

City of Fontana

8353 Sierra Avenue
Fontana, CA 92335



Regular Agenda

Next Reso. FCF 2024-002

Tuesday, October 22, 2024

2:00 PM

Grover W. Taylor Council Chambers

Community Foundation

Acquanetta Warren - Foundation Chairperson

Peter A. Garcia - Board Member

Phillip Cothran - Board Member

John B. Roberts - Board Member

Jesus "Jesse" Sandoval - Board Member

Germaine Key - Foundation Secretary

Matthew Ballantyne, Foundation President

Ray Ebert, Foundtion Vice-President

Jessica Brown - Foundation Treasurer

Best, Best and Krieger, Foundation Attorney

Welcome to the Meeting!

Welcome to the City of Fontana meeting. Meetings are held at the Grover W. Taylor Council Chambers 8353 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 Council Chambers 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, comuníquese 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 Council Chambers. All bags are subject to search. Face masks are prohibited in the Council Chambers, but clear masks will be provided upon request to accommodate individuals with medical needs, ensuring their safety and well-being. Before entering the Council Chambers, 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 Foundation's jurisdiction. The Foundation 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

[21-3374](#)

Approve the minutes of the July 9, 2024, Community Foundation Meeting.

Attachments: [Community Foundation Meeting Minutes 07-09-2024.pdf](#)

- B. Quarterly Community Foundation Report - Acceptance of Sponsorship and Approve Video Production Services for Mayor’s Education Coalition [21-3363](#)**

Accept US Bank Sponsorship and Approve 522 Productions Contract

Attachments: [City of Fontana - Pathfinder Day Promotional Video Proposal -updated 10012024.pdf](#)
[BusinessSummit Sponsorship 9424USBank-Signed \(002\).pdf](#)

NEW BUSINESS:

- A. Fiscal Year 2024-25 First Quarter Budget Status Report - Fontana Community Foundation [21-3347](#)**

Approve the recommended Fiscal Year 2024-25 First Quarter Budget adjustments.

Attachments: [FY24-25 First Quarter Budget Status Report Fontana Community Foundation.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 Community Foundation Meeting at 2:00 p.m. in the Grover W. Taylor Council Chambers located at 8353 Sierra Avenue, Fontana, California.



City of Fontana

8353 Sierra Avenue
Fontana, CA 92335

Action Report

Community Foundation

File #: 21-3374
Agenda #: A.

Agenda Date: 10/22/2024
Category: Consent Calendar

FROM:
City Clerk

SUBJECT:
Approval of Minutes

RECOMMENDATION:
Approve the minutes of the July 9, 2024, Community Foundation 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 Foundation will consider approval of the minutes of the July 9, 2024, Regular Community Foundation meeting. The draft minutes are attached to this report for Foundation review and approval.

FISCAL IMPACT:

None.

MOTION:

Approve staff recommendation.

City of Fontana

8353 Sierra Avenue
Fontana, CA 92335



Minutes

Tuesday, July 9, 2024

2:00 PM

Grover W. Taylor Council Chambers

Community Foundation

Acquanetta Warren - Foundation Chairperson

Peter A. Garcia - Board Member

Phillip Cothran - Board Member

John B. Roberts - Board Member

Jesus "Jesse" Sandoval - Board Member

Germaine Key - Foundation Secretary

Matthew Ballantyne, Foundation President

Ray Ebert, Foundation Vice-President

Jessica Brown - Foundation Treasurer

Best, Best and Krieger, Foundation Attorney

CALL TO ORDER/ROLL CALL:

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

A Regular Meeting of the Fontana Community Foundation was held in the Grover W. Taylor Council Chambers, 8353 Sierra Avenue, Fontana, CA 92335, on Tuesday, July 9, 2024.

Chairperson Warren called the meeting to order at 2:04 p.m.

ROLL CALL:

PRESENT: Chair Warren, Vice-Chair Garcia, Board Members Cothran, Roberts and Sandoval.

Absent: None

Foundation Secretary Key and City Treasurer Koehler- Brooks were also in attendance.

PUBLIC COMMUNICATIONS:

A. Public Communications

There were no public communications received.

CONSENT CALENDAR:

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

- A. Approval of Minutes** **21-3136**
Approve the minutes of the February 27, 2024, Community Foundation Meeting.
- B. Contract with Tomorrow’s Talent for Fontana Mayor’s Education Coalition** **21-3129**
Authorize City Manager to Execute Contract with Tomorrow’s Talent on behalf of the Fontana Mayor’s Education Coalition

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

Chairperson Warren adjourned the meeting at 2:36 p.m.

Acquanetta Warren
Chair

THE FOREGOING MINUTES WERE ADOPTED AND APPROVED BY THE FONTANA
COMMUNITY FOUNDATION ON OCTOBER 22, 2024.

Germaine Key
Foundation Secretary



City of Fontana

8353 Sierra Avenue
Fontana, CA 92335

Action Report

Community Foundation

File #: 21-3363
Agenda #: B.

Agenda Date: 10/22/2024
Category: Consent Calendar

FROM:

City Manager's Office

SUBJECT:

Quarterly Community Foundation Report - Acceptance of Sponsorship and Approve Video Production Services for Mayor's Education Coalition

RECOMMENDATION:

Accept US Bank Sponsorship and Approve 522 Productions Contract

COUNCIL GOALS:

- Promote economic development by pursuing business attraction, retention, and expansion.
- Promote economic development by being business-friendly at all levels and striving to constantly improve the city's competitiveness.
- Increase citizen involvement by Developing future leaders.

DISCUSSION:

Sponsorship:

US Bank generously provided a sponsorship of \$2,500 to offset the costs of the Fontana Business Summit held September 17, 2024.

These funds may be allocated towards any operational expenses incurred in the organization and execution of the Fontana Business Summit.

Video Production for Mayor's Education Coalition - Pathfinders Day:

On July 9, 2024, the Community Foundation approved a contract for Tomorrow's Talent to provide coordination services to produce Fontana's first-ever Pathfinder Day - Oct 30 and Feb 27. The primary objective of Pathfinder Day is to provide students with immersive micro-internship experiences at local employers' worksites, offering them a glimpse into the real-world environment and practices of various industries.

Staff is requesting \$9254.00 to contract with a video production company 522 Productions to capture the events and experiences of the businesses and students.

Currently, there are seven businesses confirmed to host six to eight students.

FISCAL IMPACT:

The \$2500 sponsorship from US Bank will be deposited into 29910200.6425.

The video production services expenses (\$9254.00) will be paid from 29910200.8130.

MOTION:

Staff recommends acceptance of the sponsorship and approval of the video services contract.

