

**CITY OF FONTANA
ADJOURNED FIRE PROTECTION DISTRICT MEETING
June 23, 2020
AVAILABLE REMOTELY
8353 Sierra Avenue
Fontana, CA 92335
10:00 AM**

Due to the evolving situation with the COVID-19 Novel Coronavirus and the health recommendations for social distancing from the Center for Disease Control (CDC)

THE CITY OF FONTANA ADJOURNED FIRE PROTECTION DISTRICT MEETING
SHALL BE AVAILABLE TO THE PUBLIC REMOTELY.

The general public is encouraged to watch and participate from the safety of their home while practicing social distancing.

The meeting can be viewed:
On Local Cable: KFON Channel 3
Streaming Online:
live.fontana.org

Members of the public can submit comments via e-mail at publiccomments@fontana.org

Public comments must be received no later than 8:00 A.M. on the day of the meeting.
Public comments of no more than three (3) minutes will be read into the record at the appropriate time during the meeting.

In the subject of your e-mail please indicate the item number.

If it is a public hearing item indicate whether you are in favor or opposition of the project.

Alternatively, you can leave your pre-recorded comment by calling (909) 600-5502 and leave your comments in a voice mail message no later than 8:00 A.M. on the day of the meeting, to have it played during the meeting.

Welcome to a meeting of the Fontana Fire Protection District. To address the District, please submit a written comment via e-mail to publiccomments@fontana.org. Public comments must be received no later than 8:00 A.M. on the day of the meeting. Public comments of no more than three (3) minutes will be read into the record at the appropriate time during the meeting. Please submit comments prior to the opening of the public comment period for each agenda item. Comments received after the public comment period is closed shall not become part of the public record of the hearing and shall not be made available to the City Council. In compliance with Section 202 of the Americans with Disabilities Act of 1990 42 U.S.C. Sec. 12132 and the federal rules and regulations adopted in

implementation thereof, the Agenda will be made available in appropriate alternative formats to persons with a disability. Should you need special assistance to participate in this meeting, please contact the City Clerks Department by calling 909 350-7602. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Traduccion en Espanol disponible a peticion. Favor de notificar al Departamento "City Clerk". Para mayor informacion, favor de marcar el numero (909) 350-7602.

CALL TO ORDER/ROLL CALL:

- A. 10:00 A.M. Call the Meeting to Order**

PUBLIC COMMUNICATIONS:

This is an opportunity for citizens to speak to the District for up to 3 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 9, 2020, Regular Fire Protection District Meeting.

Approve Consent Calendar Item(s).

NEW BUSINESS:

- A. Proposed Operating Budget for Fiscal Year 2020/2021**

1. Adopt **Resolution No. FFD 2020-___** of the Fontana Fire Protection District adopting the District's Annual Operating Budget for Fiscal Year 2020/2021.

2. Adopt **Resolution No. FFD 2020-___** of the Fontana Fire Protection District establishing an appropriations limit of \$150,186,538, pursuant to Article XIII (B) of the

California Constitution for Fiscal Year 2020/2021.

3. Approve and authorize the City Manager or his designee to execute a contractual service agreement between the City of Fontana and the San Bernardino Fire Protection District in the amount of \$32,935,607.

ELECTED OFFICIALS COMMUNICATIONS/COMMITTEE REPORTS:

A. Elected Officials Communications/Reports

EXECUTIVE DIRECTOR'S COMMUNICATIONS:

A. Executive Director Communications

ADJOURNMENT:

A. Adjournment

MINUTES OF THE CITY OF FONTANA
REGULAR FIRE PROTECTION DISTRICT MEETING
May 12, 2020
AVAILABLE REMOTELY

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 remotely on Tuesday, May 12, 2020. President Roberts called the meeting to order at 7:55 p.m.

ROLL CALL:

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

Absent: None

PUBLIC COMMUNICATIONS:

A. Public Communications

There were no public communications received.

CONSENT CALENDAR:

ACTION: Motion was made by Vice President Sandoval, seconded by Commissioner Warren, and passed by a vote of 5-0 to approve Consent Calendar Items "A-B" (AYES: Sandoval, Warren, Roberts, Armendarez and Cothran; NOES: None; ABSENT: None) as follows:

A. Approval of Minutes

Approve the Minutes of the February 25, 2020, Regular Fire Protection District Meeting.

