



# ORANGE COUNTY FIRE AUTHORITY

## AGENDA

**BOARD OF DIRECTORS REGULAR MEETING**  
**Thursday, July 27, 2017**  
**6:00 P.M.**

**Regional Fire Operations and Training Center**  
**Board Room**  
1 Fire Authority Road  
Irvine, CA 92602

This Agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action or discussion shall be taken on any item not appearing on the following Agenda. Unless legally privileged, all supporting documents, including staff reports, and any writings or documents provided to a majority of the Board of Directors after the posting of this agenda are available for review at the Orange County Fire Authority Regional Fire Operations & Training Center, 1 Fire Authority Road, Irvine, CA 92602 or you may contact Sherry A.F. Wentz, Clerk of the Authority, at (714) 573-6040 Monday through Thursday, and every other Friday from 8 a.m. to 5 p.m. and available online at <http://www.ocfa.org>

If you wish to speak before the Fire Authority Board, please complete a Speaker Form identifying which item(s) you wish to address. Please return the completed form to the Clerk of the Authority prior to being heard before the Board. Speaker Forms are available at the counters of both entryways of the Board Room.



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Clerk of the Authority at (714) 573-6040.

### **CALL TO ORDER**

**INVOCATION** by OCFA Chaplain Emily McColl

**PLEDGE OF ALLEGIANCE** by Director Hernandez

### **ROLL CALL**

#### **1. PRESENTATIONS**

- A. Recognition of Avalon Fire Captain John Meffert**  
Submitted by: Greg McKeown, Division Chief/Operations Department

Recommended Action:

Approve request as submitted and make presentation.

- B. Thank You from Workmeister Family to OCFA Staff and Board**  
Submitted by: Mike Schroeder, Assistant Chief/Organizational Planning Department

Recommended Action:

Receive presentation.

**PUBLIC COMMENTS**

Resolution No. 97-024 established rules of decorum for public meetings held by the Orange County Fire Authority. Resolution No. 97-024 is available from the Clerk of the Authority.

Any member of the public may address the Board on items within the Board's subject matter jurisdiction but which are not listed on this agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. We request comments made on the agenda be made at the time the item is considered and that comments be limited to three minutes per person. Please address your comments to the Board as a whole, and do not engage in dialogue with individual Board Members, Authority staff, or members of the audience.

The Agenda and Minutes are now available through the Internet at [www.ocfa.org](http://www.ocfa.org). You can access upcoming agendas on the Monday before the meeting. The minutes are the official record of the meeting and are scheduled for approval at the next regular Board of Directors meeting.

**CLOSED SESSION****CS1. CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION**

Authority: Government Code Section 54956.9(d)(2) – Significant Exposure to Litigation regarding Pension Liability

**CS2. CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION**

Authority: Government Code Section 54956.9(d)(2) – Significant Exposure to Litigation regarding Air Operations

**CS3. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**

Name of Case: Medix Ambulance Inc. v. Orange County Fire Authority

Case No.: OC Superior Court Case No. 30-2015-00773054-CU-BT-CJC

Authority: Government Code Section 54956.9(d)(1)

**CLOSED SESSION REPORT****REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR****REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR**

As there was no meeting this month, there will be no report.

**REPORT FROM THE CLAIMS SETTLEMENT COMMITTEE CHAIR**

As there was no meeting this month, there will be no report.

**REPORT FROM THE FIRE CHIEF**

- FY 2016/17 Performance Update
- Introduction of New Emergency Command Center Manager (Anderson)
- Technology Task Force (Anderson)
- Gold Spotted Oak Borer (Norton)
- 4<sup>th</sup> of July Recap (Smith)
- CA Wildland Fires Status (Young)

**2. MINUTES****A. Minutes from the May 25, 2017, Regular Board of Directors Meeting**

Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:

Approve as submitted.

**3. CONSENT CALENDAR****A. Proclamation Declaring October 8-14, 2017, as “Fire Prevention Week”**

Submitted by: Brian Young, Assistant Chief/Operations Department

Recommended Action:

Approve the proposed annual Proclamation to educate the public about the vital importance of developing home fire escape plans and to practice them.

**B. County-wide Community Wildfire Protection Plan**

Submitted by: Lori Smith, Assistant Chief/Community Risk Reduction Department

Recommended Actions:

This acceptance is required as part of the Healthy Forests Act of 2003.

1. Find that the proposed project is Statutorily Exempt from the provisions of CEQA as a feasibility and planning study pursuant to Section 15262 of the CEQA Guidelines.
2. Approve the County-wide Community Wildfire Protection Plan for Orange County.

**C. Emergency Command Center Trial Program for Communications Training Officer**

Submitted by: Dave Anderson, Assistant Chief/Support Services Department

Recommended Actions:

This will improve our ability to staff key Dispatch Academy trainer positions with interested and qualified personnel, which ultimately results in improved response capabilities on behalf of the citizens we serve by approving the following actions:

1. Establish a 15% specialty compensation for Fire Communications Dispatchers selected to act as Communications Training Officers in Dispatcher Academy #13.
2. Increase appropriations in the FY 2017/18 General Fund (121) Budget by \$97,632 to fund the specialty compensation.

**D. Master Position Control Revision for Emergency Command Center Positions**

Submitted by: Dave Anderson, Assistant Chief/Support Services Department

**Human Resources Committee Recommendation: *APPROVE***

Recommended Actions:

These actions are needed for us to achieve and maintain the established standards of the National Fire Protection Standards and California 9-1-1 Emergency Communications Office of answering 90% of 9-1-1 calls within 10 seconds and dispatching 90% of calls within 64 seconds of receipt.

1. Approve freezing one Senior Fire Communications Supervisor position on the Master Position Control.
2. Approve converting three part-time Fire Communications Dispatcher positions to full-time on the Master Position Control.
3. Approve a budget adjustment decreasing appropriations in the FY 2017/18 General Fund (121) Budget by \$27,457.

**E. Master Position Control Revision for Human Resources Manager**

Submitted by: Brigitte Gibb, Human Resources Director

**Human Resources Committee Recommendation: *APPROVE***

Recommended Actions:

1. Approve the addition of one Human Resources Manager position to the Master Position Control in order to reduce OCFA exposure to personnel-related liabilities and inefficiencies.
2. Approve a budget adjustment increasing appropriations in the FY 2017/18 General Fund (121) Budget by \$253,681 (salary and benefits) to fund the additional Human Resources Manager.

**F. Master Position Control Revision for Urban Search and Rescue Positions**

Submitted by Brian Young, Assistant Chief/Operations

Recommended Action:

Approve adding two part-time Limited-Term Fire Equipment Technicians to the Master Position Control list. These positions replace the use of Extra Help personnel and will be funded through the Urban Search and Rescue grant funds received from the Federal Emergency Management Agency.

**G. Acceptance of Funds from the 2016 Homeland Security Grant Program for an Administrative Fire Captain Assigned to the Orange County Intelligence Assessment Center**

Submitted by: Brian Young, Assistant Chief/Operations Department

Recommended Actions:

The grant resources will continue the funding of one Fire Captain position at the Orange County Intelligence Assessment Center. This position is utilized to enhance the Orange County Fire Authority's ability to prevent, prepare for, respond to, and recover from, domestic and international terrorism incidents. As required by the Homeland Security Grant Program, the following actions need to be taken by the Board:

1. Approve the FY 2016 Homeland Security Grant Program Agreement and authorize the Fire Chief to execute it and any necessary attachments and agreement(s) to accept and administer the Urban Area Security Initiative Grant.
2. Approve a Budget Adjustment in Fund 121 to increase revenue and appropriations by \$160,000 for the FY 2016 Homeland Security Grant Program award.

**H. Response to Grand Jury Report Regarding Benefit Enhancements**

Submitted by: David Kendig, General Counsel

Recommended Action:

As required by the Grand Jury, approve and authorize the Clerk of the Authority to submit to the Presiding Judge of the Superior Court the Orange County Fire Authority's response to the Orange County Grand Jury report entitled "Pension Enhancements: A Question of Government Code Compliance."

**END OF CONSENT CALENDAR****4. PUBLIC HEARING(S)****A. Community Risk Reduction Fee Study and Adoption of Associated Fee Schedules**

Submitted by: Lori Zeller, Assistant Chief/Business Services Department

**Budget and Finance Committee Recommendation: *APPROVE***

Recommended Actions:

The following actions are needed to remain compliant with Board-adopted policy to ensure full cost recovery (with specified exceptions) for fee funded CRR services:

1. Conduct a Public Hearing.
2. Find that, in accordance with California Government Code Section 66014, the proposed fees do not exceed the cost of providing services and are only for the purpose of meeting operational expenses and are, therefore, exempt from compliance with the California Environmental Quality Act pursuant to Public Resources Code Section 21080.
3. Approve and adopt a Resolution entitled A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGE COUNTY FIRE AUTHORITY SUPERSEDING ALL PREVIOUS RESOLUTIONS AND APPROVING CHANGES IN COMMUNITY RISK REDUCTION AND MISCELLANEOUS FEES.

**5. DISCUSSION CALENDAR****A. Actions to Reduce Firefighter Overtime & Extraordinary Volume of Forced Hiring Activity**

Presented by: Lori Zeller, Assistant Chief/Business Services Department

Recommended Actions:

These actions are needed to reduce overtime and the extraordinary volume of forced hiring activity that has been occurring in the firefighter ranks:

1. Direct staff to convert funding for 53 existing positions (17 Fire Captains, 15 Fire Apparatus Engineers, and 21 Firefighters) from overtime-funded to full-time salary and benefit-authorized positions, by taking the following actions:
  - a. Restore and activate 42 existing frozen positions on the Master Position Control (15 Fire Captains, 15 Fire Apparatus Engineers, and 12 Firefighters).
  - b. Add two Fire Captains (one regular position and one limited-term/grant-funded position) and 9 Firefighters as authorized positions to the Master Position Control.

2. Increase appropriations in the FY 2017/18 General Fund (121) Budget by \$345,191 to fund the difference between current budgeted overtime pay and regular salary and benefit costs for these converted positions.
3. Authorize staff to temporarily exceed the number of authorized firefighter positions on the Master Position Control to enable the hiring of 50 firefighters into each of the next two academies. This temporary authorization shall only apply to the next two academies (45 and 46), pending attrition/promotions that will occur during and following academy graduations.

## **BOARD MEMBER COMMENTS**

**ADJOURNMENT** - The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for Thursday, September 28, 2017, at 6:00 p.m.

## **AFFIDAVIT OF POSTING**

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted in the lobby, front gate public display case, and website of the Orange County Fire Authority, Regional Fire Operations and Training Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 20<sup>th</sup> day of July 2017.

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Sherry A.F. Wentz, CMC  
Clerk of the Authority

## **UPCOMING MEETINGS:**

Budget and Finance Committee Meeting  
Claims Settlement Committee Meeting  
Executive Committee Meeting

Wednesday, August 9, 2017, 12 noon  
Thursday, August 24, 2017, 5:00 p.m.  
Thursday, August 24, 2017, 5:30 p.m.

# **MINUTES ORANGE COUNTY FIRE AUTHORITY**

**Board of Directors Regular Meeting  
Thursday, May 25, 2017  
6:00 P.M.**

**Regional Fire Operations and Training Center Board Room  
1 Fire Authority Road  
Irvine, CA 92602-0125**

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## **CALL TO ORDER**

A regular meeting of the Orange County Fire Authority Board of Directors was called to order on May 25, 2017, at 6:04 p.m. by Chair Swift.

## **INVOCATION**

Chaplain Duncan McColl offered the invocation.

## **PLEDGE OF ALLEGIANCE**

Director Nelson led the Assembly in the Pledge of Allegiance to the Flag.

## **ROLL CALL**

Lisa Bartlett, County of Orange  
Tim Brown, San Clemente  
Ellery Deaton, Seal Beach  
Melissa Fox, Irvine  
Craig Green, Placentia  
Shelley Hasselbrink, Los Alamitos  
Robert Johnson, Cypress  
Al Murray, Tustin  
Ed Sachs, Mission Viejo  
David Shawver, Stanton  
Elizabeth Swift, Buena Park  
Juan Villegas, Santa Ana

Leah Basile, Lake Forest  
Laurie Davies, Laguna Niguel  
Sergio Farias, San Juan Capistrano  
Carol Gamble, Rancho Santa Margarita  
Dave Harrington, Aliso Viejo  
Gene Hernandez, Yorba Linda  
Joe Muller, Dana Point  
Bill Nelson, Villa Park  
Don Sedgwick, Laguna Hills  
Michele Steggell, La Palma  
Tri Ta, Westminster

**Absent:** Noel Hatch, Laguna Woods

Todd Spitzer, County of Orange

## **Also present were:**

Fire Chief Jeff Bowman  
Assistant Chief Brian Young  
Assistant Chief Lori Smith  
General Counsel David Kendig  
Clerk of the Authority Sherry Wentz

Assistant Chief Lori Zeller  
Assistant Chief Mike Schroeder  
Assistant Chief Dave Anderson  
Human Resources Director Brigitte Gibb

## **PRESENTATIONS**

### **1. Requests for Commendations and Proclamations**

On motion of Director Johnson and second by Director Hernandez, the Board of Directors voted by those present to approve request as submitted and make presentations to those present.

- A. Chair Swift and Fire Chief Bowman presented a recognition to Director Hernandez for his service as chair. (F: 11.09)
- B. Chair Swift and Fire Chief Bowman presented Length of Service recognitions to Fire Captain Rick Van Auken for 40 years of service, and Battalion Chief Ron Roberts and Fire Captain Gary Lee for their 35 years of service. (F: 11.09D) (X: 11.09)
- C. Chair Swift and Fire Chief Bowman recognized Fire Captain Steve Concialdi's recent work for the Friends Against Drinking and Driving (FADD). Assistant Chief Schroeder introduced a video montage of Captain Concialdi's work with FADD. (F: 11.09B) (X: 11.09)

Director Murray arrived at this point (6:20 p.m.).

### **PUBLIC COMMENTS (F: 11.11)**

Stephen Wontrobski, Mission Viejo resident, addressed transparency in public agencies and opposition to State Senate Bill 302.

### **CLOSED SESSION (F: 11.15)**

General Counsel David Kendig reported the Board would convene to Closed Session to consider the matter on the agenda identified as CS1, Threat to Public Services or Facilities, CS2, Conference with Legal Counsel – Anticipated Litigation, CS3, Conference with Legal Counsel – Existing Litigation, CS4, Conference with Legal Counsel – Existing Litigation, CS5, Conference with Legal Counsel – Existing Litigation, CS6, Conference with Legal Counsel – Existing Litigation, and CS7, Conference with Labor Negotiator.

Chair Swift recessed the meeting to Closed Session at 6:37 p.m.

Director Farias arrived at this point (6:44 p.m.).

**CS1. THREAT TO PUBLIC SERVICES OR FACILITIES**

Authority: Government Code Section 54957(a)

Consultation with Irvine Police Department Lieutenant and Sergeant

**CS2. CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION**

Authority: Government Code Section 54956.9(d)(2) – Significant Exposure to Litigation (1 cases)

**CS3. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**

Name of Claim: Gregory Hennessey vs. OCFA

Case Nos. 0518-WC-14-0500306

Authority: Government Code Section 54956.9(a)

**CS4. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**

Name of Claim: Gregory Lonza vs. OCFA

Case Nos. 0518-WC-14-0500164

Authority: Government Code Section 54956.9(a)

**CS5. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**

Name of Claim: Roger James vs. OCFA

Case Nos. ADJ1029504

Authority: Government Code Section 54956.9(a)

**CS6. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**

Name of Case: Medix Ambulance Inc. v. Orange County Fire Authority

Case No.: OC Superior Court Case No. 30-2015-00773054-CU-BT-CJC

Authority: Government Code Section 54956.9(d)(1)

**CS7. CONFERENCE WITH LABOR NEGOTIATOR**

Agency Designated Representative: Lori Zeller, Assistant Chief

Employee Organizations: All Groups

Authority: Government Code Section 54957.6

Chair Swift reconvened the meeting at 7:50 p.m., with all prior Committee Members present.

**CLOSED SESSION REPORT (F: 11.15)**

General Counsel Kendig stated the Board of Directors unanimously approved settlements of CS3, CS4, and CS5; the specifics of the settlements will be disclosed upon request once the settlements are approved by all of the parties; otherwise there was no reportable action.

## **REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR (F: 11.12)**

Budget and Finance Committee Chair Ed Sachs reported at the May 10, 2017, meeting, the Committee voted unanimously to receive and file the Communication with Auditors for Fiscal Year 2016/17 Financial Audit and the Rosenow Spevacek Group, Inc. Final Property Tax Revenue Projections; send the Monthly Investment Report and the Third Quarter Financial Newsletter to the Executive Committee for approval; and send the Updated Cost Reimbursement Rates, Orange County Drowning Prevention Task Force, and the Review of the Proposed Fiscal Year 2017/18 Budget to the Board of Directors for approval of the recommended actions.

## **REPORT FROM THE CLAIMS SETTLEMENT COMMITTEE CHAIR (F: 11.12)**

Claims Settlement Committee Chair Swift reported the Committee considered Worker's Compensation claims for claimants Brad Jarrell, Charles Vollrath, and James Davis, and that there were no reportable actions.

## **REPORT FROM THE FIRE CHIEF (F: 11.14)**

Fire Chief Jeff Bowman reported the Gold Spotted Oak Borer report will be presented at the July Board of Directors meeting, and noted the Urban Search and Rescue Contingency Fund Use was presented this evening at the Executive Committee meeting. Chief Bowman introduced Assistant Chief Anderson who presented an update of the PulsePoint app. General Counsel David Kendig reported on the Grand Jury status report, and Chief Bowman provided follow up to his October 2016 Action Items Update.

## **2. MINUTES**

### **A. Minutes from the (A) March 23, 2017, Regular Board of Directors Meeting, and Minutes from the (B) April 27, 2017, Special Board of Directors Meeting (F: 11.06)**

On motion of Director Johnson and second by Director Davies, the Board of Directors voted unanimously by those present to approve the Minutes of the March 23, 2017, Regular Board of Directors Meeting and the Minutes of the April 27, 2017, Special Board of Directors Meeting as submitted. Directors Gamble, Harrington, Hernandez, and Ta were recorded as abstentions due to their absence from the March 23, 2017, Board meeting. Directors Basile, Shawver, Hasselbrink, and Nelson were recorded as abstentions due to their absence from the April 27, 2017, Board meeting.

**3. CONSENT CALENDAR** (Agenda Item Nos. 3A and 3D were pulled for separate consideration)

**A. Updated Cost Reimbursement Rates** (F: 15.12)

Stephen Wontrobski, Mission Viejo resident, pulled this item to address transparency and the working papers of auditors Lance Soll Lunghard, LLP.

On motion of Director Murray and second by Director Shawver, the Board of Directors voted unanimously by those present to approve and adopt the proposed Cost Reimbursement Rate schedules to be effective July 1, 2017.

**B. Orange County Drowning Prevention Task Force** (F: 20.18)

On motion of Director Murray and second by Vice Chair Sachs, the Board of Directors voted unanimously by those present to approve a budget adjustment in the General Fund (121) increasing appropriations in the amount of \$25,000 for funding of the Orange County Drowning Prevention Task Force.

**C. Amendment to County Island Fire and Medical Services Agreement with the City of Anaheim** (F: 18.02)

On motion of Director Murray and second by Vice Chair Sachs, the Board of Directors voted unanimously by those present to approve and authorize the Board Chair to execute the Fifth Amendment to the Agreement with the City of Anaheim for the period of July 1, 2015, through June 30, 2020, for the purpose of providing fire and medical services to county unincorporated areas (county islands) located within, or adjacent to, the boundaries of the City of Anaheim.

**D. Ratify Appointment to Executive Committee** (F: 12.02A1)

Stephen Wontrobski, Mission Viejo resident, pulled this item to comment on his support of the appointment of Director Tri Ta to the Executive Committee.

On motion of Director Johnson and second by Director Murray, the Board of Directors voted unanimously to ratify the appointment of Tri Ta (Westminster) to the Executive Committee.

**END OF CONSENT CALENDAR**

#### **4. PUBLIC HEARING(S)**

##### **A. Review of the Proposed Fiscal Year 2017/18 Budget 15.04 17/18**

Assistant Chief Lori Zeller presented a PowerPoint presentation and review of the Proposed Fiscal Year 2017/18 Budget.

Chair Swift opened the public portion of the Public Hearing. Chair Swift closed the public portion of the Public Hearing without any comment from the general public.

Brief discussion ensued.

On motion of Director Ta and second by Director Muller, the Board of Directors voted unanimously by those present to:

1. Conduct a Public Hearing.
2. Adopt the proposed FY 2017/18 Budget as submitted.
3. Adopt Resolution No. 2017-03 entitled A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY BOARD OF DIRECTORS ADOPTING AND APPROVING THE APPROPRIATIONS BUDGET FOR THE ORANGE COUNTY FIRE AUTHORITY FOR FISCAL YEAR 2017/18.
4. Approve and authorize the temporary transfer of up to \$42 million from the following Funds to cover a projected temporary cash flow shortfall for FY 2017/18:
  - Fund 123 Fire Stations and Facilities - \$15 million
  - Fund 124 Communications and Information Systems - \$13 million
  - Fund 133 Fire Apparatus - \$14 million
5. Approve and authorize the repayment of \$42 million borrowed funds from Fund 121 to the above Funds along with interest when General Fund revenues become available in FY 2017/18.  
Approve and authorize a FY 2016/17 budget adjustment to increase net revenues by \$138,450 and appropriations by \$447,113, as further described in this staff report.

#### **5. DISCUSSION CALENDAR**

##### **A. Review of Request for Stanford Study (F: 11.17A)**

Assistant Chief Lori Zeller presented the review of the Request for Stanford Study.

Stephen Wontrobski, Mission Viejo resident, addressed bankruptcy and pension law.

Brief discussion ensued.

On motion of Director Shawver and second by Director Ta, the Board of Directors voted by those present to decline the request for OCFA to take action to facilitate a Stanford Study.

SUPPORT (19):

Lisa Bartlett, County of Orange  
Tim Brown, San Clemente  
Laurie Davies, Laguna Niguel  
Ellery Deaton, Seal Beach  
Sergio Farias, San Juan Capistrano  
Melissa Fox, Irvine  
Carol Gamble, Rancho Santa Margarita  
Dave Harrington, Aliso Viejo  
Shelley Hasselbrink, Los Alamitos  
Gene Hernandez, Yorba Linda  
Robert Johnson, Cypress  
Al Murray, Tustin  
Ed Sachs, Mission Viejo  
Don Sedgwick, Laguna Hills  
David Shawver, Stanton  
Michele Steggell, La Palma  
Elizabeth Swift, Buena Park  
Tri Ta, Westminster  
Juan Villegas, Santa Ana

OPPOSED (4):

Leah Basile, Lake Forest  
Craig Green, Villa Park  
Joe Muller, Dana Point  
Bill Nelson, Villa Park

ABSENT (2):

Noel Hatch, Laguna Woods  
Todd Spitzer, County of Orange County Fire Authority

**B. Professional Labor Negotiation Services (F: 17.10J1)**

Assistant Chief Lori Zeller presented the Professional Labor Negotiation Services.

Stephen Wontrobski, Mission Viejo resident, spoke in opposition to the Professional Services Agreement.

On motion of Vice Chair Sachs and second by Director Ta, the Board of Directors voted unanimously by those present to approve the Professional Services Agreement (Option 1) with Peter Brown, Liebert Cassidy Whitmore, for professional labor negotiation services

for a three year term (July 1, 2017, to June 30, 2020), at an annual amount not to exceed \$100,000.

#### **BOARD MEMBER COMMENTS (F: 11.13)**

Director Ta thanked the Board Members for supporting his appointment to the Executive Committee.

Director Johnson noted the City of Cypress will be participating in the Orange County Task Force on Drowning Prevention.

Director Fox commended OCFA firefighters on the handling of a fuel truck fire at Bowerman Landfill.

Director Murray thanked OCFA Board of Directors for the contribution of \$25,000 toward the Orange County Task Force on Drowning Prevention, and Irvine's Director Fox, for bringing the request of a contribution to her city council where they also contributed \$25,000.

Director Gamble noted the City of Rancho Santa Margarita hosted the 1<sup>st</sup> Friends Against Drinking and Driving event and commended Captain Steve Concialdi's for his 100<sup>th</sup> presentation; bringing awareness of the consequences to high school students of drinking and driving.

Director Hernandez commended OCFA for the great tribute given to retiring Assistant Chief Dave Thomas.

Director Shawver thanked Board Members, staff, and firefighters for their well wishes during his recent surgery.

Director Green reported attending the OCFA Open House, the Placentia-Linda Hospital awards ceremony recognizing first responders, noting OCFA was well represented. He commented the Placentia City Council recently adopted a proclamation on drowning prevention.

Fire Chief Bowman commended Assistant Chief Lori Zeller and her team for their exceptional work on the 2017/18 Budget.

Vice Chair Sachs stated he and Chair Swift visited several fire stations recently, and encouraged all Board Members to visit fire stations outside of their own cities.

Chair Swift thanked Board Members who joined her and Vice Chair Sachs when they toured their respective city's fire stations. She encouraged the Board Members to approach their city managers for contributions to the efforts of drowning prevention.

Director Muller reported the City of Dana Point contributed \$5,000 towards the Orange County Task Force on Drowning Prevention and adopted a proclamation on the prevention of drowning. He noted attending the event for retiring Assistant Chief Dave Thomas.

**ADJOURNMENT** – Chair Swift adjourned the meeting at 9:35 p.m. The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for Thursday, July 27, 2017, at 6:00 p.m.

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Sherry A.F. Wentz, CMC  
Clerk of the Authority

**FIRE PREVENTION WEEK  
PROCLAMATION**

*WHEREAS*, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

*WHEREAS*, U.S. home fires resulted in 2,290 civilian deaths in 2016, representing the majority (78 percent) of all U.S. fire deaths; and

*WHEREAS*, newer homes are built with lightweight materials that burn faster than older home constructions, with many of today's products and furnishings producing toxic gases and smoke when burned, making it impossible to see and breathe within moments; and

*WHEREAS*, these conditions contribute to a much smaller window of time for people to escape a home fire safely, with people having as little as one to two minutes to escape from the time the smoke alarm sounds; and

*WHEREAS*, Orange County residents are responsive to public education and outreach measures and can take personal steps to increase their safety from fire, especially in their homes; and

*WHEREAS*, the 2017 Fire Prevention Week theme, "Every Second Counts: Plan 2 Ways Out!" effectively serves to educate the public about the vital importance of developing a home fire escape plan with all members of the household and practicing it twice a year; and

*WHEREAS*, a home fire escape plan includes two exits from every room in the home, a path to the outside from each exit, smoke alarms in all required locations, and a meeting place outside where everyone in the home will meet upon exiting; and

*WHEREAS*, home fire escape plans provide the skill set and know-how to quickly and safely escape a home fire situation to ensure that everyone in the household knows what to do in a real fire situation.

*NOW, THEREFORE BE IT RESOLVED*, that the Orange County Fire Authority Board of Directors does hereby declare October 8-14, 2017, as "Fire Prevention Week" and urge Orange County residents to develop a home fire escape plan with all members of the household and practice it twice a year, and to participate in the many public safety activities and efforts of Orange County Fire Authority's fire and emergency services during Fire Prevention Week 2017.



**Orange County Fire Authority**  
**AGENDA STAFF REPORT**

**Board of Directors**  
**July 27, 2017**

**Agenda Item No. 3B**  
**Consent Calendar**

**County-wide Community Wildfire Protection Plan**

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**Contact(s) for Further Information**

Lori Smith, Assistant Chief  
Community Risk Reduction Department

[lorismith@ocfa.org](mailto:lorismith@ocfa.org)

714.573.6016

Brian Norton, Battalion Chief  
Wildland Pre-Fire Management

[briannorton@ocfa.org](mailto:briannorton@ocfa.org)

714.573.6171

**Summary**

This item is submitted to request approval and acceptance of the County-wide Community Wildfire Protection Plan (CWPP) document. The CWPP will provide a plan to identify wildfire hazards and corresponding mitigation projects on a regional basis. This acceptance is required as part of the Healthy Forests Act of 2003.

**Prior Board/Committee Action(s)**

Grant accepted for State Responsibility Area (SRA) Fire Prevention Fund Program on March 26, 2015, for \$110,000. Additional funds for non-SRA and public outreach were approved by the Board on March 23, 2017, for a total of \$113,960.

**RECOMMENDED ACTION(S)**

This acceptance is required as part of the Healthy Forests Act of 2003.

1. Find that the proposed project is Statutorily Exempt from the provisions of CEQA as a feasibility and planning study pursuant to Section 15262 of the CEQA Guidelines.
2. Approve the County-wide Community Wildfire Protection Plan for Orange County.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Not Applicable.

**Background**

The Healthy Forests Restoration Act, passed in 2003, expedites the implementation of fuel reduction projects and restoration of healthy forests. This legislation also encourages the development of a CWPP to plan, manage and coordinate fuel reduction and fire protection activities. The CWPP is a nationally recognized process and tool utilized by many areas to plan fire control activities and clarify, refine and prioritize protection of life, property, infrastructure and resources. Additionally, adoption of a CWPP is either highly advantageous or a requirement for application to many Federal and State grant funding sources, such as the Federal Emergency Management Agency (FEMA), US Fire Administration, US Fish and Wildlife Service, California Fire Safe Council, CAL FIRE, Orange County Transportation Authority, etc. Other areas,

including Marin County, Sacramento, Santa Clara, San Luis Obispo, and many San Diego communities have already adopted CWPPs.

In March 2015, the Orange County Fire Authority (OCFA) accepted grant funding from the SRA Fire Prevention Fund grant program to develop a CWPP for Orange County. Funding from the grant could only be expended in the SRA serviced by the OCFA and portions of cities that have threat of fire to or from the SRA; however, recognizing the benefits of addressing regional challenges by collaborating with other entities in the region, the process was later expanded to include interested cities outside of the SRA. The costs for which were paid for by those cities. The CWPP was developed by OCFA with feedback from the County of Orange Area Safety Taskforce (COAST) – a coalition of property owners, including the County of Orange, land managers, fire authorities, conservancies, transportation authorities and public utilities. Additionally, outreach on the CWPP was conducted to fire safe councils and homeowner associations throughout the county.

The CWPP provides a positive, solutions-oriented approach to addressing wildfire prevention and mitigation and identifies mutual concerns of various jurisdictions within the CWPP area. It also establishes pre-fire management strategies; fire management plans, programs and land use policies, and proposed projects and action plans that focus on ignition prevention, fuel management and community education and outreach. The purpose of the CWPP is to provide stakeholders and those living within the CWPP boundaries with an overview of wildland fire risks, hazards and resources within the area, recommendations for possible actions to reduce wildfire impacts, and an action plan to mitigate and respond to fire.

The CWPP will be incorporated into the OCFA/CAL FIRE Strategic Unit Fire Plan and will be periodically reviewed and updated to keep the document responsive to current conditions, concerns, and community needs. The CWPP serves as a planning document for its stakeholders – no financial or project commitments are established solely by approval of the CWPP.

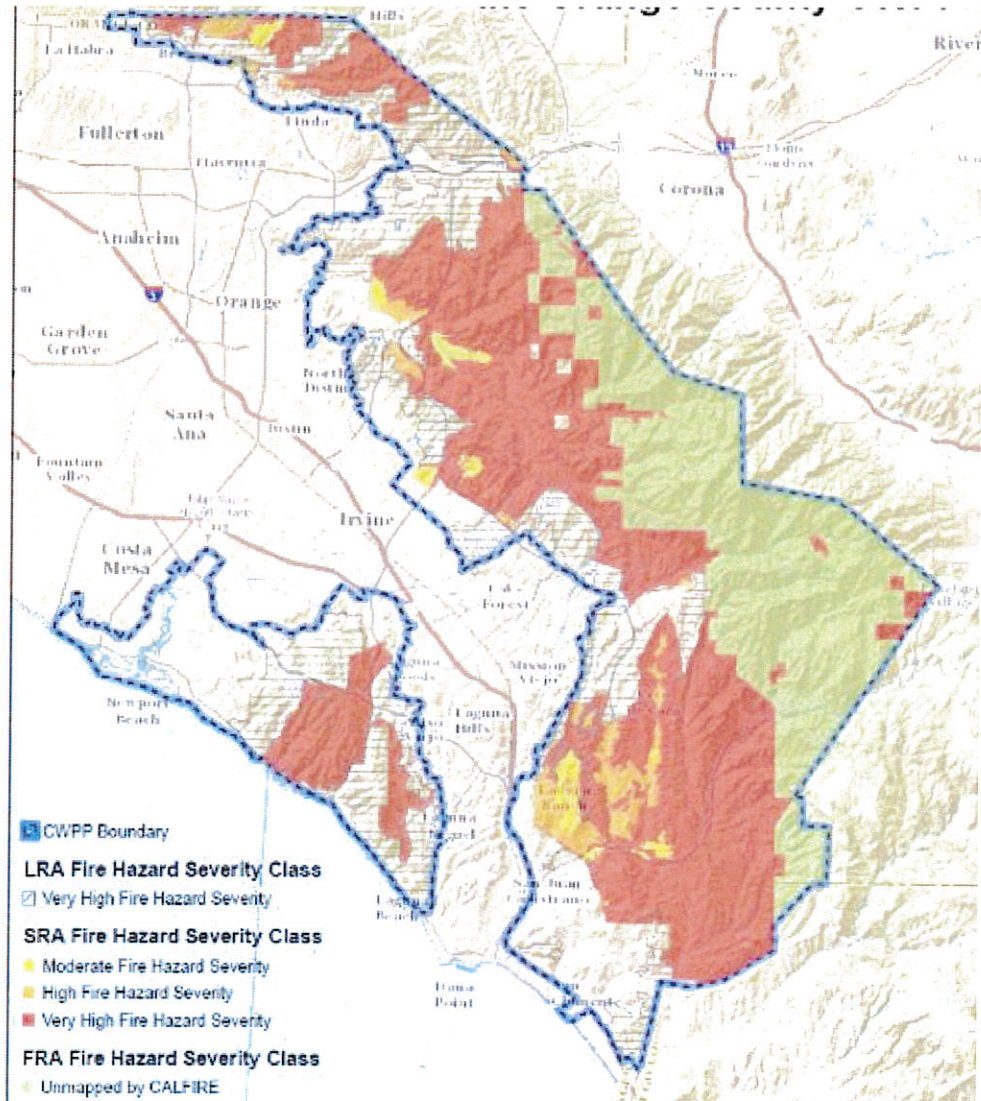
***Compliance with California Environmental Quality Act (CEQA)***

The proposed project is statutorily exempt from review under CEQA as a feasibility and planning study pursuant to Section 15262 of the CEQA Guidelines

***Attachment(s)***

Community Wildfire Protection Plan (Document is on file in the Office of the Clerk and is available upon request.)

# ***County-Wide Community Wildfire Protection Plan Covering Orange County, California***



**April 2017**

**Areas within State Responsibility Areas are funded in whole by  
CAL FIRE SRA Fire Prevention Fund Grant #5GS14151  
Additional areas are paid for by local funding sources**

*Prepared by*

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THE RESERVE  
AT RANCHO MISSION VIEJO



<sup>1</sup> These logos are from COAST, a supporter of this Community Wildfire Protection Plan



## Table of Contents

|  |           |
|--|-----------|
| Table of Contents  | i         |
| <b>SIGNATURE PAGES</b>                                   | <b>vi</b> |
| <b>EXECUTIVE SUMMARY</b>                                 | <b>1</b>  |
| A. Requirements of a CWPP                                | 1         |
| B. Purpose of the CWPP                                   | 1         |
| <b>SECTION I: OVERVIEW OF COUNTY</b>                     | <b>3</b>  |
| A. Geography   | 3         |
| B. Population  | 4         |
| C. Major Transportation Arteries                         | 4         |
| D. Topography  | 5         |
| E. Climate and Weather                                   | 6         |
| F. Local Fire History                                    | 7         |
| 1. Fire Season   |           |
| 2. Ignitions   |           |
| G. Habitat Types   | 12        |
| H. Protected Open Spaces and Roadside Right-of-Ways      | 12        |
| 1. Public Lands  |           |
| a. USDA Forest Service: Cleveland National Forest        |           |
| b. California Department of Fish and Wildlife            |           |
| c. California Department of Parks and Recreation         |           |
| d. California Department of Transportation               |           |
| e. Orange County Parks, Preserves, Right-of-Ways         |           |
| f. Orange County Transportation Authority                |           |
| g. Protected Lands within Incorporated Cities            |           |
| 2. Privately Owned and Managed Lands                     |           |
| a. Audubon Starr Ranch                                   |           |
| b. Center for Natural Lands Management                   |           |
| c. Rancho Mission Viejo                                  |           |
| d. Trust for Public Land                                 |           |
| e. The Wildlands Conservancy                             |           |
| 3. Open Space Coordinating and Managing Entities         |           |
| a. Natural Communities Coalition                         |           |
| b. Irvine Ranch Conservancy                              |           |
| I. Delineation of the Wildland Urban Interface           | 22        |
| 1. Characteristics of the Wildland Urban Interface (WUI) |           |

|  |    |
|--|----|
| 2. Types of Wildland Urban Interface (WUI) |    |
| a. Classic Interface                       |    |
| b. Intermix                                |    |
| c. Occluded Interface                      |    |
| 3. Methods of Delineation                  |    |
| J. Community Base Map                      | 24 |

## **SECTION II: DESCRIPTION OF FIRE AGENCIES WITHIN THE CWPP AREA**

|   |    |
|---|----|
| A. Orange County Fire Authority               | 26 |
| 1. Organization                               |    |
| 2. 2016 Unit Strategic Fire Plan              |    |
| 3. Stations and Equipment                     |    |
| 4. Cities Served by OCFA within the CWPP Area |    |
| a. Aliso Viejo                                |    |
| b. Dana Point                                 |    |
| c. Irvine                                     |    |
| d. Laguna Niguel                              |    |
| e. Laguna Woods and Laguna Hills              |    |
| f. Lake Forest                                |    |
| g. Mission Viejo                              |    |
| h. Placentia                                  |    |
| i. Rancho Santa Margarita                     |    |
| j. San Clemente                               |    |
| k. San Juan Capistrano                        |    |
| l. Tustin                                     |    |
| m. Villa Park                                 |    |
| n. Yorba Linda                                |    |
| B. CAL FIRE                                   | 32 |
| C. Anaheim Fire and Rescue                    | 32 |
| D. Laguna Beach Fire Department               | 36 |
| E. Newport Beach Fire Department              | 36 |
| F. Orange City Fire Department                | 37 |
| F. USDA Forest Service                        | 38 |

## **SECTION III: COLLABORATION 39**

## **SECTION IV: VALUES**

|  |    |
|--|----|
| A. VALUES AT RISK                                      | 44 |
| B. COMMUNITIES   | 46 |
| 1. Unincorporated Communities within the CWPP Boundary |    |
| a. Canyon Communities                                  |    |
| b. Coto de Caza  |    |
| c. El Cariso Village                                   |    |

|   |    |
|---|----|
| d. Emerald Bay  |    |
| e. Ladera Ranch   |    |
| f. Las Flores   |    |
| g. North Tustin   |    |
| h. Orange Park Acres  |    |
| i. Ortega Communities   |    |
| j. Rancho Mission Viejo   |    |
| 2. Unincorporated Portions of Riverside and San Diego Counties Served by OCFA |    |
| 3. Incorporated Cities with Jurisdiction within the CWPP Boundary             |    |
| a. Aliso Viejo  |    |
| b. Anaheim  |    |
| c. Dana Point   |    |
| d. Irvine   |    |
| e. Laguna Beach   |    |
| f. Laguna Niguel  |    |
| g. Laguna Hills   |    |
| h. Laguna Woods   |    |
| i. Lake Forest  |    |
| j. Mission Viejo  |    |
| k. Newport Beach  |    |
| l. Orange   |    |
| m. Placentia  |    |
| n. Rancho Santa Margarita   |    |
| o. San Clemente   |    |
| p. San Juan Capistrano  |    |
| q. Tustin   |    |
| r. Villa Park   |    |
| s. Yorba Linda  |    |
| 4. Other Small Holdings Within the CWPP Boundary                              |    |
| C. PROJECTED URBANIZATION   | 58 |
| D. BUILDING CONDITIONS  | 58 |
| E. STRUCTURE SITING   | 60 |
| G. SPATIAL DISTRIBUTION OF RISK   | 61 |
| 1. Definition of Risk   |    |
| 2. Distribution of Risk in Orange County                                      |    |
| 3. Challenges of Structure Protection in the WUI                              |    |

## **SECTION V: PRE-FIRE MANAGEMENT STRATEGIES**

|  |    |
|--|----|
| A. ORGANIZATIONAL INFLUENCES                         | 65 |
| 1. Major Homeowner Associations                      |    |
| 2. Fire Safe Councils                                |    |
| a. Fire Safe Council East Orange County Canyons      |    |
| b. Foothills Community Association Fire Safe Council |    |
| c. Greater Laguna Coast Fire Safe Council            |    |

|   |           |
|---|-----------|
| d. Carbon Canyon Fire Safe Council  |           |
| B. FIRE MANAGEMENT PLANS/PROGRAMS OF LANDOWNERS AND/OR RESOURCE MANAGERS                | 69        |
| 1. Cowan Heights - Peters Canyon Project  |           |
| 2. Crystal Cove State Park Wildfire Management Plan                                     |           |
| 3. Irvine Ranch Conservancy - Wildland Fire Ignition Reduction Strategy                 |           |
| 4. Orange County Central/Coastal NCCP/HCP Wildland Fire Management Plan                 |           |
| 5. Southern Sub-Regional Wildland Fire Management Plan - Rancho Mission Viejo           |           |
| 6. USDA Forest Service Wildland Fire Management Plan                                    |           |
| 7. Vegetation Treatments in OCFA's 2016 Strategic Unit Fire Plan                        |           |
| C. LAND USE POLICIES  | 71        |
| D. CODES  | 73        |
| E. GUIDELINES   | 73        |
| 1. OCFA Vegetation Management Guidelines  |           |
| 2. City of Laguna Beach Landscape/Fuel Modification Guidelines                          |           |
| 3. City of Anaheim Fuel Modification Plans  |           |
| 4. City of Newport Beach Landscape/Fuel Modification Guidelines and Maintenance Program |           |
| 5. City of Orange Vegetation Management Program and Safety Element Policies             |           |
| F. HAZARD MITIGATION PLANS  | 79        |
| G. OTHER RESPONSE AGREEMENTS AND MOUs   | 80        |
| H. OPERATING PLANS AND FIRE PREVENTION PLANS OF ENTITIES MANAGING INFRASTRUCTURE        | 81        |
| <b>SECTION VI: PROPOSED PROJECTS AND ACTION PLAN</b>                                    | <b>82</b> |
| A. PROPOSED PROGRAMS AND PROJECTS   | 82        |
| 1. Ignition Prevention  |           |
| 2. Planning   |           |
| 3. Structure Survivability and Defensible Space   |           |
| 4. Communication, Education, and Awareness  |           |
| 5. Fuel Management on Public and Large Scale Private Lands                              |           |
| 6. Firefighting and Mitigation  |           |
| B. ACTION PLAN  | 87        |
| 1. Roles and Responsibilities   |           |
| 2. Funding Sources  |           |
| a. Department Funding   |           |
| b. Federal and State Aid Programs   |           |
| 3. Results of a Mini-Grant Workshop   |           |
| 4. Monitoring for Sustainability  |           |
| a. Impact   |           |
| b. Desired Results  |           |
| c. Activity   |           |
| 5. CEQA Documentation for Projects  |           |
| a. An Outline of Project Environmental Review Requirements                              |           |

- b. Design the Project to Avoid Significant Environmental Impacts
  - c. Project Exempt Under CEQA?
  - d. Negative Declarations and EIRs
  - e. Other Considerations
  - f. Locations Where Existing CEQA Documents are in Existing Plans
6. Update Process

## **APPENDIX A: ACTION PLAN TABLES**

## **APPENDIX B: MINI GRANT WORKSHOP RECAP**

### **List of Tables**

*Table 1. Fire History 1915 - 2007*

*Table 2: Orange County Parks in CWPP (parks with more than 100 acres in the CWPP)*

*Table 3: Amount of City Land in the CWPP*

*Table 4: List of Communities at Risk*

### **List of Figures**

*Figure 1: Orange County Wildfires Categorized by Area Burned Between 1914 - 2008*

*Figure 2: Area of Wildfires Burned in Orange County Between 1990 - 2000*

*Figure 3: Area of Wildfires in Orange County Between 2000 - 2016*

*Figure 4. Open Space and Protected Areas in CWPP Boundary*

*Figure 5: Orange County Transportation Authority Acquired Preserves and Restoration Projects*

*Figure 6: Community Base Map Indicating CWPP Boundary*

*Figure 7: Location of Fire Stations in Orange County and OCFA Battalions*

*Figure 8. Area of Homeowner Associations Within the CWPP*

*Figure 9. Boundaries of Incorporated Cities in CWPP*

*Figure 10. Map of Risk Within the CWPP*

*Figure 11. Area of Newport Beach that is Classified as Either a Very High Fire Hazard Severity Zone or a Hazard Reduction Zone.*

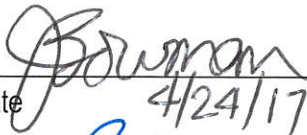
*Figure 12. Map of NCCP/HCPs Where Environmental Review is Complete*

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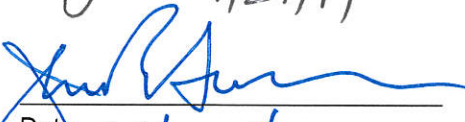
## This County-wide Community Wildfire Protection Plan covering Orange County

- This CWPP was initiated by OCFA's Wildland Pre-Fire Management Section through a State Responsibility Area (SRA) Fire Prevention Fee grant, which funded all OCFA service areas and portions of 17 cities that either threaten or are threatened by State Responsibility Areas (SRA). The grant that funds the CWPP is only available to include such areas. The cost to include Cities outside this area were entirely funded by those Cities.
- The CWPP was prepared cooperatively through the County of Orange Area Safety Taskforce (COAST), participating Cities, and local fire safe councils and homeowner associations. Interested parties, Federal, State, City, and County agencies within the County have been consulted and are listed in the plan.
- Identifies and prioritizes pre-fire and post-fire management strategies and tactics meant to reduce the loss of values at risk within the County.
- Is intended for use as a planning and assessment tool only. It is the responsibility of those implementing the projects to ensure that all environmental compliance and permitting processes are met as necessary


Jeff Bowman  
Fire Chief  
Orange County Fire Authority

  
Date 4/24/17

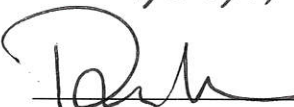
John R. Hawkins  
Unit Chief  
Riverside Unit  
CAL FIRE

  
Date 04/25/17

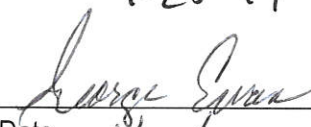
Lori Smith  
Assistant Chief / Fire Marshal  
Orange County Fire Authority

  
Date 4/25/17

Brian Norton  
Battalion Chief /Deputy Fire Marshal  
Orange County Fire Authority

  
Date 4-25-17

George Ewan  
Wildland Resource Planner  
Orange County Fire Authority

  
Date 4/25/17

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Elizabeth Swift  
Chair, OCFA Board of Directors  
Orange County Fire Authority

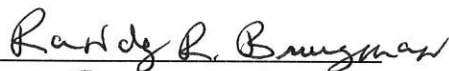
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Randy R. Bruegman  
Fire Chief  
City of Anaheim

  
Date 5-3-2017

Alan Hogue  
Fire Marshal  
City of Anaheim

  
Date 5-3-2017

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Chip Duncan  
Fire Chief  
City of Newport Beach



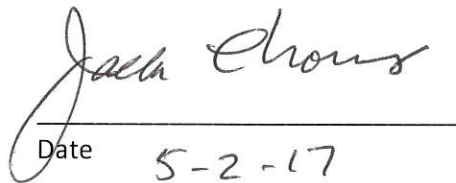
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- Is intended for use as a planning and assessment tool only. It is the responsibility of those implementing the projects to ensure that all environmental compliance and permitting processes are met as necessary

Jack Thomas  
Fire Chief  
City of Orange

  
Date 5-2-17

# **EXECUTIVE SUMMARY**

This document describes the Community Wildfire Protection Plan (CWPP). This CWPP was initiated by OCFA's Wildland Pre-Fire Management Section through a State Responsibility Area (SRA) Fire Prevention Fee grant, which funded all OCFA service areas and portions of 17 cities that either threaten or are threatened by State Responsibility Areas (SRA). The grant that funds the CWPP is only available to include such areas. The cost to include cities outside this area were entirely funded by those cities. This plan has been prepared cooperatively with many stakeholders, and addresses pre-fire improvements, covering vegetation management, ignition prevention, community education and outreach, and firefighting initiatives and mitigations.

## **A. REQUIREMENTS OF A CWPP**

The Healthy Forest Restoration Act (HFRA) was passed by Congress on November 21, 2003 and was signed into law by President Bush on December 3, 2003. The HFRA encourages communities within the wildland urban interface (WUI) to create CWPPs. Preparation of a CWPP allows communities to clarify, refine, and establish priorities for protection of life, property, critical infrastructure, and natural resources within its jurisdiction. A CWPP contains an assessment of the hazards and risks facing the community and identifies treatments to protect it. CWPPs are authorized and defined in Title I of the HFRA.

The HFRA places a renewed emphasis on community planning by extending a variety of benefits to communities with a wildfire protection plan in place. Critical among these benefits are the option to establish localized definitions and boundaries for areas having high risk potential, hazards (fuels), and values; and the opportunity to help shape management priorities within the planning area. The CWPP, as described in the HFRA, brings together diverse local interests to discuss their mutual concerns for public safety, community sustainability, and natural resources. It offers a positive, solution-oriented environment in which to address challenges, such as local firefighting capacity, the need for defensible space around homes (and areas of value), and where and how to prioritize land management.

The three main components of a CWPP are collaboration with all stakeholders throughout the CWPP process, identification and prioritization of hazardous fuel reduction areas, and addressing the treatment of structural ignitability within the CWPP area.

## **B. PURPOSE OF THE CWPP**

The purpose of the CWPP/Unit Plan is to provide stakeholders and those living in the CWPP boundaries with an overview of the wildland fire risks, hazards, and values within the planning area; recommend possible courses of action to reduce the impacts of wildfire in the planned area; and to share an action plan. This plan addresses such topics as firefighter and public safety, Wildland Urban Interface (WUI) challenges, cost effective solutions, community preparedness, project prioritization, collaborative partnerships, evaluation and adaptability.

This draft CWPP:

1. Describes the environments and assets at risk within the CWPP area.
2. Delineates the WUI within the CWPP area.
3. Includes a community base map that visually depicts baseline information from which the community can assess and make recommendations regarding protection, risk, and reduction priorities. It also depicts valuable resources at risk from wildfire, emergency response facilities, important infrastructure, and possible sources of wildfire hazard.
4. Includes maps that show risk in terms of high fire hazard severity areas, as defined by federal, state, and local authorities.
5. Describes a suite of desired projects that span from site-specific fuel treatments, recommendations for public education, changes to codes and ordinances, and changes to development patterns for planning, to a framework for as yet undefined projects.
6. Collates and summarizes projects identified by stakeholders of the CWPP.
7. Prioritizes fuel management projects and treatment methods, as well as principles for selection of projects when funding is available.
8. Describes the measures communities and homeowners can take to reduce the ignitability of structures.
9. Establishes ways to evaluate plan implementation/progress through measurement and feedback.
10. Identifies federal, state, and local resource stakeholder, such as fire response agencies, wildlife and watershed regulatory agencies, open space management entities, private landowners and homeowners, private vegetation management contractors, and hand crew suppliers.

This CWPP is intended to be a multi-year, living document in that it provides a vision for fire management. Plan implementation will be managed and monitored annually, and updated to reflect progress made on projects and to respond to the changing environments (e.g. project accomplishments, new developments, changed fuels, recovery actions). Minor revisions will not require updated authorization. If major changes are necessary, due to a major wildfire, for example, a re-authorization of the signatories could be warranted. The projects identified within this CWPP include actions that are reasonably foreseeable, based on the current environmental conditions within the CWPP boundaries and available data and information.

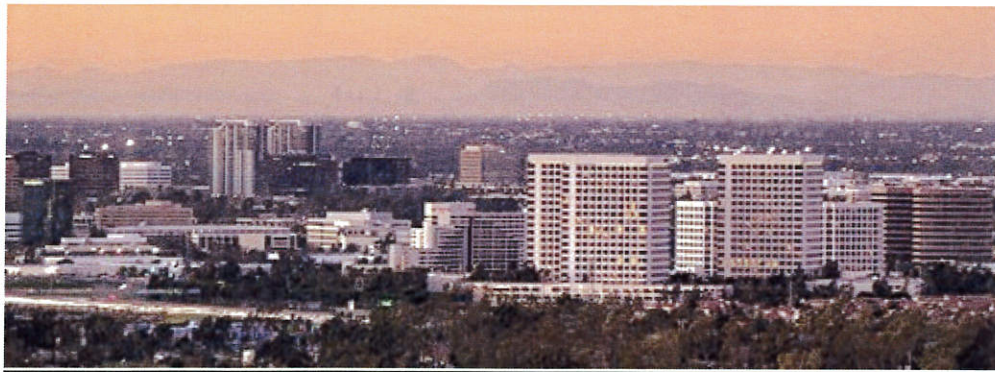
# SECTION I: COUNTY OVERVIEW

## A.GEOGRAPHY

Orange County, California (County) is located along the Pacific Coast, between Los Angeles County and San Diego County. It is among the smallest counties in California, with a total area of 947.98 square miles, of which 789.40 square miles (83.3%) is land, and 158.57 square miles (16.7%) is water. The Pacific Ocean is its southwest border, Los Angeles County its northern border, and San Diego County its southeastern border. Moving inland, Orange County is bordered on the northeast and east by both San Bernardino and Riverside counties.

While there is no formal geographic division, the county is often divided into north and south, with the 55 Freeway as the informal transition between the generally older established areas closer to Los Angeles County, and the recently developed areas to the south.

Orange County lies predominantly on an alluvial plain, generally less than 300 feet in elevation in the west and central section. Several low-lying mesas interrupt the plain along the northern coast. The plain is semi-enclosed by the Santiago Foothills and the Santa Ana Mountains, which rise to 5,600 feet on the east, plus the Puente and Chino Hills to the north, and the San Joaquin Hills to the south.



The County covers 511,476 acres, of which 59 percent (301,771 acres) is developed, and the remaining 41 percent (209,705 acres) is undeveloped, natural habitat. Approximately 75 percent (157,279 acres) of the undeveloped land has some form of protection through open space land designations, including conservation easements, open space zoning, or in existing public ownership with the expectation that it will remain as open space. Orange County falls in the South Coast Ecoregion of the California Floristic Province. The South Coast Ecoregion is considered a biodiversity “hotspot,” supporting more endemic and imperiled species than any

other region in the U.S.<sup>2</sup>, in large part because of its diversity of geologic substrates, topographic features, climatic regimes, soil types, and other physical factors. The natural setting of Orange County provides a diverse combination of mountains, hills, flatlands, and shorelines. These landforms contribute to the diversity of Orange County's environment.

## B. POPULATION

Orange County has 3.1 million residents, who reside in 1.0 million housing units. Orange County also has the distinction of being the second most densely populated county in the state and includes 34 incorporated cities, plus 16 unincorporated areas. Santa Ana is the county seat.



According to the 2010 Census, compared to California overall, Orange County is relatively more educated, affluent, and increasingly diverse.

- **Median HH Income:** OC \$75.4K vs. CA \$61.0K
- **Bachelor Degree +:** OC 36.8% vs. CA 30.7%
- **Home Ownership:** OC 58.7% vs. CA 55.3%
- **MDU's:** OC 34.2% vs. CA 31.0%
- **Foreign Born:** OC 30.4% vs. CA 27.0%.
- **Non-English (spoken at home):** OC 45.5% vs. CA 43.7%

## C. MAJOR TRANSPORTATION ARTERIES

With so many people and limited public transportation, Orange County roadways are of critical importance in keeping the resident population moving, along with the large daily influx of commuters from outside the County. However, most of the major and significant minor roads pass through wildfire prone SRA lands and open space areas, and are often the site of roadside

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<sup>2</sup> Stein, B.A., L.S. Kutner, and J.S.Adams, Eds. 2000. Precious Heritage: the status of biodiversity in the United States. Oxford University Press.

wildfire ignitions, including Interstate 5, CA 57, CA 74 (Ortega Highway), CA 91, the 73, 133 and 241 Toll Roads, and SR 142, SR 261, and SR 55.



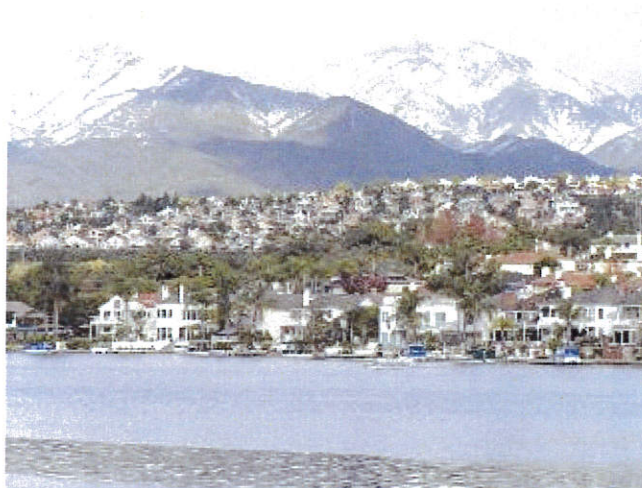
## D.TOPOGRAPHY

Topographically, Orange County rises from sea level, along the Pacific Ocean, to approximately 5,690 feet elevation in the Santa Ana Mountains, which are located within the Cleveland National Forest.

The County's major watercourse is the Santa Ana River, which flows from the Inland Empire, in Riverside County, through the middle of the County from northeast to southwest, and terminates at the Pacific Ocean on the Huntington Beach-Newport Beach border.

Geographic units based on topography include the following:

- The Los Angeles Basin, a low-lying expanse that encompasses the coastal plain of Los Angeles County southeast into Orange County. The portion of it that lies south of the Santa Ana River, between the Santa Ana Mountains and San Joaquin Hills, is technically called the Tustin Plain.
- San Joaquin Hills, paralleling the coastal cities of Newport Beach then south to Dana Point.
- Lomas de Santiago, a range of inland hills that parallels the coast, inland of the Tustin Plain.
- Chino Hills, a range of inland hills in the northeastern portion of the County. The northwestern portion of Chino Hills is called Puente Hills, and the two features are sometimes referred to as the Puente-Chino Hills.
- Loma Ridge, located west of the Santa Ana Mountains. It runs through the central part of the County, parallels the Santa Ana Mountains, and is separated from this mountain range by Santiago Canyon.



The Santa Ana Mountains are a range of peninsular mountains, which extend from the Santa Ana River, southeast into western Riverside and San Diego counties. These mountains are a steep-sided range of many peaks and deep canyons that support an abundance of native endemic plant and animal species. The Santa Ana Mountains include the Santa Margarita and Elsinore mountains and the Santa Rosa Plateau. Collectively, they cover 275,000 acres within Orange, Riverside, and San Diego counties. Santiago Peak (5,689 feet) and Modjeska Peak (5,489 feet) are the two highest peaks in the range. As the westernmost extension of the Peninsular Ranges, the Santa Ana Mountains jut out into a broad coastal basin and are largely surrounded by urbanization. The primary streams emanating from these mountains are San Mateo Creek, San Juan Creek, Trabuco Creek, and Santiago Creek. The Trabuco District of the Cleveland National Forest makes up 49 percent of this region.

## E. CLIMATE AND WEATHER

The County is known for its generally mild weather and Mediterranean climate, characterized by relatively small changes in seasonal temperature, a dry summer, and a rainy winter. The average monthly temperatures range from about 72°F in the coastal areas to over 76°F in the inland areas. Annual precipitation averaging of 14 inches falls principally during the winter months (December to March). The dominant wind pattern is a daytime sea breeze (on-shore) and a nighttime land breeze (offshore).

Climate of Orange County is characterized by:

- **Variations in Weather and Microclimate Conditions** - Temperatures can vary as much as 18°F from inland areas to the coast, with a temperature gradient of over one degree per mile. The County's average rainfall has a wide variation year to year.
- **May Gray/June Gloom** - Often brings morning overcast skies to the coastal cities that usually give way to sunny skies by noon, during the late spring and early summer.
- **Santa Ana Winds** - Santa Ana winds, also called foehn winds, are strong, extremely dry winds that blow down the lee side of a mountain range. The winds become stronger and drier

further down in slope due to adiabatic compression as the air descends. In Orange County, these winds occur mostly from September to May, but can arise at other times during the year. The winds often create the hottest, driest weather of the year and are infamous for fanning regional wildfires.

The fire threat never completely vanishes -- especially during dry winters -- but usually it decreases as winter gets closer to spring.<sup>3</sup> Due to extensive development along the wildland urban interface, wildfire is a major hazard for residents of this densely populated county and is especially dangerous during Santa Ana wind events.

## **F. LOCAL FIRE HISTORY**

Like most of Southern California, the County is prone to frequent large scale wildfires in, and near the SRA. It's not unusual for Orange County's wildfires to have perimeters in excess of 10,000 acres, with some having perimeters of up to 70,000 acres. Some of the County's major wildfires over the past century are listed in Table 1, and Figures 1-3, below. Areas that have not burned recently may be more vulnerable to high intensity wildfires. For example, since 1978, there have been over 20 wildfires exceeding 2,000 acres in size, including the 1980 Owl Fire (18,332 acres), the 1980 Indian Fire (28,408 acres), and the 2007 Santiago Fire (28,517 acres).

### **1. Fire Season**

Traditionally, fire season in Southern California has been from May through September. However, over the past 15 years, Orange County has experienced some of its most devastating wildfires between October and April [e.g. the Sierra Fire (2/2006), Santiago Fire (10/2007), and the Freeway Complex Fire (11/2008)]. An analysis of fires with known start dates recorded in the County from 1940 - 2008 showed:

- Most fires occurred between June and November<sup>4</sup>
- Approximately 60% of all fires were ignited from June through September, but accounted for only 26% of the area that burned.
- In contrast, 17% of all fires occurred in October/November and consumed 61% of the land burned between 1940 and 2008 (Dudek 2013).
- Although most ignitions take place between June-September, ignitions in Oct/Nov tend to be larger.

Fires need not be large to be damaging. While a small portion of the 30,304-acre Freeway Complex Fire in 2008 burned into the incorporated cities, it is in the cities that most of the structure damage occurred. For example, 10 single family residences and 50 apartment units were damaged or destroyed in the City of Anaheim.

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<sup>3</sup> The Santa Ana Winds FAQ, Robert Fovell at:  
[http://people.atmos.ucla.edu/fovell/ASother/mm5/SantaAna/santa\\_ana\\_faq.html](http://people.atmos.ucla.edu/fovell/ASother/mm5/SantaAna/santa_ana_faq.html)

<sup>4</sup> Dudek. 2013. Wildland Fire Management Plan Volumes I-III. Prepared for the Nature Reserve of Orange County. 856 pp. and associated Appendices.

Table 1. Fire History 1915 - 2007

| Year | Fire Name         | Acreage Burned | Year | Fire Name       | Acreage Burned |
|------|-------------------|----------------|------|-----------------|----------------|
| 1914 | Unknown           | 16,754         | 1976 | Pendleton       | 2,111          |
| 1915 | Unknown           | 1,794          | 1977 | Mine            | 4,956          |
| 1917 | Unknown           | 3,164          | 1978 | Soquel          | 5,428          |
| 1919 | Unknown           | 2,225          | 1979 | Paseo           | 3,644          |
| 1920 | Unknown           | 2,724          | 1980 | Owl             | 18,332         |
| 1923 | Unknown           | 2,150          | 1980 | Carbon Canyon   | 14,613         |
| 1925 | Unknown           | 8,650          | 1980 | Indian          | 28,938         |
| 1926 | Unknown           | 9,934          | 1982 | Gypsum          | 20,142         |
| 1927 | Unknown           | 1,837          | 1985 | Shell           | 1,635          |
| 1929 | Unknown           | 1,085          | 1986 | Bedford         | 13,956         |
| 1937 | Unknown           | 4,916          | 1987 | Bedford         | 4,070          |
| 1943 | Unknown           | 1,930          | 1987 | Silverado       | 6,018          |
| 1943 | Unknown           | 2,727          | 1988 | Ortega          | 2,471          |
| 1947 | Green River       | 53,079         | 1989 | Ortega          | 8,170          |
| 1952 | Indian Potrero    | 5,604          | 1989 | Assist 108      | 13,478         |
| 1954 | Weigand           | 4,956          | 1990 | Carbon Canyon   | 6,664          |
| 1954 | Jameson           | 7,881          | 1990 | Unknown         | 11,774         |
| 1955 | Niger             | 1,606          | 1990 | Yorba           | 7,864          |
| 1956 | Cornwall          | 3,173          | 1993 | Laguna Fire     | 14,337         |
| 1958 | Kelly             | 2,380          | 1993 | Ortega          | 21,010         |
| 1958 | Steward           | 69,444         | 1997 | Baker           | 6,320          |
| 1959 | Talega            | 3,187          | 1998 | Santiago Canyon | 7,760          |
| 1961 | Unknown           | 5,273          | 2002 | Green           | 2,234          |
| 1961 | Outside Origin #2 | 5,019          | 2002 | Antonio         | 1,480          |
| 1966 | Indian            | 1,405          | 2006 | Sierra Peak     | 10,506         |
| 1967 | Paseo Grande      | 51,075         | 2007 | Santiago Fire   | 28,517         |
| 1970 | Nelson            | 3,586          | 2007 | Windy Ridge     | 2,036          |
| 1975 | Grundy            | 1,915          | 2008 | Freeway Complex | 30,305*        |

Sources: Orange County Fire Authority Fire History database; Orange County Hazard Mitigation Plan

\* Origin of Freeway Complex Fire was in Riverside County. Of the 30,305 acres burned, the majority was in Orange County.

## Orange County Area Burned Perimeters, Categorized by Acreage

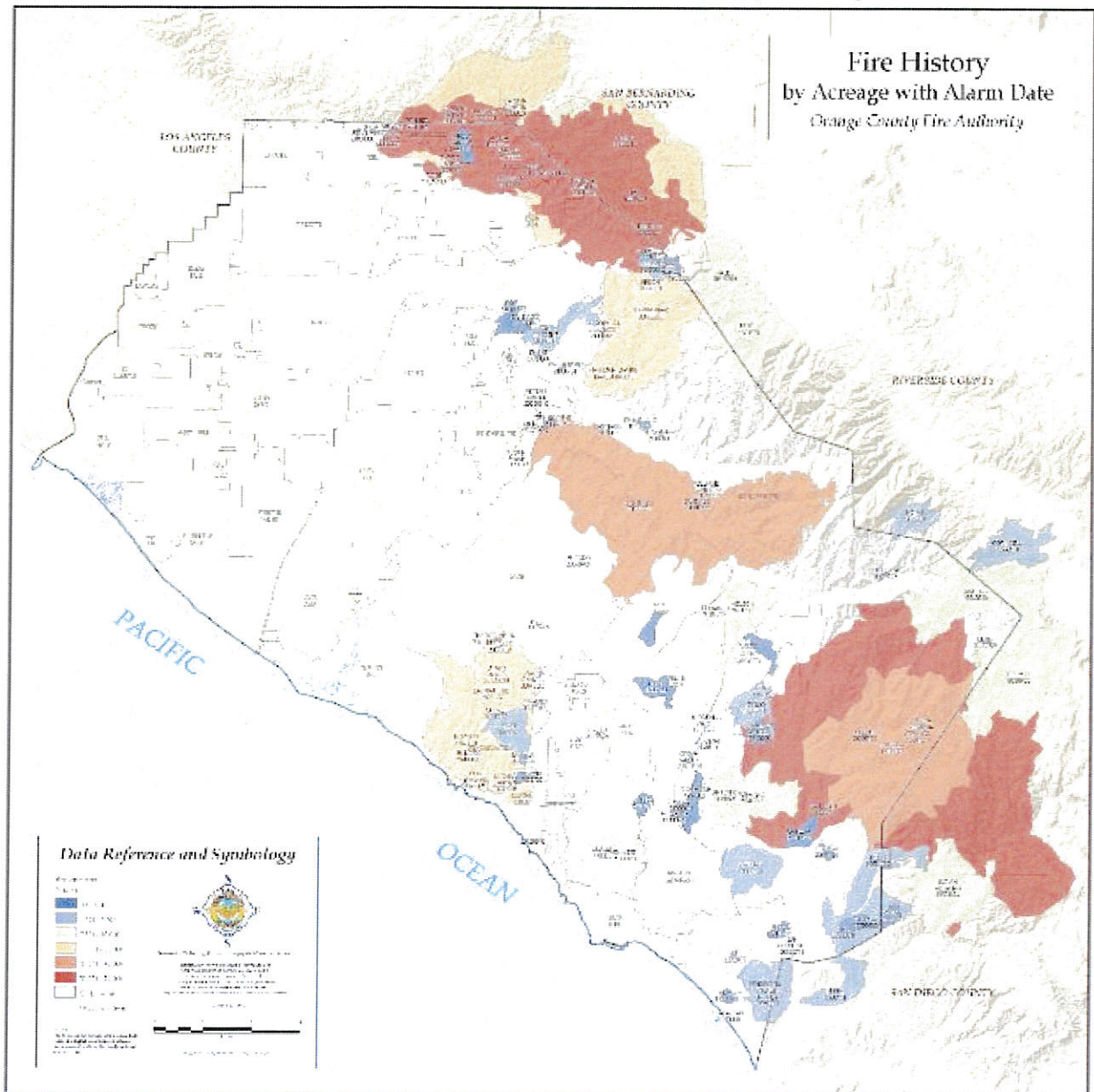


Figure 1: Orange County Wildfires Categorized by Area Burned Between 1914 - 2008. Area within each perimeter may have been burned by multiple fires. Source: OCFA 2016 Unit Strategic Fire Plan.

