



# Big Bear Fire Authority

**BIG BEAR FIRE AUTHORITY**  
October 8, 2024, Regular Board Meeting  
5:00 p.m.

## **BOARD OF DIRECTORS**

Board Chair Larry Walsh  
Vice Chair Kendi Segovia  
Director Rick Herrick  
Director Perri Melnick  
Director Randall Putz  
Director Bob Rowe  
Director John Russo  
Director Al Ziegler

## **STAFF**

Fire Chief Jeff Willis  
Assistant Chief/Fire Marshal Luke Wagner  
Director of Business Services Kristin Mandolini  
Board Secretary Chardelle Smith  
Authority Counsel Joseph Sanchez  
Assistant Authority Counsel Nicholas Norvell

NOTICE IS HEREBY GIVEN, that a Regular Meeting of the Big Bear Fire Authority will be held on Tuesday, October 8, 2024, at 5:00 p.m. This meeting will be held at the Big Bear Fire Department, Station 281, located at 41090 Big Bear Boulevard, Big Bear Lake, CA; said meeting being called pursuant to Section 54953 of the Government Code of the State of California to consider the following matters:

## **OPEN SESSION**

## **CALL TO ORDER**

## **MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

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

## **ANNOUNCEMENTS & UPCOMING EVENTS**

The Fire Authority's Administrative Office will be closed:

- Monday, November 11, 2024, in observance of Veterans Day and will re-open on Tuesday, November 12, 2024, at 8:00 a.m.

Big Bear Professional Firefighters annual Stachtober is scheduled for Thursday, October 17th, at 5:00 p.m., at the Village Sports Bar. Proceeds will be donated to breast cancer awareness and woman's health in Big Bear Valley.

**PRESENTATIONS**

- Contractual Adjustments Vs. Write-Offs for Ambulance Transport Revenue  
Speaker: Damon Broussard, Cypheron Health
- Hazard Abatement Update  
Speaker: Assistant Chief/Fire Marshal Luke Wagner

**DIRECTORS' GENERAL ANNOUNCEMENTS** – Comments shall pertain to items not on the posted agenda and are limited to three minutes per Authority Member.

**GENERAL PUBLIC COMMENT** - *Members of the public who wish to comment on topics not included on the agenda or comment on agenda items are invited to provide comments. Please note that State law prohibits the Authority from taking action on items not listed on the agenda. There is a three-minute maximum time limit when addressing the Board; this time limit may be shortened by the Chair to accommodate a large number of speakers.*

**CHIEF'S REPORT****FINANCE OFFICER'S REPORT**

Speaker: Kristin Mandolini, Director of Business Services

**FIRE AUTHORITY CONSENT CALENDAR**

- FA1. Approval of Demands – Check Issue Date 05/01/24 through 06/30/2024 in the amount of \$1,728,127.53**
- FA2. Approval of Meeting Minutes from the August 13, 2024, Regular Meeting of the Big Bear Fire Authority.**
- FA3. Receive and File Big Bear Fire Department Monthly Activity Report for April, and May, 2024.**
- FA4. Acknowledge Receipt of Annual Inspection Report for Certain Educational and Residential Structures**

Board consideration to adopt Resolution No. BBFA2024-009 acknowledging receipt of inspection report and designating October of each year as the assigned time for the Board of Directors to receive the annual report for the year.

**ITEMS REMOVED FROM THE CONSENT CALENDAR**

**PUBLIC HEARING**

*Any person can 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.*

**None**

**NEW BUSINESS****BIG BEAR FIRE AUTHORITY DISCUSSION ITEMS****FA5. Reserve Policy**

Board consideration to review and approve the draft reserve policy as presented.

Speaker: Jeff Willis, Fire Chief

**COMMITTEE REPORTS****An Ad Hoc Strategic Planning Committee meeting was held on:**

- September 17, 2024
  - In attendance was Director Melnick, Director Putz, Director Rowe, and Vice Chair Segovia, with ex officio members Glenn Schwartzman and Norman Dykesten.

**A Finance Committee meeting was held on:**

- September 24, 2024
  - In attendance was Director Herrick, Director Rowe, Vice Chair Segovia, and Board Chair Walsh

**DIRECTORS' CLOSING COMMENTS**

**CLOSED SESSION PUBLIC COMMUNICATIONS:** (Any member of the public is entitled to speak on Closed Session Agenda item. If you wish to address any other items listed on the Agenda, you must do so during Open Session.)

**CLOSED SESSION****1. Public Employee Performance Evaluation (Government Code §54957)**

Title: Fire Chief

**2. Conference with Labor Negotiators (Government Code § 54957.6)**

Agency designated representatives: Chair Walsh

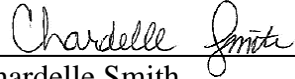
Unrepresented employee: Fire Chief

**3. Public Employee Appointment (Government Code § 54957)**

Title: Fire Chief (hiring process only)

**REPORT FROM CLOSED SESSION****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 3rd day of October, 2024.

  
\_\_\_\_\_  
Chardelle Smith  
Board Secretary

*The Big Bear Fire Authority wishes to make all its public meetings accessible to the public. If you need special assistance to participate in this meeting, please contact Board Secretary Chardelle Smith at 909/866-7566. Notification 48 hours prior to the meeting will enable the Fire Authority to make reasonable arrangements to ensure accessibility to this meeting.*



# BIG BEAR FIRE AUTHORITY AGENDA REPORT

**MEETING DATE:** October 8, 2024

**TO:** Board Chair and Directors of Big Bear Fire Authority

**FROM:** Jeff Willis, Fire Chief *JW*

**SUBJECT:** CHIEF'S REPORT

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## Apparatus

Tower 281 (T-281) was placed into service on August 27<sup>th</sup>. Select personnel and shifts began training on T-281 at the end of July regarding proper operation and limits. At this time, approximately 60% of suppression personnel have received the required in service training and are qualified to operate this new apparatus. In service training will continue till 100% of suppression personnel are qualified for their respective position and responsibility.

On October 30, 2024, there will be a push in ceremony for the new type 1 pierce structure engine. The ceremony will be held at Bear City Fire Station 282, at 10:00 a.m. The community is invited and encouraged to attend.

Delivery date for the new Braun Ambulance is February of 2025.

## Personnel

On July 15, 17, and 18, myself and the assigned Shift Battalion Chief met with all stations and all shifts. Information was shared across all ranks regarding upcoming events, work plans, and items of operational interest. The exchange of information was beneficial for all parties.



# BIG BEAR FIRE AUTHORITY AGENDA REPORT

**MEETING DATE:** October 8, 2024

**TO:** Board Chair and Directors of Big Bear Fire Authority

**FROM:** Jeff Willis, Fire Chief *JW*

**PREPARED BY:** Kristin Mandolini, Director of Business Services *KM*

**SUBJECT:** June 30, 2024 YTD FINANCE REPORT

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## **JUNE YTD FINANCIALS – 100% Through the Year**

### **Big Bear Fire Authority**

#### **Revenues**

- Revenues were at 98% with air transports, ambulance and mutual aid revenues coming in under budget.

#### **Expenses**

- Expenses were at 101% at the close of the year as a result of injury-related overtime costs.

**Big Bear Fire Authority**  
**Operating Budget Variance Report**  
**June 30, 2024**

	<b>Annual Budget</b>	<b>YTD Total</b>	<b>Variance</b>	<b>%</b>
<b><i>Revenue</i></b>				
Property Tax Revenue	12,939,524	13,489,134	549,610	104%
Current Service Charges	5,291,592	4,790,980	(500,612)	91%
Interagency Revenues	1,020,207	652,476	(367,731)	64%
Use of Money and Property	82,306	86,499	4,193	105%
Other Revenue	4,900	9,917	5,017	202%
<b>Total Revenue</b>	<b>19,338,529</b>	<b>19,029,005</b>	<b>(309,524)</b>	<b>98%</b>

<b><i>Expenses</i></b>				
Salaries & Benefits	15,401,670	15,691,947	290,277	102%
Supplies	335,232	313,364	(21,868)	93%
Professional Services	1,047,526	1,047,446	(80)	100%
Maintenance and Equipment	999,821	957,445	(42,376)	96%
Utilities	231,800	214,482	(17,318)	93%
Other Expenditures	707,425	714,602	7,177	101%
<b>Total Expenses</b>	<b>18,723,474</b>	<b>18,939,286</b>	<b>215,812</b>	<b>101%</b>

# Accounts Payable

## Checks by Date - Detail by Check Number

User: kmandolini  
Printed: 10/2/2024 8:17 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	02EDD	California State Employment Development PR Batch 00001.05.2024 State Income Tax PR Batch 00001.05.2024 State Unemployment I	05/07/2024 PR Batch 00001.05.2024 Stat PR Batch 00001.05.2024 Stat	17,832.12 91.23
Total for this ACH Check for Vendor 02EDD:				17,923.35
ACH	IRS	Department Of Treasury PR Batch 00001.05.2024 Federal Income Tax PR Batch 00001.05.2024 Medicare PR Batch 00001.05.2024 Medicare Employer	05/07/2024 PR Batch 00001.05.2024 Fed PR Batch 00001.05.2024 Med PR Batch 00001.05.2024 Med	45,522.06 4,835.42 4,835.42
Total for this ACH Check for Vendor IRS:				55,192.90
ACH	02EDD	California State Employment Development PR Batch 00001.06.2024 State Income Tax PR Batch 00001.06.2024 State Unemployment I	06/10/2024 PR Batch 00001.06.2024 Stat PR Batch 00001.06.2024 Stat	17,811.42 345.26
Total for this ACH Check for Vendor 02EDD:				18,156.68
ACH	IRS	Department Of Treasury PR Batch 00001.06.2024 Medicare PR Batch 00001.06.2024 Federal Income Tax PR Batch 00001.06.2024 Medicare Employer	06/10/2024 PR Batch 00001.06.2024 Med PR Batch 00001.06.2024 Fed PR Batch 00001.06.2024 Med	4,953.36 44,625.78 4,953.36
Total for this ACH Check for Vendor IRS:				54,532.50
ACH	EaglM 8May2024k	Michael Scott Eagleson April 2024 Board Stipends	05/08/2024	390.00
Total for this ACH Check for Vendor EaglM:				390.00
ACH	Melnick 8May24m	Perri Melnick April 2024 Board Stipends	05/08/2024	260.00
Total for this ACH Check for Vendor Melnick:				260.00
ACH	PutzR 8May24n	Randall Putz April 2024 Board Stipends	05/08/2024	520.00
Total for this ACH Check for Vendor PutzR:				520.00
ACH	SegoK 8May24q	Kendi Segovia April 2024 Board Stipends	05/08/2024	260.00
Total for this ACH Check for Vendor SegoK:				260.00
ACH	EaglM June112024a	Michael Scott Eagleson May 2024 BBFA Board Stipend	06/13/2024	130.00
Total for this ACH Check for Vendor EaglM:				130.00
ACH	PutzR	Randall Putz	06/13/2024	



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	June112024b	May 2024 BBFA Board Stipend		130.00
			Total for this ACH Check for Vendor PutzR:	130.00
ACH	SegoK June112024d	Kendi Segovia May 2024 BBFA Board Stipend	06/13/2024	130.00
			Total for this ACH Check for Vendor SegoK:	130.00
ACH	02EDD	California State Employment Development PR Batch 00002.06.2024 State Unemployment I PR Batch 00002.06.2024 State Income Tax	06/18/2024 PR Batch 00002.06.2024 Stat PR Batch 00002.06.2024 Stat	284.37 17,339.14
			Total for this ACH Check for Vendor 02EDD:	17,623.51
ACH	IRS	Department Of Treasury PR Batch 00002.06.2024 Medicare Employer PR Batch 00002.06.2024 Medicare PR Batch 00002.06.2024 Federal Income Tax	06/18/2024 PR Batch 00002.06.2024 Med PR Batch 00002.06.2024 Med PR Batch 00002.06.2024 Fed	4,836.65 4,836.65 43,479.62
			Total for this ACH Check for Vendor IRS:	53,152.92
ACH	EaglM 20June2024	Michael Scott Eagleson June 2024 Board Stipend	06/24/2024	130.00
			Total for this ACH Check for Vendor EaglM:	130.00
ACH	Melnick 20June2024b	Perri Melnick June 2024 Board Stipend	06/24/2024	130.00
			Total for this ACH Check for Vendor Melnick:	130.00
ACH	PutzR 20JUNE2024c	Randall Putz June 2024 Board Stipend	06/24/2024	130.00
			Total for this ACH Check for Vendor PutzR:	130.00
ACH	SegoK 20JUNE2024F	Kendi Segovia June 2024 Board Stipend	06/24/2024	130.00
			Total for this ACH Check for Vendor SegoK:	130.00
ACH	02EDD	California State Employment Development PR Batch 00002.05.2024 State Income Tax PR Batch 00002.05.2024 State Unemployment I	05/23/2024 PR Batch 00002.05.2024 Stat PR Batch 00002.05.2024 Stat	16,000.54 96.77
			Total for this ACH Check for Vendor 02EDD:	16,097.31
ACH	IRS	Department Of Treasury PR Batch 00002.05.2024 Federal Income Tax PR Batch 00002.05.2024 Medicare PR Batch 00002.05.2024 Medicare Employer	05/23/2024 PR Batch 00002.05.2024 Fed PR Batch 00002.05.2024 Med PR Batch 00002.05.2024 Med	40,255.42 4,589.62 4,589.62
			Total for this ACH Check for Vendor IRS:	49,434.66
ACH	WinsL APR-JUNE24	Scanner 1 FS 284 Rent April-June 2024	06/27/2024	9,230.96
			Total for this ACH Check for Vendor WinsL:	9,230.96
ACH	Melnick May302024p	Perri Melnick May 2024 FPD Board Stipend	05/30/2024	100.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor Melnick:				100.00
ACH	PutzR May302024q	Randall Putz May 2024 FPD Board Stipend	05/30/2024	100.00
Total for this ACH Check for Vendor PutzR:				100.00
ACH	SegoK May302024q	Kendi Segovia May 2024 FPD Board Stipend	05/30/2024	100.00
Total for this ACH Check for Vendor SegoK:				100.00
16483	AmeriFid	American Fidelity Assurance	05/07/2024	
		PR Batch 00001.05.2024 Am Fidelity After Tax	PR Batch 00001.05.2024 Am	391.59
		PR Batch 00001.05.2024 Life Ins Flight	PR Batch 00001.05.2024 Life	106.04
		PR Batch 00001.05.2024 Long & Short Term Di	PR Batch 00001.05.2024 Lon	355.34
		PR Batch 00002.04.2024 Am Fidelity Pre Tax	PR Batch 00002.04.2024 Am	188.44
		PR Batch 00002.04.2024 Am Fidelity After Tax	PR Batch 00002.04.2024 Am	391.59
		PR Batch 00001.05.2024 Am Fidelity Pre Tax	PR Batch 00001.05.2024 Am	188.44
Total for Check Number 16483:				1,621.44
16484	InterP	Ameriflex	05/07/2024	
		PR Batch 00001.04.2024 Interflex FSA	PR Batch 00001.04.2024 Inter	399.99
		PR Batch 00001.05.2024 Interflex FSA	PR Batch 00001.05.2024 Inter	399.99
		PR Batch 00001.03.2024 Interflex FSA	PR Batch 00001.03.2024 Inter	399.99
		PR Batch 00002.04.2024 Interflex FSA	PR Batch 00002.04.2024 Inter	399.99
	April2024ADJ	April Interflex FSA Adjustment		514.90
	March2024ADJ	March Interflex FSA Adjustment		698.99
Total for Check Number 16484:				2,813.85
16485	Ameritas	Ameritas Life Insurance Corp	05/07/2024	
		PR Batch 00001.05.2024 Vision ER	PR Batch 00001.05.2024 Visi	1,151.16
	May Vision ADJ	MAY 24 Vision Adjustment		-143.20
Total for Check Number 16485:				1,007.96
16486	Ameritas	Ameritas Life Insurance Corp	05/07/2024	
		PR Batch 00001.05.2024 Dental ER	PR Batch 00001.05.2024 Den	7,144.64
	May Dental ADJ	MAY 24 Dental Adjustment		-757.76
Total for Check Number 16486:				6,386.88
16487	ColonLif	Colonial Life & Accident Insurance Compa	05/07/2024	
		PR Batch 00001.04.2024 Colonial Life Pre Tax	PR Batch 00001.04.2024 Col	524.04
		PR Batch 00002.04.2024 Colonial Life After Tax	PR Batch 00002.04.2024 Col	935.53
		PR Batch 00002.04.2024 Colonial Life Pre Tax	PR Batch 00002.04.2024 Col	524.04
		PR Batch 00001.04.2024 Colonial Life After Tax	PR Batch 00001.04.2024 Col	935.53
Total for Check Number 16487:				2,919.14
16488	02FranTx	Franchise Tax Board	05/07/2024	
		PR Batch 00001.05.2024 California Tax Disburs	PR Batch 00001.05.2024 Cali	300.00
Total for Check Number 16488:				300.00
16489	IAFF	IAFF-MERP	05/07/2024	
		PR Batch 00002.04.2024 Medical Expense Reim	PR Batch 00002.04.2024 Med	1,125.00
		PR Batch 00001.04.2024 Medical Expense Reim	PR Batch 00001.04.2024 Med	1,125.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16489:	2,250.00
16490	Kaiser	Public Agency Coalition Enterprise. ATTN	05/07/2024	
		PR Batch 00001.05.2024 Health ER Kaiser	PR Batch 00001.05.2024 Hea	13,165.75
	MAY Adjust	May 2024 Adjustment		-385.45
			Total for Check Number 16490:	12,780.30
16491	Keenan	Keenan & Associates	05/07/2024	
		PR Batch 00001.05.2024 Health ER EPO	PR Batch 00001.05.2024 Hea	85,693.97
	May 24 ADJ	May 2024 Adjustment		9,854.81
			Total for Check Number 16491:	95,548.78
16492	Lincoln	Lincoln National Life Insurance Co (5H-26	05/07/2024	
		PR Batch 00001.05.2024 Lincoln 457 Percentag	PR Batch 00001.05.2024 Linc	672.52
		PR Batch 00001.05.2024 Lincoln Roth Flat Amc	PR Batch 00001.05.2024 Linc	75.00
		PR Batch 00001.05.2024 Lincoln 457 Flat Amou	PR Batch 00001.05.2024 Linc	400.00
			Total for Check Number 16492:	1,147.52
16493	MidAmeri	MidAmerica Admin & Retirement Solution	05/07/2024	
		PR Batch 00001.05.2024 Apple 457 Paid Call Pa	PR Batch 00001.05.2024 App	663.84
			Total for Check Number 16493:	663.84
16494	NatRetSo	Nationwide Retirement Solution	05/07/2024	
		PR Batch 00001.05.2024 Nationwide Roth Perce	PR Batch 00001.05.2024 Nati	338.42
		PR Batch 00001.05.2024 Nationwide Flat Amou	PR Batch 00001.05.2024 Nati	2,210.00
		PR Batch 00001.05.2024 Nationwide Roth Flat	PR Batch 00001.05.2024 Nati	110.00
		PR Batch 00001.05.2024 Nationwide Percentage	PR Batch 00001.05.2024 Nati	6,583.70
			Total for Check Number 16494:	9,242.12
16495	SBCProFF	San Bernardino County Professional Firefig	05/07/2024	
		PR Batch 00001.05.2024 Union Dues Local 935	PR Batch 00001.05.2024 Uni	2,826.60
			Total for Check Number 16495:	2,826.60
16496	ReliStan	Reliance Standard Life Insurance Co.	05/07/2024	
		PR Batch 00001.05.2024 Life and AD and D ER	PR Batch 00001.05.2024 Life	650.00
		PR Batch 00001.05.2024 Short Term Disability	PR Batch 00001.05.2024 Sho	1,119.70
		PR Batch 00001.05.2024 Long Term Disability	PR Batch 00001.05.2024 Lon	769.47
	May Adjustment	May 2024 Adjustment		235.50
			Total for Check Number 16496:	2,774.67
16497	SBCERA	SBC Employees' Retirement Association	05/07/2024	
		PR Batch 00001.05.2024 Survivor SBCERA Em	PR Batch 00001.05.2024 Surv	18.40
		PR Batch 00001.05.2024 SBCERA EE Adjustme	PR Batch 00001.05.2024 SBC	337.42
		PR Batch 00001.05.2024 Survivor SBCERA ER	PR Batch 00001.05.2024 Surv	18.40
		PR Batch 00001.05.2024 SBCERA EE Safety Ti	PR Batch 00001.05.2024 SBC	13,249.59
		PR Batch 00001.05.2024 SBCERA ER Contribu	PR Batch 00001.05.2024 SBC	104,831.99
		PR Batch 00001.05.2024 SBCERA EE Tier 2	PR Batch 00001.05.2024 SBC	16,829.40
		PR Batch 00001.05.2024 SBCERA ER Cont. T2	PR Batch 00001.05.2024 SBC	7,478.05
			Total for Check Number 16497:	142,763.25
16498	Texas	Texas Life Insurance Company	05/07/2024	
		PR Batch 00002.04.2024 Texas Life Ins Post Tax	PR Batch 00002.04.2024 Tex	161.99
		PR Batch 00001.05.2024 Texas Life Ins Post Tax	PR Batch 00001.05.2024 Tex	161.99