522



Fontana Mayor's Education Coalition (FMEC) Pathfinder Day Hype Video

Submitted To:

Monique Carter
Communications and Marketing Manager
mcarter@fontanaca.gov

Ashley Martin
Marketing and Communications Assistant
amartin@fontanaca.gov

Proposal
Updated October 01, 2024

WHAT MAKES 522 UNIQUE



OUR AWARD-WINNING CUSTOMER SERVICE

We have a client-centric approach that prioritizes your vision, allowing us to tailor our services to your distinct requirements. Our customer service is about elevating the entire customer journey to a bespoke experience. It's a commitment to anticipate the **unspoken needs of customers, offer meticulous attention to detail, response quickly, and provide tailor-made solutions**, ensuring that customers feel valued and pampered at every touchpoint.



OUR INNOVATIVE DEDICATION

Every business claims to change the world, but while we don't boast exclusivity, we've seen our videos create an incredible impact. Our Innovative Dedication at 522 speaks to our devotion to pushing boundaries and exploring uncharted territories. This means we continuously seek fresh perspectives, pursue novel approaches, and dedicate ourselves to the art of imaginative thinking and execution. **It's a pledge to change, a promise to continually challenge the status quo, and a dedication to ushering in the next wave of originality in every endeavor.**



OUR RICHNESS OF EXPERTISE:

Our richness of expertise goes beyond the basic understanding of video production. Over the last twenty years, we have crafted a deep understanding and extensive knowledge on how to purposefully develop video content with client goals in mind that not only sparks action but has a timeless effect on Brands. We have a profound level of mastery for storytelling and customer service that makes **522 a low risk option for organizations with a guaranteed approach to delivering high quality and purpose driven video content.**

How We Do It

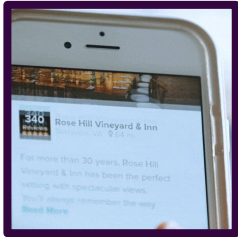
For the past two decades, 522 Productions has been blending marketing expertise with creativity.

Our **client-centric approach** allows us to understand your unique mission and vision, crafting impactful videos that drive change and resonate with the world and your community. We are marketing executives, communicators, video producers, project managers, and creatives who live for the challenge of designing video content with a few simple goals in mind: to be authentic, to focus on what matters to your audience, and to make shift happen.

Regardless of the type or size of the project, our unwavering commitment to our clients and creating the **highest quality video content** is our core focus and mission for your brand. 522 Productions, offers a comprehensive range of services for any partnership to include:

- Video Marketing Strategy and Media Consulting
- Content Design & Script Development
- Video Production
- Social Media Video Content
- Motion Graphics & Animation (2D & 3D)
- Photography
- Event Coverage and Production
- Audio & Podcast Production

AREAS OF EXPERTISE



VIDEO MARKETING STRATEGY

Establish and achieve the right goals for any style of video or photography content



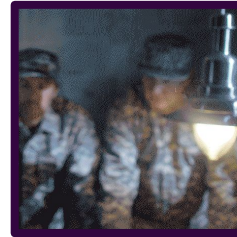
PHOTOGRAPHY

The art of visual storytelling in professional and authentic imagery



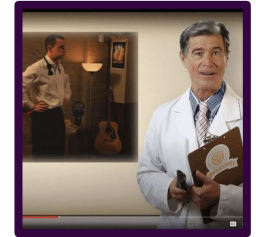
SOCIAL MEDIA

Promote your brand, product, or service to the right audience at the right time



MOTION GRAPHICS

Original graphic design and illustration that elevates your content to the next level



INTERACTIVE VIDEO

Immerse the audience in a more engaging and interactive video experience



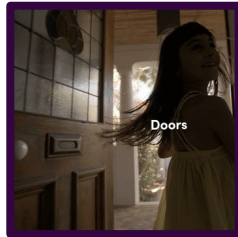
2D & 3D ANIMATION

Visual effects, compositing, and motion tracking for simple and complex storytelling



AUDIO / PODCASTING

Audio sweetening, sound design & mixing, voice over casting, sound effects, professional voice narration



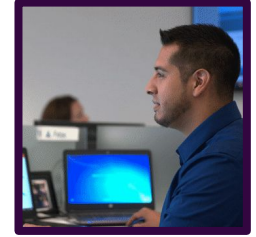
STOCK FOOTAGE

Variety of video and photography options to support any marketing effort



EVENT PRODUCTION

Live, hybrid, & virtual corporate event production and coverage



RESOURCE MANAGEMENT

Achieve improvements in profitability, employee retention and career development

An aerial photograph of a suburban neighborhood, likely in a warm climate, featuring numerous palm trees and single-story houses. In the background, a range of mountains is visible under a clear sky. The text 'OUR APPROACH' is overlaid in the center in a bold, white, italicized font, with a thin orange horizontal line underneath it.

OUR APPROACH

OUR APPROACH

Overview

The Fontana Mayor's Education Coalition is an intentional partnership of stakeholders from education, business, and the community committed to creating fulfilling career opportunities for local students. The brainchild of Mayor Acquanetta Warren, the Coalition consists of representatives of local school districts, the Chamber of Commerce, trade organizations, the city itself, and others – all of whom believe our City's future rests with tens of thousands of young people who call Fontana home. Over its four-year history, the Coalition has created unique career-pathway initiatives designed to inspire and engage high school students throughout the City around the college, career, and trade opportunities in front of them.

In order to continue to building awareness and create excitement behind the strategic partnerships and program, the City of Fontana would like to produce a promotional hype video for Pathfinder Day and highlight the incredible activities between students and business to generate excitement and higher engagement for future events. In order to support marketing efforts, 522 Productions and City of Fontana will collaborate on developing one (1) up to 3-minute video showcasing the Pathfinder Day, student excitement, and organization support and partnership. Regardless of the type of video(s) we produce, our approach toward creating the best video products for the City of Fontana is simple: understand the purpose for each initiative, put the right people in place to bring it to life, and follow our strategy and process to produce the most creative, effective and efficient videos for our clients.

Project Management & Strategy

Project management begins the moment we're awarded the project. This project starts with our team developing a project schedule that considers budgets, timeframes, and overall requirements. One of our producers oversees your entire project - from concept to delivery - keeping your team and ours informed throughout each phase of production.

We create video content with a targeted strategy to engage the right audience through the proper channels that will make the strongest impact. Our approach combines expertise and passion with a deep understanding of your organization to make video content that engages, inspires, and compels viewers to act. This process is carefully crafted to ensure our clients stay ahead of the curve and grow with the demands of online marketing and multimedia digital content. We carefully think through pre-production, the creative storyline, participants, production, and the post-production process to identify how to develop the video content in the most effective manner possible to achieve not only the best ROI for our client but create content that is evergreen and has longevity.



