

**CITY OF FONTANA  
REGULAR FIRE PROTECTION DISTRICT MEETING  
June 8, 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 Centers for Disease Control (CDC) THE CITY OF FONTANA FIRE PROTECTION DISTRICT MEETING SHALL BE AVAILABLE TO THE PUBLIC REMOTELY.

The 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](https://live.fontana.org)

To speak during the meeting, you must register at [live.fontana.org/RegisterCouncil](https://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.

To speak on items only listed under Closed Session, members of the public must call in at 6:00 p.m.

To speak during the City Council meeting, members of the public must call in at 7:00 p.m.

**Welcome to the meeting of the Fontana Fire Protection District.** To speak during the meeting, you must register at [live.fontana.org/RegisterCouncil](https://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. 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 May 11, 2021, Regular Fire Protection District Meeting.

**Approve Consent Calendar Item(s).**

## **NEW BUSINESS:**

- A. Proposed Operating Budget for Fiscal Years 2021/22 and 2022/23**

1. Adopt **Resolution No. FFD 2021-\_\_\_** of the Fontana Fire Protection District adopting the District's Annual Operating Budget for Fiscal Years 2021/2022 and 2022/2023.

2. Adopt **Resolution No. FFD 2021-\_\_\_** of the Fontana Fire Protection District establishing an appropriations limit of \$160,624,502, pursuant to Article XIII (B) of the California Constitution for Fiscal Year 2021/2022.

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 \$37,436,730 for FY 2021/22.

## **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**  
**May 11, 2021**  
**AVAILABLE REMOTELY**

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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 remotely on Tuesday, May 11, 2021. President Cothran called the meeting to order at 8:43 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 District Member Sandoval, second by District Member Warren and passed by a vote of 5-0 to approve Consent Calendar Items "A-B" (AYES: Warren, Cothran, Roberts, Sandoval, and Garcia; NOES: None; ABSENT: None) as follows:

**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.

**ELECTED OFFICIALS COMMUNICATIONS/COMMITTEE REPORTS:**

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

District Member Warren recognized the recent press conference and presentation

provided by the Fire Department.

## **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 8:44 p.m.

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Tonia Lewis  
District Clerk

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Phillip W. Cothran  
President

**ACTION REPORT**  
**June 8, 2021**

**FROM:** Department of Management Services

**SUBJECT:** Proposed Operating Budget for Fiscal Years 2021/22 and 2022/23

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**RECOMMENDATION:**

1. Adopt **Resolution No. FFD 2021-\_\_\_** of the Fontana Fire Protection District adopting the District's Annual Operating Budget for Fiscal Years 2021/2022 and 2022/2023.
2. Adopt **Resolution No. FFD 2021-\_\_\_** of the Fontana Fire Protection District establishing an appropriations limit of \$160,624,502, pursuant to Article XIII (B) of the California Constitution for Fiscal Year 2021/2022.
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 \$37,436,730 for FY 2021/22.

**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 Operating Budget for the Fire Protection District includes estimated revenues and transfers of \$55,394,100 in Fiscal Year 2021/22 and \$55,220,400 in Fiscal Year 2022/23 and appropriations and transfers of \$53,821,770 in Fiscal Year 2021/22 and \$46,609,780 in Fiscal Year 2022/23.

Of the \$50,521,770 proposed appropriations in Fiscal Year 2021/22, \$37,436,730 is the proposed cost of the services to be provided by the San Bernardino County Fire Protection District. Of the \$45,039,780 proposed appropriations in Fiscal Year 2022/23, \$39,308,570 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 \$160,624,502, 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 Years 2021/22 and 2022/23.

**MOTION:**

Approve staff recommendation.


**SUBMITTED BY:**

**REVIEWED BY:**



Lisa Strong  
Management Services Director

**APPROVED BY:**



Mark Denny  
City Manager

**ATTACHMENTS:**

Description:	Type:
<a href="#">Fiscal Years 2021/2022 and 2022/2023 Fire Resolution</a>	Backup Material
<a href="#">FY 2021-22 Fire Resolution GANN Limit</a>	Backup Material
<a href="#">FY 2021-22 Proposed County Fire Contract**</a>	Backup Material

**ITEM: NB-A**

**RESOLUTION NO. FFD 2021 -**

**A RESOLUTION OF THE FONTANA FIRE PROTECTION DISTRICT ADOPTING THE DISTRICT'S OPERATING BUDGET FOR THE FISCAL YEARS 2021/2022 AND 2022/2023**

**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 Years 2021/2022 and 2022/2023, 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 Years 2021/2022 and 2022/2023.

