City of Fontana

8437 Sierra Avenue
Fontana, CA 92335

Regular Agenda

Next Reso. FFD 2026-001

Tuesday, February 24, 2026
2:00 PM

Steelworker's Auditorium

Fire Protection District

Phillip Cothran - President
John Roberts - Vice President
Jesus "Jesse" Sandoval - Commissioner
Peter A. Garcia- Commissioner
Acquanetta Warren - Commissioner
Janet Koehler-Brooks - City Treasurer
Germaine Key - District Secretary

Welcome to the Meeting!

Welcome to the City of Fontana meeting. Meetings are held at the Steelworkers' Auditorium, 8437 Sierra Avenue, Fontana, CA 92335. To address the Council, please fill out a card located at the entrance to the right indicating your desire to speak on either a specific agenda item or under Public Communications and give it to the City Clerk. Your name will be called when it is your turn to speak. In compliance with Americans with Disabilities Act of 1990 (42 USC § 12132), the Steelworkers' Auditorium is wheelchair accessible, and a portable microphone is available. Upon request, this agenda will be made available in appropriate alternative forms to persons with disabilities, as required by Section 12132 of the Americans with Disabilities Act of 1990. Any person with a disability who requires accommodation to participate in a meeting should direct such a request to the City Clerk's Office at (909) 350-7602 at least 48 hours before the meeting, if possible. Any public record, relating to an open session agenda item, that is distributed within 72 hours prior to the meeting is available for public inspection at the City Clerk's Office.

Para traducción en Español, comuniquese con la oficina,"City Clerk" al (909) 350-7602.

The City of Fontana is committed to ensuring a safe and secure environment for its residents to engage with the government. No oversized bags or backpacks (size limit of 14"x14"x6") will be allowed inside the Steelworkers' Auditorium. All bags are subject to search. Face masks are prohibited in the Steelworkers' Auditorium, but clear masks will be provided upon request to accommodate individuals with medical needs, ensuring their safety and well-being. Before entering the Steelworkers' Auditorium, you may be subject to a metal detector screening. The City Manager retains the discretion to grant any exemptions. Fontana aims to provide safe buildings for our community members, employees, and visitors.

CALL TO ORDER/ROLL CALL:

A. Call the Meeting to Order

PUBLIC COMMUNICATIONS:

This is an opportunity for citizens to speak to the members of the meeting for up to 3 minutes on items not on the Agenda, but within the District 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 they are voted on, unless a member requests a specific item be removed from the Consent Calendar for discussion.

A. Approval of Minutes **26-0822**

Approve the minutes of the October 28, 2025, Fire Protection District Meeting.

Attachments: Attachment No 1- Fire Protection District Meeting Minutes 10-28-2025.pdf

NEW BUSINESS:

A. Fiscal Year 2025-26 Midyear Budget Status Report - Fontana Fire District **26-0794**

Approve the recommended Fiscal Year 2025-26 Midyear Budget adjustments.

Attachments: Attachment No. 1- Fiscal Year 2025-26 Midyear Budget Status Report - FFD.pdf

EXECUTIVE DIRECTOR'S COMMUNICATIONS:

A. Executive Director's Communications

ELECTED OFFICIALS COMMUNICATIONS/COMMITTEE REPORTS:

A. Elected Officials Communications/Committee Reports

ADJOURNMENT:

A. Adjournment

Adjourn to the next Regular Meeting at 2:00 p.m. in the Steelworkers' Auditorium located at 8437 Sierra Avenue, Fontana, California.

8437 Sierra Avenue
Fontana, CA 92335

City of Fontana

Action Report

Fire Protection District

File #: 26-0822
Agenda #: A.

Agenda Date: 2/24/2026
Category: Consent Calendar

FROM:
City Clerk

SUBJECT:
Approval of Minutes

RECOMMENDATION:
Approve the minutes of the October 28, 2025, Fire Protection District Meeting.

COUNCIL GOALS:

- Create and maintain a dynamic team by supporting the decisions of the majority once made.
- Create and maintain a dynamic team by communicating Goals and Objectives to all commissions and employees.

DISCUSSION:
The District will consider approval of the minutes of the October 28, 2025, Fire Protection District meeting. The draft minutes are attached to this report for District review and approval.

FISCAL IMPACT:
None.

MOTION:
Approve staff recommendation.

City of Fontana

8353 Sierra Avenue
Fontana, CA 92335

Minutes

Tuesday, October 28, 2025

2:00 PM

Grover W. Taylor Council Chambers

Fire Protection District

Phillip Cothran - President
John Roberts - Vice President
Jesus "Jesse" Sandoval - Commissioner
Peter A. Garcia- Commissioner
Acquanetta Warren - Commissioner
Janet Koehler-Brooks - City Treasurer
Germaine Key - District Secretary

CALL TO ORDER/ROLL CALL:

A. 2:00 P.M. Call the Meeting to Order

A Regular Meeting of the Fontana Fire Protection District was held in the Grover W. Taylor Council Chambers, 8353 Sierra Avenue, Fontana, CA 92335, on Tuesday, October 28, 2025.

