

**CITY OF FONTANA
REGULAR FIRE PROTECTION DISTRICT MEETING
October 27, 2020
AVAILABLE REMOTELY
7:00 PM**

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 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: <https://LIVE.FONTANA.ORG>

To speak during the meeting, you must register at live.fontana.org/RegisterCouncil. Once registered, you will be emailed the call-in information. This registration form will be available after the Agenda is posted publicly.

Members of the public must call in at 7:00 p.m. to speak during the meeting, ****Except for comments related to Closed Session Items (noted below).****

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 5:00 P.M. on the day of the meeting, to have it played during the meeting.

Welcome to the meeting of the Fontana Fire Protection District. To speak during the meeting, you must register at live.fontana.org/RegisterCouncil. Once registered, you will be emailed the call-in information. This registration form will be available after the Agenda is posted publicly. Members of the public must call in at 7:00 p.m. to speak during the meeting, except for comments related to Closed Session Items (noted below). Alternatively, you can leave your pre-recorded public comment by calling (909) 600-5502 and leave your comments in a voice mail message no later than 5:00 p.m., on the day of the meeting, to have it played during the meeting. *Due to technical constraints, public comments for Closed Session Items will only be available via voicemail, please follow

the above instructions. 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.

Traducción en Español disponible a petición. Favor de notificar al Departamento "City Clerk". Para mayor información, favor de marcar el número 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 September 08, 2020 Regular Fire Protection District Meeting.

- B. Fiscal Year 2020/21 First Quarter Budget Status Report**

Approve the recommended Fiscal Year 2020/21 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's Communications**

ADJOURNMENT:

- A. Adjournment**

MINUTES OF THE CITY OF FONTANA
REGULAR FIRE PROTECTION DISTRICT MEETING
September 8, 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, September 8, 2020. President Roberts called the meeting to order at 7:53 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, second by Commissioner Cothran and passed by a vote of 5-0 to approve Consent Calendar Items "A-B" (AYES: Warren, Armendarez, Roberts, Sandoval and Cothran; NOES: None; ABSENT: None) as follows:

A. Approval of Minutes

Approve the Minutes of the June 23, 2020, Adjourned Regular Fire Protection District Meeting and June 23, 2020 Regular Fire Protection District Meeting.

B. Approve a Professional Services Agreement for the Design of Fire Station No. 81

Approve and authorize the City Manager to execute a Professional Services Agreement with WLC Architects for Architectural Design Services in the amount of \$430,000.00 for Fire Station No. 81 located on the southwest corner of Casa Grande and Montelena Road (SQ-97-DE-20).

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
October 27, 2020

FROM: Department of Management Services

SUBJECT: Fiscal Year 2020/21 First Quarter Budget Status Report

RECOMMENDATION:

Approve the recommended Fiscal Year 2020/21 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:

New funding request as follows:

Fontana Fire District Fund #210:

- \$ 160,000 Contribution to City for COVID-19 related expenses
- \$ 78,830 New Firefighter Paramedic for Multiple Enforcement Team

Fire Capital Project Fund #610:

- \$10,490,000 Fire Station #81 construction phase (transferred from Fire District Fund #210)
- \$ 1,100,000 Land purchase for FS #81
- \$ 420,000 Design & environmental work @ Fire Station #80
- \$ 11,000 Additional two rugged laptops

Carry-over purchase orders in the amount of \$234,363 from the prior fiscal year.