B. Appointment of President and Vice-President of the Fontana Fire Protection District

Adopt **Resolution No. FFD 2020-001**, appointing John Roberts as President and Jesse Sandoval as Vice-President of the Fontana Fire Protection District for the term of one year.

ELECTED OFFICIALS COMMUNICATIONS/COMMITTEE REPORTS:

A. Elected Officials Communications/Committee Reports

There were no Elected Official communications received.

EXECUTIVE DIRECTOR'S COMMUNICATIONS:

A. Executive Director's Communications

There were no Executive Director communications received.

ADJOURNMENT:

The Fontana Fire Protection District Meeting adjourned, by consensus, at 7:56 p.m.

Tonia Lewis
District Clerk

John Roberts
President

ACTION REPORT
June 23, 2020

FROM: Department of Management Services

SUBJECT: Proposed Operating Budget for Fiscal Year 2020/2021

RECOMMENDATION:

1. Adopt **Resolution No. FFD 2020-___** of the Fontana Fire Protection District adopting the District's Annual Operating Budget for Fiscal Year 2020/2021.
2. Adopt **Resolution No. FFD 2020-___** of the Fontana Fire Protection District establishing an appropriations limit of \$150,186,538, pursuant to Article XIII (B) of the California Constitution for Fiscal Year 2020/2021.
3. Approve and authorize the City Manager or his designee to execute a contractual service agreement between the City of Fontana and the San Bernardino Fire Protection District in the amount of \$32,935,607.

COMMITTEE GOALS:

- * To operate in a businesslike manner by ensuring that the public debate is based on accurate information.
- * To operate in a businesslike manner by correcting problems immediately.
- * 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.
- * To practice sound fiscal management by fully funding liabilities and reserves.
- * To practice sound fiscal management by developing long-term funding and debt management plans.

DISCUSSION:

The Proposed Fiscal Year 2020/2021 Operating Budget for the Fire Protection District includes estimated revenues and transfers of \$43,533,200 and appropriations and transfers of \$40,892,100.

Of the \$39,260,000 proposed appropriations, \$32,935,607 is the proposed cost of the services to be provided by the San Bernardino County Fire Protection District.

The Operating Budget, as proposed, seeks to maintain a stable financial environment for the Fontana Fire Protection District and the conservative decisions made in this budget process continue to emphasize the Fire District Goals and Objectives.

The Fire District is required to annually adjust the appropriations limit pursuant to

the procedures contained within Article XIII (B) of the California Constitution. To comply with the California Constitution, the District has determined that the new limit is \$150,186,538, adjusted for population growth and using the growth factor in the California Per Capita Income.

FISCAL IMPACT:

The requested actions will establish the operating budget for Fiscal Year 2020/2021.

MOTION:

Approve staff recommendation.


SUBMITTED BY:

REVIEWED BY:



Lisa Strong
Management Services Director

APPROVED BY:



Mark Denny
City Manager

ATTACHMENTS:

Description:	Type:
FY 2020-21 Fire Resolution	Resolution
FY 2020-21 Fire Resolution GANN Limit	Resolution
FY 2020-21 Proposed County Fire Contract	Backup Material

ITEM: NB-A

RESOLUTION NO. FFD 2020 -

A RESOLUTION OF THE FONTANA FIRE PROTECTION DISTRICT ADOPTING THE DISTRICT’S OPERATING BUDGET FOR THE FISCAL YEAR 2020/2021

WHEREAS, the Fontana Fire Protection District is comprised of the Fontana Fire District Grants Fund; Fontana Fire District Fund; Community Facility District (CFD) 2002-2; and the Fire Capital Projects Fund;

NOW, THEREFORE, be it resolved, determined, and ordered by the Fontana Fire Protection District that, the Fontana Fire Protection District’s Operating Budget for the Fiscal Year 2020/2021, submitted by the City Manager of the City of Fontana is herewith adopted for the Fontana Fire Protection District of the City of Fontana for Fiscal Year 2020/2021.