## Orange County Wildfires: 1990 - 2000

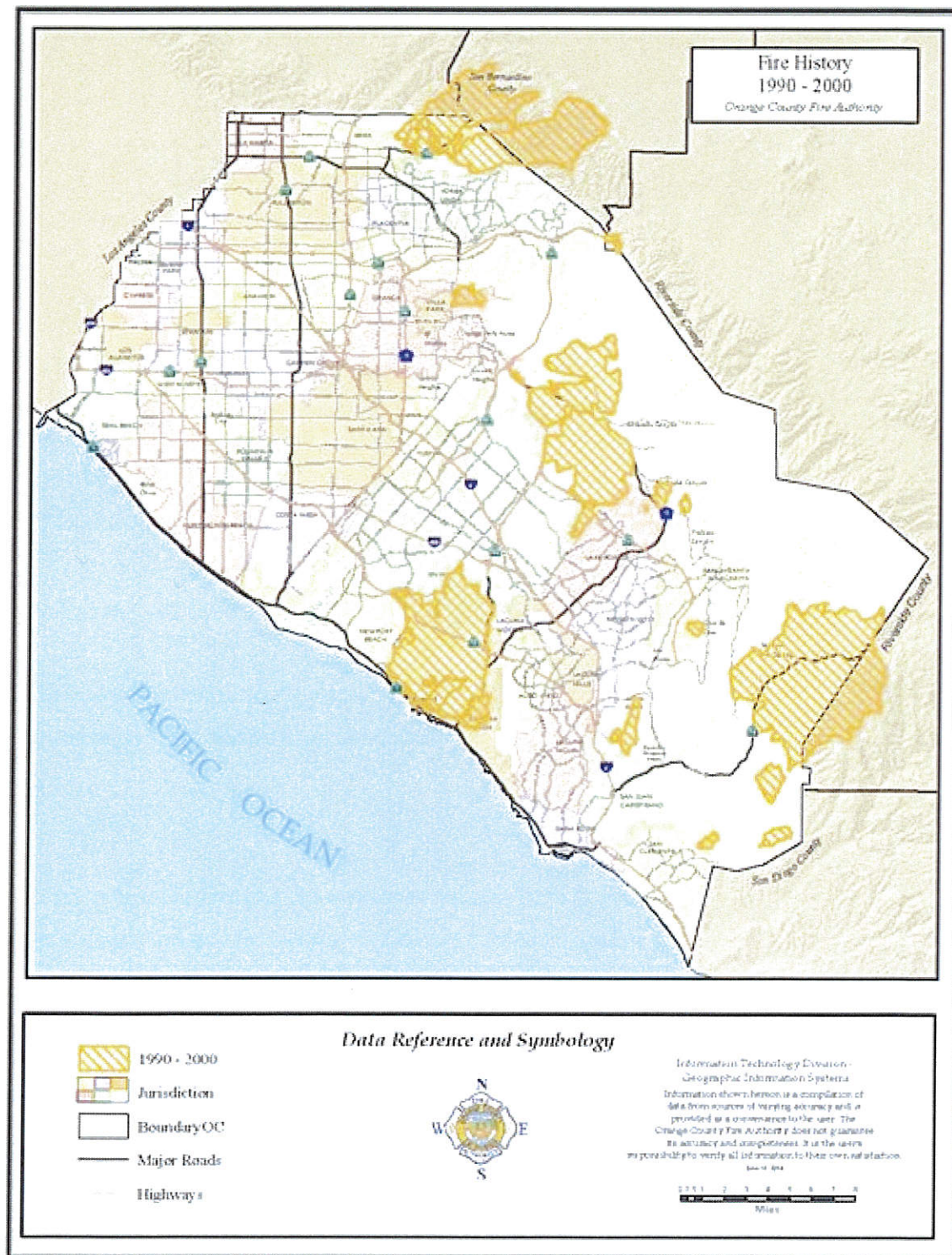


Figure 2: Area of Wildfires Burned in Orange County Between 1990 - 2000. Source: OCFA 2016 Unit Strategic Fire Plan

## Orange County Wildfires: 2000 - Present

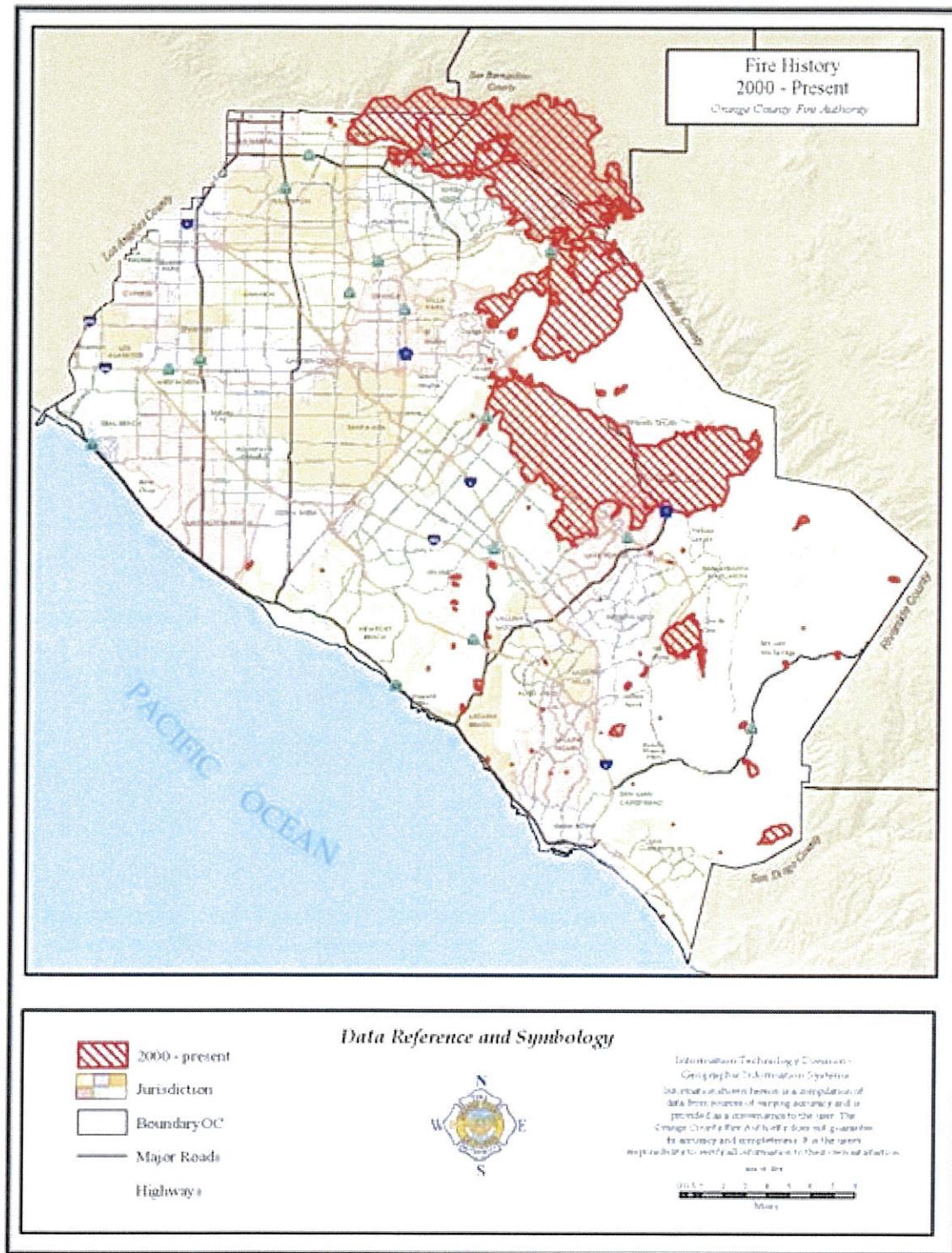


Figure 3: Area of Wildfires in Orange County Between 2000 - 2016. Source: OCFA 2016 Unit Strategic Fire Plan.

## **2. Ignitions**

While the vast majority of ignitions are classified as Unknown/Unidentified or Miscellaneous, roadside ignitions are of particular concern in Orange County. Fire agencies, COAST member organizations, including the California Department of Transportation (Caltrans), the Transportation Corridor Agency (TCA), and the Orange County Transportation Authority (OCTA) are partnering to gather and analyze information on roadside ignitions, and to develop preventive measures, such as roadside hardening, to better address this issue.

## **G. Habitat Types**

As stated previously, the County is considered a biodiversity hot spot. The undeveloped areas of unincorporated Orange County support a wide variety of natural vegetation communities, including coniferous forest, woodland, chaparral, scrub, grassland, riparian, wet meadows/marsh, and open water. It is no surprise that the vast majority of the area in the CWPP is included in one of three Natural Community Conservation Plans/Habitat Conservation Plans (NCCP/HCP), designed to protect sensitive habitats. More detail on these plans are provided in Section IV-B later in this document.

According to the OCFA 2016 Unit Plan, approximately 60% of the wildland vegetation has experienced at least one catastrophic fire within the last decade. Even with this fire history, most wildland is burning at an interval that is compatible with its natural fire frequency. However, as drought conditions have worsened over the past few years, the vegetative fuels have become increasingly dry and more wildland fires are expected.

## **H. Protected Open Spaces and Roadside Right-of-Ways<sup>5</sup>**

Most protected lands in the CWPP area have a natural resources management component/obligation. The natural resources in these protected lands are both at risk from wildfire, and because of human ignitions of the wildland vegetation, pose a risk to other, adjacent values, such as residences in communities. It follows that wildland fire prevention is an important consideration in natural resource management decisions on all protected open spaces and right-of-ways, regardless of land ownership or management status.

### **1. Public Lands**

Public lands within, or adjacent to, Orange County's SRA lands include lands owned by the Federal government (e.g. Camp Pendleton Marine Base, Cleveland National Forest), state government (e.g. Chino Hills State Park, Crystal Cove State Park), County-owned lands (e.g.

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<sup>5</sup> This section relied on information in the 2014 Orange County Transportation Authority Natural Community Conservation Plan/Habitat Conservation Plan, available at: <http://www.octa.net/Measure-M/Environmental/Freeway-Mitigation/Conservation-Plan/>

Whiting Wilderness Park, Laguna Coast Wilderness Park, or Irvine Ranch Open Space Park), and lands owned and managed by two regional transportation agencies, Orange County Transportation Authority (OCTA) and the Transportation Corridor Agency (TCA). The following sections provide an overview of existing open space landowners and managers in the Plan Area and identify the major land ownership of open space and parkland.

#### **a. USDA Forest Service: Cleveland National Forest**

Of the 424,709 acres of the Cleveland National Forest, 54,324 acres are within the CWPP boundary, and fall within the Trabuco Ranger District. All its land is located in eastern Orange County, and at higher elevations. Besides supporting a number of threatened, endangered, and sensitive species, plus a number of plant species, these lands provide habitat linkages for several Orange County parks.

The fire hazard severity zones on federal lands were not mapped by CAL FIRE; however, using the same criteria as used in the State Mapping Project, it is likely the vast majority would not be categorized as Very High Fire Hazard Severity because structures are generally absent from the National Forest. However, the USFS states there are community protection concerns in the community of Silverado. The agency acknowledges it is a difficult location to fight wildland fire due to the lack of roads and fuel breaks to provide firefighter access and defensible space.

Two communities (Rancho Carrillo and Rancho Capistrano) are located in and nearby Forest Service lands. Rancho Capistrano is located on the National Forest boundary and Rancho Carrillo is surrounded by the San Mateo Wilderness in the southwestern part. Several other private inholdings are also located within the wilderness or adjacent to the wilderness boundary. These communities are at risk from wildland fire and community protection projects are needed to reduce that threat.

#### **b. California Department of Fish and Wildlife**

The California Department of Fish and Wildlife (CDFW) manages four properties within the CWPP boundary. None have areas mapped as VHFHSZ.

- Coal Canyon Ecological Reserve (901 acres within CWPP boundary)
- Laguna Laurel Ecological Reserve (79 acres within CWPP boundary)
- Trabuco Canyon (112 acres within CWPP boundary)
- Upper Newport Bay Nature Preserve (~1,000 acres within the CWPP boundary)

Coal Canyon Ecological Reserve is located in the northeastern portion of the CWPP area in the Santa Ana Mountains. It is known for its chaparral-dominated vegetation and last remaining stand of Tecate cypress in Orange County.

Laguna Laurel is located within the Laguna Coast Wilderness Park, in the City of Laguna Beach. This ecological reserve is part of the last remaining coastal canyon areas in Southern California and is composed of coastal sage scrub communities with oak and sycamore woodlands.

The Trabuco Canyon Ecological Reserve is located in rural southeastern Orange County within the foothills of the Santa Ana Mountains. This property abuts OCTA Preserves. The vegetation

on the site consists of extensive oak woodlands, chaparral, coastal sage scrub, grassland, and riparian areas. It also includes major ridgelines and riparian corridors of the Arroyo Trabuco/Trabuco Creek. This property provides a low elevation habitat linkage between the Southern Orange Subregion HCP and the Central Subregion NCCP/HCP to the north. CDFW, along with Orange County Parks and the City of Newport Beach, is responsible for management of public space consisting of tidelands and adjacent upland areas in and around the Upper Newport Bay, specifically, the 752-acre Upper Newport Bay Ecological Reserve. The reserve is one of Southern California's few remaining estuaries.

### **c. California Department of Parks and Recreation**

The California Department of Parks and Recreation (State Parks) owns two state parks in the CWPP area. Portions of Chino Hills and Crystal Cove State Parks are in the SRA's Very High Fire Hazard Severity Zone (VHFHSZ)<sup>6</sup> and adjacent to areas that are, or may be, developed. For example, the area encompassed by the CWPP includes 2,791 acres in Crystal Cove State Park, most of which is mapped as a Very High Fire Hazard Severity Zone (VHFHSZ), as well as 6,782 acres in Chino Hills State Park.

Crystal Cove State Park is located off Pacific Coast Highway, between Corona del Mar and Laguna Beach. The park consists of approximately 2,800 acres of coastline, wooded canyons, open bluffs, and offshore waters, and supports a wide variety of sensitive, threatened, and endangered species. The entirety of the park was burned in the 1993 Laguna Fire. Chino Hills State Park consists of 14,102 acres in the hills of Santa Ana Canyon, with portions of the grass-covered park found in Orange, Riverside, and San Bernardino counties. The park serves as a critical link in the Puente-Chino Hills biological corridor. Three habitat linkages — Coal Canyon, Sonome Canyon, and Prado Basin — have been identified as important to the biological survival of the park.

### **d. California Department of Transportation (Caltrans)**

Caltrans' transportation corridors and facilities, including State Routes 73, 74 (Ortega Highway), 90, 91, 133, 142, 241, and 261 transverse a significant portion of the CWPP, allowing considerable accessibility to the public. With 240 road edge miles of exposure within the CWPP, Caltrans' facilities are at risk from fires. These public right-of-ways contain valuable habitat and provide connectivity between open spaces.

### **e. Orange County Parks, Preserves, and Right-of-Ways**

Orange County Parks manages 22 parks covering nearly 60,000 acres of County-owned land, including roughly 32,000 acres of urban and wilderness parks, 7 miles of beaches and other coastal facilities, and 27,000 acres of open space lands. Of the land owned by Orange County Parks in the CWPP, 49,606 acres are within a VHFHSZ. The parks containing more than 100 acres that are within the CWPP boundary are listed below in Table 2 and shown on Figure 4.

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<sup>6</sup> Fire Hazard Severity Zones are areas mapped by CAL FIRE and local jurisdictions that are significant fire hazards based on fuels, terrain, weather, and other relevant factors.



Additionally, the County of Orange manages Fremont Canyon (110 acres within CWPP boundary), Modjeska Canyon and Tucker Wildlife Sanctuary (380 acres within CWPP boundary).

*Table 2: Orange County Parks in CWPP (parks with more than 100 acres in the CWPP)*

| <b>Park</b>  | <b>Acres in CWPP</b> |
|--|----------------------|
| Aliso and Wood Canyons Wilderness Park             | 3,753                |
| Brush Canyon                                       | 389                  |
| Carbon Canyon Regional Park                        | 116                  |
| Featherly Regional Park                            | 358                  |
| Irvine Ranch Open Space                            | 20,120               |
| Irvine Regional Park                               | 452                  |
| Laguna Coast Wilderness Park                       | 5,389                |
| Limestone Canyon and Whiting Ranch Wilderness Park | 4,892                |
| Olinda Regional Park                               | 162                  |
| O'Neill Regional Park                              | 3,606                |
| Peters Canyon Regional Park                        | 362                  |
| Ronald W. Caspers Wilderness Park                  | 7,617                |
| Santiago Oaks Regional Park                        | 1,123                |
| Thomas F. Riley Wilderness Park                    | 584                  |
| William R. Mason Regional Park                     | 441                  |

Source: GreenInfo's California Protected Areas Database at: <http://www.greeninfo.org/products/park-data>, OCTA NCCP/HCP 2016 at: <http://www.octa.net/Measure-M/Environmental/Freeway-Mitigation/Conservation-Plan/>

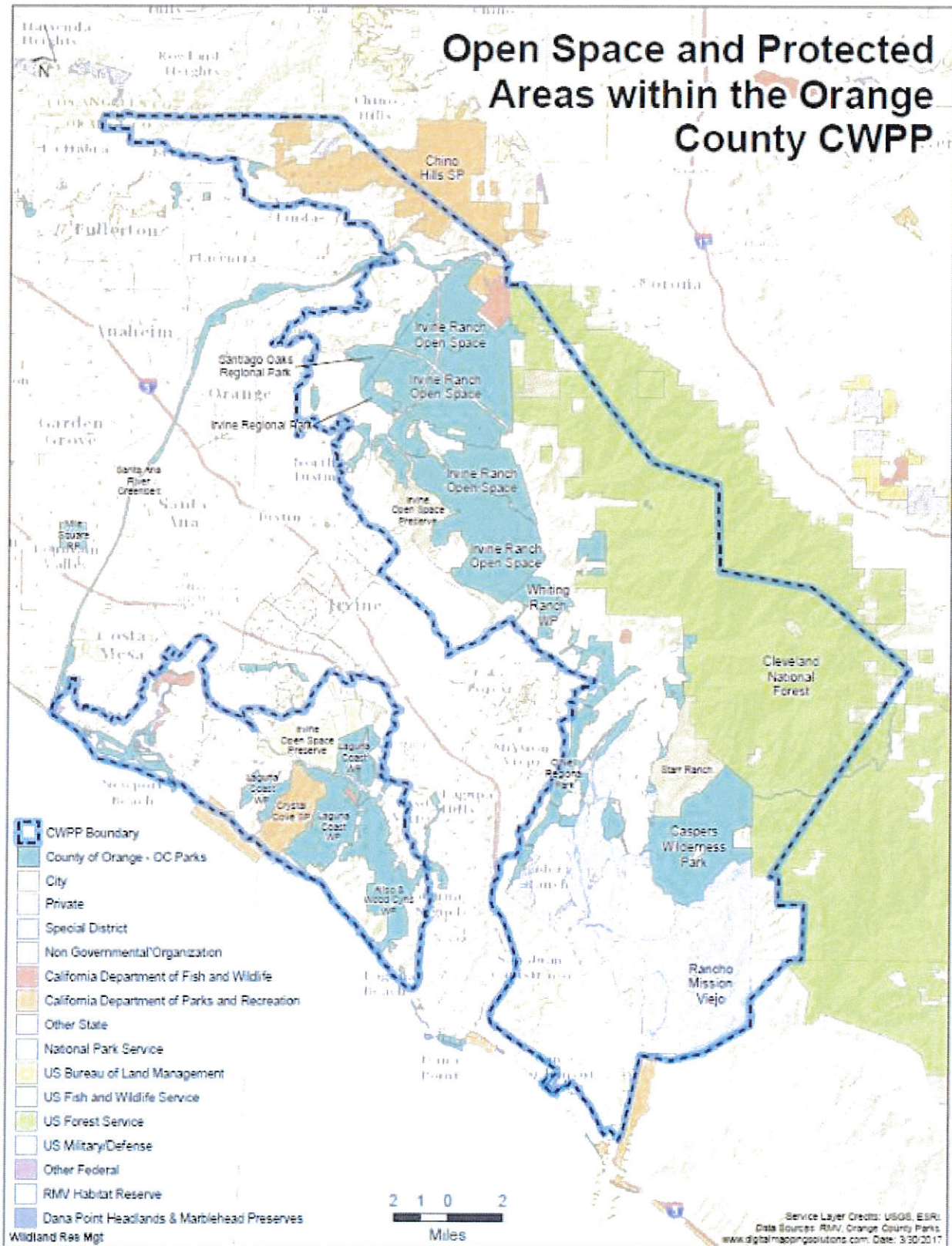


Figure 4. Open Space and Protected Areas in CWPP Boundary. OCTA Preserves and Restoration Projects are displayed in Figure 5.

#### **f. Orange County Transportation Authority**

The Orange County Transportation Authority has acquired and protects approximately 1300 acres in Orange County through acquiring preserves and developing restoration projects. The acquisition of preserve lands is a primary component of OCTA's conservation strategy, which contributes to the existing regional network of protected areas within the County. Many preserves adjoin protected open space, while the preserve in the Trabuco Canyon area has created a substantial block of conservation in an area that did not previously exist as protected open space. In addition, OCTA funds restoration throughout the County. The implementation of restoration projects provides greater flexibility for focused and directed conservation actions within particular locations and for habitats supporting Covered Species in OCTA's NCCP/HCP.



### **g. Protected Lands within Incorporated Cities**

Incorporated cities within the CWPP have smaller holdings within the CWPP boundary. For example, the City of Irvine has 930 acres of protected lands among 13 holdings. The City of Anaheim has two reserves: Deer Canyon Park Reserve is a 130-acre protected area of environmentally sensitive habitat, with only one structure. In addition, the Oak Canyon Nature Center is a 58-acre natural park nestled in Anaheim Hills with a year-round stream and an Interpretive Center. Additionally, there are several city-owned parks that provide valuable habitat for sensitive, threatened and endangered species, including, but not limited to, Buck Gully (in Newport Beach), and Bommer Canyon (Irvine).

## **2. Privately Owned and Managed Lands**

Orange County is fortunate to contain significant privately owned and/or managed open space lands in, and near, the SRA. These include large properties, such as the Audubon Starr Ranch and Rancho Mission Viejo Land Trust, as well as smaller preserves, such as the 29-acre Dana Point Preserve, which is managed by the Center for Natural Lands Management. All are important for natural resource protection, and all have concerns and opportunities to collaborate regarding wildland fire management.



*Audubon Starr Ranch*

### **a. Audubon Starr Ranch**

This 6.25-square-mile (3,707 acres) Audubon Society sanctuary is located east of Rancho Santa Margarita and Coto de Caza. Access to the sanctuary headquarters is via Bell Canyon Road. The essentially undeveloped ranch lies in unincorporated Orange County and is bordered by the Cleveland National Forest on the north and east, the Ronald W. Caspers Regional Park on the south, and the developments of Dove Canyon and Coto de Caza on the west. Vegetation at the

ranch is typical of lower elevation Southern California: mosaics of grassland, oak woodland, riparian woodland, coastal sage scrub, and chaparral. The ranch is given a Very High Fire Hazard Severity rating on the Fire Hazard Severity Zones map. OCFA's 2016 Unit Strategic Fire Plan recommended removing flammable and drought-stressed vegetation along the main access road and in the critical locations and fuel breaks between homes and flammable vegetation. The nearest OCFA fire stations are located at Coto de Caza (FS #40) and Trabuco Canyon (FS #18).

### **b. Center for Natural Lands Management**

The Center for Natural Lands Management (CNLM) holds two preserves in the area of the CWPP. The Pacifica San Juan Preserve consists of 42.8 acres split between a 33.2 acre and a 9.6 acre site in the City of San Juan Capistrano. CNLM holds a conservation easement, as well as a long-term agreement to protect the imperiled species and their habitats on the Preserve. The Preserve is owned by a third party. The Preserve was established as part of the 256.7 acre Pacifica San Juan development project located in the City of San Juan Capistrano. The 33.2 acre portion of the Preserve located within the approximately 1,000-acre Northwest Open Space, is comprised of a combination of privately and publicly owned open space land. A Habitat Mitigation and Monitoring Plan guides vegetation management. Upon completion of the restoration project, management of the Preserve will be taken over by CNLM. Due to the vulnerability of the species and habitats that exist on this preserve, it is not open to the public. However, public access for hiking, biking, and equestrian use is available adjacent to the Preserve on city-managed trails. The Dana Point Preserve, a 29.4 acre headlands promontory, is owned and managed by CNLM and was acquired to protect habitat for sensitive species, such as the Pacific pocket mouse and the coastal California gnatcatcher, associated with coastal sage scrub and bluff scrub habitats. The CNLM Dana Point Preserve is located adjacent to the City of Dana Point Nature Interpretive Center (NIC) and public access for hiking is available on the 1/2 mile trail along the edge of the Preserve.

### **c. Rancho Mission Viejo**

Rancho Mission Viejo<sup>7, 8</sup> is a planned community occupying a small portion of a 23,000-acre property, also known as Rancho Mission Viejo, that also contains a habitat reserve and active cattle ranch in the unincorporated southern portion of Orange County. In approximately 20 years, 17,000 acres will be dedicated as a habitat reserve as the community is built out. Two of the Rancho Mission Viejo villages are complete, occupying a total of 1,580 acres, and 6,500 acres have been set aside as habitat reserve. The habitat reserve is closed to the public and is accessible to members through docent-led tours. Currently, ranching operations are conducted on the land that is not part of the villages or habitat reserve. The ranching land is essentially undeveloped with the exception of a roughly 25-acre "cow camp" that includes ranch worker housing, machine yards, corrals, and other infrastructure. The Habitat Reserve is a patchwork of properties with the bulk of the Reserve lying east of San Clemente, but additional reserve lands

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<sup>7</sup> <http://www.cityofrsm.org/DocumentCenter/Home/View/507>

<sup>8</sup> <http://www.cityofrsm.org/399/History>

are scattered around Ladera Ranch and Las Flores, and up toward Rancho Santa Margarita.<sup>9</sup>

The South County Habitat Conservation Plan (HCP) preserves 32,818 acres of south Orange County lands as the Southern Subregion Habitat Reserve. Included in these preserved acres are 20,868 acres of Rancho Mission Viejo lands and 11,950 acres owned by the County of Orange. The conserved Rancho Mission lands are called The Reserve at Rancho Mission Viejo. The Rancho Mission Viejo Land Trust is the steward of this preserve.

#### **d. Trust for Public Land**

The Trust for Public Land (TPL) owns and manages the 717-acre Baker Canyon. The property supports a variety of vegetation communities, including chaparral, nonnative grasslands, and riparian habitats and is managed primarily for the benefit of wildlife and habitats.

#### **e. The Wildlands Conservancy**

The Wildlands Conservancy and the San Bernardino Mountains Land Trust manage the Cleveland National Forest Wildlife Corridors (1,076 acres within CWPP boundary). Additionally, The Wildlands Conservancy owns 897 acres in the Mariposa Reserve, which is surrounded by the Cleveland National Forest, and 300 acres in the Saddle Creek Reserve, which is located off Live Oak Canyon Rd.

### **3. Open Space Coordinating and Management Entities**

In Orange County, two entities provide management and coordinating roles regarding natural resource management. Both provide leadership on wildland fire protection and management, as well as natural resource management.

#### **a. Natural Communities Coalition**

The Natural Communities Coalition (NCC), formerly known as Nature Reserve of Orange County (NROC), coordinates and supports management activities, monitoring and research with partners enrolled in The County of Orange Coastal/Central Subregion NCCP/HCP. The Reserve covers approximately 37,000 acres, and is located in two sections of the County, on the Coast (Coastal Subregion) and the other along the inland canyons (Central Subregion). Formed in 1989, signatories of the NCCP/HCP Implementing Agreement and Permit include many stakeholders, such as OC Parks, the County of Orange, U.S. Fish and Wildlife Service, California Department of Fish and Wildlife, Transportation Corridor Agencies, Irvine Ranch Water District, UC Irvine, City of Newport Beach, City of Irvine, Irvine Company, and California State Parks. Lands in the Reserve are subject to the terms of the NCCP/HCP. As signatories, landowners are responsible for overseeing compliance with the provisions of the NCCP/HCP on their subject lands and for coordinating fire and utility infrastructure maintenance with NCC as part of their annual program of work.

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<sup>9</sup> <http://rmvreserve.org/about-us/maps/>

### **b. Irvine Ranch Conservancy**

The Irvine Ranch Conservancy is a non-profit, non-advocacy organization established in 2005 to ensure that the 50,000 acres of wildlands and parks on the historic Irvine Ranch are stewarded and enjoyed to the highest possible standards. To accomplish this mission, the Conservancy assists public landowners in the management of their open spaces (Irvine Ranch Conservancy 2011). The Conservancy currently manages more than 30,000 acres of habitat, including 20,000 acres donated to the County of Orange in 2010 by the Irvine Company (Table 2-3). The Conservancy actively collaborates with local fire agencies on fire prevention, and manages the OC Fire Watch Network, a program of trained volunteers deployed to deter and quickly report wildfires during high fire risk conditions. The lands managed by the Conservancy include at least 10 distinct open space management units— Fremont Canyon, Black Star Canyon, Weir Canyon, Gypsum Canyon, Limestone Canyon and Loma Ridge in the County of Orange; Bommer Canyon, Shady Canyon, and Quail Hill in the City of Irvine; and Buck Gully in the City of Newport Beach. All these units are within the Plan Area.

## **I. DELINEATION OF THE WILDLAND URBAN INTERFACE**

### **1. Characteristics of the Wildland Urban Interface (WUI)**

The WUI is the meeting point between wildland vegetation or fuels and structures. At this interface, the structure and vegetation are sufficiently close that a wildfire could spread to a structure or a structure fire could ignite vegetation. The proximity of vegetation and structures needed to spread fire varies with the vegetation (fuel) type, the siting of the structure, and the exterior characteristics (building material and design) of the structure itself. WUI is defined on a scale larger than one lot or neighborhood. The importance of spatial distribution of vegetation and structures in the WUI is discussed in more detail below.

In the past, the vast majority of wildfires occurred in remote locations and caused little damage to property or loss of human life. During the last 50 years; however, history is replete with examples of destructive fires in the WUI throughout California. Almost all of the wildfires within the CWPP boundary have been caused by humans, and are closer to developed areas. Because of the increased values that accompany structures and other improvements, most losses from wildfire occur in the WUI.

WUI areas are targeted for increased levels of fire prevention, preparedness, response, and recovery actions. Parcels in this designation are typically subject to more stringent regulations regarding ignition-resistant construction, defensible space creation and maintenance, and heightened levels of education regarding fire prevention.

## **2. Types of Wildland Urban Interface (WUI)**

Three types of WUI, each with its own demographic characteristic and land management problems, have been defined: (1) Classic Interface, (2) Intermix, and (3) Occluded Interface. The types and density of vegetation, and the size and spacing of homes and other structures vary widely in these different interfaces. The type of intermix is not easily categorized. Orange County contains both classic and intermix areas depending upon how the development tends to mix with wildland vegetation.

### **a. Classic Interface**

By far the greatest number of people live in (and are currently moving into) what can be called the classic interface. This is the area of "urban sprawl" where homes, especially new subdivisions, press against the wildland. Fires starting in adjacent wildland areas can propagate a massive flame front during a wildfire, and numerous homes are put at risk by a single fire, which sometimes overwhelms fire protection forces and water supplies.

### **b. Intermix**

The intermix ranges from single homes or other buildings scattered throughout the wildland area to medium-sized subdivisions. Typical are summer homes, recreation homes, ranches, and farms in a wildland setting.

Usually these are isolated structures surrounded by large areas of vegetation-covered land. When a fire starts, the individual homes are very hard to protect because few fire agencies can provide a fire truck or two for each house that may be threatened in a major fire.

### **c. Occluded Interface**

An occluded interface is characterized by isolated areas of wildland within an urban area. The same demographic trends that influence the classic interface affect this one. As cities grow together to make a super city, islands of undeveloped land are left behind. Sometimes, these are specifically set aside as natural parks. Again, they may be steep, difficult places that are unsuitable as building sites. Frequently, they present a fire threat to adjacent homeowners.

## **3. Methods of Delineation**

The federal HFRA enables communities to define their own WUI boundary. The WUI is defined within Orange County as those lands within SRA, plus all lands within  $\frac{3}{4}$  mile from the SRA boundary. In addition, land within a likely containment line, should a fire originate in the SRA, is considered WUI. For the boundaries of this CWPP, wherever the political jurisdictions agree, all the WUI was included. Anaheim and Newport Beach are two incorporated cities that have WUI, but do not fit the criteria above; regardless, they have elected to be included in the CWPP.

OCFA staff drafted the boundaries where containment is likely to take place, then COAST members reviewed the maps and offered comments during the COAST meetings.

## J. COMMUNITY BASE MAP

The community base map is an important component of the CWPP that serves to create a shared vision of the existing environments within the CWPP boundary (Figure 5). This map is required by the HFRA in order to obtain approval by cooperating federal and state agencies. The community base map provides baseline information from which the community can assess and make recommendations regarding protection and risk-reduction priorities. It also depicts features that orient the user to valuable resources at risk from wildfire, emergency response facilities, important infrastructure, and possible sources of wildfire hazard. Features depicted on the map include:

1. City and county boundaries
2. Land ownership
3. Fire station locations
4. Network of streets
5. Open spaces and parks
6. Nature preserves
7. State-determined high hazard areas

A draft of the community base map was presented at stakeholder meetings in the spring of 2016 and was refined, based on comments received during those meetings.

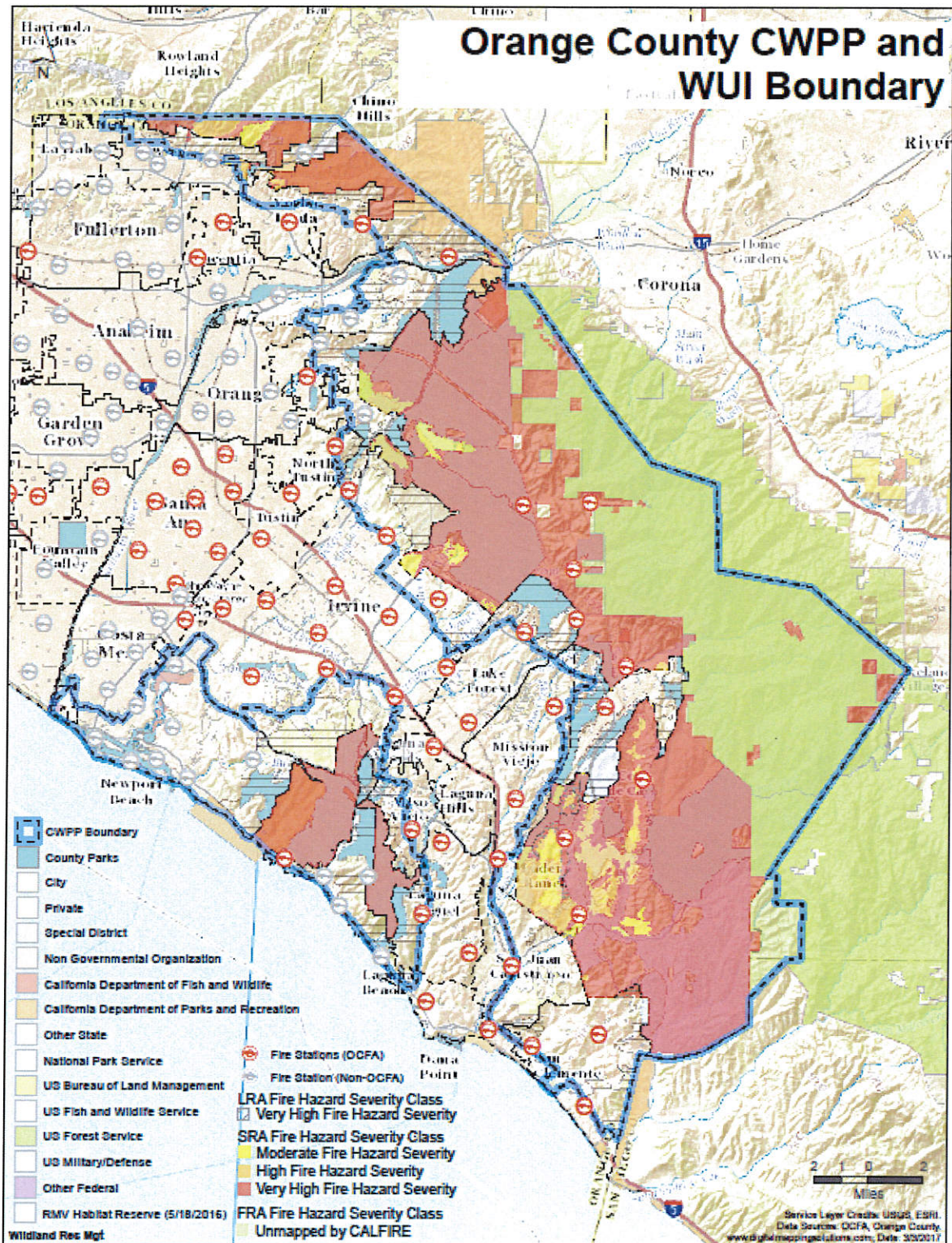


Figure 6: Community Base Map Indicating CWPP Boundary

## **SECTION II: DESCRIPTION OF FIRE AGENCIES WITHIN THE CWPP**

The following fire agencies have fire response responsibility for portions of the area within the CWPP boundary. All these fire agencies have mutual aid agreements between them. Portions of 23 incorporated cities in the county are within the CWPP boundary. Some incorporated portions of these cities are included because of their proximity to SRA lands with a VHFHSZ rating. These lands are within the 0.75 mile zone where embers from a wildfire on SRA land could travel and ignite structures and other assets. Table 3 on page 34 lists how much of each city is within the CWPP boundary. Those portions of the cities served by OCFA are covered by the CWPP. Other cities who have their own fire departments can request to participate in the CWPP. These four cities are Anaheim, Laguna Beach, Newport Beach and the City of Orange.

### **A. ORANGE COUNTY FIRE AUTHORITY**

OCFA operates as a Joint Powers of Authority, and contracts with 23 of Orange County's 34 incorporated cities to provide a full spectrum of fire protection services. Additionally, OCFA is contracted by the County of Orange to protect its 16 unincorporated communities, as well as Orange County Parks. OCFA protects over 1,755,436 residents from its 72 fire stations located throughout the County. CAL FIRE also contracts with OCFA to protect Orange County's SRA lands, which include two California State Parks, plus portions of the Cleveland National Forest Trabuco Ranger District. OCFA serves 576 square miles, which includes over 172,000 acres of land in Federal and State Responsibility Areas. In terms of OCFA's SRA responsibilities, it's important to note that the geography extends beyond Orange County's borders, with OCFA being responsible for protecting designated adjacent SRA lands in both Riverside and San Diego counties.

#### **1. Organization**

OCFA is a Joint Powers of Authority, governed by a Board of Directors that has 25 members, with a governance structure that provides for more direct oversight by all participating agencies. Each city has a councilmember on the OCFA Board of Directors, along with two County Supervisors.<sup>10</sup> Member agencies are identified either as Structural Fire Fund (SF) members, or as Cash Contract Cities (CCC). SF members are those agencies where the portion of their property tax designated for fire protection is conveyed to OCFA to pay for services. CCC members pay for services on an agreed upon schedule. There are currently eight CCC members, and 15 SF members. Each member agency, regardless of type, has one voting member on the

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<sup>10</sup> In 1980, the cities of Anaheim, Brea, Buena Park, Costa Mesa, Fountain Valley, Fullerton, Garden Grove, Huntington Beach, Laguna Beach, La Habra, Newport Beach, Orange, San Clemente, Santa Ana, Seal Beach, Stanton, and Westminster had their own municipal fire departments. Since then, Buena Park, San Clemente, Santa Ana, Seal Beach, Stanton, and Westminster joined the OCFD/OCFA.

Board of Directors, with the exception of the County of Orange, which has two members. Each OCFA Board Member is appointed by, and from among, the current elected members of their agency's governing body.

The Fire Authority is managed by the Fire Chief (currently Jeff Bowman), and is divided into five Departments, each led by an Assistant Chief. The five departments are listed below:

- *Business Services Department*
- *Support Services Department*
- *Community Risk Reduction Department*
- *Operations Department*
- *Organizational Planning*

While all departments play a vital role in implementing its annual Unit Strategic Fire Plan, three sections are directly relevant to the development of the CWPP. Two of the sections are within the Community Risk Reduction Department (CRR) and the other section is within the Operations Department.

Within CRR, the Wildland Pre-Fire Management Section (PFM) is responsible for overseeing all aspects of fuel modification and systematically evaluates risk, fuels mitigation, and road conditions. PFM has developed collaborative programs, including, 1) establishing partnerships such as COAST, which has facilitated the completion of the CWPP, 2) collecting information for fire hazard mapping, 3) managing and adding fuel breaks, 4) conducting annual defensible space inspections on private and commercial properties in the SRA and in the Very High and High Fire Severity Zones, 5) working to re-establish a prescribed fire program, and 6) maintaining roads and trails.

Additionally, this section also has responsibility for education about vegetation management and ignition-resistant construction, plus ongoing collaboration with partner organizations, land owners and communities. PFM also measures fuel moistures monthly to help evaluate its potential as a wildfire risk factor. Measurements are taken at two locations, Black Star Canyon, in the northern part of the county, and in the southern portion of the County, near CA 74 (Ortega Highway).



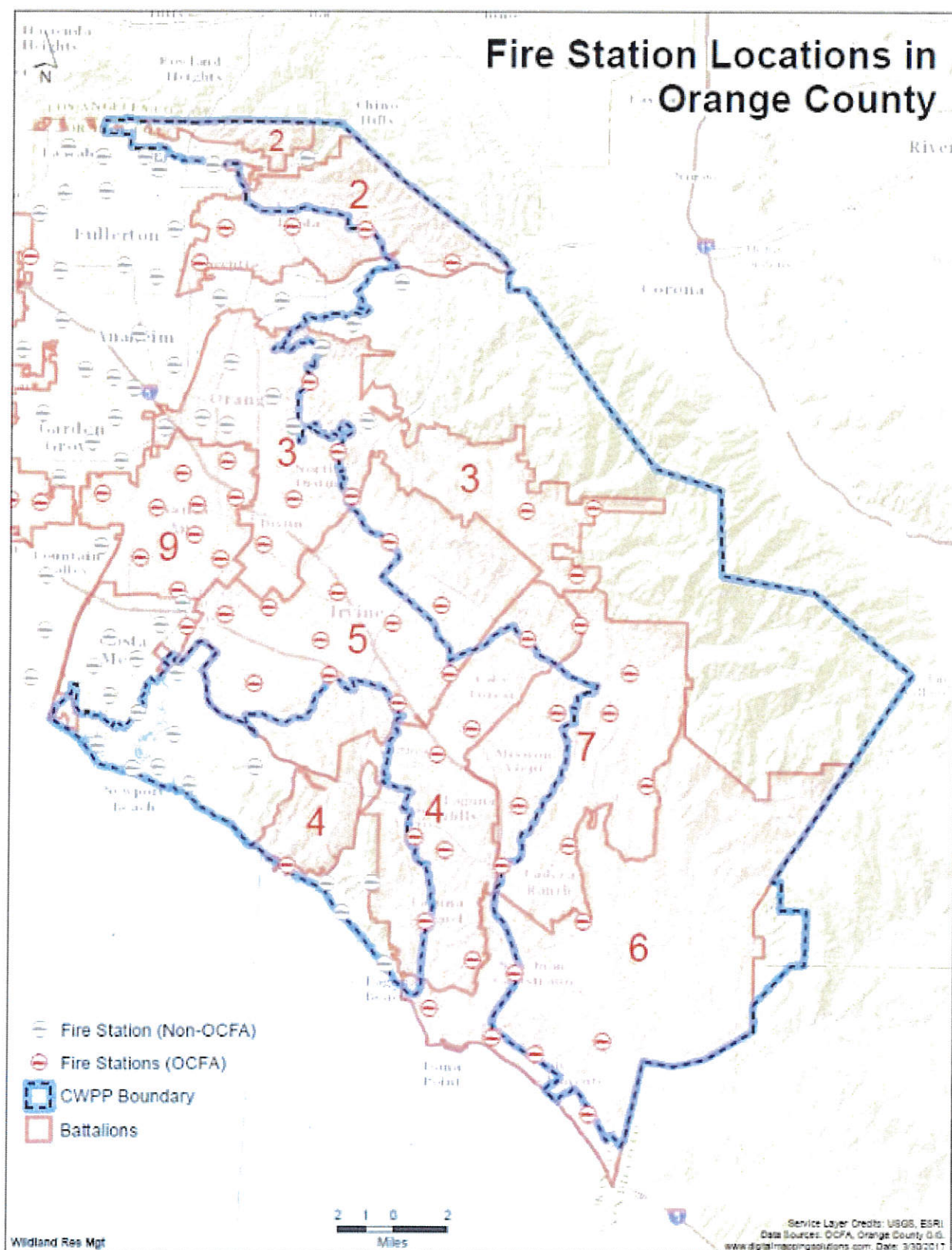
CRR's Planning and Development Section adopts and enforces codes and ordinances relative to fire and life safety issues, reviews plans and conducts inspections of construction projects, coordinates annual life safety inspections of existing commercial buildings, provides long range analysis of impacts on resources associated with future land use and development, and investigates all fires. The section also ensures architectural development plans and proposals meet the fire protection requirements for buildings and developments. This department is managed by the Community Risk Reduction Assistant Chief/Fire Marshal.

The Operations Department is comprised of seven divisions and nine battalions. OCFA's 72 fire stations (5-10 stations per Battalion) provide regional emergency prevention and response to all hazards, including fires, medical aids, rescues, hazardous materials incidents, wildland fire, aircraft fire and rescue services to John Wayne Airport, and other miscellaneous emergencies.



OCFA has several specialty sections and programs that support wildland fire safety:

- *Permanent Hand Crew & Heavy Equipment*
- *Community Education and Outreach*
- *Geographic Information System (GIS)*
- *Wildland Pre-Fire Management*
- *Investigations Section*
- *Juvenile Arson Intervention Program*



## 2. 2016 Unit Strategic Fire Plan

The 2016 Unit Strategic Fire Plan (USFP) identifies and prioritizes both pre-fire and post-fire management strategies and tactics. Many projects in this CWPP were based on recommendations in the 2016 USFP, which had a major update in 2015, and was based on the 2010 plan. In fact, the development of this CWPP was funded as a result of a recommendation in the 2016 USFP.

Among recent key accomplishments are:

- **New OCFA GIS Wildland App (2015-2016)** - The Pre-Fire Management and Information Technology Departments collaboratively developed and implemented a multi-faceted tablet application to assist in wildland/field inspections.
- **Remote Fire Monitoring Cameras (2015-2016)** - A partnership of OCFA, COAST and UCSD is securing approvals to establish an HPWREN backbone and remote fire detection monitoring cameras in Orange County to provide remote fire/emergency detection using tower-mounted cameras and sensors.
- **Tree Mortality (2015-2016)** - OCFA continues to assist with removal, monitoring and treatment efforts for trees affected by drought and invasive pests.
- **Emerging Tree Pests of Orange County Task Force Formation (2015-2016)** - OCFA took the lead to launch a coordinated effort in Orange County to deal with the growing issue of invasive pests (i.e. goldspotted oak borer, polyphagous shot hole borer, etc.) that present a fire hazard.
- **Award of Grants** - Three were awarded for 1) weed removal and the planting of native cacti in their fuel modification zones in Emerald Bay, 2) emergency road clearance in East Orange County Canyons, and 3) signs that have interchangeable prevention messages in canyon areas.
- **New Third Weather Zone for Orange County (2015)** - Due to more accurate forecasts, this is an important decision making tool for resource deployments, facility closures, and activity restrictions.
- **Additional Remote Automated Weather Stations (RAWS) (2015-16)** - As a result of adding a third weather zone, and in cooperation with SDG&E, installation is complete on a third RAWS station in coastal Southern Orange County. This has helped fire agencies, private and public organizations make more informed decisions regarding resource deployments, facility closures, and activity restrictions.
- **Fully Staffed & Reconfigured Wildland Pre-Fire Management Section (2015)** - Wildland Pre-Fire Management is now comprised of three sub-sections that include Wildland Resource Planning, Community Wildfire Mitigation and Crews & Heavy Equipment
- **Acquisition of Additional Mechanized Equipment (2014-2015)** - A masticator, mower, chipper and an all-terrain skid steer tractor were purchased to improve efficiencies for vegetation management and roads projects.
- **Adoption of MOU Between OCFA and County Parks (2014)** - This is an important step for fuels mitigation and training.

- **Formation of COAST (2013)** - A consortium of key organizations who have a vested interest in wildfire prevention and planning in Orange County, with the ability to influence policy and ensure progress continues.

Pre-Fire Management Tactics: OCFA recently completed a WUI pre-plan process, including all high-risk areas throughout the county on a standard template. This set of pre-plans provides a regional approach to response.

OCFA presently implements an aggressive wildfire suppression strategy on all undeveloped lands without an approved Fire Management Plan. OCFA can incorporate and recognize Fire Management Plans from other agencies and land ownerships. These fire management plans are described in more detail in Section IV-B of this document.



### 3. Stations and Equipment

OCFA is headquartered in Irvine, California at the Regional Fire Operations Training Center (RFOTC), and has 72 fire stations, all of which are equipped with wildland firefighting capabilities, including 26 with specialized wildland apparatus. Additional OCFA capabilities include:

- *Emergency Command Center*
- *Crews & Equipment*
- *Air Operations with 4 helicopters with water dropping and night vision capabilities, allowing for night operations and 24-hour coverage.*

Equipment includes:

- Battalion Chiefs: 35
- Division Chiefs: 7
- Type 1 Engines (*Front Line*): 67 (*All with wildland capabilities, including Paramedic Engines*)
- Type 2 Engines: 1
- Type 3 Engines: 13
- Type 6 Engines with CAFS capabilities: 12
- Type I Relief Engines: 28
- Type II Bulldozers: 2
- Type II Helicopters: 4
- Haz Mat: 2
- Heavy Rescue: 1
- Truck Companies: 15
- Paramedic Vans: 8

#### **4. Cities Served by OCFA Within the CWPP Area**

OCFA has established a regional approach to response. Each city within OCFA 's jurisdiction has at least one or two fire stations within their boundaries, and can be served by stations outside their boundaries, resulting in a regional benefit and level of protection. Portions of the cities that are served by OCFA, and are within the CWPP boundary, and therefore covered by this CWPP are listed below.

##### **a. Aliso Viejo**

The eastern half of Aliso Viejo is within the CWPP boundary (approximately 45% of the city). OCFA provides fire protection services for the city and operates one fire station. It is staffed with five firefighters, including two paramedics, who provide emergency services to the community 24/7.

##### **b. Dana Point**

The northwest corner and a small area bordering San Juan Capistrano in Dana Point are within the CWPP boundary (approximately 9% of the city). The city is served by OCFA, operating from two stations.

##### **c. Irvine**

Portions of southern and eastern Irvine are within the CWPP boundary (approximately 35% of the city is within the CWPP boundary). OCFA provides fire protection services for the city, and operates ten fire stations there.

##### **d. Laguna Niguel**

Much of eastern Laguna Niguel is within the CWPP boundary (approximately 23% of the city is in the CWPP boundary). OCFA provides fire protection services there and operates three fire stations in the city.

#### **e. Laguna Woods and Laguna Hills**

Portions of eastern Laguna Woods are within the CWPP boundary (approximately 26% of the city is in the CWPP boundary). OCFA provides fire protection services for the city. It operates one fire station in Laguna Woods and one in the adjacent community of Laguna Hills that also serves Laguna Woods. Additionally, a small portion of Laguna Hills (2% of the city) is within the CWPP boundary.

#### **f. Lake Forest**

The northeastern part of Lake Forest is within the CWPP boundary (approximately 35% of the city). OCFA provides fire protection services for the city and operates from three fire stations within its boundaries.

#### **g. Mission Viejo**

The eastern edge of Mission Viejo is within the CWPP boundary (approximately 17% of the city). OCFA provides fire protection services for the city. OCFA operates from one station in the city.

#### **h. Placentia**

OCFA provides fire protection services for this city, which is located on the northeastern portion of the County. Of the 4,328 acres in the City, 10.4 acres are in the CWPP, comprising .25% of its land area. There are two OCFA fire stations in the city.

#### **i. Rancho Santa Margarita**

Nearly all (approximately 95%) of Rancho Santa Margarita is within the CWPP boundary. OCFA provides fire protection services for the city, and operates from one station in the city, plus there are two nearby fire stations.

#### **j. San Clemente**

The northern 75% of San Clemente is within the CWPP boundary. OCFA provides fire protection services for the City of San Clemente and operates three fire stations in the city.

#### **k. San Juan Capistrano**

The eastern half of San Juan Capistrano is within the CWPP boundary. OCFA provides fire protection services for the city and operates from one station in the city.

#### **l. Tustin**

The northeastern part of Tustin is within the CWPP boundary (approximately 9% of the city). OCFA provides fire protection services for the city and operates from three stations in the city.

#### **m. Villa Park**

A small portion of the eastern side of Villa Park is in the CWPP area (.2 acres), comprising .02% of its land. The fire station serving Villa Park is located just outside the City's boundaries.

### **m. Yorba Linda**

Much of the eastern portion of Yorba Linda (58% of the city) is within the CWPP boundary. OCFA provides fire protection services for the city and operates from two stations within the city.

## **B. CAL FIRE**

The California Department of Forestry and Fire Protection (CAL FIRE) is responsible for wildland fire protection within State Responsibility Areas (SRA). In most cases, SRA is protected directly by CAL FIRE; however, in Orange County, SRA fire protection is provided by OCFA as county under contract with CAL FIRE. These are known as “Contract Counties.” CAL FIRE provides funding to the Contract Counties for wildland fire protection services, including wages for suppression crews, lookouts, maintenance of firefighting facilities, fire prevention assistants, Pre-Fire Management positions, dispatch, special repairs, and administrative services. The department's budget also provides for infrastructure improvements, and expanded firefighting needs when fires grow beyond initial attack.

Contract Counties are responsible for providing initial response to fires in SRA. When a wildland fire escapes this initial attack, CAL FIRE responds to assist the county. CAL FIRE continues to provide other services to Contract Counties, including urban forestry grants, support during earthquakes, floods, and other disasters, and the services of the California State Fire Marshal.

Under various agreements, such as the California Master Mutual Aid Agreement, CAL FIRE assists other fire departments within the State when Department resources are available, regardless of the type of disaster. In turn, CAL FIRE can access the local government fire departments through the same agreement for assistance in wildland fire suppression.

## **C. ANAHEIM FIRE & RESCUE**

Approximately 25% of the City of Anaheim is within the CWPP boundary; this is the foothill/mountain area at the east end of the city. Anaheim Fire & Rescue provides fire protection for the city and operates 11 fire stations, staffed by 270 trained fire professionals.<sup>11</sup> The non-OCFA department consists of four divisions: Financial Services, Community Risk Reduction, Operations, and Support Services.

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<sup>11</sup> Data on Anaheim from the City's website at <http://www.anaheim.net/>



The Community Risk Reduction Division operates under the direction of the Deputy Chief/Fire Marshal, and consists of four principle sections Fire/Life Safety, Community Risk Reduction, Hazardous Materials and Support Staff.

#### **a. Community Risk Reduction Division**

The Fire/Life Safety Section of the Community Risk Reduction Division provides a number of services to the community, including fire safety inspections, fire-code permits, fire and building code plan reviews for new construction and fire protection systems. The Section also coordinates the Knox-Box Program, private hydrant-testing program and responds to citizen complaints. Other division activities include providing advanced planning reviews and consultations for major projects and establishing mitigation measures for Environmental Impact Reports. The Community Risk Reduction Division also responds to public records requests of all documents related to fire department inspection activities. This section also coordinates the



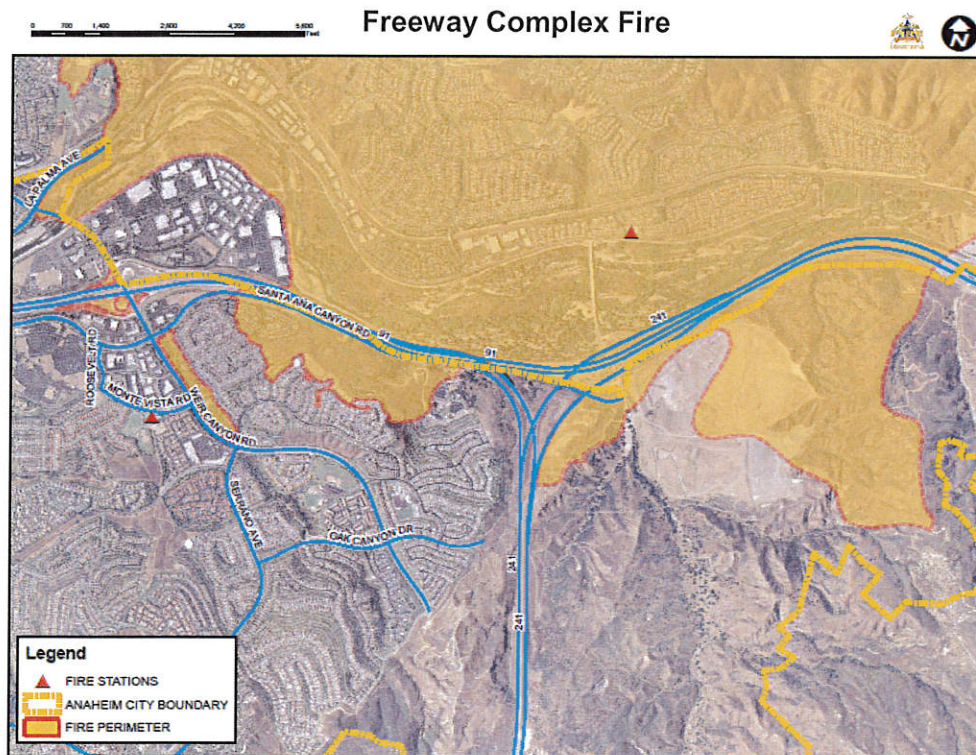
Weed Abatement Program for the City, brush clearance inspections and reviews fuel modification plans for the WUI area of the City, designated as the Special Protection Area. The City has a variety of current wildland mitigation programs for the Anaheim Special Protection Area (SPA) and Very High Fire Hazard Severity Zone (VHFHSZ). These include currently

developing a Fire Adapted Community approach for areas that fall into the SPA and VHFHSZ (including participating in this CWPP), currently designating areas within the SPA and VHFHSZ as Firewise Communities, and adding a Home Safety Visit Program to the Ready, Set, Go Program. Anaheim Fire & Rescue currently maintains a demonstration garden and scale house located at Fire Station 10, to educate residents regarding fire safe plants and structural features. Anaheim Fire & Rescue is currently collaborating with the City of Anaheim Parks Department in mitigating city parks and open spaces that are within the WUI areas. This includes contracts with the Orange County Conservation Corps, conducting mechanical brush abatement and the use of goats for maintenance. Similarly, Anaheim Fire & Rescue is coordinating with the City of Anaheim Public Utilities - Electric Services in developing a wildfire mitigation plan for electric utilities within the VHFHSZ, as mandated by SB 1028.



### **b. Operations Division**

The Operations Division is the largest division in the Anaheim Fire & Rescue and is focused on the provision of emergency services. Under the direction of the Operation's Deputy Chief, the Division employs 8 Battalion Chiefs, approximately 200 Suppression Personnel, an Emergency Medical Services (EMS) Coordinator, an EMS Nurse Educator, and a Senior Secretary. Field Operations handles approximately 40,000 emergency incidents a year to include fire, rescue, medical aid, and other calls for service. The Operations Division manages all major emergency responses and staffs 10 engines and 6 truck companies in 11 Fire Stations. The purchase of Wildland Fire Apparatus addresses the City's wildland urban interface threat. This includes four Type-3 fire apparatus currently in service, one Type-3 fire apparatus on order and to be delivered at the end of 2017, two Type-6 fire apparatus, also on order to be delivered at the end of 2017, and one Type-2 OES fire apparatus currently in service. The Training and Safety Section is also managed by the Operations Division, as well as the Type 3 Wildland Interface engines. All firefighters are trained and equipped to the minimum National Wildfire Coordinating Group (NWCG) Standards in S-130 and S-190. In addition, all firefighters undergo annual RT-130 Refresher training.



The Fire Investigation Section is responsible for investigating fires of suspicious origin, fires involving fatalities, and those that result in large dollar loss. Six Fire Investigators are assigned to this section. All Fire Investigators are to be trained to NWCG FI-210, Wildland Fire Origin and Cause Determination beginning in 2017.

### **c. Support Services Division**

The Emergency Management and Preparedness Section within the Support Services Division is responsible for the management and oversight of the City of Anaheim's Emergency Operations Center, Disaster Preparedness, Grants, Homeland Security, Orange County Intelligence Assessment Center and Hazard Mitigation Plan, as well as the Community Emergency Response Team (CERT) Volunteer Program and Radio Amateur Civil Emergency Services (RACES) Volunteer Program. This section ensures that city employees and residents are as prepared as possible for disasters. This is accomplished by:

- Maintaining the City's Hazard Mitigation Plan
- Maintaining the City's Emergency Operations Plan
- Providing employee and citizen education in preparedness
- Training employees in disaster response, management, and recovery

The City has a robust Hazard Mitigation Plan. This and other city policies and programs aimed at reducing fire hazard in the city are described in more detail later in this CWPP, in Section V-E.

## **D. LAGUNA BEACH FIRE DEPARTMENT**

Over 90% of Laguna Beach is within the CWPP boundary. The Laguna Beach Fire Department provides fire protection for the city and operates from four fire stations.<sup>12</sup> The Department has an approximately \$9.5 million budget and has forty full-time employees, one part-time employee, and up to fifteen reserve volunteer firefighters. The non-OCFA department has seven engines and one wildland engine.

Laguna Beach Fire Department has an extensive program to meet the challenges of protecting the WUI in their district, including a vegetation management program.



## **E. NEWPORT BEACH FIRE DEPARTMENT**

The Department's 150 full-time employees and 200 seasonal employees provide 24-hour protection and response to the City's residents and visitors. The fire department has four divisions, with Operations being the largest. The City is served by eight fire engines (one at each fire station), two aerial ladder trucks (one on each side of the City), and three Paramedic Rescue Ambulances.

The Life Safety Services Division provides a full range of services encompassing community education and preparedness, emergency planning, life safety code enforcement, fire inspections, vegetation management, and plan check services of new and tenant improvement construction projects. Life Safety Services is focused on the prevention of the loss of life and property, and damage to the environment through education, enforcement and preparedness.

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<sup>12</sup> Data on Laguna Beach from the City's website at <http://www.lagunabeachcity.net/>



*Photo credit: Mike Novak Photography*

Also, Life Safety Services provides inspection services to all residential properties within the City's wildland interface areas. All Special Fire Protection Areas are inspected annually by one of the Life Safety Services Specialists to insure compliance. The City of Newport Beach Municipal Code contains several building code requirements that only apply to structures built adjacent to Special Fire Protection Areas.

## **F. ORANGE CITY FIRE DEPARTMENT**

The eastern hill area of the City of Orange (approximately 22% of the city) is within the CWPP boundary. Orange City Fire Department provides emergency services to a population of approximately 140,000 people, spread out among a coverage area of 27 square miles. Orange City Fire operates with an annual budget of approximately \$30 million<sup>13</sup>. The Department is separated into two different sections, Services and Operations.

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<sup>13</sup> Data on Orange from the City's website at <http://www.cityoforange.org/>



The Department operates from eight fire stations equipped with seven Engine Companies, two Truck Companies, four Rescue Ambulances, and one Battalion Chief per platoon. In 2014, the Orange County Fire Authority generously donated a surplus 1992 Ford Type III engine to the City of Orange. The rig was equipped, and all personnel were trained just in time for the 2014 fire season. Orange Engine 307 has served the City of Orange for three active seasons now. Orange anticipates approval for a new Type III engine for Fiscal Year 2017-18 to augment its Type III program.

The Services Section of the department is comprised of the Fire Prevention Division, equipped with three Fire Safety Specialists, one Plan Examiner, and two Hazardous Materials Safety Specialists. The Services Section also includes Fire Investigation, the Administration Division, and the Emergency Preparedness Division.

## **F. USDA FOREST SERVICE**

This agency focuses on protection and management of natural resources on its land. Because of this focus, wildland fire management is its primary mission, in contrast to the all-hazards responsibility of other fire departments. The role of the federal land managing agencies in the wildland/urban interface is reducing fuel hazards on the lands they administer, cooperating in prevention and education programs, providing technical and financial assistance, and developing agreements, partnerships and relationships with property owners, local protection agencies, states and other stakeholders in wildland/urban interface areas. These relationships focus on activities before a fire occurs, which render structures and communities safer and better able to survive a fire occurrence.

## SECTION III: COLLABORATION

Implementing projects to reduce wildfire risk can occur only if the community at risk and the agencies responsible for land use planning and fire response are fully involved in the planning and implementation process. Together, the people and entities at risk, and those responsible for managing and responding to that risk are called the stakeholders in the plan. It is the goal of OCFA to collaborate with as many stakeholders in the delineated WUI as possible to reduce the fire risk.

Completion and implementation of the CWPP requires the collaboration of local, state, and federal agency representatives, and other interested parties, such as individual property owners, and special interest groups. Orange County has a rich history of collaboration of emergency response agencies, land managers, other agencies or special interest groups, such as local fire safe councils, homeowner associations, and individual property owners, potentially effected by a wildfire. The more diverse the stakeholders involved in the various stages, the more resilient the community. Individual roles may be large or small, ongoing or focused on one area.

Collaboration by many agencies, entities, and stakeholders, including the public, serves to reinforce existing bonds and forge new ones. Collaboration on fire protection programs, activities, and projects regularly takes place between residents, volunteers, HOA's, cities, unincorporated communities, the four Fire Safe Councils, and COAST. Developing, drafting and completing the County-Wide CWPP required engagement of these same entities. Ongoing dialogues and interactions take place within OCFA, and externally, with residents, cities and communities throughout the County, local fire safe councils, HOA's, other fire agencies, COAST members, and the public.

Each of these groups were asked to become involved by:

- Providing local knowledge of hazards, and current wildfire mitigation practices.
- Proposing projects, or actions to mitigate wildfire damage and participate in prioritization of those projects.
- Participating in future online surveys about projects and priorities.
- Reviewing and providing comments on the draft CWPP

Orange County benefits from COAST, an interagency organization, that was formed in 2013 to facilitate a more comprehensive and effective approach to addressing wildfire issues in Orange County. COAST members include large open space land owners and managers, city, county, state and federal government organizations, utilities, road agencies, fire agencies, as well as others, all who have a vested interest in preventing wildfire ignitions and limiting the associated losses. Member organizations have the ability to influence policy and ensure progress is made.

COAST has been instrumental in helping to champion and develop the CWPP, which resulted in recently awarded SRA Fire Prevention Fee grant funding to help complete the project. This group meets every other month to discuss items of mutual interest and benefit. The CWPP

has been the focus of COAST meetings and has been instrumental in helping determine the base map, delineation of the WUI, what values are at highest risk, projects and action plans.

### **County Organizations**

- Orange County Parks (OC Parks)
- Orange County Communications
- County of Orange
- Orange County Sheriff Department Emergency Management
- Orange County Transportation Authority (OCTA)

### **State Organizations**

- California Department of Fish & Wildlife, South Coast Region
- California State Parks (Chino Hills & Crystal Cove State Parks)
- California Department of Forestry and Fire Protection (CAL FIRE)
- California Department of Transportation (Caltrans)

### **Federal Agencies**

- U.S. Forest Service
- U.S. Fish & Wildlife Service
- National Oceanic and Atmospheric Administration (NOAA)
- Department of Defense - Camp Pendleton Marine Base

### **Fire Agencies**

- Anaheim Fire & Rescue
- Laguna Beach Fire
- Newport Beach Fire
- Orange County Fire Authority
- Orange City Fire

### **Transportation Agencies**

- Transportation Corridor Agency (TCA)

### **Utilities**

- Southern California Edison (SCE)
- San Diego Gas & Electric (SDG&E)
- Irvine Ranch Water District (IRWD)

### **Private Land Managers**

- Audubon Starr Ranch
- Irvine Ranch Conservancy (IRC)
- Natural Communities Coalition (formerly NROC)
- Rancho Mission Viejo Land Trust (RMV)
- Reserve at Rancho Mission Viejo
- The Wildlands Conservancy

### **Universities**

- University of California, Irvine

### **Other Participants**

- Carol Rice (environmental consultant)
- Pete Curran (meteorologist)

Additionally, homeowner associations located in the WUI were contacted to solicit input for the CWPP. The following associations agreed to participate in the CWPP:

- Santiago Estates
- Dove Canyon
- Coto de Caza Master Association
- Coto de Caza Village Association
- Emerald Bay HOA
- Foothill Ranch
- Portola Hills
- Alisa Viejo Community Association
- Ladera Ranch Maintenance Corporation
- Monarch Point
- Santa Margarita Landscape and Recreation Corporation

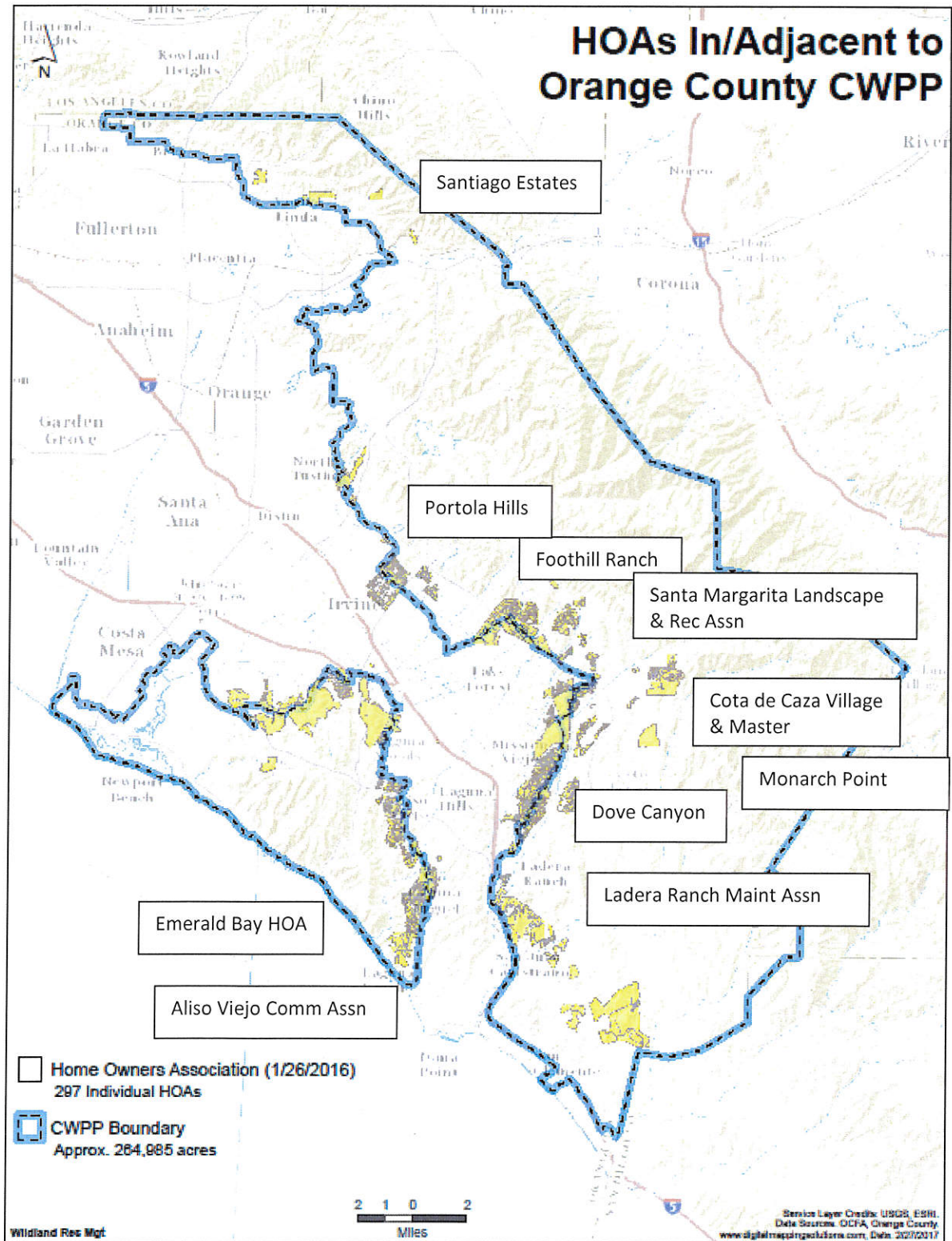


Figure 8. Area of Homeowner Associations Within the CWPP

There are four fire safe councils in the County: East Orange County Canyons, Carbon Canyon, Foothills Communities Association/North Tustin, and Greater Laguna Coast. A fire safe council is a grass-roots community of volunteers that focus on fire prevention through community awareness and pre-fire treatments of both vegetation and structures. All four fire safe councils were invited to participate in the development of the CWPP. The first three fire safe councils listed actively participated.



For reference, the East Orange County Canyon has its own CWPP, which will soon be updated. The area and communities served by the previous CWPP will be included and superseded by this document. The Carbon Canyon Fire Safe Council also prepared a CWPP in 2011, which is in the process of being updated.

## SECTION IV: VALUES

### A. VALUES AT RISK

CAL FIRE's California's Forest and Rangeland's 2010 Assessment identified and addressed the State's key wildfire risk issues pertaining to community water, ecosystem health, forest and range economics, infrastructure, recreation, open space, and wildlife. These areas of concern are spatially categorized as Priority Landscapes. They are:

1. Population Growth & Development
2. Preventing Wildfire Threats to Maintain Ecosystem Health
3. Restoring Wildfire Impacted Areas to Maintain Ecosystem Health
4. Preventing Wildfire Threats to Community Safety
5. Water Supply
6. Water Quality
7. Community Wildfire Planning
8. Conserving Green Infrastructure
9. Managing Green Infrastructure
10. Threats to Forest Carbon from Wildfire, Insect & Disease
11. Threats to Forest Carbon from Development



Based on these 11 Priority Landscapes, the following “values” (i.e. assets) at risk were identified as OCFA's highest priorities in the Unit Strategic Fire Plan:

**Ecosystem - (as threatened by localized development and landscape level development).**

- Man-made structures, their associated landscape, and the resulting ecological disruption or damage can influence the severity of fire events. Development along the WUI likely contributes to more frequent ignitions, and can change how fire behaves.

Additionally, altered fuel conditions can promote even further ecological damage (e.g. mortality within larger tree sizes, habitat-type conversion, soil impacts, etc.).



**Structures, Major Roads & Transmission Lines - (as threatened by wildfire).**

- Housing and other infrastructure are particularly susceptible to damage/loss from exposure to wildfire. Infrastructure can include maintenance shops and stations, signage, along with sign structures, and guard rails.
- Power delivery and communications sites are also susceptible to extended loss of service due to fire. Even the simple interruption of these services is a public safety/public welfare issue.
- Impacts from post-fire floods and debris flows include damage to downstream values, such as homes, roads, debris basins, and other infrastructure.
- While transportation facilities may not seem vulnerable to wildfire, many components may easily be damaged. For Caltrans, these include the roadway items, such as the pavement, guardrail, signs, lighting, drainage systems, landscape, irrigation, as well as the interconnected portions of the Caltrans transportation system, namely traffic control systems (traffic lights), fiber optic lines and networks, traffic management cameras, and permanently mounted changeable message signs. Caltrans maintenance facilities, including yards and storage locations, are also vulnerable to fire. Toll Plaza facilities, owned and managed by the Transportation Corridor Agencies (TCA), are also at risk. The transportation corridors themselves contain valuable habitat for endangered species.

**Water Supply & Water Quality - (as threatened by wildfire, and the effects of wildfire, on soil surfaces, plus threats to and from localized development, watersheds and climate changes)**

- Watersheds can burn in the dry season and then discharge torrents of debris into downstream populated plains during severe storms in subsequent wet seasons. Historically, California's South Coastal Plain has suffered the worst effects of the flood-fire sequence because it has the greatest concentration of fire-prone, high debris producing watersheds that discharge into populated areas.

Additionally, a number of other high consequence values require consideration:

- **Commerce:** Orange County contains abundant retail and wholesale businesses, as well as facilities for the service industry, entertainment, and dining. Many of these facilities lie within the WUI.
- **Recreation:** The recreational venues (i.e. Irvine Lake, camp grounds, sports facilities, state and local parks, national forest lands, beaches, etc.) in Orange County lie almost entirely in the WUI.
- **Nature Preserves and sensitive sites:** Various ecological and habitat preserves and sensitive sites (i.e. wetlands, tide pools, etc.).
- **Historical Sites:** Mission San Juan Capistrano, Richard Nixon Library, Crystal Cove Historic District, and numerous other historically and culturally significant places, archeological sites and associated properties are located in Orange County, with some in the communities at risk.
- **Military:** Seal Beach Naval Weapons, Camp Pendleton, Los Alamitos Joint Forces Training Base, etc. These facilities mostly lie outside the CWPP boundary, but is considered as values at risk in the Unit Plan.
- **Transportation:** John Wayne Airport, and various railroads, harbors, bridges and roads, etc. While the airport and harbors are located outside the CWPP boundary other transportation infrastructure are important considerations in the CWPP, particularly as they influence ignitions.
- **Utilities:** Communications infrastructure, oil and gas facilities, water and power facilities, including the UCI Nuclear Facility, etc. are abundant in the County. The power and communications infrastructure are especially important in the CWPP boundary.
- **Educational Facilities:** Universities (i.e. UCI, Cal State Fullerton, Chapman, etc.), community colleges, and K-12 facilities are located throughout Orange County. Most larger colleges lie outside the CWPP boundary.