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16498:	323.98
16499	ZieglerA 8May24s	Al Ziegler April 2024 Board Stipends	05/08/2024	260.00
			Total for Check Number 16499:	260.00
16500	AlexM 8May24e	Alex Marshall Transfer Meal Reimbursement	05/08/2024	12.40
			Total for Check Number 16500:	12.40
16501	AmazNew 1N4D-HKLL-FH3R	Amazon Capital Services Office Supplies	05/08/2024	177.69
			Total for Check Number 16501:	177.69
16502	55BBCSD April24StateB	Big Bear City CSD FS283 Dumpster Service	05/08/2024	197.42
			Total for Check Number 16502:	197.42
16503	55BBCSD April24StateC	Big Bear City CSD FS282 Dumpster Service	05/08/2024	306.04
			Total for Check Number 16503:	306.04
16504	55BBCSD April24StateA	Big Bear City CSD TC Dumpster Service	05/08/2024	197.42
			Total for Check Number 16504:	197.42
16505	Bound April24StateJ	Bound Tree Medical, LLC Medical Supplies Restock	05/08/2024	1,925.86
			Total for Check Number 16505:	1,925.86
16506	MeleB 8May24f 8May24g 8May24h 8May24i	Brittany Melendez Transfer Meal Reimbursement Transfer Meal Reimbursement Transfer Meal Reimbursement Transfer Meal Reimbursement	05/08/2024	12.98 13.20 11.26 15.41
			Total for Check Number 16506:	52.85
16507	caltool April24StatD	CTWS LLC FS282 Oxygen	05/08/2024	435.58
			Total for Check Number 16507:	435.58
16508	caltool April24StatE	CTWS LLC FS281 Oxygen	05/08/2024	810.51
			Total for Check Number 16508:	810.51
16509	DeFoR 8May24b 8May24c	Robert DeFoe Transfer Meal Reimbursement Transfer Meal Reimbursement	05/08/2024	17.82 27.90
			Total for Check Number 16509:	45.72
16510	Duthie	Duthie Power Services	05/08/2024	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	S127028	FS281 Generator Repair		1,612.95
			Total for Check Number 16510:	1,612.95
16511	EnriqR 8May24a	Rickie Enriquez Transfer Meal Reimbursement	05/08/2024	11.26
			Total for Check Number 16511:	11.26
16512	MountWat 94624-5386	Mountain Water Company LLC Bottled Water Service	05/08/2024	72.00
			Total for Check Number 16512:	72.00
16513	Frontier April24StateK	Frontier Communications FS282 Aux Blg Phone Service	05/08/2024	76.68
			Total for Check Number 16513:	76.68
16514	Frontier April24StateM	Frontier Communications FS283 Phone Service	05/08/2024	237.54
			Total for Check Number 16514:	237.54
16515	Frontier April24StateN	Frontier Communications FS281 Fax Line	05/08/2024	67.88
			Total for Check Number 16515:	67.88
16516	Frontier April24StateL	Frontier Communications FS282 Phone Service	05/08/2024	76.84
			Total for Check Number 16516:	76.84
16517	GinosT 233547	Gino's Tire and Auto Fleet Maintenance	05/08/2024	60.00
			Total for Check Number 16517:	60.00
16518	ForrJ 8May24	Jake Forrester Transfer Meal Reimbursement	05/08/2024	15.93
			Total for Check Number 16518:	15.93
16519	RussoJ 8May24p	John J Russo April 2024 Board Stipends	05/08/2024	260.00
			Total for Check Number 16519:	260.00
16520	EaglIT April24StateG	Kai Tires INC Fleet Maintenance	05/08/2024	6,024.32
			Total for Check Number 16520:	6,024.32
16521	Lance 62817	Lance, Soll & Lunghard, LLP Professional Services	05/08/2024	1,570.00
			Total for Check Number 16521:	1,570.00
16522	WalshLa 8May24r	Larry Walsh April 2024 Board Stipends	05/08/2024	260.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16522:	260.00
16523	LifeAssi April24StateF	Life Assist Inc Medical Supplies Restock	05/08/2024	2,883.14
			Total for Check Number 16523:	2,883.14
16524	DIY April24State	Lumber City Corp Hardware Supplies	05/08/2024	1,097.72
			Total for Check Number 16524:	1,097.72
16525	M&MMech April24StateH	M&M Mechanical Services Inc. HVAC Service FS281,282,283	05/08/2024	960.00
			Total for Check Number 16525:	960.00
16526	MissLin April24StateI	Mission Linen Supply Shop Linen Service	05/08/2024	161.85
			Total for Check Number 16526:	161.85
16527	CounTeam INV100164	Nancy K. Bohl Inc Employee Support Services	05/08/2024	500.00
			Total for Check Number 16527:	500.00
16528	CounTeam INV100119	Nancy K. Bohl Inc Employee Support Services	05/08/2024	600.00
			Total for Check Number 16528:	600.00
16529	NAPA BB April24StateO April24StateO	NAPA Auto Parts Fleet Maintenance Building Maintenance	05/08/2024	599.72 14.11
			Total for Check Number 16529:	613.83
16530	KBHR 1440004327	Parallel Broadcasting Inc Radio Public Service Messaging	05/08/2024	231.40
			Total for Check Number 16530:	231.40
16531	Butc April24StateP	Pinon Enterprises INC Building/Facility Supplies	05/08/2024	47.09
			Total for Check Number 16531:	47.09
16532	Pruetts 55555	Scott D Vann Pruetts Precision Alignment Fleet Maintenance	05/08/2024	219.00
			Total for Check Number 16532:	219.00
16533	MountBev 29372	Randy J. Spitz Beverage Services/Supplies	05/08/2024	99.00
			Total for Check Number 16533:	99.00
16534	HerrR 8May2024I	Rick Herrick April 2024 Board Stipends	05/08/2024	260.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16534:	260.00
16535	RRowe 8May24o	Robert Rowe April 2024 Board Stipends	05/08/2024	390.00
			Total for Check Number 16535:	390.00
16536	Stryker 9206019435	Stryker Sales, LLC EMS Equipment Maintenance	05/08/2024	2,298.65
			Total for Check Number 16536:	2,298.65
16537	Stryker 9206016746	Stryker Sales, LLC EMS Equipment Maintenance	05/08/2024	75.71
			Total for Check Number 16537:	75.71
16538	NAPA April24StateQ April24StateQ	Superior Automotive Warehouse Fleet Maintenance Fleet Maintenance	05/08/2024	1,725.67 -1,104.04
			Total for Check Number 16538:	621.63
16539	MoreTad 8May24j	Tad Morelock Div Chief's Meeting Reimbursement	05/08/2024	618.41
			Total for Check Number 16539:	618.41
16540	TGuyon 8May24d	Tyler Guyon Transfer Meal Reimbursement	05/08/2024	30.00
			Total for Check Number 16540:	30.00
16541	Stannp 38314-20240516-	Stannp.com Prevention Letter Mailing	05/16/2024	20,764.41
			Total for Check Number 16541:	20,764.41
16542	ADoor 88079	A Door Co. Door Repair FS284	05/21/2024	700.00
			Total for Check Number 16542:	700.00
16543	ATT 287328242433X05	AT&T Long Distance Phone Service	05/21/2024	203.06
			Total for Check Number 16543:	203.06
16544	AutoZone 3646 3646 3646	AutoZone Building Maintenance Fleet Maintenance Fleet Maintenance	05/21/2024	90.94 64.09 40.93
			Total for Check Number 16544:	195.96
16545	BVElect April2024A	Bear Valley Electric Service Inc. Moonridge FS Electric Service	05/21/2024	64.48
			Total for Check Number 16545:	64.48
16546	BidwellJ 20MAY24c	Jonathan Bidwell EMT-P Reverification Reimbursement	05/21/2024	70.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	20MAY24d	Paramedic License Renewal Reimbursement		250.00
			Total for Check Number 16546:	320.00
16547	55BBCSD APR24Statea	Big Bear City CSD FS282 Water Service	05/21/2024	894.12
			Total for Check Number 16547:	894.12
16548	55BBCSD APR24State	Big Bear City CSD FS282 Aux Bldg Water Service	05/21/2024	379.32
			Total for Check Number 16548:	379.32
16549	Grizzly APR24StateA	Big Bear Grizzly Big Bear Now & Employment Ad	05/21/2024	433.50
			Total for Check Number 16549:	433.50
16550	BBUrgent 3259	Big Bear Urgent Care New Employee Physical	05/21/2024	592.00
			Total for Check Number 16550:	592.00
16551	BCarp 20MAY24g	Brandon Carpenter Transfer Meal Reimbursement	05/21/2024	11.26
			Total for Check Number 16551:	11.26
16552	JPIARegi 20MAY24J 20MAY24J 20MAY24J 20MAY24J	California JPIA Annual Liab/WC Prog Pmt FY23/24 Annual Liab/WC Prog Pmt FY23/24 Annual Liab/WC Prog Pmt FY23/24 Annual Liab/WC Prog Pmt FY23/24	05/21/2024	49,377.94 16,458.32 3,371.19 10,113.55
			Total for Check Number 16552:	79,321.00
16553	DiazC 20MAY24e 20MAY24i	Cesar Diaz Transfer Meal Reimbursement Transfer Meal Reimbursement	05/21/2024	15.00 18.12
			Total for Check Number 16553:	33.12
16554	Charter 170438301050124	Charter Communications FS283 Enterprise TV	05/21/2024	141.26
			Total for Check Number 16554:	141.26
16555	Charter 170407201050124	Charter Communications FS281 Enterprise TV	05/21/2024	139.17
			Total for Check Number 16555:	139.17
16556	Charter 170410601050124	Charter Communications FS281 Enterprise Internet/Voice	05/21/2024	488.78
			Total for Check Number 16556:	488.78
16557	Charter 170410501050124	Charter Communications FS282 Enterprise Internet/Voice	05/21/2024	488.78
			Total for Check Number 16557:	488.78



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
16558	Charter 170412201050124	Charter Communications FS281 Enterprise Internet	05/21/2024	1,374.00
Total for Check Number 16558:				1,374.00
16559	DataT 165192	Citation / Permits Processing Center Contractual Services	05/21/2024	415.64
Total for Check Number 16559:				415.64
16560	CompAir 00042890	Compressed Air Specialties Inc FS282 Annual Air Compressor Service	05/21/2024	1,678.17
Total for Check Number 16560:				1,678.17
16561	CompAir 00042889	Compressed Air Specialties Inc FS281 Annual Air Compressor Service	05/21/2024	1,705.03
Total for Check Number 16561:				1,705.03
16562	CompAir 00042908	Compressed Air Specialties Inc FS282 Air Compressor Repair	05/21/2024	774.69
Total for Check Number 16562:				774.69
16563	ConnPump 281155	Connelly Pumping Services, LLC FS284 Holding Tank Pumping Service	05/21/2024	200.00
Total for Check Number 16563:				200.00
16564	52Confir 2024-074 2024-074	Consolidated Fire Agencies ISO Radio/Pager Service ISO Radio/Pager Service	05/21/2024	10,849.95 3,616.65
Total for Check Number 16564:				14,466.60
16565	DeFoR 20MAY24b	Robert DeFoe Transfer Meal Reimbursement	05/21/2024	15.00
Total for Check Number 16565:				15.00
16566	EnriqR 20MAY24	Rickie Enriquez Transfer Meal Reimbursement	05/21/2024	30.00
Total for Check Number 16566:				30.00
16567	GinosT 233747	Gino's Tire and Auto Fleet Maintenance MA281A (0162)	05/21/2024	30.00
Total for Check Number 16567:				30.00
16568	GlobStar 70475219	Globalstar INC and Subsidiary Satellite Phone Service	05/21/2024	132.97
Total for Check Number 16568:				132.97
16569	ForrJ 20MAY24h	Jake Forrester Transfer Meal Reimbursement	05/21/2024	17.14
Total for Check Number 16569:				17.14
16570	MounTrop 20240062	Mountain Trophy & Pro Shop Employee Appreciation/Plaques	05/21/2024	423.46

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16570:	423.46
16571	CounTeam INV100303	Nancy K. Bohl Inc Employee Support Services	05/21/2024	300.00
			Total for Check Number 16571:	300.00
16572	Popeyes 20MAY24k	Popeyes Platinum Plumbing Citation Refund/Duplicate Pmt	05/21/2024	201.41
			Total for Check Number 16572:	201.41
16573	PsyCons 527186	Psychological Consulting Associates, Inc Professional Services	05/21/2024	2,200.00
			Total for Check Number 16573:	2,200.00
16574	Haupt APR24StateB	Ralph W. Haupt INC Fuel	05/21/2024	89.43
			Total for Check Number 16574:	89.43
16575	MountBev 29377	Randy J. Spitz Beverage Service/Supplies	05/21/2024	152.27
			Total for Check Number 16575:	152.27
16576	SBCFuel FLT23/24-157 FLT23/24-157	San Bernardino County - Fleet Managemen Fuel Fuel	05/21/2024	4,681.50 4,471.38
			Total for Check Number 16576:	9,152.88
16577	Showtime 22522	Showtime Custom Coach Fleet Maintenance MA9227	05/21/2024	9,954.54
			Total for Check Number 16577:	9,954.54
16578	HotSpots 4348415	South Coast AQMD AQMD Fee July 2023 - Jun 2024	05/21/2024	161.81
			Total for Check Number 16578:	161.81
16579	TGuyon 20MAY24a	Tyler Guyon Transfer Meal Reimbursement	05/21/2024	15.00
			Total for Check Number 16579:	15.00
16580	VictMoto 709004	Victorville Motors Fleet Maintenance MA 1520353	05/21/2024	16,274.30
			Total for Check Number 16580:	16,274.30
16581	02FranTx	Franchise Tax Board PR Batch 00002.05.2024 California Tax Disburs	05/23/2024 PR Batch 00002.05.2024 Cali	300.00
			Total for Check Number 16581:	300.00
16582	Lincoln	Lincoln National Life Insurance Co (5H-26 PR Batch 00002.05.2024 Lincoln 457 Flat Amou PR Batch 00002.05.2024 Lincoln Roth Flat Amo PR Batch 00002.05.2024 Lincoln 457 Percentag	05/23/2024 PR Batch 00002.05.2024 Linc PR Batch 00002.05.2024 Linc PR Batch 00002.05.2024 Linc	400.00 75.00 560.01