These videos are all simply amazing. I was educated, informed, inspired and moved by the content and style of the series. I can't thank your team enough for your work. I believe what you have created, will really have the power to save a life.

– Joe, Technical Advisor
for Department of
Homeland Security



OUR APPROACH

Discovery

For each project that comes through 522, we develop a unique strategy that starts by clearly identifying its goals. First, our team conducts research. We seek out all of the information that exists (that our team doesn't already know). We devour that content. We try to become (unofficial) subject matter experts. Armed with that knowledge, 522 and key stakeholders from Fontana will conduct the Discovery Meeting.

The Discovery Meeting is essential part of our process as it sets the stage for a successful project by ensuring a deep understanding of the City of Fontana's needs, builds a strong collaborative relationship between all parties, aligns goals and expectations, identifies any potential challenges, enhances project efficiencies especially in production, and provides a solid foundation for next steps.

Concept Development

Now that we've met with your team, and specifically the Subject Matter Experts and/or key stakeholders, our team (led by an **in-house Creative Director**) organizes our thoughts for an internal series of brainstorming sessions to ensure our initial ideas as to how we would approach the videos still hold up. We discuss relevant samples and review recent trends to start the concept development process.

The Production Package addresses all of the key details of the videos. It's basically the paper version of your videos. The Production Package crystallizes the creative vision by providing sample videos; imagery and **storyboards**; design sample graphics; outlines the requirements needed to properly execute the project; includes the final scripts; interview questions; an updated project schedule; and incorporates all information to ensure that we deliver a quality product on time and on budget. 522 will pre-interview each participants that will be featured in the videos and creative interview questions that support the final story as well as possible scripted soundbites to support the promotion of the international industry event.

The Production Package is a key deliverable, as it's far easier to make adjustments to this document than it is after post has begun. It's a signed document to ensure that both parties are comfortable moving into Production and Post-Production.

optoro

“

I've worked with 522 on quite a few video productions now across multiple brands in the last 4 years. They have worked with my team on long-form video storytelling and animated "explainer"-style videos and we've seen great success with them. The team is incredibly easy to work with, flexible, and put out a great work product—I know that when I reach out, they will be responsive and helpful regardless of how small the ask.

– Courtney H., Director, Brand Marketing at Optoro

”

OUR APPROACH

Production

Upon approval of the approach outlined in the Production Package and the final production schedule - we head into filming. Our crew heads out to gather all of the original content needed for the project. For this particular project, 522 will be providing **one (1) full day of production within the City of Fontana. Based on the final creative direction**, 522 Productions has proposed two options for production that would capture both interviews and original b-roll pending the budget. 522 will manage and quality control production by overseeing all crew members, creative direction for each shoot, capture professional audio, conduct interviews, and manage communications between all parties respectively. 522 will remain flexible and agile with production and plan to keep our team streamlined for cost efficiencies but ensuring we capture high quality professional interview and b-roll for Fontana.

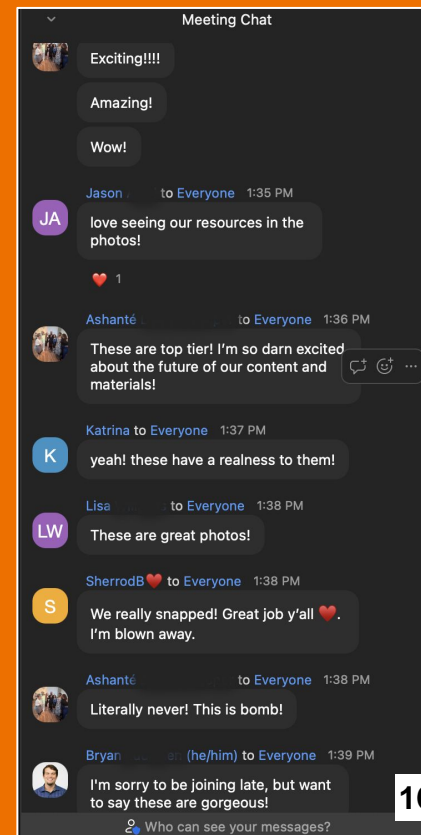
Post Production

522 Productions will use our Post-Production Content Process to produce professional multimedia products in a timely and effective manner through continuous feedback cycles. After we collect all the assets for each particular project (brand guidelines, iconography, etc.) our editors dive into the material. We organize the media, search for music, and begin the development of motion graphics into what's called the Rough Cut. We upload the Rough Cut to an online collaboration tool (Frame.io) that allows us to gather detailed feedback from all stakeholders no matter where they are located. This software tracks all comments in one central location. Overall, the Rough Cut provides everyone on the team with the opportunity to provide feedback.

We conduct the same process across the next two rounds of Post Production (Fine Cut and Final Cut). The Fine Cut incorporates all feedback based on the Rough Cut. It addresses any structural changes to the video and confirms the music selection and graphic treatments. The Fine Cut aims to finalize the content and focuses on executing minor changes. Once we have all Fine Cut feedback, we develop the Final Cut.

The Final Cut includes all color grading and sound design, as well as all the finishing touches that make the video pop. The Final Cut addresses all minor details and ensures the video is ready for distribution. After delivering each draft (Rough, Fine and Final) we schedule a review meeting where our Team meets with you to discuss all comments. These meetings ensure everyone is on the same page and that nothing is lost in translation, and your video exceeds expectations. As the phases progress, the multimedia pieces will require fewer feedback rounds and less engagement due to the detailed groundwork set throughout initial steps.

REAL TIME MEETING ACCOLADES



OUR APPROACH: SUMMARY

Our process streamlines feedback and mitigates risk for stakeholders and resources involved.