## B. COMMUNITIES

There are 23 Orange County communities identified as “Nationally Recognized Communities at Risk”. Most are within OCFA’s jurisdiction, but a few are protected by other fire agencies. In addition, OCFA has identified several other communities as being at risk from wildfire, including Emerald Bay, Lake Forest, Lemon Heights/North Tustin, Santiago Canyon, and Tustin Heights.

SRA lands, which are the focus of the CWPP, are located within the unincorporated part of Orange County. Most existing development in the SRA lands occurs within several unincorporated communities, many of which are master-planned communities. The principal communities are discussed in this section of the CWPP. Many are identified by OCFA as being of most concern due to their location in the WUI, their designation as within the Very High Fire Hazard Severity Zone, or because of the values and assets at risk. The CWPP also includes portions of 23 incorporated cities that border the Very High Fire Hazard Severity SRA lands. These cities are summarized after the summary of the unincorporated communities.

*Table 3: List of Communities at Risk*

| <b>COMMUNITY NAME</b>  | <b>JURISDICTION</b> |
|------------------------|---------------------|
| Aliso Viejo            | OCFA                |
| Anaheim                | Anaheim F&R         |
| Brea                   | Brea FD             |
| Coto de Caza           | OCFA                |
| Cowan Heights          | OCFA                |
| Dana Point             | OCFA                |
| Fullerton              | Fullerton FD        |
| Irvine                 | OCFA                |
| Laguna Beach           | Laguna Beach FD     |
| Laguna Hills           | OCFA                |
| Laguna Niguel          | OCFA                |
| Laguna Woods           | OCFA                |
| Mission Viejo          | OCFA                |
| Modjeska               | OCFA                |
| Newport Beach          | Newport Beach FD    |
| Orange                 | Orange FD           |
| Rancho Santa Margarita | OCFA                |
| San Clemente           | OCFA                |
| San Juan Capistrano    | OCFA                |
| Silverado              | OCFA                |
| Trabuco Canyon         | OCFA                |
| Trabuco Highlands      | OCFA                |
| Villa Park             | OCFA                |
| Yorba Linda            | OCFA                |

## **1. Unincorporated Communities within the CWPP Boundary**

### **a. Canyon Communities**

This community includes Modjeska, Silverado, Williams, Trabuco Canyons, and Live Oak, as well as several smaller canyons including, Baker, Holy Jim, Ladd, Rose, Harding, and Black Star. All but the southernmost canyons connect to Santiago Canyon with access from Santiago Canyon Road. It also includes Santiago Canyon Estates, a community of luxury tract homes built in the late 1990s. The Canyon Communities are located at the base of the Saddleback Mountains; because of this, the area is also known as Saddleback Canyon. It is largely surrounded by the Cleveland National Forest and the Irvine Ranch Land Reserve.<sup>14</sup> Much of the residential development in the canyon areas is surrounded by wildland fuels and often steep terrain. The canyons can also experience strong Santa Ana Winds. The SRA areas are ranked with a Very High Fire Hazard Severity rating. OCFA's 2015 Unit Strategic Fire Plan identifies Santiago Canyon as a community at risk from wildfire. That plan recommends improving defensible

<sup>14</sup> <http://www.ronforhomes.com/santiagocanyon.htm>

space and modifying roadside fuels in the canyons, constructing fuel breaks in Williams Canyon, Modjeska Canyon, and Trabuco Canyon, fuel modification on Live Oak Canyon Road, and developing shaded fuel breaks in the Limestone Canyon Wilderness Area. OCFA maintains five fire stations in the canyon areas.

Most of the canyon private roads have non-conforming street widths, which create emergency access constraints. As such, OCFA is partnering with East Orange County Fire Safe Council to conduct roadside treatments on private roads within Silverado, Modjeska and Trabuco Canyons. Projects to realize this goal are included in OCFA's 2016 Unit Strategic Fire Plan.

Silverado Canyon - This northernmost canyon feeds into Santiago Canyon. Access is via Silverado Canyon Road. It is closest to the cities of Orange and Villa Park. The community of Silverado is situated in the canyon, with most of its buildings between the point where the canyon opens out into a valley and a U.S. Forest Service gate where the valley road enters the Cleveland National Forest. The town is mostly residential; there are, however, also a few stores, mostly on the east side. This community includes Santiago Canyon Estates, Wildcat Canyon, and Williams Canyon. Most of the homes here were built in the 1930s or 1950s; historically, it was a silver mining area during the 1800s. In September of 2014, a wildfire burned approximately 1000 acres within the canyon. However, no structures were lost. OCFA maintains Fire Stations #14 and #15 in this canyon. OCFA's 2016 Unit Strategic Fire Plan identifies Silverado as a "Nationally Recognized Community at Risk" from wildfire. OCFA's Silverado Fire Plan includes Silverado Canyon, Ladd Canyon, Baker Canyon and Williams Canyon. The plan is intended to guide fire and law enforcement agencies during a major wildfire occurrence. Within the plan, sections identify the need for local residents to evacuate, the safest means of evacuation and potential rendezvous sites.

Williams Canyon is a small canyon located off Santiago Canyon Road, between Silverado and Modjeska Canyons. It is an enclave of large lots, horse properties, and custom homes.

Modjeska Canyon is located off of Santiago Canyon Road between Silverado Canyon to the northeast and Trabuco Canyon to the southwest. It contains a mix of older cabins and newer single-family homes, as well as the historic Helena Modjeska House and Gardens and the Tucker Wildlife Sanctuary. It is served by a volunteer fire department. The canyon was affected by the California wildfire of October 2007. About 14 homes in Modjeska were destroyed by the fire and another 8 homes were damaged (out of a total of approximately 220 homes in the canyon). South of Modjeska Canyon is a small development off Crystal Canyon Road. OCFA maintains Fire Station #16 in this canyon. OCFA's 2016 Unit Strategic Fire Plan identifies Modjeska as a "Nationally Recognized Community at Risk" from wildfire. OCFA's Modjeska Fire Plan includes Modjeska Canyon, Santiago Canyon and the Modjeska Grade. This plan is identical in nature to the Silverado Fire Plan, with the differences being locations, numbers of resources, and evacuation sites.

Trabuco Canyon is located south of Hamilton (see below) with access from Trabuco Canyon Road. There is development along Trabuco Canyon Road and more extensive residential

development to the north with access from Trabuco Oaks Drive. There are also smaller canyons, such as Rose Canyon, Holy Jim Canyon, as well as the gated Hidden Ridge and Stonecliffe communities. Trabuco is the southernmost of the major canyons, and hence is closest to the cities of Rancho Santa Margarita, Mission Viejo, and Lake Forest. OCFA's 2016 Unit Strategic Fire Plan identifies Trabuco Canyon, as well as Trabuco Highlands, as a "Nationally Recognized Communities at Risk" from wildfire. Land use development in the Trabuco Canyon and adjacent areas is guided by the Foothill/Trabuco Specific Plan.<sup>15</sup> This plan includes fuel modification and other fire-related requirements, though these fire hazard severity reduction requirements have been superseded by more recent County requirements set forth in OCFA's *Vegetation Management Guideline*. The community is also served by the Trabuco Fire Plan that includes Live Oak Canyon, Trabuco Oaks, O'Neill Regional Park, Rose Canyon, Holy Jim Canyon and Robinson Ranch. The significant difference of this plan, as compared to the Silverado and Modjeska Fire Plans, is Robinson Ranch. Robinson Ranch is a large modern residential area within the City of Ranch Santa Margarita that is nestled up against the Cleveland National Forest. Otherwise, the plans are somewhat identical to the previous fire plans. OCFA maintains Fire Station #18 in this canyon.

Live Oak is a small community located off Hamilton Trail east of Live Oak Canyon Road between Modjeska Canyon and Trabuco Canyon. Immediately south is a similar rural residential development off Hunky Dory Lane.

## **b. Coto de Caza**

Coto de Caza is one of Orange County's oldest planned communities, covering 7.9 square miles. This census-defined gated community contains approximately 4,000 homes and a population of 14,866 (2010 census). It is contained within a roughly north-south running valley located north of Highway 74 and southeast of Highway 241 in southeastern Orange County. It consists of densely-built subdivisions interspersed with natural areas and parkland. The surrounding hills remain largely undeveloped. The fire hazard severity ranking for Coto de Caza is High to Very High. OCFA's 2016 Unit Strategic Fire Plan identifies Coto de Caza as a "Nationally Recognized Community at Risk" from wildfire. The community includes two golf courses and the Thomas F. Riley Wilderness Park, as well as the more affordable planned community of Wagon Wheel, which was built in the 1990s and is located in the southwestern portion of the community. Wagon Wheel is home to about 2,000 homes and 5,500 residents. There are many townhomes in the community, as well as single family homes. To the east is the National Audubon Society's Starr Ranch (see discussion below) and to the southeast the Ronald W. Caspers Wilderness Park. OCFA maintains one fire station (FS #40) in the Coto de Caza area. OCFA's 2016 Unit Strategic Fire Plan recommends reducing hazardous fuels and clearing or widening of obstructed emergency access trails in the community. Land use in the Coto de Caza area is specified in the adopted *Coto de Caza Specific Plan*; this plan does not include any specific requirements for fire hazard reduction.<sup>16</sup> Those requirements are set forth by the County General Plan and OCFA's *Vegetation Management Guideline*.

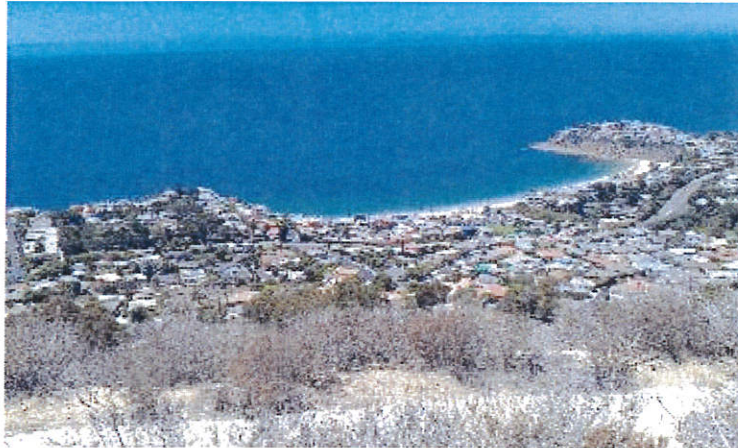
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<sup>15</sup> County of Orange Environmental Management Agency, *Foothill/Trabuco Specific Plan*, 1991.

<sup>16</sup> Planners' Annex for the County of Orange, *Coto de Caza Specific Plan*, 1996

### **c. El Cariso Village**

El Cariso Village is located in both Riverside County and Orange County. It includes 14 miles of roads, 70 homes, Los Pinos CCC Camp and older residential developments. It is accessed from Highway 74 (Ortega Highway). The SRA area of El Cariso Village is checker boarded with Federal Response Area (FRA).



### **d. Emerald Bay**

The community of Emerald Bay is located on the coast of Orange County, slightly south of Crystal Cove State Park and west of Laguna Coast Wilderness Park. The gated community contains several hundred residences and some recreational facilities. The entire area was categorized as a SRA Very High Fire Hazard Severity Zone. The entire community was threatened by the 1993 Laguna Fire, which destroyed or damaged more than 400 structures, resulting in one of the 20 largest fire losses in US history. The community has a fire station that serves its residents.

### **e. Ladera Ranch**

This unincorporated master-planned community is located on approximately 4.9 square miles located east and south of the City of Mission Viejo. It is located west of Antonio Parkway and north of Crown Valley Parkway. Construction of the community began in 1999. It has a population of roughly 22,980 (2010 census population). The Fire Hazard Severity rating is primarily Moderate to High according to the CAL FIRE Fire Hazard Severity Map. OCFA maintains a fire station (FS #58) at the northern end of this community.

### **f. Las Flores**

Las Flores is an unincorporated planned community started in 2010. It has a population of 5,971 people (2010 census population). It is located on about three square miles near the intersection of Oso Parkway and Antonio Parkway in unincorporated southern Orange County, extending several miles adjacent to Antonio Parkway and Oso Parkway. It is bordered to the west and north by the cities of Mission Viejo and Santa Margarita, respectively. Las Flores is primarily in the High to Very High Fire Hazard Severity Zone. OCFA maintains a fire station (FS #58) near this community at the north end of Ladera Ranch.

### **g. North Tustin**

North Tustin is a 6.7-square-mile Census Designated Place. It is an unincorporated community of roughly 11,000 homes with a population of approximately 24,917 (2010 census). Bounded by Orange City to the north and the city of Tustin to the south, North Tustin is the largest of Orange County's 34 unincorporated communities.<sup>17</sup> Formerly known as Tustin Foothills, the name was changed in 2005. Within North Tustin are the distinct communities of Cowan Heights, Lemon Heights, Panorama Heights, Red Hill, and East Tustin. The community is served by two school districts and three water districts; it falls in the sphere of influence of both Tustin and Orange. The Foothill Communities Association (FCA) is a nonprofit corporation begun in the 1960's to preserve the living environment, serving over 10,000 homes within the area. Portions of these communities are included in the CWPP due to their proximity to Very High Fire Hazard Severity areas of adjacent SRA lands. These areas are rated as Very High Fire Hazard LRA lands. OCFA's 2016 Unit Strategic Fire Plan identifies Cowan Heights as a "Nationally Recognized Community at Risk" from wildfire. That plan also identifies Lemon Heights, North Tustin and Tustin Heights as communities at risk from wildfire. The aforementioned Tustin-Orange Foothills Fire Plan also addresses this community.

### **h. Orange Park Acres**

This community is an unincorporated community of roughly 1.4 square miles surrounded by Orange City. It extends to Santiago Road from the north and to Chapman Road from the south, and is loosely bounded to the west and east by El Modena Open Space and Irvine Park, respectively. Lots in Orange Park Acres tend to be large -- often one acre or more, and/or have horse facilities. Portions of the community are included in the CWPP due to its proximity to Very High Fire Hazard Severity areas of adjacent SRA lands. This area is rated as Very High Fire Hazard LRA lands. The Tustin-Orange Foothills Fire Plan, developed by OCFA and Orange City Fire Department, addresses a very large area of intermingled open spaces and densely populated residential and commercial developments that lie within the incorporated cities of Tustin and Orange, plus Peter's Canyon Regional Park.

### **i. Ortega Communities**

Between the Orange County/Riverside County line at El Cariso Village are a number of small residential developments along Highway 74, as well as the Lazy W Ranch on Hot Springs Canyon Road, and Sievers Canyon. OCFA has responsibility for the SRA portions of the community but would coordinate with the USFS when responding to incidents in the area. The nearest OCFA fire station is at Rancho Mission Viejo on Highway 74, approximately 20 miles from this community.

### **j. Rancho Mission Viejo**<sup>18, 19</sup>

Rancho Mission Viejo is a 23,000-acre property in the unincorporated southern portion Orange County, which contains a planned community, also known as Rancho Mission Viejo, a habitat

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<sup>17</sup> <http://www.ocregister.com/articles/tustin-663784-north-residents.html>

<sup>18</sup> <http://www.cityofrsm.org/DocumentCenter/Home/View/507>

<sup>19</sup> <http://www.cityofrsm.org/399/History>

reserve, and an active cattle ranch. More details regarding the habitat reserve appear in Section II.H.1.e. Ultimately, the planned community is slated to consist of six separate “villages” that will mainly be located along Highway 74 in the central portion of the property. Depending upon the market, the developers expect the project to be completed in 20 years, and to consist of 14,000 homes on a total of 6,000 acres. The remaining 17,000 acres will be dedicated as a habitat reserve as the community is built out. Currently, two of the Rancho Mission Viejo villages are complete, occupying a total of 1,580 acres, and 6,500 acres have been set aside as habitat reserve. As more development is completed, more acreage will be dedicated to the habitat reserve until the total 17,000 acres are included.<sup>20</sup>

The risk of fire is mainly rated as Moderate to High Severity for the planned community, and Very High for the majority of the undeveloped portion of the property. OCFA maintains a fire station (FS #56) in this community. The Rancho Mission Viejo area has an adopted fire management plan. It is part of the Southern Sub-Regional Wildland Fire Management Plan that was developed for the Southern Subregion NCCP/MSAA/HCP Habitat Reserve Management Program. See the previous discussion of this Program and the Habitat Reserve for additional information about this fire plan. OCFA’s 2015 Unit Strategic Fire Plan recommends seven projects to reduce hazardous fuels and improve emergency access in this community.

Because of the high number of wildfires that have burned through Rancho Mission Viejo since the early 1900s, plus an active cattle grazing program, and the late 1980’s and early 1990’s Vegetative Management Program (prescribed burns), the wildland vegetation is fairly uniform throughout Rancho Mission Viejo. Most of the wildfires that have burned through the Rancho Mission Viejo property have originated on the Cleveland National Forest or Camp Pendleton and were driven through the Ranch property by very strong Northeast/East Santa Ana winds, usually in October or November. Because of the generally light fuel loadings (scattered sagebrush over cured grass) these wildfires burned through the Ranch property very rapidly with low to moderate intensity and resulted in very little ecological damage.

## **2. Unincorporated Portions of Riverside and San Diego Counties Served by OCFA**

The OCFA service area includes parts of San Diego and Riverside Counties that are adjacent to Orange County. These SRA lands are served by OCFA because fire agencies in both counties have agreed that access for fire suppression response to these areas is faster and/or more efficient from OCFA than from fire suppression agencies in the other two counties. There are several isolated out-of-county areas served. These lands are privately owned parcels with few or no structures on them. There are 3800 acres of such land in Riverside County, and 640 acres in San Diego County. In addition, 2630 acres of SRA in the County of San Diego are covered by a State Direct Protection Agreement (DPA), protected through contract by Orange County Fire

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<sup>20</sup> Charlie Ware, Rancho Mission Viejo Corp., personal communication 2/25/16.

Authority. These areas include several large, isolated ranches, which have multiple habitable structures, quarters for exotic animals, and outbuildings.

### 3. Incorporated Cities with Jurisdiction Within the CWPP Boundary

Portions of the following incorporated cities are included in the CWPP due to their proximity to SRA Very High Fire Hazard Severity areas and their potential for being affected by fires occurring in the adjacent SRA lands. All areas of these cities within the CWPP boundary are rated as LRA Very High Fire Hazard Severity areas. All cities have been identified as a “Nationally Recognized Communities at Risk” from wildfire.

*Table 4: Amount of City Land in the CWPP*

| City                         | Percent in CWPP Region | City Acres within CWPP Region | Total City Acres |
|------------------------------|------------------------|-------------------------------|------------------|
| <b>NORTHEAST CWPP REGION</b> |                        |                               |                  |
| Anaheim                      | 24.6%                  | 8,020                         | 32,554           |
| Dana Point                   | 6.0%                   | 252                           | 4,106            |
| Irvine                       | 15.2%                  | 6,396                         | 42,221           |
| Lake Forest                  | 35.3%                  | 3,788                         | 10,743           |
| Mission Viejo                | 16.6%                  | 1,907                         | 11,527           |
| Orange                       | 35.7%                  | 5,904                         | 16,502           |
| Rancho Santa Margarita       | 97.9%                  | 8,108                         | 8,286            |
| San Clemente                 | 81.1%                  | 9,521                         | 11,744           |
| San Juan Capistrano          | 69.7%                  | 6,424                         | 9,221            |
| Tustin                       | 9.0%                   | 643                           | 7,128            |
| Yorba Linda                  | 57.6%                  | 7,326                         | 12,718           |
| all cities                   | 27.4%                  | 60,270                        |                  |
| no cities                    | 72.6%                  | 159,733                       |                  |
| TOTAL AREA                   |                        | 220,003                       |                  |
| <b>SOUTHWEST CWPP REGION</b> |                        |                               |                  |
| Aliso Viejo                  | 45.2%                  | 2,003                         | 4,430            |
| Dana Point                   | 6.1%                   | 252                           | 4,106            |
| Irvine                       | 15.2%                  | 6,396                         | 42,221           |
| Laguna Beach                 | 91.9%                  | 5,194                         | 5,649            |
| Laguna Hills                 | 1.9%                   | 82                            | 4,254            |
| Laguna Niguel                | 23.0%                  | 2,180                         | 9,460            |
| Laguna Woods                 | 25.9%                  | 548                           | 2,116            |
| Newport Beach                | 19.8%                  | 165,03                        | 15,308           |
| all cities                   | 67.5%                  | 16,655                        |                  |
| no cities                    | 32.5%                  | 9,460                         |                  |
| TOTAL AREA                   |                        | 29,145                        |                  |

#### **a. Aliso Viejo**

Aliso Viejo covers approximately 7.5 square miles and has a population of more than 47,823 people (2010 census). The eastern half of Aliso Viejo is within the CWPP boundary. In 2006, the City adopted a Local Hazard Mitigation Plan that includes recommendations to reduce fire hazards. The plan identifies areas on the city's southwest, west, and northwest sides as having Extreme Fire Hazard Severity, and this includes the area within the CWPP boundary.<sup>21</sup>

#### **b. Anaheim**

This "Nationally Recognized Community at Risk" covers approximately 28,000 acres (and 2,431 acres of unincorporated land within its sphere-of-influence) and has a population of 346,997 residents<sup>22</sup>. The northeastern extension of the city contains Very High Fire Hazard Severity LRA lands adjacent to Very High Fire Hazard Severity SRA lands. Approximately 25% of the City of Anaheim is within the CWPP boundary; this is the foothill/mountain area at the east end of the City. The City has prepared a Local Hazard Mitigation Plan that addresses wildfire hazard and measures the City and its citizens can do to reduce risk.<sup>23</sup> The plan identifies areas on the City's southwest, west, and northwest sides as having Extreme Fire Hazard Severity, and this includes the area within the CWPP boundary.

#### **c. Dana Point**

This incorporated city contains approximately 29.5 square miles (6.5 square miles of which is land and the remainder is water) and has a population of 33,351 people (2010). The northwest corner and a small area bordering San Juan Capistrano are within the CWPP boundary (9% of the city).

#### **d. Irvine**

Irvine contains approximately 66 square miles and has a population of 212,375 people (2010). Due to local topography and proximity to wildland vegetation in Limestone Canyon Nature Preserve and Whiting Ranch Wilderness Park, portions of eastern Irvine are within the CWPP boundary. Portions of southern Irvine include wildland vegetation in Bommer Canyon Open Space and other public and private wildlands (approximately 35% of the city is within the CWPP boundary).

#### **e. Laguna Beach**

This seaside city covers approximately nine square miles with a population of 22,723 people (2010). Given its topography and proximity to wildland vegetation at Laguna Coast Wilderness Park, Crystal Cove State Park to the west, and Aliso and Wood Canyons Wilderness Park to the east, over 90% of Laguna Beach is within the CWPP boundary. All three parks are in the SRA and are rated as Very High Fire Hazard Severity. Land adjacent to these parks in Newport Beach, Irvine, Aliso Viejo, Laguna Beach, Laguna Niguel, and Dana Point are LRA lands that are rated as Very High Fire Hazard Severity.

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<sup>21</sup> the Local Hazard Mitigation Plan is available at:

<sup>22</sup> <http://www.anaheim.net/> accessed January, 2017

<sup>23</sup> *Draft Hazard Mitigation Plan for the City of Anaheim*, City of Anaheim, 2015.

#### **f. Laguna Hills**

Laguna Hills contains approximately 6.7 square miles and has a population of 30,344 people (2010). OCFA provides fire protection services for the city. A small portion of Laguna Hills (2% of the city) is within the CWPP boundary.

#### **g. Laguna Niguel**

Laguna Niguel contains approximately 14.9 square miles and has a population of 69,979 people (2010). Due to topography and wildland vegetation on the adjacent Aliso and Wood Canyons Wilderness Park, much of eastern Laguna Niguel is within the CWPP boundary (about 23% of the city is in the CWPP boundary).

#### **h. Laguna Woods**

Laguna Woods contains approximately 3.1 square miles and has a population of 16,507 people (2010). Due to local topography and proximity to wildland vegetation on Bommer Canyon Open Space and Crystal Cove State Park, the eastern part of Laguna Woods is within the CWPP boundary (26% of the city is in the CWPP boundary). The City's *Local Hazard Mitigation Plan* reports that the WUI includes approximately 2,243 residential dwelling units (and an estimated 3,185 residents), all within the gated community of Laguna Woods Village.

#### **i. Lake Forest**

Lake Forest contains approximately 17.9 square miles and has a population of 77,264 people (2010). Due to local topography and proximity to wildland vegetation on Whiting Ranch Wilderness Park and other adjacent public land, the northeastern part of Lake Forest is within the CWPP boundary (approximately 35% of the city).

#### **j. Mission Viejo**

Mission Viejo contains approximately 18.1 square miles and has a population of 93,346 people (2014). Mission Viejo is within the CWPP boundary (approximately 17% of the city) because of the presence of a WUI area. This is due to local topography and proximity to wildland vegetation at O'Neill Regional Park on the City's eastern edge. The city's *Natural Hazards Mitigation Plan* reports that natural vegetation in the area is highly prone to wildland fire. A large portion of undeveloped land in the southeastern portion of the city is within the Very High Fire Hazard Severity Zone. There are some commercial properties, but mostly residential communities in close proximity to the city's undeveloped land and the unincorporated areas of the County. Commercial and residential properties that are in close proximity to Fire Hazard Severity Zones are subject to the threat of a major wildland fire spreading into their areas. Since its incorporation in 1988, no wildland fire that started outside the City has spread to or entered the City. However, as recent as January 2007, a fire started in the arroyo east of the City near Oso Parkway and threatened homes along the city limits. This area remains susceptible to large wildfires during low moisture and high heat conditions. Approximately 1,000 homes are adjacent to the historic fire corridor and are subject to wildfires.<sup>24</sup>

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<sup>24</sup> City of Mission Viejo *Natural Hazards Mitigation Plan*, 2007.

#### **k. Newport Beach**

Newport Beach contains approximately 53 square miles (23.8 square miles of land) and has a population of 85,287 people (2010). The entirety of Newport Beach is within the CWPP boundary. This area includes wildlands in the San Joaquin Hills, adjacent to Crystal Cove State Park and Bommer Canyon Open Space. The City's *Natural Hazards Mitigation Plan* shows the east end of the city as an area where additional protection is needed to augment existing approved fire breaks and fuel management.<sup>25</sup>

#### **l. Orange**

Orange is a city covering approximately 35 square miles with a "sphere of influence" covering 62 square miles. The City's population in 2010 was approximately 136,000 people. The eastern hill area of Orange City (approximately 22% of the city) is within the CWPP boundary. The entirety of the locally-defined Very High Fire Hazard Severity Zone, and all areas east of Hewes St. are included in the CWPP. The northeastern part of the City is adjacent to SRA lands rated as Very High Fire Hazard Severity. Correspondingly, the lands adjacent to these SRA lands within the City are rated as Very High Fire Hazard Severity LRA lands. The southeastern part of the City is also adjacent to Very High Fire Hazard Severity SRA lands and these lands within the City are rated as Very High Fire Hazard Severity LRA lands. This area includes the Santiago Hills II and East Orange Planned Communities. The northeastern corner of the City and other portions of its eastern edge are within the CWPP.

#### **m. Placentia**

Placentia is a city of 4,238 acres, with a population of 50,998, according to the 2010 census. The City is almost entirely built out, with single-family residences. Slightly more than ten acres on the northeastern tip of the City are within the CWPP boundary.

#### **n. Rancho Santa Margarita**

Rancho Santa Margarita contains approximately 13 square miles and has a population of 47,853 people (2010). Nearly all (95%) of Rancho Santa Margarita is within the CWPP boundary due to the presence of WUI characteristics, such as local topography and wildland vegetation in the surrounding O'Neill Regional Park. OCFA provides fire protection services for the city. The City's *Natural Hazard Mitigation Plan* states that the topography, vegetation, and development patterns in the City make it highly susceptible to fire hazards.<sup>26</sup>

#### **o. San Clemente**

San Clemente contains approximately 18.7 square miles and has a population of 63,522 people (2010). The northern 75% of San Clemente is within the CWPP boundary. This area was included because of its topography, and remaining wildland vegetation within the city limits. OCFA provides fire protection services for the City of San Clemente and operates three fire

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<sup>25</sup> *City of Newport Beach Natural Hazards Mitigation Plan (Draft)*, 2008.

<sup>26</sup> *City of Rancho Santa Margarita Natural Hazard Mitigation Plan*, 2002.

stations (Stations 50, 59, and 60) in the City. The City has adopted a *Multi-Hazard Emergency Plan*.

**p. San Juan Capistrano**

San Juan Capistrano contains approximately 14.3 square miles and has a population of 34,593 people (2010). The eastern half of San Juan Capistrano is within the CWPP boundary. This portion of the City has complex topography and wildland vegetation adjacent to structures within the City. OCFA provides fire protection services for the City.

**q. Tustin**

Tustin contains approximately 11.1 square miles and has a population of 75,540 people (2010). The northeastern part of Tustin is adjacent to wildland fuels on NCC Reserves and other County-managed lands that are rated as High to Very High Fire Hazard Severity and is within the CWPP boundary (approximately 9% of the City).

**r. Villa Park**

In northern Orange County, Villa Park has a population of 5,812, and is the smallest city in Orange County by population. The acreage covered by the city is 2.1 square miles. The land in Villa Park is nearly 99% built out as single-family residences. Villa Park has winding streets and it is known for having a rural feel with larger lots (approximately ½ acre in size), abundant vegetation, planted medians, and parkways that contribute to a rural, green-belt like ambiance. The City prepared a Local Hazard Mitigation Plan in 2014.

**s. Yorba Linda**

Yorba Linda contains approximately 20 square miles and has a population of 65,237 people (2010). The City has hilly topography and wildland vegetation in Chino Hills State Park, Brush Canyon and private lands. The eastern portion of Yorba Linda (58% of the City) is within the CWPP boundary.

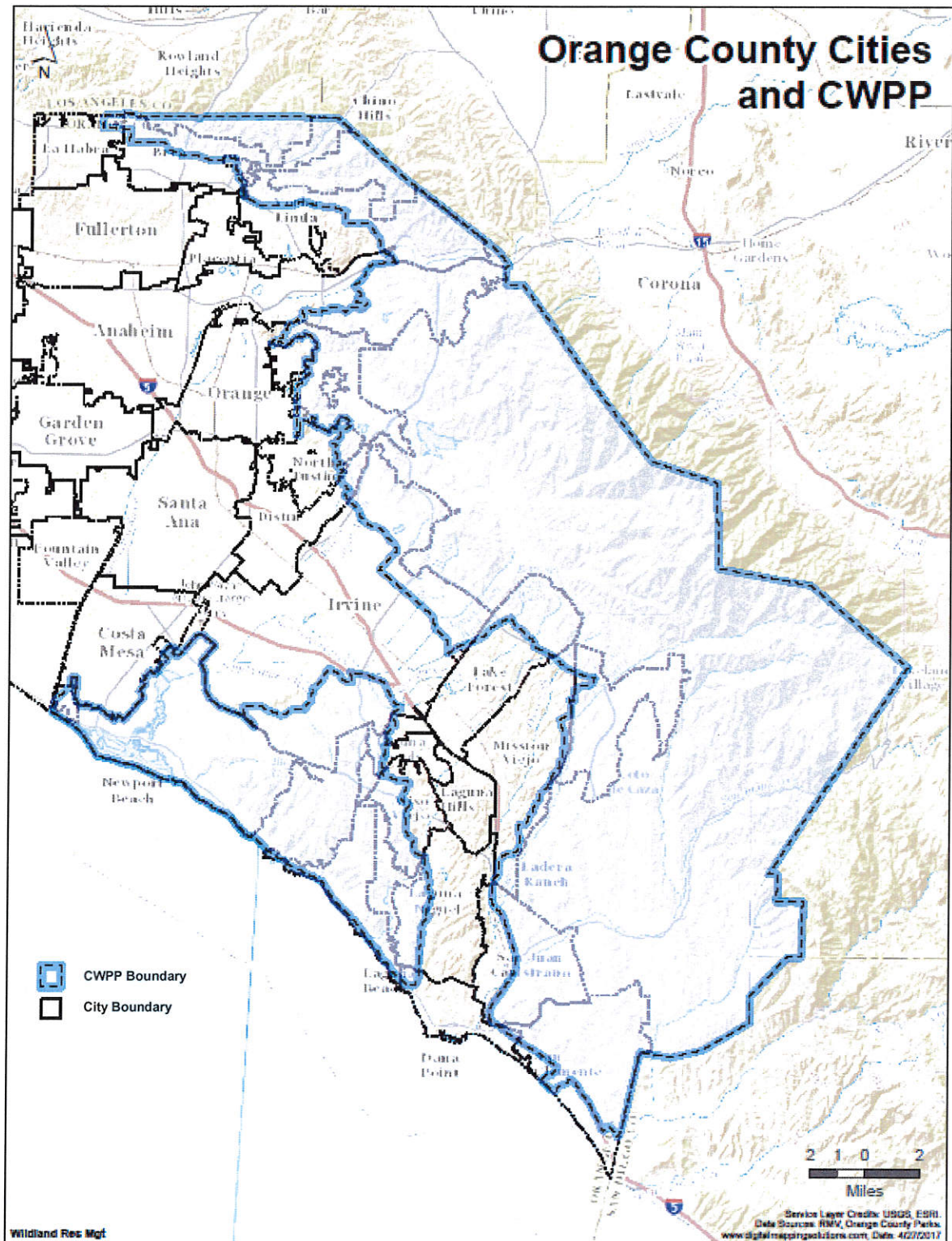


Figure 9. Boundaries of Incorporated Cities in CWPP

## C. PROJECTED URBANIZATION

According to OCTA's Long-Range Transportation Plan (2010), over the next 25 years the population is projected to grow by 14% and employment is expected to grow by more than 10%. The State Department of Finance estimates the 2015 population of Orange County to be 3,150,934, and the 2050 population is forecast to reach 3,481,613. After 2050, the population of the county is forecast to decline.<sup>27</sup>

The bulk of this population (97%) resides in the county's incorporated cities. In 2010, the unincorporated area outside these cities had a population of 121,180 people occupying 39,936 housing units. In 2010, if one excludes the more developed Census Designated Places (CDPs) of Coto de Caza CDP, Las Flores CDP, Ladera Ranch CDP, and North Tustin CDP, there were 32,726 people occupying 9,914 housing units; these suburban dwellers comprised about 1% of the County's population.<sup>28</sup>

The population of the unincorporated part of the County will increase in the coming decades. Much of the future growth is forecasted to occur in the CDPs and master-planned communities, especially Rancho Mission Viejo. New development can be expected in unincorporated areas within the spheres of influence of some of the cities in the County. For example, in 2015, the County approved the Esperanza Hills Specific Plan for a 469-acre area located between Chino Hills State Park and the City of Yorba Linda; the area is within Yorba Linda's sphere of influence. This specific plan will allow development of 340 new residences.<sup>29</sup> Also west of Esperanza Hills is the proposed Cielo Vista development. That would allow 112 new residences. There are two other large undeveloped parcels to the west of the Esperanza Hills area, and it is likely these areas would be developed at a later date. The City of Orange's sphere of influence extends to the southeast, then to the east of Irvine Lake, and while much of this area is designated for open space, there are areas designated for future residential development in areas currently within the SRA and designated as Very High Fire Hazard Severity.

In addition, scattered new development can be expected in the canyon areas and other locations distant from existing population centers. New development can also be expected in some of the LRA areas that are included in the CWPP, including, for example, in eastern Orange and Irvine.

## D. BUILDING CONDITIONS

While structures are very valuable to communities and the people who work and reside within them, they can contribute to fire risk. The more easily a structure can ignite, the more it contributes to the overall hazard. Structure ignitability can be related to density (and the

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<sup>27</sup> <http://www.dof.ca.gov/research/demographic/projections/>

<sup>28</sup> [http://www.fullerton.edu/cdr/\\_resources/pdf/census/Census2010\\_OC\\_DP.pdf](http://www.fullerton.edu/cdr/_resources/pdf/census/Census2010_OC_DP.pdf)

<sup>29</sup> County of Orange, *Esperanza Hills Specific Plan*, June 2, 2015.

pattern of development), construction type, and siting. The following describes how construction type and the siting of structures can influence fire risk.

Building construction includes both materials and design. Both interior structural and exterior finish materials determine a structure's flammability and ease of ignition. These features may be the distinguishing reasons why two adjacent houses might emerge from a fire with different damage levels. Frame construction with numerous small wood members is easier to ignite than a home built of large timbers. Predictably, a timber or log structure is more flammable than a masonry structure of brick or stone.



Roofing material and assembly have been determined to be key to a structure's survival in a WUI fire. A Class "A" roof assembly can be made of tile, composite shingle, or other material, and usually contributes little to fire spread. However, studies of house survival (Foote 1991) in wildfires indicate that roof related components such as eaves, soffits, and especially vents often undermine a Class A roof. Exterior sheathing material is also important. Wall sheathing and openings can be susceptible to ignition; however, windows play a larger role in house loss. A stucco finish is more flame resistant than a shingle or board finish, but even relatively flame-resistant brick structures are vulnerable if the vent and window openings allow embers to enter into the structure. As more structures become involved in a fire, local fire behavior becomes more erratic, with heavier convection columns and greater fire-generated wind patterns.

A structure's design can be as important as the choice of materials in determining whether a structure will ignite and add to the threat. Detrimental design elements include deep roof overhangs, projections, inside corners, and crevices that can harbor flaming embers, making it easier for a structure to ignite. The design components that can make a difference range from a simple screen on a chimney to prevent access of embers, to more technologically advanced fire sprinklers, barriers, and other fire suppression systems.

Whether the structure has interior fire sprinklers or smoke detectors that facilitate an early response can also change the character of a single-fire event.

## E. STRUCTURE SITING

Structure siting or “setback” refers to the location of a structure in relation to nearby slopes, property boundary, and the edge of a wildland area. The location of structures relative to wildland fuels and to adjacent steep slopes, saddles, or chimneys relates to the ease of fire spread. It is generally accepted that a house sited within 30 feet of a slope greater than 30 percent with wildland brush below is in greater danger than one sited the same distance from the wildland fuel, but not on the top of a slope. Fuels on the top of a slope are pre-heated by the fire beneath it, so both vegetative and structural fuels are easier to ignite and burn with greater intensity. Siting ties directly back to basic fire behavior in steep environments.

Placement of a structure near the property boundary also results in inadequate defensible space when the adjacent property owner does not maintain that portion of his/her lot. Siting of a structure also impacts access, which can greatly affect a fire responder’s ability to protect the structure. For example, structures placed in the rear of a lot will tend to have longer driveways, which can limit fire response access.

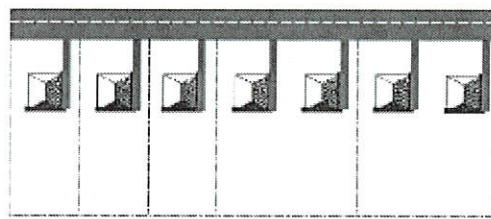


Structure density, or the distance between structures, relates directly to horizontal fuel continuity. The closer structures are together, the greater the likelihood of fire spreading from structure to structure via radiant heat, with each structure contributing a high concentration of fuels and additional ignition sources.



#### Low Structure Density

- Large quantities of fuels left untreated
- House-to-house ignition less likely
- Inefficient suppression activities



#### High Structure Density

- Fuels between homes are likely removed
- House-to-house ignition more likely
- Efficient suppression activities

Whether it is wildland with limited development, or heavily developed urban areas with limited wildland, the form of the interface makes a difference. The presence of structures, even in low density, complicates wildfire suppression by requiring different tactics to protect homes than are used on the surrounding vegetation. This may limit the strategies available to restrict fire spread and contain the fire.

## F. SPATIAL DISTRIBUTION OF RISK

### 1. Definition of Risk

Although the definitions of “hazard” and “risk” are relatively standardized, variations in the definition for a community-risk assessment can result in diverging perceptions across stakeholders. This CWPP uses the following definitions:

**Hazard:** a condition or element that provides a source of ignition or contributes to the spread and severity of fire. In this CWPP, “hazard” is defined specifically as the “potential for and characteristics of wildfire as a source to inflict damage to the people, insurable property, and the environment within the Wildland Urban Interface Zone.”

**Risk:** the exposure to possible loss or injury from a hazard. This will include the effects of mitigation to reduce the hazard and the values associated with any potential damage.

**Risk Assessment:** involves identifying the risk impact and risk perception in order to support decision making and planning.

For the purposes of development of this CWPP, the map of Very High Fire Hazard Severity Zones, delineated by CAL FIRE and adopted by the local fire protection jurisdictions, was used as the risk assessment. From the Forest Resources Assessment Program website <http://frap.fire.ca.gov/projects/hazard/hazard>: VHFHSZ data was developed based on a hazard scoring schema using subjective criteria for fuels, fire history, terrain influences, housing density, and occurrence of severe fire weather, designed to delimit areas where urban conflagration could result in catastrophic losses. CAL FIRE Units developed initial recommendation maps for areas meeting threshold hazard criteria, and these areas were then

reviewed, modified, adopted or rejected by the local fire department. A more complete description of the mapping process is found at: <http://frap.fire.ca.gov/projects/hazard/fhz>.

The mapping criteria involves fire behavior, including a zone in which embers can create ignitions surrounding the SRA, terrain, weather, and values at risk. These are all important factors that predict the potential damage within the WUI. The mapping was vetted, reviewed and critiqued throughout the State and has been adopted statewide.

## **2. Distribution of Risk in Orange County**

The distribution of risk varies throughout Orange County, but a few generalities have been established.

- The eastern portion of the area within the CWPP was not mapped because it is Federal land. As part of the US Forest Service, no private structures are permitted.
- The vast majority of the area covered by the CWPP is designated as Very High Fire Hazard Severity.
- The western edge of the eastern section of the CWPP area also includes lands mapped within the CAL FIRE Risk Mapping as Moderate to High Fire Hazard Severity.

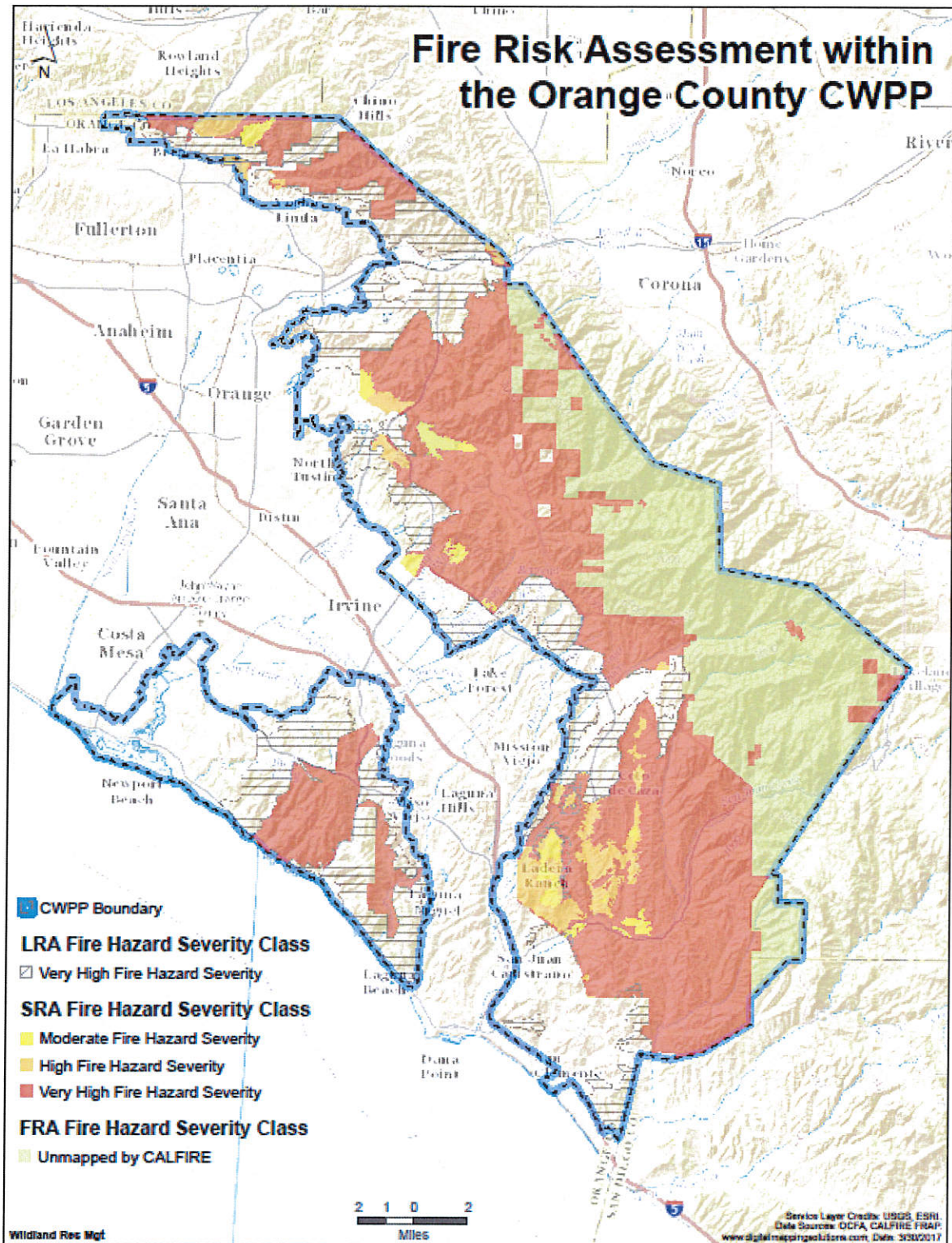


Figure 10. Map of Risk Within the CWPP

### 3. Challenges of Structure Protection in the WUI

In remote and rural areas of the County, firefighters are often faced with a limited water supply and lack of hydrant taps. Rural areas are characteristically outfitted with small diameter pipe water systems, which are inadequate for providing sustained firefighting flows. While not all these issues are within OCFA's control, prevention efforts for the ones that are, such as road clearance, fuels reduction, defensible space inspections and resident education will continue to be incorporated into this plan.



Some of the most difficult fire protection problems encountered in the WUI are:

- Multiple story, wood frame, high-density developments.
- Large contiguous built up areas with combustible roofing materials.
- Response times for emergency equipment.
- Street structure, such as truck trails, non-surfaced private roads, and/or curvilinear roads, with dead-ends and narrow street widths.
- Inadequate and unreliable water supply with poor hydrant distribution.
- Sensitive and protected natural and cultural resources on adjacent open space lands.

However, perhaps the most pressing problem overall is public apathy and unawareness regarding wildfire risks. The ongoing challenge will be for people to understand that surviving a wildfire may depend on their willingness to accept personal responsibility for protecting their homes, families and communities, by implementing proven preparedness and prevention strategies before fire occurs.

# **SECTION V: EXISTING PRE-FIRE MANAGEMENT STRATEGIES**

## **A. EXISTING SOCIAL ENVIRONMENT - ORGANIZATIONAL INFLUENCES**

Several organizations support wildland fire safety through existing programs and pre-fire management strategies. These include fire safe councils and homeowner associations. In addition, cities, fire departments and the County have all developed pre-fire management strategies that are in place. The combination of land use planning, public education and, outreach programs, as well as the regulatory programs, form a powerful component of pre-fire management strategies. Fuel modification, ignition prevention and firefighting improvements complete the suite of pre-fire actions that bolster wildland fire safety.

### **1. Major Homeowner Associations**

Homeowner associations throughout Orange County have a pre-fire strategy that covers education of their residents and fuel modification of the vegetation in their area of concern. Additionally, most have a design review process that addresses structural fuels to ensure continued compliance with ignition-resistant construction requirements. The following associations agreed to participate in the CWPP:

- Santiago Estates
- Dove Canyon
- Coto de Caza Master Association
- Coto de Caza Village Association
- Emerald Bay HOA
- Foothill Ranch
- Portola Hills
- Aliso Viejo Community Association
- Ladera Ranch Maintenance Corporation
- Monarch Point
- Santa Margarita Landscape and Recreation Corporation

### **2. Fire Safe Councils**

One response to the increased threat of wildfire in the WUI has been the emergence of Fire Safe Councils (FSCs). These are locally-based groups of volunteers whose goal it is to reduce wildfire hazards to communities. Today, there are over 150 FSCs in California, of which four are in Orange County. All four serve areas in the CWPP. These are rural and urban councils focused on fuel treatments and public education. While some have paid staff, most are volunteer-led. Councils carry out a wide range of critical fire preparedness activities that are beyond the capacity of formal fire services.



#### **a. Fire Safe Council of East Orange County Canyons**

Originally formed in 2002 as the Inter-Canyon League Fire Safe Council, the Fire Safe Council of East Orange County Canyons is an independent 501(c)3 nonprofit corporation. Due to efforts to reduce the vulnerability of homes and landscapes to wildfire, the Fire Safe Council of East Orange County Canyons (FSCEOCC), is the first to be recognized as a Firewise Communities/USA® in Orange County. FSCEOCC is a recognized leader among its peers, having worked side by side with the California Fire Safe Council, OCFA, Collaborating Organizations Active in Disaster-Orange County, and other agencies. Directors and active members include retired and active professional firefighters, Canyon Emergency Preparedness Academy (CEPA) and Community Emergency Response Team (CERT) trained individuals.

This FSC serves East Orange County canyons and foothills from the 241 Toll Road to Holy Jim Canyon. All area stakeholders, including residents, property owners, landlords, businesses and park districts are automatically members. No dues are required.

Its main activities include distributing email community bulletins and Red Flag Alerts and warnings, distributing fire prevention literature, conducting a road clearance program, fire hazard reduction programs, chipper (brush clearance) days, canyon clean-ups, Disaster Preparedness Day, and other community events. They work with local, state and federal agencies and local groups in time of emergency.

#### **b. Foothills Community Association Fire Safe Council**

The Foothills Community Association Fire Safe Council (also known as the North Tustin Fire Safe Council) serves the unincorporated areas of the County bounded by the cities of Santa Ana, to west, Tustin, to south and east, and Orange, to the north. The parent organization of the Fire Safe Council is the Foothill Communities Association (FCA), a nonprofit corporation located in the unincorporated area known as North Tustin. Since the 1960s, FCA has strived to preserve and enhance the community. Over 10,000 homes are within the charter area. Several of the

included communities are also known as North Tustin, Cowan Heights, Panorama Heights, Lemon Heights, and Crawford Canyon.

Planned activities include a variety of education programs, such as improving its website, placing fire safety in school curriculum, reaching parents through students, holding BBQs with an education component, and placing educational tables at events such as car shows. The Fire Safe Council also seeks collaboration between other local and out-of-the-area fire safe councils, homeowner associations, fire departments and COAST, through meetings. It also plans to locate and install blue dots at hydrant locations, and post those locations on its website. Last, the Fire Safe Council hopes to expand chipper day programs, although the cost is daunting.

#### **c. Greater Laguna Coast Fire Safe Council**

On October 27th, 1993, Laguna Beach lost over 200 homes to wildfire. To help protect the local region from future disaster, the Greater Laguna Coast Fire Safe Council was organized. This council, which has received grants from both the Bureau of Land Management and the U.S. Forest Service, seeks to develop activities that will keep residents informed about fire dangers and to promote fire mitigation measures. Its focus is fire prevention through community awareness.

#### **d. Carbon Canyon Fire Safe Council**

The Carbon Canyon Fire Safe Council was established in 2001. The area served by the Carbon Canyon Fire Safe Council straddles the San Bernardino, Orange and Los Angeles County lines and includes the cities of Chino Hills to the east, Yorba Linda to the south, Brea in the west and portions of unincorporated Los Angeles County to the north.

Although Carbon Canyon is several miles from Federal land, it is impacted by fires originating in the Cleveland National Forest. A concern in this area is a pattern of frequent fires that promote non-native plant species, which are more hazardous and easier to ignite.

The Carbon Canyon Fire Safe Council developed its own CWPP in 2011, where it assessed the assets at risk by developing a matrix based on Fire Risk, Protection Capabilities and Values. Several projects were prioritized in the 2011 CWPP. These include ignition prevention along Carbon Canyon Road, communication and enforcement of codes, vegetation management within 100 ft. of structures, collection of accurate weather information, and development of pre-attack plans and evacuation plans<sup>30</sup>. The Fire Safe Council is in the process of updating this plan.

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<sup>30</sup> Carbon Canyon Community Wildfire Protection Plan, December, 2011.

## **B. FIRE MANAGEMENT PLANS/PROGRAMS OF LANDOWNERS AND/OR RESOURCE MANAGERS**

Wildland fire safety is also bolstered by the plans and actions of landowners and resource managers of large open space properties. The fire management plans of these groups affect numerous acres, often in the WUI. These land owners and managers also have the responsibility to protect sensitive habitats and regulated species.

### **1. Cowan Heights - Peters Canyon Project**

This recently completed project was a collaborative effort between Orange County Public Works, Orange County Fire Authority and Orange County Parks. The intended result was to reduce hazardous fuels by a minimum of 50% of the current available hazardous fuels (responsible agency - OCFA) and the restoration of the Lower San Diego Creek riparian area (responsible agency - OC Public Works). OCFA also conducted outreach and education activities on the necessities of vegetation treatments and maintenance, plus home improvements that will add to survivability during a wildfire.

### **2. Crystal Cove State Park Wildfire Management Plan**

Crystal Cove State Park's Wildfire Management Plan was last updated in 2003. The Park is also preparing to develop a Natural Resources Management Plan that will address updates to the fire management goals and practices, while meeting its mission to preserve significant natural and cultural resources, while providing outstanding recreational opportunities.

### **3. Irvine Ranch Conservancy-Wildland Fire Ignition Reduction Strategy**

A collaborative effort between the Irvine Ranch Conservancy (IRC) and OCFA, this plan focuses on actions that will reduce the probability of wildland fire ignitions, particularly during Santa Ana Wind conditions. The plan highlights five (5) major action areas: a Fire Watch Network, Fire-Hardening Roadways, Power Line Safety, Wildland Access and Urban-Wildland Edge. Once again, this plan is the conduit to discuss and develop pre-suppression and prevention activities to reduce the loss of life, property, environment and suppression costs. However, emphasis on ignition reduction for environmental concerns is the highest priority.

### **4. Orange County Central/Coastal NCCP/HCP Wildland Fire Management Plan**

The Orange County Central and Coastal Sub Region NCCP/HCP has a Wildland Fire Management Plan (WFMP) that addresses pre-suppression, suppression and post-suppression tactics. The suppression tactics identify desired actions and locations, while the post-suppression tactics identify the actions and responsibilities for fire suppression repair. The WFMP is the conduit to

discuss and develop pre-suppression and prevention activities to reduce the loss of life, property, environment and suppression costs.

The plan established fourteen (14) Fire Management Compartments (FMC's) in the Nature Reserve that were further subdivided into Fire Management Units (FMU's). In addition, specific fire suppression strategies were identified for each FMU, which can be adjusted annually as inventories of species and habitat conditions improve.

## **5. Southern Sub-Regional Wildland Fire Management Plan - Rancho Mission Viejo**

Developed for the Rancho Mission Viejo Land Trust, it's designed to manage the natural resources of the ranch lands of Rancho Mission Viejo. OCFA, California Department of Fish and Game, U.S. Fish and Wildlife, the RMV Land Trust and a variety of other regulatory agencies were involved in the development. This plan addresses suppression tactics by identifying desired actions and locations, plus post-suppression tactics for actions and responsibilities for fire suppression repair. This plan is the conduit to discuss and develop pre-suppression and prevention activities to reduce the loss of life, property, environment and suppression costs.

The Orange County Fire Authority established eighteen (18) Fire Management Compartments (FMC's) in the Rancho Mission Viejo Reserve that were further subdivided into Fire Management Units (FMU's). In addition, specific fire suppression strategies were identified for each FMU, which can be adjusted annually as inventories of species and habitat conditions improve.

A plant palette was established that applies to future development within the RMV Planning Area because of the High Fire Hazard Severity designation for this area. The plant palette emphasizes the use of native plant species that enhance the biological integrity of the Habitat Reserve, establishes an appropriate transition at the urban/wildland interface, and provides an acceptable level of wildland fire protection.

## **6. USDA Forest Service Wildland Fire Management Plan**

For this plan, the Cleveland National Forest and the Camp Pendleton Marine Base have addressed the NCCP/HCP guidelines. Both agencies utilize a combination of prescribed fire and an Aggressive "A" Wildfire Suppression Operations Mode (please refer to Section III for the description of the three Wildfire Suppression Operational Modes). The Cleveland National Forest and Camp Pendleton are the only entities in the Southern Subregion, or adjacent to the Southern Subregion, that have completed Fire Management Plans that consider the rich biodiversity found on the lands they manage.

## 7. Vegetation Treatments in OCFA's 2016 Strategic Unit Fire Plan

The OCFA 2016 Strategic Unit Fire Plan developed a pre-fire strategy that addresses several large landowners, which recommended the following:

### California State Parks

- Roadside vegetation treatment in several locations in Chino Hills State Park
- Maintain treatments along fire roads at Crystal Cove State Park to reduce hazards to Newport Beach and the community of Emerald Bay

### Orange County Parks

- Several vegetation management projects, including projects in Casper's Wilderness Park and O'Neill Regional Park
- Construction of several fuel breaks on Laguna Coast Wilderness Park and Aliso and Wood Canyons Wilderness Park to reduce hazards to the cities of Laguna Beach, Irvine, and Aliso Viejo

### Starr Ranch

- Remove flammable and drought-stressed vegetation along the main access road, and in the critical locations and fuel breaks between homes

### The Canyon Communities

OCFA is partnering with East Orange County Fire Safe Council to conduct roadside treatments on private roads within Silverado, Modjeska and Trabuco Canyons. Most of the canyon private roads have non-conforming street widths, which create emergency access constraints. The following are recommendations for Santiago Canyon:

- Improve defensible space
- Modify roadside fuels in the canyons
- Construct fuel breaks in Williams Canyon, Modjeska Canyon, and Trabuco Canyon
- Modify fuels on Live Oak Canyon Road
- Develop shaded fuel breaks in the Limestone Canyon Wilderness Area

For Silverado Canyon residents, (including Ladd Canyon, Baker Canyon and Williams Canyon) and for Modjeska Canyon (including Modjeska Canyon, Santiago Canyon and the Modjeska Grade):

- Develop the safest means of evacuation with potential rendezvous sites for residents, and to help fire and law enforcement agencies during major wildfire occurrence.

## C. LAND USE POLICIES

One of the principal ways that local jurisdictions and agencies can reduce the risk of wildfire damage in their community is to require to the maximum extent feasible that new development within the WUI be capable of withstanding a wildfire burning in the area. Land use planning represents a shift in traditional thinking from trying to eliminate wildfires, or even

increasing resilience to them, toward avoiding exposure to them through the informed placement of new residential structures. For land use planning to be effective, it needs to be based on solid understanding of where and how to locate and arrange new homes.

Typically, a county or city that includes WUI within its boundary regulates land use within the WUI to ensure that new development: (1) maintains defensible space around the new structures, (2) has sufficient water and access, (3) is able to be served with adequate fire suppression staff and equipment available, and (4) is addressed by a fire plan that coordinates the above with a wider area system of fuel reduction zones and access routes that allow fire suppression agencies to take a stand to reduce fire spread. In cases where either the county or city review of a new development application shows that all these resources are not available, it may be necessary to restrict the amount or location of development in High Hazard Severity Zones or provide additional measures to provide the desired level of protection.

The county and the cities with jurisdiction within the CWPP boundary all have general plans that contain policies aimed at reducing the risk of wildfire in their jurisdiction. For example, the County General Plan contains the following Goal, Policies and Action in its Safety Element:

**Goal 1**

Provide a safe living environment, ensuring adequate fire protection facilities and resources to prevent and minimize the loss of life and property fire.

**Policies:**

1. To encourage periodic updating of fire hazard mapping and continue to analyze existing fire hazard data as it pertains to Orange County.
2. To establish improved development standards for location of new construction, structural design, emergency vehicular access, and detection hardware.
3. To improve building code regulations to provide increased built-in fire protection.
4. To improve mutual aid and interagency automatic aid programs to maximize utilization of existing facilities.
5. To continue to improve the minimum water system design requirements for fire protection.
6. To provide technical and policy information regarding structural and wildland fire hazards to developers, interested parties and the general public through all available media.
7. To increase public awareness through educational programs, which promote fire safe practices and fire prevention.
8. To inform the public of Fire Authority emergency services with special emphasis on prompt notification.
9. To encourage improvement of fire defense systems in hazardous areas.
10. To encourage the continued training of police officers and firefighters in arson detection to expand capabilities of the agencies in their detection and investigation of incendiary fires.
11. To maintain fire hazard information in the County's Buyer Notification Program.

12. To plan for the lowest fire insurance rating, based on fiscal considerations and physical limitations (e.g., topography, response time).
13. To improve emergency response times for emergency responders through the use of a computer-aided dispatch system and "pre-empt traffic signal control" system.
14. To promote increased volunteerism in the various fire protection fields (e.g. public education, reserve firefighters, and support services).

**Action:**

Review and impose conditions of approval at the appropriate project development level to assure that adequate site design, fire safe construction materials, and fire detection and protection systems are incorporated into the proposal in order to achieve maximum fire protection and to minimize the extent of loss associated with fire incidence.

The city general plans have similar goals and policies. To implement such policies, these jurisdictions have adopted fire hazard reduction requirements in their Zoning Ordinances, or Municipal Codes.

## **D. CODES**

The State Fire and Building Codes currently contain several regulations for protection of structures from wildfires. The California Fire Code contains extracts from the Public Resource Code regarding minimum defensible space distances (30 to 100 feet) and other safety measures in interface areas. Many local jurisdictions in Orange County developed local amendments that more specifically address risks within their communities. OCFA, through its partner cities and the County, adopted fuel modification standards (170 feet minimum) and building construction requirements (i.e. Class A roofs, boxed eaves, protected vents, dual-paned windows, etc.) applicable in identified fire hazard areas.

Some codes are specific to utilities. Public Resources Code 4292 (Powerline Hazard Reduction) presents guidelines for minimum clearance requirements around utility poles. Other State codes are aimed at preventing ignitions and spread of those ignitions at locations where industrial operations occur in the wildlands. These require minimum equipment and also require spark arrestors.

While not technically a code, the California Public Utilities Commission General Order 95 (GO 95) has been the central standard governing the design, construction, operation, and maintenance of overhead electric lines in the State. The 2014 update of GO 95 includes safety standards for overhead electric lines, including minimum distances between conductors, and between conductors and the ground, as well as standards for calculating maximum sag, and minimum distances between conductors and vegetation.

## **E. GUIDELINES**

Each jurisdiction has adopted vegetation or fuel management/modification requirements to be followed when new development is designed and constructed. The following summarizes those guidelines for jurisdictions within the CWPP boundary. Most of these jurisdictions have also adopted hazard mitigation plans that include recommended action items to address wildfire hazards (described elsewhere in this document).

## **1. OCFA Vegetation Management Guidelines**

The guideline that affects a large area and greatest number of landowners is OCFA's most recent *Vegetation Management Guideline - Technical Design for New Construction Fuel Modification Plans and Maintenance Program*. Since the late 1970's, planning and building department agencies served by Orange County Fire Authority (OCFA) have adopted local fire codes that require that new buildings be protected by landscape Fuel Modification Zones. Fuel Modification Zones are landscaping areas in which existing combustible vegetation is removed from strips of land and replaced with spaced and irrigated fire-resistant plants and further from adjoining strips of land in which vegetation is partially removed. The zones provide protection for structures from wildfires by slowing the speed and reducing the intensity of the fire.

The guidelines require fuel modification on all new development adjoining grass-covered, brush-covered or chaparral covered land, canyons, foothills, mountains, and other lands containing combustible vegetation. An assessment of interior vegetative areas within the community is also required.

Prior to beginning the grading and/or construction process, developers and builders are required to receive approval from OCFA for the design of a Fuel Modification Plan and for the installation of Fuel Modification Zones. OCFA's Guideline addresses the Fuel Modification design and maintenance process requirements.

Separately, the California Fire Code and Public Resources Code both require landowners to implement and annually maintain a Defensible Space Vegetation Reduction Plan between their structure and the wildfire area for a distance up to 100 feet, measured from their structure to their property line. Defensible Space is required for land owners in Orange County when a Fuel Modification Plan and installation was not previously approved, and for their current remaining landscape area located between the approved Fuel Modification Zone "A" and their structure.

Design of Zones: The minimum width of a fuel modification area is 170 feet.<sup>31</sup> Zone A will not be approved when separated more than 100 feet from the protected structure. A new fuel modification installation consists of:

- 20-Foot Level Structure Setback (Zone A)
- 50-Foot Re-planted Irrigated (Zone B)
- 50-Foot Vegetation Thinning (Zone C)

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<sup>31</sup> In some cases, the width could be increased prior to approval, due to the type of terrain and/or type and mass of vegetation.

- 50-Foot Vegetation Thinning (Zone D)
- An Assessment of Interior Areas from the Community Perimeter (Section 7)



The Guideline provides a plant palette to be used for the plans, approved configurations and maintenance requirements for all zones. Specific vegetation management guidelines are also provided for interior common areas, manufactured slopes, and areas with non-irrigated vegetation (called Special Management Areas). The Guideline lists the required OCFA inspections to ensure property fuel modification implementation.

The property owner is responsible for all maintenance of the fuel modification. All areas must be maintained indefinitely in accordance with notes on the approved fuel modification plans. This includes a minimum of two growth reduction maintenance activities throughout all fuel modification zones each year. Maintenance will be performed sometime within time periods of mid to late spring and once again in early to mid-fall. Other activities include maintenance of irrigation systems, replacement of dead or dying vegetation with approved species, removal of dead plant material, removal of trees and shrubs not on the approved plans, and removal of undesirable highly combustible species. The landscape maintenance company and/or property manager is required inspect the fuel modification zones throughout the year to identify where specific activities need to take place. OCFA may conduct inspections of established fuel modification areas. The property owner shall retain all approved fuel modification plans. As property is transferred, property owners shall disclose the location and regulations of fuel modification zones to the new property owners.

## 2. City of Laguna Beach Landscape/Fuel Modification Guidelines

These guidelines provide information on how landscape and fuel modification zones are to be integrated, designed, installed, and maintained in order to meet safety requirements. Properties required to follow these guidelines are identified in the City's GIS with a "FM" designation. All proposed new structures designated with an FM are required to follow the *Landscape/Fuel Modification Guidelines*. All existing structures with an FM designation that propose an addition, alteration or repairs having a valuation of 50% or more of the valuation of the building prior to the additions, alterations, or repairs are required to follow the Landscape

Fuel Modification Guidelines. A typical landscape/fuel modification installation consists of a 20-foot setback zone (Zone A), a minimum 50-foot zone, typically irrigated (Zone B), with an additional 125-foot minimum of vegetation thinning zones (Zones C and D). The minimum width of a fuel modification area is 195 feet, and in some cases, the width increases due to type of terrain and/or type and mass of vegetation.

Laguna Beach's plan requirements, submittal process, required inspections, and maintenance provisions are basically the same as for OCFA and Orange City. The one difference is that the Laguna Beach Guidelines do not include specific requirements for interior common areas, manufactured slopes, and areas with non-irrigated vegetation<sup>32</sup>.

### **3. City of Anaheim Fuel Modification Plans**

The City has prepared a Local Hazard Mitigation Plan that addresses wildfire hazard and the measures the City and its citizens can implement to reduce risk.<sup>33</sup> The City has adopted the State's mapping of fire hazard severity zones (per City Code Section 16.40) and requires that property within VHFHS zones comply with State law. Anaheim Fire & Rescue requires fuel modification plans based on the four-zone approach. The requirements for these plans that target hazardous vegetation and fuel management are similar to those discussed above for the County and other cities. In particular, developments in the Special Protection Zone must provide fire protection plans. In this area, the landowner must implement a Vegetation Management Plan, which results in proper vegetation modification on an ongoing basis within the Special Protection Area. The City aims to modify fuels in naturalized canyons and hills to protect life and property from wildland fires, yet leave as much of the surrounding natural vegetation as appropriate.

### **4. City of Newport Beach Landscape/Fuel Modification Guidelines and Maintenance Program**

The Newport Beach WUI is comprised of areas in the City defined as a Very High Fire Hazard Severity Zone, Fuel Modification Zone, or Hazard Reduction Zone. Properties located within these areas must comply with more restrictive building codes when new construction or a significant remodel occurs; those locations also need to comply with the City's Fuel Modification Plans and Maintenance Standard, or the Guidelines and Standard for Hazard Reduction Zones. All developments within the WUI must modify and maintain vegetation to reduce risk; for a Fuel Modification Zone, the minimum fuel modification area is 170-feet wide. Four treatment zones are defined with more treatment required near the structure (Zone A) and less irrigation and vegetation treatment at the more distal zones (Zone B through D), this provides a progressive reduction in fuels leading to the built environment. All plants

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<sup>32</sup> The City's Plan can be accessed at:

<http://www.lagunabeachcity.net/civicax/filebank/blobdload.aspx?BlobID=8240>

<sup>33</sup> *Draft Hazard Mitigation Plan for the City of Anaheim*, City of Anaheim, 2015.

must be fire-resistant and maintained per the Guideline. Fuel Modification Zones are inspected twice per year, once in the spring, and once in the fall.

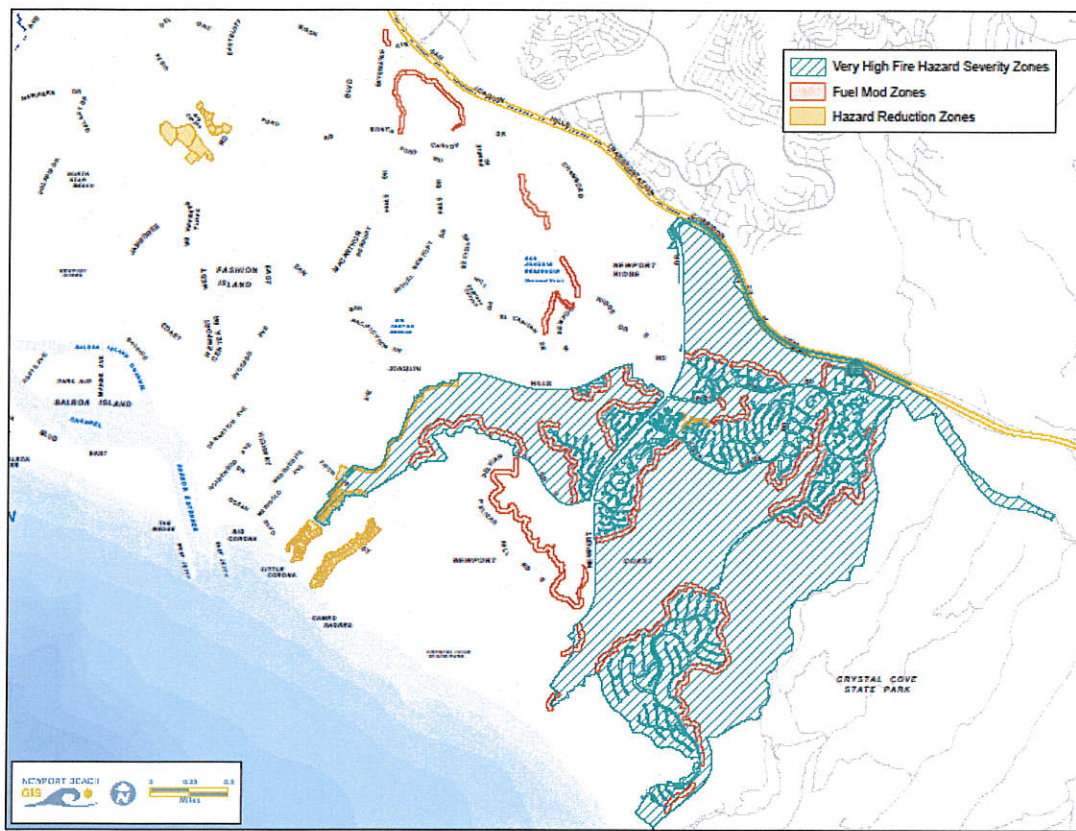


Figure 11. Area of Newport Beach that is classified as either a Very High Fire Hazard Severity Zone or a Hazard Reduction Zone. The entirety of the City is included in this CWPP.

Hazard Reduction Zones are located in various areas (such as Buck Gully, Morning Canyon) where structures directly abut wildlands and were built prior to July 1999, and are not otherwise classified as a Fuel Modification Zone. Hazard Reduction Zones have a different set of vegetation treatment requirements due to the fact that the majority of the structures and yards were built before there were any vegetation maintenance requirements in place. The Hazard Reduction Guidelines specify vertical and horizontal separation between vegetation, and require the use of fire resistant plants out to minimum of 100-feet from a structure. Hazard Reduction Zones are inspected every other year, some areas during odd years, and the other areas during even years. Not all Hazard Reduction Zones are located in a VHFHSZ; however, if a new structure or significant remodel is proposed, it must then comply with the more stringent requirements of a Fuel Modification Zone. The goal is to eventually upgrade the Hazard Reduction Zones into Fuel Modification Zones as residents develop their property.

The City also supports the Ready! Set! Go! Program, with brochures and other education information.