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 16582:				1,035.01
16583	MidAmeri	MidAmerica Admin & Retirement Solution PR Batch 00002.05.2024 Apple 457 Paid Call P	05/23/2024 PR Batch 00002.05.2024 App	500.68
Total for Check Number 16583:				500.68
16584	NatRetSo	Nationwide Retirement Solution PR Batch 00002.05.2024 Nationwide Flat Amou PR Batch 00002.05.2024 Nationwide Roth Flat PR Batch 00002.05.2024 Nationwide Percentage PR Batch 00002.05.2024 Nationwide Roth Perce	05/23/2024 PR Batch 00002.05.2024 Nati PR Batch 00002.05.2024 Nati PR Batch 00002.05.2024 Nati PR Batch 00002.05.2024 Nati	2,610.00 110.00 5,999.84 529.78
Total for Check Number 16584:				9,249.62
16585	SBCProFF	San Bernardino County Professional Firefig PR Batch 00002.05.2024 Union Dues Local 935	05/23/2024 PR Batch 00002.05.2024 Unic	2,826.60
Total for Check Number 16585:				2,826.60
16586	SBCERA	SBC Employees' Retirement Association PR Batch 00002.05.2024 SBCERA EE Adjustme PR Batch 00002.05.2024 Survivor SBCERA ER PR Batch 00002.05.2024 SBCERA ER Contribu PR Batch 00002.05.2024 SBCERA EE Safety Ti PR Batch 00002.05.2024 SBCERA EE Tier 2 PR Batch 00002.05.2024 Survivor SBCERA Em PR Batch 00002.05.2024 SBCERA ER Cont. T2	05/23/2024 PR Batch 00002.05.2024 SBC PR Batch 00002.05.2024 Surv PR Batch 00002.05.2024 SBC PR Batch 00002.05.2024 SBC PR Batch 00002.05.2024 SBC PR Batch 00002.05.2024 SBC PR Batch 00002.05.2024 SBC	337.42 21.16 103,461.07 12,933.18 16,822.13 21.16 7,478.05
Total for Check Number 16586:				141,074.17
16587	USBank	US Bank Corporate Payment Systems April2024CALCRD Mutual Aid Travel/Div Chief's Meeting April2024CALCRD Uniforms/Boots/Embroidery April2024CALCRD Board Meetings/Chief's Meeting April2024CALCRD General Household April2024CALCRD Mutual Aid Fuel/Div Chief's Meeting April2024CALCRD Software/Other Peripherals April2024CALCRD Stamps.com April2024CALCRD Training/License Renewals April2024CALCRD Office Supplies April2024CALCRD Memberships/Publications April2024CALCRD Equipment Maintenance April2024CALCRD Fleet Maintenance April2024CALCRD Building Maintenance April2024CALCRD OnStar	05/28/2024	1,667.92 935.40 487.55 746.83 64.08 1,412.97 29.99 971.56 34.05 278.00 721.32 1,185.74 3,060.56 49.99
Total for Check Number 16587:				11,645.96
16588	2Hot 7995	2 HotUniforms, Inc Uniforms	05/30/2024	816.69
Total for Check Number 16588:				816.69
16589	2Hot 7994	2 HotUniforms, Inc Uniforms	05/30/2024	1,049.44
Total for Check Number 16589:				1,049.44
16590	AlexM May302024g	Alex Marshall Transfer Meal Reimbursement	05/30/2024	20.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16590:	20.00
16591	AllStar 256035	All Star Fire Equipment Equipment	05/30/2024	487.72
			Total for Check Number 16591:	487.72
16592	AllStar 255934	All Star Fire Equipment Equipment	05/30/2024	1,319.40
			Total for Check Number 16592:	1,319.40
16593	Aspire May302024R	Aspire General Insurance Company Fleet Maintenance	05/30/2024	2,713.88
			Total for Check Number 16593:	2,713.88
16594	BadBear 52433	Bad Bear Sportswear Uniform Embroidery	05/30/2024	142.23
			Total for Check Number 16594:	142.23
16595	BVElect May24State	Bear Valley Electric Service Inc. FS282 Aux Bldg Electric Service	05/30/2024	125.45
			Total for Check Number 16595:	125.45
16596	BVElect May24StateB	Bear Valley Electric Service Inc. FS283 Electric Service	05/30/2024	360.82
			Total for Check Number 16596:	360.82
16597	BVElect May24StateC	Bear Valley Electric Service Inc. FS285 Electric Service	05/30/2024	383.12
			Total for Check Number 16597:	383.12
16598	BVElect May24StateA	Bear Valley Electric Service Inc. FS282 Electric Service	05/30/2024	1,169.20
			Total for Check Number 16598:	1,169.20
16599	BBK May302024B	Best Best & Krieger General Matters & Correspondence	05/30/2024	6,878.40
			Total for Check Number 16599:	6,878.40
16600	BBK May302024C	Best Best & Krieger General Matters & Correspondence	05/30/2024	1,669.50
			Total for Check Number 16600:	1,669.50
16601	BBK May302024	Best Best & Krieger General Matters & Correspondence	05/30/2024	2,119.00
			Total for Check Number 16601:	2,119.00
16602	BBK May302024A	Best Best & Krieger General Matters & Correspondence	05/30/2024	619.40
			Total for Check Number 16602:	619.40

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
16603	55BBCSD 28	Big Bear City CSD TC Electric Service	05/30/2024	377.39
Total for Check Number 16603:				377.39
16604	BCarp May302024e	Brandon Carpenter Transfer Meal Reimbursement	05/30/2024	15.09
Total for Check Number 16604:				15.09
16605	MeleB May302024j May302024k May302024l May302024m May302024n	Brittany Melendez Transfer Meal Reimbursement Transfer Meal Reimbursement Transfer Meal Reimbursement Transfer Meal Reimbursement Transfer Meal Reimbursement	05/30/2024	12.50 13.20 15.00 13.20 12.50
Total for Check Number 16605:				66.40
16606	DiazC May302024i	Cesar Diaz Transfer Meal Reimbursement	05/30/2024	21.95
Total for Check Number 16606:				21.95
16607	Charter May24StateM	Charter Communications FS281 Enterprise Internet/Voice	05/30/2024	159.97
Total for Check Number 16607:				159.97
16608	Charter May24StateN	Charter Communications Control Acct/Enterprise Services	05/30/2024	600.09
Total for Check Number 16608:				600.09
16609	CarQuest MAY24StateL	CJTK LLC Fleet Maintenance	05/30/2024	27.47
Total for Check Number 16609:				27.47
16610	Cypher C-24-132174	Cypheron Healthcare Solutions Ambulance Billing Service	05/30/2024	11,821.24
Total for Check Number 16610:				11,821.24
16611	DLL 82685044	De Lage Landen Financial Services, INC Office Copier Lease	05/30/2024	610.70
Total for Check Number 16611:				610.70
16612	VictorV AHA004	Victor Valley College District Foundation, I ACLS/BLS Instructor Training	05/30/2024	1,100.00
Total for Check Number 16612:				1,100.00
16613	EnriqR May302024f	Rickie Enriquez Transfer Meal Reimbursement	05/30/2024	15.14
Total for Check Number 16613:				15.14
16614	Ianlakin May302024h	Ian Lakin Transfer Meal Reimbursement	05/30/2024	20.63

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16614:	20.63
16615	Image200 61185a	Image 2000 Copier Toner/Lease	05/30/2024	19.33
			Total for Check Number 16615:	19.33
16616	Kimbro 61237	Jerry Kimbro FS282 Repairs	05/30/2024	363.35
			Total for Check Number 16616:	363.35
16617	NFPASubs May302024S	NFPA NFPA Membership ID#2647633	05/30/2024	175.00
			Total for Check Number 16617:	175.00
16618	Butc May24StateO May24StateO	Pinon Enterprises INC Building Maintenance Fleet Maintenance	05/30/2024	50.92 20.02
			Total for Check Number 16618:	70.94
16619	MountBev 29385	Randy J. Spitz Berverage Service/Supplies	05/30/2024	153.00
			Total for Check Number 16619:	153.00
16620	HerrR May302024o	Rick Herrick May 2024 FPD Board Stipend	05/30/2024	100.00
			Total for Check Number 16620:	100.00
16621	SWGAs May24StateD	Southwest Gas Corporation Moonridge FS Natural Gas Service	05/30/2024	108.70
			Total for Check Number 16621:	108.70
16622	SWGAs May24StateH	Southwest Gas Corporation Training Center #C Natural Gas Service	05/30/2024	37.14
			Total for Check Number 16622:	37.14
16623	SWGAs May24StateU	Southwest Gas Corporation FS283 FS Natural Gas Service	05/30/2024	152.23
			Total for Check Number 16623:	152.23
16624	SWGAs May24StateI	Southwest Gas Corporation FS282 Natural Gas Service	05/30/2024	369.78
			Total for Check Number 16624:	369.78
16625	SWGAs May24StateF	Southwest Gas Corporation FS281 Natural Gas Service	05/30/2024	822.19
			Total for Check Number 16625:	822.19
16626	SWGAs May24StateG	Southwest Gas Corporation Training Center #B Natural Gas Service	05/30/2024	11.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16626:	11.00
16627	SWGAs May24StateE	Southwest Gas Corporation Boulder Bay FS Natural Gas Service	05/30/2024	19.71
			Total for Check Number 16627:	19.71
16628	SWGAs May24StateK	Southwest Gas Corporation FS285 Natural Gas Service	05/30/2024	103.39
			Total for Check Number 16628:	103.39
16629	SWGAs May24StateJ	Southwest Gas Corporation FS282 Aux Bldg Natural Gas Service	05/30/2024	133.05
			Total for Check Number 16629:	133.05
16630	Stryker 0000016084	Stryker Sales, LLC Medical Maintenance Contract	05/30/2024	1,021.44
			Total for Check Number 16630:	1,021.44
16631	TracAnal 24-11457	Trace Analytics, LLC Routine SCBA Air Samples Analysis	05/30/2024	816.92
			Total for Check Number 16631:	816.92
16632	WinfR May302024d	Ross Winfield Transfer Meal Reimbursement	05/30/2024	16.39
			Total for Check Number 16632:	16.39
16633	AmeriFid	American Fidelity Assurance PR Batch 00001.06.2024 Am Fidelity Pre Tax PR Batch 00001.06.2024 Am Fidelity After Tax PR Batch 00001.06.2024 Life Ins Flight PR Batch 00002.05.2024 Am Fidelity Pre Tax PR Batch 00002.05.2024 Am Fidelity After Tax PR Batch 00001.06.2024 Long & Short Term Di PP12 Adjustment	06/10/2024 PR Batch 00001.06.2024 Am PR Batch 00001.06.2024 Am PR Batch 00001.06.2024 Life PR Batch 00002.05.2024 Am PR Batch 00002.05.2024 Am PR Batch 00001.06.2024 Lon; PP12 Adjustment	188.44 391.59 52.00 188.44 391.59 182.56 226.82
			Total for Check Number 16633:	1,621.44
16634	InterP PP12 Adjust 2 PP12 Adjustment	Ameriflex PR Batch 00001.06.2024 Interflex FSA PR Batch 00002.05.2024 Interflex FSA PP12 Adjustment 2 PP12 Adjustment	06/10/2024 PR Batch 00001.06.2024 Inte PR Batch 00002.05.2024 Inte	399.99 399.99 -638.84 319.42
			Total for Check Number 16634:	480.56
16635	Ameritas PP12 Adjustment	Ameritas Life Insurance Corp PR Batch 00001.06.2024 Dental ER PP12 Dental Adjustment	06/10/2024 PR Batch 00001.06.2024 Den	4,690.60 -4,543.12
			Total for Check Number 16635:	147.48
16636	Ameritas PP12 Adjustment	Ameritas Life Insurance Corp PR Batch 00001.06.2024 Vision ER PP12 Vision Adjustment	06/10/2024 PR Batch 00001.06.2024 Visi	735.64 -117.56

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 16636:				618.08
16637	ColonLif	Colonial Life & Accident Insurance Compa	06/10/2024	
		PR Batch 00001.05.2024 Colonial Life Pre Tax	PR Batch 00001.05.2024 Col	524.04
		PR Batch 00002.05.2024 Colonial Life After Tax	PR Batch 00002.05.2024 Col	935.53
		PR Batch 00001.05.2024 Colonial Life After Tax	PR Batch 00001.05.2024 Col	935.53
		PR Batch 00002.05.2024 Colonial Life Pre Tax	PR Batch 00002.05.2024 Col	524.04
Total for Check Number 16637:				2,919.14
16638	02FranTx	Franchise Tax Board	06/10/2024	
		PR Batch 00001.06.2024 California Tax Disburs	PR Batch 00001.06.2024 Cali	300.00
Total for Check Number 16638:				300.00
16639	IAFF	IAFF-MERP	06/10/2024	
		PR Batch 00001.05.2024 Medical Expense Reim	PR Batch 00001.05.2024 Med	1,125.00
		PR Batch 00002.05.2024 Medical Expense Reim	PR Batch 00002.05.2024 Med	1,125.00
Total for Check Number 16639:				2,250.00
16640	Kaiser	Public Agency Coalition Enterprise. ATTN	06/10/2024	
		PR Batch 00001.06.2024 Health ER Kaiser	PR Batch 00001.06.2024 Hea	7,253.67
	PP12 Adjustment	PP12 Adjustment		5,526.63
Total for Check Number 16640:				12,780.30
16641	Keenan	Keenan & Associates	06/10/2024	
		PR Batch 00001.06.2024 Health ER EPO	PR Batch 00001.06.2024 Hea	57,414.94
	PP12 Adjustment	PP12 Adjustment		39,205.01
Total for Check Number 16641:				96,619.95
16642	Lincoln	Lincoln National Life Insurance Co (5H-26	06/10/2024	
		PR Batch 00001.06.2024 Lincoln Roth Flat Amc	PR Batch 00001.06.2024 Linc	75.00
		PR Batch 00001.06.2024 Lincoln 457 Percentag	PR Batch 00001.06.2024 Linc	566.20
		PR Batch 00001.06.2024 Lincoln 457 Flat Amou	PR Batch 00001.06.2024 Linc	400.00
Total for Check Number 16642:				1,041.20
16643	MidAmeri	MidAmerica Admin & Retirement Solution	06/10/2024	
		PR Batch 00001.06.2024 Apple 457 Paid Call Pa	PR Batch 00001.06.2024 App	950.12
Total for Check Number 16643:				950.12
16644	NatRetSo	Nationwide Retirement Solution	06/10/2024	
		PR Batch 00001.06.2024 Nationwide Roth Perce	PR Batch 00001.06.2024 Nati	345.34
		PR Batch 00001.06.2024 Nationwide Roth Flat	PR Batch 00001.06.2024 Nati	110.00
		PR Batch 00001.06.2024 Nationwide Flat Amou	PR Batch 00001.06.2024 Nati	2,610.00
		PR Batch 00001.06.2024 Nationwide Percentage	PR Batch 00001.06.2024 Nati	6,225.83
Total for Check Number 16644:				9,291.17
16645	SBCProFF	San Bernardino County Professional Firefig	06/10/2024	
		PR Batch 00001.06.2024 Union Dues Local 935	PR Batch 00001.06.2024 Unic	2,826.60
Total for Check Number 16645:				2,826.60
16646	ReliStan	Reliance Standard Life Insurance Co.	06/10/2024	
		PR Batch 00001.06.2024 Short Term Disability	PR Batch 00001.06.2024 Sho	852.36
		PR Batch 00001.06.2024 Long Term Disability	PR Batch 00001.06.2024 Lon	575.26



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
		PR Batch 00001.06.2024 Life and AD and D ER	PR Batch 00001.06.2024 Life	442.00
	PP12 Adjustment	PP12 Adjustment		678.29
Total for Check Number 16646:				2,547.91
16647	SBCERA	SBC Employees' Retirement Association	06/10/2024	
		PR Batch 00001.06.2024 SBCERA EE Safety Ti	PR Batch 00001.06.2024 SBC	13,282.26
		PR Batch 00001.06.2024 SBCERA EE Adjustme	PR Batch 00001.06.2024 SBC	251.15
		PR Batch 00001.06.2024 SBCERA ER Cont. T2	PR Batch 00001.06.2024 SBC	7,478.05
		PR Batch 00001.06.2024 SBCERA ER Contribu	PR Batch 00001.06.2024 SBC	105,432.38
		PR Batch 00001.06.2024 Survivor SBCERA Em	PR Batch 00001.06.2024 Surv	21.16
		PR Batch 00001.06.2024 SBCERA EE Tier 2	PR Batch 00001.06.2024 SBC	16,980.24
		PR Batch 00001.06.2024 Survivor SBCERA ER	PR Batch 00001.06.2024 Surv	21.16
Total for Check Number 16647:				143,466.40
16648	Texas	Texas Life Insurance Company	06/10/2024	
		PR Batch 00002.05.2024 Texas Life Ins Post Tax	PR Batch 00002.05.2024 Texa	161.99
		PR Batch 00001.06.2024 Texas Life Ins Post Tax	PR Batch 00001.06.2024 Texa	161.99
Total for Check Number 16648:				323.98
16649	APlumb N2251B	A Plumbing & Heating Inc Backflow Testing FS281	06/13/2024	
Total for Check Number 16649:				300.00
16650	AmazNew 1J4P-76H7-K4NV 1J4P-76H7-K4NV 1J4P-76H7-K4NV 1J4P-76H7-K4NV 1J4P-76H7-K4NV	Amazon Capital Services Office Supplies Software/Other Peripherals Fleet Maintenance General Household Supplies Building Maintenance	06/13/2024	
Total for Check Number 16650:				1,208.64
16651	AmeriAdm INV738238	Ameriflex FSA Admin Fees	06/13/2024	
Total for Check Number 16651:				235.00
16652	Thomgas 3164842893	AmeriGas FS284 Propane	06/13/2024	
Total for Check Number 16652:				1,623.49
16653	BCGlass 18701	Bear City Glass Company Building Maintenance	06/13/2024	
Total for Check Number 16653:				225.68
16654	BVElect MayStm24k	Bear Valley Electric Service Inc. FS281 Electric Service	06/13/2024	
Total for Check Number 16654:				2,138.48
16655	55BBCSD 30	Big Bear City CSD TC Electric Service	06/13/2024	
Total for Check Number 16655:				264.67
16656	55BBCSD	Big Bear City CSD	06/13/2024	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	MayStmt24g	TC Dumpster Service		197.42
			Total for Check Number 16656:	197.42
16657	55BBCSD MayStmt24j	Big Bear City CSD FS285 Dumpster Service	06/13/2024	112.72
			Total for Check Number 16657:	112.72
16658	55BBCSD MayStmt24h	Big Bear City CSD FS283 Dumpster Service	06/13/2024	197.42
			Total for Check Number 16658:	197.42
16659	55BBCSD 29	Big Bear City CSD Sewer Side Loan Payment	06/13/2024	2,249.00
			Total for Check Number 16659:	2,249.00
16660	55BBCSD 29	Big Bear City CSD Sewer Side Loan Payment	06/13/2024	59,408.00
			Total for Check Number 16660:	59,408.00
16661	55BBCSD MayStmt24i	Big Bear City CSD FS282 Dumpster Service	06/13/2024	306.04
			Total for Check Number 16661:	306.04
16662	Bound MayStmt24o	Bound Tree Medical, LLC Medical Supplies Restock	06/13/2024	3,311.47
			Total for Check Number 16662:	3,311.47
16663	04DWP MayStmt24q	CBBL Dept of Water FS281 Sprinkler System Water Service	06/13/2024	10.24
			Total for Check Number 16663:	10.24
16664	04DWP MayStmt24r	CBBL Dept of Water Moonridge FS Water Service	06/13/2024	50.70
			Total for Check Number 16664:	50.70
16665	04DWP MayStmt24s	CBBL Dept of Water FS281 Water Service	06/13/2024	214.75
			Total for Check Number 16665:	214.75
16666	DataT 166032	Citation / Permits Processing Center Contractual Services	06/13/2024	260.64
			Total for Check Number 16666:	260.64
16667	ConnPump 28247	Connelly Pumping Services, LLC FS284 Holding Tank Pumping Service	06/13/2024	200.00
			Total for Check Number 16667:	200.00
16668	caltool MayStmt24n	CTWS LLC FS281 Oxygen	06/13/2024	317.25

