

**LOCAL AGENCY FORMATION COMMISSION  
COUNTY OF SAN BERNARDINO**

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**DATE:** JULY 8, 2002  
**FROM:** JAMES M. RODDY  Executive Officer  
**TO:** LOCAL AGENCY FORMATION COMMISSION

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**SUBJECT: Agenda Item #6:** LAFCO #2893--Service Review and Sphere of Influence Update for the Chino Valley Independent Fire District

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**INITIATED BY:**

San Bernardino Local Agency Formation Commission

**RECOMMENDATION:**

1. Determine that LAFCO #2893 is statutorily exempt from environmental review, and direct the Clerk to file a Notice of Exemption within five days;
2. Make findings related to a service review required by Government Code Section 56430, determine that the existing sphere of influence for the Chino Valley Independent Fire District should not be changed; and,
3. Adopt LAFCO Resolution #2741 setting forth the Commission's findings and determinations on this issue.

**BACKGROUND INFORMATION:**

The Chino Valley Independent Fire District has submitted information in response to Government Code Section 56430 (service review factors) and has indicated that it does not propose any sphere of influence changes pursuant to Government Code Section 56425. Staff has reviewed these service review factors and sphere of influence issues with the District, and supports the District's position. Staff will provide oral comments at

the July hearing to more fully respond to the service review/sphere review issues, and recommends that the Commission adopt the attached draft resolution setting forth the findings and determinations required by law.

**Attachments:**

1. Submittal from the Chino Valley Independent Fire District
2. Draft Resolution for the CVIFD service review/sphere update
3. Response from Tom Dodson and Associates

**Submittal from the Chino  
Valley Independent  
Fire District**

**Attachment 1**



# Chino Valley Independent Fire District

2005 Grand Avenue  
Chino Hills, CA 91709  
(909) 902-5260 Administration  
(909) 902-5280 Fire Prevention  
(909) 902-5250 Fax  
<http://www.cvifd.org>

*Board of Directors*  
*Patti Aguiar,*  
*President*  
*Tina Revane,*  
*Vice President*  
*Michael Calaway*  
*James S. Espinosa*  
*David A. Voigt*

*Fire Chief*  
*Paul L. Benson*

June 26, 2002

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LAFCO  
San Bernardino County

James M. Roddy, Executive Officer  
Local Agency Formation Commission  
175 West Fifth Street, Second Floor  
San Bernardino, CA 92415-0490

**Re: Service Review/Sphere of Influence Study for Chino Valley  
Independent Fire District**

Dear Mr. Roddy:

The following information is being provided as requested for the service review and sphere of influence study for the Chino Valley Independent Fire District (CVIFD).

**Sphere of Influence:** The Chino Valley Independent Fire District does not anticipate any sphere of influence amendments during the next five years.

**Service Review:** The following responses are provided for those specific service review issues wherein the Chino Valley Independent Fire District is the authority having jurisdiction or wherein the service is substantially being provided by this District.

**I. Infrastructure Needs and Deficiencies**

This category is not relevant to the Fire District. The infrastructure and facilities needs and projections for CVIFD are adequately addressed through our planning process and documented in the Fire District Master Plan.

## II. Growth and Population

The Fire District covers approximately 80 square miles and includes the cities of Chino, Chino Hills and islands of unincorporated county area. The Fire District provides service to approximately 145,000 residents. Areas within the Fire District that project significant growth are the south Chino area (dairy preserve) and the southern Chino Hills area, generally described as the Butterfield-Soquel Canyon area. Population projections over the next 10-20 years (build-out) estimate as many as 200,000 residents in the service area. The Fire District Master Plan projects facility and resource needs to meet the growth projections.

## III. Financing Opportunities and Constraints

The primary funding mechanism for the Fire District is property tax. The Fire District also has an agreement with the City of Chino to ensure balanced property tax allocation for Fire District services and funding. Capital improvements for new construction and equipment needs are financed by Development Impact Fees collected by the cities of Chino and Chino Hills. The Fire District has completed a draft 20-Year Financial Plan and will be finalizing this plan with input from both cities during the next several months.