NOW, THEREFORE, be it also resolved, that the 2020/2021 Operating Budget Appropriations are as follows:

Special Revenue Funds	\$36,995,200
Capital Project Funds	<u>2,264,800</u>
Total Operating Budget	<u>\$39,260,000</u>

APPROVED AND ADOPTED this 23rd day of June, 2020.

READ AND APPROVED AS TO LEGAL FORM:

General Counsel

I, Tonia Lewis, City Clerk of the City of Fontana, and Ex-Officio Clerk of the Fontana Fire Protection District do hereby certify that the foregoing resolution is the actual resolution duly and regularly adopted by the Fontana Fire Protection District at a regular meeting on the 23rd day of June, 2020, by the following vote to-wit:

AYES:
NOES:
ABSENT:

Clerk of the Fontana Fire Protection District

President of the Fontana Fire Protection District

ATTEST:

Clerk of the Fontana Fire Protection District

RESOLUTION NO. FFD 2020 -

A RESOLUTION OF THE FONTANA FIRE PROTECTION DISTRICT ESTABLISHING AN APPROPRIATIONS LIMIT OF \$150,186,538 PURSUANT TO ARTICLE XIII (B) OF THE CALIFORNIA CONSTITUTION FOR FISCAL YEAR 2020/2021

WHEREAS, Article XIII (B) of the California Constitution provides that the total annual appropriations subject to limitation of the State and of each local government entity for the prior year is to be adjusted for changes in either the growth in the California Per Capita Income or the growth in the non-resident assessed valuation due to new construction and the changes in population within either its own jurisdiction or county in which the public entity is located, and

WHEREAS, pursuant to said Article XIII (B) of the California Constitution, the Fontana Fire Protection District deems it to be in the best interest of the Fontana Fire Protection District to establish an appropriations limit for Fiscal Year 2020/2021, and

WHEREAS, the Fontana Fire Protection District has determined that said appropriations limit for Fiscal Year 2020/2021 be established in the amount of \$150,186,538, calculated using the growth factor in the California Per Capita Income and change in population within the City of Fontana.

NOW, THEREFORE, be it resolved, determined, and ordered by the Fontana Fire Protection District that said appropriations limit herein established may be changed as deemed necessary by resolution of the City Council.

APPROVED AND ADOPTED this 23rd day of June, 2020.

READ AND APPROVED AS TO LEGAL FORM:

General Counsel

RESOLUTION NO. FFD 2020 -

I, Tonia Lewis, City Clerk of the City of Fontana, and Ex-Officio Clerk of the Fontana Fire Protection District do hereby certify that the foregoing resolution is the actual resolution duly and regularly adopted by the Fontana Fire Protection District at a regular meeting on the 23rd day of June, 2020, by the following vote to-wit:

AYES:

NOES:

ABSENT:

Clerk of the Fontana Fire Protection District

President of the Fontana Fire Protection District

ATTEST:

Clerk of the Fontana Fire Protection District

Contract Number

18-354 A4

SAP Number

San Bernardino County Fire Protection District

Department Contract Representative	Dan Munsey
Telephone Number	387-5779
Contractor	Fontana Fire Protection District
Contractor Representative	Mark Denny
Telephone Number	909-370-5099
Contract Term	7/1/2018 to 6/30/2038
Original Contract Amount	\$31,040,117 (annual amount)
Amendment Amount	\$32,935,607 (annual amount)
Total Contract Amount	
Cost Center	

IT IS HEREBY AGREED AS FOLLOWS:

(Use space below and additional bond sheets. Set forth service to be rendered, amount to be paid, manner of payment, time for performance or completion, determination of satisfactory performance and cause for termination, other terms and conditions, and attach plans, specifications, and addenda, if any.)