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16668:	317.25
16669	caltool MayStmt24m	CTWS LLC FS282 Oxygen	06/13/2024	280.70
			Total for Check Number 16669:	280.70
16670	DAC 2255a	DAC Automated Gates & Garage Doors LL FS282 Door Repair	06/13/2024	4,324.00
			Total for Check Number 16670:	4,324.00
16671	DelcouE 23-210285	Edward Delcoure Patient Refund	06/13/2024	150.00
			Total for Check Number 16671:	150.00
16672	FireA June112024h	Fire Apparatus Solutions Fleet Maintenance	06/13/2024	641.49
			Total for Check Number 16672:	641.49
16673	Frontier May Stmt24d	Frontier Communications FS282 Phone Service	06/13/2024	76.74
			Total for Check Number 16673:	76.74
16674	Frontier May Stmt24e	Frontier Communications FS283 Phone Service	06/13/2024	235.81
			Total for Check Number 16674:	235.81
16675	Frontier May Stmt24c	Frontier Communications FS282 Aux Bldg Phone Service	06/13/2024	77.12
			Total for Check Number 16675:	77.12
16676	Frontier May Stmt24f	Frontier Communications FS281 Fax Line	06/13/2024	63.46
			Total for Check Number 16676:	63.46
16677	GinosT 233948	Gino's Tire and Auto Fleet Maintenance	06/13/2024	80.00
			Total for Check Number 16677:	80.00
16678	Ianlakin June112024e	Ian Lakin Transfer Meal Reimbursement	06/13/2024	18.53
			Total for Check Number 16678:	18.53
16679	DmytJ June112024f	Jason Dmytriw Training/CAPT Rank	06/13/2024	420.00
			Total for Check Number 16679:	420.00
16680	LifeAssi MayStmt24p	Life Assist Inc Medical Supplies Restock	06/13/2024	321.88
			Total for Check Number 16680:	321.88

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
16681	MidAmeri June112024G June112024G June112024G	MidAmerica Admin & Retirement Solution 2024 HRA Contribution 2024 HRA Contribution 2024 HRA Contribution	06/13/2024	20,000.00 39,305.01 50,000.00
Total for Check Number 16681:				109,305.01
16682	MidAmerL 0256791	MidAmerica Admin.& Retirement Solution 1Q24 Admin & Platform Fees	06/13/2024	1,497.00
Total for Check Number 16682:				1,497.00
16683	MissLin June112024g	Mission Linen Supply Shop Linen Service	06/13/2024	161.85
Total for Check Number 16683:				161.85
16684	CounTeam INV100423	Nancy K. Bohl Inc Employee Support Services	06/13/2024	500.00
Total for Check Number 16684:				500.00
16685	CounTeam INV100574	Nancy K. Bohl Inc Employee Support Services	06/13/2024	300.00
Total for Check Number 16685:				300.00
16686	NAPA BB MayStmt24l	NAPA Auto Parts Fleet Maintenance	06/13/2024	239.78
Total for Check Number 16686:				239.78
16687	Ninjio NMS-59672	Ninjio LLC Computer Protection Training	06/13/2024	68.75
Total for Check Number 16687:				68.75
16688	KBHR 1450004327	Parallel Broadcasting Inc Radio Public Service Messaging	06/13/2024	231.40
Total for Check Number 16688:				231.40
16689	Neopost MayStmt24 MayStmt24 MayStmt24	Quadient Finance USA,Inc Postage Postage Postage	06/13/2024	107.81 16.30 48.93
Total for Check Number 16689:				173.04
16690	MountBev 29393	Randy J. Spitz Beverage Services/Supplies	06/13/2024	199.50
Total for Check Number 16690:				199.50
16691	RRowe June112024c	Robert Rowe May 2024 BBFA Board Stipend	06/13/2024	130.00
Total for Check Number 16691:				130.00
16692	SafetyK MayStmtb	Safety-Kleen Systems, Inc. Parts Washer Service/Repairs	06/13/2024	508.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16692:	508.00
16693	SheltJ June112024 June112024 June112024	Jeff Shelton IMT Conference Reimbursement IMT Conference Reimbursement IMT Conference Reimbursement	06/13/2024	192.81 17.78 987.06
			Total for Check Number 16693:	1,197.65
16694	Stryker PO16084	Stryker Sales, LLC Medical Maintenance Contract	06/13/2024	3,064.31
			Total for Check Number 16694:	3,064.31
16695	NAPA MayStm24a MayStm24a	Superior Automotive Warehouse Fleet Parts/Supplies Fleet Parts/Supplies	06/13/2024	1,957.85 3,162.62
			Total for Check Number 16695:	5,120.47
16696	Teleflex 9508458851	c/oTeleflex Funding,LLC Teleflex, LLC EZ10 25mm Bone Marrow Needles	06/13/2024	605.13
			Total for Check Number 16696:	605.13
16697	PGBA 22-16414	Tricare West Region Finance Patient Refund	06/13/2024	194.81
			Total for Check Number 16697:	194.81
16698	UnitedHC 23-62396	United Healthcare Insurance Company Patient Refund	06/13/2024	251.36
			Total for Check Number 16698:	251.36
16699	UnitedHC 23-60609	United Healthcare Insurance Company Patient Refund	06/13/2024	120.77
			Total for Check Number 16699:	120.77
16700	BBTeleph 13331	Vatch Arouchian Outdoor Emergency FS Phones	06/13/2024	74.00
			Total for Check Number 16700:	74.00
16701	VeriWire 9963964075	Verizon Wireless Cell Phone Service	06/13/2024	1,478.47
			Total for Check Number 16701:	1,478.47
16702	WatcherF 23-149558	Fred Watcher III Patient Refund	06/13/2024	225.00
			Total for Check Number 16702:	225.00
16703	WatsD 23-275772	Dana Watson Patient Refund	06/13/2024	200.00
			Total for Check Number 16703:	200.00
16704	02FranTx	Franchise Tax Board PR Batch 00002.06.2024 California Tax Disburs	06/18/2024 PR Batch 00002.06.2024 Cali	300.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 16704:				300.00
16705	Lincoln	Lincoln National Life Insurance Co (5H-26	06/18/2024	
		PR Batch 00002.06.2024 Lincoln 457 Flat Amou	PR Batch 00002.06.2024 Linc	400.00
		PR Batch 00002.06.2024 Lincoln 457 Percentag	PR Batch 00002.06.2024 Linc	650.15
		PR Batch 00002.06.2024 Lincoln Roth Flat Amo	PR Batch 00002.06.2024 Linc	75.00
Total for Check Number 16705:				1,125.15
16706	MidAmeri	MidAmerica Admin & Retirement Solution	06/18/2024	
		PR Batch 00002.06.2024 Apple 457 Paid Call Pe	PR Batch 00002.06.2024 App	799.96
Total for Check Number 16706:				799.96
16707	NatRetSo	Nationwide Retirement Solution	06/18/2024	
		PR Batch 00002.06.2024 Nationwide Roth Flat	PR Batch 00002.06.2024 Nati	110.00
		PR Batch 00002.06.2024 Nationwide Roth Perce	PR Batch 00002.06.2024 Nati	219.75
		PR Batch 00002.06.2024 Nationwide Flat Amou	PR Batch 00002.06.2024 Nati	2,610.00
		PR Batch 00002.06.2024 Nationwide Percentage	PR Batch 00002.06.2024 Nati	7,106.13
Total for Check Number 16707:				10,045.88
16708	SBCProFF	San Bernardino County Professional Firefig	06/18/2024	
		PR Batch 00002.06.2024 Union Dues Local 935	PR Batch 00002.06.2024 Unic	2,826.60
Total for Check Number 16708:				2,826.60
16709	SBCERA	SBC Employees' Retirement Association	06/18/2024	
		PR Batch 00002.06.2024 SBCERA EE Adjustme	PR Batch 00002.06.2024 SBC	251.15
		PR Batch 00002.06.2024 Survivor SBCERA Em	PR Batch 00002.06.2024 Surv	20.24
		PR Batch 00002.06.2024 SBCERA EE Safety Ti	PR Batch 00002.06.2024 SBC	13,435.60
		PR Batch 00002.06.2024 SBCERA ER Cont. T2	PR Batch 00002.06.2024 SBC	7,478.05
		PR Batch 00002.06.2024 SBCERA ER Contribu	PR Batch 00002.06.2024 SBC	106,058.18
		PR Batch 00002.06.2024 Survivor SBCERA ER	PR Batch 00002.06.2024 Surv	20.24
		PR Batch 00002.06.2024 SBCERA EE Tier 2	PR Batch 00002.06.2024 SBC	16,952.88
Total for Check Number 16709:				144,216.34
16710	ZieglerA 20JUNE2024H	Al Ziegler June 2024 Board Stipend	06/24/2024	
Total for Check Number 16710:				130.00
16711	SheeA 20June2024M 20June2024N	Alisha Sheehan Travel Reimbursement Training Reimbursement	06/24/2024	
Total for Check Number 16711:				552.93
16712	AmazNew 1PQR-YY3k_7DDH- 1pQR-YY3K-7DDh	Amazon Capital Services Office Supplies Employee Appreciation - Maltby Retirement	06/24/2024	
Total for Check Number 16712:				326.03
16713	AutoZone MayState24P	AutoZone Fleet Maintenance	06/24/2024	
Total for Check Number 16713:				8.08
16714	BVElect	Bear Valley Electric Service Inc.	06/24/2024	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	MayState24L	Moonridge FS Electric Service		53.67
			Total for Check Number 16714:	53.67
16715	55BBCSD MayState24N	Big Bear City CSD FS283 Water Service	06/24/2024	115.05
			Total for Check Number 16715:	115.05
16716	55BBCSD MayState24O	Big Bear City CSD Training Center Water Service	06/24/2024	89.42
			Total for Check Number 16716:	89.42
16717	Grizzly MayState24F MayState24F MayState24F MayState24F	Big Bear Grizzly Advertising Ad Recruitment AD Advertising Ad Board Meeting Notice	06/24/2024	215.00 601.00 133.00 264.00
			Total for Check Number 16717:	1,213.00
16718	BCarp 20June2024J	Brandon Carpenter Transfer Meal Reimbursement	06/24/2024	16.59
			Total for Check Number 16718:	16.59
16719	SmitC 20June2024L 20June2024M	Chardelle Smith Fuel Travel Reimbursement	06/24/2024	33.75 1,481.48
			Total for Check Number 16719:	1,515.23
16720	Charter MayState24J	Charter Communications FS 283 Enterprise TV	06/24/2024	141.26
			Total for Check Number 16720:	141.26
16721	Charter MayState24H	Charter Communications FS 281 Enterprise TV	06/24/2024	278.34
			Total for Check Number 16721:	278.34
16722	Charter MayState24K	Charter Communications FS 284 Enterprise Internet/Voice	06/24/2024	488.78
			Total for Check Number 16722:	488.78
16723	Charter MayState24I	Charter Communications FS281 Enterprise Internet	06/24/2024	1,374.00
			Total for Check Number 16723:	1,374.00
16725	FireA 03P1412	Fire Apparatus Solutions Fleet Maintenance	06/24/2024	518.78
			Total for Check Number 16725:	518.78
16726	GlobStar 72163669	Globalstar INC and Subsidiary Satellite Phone Service	06/24/2024	132.97
			Total for Check Number 16726:	132.97

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
16727	RussoJ 20JUNE2024e	John J Russo June 2024 Board Stipend	06/24/2024	130.00
Total for Check Number 16727:				130.00
16728	WalshLa 20June2024G	Larry Walsh June 2024 Board Stipend	06/24/2024	130.00
Total for Check Number 16728:				130.00
16729	Lautzen 13130	Lautzenhiser's Stationery Inc Office Supplies	06/24/2024	1,029.80
Total for Check Number 16729:				1,029.80
16730	DIY MayState24R	Lumber City Corp Maint Building and Yard	06/24/2024	708.08
Total for Check Number 16730:				708.08
16731	M&MMech 20June2024K	M&M Mechanical Services Inc. Building Maintenance FS283	06/24/2024	4,700.00
Total for Check Number 16731:				4,700.00
16732	McDaJ 20June2024I	Jim McDaniel CA & ICEMA Recertification Reimbursement	06/24/2024	320.00
Total for Check Number 16732:				320.00
16733	MissLin MayState24Q	Mission Linen Supply Shop Linen Service	06/24/2024	107.78
Total for Check Number 16733:				107.78
16734	HerrR 20June2024a	Rick Herrick June 2024 Board Stipend	06/24/2024	130.00
Total for Check Number 16734:				130.00
16735	RRowe 20JUNE2024d	Robert Rowe June 2024 Board Stipend	06/24/2024	130.00
Total for Check Number 16735:				130.00
16736	SBCFuel FLT23/24-175 FLT23/24-175	San Bernardino County - Fleet Managemen Fuel Fuel	06/24/2024	3,798.83 4,684.22
Total for Check Number 16736:				8,483.05
16737	SWGas MayState24a	Southwest Gas Corporation Boulder Bay FS Natural Gas Service	06/24/2024	11.00
Total for Check Number 16737:				11.00
16738	SWGas MayState24c	Southwest Gas Corporation FS 281 Natural Gas Service	06/24/2024	331.16
Total for Check Number 16738:				331.16
16739	SWGas MayState24b	Southwest Gas Corporation Moonrdige FS Natural Gas Service	06/24/2024	21.47



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16739:	21.47
16740	WayneLeg 60039	Wayne Legacy LLC Employee Appreciation Maltby Retirement	06/24/2024	200.40
			Total for Check Number 16740:	200.40
16741	USBank May2024CalCard May2024CalCard May2024CalCard May2024CalCard May2024CalCard May2024CalCard May2024CalCard May2024CalCard May2024CalCard May2024CalCard May2024CalCard May2024CalCard May2024CalCard May2024CalCard May2024CalCard May2024CalCard May2024CalCard May2024CalCard May2024CalCard	US Bank Corporate Payment Systems Travel/FDAC & CFED Conferences Uniforms, Boots General Household Office Supplies Postage Office Supplies Meetings Fuel Fleet Maintenance FDAC Conference Equipment Software/Other Peripherals Education & Training Memberships OnStar Stamps.com Employee Appreciation	06/25/2024	5,637.13 739.64 269.58 820.00 112.00 351.30 366.69 549.57 1,374.85 87.15 807.05 3,079.38 5,079.48 277.00 49.99 29.99 82.93
			Total for Check Number 16741:	19,713.73
16742	AllStar 256784	All Star Fire Equipment Equipment Rotation	06/27/2024	1,336.61
			Total for Check Number 16742:	1,336.61
16743	BVElect 27June2024B	Bear Valley Electric Service Inc. FS 282 Aux Bldg Electric Service	06/27/2024	112.34
			Total for Check Number 16743:	112.34
16744	BVElect 27June2024C	Bear Valley Electric Service Inc. FS 282 Electric Service	06/27/2024	1,432.20
			Total for Check Number 16744:	1,432.20
16745	BVElect 27June2024A	Bear Valley Electric Service Inc. FS 283 Electric Service	06/27/2024	640.96
			Total for Check Number 16745:	640.96
16746	55BBCSD 31	Big Bear City CSD Annual Admin Fee/Land Use 2024	06/27/2024	31,200.00
			Total for Check Number 16746:	31,200.00
16747	BCarp JuneState24B	Brandon Carpenter Transfer Meal Reimbursement	06/27/2024	15.79
			Total for Check Number 16747:	15.79
16748	DiazC JuneState24A	Cesar Diaz Transfer Meal Reimbursement	06/27/2024	13.85

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16748:	13.85
16749	ConnPump 28444	Connelly Pumping Services, LLC FS 284 Holding Tank Service 6/20	06/27/2024	200.00
			Total for Check Number 16749:	200.00
16750	Davidge 1119837 66386B	Bryan Davidge Transfer Meal Reimbursement Transfer Meal Reimbursement	06/27/2024	8.54 14.32
			Total for Check Number 16750:	22.86
16751	DLL 82768563	De Lage Landen Financial Services, INC June 2024 Office Copier Lease	06/27/2024	610.70
			Total for Check Number 16751:	610.70
16752	FairFord MAYState24S	Fairview Ford Sales Inc OES-6603 Fleet Maintenance	06/27/2024	699.95
			Total for Check Number 16752:	699.95
16753	FDAC 300001364	Fire Districts Association of California FDAC Membership Renewal	06/27/2024	750.00
			Total for Check Number 16753:	750.00
16754	Image200 696743	Image 2000 copier toner	06/27/2024	19.75
			Total for Check Number 16754:	19.75
16755	MileHigh 63395	Mile High Equipment Sandbags for Hurrican Hillary	06/27/2024	1,508.50
			Total for Check Number 16755:	1,508.50
16756	Butc 2406-75561	Pinon Enterprises INC Building/ facilities supplies	06/27/2024	959.93
			Total for Check Number 16756:	959.93
16757	StapR 1119836 1119836	Robert Stapp Transfer Meal Reimbursement Transfer Meal Reimbursement	06/27/2024	15.32 11.96
			Total for Check Number 16757:	27.28
16758	LaVoR 12June2024LAV	Roger LaVoire Fuel	06/27/2024	101.17
			Total for Check Number 16758:	101.17
16759	03Weight 24N003440	San Bernardino County Weights & Measure Ambulance odometer county lease renewals	06/27/2024	355.20
			Total for Check Number 16759:	355.20
16760	SouthC 480	South Coast Fire Equipment Ladder Truck Deposit	06/27/2024	23,511.05

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16760:	23,511.05
16761	EntRovin 0181742-IN	The Aby Manufacturing Group INC Employee Appreciation - Maltby Retirement	06/27/2024	368.49
			Total for Check Number 16761:	368.49
16762	VeriWire 9966424596	Verizon Wireless cell phone service	06/27/2024	1,674.48
			Total for Check Number 16762:	1,674.48
			Report Total (302 checks):	1,728,127.53

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**BIG BEAR FIRE AUTHORITY  
MINUTES FOR THE MEETING OF  
August 13, 2024**

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A Regular Meeting of the Big Bear Fire Authority was called to order by Board Chair Walsh at 5:01 p.m., Tuesday, August 13, 2024, at 41090 Big Bear Boulevard, Big Bear Lake, California.

