative Committee met on April 17, 2014 to review the proposed draft budget, and their recommendation was to present the proposed draft budget before the full Board.

Vice Chairman Jahn left the meeting at 8:25 p.m. and returned at 8:27 p.m.

Director Newsome left the meeting at 8:26 p.m. and returned at 8:33 p.m.

A question and answer session ensued between the Directors and the Fire Chief.

Chief Willis advised Authority budget adoption is scheduled for June 3, 2014, and the Fire District and the Big Bear City Community Services District budget adoption will follow in June. Chief Willis, at Director Obernolte's inquiry, gave a

brief summary from an expense and revenue standpoint of how he planned to integrate the Baldwin Lake Volunteer Fire Department into the Authority.

Motion by Director Caretto; and seconded by Vice Chairman Jahn, to approve Staff's recommendation.

Said Motion was approved by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

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.

Motion by Vice Chairman Jahn; and seconded by Director Caretto, to approve Staff's recommendation.

Said Motion was approved by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

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.

In addition to the Administrative Committee, which is already in place, the Directors discussed the feasibility of creating a Finance Committee for financial oversight. It was determined financial discussions would continue at the Board level at this time, and the Administrative Committee will provide the full Board with a report and recommendation after each meeting.

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

Said Motion was approved by the following vote:

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

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 their respective board 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.

Motion by Director Newsome; and seconded by Director Herrick, to approve Staff's recommendation.

The Motion was debated.

Motion to Substitute by Director Caretto; and seconded by Director Newsome, to table this matter.

Said Motion to Substitute was tabled by the following vote:

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

OLD BUSINESS

None.

COMMITTEE REPORTS

None.

DIRECTORS' CLOSING COMMENTS

Director Walsh suggested displaying future Oaths of Office on the projector screen, when applicable.

Director Obernolte stated that, Robert's Rules of Order aside, the Board still functions exceptionally well as a ten member Board.

ADJOURNMENT

There being no further business to come before the Fire Authority at this session, Chairman Green adjourned the meeting at 9:51 p.m.

Corinne E. Flores, Board Secretary



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA5

MEETING DATE: June 3, 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: PUBLIC HEARING, SECOND READING, AND POSSIBLE ADOPTION OF AN ORDINANCE ADOPTING THE 2013 EDITION OF THE CALIFORNIA FIRE CODE WITH LOCAL AMENDMENTS

BACKGROUND

On April 22, 2014, the Big Bear Fire Authority Board introduced and conducted the first reading of a proposed ordinance to adopt the 2013 California Fire Code with local amendments. During that meeting, the first reading was waived, and it was moved that the ordinance be scheduled for a public hearing, second reading, and adoption at the Fire Authority meeting of June 3, 2014.

The Notices of Public Hearing were published in the Grizzly newspaper on May 14, 2014 and May 21, 2014 in accordance with Government Code Section 6066, which states notice of the public hearing must be published once a week for two successive weeks, with at least five days in between each publication. The first notice must be published at least fourteen days before the hearing date. The date of the hearing should not be included when calculating the fourteen-day period.

After the public hearing and second reading, the Authority Board may adopt the ordinance. After the ordinance has been adopted by the Fire Authority, it will be brought back to the Big Bear City Community Services District Board and the City of Big Bear Lake City Council for ratification. The ordinance will take effect upon its ratification by the jurisdictions.

RECOMMENDATION

Staff recommends the Fire Authority Board conduct a public hearing, second reading of, and adopt attached Ordinance No. BBFA2014-XXX, entitled:

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,

Agenda for June 3, 2014

Public Hearing, Second Reading, and Possible Adoption of an Ordinance Adopting the 2013 Edition of the California Fire Code with Local Amendments

Page 2

MODIFICATIONS, AMENDMENTS, ADDITIONS, DELETIONS, AND EXCEPTIONS;

direct the Fire Chief to present the adopted ordinance to the Big Bear City Community Services District Board and City of Big Bear Lake City Council for ratification; and direct the Board Secretary, upon ratification, to file the findings with the applicable governing agency.