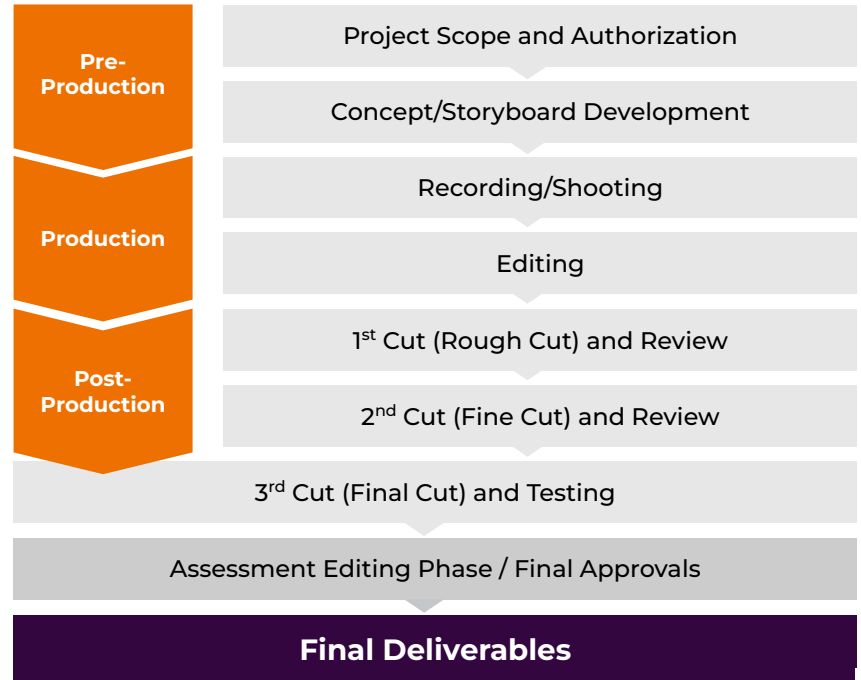
We will work with City of Fontana to establish detailed production timelines at the onset of each project. Our project management methodology outlines all tasks and milestones necessary to deliver on time, on budget, and exceed expectations.



As part of our process, we encourage involvement, review, and approval from key stakeholders during the early stages (scripting, storyboard development, technical and tactical direction, and editing). This reduces the amount of feedback required by the client in later stages and mitigates and potentially issues that may occur during assessments.



We use online collaborative tools to create real-time data and views of the whole video lifecycle for full transparency and trust with our clients. All files shared between key stakeholders are confidential and can be password protected for extra security.



An aerial photograph of a city at dusk or dawn. The sky is a mix of purple, blue, and orange. In the background, several mountain peaks are visible against the horizon. The city below is densely packed with buildings and streets, with some green spaces and trees scattered throughout. The overall tone is moody and atmospheric.

OPTION 1

One day of filming with a 2-person crew in person to capture organic interview content and original b-roll footage

PROJECT DETAILS: OPTION 1

<p>PRE-PRODUCTION</p> <ul style="list-style-type: none">• Conduct discovery meeting, pre-production planning and creative working sessions (as needed) to develop one (1) branded promotional video for the Fontana Mayor's Education Coalition (FMEC) Pathfinder Day• 522 will develop a Production Package for each video that includes finalized creative concept and mood board, sample storyboards, finalized scripts, AV scripts, interview questions, talent and location management, crew assignments, and final project schedule• Maintain contact with City of Fontana stakeholders throughout all phases of the project• Production Coordination	\$1,195.35
<p>PRODUCTION</p> <ul style="list-style-type: none">• Provide a 2-person production crew for one full day of production to capture interview content and b-roll with key stakeholders at designated business (assumes up to two within a short distance of each other)• Provide one 4k cameras, audio, mobile lighting equipment, and any other production gear (tripods, lenses, camera accessories, and other necessary grip equipment)<ul style="list-style-type: none">◦ <i>Please note that one full day is 10 hours, from arrival on set to departure</i>◦ <i>Includes reimbursable expenses for permits, props (as needed), insurance, craft services, parking, etc. at each filming location</i>• Media Management	\$4,858.20
<p>POST-PRODUCTION</p> <ul style="list-style-type: none">• Complete editing and develop three drafts for client review before the final video deliverables to include Rough Cuts, Fine Cuts, and Final Cuts before Final Deliverables<ul style="list-style-type: none">◦ Deliver one (1) up to 3-minute Promotional Video for Pathfinder Day - utilizing scripted narration or key stakeholder interviews, original b-roll and stock footage, client-provided assets (as available), simple transitions, dynamic text on screen and music◦ Deliver three (3) up to :20-second Social Media Cutdowns - utilizing content from the full length video as described above• Review video versions via online collaboration tool to collect all stakeholder feedback in one central location• Complete color correction, sound design, audio sweetening, and include third party background music (web distribution and paid media included with no Broadcast licensing allowed)	\$3,199.77
TOTAL	\$9,253.32

PROJECT EXECUTION DETAILS

Major Assumptions

- City of Fontana will provide a designated point of contact for the project who will coordinate all feedback during the lifecycle of the project
- City of Fontana will provide vector-based logos or other branding material (such as branding guidelines and stock) to incorporate in the video (if needed)
- City of Fontana will collaborate with 522 to finalize scripts (as needed) and interview questions for any of the videos. City of Fontana will provide draft video outlines, key messages, data, etc.
- City of Fontana will provide day of filming coordination and support of all key stakeholders. Assumes City of Fontana and 522 will manage talent and locations as outlined within the project to ensure smooth filming day.
- Videos will be distributed via web and internet with organic and paid media licensing included (no broadcast licensing is budgeted within this proposal)
 - *Paid media is defined as boosted, pre-roll, or paid sponsorships on a digital platform.*
- Proposal **valid through September 20th, 2024** - this ensures accuracy around pricing, equipment and resource availability
 - *Payment Schedule: 50% of each projects total price due upon signed agreement. 25% after Signed Production Package and Completed Production, and 25% at final video deliverable or each project.*
 - All payments are Net 15 days after invoice is sent.

An aerial photograph of a city at dusk or dawn. The sky is a mix of purple, blue, and orange. In the background, several mountain peaks are visible against the sky. The city below is densely packed with buildings and streets, with some green spaces and trees scattered throughout. The overall tone is moody and atmospheric.

OPTION 2

One day of filming with a 1-person crew in person to capture original b-roll footage only with remote interviews

PROJECT DETAILS: OPTION 2

<p>PRE-PRODUCTION</p> <ul style="list-style-type: none"> • Conduct discovery meeting, pre-production planning and creative working sessions (as needed) to develop one (1) branded promotional video for the Fontana Mayor's Education Coalition (FMEC) Pathfinder Day • 522 will develop a Production Package for each video that includes finalized creative concept and mood board, sample storyboards, finalized scripts, AV scripts, interview questions, talent and location management, crew assignments, and final project schedule • Maintain contact with City of Fontana stakeholders throughout all phases of the project • Production Coordination 	<p>\$1,111.75</p>
<p>PRODUCTION</p> <ul style="list-style-type: none"> • Provide a 1-person production crew for one full day of production to capture original b-roll only with key stakeholders at designated business (assumes up to two within a short distance of each other) • Provide a 2-person production crew to capture remote interviews from key business stakeholders and participating interns • Provide one 4k cameras, audio, mobile lighting equipment, and any other production gear (tripods, lenses, camera accessories, and other necessary grip equipment) <ul style="list-style-type: none"> ◦ <i>Please note that one full day is 10 hours, from arrival on set to departure</i> ◦ <i>Includes reimbursable expenses for permits, props (as needed), insurance, craft services, parking, etc. at each filming location</i> • Media Management 	<p>\$3,934.40</p>
<p>POST-PRODUCTION</p> <ul style="list-style-type: none"> • Complete editing and develop three drafts for client review before the final video deliverables to include Rough Cuts, Fine Cuts, and Final Cuts before Final Deliverables <ul style="list-style-type: none"> ◦ Deliver one (1) up to 3-minute Promotional Video for Pathfinder Day - utilizing scripted narration or key stakeholder remote interview audio, original b-roll and stock footage, client-provided assets (as available), dynamic text on screen and music ◦ Deliver three (3) up to :20-second Social Media Cutdowns - utilizing content from the full length video as described above • Review video versions via online collaboration tool to collect all stakeholder feedback in one central location • Complete color correction, sound design, audio sweetening, and include third party background music (web distribution and paid media included with no Broadcast licensing allowed) 	<p>\$3,150.27</p>
<p>TOTAL</p>	<p>\$8,196.42</p>