Amendment No. 4 to Agreement No. 18-354

Pursuant to Section 3.B. of Agreement No. 18-354 (Agreement) between the Fontana Fire Protection District (DISTRICT) and the San Bernardino County Fire Protection District (SBCFPD), DISTRICT and SBCFPD agree that Section 3.A. is hereby amended as follows:

1. Section 3.A. is amended to read as follows:

3. Compensation:

A. For the services provided under this Agreement by SBCFPD to DISTRICT, on and after July 1, 2020, DISTRICT shall pay SBCFPD the sum of \$32,935,607 annually, subject to future annual adjustments as described in Section 3.B. SBCFPD shall invoice and DISTRICT shall pay SBCFPD on a monthly basis, billed proportionately, but not necessarily equally of the annual contract amount. Payments shall be due by the fifth day of each month. Payments received after sixty (60) days of due dates shall include interest on the outstanding balance. Interest shall be calculated at seven (7) percent simple interest following the 60th day. SBCFPD shall have the right to terminate this Agreement sooner than provided for in Section 12 if the DISTRICT does not make timely payments of its obligations hereunder to SBCFPD. An estimated cost breakdown of the lump sum annual amount for SBCFPD Fiscal Year 20/21 is shown in Exhibit "A," attached hereto and incorporated herein by this reference. SBCFPD and DISTRICT agree that any attached estimated cost breakdowns are for informational purposes only, as the contract is a lump sum agreement.

All other terms of Agreement No. 18-354 shall remain in full force and effect.

This Amendment No. 4 shall take effect on the date it is signed by both parties.

This Amendment No. 4 may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Amendment. The parties shall be entitled to sign and transmit an electronic signature of this Amendment (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Amendment upon request.

San Bernardino County Fire Protection District

Fontana Fire Protection District
(Print or type name of corporation, company, contractor, etc.)

►

Curt Hagman, Chairman, Board of Directors

By ► _____
(Authorized signature - sign in blue ink)

Dated: _____
SIGNED AND CERTIFIED THAT A COPY OF THIS
DOCUMENT HAS BEEN DELIVERED TO THE
CHAIRMAN OF THE BOARD

Name Mark Denny
(Print or type name of person signing contract)

Lynna Monell, Secretary

City Manager/Fire District Executive
Title Director
(Print or Type)

By _____
Deputy

Dated: _____

Address _____

FOR COUNTY USE ONLY

Approved as to Legal Form
► _____
Scott Runyan, Deputy County Counsel
Date _____

Reviewed for Contract Compliance
► _____
Date _____

Reviewed/Approved by Department
► _____
Dan Munsey, Fire Chief/Fire Warden
Date _____

EXHIBIT A

City of Fontana- FY 20/21 Proposed Contract Annual Budget

Salaries and Benefits	Number of Positions	Average Cost Per Position	SBCFPD Proposed Existing Staffing
Suppression			
Captain	27	261,888	7,070,976
Engineer	27	227,103	6,131,781
FireFighter EMT	18	164,692	2,964,456
FireFighter Paramedic	39	185,358	7,228,962
Suppression Total	111		\$ 23,396,175
Non-Suppression			
Office Assistant II	2	71,042	142,084
Office Assistant III	1	68,443	68,443
Senior Plans Examiner	1	145,732	145,732
Front Counter Technician	1	98,393	98,393
Asst Fire Marshal (former title Fire Prev Supv/Arson)	1	293,154	293,154
Fire Investigator II (former title Fire Prev Spec/Arson)	1	242,050	242,050
Fire Prevention Officer	4	118,188	472,752
Emergency Services Officer	1	142,760	142,760
Non-Suppression Total	12		\$ 1,605,368
Chief Officers			
SBCFPD Assistant Chief 62.44% of (1)	0.62	357,692	223,343
Battalion Chief 34.45% of (12)	4.13	333,730	1,379,640
Chief Officers Total	4.758		\$ 1,602,983
Total Salaries and Benefits	127.758		\$ 26,604,526
Operating Expenses			
Services and Supplies			3,413,914
Station Expenses			
C071			196,810
C072			150,140
C073			157,095
C074			122,315
C077			220,140
C078			165,420
C079			124,355
Fire Prevention Services			264,770
Total Operating Expenses			\$ 4,814,959
OES - Emergency Management Services (includes agreement for Mgmt Services)			\$ 50,000
Administrative Overhead Costs			1,466,123
Total S&B and Operating Expenses			\$ 32,935,607
Total Annual Requirements			\$ 32,935,607