**NOW, THEREFORE**, be it also resolved, that the 2021/2022 and 2022/2023 Operating Budget Appropriations are as follows:

	<b>2021/2022</b>	<b>2022/2023</b>
Special Revenue Funds	\$43,182,370	\$44,934,780
Capital Project Funds	<u>7,339,400</u>	<u>42,900</u>
Total Operating Budget	<u>\$50,521,770</u>	<u>\$44,977,680</u>

**APPROVED AND ADOPTED** this 8th day of June, 2021.

**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 8th day of June, 2021, by the following vote to-wit:

**AYES:**  
**NOES:**  
**ABSENT:**

\_\_\_\_\_  
Clerk of the Fontana Fire Protection District

**ATTEST:**

\_\_\_\_\_  
President of the Fontana Fire Protection District

\_\_\_\_\_  
Clerk of the Fontana Fire Protection District



**RESOLUTION NO. FFD 2021 -**

**A RESOLUTION OF THE FONTANA FIRE PROTECTION DISTRICT ESTABLISHING AN APPROPRIATIONS LIMIT OF \$160,624,502 PURSUANT TO ARTICLE XIII (B) OF THE CALIFORNIA CONSTITUTION FOR FISCAL YEAR 2021/2022**

**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 2021/2022, and

**WHEREAS**, the Fontana Fire Protection District has determined that said appropriations limit for Fiscal Year 2021/2022 be established in the amount of \$160,624,502, 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 8th day of June, 2021.

**READ AND APPROVED AS TO LEGAL FORM:**

\_\_\_\_\_  
General Counsel

**RESOLUTION NO. FFD 2021 -**

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 8th day of June, 2021, by the following vote to-wit:

**AYES:**

**NOES:**

**ABSENT:**

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Clerk of the Fontana Fire Protection District

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President of the Fontana Fire Protection District

**ATTEST:**

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Clerk of the Fontana Fire Protection District

**Contract Number**

18-354 A6

**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** 909-370-7654  
**Contract Term** 7/1/2018 to 6/30/2038  
**Original Contract Amount** \$29,454,560  
**Amendment Amount** \$37,436,725  
**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.)*

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, 2021, DISTRICT shall pay SBCFPD the sum of \$37,436,725 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 from the respective due date shall include interest on the outstanding balance. Interest shall be calculated at seven (7) percent simple interest following the 60<sup>th</sup> 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 21/22 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 18-354 shall remain in full force and effect.

This Amendment No. 6 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.

This Amendment No. 6 shall take effect on the date it is signed by both parties and shall commence on July 1, 2021.

**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, Supervising County Counsel  
Date \_\_\_\_\_

Reviewed for Contract Compliance  
►  
\_\_\_\_\_  
Date \_\_\_\_\_

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

EXHIBIT

<b>City of Fontana</b> <b>FY 21/22 Proposed Contract Annual Budget</b>			
<b>Salaries and Benefits</b>	<b>Number of Positions</b>	<b>Average Cost Per Position</b>	<b>SBCFPD Proposed Existing Staffing</b>
<b>Suppression</b>			
Captain	27	291,139	7,860,763
Engineer	27	251,443	6,788,968
FireFighter EMT (3 New Positions)	21	176,445	3,705,346
FireFighter Paramedic (3 New Positions)	43	195,787	8,418,833
<b>Multiple Enforcement Team Reclassification</b>			
Minus 1 FireFighter Paramedic	(1)		(195,787)
Plus 1 Captain	1		291,139
<b>Team for Mental Health and Social Issues</b>			
Plus 1 Engineer	1		251,443
<b>Suppression Total</b>	<b>119</b>		<b>\$ 27,120,706</b>
<b>Non-Suppression</b>			
Office Assistant II	2	60,424	120,848
Office Assistant III	1	73,360	73,360
Senior Plans Examiner	1	159,641	159,641
Front Counter Technician	1	98,443	98,443
Asst Fire Marshal	1	330,197	330,197
Fire Investigator II	1	266,152	266,152
Fire Prevention Officer	4	131,921	527,684
Emergency Services Officer	1	142,693	142,693
<b>Non-Suppression Total</b>	<b>12</b>		<b>\$ 1,719,018</b>
<b>Chief Officers</b>			
SBCFPD Assistant Chief 65.66% of (1)	0.66	387,324	254,317
Battalion Chief 35.71% of (12)	4.29	373,628	1,601,072
<b>Chief Officers Total</b>	<b>4.942</b>		<b>\$ 1,855,389</b>
<b>Total Salaries and Benefits</b>	<b>135.942</b>		<b>\$ 30,695,113</b>
<b>Operating Expenses</b>			
Services and Supplies			3,508,675
<b>Station Expenses</b>			
C071			272,245
C072			158,835
C073			194,245
C074			151,625
C077			187,820
C078			185,005
C079			131,085
Fire Prevention Services			329,827
<b>Total Operating Expenses</b>			<b>\$ 5,119,362</b>
OES - Emergency Management Services (includes agreement for Mgmt Services)			\$ 50,000
Administrative Overhead Costs			1,572,250
<b>Total S&amp;B and Operating Expenses</b>			<b>\$ 37,436,725</b>
<b>Total Annual Requirements</b>			<b>\$ 37,436,725</b>