Board Members Present:                      Board Chair Larry Walsh  
                                                            Vice Chair Kendi Segovia  
                                                            Director Perri Melnick  
                                                            Director Randall Putz  
                                                            Director Bob Rowe  
                                                            Director John Russo  
                                                            Director Al Ziegler

Board Members Absent:                      Director Rick Herrick

Others Present:                                 Jeff Willis, Fire Chief  
                                                            Luke Wagner, Assistant Chief/Fire Marshal  
                                                            Chardelle Smith, Board Secretary  
                                                            Nicholas Norvell, Assistant Authority Counsel

**OPEN SESSION**

**CALL TO ORDER**

Moment of Silence:                              Observed

Pledge of Allegiance:                            Led by Vice Chair Segovia

**ROLL CALL**

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

**ANNOUNCEMENTS & UPCOMING EVENTS**

The Fire Authority's Administrative Office will be closed:

- Monday, September 2, 2024, in observance of Labor Day, and will reopen on Tuesday, September 3, 2024, at 8:00 a.m.

At the July 19th LifeStream Blood Drive, held at station 281, 6 donors registered with 2 of them being first time donors. Out of the 6 donors, a total of 5 units were collected.

The push-in ceremony for Tower-281 is scheduled for Tuesday, August 27<sup>th</sup>, at 10 a.m., at Headquarters, Station 281. Public attendance is encouraged.

## **PRESENTATIONS**

- Jack Gardner – 5 Years of Service  
Speaker: Chief Jeff Willis

Chief Willis presented Firefighter/Paramedic Gardner a Certificate of Appreciation.

- Recent Promotions and Badge Pinning:  
Speaker: Chief Jeff Willis
  - Assistant Chief/Fire Marshal Luke Wagner
  - Captain Kevin Eaton

Chief Willis introduced Assistant Chief Wagner and Captain Eaton while family members pinned their new badges.

- New Employee Introduction and Oath of Office:  
Speaker: Chief Jeff Willis
  - Fire Inspector Oscar Villanueva
  - Accounting Technician Ashlee Eccles

Board Secretary Smith administered the Oath of Office to Oscar and Ashlee.

- Hazard Abatement Update  
Speaker: Assistant Chief/Fire Marshal Luke Wagner

Assistant Chief Wagner presented a PowerPoint with data on this year's hazard abatement program.

Discussion was held regarding the AB38 inspections.

## **DIRECTORS' GENERAL ANNOUNCEMENTS**

None

## **GENERAL PUBLIC COMMENT**

None

## **CHIEF'S REPORT**

Chief Willis stated the Pierce Tower arrived on July 25, 2024. Training is underway and the push-in ceremony will be held Tuesday, August 27, 2024. He mentioned the Pierce structure engine should arrive within the next few weeks and because it is the same build of the current engine, training will be minimal. Willis mentioned the Prevention staff held a hazard abatement meeting with local abatement professionals and short-term management companies to review this year's

inspection process. He stated the department is currently hiring the position of Ambulance Operator/Paramedic and are offering promotional exams for the position of Firefighter.

### **FINANCE OFFICER'S REPORT**

Chief Willis presented the finance report as of May 31, 2024.

### **FIRE AUTHORITY CONSENT CALENDAR**

- FA1. Approval of Demands – Check Issue Date 04/01/24 through 05/31/2024 in the amount of \$1,727,210.61**
- FA2. Approval of Meeting Minutes from the June 11, 2024, Regular Meeting of the Big Bear Fire Authority.**
- FA3. Receive and File Big Bear Fire Department Monthly Activity Report for March, 2024.**
- FA4. Resolution NO. BBFA2024-007 to approve Cal OES Form 130 to receive Covid-19 reimbursement funding.**
- FA5. Resolution NO. BBFA2024-008 and Agreement with CAL FIRE to continue Federal Excess Personal Property Program**

**Action:** Motion by Vice Chair Segovia, seconded by Director Russo, to approve the Consent Calendar as follows:

AYES: Melnick, Putz, Rowe, Russo, Segovia, Ziegler, Walsh  
NOES: None  
ABSENT: Herrick  
ABSTAIN: None

### **ITEMS REMOVED FROM THE CONSENT CALENDAR**

None

### **PUBLIC HEARING**

None

### **NEW BUSINESS**

### **BIG BEAR FIRE AUTHORITY DISCUSSION ITEMS**

**FA6. Big Bear Fire Authority Meetings**

Board consideration to review and approve the updated 2024 meeting calendar and updated Bylaws reflecting monthly regular meetings starting in August, for the remainder of 2024.

Speaker: Jeff Willis, Fire Chief

Chief Willis introduced the updated 2024 meeting calendar reflecting the change to hold regular meetings every month and the new day for the Finance committee.

Discussion was held whether the Finance Committee and Regular meetings should be held the same day.

Staff responded to questions from Board members. Board members provided comment.

Board Chair Walsh called for public comment. There was no public comment.

**Action:** Motion by Director Putz, seconded by Director Melnick, to approve the updated 2024 meeting calendar and the updated Bylaws reflecting regular meetings to be held monthly and the Finance Committee to meet on the fourth Tuesday of September and November.

Said Motion was approved by the following vote:

AYES: Melnick, Putz, Rowe, Russo, Segovia, Ziegler, Walsh  
NOES: None  
ABSENT: Herrick  
ABSTAIN: None

**FA7. Appointment of Vacant Seat on the Fire Authority Finance Committee**

Board consideration of the Board Chair selecting one Director to fill the vacant seat and serve along with the current Finance Committee for remainder of the 2024 calendar year.

Speaker: Board Chair Walsh

Board Chair Walsh called for public comment. There was no public comment.

**Action:** Board Chair Walsh called Board Chair Walsh for appointment of the vacant seat on the Finance Committee for the remainder of 2024.

Motion by Director Russo, seconded by Vice Chair Segovia. Said Motion was approved by the following vote:

AYES: Putz, Rowe, Russo, Segovia, Ziegler, Melnick, Walsh  
NOES: None  
ABSENT: Herrick  
ABSTAIN: None

**FA8. Appointment of Vacant Seat on the Fire Authority Fire Code Appeals Board**

Board consideration of the Board Chair selecting one Director to fill the vacant seat and serve along with the current Fire Code Appeals Board for remainder of the 2024 calendar year.

Speaker: Board Chair Walsh

Board Chair Walsh called for public comment. There was no public comment.

**Action:** Board Chair Walsh called Director Russo for appointment of the vacant seat on Fire Code Appeals Board for the remainder of 2024.

Motion by Director Melnick, seconded by Vice Chair Segovia. Said Motion was approved by the following vote:

AYES: Rowe, Russo, Segovia, Ziegler, Melnick, Putz, Walsh  
NOES: None  
ABSENT: Herrick  
ABSTAIN: None

**FA9. Appointment of Vacant Seat on the Fire Authority Ad Hoc Strategic Planning Committee**

Board consideration of the Board Chair selecting one Director to fill the vacant seat and serve along with the current Ad Hoc Strategic Planning Committee for remainder of the 2024 calendar year.

Speaker: Board Chair Walsh

Board Chair Walsh asked if a fellow Board member would like to volunteer for the vacant seat. Director Ziegler and Director Melnick volunteered.

There was a request for a motion for Director Ziegler, but no motion was given.



Public Comment:

**Jon Bidwell:** questioned if it was supposed to be two Directors from each member agency to make up the ad hoc committee.

**Action:** Board Chair Walsh called Director Melnick for appointment of the vacant seat on Ad Hoc Strategic Planning Committee for the remainder of 2024.

Motion by Board Chair Segovia, seconded by Director Russo. Said Motion was approved by the following vote:

AYES: Segovia, Ziegler, Melnick, Putz, Rowe, Russo, Walsh  
NOES: None  
ABSENT: Herrick  
ABSTAIN: None

#### **FA10. Reserve Policy**

Board consideration to review the draft reserve policy and assign to the Finance Committee for further discussion and revision.

Speaker: Jeff Willis, Fire Chief

Chief Willis provided background of recent discussions held between staff and the finance committee regarding updating the current reserve policy.

Discussion ensued regarding the targeted fund balance goals and if this was a good starting point to update the reserve policy that better aligns with the strategic planning discussions.

Staff responded to questions from Board members. Board members provided comment.

Board Chair Walsh called for public comment. There was no public comment.

**Action:** Motion by Melnick, seconded by Putz, for the Finance Committee to continue discussions and revisions to the reserve policy and bring it back to the full Board with a recommendation.

Said Motion was approved by the following vote:

AYES: Ziegler, Melnick, Putz, Rowe, Russo, Segovia, Walsh  
NOES: None  
ABSENT: Herrick  
ABSTAIN: None

**FA11. Possible Future Tax Revenue Anticipation Note from City of Big Bear Lake and Big Bear City Community Services District**

Board consideration to proceed with each member agency to consider availability and terms for short term lending.

Speaker: Jeff Willis, Fire Chief

Chief Willis stated this has been previously mentioned, but no formal discussion has been held. He asked if the Board would like staff to discuss further with the City of Big Bear Lake (City) General Manager and the Big Bear City Community Services District (CSD) General Manager to see the probability of this taking form. If it were to happen, this Tax Revenue Anticipation Note (TRAN) would be in lieu of commercial lending and be a three-month period, up to \$2 million dollars.

Discussion ensued regarding how much borrowing the TRAN funds cost the department through commercial lending. It was mentioned the CSD Finance Officer was asked and due to GASB 102, if the agency were to take any action that puts their own obligations at risk, it requires they issue a notice of insufficiency.

Staff responded to questions from Board members. Board members provided comment.

Board Chair Walsh called for public comment:

**Jon Bidwell:** questioned if the CSD Board were to approve contributing, would the Finance Officer have any say.

**Action:** Motion by Director Putz, seconded by Director Melnick, to approve staff to formally approach the CSD and the City of Big Bear Lake for \$1 million each with a fair and better interest rate between both entities, with the possibility of the City taking on the full amount.

Said Motion was approved by the following vote:

AYES: Melnick, Putz, Rowe, Russo, Segovia, Ziegler, Walsh  
NOES: None  
ABSENT: Herrick  
ABSTAIN: None

## **FA12. Strategic Planning Discussion**

Board consideration on future funding to assist with fund balance reserves and future staffing optimization be assigned back to the Ad Hoc Strategic Planning Committee for further discussion

Speaker: Jeff Willis, Fire Chief

Chief Willis provided background of previous discussions held between staff and members of the ad hoc strategic planning committee. He mentioned the most recent discussion has been regarding the visitor impact on the department.

Battalion Chief Rogers and Captain Crane provided a PowerPoint presentation with data from fiscal year 2023 showing the impact on the department. It was noted the data from fiscal year 2024 was not used due to bill payments still being collected. The data reflected non-resident/non-property owner use of service. This use of service data included fire engine response/ambulance response and cost associated with “bad debt”, meaning the amount of money that is not collected post-billing.

Discussion ensued regarding the impression that visitors were net positive on the department. It was noted the visitor impact on the department was roughly a third of the calls and estimated at \$5 million. With this came the question of how to recoup that cost. The ad hoc committee came up with a list of ways to increase funding with the top three being a recreation fee, TOT, and Community Facilities District.

Staff responded to questions from Board members. Board members provided comment.

Board Chair Walsh called for public comment. There was no public comment.

**Action:** Motion by Director Melnick, seconded by Vice Chair Segovia, to continue the ad hoc committee meetings to discuss future department funding and the future staffing optimization plan.

Said Motion was approved by the following vote:

AYES:	Melnick, Putz, Rowe, Russo, Segovia, Ziegler, Walsh
NOES:	None
ABSENT:	Herrick
ABSTAIN:	None

## **COMMITTEE REPORTS**

### **An Ad Hoc Strategic Planning Committee meeting was held on:**

- July 1, 2024
  - In attendance was Director Putz, Director Rowe, and Vice Chair Segovia, with ex officio members Jon Bidwell and Andrew Crane.
- July 22, 2024
  - In attendance was Director Putz, Director Rowe, and Vice Chair Segovia, with ex officio members Glenn Schwartzman and Andrew Crane.

### **A Finance Committee meeting was held on:**

- July 9, 2024
  - In attendance was Director Herrick, Director Rowe, and Vice Chair Segovia

### **An Ad Hoc Personnel Committee meeting was held on:**

- July 11, 2024
  - In attendance was Director Melnick and Vice Chair Segovia.

Vice Chair Segovia and Director Melnick commented on how well the Board, staff, and personnel are communicating at this time.

## **DIRECTORS' CLOSING COMMENTS**

Director Putz mentioned the organization has made significant strides in the last several months. He mentioned how proud he is of the work from the ad hoc strategic planning committee and thanked all who have contributed.

**CLOSED SESSION PUBLIC COMMUNICATIONS:** (Any member of the public is entitled to speak on Closed Session Agenda item. If you wish to address any other items listed on the Agenda, you must do so during Open Session.)

None

## **CLOSED SESSION**

### **1. Public Employee Performance Evaluation (Government Code §54957)**

Title: Fire Chief

### **2. Conference with Labor Negotiators (Government Code § 54957.6)**

Agency designated representatives: Chair Walsh

Unrepresented employee: Fire Chief

**3. Public Employee Appointment (Government Code § 54957)**

Title: Fire Chief (hiring process only)

**REPORT FROM CLOSED SESSION**

At the hour of 6:46 p.m., Board Chair Walsh adjourned to Closed Session.

At the hour of 8:22 p.m., Board Chair Walsh adjourned Closed Session.

At the hour of 8:22 p.m., Board Chair Walsh re-opened Regular Session, with no public present.

**REPORT ON CLOSED SESSION**

No reportable action.

**ADJOURNMENT**

There being no further business to come before the Fire Authority at this session, Board Chair Walsh adjourned the meeting at 8:23 p.m.

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Chardelle Smith  
Board Secretary



## INTEROFFICE MEMO

### Big Bear Fire Authority

**DATE:** October 3, 2024

**TO:** Board Chair and Directors of Big Bear Fire Authority

**FROM:** Jeff Willis, Fire Chief *JW*

**PREPARED BY:** Chardelle Smith, Board Secretary *CS*

**SUBJECT:** **APRIL 2024 FIRE DEPARTMENT MONTHLY ACTIVITY REPORT**

#### 1. SERVICE DELIVERY

Year-to-date incidents by call type percentages (see attached report)

1.1 Call types by month and year-to-date:

		<b>Current Month</b>	<b>Calendar YTD</b>	<b>Previous Year</b>
1.2.1	Fire Calls, Hazardous Conditions, Service Calls	91	441	1,396
1.2.2	Rescue/Medical Calls	240	1,244	3,198
1.2.3	Medical Flight Missions	22	94	308
1.2.4	Training Class Summary (hours)	394.5	1,475.50	5,630.25
<b>FIRE PREVENTION</b>				
1.2.5	Plan Review	11	50	149
1.2.6	Chipping Requests (2020 Suspended)	--	--	--
1.2.7	Trees Removed/Reimbursed Through Grant	0	0	9
1.2.8	Hazardous Tree Removal Notice to Proceed	0	1	29
1.2.9	Hazardous Tree 2 <sup>nd</sup> & Final Abate Notice/Order (included in 1.2.11 and below)	--	--	-
1.2.10	Tree Abatement Issues Resolved	0	0	31

	<b>FIRE PREVENTION CONTINUED</b>	<b>Current Month</b>	<b>Calendar YTD</b>	<b>Previous Year</b>
1.2.11	1 <sup>ST</sup> Abate Notice/Order	0	3	5,505
1.1.12	1 <sup>st</sup> inspection with 1 <sup>st</sup> Citation (weeds & grasses)	0	0	1,245
1.2.13	2 <sup>nd</sup> Inspection with 1 <sup>st</sup> Citation	0	2	408
1.2.14	3 <sup>rd</sup> Inspection with 2 <sup>nd</sup> Citation	0	0	82
1.2.15	Final Inspection with 3 <sup>rd</sup> Citation	0	0	24
1.2.16	March 2024 Compliant Inspections	0	2	880

## 2. COMMUNITY RELATION

- 2.1 April 26 – Fire Prevention Staff and Fire crews participated in the Bear Valley Electric Earth Day.