President Cothran called the meeting to order at 2:04 p.m.

ROLL CALL:

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

City Treasurer Koehler-Brooks was also in attendance.

ABSENT: District Secretary Key

PUBLIC COMMUNICATIONS:

A. Public Communications

No public communications were received.

CONSENT CALENDAR:

ACTION: Motion was made by Vice-President Roberts, seconded by Commissioner Garcia, and passed unanimously by a vote of 5-0 to approve Consent Calendar Items "A-E." The motion carried by the following vote: AYES: Warren, Garcia, Cothran, Roberts, and Sandoval; NOES: None; ABSTAIN: None; ABSENT: None

A. Approval of Minutes **25-0626**

Approve the minutes of the July 22, 2025, Fire Protection District Meeting.

B. Approve Amendment No. 1 to a Professional Services Agreement for the Design of Fire Station No. 80 Training Facility Project (SP-21-DE-21) **25-0587**

1. Approve and authorize the Executive Director to execute Amendment No. 1 to a Professional Services Agreement with PBK Architects for Architectural Design Services for Fire Training Facility/Fire Station No. 80 (SP-21-DE-21) in the amount of $29,800.00 for a total contract amount of $558,800.00.

2. Approve and authorize the Executive Director to execute any future amendments to the Design Services Agreement.

C. Approve the Purchase of the Custom High Rise Six-Story Training Simulator Materials for the Fire Station No. 80 Training Facility Project **25-0588**

1. Authorize the Purchasing Division to “piggy-back” from Sourcewell Cooperative Purchasing Agreement (Contract #011822-JHK) for the purchase of the materials to build the training tower simulator utilizing WHP Trainingtowers per Purchasing Policies and Procedure Manual 3.1.5 (Cooperative Purchasing Agreement).

2. Approve the purchase from WHP Training Towers of Grandview MO in the amount of $2,162,915.50, plus a sales tax of $189,255.11 (8.75%), a delivery fee of $184,110.95, and a 50% tariff of $308,313.50, for a total of $2,844,595.06.

3. Authorize the City Manager to approve any future change orders due to current market changes.

D. Approve the Purchase of the Six-Story Training Simulator HD Interior Fire System for the Fire Station No. 80 Training Facility Project **25-0589**

Authorize the Purchasing Office to “piggy-back” from U.S. General Services Administration (GSA) Contract #47QSWA20D007M for the purchase of the HD Interior Fire System for the training tower simulator utilizing Fireblast Global, Inc. in the amount of $902,341.00 plus sales tax of $78,954.84 (8.75%), for a total of $981,295.84.

E. Donation of two (2) Surplus Vehicles to Rotary Club of Fontana **25-0628**

Approve the donation of one surplus fire ladder truck and one fire engine to Rotary Club of Fontana.

NEW BUSINESS:

A. Fiscal Year 2025-26 First Quarter Budget Status Report - Fontana Fire Protection District **25-0566**

Approve the recommended Fiscal Year 2025-26 First Quarter Budget Adjustments.

Chief Financial Officer Jessica Brown provided the staff report.

ACTION: Motion was made by Commissioner Sandoval, seconded by Vice-Chairperson Roberts, and passed unanimously by a vote of 5-0 to approve New Business Item “A.” The motion carried by the following vote: AYES: Warren, Garcia, Cothran, Roberts, and Sandoval; NOES: None; ABSTAIN: None; ABSENT: None

EXECUTIVE DIRECTOR'S COMMUNICATIONS:

A. Executive Director's Communications

No Executive Director’s Communications were received.

ELECTED OFFICIALS COMMUNICATIONS/COMMITTEE REPORTS:

A. Elected Officials Communications/Committee Reports

No Elected Officials Communications were received.

ADJOURNMENT:

A. Adjournment

President Cothran adjourned the meeting at 4:02 p.m.

_____

Phillip Cothran
District President

THE FOREGOING MINUTES WERE ADOPTED AND APPROVED BY THE FONTANA FIRE PROTECTION DISTRICT ON FEBRUARY 24, 2026.

_____

Germaine Key
District Secretary

8437 Sierra Avenue
Fontana, CA 92335

City of Fontana

Action Report

Fire Protection District

File #: 26-0794
Agenda #: A.

Agenda Date: 2/24/2026
Category: New Business

FROM:
Finance

SUBJECT:
Fiscal Year 2025-26 Midyear Budget Status Report - Fontana Fire District

RECOMMENDATION:
Approve the recommended Fiscal Year 2025-26 Midyear Budget adjustments.

