

**CITY OF FONTANA  
REGULAR FIRE PROTECTION DISTRICT MEETING  
October 23, 2018  
Grover W. Taylor Council Chambers  
8353 Sierra Avenue  
Fontana, CA 92335  
7:00 PM**

**Welcome to a meeting of the Fontana Fire Protection District.** A complete agenda packet is located in the binder on the table in the lobby of the Grover W. Taylor Council Chambers 8353 Sierra Avenue Fontana, CA 92335. To address the District, please fill out a card located at the entrance to the left indicating your desire to speak on either a specific agenda item or under Public Communications and give it to the District Secretary. Your name will be called when it is your turn to speak. In compliance with Americans with Disabilities Act, the Grover W. Taylor Council Chambers 8353 Sierra Avenue Fontana, CA 92335 is wheel chair accessible and a portable microphone is available.

Traducción en Español disponible a petición. Favor de notificar al Departamento "City Clerk". Para mayor información, favor de marcar el número (909) 350-7602.

**CALL TO ORDER/ROLL CALL:**

- A.** 7:00 P.M. Call the Meeting to Order

**PUBLIC COMMUNICATIONS:**

**This is an opportunity** for citizens to speak to the District for up to 5 minutes on items **not** on the Agenda, but within the District's jurisdiction. The District is prohibited by law from discussing or taking immediate action on non-agendized items.

- A.** Public Communications

**CONSENT CALENDAR:**

All matters listed under CONSENT CALENDAR will be enacted by one motion in the form listed below - there will be no separate discussion on these items prior to the time the District votes on them, unless a member of the District requests a specific item be removed from the Consent Calendar for discussion. **Does any member of the public wish to address the District regarding any item on the Consent**

## **Calendar before the vote is taken?**

**A. Approval of Minutes**

Approve the Minutes of the June 26, 2018, Regular Fire Protection District Meeting.

**B. Fiscal Year 2018/19 First Quarter Budget Status Report**

Approve the recommended Fiscal Year 2018/19 First Quarter Budget adjustments.

Approve Consent Calendar Item(s).

## **ELECTED OFFICIALS COMMUNICATIONS/COMMITTEE REPORTS:**

**A. Elected Officials Communications/Committee Reports**

## **EXECUTIVE DIRECTOR'S COMMUNICATIONS:**

**A. Executive Director Communications**

## **ADJOURNMENT:**

**A. Adjournment**

**MINUTES OF THE CITY OF FONTANA  
REGULAR FIRE PROTECTION DISTRICT MEETING  
June 26, 2018  
Grover W. Taylor Council Chambers**

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**CALL TO ORDER/ROLL CALL:**

**A. 7:00 P.M. Call the Meeting to Order**

The Regular Meeting of the Fontana Fire Protection District was held on Tuesday, June 26, 2018, in the Grover W. Taylor Council Chambers, 8353 Sierra Avenue, Fontana, California. President Roberts called the meeting to order at 8:25.m.

**ROLL CALL:**

Present: President Roberts, Vice President Sandoval, Commissioners Warren, Tahan and Armendarez.

Absent: None

**PUBLIC COMMUNICATIONS:**

**A. Public Communications**

There were no public communications received.

**CONSENT CALENDAR:**

**ACTION:** Motion was made by Commissioner Sandoval, seconded by Commissioner Tahan and passed unanimously by a vote of 5-0 to approve Consent Calendar Item "A-C" (AYES: Warren, Roberts, Tahan, Sandoval and Armendarez; NOES: None) as follows:

**A. Approval of Minutes**

Approve the Minutes of the June 12, 2018, Regular Fire Protection District Meeting.

**B. Fiscal Year 2017/18 Fourth Quarter Budget Status Report**

Approve the recommended Fourth Quarter Budget adjustments.

**C. Approve Agreement for Fire Protection and Emergency Medical Services between the Fontana Fire Protection District and the San Bernardino County**

**Fire Protection District**

Adopt Resolution No. **FFD 2018-006**, approving the execution of an agreement between the San Bernardino County Fire Protection District and the Fontana Fire Protection District for fire protection and emergency medical services.

**NEW BUSINESS:**

**A. Proposed Operating Budget for Fiscal Year 2018/2019**

**ACTION:** Motion was made by Commissioner Armendarez, seconded by Commissioner Tahan and passed unanimously by a vote of 5-0 to approve New Business Item "A" (AYES: Warren, Roberts, Tahan, Sandoval and Armendarez; NOES: None) as follows:

1. Adopt **Resolution No. FFD 2018-007** of the Fontana Fire Protection District adopting the District's Annual Operating Budget for Fiscal Year 2018/2019.
2. Adopt **Resolution No. FFD 2018-008** of the Fontana Fire Protection District establishing an appropriations limit of \$137,244,887, pursuant to Article XIII (B) of the California Constitution for Fiscal Year 2018/2019.

**ELECTED OFFICIALS COMMUNICATIONS/COMMITTEE REPORTS:**

**A. Elected Officials Communications/Reports**

There were no Elected Officials communications received.

**EXECUTIVE DIRECTOR'S COMMUNICATIONS:**

**A. Executive Director Communications**

There were no Executive Director Communications received.

**ADJOURNMENT:**

The Fontana Fire Protection District Meeting adjourned, by consensus, at 8:26 p.m.

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Tonia Lewis  
District Clerk

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John Roberts  
President

**ACTION REPORT**  
**October 23, 2018**

**FROM:** Department of Management Services

**SUBJECT:** Fiscal Year 2018/19 First Quarter Budget Status Report

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**RECOMMENDATION:**

Approve the recommended Fiscal Year 2018/19 First Quarter Budget adjustments.