## 3. OPERATIONS

- 3.1 Chief Willis, Assistant Chief Maltby, and/or Director of Business Services Mandolini attended the following meetings during the reporting month:

- Big Bear Fire Authority Board Workshop – April 17
- Fire District Association of California (FDAC) Board Leadership Meeting – April 18
- Fire District Association of California (FDAC) Conference – April 22-25
- Big Bear Fire Authority Ad Hoc Strategic Planning Committee – April 30

- 3.2 Battalion Chief Parham attended the following meetings/trainings during the reporting month:

- San Bernardino County EMS Officers Meeting – April 10
- Cal Chiefs – EMS Section South – April 18

- 3.3 Battalion Chief Rogers attended the following meetings/trainings during the reporting month:

- San Bernardino County Training Officers Association meeting (SBCTOA) – April 11
- Government Affairs Regional Transportation Advisory (GA-RTAC) – April 11

- 3.4 Battalion Chief Wagner attended the following meetings/trainings during the reporting month:

None

#### **4. HEALTH AND SAFETY**

4.1 April 9, 17, 25 – EMS Training: Neurology, was held for all shifts.

#### **5. ADVERTISING, PRESS RELEASES AND SOCIAL MEDIA**

5.1 April – The following advertisements were placed:

- “Ambulance Membership” KBHR
- “Let’s Get Something Clear” Big Bear Now

5.2 April – The following social media posts were placed:

- 4/22/2024 – Now Hiring – Accounting Technician

#### **6. PERSONNEL**

6.1 April 17 – Department Chiefs met to discuss ongoing department operations.

6.2 April 19, 25 – The written and practical examination were held for the position of Battalion Chief.

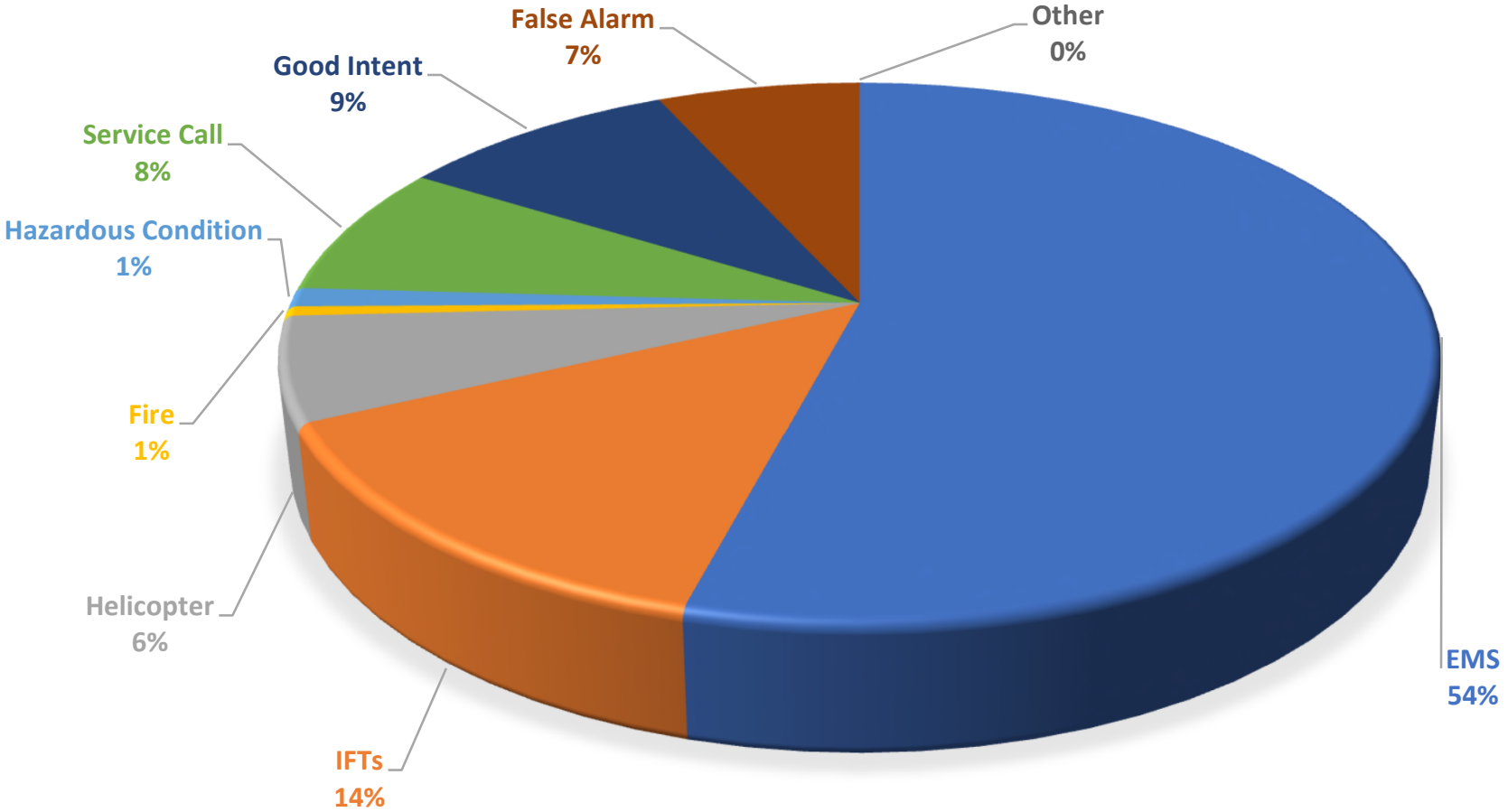
#### **7. ADMINISTRATIVE STAFF TRAINING/ CONFERENCES/ SEMINARS**

7.1 April 2 – Facilities and Systems Manager Dickerson attended a CONFIRE Communications and Support Committee meeting

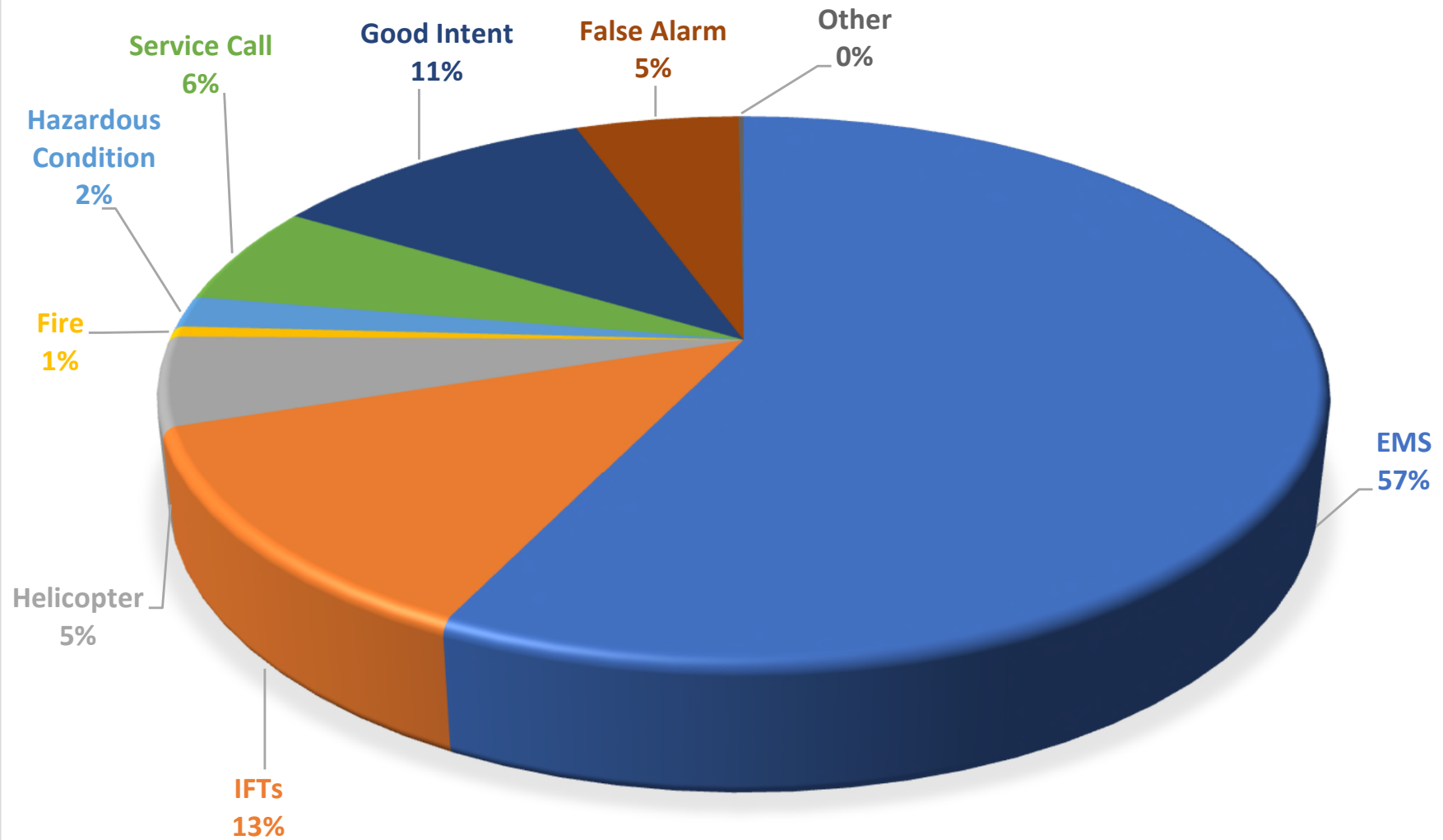
7.2 April 30 - Facilities and Systems Manager Dickerson attended an Elections Infrastructure Information Sharing and Analysis Center/Multi-State Information Sharing and Analysis Center (EI/MS-ISAC) meeting for government agencies to discuss current and projected cyber security threats via WebEx.



# APRIL 2024 INCIDENTS BY TYPE



## 2024 YTD TOTAL INCIDENTS BY TYPE



## Incident Type Report 04/01/24 - 04/30/24

<b>1 Fire</b>	<b>Count</b>	<b>Est. Prop. Loss</b>	<b>Est. Content Loss</b>	<b>Total Est. Loss</b>	<b>%</b>
100 - Fire, other	1				
154 - Dumpster or other outside trash receptacle fire	1				
<b>Incident Count</b>	<b>2</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0%</b>

<b>3 Rescue &amp; Emergency Medical Service Incident</b>	<b>Count</b>
320 - Emergency medical service, other	3
321 - EMS call, excluding vehicle accident with injury	180
322 - Motor vehicle accident with injuries	5
324 - Motor vehicle accident with no injuries.	3
Interfacility Transfers	49
<b>Incident Count</b>	<b>240</b>

<b>4 Hazardous Condition</b>	<b>Count</b>
411 - Gasoline or other flammable liquid spill	1
412 - Gas leak (natural gas or LPG)	1
424 - Carbon monoxide incident	1
444 - Power line down	1
<b>Incident Count</b>	<b>4</b>

<b>7 False Alarm &amp; False Call</b>	<b>Count</b>
700 - False alarm or false call, other	7
710 - Malicious, mischievous false call, other	1

<b>5 Service Call</b>	<b>Count</b>
511 - Lock-out	1
522 - Water or steam leak	2
550 - Public service assistance, other	13
552 - Police matter	2
553 - Public service	7
561 - Unauthorized burning	2
571 - Cover assignment, standby, moveup	1
<b>Incident Count</b>	<b>28</b>

<b>6 Good Intent Call</b>	<b>Count</b>
600 - Good intent call, other	3
611 - Dispatched and cancelled en route	11
611A - Alarm: Dispatched & Cancelled Enroute	3
611E - EMS: Dispatched & Cancelled Enroute	9
611O - Other: Dispatched & Cancelled Enroute	1
611T - T/C: Dispatched & Cancelled Enroute	3
621 - Wrong location	1
622 - No incident found on arrival at dispatch address	1

## Incident Type Report 04/01/24 - 04/30/24

7 False Alarm & False Call Continued	Count
733 - Smoke detector activation due to malfunction	1
736 - CO detector activation due to malfunction	3
740 - Unintentional transmission of alarm, other	2
743 - Smoke detector activation, no fire - unintentional	4
744 - Detector activation, no fire - unintentional	3
745 - Alarm system activation, no fire - unintentional	1
746 - Carbon monoxide detector activation, no CO	2
<b>Incident Count</b>	<b>24</b>

6 Good Intent Call Continued	Count
671 - HazMat release investigation w/no HazMat	1
<b>Incident Count</b>	<b>33</b>

<b>TOTAL INCIDENT COUNT</b>	<b>331</b>
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## TRAINING SUMMARY REPORT

04/01/2024 - 04/30/2024

COMPANY TRAINING DOCUMENTATION	HOURS	EMS	HOURS
Area Familiarization, Emergency Ops	3	EMS Abdominal Trauma Advanced	2
Area Familiarization, Emergency Ops, Fire Pump, Fire Suppression, Hose, Hydrants/Streets, Water Supply, Physical Fitness, Pre/Post Incident, Preventative Maintenance	6	EMS Abdominal Trauma Basic	1
Area Familiarization, Emergency Ops, Fire Pump, Fire Suppression, Pre/Post Incident	3	EMS Advanced Airways: Intubation and Beyond (2 hours)	6
Area Familiarization, Emergency Ops, Fire Suppression, Pre/Post Incident, Preventative Maintenance	3	EMS Airway Management Advanced (2 hours)	4
Emergency Ops	3	EMS Allergies and Anaphylaxis Advanced	2
Emergency Ops, Fire Pump, Fire Suppression, Hose, Hydrants/Streets, Water Supply, Ladders, Physical Fitness, Pre/Post Incident, SCBA	7.5	EMS Allergies and Anaphylaxis Basic	1
Emergency Ops, Fire Suppression, Forcible Entry, Hose, Ladders, Pre/Post Incident, SCBA, Technical Rescue	12.5	EMS Altered Mental Status	1
Emergency Ops, Fire Suppression, Pre/Post Incident, Preventative Maintenance	5	EMS Altitude Emergencies	2
Emergency Ops, Pre/Post Incident, Preventative Maintenance	30	EMS Amputation Injuries (67651)	2
Emergency Ops, Pre/Post Incident, Preventative Maintenance, SCBA	5	EMS Aquatic Emergencies	2
Emergency Ops, Pre/Post Incident, SCBA	3	EMS Asthma Advanced (74334)	1
Emergency Ops, Pre/Post Incident, Technical Rescue	2	EMS Back Injury Prevention	1
Emergency Ops, Preventative Maintenance	6	EMS Bariatric Patients	2
Fire Pump, Fire Suppression, Hose, Hydrants/Streets, Water Supply, Pre/Post Incident, Preventative Maintenance, SCBA	3	EMS Capnography (55027)	1
Fire Suppression, Hose, Hydrants/Streets, Water Supply, Ladders, SCBA	10.5	EMS Carbon Monoxide Poisoning (51514)	1

## TRAINING SUMMARY REPORT

04/01/2024 - 04/30/2024

COMPANY TRAINING DOCUMENTATION CONTINUED	HOURS
Forcible Entry	13
Hose	6
Hose,Hydrants/Streets, Water Supply,Ladders	24
Hose,Ladders	3
Physical Fitness	75
Physical Fitness,Pre/Post Incident,Preventative Maintenance	31.5
Physical Fitness,Preventative Maintenance	9
Pre/Post Incident,Preventative Maintenance	5
Preventative Maintenance	8
Technical Rescue	3
<b>TOTAL COMPANY TRAINING DOCUMENTATION HOURS</b>	<b>280</b>

MISCELLANEOUS	HOURS
Aerosol Transmissible Diseases (14863)	1
Facility Training Documentation	9
Officer Training (Management/Administration) Documentation	25.5
<b>TOTAL MISCELLANEOUS HOURS</b>	<b>36</b>

<b>TOTAL TRAINING HOURS</b>	<b>394.5</b>
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EMS CONTINUED	HOURS
EMS Cardiac Emergencies Advanced	2
EMS Cardiac Emergencies Basic	1
EMS Cardiovascular Anatomy & Physiology Review	1
EMS Clinical Decision-Making (66413)	1
EMS CNS Injuries Advanced	1
EMS Common Infectious Pathogens (3915)	1
EMS Communication and Documentation (1914)	1
EMS Crime Scene Awareness	2
EMS Diet & Nutrition (1526)	1
EMS Endocrine System Emergencies Advanced	2
EMS Environmental Emergencies Advanced	1
EMS Intraosseous Infusion Advanced	1
EMS Managing Cardiac Arrest: During and After Resuscitation (37691)	2
EMS Managing Multiple Casualty Incidents	1
EMS Methamphetamine	2
EMS Neonatology Advanced	2
EMS Obstetrical Emergencies Advanced (2 hour)	2
EMS Pharmacology Advanced	2
EMS Sudden Infant Death Syndrome (SIDS)	1
EMS Training Documentation	18
EMS Traumatic Head and Brain Injuries Advanced	2
EMS Traumatic Injury During Pregnancy	2
EMS Understanding the Basics of ECGs	1
<b>TOTAL EMS HOURS</b>	<b>79</b>



## INTEROFFICE MEMO

### Big Bear Fire Authority

**DATE:** October 3, 2024

**TO:** Board Chair and Directors of Big Bear Fire Authority

**FROM:** Jeff Willis, Fire Chief *JW*

**PREPARED BY:** Chardelle Smith, Board Secretary *CS*

**SUBJECT:** **MAY 2024 FIRE DEPARTMENT MONTHLY ACTIVITY REPORT**

#### 1. SERVICE DELIVERY

Year-to-date incidents by call type percentages (see attached report)

1.1 Call types by month and year-to-date:

		<b>Current Month</b>	<b>Calendar YTD</b>	<b>Previous Year</b>
1.2.1	Fire Calls, Hazardous Conditions, Service Calls	84	525	1,396
1.2.2	Rescue/Medical Calls	234	1,478	3,198
1.2.3	Medical Flight Missions	36	130	308
1.2.4	Training Class Summary (hours)	552.50	2,027.7	5,630.25
<b>FIRE PREVENTION</b>				
1.2.5	Plan Review	17	67	149
1.2.6	Chipping Requests (2020 Suspended)	--	--	--
1.2.7	Trees Removed/Reimbursed Through Grant	0	0	9
1.2.8	Hazardous Tree Removal Notice to Proceed	0	1	29
1.2.9	Hazardous Tree 2 <sup>nd</sup> & Final Abate Notice/Order (included in 1.2.11 and below)	--	--	-
1.2.10	Tree Abatement Issues Resolved	0	0	31