This report also recommends the reappropriation of \$675,682 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:

REVIEWED BY:



Lisa Strong
Management Services Director

APPROVED BY:



Mark Denny
City Manager

ATTACHMENTS:

Description:	Type:
FY20-21 FFD First Quarter Budget Status Report	Backup Material

ITEM: CC-B

Fontana Fire Protection District
Unreserved Fund Balance
FY 2020/2021

	Estimated Fund Balance July 1, 2020	Budget					Net Proposed Adjustments	Estimated Fund Balance June 30, 2021
		Revenues	Transfers In	Expenditures	Transfers Out	Available		
Special Revenue Funds:								
210 Fontana Fire District	22,584,807	41,376,100	0	(36,757,900)	(1,632,100)	25,570,907	(\$10,734,800)	14,836,107
211 FFD - CFD 2002-2	4,234,562	385,000	0	(237,300)	0	4,382,262	(234,363)	4,147,899
310 Fire District Funds	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Total Special Revenue Funds	\$26,819,369	\$41,761,100	\$0	(\$36,995,200)	(\$1,632,100)	\$29,953,169	(\$10,969,163)	\$18,984,006
Capital Project Funds:								
610 Fire Capital Project	\$3,181,233	\$140,000	\$1,632,100	(\$2,264,800)	\$0	\$2,688,533	(\$1,531,000)	\$1,157,533
TOTAL ALL FUNDS	\$30,000,602	\$41,901,100	\$1,632,100	(\$39,260,000)	(\$1,632,100)	\$32,641,702	(\$12,500,163)	\$20,141,539

Fontana Fire Protection District
Recommended Adjustments
FY 2020/2021

Budget Unit Project #	Dept	Description	Account	Description	Appropriations	Revenues	Transfers In	Transfers Out	FB Impact	Reason
210	Fontana Fire District				244,800	0	0	10,490,000	(10,734,800)	
21050000	Fire	Fire District Admin	8010	Departmental expense	970				(970)	Upgrades to existing irrigation controllers
21050000	Fire	Fire District Admin	8130	Other professional services	78,830				(78,830)	FF/PM for Multiple Enforcement Team starting 1/14/21
21050000	Fire	Fire District Admin	8740	Contribution to City	5,000				(5,000)	Contribution to City was short by \$5000 @ budget adoption
21050000	Fire	Fire District Admin	8740	Contribution to City	160,000				(160,000)	Contribution to City for COVID-19 related expenses
21050000	Fire	Fire District Admin	8790	Operating transfer out				10,490,000	(10,490,000)	Xfer to Fire Capital Proj Fund #610 for FS #81 construction
211	FFD - CFD 2002-2				234,363	0	0	0	(234,363)	
21150000	Fire	CFD 2002-2	8318	Office equip, furn & fixture	160,000				(160,000)	FY19/20 carryover for replacement of FS #72 USAR equip
21150000	Fire	CFD 2002-2		Various expense accounts	74,363				(74,363)	Carryover purchase orders from FY 19/20
610	Fire Capital Project				12,021,000	0	10,490,000	0	(1,531,000)	
61050000	Fire	Capital Project	6900	Operating transfer in			10,490,000		10,490,000	Xfer from Fire District Fund #210 for FS #81 construction
61050000	Fire	Capital Project	8318	Office equip, furn & fixture	11,000				(11,000)	Additional two rugged laptops
36003383-610-A	Fire	Fire Station No. 81	8329	Other construction	10,490,000				(10,490,000)	Construction phase for FS 81 @ Casa Grande/Sierra Ave as approved by Council on 8/11/20 Item CC-B
36003383-610-A	Fire	Fire Station No. 81	8310	Land	1,100,000				(1,100,000)	Purchase of PA 3 Fire Station Pad at TR 20153
36003385-610-A	Fire	Fire Station No. 80	8329	Other construction	420,000				(420,000)	Design & environ work for training tower & facility @ FS 80

Total operating transfers 10,490,000 10,490,000

Fontana Fire Protection District
Carryover Projects
FY 2020/2021

Fund	Project #	Description	Amount
610	Fire Capital Projects		675,682
	36003383	Fire Station No. 81	500,000
	36003384	FS 78 Flashing Beacon/TS	149,032
	38104330	Fire Station 72 Remodel	13,805
	40104328	EOC Police Lobby Remodel	12,845