## IV. Cost Avoidance Opportunities

The Fire District provides a full range of fire protection and paramedic level emergency medical services. The Fire District maintains automatic and mutual aid agreements with neighboring jurisdictions to enhance resource depth and maintain service levels at all times. The Fire District also maintains a contract with the California Department of Fire Protection (CDF) for supplemental wildland fire protection services in the rural interface areas of Chino Hills. The Fire District Master Plan and draft 20-Year Financial Plan are guidance documents used to maximize service levels and avoid unnecessary costs.

## V. Rate Restructuring

This element of the Service Review is not relevant to the Fire District.

## VI. Opportunities for Shared Facilities

The Fire District has completed studies on possible co-location and/or consolidation of vehicle services facilities with the cities of Chino and Chino Hills, and the Chino Valley Unified School District. The Fire District is also pursuing the joint construction of a training center for fire/law agencies with the City of Chino and will continue to search for opportunities to reduce costs and improve efficiencies.

## VII. Evaluation of Management Efficiencies

The Fire District strives to ensure organizational efficiencies at all levels as evidenced in the Fire District's Master Plan. Additionally, the Fire District has contracted for development of a long-range personnel plan to ensure the growth and development of the Fire District organizational structure are effectively matched to the needs of the community and the service level demands.

## VIII. Local Accountability and Governance

A five-member elected Board of Directors governs the Fire District. The Directors are elected area-wide with staggered four-year terms. Regular Fire District Board meetings are held the second Wednesday of each month. The Fire Board also utilizes four Standing Committees, consisting of two Board members each, that meet periodically to review Fire District policy and business items. The Standing Committees (Personnel, Finance, Planning and Emergency Medical Services) provide information and recommendations to the full Board on specific items within their purview. All meetings of the full Board and Standing Committees are held in compliance with the provisions of the Brown Act. Meetings are noticed as required in the local newspapers and on the Fire District web site. Meeting agendas and minutes are available at the Fire District Administration Office and are posted on the web site.

The Fire District utilizes customer service survey forms, available at the Fire District Administrative Office, for customer feedback. The Fire District has a formal complaint process in place to ensure timely and fair response to any formal complaints received by the Fire District or it's staff.

The Fire District Administration Office is open Monday-Thursday from 7:30 a.m. to 5:30 p.m. and Friday from 8:00 a.m. to 5:00 p.m. We also maintain a web site [www.chinovalleyfire.org](http://www.chinovalleyfire.org) .

The Fire District encourages public participation and comment on all aspects of Fire District operations. Budget and operations reports are provided during each regularly scheduled monthly Fire Board meeting. The Fire District Master Plan updates and the annual Fire District goals development are publicly noticed and conducted in a workshop format to encourage participation.

Should you have any questions or need additional information, please do not hesitate to contact me.



PAUL L. BENSON  
Fire Chief

PLB:sv

**Draft Resolution for the  
Chino Valley Independent  
Fire District  
Service Review/Sphere Update**

**Attachment 2**

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COUNTY OF SAN BERNARDINO**

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**PROPOSAL NO.: LAFCO 2893**

**HEARING DATE: JULY 17, 2002**

**RESOLUTION NO. 2741**

**A RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION OF THE COUNTY OF SAN BERNARDINO MAKING DETERMINATIONS ON LAFCO 2893, A SERVICE REVIEW AND SPHERE OF INFLUENCE UPDATE FOR THE CHINO VALLEY INDEPENDENT FIRE DISTRICT.**

**On motion of Commissioner \_\_\_\_\_, duly seconded by Commissioner \_\_\_\_\_, and carried, the Local Agency Formation Commission adopts the following resolution:**

**WHEREAS**, a service review mandated by Government Code Section 56430 and a sphere of influence update mandated by Government Code Section 56425 have been conducted by the Local Agency Formation Commission of the County of San Bernardino (hereinafter referred to as "the Commission") in accordance with the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Sections 56000 et seq.); and,