	<b>FIRE PREVENTION CONTINUED</b>	<b>Current Month</b>	<b>Calendar YTD</b>	<b>Previous Year</b>
1.2.11	1 <sup>ST</sup> Abate Notice/Order	7	10	5,505
1.1.12	1 <sup>st</sup> inspection with 1 <sup>st</sup> Citation (weeds & grasses)	1	1	1,245
1.2.13	2 <sup>nd</sup> Inspection with 1 <sup>st</sup> Citation	0	2	408
1.2.14	3 <sup>rd</sup> Inspection with 2 <sup>nd</sup> Citation	0	0	82
1.2.15	Final Inspection with 3 <sup>rd</sup> Citation	0	0	24
1.2.16	March 2024 Compliant Inspections	0	2	880

## 2. COMMUNITY RELATION

- 2.1 May 2 – Fire personnel participated in the Baldwin Lane Elementary School College and Career Day.
- 2.2 May 13 – Fire personnel participated in the Hospital Week Appreciation Parade.
- 2.3 May 18 – Fire personnel participated in the Bear Valley Community Health Fair.
- 2.4 May 21 – Fire personnel participated in Every 15 Minutes Crash Event held at the Big Bear High School.
- 2.5 May 21 – Fire personnel participated in the STEM (Science, technology, engineering, mathematics) Community Event held at the Big Bear Middle School.
- 2.6 May 29 – Station 281 held a tour for the kindergarten classes from North Shore Elementary School.
- 2.7 May 29 – Big Bear Elks Lodge hosted their annual firefighter appreciation dinner where the firefighter and EMS of the year were announced. This year’s winners were Firefighter/Paramedic Alex Marshall and Flight Paramedic Zachary Keough

## 3. OPERATIONS

- 3.1 Chief Willis, Assistant Chief Maltby, and/or Director of Business Services Mandolini attended the following meetings during the reporting month:
  - 2024-2025 Draft Budget Review with Director Eagleson and Vice Chair Segovia – May 1
  - Safety Support Division (SSD) Personnel required annual training, completed – May 29
  - Inland Empire Fire Safe Alliance meeting – May 8
  - San Bernardino County Fire Chiefs Association Special Meeting – May 20



3.2 Battalion Chief Parham attended the following meetings/trainings during the reporting month:

- San Bernardino County EMS Officers Meeting – May 8
- Government Affairs Regional Transportation Advisory (GA-RTAC) – May 9
- Continuous Quality Improvement Leadership Training (CQILT) – May 16

3.3 Battalion Chief Rogers attended the following meetings/trainings during the reporting month:

- San Bernardino County Fire Agencies (XBO) Cooperators meeting – May 1
- San Bernardino County Training Officers Association meeting– May 9
- California Fire EMS Disaster (CFED) West 2024 Conference – May 20-23

3.4 Battalion Chief Wagner attended the following meetings/trainings during the reporting month:

- San Bernardino County Fire Chief Association Special Meeting – May 20
- Fire Safe Big Bear Council Meeting – May 23

#### **4. HEALTH AND SAFETY**

4.1 May 1, 9, 17 - EMS Training: Pediatrics Pharmacology/Neonatal Resuscitation was held for all shifts.

4.2 May 20 – A Multi Company Drill was held for A-shift. This drill included hose evolutions with force entry as well as search and rescue.

#### **5. ADVERTISING, PRESS RELEASES AND SOCIAL MEDIA**

5.1 May – The following advertisements were placed:

- “Ambulance Membership” KBHR
- “Let’s Get Something Clear” Big Bear Now

5.2 May – The following social media posts were placed:

- 5/2/2024 – Fire Hazard Abatement Season Approaches
- 5/9/2024 – Plane Crash at Big Bear Airport
- 5/10/2024 - Message from the Fire Marshal to property owners regarding hazard abatement
- 5/15/2024 – Employee Service Awards at the Regular Board meeting
- 5/15/2024 – Vehicle Fire on Mill Creek Rd.
- 5/27/2024 – Memorial Day
- 5/27/2024 – Fire Marshal updated letter with new hazard abatement inspection start date
- 5/30/2024 – Elks Lodge Dinner with Firefighter and EMS of the Year.

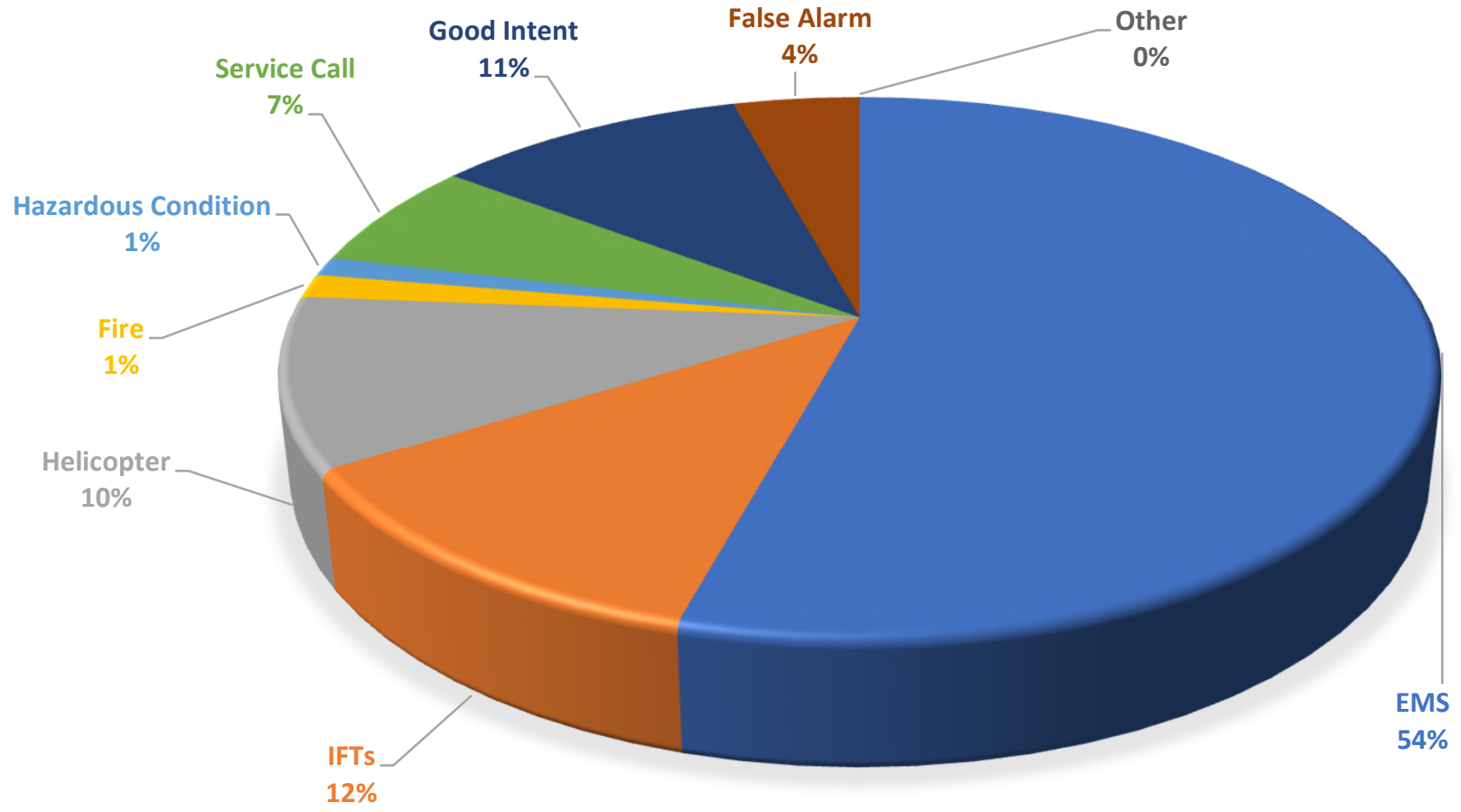
**6. PERSONNEL**

- 6.1 May 2 – An Ambulance Operator orientation was held.
- 6.2 May 7 – Interviews were held for the position of Fire Inspector.
- 6.3 May 16 – An Ambulance Operator/EMT Orientation was held.

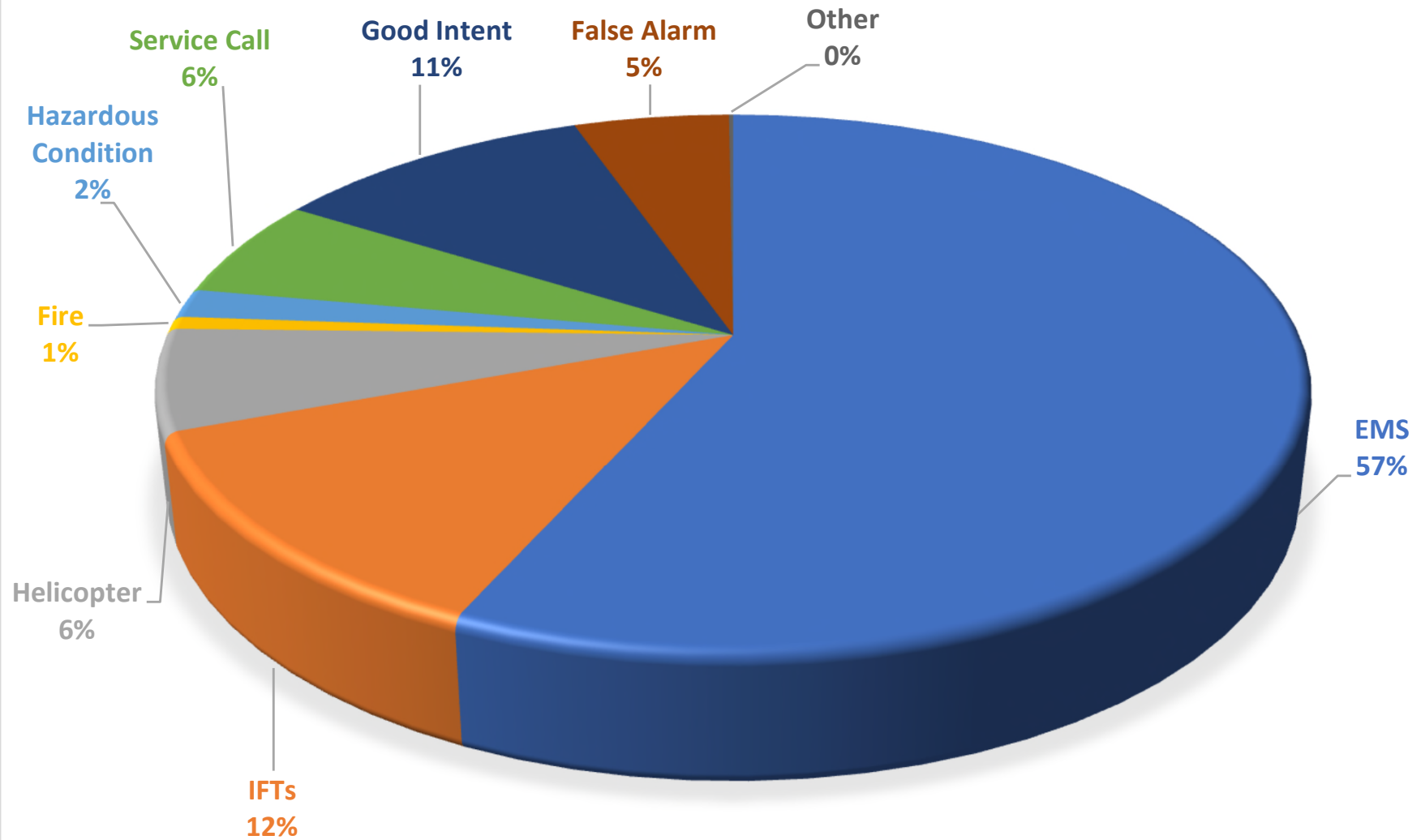
**7. ADMINISTRATIVE STAFF TRAINING/ CONFERENCES/ SEMINARS**

- 7.1 May 7 – Facilities and Systems Manager Dickerson attended a CONFIRE Communications and Support Committee meeting

# MAY 2024 INCIDENTS BY TYPE



## 2024 YTD TOTAL INCIDENTS BY TYPE



## Incident Type Report 05/01/24 - 05/31/24

<b>1 Fire</b>	<b>Count</b>	<b>Est. Prop. Loss</b>	<b>Est. Content Loss</b>	<b>Total Est. Loss</b>	<b>%</b>
111 - Building fire	1				
113 - Cooking fire, confined to container	1				
114 - Chimney or flue fire, confined to chimney or flue	1	300		300	1.17%
131 - Passenger vehicle fire	1	25,000		25,000	97.47%
138 - Off-road vehicle or heavy equipment fire	1	300	50	350	1.36%
<b>Incident Count</b>	<b>5</b>	<b>\$25,600</b>	<b>\$50</b>	<b>\$25,650</b>	<b>100.00%</b>

<b>3 Rescue &amp; Emergency Medical Service Incident</b>	<b>Count</b>
300 - Rescue, EMS incident, other	2
320 - Emergency medical service, other	2
321 - EMS call, excluding vehicle accident with injury	173
322 - Motor vehicle accident with injuries	14
324 - Motor vehicle accident with no injuries.	1
Interfacility Transfers	42
<b>Incident Count</b>	<b>234</b>

<b>4 Hazardous Condition</b>	<b>Count</b>
400 - Hazardous condition, other	1
412 - Gas leak (natural gas or LPG)	2
440 - Electrical wiring/equipment problem, other	1
<b>Incident Count</b>	<b>4</b>

<b>5 Service Call</b>	<b>Count</b>
522 - Water or steam leak	2
550 - Public service assistance, other	6
551 - Assist police or other governmental agency	1
553 - Public service	8
561 - Unauthorized burning	6
<b>Incident Count</b>	<b>23</b>

<b>6 Good Intent Call</b>	<b>Count</b>
600 - Good intent call, other	2
611 - Dispatched and cancelled en route	7
611A - Alarm: Dispatched & Cancelled Enroute	13
611E - EMS: Dispatched & Cancelled Enroute	9
611G - Veg Fire: Dispatched & Cancelled Enroute	2
611T - T/C: Dispatched & Cancelled Enroute	3
622 - No incident found on arrival at dispatch address	1
<b>Incident Count</b>	<b>37</b>

## Incident Type Report 05/01/24 - 05/31/24

<b>7 False Alarm &amp; False Call</b>	<b>Count</b>
700 - False alarm or false call, other	4
733 - Smoke detector activation due to malfunction	2
735 - Alarm system sounded due to malfunction	2
741 - Sprinkler activation, no fire - unintentional	1
743 - Smoke detector activation, no fire - unintentional	4
744 - Detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	1
<b>Incident Count</b>	<b>15</b>

<b>TOTAL INCIDENT COUNT</b>	<b>318</b>
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## TRAINING SUMMARY REPORT

05/01/2024 - 05/31/2024

COMPANY TRAINING DOCUMENTATION	HOURS	EMS	HOURS
Area Familiarization, Emergency Ops, Fire Prevention, Fire Pump, Fire Suppression, Forcible Entry, Hose, Hydrants/Streets, Water Supply, Physical Fitness, Pre/Post Incident, SCBA	6	EMS Airway Management Advanced (2 hours)	2
Area Familiarization, Emergency Ops, Fire Suppression, Hose, Hydrants/Streets, Water Supply, Pre/Post Incident	3	EMS Altered Mental Status	1
Emergency Ops	70	EMS Assessing the Patient with Major Trauma (50121)	2
Emergency Ops, Fire Pump, Fire Suppression, Hose, Hydrants/Streets, Water Supply, Physical Fitness, Pre/Post Incident, SCBA, Technical Rescue	14	EMS Environmental Emergencies (1604)	1
Emergency Ops, Fire Suppression	3	EMS Health & Wellness	2
Emergency Ops, Fire Suppression, Forcible Entry, Hose, Hydrants/Streets, Water Supply, Physical Fitness, Pre/Post Incident, SCBA	9	EMS Heat Illness and Emergencies (40850)	3
Emergency Ops, Fire Suppression, Pre/Post Incident	4.5	EMS Managing Multiple Casualty Incidents	1
Emergency Ops, Pre/Post Incident	14	EMS Mental Health for Emergency Responders	3
Emergency Ops, Pre/Post Incident, Preventative Maintenance	27	EMS Training Documentation	34
Emergency Ops, Pre/Post Incident, Preventative Maintenance, SCBA	16	<b>TOTAL EMS HOURS</b>	<b>49</b>
Fire Pump	8		
Fire Suppression	28		
Physical Fitness	101.5		
Physical Fitness, Pre/Post Incident, Preventative Maintenance	52.5		
Physical Fitness, Preventative Maintenance	10.5		
Technical Rescue	3		
Technical Rescue, US&R	6		
Vehicle Repair	7.5		
Driver Training Documentation	2		

# TRAINING SUMMARY REPORT

05/01/2024 - 05/31/2024

<b>TOTAL COMPANY TRAINING DOCUMENTATION HOURS</b>	<b>386</b>
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<b>TOTAL TRAINING HOURS</b>	<b>552.5</b>
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<b>MISCELLANEOUS</b>	<b>HOURS</b>
2024 RT-130 Wildland Refresher Training	104
2024 RT-330 STEN/OH Wildland Refresher Training	4
Anti-Harassment Training for All Employees - California (SB1343)	1
Officer Training (Management/Administration) Documentation	9
<b>TOTAL MISCELLANEOUS HOURS</b>	<b>118</b>





# BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA4

**MEETING DATE:** October 8, 2024

**TO:** Board Chair and Directors of Big Bear Fire Authority

**FROM:** Jeff Willis, Fire Chief *[Signature]*

**PREPARED BY** Luke Wagner, Asst. Chief/Fire Marshal *[Signature]*

**SUBJECT:** **RESOLUTION NO. BBFA2024-009, ACKNOWLEDGING RECEIPT OF ANNUAL INSPECTION REPORT FOR CERTAIN EDUCATIONAL AND RESIDENTIAL STRUCTURES**

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## **BACKGROUND:**

California Health & Safety Code Sections 13146.2 and 13146.3 require all fire departments that provide fire protection services, including the Big Bear Fire Department, to perform annual inspections of every public and private school and every hotel, motel, lodging house, and apartment building for compliance with Fire Code requirements.