COUNCIL GOALS:

- Improve public safety by maximizing fire and emergency medical service resources.
- Operate in a businesslike manner by ensuring that the public debate is based on accurate information.
- Practice sound fiscal management by producing timely and accurate financial information.
- Practice sound fiscal management by living within our means while investing in the future.
- Practice sound fiscal management by fully funding liabilities and reserves.
- Practice sound fiscal management by producing transparent information in a timely matter.

DISCUSSION:
Each year, the Fire Protection District adopts a budget committing fiscal and staff resources to the accomplishments of its goals. During the year, actual revenues and expenditures are carefully monitored against the approved budget.

The current FY2025-26 operating budget includes total sources (revenues and transfers in) of $88.1 million and total uses (expenditures and transfers out) of $102.0 million. The recommended budget includes an increase to total sources of $31,200 for a total of $88.1 million and total uses of $6.2 million for a total of $108.2 million.

Summary of Key Points:
The Midyear Budget Report increases appropriations as follows:

- Fontana Fire District Fund #210
    - Increase transfers out of $31,200 to Fund #610 for Fire Station #77 restroom project contingency.
    - Increase appropriations of $6.2 million for contributions to Funds #115 and #601 for 2025 LRB Dept Service update and prior year Fire Lease Revenue reconciliation.
    - Carryover operating purchase orders of $280,855 from FY24/25.
- Fontana Fire Capital Project Fund #610
    - Increase in transfers in and appropriations of $31,200 for Fire Station #77 restroom

project contingency (transfer from Fund #210).

FISCAL IMPACT:
The fiscal impact associated with the approval of this item in an increase in total sources of $31,200 and in total appropriations of $6.2 million for a net decrease in fund balance of $6.2 million. Recommended changes are detailed in the attached report.

MOTION:
Approve staff recommendation.

Fontana Fire Protection District

Unreserved Fund Balance

Fiscal Year 2025/2026

	Audited Fund Balance July 1, 2025	Budget: Revenues	Budget: Transfers In	Budget: Expenditures	Budget: Transfers Out	Budget: Available	Net Proposed Adjustments	Estimated Fund Balance June 30, 2026
Special Revenue Funds:								
210 Fontana Fire District	$ 28,942,926	$ 81,658,990	$ -	$ (72,878,650)	$ (6,400,000)	$ 31,323,266	$ (6,204,366)	$ 25,118,900
211 FFD - CFD 2002-2	5,060,460	0	0	0	0	5,060,460	-	5,060,460
Total Special Revenue Funds	**$ 34,003,386**	**$ 81,658,990**	**$ -**	**$ (72,878,650)**	**$ (6,400,000)**	**$ 36,383,726**	**$ (6,204,366)**	**$ 30,179,360**
Capital Project Funds:								
610 Fire Capital Project	$ 18,729,833	$ -	$ 6,400,000	$ (22,638,976)	$ -	$ 2,490,857	$ -	$ 2,490,857
Total Capital Project Funds	**$ 18,729,833**	**$ -**	**$ 6,400,000**	**$ (22,638,976)**	**$ -**	**$ 2,490,857**	**$ -**	**$ 2,490,857**
TOTAL ALL FUNDS	**$ 52,733,219**	**$ 81,658,990**	**$ 6,400,000**	**$ (95,517,626)**	**$ (6,400,000)**	**$ 38,874,583**	**$ (6,204,366)**	**$ 32,670,217**

Fontana Fire Protection District

Recommended Adjustments

Fiscal Year 2025/2026

Fund	Organization Project #	Dept	Organization/Project Description	Object	Object Description	Appropriations	Revenues	Transfers In	Transfers Out	FB Impact	Reason
210 Fontana Fire District						6,173,166	-	-	31,200	(6,204,366)	
	21037317	PW&E	Station Maintence	8313	Structures	(31,200)				31,200	} Decrease appropriations and Xfer to Fund #610 for FS #77 restroom project
	21037317	PW&E	Station Maintence	8790	Operating Transfer Out				31,200	(31,200)	} contingency
	21050000	FD	Fire District Administration	8130	Other Professional Svcs	35,428				(35,428)	Increase appropriations for blood program equipment
	21050000	FD	Fire District Administration	8740	Contribution To City	6,166,171				(6,166,171)	Contribution to Funds #115, #601 for 2025 LRB Debt Service and Fire Lease Revenue Reconciliation
	21050100	FD	Code Compliance	8019	Communications	2,767				(2,767)	Increase appropriations for SB County radio access/maintenance
610 Fire Capital Projects						31,200	-	31,200	-	-	
	37300010-610-A	PW&E	Fire Station 77 Remodel	6900	Operating Transfers In			31,200		31,200	} Xfer from Fund #210 and increase appropriations for FS #77 restroom project
	37300010-610-A	PW&E	Fire Station 77 Remodel	8313	Structures	31,200				(31,200)	} contingency
					Total Fontana Fire Protection District Transfers			31,200	31,200		