## 5. City of Orange Vegetation Management Program and Safety Element Policies

The Orange City Fire Department helps the community to stay fire safe by ensuring that overgrown brush does not accumulate throughout the City, and that "defensible space" is established and maintained between urban development and the "wildland" interface. The Department does this, in part, through a Weed Abatement Program and a Fuel Modification Program<sup>34</sup>. The Weed Abatement Program focuses on treatments near roads and within 100-feet of structures. Flammable vegetation and other combustible growth within 100 feet of combustible structures shall be removed. Flammable vegetation and other combustible growth within 10 feet of roads or highways shall be removed. Fifty feet of such treatments is recommended. Fire Department-approved standards provide specifics for treatments in these zones. These include the need to prune lower branches of trees to six feet, maintenance of shrubs to a maximum height of two-to three feet, and clearance of 13.5 feet over roads. Weed Abatement inspections are conducted twice a year, starting in March and again in September.



The City considers fuel modification as the most effective step our community can take to prevent loss of life and property in the future. The Fuel Modification Program focuses on controlling the types, density and moisture content of plants to create defensible space. Similar to programs described above, the City uses four zones for a combined width of 170 feet: Zone A is 20 feet wide and typically falls within an individual home owner's property. All other zones are 50 feet wide, and are usually the responsibility of a homeowner association. Like other programs, Zone A is to be planted with approved species, irrigated, and contain minimal fuel volume with non-combustible structures. Zone B is irrigated, and planted with a selected number of fire resistant plant species; combustible construction is not allowed. Zones C and D

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<sup>34</sup> Information regarding these programs are available at the City's website, <http://www.cityoforange.org/>

consist of natural vegetation that has been thinned, leaving 70% of the material in Zone D and 50% in Zone C.

The Public Safety Element of the City's General Plan recognizes that new development, particularly in the eastern portion of Orange, will result in increased fire hazards due to higher levels of interface between residential development and open grassland and vegetation along hillsides. It states that keeping neighborhoods buffered from both urban and wildland fire hazards reduces incidents requiring response, and minimizes damage to property when fires do occur. Three policies established in the Plan specifically address fires in the wildland urban interface:

- Policy 3.2: Consider non-traditional methods of controlling vegetation in undeveloped areas.
- Policy 3.3: Require planting and maintenance of fire-resistant slope cover to reduce the risk of brush fires within the wildland-urban interface areas located in the northern and eastern portions of the City and in areas adjacent to canyons, and develop and implement stringent site design and maintenance standards for all areas with high wildland fire potential.
- Policy 3.4: Provide adequate fire equipment access and fire suppression resources to all developed and open space areas.

## F. HAZARD MITIGATION PLANS

Local governments engage in hazard mitigation planning to identify risks and vulnerabilities associated with natural disasters, and develop long-term strategies for protecting people and property from future hazard events. It is most effective when implemented under a comprehensive, long-term mitigation plan, as mitigation plans are key to breaking the cycle of disaster damage, reconstruction, and repeated damage.

To be eligible for Hazard Mitigation Grants from FEMA, a jurisdiction must have a FEMA-approved Hazard Mitigation Plan. Following a major disaster declaration, the FEMA Hazard Mitigation Grant Program provides funding for long-term hazard mitigation projects and activities.

The Hazard Mitigation Plan is similar to a CWPP or Strategic Unit Fire Plan except that it addresses a broad spectrum of hazards, including floods, earthquakes, hazard materials, as well as wildfire. The *Orange County Hazard Mitigation Plan* has the mission to promote sound public policy, designed to protect residents, critical facilities, infrastructure, private property, and the environment from hazards in the unincorporated areas of the County and County-owned facilities. Hazard mitigation is approached in the Plan through increased public awareness, documentation of resources for risk reduction and loss-prevention, and identifying activities to guide the County toward building a safer, more sustainable community.

Recommended Action Items related to wildfire, include efforts to enhance the efficiency of fire suppression agencies, coordinate with and communicate between agencies and with the public, and provide outreach and education to homeowners. One item is to “encourage implementation of wildfire mitigation activities in a manner consistent with the goals of promoting sustainable ecological management and community stability.” Consequently, this CWPP is one method of implementing the County’s Hazard Mitigation Plan.

Some cities have adopted local hazard mitigation plans that address the wildland fire hazard. Newport Beach’s Natural Hazards Mitigation Plan shows the east end of the city as an area where fire protection is needed to augment existing approved fire breaks and fuel management.<sup>35</sup> In addition, the following jurisdictions have adopted Hazard Mitigation Plans:

- Aliso Viejo Local Hazard Mitigation Plan - This 2006 plan identifies areas on the city’s southwest, west, and northwest sides as having extreme fire hazard severity, and includes the area within the CWPP boundary.<sup>36</sup>
- Chino Hills Hazards Mitigation Plan.
- Anaheim Hazard Mitigation Plan.
- Irvine Natural Hazards Mitigation Plan.
- Laguna Woods Local Hazard Mitigation Plan.
- La Habra Hazard Mitigation Plan.
- Mission Viejo Natural Hazards Mitigation Plan - The 2007 Plan recommends OCFA continue to enforce the brush clearance requirements set forth in the Uniform Fire Code. It recommends mechanical thinning and prescribed burning to abate fire risk.
- Newport Beach Local Hazard Mitigation Plan.
- Rancho Santa Margarita Hazard Mitigation Plan.
- San Clemente Multi-Hazard Emergency Plan – as is the case for all cities where OCFA provides fire suppression services, new development must be implemented consistent with OCFA’s *Vegetation Management Guideline*.
- San Juan Capistrano Hazards Mitigation Plan.
- Tustin Hazard Mitigation Plan.

These plans are all similar to the County’s plan in recommending action items to address wildfire hazard. Again, this CWPP will help implement those action items. For reference, the City of Orange and Dana Point are in the process of preparing hazard mitigation plans.

## **G. OTHER RESPONSE AGREEMENTS AND MOUs**

As described previously, MOUs and Response Agreements exist between a number of other public entities to enhance fire suppression activities within the CWPP area. They include initial attack, communications and response plans between counties, and include Camp Pendleton Marine Base, as well as response agreements with adjacent counties, the USDA Forest Service,

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<sup>35</sup> *City of Newport Beach Natural Hazards Mitigation Plan (Draft)*, 2008.

<sup>36</sup> The Local Hazard Mitigation Plan is available at:

and Camp Pendleton Marine Base to ensure the closest resource responds. There is another agreement with Orange County Parks to coordinate fuels mitigation and training, plus a multi-organizational task force has been established to address the growing problem of invasive pests that can increase hazardous fuels and impact the ecosystem.

## **H. OPERATING PLANS AND FIRE PREVENTION PLANS OF ENTITIES MANAGING INFRASTRUCTURE**

Ongoing maintenance standards, contracts, training and incentives are another way to prevent ignitions and slow fire spread. For example, Caltrans adopted a Maintenance Strategic Plan with comprehensive goals. One of the goals is to prevent ignitions and maintain a fire-safe right-of-way. Caltrans currently mows, sprays, and uses hand labor where appropriate to remove litter (which is a fuel) and keep fuels in a low hazard condition, on a structured schedule. Caltrans installed and maintains traffic management cameras, and fencing and gates to deter unauthorized access. Additionally, Caltrans uses permanently mounted changeable message signs in various locations to inform the public of Red Flag fire hazard conditions. Caltrans' construction contracts specify an operating plan that prohibits certain types of work during dangerous fire weather conditions. Additionally, training is performed during pre-construction meetings. For its part, the TCA conducts as-needed maintenance activities around its Toll Plazas, including weeding and brush control to remove dense annual grasses, as well as to remove trash and debris.

In addition to complying with the codes specified previously, both SDG&E and SCE have operating plans and fire prevention plans that specify conditions under which work can take place.

# SECTION VI: PROPOSED PROJECTS AND ACTION PLAN

## A. PROPOSED PROGRAMS AND PROJECTS

The stakeholders in the CWPP identified a suite of programs and projects that would improve conditions and limit ignitions.

This following list of projects, included under the CWPP, was developed by soliciting input from stakeholders at public meetings and through individual contacts with stakeholders and is designed to improve conditions and limit ignitions. Many programs and projects serve many goals, including those other than reduction of fire risk (e.g. worker safety and environmental enhancement).

The projects include areas of focus required for CWPPs in the FHFRA, such as community collaboration, fuels reduction projects, and treatment of structure ignitability. They are organized into the following categories: Ignition Prevention, Planning, Structure Survivability/Defensible Space, Community Outreach and Education, Fuel Management on Public Lands and Large Scale Landowners, and Firefighting and Mitigation.

### 1. Ignition Prevention

- Develop a multi-agency, comprehensive program to address fire ignitions along roadways.
  - Maintain or increase buffers along public roads as needed.
    - Explore full native vegetation restoration/replanting to remove exotics and return site to reduced-fuel, native condition
    - Mow flashy fuels in spring as needed
    - Explore and incorporate other technologies (i.e. long-term retardant, walls and/or weed management mats)
  - Address roadside ignition prevention in fire safe community education programs.
  - Wildland management and oversight [e.g. Red Flag (forecasts, patrols, use policies), enforcement, strategic fuel treatment planning and implementation, possibly with hand crews and goats].
  - Adopt and/or enhance existing prevention education program (One Less Spark, Smokey, Red Flag: what to do, what not to do, etc.).
  - Develop model contract specifications to address ignition prevention by contractors/employees, to include enforcement and “scared straight” components.
  - Expansion of Countywide Fire Watch, including local HOAs engagement, and monitoring patrols for ignitions, unauthorized access during Red Flag Warning.
  - Expansion of CERT/RACES Fire Watch.

- Install an early fire detection and monitoring system, such as webcams, flame/heat detectors or similar automated systems for viewing remote areas on Red Flag Warning days.
- Support access restrictions during Red Flag Warning days/weather, recognizing camping reservations.
- Prohibit camping on Red Flag Warning days (address current reservations), and prohibit open flame.
- Manage pull-out areas w/ regulation-consistent gates and/or other access restrictions that limit possibility of vehicle-caused fire spread into vegetation or arson access.
- Assemble a multi-agency law enforcement (OCSD/CHP) task force on Red Flag Days for fire prevention (e.g. law enforcement patrol for cigarette ignitions).
- Conduct a study of effectiveness of various prevention methods.
- Implement a roadside ignition plan, potentially through funding from SRA grants.

## 2. Planning

- Participate fully in General Plan revisions:
  - Comply with SB 1241, submitting Safety Element and Housing Element to Board of Forestry.
  - Develop policies for development that promote fire safety, and include these in the next General Plan revision.
- Work with local law enforcement agencies to map and convey to the public local evacuation routes.
- Develop a model to prioritize fuel management projects:
  - Make data and GIS layers of fuel modification zones, biological resources, and cultural resources (as legally allowable), etc., available to stakeholders.
  - Identify and incorporate in plans the locations of critical infrastructure and resources to protect (natural and cultural).
  - Develop a fire risk model based on projected urban growth patterns and relationships to ignitions, vegetation, and fire regimes.
  - Develop a model and an automated live and dead fuel moisture reporting system across the County. This may be a remote sensing-based model to help describe some seasonal, and/or successional, patterns of occurrence.
  - Develop an inventory and monitoring plan for tree mortality/dead aerial fuels due to past invasions (e.g. boring beetles).
- Develop or update plans for high-priority locations:
  - Specific fuel reduction/point protection for Tecate Cypress groves.
  - Update Wildfire Management Plan for Crystal Cove State Park/section in Natural Resource Management Plan.
  - Vegetation management along utility roads.

- Identify priority restoration projects that minimize potential for ignitions and catastrophic fire in order of biggest hazard reduction potential.
- Develop carbon sequestration models for non-forest vegetation types (i.e. coastal sage scrub/chaparral) to address GHG and climate change. Link to potential and real carbon/habitat loss from wildfire with justification for strategically placed fuel treatments and other fire prevention activities.
- Develop and implement a multi-agency comprehensive roadside ignition reduction plan and implementation plan.
  - Include regulatory agencies.
  - Conduct a risk assessment.
  - Prioritization schemes based on risk.
- Pursue funding for staff to coordinate and promote prioritized implementation and planning for projects in the CWPP.
- Develop post-fire response plan (i.e. a Burn Area Emergency Response-like plan) for wildlands. In large wildfire scenarios, it includes multiple agencies and organizations.
- Develop an early warning system for predicting summer and fall fire risk based on antecedent weather conditions and status of vegetation at sub-seasonal to seasonal time scales.
- Ensure development of a wildfire mitigation plan for electric utilities within the Very High Fire Hazard Severity Zones of Anaheim as mandated by SB 1028.

### **3. Structure Survivability and Defensible Space**

- Education on home ignitions.
- Develop practical retrofit techniques.
- Expand "First 30-Feet" program.
- Educate homeowners on landscaping through consistent and frequent messaging.
- Educate homeowners on fire safety and structural protection.
- Maintain and improve defensible space/fuel modification by increasing width and/or reducing fuel densities via native vegetation restoration/replanting by removing exotic species, focusing from structure outward.
- Establish Firewise and Fire Adapted Communities within the Very High Fire Hazard Severity Zones within the City of Anaheim.
- Research on drought tolerant plant pallet for use in the fuel modification area
- Develop plan on how to retrofit—phased, focusing on specific elements (i.e. roof vents first).
- VR tour within structure to reduce structure risk in demonstration garden and structure—Include QR codes at “stations” throughout the house and the garden.
- Fund brush/fuel treatments -- for HOA’s, local Fire Departments for existing priorities in open spaces and HOA areas.
- Defensible space education/ persuasion/ enforcement.

- Seek seed funding for projects.
- Share effective techniques for defensible space maintenance (e.g. pampas grass control).
- Demonstration of a Fuel Modification Zone (Garden) comparing fuel management goals and current standards, evaluate impacts to habitat, invadability by invasives.
- Explore use of goats for fuel maintenance in/along fuel modification zones, develop consistent contract specifications for goat usage (i.e. when to move goats based on resource health, how to avoid invasive plant seeds), and develop guidelines on how to solicit and manage goat herds.
- Expand chipper day programs.

#### **4. Communication, Education, Awareness**

- Develop and distribute joint messages through ongoing collaboration with partners.
- Share best practices regarding communication, education and awareness.
  - Promote and prompt change in the expected aesthetic of home gardens.
  - Adopt and enhance a program, such as Ready, Set, Go! to enhance local preparedness.
  - Convey the benefit of action that can possibly help obtain or reduce the cost of insurance.
  - Make GIS layers of fuel modification zones, biological resources, and cultural resources (when legally allowed), etc. available to stakeholders.
  - Share best practices about communication mediums (i.e. email/text/signs/website, etc.).
  - Promote Red Flag Warnings, access restrictions, weather dangers and other fire safety messages through enhanced communication and alerts (i.e. websites, apps, online alerts). Note: signage is a separate project.
  - Educate recreationists about fire safety, such as how to report illegal activity and a fire, create a fire safety program/messages at Nix Nature Center and other similar facilities, such as parks, golf courses and on willing private land.
  - Broaden situation awareness app similar to “LACO SitStat”.
  - Develop and/or enhance and distribute a program to reduce the spread of tree pests through firewood (“Buy It Where You Burn It”, etc.).
- Build on passive and active surveillance, such as monitoring detection systems, expanding HPWREN and Fire Watch programs.
- Seek funding to support staff collection of structural data (Preparedness).
- Include willing partners outside the CWPP boundaries if the project extends there and provides mutual benefit.
- Develop a collection of pre-fire plans that communicates what agencies will do during a fire and what the public needs to do to prevent ignitions.

- Create a California native plant education garden with a pathway that has signage to educate people on the type of plant, fire risk, spacing of plants and the best location within the property.
- Develop a contractor training program, incentives to address ignition prevention techniques and fuel management best practices.
- Support FSCs education programs (i.e. websites, placing fire safety in school curriculum, reaching parents through students, holding ice cream socials, BBQs with education component, placing educational tables at events such as car shows.
- Develop and distribute fire evacuation plans, such as for neighborhoods in the City of Anaheim.

## 5. Fuel Management on Public and Large Scale Private Lands

- Inventory and map fuel loads, invasive plants, and tree mortality.
  - Monitor for invasive tree pests, such as GSOB, PSHB, and KSHB that cause tree mortality and increase fuel loads.
- Conduct fuel management on high priority locations.
  - Perform vegetation clearance on T-line and distribution lines, and “General Order 95” vegetation management.
  - Remove pest infested trees and implement other measures to reduce spread of boring beetles and other pests where appropriate.
  - Reduce fuel loads to reduce fire hazards through removal of trees killed by invasive pests (i.e. GSOB, PSHB, and KSHB).
  - Establish FMZ, subject to landowner and regulatory approval, along the interface between structures/properties and the Reserve.
  - Explore purchase of strategically important lands as a means of protecting natural resources and structures.
  - Where appropriate, and in collaboration with managing agencies, manage wildlands in parks and open spaces utilizing hand crews and goats in the City of Anaheim.
- Seek methods for treatments that both enhance fire safety and resource values.
  - Utilize the outer 50 to 100 feet of FMZ for cactus wren (*Opuntia*) habitat that functions as fuel modification.
  - Replace trees killed by pests.
- Maintain treatments.
- Plan and fund community level hazardous fuel reduction projects (e.g. community fuel modification zones, and fire breaks.)
- Seek funding and approvals for projects.

## 6. Firefighting and Mitigation

- Develop and conduct annually a multi-agency program that includes specific training on best management strategies and tactics.
  - Integrate resource advisors in the fire response.
  - Protocol for fire access through private land to allow for improved monitoring and prevention.
  - Purchase of simulation table for wildfire planning and training (for Anaheim and others).
  - Conduct cultural resource surveys along fire roads and trails to assist in updating fire management plans.
  - Identify strategic, mutually agreed-upon anchor points. Maintain trails to at least 10 feet for backfiring or anchor-point operations.
  - Prepare and coordinate for current fire season.
- Build upon and improve existing fire plans to support implementation of pre-fire decisions (i.e. containment lines in existing delineated FMUs).
  - Develop 3-fold brochure-type pre-plan and evacuation guide, like those used in Salinas, San Luis Obispo, Napa, etc.
- Build on natural resource mitigation programs to improve firefighting strategies.
- Fund post-fire habitat restoration/fire remediation, including performance monitoring.
- Fund (subsidize) the purchase and installation of compliant public/private road signs and address numbers.
- Promote evacuation awareness by working with the local law enforcement agencies to enhance signage (possibly a wildfire evacuation route symbol).
- Locate and install blue dots at hydrant locations, post locations on FSC website.

## B. ACTION PLAN

The Action Plan is the tool for implementing the CWPP, and it outlines the guiding components necessary to implement it, which includes the roles and responsibilities of the stakeholders and potential funding sources. The types of information to be measured, the schedule of monitoring, and the ways to define progress and success are outlined in this Action Plan as a method to assess the level of completion, or effectiveness of the projects identified in the CWPP. The feedback mechanisms are intended to allow the evaluation of tradeoffs between actions as the CWPP is implemented to ensure relevance and effectiveness over the long term.

### 1. Roles and Responsibilities

The CWPP is a living document that will be updated as projects get implemented, lessons are learned, and new partners become involved or new areas become developed. In addition,

there may be a shift in priorities as circumstances, such as new pests or funding possibilities, arise. Updates are planned to be done every year.

The agencies, organizations and individuals that benefit from a specific project play an important role in planning, implementing and sustaining the project. Several project partners have agreed to participate in project planning and implementation, including members of COAST, and several homeowner associations. The types of roles and responsibilities vary with each project. Some projects require only collaboration, while others require development of treatment prescriptions, equipment, and staff time to implement on-the-ground projects. Other projects require staff time to develop training, or collect data. See Appendix A for the list of projects, the primary beneficiaries associated with those projects, the possible sources of funds to implement the project, and potential leads to obtain those funds. This same table describes the types of resources needed, which is associated with the roles and responsibilities required. It is important to note that community leaders play a vital role in the CWPP by approving the document. By doing so, these leaders have approved and endorsed the planning process and the initial set of projects that stakeholders have identified.

## **2. Funding Sources**

Many of the projects do not require funding, but are sustained instead through collaboration, staff time, volunteerism, and the self-interest of parties involved. However, many projects require funds to hire staff, purchase equipment, or increase training, and to pay for vendors to conduct work and perform services.

Funding for wildfire mitigation projects comes from a variety of sources, such as Federal, State or corporate grants, donations, property tax, or department budgets. Each funding mechanism has unique requirements, strengths, and weaknesses. Some are best suited for one-time expenditures, such as capital improvements, others are suited for ongoing maintenance activities. The “strings” attached to each mechanism should not be overlooked. Funding sources require that projects be developed through collaborative planning (e.g. the Healthy Forest Initiative requirement for a Community Wildfire Protection Plan). Some funding sources are relatively easy to obtain, while others require an intricate application process, or include administrative burdens associated with monitoring how funds are spent and complex reporting requirements. A local community or homeowner association may be willing to fund solutions that add value and are worth their cost, but may only fund projects with citizen committee oversight, or if connected to other efforts the community favors. The sustainability of funds is another key difference.

The use of interns, reserves, and recruits offers ways to collect data, analyze conditions, and develop reports. This type of labor is lower cost, and may be a viable option for some projects. Barriers to this type of assistance include the need for liability insurance, so organizations that already have that insurance for interns and volunteers should be pursued. Groups associated with parks, homeowner associations and environmental groups might be useful for tailored

fuel management work that doubles as restoration activities. Opportunities that serve both purposes should be developed.

The implementation of the CWPP is likely to use a “funding quilt,” made up of a patchwork of mechanisms to cover fire mitigation projects. Multiple sources provide greater stability, more funds, increased continuity, more stakeholders with greater buy-in, and the ability to expand the scope of work. Each stakeholder can stitch together the funding quilt by collaborating on the acquisition of funds. For example, some funding can be obtained by only fire departments, while other sources require private non-profit entities or communities to receive funds. Anticipated sources of funding include:

#### **a. Department Funding**

Budgets for fire departments or fire districts often cover education, enforcement, and capital improvements. If the department so chose, selected projects could be funded through a regular department funding mechanism.

#### **b. Federal and State Aid Programs**

Federal funding is distributed through many avenues, and most federal grants can be researched electronically. Commonly-used major programs for fire safety fund mitigation are the National Fire Plan and the Healthy Forest Restoration Act. Major grants are provided through the Federal Emergency Management Agency (FEMA) and the U.S. Fire Administration. Many grants are extremely competitive, with requests for funding far exceeding available funds, while others have a specific focus.

Two primary programs funded by FEMA provide assistance to fire departments. These vary on grant size, non-Federal match requirements, the population size a fire department serves, and the location in relation to the funding agency’s lands. They typically provide funding for organizing, training, prevention materials, and equipment to protect the health and safety of the public and firefighting personnel.

*Assistance to Fire Fighters* - This FEMA grant program includes the overall Assistance to Firefighters Grant (AFG) and the Fire Prevention and Safety Grant Program. AFG is limited to fire departments. Fire Prevention and Safety Grants are open to a wider range of organizations.

*FEMA Disaster Mitigation Programs* - The Disaster Mitigation Program includes the Hazard Mitigation Grant Program (HMGP) and Pre-Disaster Mitigation Program (PDM).

- HMGP funds are available after a disaster has been declared to mitigate future risk from any type of disaster (amounts available are linked to the total emergency funds).
- The PDM facilitates cooperation between state and local authorities with funds awarded competitively for both planning and project implementation activities at the state and local level, as a subgrantee.

Community Assistance State Fire Assistance (SFA) - This funding source includes a supplemental appropriation allocation through the National Fire Plan, in addition to a regular appropriation distributed by a formula to state foresters through the USDA Forest Service. These funds can be used to plan and implement hazard mitigation projects, including fuel reduction, prevention and mitigation education, and community hazard reduction. The funds are competitive and available nationwide, with 35 percent distributed among the states to meet firefighting preparedness and safety needs.

National Conservation of Resources Services (NCRS) - NRCS implements a grant program aimed at promoting effective and safe land management practices on private lands. Grants are provided for equipment, planning and management, and reward collaboration and cooperation between adjacent landowners. Fire hazard reduction that increases habitat and watershed value is more likely to be funded.

Joint Fire Science Programs (JFSP) - This interagency program funds research to provide a scientific basis and rationale for implementing fuels management activities, tailored to the emerging needs of fire and fuel managers. Research is carried out by Federal USDA research staff, and colleges and universities. An annual cycle of proposal solicitation, review, and funding ensures timely response to evolving conditions.

State Aid Programs - CALFIRE administers grants using monies from the National Fire Plan budget and other sources. CALFIRE plays an important role in distributing grant funds aimed at assisting private landowners. The following programs are under the State and Private Forestry branch of the USDA Forest Service, the Natural Resources Conservation Service, and the Cooperative State Research, Education, and Extension Service:

- Cooperative Forestry includes Landowner Assistance Programs, such as the Forest Stewardship Program (FSP), the Stewardship Incentives Program (SIP), the Watershed Forestry Initiative, the Forest Legacy, an Urban and Community Forestry (U&CF) Program, and the Economic Action Program (EAP).
- Forest Health Management Program includes the Federal Lands Forest Health Management and Cooperative Lands Forest Health Management sources of funds.
- California Forest Stewardship Program provides technical and financial assistance to communities and private landowners, includes a number of programs that can be related to fire safety. The Vegetation Management Program (VMP) will have CALFIRE conduct a prescribed burn and/or other treatments on private land to control unwanted brush and other vegetation that creates wildfire hazards.
- The Western State Fire Assistance Competitive Grant Program provides a forum for state agencies to submit grants on behalf of cooperators, partners, or clients.
- The State Responsibility Area Fire Prevention Fee Grants funds projects and plans in SRA lands to reduce fire hazards and educate the community about fire prevention.

- Urban and Community Forestry Program Climate Investments Grants are funded through the State's Cap and Trade program and is aimed at reducing greenhouse hazards through planting trees and minimizing emissions. Because the Cap and Trade program sunsets in 2020, funding after 2016/17 is uncertain. Three types of grants are currently being provided: Urban Forest Expansion and Improvement, Urban Forest Management Activities, and Urban Wood and Biomass Utilization.

Private Grants and Donations - Private funds and volunteerism usually play a large role in the implementation of community fire plans. For instance, large national businesses often have grant programs, while local nurseries, contractors, and small businesses are often key partners. Typical partnerships include:

- A private-public partnership can be created formally, happen organically, or can be regulated around a specific issue or problem.
- Formal partnerships may take the form of fire safe councils or homeowner associations that agree to work on fire safety in a community, in conjunction with local government, citizens, and businesses they may fund their work through dues, gifts, in-kind contributions, or seek funding from outside sources.
- Informal partnerships usually involve voluntary participation with no money changing hands, and little recognition of common goals (when things go well, peer pressure holds a community to an accepted standard); informal partnerships may take the form of local agencies, citizens, and businesses each taking care of their own lands and funding the work themselves; a formal partnership may occur when the informal relationship no longer meets the participants' needs.
- Regulated partnerships include private property owners required to comply with state or local regulations, such as weed abatement or defensible space ordinances. Fire departments may take the lead with inspections and notifications of non-compliance. To abate effectively, a program must have teeth, but funding these efforts can be difficult, as those regulated may not wish to fund enforcement. Regulations happen when informal or formal partnerships break down and no longer meet the community's needs.

Private Foundations - Several private foundations offer small grants that can be used to reduce fire hazards, increase community capacity to collaborate, and promote environmental awareness and action. Some grants are from national corporations, such as the Urban Land Institute's (ULI) Foundation, that have instituted Community Action Grants. Applicants must be ULI members or part of a ULI District Council. Other local private foundations donate to local projects, and typically to a local non-profit organization, such as a nascent fire safe council.

### 3. Results of a Mini-Grant Workshop

As part of the development of the CWPP, members of COAST and invited guests participated in a mini-grant workshop to augment grant application skills.

The workshop handouts, which included an Agenda, Program Action-Logic Model, Finding Your Funder, CEQA, GHG Grant Application, RMV Proposal, and a SRA CAL FIRE Grant Package were uploaded to the COAST OneDrive link. This is now the start of COAST's grant library. Ideally, COAST members will add the request for grant applications, the grant applications themselves, or from anyone, and grant distribution/award information to this library on an ongoing basis. For example, as a result, COAST was made aware of an opportunity to apply for Urban Greening Funds.

COAST selected three topics to address in the grant workshop, including: (1) Ignition Prevention Along Roadsides, (2) Monitoring and Treating Mortality of Trees from Pests, and (3) the Creation of a Pre-Fire Plan to Aid Evacuation. The first two groups were subjects of group participation throughout the mini-workshop; the third was used to illustrate how to use the Logic Model, which is explained further in Appendix B.



*Participants in the August 4, 2016 Grant Workshop*

The workshop looked at four aspects of grant applications through exercises and group discussions:

1. Grant Framework: Logic Model - how to order thinking.
2. Group Knowledge, Skills, & Abilities (KSAs): Who to call, or the brain trust (when your brain is not enough).

3. Finding Your Funder (i.e. finding fit) - The heart of grant-writing.
4. Showing How - Guts of the grant.

Excerpts from the notes of the mini-grant workshop appear as Appendix B.

## 4. Monitoring for Sustainability

The following framework offers strategies to monitor, evaluate, and adapt the elements of the CWPP (from the Institute for a Sustainable Environment 2008).

- **Monitor what matters.** Partners should identify key goals and objectives and make decisions to monitor what is most important to the long-term sustainability of their CWPP.
- **Track accomplishments and identify the extent to which CWPP goals have been met.** This might include development of “success stories.”
- **Examine collaborative relationships** and their contributions to CWPP implementation.
- **Identify actions and priority fuels reduction projects** that have not been implemented and determine why.
- **Set a course for future actions** and update the plan.

Program performance indicators assist in tracking progress towards key goals and assessing the overall success of the program and various program elements. It's best to limit the performance indicators to those factors that are essential to achieving program goals to keep everyone's attention focused on achieving the same goals. However, since many program goals, and therefore measurement, are long term, it is also necessary to identify short-term measures that feed the long-term results and impacts. Therefore, three levels of measurement are suggested: impact, result and activity.

### a. Impact

At the highest or most conceptual level, long term impact of the program is measured by a reduction in wildfire losses (e.g. reduction in deaths, injuries, property or environmental loss, suppression cost, etc.).

### b. Desired Results

At a slightly lower level, intermediary impact is measured by the degree to which the culture supports a reduction in wildfire losses (i.e. increase in actions to reduce risk by individuals and collaborative partners). In theory, if the desired results are achieved, the impact will be achieved. Progress toward program results can be measured in terms of the actions taken by individuals and community groups to reduce their risks. Even when actions are not yet demonstrated, progress toward taking action can be measured in terms of community sentiment and belief systems.

### c. Activity

At the lowest level of detail, outputs and activities are measured by the degree to which they contribute to the desired results (e.g. increase in specifically targeted actions by designated individuals and groups). In theory, if the output measures are positive, the desired results will be achieved.

## **5. California Environmental Quality Act (CEQA) Documentation for Projects<sup>37</sup>**

The following is a handout from a grant workshop held August 4, 2016 for COAST members and invited participants. This guideline for preparing CEQA documents pertains to typical fire hazard reduction and ignition prevention projects. This guideline follows CAL FIRE directions, and can be useful in both designing a project and fulfilling the requirement for environmental review. The CWPP itself does not need to have a CEQA review, but most projects do.

### **a. An Outline of Project Environmental Review Requirements**

If your department or agency proposes an action that may directly and/or indirectly affect the environment, the proposed action is considered a “project” under the California Environmental Quality Act (CEQA), and therefore it must undergo a CEQA review. Even if the project may benefit the long-term health of the environment (e.g. reduce the risk of catastrophic wildfire), it may still require environmental review of its potential short or long-term effects on sensitive local resources, land uses or other elements addressed in CEQA. This need for environmental review will be determined by the Lead Agency, defined in the CEQA Guidelines as “the public agency which has the principal responsibility for carrying out or approving a project, which may have a significant effect upon the environment”.

### **b. Design the Project to Avoid Significant Environmental Impacts**

When designing a project, ensure that all possible environmental impacts have been identified, but strive to design the project to avoid as many impacts as possible. In addition, all sensitive resources that could be affected (e. g. wetlands, special-status species, scenic views, cultural resources) by the proposed project, as well as any impacts to these resources must be identified, including both direct and indirect effects. Ideally, a project should attempt to first avoid, then minimize, and lastly, mitigate any identified impacts. If impacts cannot be avoided, then include minimization and/or mitigation measures as part of the project that eliminate it if possible, or reduce those impacts to a less-than-significant level. This may require hiring a

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<sup>37</sup> References:

1. *Procedures for Compliance with CEQA on Cal Fire Projects*, Allan S. Robertson and Daniel Foster, CAL FIRE, 2005 and revised 2010, and *CEQA and Fuels Treatment*, Allan S. Robertson. Available on-line.
2. *2016 CEQA Statute and Guidelines*, Association of Environmental Professionals. Available on-line.

#### **Disclaimer**

This handout is intended as a summary outline of State CEQA and CAL FIRE CEQA requirements and processes and should not be considered a description of all requirements nor the full review process for your specific project.

biological consultant or other specialists to survey your project area for sensitive resources. Examples of minimization measures include: no broadcast burning (pile okay), no heavy equipment off-road except in existing fire breaks, avoidance of wetlands, avoidance of archeological or tribal resources, watercourses, vernal pools, avoidance of identified sensitive habitats, no trimming or brushing during the avian breeding season, no “commercial” tree removals (no THP/THP Exemption) and minimize noise, dust, aesthetic effects to neighbors through restricted days/hours of operation and buffers.

If a project has been determined by the Lead Agency to not have a significant effect on the environment, then it is exempt from CEQA. Applicable Categorical Exemptions include operation, repair, maintenance, etc. of existing facilities, and small habitat restoration projects (i.e. less than 5 acres). Emergency exemptions may also apply. It is beneficial to identify and then avoid potential impacts at the outset to exempt the project from a CEQA review. If a project is not exempt from a CEQA review, then an Initial Study is usually prepared by the Lead Agency. The Initial Study will determine if a Negative Declaration, Mitigated Negative Declaration, or Environmental Impact Report (EIR) will be required, which can add substantial delay and add additional costs to the project approval process.

### **c. Project Exempt Under CEQA?**

As mentioned, the Lead Agency under CEQA is typically the public agency that has the principal responsibility for carrying out or approving the project and, consequently, has the primary responsibility for CEQA compliance. A Responsible Agency is an agency that has discretionary approval over a project for which the Lead Agency is preparing or has prepared a Negative Declaration or EIR. For example, CAL FIRE is a Responsible Agency for projects that require CAL FIRE approval, receive CAL FIRE funding, receive State funding passed through CAL FIRE, receive federal funding passed through CAL FIRE, and/or projects that CAL FIRE facilitates (e.g. a Vegetation Management Program project).

The first responsibility of a Lead Agency is to determine whether the proposed project is subject to CEQA. Certain activities that CAL FIRE supports may not require further CEQA analysis because it is not a project as defined by CEQA, there is a statutory exemption that covers the activity, or if the project fits one or more categorical exemptions. Examples of exempt projects are described below.

Several classes of activities are generally considered to be exempt from the requirement to conduct further environmental analysis; however, where the potential exists for environmental impacts due to the specific location, specific agency policies or procedures, scenic highways, hazardous materials sites, unusual circumstances, or cumulative effects, the exemptions do not apply.

CEQA does not require Lead Agencies to file Notices of Exemption (NOE), though it is advisable to at least keep a file of NOEs your agency adopts. The NOE should explain why the Lead Agency has determined there is no evidence that your activity would have a significant environmental effect. For projects where CAL FIRE is the Lead or Responsible Agency, CAL FIRE

requires the completion of the Environmental Review Report Form (ERRF), which is available from CAL FIRE. This form is required in order to check for possible exceptions and confirm that a project does indeed fit within one or more categorical exemption classes. If the ERRF supports issuance of a Notice of Exemption, then it should include a level of analysis that ensures that there will not be a significant effect to sensitive resources as a result of the project. CAL FIRE staff will review both the proposed project and the ERRF to determine if and which Exemption may apply. CAL FIRE files all NOEs with the State Clearinghouse.

CAL FIRE may require your agency to prepare CEQA checklists, provide Natural Diversity Data Base (NDDDB – sensitive biological resources) and Information Center (archaeological/historical resources) data searches, conduct surveys for possible sensitive species and resources, and assemble draft documents. Therefore, the project budget may need to include funding to hire Registered Professional Foresters, biologists, archaeologists, and/or other consultants.

The following classes of categorically exempt activities are routinely carried out by CAL FIRE:

- Class 1 - Existing Facilities: Routine maintenance and ongoing operations at CAL FIRE facilities, maintenance or re-establishment of existing fuel breaks, building additions, minor demolitions, or grading of roads.
- Class 3 - New Construction or Conversion: Small buildings and facilities, new fuel breaks, or minor roads (not requiring other permits).
- Class 4 - Minor Alterations to Land: Minor grading, trenching, minor vegetation removal, community shaded fuel breaks, fire safe demonstrations, fuel management within 100 ft. of structures.
- Classes 7 or 8 - Actions to protect the environment or natural resources: Fuels treatments, extensive shaded fuel breaks along roads/ridges, or piling and burning.

#### **d. Negative Declarations and EIRs**

A project requiring mitigation is not eligible for a Notice of Exemption (NOE). Therefore, it is important to devise your project to avoid significant impacts. If there is substantial evidence that the project could significantly affect sensitive resources, then the Lead Agency must prepare an Initial Study that will determine whether a Negative Declaration/Mitigated Negative Declaration or an EIR must be prepared. An Initial Study addresses possible project impacts to all resources listed in Appendix G of the CEQA Guidelines. The preparer of the Initial Study may identify mitigation measures that would reduce the impact to a less-than-significant (LTS) level. If all impacts can be reduced to a LTS level, the project may be approved with a Mitigated Negative Declaration (or a Negative Declaration if the Initial Study finds there are no significant impacts). If the impacts cannot be reduced to a LTS level at the preliminary analysis level for a review done for an Initial Study, then an EIR will need to be prepared. This is a much more complex endeavor and will require input from CAL FIRE, other agencies, and possibly CEQA consultants.

#### **e. Other Considerations**

If a project is a Federal action, then the project may also be subject to the National Environmental Policy Act (NEPA) and other federal regulatory and permitting processes. However, NEPA does not apply where Federal grants are passed through the California Fire Safe Council, though there may be a need to consult with other federal agencies, including permitting agencies. If an action has Federal funding or a Federal permit is required, there may be a nexus to NEPA or other Federal review and permitting.

All your agency's actions and projects must also comply with other pertinent environmental laws, including State/Federal Endangered Species Acts, Migratory Bird Treaty Act, South Coast Air Quality District Burn Permits, Army Corps 404 Permits, DFW Stream Bed Alteration Agreements, Section 401 Certifications from the Regional Water Quality Boards, and Section 106 of the National Historic Preservation Act. Depending on the project location in Orange County, projects also must be consistent with the Central and Coastal Subregion NCCP/HCP and the Orange County Southern Sub-Region NCCP/HCP.

**f. Locations Where Existing CEQA Documents are in Existing Plans**

For much of the CWPP in Orange County, some sort of CEQA analysis has been completed that addresses the types of work likely to be undertaken in fire management or fuel modification activities. For example, the County of Orange Central/Coastal NCCP/HCP has an approved final programmatic EIR that addressed operation and maintenance activities that can occur in the Reserve, which included fuel modification in some areas, such as along roads and access routes for specific utilities. This document and others specify the activities are that allowed and the mitigations that is/was required.

Below is a map of those areas with either an NCCP/HCP or an HCP and the associated EIR as of December, 2016. Many other locations may also have also completed the CEQA review process and should be added to the mapping database.

Regardless of having an environmental review completed in the project area, CAL FIRE will require a review of the project impacts. Fortunately, the environmental review documents are likely to be valuable references when determining what possible impacts might result from the project and what conditions that projects must abide by.

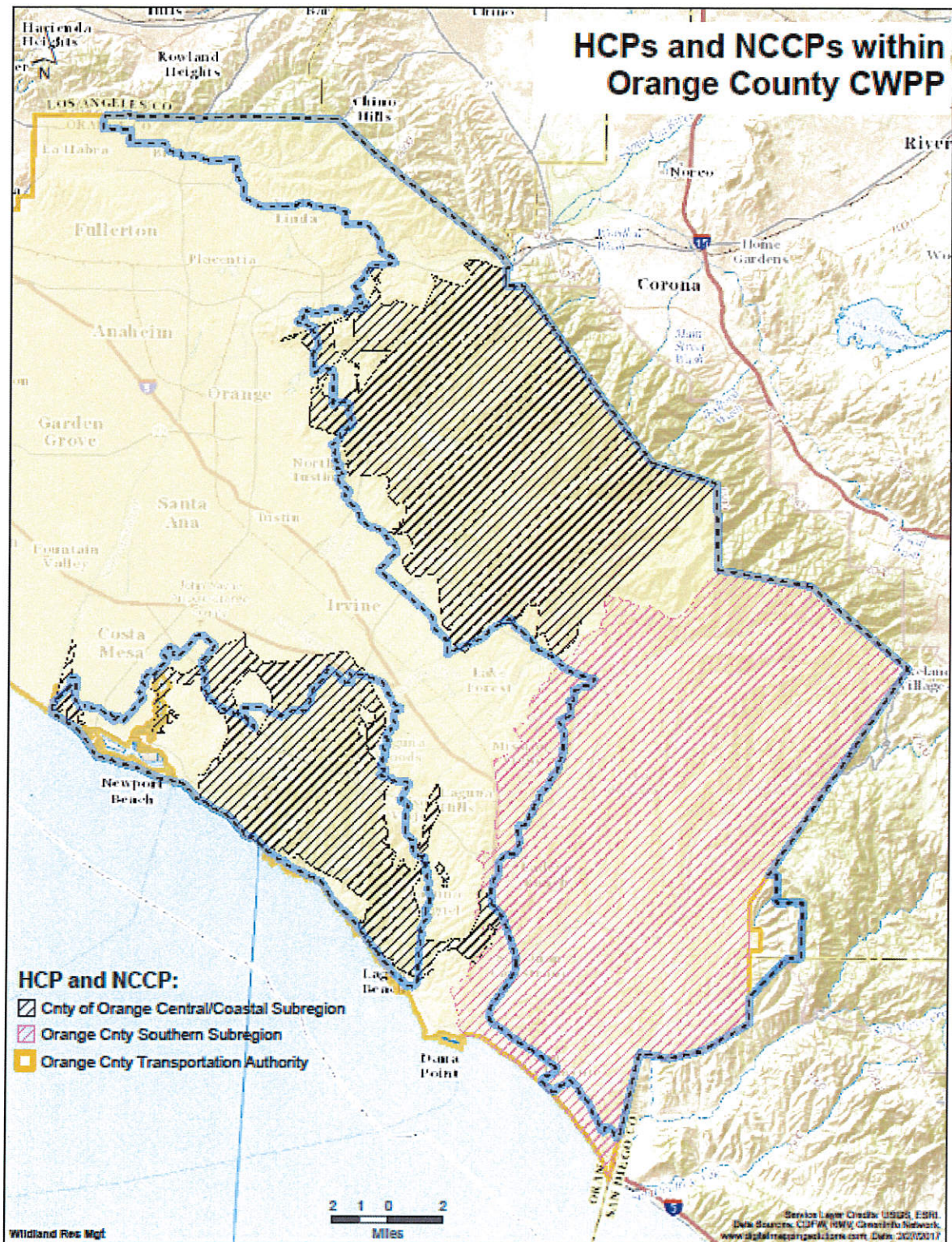


Figure 12: Map of NCCP/HCPs Where Environmental Review is Complete. (The OCTA NCCP/HCP covers freeway projects throughout the County, as well as preserve and restoration projects.)

## **6. Update Process**

The County-wide CWPP is a multi-year guiding document that will facilitate the implementation of present and future mitigation efforts. The projects identified within this CWPP include actions that are reasonably foreseeable, based on the current environmental conditions within the CWPP boundaries and available data and information.

It is important to note that this CWPP is a working document and will need to be updated annually and after major “events”, such as wildfire, flood, insect infestation or even significant new home development. Stakeholders recommend that it also be reviewed in more detail in conjunction with regional updates of the Local Hazard Mitigation and General Plan Safety Element updates by local jurisdictions, and the OCFA Unit Strategic Fire Plan.

To ensure timely review of the plan, it will be the topic of a brief update at every COAST meeting, when members are expected to report on progress with funding and/or implementation of projects. COAST will make the update of the CWPP the main agenda item annually, probably around July every year.

## APPENDIX A: ACTION PLAN TABLES

## IGNITION PREVENTION ACTION PLAN

| PROJECTS  | Treatment Location   | Primary Beneficiaries  | Type of Funding Request  | Funding Source                                  | Funding Lead  | In Unit Plan? |
|---|--|--|--|---|---|---------------|
| Develop a multi-agency, comprehensive program to address fire ignitions along roadways  | Roadsides throughout Orange County                         | Caltrans, OCTA, OC Parks, St. Pls., HOA                                    | Design, engineering, physical and education material   | State - Line item in budget                     | IRC, Caltrans, NCC                                      |               |
| a. Maintain or increase buffers along public roads as needed  |  |  |  |   |   |               |
| Explore full native vegetation restoration/replanting to remove exotics and return site to reduced-fuel, native condition   | Roadsides throughout Orange County                         | Utilities, Transportation Agencies, Parks, Preserves, Caltrans             | Labor +equip for veg mgt   | Urban Forestry Grants, Caltrans                 | Transportation Agencies, IRC, NCC, Caltrans             |               |
| Mow flashy fuels in spring as needed  | Roadsides throughout Orange County                         | Transportation Agencies, Parks, Preserves, HOAs, Caltrans                  | Labor +equip for veg mgt   | Transportation Agencies, Parks, Preserves, HOAs | Transportation Agencies, IRC, NCC, Caltrans             |               |
| Explore and incorporate other technologies (i.e. long-term retardant, walls and/or weed management mats)  | Roadsides throughout Orange County                         | Transportation Agencies, Parks, Preserves, HOAs, Caltrans                  | Labor +equip for veg mgt   | Transportation Agencies, Parks, Preserves, HOAs | Transportation Agencies, IRC, NCC, Caltrans             |               |
| b. Address roadside ignition prevention within fire safe community education programs   | Roadsides throughout Orange County                         | Parks, Preserves, HOAs, Caltrans   | Community Outreach & Education   | SRA Fire Prev Fee, HFRA                         | OCFA, NCC, Caltrans                                     |               |
| Wildland management and oversight [e.g. Red Flag (forecasts, patrols, use policies), enforcement, strategic fuel treatment planning]  | Parks, Preserves, Caltrans                                 | Parks, Preserves, Caltrans   | none needed  | none needed                                     | none needed   | ✓             |
| c. Adopt and/or enhance existing prevention educations program (One Less Spark, Smokey, Red Flag: what to do, what not to do, etc.)   | Parks, Preserves, HOAs                                     | Parks, Preserves, HOAs   | Community Outreach+Education   | SRA Fire Prev Fee, HFRA                         | none needed   | ✓             |
| d. Develop model contract specifications to address ignition prevention by contractors/employees, to include -- enforcement and/ "scared straight" components                 | Utilities, Transportation Agencies, Parks, Preserves, HOAs | Utilities, Transportation Agencies (e.g. Caltrans), Parks, Preserves, HOAs | none needed  | none needed                                     | none needed   |               |
| e. Expansion of Countywide Fire Watch, including local HOAs engagement, and monitoring patrols for ignitions, unauthorized access during Red Flag Warning                     | Parks, Preserves   | Parks, Preserves, HOAs   | Funds for labor + equipment  | SRA Fire Prev Fee, HFRA                         | IRC, OC Parks   |               |
| f. Expansion of CERT/RACES Fire Watch   | Parks, Preserves   | Parks, Preserves, Homeowners, HOAs   | Funds for labor + equipment  | SRA Fire Prev Fee, HFRA                         | City of Anaheim   |               |
| g. Install an early fire detection and monitoring system, such as webcams, flame/heat detectors or similar automated system for viewing remote areas on Red Flag Warning days | Strategic locations  | Utilities, Transportation Agencies, Parks, Preserves, Sheriff Depts        | Equipment and software   | Utilities, Public Safety Departments            | OCFA, IRC   |               |
| h. Support access restrictions during Red Flag Warning days/weather, recognizing camping reservations   | Parks, Preserves   | Parks, Preserves, Hos  | none needed  | none needed                                     | none needed   | ✓             |
| i. Prohibit camping on Red Flag Warning days (address current reservations), and prohibit open flames   | Parks, Preserves   | Parks, Preserves   | none needed  | none needed                                     | none needed   |               |
| j. Manage pull-out areas w/ regulation-consistent gates and/or other access restrictions that limit possibility of vehicle-caused fire spread into vegetation or arson access | Roadsides throughout Orange County                         | Transportation Agencies, Parks, Preserves, Caltrans                        | Labor+equip for veg mgt, equipment purchase  | Transportation Agencies, Parks, Preserves       | Transportation Agencies (e.g. Caltrans), IRC, NCC       |               |
| k. Assemble a multi-agency law enforcement (OCSD/CHP) task force on Red Flag Days for fire prevention, e.g. law enforcement patrol for cigarette ignitions                    | Parks, Preserves   | Parks, Preserves, Hos  | none needed  | none needed                                     | none needed   |               |
| l. Conduct a study of effectiveness of various prevention methods   | Targeted locations of study                                | Transportation Agencies (e.g. Caltrans), Parks, Preserves, HOAs, Caltrans  | Staff time   | JFSP?   | NCC, Caltrans   |               |
| m. Implement roadside ignition plan, potentially through funding from SRA grants  | Roadsides, targeted tower locations, HOA, Preserves, Parks | Transportation Agencies (e.g. Caltrans), Parks, Preserves, HOAs            | Staff time (design, engineering, supervision, admin), equipment (mowers), contract labor + equipment, printing | SRA Fire Prev Fee, HFRA                         | NCC, IRC, OCFA, Transportation Agencies (e.g. Caltrans) | ✓             |

## COMMUNICATION, EDUCATION, AWARENESS

| PROJECTS |   | Treatment Location  | Primary Beneficiaries   | Type of Funding Request                        | Funding Source                               | Funding Lead              | In Unit Plan? |
|----------|---|---|---|--|--|---------------------------|---------------|
| 1        | Develop and distribute joint messages through ongoing collaboration of partners   | County-wide   | All stakeholders  | Printing, staff time, media ads                | SPA Fire Prev Fee, US HRA                    | OCFA                      |               |
| 2        | Share best practices regarding communication, education and awareness   |   |   |  |  |                           | ✓             |
| a        | Promote and prompt change in the expected aesthetic of home gardens   | HOAs  | HOAs, Preserves, Parks  | Printing, staff time, media ads                | SPA Fire Prev Fee, US HRA                    | NCC, OCFA                 |               |
| b        | Adopt and enhance a program such as Ready Set Go to enhance local preparedness  | HOAs  | HOAs  | Outreach-Education                             | SPA Fire Prev Fee, HRA                       | OCFA, Other FD            |               |
| c        | Convey the benefit of action to that can possibly obtaining or /reducing the cost of insurance  | HOAs  | HOAs  | Community Outreach-Education                   | SPA Fire Prev Fee, HRA                       | OCFA, Other FD            |               |
| d        | Make GIS layers of fuel modification zones, biological resources, + cultural resources (when legally allowed), etc. available to stakeholders   | County-wide   | Stakeholders, e.g. Caltrans   | Community Outreach-Education                   | SPA Fire Prev Fee, HRA                       | OCFA, Caltrans            |               |
| e        | Share best practices about the medium of communication mediums, i.e., email/text/social media, etc.   | County-wide   | HOAs  | Staff time                                     | SPA Fire Prev Fee, HRA                       | OCFA, Other FD            |               |
| f        | Promote Red Flag Warnings, access restrictions, weather dangers and other fire safety messages through enhanced communication and alerts (i.e., websites, apps, online alerts). Note: (i.e. signage as separate project)                      | Parks, Preserves, HOAs, Rows of Transportation Agencies (e.g. Caltrans) |   | Staff time, contract for software              | SPA Fire Prev Fee, HRA                       | none needed               |               |
| g        | Educate recreationists about fire safety, such as how to report illegal activity and a fire, create a fire safety program/messages at Six Nature Center, and other similar facilities such as parks, golf courses and on willing private land | Parks, Preserves, HOAs  | Parks, Preserves, HOAs  | Staff time, graphic artist                     | SPA Fire Prev Fee, HRA                       | NCC, OC                   |               |
| h        | Broaden situation awareness app similar to "LACO SitStat"   | County-wide   | Fire departments  | Staff time                                     | Fire Dept budget                             | Parks, IRC                |               |
| i        | Develop and/or enhance and distribute a program to reduce the spread of tree pest through firewood ("Buy it Where You Burn it", etc.)   | County-wide   | Parks, Preserves  | Staff time, graphic artist, marketing contract | SPA Fire Prev Fee, HRA                       | NCC, MRV                  |               |
| j        | Support collaboration between FSCs, HOAs, FDs and COAST, through meetings with local FSCs, HOAs, and out-of-the-area FSCs   | County-wide   | HOAs, FSCs, FDs, Homeowners   | Staff time, volunteer time                     | CA FSC, SPA Fire Prev Fee, Fire Dept Budgets | FSCs, Fire Depts          |               |
| 3        | Build on passive and active surveillance, such as monitoring detection systems, expanding HPWREN and Firewatch programs   | Strategic locations, ROWs of Transportation Agencies (e.g. Caltrans)    | Parks, Preserves, Transportation Agencies (e.g. Caltrans), Sheriff Depts, CHP | Equipment and software                         | Public Safety Departments, Utilities         | OCFA, IRC, Caltrans       |               |
| 4        | (Preparedness)  | County-wide   | Fire departments  | Staff time                                     | Fire Dept budget                             | OCFA                      |               |
| 5        | Include willing partners outside the CWPP boundaries if the project extends and provides mutual benefit   | Partners outside Orange County  | All stakeholders  | Staff time, contract costs                     | Willing partner                              | Willing Partner           |               |
| 6        | agencies will do during a fire and what the public needs to do to prevent ignitions.  | County-wide   | Fire departments  | Staff time                                     | Fire Dept budget                             | OCFA                      |               |
| 7        | Create a California native plant education garden with a pathway that has signage to educate people on the type of plant, fire risk, spacing of plants and the best location within the property.   | HOAs  | HOAs  | Staff time, plant purchase + installation      | SPA Fire Prev Fee, HRA                       | OCFA, IRC                 |               |
| 8        | Develop a contractor training program, incentives to address ignition prevention techniques and fuel management best practices  | Parks, Preserves, HOAs  | Parks, Preserves, HOAs  | Staff time                                     | SPA Fire Prev Fee, HRA                       | NCC, OCFA                 |               |
| 9        | Support FSCs education programs (i.e. websites, placing fire safety in school curriculum, reaching parents through students, holding ice cream socials, BBQs with education component, placing educational tables at events such as Car Shows | County-wide   | FSCs, FDs, Homeowners   | Staff time                                     | CA FSC, SPA Fire Prev Fee, Fire Dept Budgets | FSCs, Fire Depts          |               |
| 10       | Develop and distribute fire evacuation plans, such as for neighborhoods in the City of Anaheim  | City of Anaheim   | Homeowners, FDs   | Staff time, printing costs                     | CA FSC, SPA Fire Prev Fee, Fire Dept Budgets | Anaheim, Fire Departments |               |

## FUEL MANAGEMENT ON PUBLIC AND LARGE SCALE PRIVATE LANDS

| PROJECTS |   | Treatment Location   | Primary Beneficiaries   | Type of Funding Request                             | Funding Source   | Funding Lead  | In Unit Plan? |
|----------|---|--|---|---|--|---|---------------|
| 1        | Inventory and map fuel loads, invasive plants, tree mortality   |  |   |   |  |   |               |
| a        | Monitor for invasive tree pests such as GSOB, PSHB, KSHB that cause tree mortality and increase fuel loads  | Preserves, Parks, protected lands, ROWS of Transportation Agencies (e.g., Caltrans)                  | State Parks, OC Parks, NCC, RMV, Wildlife Conservancy, Starr Ranch, CNF, Transportation Agencies (e.g., Caltrans) | Staff time  | SRA Prev Fee, State Urban Forestry Grants  | Caltrans, Land managers   |               |
| 2        | Conduct fuel management on high priority locations:   |  |   |   |  |   |               |
|          | Perform vegetation clearance on I-line and distribution lines, and 'General Order 90' vegetation management   | Preserves, Parks, protected lands, HOA Open Spaces   | Utilities, Preserves, Parks, Protected Lands, HOA   | Staff time, contract labor equip                    | Utilities' Drought Augmentation Funds  | Utilities   |               |
|          | Reduce fuel loads to reduce fire hazards through removal of trees killed by invasive pests (GSOB, PSHB, KSHB), as allowed by existing management goals              | Preserves, Parks, protected lands, ROWS of Transportation Agencies (e.g., Caltrans)                  | State Parks, OC Parks, NCC, RMV, Wildlife Conservancy, Transportation Agencies (e.g., Caltrans)                   | Staff time, contract labor equip                    | SRA Prev Fee, HFHA, W GWS Will   | OCFA, Land Managers   |               |
|          | Remove pest infested trees and implement other measures to reduce spread of boring beetles and other pests.   | Preserves, Parks, protected lands, ROWS of Transportation Agencies (e.g., Caltrans)                  | State Parks, OC Parks, NCC, RMV, Wildlife Conservancy, Transportation Agencies (e.g., Caltrans)                   | Staff time, contract labor equip                    | SRA Prev Fee   | Caltrans  |               |
|          | Establish FIAZ, subject to landowner and regulatory approval, along the interface between structures/properties and the Reserve                                     |  |   |   |  |   |               |
|          | Explore purchase of strategically important lands as a means of protecting natural resources and structures   |  |   |   |  |   |               |
|          | Where appropriate, and in collaboration with managing agencies, manage wildlands in Parks and Open Spaces utilizing land covenants and goals in the City of Anaheim | Preserves, Parks, protected lands, ROWS of Transportation Agencies (e.g., Caltrans)                  | State Parks, OC Parks, NCC, RMV, Wildlife Conservancy, Transportation Agencies (e.g., Caltrans)                   | Staff time, contract labor equip                    | SRA Prev Fee   | Caltrans  | ✓             |
| 3        | Seek methods for treatments that both enhance fire safety and resource values   |  |   |   |  |   |               |
| a        | Utilize the outer 50 to 100 feet of FIAZ for cactus when (Opuntia) habitat that functions as fuel modification  | Preserves, Parks, protected lands, HOA Open Spaces, ROWS of Transportation Agencies (e.g., Caltrans) | Utilities, Preserves, Parks, Protected Lands, HOAs, Transportation Agencies (e.g., Caltrans)                      | Cactus, staff time, contract labor equip            | Agreements w/ Developers, SRA Prev Fee, HOA fees                                     | OC Co Pls, St Pls, IRC, NCC, HOAs   | ✓             |
| b        | Replace trees killed by pests   | Preserves, Parks, protected lands, HOA Open Spaces, ROWS of Transportation Agencies (e.g., Caltrans) | Preserves, Parks, Protected Lands, HOAs, Transportation Agencies (e.g., Caltrans)                                 | Trees, staff time, contract labor equip, irrigation | Urban Greening, Urban Forestry Grants, HOA fees, Cities, Counties, Preserve Managers | OCFA, NCC   |               |
| c        | Explore purchase of strategically important lands as a means of protecting natural resources and structures   | Private lands, HOAs  | Preserves, Parks, protected lands, Homeowners   | Land purchase                                       | Developer fees, City/County budgets  | Orange County, CA Fish & Wildlife, NCC, HOAs, Cities, Counties, Preserve Managers |               |
| 4        | Maintain fire hazard reduction treatments   | Preserves, Parks, protected lands, HOA Open Spaces   | Preserves, Parks, Protected Lands, HOAs   | Trees, staff time, contract labor equip, irrigation | HOA Fees, agency budgets   |   |               |
| 5        | Plan and fund community level hazardous fuel reduction projects (e.g., community fuel modification zones, fire breaks)  | Preserves, Parks, protected lands, HOA Open Spaces, ROWS of Transportation Agencies (e.g., Caltrans) | Preserves, Parks, Protected Lands, HOAs, Transportation Agencies (e.g., Caltrans)                                 | Staff time, contract labor equip                    | SRA Fire Prev Fee, W GWS Will, HOA Fees, agency budgets                              | HOAs, Cities, Counties, Preserve Managers, Caltrans                               | ✓             |
| 6        | Seek funding and approvals for projects   | Preserves, Parks, protected lands, HOA Open Spaces, ROWS of Transportation Agencies (e.g., Caltrans) | Preserves, Parks, Protected Lands, HOAs, Transportation Agencies (e.g., Caltrans)                                 | Staff time  | SRA Fire Prev Fee, Urban Forestry, HOA fees, Cities, Counties, Preserve Managers     | NCC, OCFA, Caltrans   |               |

## FIREFIGHTING AND MITIGATION

| PROJECTS   |  | Treatment Location  | Primary Beneficiaries   | Type of Funding Request                             | Funding Source                            | Funding Lead       | In Unit Plan? |
|--|--|---|---|---|---|--------------------|---------------|
| <b>1</b> Develop and conduct annually a multi-agency program that includes specific training on best management strategies and tactics                   |  |   |   |   |   |                    |               |
| a  | Integrate Resource Advisors in the fire response   | County-wide   | Fire departments  | Staff time  | Fire Dept budget                          | OCFA               |               |
| b  | Protocol for fire access through private land to allow for improved monitoring and prevention  | County-wide   | Fire departments  | Staff time  | Fire Dept budget                          | Anaheim            |               |
| c  | Purchase of simulation table for wildfire planning and training (for Anaheim and others)   | County-wide   | Fire departments  | Staff time  | FEMA AFG                                  | Anaheim            |               |
| d  | Conduct cultural resource surveys along fire roads and trails to assist in updating fire management  | County-wide   | Parks, Open Spaces, Fire departments  | Staff time  | Fire Dept budget                          | OCFA               |               |
| e  | Identify strategic, mutually agreed-upon anchor points. Maintain trails to at least 10 feet for backfiring or anchor-point operations            | County-wide   | Fire departments  | Staff time  | Fire Dept budget                          | OCFA               |               |
| f  | Prepare and coordinate for current fire season   | County-wide   | Fire departments  | Staff time  | Fire Dept budget                          | OCFA               |               |
| <b>2</b> Build upon and improve existing fire plans to support implementation of pre-fire decisions (i.e. containment lines in existing delineated FMUs) |  |   |   |   |   |                    |               |
| a  | Develop 3-fold brochure-type pre-plan and evacuation guide like those used in Salinas, San Luis Obispo, Napa, etc.                               | County-wide   | Fire departments  | Staff time  | SRA Fire Prev Fee, HHIA, FEMA AFG         | OCFA               |               |
| <b>4</b> Build on natural resource mitigation programs to improve firefighting strategies  |  |   |   |   |   |                    |               |
|  | Fund post-fire habitat restoration/fire remediation including performance monitoring   | County-wide   | Preserves, Parks, Protected Lands, HOA Open Spaces  | Staff time  | SRA Fire Prev Fee, HFDA, FEMA AFG         | NCC, IRC           |               |
| <b>5</b> Fund (subsidize) the purchase and installation of compliant public/private road signs, and address numbers                                      |  |   |   |   |   |                    |               |
|  | Promote evacuation awareness by working with the local law enforcement agencies to enhance signage (possibly a wildfire evacuation route symbol) | County-wide   | Preserves, Parks, Protected Lands, HOA Open Spaces, ROWs of Transportation Agencies (e.g. Caltrans) | Staff time, seeds, plant material, equipment, tools | HOA Fees, agency budgets                  | NCC, IRC, Caltrans |               |
|  | Locate and install blue dots at hydrant locations, post locations on FSC website   | County-wide   | HOAs, residences, ROWs of Transportation Agencies (e.g. Caltrans)                                   | Purchase of signs, installation, labor              | SRA Fire Prev Fee                         | OCFA, Caltrans     |               |
|  |  |   | Fire departments, Sheriff's Dept, State Parks   | Staff time  | SRA Fire Prev Fee, HFDA, FEMA AFG         | OCFA               |               |
|  |  | Service area of N Justin FSC, other locations throughout County | Fire Depts, Homeowners, FSCs  | Staff time, volunteer time                          | CA FSC, volunteers, FD or IRWD staff time | N Justin FSC       |               |

## PLANNING

| PROJECTS  |  | Treatment Location   | Primary Beneficiaries   | Type of Funding Request                                     | Funding Source                             | Funding Lead                            | In Unit Plan? |
|---|--|--|---|---|--|---|---------------|
| 1 Participate fully in General Plan revisions   |  |  |   |   |  |   |               |
| a   | Comply with SB1241, submitting Safety Element and Housing Element to Board of Forestry   | County-wide  | Private landowners  | Staff time  | none needed                                | none needed                             |               |
| b   | Develop policies for development that promote fire safety, and include these in the next general plan revision   | County-wide  | Private landowners, fire departments                            | Staff time  | none needed                                | none needed                             |               |
| 2 Work with local law enforcement agencies to map and convey local evacuation routes to the public  |  | County-wide  | Residents, fire depts, sheriff depts                            | Staff time  | SRA Fire Prev Fee, HFRA                    | OCFA                                    |               |
| 3 Develop a model to prioritize fuel management projects  |  |  |   |   |  |   |               |
| a   | Make data and GIS layers of fuel modification zones, biological resources, and cultural resources, etc. available to stakeholders  | County-wide  | Stakeholders (e.g., Caltrans)                                   | Staff time  | Stakeholder agency budget (e.g., Caltrans) | OCFA, Caltrans                          |               |
| b   | Identify and incorporate in plans the locations of critical infrastructure/ resources to protect (natural and cultural) as allowed by law  | County-wide  | Stakeholders  | Staff time  | Stakeholder agency budget                  | OCFA                                    |               |
| c   | Develop a fire risk model based on projected urban growth patterns and relationships to ignitions, vegetation and fire regimes.  | County-wide  | Residents, fire depts   | Staff research time   | JFSP, Stakeholder agency budget            | NCC, UCI                                |               |
| d   | Develop a model and an automated live and dead fuel moisture reporting system across the county. This may be a remote sensing based model to help describe some seasonal, successional, patterns of occurrence | County-wide  | Preserves, parks, OCFA  | Staff time  | Stakeholder agency budget                  | NCC                                     |               |
| e   | Develop an inventory and monitoring plan for tree mortality/dead aerial fuels due to past invasions (e.g. boring beetles)  | County-wide  | Preserves, parks, HOAs  | Staff time  | Stakeholder agency budget                  | NCC, IRC                                |               |
| 4 Develop or update plans for high-priority locations:  |  |  |   |   |  |   |               |
| a   | Specific fuel reduction/point protection for Tecate Cypress groves   | Carbon Canyon, locations of Tecate Cypress                         | OC Parks, Preserves   | Staff time  | SRA Fire Prev Fee, HFRA                    | NCC, IRC, OC Parks                      |               |
| b   | Update Wildfire Management Plans for State Parks (e.g. Crystal Cove State Park/section in Natural Resource Management Plan)  | Crystal Cove SP Preserves, Parks, Protected Lands, HOA Open Spaces | Crystal Cove SP   | Staff time  | SRA Fire Prev Fee, HFRA                    | NCC, St Pks                             |               |
| c   | Vegetation management along utility roads in wildlands   |  | Utilities, Preserves, Parks, Protected Lands, HOAs              | Staff time, contract labor+equip                            | Utilities' Drought Augmentation Funds,     | Utilities, landowners, land mgrs        | ✓             |
| 5 Identify priority restoration projects that minimizes potential for ignitions and and catastrophic fire (in order of biggest hazard reduction potential)  |  | County-wide  | Preserves, parks, OCFA  | Staff time  | Stakeholder agency budget                  | NCC                                     |               |
| 6 Develop carbon sequestration models for non-forest vegetation types (i.e. coastal sage scrub/chaparral) to address GHG and climate change. Link to potential (and real) carbon/habitat loss from wildfire with justification for strategically placed fuel treatments and other fire prevention activities. |  |  |   |   |  |   |               |
| 7 Develop and implement a multi-agency comprehensive roadside ignition reduction plan and implementation plan (See Ignition Prevention Action Projects)   |  | County-wide  | Preserves, parks, OCFA  | Staff time  | Stakeholder agency budget                  | NCC                                     |               |
| a   | Include regulatory agencies  | Roadsides targeted lower locations, HOA Preserves, Parks           | Transportation Agencies (e.g. Caltrans), Parks, Preserves, HOAs | Staff time, equipment, contract labor + equipment, printing | SRA Fire Prev Fee, HFRA                    | Transportation Agencies, NCC, IRC, OCFA |               |
| b   | Conduct a risk assessment  | see above  | see above   | see above   | see above                                  | see above                               |               |
| c   | Prioritize schemes based on risk   | see above  | see above   | see above   | see above                                  | see above                               |               |
| 8 Pursue funding for staff to coordinate and promote prioritized implementation and planning for projects in the CWPP   |  | County-wide  | Stakeholders (e.g., Caltrans)                                   | Staff time  | Stakeholder agency budget                  | NCC, Caltrans                           | ✓             |
| 9 Develop post-fire response plan (i.e., a Burn Area Emergency Response-like plan) for wildlands. In large wildfire scenarios, it includes multiple agencies and organizations.   |  | County-wide  | Preserves, parks, OCFA  | Staff time  | Stakeholder agency budget (e.g., Caltrans) | NCC                                     |               |
| 10 Develop an early warning system for predicting summer and fall fire risk based on antecedent weather conditions and status of vegetation at sub-seasonal to seasonal time scales.  |  |  |   |   |  |   |               |
| 11 Ensure development of a wildfire mitigation plan for electric utilities within the Very High Fire Hazard Severity Zones of Anaheim as mandated by SB1028.  |  | County-wide along utility rights-of-ways in VHFHSZs                | Preserves, parks, OCFA  | Staff time  | JFSP                                       | UCI, NCC                                |               |

## STRUCTURE SURVIVABILITY AND DEFENSIBLE SPACE

|    | PROJECTS  | Treatment Location   | Primary Beneficiaries   | Type of Funding Request                   | Funding Source  | Funding Lead    | In Unit Plan? |
|----|---|--|---|---|---|-----------------|---------------|
| 1  | Education on home ignitions   | Homeowners, HOA-controlled land  | Homeowners, HOAs  | Staff time                                | SRA Fire Prev Fee, HFRA                                     | OCFA            | ✓             |
| 2  | Develop practical retrofit techniques   | Private yards, HOA-controlled land                                       | Homeowners, HOAs  | Staff time                                | SRA Fire Prev Fee, HFRA                                     | OCFA            | ✓             |
| 3  | Expand "First 30 feet" program  | Private yards, HOA-controlled land                                       | Homeowners, HOAs  | Staff time                                | SRA Fire Prev Fee, HFRA                                     | OCFA            |               |
| 4  | Educate homeowners on landscaping through consistent and frequent messaging   | Private yards, HOA-controlled land                                       | Homeowners, HOAs  | Staff time, printing                      | SRA Fire Prev Fee, HFRA                                     | OCFA            | ✓             |
| 5  | Educate homeowners of fire safety and structural protection   | Private yards, HOA-controlled land                                       | Homeowners, HOAs  | Staff time                                | SRA Fire Prev Fee, HFRA                                     | OCFA            | ✓             |
| 6  | Maintain and improve defensible space/fuel modification by increasing width and/or reducing fuel densities via native vegetation restoration/replanting by removing exotic species, focus from structure outward  | w/in 170-ft of structures, Caltrans ROW when within 170-ft of structures | Homeowners, HOAs, Parks, Preserves, CalTrans, owners of protected lands | Staff time                                | SRA Fire Prev Fee, HFRA                                     | OCFA, Caltrans  |               |
| 7  | Establish Firewise and Fire Adapted Communities within the Very High Fire Hazard Severity Zones within the City of Anaheim  | VHFHSZs within City of Anaheim   | Homeowners, HOAs  | Staff time                                | SRA Fire Prev Fee, HFRA                                     | City of Anaheim |               |
| 8  | Research on drought tolerant plant pallet for use in the fuel modification area   | w/in 170-ft of structures  | Homeowners, HOAs  | Staff time                                | SRA Fire Prev Fee, HFRA                                     | OCFA, HOAs      |               |
| 9  | Develop plan how to retrofit—phased, focusing on specific elements—i.e. roof vents first  | Private yards, HOA-controlled land                                       | Homeowners, HOAs  | Staff time                                | SRA Fire Prev Fee, HFRA                                     | OCFA            |               |
| 10 | VR tour within structure to reduce structure risk in demonstration garden and structure. Include QR codethroughout the house and the garden   | Private yards, HOA-controlled land                                       | Homeowners, HOAs  | Staff time                                | SRA Fire Prev Fee, HFRA                                     | Anaheim         |               |
| 11 | Fund brush/fuel treatments—for HOA's, local FDs for existing priorities in Open Spaces and HOAs areas   | w/in 170-ft of structures  | Homeowners, HOAs  | Contract labor+equip                      | SRA Fire Prev Fee, HFRA                                     | OCFA            |               |
| 13 | Defensible space education/ persuasion/ enforcement   | Private yards, HOA-controlled land                                       | Homeowners, HOAs  | Contract labor+equip                      | SRA Fire Prev Fee, HFRA                                     | OCFA            | ✓             |
| 14 | Seek seed funding for projects  | Private yards, HOA-controlled land                                       | Homeowners, HOAs  | Staff time                                | SRA Fire Prev Fee, HFRA                                     | OCFA            |               |
| 15 | Share effective techniques for defensible space maintenance (e.g. pampas grass control)   | Private yards, HOA-controlled land                                       | Homeowners, HOAs, Parks, Preserves, CalTrans, owners of protected lands | Staff time                                | SRA Fire Prev Fee, HFRA                                     | OCFA            |               |
| 16 | Demonstration of a Fuel Modification Zone (Garden) comparing fuel management goals and current standards, evaluate impacts to habitat, invasibility by invasives  | Private yards, HOA-controlled land                                       | Homeowners, HOAs  | Staff time, plant purchase + installation | SRA Fire Prev Fee, HFRA                                     | OCFA            |               |
| 17 | Explore use of goats for fuel maintenance in/along fuel modification zones, develop consistent contract specifications for goat usage (i.e., when to move goats based on resource health, how to avoid invasive plant seeds), develop guidelines on how to solicit and manage goat herds. | w/in 170-ft of structures  | Homeowners, HOAs  | Staff time                                | SRA Fire Prev Fee, HFRA                                     | HOAs            |               |
| 18 | Expand chipper day programs   | Private yards, HOA-controlled lands                                      | Homeowners, HOAs, FSC   | Staff time, chipper                       | SRA Fire Prev Fee, HFRA, CA FSC, HOA fees, donations to FSC | Tustin FSC      |               |

# APPENDIX B: MINI GRANT WORKSHOP RECAP

The August 4<sup>th</sup> Mini Grant Workshop Recap is provided below:

## Overview

Grant writing is art and science – There are many ways to approach grant writing.

