



# SAN BERNARDINO COUNTY FIRE PROTECTION DISTRICT

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Administration  
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**Daniel R. Munsey**  
Fire Chief/Fire Warden

**Thomas Marshall**  
Deputy Chief of Operations

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Deputy Chief of Administration

**Katrina Turturro**  
Deputy Chief of Business Operations

## PROJECT MAINTENANCE LETTER

July 13, 2021

California Governor’s Office of Emergency Services  
Hazard Mitigation Grants Program Unit  
3650 Schriever Avenue  
Mather, CA 95655

Re: FM-5325 PA 00000337 Subapplication Funding Match Commitment Letter

Dear State Hazard Mitigation Officer:

This is to confirm that San Bernardino County Fire Protection District is committed to perform the necessary maintenance for the entire useful life of this project for four years once completed. The San Bernardino County Fire Protection District is allocating an annual budget of \$5,082,064 which will allow maintenance to occur as needed to ensure the treatment areas remain at reduced risk from fire hazards in good repair and operational.

### ENTITY RESPONSIBLE FOR THE MAINTENANCE:

San Bernardino County Fire Protection District

### MAINTENANCE TASKS INVOLVED:

The maintenance tasks will be performed and/or maintained on an on-going basis for four years post the grant period to include the following:

- Annual visual inspection of all treatment areas
- Report potential fire hazards to Land Use for code enforcement notification
- Maintain website presence for fire hazard information and alerts
- Conduct 10 community chipper days annually

### FUTURE MAINTENANCE SCHEDULE:

Visual Inspections will occur on or about the following dates annually until January 2026:

Angelus Oaks – September 30 – October 15, 2024  
Forest Falls – October 21 – November 5, 2024  
Mountain Home Village – January 6 – January 21, 2025  
Oak Glen – January 27 – February 4, 2025  
Yucaipa Foothills – January 27 – February 4, 2025

- Potential fire hazard reporting will occur on an on-going basis as observed by crew members who are working in or near the treatment areas.
- Website reviews/updates to the aforementioned schedule will occur each October, January, April and July until 2026.
- Chipper days will be conducted annually

### BOARD OF DIRECTORS

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**FUTURE COST OF MAINTENANCE**

The annual costs associated with visual inspection consist of: 360 hours of visual inspection by a Fire Suppression Aide III at the approved reimbursement rate of \$52.65 per hour for 10 hours per day which equals \$18,954.

The annual cost of reporting potential fire hazards to code enforcement during the course of visual inspections and/or while conducting other unrelated job performance duties in the vicinity of the treatment areas require phone calls or emails for which the cost is \$ 0.00.

The annual cost of maintaining a website for property owners to be: educated about ways to mitigate fire hazards; informed of San Bernardino County Fire Protection District sponsored chipper days; and alerted to fire hazard advisories is based on a rate of \$300 per update X 4 occurrences which equals \$1,200.

The annual cost of conducting 10 community chipper days consist of 2 Fire Suppression Aide III at the approved reimbursement rate of \$52.65 per hour X 10 hours per day is \$1,053.00; chipping crews based on 6 FSA 1 (Extra Help) X 8 hours per day is \$683.52; and 2 chippers at the approved rate of \$63.96 X 10 hours per day is \$1,279.20. The total annual cost is \$3,015.72 per day X 10 days which equals \$30,157.20.

<b>Activity</b>	<b>Annual Budget</b>	<b>4 year budget</b>
Visual Inspections	\$ 18,954.00	\$ 75,816.00
Reporting Potential Fire Hazards	\$ -	\$ -
Website Maintenance	\$ 1,200.00	\$ 4,800.00
Community Chipper Days	\$ 30,157.20	\$ 120,628.80
<b>Total Post Grant Maintenance</b>	<b>\$ 50,311.20</b>	<b>\$ 201,244.80</b>

**SOURCE OF FUTURE MAINTENANCE FUNDS:**

The annual budget associated with the 4-year maintenance cost will be supported by the San Bernardino County Fire Protection District’s budget of \$ 5,082,064.

Please contact Dan Munsey at 909-387-5779 [dmunsey@sbcfire.org](mailto:dmunsey@sbcfire.org) if you have any questions.

Sincerely,

Curt Hagman  
 Chairperson, Board of Directors  
 San Bernardino County Fire Protection District