**WHEREAS**, at the times and in the form and manner provided by law, the Executive Officer has given notice of the public hearing by this Commission on this matter; and,

**WHEREAS**, the Executive Officer has reviewed available information and prepared a report including his recommendations thereon, the filings and report and related information having been presented to and considered by this Commission; and,

**WHEREAS**, the public hearing by this Commission was held upon the date and at the time and place specified in the notice of public hearing and in an order or orders continuing the hearing; and,

**WHEREAS**, at the hearing, this Commission heard and received all oral and written protests; the Commission considered all objections and evidence which were made, presented, or filed; and all persons present were given an opportunity to hear and be heard in respect to any matter relating to the review, in evidence presented at the hearing; and,

**WHEREAS**, a statutory exemption has been issued pursuant to the provisions of the California Environmental Quality Act (CEQA) indicating that this service review and sphere of influence update are statutorily exempt from CEQA and such exemption has been adopted by this Commission. The Clerk has been directed to file a Notice of Exemption within five working days of adoption of this resolution; and,

RESOLUTION NO. 2741

WHEREAS, based on presently existing evidence, facts, and circumstances filed with the Local Agency Formation Commission and considered by this Commission, it is determined that the sphere of influence for the Chino Valley Independent Fire District should be affirmed as it currently exists, as more specifically described in maps and legal descriptions on file in the LAFCO staff office; and,

WHEREAS, the following findings are made in conformance with Government Code Section 56430 and local Commission policy:

1. **Infrastructure Needs and Deficiencies.** The District has adopted a Fire District Master Plan that addresses this issue, and is on file in District Offices for public review. No specific issues relevant to this factor were identified by the District.
2. **Growth and Population.** The District provides service approximately 80 square miles within the incorporated and unincorporated City of Chino sphere of influence and the City of Chino Hills, with an approximate population of 145,000 residents. The District estimates an approximate population of 200,000 within the next 10-20 years.
3. **Financing Opportunities and Constraints.** The District is primarily funded through its share of the general property tax levy, a funding agreement with the City of Chino, and development impact fees collected through the Cities of Chino and Chino Hills, and the County. No specific financing opportunities or constraints were identified by the District.
4. **Cost Avoidance Opportunities.** The District maintains automatic and mutual aid agreements with neighboring jurisdictions. In addition, it contracts with the California Department of Forestry for supplemental wildland fire protection in portions of the City of Chino Hills. Moreover, the District's Master Plan and draft 20-year Financial Plan (on file for public review at District Offices) are guidance documents used to maximize service levels and avoid unnecessary service costs.
5. **Rate Restructuring.** The Chino Valley Independent Fire District has not identified any relevant issues associated with this factor of review.
6. **Opportunities for Shared Facilities.** The CVIFD is working the Cities of Chino and Chino Hills, and the Chino Valley Unified School District on possible co-location and/or consolidation of vehicle services facilities. The District is also pursuing the joint construction of a training center for fire and law agencies with the City of Chino.
7. **Government Structure Options.** Because the District overlays two cities and unincorporated area, it is a regional agency and is deemed to be more efficient than at least two single-service agencies, and therefore the regional service government approach is appropriate.
8. **Management Efficiencies.** The CVIFD has contracted for a long-range personnel plan to ensure that the growth and development of the fire district organizational structure are effectively matched to the needs of the communities it serves and service level demands.
9. **Local Accountability and Governance.** The District is governed by a five-member Board elected at large. The District maintains a web site, and conforms with provisions of the Brown Act requiring open meetings. No other relevant issues concerning this factor have been identified.

RESOLUTION NO. 2741

WHEREAS, the following findings are made in conformance with Government Code Section 56425 and local Commission policy:

1. **PRESENT AND PLANNED LAND USES**

The full range of urban, suburban, and rural land uses are included within the boundaries and current sphere of influence of the Chino Valley Independent Fire District. This sphere of influence update and service review have no potential whatsoever to change present or planned land uses within the District sphere, since no changes to the sphere of influence are contemplated.