PROPOSED PROJECT SCHEDULE

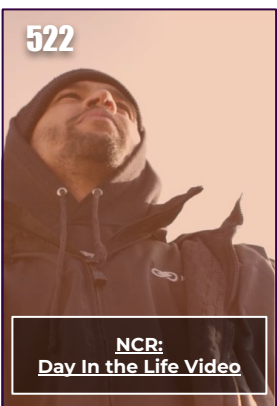
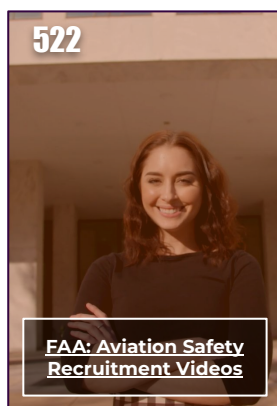
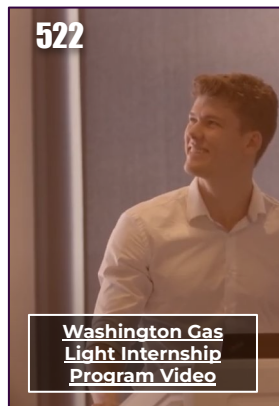
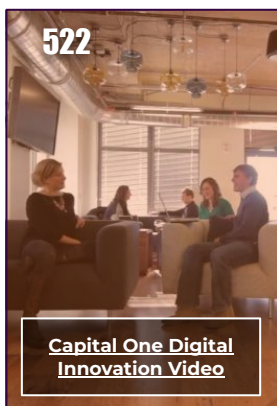
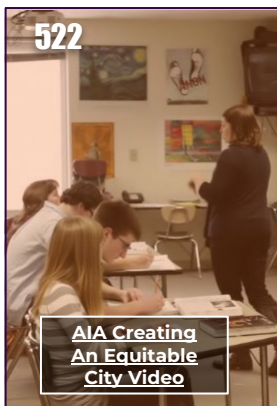
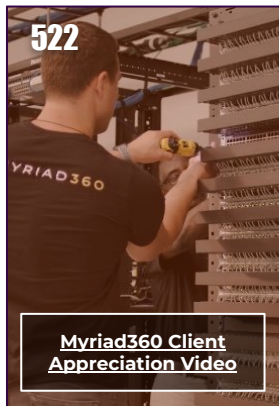
*** This is subject to change upon project initiation ***

PHASE	IN-PERSON PRODUCTION	PROPOSED SCHEDULE
Contract Award	Anticipated Award to Vendor and Conduct Discovery Meeting with key stakeholders	Week of 09/30/24
Pre-Production	Research and Development - Fontana and 522 to collaborate on creative design, interviewees, day of schedule, etc.	Week of 10/07/24
Pre-Production	Develop and Present Production Package to include final creative direction, high-level storyboards, final scripts, AV script, graphical design elements, and final project schedule <ul style="list-style-type: none"> Includes review period with client to ensure all storyline and key messages are full approved 	Week of 10/14/24 - 10/25/24
Production	522 to complete Production - one day on October 30, 2024	Week of 10/28/24
Post-Production	Develop & Deliver Rough Cuts <ul style="list-style-type: none"> Confirm Rough Cut Feedback and obtain all feedback in Frame.io for quality control Review meetings will be booked for feedback review between all key stakeholders 	Week of 11/11/24
Post-Production	Develop & Deliver Fine Cuts <ul style="list-style-type: none"> Confirm Fine Cut Feedback and obtain all feedback in Frame.io for quality control Review meetings will be booked for feedback review between all key stakeholders 	Week of 11/25/24
Post-Production	Develop & Deliver Final Cuts and Final Deliverables <ul style="list-style-type: none"> Confirm Final Cut Feedback and obtain all feedback in Frame.io for quality control Review meetings will be booked for feedback review between all key stakeholders Render final video files in high resolution 1080p and deliver Final Deliverables 	Week of 12/02/24

A dimly lit hospital room with a bed, chair, and window. The room is mostly in shadow, with a purple tint. A hospital bed is visible in the center, with a white chair in front of it. To the right, there is a large window with curtains. On the left wall, there are medical monitors and outlets. The floor is tiled and reflects some light.

PORTFOLIO SAMPLES

PORTFOLIO SAMPLES



The sampling of projects outlined have similar marketing approaches that include Documentary Style, Promotional, Brand Hype and Recruitment marketing content.

522 Productions partnered with these clients to supply various different levels of production and filming styles to achieve their overall marketing objectives. While these client samples are from a range of industry, the creative approach requirements are very similar to what City of Fontana is looking to achieve with the new Pathfinder Day Promotional Video and building excitement and ultimate recruitment for higher participation.

522 has a range of creative styles and can work collaboratively with City of Fontana key stakeholders to design fresh and relevant content.

Please [click](#) on each image to view the videos or video showcase.

Additional portfolio video content is also available on our [website](#).



#DELIGHTED CUSTOMERS

Federal / State / National NGOs / Local

SERVICE AGREEMENT

This Service Agreement ("Agreement") is entered into effective and as of the ____ day of _____, 2024 ("Effective Date") by and between 522 Productions, LLC ("Company") and City of Fontana (the "Client") (collectively the "Parties").

Recitals

Company specializes in video production services ("Services"). The goal of this Agreement is to (a) acknowledge the relationship between the Parties, (b) state payment terms and (c) to state insurance or indemnity requirements. Client warrants that it is contracting for services provided by Company and Client designates _____ as its "Designated Contact" (defined below) fully vested with the power to bind Client in all aspects of the Agreement, including, but not limited to, authorizing additional expenditures. Agreement

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth in this Agreement, the Parties agree as follows:

1. Relationship Between the Parties. Except as otherwise set forth in this Agreement, during the term of this Agreement, Company shall provide to Client such Services described in attached Proposal for use by the Client. The Proposal and all attachments to this Agreement shall be considered collectively to be the "Proposal." The Parties may, by written agreement, amend or modify the Proposal from time-to-time.