**COMMITTEE GOALS:**

- \* To operate in a businesslike manner by ensuring that the public debate is based on accurate information.
- \* To practice sound fiscal management by producing timely and accurate financial information.
- \* To practice sound fiscal management by living within our means while investing in the future.

**DISCUSSION:**

Each year, the Fire Protection District adopts a budget committing fiscal and staff resources to the accomplishment of its goals. During the year, actual revenues and expenditures are carefully monitored against the approved budget.

**Key Points from the First Quarter Budget Status Report include:**

- Reappropriation from the prior fiscal year for the following projects:
  - \$86,000 For Fire Station #72 and Fire Station #78
  - \$87,514 For Fire Station #78 Medic & swift medic unit set-up charges
  - \$411,000 To purchase Caltrans Surplus Property
- New funding request in the amount of \$1,100,000 for future Fire Station #81 site @ Summit & Rosena.
- Carry-over purchase orders in the amount of \$156,167 from the prior fiscal year.

This report also recommends the reappropriation of \$281,487 of prior year project budgets that were not completed as of June 30.

**FISCAL IMPACT:**

The requested actions will impact Fire District funds as outlined in the attached schedules.

**MOTION:**

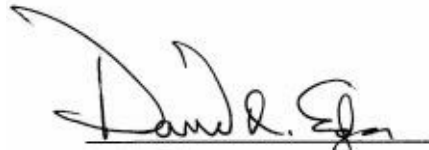
Approve staff recommendation.

**SUBMITTED BY:**




Lisa Strong  
Management Services Director

**REVIEWED BY:**



David R. Edgar  
Deputy City Manager

**APPROVED BY:**



Kenneth R. Hunt  
City Manager

**ATTACHMENTS:**

Description:	Type:
<a href="#">FY18-19 FFD First Quarter Budget Status Report</a>	Backup Material

**ITEM: CC-B**

Fontana Fire Protection District  
**Unreserved Fund Balance**  
FY 2018/2019

	Estimated Fund Balance July 1, 2018	Budget					Net Proposed Adjustments	Estimated Fund Balance June 30, 2019
		Revenues	Transfers In	Expenditures	Transfers Out	Available		
<b>Special Revenue Funds:</b>								
396 FIRE DISTRICT GRANTS	\$0	\$0	\$0	\$0	\$0	\$0		\$0
497 FONTANA FIRE DISTRICT	8,863,176	34,512,900	0	(32,854,760)	(1,632,100)	8,889,216		8,889,216
498 FFD - CFD 2002-2	3,317,315	305,000	0	0	0	3,622,315		3,622,315
<b>Total Special Revenue Funds</b>	<b>\$12,180,491</b>	<b>\$34,817,900</b>	<b>\$0</b>	<b>(\$32,854,760)</b>	<b>(\$1,632,100)</b>	<b>\$12,511,531</b>	<b>\$0</b>	<b>\$12,511,531</b>
<b>Capital Project Funds:</b>								
696 FIRE CAPITAL PROJECT	\$6,029,906	\$37,000	\$1,632,100	(\$1,781,700)	\$0	\$5,917,306	(\$1,840,681)	\$4,076,625
<b>TOTAL ALL FUNDS</b>	<b>\$18,210,397</b>	<b>\$34,854,900</b>	<b>\$1,632,100</b>	<b>(\$34,636,460)</b>	<b>(\$1,632,100)</b>	<b>\$18,428,837</b>	<b>(\$1,840,681)</b>	<b>\$16,588,156</b>

Fontana Fire Protection District  
**Recommended Adjustments**  
FY 2018/2019

Budget Unit Project #	Dept	Description	Account	Description	Appropriations	Revenues	Transfers In	Transfers Out	FB Impact	Reason
<b>696</b>	<b>Fire</b>	<b>Capital Project</b>			<b>1,840,681</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,840,681)</b>	
50300696	Fire	Capital Project	8314	Land & bldg improvements	6,032				(6,032)	Carryover PO #180771 - Custom Craft Flooring
50300696	Fire	Capital Project	8318	Office equip, furn & fix	25,045				(25,045)	Carryover PO #180902 - Pacific Sales Kitchen & Bath
50300696	Fire	Capital Project	8319	Vehicles	125,090				(125,090)	Carryover PO #180926 - West Truck Center
50300696	Fire	Capital Project	8010	Departmental expense	10,000				(10,000)	} Carryover FY17/18 funds for Fire Station #72 and Fire Station #78
50300696	Fire	Capital Project	8130	Other professional services	5,000				(5,000)	
50300696	Fire	Capital Project	8314	Land & bldg improvements	65,000				(65,000)	} Carryover FY17/18 funds for Station 79 Medic & Swift Water Unit set-up charges
50300696	Fire	Capital Project	8318	Office equip, furn & fix	6,000				(6,000)	
50300696	Fire	Capital Project	8319	Vehicles	87,514				(87,514)	} Carryover FY17/18 funds for purchase of property from Cal Trans. CC-D 4/24/18, Reso. 2018-20
50300696	Fire	Capital Project	8310	Land	411,000				(411,000)	
50300696	Fire	Capital Project	8310	Land	1,100,000				(1,100,000)	Future Fire Station #81 site @ Summit & Rosena
<i>Total operating transfers</i>							<u>0</u>	<u>0</u>		



Fontana Fire Protection District  
**Carryover Projects**  
FY 2018/2019

Fund	Project #	Description	Amount
<b>396</b>	<b>Fire District Grants</b>		<b>35,242</b>
	9700502396	FY17 Fire Homeland Grant	35,242
<b>696</b>	<b>Fire Capital Projects</b>		<b>246,245</b>
	9432800696	EOC Expansion	62,664
	9433000696	Fire Station #72 Remodel	183,225
	9700500696	FY15 Fire Homeland Grant	178
	9700501696	FY16 Fire Homeland Grant	178