2. **PRESENT AND PROBABLE NEED FOR PUBLIC FACILITIES AND SERVICES IN THE AREA**

No changes to the District sphere of influence are proposed or contemplated through this review. The District has adopted a master plan for service which addresses this issue, and is on file in the District offices.

3. **PRESENT CAPACITY OF PUBLIC FACILITIES AND ADEQUACY OF PUBLIC SERVICES PROVIDED**

No changes to the District sphere of influence are proposed or contemplated through this review. The District has adopted a master plan for service which addresses this issue, and is on file in the District offices.

4. **COMMUNITIES OF INTEREST IN THE AREA**

No changes to the District's sphere of influence are proposed or contemplated through this review. The Commission therefore determines that this factor of determination is not relevant to this review, as permitted by Government Code Section 56425.

5. **OTHER FINDINGS**

- A. Notice of this hearing has been published as required by law in The Sun and the Inland Valley Daily Bulletin, newspapers of general circulation in the area. As required by state law, individual notification was provided to affected and interested local agencies, County departments, and those individuals wishing mailed notice.
- B. Comments from landowners and any affected local agency have been reviewed and considered by the Commission in making its determination.

WHEREAS, pursuant to the provisions of Government Code Section 56425(h) the range of services provided by the Chino Valley Independent Fire District shall be limited to fire protection and emergency medical care, including paramedic service, and such range of services shall not be changed unless approved by this Commission; and,

WHEREAS, having reviewed and considered the findings as outlined above, the Commission affirms and upholds the sphere of influence for the Chino Valley Independent Fire District as it currently exists, and is depicted on maps and legal descriptions on file in the office of the San Bernardino Local Agency Formation Commission.



**Response from Tom Dodson  
And Associates**

**Attachment 3**

**TOM DODSON & ASSOCIATES**  
2150 N. ARROWHEAD AVENUE  
SAN BERNARDINO, CA 92405  
TEL (909) 882-3612 • FAX (909) 882-7015  
E-MAIL tda@tstonramp.com



July 5, 2002

Mr. James M. Roddy, Executive Officer  
Local Agency Formation Commission  
175 West Fifth Street, Second Floor  
San Bernardino, CA 92415-0490

Dear Jim:

LAFCO 2893 consists of a service review for the Chino Valley Independent Fire District (CVIFD or District) pursuant to Government Code Section 56430 and Sphere of Influence Study Pursuant to Government Code 56425. If approved by the Commission, the service and Sphere review would not result in any change to the services or the Sphere of Influence for the District. Based on the above proposal, it appears that LAFCO 2893 can be implemented without causing any physical changes to the environment or any adverse environmental impacts. The service and Sphere review does not appear to have any potential to alter the existing physical environment in any manner. Since no projects are pending or will occur as a result of approving this review, no physical changes in the environment are forecast to result from approving the action before the Commission.

Without a potential for causing physical changes in the environment, I recommend that the Commission find that a Statutory Exemption applies to LAFCO 2893 under the Section 15061 (b) (3) which states: "A project is exempt from CEQA if the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA." It is my opinion, and recommendation to the Commission, that this circumstance applies to LAFCO 2893.

Based on a review of LAFCO 2893 and the pertinent sections of CEQA and the State CEQA Guidelines, I conclude that LAFCO 2893 does not constitute a project under CEQA and adoption of the Statutory Exemption and filing of a Notice of Exemption is the most appropriate determination to comply with the CEQA process for this action. The Commission can approve the review and findings for this action and I recommend that you notice LAFCO 2893 as statutorily exempt from CEQA for the reasons outlined in the State CEQA Guideline sections cited above. The Commission needs to file a Notice of Exemption with the County Clerk to the Board for this action once the hearing is completed.

A copy of this exemption should be retained in LAFCO's project file to serve as verification of this evaluation and as the CEQA environmental determination record. If you have any questions, please feel free to give me a call.

Sincerely,

A handwritten signature in black ink that reads "Tom Dodson". The signature is written in a cursive style with a large, prominent "T" and "D".

Tom Dodson