The workshop looked at 4 things through exercises and group discussion

- Grant Framework: Logic Model - The brains (how to order thinking)
- Group Knowledge, Skills, & Abilities (KSAs): Who to call, or the brain trust (when your brain is not enough)
- Finding Your Funder (finding fit) - The heart of grant-writing
- Showing How - Guts of the grant

**Standard Sequence of Grant Proposals** *(Note: not all applications have all of these, but you should be able to answer all these questions and be ready to implement if funded).*

1. Summary – This is not always a part of a submittal; regardless, a compelling summary is useful in any discussion with a funder. The summary should explain: (1) Why fund my actions to solve a specific problem? (2) Why fund the amount of money requested? (3) Why fund now?
2. History and Mission of Agency
3. Description of Problem or Need Trying to Address - Needs statement must achieve 3 things and demonstrate that your program or project is:
  - 1) Important enough to fund
  - 2) Extensive enough to merit the requested amount
  - 3) Urgent enough to fund right now
4. Agency Goals and Objectives - What you are going to achieve with the funds? “SMART” goals:
  - Specific
  - Measurable
  - Attainable (or achievable)
  - Realistic
  - Time Specific
5. Proposed Methods - Plan for assessment or evaluation (How will you measure success?)
6. Strategy for Obtaining Future Funding and Sustainability - Beyond bean counting, show how results relate to the mission. List expected outcomes of the objectives. Consider 4 dimensions of why and how activities will make a difference:
  - 1) Productivity - Do the things planned/Do what you say you will do
  - 2) Cost Effectiveness
  - 3) Quality Assurance - Learning evaluation
  - 4) Client Centered Outcomes - Knowledge, attitude, behavior

## 7. Closing Section

KEY TAKE HOME: Funder wants to know how idea translates into action - How money will be spent and what they can expect in terms of outcomes.

There are lots of available resources (Google "grant writing"). Here are two recommended books:

- Clarke, Cheryl A. and Susan P. Fox. Grant Proposal Makeover: Transform Your Request From No to Yes. San Francisco: Jossey Bass. 2007.
- Clarke, Cheryl A. Storytelling for Grantseekers. San Francisco: Jossey Bass. 2009.

### Grant Framework - Logic Model

This model demonstrates the link between what the program/project does (inputs and outputs) and what are the expected results (outcomes). The model allows you to jump around as you build it to capture all your ideas and put them in their proper place before you try to write a grant.

More information and a training guide on this model is available at University of Wisconsin Extension. <http://fyi.uwex.edu/programdevelopment/logic-models>

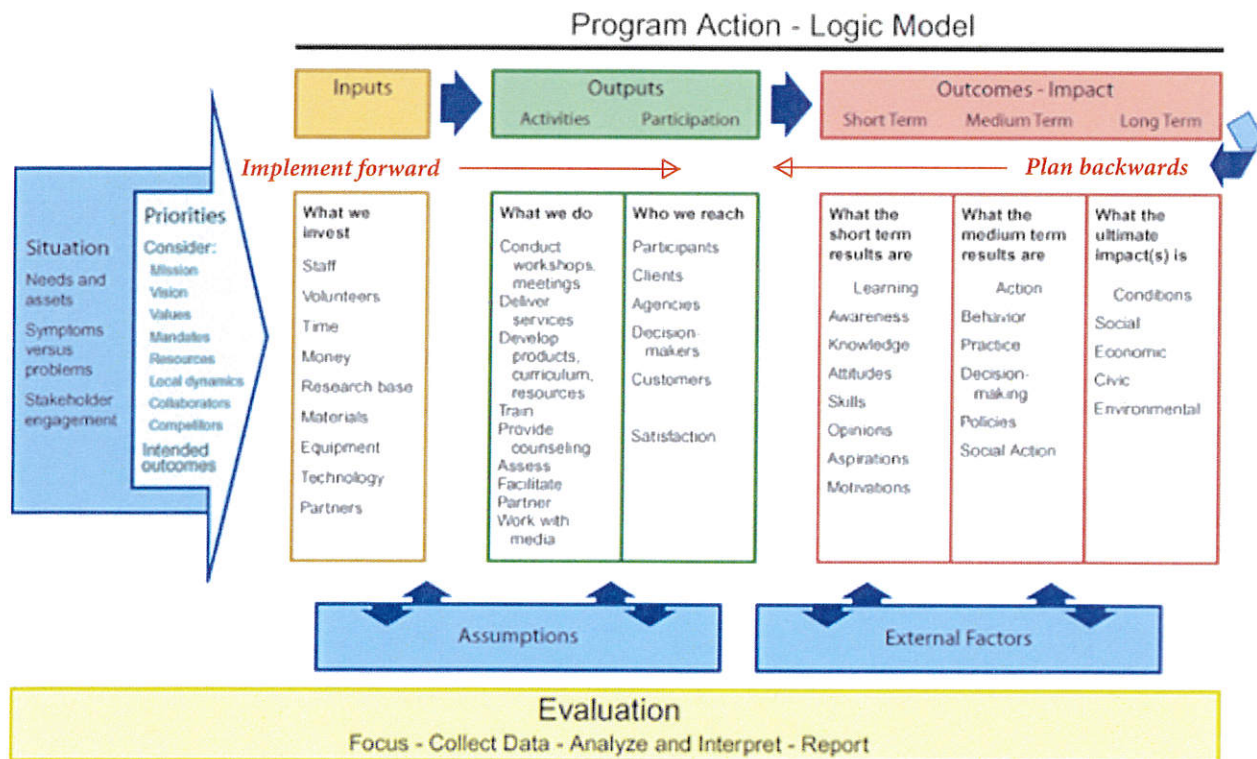


Figure 1: Grant Application Logic Model

There are four main parts. The applicant would work from situation to goals, then backwards. Plan backwards and implement forward.

1. Blue (on left) = Situation + Priorities. Needs and assets; symptoms versus problems; level of stakeholder involvement and intended outcomes.

*Example: Evacuation - Residents need to know what to do. 1<sup>st</sup> responders to know what resources are available locally*

2. Red (on right) = Outcomes - Impact of action, desired results, changes

*Examples:*

- *Short Term - Residents/community leaders become aware of need to prepare for evacuation. 1<sup>st</sup> responders and law enforcement know we have these maps*
- *Medium Term - Do a drill*
- *Ultimate Goal - Fire happens and orderly evacuation and emergency access result*

3. Green = Outputs - What are the activities, services, events, and products that reach people who are targeted (your clients), the tangible direct products of activities?

*Examples:*

- *What We Do: Brochure + map + drill. Planning, data gathering, community input, map development, community review, final brochure/ map production, distribution, drill.*
- *Who We Reach: Residents, policy makers, emergency planners, 1<sup>st</sup> responders*

4. Orange/Yellow = Inputs - What are the resources, contributions, investments that go into the program/project?

*Examples:*

- *We Have: Fire Department staff, community leaders, law enforcement, and stakeholders*
- *We Need: Money for GIS, graphic design, and printing*

Blue = Assumptions - What are beliefs about the program, people, context, and the way we think the program will work? Why it will lead to the desired outcome? What factors, necessary for program success, are already in place?

*Example: Pre-Planning Matters. Residents and community leaders need to play a role. Law enforcement and 1<sup>st</sup> responders need to drill.*

Blue (at bottom) = External Factors - The outside forces that will interact and influence program action and success, beyond your control

*Examples:*

- *State of working relationship between law enforcement and 1<sup>st</sup> responders*
- *Community interest*

Yellow (at bottom) = Evaluation - Focus, collect data, analyze, interpret and report.

*Examples:*

- *Current evacuation plan and level of awareness. Participation in meetings.*
- *Mid-program review. Close out report.*

| TREE MORTALITY                              |  |   |  |                              |  |                                  |  |
|---|--|---|--|------------------------------|--|----------------------------------|--|
| Situation (why, who cares, what do we know) | Priorities (how will you prioritize, what criteria, link to desired outcome) | Inputs - what do you bring to the table, inputs create outcomes | Outputs What (planning and data gathering)                                     | Outputs (who reached)        | Outcomes Short-term                                      | Outcomes Medium-Term             | Outcomes Long-term                               |
| Dead trees cause fire issues                | Mission/vision   | staff   | gather land managers' input  | Land owners                  | Mgrs identify location + fire threat level of dead trees | Fund & let contracts for removal | Remove dead & dying trees that are a fire threat |
| pests are causing increase in mortality     | mandates   | Fire truck, apparatus   | map, locate w/ data on extent of mortality                                     | agencies                     | Identify pest levels and locations                       | Treat as IPM thresholds are met  | Monitor pest levels                              |
|   | resources  | IPM expertise   | measure against IPM threshold  | managers                     | set IPM thresholds                                       |                                  | Use IPM to address pests                         |
|   | local dynamics   | Community partners  | Develop RFP for tree removal and pest return to sites to monitor pest levels & | decision makers              |  |                                  |  |
|   | collaborators  | Residents   |  | regulatory agencies          |  |                                  |  |
|   | intended outcomes  | Volunteers  |  | community members, residents |  |                                  |  |

Figure 2: Example of Logic Model filled out for a possible grant application to address Tree Mortality

| ROADSIDE IGNITIONS   |  |   |  |                               |  |  |   |
|--|--|---|--|-------------------------------|--|--|---|
| Situation (why, who cares, what do we know)                | Priorities (how will you prioritize, what criteria, link to desired outcome) | Inputs - what do you bring to the table, inputs create outcomes | Outputs What (planning and data gathering)                       | Outputs (who reached)         | Outcomes Short-term learning                       | Outcomes Medium-Term   | Outcomes Long-term  |
| Mowing causes ignitions that threaten valuable habitat     | Mission/vision   | Staff - mowing techniques                                       | Identify ignition history  | Agencies owning/managing ROWs | Mowers learn/adopt Best Practices                  | Landowners fund additional treatment of roadside flashy fuels          | Mowing staff practice safe mowing techniques (no mowing when hot, dry), and use spark arrestors |
| Flashy fuels at pullouts and roadsides promote fire spread | mandates   | Fire Dept - ignition history, relative threat                   | prevention program effectiveness to get ideas                    | Decision-makers               | Roadside mgrs prioritize treatment of flashy fuels | Using Best Practices in mowing reduces ignitions by measureable amount | Pullouts and roadsides are bordered by ignition-resistant fuels                                 |
| Unauthorized access leads to ignitions                     | resources  | Roadside maintenance crews - safety pexpertise                  | Gather roadside mgrs input                                       | Drivers                       | aware of why access is restricted                  | Decision-makers agree to install more barriers and gates               | Unauthorized access is prevented  |
|  | local dynamics   | GIS - ignition analysis   | Develop Best Practices: contract specs, weather cut-off triggers | Contractors and staff         |  |  |   |
|  | collaborators  | Policy makers   | Train contractors on Best Practices                              |                               |  |  |   |
|  | intended outcomes  | Volunteers  | Fines/consequences put in place for ignitions                    |                               |  |  |   |
|  |  |   | Develop training program   |                               |  |  |   |

Figure 3: Example of Logic Model filled out for a possible grant application to address Roadside Ignition Prevention. While a useful exercise, the group decided to pursue the project as a multi-agency comprehensive long-term plan.

## 2. Group warm up exercise: Group Knowledge Skill and Abilities

The persons who wrote grants before were recorded. Grants have been written a plethora of funders, including:

- National Science Foundation

- State Farm, Southern Edison, California Fire Safe Council
- CAL FIRE (Greenhouse Gas GHG program)
- Philanthropic foundations (Irvine Foundation), Federal grants (Land Water Conservation Funds)
- California LCC, Boeing, Allergan, Foundations
- Orange County Community Foundation
- EPA, CA Resources Legacy Foundation, Private Foundations, and grants not aligned with fire

The group also identified who received grant funds and used them to implement a project or program. Grants come with strings, so it's good to know what they are. Government grants are complicated. The group was asked:

- What was the funder? What type of project/ program?
- Who is spending money on projects/programs and wants to leverage them with other people's money (OPM)? What type of project/program?

The exercise concluded with acknowledging many entities have ideas that are not yet funded, and that they are seeking ways to find funding.

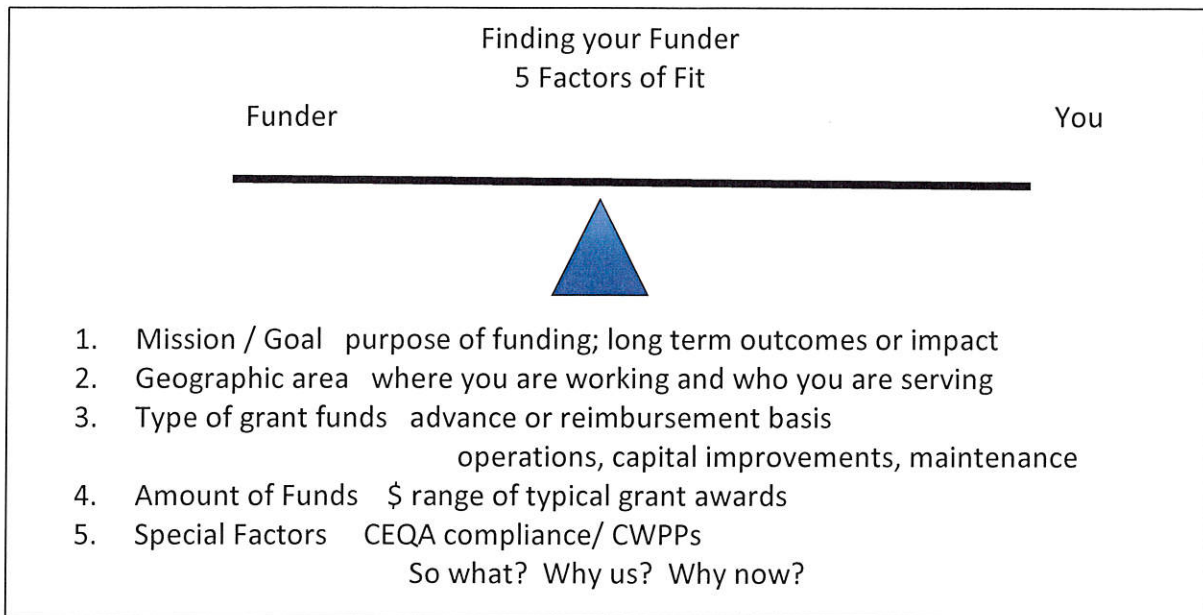
Despite the lack of adequate funding, partnerships may be more important than money. Partners may be able to do what is needed through available or redirected resources.

Funder's Perspective. It is valuable to ask an evaluator to share the perspective of the funding entity. COAST members should seek opportunities (such as for the California Fire Safe Council Clearinghouse Grant) to evaluate grants in order to learn and share criteria for funding.

- Important to Note: Collaboration and unusual partners make for good grant applications.
- Don't overlook agreements.

Recommendation: Add to each COAST agenda a grant update. Widen funding opportunities to include non-traditional, non-fire grants. Develop its own new funding source (e.g. Cooperative Endangered Species Grant).

### 3. Small group Exercise #1 – Finding fit



- Spend time to find a good fit with your project/program and funder. It can pay off for years to come.
- Spend time tracking funders and grant recipients year-round
- How to Find Funders: Philanthropy News Digest [philanthropynewsdigest.org](http://philanthropynewsdigest.org), Foundation Center [foundationcenter.org](http://foundationcenter.org). Joint Fire Science (for research oriented programs) [www.firescience.gov](http://www.firescience.gov).
- Match - Leverage money + sweat equity
- Fatal Flaw - Not providing all that is asked for. Provide no more, no less (art, not science)

#### Small Group Activity - Find a Funder - Best Fit. What Makes a Good Fit?

1. Review & organize your program/project stickies into the logic model order. Add or subtract if needed.
2. Review your 2 funder's materials. Select the one with the best fit.
3. Use the handout to jot down ideas of why it is the best fit (or not) for your program/project
  - Mission/goal
  - Geographic area/who you are serving
  - Type of grant funds
  - Amount of funds
  - Special factors

#### Report Out: Group 1 - Ignition Prevention Program, Specifically Along Roadsides.

*Because of huge costs for design and engineering, target a specific, deep funding source. Don't try to combine funding sources. Regardless, a small demonstration project, such as restoration of a section within Laguna Canyon to native ignition resistant scrub, could fit within typical grant constraints.*

*Evaluation: CA FSC grant and CAL FIRE SRA grants.*

1. Mission: Compatible - Because many entities would be working together on this, scoring on collaboration (which is valued in the grant) would be high. CA FSC's goal of community protection is also aligned. The CAL FIRE SRA grant does not place as great an emphasis on collaboration
2. Geography: CA FSC grants are not limited, so would be applicable. Laguna Canyon is within the CWPP boundary and could thus receive funds
3. Type of Money: OFCA may be recipient to avoid permit fees (which a quasi-government authority could avoid), and could administer the funds
4. Amount: OK for action plan, but not for larger projects
5. Special Factor: CWPP required for both funders. Can include CEQA review with both

Report Out: Group 2 - Dead & Dying Trees and Impact of Pests (GSOB, etc.)

Review US Fish and Wildlife Service (Pulling Together Initiative), Western WUI and California Fire Safe Council (CFSC) Grants. Other funder discussed was FEMA SAFER Fire Grants (focus is firefighter safety, so a stretch fit). Consider a grant or agreement - partnerships.

1. Mission: Limits on fit for all three funders. Focus on tree removal is OK, but not so much for monitoring. Want to see collaborative partnerships.
2. Geography: US Fish and Wildlife Service wants activity near their refuge, so a no-go for this project. OK for other two funders. Want to serve broader communities (land managers and general public)
3. Type of Money: Western WUI and CFSC Grants are both OK for advance funds and type of programs.
  - Matching funds required (not hard money). Matching efforts could be provided by agency, specialists in integrated pest management, community partners, etc.
  - Who is the right group to receive the funds for the project, IRC? Non-profit? Move forward funding the RSG program.
  - Maximum \$200,000 from CFSC. Maximum \$300,000 from Western WUI (\$260,000 available for project due to required admin fee; must match full \$300,000)
4. Amount of Money: OK. Not really enough for program. Break into phases.
5. Special: CWPP required for both potential funders. Can include CEQA review with CFSC; must have CEQA compliance complete for Western WUI.

**4. Small Group Exercise #2 - Showing How** - The guts of the grant. “The engine that drives success.”

| Showing How  |   |                   |                   |
|--|---|-------------------|-------------------|
| Grant Project: Develop evacuation preparedness plans for 4 communities |   |                   |                   |
| Time (Qtr)   | Task  | Grant \$          | Match \$          |
| 1-2  | Start. Kick off meeting with partners<br>Community outreach and stakeholder building                              | \$5,000<br>(10%)  | \$12,500<br>(25%) |
| 2-4  | Prepare draft plans for 2 communities   | \$45,000<br>(90%) | \$35,000<br>(70%) |
| 4  | Develop mid-program assessment  |                   |                   |
| 4-6  | Prepare draft plans for 2 other communities   |                   |                   |
| 6-8  | Final review with communities for all 4 plans<br>Send to printers<br>Distribute to agencies and community members |                   |                   |
| 8  | Close out grant   |                   | \$5,000<br>(10%)  |
| 1-8  | Project oversight, progress reports + administration  |                   |                   |
|  |   | \$50,000          | \$50,000          |

There was not enough time in the working session to do this exercise, so Cheryl Miller walked the group through the handout about how to build a chart showing the time, tasks and budget (grant money and match money).

Key Take Home Messages from this Exercise:

- Keep your funder in mind - What task do they want to fund?
- Be realistic - Make sure you have enough funds and match money/efforts to deliver on your promise. This is a contract.
- Do more documentation and analysis than you will use in the grant; greater detail as to where, what, how much time and money.
- Look at other grants to see how others are working on the program/ project. Reverse engineer a successful application.
- Remember you will need to implement this promise
- If this isn't working, maybe you don't have the right funder (e.g. lots of monitoring or costly treatments)

- May need to divide your project into simpler phases to fit the grant time frame or funding levels.
- 1<sup>st</sup> time with project or funder = KISS!
- It's suggested to seek multiple funders and go through OCFA to get grants.
- An issue with roadside ignitions is that it's away from structures/houses
- Go after big money
- Use grants for planning and capital for funding
- Tasks - List by quarter; consider if you need an adjustment
- Steps should include: Start - Assess - Closeout
- Most funders want to see large programs
- Often, there's a word limit so be concise
- Learn from failed grants too. Failures are opportunities to talk with people and make relationships

### **Wrap-Up - Final Thoughts**

The funder wants to know how idea translates into action:

How money will be spent and what they can expect in terms of outcomes.

The funder wants you to succeed:

They are investing their money into your success.

It is a partnership:

Come to the table with something to offer (volunteers, funding, staff, etc.)

- Have a wide range of grant partners (for match)
- Get guidelines from funder regarding match

If you think getting funding through grants is hard, try being on the other side:

- Get on a review committee
- Talk to your funders about their experiences. Tell them your program/project idea and ask for feedback. Then listen!
- Find out their minimum standards, then meet them (i.e. CWPP)
- Find out about their progress reporting (audits, progress reports). Who is the funder answering to?

If the partnership is not working find another partner.



**Orange County Fire Authority**  
**AGENDA STAFF REPORT**

**Board of Directors Meeting**  
**July 27, 2017**

**Agenda Item No. 3C**  
**Consent Calendar**

**Emergency Command Center Trial Program for  
Communications Training Officer**

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**Contact(s) for Further Information**

Dave Anderson, Assistant Chief  
Support Services Department

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714.573.6006

**Summary**

This agenda item seeks approval of recommendations to address a training and operational issue in the Emergency Command Center.

**Prior Board/Committee Action**

Not Applicable.

**RECOMMENDED ACTION(S)**

This will improve our ability to staff key Dispatch Academy trainer positions with interested and qualified personnel, which ultimately results in improved response capabilities on behalf of the citizens we serve by approving the following actions:

1. Establish a 15% specialty compensation for Fire Communications Dispatchers selected to act as Communications Training Officers in Dispatcher Academy #13.
2. Increase appropriations in the FY 2017/18 General Fund (121) Budget by \$97,632 to fund the specialty compensation.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

The cost increase to the FY 2017/18 budget associated with the specialty compensation is estimated between \$65,088-\$97,632 depending on the duration of the required training, anticipated to range between six and nine months.

**Background**

The proposed actions were developed by a collaborative workgroup comprised of subject matter experts, labor representatives, and management. The workgroup began meeting in April 2017 to discuss operational and staffing issues affecting the Emergency Command Center (ECC). The group identified the following key issues/concerns:

- Immediate need to fill eight vacant dispatcher positions
- Immediate need for our current experienced dispatchers to teach and supervise the hands-on portion of the next Dispatcher Academy
- Labor representatives indicated a lack of interest among existing dispatchers to be trainers, given the significant increase in workload and responsibility associated with this additional assignment

The group discussed options for addressing these issues and worked toward a consensus on recommendations intended to resolve the issues.

Recommendations included:

- Establish 15% specialty compensation for dispatchers assigned as Communications Training Officers (CTO) for the upcoming Dispatcher Academy.
- The new 15% specialty compensation will be based on top-step Fire Communications Dispatcher salary during the months assigned as a CTO.
- The specialty compensation will be established initially as a trial program that will sunset on July 31, 2018, at which time the effectiveness of the program will be assessed.
- At the conclusion of the trial program, collective bargaining negotiations will engage the need to maintain or modify the program.

The workgroup identified this area for improvement in the ECC, as well as the proposed solution to collaboratively address the needs of both management and labor. Following this recommendation, the OCFA will be better prepared to provide the highest level of emergency, fire, rescue, and emergency medical services, with daily staffing and longevity in the program. With the Board of Directors approval, these recommendations are anticipated to take effect August 4, 2017.

**Attachment(s)**

None.



## Orange County Fire Authority **AGENDA STAFF REPORT**

**Board of Directors Meeting  
July 27, 2017**

**Agenda Item No. 3D  
Consent Calendar**

### **Master Position Control Revision for Emergency Command Center Positions**

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#### **Contact(s) for Further Information**

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Support Services Department

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#### **Summary**

This agenda item is requesting approval to freeze one Senior Fire Communications Supervisor (SFCS) position, convert three part-time Fire Communication Dispatcher (FCD) positions to full-time, and adjust the FY 2017/18 Adopted Budget to reflect the cost savings.

#### **Prior Board/Committee Action**

##### **Human Resources Committee Recommendation: *APPROVE***

At its regular July 11, 2017, meeting, the Human Resources Committee reviewed and unanimously recommended approval of this item.

#### **RECOMMENDED ACTION(S)**

These actions are needed for us to achieve and maintain the established standards of the National Fire Protection Standards and California 9-1-1 Emergency Communications Office of answering 90% of 9-1-1 calls within 10 seconds and dispatching 90% of calls within 64 seconds of receipt.

1. Approve freezing one Senior Fire Communications Supervisor position on the Master Position Control.
2. Approve converting three part-time Fire Communications Dispatcher positions to full-time on the Master Position Control.
3. Approve a budget adjustment decreasing appropriations in the FY 2017/18 General Fund (121) Budget by \$27,457.

#### **Impact to Cities/County**

The recommended action positively impacts timeliness and processing of emergency incidents in the Emergency Command Center.

#### **Fiscal Impact**

An expenditure decrease of \$27,457 is requested in the FY 2017/18 General Fund Budget. The freezing of one Senior Fire Communications Supervisor (decreases costs by \$185,688) and conversion of three remaining part-time dispatcher positions to full-time (increases costs by \$158,231) results in the net cost savings of \$27,457.

#### **Background**

The Emergency Command Center initiates one of the early steps in fulfilling the mission of the OCFA. Dispatchers receive reports of emergencies, allocate resources based on planned response criteria, coordinate interagency incident activities, maintain resource and personnel accountability, provide incident support, coordinate movement of resources to ensure operational readiness, provide internal and external information, and document resource and incident activity. The critical functions provided by the ECC are essential for firefighter and public safety.

National Fire Protection Standards (NFPA) and California 9-1-1 Emergency Communications Office establish standards of answering 90% of 9-1-1 calls within 10 seconds and dispatching 90% of calls within 64 seconds of receipt. To achieve and maintain these standards, adequate staffing in the ECC is required 24-hours a day. While the Board approved the addition of one additional dispatcher per shift (three in total) at its May 28, 2015, meeting, dispatching totals continue to be on a steady rise and have yet to level off. Last year, total incidents dispatched grew to 136,934, a 16.9% growth compared to 2014, and 9-1-1 calls increased to 102,324, a 21.2% growth as compared to 2014.

Upon the recent retirement of a Senior Fire Communications Supervisor, staff analyzed the ECC's administrative responsibilities and assignments. Staff has determined that funding for this single position would be better utilized if applied toward the conversion of three remaining part-time dispatchers to full-time, due primarily to the ECC's continuing growing activity and increased workload. This recommended action increases 24/7 staffing of the Emergency Command Center from 3 shifts of 8 full-time dispatchers, 1 part-time dispatcher, and 1 supervisor to 9 full-time dispatchers and 1 supervisor.

**Attachment(s)**

None.



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Board of Directors Meeting  
July 27, 2017

Agenda Item No. 3E  
Consent Calendar

**Master Position Control Revision for Human Resources Manager**

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**Contact(s) for Further Information**

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Human Resources Division

714.573.6353

**Summary**

This agenda item is requesting approval of one additional Human Resources Manager position to the Master Position Control list and to adjust the FY 2017/18 Adopted Budget to fund the position.

**Prior Board/Committee Action**

**Human Resources Committee Recommendation: *APPROVE***

At its regular July 11, 2017, meeting, the Human Resources Committee reviewed and unanimously recommended approval of this item.

**RECOMMENDED ACTION(S)**

1. Approve the addition of one Human Resources Manager position to the Master Position Control in order to reduce OCFA exposure to personnel-related liabilities and inefficiencies.
2. Approve a budget adjustment increasing appropriations in the FY 2017/18 General Fund (121) Budget by \$253,681 (salary and benefits) to fund the position.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

An expenditure increase of \$253,681, which includes a maximum salary of \$161,408 and benefits of \$92,273, is requested in the FY 2017/18 General Fund Budget. Appointment to this classification may be made anywhere within the salary range, which is \$101,649 - \$161,408; therefore, the actual expenditure may be less than requested.

**Background**

During strategic planning for FY 2017/18, Human Resources (HR) leadership identified the biggest challenges facing HR, one of which was creating capacity to complete initiatives and rebuild the HR foundation. Complicating this, much of the current HR staff is new to the Orange County Fire Authority (OCFA). In fact, sixty percent (63%) have been hired within the last three years, with over twenty five percent (25%) being new to HR within the last year. HR leadership agreed that a myriad of short-term, but mostly ongoing projects are needed to rebuild the HR foundation, increase consistency in HR functions, improve labor relations, and ultimately reduce organizational risk and liability, all of which support the Fire Chief's Domain Objectives.

Employment laws, statutes, and case law are constantly evolving, which has resulted in HR staff needing current and on-going training in order to accurately interpret, apply, and make recommendations in accordance with these laws and statutes. Being up-to-date on current legal requirements will allow HR staff to better educate and guide the organization in order to reduce OCFA exposure to personnel-related liabilities and inefficiencies.

Additionally, routine processes and procedures need to be documented for consistency of application, reduction of error, and cross-training purposes (no “desk” manuals currently exist). The newer HR staff is in need of training on the basic use of OCFA information technology (IT) systems such as Banner, Staffing, theHIVE, and NEOGOV.

With HR staff currently at capacity just providing the day-to-day services and responsiveness to our internal and external customers, they have been unable to dedicate the time needed to improve and document processes, learn IT systems, cross-train, train OCFA personnel, and make satisfactory progress on innovative as well as basic projects and initiatives without negatively impacting service levels. Noteworthy projects intended to move HR from reactionary to proactive, thereby reducing liability to the OCFA, have been identified by Executive Management, HR Leadership, and/or Labor Groups on Attachment 1.

Currently, two HR Managers provide supervision and oversight to benefits and leave administration, classification and compensation, human resources information systems (HRIS), employee relations (including the PSU), performance management, and recruitment and selection. The Risk Manager oversees General Liability, Safety, WEFIT, and Workers’ Compensation. If approved, the additional HR Manager (Attachment 2) would primarily manage all types of complex, labor-related, and on-going projects and provide back-up support to employee/labor relations. The management assignments are depicted in the table below and a proposed HR organizational chart is attached (Attachment 3).

| HR Manager  | HR Manager  | HR Manager (Proposed)   | Risk Manager  |
|---|---|---|---|
| Manages distinct areas of responsibility & manages HR employees <ul style="list-style-type: none"> <li>• Benefits</li> <li>• HRIS</li> <li>• Recruitment &amp; Selection</li> </ul> | Manages distinct areas of responsibility & manages HR employees <ul style="list-style-type: none"> <li>• Classification/ Compensation</li> <li>• Employee Relations</li> <li>• Performance Management</li> <li>• PSU</li> </ul> | Manages all types of complex, labor-related, and on-going projects and provides back-up support to Employee/Labor Relations | Manages distinct areas of responsibility & manages HR employees <ul style="list-style-type: none"> <li>• General Liability</li> <li>• Safety</li> <li>• WEFIT</li> <li>• Workers’ Compensation</li> </ul> |

#### **Attachment(s)**

1. HR Initiatives and Projects
2. Proposed HR Manager Classification Specification
3. Proposed HR Organizational Chart

### Human Resources Initiative and Projects

These human resources (HR) initiatives and projects are intended to rebuild the HR foundation, move HR from reactive to proactive, and ultimately reduce organizational risk and liability. While not exhaustive, examples of anticipated projects the new HR Manager may lead are italicized. This list is not in priority order; it is numbered for ease of reference.

1. Identify and Implement Behavioral Health Measures
2. Identify and Implement Cancer Prevention Measures
3. Control/Reduce Workers' Compensation Injuries/Costs
4. Design and Implement Safety Management System
5. Expand Scope of Professional Standards Unit (PSU)
6. Implement Enhancements to Non-Safety Recruitment Processes
7. Revamp Safety Promotional Processes (Task Book/Academy Concept)
8. Review/Enhance WEFIT Program
9. Implement Recruiting Outreach
10. Implement RFOTC Security Enhancements
11. *Develop Family Medical Leave Act/California Family Rights Act/Pregnancy Disability Act Training*
12. *Develop HR "Desk Manuals"*
13. *Develop Key Conduct Policies*
14. *Develop Succession Planning within HR and Assist Organizational Planning with OCFA-Wide Succession Planning*
15. *Identify HR Key Competencies and Develop HR Staff Training*
16. *Implement NEOGOV Onboarding and PE (performance evaluation) Software*
17. *Implement/Evaluate Psychological Screening Exams of Applicants*
18. *Increase HR Staff IT Use Efficiencies and Effectiveness*
19. *Conduct Preparation for Negotiations with Two Bargaining Units*
20. *Provide increased level of human resources support to the Emergency Command Center (ECC)*
21. *Provide OCFA-Wide Performance Management Trainings (documentation, coaching/counseling, progressive discipline, supervisory, performance evaluation/management, California Firefighters Procedural Bill of Rights Act, discrimination and harassment prevention, basic employment law, and more)*
22. *Purchase and Implement Investigations Tracking Software*
23. *Redefine and Update Classification and Compensation Program*
24. *Reduce Force Hiring of Safety Personnel with Labor-Management Working Group*
25. *Review/Revise all OCFA Policies and Standard Operating Procedures with Labor-Management Working Group*
26. *Review/Revise OCFA-Wide Performance Evaluation Program with Labor-Management Working Group*



# ORANGE COUNTY FIRE AUTHORITY

## CLASS SPECIFICATIONS

### JOB TITLE: Human Resources Manager

**REPORTS TO:** Human Resources Director    **FLSA:** Exempt

**SUPERVISES:** Varies

**CLASS CODE:** 0765

**DEPARTMENT:** Human Resources

#### **CLASS SUMMARY:**

Incumbents are responsible for performing and supervising professional level activities within human resources. Incumbents are required to work independently and to exercise sound judgment in analyzing highly complex problems and issues.

#### **DISTINGUISHING CHARACTERISTICS:**

This is the fifth level in a six level human resources series. The Human Resources Manager is distinguished from the Senior Human Resources Analyst by its section level responsibilities and accountability. The Human Resources Manager is distinguished from the Human Resources Director, which has division level responsibilities and accountability.

**ESSENTIAL FUNCTIONS:** (These duties are intended to be representative sample of the duties performed by the class.)

Supervises employees, which includes: prioritizing and assigning work; conducting performance evaluations; ensuring staff are trained; and making hiring, termination and disciplinary recommendations.

Directs and performs classification and compensation studies, which includes: conducting and reviewing job analysis; conducting, reviewing and responding to compensation studies and analysis; interpreting and applying classification and compensation methodologies, policies, procedures, and applicable laws; representing the organization in meet and confer processes with bargaining units; serving as a section manager; providing recommendations on pay structures; preparing written analysis and agenda items; and, performing other related activities.

Supervises the administration of the recruitment and selection process, which includes: strategizing, and managing the recruitment process; reviewing test designs and selection components; applying selection procedures, MOUs, and applicable laws; managing interdepartmental recruitment teams; providing hiring recommendations to management and supervisors; representing the organization at meet and confer processes and selection appeals and filings; and, performing other related activities.

Supervises and facilitates employee relations, which includes: mediating workplace conflicts; advising and assisting in the resolution of grievances; preparing recommendations and



# ORANGE COUNTY FIRE AUTHORITY

## CLASS SPECIFICATIONS

### JOB TITLE: Human Resources Manager

management responses; offering consultative support to management and supervisors to further employer relations objectives; assisting and advising managers in employee performance management processes, including reviewing performance evaluations for consistency and making recommendations; coordinating and conducting internal investigations; working closely with management to ascertain union/management issues which require resolution or contract clarification; developing employee relations strategies; interpreting and applying contract language, State and Federal laws, and legislation.

Supervises and facilitates labor relations, which includes: preparing labor relations documents and contract language; developing and recommending labor relations policies; representing the organization in meetings with bargaining units; interpreting contract language and providing guidance to management and employees; participating in developing negotiating strategies; conducting special reports; preparing reports; and, performing other related duties.

Supervises and manages the employee development process, which includes: participating in the design and presentation of training materials; assisting management and supervisory staff in the performance management process; providing career counseling and guidance; and, performing other related activities.

Develops, monitors, and evaluates policies and procedures related to benefits administration, which may include Optional Benefit Plan (OBP), and dental, health, income, and life insurance; establishes guidelines for staff on benefits issues.

Ensures compliance with laws and statutes pertaining to benefits and benefit related programs

Performs other duties of a similar nature or level.

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### **MINIMUM QUALIFICATIONS:**

#### **EDUCATION AND EXPERIENCE (position requirements at entry):**

Bachelor's Degree in Business Administration, or a related field, and five years of professional level human resources experience; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

#### **LICENSES AND CERTIFICATIONS (position requirements at entry):**

Possession of a valid California Class C Driver License is required at time of appointment. This classification is subject to enrollment in the California DMV Pull Notice Program, which periodically provides Risk Management with the incumbent's Driver License record and status.



# ORANGE COUNTY FIRE AUTHORITY

## CLASS SPECIFICATIONS

### JOB TITLE: Human Resources Manager

#### **KNOWLEDGE (position requirements at entry):**

Knowledge of:

- Supervisory principles;
- Broad based human resources principles and practices;
- Customer service principles;
- Applicable Federal, State, and Local laws, rules, regulations, and policies;
- Research methods;
- Mathematical concepts;
- Conflict resolution techniques;
- Investigation techniques.

#### **SKILLS (position requirements at entry):**

Skill in:

- Monitoring and evaluating employees;
- Prioritizing and assigning work;
- Using a computer and applicable software applications;
- Providing customer service;
- Handling multiple priorities simultaneously;
- Conducting research;
- Interpreting applicable Federal, State, and Local laws, rules, regulations, policies, and procedures;
- Representing the organization at filings, selection complaints, and grievances;
- Planning and managing complex projects and interdepartmental project teams;
- Developing strategies, goals, and objectives;
- Analyzing problems and identifying problem areas, identifying alternative solutions, weighing alternatives, projecting consequences of actions, and making recommendations;
- Evaluating performance management processes;
- Developing performance improvement plans;
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction and establish and maintain effective working relationships.

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#### **PHYSICAL REQUIREMENTS:**

Positions in this class typically require: fingering, grasping, talking, hearing, seeing and repetitive motions.

**Light Work:** Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.



# ORANGE COUNTY FIRE AUTHORITY

## CLASS SPECIFICATIONS

### JOB TITLE: Human Resources Manager

#### **WORKING CONDITIONS:**

Incumbents work in a standard office environment.

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#### **NOTE:**

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the needs of the department.

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#### **Classification History:**

Draft prepared by Fox Lawson and Associates LLC (LM), 03/2013

Draft revised by Human Resources Analyst, Joshua Boudreaux Date: 12/2016

Final prepared by OCFA, Date: 03-13; revised 12/2016

Human Resources Director Review, Brigette Gibb 12/2016

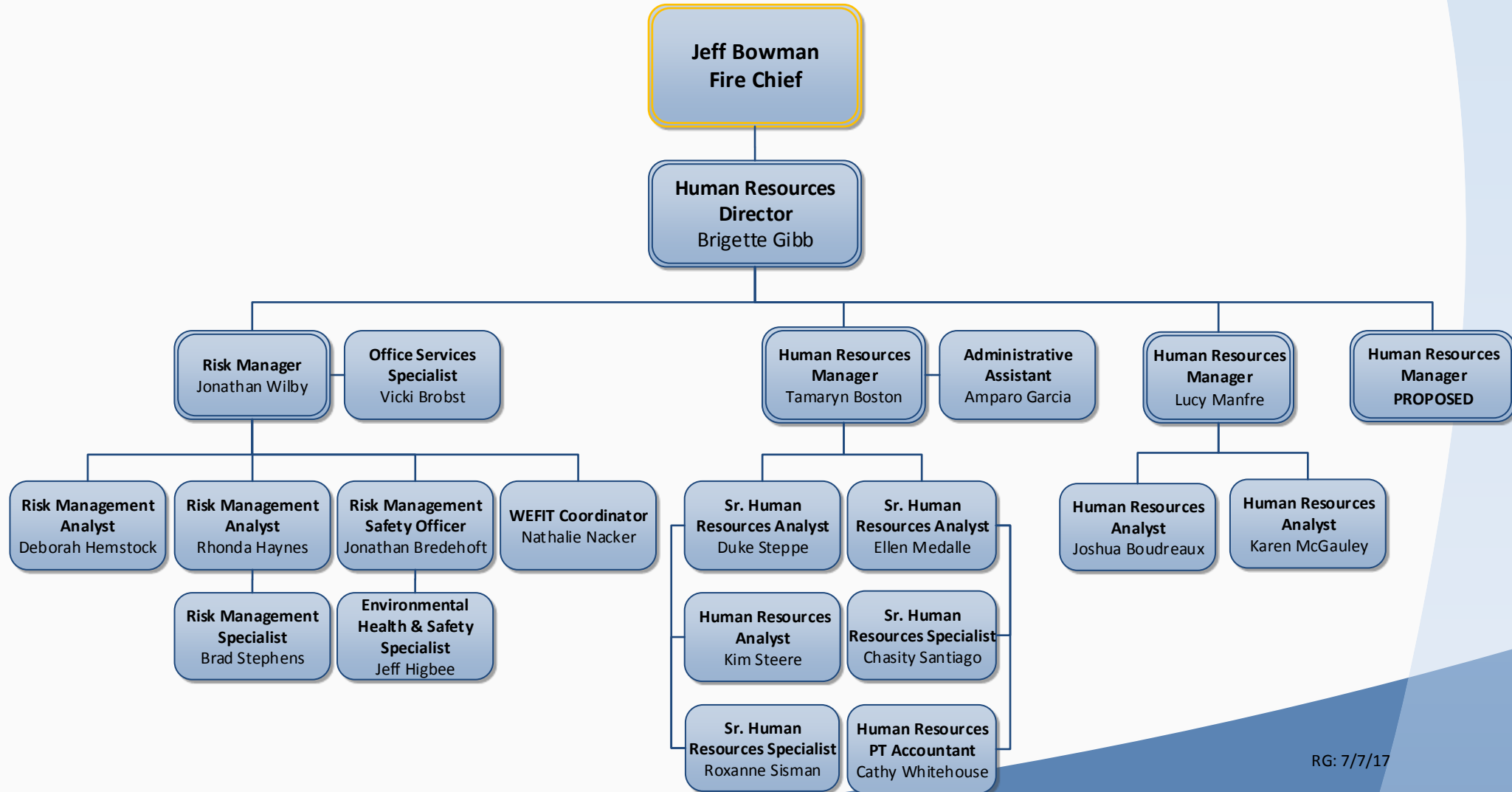
Adopted by Board of Directors: 01/2017

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# Human Resources Department **PROPOSED**

## Operational Organization Chart

Attachment 3



RG: 7/7/17



**Orange County Fire Authority**  
**AGENDA STAFF REPORT**

**Board of Directors**  
**July 27, 2017**

**Agenda Item No. 3F**  
**Consent Calendar**

**Master Position Control Revision**  
**for Urban Search and Rescue Positions**

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**Contact(s) for Further Information**

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Urban Search and Rescue Program

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**Summary**

This agenda item seeks approval to add two part-time, Limited-Term Fire Equipment Technician positions to the Urban Search and Rescue (US&R) program. These positions will be funded through the US&R Cooperative Agreement grant funds received from the Federal Emergency Management Agency (FEMA). Currently, the work is being performed by "Extra Help" personnel and the program needs now exceed the guidelines and purpose of the Extra Help program.

**Prior Board/Committee Action**

Not Applicable.

**RECOMMENDED ACTION(S)**

Approve adding two part-time Limited-Term Fire Equipment Technicians to the Master Position Control list. These positions replace the use of Extra Help personnel and will be funded through the Urban Search and Rescue grant funds received from the Federal Emergency Management Agency.

**Impact to Cities/County**

**Fiscal Impact**

There will be no net fiscal impact as the expenditures for the positions will continue to be reimbursable through the US&R Cooperative Agreement grant funds received from FEMA.

**Background**

Extra Help employees are utilized to cover seasonal peak workloads, emergency extra workloads of limited duration, and situations involving fluctuation of regular staff. For a time, workload in the US&R program was satisfactorily met through the Extra Help program; however, with the complexity of the program and a more stable on-going workload, there is a need for continuous and on-going assistance on a part-time basis. Adding two part-time Limited-Term Fire Equipment Technician positions, averaging 25 hours per week, should adequately address the current US&R program office needs. The costs for these positions will continue to be reimbursable activities included in the US&R Cooperative Agreement Funds received from FEMA.

**Attachment(s)**

None.



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Board of Directors Meeting  
July 27, 2017

Agenda Item No. 3G  
Consent Calendar

**Acceptance of Funds from the 2016 Homeland Security Grant Program  
for an Administrative Fire Captain Assigned to  
the Orange County Intelligence Assessment Center**

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**Contact(s) for Further Information**

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714.573.6056

**Summary**

This item is submitted for approval of FY 2016 Homeland Security Grant Program award and for authorization of the Fire Chief to execute the necessary agreement(s). The grant contributes \$160,000 to fund one Fire Captain position at the Orange County Intelligence Assessment Center (OCIAAC) as a fire agency representative working in conjunction with law enforcement to combat and educate against terrorist's threats or acts to the citizens of Orange County. This is the 10<sup>th</sup> year in funding this position utilizing these grant funds.

**Prior Board/Committee Action**

Not Applicable.

**RECOMMENDED ACTION(S)**

The grant resources will continue the funding of one Fire Captain position at the Orange County Intelligence Assessment Center. This position is utilized to enhance the Orange County Fire Authority's ability to prevent, prepare for, respond to, and recover from, domestic and international terrorism incidents. As required by the Homeland Security Grant Program, the following actions need to be taken by the Board:

1. Approve the FY 2016 Homeland Security Grant Program Agreement and authorize the Fire Chief to execute it and any necessary attachments and agreement(s) to accept and administer the Urban Area Security Initiative Grant.
2. Approve a Budget Adjustment in Fund 121 to increase revenue and appropriations by \$160,000 for the FY 2016 Homeland Security Grant Program award.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

The FY 2016 General Fund revenues and expenditures will be increased by \$160,000.

## **Background**

The FY 2016 Homeland Security Grant Program (HSGP) plays an important role in the implementation of the National Preparedness System (NPS) by supporting the building, sustainment, and delivery of core capabilities essential to achieving the National Preparedness Goal (NPG) of a secure and resilient Nation. Delivering core capabilities requires the combined effort of the whole community, rather than the exclusive effort of any single organization or level of government. The FY 2016 HSGP's allowable costs support efforts to build and sustain core capabilities across the Prevention, Protection, Mitigation, Response, and Recovery mission areas.

On May 17, 2017, OCFA was notified it was awarded \$160,000 as part of the FY 2016 Homeland Security Grant Program. The grant funds are designated for use to reimburse costs related to funding of one OCFA Fire Captain at the OCIAC.

Staff recommends approval of the FY 2016 Homeland Security Grant Program (HSGP) Agreement and to authorize the Fire Chief to execute it and any necessary attachments and agreement(s) to accept and administer the Urban Area Security Initiative Grant. Approve a Budget Adjustment in Fund 121 to increase revenue and appropriations by \$160,000 for the FY 2016 HSGP award.

General Counsel has reviewed and approved the agreement.

## **Attachment(s)**

1. FY 2016 Homeland Security Grant Program Agreement (Agreement on file in the Clerk of the Authority's office)
2. Award Letter of \$160,000

**AGREEMENT TO TRANSFER PROPERTY OR FUNDS  
FOR 2016 HOMELAND SECURITY GRANT PROGRAM PURPOSES**

**THIS AGREEMENT** is entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2017, which date is enumerated for purposes of reference only, by and between the COUNTY OF ORANGE, a political subdivision of the State of California, hereinafter referred to as "COUNTY", and \_\_\_\_\_, a (municipal corporation/special district/not-for-profit corporation), hereinafter referred to as "SUBGRANTEE."

**WHEREAS**, COUNTY, acting through its Sheriff-Coroner Department in its capacity as the lead agency for the Orange County Operational Area, has applied for, received and accepted a grant from the State of California, acting through its California Office of Emergency Services, to enhance county-wide emergency preparedness, hereinafter referred to as "the grant", as set forth in the grant documents that are attached hereto as Attachments A (FY 16 CA Supplement to the Federal Notice of Funding Opportunity), B (FY 16 Homeland Security Grant Program Notice of Funding Opportunity), and C (FY 16 Homeland Security Grant Assurances) and incorporated herein by reference.

**WHEREAS**, the terms of the grant require that COUNTY use certain grant funds to purchase equipment, technology or services that will be transferred to SUBGRANTEE to be used for grant purposes.

**NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:**

1. COUNTY shall transfer to SUBGRANTEE the equipment, technology or services as specified in Attachment D hereto, which is incorporated herein by reference. If the grant requires COUNTY to transfer to SUBGRANTEE equipment, technology or services that COUNTY has not yet acquired, COUNTY shall transfer said equipment, technology or services to SUBGRANTEE as soon after acquisition by COUNTY as is reasonably practicable.

2. If COUNTY transfers grant funds to SUBGRANTEE, SUBGRANTEE shall use said grant funds only to acquire equipment, technology or services as set forth in Attachment B hereto and/or to perform such other grant functions, if any, for which Attachments A, B and C permit SUBGRANTEE to

1 expend grant funds. SUBGRANTEE shall provide COUNTY with a budget breakdown signed by the  
2 authorized agent.

3 3. Throughout its useful life, SUBGRANTEE shall use any equipment, technology or  
4 services acquired with grant funds only for those purposes permitted under the terms of the grant, and  
5 shall make it available for mutual aid response.

6 4. SUBGRANTEE shall exercise due care to preserve and safeguard equipment acquired with  
7 grant funds from damage or destruction and shall provide regular maintenance and repairs for said  
8 equipment as are necessary, in order to keep said equipment in continually good working order. Such  
9 maintenance and servicing shall be the sole responsibility of the SUBGRANTEE, who shall pay for  
10 material and labor costs for any maintenance and repair of the said equipment throughout the life of the  
11 said equipment.

12 5. SUBGRANTEE shall assume all continuation costs of said equipment, technologies and/or  
13 services to include but not limited to upgrades, licenses and renewals of said equipment, technologies  
14 and/or services.

15 6. If equipment acquired with grant funds becomes obsolete or unusable, SUBGRANTEE  
16 shall notify COUNTY of such condition. SUBGRANTEE shall transfer or dispose of grant-funded  
17 equipment only in accordance with the instructions of COUNTY.

18 7. SUBGRANTEE agrees to indemnify, defend and save harmless COUNTY and their  
19 elected and appointed officials, officers, agents and employees from any and all claims and losses accruing  
20 or resulting to any and all contractors, subcontractors, laborers, and any other person, firm or corporation  
21 furnishing or supplying work services, materials or supplies in connection with SUBGRANTEE's use of  
22 grant-funded equipment, technology or services and SUBGRANTEE's performance of this Agreement,  
23 including Attachments A, B and C hereto, and from any and all claims and losses accruing or resulting to  
24 any person, firm, or corporation who may be injured or damaged by SUBGRANTEE in SUBGRANTEE's  
25 use of grant-funded equipment, technology or services and SUBGRANTEE's performance of this  
26 Agreement, including Attachments A, B and C hereto.

27 8. By executing this Agreement, SUBGRANTEE agrees to comply with and be fully bound  
28 by all applicable provisions of Attachments A, B and C hereto. SUBGRANTEE shall notify COUNTY

1 immediately upon discovery that it has not abided or no longer will abide by any applicable provision of  
2 Attachments A, B and C hereto.

3 9. SUBGRANTEE and COUNTY shall be subject to examination and audit by the State  
4 Auditor General with respect to this Agreement for a period of three years after final payment hereunder.

5 10. No alteration or variation of the terms of this Agreement shall be valid unless made in  
6 writing and signed by duly authorized representatives of the parties hereto, and no oral understanding or  
7 agreement not incorporated herein shall be binding on any of the parties hereto.

8 11. SUBGRANTEE may not assign this Agreement in whole or in part without the express  
9 written consent of COUNTY.

10 12. For a period of three years after final payment hereunder or until all claims related to this  
11 Agreement are finally settled, whichever is later, SUBGRANTEE shall preserve and maintain all  
12 documents, papers and records relevant to the work performed or property or equipment acquired in  
13 accordance with this Agreement, including Attachments A, B and C hereto. For the same time period,  
14 SUBGRANTEE shall make said documents, papers and records available to COUNTY and the agency  
15 from which COUNTY received grant funds or their duly authorized representative(s), for examination,  
16 copying, or mechanical reproduction on or off the premises of SUBGRANTEE, upon request during usual  
17 working hours.

18 13. SUBGRANTEE shall provide to COUNTY all records and information requested by  
19 COUNTY for inclusion in quarterly reports and such other reports or records as COUNTY may be  
20 required to provide to the agency from which COUNTY received grant funds or other persons or agencies.

21 14. COUNTY may terminate this Agreement and be relieved of the payment of any  
22 consideration to SUBGRANTEE if a) SUBGRANTEE fails to perform any of the covenants contained in  
23 this Agreement, including Attachments A, B and C hereto, at the time and in the manner herein provided,  
24 or b) COUNTY loses funding under the grant. In the event of termination, COUNTY may proceed with  
25 the work in any manner deemed proper by COUNTY.

26 15. SUBGRANTEE and its agents and employees shall act in an independent capacity in the  
27 performance of this Agreement, including Attachments A, B and C hereto, and shall not be considered  
28 officers, agents or employees of COUNTY or of the agency from which COUNTY received grant funds.

1           **IN WITNESS WHEREOF**, the parties have executed this Agreement in the County of Orange,  
2 State of California.

3 DATED: \_\_\_\_\_, 2017

COUNTY OF ORANGE, a political  
subdivision of the State of California

5 By \_\_\_\_\_  
6 Sheriff-Coroner  
7 "COUNTY"

8 APPROVED AS TO FORM:

9 COUNTY COUNSEL

10 By \_\_\_\_\_  
11 Saul Reyes, Deputy County Counsel

12 DATED: \_\_\_\_\_, 2017

14 DATED: \_\_\_\_\_

SUBGRANTEE

16 By: \_\_\_\_\_

18 By: \_\_\_\_\_

19 ATTEST:

20 By \_\_\_\_\_  
21 City Clerk

22 DATED: \_\_\_\_\_, 2017

## 2016 Homeland Security Grant Program

### Project Approval Notification

May 11, 2017

Battalion Chief Marc Stone  
1 Fire Authority Road  
Irvine, CA 92602

This letter serves to inform you that your project request has been approved by the Homeland Security Grant Program (HSGP). Below is some important information related to the project approval.

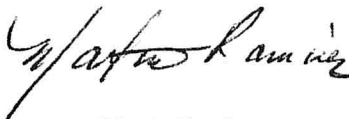
|                             |   |
|-----------------------------|---|
| ▪ Requesting Jurisdiction:  | Orange County Fire Authority              |
| ▪ Project Request:          | OCIAC - Planning                          |
| ▪ Project Allocation:       | \$160,000                                 |
| ▪ Awarding Agency:          | Cal-OES / Department of Homeland Security |
| ▪ Award Name:               | Homeland Security Grant Program           |
| ▪ Federal Grant Number:     | 2016-0102                                 |
| ▪ Recipient Performance     | September 1, 2016 to May 31, 2019         |
| ▪ Sub-recipient Performance | September 1, 2016 to March 30, 2019       |
| ▪ CFDA:                     | 97.067                                    |
| ▪ DUNS:                     | 11-195-0874                               |
| ▪ Cal-OES ID:               | 059-00000                                 |

An in depth review process of the application was necessary prior to approval. This process is required due to stringent HSGP guidelines that must be adhered to. Following the review process, your project was found to be a viable concept based on investment justifications, regional benefit, and degree of applicability to the over arching Homeland Security Grant goals and objectives.

It is critical that you become familiar with the 2016 Homeland Security Grant Program Guidance and the 2016 Homeland Security Grant Program California Supplemental Guidance. It is also imperative you contact the Homeland Security Grant Unit before funding any part of the project that may be questionable in regards to procurement guidelines and or Authorized Equipment List allowability. In order to eliminate reimbursement issues, we will seek reimbursement approval from the State on behalf of your agency or jurisdiction.

If you have any questions regarding this notification or the review process, please feel free to contact me or Luis Ramirez at 714-647-1871 or [luramirez@ocsd.org](mailto:luramirez@ocsd.org).

Respectfully,



Lieutenant Martin Ramirez  
Homeland Security Division  
Orange County Sheriff's Department  
[mramirez@ocsd.org](mailto:mramirez@ocsd.org)  
714-647-7018



**Orange County Fire Authority**  
**AGENDA STAFF REPORT**

**Board of Directors Meeting**  
**July 27, 2017**

**Agenda Item No. 3H**  
**Consent Calendar**

**Response to Grand Jury Report Regarding Benefit Enhancements**

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**Contact(s) for Further Information**

David Kendig, General Counsel  
Woodruff, Spradlin & Smart

[dkendig@wss-law.com](mailto:dkendig@wss-law.com)

714.415.1083

Lori Zeller, Assistant Chief  
Business Services Department

[lorizeller@ocfa.org](mailto:lorizeller@ocfa.org)

714.573.6020

**Summary**

This item is submitted for authorization to submit the proposed response to the Orange County Grand Jury report entitled, "Pension Enhancements: A Question of Government Code Compliance," regarding transparency and the OCFA's continuing compliance with Government Code section 7507.

**Prior Board/Committee Action**

Not Applicable.

**RECOMMENDED ACTION(S)**

As required by the Grand Jury, approve and authorize the Clerk of the Authority to submit to the Presiding Judge of the Superior Court the Orange County Fire Authority's response to the Orange County Grand Jury report entitled "Pension Enhancements: A Question of Government Code Compliance."

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

None.

**Background**

On May 17, 2017, the Orange County Grand Jury issued a report questioning whether certain notice requirements in the Government Code were complied with when pension enhancements were approved in the early 2000's (Attachment 1). The Grand Jury's report requires the Orange County Sanitation District and the Orange County Fire Authority to respond to the report's findings and recommendations within ninety (90) days. As a result, the OCFA's response is due by August 15, 2017.

The Finding (F.1.) and the Recommendation (R.1.) to which OCFA is required to respond read as follows:

- F.1 When the OCFA Board of Directors approved 3% at 50 for firefighters in 2002, only one week notice was given to the public.*
- R.1 The OCFA should implement procedures that ensure compliance with all transparency requirements including those relating to the approval of pension enhancements.*

***Summary of Proposed Response***

For the reasons discussed below, and in greater detail in the Response (Attachment 2), the OCFA was not required to comply with the notice requirements in Government Code Section 7507 because the County, not the OCFA Board, approved the enhanced pension benefits. As a result, the OCFA did not violate Section 7507 of the Government Code when the enhanced pension benefits were approved. Rather, the OCFA went above and beyond the requirements of State law at that time when it secured and publicly circulated an actuarial analysis of the costs associated with the pension changes.

In response to the Recommendation, and given this Board's consistent emphasis on, and dedication to transparency, the Response would state that "Although there has not been a violation of any transparency requirements for the reasons articulated above, the OCFA nevertheless agrees that the Authority will continue to implement procedures that ensure continuing compliance with all applicable transparency requirements. The OCFA already complies with and exceeds State law and when it applies as it strives for utmost transparency and responsibility with pension benefits."

***Attachment(s)***

1. Orange County Grand Jury Report: "Pension Enhancements: A Question of Government Code Compliance"
2. Proposed Letter Response to Grand Jury Report

**PENSION ENHANCEMENTS:**  
**A QUESTION OF GOVERNMENT CODE COMPLIANCE**



## Table of Contents

|  |    |
|--|----|
| SUMMARY .....  | 3  |
| REASON FOR THE STUDY .....   | 3  |
| METHOD OF STUDY .....  | 4  |
| BACKGROUND AND FACTS.....  | 4  |
| Transparency Requirements .....  | 4  |
| Pension Enhancements 2000 - 2005 .....   | 4  |
| Compliance with Transparency Regulations .....                                 | 5  |
| Subsequent Events .....  | 5  |
| CONCLUSION .....   | 6  |
| FINDINGS .....   | 6  |
| RECOMMENDATIONS .....  | 7  |
| REQUIRED RESPONSES .....   | 7  |
| REFERENCES .....   | 9  |
| APPENDICES.....  | 11 |
| APPENDIX A: Glossary .....   | 11 |
| APPENDIX B: Past Orange County Grand Jury Reports on Pension Funding .....     | 12 |
| APPENDIX C: California Codes Relevant to Pension Enhancement Requirements..... | 13 |
| APPENDIX D: Pension Enhancements 2000 – 2005.....                              | 14 |

## **SUMMARY**

The unfunded pension liability of the Orange County Employees Retirement System (OCERS) has grown exponentially since 2000. Between 2000 and 2005, county officials contributed to this unsustainable trajectory by awarding generous retirement benefit increases to several groups of employees participating in OCERS. These benefit improvements increased OCERS' unfunded actuarial accrued liability (UAAL) by \$574.6 million (Delaney, 2015) and may threaten the county's ability to provide public services. See Appendix A for glossary of financial terms.

The County Employment Retirement Law (CERL) of 1937, as codified in the State of California Government Code (Appendix C), contains specific requirements that county and local governments must follow when considering pension enhancements, giving the public ample opportunity to review and comment (State of California, 1937). The 2016-2017 Orange County Grand Jury (OCGJ) found that the Orange County Board of Supervisors (BOS) complied with these CERL codes when granting pension enhancements. However, Orange County Fire Authority (OCFA) documentation indicated one week's notice of the hearing was provided rather than the two weeks' notice required, and the Orange County Sanitation District did not provide documentation showing compliance with any of the specific transparency code requirements.

Pension reforms put in place in recent years have mitigated the effect of such past code violations and addressed the burgeoning pension debt, fundamentally changing retirement systems. Orange County's Measure J, passed in 2008, strengthened the public's oversight of pension enhancements. Still, adherence to transparency requirements by county officials remains important to pension reform.

## **REASON FOR THE STUDY**

Precipitated by public concern about the ballooning UAAL, five grand jury reports have addressed the subject in Orange County (Appendix B). These reports focused on the financial impact of the UAAL on Orange County cities, the county, and taxpayer interests. The 2013-2014 OCGJ and 2015-2016 OCGJ reported on the history and status of the UAAL for Orange County cities and the County of Orange, respectively. They did not, however, report on transparency.

The 2016-2017 OCGJ, also concerned about the UAAL, was alerted by a citizen complaint letter, as well as activism and lawsuits in Northern California (Citizens for Sustainable Pension Plans, 2016), that noncompliance with CERL fiscal and notification requirements may have occurred when the 2000-2005 pension enhancements were approved. Recently, other California grand juries (2014/2015 Marin County Grand Jury, 2015) (2015-2016 Sutter County Grand Jury, 2016) found a number of government code violations occurred in their counties during the approval of pension enhancements between 2000 and 2005.

Given the generous retirement enhancements that occurred and the seriousness of the resulting Orange County pension debt, the 2016-2017 OCGJ sought to determine if county pension enhancement awards in 2001, 2002, and 2004 complied with the fiscal and disclosure requirements of CERL as specified in California Government Code sections §7507, §23026, §31515.5, and §31516. Although benefit increases occurred in Orange County cities during this time that also added to the county's UAAL, the scope of this investigation did not extend to the cities.

## **METHOD OF STUDY**

The 2016-2017 OCGJ interviewed Orange County financial executives and representatives of OCERS and the Sanitation District, studied reports about the OCERS Trust Fund, read news articles on pension debt, and reviewed relevant county government internal audits and financial documents. The 2016-2017 OCGJ also solicited all relevant documents related to the approval of pension enhancements for the years in question. This included meeting agendas, minutes, and resolutions of the respective boards governing pension approvals; actuarial reports, financial statements, and audit reports; and memorandums of understanding as a result of pension-related negotiations between unions and Orange County officials representing employees anticipating retirement changes.

The 2016-2017 OCGJ also reviewed previous OCGJ reports on pensions (Appendix B), as well as other California grand jury reports addressing transparency in pension enhancements. We examined the provisions of California CERL government code sections §7507, §23026, §31515.5, and §31516 in effect during the period under review (Appendix C).

## **BACKGROUND AND FACTS**

### **Transparency Requirements**

CERL governs state employee pensions, detailing fiscal and transparency requirements when pension changes are being considered. These government codes contain specific requirements in California Government Code sections §7507, §23026, §31515.5 and §31516 that county and local governments must meet before awarding pension enhancements to public employees (Appendix C). These code sections require governing boards to do the following:

- Give notice to the public of the proposed pension increase on a board meeting agenda;
- Obtain an actuarial valuation of the future cost; and
- Present the proposed increase with the actuarial report and explain the impact of the increase on the pension plans' financial health and funding.

(State of California, 1937)

### **Pension Enhancements 2000 - 2005**

By 2000, Orange County employees had begun lobbying for better pensions. In 2001, the BOS approved a change in the retirement benefits of Orange County deputy sheriffs. This increased

the UAAL by \$119.5 million (Delaney, 2015). Pension benefit improvements approved in 2002 for probation and OCFA employees increased the UAAL by \$89.7 million. In 2004, the BOS and the Sanitation District Board of Directors approved changes in retirement benefits for County of Orange general members, probation and sanitation employees, collectively increasing the UAAL by \$365.4 million (Delaney, 2015). Although other influences made a greater contribution to the growth in the UAAL, these enhancements were significant contributors, adding a total of \$574.6 million to the UAAL. See Appendix D for details of the 2000-2005 pension enhancements.

### **Compliance with Transparency Regulations**

Based on a review of documentation, the 2016-2017 OCGJ determined that the BOS, in approving pension enhancements for the Orange County deputy sheriffs, probation, and general Orange County employees, complied fully with the requirements of government code sections §7507, §23026, §31515.5, and §31516. The boards of directors for the Sanitation District and OCFA approved pension enhancements, but the approval process did not comply with all aspects of the government transparency codes.

The Sanitation District Board of Directors approved a pension benefit enhancement but the 2016-2017 OCGJ found no evidence from the documentation provided that they complied with the requirements of the transparency regulations (CERL sections §7507, §23026, §31515.5 and §31516). That is, they did not show evidence that they provided notice to the public of the proposed pension increase on a board agenda or present the actuarial valuation of the future cost at a public meeting at least two weeks before approval of the increase, nor did they publicly explain the impact of the proposed increase on the pension plan's financial health and funding within the appropriate timeframe.

The 2016-2017 OCGJ reviewed documents from the OCFA and found the agency deviated from the requirement in CERL code sections §7507 and §31516 (State of California, 1937) that “*the future costs of changes in retirement benefits or other postemployment benefits, as determined by the actuary, shall be made public at a public meeting at least two weeks prior to the adoption of any increases in public retirement plan benefits.*” The public notice of changes in the pension plan was posted only one week prior to the meeting.

### **Subsequent Events**

Subsequent to the 2000-2005 pension enhancements, the County of Orange supported pension reforms that mitigate concerns about past government code noncompliance, and some have served to lower pension costs.

Measure J, approved on November 4, 2008, by 75.2% of Orange County voters, amended the County's charter to require a vote of the people on any pension enhancement, ensuring transparency and public awareness of the associated financial impact (County of Orange, 2009).

The 2012 California Public Employees' Pension Reform Act (AB 340) addressed pension debt. In accordance with AB 340, the BOS adopted resolutions that lowered pension costs by changing

pension benefit formulas and requiring employees to share in the cost. These changes included, among other things:

- Setting a new maximum benefit with a lower cost pension formula for safety and non-safety employees with requirements to work longer in order to reach full retirement age.
- Placing a cap on the amount used to calculate a pension.
- Reforming pension spiking for new and existing employees.
- Requiring three-year averaging of final compensation for new employees.
- Providing counties with new authority to negotiate cost-sharing agreements with current employees.

(State of California, 2012)

Pension reform measures changed the landscape of pension awards, strengthened the opportunity for public scrutiny of retirement changes, and mitigated the impact of code violations.

## CONCLUSION

This investigation highlights the importance of transparency and public engagement in civic government. The 2016-2017 OCGJ determined that the statutory pension-related procedural requirements fostering public transparency were met by Orange County governing officials representing law enforcement, probation, and the county for general members. OCFA officials apparently gave only one week public notice of impending pension enhancements, rather than the two weeks required by code sections §7507 and §31516. There was no evidence of public notice or other compliance with CERL transparency codes for sanitation district employees' pension enhancements.

Since 2005, concern about the UAAL has galvanized Orange County officials to support pension reforms. Measure J ensured public awareness of future pension enhancements, mitigating the effects of code violations in the past. Notwithstanding the positive effect of Measure J, Orange County governing boards should comply with all fiscal and transparency requirements of CERL before awarding pension enhancements to public employees.

## FINDINGS

In accordance with California Penal Code Sections §933 and §933.05, the 2016-2017 OCGJ requires (or, as noted, requests) responses from each agency affected by the findings presented in this section. The responses are to be submitted to the Presiding Judge of the Superior Court.

Based on its investigation titled "Pension Enhancements: A Question of Government Code Compliance," the 2016-2017 OCGJ has arrived at two principal findings, as follows:

- F. 1. When the OCFA Board of Directors approved 3% at 50 for firefighters in 2002, only one week notice was given to the public.

- F.2. The Sanitation District did not provide documentary evidence that the operative code requirements were met by the Sanitation District Board of Directors when they approved 2.5% at 55 pension formula for sanitation workers in 2004.

Penal Code §933 and §933.05 require governing bodies and elected officials to which a report is directed to respond to findings and recommendations. Responses are requested, from departments of local agencies and their non-elected department heads.

## RECOMMENDATIONS

In accordance with California Penal Code Sections §933 and §933.05, the 2016-2017 OCGJ requires (or, as noted, requests) responses from each agency affected by the recommendations presented in this section. The responses are to be submitted to the Presiding Judge of the Superior Court.

Based on its investigation titled “Pension Enhancements: A Question of Government Code Compliance,” the 2016-2017 the OCGJ has the following recommendations.

R.1 The OCFA should implement procedures that ensure compliance with all transparency requirements including those relating to the approval of pension enhancements.

R.2 The Sanitation District should implement procedures that ensure compliance with all transparency requirements including those relating to the approval of pension enhancements.

## REQUIRED RESPONSES

The *California Penal Code* §933 requires the governing body of any public agency which the Grand Jury has reviewed, and about which it has issued a final report, to comment to the Presiding Judge of the Superior Court on the findings and recommendations pertaining to matters under the control of the governing body. Such comment shall be made no later than 90 days after the Grand Jury publishes its report (filed with the Clerk of the Court). Additionally, in the case of a report containing findings and recommendations pertaining to a department or agency headed by an elected County official (e.g. District Attorney, Sheriff, etc.), such elected County official shall comment on the findings and recommendations pertaining to the matters under that elected official’s control within 60 days to the Presiding Judge with an information copy sent to the Board of Supervisors.

Furthermore, California Penal Code Section §933.05 (a), (b), (c), details, as follows, the manner in which such comment(s) are to be made:

(a) As to each Grand Jury finding, the responding person or entity shall indicate one of the following:

- (1) The respondent agrees with the finding;
- (2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefore.

(b) As to each Grand Jury recommendation, the responding person or entity shall report one of the following actions:

- (1) The recommendation has been implemented, with a summary regarding the implemented action;
- (2) The recommendation has not yet been implemented, but will be implemented in the future, with a time frame for implementation;
- (3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a time frame for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This time frame shall not exceed six months from the date of publication of the Grand Jury report;
- (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefore.

(c) If a finding or recommendation of the Grand Jury addresses budgetary or personnel matters of a county agency or department headed by an elected officer, both the agency or department head and the Board of Supervisors shall respond if requested by the Grand Jury, but the response of the Board of Supervisors shall address only those budgetary /or personnel matters over which it has some decision making authority. The response of the elected agency or department head shall address all aspects of the findings or recommendations affecting his or her agency or department.

Comments to the Presiding Judge of the Superior Court in compliance with Penal Code section §933.05 are required or requested from:

Responses are required from the governing body of each of the following entities within 90 days of the date of publication of this report:

**Orange County Fire Authority (F. 1 and R.1)**  
**Orange County Sanitation District (F. 2 and R.2)**

Responses are requested from the following non-elected agency or department heads:

**None requested.**

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## **APPENDICES**

### **APPENDIX A: Glossary**

**Actuarial Report (Valuation)** - The valuation is an appraisal which requires making economic and demographic assumptions in order to estimate future liabilities. The assumptions are typically based on a mix of statistical studies and experienced judgment.