/cef

Attachment 1: Resolution No. BBFA2014-XXX 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

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 May 14, 2014 and May 21, 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	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, a committee of the Big Bear Fire Authority Board of Directors shall serve as an Appeals Board. The Appeals Board 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 Appeals Board 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 Appeals Board, the Secretary of the Board of Directors shall fix the time and place of the hearing which shall be held not less than 10 days nor more than 30 days after the date of the filing of the request for hearing. The Appeals Board 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 Appeals Board 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 Appeals Board 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 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. 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.

(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 of pruning 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 ten (10) days, 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 this 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 the unincorporated portion of the Authority territory that were previously in compliance, shall be excepted from compliance with this Chapter 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



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA6

MEETING DATE: June 3, 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: **ADOPTION OF THE FISCAL YEAR 2014/15 BIG BEAR FIRE AUTHORITY BUDGET**

BACKGROUND

Attached is the Big Bear Fire Authority (“Authority”) proposed Budget for Fiscal Year 2014/15. 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 (\$677,610) in their respective budgets for Fiscal Year 2014/15.

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.

To adopt the budget, the Board must conduct a public hearing and adopt a resolution approving the budget. The attached resolution summarizes the total Appropriated Resources and Appropriated Uses included in the proposed budget.

RECOMMENDATION

Staff recommends the Board conduct a public hearing and adopt the attached resolution adopting the Fiscal Year 2014/15 Budget for the Big Bear Fire Authority.

RESOLUTION NO. BBFA2014-XXX**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT POWERS AUTHORITY, ADOPTING THE BIG BEAR FIRE AUTHORITY APPROVED BUDGET FOR FISCAL YEAR 2014/15**

WHEREAS, the Big Bear Fire Authority exists pursuant to the laws of the state of California and that certain Joint Powers Agreement entered into by and between the Big Bear City Community Services District and the Big Bear Lake Fire Protection District; and

WHEREAS, the Big Bear Fire Authority held a budget conference and a public hearing on the proposed budget.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Big Bear Fire Authority does hereby adopt the approved Fiscal Year 2014/15 Budget for the Big Bear Fire Authority; and

BE IT FURTHER RESOLVED, that the appropriated resources and uses are as follows for the Fiscal Year 2014/15 budget:

Fund	Appropriated Resources	Appropriated Uses
Big Bear Fire Authority	\$1,501,220	\$1,501,220

PASSED, APPROVED AND ADOPTED this __ day of June, 2014.

AYES:

NOES:

ABSENT:

ABSTAIN:

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 resolution, being Resolution 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 June 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 June, 2014.

Corinne E. Flores
Secretary
Big Bear Fire Authority

Big Bear Fire Authority

FY 2014-15 Operating Budget



Adopted June 3, 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 2014-15 all grants will be applied for by the Authority
3382	Misc awards from State	0	0	0	0	0	0	0	%	Beginning FY 2014-15 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%	
Total Revenue		0	220,526	774,310	909,579	950,919	1,501,220	726,910	76.4%	

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
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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)

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
2244	Professional Services - Legal	0	21,534	20,000	50,000	50,000	50,000	30,000	150.0%	
2300	Contractual 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%	
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	%	

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
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 E F G
(A + B - C)

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. FA7

MEETING DATE: June 3, 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: ESTABLISHMENT OF A FIRE CODE APPEALS BOARD

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 became 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.

In recognition of the Authority Board of Directors' desire to retain local control, the 2013 California Fire Code was amended to include provisions for the establishment of an Appeals Board allowing any Fire Code related conflict to be heard and mitigated at the local level.

DISCUSSION

On April 22, 2014, the Fire Authority Board conducted the first reading of the Ordinance adopting the 2013 California Fire Code with Amendments. During that meeting, the first reading was waived, and it was moved that the ordinance be scheduled for a public hearing and second reading on June 3, 2014. At the June 3, 2014 Board meeting, Staff will recommend the Authority Board adopt the ordinance.

Once the ordinance has been adopted, the Authority Board is required to establish an Appeals Board. The ordinance states that a committee of the Authority Board shall serve as the Appeals Board and that the committee shall be comprised of the Chairman of the Authority Board of Directors and four other members of the Board selected by the Chairman.

RECOMMENDATION

Staff recommends the Authority Board establish a committee to serve as the Appeals Board pursuant to Section 108.1 of Ordinance No. BBFA2014-002 adopting the 2013 California Fire Code.