2. Obligations. During the term of this Agreement, Company will use good faith and reasonable efforts to supply Client with needed Services. Client agrees to purchase Services, as identified in the Proposal, from Company. In accordance with the terms of this Agreement, Company will provide Services to Client. Consistent with the terms of this Agreement, Client shall make timely payment to Company for Services satisfactorily provided.

3. Pricing, Specifications, Payments, and Related Terms.

3.1 - Pricing. See attached Proposal.

3.2 - Billing and Payments. Company will invoice Client periodically as described in the Proposal for all Services purchased by Client after Services are provided. Client will accept invoices at the following email address: _____. Client will pay Company the amounts due on each invoice upon receipt consistent with the Payment Schedule below.

3.3 - Payment Schedule and Terms. All payments are Net 15 days after invoice is sent. Payments are made to Company on two project milestone: "Signed Contract- 50% and Approval of Production Package 50%" If Client elects not to move forward with this Agreement at any point, Client understands that all amounts paid to Company up to that point are non-refundable unless otherwise agreed-upon in the Proposal, SOW, Scope Change and/or pre-approved by the Client. If Client fails to pay undisputed invoiced amounts per the terms of this Agreement, Company will have no obligation to continue its work under this Agreement. Unpaid undisputed invoices will be subject to the lesser of 1.5% monthly interest (18% per annum) or the lowest rate allowed by applicable law on such balance from the due date until paid.

3.4 - Production Schedule. Generally standard video projects shall take from eight (8) to twelve (12) weeks in length, but will vary according to the Proposal/SOW/RFP. Given the complexities in any video production project, Company cannot guarantee that the project will be completed within eight (8) to twelve (12) weeks. If either party to this Agreement experiences any issues that will require an adjustment to the foregoing project schedule, the impacted party (Company or Client) will notify the other as soon as reasonably possible to adjust the project schedule for a total period that will not exceed twenty six (26) weeks from the initial project start date without written approval.

3.5 - Client Cancellations. Client understands that cancelling a filming day with less than forty-eight hours (48) notice may increase the cost of the project. Client agrees that it may be invoiced for up to 50% of the identified labor costs and 100% of equipment costs outlined in the Proposal or SOW for any appointment cancelled by Client with less than forty-eight hours (48) notice to Company, provided that such cancellation is not the result of Company's action or failure to act on the project, in which case Company shall be liable for any incurred and non-cancelable costs.

3.6 - Deliverables. Client agrees to approve deliverables in a timely fashion. Approval will be demonstrated by Client signing and returning Company's approval letters which will accompany each deliverable. Client acknowledges that if the Client does not approve of deliverables within seven to ten (7-10) business days, the Production Schedule outlined above and described in the Proposal will be delayed. Such delay shall constitute a material breach as described in Section 6 of this Agreement and shall entitle Company to terminate the Agreement immediately upon sending notice to Client. The Production Package must be approved (signed) by Client before heading into the Production phase. Client understands and agrees to inform 522 Productions of all of Client's constructive feedback, edits, proposed edits, artistic desires or proposed corrections to the draft work product prior to signing/approving the Production Package. Client's signature indicates acceptance of the Production Package as-is, and Client understands there will be no further edits to the work product outside of minor corrections to be made at 522 Productions' sole discretion during the Production and Post-Production phases. Client further agrees to make payment on any and all outstanding balances upon commencement of the Production phase.

4. Artistic Decisions. Company will strive to make the video(s) referenced above in accordance with Client's directions as approved through the Production Package deliverables referenced above. If Client wishes to alter the script or other content after completion of approval of the Production Package,, Client understands that additional costs will be required and Client agrees to pay any such additional costs resulting from Client's modifications of the project(s).

5. Ownership of Final Cut and Raw Footage. Once Client has paid the total cost as outlined above, Client will become the owner of the Final Cut and raw footage. Client may use and publish the Final Cut without further consultation with Company. Company shall maintain the right to retain a copy of the Final Cut for use in demonstrations to its other current or prospective clients, as well as for use in industry exhibitions or competitions. Client may not re-license or re-use the music track separately from its inclusion in the Final Cut. Company will provide a copy of the raw footage for an additional fee, which includes the editing hours and hard drive associated with media transfer upon request by the Client at project completion. Company reserves the right to maintain a copy of the raw footage. In the event that the raw footage is destroyed after delivery of the Final Cut to the Client, Company shall not be held liable for such destruction, no matter what caused the destruction of the raw footage. Subject to the terms and conditions of this Agreement, Company grants Client a right and license to use the Services implemented solely for Client's business purposes. Company bears no legal responsibility for, and Client specifically indemnifies Company against, any copyright or licensing infringement actions from third parties resulting from Client publicly posting or using Company services beyond the scope of licensed activities under this Agreement.

6. Content and Attributes. Company reserves the right (upon written consent from Client and after product has been made public) to share client related work in any manner, in whole or in part, and for any purpose in any and in any and all media, including and without limitation, on Company websites and platforms, social media, any advertising materials, publications, marketing materials, and/or presentations, and in any and all other media.

7. Termination. Subject to earlier termination as set forth below, the initial term of this Agreement (the "Initial Term") begins on the Effective Date, as set forth above, and will end on the last day of the twelfth (12th) calendar month following the Effective Date (the "Initial Term End Date"). Subject to earlier termination as set forth below, following the Initial Term End Date, the term of this Agreement will be automatically extended for successive terms, consisting of twelve (12) months each (the "Extension Terms"), unless either Client or Company gives the other party written notice of an election not to extend the term of this Agreement beyond the Initial Term End Date, or beyond an Extension Term, at least sixty (60) calendar days before the end of the then-current term.