**Audit Report** - The auditor's report is issued by either an internal auditor or an independent external auditor as a result of an internal or external audit, giving assurance for the user to make decisions based on the results of the audit. Audits may be financial or operational in nature.

**Pension Benefit Formula** - A formula to calculate the amount of pension benefit an employee would receive in retirement. For example, the term 3% @ 50 means three percent of final compensation, multiplied by the number of service years, for an employee retiring at the age of fifty. A hypothetical employee with final annual compensation of \$100,000 at age fifty, with 30 years of service, would receive an annual pension of \$90,000, or 90% of final compensation.

**Liabilities** - Debts or obligations owed by one entity (debtor) to another entity (creditor) payable in money, goods, or services.

**Pension** - A regular payment made during a person's retirement from an investment fund to which that person or their employer or both have contributed during their working life.

**Pension Debt (Liabilities)** - Future payouts that a pension fund is obligated to make.

**Unfunded Actuarial Accrued Liability (UAAL)** - The excess of the actuarial accrued liability over the actuarial value of assets; also referred to as “unfunded pension liability.”

**Pension Plan Assets** - The term pension plan assets refers to the funds available to meet future compensation obligations to retired employees. Pension plan assets consist of cash as well as investments.

**Memorandum of Understanding (MOU)** - Describes a bilateral or multilateral agreement between two or more parties. It expresses a convergence of will between the parties, indicating an intended common line of action. As pertains to this report, an agreement is between a county agency and the members association (a union).

**Pension Spiking**- Sometimes referred to as “salary spiking,” this is the process whereby public sector employees grant themselves large raises, artificially inflating their compensation in the years immediately preceding retirement in order to receive larger pensions than they otherwise would be entitled to receive. This inflates the pension payments to the retirees and, upon retirement of the “employee,” transfers the burden of making payments from the employee’s employer to a public pension fund. This practice is considered a significant contributor to the high cost of public sector pensions.

**APPENDIX B: Past Orange County Grand Jury Reports on Pension Funding**

- 2002-2003 Who Represents Orange County Taxpayers?  
<http://www.ocgrandjury.org/pdfs/gjrepresent.pdf>
- 2004-2005 Another County Crisis: Pensions, Health Care, and Other Benefits  
<http://www.ocgrandjury.org/pdfs/pension.pdf>
- 2011-2012 Transparency Breaking Up Compensation Fog—But Why Hide Pension Costs?  
<http://www.ocgrandjury.org/pdfs/transparencybreakingupcompensationfog.pdf>
- 2013-2014 Orange County City Pension Liabilities: Budget Transparency Critically Needed  
[http://www.ocgrandjury.org/pdfs/2013\\_2014\\_GJreport/PensionReport.pdf](http://www.ocgrandjury.org/pdfs/2013_2014_GJreport/PensionReport.pdf)
- 2015-2016 Orange County's \$4.5 Billion Unfunded Pension Liability & Retirement Plans  
[http://www.ocgrandjury.org/pdfs/2015\\_2016\\_GJreport/2016-06-15\\_Website\\_Report.pdf](http://www.ocgrandjury.org/pdfs/2015_2016_GJreport/2016-06-15_Website_Report.pdf)

## APPENDIX C: California Codes Relevant to Pension Enhancement Requirements

Note: Emphases added.

### *California Government Code Section §7507*

CERL Code §7507 requires city and county governing boards when considering changes in retirement benefits to “...secure the services of an actuary to **provide a statement of the actuarial impact upon future annual costs**, including normal cost and any additional accrued liability, before authorizing changes in public retirement plan benefits. The future costs of changes in retirement benefits or other postemployment benefits, as determined by the actuary, **shall be made public at a public meeting at least two weeks prior to the adoption of any increases in public retirement plan benefits.**”

### *California Government Code Section §23026*

CERL Code §23026 specifies requirements that a board of supervisors must fulfill before enhancing pension benefits. The board shall:

“...**make public, at a regularly scheduled meeting of the board, all salary and benefit increases** that affect either or both represented employees and non-represented employees.”

“...**include notice of any salary or benefit increase...on the agenda for the meeting as an item of business.**”

“...provide notice prior to the adoption of the salary or benefit increase.”

“...**include an explanation of the financial impact that the proposed benefit change or salary increase will have on the funding status of the county employees’ retirement system.**”

### *California Government Code Section §31515.5*

CERL Code §31313.5 states that, “...**the board of supervisors**, in compliance with Section 23026, **shall make public at a regularly scheduled meeting of the board, all salary and benefit increases** that affect either or both represented employees and non-represented employees. Notice of any salary or benefit increase shall be included **on the agenda for the meeting as an item of business**. Notice shall occur **prior to the adoption of the salary or benefit increase, and shall include an explanation of the financial impact** that the proposed benefit change or salary increase will have on the funding status of the county employees’ retirement system.”

### *California Government Code Section §31516*

CERL Code §31516 states that “...**the board of supervisors**, in compliance with Section 7505, **shall secure the services of an enrolled actuary to provide a statement of the actuarial impact upon future annual costs before authorizing increases in benefits and that the future annual costs as determined by the actuary shall be made public at a public meeting at least two weeks prior to the adoption of any increase in benefits.**”

#### **APPENDIX D: Pension Enhancements 2000 – 2005**

A change in the retirement benefit for law enforcement (safety) was approved in 2001, effective June 28, 2002, for a benefit formula of 3% of the member's final compensation for all years of service (retroactive) rendered at age 50. This increased the future UAAL by \$119.5 million (Delaney, 2015).

In 2002, the retirement benefit formula for firefighters was approved by the OCFA Board of Directors, as was an increase for Probation Services Unit employees who became Safety members. These benefit improvements increased the future UAAL by \$89.7 million (Delaney, 2015).

In 2004, a number of benefit formulas were enhanced by the plan sponsor; probation members adopted the 3% @ 50 formula, Orange County Sanitation District adopted a 2.5% @ 55 formula, general members of the County of Orange adopted the 2.7% @ 55 formula, collectively increasing the UAAL by \$365.4 million (Delaney, 2015).

The benefit enhancements noted above, in the aggregate, increased the UAAL by \$574.6 million (Delaney, 2015).

**Grand Jury Response: “Pension Enhancements: A Question of Government Code Compliance”**

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July 28, 2017

The Honorable Charles Margines  
Presiding Judge  
Orange County Superior Court  
700 Civic Center Drive West  
Santa Ana, CA 92701

Your Honor,

The Orange County Fire Authority (OCFA) Board of Directors reviewed the Grand Jury report, “Pension Enhancements: A Question of Government Code Compliance” during its public meeting held on July 27, 2017. The Board has reviewed and authorized this formal response from our agency.

We appreciate the time and effort the Grand Jury has devoted to the citizens of Orange County and we share its dedication to fair and transparent governance.

If I may be of service in the clarification of this response, please feel free to contact me at [jeffbowman@ocfa.org](mailto:jeffbowman@ocfa.org) or (714) 573-6010.

Sincerely,

Jeff Bowman  
Fire Chief

**MINUTES  
ORANGE COUNTY FIRE AUTHORITY**

**Board of Directors Regular Meeting**

**July 27, 2017  
6:00 P.M.**

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**3. CONSENT CALENDAR**

**D. Response to Grand Jury Report Regarding Benefit Enhancements” (F: 20.04A9)**

<Board action>

# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

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## Summary

### Response to Findings and Recommendations

**Finding 1:** When the OCFA Board of Directors approved 3% at 50 for firefighters in 2002, only one week notice was given to the public.

*The OCFA agrees in part and disagrees in part. It is true that at least a week's notice was provided before the OCFA Board approved MOU Amendments in 2002. However, the notice requirements of Government Code Section 7507 as that section existed in 2002 didn't apply to the OCFA Board of Directors actions in 2002 because the County Board of Supervisors had already authorized the enhanced public safety pension benefit.*

### Discussion

*The 3% at 50 Pension Benefit was Adopted by the County Board of Supervisors in Accordance with California Government Code 31664.1.*

In 2000, the California Legislature adopted A.B. 1937 authorizing counties to adopt an enhanced pension benefit for safety employees, one of which is commonly referred to by the shorthand "3% at 50." That authorization was codified in Government Code Section 31664.1. The text of Section 31664.1 is attached hereto as **Exhibit 1**.

As it existed in 2001-2002, and as it still exists today, Section 31664.1 provided that the benefit would apply after "the Board of Supervisors of the county" adopts a resolution applying the section in the county.<sup>1</sup>

On June 6, 2001, General Counsel for the Orange County Employees Retirement System (OCERS) informed OCERS that "if the Board of Supervisors makes those provisions applicable in Orange County, the provisions will be binding on all other participating [public agencies] that also employ safety members in the system." A copy of the June 6, 2001, memo from Harvey Leiderman to the OCERS Board of Retirement is attached as **Exhibit 2**.

As a result, the OCERS Board approved a motion on June 18, 2001, to notify its participating districts (which included OCFA) of OCERS' intent "to apply the increase in safety retirement under AB 1937 uniformly to all safety members if the law is made applicable in Orange County by resolution of the County Board of Supervisors." (See Minutes, item I-9; Excerpts the Minutes of the June 18, 2001, OCERS Board Meeting are attached as **Exhibit 3**.<sup>2</sup>)

On December 4, 2001, the Orange County Board of Supervisors, at a regular, public meeting, considered the pension benefit enhancement authorized by AB 1937 and approved a Resolution adopting Government Code Section 31664.1.<sup>3</sup> (A copy of the December 4, 2001, Board of Supervisors Resolution is attached as **Exhibit 4**.)<sup>4</sup> And as stated in the County Board's Resolution, the County had already provided the required actuarial study showing the costs of the benefits and complied with Section 7507 prior to approving the Resolution.

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<sup>1</sup> Cal. Gov't Code § 31664.1 [Emphasis added.]

<sup>2</sup> The complete Minutes of the June 18, 2001 OCERS Board Meeting are available at OCERS website at [http://www.ocers.org/pdf/public\\_meetings/2001minutes/061801b.htm](http://www.ocers.org/pdf/public_meetings/2001minutes/061801b.htm).

<sup>3</sup> As stated in Exhibit 4, the County complied with Section 7507 prior to approving the Resolution.

<sup>4</sup> Although the Board of Supervisors' Resolution purported to limit its effect to County employee members of OCERS, the legal effect of the Board's approval of the benefit was binding on OCFA and the other participating public agencies that employed safety employees, as confirmed in the opinion of OCERS legal counsel (See Exhibit 2).

## Grand Jury Response: “Pension Enhancements: A Question of Government Code Compliance”

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As a result, although the OCFA undertook negotiations of MOU amendments with its safety employees about the timing and funding of that enhanced benefit and about the employees' increased contributions in order to reduce the fiscal impact of the benefit on OCFA, the actual increase of the pension benefit had already been adopted by the County Board of Supervisors in December 2001.<sup>5</sup>

### *Government Code section 7507*

The current version of section 7507 was adopted in 2008. When the 2002 MOU amendments were negotiated, a slightly different version of section 7507 was in place. The version of Government Code section 7507 in effect in 2002 provided:

The Legislature and local legislative bodies shall secure the services of an enrolled actuary to provide a statement of the actuarial impact upon future annual costs before authorizing increases in public retirement plan benefits. An “enrolled actuary” means an actuary enrolled under subtitle C of Title III of the federal Employee Retirement Income Security Act of 1974 and “future annual costs” shall include, but not be limited to, annual dollar increases or the total dollar increases involved when available.

The future annual costs as determined by the actuary shall be made public at a public meeting at least two weeks prior to the adoption of any increases in public retirement plan benefits.<sup>6</sup>

In conclusion, pursuant to Section 7507 as it existed in 2001-2002, the requirement to circulate in advance of a public meeting a statement of the actuarial impact of an increase in retirement benefits upon future annual costs applied prior to adopting increases in public retirement plan benefits. And as summarized above, in accordance with Government Code Section 31664.1, those benefit increases were adopted by the County Board of Supervisors.

**Recommendation 1:** The OCFA should implement procedures that ensure compliance with all transparency requirements including those relating to the approval of pension enhancements.

*Although there has not been a violation of any transparency requirements for the reasons articulated above, the OCFA nevertheless agrees that the Authority will continue to implement procedures that ensure continuing compliance with all applicable transparency requirements. The OCFA already complies with and exceeds State law and when it applies as it strives for utmost transparency and responsibility with pension benefits.*

The OCFA’s commitment to transparency, including but not limited to compliance with the requirements of Government Code section 7507 when it applies, was demonstrated by the Board of Director’s adoption in 2010 and 2011 of new retirement benefits applicable to the members of OCFA’s Orange County Professional Firefighters Association, the Chief Officers Association, the Orange County Employees Association, and to OCFA’s unrepresented safety members of Executive Management. (See the December 3, 2010, February 2, 2011, and May 31, 2011, letters from OCFA Fire Chief to the Chief Executive Officer of OCERS, attached hereto as **Exhibit 6**.)

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<sup>5</sup> As discussed above, Section 7507 didn’t apply to approval of the OCFA MOU amendments because the benefit enhancements for safety employees had already been adopted by the County Board of Supervisors. As noted in the Grand Jury’s report, the OCFA nevertheless secured the services of an actuary and publicly circulated that report a week before the Board approved the amendments to its safety MOUs.

<sup>6</sup> Cal. Gov’t Code § 7507 [emphasis added]. Copies of the version of Section 7507 that was in effect in 2002 and the current version of Government Code section 7507 are attached hereto as **Exhibit 5**.

## **Grand Jury Response: “Pension Enhancements: A Question of Government Code Compliance”**

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As shown in Exhibit 6 and its attachments, before approving the revised benefits the OCFA secured the services of an actuary to provide the required cost study and made the cost study public at the OCFA Board Meeting on November 18, 2010 – a full two weeks before the Board adopted the revised benefits on December 2, 2010, and several months before the Board’s actions amending the pension benefits on January 27, 2011, and May 26, 2011.

As demonstrated by that public process and by the analysis and public disclosures that exceeded the legal requirements applicable in 2002, the OCFA is and remains committed to transparency and consistently meets and exceeds the transparency requirements of Government Code Section 7507.

# Grand Jury Response: “Pension Enhancements: A Question of Government Code Compliance”

## Exhibit 1

§ 31664.1. Additional service pension, CA GOVT § 31664.1

West's Annotated California Codes  
Government Code (Refs & Annos)  
Title 3. Government of Counties (Refs & Annos)  
Division 4. Employees (Refs & Annos)  
Part 3. Retirement Systems (Refs & Annos)  
Chapter 3. County Employees Retirement Law of 1937 (Refs & Annos)  
Article 7.5. Retirement of Safety Members for Service (Refs & Annos)

West's Ann.Cal.Gov.Code § 31664.1

§ 31664.1. Additional service pension

Effective: January 1, 2001

Currentness

(a) This section may be made applicable in any county on the first day of the month after the board of supervisors of the county adopts, by majority vote, a resolution providing that this section shall become applicable in the county.

(b) Notwithstanding any other provisions of this chapter, the current service pension or the current service pension combined with the prior service pension is an additional pension for safety members purchased by the contributions of the county or district sufficient when added to the service retirement annuity to equal 3 percent of the member's final compensation set forth opposite his or her age at retirement, taken to the preceding completed quarter year, in the following table, multiplied by the number of years of current service or years of current and prior service with which the member is entitled to be credited at retirement. In no event shall the total retirement allowance exceed the limitation of the safety member's final compensation as set forth in [Section 31676.1](#), as it now reads or may hereafter be amended to read.

| Age at Retirement | Fraction |
|-------------------|----------|
| 41 .....          | .6258    |
| 41 ¼ .....        | .6350    |
| 41 ½ .....        | .6442    |
| 41 ¾ .....        | .6533    |
| 42%.....          | .6625    |
| 42 ¼ .....        | .6720    |
| 42 ½ .....        | .6814    |
| 42 ¾ .....        | .6909    |
| 43%.....          | .7004    |
| 43 ¼ .....        | .7102    |

## Grand Jury Response: “Pension Enhancements: A Question of Government Code Compliance”

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### § 31664.1. Additional service pension, CA GOVT § 31664.1

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|                  |        |
|------------------|--------|
| 43 ½ .....       | 7200   |
| 43 ¾ .....       | 7299   |
| 44%.....         | 7397   |
| 44 ¼ .....       | 7499   |
| 44 ½ .....       | 7601   |
| 44 ¾ .....       | 7703   |
| 45.....          | 7805   |
| 45 ¼ .....       | 7910   |
| 45 ½ .....       | 8016   |
| 45 ¾ .....       | 8121   |
| 46.....          | 8226   |
| 46 ¼ .....       | 8339   |
| 46 ½ .....       | 8452   |
| 46 ¾ .....       | 8586   |
| 47.....          | 8678   |
| 47 ¼ .....       | 8780   |
| 47 ½ .....       | 8882   |
| 47 ¾ .....       | 8983   |
| 48.....          | 9085   |
| 48 ¼ .....       | 9194   |
| 48 ½ .....       | 9304   |
| 48 ¾ .....       | 9413   |
| 49.....          | 9522   |
| 49 ¼ .....       | 9641   |
| 49 ½ .....       | 9761   |
| 49 ¾ .....       | 9880   |
| 50 and over..... | 1.0000 |

(c) Contributions shall not be made by safety members having credit for 30 years of continuous service.

# Grand Jury Response: “Pension Enhancements: A Question of Government Code Compliance”

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§ 31664.1. Additional service pension, CA GOVT § 31664.1

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## Credits

(Added by Stats.2000, c. 237 (A.B.1937), § 2.)

## Editors' Notes

### OPERATIVE EFFECT

<For operative effect of certain provisions of this chapter, see [Government Code § 31899.6](#).>

West's Ann. Cal. Gov. Code § 31664.1, CA GOVT § 31664.1

Current with urgency legislation through Ch. 28, also including Chs. 38, 42, 47, 50, 51, 52, 55, and 65 of 2017 Reg.Sess

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End of Document

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Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

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Exhibit 2

STEEFEL  
LEVITT  
& WEISS  
A PROFESSIONAL CORPORATION

EXECUTIVE SUMMARY FOR THE BOARD

TO: Board of Retirement  
Orange County Employees Retirement System 10990

FROM: Harvey L. Leiderman, Esq.  
Steeffel, Levitt & Weiss, P. C.

DATE: June 6, 2001

RE: Increased Safety Member Retirement under AB 1937

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In August, 2000, Governor Davis signed AB 1937 into law. Among the provisions of the new law, AB 1937 establishes alternative "3% at 50" and "3% at 55" formulae for calculating the benefits of safety members of retirement systems governed by the County Employees Retirement Law of 1937 ("CERL"). Each of the relevant sections of AB 1937 (Government Code Sections 31664.1 and 31664.2) states:

*"This section may be made applicable in any county on the first day of the month after the board of supervisors of the county adopts, by majority vote, a resolution providing that this section shall become applicable in the county."*<sup>1</sup>

You have asked us to advise the Board as to whether the benefit schedules set forth in AB 1937, if adopted by the Board of Supervisors of Orange County, would be binding on the safety members employed by other districts participating in OCERS.

Based upon our analysis of AB 1937, and other analogous law, we conclude that if the Board of Supervisors makes those provisions applicable in Orange County, the provisions will be binding on all other participating districts that also employ safety members of the system. We do not find language in AB 1937 sufficient as a matter of law to establish that different plan sponsors may elect to grant different benefit levels to their safety employees.

Our conclusion runs counter to what appears to have been the sponsors' and drafters' intent when moving AB 1937 through the Legislature. The Legislative Counsel's Digest that accompanies the reported text of the bill states that "[t]his bill would authorize counties or districts, subject to approval of the county board of supervisors," to provide the increased benefits set forth in the formulae. This language implies a desire to allow counties and districts to decide independently whether to extend the enhanced benefits to their employees. Under this approach, once the board of supervisors acts to make one or both of the formulae

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<sup>1</sup> All references to "Section" hereinafter refer to sections of CERL, and all references to "AB 1937" refer to Sections 31664.1 and 31664.2.

## Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

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& WEISS  
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available in the county, each participating employer would be free to bargain with its own safety employees for the enhanced benefits.

In addition, the legislative analysis that accompanied AB 1937 notes that supporters of AB 1937 contended that "because this bill does not *mandate* any benefit increases at the local level, it also provides *local agencies* with the flexibility needed to attract and retain qualified employees." By stating that the bill does not "mandate" any benefit increases at the local level, and by identifying "local agencies" rather than "counties" as attracting and retaining qualified employees, the legislative analysis would further support the view that AB 1937 affords districts an independent ability to implement the new benefit formulae for their safety members, once the county board of supervisors has made them applicable in the county.

If this was, indeed, the sponsors' and drafters' intent, they unfortunately failed to express that intent in the text of the bill that was signed into law. Nowhere in AB 1937 is this intent reflected in its operative language. The absence of such language is significant, because elsewhere in the same statute the Legislature has expressly provided for separate adoption of benefits levels by districts after county action making the provisions applicable in the county.

For example, Section 31676.1, establishing a retirement formula for general members of CERL systems, provides

*"This section may be made applicable to any county . . . after the board of supervisors of such county adopts, by majority vote, a resolution providing that this section shall become applicable in such county".*

Two additional sections, however, go on to provide available enhancements to the general benefits set forth in Section 31676.1. Both Sections 31676.95 and 31676.96 (enacted in 1955) expressly state that in a county that has adopted Section 31676.1, previously retired members may receive enhanced benefits; however,

*"[t]his section shall not apply...unless and until the governing board of the county or district covered by such retirement system elects to be subject to the provisions of this section..."*

Similarly, see Section 31751 (enacted in 1984), which is the section affecting the Contra Costa County retirement system and its ability to choose to grant Tier 1 or Tier 2 benefits to its employees, notwithstanding action by the county to limit them to Tier 2 status. Section 31751 expressly provides

*"(a)(1) The board of supervisors of Contra Costa County may make this section, Tier Two, applicable to officers and employees for whom it is the governing body, by adopting a resolution specifying the future operative date of its application.*

## Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

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*"(2) After the board of supervisors has adopted such a resolution, the governing body of a district not governed by the board of supervisors may make this section applicable as Tier Two to its officers and employees on and after the future operative date it specifies."<sup>2</sup>*

Finally, compare new Section 31678.2, which states, in pertinent part:

*"a board of supervisors or a governing body of a district may, by resolution adopted by majority vote, make any section of this chapter prescribing a formula for calculation of retirement benefits applicable to service credit earned on or after the date specified in the resolution, which date may be earlier than the date the resolution is adopted."*

This new section passed the Legislature as SB 1696 in 2000, at the same time as AB 1937, and was signed into law the following month. The included language of this provision underscores the omitted language from AB 1937 – any mention of the ability of a participating district independently to adopt the new benefit formulae for its own safety employees.

Our review of AB 1937 in the context of the statutory framework of CERL persuades us that the Legislature could have, but did not, grant participating districts the independent right to adopt or refuse to adopt the "3% at 50" or "3% at 55" benefits for safety employees once AB 1937 is made applicable by resolution of the county board of supervisors. While this may confound the intent of the bill's sponsors and drafters, we are not at liberty to ignore the express language of the statute in an effort to achieve an "intended" result. The authority to correct an error in the statute, if appropriate, resides with the Legislature, not with the administrative body responsible for carrying out its terms.

We respectfully recommend that the Board of Retirement notify the County and all affected participating districts of OCERS' intent to apply the increase in safety retirement under AB 1937 uniformly to all safety members of the retirement system if the law is made applicable in Orange County by resolution of the County Board of Supervisors.

cc: Keith S. Bozarth, Executive Director

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<sup>2</sup> In finding Section 31751's grant of independent authority to district, the appellate court in Corcoran v. Contra Costa County Employees Retirement Board (1997) 60 Cal.App.4<sup>th</sup> 89 recognized that the retirement board was the governing body of employees of a district not governed by the county board of supervisors, notwithstanding that all of its employees are required to be county employees under CERL.

# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

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## Exhibit 3

7/20/2017

Retirement Board Minutes - June 18, 2001

### ORANGE COUNTY EMPLOYEES RETIREMENT SYSTEM BOARD OF RETIREMENT 2223 WELLINGTON AVENUE SANTA ANA, CALIFORNIA

#### REGULAR MEETING JUNE 18, 2001 MINUTES

The Chairman called the meeting to order at 8:30 a.m. and read the opening statement into the record. Attendance was as follows:

Present: George W. Jeffries, Chairman; Frank E. Eley, Vice-Chairman; Reed L. Royalty; Thomas J. Lightvoet; John M.W. Moorlach; Charles H. Simons; Thomas N. Fox; Keith L. Concannon, and Sharon L. Neebe

Alternate: David J. Thompson, alternate for all elected Board Members

Absent: Mr. Lightvoet left the meeting at 11:00 a.m.

Also present: Keith Bozarth, Chief Executive Officer; James W. Buck, Chief Operations Officer; Farouki Majeed, Chief Investment Officer; Shanta Chary, Investment Analyst; Toi Dang, Chief Financial Officer; Ricki Contreras and Andre Kujawski, Disability Investigators; Fred Messerer, Disability Staff Attorney; Stephen Cadena, Member Services Manager; Alicia Cavazos, Human Resources Manager; Anthony Beltran, Audio/Visual Technician, Jayne Ritchey Recording Secretary.

Harvey Leiderman, Esq. of Steefel, Levitt & Weiss

Mr. Royalty led the pledge of allegiance and Mr. Jeffries offered the invocation.

#### CONSENT AGENDA

*Mr. Moorlach pulled item C-2B and Mr. Lightvoet pulled item C-3*

A motion was made by Mr. Simons and seconded by Mr. Lightvoet to approve the remainder of the consent agenda. The motion carried.

#### C-1 MATERIAL DISTRIBUTED Applications and Notices

- June 18, 2001

Recommendation: Receive and file.

#### C-2 BOARD MEETINGS AND COMMITTEE MEETINGS:

##### A. MEETING AUTHORIZATION Regular Board Meeting

## Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

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7/20/2017

Retirement Board Minutes - June 18, 2001

Mr. Majeed presented the Chief Investment Officer's report. After discussion, a motion was made by Mr. Fox and seconded by Mr. Lightvoet to receive and file the CIO's report. The motion carried.

### I-4 UPDATE ON THE CURRENT STATUS OF MARS PROJECT

Carolyn Ford of Carolyn Ford and Associates, Inc. presented to the Board an update on the current status of the MARS project. After discussion, a motion was made by Mr. Concannon and seconded by Mr. Lightvoet to receive and file the report. The motion carried.

### I-5 PROPOSAL FOR INTERNAL AUDIT SERVICES FROM LINK, MURREL & CO.

A motion was made by Mr. Moorlach and seconded by Mr. Lightvoet to:

- (1) Authorize staff to enter into an agreement with Link, Murrel & Co. to perform a review of OCERS' system of Internal Control at the cost not to exceed \$49,250 and
- (2) Approve a supplemental budget appropriation to defray the actual internal audit costs.

Gary Crouch of Link, Murrel & Company addressed the board.

After discussion, the motion carried.

### I-6 YEAR 2001 BUDGET ADJUSTMENT FOR BUILDING LEASE OF SUITE 320 OCCUPIED BY OCERS' DISABILITY SECTION.

A motion was made by Mr. Fox and seconded by Mr. Royalty to approve budget adjustment of \$45,000 for Suite 320 lease. The motion carried with Mr. Moorlach voting no.

### I-7 OPTION 4, BENEFIT PAYMENT ELECTION FOR RETIRING MEMBER ROBERT LOHRMAN

A motion was made by Mr. Lightvoet and seconded by Mr. Moorlach to grant election of retirement benefit payment Option 4, based on Towers Perrin actuarial report for retiring member Robert Lohman. The motion carried.

### I-8 OCERS – OCLAFCO MEMBERSHIP AGREEMENT

A motion was made by Mr. Moorlach and seconded by Mr. Lightvoet to approve the proposed membership agreement between OCERS and OCLAFCO. The motion carried.

### I-9 APPLICATION OF PROPOSED INCREASE IN SAFETY RETIREMENT UNDER AB 1937

A motion was made by Mr. Fox and seconded by Mr. Royalty to approve counsel's recommendation to notify participating districts of OCERS' intent to apply the increase in safety retirement under AB 1937 uniformly to all safety members if the law is made applicable in Orange County by resolution of the County Board of Supervisors. After discussion, the motion carried.

### I-10 REQUEST FOR STAFF TO DEVISE A METHOD BY WHICH ALL CANDIDATES FOR BOARD ELECTION MAY DISTRIBUTE MATERIALS TO ALL ELIGIBLE VOTERS.

**Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"**

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**Exhibit 4**

11-30-01 02:11pm From-CLERK OF T/ YARD

7148344439

T-048 P.07/10 F-488

Attachment II

**RESOLUTION OF THE BOARD OF SUPERVISORS OF  
ORANGE COUNTY, CALIFORNIA  
ADOPTING GOVERNMENT CODE SECTION 31664.1**

\_\_\_\_\_, 2001

WHEREAS, the Board of Supervisors has the authority to adopt certain provisions of the County Employees Retirement Law of 1937 for calculating the benefits available to safety members of the County and other retirement plan sponsors of the Orange County Employees Retirement System within the County; and

WHEREAS, Government Code Section 31664.1 establishes an alternative "3% at 50" formula for calculating the benefits of safety members of retirement systems governed by the County Employees Retirement Law of 1937; and

WHEREAS, by making such benefits available, this Board does not mandate such benefits for any employees or employer; and

WHEREAS, implementation of such benefits is properly the subject of collective bargaining as set out in the Meyers - Milias - Brown Act (Government Code Section 3500 et seq.); and

WHEREAS, the County of Orange ("County") has concluded meeting and conferring with the Association of Orange County Deputy Sheriffs representing certain classifications designated as safety members of the Orange County Employees Retirement Systems; and

WHEREAS, this Board does not wish to mandate the costs and benefits of Government Code Section 31664.1 on County and non-County members of the Orange County Employees Retirement System prior to completion of their respective meet and confer requirements; and

# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

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11-30-01 02:12pm From-CLERK OF T| YARD

7148344439

T-049 P.08/10 F-488

WHEREAS, as required by Government Code Section 7507, the County has provided an actuarial study showing the potential cost of the implementation of such benefits.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors hereby resolves that Government Code section 31664.1 shall become applicable in Orange County effective June 28, 2002.

BE IT FURTHER RESOLVED that on June 28, 2002 this Resolution is applicable to employees and officials of the Orange County Sheriff's Department and Orange County District Attorney's Office in classifications designated as safety members of the Orange County Employees Retirement System.

BE IT FURTHER RESOLVED that the Board of Supervisors requests, to the extent permitted by law, that the Orange County Employees Retirement System implement the retirement allowance provided in Government Code Section 31664.1 as to County and non-County members of the Retirement System only after the completion of any meet and confer requirements applicable to those member agencies and employees.

PASSED AND APPROVED THIS \_\_\_\_\_ day of \_\_\_\_\_ 2001;

EFFECTIVE DATE OF RESOLUTION: June 28, 2002

# Grand Jury Response: “Pension Enhancements: A Question of Government Code Compliance”

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## Exhibit 5

### Government Code Section 7507 – Version in effect in 2002

§ 7507. Actuarial impact upon future annual costs prior to..., CA GOVT § 7507

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West's Annotated California Codes  
Government Code ([Refs & Annos](#))  
Title 1. General  
Division 7. Miscellaneous  
Chapter 21. Public Pension and Retirement Plans ([Refs & Annos](#))

This section has been updated. Click [here](#) for the updated version.

West's Ann.Cal.Gov.Code § 7507

§ 7507. Actuarial impact upon future annual costs prior to  
authorizing increases in benefits; use of enrolled actuary

Effective: [See Text Amendments] to December 31, 2008

The Legislature and local legislative bodies shall secure the services of an enrolled actuary to provide a statement of the actuarial impact upon future annual costs before authorizing increases in public retirement plan benefits. An “enrolled actuary” means an actuary enrolled under subtitle C of Title III of the federal Employee Retirement Income Security Act of 1974<sup>1</sup> and “future annual costs” shall include, but not be limited to, annual dollar increases or the total dollar increases involved when available.

The future annual costs as determined by the actuary shall be made public at a public meeting at least two weeks prior to the adoption of any increases in public retirement plan benefits.

#### **Credits**

(Added by Stats.1977, c. 941, p. 2874, § 1. Amended by Stats.1980, c. 481, § 3.)

#### **Footnotes**

<sup>1</sup> See 29 U.S.C.A. § 1001 et seq.

West's Ann. Cal. Gov. Code § 7507, CA GOVT § 7507

Current with urgency legislation through Ch. 28, also including Chs. 38, 42, 47, 50, 51, 52, 55, and 65 of 2017 Reg.Sess

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End of Document

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# Grand Jury Response: “Pension Enhancements: A Question of Government Code Compliance”

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## **Government Code Section 7507 – Version currently in effect (2017)**

§ 7507. Definitions; actuarial impact upon future annual costs..., CA GOVT § 7507

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West's Annotated California Codes

Government Code (Refs & Annos)

Title 1. General

Division 7. Miscellaneous

Chapter 21. Public Pension and Retirement Plans (Refs & Annos)

Article 1. General Provisions (Refs & Annos)

West's Ann. Cal. Gov. Code § 7507

§ 7507. Definitions; actuarial impact upon future annual costs prior  
to authorizing increases in benefits; public meetings; application

Effective: January 1, 2017

Currentness

(a) For the purpose of this section:

(1) “Actuary” means an actuary as defined in [Section 7504](#).

(2) “Future annual costs” includes, but is not limited to, annual dollar changes, or the total dollar changes involved when available, as well as normal cost and any change in accrued liability.

(b)(1) Except as provided in paragraph (2), the Legislature and local legislative bodies, including community college district governing boards, when considering changes in retirement benefits or other postemployment benefits, shall secure the services of an actuary to provide a statement of the actuarial impact upon future annual costs, including normal cost and any additional accrued liability, before authorizing changes in public retirement plan benefits or other postemployment benefits.

(2) The requirements of this subdivision do not apply to:

(A) An annual increase in a premium that does not exceed 3 percent under a contract of insurance.

(B) A change in postemployment benefits, other than pension benefits, mandated by the state or federal government or made by an insurance carrier in connection with the renewal of a contract of insurance.

(c)(1)(A) With regard to local legislative bodies, including community college district governing boards, the future costs of changes in retirement benefits or other postemployment benefits, as determined by the actuary, shall be made public at a public meeting at least two weeks prior to the adoption of any changes in public retirement plan benefits or other postemployment benefits. If the future costs of the changes exceed one-half of 1 percent of the future annual costs, as defined in paragraph (2) of subdivision (a), of the existing benefits for the legislative body, an actuary shall be present to provide information as needed at the public meeting at which the adoption of a benefit change shall be considered. The adoption of any benefit to which this section applies shall not be placed on a consent calendar.

## Grand Jury Response: “Pension Enhancements: A Question of Government Code Compliance”

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§ 7507. Definitions; actuarial impact upon future annual costs..., CA GOVT § 7507

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(B) The requirements of this paragraph do not apply to:

(i) An annual increase in a premium that does not exceed 3 percent under a contract of insurance.

(ii) A change in postemployment benefits, other than pension benefits, mandated by the state or federal government or made by an insurance carrier in connection with the renewal of a contract of insurance.

(2) With regard to the Legislature, the future costs as determined by the actuary shall be made public at the policy and fiscal committee hearings to consider the adoption of any changes in public retirement plan benefits or other postemployment benefits. The adoption of any benefit to which this section applies shall not be placed on a consent calendar.

(d) Upon the adoption of any benefit change to which this section applies, the person with the responsibilities of a chief executive officer in an entity providing the benefit, however that person is denominated, shall acknowledge in writing that he or she understands the current and future cost of the benefit as determined by the actuary. For the adoption of benefit changes by the state, this person shall be the Director of Human Resources.

(e) The requirements of this section do not apply to a school district or a county office of education, which shall instead comply with requirements regarding public notice of, and future cost determination for, benefit changes that have been enacted to regulate these entities. These requirements include, but are not limited to, those enacted by Chapter 1213 of the Statutes of 1991 and by Chapter 52 of the Statutes of 2004.

### Credits

(Added by Stats.2008, c. 371 (S.B.1123), § 3. Amended by Gov.Reorg.Plan No. 1 of 2011, § 45, eff. Sept. 9, 2011, operative July 1, 2012; Stats.2012, c. 665 (S.B.1308), § 41; Stats.2016, c. 415 (A.B.2375), § 4, eff. Jan. 1, 2017.)

### Notes of Decisions (3)

West's Ann. Cal. Gov. Code § 7507, CA GOVT § 7507

Current with urgency legislation through Ch. 28, also including Chs. 38, 42, 47, 50, 51, 52, 55, and 65 of 2017 Reg.Sess

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# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

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## Exhibit 6



## **ORANGE COUNTY FIRE AUTHORITY**

P. O. Box 57115, Irvine, CA 92619-7115 • 1 Fire Authority Road, Irvine, CA 92602

Keith Richter, Fire Chief

(714) 573-6000

www.ocfa.org

December 3, 2010

Mr. Steve Delaney  
Chief Executive Officer  
Orange County Employees Retirement System  
2223 Wellington Avenue  
Santa Ana, CA 92701

Dear Mr. Delaney:

In the Fall of 2010, representatives from the Orange County Fire Authority (OCFA) began the meet and confer process with the Orange County Professional Firefighters Association (OCPFA) and the Chief Officers Association (COA) regarding potential amendments to their current Memorandums of Understanding (MOUs). As part of the meet and confer process, the parties have agreed to a new retirement benefit formula commonly referred to as "3% @ 55" for future implementation effective July 1, 2012. This retirement benefit has been included in the Amended MOUs which were approved by the Board of Directors on December 2, 2010.

Prior to this Board action and pursuant to Government Code Section 7507, OCFA secured the services of an actuary to provide a cost study, and we made that study public at our November 18, 2010 meeting of the Board of Directors (attached). I have reviewed the cost study and have gained an understanding of the current and future cost of reducing the current safety retirement formula from 3%@50 to the new formula of 3%@55, as determined by the actuary. The enclosed cost study estimates the normal cost for the reduced 3%@55 formula to be 2.77% less than the normal cost for the current 3%@50 formula. While the normal cost component of our safety retirement rates will be reduced, I understand that the UAAL component of our safety rates will remain unchanged as a result of this transition.

This letter is provided in compliance with the requirements of Government Code Section 7507. We will also forward complete and executed copies of the Amended MOUs, as well as executed copies of the Resolutions which have been adopted by the Board of Directors under separate cover.

If you have any questions, you may contact me at (714) 573-6010 or Lori Zeller of my staff at (714) 573-6020.

Respectfully,

A handwritten signature in black ink that reads "Keith Richter".

Keith Richter  
Fire Chief

### Attachments

cc: Lori Zeller, Assistant Chief, Business Services  
Zenovy Jakymiw, Director, Human Resources

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Los Alamitos • Mission Viejo • Placentia • Rancho Santa Margarita • San Clemente • San Juan Capistrano • Seal Beach • Stanton • Tustin • Villa Park  
Westminster • Yorba Linda • and Unincorporated Areas of Orange County

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**RESIDENTIAL SPRINKLERS AND SMOKE DETECTORS SAVE LIVES**

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**Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"**

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**ORANGE COUNTY FIRE AUTHORITY**

P. O. Box 57115, Irvine, CA 92619-7115 • 1 Fire Authority Road, Irvine, CA 92602

Keith Richter, Fire Chief

(714) 573-6000

www.ocfa.org

February 2, 2011

Mr. Steve Delaney  
Chief Executive Officer  
Orange County Employees Retirement System  
2223 Wellington Avenue  
Santa Ana, CA 92701

Dear Mr. Delaney:

We previously advised you that our firefighters and chief officers had agreed to amend their Memorandums of Understanding (MOUs) to implement the new retirement benefit formula commonly referred to as "3% @ 55" for future new employees hired on or after July 1, 2012. The amendment to the firefighters' and chief officers' MOUs were approved by the Board of Directors on December 2, 2010.

Following that action, on January 27, 2011, the Board of Directors approved additional amendments to the OCFA's Personnel & Salary Resolution (P&SR), which covers unrepresented safety members of Executive Management. These amendments included implementation of the same new retirement benefit formula ("3% @ 55") for newly hired safety members of Executive Management; however, the new tier shall be effective July 1, 2011 for this group.

Prior to this Board action and pursuant to Government Code Section 7507, OCFA secured the services of an actuary to provide a cost study, and we made that study public at our November 18, 2010 meeting of the Board of Directors (attached). I have reviewed the cost study and have gained an understanding of the current and future cost of reducing the current safety retirement formula from 3%@50 to the new formula of 3%@55, as determined by the actuary. The enclosed cost study estimates the normal cost for the reduced 3%@55 formula to be 2.77% less than the normal cost for the current 3%@50 formula. While the normal cost component of our safety retirement rates will be reduced, I understand that the UAAL component of our safety rates will remain unchanged as a result of this transition.

This letter is provided in compliance with the requirements of Government Code Section 7507. We will also forward complete and executed copies of the Amended P&SR, as well as an executed copy of the Board-approved Resolution under separate cover.

If you have any questions, you may contact me at (714) 573-6010 or Lori Zeller of my staff at (714) 573-6020.

Respectfully,

A handwritten signature in black ink that reads "Keith Richter".

Keith Richter  
Fire Chief

Attachments

cc: Lori Zeller, Assistant Chief, Business Services  
Zenovy Jakymiw, Director, Human Resources

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**RESIDENTIAL SPRINKLERS AND SMOKE DETECTORS SAVE LIVES**

Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

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**ORANGE COUNTY FIRE AUTHORITY**

P. O. Box 57115, Irvine, CA 92619-7115 • 1 Fire Authority Road, Irvine, CA 92602

Keith Richter, Fire Chief

(714) 573-6000

[www.ocfa.org](http://www.ocfa.org)

May 31, 2011

Mr. Steve Delaney  
Chief Executive Officer  
Orange County Employees Retirement System  
2223 Wellington Avenue  
Santa Ana, CA 92701

Dear Mr. Delaney:

We previously advised you that our firefighters and chief officers had agreed to amend their Memorandums of Understanding (MOUs) to implement the new retirement benefit formula commonly referred to as "3% @ 55" for future new employees hired on or after July 1, 2012. We also advised you of approved amendments to the OCFA's Personnel & Salary Resolution (P&SR), implementing the same new retirement benefit formula ("3% @ 55") for newly hired safety members of Executive Management effective July 1, 2011.

We are now pleased to report our final labor concession action impacting future retirement benefits for the last of our three labor groups, the Orange County Employees' Association (OCEA). On May 26, 2011, the Board of Directors approved amendments to the MOU with OCEA, including the implementation of a new retirement benefit formula ("2% @ 55") for newly hired members of OCEA effective July 1, 2011.

Prior to this Board action and pursuant to Government Code Section 7507, OCFA secured the services of an actuary to provide a cost study, and we made that study public at our November 18, 2010 meeting of the Board of Directors (attached). I have reviewed the cost study and have gained an understanding of the current and future cost of reducing the current retirement formula from 2.7%@55 to the new formula of 2%@55, as determined by the actuary. The enclosed cost study estimates the normal cost for the reduced 2%@55 formula to be 3.83% less than the normal cost for the current 2.7%@55 formula. While the normal cost component of our retirement rates will be reduced, I understand that the UAAL component of our rates will remain unchanged as a result of this transition.

This letter is provided in compliance with the requirements of Government Code Section 7507. We will also forward a complete and executed copy of the Amended MOU, as well as an executed copy of the Board-approved Resolution under separate cover.

If you have any questions, you may contact me at (714) 573-6010 or Lori Zeller of my staff at (714) 573-6020.

Respectfully,

A handwritten signature in black ink that reads "Keith Richter".  
Keith Richter  
Fire Chief

Attachments

cc: Lori Zeller, Assistant Chief, Business Services  
Zenovy Jakymiw, Director, Human Resources

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**RESIDENTIAL SPRINKLERS AND SMOKE DETECTORS SAVE LIVES**

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Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

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CONSENT CALENDAR - AGENDA ITEM NO. 11  
BOARD OF DIRECTORS MEETING  
November 18, 2010

TO: Board of Directors, Orange County Fire Authority

FROM: Lori Zeller, Assistant Chief  
Business Services Department

SUBJECT: **Special Study to Provide Alternative Retirement Benefits**

Summary:

This agenda item is submitted to the Board for review of the attached actuarial cost study prepared by The Segal Company in June 2009.

Recommended Action:

Receive and file the *2009 Special Study to Provide Alternative Retirement Benefits for New General and Safety Employees* prepared by The Segal Company, pursuant to Government Code Section 7507.

Background:

The severe market downturn and devastating 2008 investment losses sustained by the Orange County Retirement System (OCERS) had a major and negative cost impact on the retirement rates that the OCFA is obligated to pay to OCERS. The total retirement rate, also known as the annual contribution rate, has two components: the Normal Cost Component plus the current year's cost for the Unfunded Actuarial Accrued Liability (UAAL). The Normal Cost Component is the cost to pay for the current year's value of retirement benefits as earned. The UAAL Component is the accrued liability for past services which were not funded by prior contributions and investments.

OCFA's UAAL has increased from \$276 million in 2008 to \$391 million in 2009. Of the \$391 million UAAL, 88% or \$345 million is attributed to Safety members and 12% or \$46 million is attributed to General members. The OCERS system is now 69% funded, down from 71% in 2008. While a new tier of retirement cannot eliminate, or even reduce the unfunded liability that has already accumulated, a new tier can be beneficial in lowering the Normal Cost Component.

For OCFA, a new retirement tier with a reduced pension benefit formula would not have a significant impact in the short term; however, as we hire new employees over the long term, it would begin to reduce our average retirement contribution rate and volatility of rates. Therefore, pursuant to the Board's direction to meet and confer with labor regarding potential concessions, one of the areas being explored is a new tier. There is no certainty regarding whether or not any proposed concession packages will include a new tier; however, in the event they do, there are provisions of Government Code Section 7507 that we must comply with prior to implementation, as further described below.

## Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

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Consent Calendar - Agenda Item No. 11  
Board of Directors Meeting  
November 18, 2010 Page 2

### Government Code Section 7507

Government Code Section 7507 requires that OCFA secure the services of an actuary to provide a cost study, and to make the cost study public at a public meeting at least two weeks prior to adoption of the new formula. In addition, the chief executive officer, or in OCFA's case the Fire Chief, must acknowledge in writing that he understands the current and future cost of the benefit as determined by the actuary.

OCFA is submitting the actuary's report to the Board at this time to comply with the requirement of Government Code 7507 in the event the Board wishes to move forward in implementing a new tier. The earliest that staff would potentially return to the Board with an MOU including a new retirement tier would be at the Special Meeting scheduled for December 2, 2010.

### The Actuarial Study

The first step that OCFA took in exploring a new tier was to engage the actuarial firm, The Segal Company, in June 2009 to prepare a cost study in the event OCFA found it necessary to discuss a potential new tier for new hires (See Attachment). The Segal study compares the Normal Cost of the current Safety formula (3%@50) and the Normal Cost of the current General formula (2.7%@55) with the Normal Cost of several lower formulas permitted under the '37 Act for Retirement Systems. In addition to the Normal Cost rates, the study explains that the employer would have to continue to contribute the same UAAL rates of 12.59% and 21.94% for General and Safety members respectively, determined in the December 2008 valuation.

The attached Actuarial Cost Study demonstrates how changing to a lower formula lowers the Normal Cost rate of retirement (see page 6 of the Study):

|                                 | Safety Members - Benefit Formulas |         |         | General Members - Benefit Formulas |         |         |
|---------------------------------|-----------------------------------|---------|---------|------------------------------------|---------|---------|
|                                 | 3@50                              | 3@55    | 2@50 *  | 2.7@55                             | 2.5@55  | 2.08@55 |
| Employer Rate                   | 20.33%                            | 18.30%  | 15.24%  | 12.11%                             | 10.90%  | 11.11%  |
| Employee Rate                   | 13.44%                            | 12.70%  | 12.17%  | 11.12%                             | 10.92%  | 8.29%   |
| Total Normal Cost               | 33.77%                            | 31.00%  | 27.41%  | 23.23%                             | 21.82%  | 19.40%  |
| UAAL Cost                       | 21.94%                            | 21.94%  | 21.94%  | 12.59%                             | 12.59%  | 12.59%  |
| Total Rate                      | 55.71%                            | 52.94%  | 49.35%  | 35.82%                             | 34.41%  | 31.99%  |
| Difference from Current Formula |                                   | (2.77%) | (6.36%) |                                    | (1.41%) | (3.83%) |

\*The 2@50 formula grows to a benefit level of 2.62% at age 55.

Staff will continue to explore the possibility of including a new retirement tier in any potential concession packages and return to the Board at a later date for consideration of any amended MOU's that result from negotiations.

## Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

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Consent Calendar - Agenda Item No. 11  
Board of Directors Meeting  
November 18, 2010 Page 3

Impact to Cities/County:  
Not Applicable.

Fiscal Impact:  
There is no immediate financial impact but rather there is potential for future savings by implementing a lower benefit retirement formula.

Staff Contacts for Further Information:  
Lori Zeller, Assistant Chief  
Business Services Department  
[LoriZeller@ocfa.org](mailto:LoriZeller@ocfa.org)  
(714) 573-6020

Zenovy Jakymiw  
Director of Human Resources  
[ZenovyJakymiw@ocfa.org](mailto:ZenovyJakymiw@ocfa.org)  
(714) 573-6801

Tricia Jakubiak  
Treasurer  
[TriciaJakubiak@ocfa.org](mailto:TriciaJakubiak@ocfa.org)  
(714) 573-6301

Attachment:  
*Special Study to Provide Alternative Retirement Benefits for New General and Safety Employees*

# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

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**ORANGE COUNTY FIRE AUTHORITY (OCFA)**

*Special Study to Provide Alternative Retirement Benefits for New  
General and Safety Employees*

**FOR DISCUSSIONS WITH CLIENT**

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THE PARENT OF THE SEGAL COMPANY  
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# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

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The Segal Company  
100 Montgomery Street, Suite 500 San Francisco, CA 94104  
T 415.263.8200 F 415.263.8290 [www.segalco.com](http://www.segalco.com)

June 1, 2009

Ms. Tricia Jakubiak  
Purchasing Agent  
Orange County Fire Authority  
1 Fire Authority Road  
Building C  
Irvine, CA 92602

Dear Tricia:

We are pleased to submit our study of the proposed alternative benefit formulas for new General and Safety employees of the Orange County Fire Authority (OCFA).

As these proposed formulas would only be offered to new employees, and data for these employees are not currently available, we have assumed in this valuation that their demographic profiles (e.g., entry age, composition of male versus female, etc.) can be approximated by the data profiles of current OCFA General and Safety active members hired in the three years prior to the last valuation as of December 31, 2008. No current active, inactive vested members, retirees, or beneficiaries have been included in this valuation. With the exception of the service retirement assumptions under the Safety formulas, this study utilizes the actuarial assumptions and methodologies adopted by the OCERS Board of Retirement for use in the December 31, 2008 valuation. A brief description of the methodology we used to select the service retirement assumptions for the new Safety formulas is provided in Section I.

The actuarial calculations were completed under the supervision of Andy Yeung, ASA, MAIA, Enrolled Actuary.

We are members of the American Academy of Actuaries and we meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion herein.

Sincerely,

THE SEGAL COMPANY

By:

Paul Angelo, FSA, MAIA, EA  
Senior Vice President and Actuary  
MYM/hy

Andy Yeung, ASA, MAIA, EA  
Vice President and Associate Actuary

# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

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## SECTION 1

### REVIEW SUMMARY

Contribution Recommendations ... 1

## SECTION 2

### VALUATION RESULTS

|   |   |
|---|---|
| A. Demographics as of December 31, 2008 .....   | 4 |
| B. Comparison of Contribution Rates Before and After Change in Benefit Formulas for General Members ..... | 5 |
| C. Comparison of Contribution Rates Before and After Change in Benefit Formulas for Safety Members .....  | 6 |

## SECTION 3

### SUPPORTING EXHIBITS

|   |    |
|---|----|
| EXHIBIT I<br>Actuarial Assumptions and Plan Summary for OCFA General and Safety Members ..... | 7  |
| EXHIBIT II<br>Individual Member Contribution Rates .....                                      | 13 |

\* SEGAL

# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

## SECTION 1: Proposed Benefit Changes for New OCFA General and Safety Members Review Summary

### CONTRIBUTION RECOMMENDATIONS

- > Currently, General and Safety members of OCFA are enrolled in Rate Groups 10 and 8, respectively. Within each of the two Rate Groups, there are members who are in Tier 1 (referred to as General Plan I and Safety Plan E) and Tier 2 (referred to as General Plan J and Safety Plan F). If adopted by OCFA, we assume members who join OCFA after the effective date of the proposed benefit formulas will continue to be rated separately from the other employers whose employees are entitled to the same benefit formulas. These members could be tracked by creating a new Rate Group or by creating a new Tier within Rate Groups 10 and 8.
- > We have studied the cost of four alternative formulas for General members. For each alternative formula, we have included an "a" scenario with a 3% COLA and a "b" scenario with a 2% COLA.

|   |   |
|---|---|
| Alternative #1a:<br>(OCERS Plan A except with Final<br>3-Year Average Compensation) | Section 31676.12 – 1.77% at 55 with 3% COLA |
| Alternative #1b:  | Same as #1a but with 2% COLA                |
| Alternative #2a:<br>(OCERS Plan B)  | Section 31676.1 – 1.49% at 55 with 3% COLA  |
| Alternative #2b:  | Same as #2a but with 2% COLA                |
| Alternative #3a:<br>(OCERS Plan N)  | Section 31676.16 – 2.08% at 55 with 3% COLA |
| Alternative #3b:  | Same as #3a but with 2% COLA                |
| Alternative #4a:<br>(OCERS Plan H)  | Section 31676.18 – 2.50% at 55 with 3% COLA |
| Alternative #4b:  | Same as #4a but with 2% COLA                |

As a reminder, new General OCFA employees are currently entitled to a benefit under Section 31676.19 which provides a 2.70% of Final 3-year Average Compensation for retirement at age 55, with a 3% COLA paid after retirement (General Plan J).

\* SEGAL

# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

## SECTION 1: Proposed Benefit Changes for New OCFA General and Safety Members Review Summary

- > With the exceptions of Alternatives #1a and #1b, the basic General member rates are set using the same formulas as those provided under the 1937 Act for members in existing Plans B, N and H. For Alternatives #1a and #1b, we have not applied the "half-rate" formula (reference: Section 31621.5 which requires the member to fund a benefit equal to one two-hundredth of the final average compensation at age 60) because that would result in a decrease in the member rate and an increase in the employer rate compared to those calculated under the current 2.70% at 55 formula.

The "full-rate" formula (reference: 31621.2) we use in this study would require the member to fund a benefit equal to one one-hundredth of the final average compensation at age 60.

We have continued the current practice of assuming that members would pay one-half of the cost to provide future COLA benefits.

- > We have studied the cost of two alternative formulas for Safety members. For each alternative, we have included an "a" scenario with a 3% COLA and a "b" scenario with a 2% COLA.

|                  |   |
|------------------|---|
| Alternative #1a: | Section 31664 – 2% at 50 with 3% COLA   |
| Alternative #1b: | Same as #1a but with 2% COLA            |
| Alternative #2a: | Section 31664.2 – 3% at 55 with 3% COLA |
| Alternative #2b: | Same as #2a but with 2% COLA            |

As a reminder, new Safety OCFA employees are currently entitled to a benefit under Section 31664.1 which provides a 3% of Final 3-year Average Compensation for retirement age 50, with a 3% COLA paid after retirement (Safety Plan F).

- > The basic Safety member rates are set using the same formula as that used for the current 3% at 50 formula (reference: Section 31639.25).

We have continued the current practice of assuming that members would pay one-half of the cost to provide future COLA benefits.

- > To estimate the potential cost impact, this study assumes that the demographic profiles of new OCFA General and Safety members would be comparable to current General and Safety OCFA active members hired in the three years prior to the December 31, 2008 actuarial valuation. For comparison purposes only, we have calculated the employer Normal Cost contribution rates for these groups of members under the proposed alternative benefit formulas as of December 31, 2008, and compared these rates to the employer Normal Cost contribution rates under their current tiers of membership for these members (General Plan J or Safety Plan F).

## Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

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### SECTION 1: Proposed Benefit Changes for New OCFA General and Safety Members Review Summary

- > In addition to the employer Normal Cost rates provided in Section 2B, it is anticipated that the employer would have to continue to contribute the same UAAL rates of 12.59% and 21.94% for General and Safety members, respectively, determined in the December 31, 2008 valuation. This is because the UAAL rates were determined as of December 31, 2008 assuming the UAAL determined in that valuation would be paid off by contributions based on payrolls for all current and new entrants who entered the System after December 31, 2008.
- > In Section 2B, we compare the member rates for new General and Safety members based on the demographic profiles of the members hired in the three years prior to the December 31, 2008 actuarial valuation. The tables in Section 2B summarize the member contribution rates for the new OCFA General and Safety members utilizing the same estimated data used for calculating the employer contribution rates. The detailed entry age based member rates are provided in Section 3, Exhibit II.
- > Most of the actuarial assumptions used in this study are the same as those adopted by the Retirement Board for use in the December 31, 2008 valuation. In that valuation, the Retirement Board adopted retirement assumptions to anticipate earlier retirement for those employees receiving improved benefits that apply to all General plans except Plans A and B. Those retirement rates are applied in this study for the General Alternatives #3 and #4. For the General Alternatives #1 and #2, we have used the retirement rates for General members that apply to General Plans A and B, i.e., members not receiving improved benefits, in the December 31, 2008 valuation.
- > We have used new retirement rates for Safety members in anticipation of members retiring later under both of the alternative formulas. In selecting these new service retirement assumptions, we have reviewed the System's service retirement rates prior to the recent 3% at 50 Safety improvement. We have also looked at the adjustments made by other Segal 1937 Act County clients that have recently implemented lower benefit formulas.

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# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

## SECTION 2: Proposed Benefit Changes for New OCFA General and Safety Members Valuation Results

| A. Demographics as of December 31, 2008 |              |             |
|---|--------------|-------------|
| Category                                | OCFA General | OCFA Safety |
| Active members in valuation*:           |              |             |
| Average entry age                       | 33.7         | 27.0        |
| Projected average compensation          | \$ 60,800    | \$ 68,900   |

\* The data used for this study for new OCFA General and Safety members is based on the December 31, 2008 valuation member data for OCFA active General and Safety members hired in the three years prior to the December 31, 2008 actuarial valuation.

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# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

## SECTION 2: Proposed Benefit Changes for New OCFA General and Safety Members Valuation Results

### B. Comparison of Normal Cost Rates Before and After Change in Benefit Formula for General Members:

| Formula         | Benefit     | Maximum Annual COLA | Employer Rate |                        | Average Member Rate |                        |
|-----------------|-------------|---------------------|---------------|------------------------|---------------------|------------------------|
|                 |             |                     | % of Payroll  | Average Annual Amount* | % of Payroll        | Average Annual Amount* |
| Current Formula | 2.70% at 55 | 3%                  | 12.11%        | \$7,400                | 11.12%              | \$6,800                |
| Alternative #1a | 1.77% at 55 | 3%                  | 10.33%        | \$6,300                | 9.42%               | \$5,700                |
| Alternative #1b | 1.77% at 55 | 2%                  | 9.34%         | \$5,700                | 8.50%               | \$5,200                |
| Alternative #2a | 1.49% at 55 | 3%                  | 9.31%         | \$5,700                | 7.95%               | \$4,800                |
| Alternative #2b | 1.49% at 55 | 2%                  | 8.49%         | \$5,200                | 7.15%               | \$4,300                |
| Alternative #3a | 2.08% at 55 | 3%                  | 11.11%        | \$6,800                | 8.29%               | \$5,000                |
| Alternative #3b | 2.08% at 55 | 2%                  | 10.14%        | \$6,200                | 7.35%               | \$4,500                |
| Alternative #4a | 2.50% at 55 | 3%                  | 10.90%        | \$6,600                | 10.92%              | \$6,600                |
| Alternative #4b | 2.50% at 55 | 2%                  | 9.84%         | \$6,000                | 9.86%               | \$6,000                |

\*These per member amounts are based on the December 31, 2008 average annual payroll for OCFA active General members hired within the past three years of \$60,800.

# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

## SECTION 2: Proposed Benefit Changes for New OCFA General and Safety Members Valuation Results

### C. Comparison of Normal Cost Rates Before and After Change in Benefit Formula for Safety Members:

| Formula         | Benefit     | Maximum<br>Annual<br>COLA | Employer Rate |  | Average Member Rate |  |
|-----------------|-------------|---------------------------|---------------|--|---------------------|--|
|                 |             |                           | % of Payroll  | Estimated<br>Average Annual<br>Amount <sup>a</sup> | % of Payroll        | Estimated<br>Average Annual<br>Amount <sup>a</sup> |
| Current Formula | 3.00% at 50 | 3%                        | 20.33%        | \$14,000   | 13.44%              | \$9,300  |
| Alternative #1a | 2.00% at 50 | 3%                        | 15.24%        | \$10,500   | 12.17%              | \$8,400  |
| Alternative #1b | 2.00% at 50 | 2%                        | 13.64%        | \$9,400  | 10.60%              | \$7,300  |
| Alternative #2a | 3.00% at 55 | 3%                        | 18.30%        | \$12,600   | 12.70%              | \$8,800  |
| Alternative #2b | 3.00% at 55 | 2%                        | 16.45%        | \$11,300   | 10.91%              | \$7,500  |

<sup>a</sup>These per member amounts are based on the December 31, 2008 average annual payroll for OCFA active Safety members hired within the past three years of \$68,900.

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# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

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## SECTION 3: Proposed Benefit Changes for New OCFA General and Safety Members Supporting Exhibits

### EXHIBIT I

#### Actuarial Assumptions and Plan Summary for OCFA General and Safety Members

##### Actuarial Assumptions:

The service retirement assumptions that are used in determining results for the alternative formulas are shown on the next page. All the other actuarial assumptions are the same as those adopted by the Retirement Board for use in the December 31, 2008 actuarial valuation.

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# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

## SECTION 3: Proposed Benefit Changes for New OCFA General and Safety Members Supporting Exhibits

### Retirement Rates:

| Age | Rates (%)                                |                           |                       |                |                |
|-----|--|---------------------------|-----------------------|----------------|----------------|
|     | General                                  |                           | Safety <sup>(1)</sup> |                |                |
|     | Current and<br>Alternatives<br>#3 and #4 | Alternatives<br>#1 and #2 | Current               | Alternative #1 | Alternative #2 |
| 50  | 2.50                                     | 3.00                      | 10.00                 | 6.00           | 8.00           |
| 51  | 2.50                                     | 3.00                      | 12.00                 | 8.00           | 10.00          |
| 52  | 2.50                                     | 3.00                      | 14.00                 | 9.00           | 11.00          |
| 53  | 2.50                                     | 3.00                      | 15.00                 | 10.00          | 12.00          |
| 54  | 5.00                                     | 3.00                      | 17.00                 | 11.00          | 14.00          |
| 55  | 15.00                                    | 4.00                      | 25.00                 | 23.00          | 24.00          |
| 56  | 8.00                                     | 5.00                      | 25.00                 | 20.00          | 23.00          |
| 57  | 8.00                                     | 6.00                      | 30.00                 | 24.00          | 27.00          |
| 58  | 10.00                                    | 7.00                      | 30.00                 | 32.00          | 36.00          |
| 59  | 10.00                                    | 9.00                      | 100.00                | 100.00         | 100.00         |
| 60  | 13.00                                    | 11.00                     | 100.00                | 100.00         | 100.00         |
| 61  | 13.00                                    | 13.00                     | 100.00                | 100.00         | 100.00         |
| 62  | 15.00                                    | 15.00                     | 100.00                | 100.00         | 100.00         |
| 63  | 15.00                                    | 17.00                     | 100.00                | 100.00         | 100.00         |
| 64  | 20.00                                    | 19.00                     | 100.00                | 100.00         | 100.00         |
| 65  | 20.00                                    | 25.00                     | 100.00                | 100.00         | 100.00         |
| 66  | 24.00                                    | 20.00                     | 100.00                | 100.00         | 100.00         |
| 67  | 24.00                                    | 20.00                     | 100.00                | 100.00         | 100.00         |
| 68  | 24.00                                    | 20.00                     | 100.00                | 100.00         | 100.00         |
| 69  | 24.00                                    | 20.00                     | 100.00                | 100.00         | 100.00         |
| 70  | 100.00                                   | 100.00                    | 100.00                | 100.00         | 100.00         |

<sup>(1)</sup> Retirement rate is 100% after a member accrues a benefit of 100% of final average compensation.

