

**CITY OF FONTANA  
REGULAR FIRE PROTECTION DISTRICT MEETING  
February 25, 2020  
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 December 10, 2019 Regular Fire Protection District Meeting.

**B. Fiscal Year 2019/20 Mid-Year Budget Status Report**

Approve the recommended Mid-Year 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's Communications**

## **ADJOURNMENT:**

**A. Adjournment**

**MINUTES OF THE CITY OF FONTANA**  
**REGULAR FIRE PROTECTION DISTRICT MEETING**  
**December 10, 2019**  
**Grover W. Taylor Council Chambers**

---

**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, December 10, 2019, in the Grover W. Taylor Council Chambers, 8353 Sierra Avenue, Fontana, California. President Roberts called the meeting to order at 9:29 p.m.

**ROLL CALL:**

Present: President Roberts, Vice President Sandoval, Commissioners Warren and Cothran.

Absent: Commissioner Armendarez

**PUBLIC COMMUNICATIONS:**

**A. Public Communications**

There were no public communications received.

**CONSENT CALENDAR:**

**ACTION:** Motion was made by Commissioner Sandoval, seconded by Commissioner Cothran, and passed by a vote of 4-0-1 to approve Consent Calendar Item "A" (AYES: Warren, Sandoval, Roberts and Cothran; NOES: None; ABSENT: Armendarez) as follows:

**A. Approval of Minutes**

Approve the Minutes of the November 12, 2019, Regular Fire Protection District Meeting.

**PUBLIC HEARINGS:**

**A. Receipt of a Report by the Fontana Fire Protection District in Compliance with Senate Bill 1205**

President Roberts opened the Public Hearing.

Fire Chief Jeff Birchfield provided the staff report.

No one spoke in favor or opposition.

The Public Hearing was closed.

**ACTION:** Motion was made by President Roberts, seconded by Commissioner Cothran, and passed by a vote of 4-0-1 to approve Public Hearing Item "A" (AYES: Warren, Sandoval, Roberts and Cothran; NOES: None; ABSENT: Armendarez) as follows:

1. Adopt **Resolution No. 005** acknowledging the receipt of a report by the Fire Chief of the Fontana Fire Protection District regarding the inspection of certain occupancies requiring annual inspections pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code.

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

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

There were no Elected Official 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 9:33 p.m.

---

Tonia Lewis  
District Clerk

---

John Roberts  
President

**ACTION REPORT**  
**February 25, 2020**

**FROM:** Department of Management Services

**SUBJECT:** Fiscal Year 2019/20 Mid-Year Budget Status Report

---

**RECOMMENDATION:**

Approve the recommended Mid-Year 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 Mid-Year Budget Status Report include:**

Appropriations of \$805,089 in the Fontana Fire District Fund #210 as follows:

- \$476,887 - 3% MOU increase
- \$328,202 - Conversion of Station 77 from Medic Squad to Medic Engine

**FISCAL IMPACT:**

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

**MOTION:**

Approve staff recommendation.

**SUBMITTED BY:**

**REVIEWED BY:**



Lisa Strong  
Management Services Director

**APPROVED BY:**



G. Michael Milhiser  
Interim City Manager

**ATTACHMENTS:**

Description:	Type:
<a href="#">FY 19-20 Mid-Year Budget Status Report</a>	Backup Material

**ITEM: CC-B**

Fontana Fire Protection District  
**Unreserved Fund Balance**  
FY 2019/2020

	Estimated Fund Balance July 1, 2019	Budget					Net Proposed Adjustments	Estimated Fund Balance June 30, 2020
		Revenues	Transfers In	Expenditures	Transfers Out	Available		
<b>Special Revenue Funds:</b>								
210 Fontana Fire District	13,912,282	35,925,530	0	(33,957,848)	(2,282,100)	13,597,864	(\$805,089)	12,792,775
211 FFD - CFD 2002-2	3,885,287	336,380	0	(242,714)	0	3,978,953		3,978,953
310 Fire District Funds	\$0	\$301,212	\$0	(\$301,212)	\$0	\$0		\$0
<b>Total Special Revenue Funds</b>	<b>\$17,797,569</b>	<b>\$36,563,122</b>	<b>\$0</b>	<b>(\$34,501,774)</b>	<b>(\$2,282,100)</b>	<b>\$17,576,817</b>	<b>(\$805,089)</b>	<b>\$16,771,728</b>
<b>Capital Project Funds:</b>								
610 Fire Capital Project	\$5,096,681	\$67,510	\$2,282,100	(\$2,022,694)	\$0	\$5,423,597	\$10,953	\$5,434,550
<b>TOTAL ALL FUNDS</b>	<b>\$22,894,250</b>	<b>\$36,630,632</b>	<b>\$2,282,100</b>	<b>(\$36,524,468)</b>	<b>(\$2,282,100)</b>	<b>\$23,000,414</b>	<b>(\$794,136)</b>	<b>\$22,206,278</b>

Fontana Fire Protection District  
**Recommended Adjustments**  
FY 2019/2020

Budget Unit Project #	Dept	Description	Account	Description	Appropriations	Revenues	Transfers In	Transfers Out	FB Impact	Reason
<b>210</b>	<b>Fontana Fire District</b>				805,089	0	0	0	(805,089)	
21050000	Fire	Fire District Admin	8130	Other professional services	476,887				(476,887)	MOU 3% increase
21050000	Fire	Fire District Admin	8130	Other professional services	328,202				(328,202)	Conversion of Station 77 from Medic Squad to Medic Engine
<b>610</b>	<b>Fire Capital Project</b>				(10,953)	0	0	0	10,953	
50007006-610-A	Fire	FS74 Flashing Beacon	8329	Other construction	(10,953)				10,953	Project complete, send remaining budget back to fund balance
<i>Total operating transfers</i>							<u>0</u>	<u>0</u>		