8. Early Termination by Client. Client may terminate this Agreement upon written notice to Company if Company fails to cure any material default by Company under this Agreement within thirty (30) calendar days after Client gives Company written notice of the default.
9. Early Termination by Company. Company may terminate this Agreement upon written notice to Client if Client fails to cure any material default by Client under this Agreement within thirty (30) calendar days after Company gives Client written notice of the default. Failure of Client to timely authorize Company to initiate each new phase of production as outlined in the Section 3 of this Agreement shall constitute of a breach of contract, and such breach shall entitle Company to immediately terminate this Agreement upon sending written notice to Client.
10. Immediate Termination. Either party may terminate this Agreement immediately upon written notice to the other party if (i) a petition for relief in bankruptcy is filed by or against the other party with the United States Bankruptcy Court without a dismissal of the petition within thirty (30) calendar days after the filing; (ii) a petition for relief is filed by or against the other party under any reorganization, arrangement, composition, readjustment, liquidation, or dissolution statute, law, or regulation providing for such relief, or any similar such relief, without a dismissal of the petition within thirty (30) calendar days after the filing; or (iii) for a material breach of this Agreement.
11. Payments on Termination. Upon termination of this Agreement, Client will immediately pay Company all amounts owed to Company as of the date of the termination. Upon termination of this Agreement, the respective obligations of the parties under this Agreement will be of no further force and effect.
12. Confidentiality. It is acknowledged that in connection with this Agreement, each party (the "Providing Party") will be providing the other (the "Receiving Party") with, or the Receiving Party will be given access to, written and other materials and proprietary information that is confidential to Providing Party. For purposes hereof, such materials and information will be referred to as "Protected Information," and will mean and include all written or other confidential or proprietary information of Providing Party that Receiving Party may be provided with, apprised of, observe, or gain knowledge about, including but not limited to, all originals, drafts, copies, or reproductions (irrespective of the form) of any and all plans, technical information, processes, know-how, trade secrets, patent applications, data (technical and non-technical), formulas, patterns, compilations (including compilations of customer information), programs (including models), devices, methods (including design methods), techniques, drawings (including equipment drawings), financial information (including sales forecasts), pricing, lists of actual or potential customers or suppliers (including identifying information about those customers), business contacts and lists, marketing channels, operational information, planning or strategy information, research and development information, information about existing and future services, information about personnel matters, and other proprietary information, intellectual property, patents, trade secrets, or "know how" related in any manner to the Services or the business operations of Providing Party, whether or not marked or stamped "Confidential," "Proprietary," "Do Not Disclose," or with a similar term or terms. Receiving Party will maintain the Protected Information in utmost confidence, and will not, without the prior written consent of Providing Party, disclose, furnish, or divulge the Protected Information, in whole or in part, to any person, firm, corporation, or entity of any nature, other than Providing Party or its representatives. Further, at no time that this Agreement remains in effect or at any time thereafter will Receiving Party, individually or jointly with others, for the benefit of Receiving Party or any third party, publish, disclose, use, or authorize anyone else to publish, disclose, or use, any of Providing Party's Protected Information, without in each instance first obtaining the prior written consent of Providing Party. Upon termination of this Agreement for any reason, or at any other time upon Providing Party's request, Receiving Party will forthwith (i) deliver to Providing Party (without retaining copies thereof) any and all writings and other property in Receiving Party's possession or control relating to or containing Protected Information, and (ii) destroy all documents, memoranda, notes, and other writings whatsoever prepared by Receiving Party based on any of the Protected Information, and in such case, Receiving Party's obligations of confidentiality contained herein will remain in effect for the maximum period allowed by law.
13. Injunctive Relief. Receiving Party acknowledges and agrees that any unauthorized disclosure will constitute a material breach of duty owed to Providing Party, and that in the event of a breach of this Agreement by Receiving Party, Providing Party's right to seek recourse against Receiving Party will include, without limitation thereto, the right to obtain injunctive relief.

14. Indemnification or Insurance.

14.1 - By Company. Company will indemnify, defend, and hold Client and its members, owners, officers, directors, employees, and agents and their respective successors and assigns harmless from and against all damages actually suffered, incurred, or realized by Client caused by, arising out of, or resulting from: (i) any misrepresentation, breach of warranty, or breach or default of any covenant or agreement made or undertaken by Company in this Agreement; and (ii) injuries or damages of whatsoever kind, or by whosoever caused, to any person or entity or the property of any person or entity caused by, arising out of, or resulting from Company's sale or other use of any of the Services, or activities undertaken by Company in connection with this Agreement, except for injuries or damages that are proved to have been directly caused by or resulting from a breach by Client.

14.2 - By Client. Client will indemnify, defend, and hold Company and its members, owners, officers, directors, employees, and agents and their respective successors and assigns harmless from and against all damages actually suffered, incurred, or realized by Company caused by, arising out of, or resulting from: (i) any misrepresentation, breach of warranty, or breach or default of any covenant or agreement made or undertaken by Client in this Agreement; and (ii) injuries or damages to any person or entity or the property of any person or entity, but only to the extent that the injuries or damages are proved to have been directly caused by or resulting from gross negligence or intentional torts by Company. These obligations will survive the termination of this Agreement.

14.3 - Definition of Damages. For purposes of this Agreement, "damages" means any and all liabilities, losses, damages, demands, assessments, claims, costs and expenses, whether known or unknown, now existing or hereafter arising, contingent or liquidated, including interest, awards, judgments, penalties, settlements, fines, costs of remediation, diminutions in value, costs and expenses incurred in connection with investigating and defending any claims or causes of action, including, without limitation, attorneys' fees and expenses and all fees and expenses of consultants and other professionals. Notwithstanding the foregoing, however, the term "damages" will not include, and neither party will be obligated to pay or indemnify the other party for, damages that are unforeseeable, speculative, or consequential.

15. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia. Mindful of the high cost of litigation, not only in dollars, but also in time and energy, the Parties shall participate in binding arbitration administered by Judicial Arbitration and Mediation Services ("JAMS") in the event any controversy or dispute should arise out of, or relating to this Agreement or relating to any changes or addendums to this Agreement. Such arbitration shall take place in the Commonwealth of Virginia before a single arbitrator. The Parties agree to be bound by the determination made in arbitration, including but, not limited to, reimbursement for attorney's or other legal fees associated with the dispute. The Parties further hereby knowingly and expressly waive any and all rights to have any dispute concerning this Agreement adjudicated in a court of law or in an administrative proceeding. Arbitrator(s) shall make the final determination on any Agreement-related dispute.

16. Notices and Authority to Bind. All notices, demands, or other communications to be given or delivered under or by reason of the provisions of this Agreement will be in writing and will be deemed to have been given when delivered personally to the recipient, or when sent to the recipient by fax (receipt confirmed), or by email (receipt confirmed) to the Parties' representative as set forth below. The Parties also warrant that the individuals listed below ("Designated Contacts") are duly authorized agents of the Client and Company and that each Designated Contact is fully vested with the power to bind her/his respective party in all aspects of the Agreement, including, but not limited to, authorizing additional expenditures.

17. Assignment. Neither this Agreement nor any right, interest, or obligation hereunder may be assigned or assignable by either party in whole or in part without the prior written consent of the other party.