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# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

## SECTION 3: Proposed Benefit Changes for New OCFA General and Safety Members Supporting Exhibits

| Plan Provisions:                                      | Please note that with the exception of the plan provisions described below, all the other plan provisions are assumed to be the same as those used in the December 31, 2008 valuation. |                        |
|---|--|------------------------|
| <b>Membership Eligibility:</b>                        |  |                        |
| <i>General</i>  | All General members hired on or after the effective date of the adoption of the alternative benefit formula.   |                        |
| <i>Safety</i>   | All Safety members hired on or after the effective date of the adoption of the alternative benefit formula.  |                        |
| <b>Final Compensation for Benefit Determination:</b>  |  |                        |
| <i>General and Safety</i>                             | Highest consecutive thirty-six months of compensation earnable (§31462) (FAS3).  |                        |
| <b>Retirement Benefit Formula:</b>                    |  |                        |
| <b>General Plans</b>                                  | <b>Retirement Age</b>  | <b>Benefit Formula</b> |
| <i>Current (§31676.19)</i>                            | 50   | (2.00% x FAS3 x Yrs)   |
| <i>OCERS Plan J</i>                                   | 55   | (2.70% x FAS3 x Yrs)   |
|   | 60   | (2.70% x FAS3 x Yrs)   |
|   | 62   | (2.70% x FAS3 x Yrs)   |
|   | 65   | (2.70% x FAS3 x Yrs)   |
|   |  |                        |
| <i>Alternative #1 (§31676.12)</i>                     | 50   | (1.34% x FAS3 x Yrs)   |
| <i>OCERS Plan A, except with FAS3 instead of FAS1</i> | 55   | (1.77% x FAS3 x Yrs)   |
|   | 60   | (2.34% x FAS3 x Yrs)   |
|   | 62   | (2.62% x FAS3 x Yrs)   |
|   | 65   | (2.62% x FAS3 x Yrs)   |

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# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

## SECTION 3: Proposed Benefit Changes for New OCFA General and Safety Members Supporting Exhibits

### Benefit Formula (continued):

| Alternative #2 (§31676.1)<br>OCERS Plan B          | Retirement Age | Benefit Formula      |
|--|----------------|----------------------|
|  |                |                      |
|  | 50             | (1.18% x FAS3 x Yrs) |
|  | 55             | (1.49% x FAS3 x Yrs) |
|  | 60             | (1.92% x FAS3 x Yrs) |
|  | 62             | (2.09% x FAS3 x Yrs) |
|  | 65             | (2.43% x FAS3 x Yrs) |
| Alternative #3 (§31676.16)<br>OCERS Plan N         | 50             | (1.43% x FAS3 x Yrs) |
|  | 55             | (2.00% x FAS3 x Yrs) |
|  | 60             | (2.26% x FAS3 x Yrs) |
|  | 62             | (2.37% x FAS3 x Yrs) |
|  | 65             | (2.42% x FAS3 x Yrs) |
| Alternative #4 (§31676.18)<br>OCERS Plan H         | 50             | (2.00% x FAS3 x Yrs) |
|  | 55             | (2.50% x FAS3 x Yrs) |
|  | 60             | (2.50% x FAS3 x Yrs) |
|  | 62             | (2.50% x FAS3 x Yrs) |
|  | 65             | (2.50% x FAS3 x Yrs) |
| Safety Plans<br>Current (§31664.1)<br>OCERS Plan F | 50             | (3.00% x FAS3 x Yrs) |
|  | 55             | (3.00% x FAS3 x Yrs) |
|  | 60             | (3.00% x FAS3 x Yrs) |
|  |                |                      |

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# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

## SECTION 3: Proposed Benefit Changes for New OCFA General and Safety Members Supporting Exhibits

### Benefit Formula (continued):

| <i>Alternative #1 (§31664)</i>   | Retirement Age  | Benefit Formula      |
|----------------------------------|---|----------------------|
|                                  | 50  | (2.00% x FAS3 x Yrs) |
|                                  | 55  | (2.62% x FAS3 x Yrs) |
|                                  | 60  | (2.62% x FAS3 x Yrs) |
| <i>Alternative #2 (§31664.2)</i> |   |                      |
|                                  | 50  | (2.29% x FAS3 x Yrs) |
|                                  | 55  | (3.00% x FAS3 x Yrs) |
|                                  | 60  | (3.00% x FAS3 x Yrs) |
| <b>Maximum Benefit:</b>          | 100% of Highest Average Compensation<br>(§31676.1, §31676.12, §31676.16, §31676.18, §31676.19, §31664.1, §31664,<br>§31664.2) |                      |

### Post-retirement

#### Cost-of-Living Benefits:

*Current General and General  
Alternatives #1a, #2a, #3a and  
#4a, Current Safety and Safety  
Alternatives #1a and #2a*

Future changes based on Consumer Price Index to a maximum of 3% per year, excess  
"banked." (§31870.1)

*General Alternatives #1b, #2b,  
#3b and #4b and Safety  
Alternatives #1b and #2b*

Future changes based on Consumer Price Index to a maximum of 2% per year, excess  
"banked." (§31870)

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# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

## SECTION 3: Proposed Benefit Changes for New OCFA General and Safety Members Supporting Exhibits

| Member Contributions:             | Please refer to Exhibit II for the specific rates.                                    |
|-----------------------------------|---|
| <b>General Plans</b>              |   |
| <i>Current and Alternative #4</i> |   |
| <i>Basic</i>                      |   |
| <i>Cost-of-Living</i>             | Provide for an average annuity payable at age 55 equal to 1/100 of FAS3. (\$31621.8)  |
| <i>Alternative #1</i>             | Provide for 50% of the cost for future Cost-of-Living benefits.                       |
| <i>Basic</i>                      |   |
| <i>Cost-of-Living</i>             | Provide for an average annuity payable at age 60 equal to 1/100 of FAS3. (\$31621.5)  |
| <i>Alternative #2</i>             | Provide for 50% of the cost for future Cost-of-Living benefits.                       |
| <i>Basic</i>                      |   |
| <i>Cost-of-Living</i>             | Provide for an average annuity payable at age 60 equal to 1/120 of FAS3. (\$31621)    |
| <i>Alternative #3</i>             | Provide for 50% of the cost for future Cost-of-Living benefits.                       |
| <i>Basic</i>                      |   |
| <i>Cost-of-Living</i>             | Provide for an average annuity payable at age 60 equal to 1/120 of FAS3. (\$31621)    |
| <i>Alternative #4</i>             | Provide for 50% of the cost for future Cost-of-Living benefits.                       |
| <b>Safety Plans</b>               |   |
| <i>Current</i>                    |   |
| <i>Basic</i>                      |   |
| <i>Cost-of-Living</i>             | Provide for an average annuity payable at age 50 equal to 1/100 of FAS3. (\$31639.25) |
| <i>Alternative #1</i>             | Provide for 50% of the cost for future Cost-of-Living benefits.                       |
| <i>Basic</i>                      |   |
| <i>Cost-of-Living</i>             | Provide for an average annuity payable at age 50 equal to 1/100 FAS3. (\$31639.25)    |
| <i>Alternative #2</i>             | Provide for 50% of the cost for future Cost-of-Living benefits.                       |
| <i>Basic</i>                      |   |
| <i>Cost-of-Living</i>             | Provide for an average annuity payable at age 50 equal to 1/100 FAS3. (\$31639.25)    |
| <i>Alternative #3</i>             | Provide for 50% of the cost for future Cost-of-Living benefits.                       |

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# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

## SECTION 3: Proposed Benefit Changes for New OCFA General and Safety Members Supporting Exhibits

### EXHIBIT II

#### Individual Member Contribution Rates

General Members' Contribution Rates (Expressed as a Percentage of Monthly Payroll)  
Calculated Under Recommended Assumptions

| Entry Age | Current Formula |        | Alternative #1a |        | Alternative #1b |       | Alternative #2a |       | Alternative #2b |       |
|-----------|-----------------|--------|-----------------|--------|-----------------|-------|-----------------|-------|-----------------|-------|
|           | Normal          | Total  | Normal          | Total  | Normal          | Total | Normal          | Total | Normal          | Total |
| 15        | 5.72%           | 7.77%  | 4.86%           | 6.52%  | 4.86%           | 5.88% | 4.05%           | 5.50% | 4.05%           | 4.94% |
| 16        | 5.72%           | 7.77%  | 4.86%           | 6.52%  | 4.86%           | 5.88% | 4.05%           | 5.50% | 4.05%           | 4.94% |
| 17        | 5.83%           | 7.91%  | 4.96%           | 6.65%  | 4.96%           | 5.99% | 4.13%           | 5.60% | 4.13%           | 5.03% |
| 18        | 5.94%           | 8.06%  | 5.05%           | 6.77%  | 5.05%           | 6.11% | 4.21%           | 5.71% | 4.21%           | 5.13% |
| 19        | 6.06%           | 8.22%  | 5.15%           | 6.90%  | 5.15%           | 6.23% | 4.29%           | 5.82% | 4.29%           | 5.23% |
| 20        | 6.17%           | 8.37%  | 5.25%           | 7.03%  | 5.25%           | 6.34% | 4.37%           | 5.93% | 4.37%           | 5.33% |
| 21        | 6.29%           | 8.53%  | 5.35%           | 7.17%  | 5.35%           | 6.47% | 4.46%           | 6.04% | 4.46%           | 5.43% |
| 22        | 6.41%           | 8.69%  | 5.45%           | 7.30%  | 5.45%           | 6.59% | 4.54%           | 6.16% | 4.54%           | 5.53% |
| 23        | 6.53%           | 8.85%  | 5.55%           | 7.44%  | 5.55%           | 6.71% | 4.63%           | 6.27% | 4.63%           | 5.64% |
| 24        | 6.65%           | 9.02%  | 5.66%           | 7.58%  | 5.66%           | 6.84% | 4.72%           | 6.39% | 4.72%           | 5.74% |
| 25        | 6.77%           | 9.19%  | 5.77%           | 7.73%  | 5.77%           | 6.97% | 4.80%           | 6.51% | 4.80%           | 5.85% |
| 26        | 6.90%           | 9.36%  | 5.87%           | 7.87%  | 5.87%           | 7.10% | 4.90%           | 6.64% | 4.90%           | 5.96% |
| 27        | 7.03%           | 9.54%  | 5.99%           | 8.02%  | 5.99%           | 7.23% | 4.99%           | 6.76% | 4.99%           | 6.08% |
| 28        | 7.16%           | 9.72%  | 6.10%           | 8.17%  | 6.10%           | 7.37% | 5.08%           | 6.89% | 5.08%           | 6.19% |
| 29        | 7.30%           | 9.90%  | 6.21%           | 8.33%  | 6.21%           | 7.51% | 5.18%           | 7.02% | 5.18%           | 6.31% |
| 30        | 7.44%           | 10.09% | 6.33%           | 8.48%  | 6.33%           | 7.65% | 5.27%           | 7.15% | 5.27%           | 6.43% |
| 31        | 7.58%           | 10.28% | 6.45%           | 8.64%  | 6.45%           | 7.80% | 5.37%           | 7.29% | 5.37%           | 6.55% |
| 32        | 7.72%           | 10.48% | 6.57%           | 8.81%  | 6.57%           | 7.94% | 5.47%           | 7.42% | 5.47%           | 6.67% |
| 33        | 7.87%           | 10.68% | 6.69%           | 8.97%  | 6.69%           | 8.09% | 5.58%           | 7.56% | 5.58%           | 6.79% |
| 34        | 8.02%           | 10.88% | 6.82%           | 9.14%  | 6.82%           | 8.24% | 5.68%           | 7.71% | 5.68%           | 6.92% |
| 35        | 8.18%           | 11.09% | 6.95%           | 9.31%  | 6.95%           | 8.40% | 5.79%           | 7.85% | 5.79%           | 7.05% |
| 36        | 8.34%           | 11.31% | 7.08%           | 9.49%  | 7.08%           | 8.56% | 5.90%           | 8.00% | 5.90%           | 7.19% |
| 37        | 8.49%           | 11.52% | 7.21%           | 9.67%  | 7.21%           | 8.72% | 6.01%           | 8.15% | 6.01%           | 7.32% |
| 38        | 8.65%           | 11.74% | 7.35%           | 9.85%  | 7.35%           | 8.89% | 6.13%           | 8.31% | 6.13%           | 7.46% |
| 39        | 8.81%           | 11.95% | 7.49%           | 10.04% | 7.49%           | 9.06% | 6.24%           | 8.47% | 6.24%           | 7.61% |

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# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

## SECTION 3: Proposed Benefit Changes for New OCFA General and Safety Members Supporting Exhibits

| General Members' Contribution Rates (Expressed as a Percentage of Monthly Payroll)<br>Calculated Under Recommended Assumptions |                 |        |                 |        |                 |        |                 |        |                 |        |        |        |
|--|-----------------|--------|-----------------|--------|-----------------|--------|-----------------|--------|-----------------|--------|--------|--------|
| Entry Age  | Current Formula |        | Alternative #1a |        | Alternative #1b |        | Alternative #2a |        | Alternative #2b |        |        |        |
|  | Normal          | Total  | Normal          | Total  | Normal          | Total  | Normal          | Total  | Normal          | Total  | Normal | Total  |
| 40   | 8.97%           | 12.17% | 7.64%           | 10.24% | 7.64%           | 9.23%  | 6.37%           | 8.63%  | 6.37%           | 7.75%  | 6.37%  | 7.75%  |
| 41   | 9.13%           | 12.39% | 7.79%           | 10.44% | 7.79%           | 9.41%  | 6.49%           | 8.80%  | 6.49%           | 7.91%  | 6.49%  | 7.91%  |
| 42   | 9.31%           | 12.63% | 7.94%           | 10.64% | 7.94%           | 9.59%  | 6.61%           | 8.97%  | 6.61%           | 8.06%  | 6.61%  | 8.06%  |
| 43   | 9.49%           | 12.88% | 8.08%           | 10.83% | 8.08%           | 9.77%  | 6.74%           | 9.13%  | 6.74%           | 8.20%  | 6.74%  | 8.20%  |
| 44   | 9.68%           | 13.13% | 8.23%           | 11.03% | 8.23%           | 9.95%  | 6.86%           | 9.30%  | 6.86%           | 8.35%  | 6.86%  | 8.35%  |
| 45   | 9.87%           | 13.39% | 8.38%           | 11.23% | 8.38%           | 10.13% | 6.98%           | 9.47%  | 6.98%           | 8.50%  | 6.98%  | 8.50%  |
| 46   | 10.05%          | 13.63% | 8.53%           | 11.44% | 8.53%           | 10.32% | 7.11%           | 9.64%  | 7.11%           | 8.66%  | 7.11%  | 8.66%  |
| 47   | 10.20%          | 13.84% | 8.70%           | 11.66% | 8.70%           | 10.51% | 7.25%           | 9.83%  | 7.25%           | 8.83%  | 7.25%  | 8.83%  |
| 48   | 10.31%          | 13.99% | 8.87%           | 11.89% | 8.87%           | 10.72% | 7.39%           | 10.02% | 7.39%           | 9.00%  | 7.39%  | 9.00%  |
| 49   | 10.36%          | 14.06% | 9.04%           | 12.12% | 9.04%           | 10.93% | 7.54%           | 10.22% | 7.54%           | 9.18%  | 7.54%  | 9.18%  |
| 50   | 10.35%          | 14.04% | 9.22%           | 12.36% | 9.22%           | 11.14% | 7.68%           | 10.42% | 7.68%           | 9.36%  | 7.68%  | 9.36%  |
| 51   | 10.27%          | 13.94% | 9.39%           | 12.58% | 9.39%           | 11.35% | 7.82%           | 10.61% | 7.82%           | 9.53%  | 7.82%  | 9.53%  |
| 52   | 10.13%          | 13.75% | 9.53%           | 12.78% | 9.53%           | 11.52% | 7.94%           | 10.77% | 7.94%           | 9.68%  | 7.94%  | 9.68%  |
| 53   | 10.50%          | 14.24% | 9.64%           | 12.92% | 9.64%           | 11.65% | 8.03%           | 10.89% | 8.03%           | 9.78%  | 8.03%  | 9.78%  |
| 54   | 10.88%          | 14.77% | 9.68%           | 12.98% | 9.68%           | 11.70% | 8.07%           | 10.94% | 8.07%           | 9.83%  | 8.07%  | 9.83%  |
| 55   | 10.88%          | 14.77% | 9.67%           | 12.96% | 9.67%           | 11.69% | 8.06%           | 10.92% | 8.06%           | 9.81%  | 8.06%  | 9.81%  |
| 56   | 10.88%          | 14.77% | 9.60%           | 12.86% | 9.60%           | 11.60% | 8.00%           | 10.84% | 8.00%           | 9.74%  | 8.00%  | 9.74%  |
| 57   | 10.88%          | 14.77% | 9.47%           | 12.69% | 9.47%           | 11.45% | 7.89%           | 10.70% | 7.89%           | 9.61%  | 7.89%  | 9.61%  |
| 58   | 10.88%          | 14.77% | 9.81%           | 13.15% | 9.81%           | 11.86% | 8.17%           | 11.08% | 8.17%           | 9.96%  | 8.17%  | 9.96%  |
| 59   | 10.88%          | 14.77% | 10.17%          | 13.63% | 10.17%          | 12.25% | 8.47%           | 11.49% | 8.47%           | 10.32% | 8.47%  | 10.32% |
| 60   | 10.88%          | 14.77% | 10.17%          | 13.63% | 10.17%          | 12.29% | 8.47%           | 11.49% | 8.47%           | 10.32% | 8.47%  | 10.32% |
| COLA Loading:  |                 | 35.68% |                 | 34.03% |                 | 20.88% |                 | 35.58% |                 | 21.81% |        | 21.81% |
| Interest:  |                 | 7.75%  |                 |        |                 |        |                 |        |                 |        |        |        |
| Salary Increases:  |                 |        |                 |        |                 |        |                 |        |                 |        |        |        |
| Mortality:   |                 |        |                 |        |                 |        |                 |        |                 |        |        |        |

See Exhibit IV of the December 31, 2008 valuation report  
See Exhibit IV of the December 31, 2008 valuation report

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# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

## SECTION 3: Proposed Benefit Changes for New OCFA General and Safety Members Supporting Exhibits

| General Members' Contribution Rates (Expressed as a Percentage of Monthly Payroll)<br>Calculated Under Recommended Assumptions |                 |       |                 |       |                 |        |                 |        |        |
|--|-----------------|-------|-----------------|-------|-----------------|--------|-----------------|--------|--------|
| Entry Age  | Alternative #3a |       | Alternative #3b |       | Alternative #4a |        | Alternative #4b |        |        |
|  | Normal          | Total | Normal          | Total | Normal          | Total  | Normal          | Total  |        |
| 15   | 4.05%           | 5.73% | 4.05%           | 5.08% | 5.72%           | 7.63%  | 5.72%           | 7.72%  | 6.89%  |
| 16   | 4.05%           | 5.73% | 4.05%           | 5.08% | 5.72%           | 7.63%  | 5.72%           | 7.72%  | 6.89%  |
| 17   | 4.13%           | 5.84% | 4.13%           | 5.18% | 5.83%           | 7.77%  | 5.83%           | 7.83%  | 7.02%  |
| 18   | 4.21%           | 5.95% | 4.21%           | 5.28% | 5.94%           | 7.92%  | 5.94%           | 8.07%  | 7.15%  |
| 19   | 4.29%           | 6.07% | 4.29%           | 5.38% | 6.06%           | 8.07%  | 6.06%           | 8.17%  | 7.29%  |
| 20   | 4.37%           | 6.18% | 4.37%           | 5.48% | 6.17%           | 8.22%  | 6.17%           | 8.33%  | 7.43%  |
| 21   | 4.46%           | 6.30% | 4.46%           | 5.59% | 6.29%           | 8.38%  | 6.29%           | 8.49%  | 7.57%  |
| 22   | 4.54%           | 6.42% | 4.54%           | 5.69% | 6.41%           | 8.54%  | 6.41%           | 8.65%  | 7.71%  |
| 23   | 4.63%           | 6.54% | 4.63%           | 5.80% | 6.53%           | 8.70%  | 6.53%           | 8.86%  | 7.86%  |
| 24   | 4.72%           | 6.66% | 4.72%           | 5.91% | 6.65%           | 8.86%  | 6.65%           | 9.00%  | 8.00%  |
| 25   | 4.80%           | 6.79% | 4.80%           | 6.02% | 6.77%           | 9.03%  | 6.77%           | 9.15%  | 8.15%  |
| 26   | 4.90%           | 6.92% | 4.90%           | 6.14% | 6.90%           | 9.20%  | 6.90%           | 9.31%  | 8.31%  |
| 27   | 4.99%           | 7.05% | 4.99%           | 6.25% | 7.03%           | 9.37%  | 7.03%           | 9.47%  | 8.47%  |
| 28   | 5.08%           | 7.18% | 5.08%           | 6.37% | 7.16%           | 9.55%  | 7.16%           | 9.65%  | 8.65%  |
| 29   | 5.18%           | 7.32% | 5.18%           | 6.49% | 7.30%           | 9.73%  | 7.30%           | 9.85%  | 8.79%  |
| 30   | 5.27%           | 7.45% | 5.27%           | 6.61% | 7.44%           | 9.91%  | 7.44%           | 10.03% | 8.95%  |
| 31   | 5.37%           | 7.59% | 5.37%           | 6.74% | 7.58%           | 10.10% | 7.58%           | 10.22% | 9.12%  |
| 32   | 5.47%           | 7.74% | 5.47%           | 6.86% | 7.72%           | 10.29% | 7.72%           | 10.41% | 9.29%  |
| 33   | 5.58%           | 7.88% | 5.58%           | 6.99% | 7.87%           | 10.49% | 7.87%           | 10.60% | 9.47%  |
| 34   | 5.68%           | 8.03% | 5.68%           | 7.12% | 8.02%           | 10.69% | 8.02%           | 10.81% | 9.65%  |
| 35   | 5.79%           | 8.18% | 5.79%           | 7.26% | 8.18%           | 10.90% | 8.18%           | 11.03% | 9.84%  |
| 36   | 5.90%           | 8.34% | 5.90%           | 7.40% | 8.34%           | 11.11% | 8.34%           | 11.22% | 10.03% |
| 37   | 6.01%           | 8.50% | 6.01%           | 7.54% | 8.49%           | 11.32% | 8.49%           | 11.41% | 10.22% |
| 38   | 6.13%           | 8.66% | 6.13%           | 7.68% | 8.65%           | 11.53% | 8.65%           | 11.60% | 10.41% |
| 39   | 6.24%           | 8.83% | 6.24%           | 7.83% | 8.81%           | 11.74% | 8.81%           | 11.81% | 10.60% |
| 40   | 6.37%           | 9.00% | 6.37%           | 7.98% | 8.97%           | 11.95% | 8.97%           | 12.09% | 10.79% |
| 41   | 6.49%           | 9.17% | 6.49%           | 8.14% | 9.13%           | 12.17% | 9.13%           | 12.31% | 10.99% |
| 42   | 6.61%           | 9.35% | 6.61%           | 8.29% | 9.31%           | 12.41% | 9.31%           | 12.50% | 11.20% |

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# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

## SECTION 3: Proposed Benefit Changes for New OCFA General and Safety Members Supporting Exhibits

| General Members' Contribution Rates (Expressed as a Percentage of Monthly Payroll) |                 |        |                 |  |                 |        |                 |        |        |
|--|-----------------|--------|-----------------|--|-----------------|--------|-----------------|--------|--------|
| Calculated Under Recommended Assumptions   |                 |        |                 |  |                 |        |                 |        |        |
| Entry Age  | Alternative #3a |        | Alternative #3b |  | Alternative #4a |        | Alternative #4b |        | Total  |
|  | Normal          | Total  | Normal          | Total  | Normal          | Total  | Normal          | Total  |        |
| 43   | 6.74%           | 9.52%  | 6.74%           | 8.44%  | 9.49%           | 12.65% | 9.49%           | 11.42% |        |
| 44   | 6.86%           | 9.69%  | 6.86%           | 8.59%  | 9.68%           | 12.90% | 9.68%           | 11.65% |        |
| 45   | 6.98%           | 9.87%  | 6.98%           | 8.75%  | 9.87%           | 13.15% | 9.87%           | 11.88% |        |
| 46   | 7.11%           | 10.05% | 7.11%           | 8.91%  | 10.05%          | 13.39% | 10.05%          | 12.09% |        |
| 47   | 7.25%           | 10.24% | 7.25%           | 9.08%  | 10.20%          | 13.60% | 10.20%          | 12.28% |        |
| 48   | 7.39%           | 10.44% | 7.39%           | 9.26%  | 10.31%          | 13.75% | 10.31%          | 12.47% |        |
| 49   | 7.54%           | 10.65% | 7.54%           | 9.45%  | 10.36%          | 13.81% | 10.36%          | 12.67% |        |
| 50   | 7.68%           | 10.86% | 7.68%           | 9.63%  | 10.35%          | 13.79% | 10.35%          | 12.86% |        |
| 51   | 7.82%           | 11.06% | 7.82%           | 9.81%  | 10.27%          | 13.69% | 10.27%          | 13.05% |        |
| 52   | 7.94%           | 11.23% | 7.94%           | 9.96%  | 10.13%          | 13.51% | 10.13%          | 13.24% |        |
| 53   | 8.03%           | 11.35% | 8.03%           | 10.07%   | 10.50%          | 13.99% | 10.50%          | 13.43% |        |
| 54   | 8.07%           | 11.40% | 8.07%           | 10.11%   | 10.88%          | 14.50% | 10.88%          | 13.10% |        |
| 55   | 8.06%           | 11.39% | 8.06%           | 10.10%   | 10.88%          | 14.50% | 10.88%          | 13.10% |        |
| 56   | 8.00%           | 11.30% | 8.00%           | 10.02%   | 10.88%          | 14.50% | 10.88%          | 13.10% |        |
| 57   | 7.89%           | 11.15% | 7.89%           | 9.89%  | 10.88%          | 14.50% | 10.88%          | 13.10% |        |
| 58   | 8.17%           | 11.55% | 8.17%           | 10.25%   | 10.88%          | 14.50% | 10.88%          | 13.10% |        |
| 59   | 8.47%           | 11.98% | 8.47%           | 10.62%   | 10.88%          | 14.50% | 10.88%          | 13.10% |        |
| 60   | 8.47%           | 11.98% | 8.47%           | 10.62%   | 10.88%          | 14.50% | 10.88%          | 13.10% |        |
| COLA Loading:  |                 | 41.33% |                 | 25.35%   |                 | 33.28% |                 |        | 20.37% |
| Interest:  |                 |        |                 | 7.75%  |                 |        |                 |        |        |
| Salary Increases:  |                 |        |                 | See Exhibit IV of the December 31, 2008 valuation report |                 |        |                 |        |        |
| Mortality:   |                 |        |                 | See Exhibit IV of the December 31, 2008 valuation report |                 |        |                 |        |        |

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# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

## SECTION 3: Proposed Benefit Changes for New OCFA General and Safety Members Supporting Exhibits

| Safety Members' Contribution Rates (Expressed as a Percentage of Monthly Payroll)<br>Calculated Under Recommended Assumptions |                 |        |                 |        |                 |        |                 |        |                 |        |        |        |
|---|-----------------|--------|-----------------|--------|-----------------|--------|-----------------|--------|-----------------|--------|--------|--------|
| Entry Age   | Current Formula |        | Alternative #1a |        | Alternative #1b |        | Alternative #2a |        | Alternative #2b |        |        |        |
|   | Normal          | Total  | Normal          | Total  | Normal          | Total  | Normal          | Total  | Normal          | Total  | Normal | Total  |
| 15  | 6.58%           | 10.79% | 6.58%           | 9.77%  | 6.58%           | 8.51%  | 6.58%           | 10.20% | 6.58%           | 10.27% | 6.58%  | 10.27% |
| 16  | 6.58%           | 10.79% | 6.58%           | 9.77%  | 6.58%           | 8.51%  | 6.58%           | 10.20% | 6.58%           | 10.27% | 6.58%  | 10.27% |
| 17  | 6.70%           | 10.99% | 6.70%           | 9.96%  | 6.70%           | 8.67%  | 6.70%           | 10.39% | 6.70%           | 10.46% | 6.70%  | 10.46% |
| 18  | 6.83%           | 11.20% | 6.83%           | 10.14% | 6.83%           | 8.83%  | 6.83%           | 10.58% | 6.83%           | 10.65% | 6.83%  | 10.65% |
| 19  | 6.96%           | 11.41% | 6.96%           | 10.33% | 6.96%           | 8.99%  | 6.96%           | 10.78% | 6.96%           | 10.86% | 6.96%  | 10.86% |
| 20  | 7.09%           | 11.62% | 7.09%           | 10.53% | 7.09%           | 9.16%  | 7.09%           | 10.98% | 7.09%           | 11.06% | 7.09%  | 11.06% |
| 21  | 7.22%           | 11.84% | 7.22%           | 10.72% | 7.22%           | 9.33%  | 7.22%           | 11.19% | 7.22%           | 11.27% | 7.22%  | 11.27% |
| 22  | 7.35%           | 12.06% | 7.35%           | 10.92% | 7.35%           | 9.51%  | 7.35%           | 11.40% | 7.35%           | 11.48% | 7.35%  | 11.48% |
| 23  | 7.49%           | 12.29% | 7.49%           | 11.13% | 7.49%           | 9.69%  | 7.49%           | 11.61% | 7.49%           | 11.70% | 7.49%  | 11.70% |
| 24  | 7.63%           | 12.52% | 7.63%           | 11.34% | 7.63%           | 9.87%  | 7.63%           | 11.83% | 7.63%           | 11.92% | 7.63%  | 11.92% |
| 25  | 7.78%           | 12.75% | 7.78%           | 11.55% | 7.78%           | 10.05% | 7.78%           | 12.05% | 7.78%           | 12.14% | 7.78%  | 12.14% |
| 26  | 7.92%           | 12.99% | 7.92%           | 11.77% | 7.92%           | 10.24% | 7.92%           | 12.28% | 7.92%           | 12.37% | 7.92%  | 12.37% |
| 27  | 8.07%           | 13.24% | 8.07%           | 11.99% | 8.07%           | 10.44% | 8.07%           | 12.51% | 8.07%           | 12.60% | 8.07%  | 12.60% |
| 28  | 8.22%           | 13.49% | 8.22%           | 12.22% | 8.22%           | 10.63% | 8.22%           | 12.75% | 8.22%           | 12.84% | 8.22%  | 12.84% |
| 29  | 8.38%           | 13.74% | 8.38%           | 12.45% | 8.38%           | 10.84% | 8.38%           | 12.99% | 8.38%           | 13.09% | 8.38%  | 13.09% |
| 30  | 8.54%           | 14.01% | 8.54%           | 12.69% | 8.54%           | 11.04% | 8.54%           | 13.24% | 8.54%           | 13.34% | 8.54%  | 13.34% |
| 31  | 8.71%           | 14.28% | 8.71%           | 12.93% | 8.71%           | 11.26% | 8.71%           | 13.49% | 8.71%           | 13.59% | 8.71%  | 13.59% |
| 32  | 8.88%           | 14.56% | 8.88%           | 13.19% | 8.88%           | 11.48% | 8.88%           | 13.76% | 8.88%           | 13.86% | 8.88%  | 13.86% |
| 33  | 9.05%           | 14.84% | 9.05%           | 13.45% | 9.05%           | 11.70% | 9.05%           | 14.03% | 9.05%           | 14.13% | 9.05%  | 14.13% |
| 34  | 9.23%           | 15.14% | 9.23%           | 13.72% | 9.23%           | 11.94% | 9.23%           | 14.31% | 9.23%           | 14.42% | 9.23%  | 14.42% |
| 35  | 9.42%           | 15.45% | 9.42%           | 14.00% | 9.42%           | 12.18% | 9.42%           | 14.60% | 9.42%           | 14.71% | 9.42%  | 14.71% |
| 36  | 9.62%           | 15.78% | 9.62%           | 14.29% | 9.62%           | 12.44% | 9.62%           | 14.91% | 9.62%           | 15.02% | 9.62%  | 15.02% |
| 37  | 9.83%           | 16.12% | 9.83%           | 14.60% | 9.83%           | 12.71% | 9.83%           | 15.23% | 9.83%           | 15.35% | 9.83%  | 15.35% |
| 38  | 10.04%          | 16.47% | 10.04%          | 14.92% | 10.04%          | 13.00% | 10.04%          | 15.56% | 10.04%          | 15.68% | 10.04% | 15.68% |
| 39  | 10.25%          | 16.81% | 10.25%          | 15.23% | 10.25%          | 13.26% | 10.25%          | 15.89% | 10.25%          | 16.01% | 10.25% | 16.01% |
| 40  | 10.46%          | 17.15% | 10.46%          | 15.54% | 10.46%          | 13.52% | 10.46%          | 16.21% | 10.46%          | 16.33% | 10.46% | 16.33% |
| 41  | 10.66%          | 17.49% | 10.66%          | 15.84% | 10.66%          | 13.79% | 10.66%          | 16.53% | 10.66%          | 16.65% | 10.66% | 16.65% |
| 42  | 10.84%          | 17.78% | 10.84%          | 16.11% | 10.84%          | 14.02% | 10.84%          | 16.80% | 10.84%          | 16.93% | 10.84% | 16.93% |

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# Grand Jury Response: "Pension Enhancements: A Question of Government Code Compliance"

## SECTION 3: Proposed Benefit Changes for New OCFA General and Safety Members Supporting Exhibits

| Safety Members' Contribution Rates (Expressed as a Percentage of Monthly Payroll)<br>Calculated Under Recommended Assumptions |                 |        |                 |        |                 |        |                 |        |                 |        |        |        |
|---|-----------------|--------|-----------------|--------|-----------------|--------|-----------------|--------|-----------------|--------|--------|--------|
| Entry Age   | Current Formula |        | Alternative #1a |        | Alternative #1b |        | Alternative #2a |        | Alternative #2b |        |        |        |
|   | Normal          | Total  | Normal          | Total  | Normal          | Total  | Normal          | Total  | Normal          | Total  | Normal | Total  |
| 43  | 10.98%          | 18.01% | 10.98%          | 16.31% | 10.98%          | 14.20% | 10.98%          | 17.02% | 10.98%          | 17.14% | 10.98% | 17.14% |
| 44  | 11.03%          | 18.08% | 11.03%          | 16.38% | 11.03%          | 14.26% | 11.03%          | 17.09% | 11.03%          | 17.21% | 11.03% | 17.21% |
| 45  | 10.98%          | 18.01% | 10.98%          | 16.32% | 10.98%          | 14.20% | 10.98%          | 17.02% | 10.98%          | 17.15% | 10.98% | 17.15% |
| 46  | 10.86%          | 17.81% | 10.86%          | 16.13% | 10.86%          | 14.04% | 10.86%          | 16.83% | 10.86%          | 16.95% | 10.86% | 16.95% |
| 47  | 10.65%          | 17.46% | 10.65%          | 15.82% | 10.65%          | 13.77% | 10.65%          | 16.50% | 10.65%          | 16.63% | 10.65% | 16.63% |
| 48  | 11.03%          | 18.08% | 11.03%          | 16.38% | 11.03%          | 14.26% | 11.03%          | 17.09% | 11.03%          | 17.22% | 11.03% | 17.22% |
| 49  | 11.43%          | 18.74% | 11.43%          | 16.98% | 11.43%          | 14.78% | 11.43%          | 17.71% | 11.43%          | 17.84% | 11.43% | 17.84% |
| 50  | 11.43%          | 18.74% | 11.43%          | 16.98% | 11.43%          | 14.78% | 11.43%          | 17.71% | 11.43%          | 17.84% | 11.43% | 17.84% |
| COLA Loading:   |                 | 63.98% |                 | 48.55% |                 | 29.29% |                 | 54.97% |                 | 33.15% |        |        |
| Interest:   |                 | 7.75%  |                 |        |                 |        |                 |        |                 |        |        |        |
| Salary Increases:   |                 |        |                 |        |                 |        |                 |        |                 |        |        |        |
| Mortality:  |                 |        |                 |        |                 |        |                 |        |                 |        |        |        |

See Exhibit IV of the December 31, 2008 valuation report  
See Exhibit IV of the December 31, 2008 valuation report

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**Orange County Fire Authority**  
**AGENDA STAFF REPORT**

**Board of Directors Meeting**  
**July 27, 2017**

**Agenda Item No. 4A**  
**Public Hearing**

**Community Risk Reduction Fee Study and Adoption of Associated Fee Schedules**

**Contact(s) for Further Information**

|   |  |              |
|---|--|--------------|
| Lori Smith, Assistant Chief/Fire Marshal<br>Community Risk Reduction Department | <a href="mailto:lorismith@ocfa.org">lorismith@ocfa.org</a>   | 714.573.6016 |
| Lori Zeller, Assistant Chief<br>Business Services Department                    | <a href="mailto:lorizeller@ocfa.org">lorizeller@ocfa.org</a> | 714.573.6020 |
| Jim Ruane, Finance Manager  | <a href="mailto:jimruane@ocfa.org">jimruane@ocfa.org</a>     | 714.573.6304 |

**Summary**

This agenda item is submitted for approval of the proposed Community Risk Reduction and Miscellaneous Fees.

**Prior Board/Committee Action**

**Budget and Finance Committee Recommendation: *APPROVE***

At its regular June 14, 2017, meeting, the Budget and Finance Committee reviewed and unanimously recommended approval of this item.

**RECOMMENDED ACTION(S)**

The following actions are needed to remain compliant with Board-adopted policy to ensure full cost recovery (with specified exceptions) for fee funded CRR services:

1. Conduct a Public Hearing.
2. Find that, in accordance with California Government Code Section 66014, the proposed fees do not exceed the cost of providing services and are only for the purpose of meeting operational expenses and are, therefore, exempt from compliance with the California Environmental Quality Act pursuant to Public Resources Code Section 21080.
3. Approve and adopt a Resolution entitled A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGE COUNTY FIRE AUTHORITY SUPERSEDING ALL PREVIOUS RESOLUTIONS AND APPROVING CHANGES IN COMMUNITY RISK REDUCTION AND MISCELLANEOUS FEES.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

The proposed fee schedule (including the exemptions policy) is estimated to result in an approximate \$456,531 increase in Fiscal Year 2017/18 cost recovery from the current FY 2017/18 projection of \$6.29 million, depending upon volume of activity.

## **Background**

See extended background.

## **Attachment(s)**

1. Revenue & Cost Specialists' Opinion Letter
2. Proposed Resolution
  - a. Proposed Exemptions and Exceptions Policy
  - b. Proposed Fee Schedule (with comparisons)
  - c. Proposed Miscellaneous Fee Schedule
3. Proposed Fee Schedule – Final version (for publication without comparisons)
4. Letter dated July 14, 2017, from National Association of Industrial and Office Properties (NAIOP)
5. Detailed analysis schedules from the 2017 Fee Study (On file at the Office of the Clerk of the Authority)

## **Background**

Fee-related Community Risk Reduction (CRR) activities, which are generally completed by the OCFA staff in the Planning and Development Services Section (P&D), the Prevention Field Services (PFS), and the Operations Department, include the following:

- Plan reviews and inspections for initial construction or improvement of facilities
- Issuance of operating and special event permits as required by the Fire Code

The OCFA's Community Risk Reduction fees were first adopted by the County effective July 1, 1991, and were subsequently updated in 1997, 2002, 2007, 2012, 2014, and 2015. As a result of direction from the OCFA Board of Directors in 1996 to pursue action to establish new cost recovery methods, staff conducted a more comprehensive study in 2002, and the Board subsequently adopted a policy of full cost recovery, with certain exceptions, for fee funded Community Risk Reduction services. The last comprehensive fee study occurred in 2015, and the changes, with the exception of the hourly rate, were implemented on September 28, 2015.

### ***2017 Community Risk Reduction Fee Study***

OCFA staff worked with our fee consultant from Revenue & Cost Specialists (RCS) to conduct the fee study and identify the costs associated with the services provided. Attachment 1 is a letter from RCS summarizing the activities performed by RCS, confirming that the methodology utilized for the fee study was reasonable, consistent with the State constitution, and confirming that the proposed fees do not exceed the cost of providing services.

### ***Summary of Results***

Staff anticipates that the proposed changes in fees will increase cost recovery by approximately **\$456,531** annually. The estimated changes are summarized in the table below:

| <b><u>Cost Recovery by Section</u></b> | <b><u>FY 2017/18<br/>Proposed,<br/>Based on Fee<br/>Study</u></b> | <b><u>FY 2017/18<br/>Adopted Revenue</u></b> | <b><u>\$<br/>Increase (Decrease)</u></b> | <b><u>%<br/>Increase (Decrease)</u></b> |
|--|---|--|--|---|
| Planning & Development                 | \$5,004,412   | \$4,036,602                                  | \$967,810                                | 23.98%                                  |
| Prevention Field Services              | <u>\$1,742,323</u>  | <u>\$2,253,602</u>                           | <u>(\$511,279)</u>                       | <u>(22.68%)</u>                         |
| Total CRR Cost Recovery                | <u>\$6,746,735</u>  | <u>\$6,290,204</u>                           | <u>\$456,531</u>                         | <u>7.26%</u>                            |

The increase in Planning and Development fees is a reflection on the continued growth in housing development activities in Orange County. For prevention field services, the decrease is due to the ongoing focus on providing education and assistance to the public on fire and building code inquiries and performing non-permitted inspections in areas that are identified as a potential of high fire risk. More detail explanations on the changes in revenue projections are provided later in this report.

**Planning and Development Cost Recovery Levels**

|   | <b><u>Costs</u></b>       | <b><u>% of Total Costs</u></b> |
|---|---------------------------|--------------------------------|
| Fee Funded Activities   | \$5,076,769               | 92.66%                         |
| Less Exemptions   | <u>(\$72,357)</u>         | <u>(1.32%)</u>                 |
| <i>Total Net Fee Funded Activities</i>  | \$5,004,412               | 91.34%                         |
| <i>Non Fee Funded Activities</i>  |                           |                                |
| 1. Two Dedicated Community Risk Reduction Positions<br>These positions were included as part of the Service Level Agreement with the City of Irvine to enhance service levels in response to high volume of activity.                 | \$323,529                 | 5.90%                          |
| 2. Fire Prevention Analyst (FPA) position working at Santa Ana<br>This FPA position provides Planning and Development customer support at the City of Santa Ana for 16 hours a week. The cost is reimbursed by the City per contract. | <u>\$78,634</u>           | <u>1.44%</u>                   |
| <b>Total Costs</b>  | <b><u>\$5,478,932</u></b> | <b><u>100.00%</u></b>          |

**Prevention Field Services Cost Recovery Levels**

|  | <b><u>Costs</u></b> | <b><u>% of Total Costs</u></b> |
|--|---------------------|--------------------------------|
| Fee Funded Activities  | \$2,007,097         | 44.50%                         |
| Exemptions   | <u>(\$264,774)</u>  | <u>(5.87%)</u>                 |
| <i>Total Net Fee Funded Activities</i>   | \$1,742,323         | 38.63%                         |
| <i>Non Fee Funded Activities</i>   |                     |                                |
| 1. Malfunctioning Alarms<br>This program is to improve community safety by requiring business and property owners to maintain their fire alarm systems and repair systems that are not functioning properly. The annual efforts include monitoring multiple false alarm incidents at any given location and working with the owner to render systems functional.                       | \$103,867           | 2.30%                          |
| 2. Customer Inquiries<br>This activity includes responding to Fire and Building Code inquiries in residential and commercial occupancies, and responding to questions concerning California Fire and Building Code requirements for businesses. Examples included City, engine company, and other agency referrals; complaints; false alarm follow up, and city project collaboration. | \$655,746           | 14.54%                         |
| 3. Station Liaison<br>The Liaison Program is designed to enhance communication and provide an environment for open and collaborative relationships between CRR and Operations by providing Operations with area-wide training and support.   | \$166,186           | 3.68%                          |
| 4. Property Public Records Act Request<br>This program is a State mandate that requires facilitating public records requests as they pertain to property.  | \$28,707            | 0.64%                          |

|  |                           |                       |
|--|---------------------------|-----------------------|
| 5. Operations' Referrals   | \$290,829                 | 6.45%                 |
| This activity provides annual inspection assistance to Operations, including assisting with complex inspections and/or accepting referrals due to the complex nature of the inspection and resulting compliance.   |                           |                       |
| 6. Collaborations/Partner with cities building industry  | \$373,920                 | 8.29%                 |
| This activity is focused on our relationships with the communities we serve. The efforts include collaborative inspections, task force assistance, project meetings, development meetings, and program development.  |                           |                       |
| 7. Hoarding Task Force   | \$13,850                  | 0.31%                 |
| This activity focuses on reported hoarding situations throughout the communities that we serve. The efforts are focused on working with the Orange County Hoarding Task Force, providing inspections to identify dangerous fire and life safety hazards to the tenant or property as they pertain to hoarding conditions. These cases are generally referred through our City's code enforcement or through Operations emergency calls.  |                           |                       |
| 8. Non-Permitted Inspections   | <u>\$870,052</u>          | <u>19.29%</u>         |
| This activity is the same as permitted inspection activity, except that no operational permit is required by code. These are generally selected inspections throughout our communities that have been identified as having potential for high risk fire and life safety loss. Examples included mandated residential inspections (three units or more, apartments, condos, townhomes, and etc.); vacant buildings; "campus" inspections (multiple buildings at a single site that may or may not have permits) |                           |                       |
| <b><i>Subtotal of Non-Fee Funded Activities</i></b>  | <u><b>\$2,503,157</b></u> | <u><b>55.50%</b></u>  |
| <b>Total Costs</b>   | <u><b>\$4,510,254</b></u> | <u><b>100.00%</b></u> |

### ***Planning & Development Services Fees***

Overall fees decreased by **4.78%**. 174 P&D fees are included in the fee schedule (Attachment 2B), with highlights as follows:

1. Number of fee increases – 21 with an average increase amount of \$103 or 19%
2. Number of fee decreases – 116 with an average decrease amount of \$91 or 10%
3. Number of fees exempt or hourly charges – 21
4. Number of flat fees converted to hourly fees - 2
5. Number of new fees – 8
6. Number of fees deleted – 4
7. Number of fees unchanged - 2

### ***Prevention Field Services Fees***

Overall fees decreased by **1.76%**. 135 PFS fees related to permit issuance are included in the fee schedule, (Attachment 2B) with highlights as follows:

1. Number of fee increases – 10 with an average increase amount of \$45 or 30%
2. Number of fee decreases – 44 with an average decrease amount of \$13 or 6%
3. Number of fees unchanged - 49
4. Number of hourly rate fees – 24
5. Number of new fees – 2
6. Number of fees deleted – 6

### ***Miscellaneous Fees***

The Miscellaneous Fees Schedule (Attachment 2C) reflects the current allowable cost consistent with the Government Code. These fees are charged when staff responds to a Public Records Request that requires specialized information or reports and/or copies of existing documents.

### **Why did the fees change?**

The changes to the various fees are attributable to the following:

#### ***Overall:***

##### **Indirect Cost Rate Proposal (ICRP)/Overhead Rate**

The OCFA indirect cost rate or overhead rate was calculated based on the Federal Office of Management and Budget guidelines used for grants and Assist-by-Hire claims with modifications. The updated ICRP rate is 13.80% which is a 0.09% decrease from the 2015 Fee Study rate of 13.89%. The decrease was due to a combination of reclassifying the entire GIS/Mapping Section's cost as direct cost (which reduces the indirect cost rate) and some of the saving was offset by salaries and employee benefits increases per labor contracts.

#### ***Programs:***

##### **Planning and Development Services**

OCFA has seen continued growth in the building industry and the demands for Planning and Development activities are a direct reflection of the rising market. The Planning and Development workload volume increased from approximately 12,100 to 15,550. To address the increased workload, OCFA has filled or is in the process of filling some of the previously frozen positions.

##### **Prevention Field Services**

Our data collection continues to improve with this Fee Study and incorporates the Department's efforts in focusing on high risk facilities and reducing life/property loss. The non-fee funded programs are better defined than in the prior fee study and now include staff time estimates along with administrative and supervisory time allocations.

##### **New Fees**

Included in the proposed fee schedule are the following new fees:

1. PR121 Conceptual fuel modification - Single Family Dwelling (Plan Review ONLY)
2. PR125 Precise fuel modification – Single Family Dwelling
3. PR125i Precise fuel modification – Single Family Dwelling (Inspection ONLY)
4. PR147 Fire protection plan – "Add-on" 7A to large "Parent" Fire Protection Plan (Plan Review ONLY)
5. PR268i R1 or R2 Hotels, motels, apartments, condominiums with 51 to 150 dwelling units per building (Inspection ONLY)
6. PR272i R1 or R2 Hotels, motels, apartments, condominiums with > 150 dwelling units per building (Inspection ONLY)
7. PR355i Dry Cleaning Plant (cleaning solution) - Quantity must exceed 330 or 660 gals (Inspection ONLY)
8. PR390 Emergency Responder Radio System (FOR INTERNAL TRACKING PURPOSE)
9. AM2 Open and Covered Malls - Issuance/Reissuance

#### 10. M103 Mid Rise Facility 55 - 74 Feet

***Outreach Activities:***

Orange County Building Industry Association (OCBIA) and Commercial Real Estate Development Association, known as NAIOP SoCal Chapter, were given preliminary notice of the fee study project prior to March 31, 2017. Staff has also met with representatives from both associations in May 2017 and provided the fee study preliminary results. Attachment 4 is a letter dated July 12, 2017 from NAIOP opposing the fee increases. As of July 13, 2017, staff has not receive any written comments from OCBIA.

*Serving Local Governments Since 1975*

May 16, 2017

Mr. Jim Ruane, Finance Manager/Auditor  
Orange County Fire Authority  
1 Fire Authority Road  
Irvine, CA 92602

Jim,

Per our contract with the Orange County Fire Authority to review the Authority's fee costing process and the resulting proposed fees, I have completed the following steps:

- Reviewed the costing methodology and model.
- Reviewed the overhead calculations.
- Reviewed the time detail and resulting costs for every proposed fee service. This step in the process included meeting or talking with various staff members who were involved in the process. For those services that I had specific questions, we identified the steps involved so that I could better understand what was included in the time allocations and why there were changes from the previous year's review.
- Reviewed a sample of proposed fees which have significant increases or decreases for reasonableness.

During the above review process, staff discussed how the time allocations were calculated. For Planning & Development, they have continued to refine the historical time log data, so that the average service time becomes increasingly reliable. Staff reviewed this data to insure that there weren't any anomalies that can result from small sample sizes. Also, based on feedback from review of the data, staff broke out many services into "Plan Check Only" and "Inspection Only" services. This resulted in many fee reductions as the Inspection costs were separated from the Plan Review costs. Therefore, I feel as comfortable as I ever have that the resulting time allocations, cost details, and fee recommendations are reasonable reflections of what is involved in providing these services to the Authority's customers and do not exceed the costs reasonably borne as defined in Article XIII B of the State Constitution. This is due to the importance placed by staff on time-keeping and more in depth review on the time data.

For Prevention Field Services there are minimal changes, which is also due to continuously refining and analyzing the time data logs.

Both divisions, and the department as a whole, should take pride in the effort to track and equitably recover their costs. In my experience, very few, if any, fire agencies are this far along in their use of actual time data to manage their Prevention operations.

I would like to thank staff for their help in this review.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Eric Johnson', with a stylized, flowing script.

Eric Johnson  
Vice President

**RESOLUTION NO. 2017-XX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGE  
COUNTY FIRE AUTHORITY SUPERSEDING ALL PREVIOUS RESOLUTIONS  
AND APPROVING CHANGES IN COMMUNITY RISK REDUCTION  
(FORMERLY FIRE PREVENTION) AND MISCELLANEOUS FEES**

*WHEREAS*, the Joint Powers Agreement establishing the Orange County Fire Authority authorizes the Authority to levy and collect fees for services; and

*WHEREAS*, a 2017 study has been recently completed to update the cost of each individual Community Risk Reduction service provided by the Orange County Fire Authority; and

*WHEREAS*, the Board of Directors finds that in accordance with California Government Code Section 66014, the proposed Community Risk Reduction (formerly Fire Prevention) fees do not exceed the cost of providing services and are only for the purpose of meeting operational expenses and are; therefore, exempt from compliance with the California Environmental Quality Act pursuant to Public Resources Code Section 21080; and

*NOW THEREFORE, BE IT RESOLVED* that the Board of Directors of the Orange County Fire Authority does hereby adopt the Exemption Policy and approve the fees set forth in Attachment 1A, 1B, and 1C attached hereto, effective no later than September 29, 2017.

*BE IT FURTHER RESOLVED* that said Community Risk Reduction Fees and Charges Schedules shall be adjusted July 1 of each succeeding year unless a comprehensive fee study is scheduled to be conducted. The fee adjustments will be the same as the percentage adjustments in the Authority salary and employee benefits provided for in the Memoranda of Understanding for the General and Supervisory Units. The adjustments will not exceed the cost of providing these services.

*PASSED, APPROVED, AND ADOPTED* this 27<sup>th</sup> day of July 2017.

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ELIZABETH SWIFT, CHAIR  
Board of Directors

ATTEST:

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SHERRY A.F. WENTZ, CMC  
Clerk of the Authority

ORANGE COUNTY FIRE AUTHORITY  
EXEMPTIONS AND EXCEPTIONS POLICY  
COMMUNITY RISK REDUCTION  
Effective July 27, 2017

The following activities and/or entities shall be exempt from fees charged for Community Risk Reduction services on the attached fee schedules:

1. Facilities owned and operated by OCFA Partner Agencies (including the County of Orange) and funded from the Partner Authority's general fund. Enterprise funded departments of Partner Agencies (such as Orange County Integrated Waste Management) are not exempt.
2. Day-care facilities owned and operated by public schools and unified school districts.
3. Official Services to include all plan checking, fire permits, and inspection activities at public schools, unified school districts, community colleges and universities whose policy-making body is subject to the Brown Act. Special events funded by an entity other than the policy-making body, false alarms, and additional services not described herein are subject to fees.
4. Construction of unenclosed accessory structure within a wildland interface area (e.g. patio cover, fire pit, gazebo, etc.)
5. Automotive Compressed Natural Gas refueling stations installed within a residential structure. (added in 2008)
6. Fire false alarm response at single-family homes.
7. Projects and activities related to the Orange County Fire Authority Nonprofit Foundation.
8. Businesses storing propane in quantities less than or equal to 125 gallons.

The Fire Marshal, or designee, may exempt any Community Risk Reduction fee when, in the opinion of the Fire Marshal (or designee), the fee is determined to be a minimal risk to the community or environment and a single issuance permit or penalty. The request must be submitted and approved in writing.

**ORANGE COUNTY FIRE AUTHORITY**  
**PROPOSED FEE SCHEDULE**  
**PLANNING AND DEVELOPMENT SERVICES**  
Effective Date - no later than September 29, 2017

Attachment 2B

| Fee Code | Service Name   | 2017/18 Anticipated Annual Volume | 2015-16 Adopted Fee | 2017-18 Proposed Fee (a) | \$ Change | % Change |
|----------|--|-----------------------------------|---------------------|--------------------------|-----------|----------|
| PR100    | California Environmental Quality Act (CEQA), Environmental Impact Report (EIR), Notice of Preparation (NOP), and Advance Planning                    | 1                                 | \$417               | \$387                    | (\$30)    | -7.22%   |
| PR104    | Small Project CUP - Single Family Residence, Commercial Remodel, New Commercial Building without on-site access                                      | 31                                | \$175               | \$244                    | \$69      | 39.17%   |
| PR105    | Development Plan/Site Review   | 215                               | \$417               | \$387                    | (\$30)    | -7.22%   |
| PR110    | Map review (A map) -- tentative tract map/screen check   | 43                                | \$417               | \$387                    | (\$30)    | -7.22%   |
| PR115    | Final map review (B Map) and/or clearance letter for print of linen  | 50                                | \$241               | \$244                    | \$3       | 1.21%    |
| PR120    | Conceptual fuel modification - Multi-Dwelling or Commercial Area (Plan Review ONLY)  | 30                                | \$951               | \$1,044                  | \$93      | 9.76%    |
| PR121    | Conceptual fuel modification - Single Family Dwelling (Plan Review ONLY)   | 1                                 | N/A                 | \$691                    | N/A       | N/A      |
| PR124    | Precise fuel modification (includes vegetation clearance inspection for lumber drop, final, and HOA turnover inspections)                            | 35                                | \$990               | \$1,116                  | \$126     | 12.70%   |
| PR124i   | Precise fuel modification -- INSP ONLY   | 1                                 | \$384               | \$328                    | (\$56)    | -14.51%  |
| PR125    | Precise fuel modification -- Single Family Dwelling  | 10                                | N/A                 | \$743                    | N/A       | N/A      |
| PR125i   | Precise fuel modification -- Single Family Dwelling INSP ONLY  | 1                                 | N/A                 | \$328                    | N/A       | N/A      |
| PR127i   | Fuel Modification Maintenance Inspection -Customer requested or complaint initiated for Tract Development  | 1                                 | \$848               | \$725                    | (\$123)   | -14.51%  |
| PR145    | Fire master plan -- Emergency access and fire hydrant location, fire lane markings, or vehicle gates across emergency access drives                  | 258                               | \$707               | \$668                    | (\$39)    | -5.50%   |
| PR145i   | Fire master plan -- Emergency access and fire hydrant location, fire lane markings, or vehicle gates - INSP ONLY                                     | 39                                | \$229               | \$225                    | (\$4)     | -1.92%   |
| PR146    | Fire protection plan -- an alternative to CBC Chapter 7A construction requirements for development in a fire hazard severity zone (Plan Review ONLY) | 58                                | \$667               | \$444                    | (\$223)   | -33.39%  |
| PR147    | Fire protection plan -- "Add-on" 7A to large "Parent" Fire Protection Plan (Plan Review ONLY)  | 1                                 | N/A                 | \$207                    | N/A       | N/A      |
| PR150    | Fire master plan -- public school  | 70                                | Exempt              | Exempt                   | N/A       | N/A      |
| PR155    | Temporary fire master plan - proposed emergency access these roads will not remain once the project is complete. INSP                                | 28                                | \$435               | \$414                    | (\$21)    | -4.86%   |
| PR155i   | Temporary fire master plan - proposed emergency access these roads will not remain once the project is complete. INSP                                | 1                                 | \$194               | \$190                    | (\$4)     | -1.92%   |
| PR160    | Residential site review for single family dwelling consisting of one or two units (Plan Review ONLY)   | 162                               | \$511               | \$374                    | (\$137)   | -26.80%  |
| PR160i   | Residential site review for single family dwelling -- INSP ONLY  | 1                                 | \$106               | \$104                    | (\$2)     | -1.92%   |
| PR172    | Methane testing, findings, & recommendations (Currently included with the Methane work plan)   | 26                                | \$460               | \$427                    | (\$33)    | -7.22%   |
| PR174    | Methane mitigation plan  | 3                                 | \$386               | \$488                    | \$102     | 26.47%   |
| PR180    | Vehicle or pedestrian gates across emergency access roads  | 32                                | \$430               | \$406                    | (\$25)    | -5.70%   |
| PR180i   | Vehicle or pedestrian gates across emergency access roads- INSP ONLY   | 1                                 | \$123               | \$121                    | (\$2)     | -1.92%   |
| PR182    | Unenclosed accessory structure/outdoor fire place/fire pit in special fire areas. Inspection not required  | 162                               | Exempt              | Exempt                   | N/A       | N/A      |
| PR184    | Speed hump review and drive test   | 9                                 | \$979               | \$919                    | (\$59)    | -6.08%   |
| PR186    | Operations pre-planning automation. Fee waived if criteria on handout are satisfied  | 1                                 | \$727               | \$622                    | (\$106)   | -14.51%  |
| PR192    | Addressing Layout Developments - Commercial/Residential  | 1                                 | Hourly Rate         | Hourly Rate              | N/A       | N/A      |
| PR200    | All A Occupancy > 10,000 square feet aggregate   | 43                                | \$1,914             | \$1,635                  | (\$279)   | -14.55%  |
| PR200i   | All A Occupancy > 10,000 square feet aggregate INSP ONLY   | 1                                 | \$423               | \$415                    | (\$8)     | -1.92%   |
| PR204    | All A Occupancy ≤ 10,000 square feet aggregate area)   | 263                               | \$1,353             | \$1,066                  | (\$287)   | -21.22%  |
| PR204i   | All A Occupancy ≤ 10,000 square feet aggregate area) INSP ONLY   | 1                                 | \$475               | \$466                    | (\$9)     | -1.92%   |
| PR208    | All A ≤ 1500 square feet   | 76                                | \$1,001             | \$747                    | (\$254)   | -25.37%  |
| PR208i   | All A ≤ 1500 sq. ft. INSP ONLY   | 1                                 | \$387               | \$259                    | (\$128)   | -33.12%  |
| PR212    | Educational other than day care (Plan Review ONLY)   | 9                                 | \$1,212             | \$732                    | (\$480)   | -39.57%  |
| PR212i   | Educational other than day care - INSP ONLY  | 1                                 | \$423               | \$415                    | (\$8)     | -1.92%   |
| PR216    | Day Care E or I-4 (Portable or re-locatable < 1000 sq. ft.) aggregate (Plan Review ONLY)   | 1                                 | \$790               | \$488                    | (\$302)   | -38.23%  |
| PR216i   | Day Care E or I-4 (Portable or re-locatable < 1000 sq. ft.) INSP ONLY  | 1                                 | \$264               | \$259                    | (\$5)     | -1.92%   |
| PR220    | E Day Care or I-4 (see PR212 for any combination of E occupancies sharing common egress) (Plan Review ONLY)  | 11                                | \$1,089             | \$732                    | (\$356)   | -32.73%  |
| PR220i   | E Day Care or I-4 - INSP ONLY  | 1                                 | \$299               | \$294                    | (\$6)     | -1.92%   |
| PR224    | B,F,M,S occupancies when required by Building Official (Plan Review ONLY)  | 10                                | \$1,247             | \$488                    | (\$759)   | -60.85%  |
| PR224i   | B,F,M,S occupancies - INSP ONLY  | 1                                 | \$458               | \$311                    | (\$147)   | -32.10%  |
| PR232    | H1, H2, H3, H4 or L Occupancy - Chemical classification fee (PR320-PR328) also required  | 2                                 | \$1,909             | \$1,408                  | (\$501)   | -26.24%  |
| PR232i   | H1, H2, H3, H4, or L Occupancy Chemical classification fee (PR320-PR328) INSP ONLY   | 1                                 | \$440               | \$432                    | (\$8)     | -1.92%   |
| PR236    | S1 - Motor Vehicle Repair Garages (Chem class fee included for above ground hazardous materials)   | 1                                 | \$1,028             | \$973                    | (\$55)    | -5.31%   |
| PR236i   | S1 - Motor Vehicle Repair Garages INSP ONLY  | 1                                 | \$370               | \$363                    | (\$7)     | -1.92%   |
| PR240    | S1 -Aircraft Repair Hanger (Chem class fee, (PR320-PR328) also required)   | 1                                 | Hourly Rate         | Hourly Rate              | N/A       | N/A      |
| PR240i   | S1 -Aircraft Repair Hanger INSP ONLY   | 1                                 | Hourly Rate         | Hourly Rate              | N/A       | N/A      |
| PR244    | H5 Occupancy (Chem class fee (PR320-PR328), also required) (Plan Review ONLY)  | 1                                 | Hourly Rate         | Hourly Rate              | N/A       | N/A      |
| PR244i   | H5 Occupancy INSP ONLY   | 1                                 | Hourly Rate         | Hourly Rate              | N/A       | N/A      |
| PR248    | Structures with non-ambulatory or incapacitated occupants (I-1, I-2, I-2.1, R-2.1 occupancies)   | 1                                 | Hourly Rate         | Hourly Rate              | N/A       | N/A      |
| PR248i   | Structures with non-ambulatory or incapacitated occupants. (I-1, I-2, I-2.1, R-2.1 occupancies) INSP ONLY  | 1                                 | Hourly Rate         | Hourly Rate              | N/A       | N/A      |
| PR256    | I3: Structures with restrained occupants, 3 cells or less  | 1                                 | \$628               | \$594                    | (\$34)    | -5.44%   |
| PR256i   | I3: Structures with restrained occupants, 3 cells or less - INSP ONLY  | 1                                 | \$211               | \$207                    | (\$4)     | -1.92%   |
| PR260    | I3: Structures with restrained occupants, more than 3 cells  | 1                                 | \$2,831             | \$2,664                  | (\$167)   | -5.90%   |
| PR260i   | I3: Structures with restrained occupants, more than 3 cells INSP ONLY  | 1                                 | \$704               | \$691                    | (\$13)    | -1.92%   |
| PR264    | R1 or R2 Hotels, motels, apartments, condominiums with ≤ 50 dwelling units per building  | 10                                | \$485               | \$415                    | (\$70)    | -14.51%  |
| PR268    | R1 or R2 Hotels, motels, apartments, condominiums with 51 to 150 dwelling units per building.  | 9                                 | \$921               | \$1,165                  | \$244     | 26.53%   |
| PR268i   | R1 or R2 Hotels, motels, apartments, condominiums with 51 to 150 dwelling units per building INSP ONLY   | 1                                 | N/A                 | \$311                    | N/A       | N/A      |
| PR272    | R1 or R2 Hotels, motels, apartments, condominiums with > 150 dwelling units per building.  | 11                                | Hourly Rate         | Hourly Rate              | N/A       | N/A      |

(a) 2017-18 Hourly Rate = \$202 per hour

Page 1

**ORANGE COUNTY FIRE AUTHORITY**  
**PROPOSED FEE SCHEDULE**  
**PLANNING AND DEVELOPMENT SERVICES**  
Effective Date - no later than September 29, 2017

Attachment 2B

| Fee Code | Service Name  | 2017/18 Anticipated Annual Volume | 2015-16 Adopted Fee | 2017-18 Proposed Fee (a) | \$ Change | % Change |
|----------|---|-----------------------------------|---------------------|--------------------------|-----------|----------|
| PR272i   | R1 or R2 Hotels, motels, apartments, condominiums with > 150 dwelling units per building INSP ONLY  | 1                                 | N/A                 | \$518                    | N/A       | N/A      |
| PR276    | R4 licensed residential care/ assisted living facilities and similar uses serving 7-16 clients. Facilities  | 1                                 | Hourly Rate         | Hourly Rate              | N/A       | N/A      |
| PR276i   | R4 licensed residential care/ assisted living facilities and similar uses serving 7-16 clients. INSP ONLY   | 1                                 | \$423               | \$415                    | (\$8)     | -1.92%   |
| PR280    | R4 licensed residential care/ assisted living facilities and similar uses serving ≥ 20 clients - Delete   | 0                                 | Hourly Rate         | \$0                      | N/A       | N/A      |
| PR280i   | R4 licensed residential care/ assisted living facilities and similar uses serving ≥ 20 clients. INSP ONLY - Delete  | 0                                 | \$740               | \$0                      | N/A       | N/A      |
| PR285    | Hi-Rise: Structures that are 75' or higher measured from lowest point of fire department access   | 3                                 | \$3,304             | \$2,604                  | (\$700)   | -21.17%  |
| PR285i   | High-rise: Structures that are 75' or higher in height - INSP ONLY  | 1                                 | \$1,849             | \$725                    | (\$1,124) | -60.77%  |
| PR300    | Above-ground storage tank, including equipment (see PR625 for temporary above-ground storage tanks)   | 45                                | \$980               | \$625                    | (\$355)   | -36.18%  |
| PR300i   | Above-ground storage tank, including equipment -INSP ONLY   | 10                                | \$475               | \$259                    | (\$216)   | -45.51%  |
| PR305    | Dispensing from underground storage tank: New installation (Single fee for all tanks at a single location) (Aboveground safety/components only)                                 | 3                                 | \$777               | \$738                    | (\$39)    | -5.06%   |
| PR305i   | Dispensing from underground storage tank: New Installation, INSP ONLY (Aboveground safety/components only)  | 1                                 | \$317               | \$311                    | (\$6)     | -1.92%   |
| PR310    | Dispensing from Underground storage tank: Repair, alteration, abandonment (Aboveground safety/components only)  | 14                                | \$465               | \$440                    | (\$25)    | -5.42%   |
| PR315    | Hazardous Material Process/Storage for Non - H Occupancies. Use with PR320-PR328. Also for outdoor LPG exchange stations; separate chemical classification review not required. | 15                                | \$699               | \$668                    | (\$31)    | -4.41%   |
| PR315i   | Hazardous Material Process/Storage for Non - H Occupancies – INSP ONLY  | 1                                 | \$370               | \$363                    | (\$7)     | -1.92%   |
| PR318    | Chemical Classification 1-5 Chemicals   | 26                                | \$197               | \$244                    | \$47      | 23.70%   |
| PR320    | Chemical Classification Review. 6-15 chemicals  | 2                                 | \$460               | \$427                    | (\$33)    | -7.22%   |
| PR322    | Chemical Classification Review 16-50 chemicals  | 8                                 | \$592               | \$610                    | \$18      | 3.09%    |
| PR324    | Chemical Classification Review. 51-100 chemicals  | 2                                 | \$724               | \$854                    | \$131     | 18.08%   |
| PR326    | Chemical Classification Review. > 100 chemicals   | 6                                 | \$1,164             | \$1,263                  | \$99      | 8.54%    |
| PR328    | Chemical Classification Review. Unusual chemicals/quantities  | 1                                 | Hourly Rate         | Hourly Rate              | N/A       | N/A      |
| PR330    | High-piled storage: code/commodity compliance   | 78                                | \$1,296             | \$1,235                  | (\$61)    | -4.70%   |
| PR330i   | High-piled storage - INSP ONLY  | 1                                 | \$616               | \$605                    | (\$12)    | -1.92%   |
| PR335    | Commercial cooking hood and duct system (per system)  | 257                               | \$435               | \$475                    | \$40      | 9.18%    |
| PR335i   | Commercial cooking hood and duct system (per system) - INSP ONLY  | 3                                 | \$194               | \$190                    | (\$4)     | -1.92%   |
| PR340    | Refrigeration unit and system: having a refrigerant circuit containing more than 220 pounds of Group A1 or 30 pounds of any other refrigerant                                   | 10                                | \$1,095             | \$1,045                  | (\$51)    | -4.65%   |
| PR340i   | Refrigeration unit and system – INSP ONLY   | 1                                 | \$605               | \$590                    | (\$16)    | -2.58%   |
| PR345    | Spray booth, spraying area: mechanically ventilated appliance provided to enclose or accommodate a  | 15                                | \$752               | \$781                    | \$29      | 3.88%    |
| PR345i   | Spray booth, spraying area - INSP ONLY  | 4                                 | \$423               | \$415                    | (\$8)     | -1.92%   |
| PR350    | Gas systems: medical gas, industrial gas (including piping and manifolds)   | 14                                | \$1,252             | \$1,195                  | (\$58)    | -4.61%   |
| PR350i   | Gas systems: medical gas, industrial gas – INSP ONLY  | 1                                 | \$616               | \$605                    | (\$12)    | -1.92%   |
| PR355    | Dry Cleaning Plant (cleaning solution) - Quantity must exceed 330 or 660 gals)  | 1                                 | \$777               | Hourly Rate              | N/A       | N/A      |
| PR355i   | Dry Cleaning Plant (cleaning solution) - Quantity must exceed 330 or 660 gals INSP ONLY   | 1                                 | \$0                 | Hourly Rate              | N/A       | N/A      |
| PR360    | Special equipment: industrial ovens, vapor recovery, dust collection  | 14                                | \$611               | \$927                    | \$317     | 51.86%   |
| PR360i   | Special equipment: industrial ovens, vapor recovery, dust collection - INSP ONLY  | 12                                | \$282               | \$276                    | (\$6)     | -1.92%   |
| PR362    | Photovoltaic System - Residential Alternative Compliance (Plan Review ONLY)   | 7                                 | \$204               | \$154                    | (\$50)    | -24.50%  |
| PR362i   | Photovoltaic System - Residential Alternative Compliance INSP ONLY  | 1                                 | \$106               | \$104                    | (\$2)     | -1.92%   |
| PR363    | Photovoltaic System - Commercial (Requested by Building Official) (Plan Review ONLY)  | 33                                | \$463               | \$276                    | (\$187)   | -40.40%  |
| PR363i   | Photovoltaic System - Commercial (Requested by Building Official) - INSP ONLY   | 1                                 | \$211               | \$207                    | (\$4)     | -1.92%   |
| PR365    | Special extinguishing system: dry chemical, CO2, FM 200, foam liquid systems, inert gas (Halon,   | 23                                | \$483               | \$742                    | \$259     | 53.67%   |
| PR365i   | Special extinguishing system – INSP ONLY  | 4                                 | \$176               | \$173                    | (\$3)     | -1.92%   |
| PR375    | Battery Systems, stationary storage and cell sites (chemical quantities require application of CFC Art 64   | 15                                | \$716               | \$680                    | (\$36)    | -5.00%   |
| PR375i   | Battery systems INSP ONLY   | 1                                 | \$299               | \$294                    | (\$6)     | -1.92%   |
| PR380    | Smoke control systems; review of rational analysis  | 6                                 | \$1,564             | \$1,452                  | (\$111)   | -7.13%   |
| PR382    | Smoke control systems: design/testing – inc. 1 submittal meeting w/customer   | 4                                 | \$3,397             | \$3,232                  | (\$165)   | -4.85%   |
| PR382i   | Smoke control systems: design/testing INSP ONLY   | 1                                 | \$1,479             | \$1,451                  | (\$28)    | -1.92%   |
| PR390    | Emergency Responder Radio System (FOR INTERNAL TRACKING PURPOSE)  | 30                                | \$0                 | \$0                      | \$0       | 0.00%    |
| PR400    | NFPA 13D fire sprinkler system: One or two family dwelling - custom home (single lot)   | 250                               | \$655               | \$625                    | (\$29)    | -4.50%   |
| PR400i   | NFPA 13D fire sprinkler system: One or two family dwelling - custom home (single lot) - INSP ONLY   | 1                                 | \$335               | \$259                    | (\$75)    | -22.57%  |
| PR401    | NFPA 13D fire sprinkler system: One or two family dwelling - existing home (single lot)   | 99                                | \$624               | \$596                    | (\$28)    | -4.53%   |
| PR401i   | NFPA 13D fire sprinkler system: One or two family dwelling - existing home (single lot) - INSP ONLY   | 1                                 | \$317               | \$311                    | (\$6)     | -1.92%   |
| PR402    | TI to NFPA 13D fire sprinkler system: ≤ 25 heads without calculations   | 106                               | \$400               | \$384                    | (\$16)    | -3.95%   |
| PR402i   | TI to NFPA 13D fire sprinkler system: ≤ 25 heads without calculations - INSP ONLY   | 1                                 | \$247               | \$242                    | (\$5)     | -1.92%   |
| PR405    | NFPA 13D fire sprinkler system: One or two family dwelling - within new tract developments  | 456                               | \$439               | \$417                    | (\$22)    | -5.09%   |
| PR405i   | NFPA 13D fire sprinkler system: One or two family dwelling - INSP ONLY  | 6629                              | \$176               | \$173                    | (\$3)     | -1.92%   |
| PR406    | NFPA 13D Multi-purpose fire sprinkler system (tract, custom or existing home) (FOR INTERNAL   | 1                                 | \$0                 | \$0                      | \$0       | 0.00%    |
| PR406i   | NFPA 13D Multi-purpose fire sprinkler system (tract, custom or existing home) – INSP ONLY (FOR  | 1                                 | \$0                 | \$0                      | \$0       | 0.00%    |
| PR410    | NFPA 13R fire sprinkler system: Multi-family dwellings 3 to 16 units per building   | 29                                | \$1,010             | \$718                    | (\$293)   | -28.96%  |
| PR410i   | NFPA 13R fire sprinkler system 3 to 16 units INSP ONLY  | 168                               | \$440               | \$311                    | (\$129)   | -29.38%  |
| PR415    | NFPA 13R fire sprinkler system >16 units  | 1                                 | \$1,121             | \$799                    | (\$322)   | -28.71%  |
| PR415i   | NFPA 13R fire sprinkler system >16 units INSP ONLY  | 17                                | \$704               | \$311                    | (\$393)   | -55.86%  |
| PR420    | New NFPA 13 fire sprinkler system: ≤ 100 heads with 1 riser   | 35                                | \$668               | \$718                    | \$50      | 7.48%    |
| PR420i   | New NFPA 13 fire sprinkler system: ≤ 100 heads with 1 riser – INSP ONLY   | 1                                 | \$317               | \$311                    | (\$6)     | -1.92%   |
| PR425    | New NFPA 13 fire sprinkler system:>100 fire sprinkler heads w/1 riser   | 143                               | \$1,037             | \$834                    | (\$203)   | -19.60%  |

(a) 2017-18 Hourly Rate = \$202 per hour

Page 2

**ORANGE COUNTY FIRE AUTHORITY**  
**PROPOSED FEE SCHEDULE**  
**PLANNING AND DEVELOPMENT SERVICES**  
Effective Date - no later than September 29, 2017

Attachment 2B

| Fee Code | Service Name  | 2017/18 Anticipated Annual Volume | 2015-16 Adopted Fee   | 2017-18 Proposed Fee (a) | \$ Change | % Change |
|----------|---|-----------------------------------|-----------------------|--------------------------|-----------|----------|
| PR425i   | New NFPA 13 fire sprinkler system: each additional riser OR per floor in buildings >3 stories. - INSP   | 491                               | \$282                 | \$345                    | \$64      | 22.61%   |
| PR430    | TI to NFPA 13, 13R fire sprinkler system: ≤ 25 heads without calculations   | 626                               | \$387                 | \$370                    | (\$17)    | -4.32%   |
| PR430i   | TI to NFPA 13, 13R fire sprinkler system: ≤ 25 heads without calculations - INSP ONLY   | 1                                 | \$211                 | \$207                    | (\$4)     | -1.92%   |
| PR435    | TI to NFPA 13, 13R fire sprinkler system: 26 - 99 heads without calculations  | 172                               | \$620                 | \$593                    | (\$27)    | -4.36%   |
| PR435i   | TI to NFPA 13, 13R fire sprinkler system: 26 - 99 heads without calculations - INSP ONLY  | 1                                 | \$335                 | \$328                    | (\$6)     | -1.92%   |
| PR440    | TI to NFPA 13, 13R fire sprinkler system: ≥ 100 heads OR other TIs requiring calculation review   | 172                               | \$874                 | \$836                    | (\$39)    | -4.44%   |
| PR440i   | TI to NFPA 13, 13R fire sprinkler system: ≥ 100 heads OR other TIs requiring calculation review - INSP ONLY   | 8                                 | \$458                 | \$449                    | (\$9)     | -1.92%   |
| PR445    | Pre-action fire sprinkler system: Includes the fire alarm system when submitted together  | 10                                | \$638                 | \$555                    | (\$83)    | -12.95%  |
| PR445i   | Pre-action fire sprinkler system: INSP ONLY   | 1                                 | \$440                 | \$311                    | (\$129)   | -29.38%  |
| PR450    | New or TI to NFPA 13 in-rack fire sprinkler systems   | 12                                | \$1,120               | \$1,062                  | (\$58)    | -5.14%   |
| PR450i   | New or TI to NFPA 13 in-rack fire sprinkler systems - INSP ONLY   | 1                                 | \$440                 | \$432                    | (\$8)     | -1.92%   |
| PR455    | NFPA 13 small hose stations - Delete  | 0                                 | \$439                 | \$0                      | N/A       | N/A      |
| PR455i   | NFPA 13 small hose stations - INSP ONLY Delete  | 0                                 | \$176                 | \$0                      | N/A       | N/A      |
| PR460    | NFPA 14 Class I, II or III standpipes (includes all standpipes within a single building)  | 35                                | \$830                 | \$790                    | (\$40)    | -4.86%   |
| PR460i   | NFPA 14 standpipes INSP ONLY  | 3                                 | \$370                 | \$363                    | (\$7)     | -1.92%   |
| PR465    | Fire pump installation  | 14                                | \$1,208               | \$1,144                  | (\$64)    | -5.29%   |
| PR465i   | Fire pump installation - INSP ONLY  | 1                                 | \$440                 | \$432                    | (\$8)     | -1.92%   |
| PR470    | Underground fire protection system: single hydrant OR single riser connection   | 165                               | \$466                 | \$575                    | \$110     | 23.52%   |
| PR470i   | Underground fire protection system: single hydrant or riser. INSP ONLY  | 26                                | \$247                 | \$311                    | \$64      | 26.11%   |
| PR475    | Underground fire protection for each additional connection for hydrants or risers - use with PR470  | 259                               | \$189                 | \$182                    | (\$7)     | -3.76%   |
| PR475i   | Underground fire protection system: use with PR475 - INSP ONLY  | 112                               | \$123                 | \$121                    | (\$2)     | -1.92%   |
| PR480    | Underground repair  | 19                                | \$492                 | \$474                    | (\$19)    | -3.81%   |
| PR480i   | Underground repair - INSP ONLY  | 1                                 | \$317                 | \$311                    | (\$6)     | -1.92%   |
| PR500    | Fire sprinkler and Fire Alarm monitoring system up to 5 initiating devices and/or up to 20 notification   | 656                               | \$334                 | \$318                    | (\$16)    | -4.70%   |
| PR500i   | Fire sprinkler and Fire Alarm monitoring system up to 5 initiating devices and/or up to 20 notification   | 219                               | \$158                 | \$155                    | (\$3)     | -1.92%   |
| PR510    | Fire alarm system: 6-15 initiating devices and/or ≤ 21-40 notification devices  | 177                               | \$599                 | \$591                    | (\$9)     | -1.43%   |
| PR510i   | Fire alarm system: 6-15 initiating devices and/or ≤ 21-40 notification devices, INSP ONLY   | 24                                | \$229                 | \$225                    | (\$4)     | -1.92%   |
| PR520    | Fire alarm system: 16-30 initiating and/or 41-80 notification devices   | 68                                | \$879                 | \$999                    | \$120     | 13.65%   |
| PR520i   | Fire alarm system: 16-30 initiating and/or 41-80 notification devices, INSP ONLY  | 26                                | \$458                 | \$449                    | (\$9)     | -1.92%   |
| PR530    | Fire alarm system. >30 initiating devices and/or >80 notification devices   | 80                                | \$1,213               | \$1,353                  | \$140     | 11.53%   |
| PR530i   | Fire alarm system. >30 initiating devices and/or >80 notification devices, INSP ONLY  | 7                                 | \$669                 | \$518                    | (\$151)   | -22.57%  |
| PR610    | Field review/inspection - Underground repair  | 1                                 | \$397                 | \$390                    | (\$7)     | -1.68%   |
| PR615    | Field Plan Review / Inspection Private CNG refueling appliance within a single family residence. (no  | 1                                 | Exempt                | Exempt                   | N/A       | N/A      |
| PR625    | Field Review/ Inspection -Temporary above-ground storage tanks, including equipment   | 9                                 | \$256                 | \$252                    | (\$4)     | -1.55%   |
| PR630    | Field review/inspection TI to NFPA 13, 13R sprinkler systems: ≤ 25 heads without calculations   | 101                               | \$291                 | \$286                    | (\$5)     | -1.59%   |
| PR635    | Field review/inspection TI to NFPA 13, 13R sprinkler systems: 26-99 heads without calculations  | 54                                | \$361                 | \$407                    | \$46      | 12.68%   |
| PR900    | Coordination/Pre-submittal Meetings: (Initial 2 hours)  | 46                                | \$553                 | \$515                    | (\$38)    | -6.86%   |
| PR905    | Written response to inquiry   | 22                                | \$454                 | \$412                    | (\$42)    | -9.15%   |
| PR910    | Alternate Method and Material Request - 2 hrs minimum   | 53                                | \$383                 | Hourly Rate              | N/A       | N/A      |
| PR920    | Plan resubmittal: fee charged on 3rd and each subsequent submittal - 1 hr minimum   | 488                               | Hourly Rate           | Hourly Rate              | N/A       | N/A      |
| PR922    | Plan revision   | 584                               | Hourly Rate           | Hourly Rate              | N/A       | N/A      |
| PR924    | Re-stamp of plans with wet stamp when submitted with approved plans   | 29                                | Hourly Rate           | Hourly Rate              | N/A       | N/A      |
| PR926    | Accelerated plan review (fee is in addition to base fee assessed for plan review) - 1 hr minimum  | 182                               | 50% of Hourly Rate    | 50% of Hourly Rate       | N/A       | N/A      |
| PR928    | Plan Review time and materials fee: Charged for miscellaneous applications such as unusual time   | 228                               | Hourly Rate           | Hourly Rate              | N/A       | N/A      |
| PR938i   | 13D Reinspection 1-10   | 1                                 | \$156                 | \$153                    | (\$3)     | -1.88%   |
| PR939i   | 13D Reinspection 11+  | 1                                 | \$208                 | \$205                    | (\$4)     | -1.89%   |
| PR940i   | Inspection time and materials fee: Charged for miscellaneous applications such as Time Intensive projects, research, travel time, etc. - 1 hr minimum | 5                                 | Hourly Rate           | Hourly Rate              | N/A       | N/A      |
| PR942i   | Re-inspection fee: Charged when project is not completed or cannot be approved during regular inspection  | 1                                 | \$208                 | \$205                    | (\$4)     | -1.89%   |
| PR943    | Penalty for Failure to Cancel Scheduled Inspection  | 1                                 | 50% of inspection fee | 50% of inspection fee    | N/A       | N/A      |
| PR944i   | Accelerated Inspection Request (fee is in addition to base fee assessed for inspection) - 1 hr minimum  | 1                                 | 50% of Hourly Rate    | 50% of Hourly Rate       | N/A       | N/A      |