California Health & Safety Code Section 13146.4 was added in September 2018 and became effective on January 1, 2019. This new section requires that the Department report annually to the Board of Directors on its compliance with Sections 13146.2 and 13146.3. Additionally, it requires that the report be provided either during the annual budget process or at another time as determined by the Board. Further, receipt of the report must be acknowledged by the Board in a resolution or a similar formal document.

## **DISCUSSION:**

In accordance with these requirements, Resolution No. BBFA2024-009 (Attachment A) is submitted for the Board's consideration and adoption. As an overview, there are currently approximately 67 structures within the Department's service area that meet the requirements for state-mandated annual inspections. Specifically, the Department performed annual inspections of 63 out of approximately 63 affected hotel/residential structures (100%), and 4 out of 4 educational structures (100%).

The attached Resolution acknowledges receipt of the report and designates October of each year as the specified time for the Board of Directors to receive the annual report for the year.

## **RECOMMENDATION:**

Staff recommends that the Board adopt Resolution No. BBFA2024-009 as presented.

**RESOLUTION NO. BBFA2024-009**

**A RESOLUTION OF THE BOARD OF THE BIG BEAR FIRE AUTHORITY ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF THE BIG BEAR FIRE AUTHORITY REGARDING THE INSPECTION OF CERTAIN OCCUPANCIES PURSUANT TO SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE**

WHEREAS, California Health & Safety Code Section 13146.4 was added in 2018, and became effective on January 1, 2019; and,

WHEREAS, California Health & Safety Code Sections 13146.2 and 13146.3 require all fire departments that provide fire protection services, including the Big Bear Fire Authority, to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, and certain residential care facilities for compliance with building standards, as provided; and,

WHEREAS, California Health & Safety Code Section 13146.4 requires all fire departments that provide fire protection services, including the Big Bear Fire Authority, to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3; and,

WHEREAS, the Board of the Big Bear Fire Authority intends this Resolution to fulfill the requirements of the California Health & Safety Code regarding acknowledgment of the Big Bear Fire Authority's compliance with California Health and Sections 13146.2 and 13146.3.

NOW, THEREFORE, BE IT RESOLVED by the Board of the Big Bear Fire Authority as follows:

1. The Board expressly acknowledges the following report on the compliance of the Big Bear Fire Authority with California Health and Safety Code Sections 13146.2 and 13146.3 in the area encompassed by the Big Bear Fire Authority as follows:

**A. EDUCATIONAL GROUP E OCCUPANCIES:**

Educational Group E occupancies are generally those public and private schools, used by more than six persons at any one time for educational purposes through the 12th grade. Within the Big Bear Fire Authority, there lie 4 Group E occupancies, buildings, structures and/or facilities.

During calendar year 2024, the Big Bear Fire Authority completed the annual inspection of all 4 Group E occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

Additional items of note regarding this compliance rate, if any, can be found in the accompanying staff report for this resolution.

**B. RESIDENTIAL GROUP R OCCUPANCIES:**

Residential Group R occupancies, for the purposes of this resolution, are generally those occupancies containing sleeping units, and include hotels, motels, lodges, etc. as well as other residential occupancies (including a number of residential care facilities). These residential care facilities have a number of different sub-classifications, and they may contain residents or clients that have a range of needs, including those related to custodial care, mobility impairments, cognitive disabilities, etc. The residents may also be non-ambulatory or bedridden. Within the jurisdiction of the Big Bear Fire Authority, there lie 63 Group R (and their associated sub-categories) occupancies of this nature.

During calendar year 2024, the Big Bear Fire Authority completed the annual inspection of 63 Group R occupancies, buildings, structures and/or facilities. This is a compliance rate of approximately 100% for this reporting period.

Additional items of note regarding this compliance rate, if any, can be found in the accompanying staff report for this resolution.

2. Future reports pursuant to California Health & Safety Code Section 13146.4 shall be presented to the Board in October of each calendar year. The report shall contain information on inspections made during that calendar year.

**PASSED, APPROVED, AND ADOPTED** this 8th day of October, 2024.

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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Larry Walsh, Board Chair  
Big Bear Fire Authority

ATTEST:

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Chardelle Smith, Board Secretary  
Big Bear Fire Authority

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

I, Chardelle Smith, 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. BBFA2024-009 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 8th day of October, 2024, 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 8th day of October, 2024.

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Chardelle Smith. Board Secretary  
Big Bear Fire Authority



# BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA5

**MEETING DATE:** October 8, 2024

**TO:** Board Chair and Directors of Big Bear Fire Authority

**FROM:** Kristin Mandolini, Director of Business Services *km*

**SUBJECT:** **RESERVE POLICY**

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## **BACKGROUND:**

The Big Bear Fire Authority's initial reserve policy was issued on December 11, 2012, and revised on July 1, 2016.

At the April 17<sup>th</sup> board workshop, a discussion was held in regards to the reserve policy and the desire to update it to reflect the current financial priorities of the Board. Staff was asked to bring the topic back to the June 11, 2024, regular board meeting. After a review of the current policy, the topic was further assigned to the Finance Committee which met on July 29<sup>th</sup>. At that time, it was suggested that a draft outline of a revised reserve policy would be useful as a starting point, and staff was asked to bring that back to the Board on August 13, 2024. At that meeting it was agreed that staff is headed in the right direction with the draft presented and asked that the Finance Committee continue discussion and revisions and bring it back to the full Board when ready.

## **DISCUSSION:**

At the September 24, 2024, Finance Committee meeting, the draft policy was presented with a recommended change to the goal of \$7.0 Million in Fund Balance to eliminate the Tax and Revenue Anticipation Note to 35% of annual budgeted expenses, an equivalent amount, to account for annual growth. Satisfied with the policy after this revision, the Finance Committee asked staff to bring the reserve policy (attachment a) back to the October 8<sup>th</sup>, 2024, board meeting to consider adoption.

Fund Balance goals under the revised reserve policy include:

## **TARGETED FUND BALANCE GOALS:**

1. Eliminate the need for a Tax and Revenue Anticipation Note with the goal of a Fund Balance that is 35% of budgeted annual expenses. These funds can be assigned as "Contingency Reserves" which are created and maintained for providing sufficient cash flow to meet daily financial needs, and to ensure continuity of operations due to unplanned events.

2. Once this is accomplished, apply 50% of the annual budgeted fund balance increases to expanding staff and 50% to the following targeted goals, in this order:
  - a. Vehicle Replacement Reserve: Add \$250,000 annually to this committed reserve intended for repair, replacement, or acquisition of safety vehicles and fire apparatus. Board approval required for expenditures from this Fund.
  - b. Facility Reserves: Once the Contingency Reserve Goal has been met and the annual contribution to vehicle replacement reserves is met, add \$250,000 annually to a committed Facility Reserves for repair, replacement or upgrading of facility structures and fixtures. Board approval required for expenditures from this Fund.
  - c. Other Equipment Reserves: Once the Contingency, Vehicle, and Facility Annual contributions have been accomplished, Add \$100,000 annually to Other Equipment Reserves. Board approval required for expenditures from this Fund.
3. Any reserves accomplished over and above these targeted goals would be added to the Contingency Reserves until such time that the Board chooses to modify this reserve policy.

**FISCAL IMPACT**

There is no fiscal impact at this time.

**RECOMMENDATION:**

Staff recommends the reserve policy in attachment A be considered by the Board for adoption.

Attachment A: Administrative Instruction Reserve Policy



# Big Bear Fire Authority

## *Administrative Instruction*

Number: 2024-XX  
Page 1 of 4

Issued: 12/11/12  
Revised: 7/1/16  
Revised: 10/8/24

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**SUBJECT: RESERVE POLICY**

### I. PURPOSE

This document establishes the policy and administrative process for the Big Bear Fire Authority (“Authority”) fund balance designations.

### II. POLICY

Pursuant to Government Accounting Standards Board Statement Number 54 (GASB 54), Fund Balance Reporting and Government Fund Type Definitions, effective for financial statement periods beginning after (Date TBD) 2024, this policy formalizes the reserve policy as described below:

*Nonspendable Fund Balance:* The nonspendable fund balance category cannot be spent either because it is not in a spendable form (e.g. Reserve for inventories) or it is the result of a legal or contractual requirement to be maintained intact. The Authority Treasurer or his/her designee is responsible for establishing and maintaining the Non-Spendable Fund Balance in accordance with Generally Accepted Accounting Principles as well as the legal and contractual requirements that are the basis for this fund balance categorization.

*Restricted Fund Balance:* The restricted fund balance category contains fund balance constraints externally imposed (e.g. debt covenants, grant requirements, contributor specifications) or imposed by law (e.g. constitutional provisions enabling legislation). Enabling legislation as defined in GASB 54 authorizes the collection of payment for a specific purpose. The Authority Treasurer or his/her designee is responsible for establishing and maintaining the Restricted Fund Balance in accordance with Generally Accepted Accounting Principles as well as the externally and legally imposed constraints that are the basis for this fund balance categorization. The undesignated fund balance for the Big Bear Fire Authority falls into this category (can only be used for Authority purposes).

*Unrestricted Fund Balance:* The unrestricted fund balance category contains fund balances that do not meet the criteria for categorization as nonspendable or restricted. Within the category of unrestricted, there are three subcategories: Committed, Assigned, and Unassigned.

*Committed:* The committed fund balance subcategory is established and utilized pursuant to the formal action of the governing body prior to the end of the fiscal year (June 30). Examples of fund balances categorized as committed include contingency reserves, replacement reserves, and infrastructure improvement reserves. Contributions and uses of reserves during a fiscal period are initially established by resolution during the budget adoption process and are reevaluated and modified during a mid-year budget review with the adoption of a resolution approving mid-year budget adjustments. Budgeted contributions and uses may also be adjusted throughout the year with the consent of a simple majority of the governing body. Regardless of when formal action is made, any recommendation to establish a contribution or use of committed reserves requires formal authorization of the governing body.

*Assigned:* The assigned fund balance subcategory contains amounts that are intended to be used for a specific purpose but are neither restricted nor committed. Funds reserved for encumbrances and compensated absences are examples of assigned fund balances. Unlike the other fund balance designations, assigned fund balances do not require formal action of the governing body to establish or adjust. The governing body, by way of policy adoption, assigns authority for determining such assignments to a management position; in this case, the Authority Treasurer or his/her designee has been assigned such authority.

*Unassigned:* The unassigned fund balance subcategory is the residual (undesignated) fund balance in the general operating fund. This portion of the fund balance has not been restricted, limited or assigned to a specific purpose.

*Recognition Criteria:* For financial reporting purposes, it is necessary to establish the recognition criteria for uses of restricted and unrestricted fund balances. This policy establishes that expenditures are considered to be incurred when restricted and unrestricted fund balances are used, regardless of whether the unrestricted fund balance is categorized as committed, assigned, or unassigned. For example, the use of vehicle replacement reserves to purchase a replacement vehicle will be considered an expenditure at the time of purchase, at which time, the use of reserved fund balances will be transferred out to cover the expenditure.

### III. TARGETED FUND BALANCE GOALS

1. Eliminate the need for the Tax and Revenue Anticipation Note – Fund Balance goal of 35% of budgeted annual expenses. These funds can be assigned as “Contingency Reserves” which are created and maintained for providing sufficient cash flow to meet daily financial needs, and to ensure continuity of operations due to unplanned events.
2. Once this is accomplished, apply 50% of annual budgeted fund balance increases to expanding staff and 50% to the following targeted goals, in this order:



- a. Vehicle Replacement Reserve: Add \$250,000 annually to this committed reserve intended for repair, replacement, or acquisition of safety vehicles and fire apparatus. Board approval required for expenditures from this Fund.
  - b. Facility Reserves: Once the Contingency Reserve Goal has been met and the annual contribution to vehicle replacement reserves is met, add \$250,000 annually to a committed Facility Reserves for repair, replacement or upgrading of facility structures and fixtures. Board approval required for expenditures from this Fund.
  - c. Other Equipment Reserves: Once the Contingency, Vehicle, and Facility Annual contributions have been accomplished, Add \$100,000 annually to the Other Equipment Reserves. Board approval required for expenditures from this Fund.
3. Any reserves accomplished over and above these targeted goals would be added to the Contingency Reserves until such time that the Board chooses to modify this reserve policy.

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JEFF WILLIS  
Fire Chief

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LARRY WALSH  
Board Chair

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Date

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Date

**BIG BEAR FIRE AUTHORITY**  
**Ad Hoc Strategic Planning Committee Meeting of September 17, 2024**

**Staff Notes**

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**OPEN SESSION**

**CALL TO ORDER**

An Ad Hoc Strategic Planning Committee meeting of the Big Bear Fire Authority was called to order by Director Putz at 9:01 a.m., on September 17, 2024, at 41090 Big Bear Boulevard, Big Bear Lake, California.

**Committee Board Members Present:** Director Melnick, Director Putz, Director Rowe, and Vice Chair Segovia

**Ex Officio Committee Members Present:** Glenn Schwartzman and Norman Dykesten

**Committee Board Members Absent:** None

**Staff Present:** Fire Chief Jeff Willis, Assistant Chief/Fire Marshal Luke Wagner, Battalion Chief Dan Rogers, Battalion Chief Matt Fonda, Director of Business Services Kristin Mandolini, Special Authority Counsel Lutfi Kharuf, and Board Secretary Chardelle Smith

**MOMENT OF SILENCE**                      Observed

**PLEDGE OF ALLEGIANCE:**        Led by Director Rowe

**PUBLIC COMMUNICATION**

**Joseph Kelly:** Thanked the firefighters and staff. He stated the community is proud and the efforts will never be forgotten.

**DISCUSSION ITEMS**

**1. Strategic Planning Discussion and Approach**

Director Putz thanked all the firefighters, both local and out of jurisdiction. He noted that because of the collective work between government and putting tax dollars towards different entities, our homes are still here.

Director Putz mentioned he was happy to chair the Ad Hoc Committee, but requested the Committee consider someone else to stand in as Chair of the Committee. He noted the JPA Bylaws state responsibilities should be shared between the two entities. He asked if it would be a director from Big Bear City Community Services District.

Discussion ensued regarding how long the committee has been meeting and each committee member expressed their appreciation for Director Putz taking the lead. It was agreed for Director Putz to continue as Chair of the Ad Hoc Strategic Planning Committee.

Director Putz opened the strategic planning discussion regarding the list of other revenues that was created at the previous committee meeting, with the top three possibilities to pursue being TOT monies, recreation safety fee as a percentage, and the Community Facilities District (CFD) developer impact fee. It was also agreed to not burden the local community members.

Special Counsel Kharuf was introduced and asked to explain if and how the top three possibilities could work for the department. He explained the difference between the CFD, TOT monies, and recreation safety fee. Kharuf mentioned TOT monies and safety fee tax are limited to cities and counties only. If the Authority wanted to move forward with either of those options, the Authority would need to ask the local City or County to levy and to dedicate the money collected to the Authority. It was mentioned a CFD is something that is flexible in structure and can be built specific to parcels with visitor-based benefits.

Discussion ensued regarding specifics to building a CFD. It was questioned how it could pass whether it was for a specific parcel or territory of the authority and how it could be successful as an additional revenue source. It was noted if voter initiative were to receive enough signatures in support of the CFD, it could be brought forward to the ballot and would lower the threshold to needing 50% votes to pass. The current TOT monies from the City and County were also discussed and it was suggested to assign delegates from the board to speak with the elected officials regarding collecting some of those funds.

### **Public Comment:**

***Joseph Kelly:*** commented on this meeting being a strategic planning meeting, yet all that was discussed was taxes. He mentioned he has been practicing law for 50 years and understands tax laws. He states when talking about step 2 of the petition process, the department is talking about a fake citizen-based initiative.

***Patrice Duncan:*** commented that Joseph Kelly no longer a resident to the Big Bear Valley. She mentioned she is not affiliated with the fire department and volunteered as a volunteer to lead the initiative. She gave caution regarding short term rentals (STR) as the County has Measure K on the upcoming ballot of a 4% increase and the City just included a 2% increase regarding STRs.

**ACTION:** By consensus, the Ad Hoc Strategic Planning Committee agreed to continue this discussion at the next ad hoc strategic planning committee meeting, to be scheduled after the October 8<sup>th</sup> regular Board meeting.

### **ADJOURNMENT**

With no further business to come before the Ad Hoc Strategic Planning Committee, Director Putz adjourned the meeting at 10:58 a.m.

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Chardelle Smith, Board Secretary

**BIG BEAR FIRE AUTHORITY**  
**Finance Committee Meeting of September 24, 2024**

**Staff Notes**

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**OPEN SESSION**

**CALL TO ORDER**

A Finance Committee meeting of the Big Bear Fire Authority was called to order by Director Herrick at 10:02 a.m., on September 24, 2024, at 41090 Big Bear Boulevard, Big Bear Lake, California.

**Committee Board Members Present:** Director Herrick, Director Rowe, Vice Chair Segovia, and Board Chair Walsh

**Committee Board Members Absent:** None

**Staff Present:** Fire Chief Jeff Willis, Director of Business Services Kristin Mandolini, and Board Secretary Chardelle Smith.

The moment of silence/pledge of allegiance was waived.

**PUBLIC COMMUNICATION**

None

**DISCUSSION ITEMS**

**1. Reserve Policy**

Chief Willis opened the meeting with background of recent discussions regarding the reserve policy. Ms. Mandolini presented the updated reserve policy and reviewed each targeted fund balance goal. She mentioned the significant change was changing the \$7 million goal to now state a 35% of the budgeted annual expenses.

Discussion ensued regarding once 35% of budgeted annual expenses is met, funds would then be added to the vehicle replacement reserves as well as the facility reserve. It was suggested to add more to the vehicle reserves, and less to the facility reserves. The current fleet replacement plan was handed out and reviewed regarding the vehicles that were deferred this last budget approval. It was noted that if a vehicle is needed prior to meeting the reserve policy goal, it will be financed.

Staff responded to questions from the Committee members. Committee members provided comment.

**ACTION:** By consensus, the Finance Committee agreed on the current version of the reserve policy and asked staff to bring it back to the full board for further discussion at the October 8<sup>th</sup> regular board meeting.

**ADJOURNMENT**

With no further business to come before the Finance Committee, Director Herrick adjourned the meeting at 10:39 a.m.

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Chardelle Smith, Board Secretary