

**CITY OF FONTANA
REGULAR FIRE PROTECTION DISTRICT MEETING
May 11, 2021
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 February 23, 2021, Regular Fire Protection District Meeting.

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

Approve the recommended Third 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
February 23, 2021
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, February 23, 2021. President Cothran called the meeting to order at 8:13 p.m.

ROLL CALL:

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

Absent: None

PUBLIC COMMUNICATIONS:

A. Public Communications

There were no public communications received.

CONSENT CALENDAR:

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

A. Approval of Minutes

Approve the Minutes of the January 12, 2021, Regular Fire Protection District Meeting.

B. Approve a Professional Services Agreement for the Design of Fire Station No. 80 Training Facility

1. Approve and authorize the Executive Director to execute a Professional Services Agreement with WLC Architects for Architectural Design Services in the amount of \$529,000 for Fire Training Facility/Fire Station No. 80 (SP-21-DE-21).

2. Appropriate \$150,000 from Fire Capital Project Fund (Fund 610) to the Fire Station 80 Training Facility Project No. 3385.

C. Fiscal Year 2020/21 Mid-Year Budget Status Report

Approve the recommended Mid-Year Budget adjustments.

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 8:15 p.m.

Tonia Lewis
District Clerk

Phillip W. Cothran
President

ACTION REPORT
May 11, 2021

FROM: Department of Management Services

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

RECOMMENDATION:

Approve the recommended Third 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.

Summary of Key Points:

The Third Quarter Budget Status Report recommends the following adjustments in the Fontana Fire District Fund #210:

- Increases Contribution from City in the amount of \$72,260 to reimburse Code Enforcement personnel for non-fire related expenses.
- Increases appropriations in the amount of \$410,440 to cover Code Enforcement personnel during the last quarter of FY2020/21.

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 Third 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				Available	Net Proposed Adjustments	Estimated Fund Balance June 30, 2021
		Revenues	Transfers In	Expenditures	Transfers Out			
Special Revenue Funds:								
210 Fontana Fire District	\$22,702,869	\$41,376,100	\$0	(\$37,012,900)	(\$12,122,100)	\$14,943,969	(\$338,180)	\$14,605,789
211 FFD - CFD 2002-2	4,256,897	385,000	0	(471,663)	0	4,170,234		4,170,234
310 Fire District Funds	0	0	0	0	0	0		0
Total Special Revenue Funds	\$26,959,766	\$41,761,100	\$0	(\$37,484,563)	(\$12,122,100)	\$19,114,203	(\$338,180)	\$18,776,023
Capital Project Funds:								
610 Fire Capital Project	\$6,181,233	\$140,000	\$12,122,100	(\$14,435,800)	\$0	\$4,007,533		\$4,007,533
TOTAL ALL FUNDS	\$33,140,999	\$41,901,100	\$12,122,100	(\$51,920,363)	(\$12,122,100)	\$23,121,736	(\$338,180)	\$22,783,556

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				410,440	72,260	0	0	(338,180)	
21050100	Fire	Fire District Administration	6830	Contribution from City		72,260			72,260	Contribution from City to reimb Code Enforcement personnel for non-fire related exp.
21050100	Fire	Code Enforcement	Various personnel accounts		410,440				(410,440)	Code Enforcement personnel funding for the last quarter of FY20/21

Total operating transfers 0 0