# ORANGE COUNTY FIRE AUTHORITY

Attachment 2B

## PROPOSED FEE SCHEDULE

### PREVENTION FIELD SERVICES

Effective Date - no later than September 29, 2017

| Fee Code | Service Name  | 2017/18 Anticipated Annual Volume | 2015-16 Adopted Fee | 2017-18 Proposed Fee (a) (b) | \$ Change | % Change |
|----------|---|-----------------------------------|---------------------|------------------------------|-----------|----------|
| AA1      | Aerosol – Issuance  | 4                                 | \$225               | \$217                        | (\$8)     | -5.16%   |
| AA1R     | Aerosol - Reissuance  | 23                                | \$138               | \$138                        | \$0       | 0.00%    |
| AA2      | Aircraft Refueling – Issuance   | 1                                 | \$454               | \$430                        | (\$24)    | -6.25%   |
| AA2R     | Aircraft Refueling – Reissuance   | 16                                | \$295               | \$295                        | \$0       | 0.00%    |
| AA3      | Aviation Facility – Issuance  | 3                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AA3R     | Aviation Facility – Reissuance  | 3                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AA5      | Waste Handling – Issuance   | 1                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AA5R     | Waste Handling – Reissuance   | 3                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AA6      | Amusement Building – Issuance   | 1                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AA6R     | Amusement Building – Reissuance   | 1                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AC1      | Candles/Open flame – Issuance   | 5                                 | \$156               | \$178                        | \$22      | 25.58%   |
| AC1R     | Candles/Open flame – Reissuance   | 80                                | \$138               | \$138                        | \$0       | 0.00%    |
| AC2      | Carnival or Fair – Issuance   | 25                                | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AC6      | Combustible Material Storage – Issuance   | 1                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AC6R     | Combustible Material Storage – Reissuance   | 1                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AC71     | Compressed Gas – Corrosive Issuance   | 1                                 | \$243               | \$234                        | (\$9)     | -5.20%   |
| AC71R    | Compressed Gas – Corrosive Reissuance   | 8                                 | \$156               | \$156                        | \$0       | 0.00%    |
| AC710    | Compressed Gas-Toxic - Issuance   | 1                                 | \$243               | \$234                        | (\$9)     | -5.20%   |
| AC710R   | Compressed Gas-Toxic - Reissuance   | 13                                | \$156               | \$156                        | \$0       | 0.00%    |
| AC72     | Compressed Gas – Flammable Gas Issuance   | 11                                | \$243               | \$234                        | (\$9)     | -5.20%   |
| AC72R    | Compressed Gas – Flammable Gas Reissuance   | 61                                | \$156               | \$156                        | \$0       | 0.00%    |
| AC73     | Compressed Gas-Highly Toxic - Issuance  | 1                                 | \$243               | \$234                        | (\$9)     | -5.20%   |
| AC73R    | Compressed Gas-Highly Toxic - Reissuance  | 1                                 | \$156               | \$156                        | \$0       | 0.00%    |
| AC74     | Compressed Gas – Inert Gas Issuance   | 6                                 | \$190               | \$184                        | (\$6)     | -5.00%   |
| AC74R    | Compressed Gas – Inert Gas Reissuance   | 44                                | \$138               | \$138                        | \$0       | 0.00%    |
| AC76     | Compressed Gas-Oxidizer - Issuance  | 8                                 | \$243               | \$234                        | (\$9)     | -5.20%   |
| AC76R    | Compressed Gas-Oxidizer - Reissuance  | 83                                | \$156               | \$156                        | \$0       | 0.00%    |
| AC77     | Compressed Gas – Pyrophoric - Issuance  | 1                                 | \$225               | \$225                        | \$0       | 0.00%    |
| AC77R    | Compressed Gas – Pyrophoric - Reissuance  | 1                                 | \$156               | \$156                        | \$0       | 0.00%    |
| AC91     | Cryogenics – Physical or Health Hazard - Issuance   | 1                                 | \$156               | \$152                        | (\$4)     | -4.65%   |
| AC91R    | Cryogenics – Physical or Health Hazard - Reissuance   | 2                                 | \$138               | \$138                        | \$0       | 0.00%    |
| AC92     | Cryogen – Flammable Issuance  | 1                                 | \$225               | \$217                        | (\$8)     | -5.16%   |
| AC92R    | Cryogen – Flammable Reissuance  | 1                                 | \$156               | \$156                        | \$0       | 0.00%    |
| AC94     | Cryogen – Inert Issuance  | 10                                | \$156               | \$152                        | (\$4)     | -4.65%   |
| AC94R    | Cryogen – Inert Reissuance  | 60                                | \$138               | \$138                        | \$0       | 0.00%    |
| AC95     | Cryogen – Oxidizer Issuance   | 2                                 | \$173               | \$168                        | (\$5)     | -4.85%   |
| AC95R    | Cryogen – Oxidizer Reissuance   | 19                                | \$138               | \$138                        | \$0       | 0.00%    |
| AD11     | Dry Cleaning Plants - Package Issuance  | 1                                 | \$156               | \$152                        | (\$4)     | -4.65%   |
| AD11R    | Dry Cleaning Plants – Package Reissuance  | 2                                 | \$138               | \$138                        | \$0       | 0.00%    |
| AD2      | Dust Producing Operations - Issuance  | 10                                | \$243               | \$234                        | (\$9)     | -5.20%   |
| AD2R     | Dust Producing Operations - Reissuance  | 103                               | \$173               | \$173                        | \$0       | 0.00%    |
| AE1      | Explosives/Blasting Condition with OCSD Approval – Issuance   | 1                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AE2      | Explosives – Model Rockets (Retailers and Use)/ Small Arms Ammunition (Retailers) – Issuance - Delete   | 0                                 | \$243               | Delete                       | N/A       | N/A      |
| AE2R     | Explosives – Model Rockets (Retailers and Use)/ Small Arms Ammunition (Retailers) – Reissuance - Delete | 0                                 | \$173               | Delete                       | N/A       | N/A      |
| AF1      | Firework Stands   | 125                               | \$142               | \$192                        | \$50      | 69.44%   |
| AF2      | Outdoor Fireworks Display, such as July 4th displays  | 22                                | \$1,937             | \$1,946                      | \$9       | 0.48%    |
| AF21     | Outdoor Fireworks Display, such as home coming & barge display  | 15                                | \$543               | \$539                        | (\$4)     | -0.85%   |
| AF22     | Pyrotechnics/Special Effects Materials  | 8                                 | \$865               | \$871                        | \$6       | 0.75%    |
| AF31     | Flammable Combustible Liquids – Issuance to use or operate a pipeline                                   | 1                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AF31R    | Flammable Combustible Liquids - Reissuance  | 4                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AF32     | Flammable Liquids – Issuance Class I liquids (5 gallons inside/10 gallons outside)                      | 50                                | \$243               | \$234                        | (\$9)     | -5.20%   |
| AF32R    | Flammable Combustible Liquids – Reissuance  | 413                               | \$156               | \$156                        | \$0       | 0.00%    |

(a) 2017-18 Hourly Rate = \$202 per hour

(b) Include M150 Travel Time Fee

# ORANGE COUNTY FIRE AUTHORITY

Attachment 2B

## PROPOSED FEE SCHEDULE

### PREVENTION FIELD SERVICES

Effective Date - no later than September 29, 2017

| Fee Code       | Service Name   | 2017/18 Anticipated Annual Volume | 2015-16 Adopted Fee | 2017-18 Proposed Fee (a) (b) | \$ Change | % Change |
|----------------|--|-----------------------------------|---------------------|------------------------------|-----------|----------|
| AF33           | Combustible Liquids – Issuance. To store, use or handle Class II or IIIA liquids in excess of 25 gallons inside or 60 gallons outside. | 20                                | \$243               | \$234                        | (\$9)     | -5.20%   |
| AF33R          | Combustible Liquids – Reissuance   | 220                               | \$156               | \$156                        | \$0       | 0.00%    |
| AF35           | Flammable Combustible Liquids – Issuance. To operate tank vehicles, equipment, tanks, plants, terminals, wells, etc.                   | 15                                | \$243               | \$234                        | (\$9)     | -5.20%   |
| AF35R          | Flammable Combustible Liquids – Reissuance   | 250                               | \$156               | \$156                        | \$0       | 0.00%    |
| AF36           | Flammable Combustible Liquids – Issuance. Tank removal or installation (AST/UST) - Delete  | 0                                 | \$243               | Delete                       | N/A       | N/A      |
| AF361          | Flammable Combustible Liquids – Each additional tank (AST/UST) - Delete  | 0                                 | \$173               | Delete                       | N/A       | N/A      |
| AF4            | Fruit Ripening – Issuance - Delete   | 0                                 | Hourly Rate         | Delete                       | N/A       | N/A      |
| AF4R           | Fruit Ripening – Reissuance - Delete   | 0                                 | Hourly Rate         | Delete                       | N/A       | N/A      |
| AH11           | Hazardous Materials – Oxidizing Issuance   | 8                                 | \$243               | \$234                        | (\$9)     | -5.20%   |
| AH110          | Hazardous Materials – Water Reactive Issuance  | 1                                 | \$156               | \$152                        | (\$4)     | -4.65%   |
| AH110R         | Hazardous Materials – Water Reactive Reissuance  | 30                                | \$156               | \$156                        | \$0       | 0.00%    |
| AH11R          | Hazardous Materials – Oxidizing Reissuance   | 80                                | \$156               | \$156                        | \$0       | 0.00%    |
| AH12           | Hazardous Materials – Corrosive Issuance   | 25                                | \$243               | \$234                        | (\$9)     | -5.20%   |
| AH12R          | Hazardous Materials – Corrosive Reissuance   | 280                               | \$156               | \$156                        | \$0       | 0.00%    |
| AH13           | Hazardous Materials – Flammable Solids Issuance  | 1                                 | \$243               | \$234                        | (\$9)     | -5.20%   |
| AH13R          | Hazardous Materials – Flammable Solids Reissuance  | 10                                | \$156               | \$156                        | \$0       | 0.00%    |
| AH14           | Hazardous Materials – Highly Toxic Issuance  | 1                                 | \$236               | \$227                        | (\$9)     | -5.42%   |
| AH14R          | Hazardous Materials – Highly Toxic Reissuance  | 35                                | \$149               | \$149                        | \$0       | 0.00%    |
| AH15           | Hazardous Materials – Organic Peroxide Issuance  | 1                                 | \$236               | \$227                        | (\$9)     | -5.42%   |
| AH15R          | Hazardous Materials – Organic Peroxide Reissuance  | 8                                 | \$149               | \$149                        | \$0       | 0.00%    |
| AH16           | Hazardous Materials – Pyrophoric Issuance  | 1                                 | \$236               | \$227                        | (\$9)     | -5.42%   |
| AH16R          | Hazardous Materials – Pyrophoric Reissuance  | 1                                 | \$149               | \$149                        | \$0       | 0.00%    |
| AH18           | Hazardous Materials – Toxic Issuance   | 3                                 | \$243               | \$234                        | (\$9)     | -5.20%   |
| AH18R          | Hazardous Materials – Toxic Reissuance   | 85                                | \$156               | \$145                        | (\$11)    | -12.79%  |
| AH19           | Hazardous Materials – Unstable Reactive Issuance   | 1                                 | \$243               | \$234                        | (\$9)     | -5.20%   |
| AH19R          | Hazardous Materials – Unstable Reactive Reissuance   | 20                                | \$156               | \$156                        | \$0       | 0.00%    |
| AH3            | High Piled Combustible - Issuance  | 40                                | \$419               | \$397                        | (\$22)    | -6.30%   |
| AH3R           | High Piled Combustible Reissuance  | 425                               | \$243               | \$243                        | \$0       | 0.00%    |
| AL1            | Liquefied Petroleum Gas – Issuance   | 80                                | \$149               | \$149                        | \$0       | 0.00%    |
| AL1R           | Liquefied Petroleum Gas - Reissuance   | 175                               | \$138               | \$138                        | \$0       | 0.00%    |
| AL2            | Liquid- or Gas-Fueled Vehicles or Equipment in Assembly Buildings – Issuance/Reissuance  | 5                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AL3            | Lumber Yards and Woodworking Plants – Issuance   | 1                                 | \$347               | \$332                        | (\$15)    | -5.42%   |
| AL3R           | Lumber Yards and Woodworking Plants - Reissuance   | 4                                 | \$243               | \$243                        | \$0       | 0.00%    |
| AM1            | Magnesium Working – Issuance/Reissuance  | 1                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AM2            | Open and Covered Malls - Issuance/Reissuance   | 10                                | N/A                 | \$563                        | N/A       | N/A      |
| AM3            | Motor Vehicle Fuel Dispensing – Issuance   | 10                                | \$156               | \$184                        | \$28      | 32.56%   |
| AM31           | Motor Vehicle Fuel Dispensing – Package Issuance   | 1                                 | \$138               | \$135                        | (\$3)     | -4.41%   |
| AM31R          | Motor Vehicle Fuel Dispensing – Package Reissuance   | 10                                | \$138               | \$138                        | \$0       | 0.00%    |
| AM3R           | Motor Vehicle Fuel Dispensing - Reissuance   | 103                               | \$138               | \$138                        | \$0       | 0.00%    |
| AO1            | Open Burning/Fire – Issuance   | 1                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AO3            | Industrial Ovens – Issuance  | 8                                 | \$156               | \$184                        | \$28      | 32.56%   |
| AO3R           | Industrial Ovens - Reissuance  | 60                                | \$138               | \$138                        | \$0       | 0.00%    |
| AP21 to AP22   | Assembly, <300 occupants - Issuance  | 75                                | \$585               | \$557                        | (\$28)    | -5.44%   |
| AP21R to AP22R | Assembly, <300 occupants - Reissuance  | 2000                              | \$418               | \$400                        | (\$18)    | -5.17%   |
| AP23 to AP25   | Assembly, >300 occupants - Issuance  | 15                                | \$900               | \$856                        | (\$44)    | -5.30%   |
| AP23R to AP25R | Assembly, >300 occupants - Reissuance  | 750                               | \$501               | \$479                        | (\$22)    | -5.10%   |

(a) 2017-18 Hourly Rate = \$202 per hour

(b) Include M150 Travel Time Fee

# ORANGE COUNTY FIRE AUTHORITY

Attachment 2B

## PROPOSED FEE SCHEDULE

### PREVENTION FIELD SERVICES

Effective Date - no later than September 29, 2017

| Fee Code | Service Name   | 2017/18 Anticipated Annual Volume | 2015-16 Adopted Fee | 2017-18 Proposed Fee (a) (b) | \$ Change | % Change |
|----------|--|-----------------------------------|---------------------|------------------------------|-----------|----------|
| AR2      | Refrigeration Equipment – Issuance   | 5                                 | \$347               | \$332                        | (\$15)    | -5.42%   |
| AR2R     | Refrigeration Equipment – Reissuance   | 110                               | \$190               | \$190                        | \$0       | 0.00%    |
| AR3      | Repair and Service Garage – Issuance   | 5                                 | \$295               | \$283                        | (\$12)    | -5.33%   |
| AR31     | Repair and Service Garage < 5000 sq ft – Package Issuance  | 5                                 | \$277               | \$266                        | (\$11)    | -5.31%   |
| AR31R    | Repair and Service Garage < 5000 sq ft – Package Reissuance  | 350                               | \$225               | \$225                        | \$0       | 0.00%    |
| AR3R     | Repair and Service Garage – Reissuance   | 145                               | \$225               | \$225                        | \$0       | 0.00%    |
| AS1      | Spraying or Dipping Operation – Issuance   | 10                                | \$399               | \$381                        | (\$18)    | -5.47%   |
| AS1R     | Spraying or Dipping Operation - Reissuance   | 170                               | \$138               | \$138                        | \$0       | 0.00%    |
| AT1      | Tent/Membrane Structure – Issuance   | 15                                | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AT1.1    | Canopy Structure – Issuance  | 100                               | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AT2      | Storage of Scrap Tires, Tire Byproducts, & Tire Rebuilding – Issuance  | 1                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AT2R     | Storage of Scrap Tires, Tire Byproducts, & Tire Rebuilding – Reissuance  | 1                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| AW1      | Hot Work - Issuance.   | 3                                 | \$190               | \$184                        | (\$6)     | -5.00%   |
| AW11     | Welding Carts Flammable gas up to 1000 cuft and Oxidizing gas up to 1500 cuft - Package Issuance   | 45                                | \$190               | \$190                        | \$0       | 0.00%    |
| AW11R    | Welding Carts Flammable gas up to 1000 cuft and Oxidizing gas up to 1500 cuft - Package Reissuance   | 300                               | \$138               | \$138                        | \$0       | 0.00%    |
| AW1R     | Hot Work - Reissuance.   | 58                                | \$138               | \$138                        | \$0       | 0.00%    |
| J200     | Reinspection – Flat rate for any inspection after the 1st (Applies to all CRR fees)  | 50                                | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| J201     | Penalty \$250 – Failure to comply with 1st orders, tags or notices (Applies to all CRR fees)   | 1                                 | \$250               | \$250                        | \$0       | 0.00%    |
| J202     | Penalty \$500 – Failure to comply with 2nd orders, tags or notices (Applies to all CRR fees)   | 1                                 | \$500               | \$500                        | \$0       | 0.00%    |
| J203     | Penalty \$1000 – Failure to comply with 3rd or more orders, tags or notices (Applies to all CRR fees)  | 1                                 | \$1,000             | \$1,000                      | \$0       | 0.00%    |
| M100     | Correctional or Detentional Facility – Large (i.e. full scale jails, prisons, and places of detention)   | 1                                 | \$595               | \$561                        | (\$34)    | -6.48%   |
| M101     | Correctional or Detentional Facility – Small (i.e. holding cells)  | 1                                 | \$279               | \$266                        | (\$13)    | -6.22%   |
| M102     | High Rise Facility > 75 Feet   | 95                                | \$1,147             | \$1,135                      | (\$12)    | -1.11%   |
| M103     | Mid Rise Facility 55 - 74 Feet   | 14                                | N/A                 | \$659                        | N/A       | N/A      |
| M121     | Care Facility for more than 6 ambulatory & non-ambulatory clients  | 6                                 | \$362               | \$362                        | \$0       | 0.00%    |
| M123     | Hospitals, Nursing homes, Mental hospitals, and Surgery Centers  | 1                                 | \$897               | \$904                        | \$7       | 0.85%    |
| M124     | Community Care Facility (i.e. clearance letter, large family day, & etc.)  | 5                                 | \$216               | \$168                        | (\$48)    | -32.88%  |
| M125     | Pre-Inspection Residential Care Facility (i.e. Single Family Residences)   | 1                                 | \$243               | \$463                        | \$220     | 90.53%   |
| M130     | Miscellaneous Special Events – Events that may impact emergency operations equipment or access and may only require an over the counter submittal                  | 130                               | \$48                | \$48                         | \$0       | 0.00%    |
| M131     | Minor Special Events – Events that may impact emergency operations equipment or access and have attendance or participation by less than 2,500 people.             | 20                                | \$174               | \$217                        | \$43      | 41.35%   |
| M132     | Major Special Events – Events that impact emergency operations equipment or access or have attendance, participation, or mass gathering of more than 2,500 people. | 25                                | \$331               | \$364                        | \$33      | 12.64%   |
| M133     | Special Event Expedite Fee for <10 days submittal  | 1                                 | 50%                 | 50%                          | \$0       | 0.00%    |
| M140     | Fire Watch - Requested   | 1                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| M141     | Standby – Engine Company – Board approved cost recovery rate   | 1                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| M150     | Travel Time  | 4000                              | \$70                | \$70                         | \$0       | 0.00%    |
| M151     | Alternate Means & Methods  | 1                                 | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |
| M152     | All other time to be charged as Time and Materials   | 30                                | Hourly Rate         | Hourly Rate                  | N/A       | N/A      |

(a) 2017-18 Hourly Rate = \$202 per hour

(b) Include M150 Travel Time Fee

# ORANGE COUNTY FIRE AUTHORITY

Attachment 2B

## PROPOSED FEE SCHEDULE

### PREVENTION FIELD SERVICES

Effective Date - no later than September 29, 2017

| Fee Code                                   | Service Name  | 2017/18 Anticipated Annual Volume | 2015-16 Adopted Fee | 2017-18 Proposed Fee (a) (b) | \$ Change | % Change |
|--|---|-----------------------------------|---------------------|------------------------------|-----------|----------|
| <b>False Alarm</b>                         |   |                                   |                     |                              |           |          |
|  | False Alarm - 2nd within 6 months (Penalty fees are not included with the annual S&EB increase)   | 1                                 | \$100               | \$100                        | \$0       | 0.00%    |
|  | Failure to comply with orders, tags or notices - 3rd false alarm within 6 months (Penalty fees are not included with the annual S&EB increase)  | 1                                 | \$250               | \$250                        | \$0       | 0.00%    |
|  | Failure to comply with orders, tags or notices - 4th false alarm within 6 months (Penalty fees are not included with the annual S&EB increase)  | 1                                 | \$500               | \$500                        | \$0       | 0.00%    |
|  | Failure to comply with orders, tags or notices - 5th and subsequent false alarm within 6 months (Penalty fees are not included with the annual S&EB increase)   | 1                                 | \$1,000             | \$1,000                      | \$0       | 0.00%    |
| <b>800 MHz Radio Loaner/Rental Program</b> |   |                                   |                     |                              |           |          |
|  | Loaning of the preprogramed 800 MHz radio including radio, batteries, and desk charger to OCFA approved and FCC licensed technicians to facilitate the annual testing required for emergency responder radio system installation. | 1                                 | \$0                 | \$75 per month               | N/A       | N/A      |

(a) 2017-18 Hourly Rate = \$202 per hour

(b) Include M150 Travel Time Fee

**ORANGE COUNTY FIRE AUTHORITY**  
**Schedule of Public Record Request Fees and Charges**

| <b>SERVICES</b> | <b>AMOUNT</b> |
|-----------------|---------------|
|-----------------|---------------|

***DUPLICATION FEES***

*Duplication General:*

|                    |                 |
|--------------------|-----------------|
| Copy Rate.....     | \$0.10 per page |
| CD/DVD Disks ..... | \$4.00 per disk |
| Photographs.....   | actual cost     |

*Fair Political Practices Commission (FPPC) Filings (Fees per California Government Code § 81008):*

|                          |   |
|--------------------------|---|
| Filings/Statements ..... | \$ 0.10 per page or current FPPC rate                                     |
| Retrieval Fee .....      | Not to exceed \$5.00 for copies/reports 5+ years old or current FPPC rate |

*Report s/Maps:*

|  |  |
|--|--|
| After Action Reports.....  | actual cost/posted reports available on-line at no charge      |
| Annual Financial Report.....                                     | actual cost/current fiscal year available on-line at no charge |
| Budget .....   | actual cost/current fiscal year available on-line at no charge |
| Property Related Records (Community Right to Know Reports).....  | \$2.50 per address   |
| Fire Incident/Fire Investigation/Paramedic Reports.....          | \$7.50 per address/incident                                    |
| Reports prepared by Consultants .....                            | actual cost  |
| Geographic Information System (GIS)/Battalion/Division Maps..... | actual cost  |

*Specialized Reports/Maps:*

|   |  |
|---|--|
| Creation of special computer-generated reports/Maps ..... | Actual cost per hour based on<br>OCFA Cost Reimbursement<br>Rates, minimum one hour@ <b>\$52.00 per hour</b> |
|---|--|

|  |   |
|--|---|
| Requiring research of records, analysis, compilation ..... | Actual cost per hour for the first<br>hour, thereafter billed in ¼ hour<br>increments + \$0.10 per page |
|--|---|

|                          |                   |
|--------------------------|-------------------|
| 911 Audio Recording..... | \$25 per incident |
|--------------------------|-------------------|

*Subscriptions (Via US Mail):*

|                    |  |
|--------------------|--|
| Minutes.....       | \$35.00 per year/per body                      |
| Agendas .....      | \$35.00 per year/per body                      |
| Agenda Packet..... | \$25.00 per packet plus postage, if applicable |

*Note: All agenda items are available on-line at no charge*

### ***MISCELLANEOUS SERVICES FEES***

Certification .....\$2.00 per document  
Delivery Service.....actual cost  
**Email Server Search .....actual cost@ \$69.00 per hour/ 2 hour minimum**  
Fax Transmissions ..... **\$0.10 per page**/paid prior to transmission in-lieu of duplication fee  
Notary Fees (per CA Government Code § 8211 and 8223) ..... \$10.00 per signature or current rate  
Postage .....current US Postage Rates  
Record Retrieval – Offsite Storage .....\$20 per box (actual cost)

### ***SUBPOENA FEES*** (per California Government Code §68096.1 & 68097.2)

Subpoena for Records .....\$15.00 deposit applied toward actual costs or current State rate  
Subpoena for Witness ..\$275.00 deposit applied toward actual witness expenses or current State rate

### ***WAIVER OF FEES***

The above fees may be waived at the discretion of the Section Manager concerned when it is clear that the general public and/or OCFA will benefit by providing the service at no cost.

- (a) Examples of the types of service for which the above fees may be waived are as follows:
  - (1) Requests from City Officials, Board Members, etc. for business purposes
  - (2) Requests from individuals or firms directly concerned with pending actions of the Board of Directors or Executive Committee, which require their attendance at a Public Hearing or when legal notice is required.
  - (3) Requests from other Public agencies, including law enforcement agencies and the District Attorney, in cases of cooperative exchange of information.
- (b) Decisions on questionable items shall be made by the Fire Chief or designee.

### ***LATE FEES***

A 10% late fee may be assessed on past due accounts if payment is not received by the original due date. Late fee assessments applicable to this policy include, but are not limited to

- Ambulance – Advanced Life Support (ALS)/Basic Life Support (BLS) supply reimbursements
- Fire Prevention Activities
- Special Activities requiring a permit
- And any other OCFA miscellaneous billings including but not limited to Fire Restitution

# ORANGE COUNTY FIRE AUTHORITY

Attachment 3

## PROPOSED FEE SCHEDULE PLANNING AND DEVELOPMENT SERVICES

Effective Date - no later than September 29, 2017

| Fee Code | Service Name   | 2017-18 Proposed Fee (a) |
|----------|--|--------------------------|
| PR100    | California Environmental Quality Act (CEQA), Environmental Impact Report (EIR), Notice of Preparation (NOP), and Advance Planning                    | \$387                    |
| PR104    | Small Project CUP - Single Family Residence, Commercial Remodel, New Commercial Building without on-site access                                      | \$244                    |
| PR105    | Development Plan/Site Review   | \$387                    |
| PR110    | Map review (A map) -- tentative tract map/screen check   | \$387                    |
| PR115    | Final map review (B Map) and/or clearance letter for print of linen  | \$244                    |
| PR120    | Conceptual fuel modification - Multi-Dwelling or Commercial Area (Plan Review ONLY)  | \$1,044                  |
| PR121    | Conceptual fuel modification - Single Family Dwelling (Plan Review ONLY)   | \$691                    |
| PR124    | Precise fuel modification (includes vegetation clearance inspection for lumber drop, final, and HOA turnover inspections)                            | \$1,116                  |
| PR124i   | Precise fuel modification -- INSP ONLY   | \$328                    |
| PR125    | Precise fuel modification -- Single Family Dwelling  | \$743                    |
| PR125i   | Precise fuel modification -- Single Family Dwelling INSP ONLY  | \$328                    |
| PR127i   | Fuel Modification Maintenance Inspection -Customer requested or complaint initiated for Tract Development  | \$725                    |
| PR145    | Fire master plan -- Emergency access and fire hydrant location, fire lane markings, or vehicle gates across emergency access drives                  | \$668                    |
| PR145i   | Fire master plan -- Emergency access and fire hydrant location, fire lane markings, or vehicle gates - INSP ONLY                                     | \$225                    |
| PR146    | Fire protection plan -- an alternative to CBC Chapter 7A construction requirements for development in a fire hazard severity zone (Plan Review ONLY) | \$444                    |
| PR147    | Fire protection plan -- "Add-on" 7A to large "Parent" Fire Protection Plan (Plan Review ONLY)  | \$207                    |
| PR150    | Fire master plan -- public school  | Exempt                   |
| PR155    | Temporary fire master plan - proposed emergency access these roads will not remain once the project is complete.                                     | \$414                    |
| PR155i   | Temporary fire master plan - proposed emergency access these roads will not remain once the project is complete. INSP                                | \$190                    |
| PR160    | Residential site review for single family dwelling consisting of one or two units (Plan Review ONLY)   | \$374                    |
| PR160i   | Residential site review for single family dwelling -- INSP ONLY  | \$104                    |
| PR172    | Methane testing, findings, & recommendations (Currently included with the Methane work plan)   | \$427                    |
| PR174    | Methane mitigation plan  | \$488                    |
| PR180    | Vehicle or pedestrian gates across emergency access roads  | \$406                    |
| PR180i   | Vehicle or pedestrian gates across emergency access roads- INSP ONLY   | \$121                    |
| PR182    | Unenclosed accessory structure/outdoor fire place/fire pit in special fire areas. Inspection not required  | Exempt                   |
| PR184    | Speed hump review and drive test   | \$919                    |
| PR186    | Operations pre-planning automation. Fee waived if criteria on handout are satisfied  | \$622                    |
| PR192    | Addressing Layout Developments - Commercial/Residential  | Hourly Rate              |
| PR200    | All A Occupancy > 10,000 square feet aggregate   | \$1,635                  |
| PR200i   | All A Occupancy > 10,000 square feet aggregate INSP ONLY   | \$415                    |
| PR204    | All A Occupancy ≤ 10,000 square feet aggregate area)   | \$1,066                  |
| PR204i   | All A Occupancy ≤ 10,000 square feet aggregate area) INSP ONLY   | \$466                    |
| PR208    | All A ≤ 1500 square feet   | \$747                    |
| PR208i   | All A ≤ 1500 sq. ft. INSP ONLY   | \$259                    |
| PR212    | Educational other than day care (Plan Review ONLY)   | \$732                    |
| PR212i   | Educational other than day care - INSP ONLY  | \$415                    |
| PR216    | Day Care E or I-4 (Portable or re-locatable < 1000 sq. ft.) aggregate (Plan Review ONLY)   | \$488                    |
| PR216i   | Day Care E or I-4 (Portable or re-locatable < 1000 sq. ft.) INSP ONLY  | \$259                    |
| PR220    | E Day Care or I-4 (see PR212 for any combination of E occupancies sharing common egress) (Plan Review ONLY)  | \$732                    |
| PR220i   | E Day Care or I-4 - INSP ONLY  | \$294                    |
| PR224    | B,F,M,S occupancies when required by Building Official (Plan Review ONLY)  | \$488                    |

(a) 2017-18 Hourly Rate = \$202 per hour

# ORANGE COUNTY FIRE AUTHORITY

Attachment 3

## PROPOSED FEE SCHEDULE PLANNING AND DEVELOPMENT SERVICES

Effective Date - no later than September 29, 2017

| Fee Code | Service Name  | 2017-18 Proposed Fee (a) |
|----------|---|--------------------------|
| PR224i   | B,F,M,S occupancies - INSP ONLY   | \$311                    |
| PR232    | H1, H2, H3, H4 or L Occupancy - Chemical classification fee (PR320-PR328) also required   | \$1,408                  |
| PR232i   | H1, H2, H3, H4, or L Occupancy Chemical classification fee (PR320-PR328) INSP ONLY  | \$432                    |
| PR236    | S1 - Motor Vehicle Repair Garages (Chem class fee included for above ground hazardous materials)  | \$973                    |
| PR236i   | S1 - Motor Vehicle Repair Garages INSP ONLY   | \$363                    |
| PR240    | S1 -Aircraft Repair Hanger (Chem class fee, (PR320-PR328) also required)  | Hourly Rate              |
| PR240i   | S1 -Aircraft Repair Hanger INSP ONLY  | Hourly Rate              |
| PR244    | H5 Occupancy (Chem class fee (PR320-PR328), also required) (Plan Review ONLY)   | Hourly Rate              |
| PR244i   | H5 Occupancy INSP ONLY  | Hourly Rate              |
| PR248    | Structures with non-ambulatory or incapacitated occupants (I-1, I-2, I-2.1, R-2.1 occupancies)  | Hourly Rate              |
| PR248i   | Structures with non-ambulatory or incapacitated occupants. (I-1, I-2, I-2.1, R-2.1 occupancies) INSP ONLY   | Hourly Rate              |
| PR256    | I3: Structures with restrained occupants, 3 cells or less   | \$594                    |
| PR256i   | I3: Structures with restrained occupants, 3 cells or less - INSP ONLY   | \$207                    |
| PR260    | I3: Structures with restrained occupants, more than 3 cells   | \$2,664                  |
| PR260i   | I3: Structures with restrained occupants, more than 3 cells INSP ONLY   | \$691                    |
| PR264    | R1 or R2 Hotels, motels, apartments, condominiums with ≤ 50 dwelling units per building   | \$415                    |
| PR268    | R1 or R2 Hotels, motels, apartments, condominiums with 51 to 150 dwelling units per building.   | \$1,165                  |
| PR268i   | R1 or R2 Hotels, motels, apartments, condominiums with 51 to 150 dwelling units per building INSP ONLY  | \$311                    |
| PR272    | R1 or R2 Hotels, motels, apartments, condominiums with > 150 dwelling units per building.   | Hourly Rate              |
| PR272i   | R1 or R2 Hotels, motels, apartments, condominiums with > 150 dwelling units per building INSP ONLY  | \$518                    |
| PR276    | R4 licensed residential care/ assisted living facilities and similar uses serving 7-16 clients. Facilities  | Hourly Rate              |
| PR276i   | R4 licensed residential care/ assisted living facilities and similar uses serving 7-16 clients. INSP ONLY   | \$415                    |
| PR280    | R4 licensed residential care/ assisted living facilities and similar uses serving ≥ 20 clients - Delete   | \$0                      |
| PR280i   | R4 licensed residential care/ assisted living facilities and similar uses serving ≥ 20 clients. INSP ONLY - Delete  | \$0                      |
| PR285    | Hi-Rise: Structures that are 75' or higher measured from lowest point of fire department access   | \$2,604                  |
| PR285i   | High-rise: Structures that are 75' or higher in height - INSP ONLY  | \$725                    |
| PR300    | Above-ground storage tank, including equipment (see PR625 for temporary above-ground storage tanks)   | \$625                    |
| PR300i   | Above-ground storage tank, including equipment -INSP ONLY   | \$259                    |
| PR305    | Dispensing from underground storage tank: New installation (Single fee for all tanks at a single location) (Aboveground safety/components only)                                 | \$738                    |
| PR305i   | Dispensing from underground storage tank: New Installation, INSP ONLY (Aboveground safety/components only)  | \$311                    |
| PR310    | Dispensing from Underground storage tank: Repair, alteration, abandonment (Aboveground safety/components only)  | \$440                    |
| PR315    | Hazardous Material Process/Storage for Non - H Occupancies. Use with PR320-PR328. Also for outdoor LPG exchange stations; separate chemical classification review not required. | \$668                    |
| PR315i   | Hazardous Material Process/Storage for Non - H Occupancies – INSP ONLY  | \$363                    |
| PR318    | Chemical Classification 1-5 Chemicals   | \$244                    |
| PR320    | Chemical Classification Review. 6-15 chemicals  | \$427                    |
| PR322    | Chemical Classification Review 16-50 chemicals  | \$610                    |
| PR324    | Chemical Classification Review. 51-100 chemicals  | \$854                    |
| PR326    | Chemical Classification Review. > 100 chemicals   | \$1,263                  |
| PR328    | Chemical Classification Review. Unusual chemicals/quantities  | Hourly Rate              |
| PR330    | High-piled storage: code/commodity compliance   | \$1,235                  |
| PR330i   | High-piled storage - INSP ONLY  | \$605                    |
| PR335    | Commercial cooking hood and duct system (per system)  | \$475                    |
| PR335i   | Commercial cooking hood and duct system (per system) - INSP ONLY  | \$190                    |

(a) 2017-18 Hourly Rate = \$202 per hour

Page 2

# ORANGE COUNTY FIRE AUTHORITY

Attachment 3

## PROPOSED FEE SCHEDULE PLANNING AND DEVELOPMENT SERVICES

Effective Date - no later than September 29, 2017

| Fee Code | Service Name  | 2017-18 Proposed Fee (a) |
|----------|---|--------------------------|
| PR340    | Refrigeration unit and system: having a refrigerant circuit containing more than 220 pounds of Group A1 or 30 pounds of any other refrigerant | \$1,045                  |
| PR340i   | Refrigeration unit and system – INSP ONLY   | \$590                    |
| PR345    | Spray booth, spraying area: mechanically ventilated appliance provided to enclose or accommodate a  | \$781                    |
| PR345i   | Spray booth, spraying area - INSP ONLY  | \$415                    |
| PR350    | Gas systems: medical gas, industrial gas (including piping and manifolds)   | \$1,195                  |
| PR350i   | Gas systems: medical gas, industrial gas – INSP ONLY  | \$605                    |
| PR355    | Dry Cleaning Plant (cleaning solution) - Quantity must exceed 330 or 660 gals)  | Hourly Rate              |
| PR355i   | Dry Cleaning Plant (cleaning solution) - Quantity must exceed 330 or 660 gals INSP ONLY   | Hourly Rate              |
| PR360    | Special equipment: industrial ovens, vapor recovery, dust collection  | \$927                    |
| PR360i   | Special equipment: industrial ovens, vapor recovery, dust collection - INSP ONLY  | \$276                    |
| PR362    | Photovoltaic System - Residential Alternative Compliance (Plan Review ONLY)   | \$154                    |
| PR362i   | Photovoltaic System - Residential Alternative Compliance INSP ONLY  | \$104                    |
| PR363    | Photovoltaic System - Commercial (Requested by Building Official) (Plan Review ONLY)  | \$276                    |
| PR363i   | Photovoltaic System - Commercial (Requested by Building Official) - INSP ONLY   | \$207                    |
| PR365    | Special extinguishing system: dry chemical, CO2, FM 200, foam liquid systems, inert gas (Halon, Inergen,                                      | \$742                    |
| PR365i   | Special extinguishing system – INSP ONLY  | \$173                    |
| PR375    | Battery Systems, stationary storage and cell sites (chemical quantities require application of CFC Art 64                                     | \$680                    |
| PR375i   | Battery systems INSP ONLY   | \$294                    |
| PR380    | Smoke control systems; review of rational analysis  | \$1,452                  |
| PR382    | Smoke control systems: design/testing – inc. 1 submittal meeting w/customer   | \$3,232                  |
| PR382i   | Smoke control systems: design/testing INSP ONLY   | \$1,451                  |
| PR390    | Emergency Responder Radio System (FOR INTERNAL TRACKING PURPOSE)  | \$0                      |
| PR400    | NFPA 13D fire sprinkler system: One or two family dwelling - custom home (single lot)   | \$625                    |
| PR400i   | NFPA 13D fire sprinkler system: One or two family dwelling - custom home (single lot) - INSP ONLY   | \$259                    |
| PR401    | NFPA 13D fire sprinkler system: One or two family dwelling - existing home (single lot)   | \$596                    |
| PR401i   | NFPA 13D fire sprinkler system: One or two family dwelling - existing home (single lot) - INSP ONLY   | \$311                    |
| PR402    | TI to NFPA 13D fire sprinkler system: ≤ 25 heads without calculations   | \$384                    |
| PR402i   | TI to NFPA 13D fire sprinkler system: ≤ 25 heads without calculations - INSP ONLY   | \$242                    |
| PR405    | NFPA 13D fire sprinkler system: One or two family dwelling - within new tract developments  | \$417                    |
| PR405i   | NFPA 13D fire sprinkler system: One or two family dwelling - INSP ONLY  | \$173                    |
| PR406    | NFPA 13D Multi-purpose fire sprinkler system (tract, custom or existing home) (FOR INTERNAL   | \$0                      |
| PR406i   | NFPA 13D Multi-purpose fire sprinkler system (tract, custom or existing home) – INSP ONLY (FOR  | \$0                      |
| PR410    | NFPA 13R fire sprinkler system: Multi-family dwellings 3 to 16 units per building   | \$718                    |
| PR410i   | NFPA 13R fire sprinkler system 3 to 16 units INSP ONLY  | \$311                    |
| PR415    | NFPA 13R fire sprinkler system >16 units  | \$799                    |
| PR415i   | NFPA 13R fire sprinkler system >16 units INSP ONLY  | \$311                    |
| PR420    | New NFPA 13 fire sprinkler system: ≤ 100 heads with 1 riser   | \$718                    |
| PR420i   | New NFPA 13 fire sprinkler system: ≤ 100 heads with 1 riser – INSP ONLY   | \$311                    |
| PR425    | New NFPA 13 fire sprinkler system:>100 fire sprinkler heads w/1 riser   | \$834                    |
| PR425i   | New NFPA 13 fire sprinkler system: each additional riser OR per floor in buildings >3 stories. - INSP   | \$345                    |
| PR430    | TI to NFPA 13, 13R fire sprinkler system: ≤ 25 heads without calculations   | \$370                    |
| PR430i   | TI to NFPA 13, 13R fire sprinkler system: ≤ 25 heads without calculations - INSP ONLY   | \$207                    |
| PR435    | TI to NFPA 13, 13R fire sprinkler system: 26 - 99 heads without calculations  | \$593                    |
| PR435i   | TI to NFPA 13, 13R fire sprinkler system: 26 - 99 heads without calculations - INSP ONLY  | \$328                    |
| PR440    | TI to NFPA 13, 13R fire sprinkler system: ≥ 100 heads OR other TIs requiring calculation review   | \$836                    |
| PR440i   | TI to NFPA 13, 13R fire sprinkler system: ≥ 100 heads OR other TIs requiring calculation review - INSP ONLY                                   | \$449                    |

(a) 2017-18 Hourly Rate = \$202 per hour

Page 3

# ORANGE COUNTY FIRE AUTHORITY

Attachment 3

## PROPOSED FEE SCHEDULE PLANNING AND DEVELOPMENT SERVICES

Effective Date - no later than September 29, 2017

| Fee Code | Service Name  | 2017-18 Proposed Fee (a) |
|----------|---|--------------------------|
| PR445    | Pre-action fire sprinkler system: Includes the fire alarm system when submitted together  | \$555                    |
| PR445i   | Pre-action fire sprinkler system: INSP ONLY   | \$311                    |
| PR450    | New or TI to NFPA 13 in-rack fire sprinkler systems   | \$1,062                  |
| PR450i   | New or TI to NFPA 13 in-rack sprinkler fire sprinkler systems - INSP ONLY   | \$432                    |
| PR455    | NFPA 13 small hose stations - Delete  | \$0                      |
| PR455i   | NFPA 13 small hose stations – INSP ONLY Delete  | \$0                      |
| PR460    | NFPA 14 Class I, II or III standpipes (includes all standpipes within a single building)  | \$790                    |
| PR460i   | NFPA 14 standpipes INSP ONLY  | \$363                    |
| PR465    | Fire pump installation  | \$1,144                  |
| PR465i   | Fire pump installation - INSP ONLY  | \$432                    |
| PR470    | Underground fire protection system: single hydrant OR single riser connection   | \$575                    |
| PR470i   | Underground fire protection system: single hydrant or riser. INSP ONLY  | \$311                    |
| PR475    | Underground fire protection for each additional connection for hydrants or risers - use with PR470  | \$182                    |
| PR475i   | Underground fire protection system: use with PR475 - INSP ONLY  | \$121                    |
| PR480    | Underground repair  | \$474                    |
| PR480i   | Underground repair – INSP ONLY  | \$311                    |
| PR500    | Fire sprinkler and Fire Alarm monitoring system up to 5 initiating devices and/or up to 20 notification   | \$318                    |
| PR500i   | Fire sprinkler and Fire Alarm monitoring system up to 5 initiating devices and/or up to 20 notification   | \$155                    |
| PR510    | Fire alarm system: 6-15 initiating devices and/or ≤ 21-40 notification devices  | \$591                    |
| PR510i   | Fire alarm system: 6-15 initiating devices and/or ≤ 21-40 notification devices, INSP ONLY   | \$225                    |
| PR520    | Fire alarm system: 16-30 initiating and/or 41-80 notification devices   | \$999                    |
| PR520i   | Fire alarm system: 16-30 initiating and/or 41-80 notification devices, INSP ONLY  | \$449                    |
| PR530    | Fire alarm system. >30 initiating devices and/or >80 notification devices   | \$1,353                  |
| PR530i   | Fire alarm system. >30 initiating devices and/or >80 notification devices, INSP ONLY  | \$518                    |
| PR610    | Field review/inspection – Underground repair  | \$390                    |
| PR615    | Field Plan Review / Inspection Private CNG refueling appliance within a single family residence. (no  | Exempt                   |
| PR625    | Field Review/ Inspection -Temporary above-ground storage tanks, including equipment   | \$252                    |
| PR630    | Field review/inspection TI to NFPA 13, 13R sprinkler systems: ≤ 25 heads without calculations   | \$286                    |
| PR635    | Field review/inspection TI to NFPA 13, 13R sprinkler systems: 26-99 heads without calculations  | \$407                    |
| PR900    | Coordination/Pre-submittal Meetings: (Initial 2 hours)  | \$515                    |
| PR905    | Written response to inquiry   | \$412                    |
| PR910    | Alternate Method and Material Request - 2 hrs minimum   | Hourly Rate              |
| PR920    | Plan resubmittal: fee charged on 3rd and each subsequent submittal - 1 hr minimum   | Hourly Rate              |
| PR922    | Plan revision   | Hourly Rate              |
| PR924    | Re-stamp of plans with wet stamp when submitted with approved plans   | Hourly Rate              |
| PR926    | Accelerated plan review (fee is in addition to base fee assessed for plan review) - 1 hr minimum  | 50% of Hourly Rate       |
| PR928    | Plan Review time and materials fee: Charged for miscellaneous applications such as unusual time   | Hourly Rate              |
| PR938i   | 13D Reinspection 1-10   | \$153                    |
| PR939i   | 13D Reinspection 11+  | \$205                    |
| PR940i   | Inspection time and materials fee: Charged for miscellaneous applications such as Time Intensive projects, research, travel time, etc. - 1 hr minimum | Hourly Rate              |
| PR942i   | Re-inspection fee: Charged when project is not completed or cannot be approved during regular inspection  | \$205                    |
| PR943    | Penalty for Failure to Cancel Scheduled Inspection  | 50% of inspection fee    |
| PR944i   | Accelerated Inspection Request (fee is in addition to base fee assessed for inspection) - 1 hr minimum  | 50% of Hourly Rate       |

# ORANGE COUNTY FIRE AUTHORITY

## PROPOSED FEE SCHEDULE

### PREVENTION FIELD SERVICES

Effective Date - no later than September 29, 2017

| Fee Code | Service Name  | 2017-18 Proposed Fee (a) (b) |
|----------|---|------------------------------|
| AA1      | Aerosol – Issuance  | \$217                        |
| AA1R     | Aerosol - Reissuance  | \$138                        |
| AA2      | Aircraft Refueling – Issuance   | \$430                        |
| AA2R     | Aircraft Refueling – Reissuance   | \$295                        |
| AA3      | Aviation Facility – Issuance  | Hourly Rate                  |
| AA3R     | Aviation Facility – Reissuance  | Hourly Rate                  |
| AA5      | Waste Handling – Issuance   | Hourly Rate                  |
| AA5R     | Waste Handling – Reissuance   | Hourly Rate                  |
| AA6      | Amusement Building – Issuance   | Hourly Rate                  |
| AA6R     | Amusement Building – Reissuance   | Hourly Rate                  |
| AC1      | Candles/Open flame – Issuance   | \$178                        |
| AC1R     | Candles/Open flame – Reissuance   | \$138                        |
| AC2      | Carnival or Fair – Issuance   | Hourly Rate                  |
| AC6      | Combustible Material Storage – Issuance   | Hourly Rate                  |
| AC6R     | Combustible Material Storage – Reissuance   | Hourly Rate                  |
| AC71     | Compressed Gas – Corrosive Issuance   | \$234                        |
| AC71R    | Compressed Gas – Corrosive Reissuance   | \$156                        |
| AC710    | Compressed Gas-Toxic - Issuance   | \$234                        |
| AC710R   | Compressed Gas-Toxic - Reissuance   | \$156                        |
| AC72     | Compressed Gas – Flammable Gas Issuance   | \$234                        |
| AC72R    | Compressed Gas – Flammable Gas Reissuance   | \$156                        |
| AC73     | Compressed Gas-Highly Toxic - Issuance  | \$234                        |
| AC73R    | Compressed Gas-Highly Toxic - Reissuance  | \$156                        |
| AC74     | Compressed Gas – Inert Gas Issuance   | \$184                        |
| AC74R    | Compressed Gas – Inert Gas Reissuance   | \$138                        |
| AC76     | Compressed Gas-Oxidizer - Issuance  | \$234                        |
| AC76R    | Compressed Gas-Oxidizer - Reissuance  | \$156                        |
| AC77     | Compressed Gas – Pyrophoric - Issuance  | \$225                        |
| AC77R    | Compressed Gas – Pyrophoric - Reissuance  | \$156                        |
| AC91     | Cryogen – Physical or Health Hazard - Issuance  | \$152                        |
| AC91R    | Cryogen – Physical or Health Hazard - Reissuance  | \$138                        |
| AC92     | Cryogen – Flammable Issuance  | \$217                        |
| AC92R    | Cryogen – Flammable Reissuance  | \$156                        |
| AC94     | Cryogen – Inert Issuance  | \$152                        |
| AC94R    | Cryogen – Inert Reissuance  | \$138                        |
| AC95     | Cryogen – Oxidizer Issuance   | \$168                        |
| AC95R    | Cryogen – Oxidizer Reissuance   | \$138                        |
| AD11     | Dry Cleaning Plants - Package Issuance  | \$152                        |
| AD11R    | Dry Cleaning Plants – Package Reissuance  | \$138                        |
| AD2      | Dust Producing Operations - Issuance  | \$234                        |
| AD2R     | Dust Producing Operations - Reissuance  | \$173                        |
| AE1      | Explosives/Blasting Condition with OCSD Approval – Issuance   | Hourly Rate                  |
| AE2      | Explosives – Model Rockets (Retailers and Use)/ Small Arms Ammunition (Retailers) – Issuance - Delete   | Delete                       |
| AE2R     | Explosives – Model Rockets (Retailers and Use)/ Small Arms Ammunition (Retailers) – Reissuance - Delete | Delete                       |
| AF1      | Firework Stands   | \$192                        |
| AF2      | Outdoor Fireworks Display, such as July 4th displays  | \$1,946                      |

(a) 2017-18 Hourly Rate = \$202 per hour

(b) Include M150 Travel Time Fee

# ORANGE COUNTY FIRE AUTHORITY

## PROPOSED FEE SCHEDULE

### PREVENTION FIELD SERVICES

Effective Date - no later than September 29, 2017

| Fee Code | Service Name   | 2017-18 Proposed Fee (a) (b) |
|----------|--|------------------------------|
| AF21     | Outdoor Fireworks Display, such as home coming & barge display   | \$539                        |
| AF22     | Pyrotechnics/Special Effects Materials   | \$871                        |
| AF31     | Flammable Combustible Liquids – Issuance to use or operate a pipeline  | Hourly Rate                  |
| AF31R    | Flammable Combustible Liquids - Reissuance   | Hourly Rate                  |
| AF32     | Flammable Liquids – Issuance Class I liquids (5 gallons inside/10 gallons outside)   | \$234                        |
| AF32R    | Flammable Combustible Liquids – Reissuance   | \$156                        |
| AF33     | Combustible Liquids – Issuance. To store, use or handle Class II or IIIA liquids in excess of 25 gallons inside or 60 gallons outside. | \$234                        |
| AF33R    | Combustible Liquids – Reissuance   | \$156                        |
| AF35     | Flammable Combustible Liquids – Issuance. To operate tank vehicles, equipment, tanks, plants, terminals, wells, etc.                   | \$234                        |
| AF35R    | Flammable Combustible Liquids – Reissuance   | \$156                        |
| AF36     | Flammable Combustible Liquids – Issuance. Tank removal or installation (AST/UST) - Delete  | Delete                       |
| AF361    | Flammable Combustible Liquids – Each additional tank (AST/UST) - Delete  | Delete                       |
| AF4      | Fruit Ripening – Issuance - Delete   | Delete                       |
| AF4R     | Fruit Ripening – Reissuance - Delete   | Delete                       |
| AH11     | Hazardous Materials – Oxidizing Issuance   | \$234                        |
| AH110    | Hazardous Materials – Water Reactive Issuance  | \$152                        |
| AH110R   | Hazardous Materials – Water Reactive Reissuance  | \$156                        |
| AH11R    | Hazardous Materials – Oxidizing Reissuance   | \$156                        |
| AH12     | Hazardous Materials – Corrosive Issuance   | \$234                        |
| AH12R    | Hazardous Materials – Corrosive Reissuance   | \$156                        |
| AH13     | Hazardous Materials – Flammable Solids Issuance  | \$234                        |
| AH13R    | Hazardous Materials – Flammable Solids Reissuance  | \$156                        |
| AH14     | Hazardous Materials – Highly Toxic Issuance  | \$227                        |
| AH14R    | Hazardous Materials – Highly Toxic Reissuance  | \$149                        |
| AH15     | Hazardous Materials – Organic Peroxide Issuance  | \$227                        |
| AH15R    | Hazardous Materials – Organic Peroxide Reissuance  | \$149                        |
| AH16     | Hazardous Materials – Pyrophoric Issuance  | \$227                        |
| AH16R    | Hazardous Materials – Pyrophoric Reissuance  | \$149                        |
| AH18     | Hazardous Materials – Toxic Issuance   | \$234                        |
| AH18R    | Hazardous Materials – Toxic Reissuance   | \$145                        |
| AH19     | Hazardous Materials – Unstable Reactive Issuance   | \$234                        |
| AH19R    | Hazardous Materials – Unstable Reactive Reissuance   | \$156                        |
| AH3      | High Piled Combustible - Issuance  | \$397                        |
| AH3R     | High Piled Combustible Reissuance  | \$243                        |
| AL1      | Liquefied Petroleum Gas – Issuance   | \$149                        |
| AL1R     | Liquefied Petroleum Gas - Reissuance   | \$138                        |
| AL2      | Liquid- or Gas-Fueled Vehicles or Equipment in Assembly Buildings – Issuance/Reissuance  | Hourly Rate                  |
| AL3      | Lumber Yards and Woodworking Plants – Issuance   | \$332                        |
| AL3R     | Lumber Yards and Woodworking Plants - Reissuance   | \$243                        |
| AM1      | Magnesium Working – Issuance/Reissuance  | Hourly Rate                  |
| AM2      | Open and Covered Malls - Issuance/Reissuance   | \$563                        |
| AM3      | Motor Vehicle Fuel Dispensing – Issuance   | \$184                        |

(a) 2017-18 Hourly Rate = \$202 per hour

(b) Include M150 Travel Time Fee

# ORANGE COUNTY FIRE AUTHORITY

Attachment 3

## PROPOSED FEE SCHEDULE

### PREVENTION FIELD SERVICES

Effective Date - no later than September 29, 2017

| Fee Code       | Service Name  | 2017-18 Proposed Fee (a) (b) |
|----------------|---|------------------------------|
| AM31           | Motor Vehicle Fuel Dispensing – Package Issuance  | \$135                        |
| AM31R          | Motor Vehicle Fuel Dispensing – Package Reissuance  | \$138                        |
| AM3R           | Motor Vehicle Fuel Dispensing - Reissuance  | \$138                        |
| AO1            | Open Burning/Fire – Issuance  | Hourly Rate                  |
| AO3            | Industrial Ovens – Issuance   | \$184                        |
| AO3R           | Industrial Ovens - Reissuance   | \$138                        |
| AP21 to AP22   | Assembly, <300 occupants - Issuance   | \$557                        |
| AP21R to AP22R | Assembly, <300 occupants - Reissuance   | \$400                        |
| AP23 to AP25   | Assembly, >300 occupants - Issuance   | \$856                        |
| AP23R to AP25R | Assembly, >300 occupants - Reissuance   | \$479                        |
| AR2            | Refrigeration Equipment – Issuance  | \$332                        |
| AR2R           | Refrigeration Equipment – Reissuance  | \$190                        |
| AR3            | Repair and Service Garage – Issuance  | \$283                        |
| AR31           | Repair and Service Garage < 5000 sq ft – Package Issuance   | \$266                        |
| AR31R          | Repair and Service Garage < 5000 sq ft – Package Reissuance   | \$225                        |
| AR3R           | Repair and Service Garage – Reissuance  | \$225                        |
| AS1            | Spraying or Dipping Operation – Issuance  | \$381                        |
| AS1R           | Spraying or Dipping Operation - Reissuance  | \$138                        |
| AT1            | Tent/Membrane Structure – Issuance  | Hourly Rate                  |
| AT1.1          | Canopy Structure – Issuance   | Hourly Rate                  |
| AT2            | Storage of Scrap Tires, Tire Byproducts, & Tire Rebuilding – Issuance                                 | Hourly Rate                  |
| AT2R           | Storage of Scrap Tires, Tire Byproducts, & Tire Rebuilding – Reissuance                               | Hourly Rate                  |
| AW1            | Hot Work - Issuance.  | \$184                        |
| AW11           | Welding Carts Flammable gas up to 1000 cuft and Oxidizing gas up to 1500 cuft - Package Issuance      | \$190                        |
| AW11R          | Welding Carts Flammable gas up to 1000 cuft and Oxidizing gas up to 1500 cuft - Package Reissuance    | \$138                        |
| AW1R           | Hot Work - Reissuance.  | \$138                        |
| J200           | Reinspection – Flat rate for any inspection after the 1st (Applies to all CRR fees)                   | Hourly Rate                  |
| J201           | Penalty \$250 – Failure to comply with 1st orders, tags or notices (Applies to all CRR fees)          | \$250                        |
| J202           | Penalty \$500 – Failure to comply with 2nd orders, tags or notices (Applies to all CRR fees)          | \$500                        |
| J203           | Penalty \$1000 – Failure to comply with 3rd or more orders, tags or notices (Applies to all CRR fees) | \$1,000                      |

(a) 2017-18 Hourly Rate = \$202 per hour

(b) Include M150 Travel Time Fee

# ORANGE COUNTY FIRE AUTHORITY

Attachment 3

## PROPOSED FEE SCHEDULE

### PREVENTION FIELD SERVICES

Effective Date - no later than September 29, 2017

| Fee Code                                   | Service Name   | 2017-18 Proposed Fee (a) (b) |
|--|--|------------------------------|
| M100                                       | Correctional or Detentional Facility – Large (i.e. full scale jails, prisons, and places of detention)   | \$561                        |
| M101                                       | Correctional or Detentional Facility – Small (i.e. holding cells)  | \$266                        |
| M102                                       | High Rise Facility > 75 Feet   | \$1,135                      |
| M103                                       | Mid Rise Facility 55 - 74 Feet   | \$659                        |
| M121                                       | Care Facility for more than 6 ambulatory & non-ambulatory clients  | \$362                        |
| M123                                       | Hospitals, Nursing homes, Mental hospitals, and Surgery Centers  | \$904                        |
| M124                                       | Community Care Facility (i.e. clearance letter, large family day, & etc.)  | \$168                        |
| M125                                       | Pre-Inspection Residential Care Facility (i.e. Single Family Residences)   | \$463                        |
| M130                                       | Miscellaneous Special Events – Events that may impact emergency operations equipment or access and may only require an over the counter submittal  | \$48                         |
| M131                                       | Minor Special Events – Events that may impact emergency operations equipment or access and have attendance or participation by less than 2,500 people.   | \$217                        |
| M132                                       | Major Special Events – Events that impact emergency operations equipment or access or have attendance, participation, or mass gathering of more than 2,500 people.   | \$364                        |
| M133                                       | Special Event Expedite Fee for <10 days submittal  | 50%                          |
| M140                                       | Fire Watch - Requested   | Hourly Rate                  |
| M141                                       | Standby – Engine Company – Board approved cost recovery rate   | Hourly Rate                  |
| M150                                       | Travel Time  | \$70                         |
| M151                                       | Alternate Means & Methods  | Hourly Rate                  |
| M152                                       | All other time to be charged as Time and Materials   | Hourly Rate                  |
| <b>False Alarm</b>                         |  |                              |
|  | False Alarm - 2nd within 6 months (Penalty fees are not included with the annual S&EB increase)  | \$100                        |
|  | Failure to comply with orders, tags or notices - 3rd false alarm within 6 months (Penalty fees are not included with the annual S&EB increase)   | \$250                        |
|  | Failure to comply with orders, tags or notices - 4th false alarm within 6 months (Penalty fees are not included with the annual S&EB increase)   | \$500                        |
|  | Failure to comply with orders, tags or notices - 5th and subsequent false alarm within 6 months (Penalty fees are not included with the annual S&EB increase)  | \$1,000                      |
| <b>800 MHz Radio Loaner/Rental Program</b> |  |                              |
|  | Loaning of the preprogrammed 800 MHz radio including radio, batteries, and desk charger to OCFA approved and FCC licensed technicians to facilitate the annual testing required for emergency responder radio system installation. | \$75 per month               |

(a) 2017-18 Hourly Rate = \$202 per hour

(b) Include M150 Travel Time Fee



COMMERCIAL REAL ESTATE  
DEVELOPMENT ASSOCIATION

SoCAL CHAPTER

July 14, 2017 - Sent via email to Lori Smith, Tim Kerbrat  
Sherry Wentz, Clerk of the Authority  
sherrywentz@ocfa.org

Elizabeth Swift, Chair  
Members of the Board of Directors  
Orange County Fire Authority  
1 Fire Authority Road  
Irvine, California 92602

**RE: Community Risk Reduction Fee Study and  
Adoption of Associated Fee Schedules**

Honorable Chair Swift and Members of the Board:

The Southern California Chapter of NAIOP represents commercial and industrial real estate property owners and developers along with allied industry professionals including architects and construction companies specializing in commercial construction. It is our members, the commercial real estate industry, which pays a significant, if not the largest portion, of the fees paid to OCFA. It is for this reason that we have always carefully reviewed and commented on any changes the fee schedules.

NAIOP SoCal reviews OCFA fees for fairness and reasonableness. We also review OCFA's service for timeliness and accuracy. Our primary concern is not only paying a fair fee, but in also receiving in return timely and accurate responses whether it is on a plan check or inspection. We have discussed this frequently with OCFA staff and believe that they are aware of our needs. Our members have advised us that the field inspection seems to be taking longer than desirable and Assistant Chief/Fire Marshal Lori Smith has indicated they are about two-week backlog and working on correcting this.

OCFA's professional staff including Tim Kerbrat, Deputy Fire Marshal and Lori Smith, Fire Marshal have been excellent to work with. The fee adjustments have been thoroughly explained along with the methodology used. However, it is our position, at this time, to oppose the increases being recommended.

Sincerely,

Vickie Talley  
Director of Legislative Affairs

Attachment 4

NAIOP 2017 OFFICERS AND  
BOARD OF DIRECTORS

PRESIDENT  
Lance Ryan, Watson Land Company

PRESIDENT-ELECT  
James V. Camp, Rockefeller Group

VICE PRESIDENT  
James Moore, CBRE

TREASURER  
Pamela L. Westhoff, Sheppard Mullin

SECRETARY  
Rob Antrobus, Prologis

PROGRAMS AND EDUCATION LIAISON  
Allison Vukovich, LBA Realty

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**Orange County Fire Authority**  
**AGENDA STAFF REPORT**

**Board of Directors Meeting**  
**July 27, 2017**

**Agenda Item No. 5A**  
**Discussion Calendar**

**Actions to Reduce Firefighter Overtime  
& Extraordinary Volume of Forced Hiring Activity**

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**Contact(s) for Further Information**

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**Summary**

This agenda item seeks approval of actions to reduce overtime and the extraordinary volume of forced hiring activity that has been occurring in the firefighter ranks.

**Prior Board/Committee Action**

Not applicable.

**RECOMMENDED ACTION(S)**

These actions are needed to reduce overtime and the extraordinary volume of forced hiring activity that has been occurring in the firefighter ranks:

1. Direct staff to convert funding for 53 existing positions (17 Fire Captains, 15 Fire Apparatus Engineers, and 21 Firefighters) from overtime-funded to full-time salary and benefit-authorized positions, by taking the following actions:
  - a. Restore and activate 42 existing frozen positions on the Master Position Control (15 Fire Captains, 15 Fire Apparatus Engineers, and 12 Firefighters).
  - b. Add two Fire Captains (one regular position and one limited-term/grant-funded position) and 9 Firefighters as authorized positions to the Master Position Control.
2. Increase appropriations in the FY 2017/18 General Fund (121) Budget by \$345,191 to fund the difference between current budgeted overtime pay and regular salary and benefit costs for these converted positions.
3. Authorize staff to temporarily exceed the number of authorized firefighter positions on the Master Position Control to enable the hiring of 50 firefighters into each of the next two academies. This temporary authorization shall only apply to the next two academies (45 and 46), pending attrition/promotions that will occur during and following academy graduations.

**Impact to Cities/County**

The conversion of overtime-funded positions will enable OCFA to maximize the number of firefighters hired into the next two academies, which will allow vacant positions to be filled through regular work schedules and reduce overtime that existing firefighters are being forced to work. There will be no increase to Cash Contract city charges as a result of this change.

**Fiscal Impact**

An expenditure increase of \$345,191 is requested in the FY 2017/18 General Fund Budget. In addition, a mid-year budget adjustment may be necessary to reverse the salary savings that was deducted from the FY 2017/18 Salary and Employee Benefits budget since the budget figures estimated an average of 40 vacant firefighter positions during the fiscal year.

## **Background**

### ***Factors Driving Volume of Overtime & Forced Hiring of Firefighters***

The OCFA maintains constant staffing levels, which means that every day, all authorized Operations post-positions are staffed. Constant staffing enables delivery of emergency services 24-hours per day, 7 days per week. A post-position is a seat on a fire or EMS response unit (including engines, trucks, and paramedic vehicles) that must be filled to meet the staffing requirements of that unit.

- Backfill occurs when there is a vacancy in a position that requires constant staffing and another employee works overtime to fill the vacancy. Examples include:
  - Positions are temporarily vacant due to personnel on sick leave, vacation, jury duty, military leave, bereavement, workers' compensation, etc.
  - Positions are temporarily vacant due to personnel assigned to paramedic school or assigned to a cadre to teach an academy
  - Positions are vacant due to cost control measures (frozen positions per the MOU)
  - Positions are vacant as a result of retirements, promotions, the addition of new positions to staff a new station, or converting Basic Life Support engines to Advance Life Support
  - Positions are temporarily vacant due to personnel responding to major in/out of county emergency incidents
- Overtime is used for work performed above and beyond the constant staffing requirements. Examples of overtime include strike team or overhead personnel assignments for emergency incidents, either in or out of County, and mandatory training classes that occur on a day other than the employee's regularly assigned shift.

### ***Daily Staffed Frozen Positions - Funded by Overtime***

The OCFA has been carrying many frozen positions in the firefighter ranks on the Master Position Control for several years, primarily implemented as a cost-saving measure to balance the budget during the financial downturn starting in FY 2009/10. As reported to the Board each year in our Annual Overtime & Employee Compensation report, the use of backfill/overtime to fill the vacancies created by these frozen positions can produce savings since overtime hours are not "pensionable", meaning they don't result in additional pension earnings for those working the overtime, nor do they require retirement contributions as a percent of pay.

However, lower-cost retirement benefits are now being earned by new firefighters under the Public Employee Pension Reform Act (PEPRA), and these firefighters are paying their full employee-share of retirement costs; therefore, the savings differential from using overtime vs. full-time salary and benefit employees is diminishing. Furthermore, the volume of overtime hours being demanded of our firefighters has become much greater than the hours they wish to work, resulting in an extraordinary amount of forced hiring activity for all firefighter ranks.

Up until now, OCFA has been completing multiple academies and promotional processes per year to fill the vacancies that were occurring, over and above the frozen/overtime-funded positions. We are now reaching a point where the remaining vacancies that need to be filled include these constant-staffed overtime-funded positions, which are frozen on the Master Position Control (meaning we are unable to hire new employees into them). Staff believes the timing is appropriate to complete a transition whereby the overtime-funded positions are converted to regular authorized salary and benefit positions.

### ***Actions to Reduce Overtime & Forced Hiring Activity***

Executive management has been meeting with representatives of the Orange County Professional Firefighters Association (OCPFA) to identify actions to reduce the extraordinary amount of

overtime and forced hiring activity. Actions that the joint labor-management (JLM) group have agreed upon include:

- Implement earlier start-dates for the next two firefighter academies (September 2017 and February 2018 instead of October 2017 and March 2018)
- Maximize the number of firefighters hired into each of the next two academies, with a goal of hiring 50 firefighters for each academy
- Implement a continuous open recruitment process
- Develop multiple entry portals for new OCFA firefighters (entry level firefighter, entry level firefighter/paramedic, lateral firefighter/paramedic)
- Balance the timing of promotions into Engineer and Captain ranks in a manner that works in harmony with the timing of Firefighter Academy graduations
- Utilize multiple communication methods with candidates during recruitment processes
- Make multiple programming changes in the automated Staffing System to enable employees to enter a greater variety of “availabilities,” which will facilitate voluntary coverage of shifts that require overtime/backfill instead of forcing employees to work overtime
- Implement methods to encourage/incentivize employees to enter “availabilities” to cover shifts that require overtime/backfill

The JLM group will continue meeting to sustain progress on the variety of initiatives already agreed upon, monitor the effectiveness of the initiatives as they are completed, and continue seeking new and better methods to minimize negative staffing impacts.

#### ***Financial Impact of Recommended Actions***

A key part of implementing the initiative to maximize the number of firefighters hired into each of the next two academies involves a change in the structure of the frozen positions OCFA has been carrying and filling with overtime (as discussed above). Converting these frozen positions from overtime-funded to regular full-time salary and benefit positions is required. Although there is an ongoing cost to make the conversion, staff believes that the net financial impact of this change is a worthy investment to achieve the goal of reducing overtime and forced-hiring activity.

The matrix below identifies the anticipated reduction in overtime costs and the corresponding increase in regular salary and benefit costs associated with converting the proposed 53 positions. The partial-year impact anticipated in FY 2017/18 will be offset by a one-time budget reduction due to a later start-date for expanded Fire Station 20 staffing, compared to the timeline that we anticipated when the budget was developed.

| Reason for Budgetary Change   | Budget Category | Annual Cost Impact | FY 17/18 Partial Year Cost Impact (6 months) |
|---|-----------------|--------------------|--|
| Convert 53 positions from overtime-funded (OT) to regular salary and employee benefits (S&EB) | Reduce OT       | - 9,099,279        | - 4,549,638                                  |
|   | Increase S&EB   | +11,079,356        | + 5,539,678                                  |
| Adjust budget for timing of expanded Station 20   | Reduce S&EB     | n/a                | - 644,850                                    |
| <b>Net Financial Impact</b>   |                 | <b>+1,980,081</b>  | <b>+345,191</b>                              |

The net financial impact of the proposed changes during FY 2017/18 is an increase in expenditures of \$345,191. Once all hiring and promotional activities are complete for these converted positions, we anticipate that annual overtime costs will be reduced by \$9.1 million.

#### ***Attachment(s)***

None.