18. Force Majeure. Neither party will be responsible for failure or delay due to causes beyond its control in performing under this Agreement, except for the obligation of a party to make payments hereunder. These causes will include, but not be restricted to, fire, storm, flood, earthquake, explosion, accident, acts of any public enemy, war, rebellion, insurrection, sabotage, terrorism, epidemic, quarantine restrictions, transportation embargoes, or failures or delay in transportation, fuel or energy shortages, power interruptions or failures, acts of God, acts, rules, regulations, orders or directives of any government or political subdivision, agency or instrumentality thereof, or the order of any court, regulatory, or arbitral body of competent jurisdiction. The non-performing party will give prompt written notice to the other party of the reason for its failure or inability to perform and the extent and expected duration of its inability to perform. Upon cessation of such situation, the non-performing party will resume performance hereunder.

19. Severability. If any part of this Agreement is held to be indefinite, invalid, or otherwise unenforceable, the rest of the Agreement will continue in full force.

20. Binding Effect. This Agreement is binding on the Parties and their heirs, successors, and assigns.

21. Counterparts. This Agreement may be executed in multiple counterparts, each of which is considered an original, and all of which, together, will constitute one and the same agreement.

22. Exhibits. All exhibits and schedules attached to this Agreement are fully incorporated into this Agreement. y the other party.

23. Entire Agreement; Amendments. This Agreement and the schedule(s) attached hereto, as well as any future writing from Client's Designated Contact or authorized agent ordering Company to make a modification to the Production or an increase to the services requested under this Agreement shall be incorporated into this Agreement to constitute the final expression of agreement between the Parties with respect to the subject matter hereof, and is a complete and exclusive statement of the terms and conditions of their relationship, and there are no other agreements or understandings, written or oral, between the parties with respect thereto. This Agreement supersedes all previous negotiations, discussions, and commitments with respect to the subject matter hereof. The Parties agree that the terms of this Agreement will exclusively control the terms and conditions under which Company will supply Services to Client and further agree that no purchase order, order form, invoice, or other document issued prior or subsequent to the date of this Agreement will be deemed to supplement, modify, or amend the terms and conditions hereof unless the document is signed by both parties and expressly and unambiguously indicates that it is an amendment of this Agreement. This Agreement may be amended only by a written instrument duly executed by the parties, and any condition to a party's obligation hereunder may only be waived in writing b

24. Waiver. A party's waiver of enforcement of any of this Agreement's terms or conditions will be effective only if in writing. A party's specific waiver will not constitute a waiver by that party of any earlier, concurrent, or later breach or default.

25. No Third Party Beneficiaries. This Agreement will not confer any rights or remedies on any person other than Supplier and Company and their respective successors and permitted assigns.

26. No Agency or Partnership. Nothing contained in this Agreement will be deemed or construed to create a relationship of principal and agent or of partnership or of joint venture or of any association whatsoever between or among the Parties.

SIGNATURE

SIGNATURE

DATE SIGNED

DATE SIGNED

NAME OF CLIENT REPRESENTATIVE

NAME OF 522 REPRESENTATIVE

TITLE

TITLE

ON BEHALF OF _____

ON BEHALF OF 522 PRODUCTIONS, LLC

522

WHERE SHIFT HAPPENS

522productions.com/our-work/
522productions.com/government/

Prepared By: Alisa Vossen
avossen@522productions.com
Cell: 703.582.1684



SPONSORSHIP AGREEMENT

This Sponsorship Contract ("Agreement") is made and entered into as of August 26, 2024, by and between: Fontana Community Foundation, a non-profit corporation at 8353 Sierra Avenue, Fontana, CA 92336 ("Beneficiary") and US Bank, a California Corporation ("Sponsor").

Witnesseth:

WHEREAS, Sponsor desires to sponsor Fontana Business Summit Lunch Sponsor organized by Fontana Community Foundation– Economic Development Department and

WHEREAS, US Bank desires to provide sponsorship for the Fontana Business Summit in accordance with the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. **Sponsorship Fee:** US Bank agrees to pay Sponsor a sponsorship fee of **\$2,500** (the "Fee"). The Fee shall be payable directly to Fontana Community Foundation. .

2. **Sponsorship Benefits:** In consideration of the Fee, Beneficiary agrees to provide US Bank with the following benefits include:

- Opportunity for company executive to do 5-10 introduction prior to lunch.
- (1) 6ft table and 2 chairs provided at Business Expo
- Company logo, hyperlink & 75-word company bio on event website
- Company logo displayed in brochure, email marketing, onsite documentation, and slide show during conference.
- Official recognition by during event opening and closing remarks.
- (3) conference passes included
- Submit a video, white paper, past presentation/webinar etc. and we will promote it on our website.
- A customized Business Summit email will be created to announce your sponsorship to aid you in your own marketing efforts to your own clients and prospects.
- Attendee list will be given out 1 week after conference.

3. **Term and Termination:** This Agreement shall commence on date of contract signing and shall continue until the conclusion of the Event on September 17, 2024. This Agreement may not be terminated by either party once contract signing is commenced.

4. **Representations and Warranties:** Each party represents and warrants that it has the full power and authority to enter into this Agreement and perform its obligations hereunder.



SPONSORSHIP AGREEMENT

5. **Indemnification:** US Bank agrees to indemnify and hold harmless Beneficiary from any and all claims, losses, damages, liabilities, costs, and expenses (including reasonable attorneys' fees) arising out of or in connection with County of San Bernardino - Economic Development Department's sponsorship of the Event.

6. **Limitation of Liability:** Sponsor's liability hereunder shall be limited to the Fee actually paid by County of San Bernardino - Economic Development Department.

7. **Entire Agreement:** This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior or contemporaneous communications, representations, or agreements.

8. **Governing Law:** This Agreement shall be governed by and construed in accordance with the laws of the State of California.



SPONSORSHIP AGREEMENT

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

CITY OF FONTANA

Dated: _____

By: _____

Name: Matthew C. Ballantyne

Its: City Manager

APPROVED AS TO FORM:

Best, Best & Krieger

By: _____

SPONSOR:

US Bank

Dated: 09/16/24

By: *Heli Castaneda*

Name: Heli Castaneda

Its: Vice President | Business Access Advisor



City of Fontana

8353 Sierra Avenue
Fontana, CA 92335

Action Report

Community Foundation

File #: 21-3347

Agenda #: A.

Agenda Date: 10/22/2024

Category: New Business

FROM:

Finance

SUBJECT:

Fiscal Year 2024-25 First Quarter Budget Status Report - Fontana Community Foundation

RECOMMENDATION:

Approve the recommended Fiscal Year 2024-25 First Quarter Budget adjustments.

COUNCIL GOALS:

- 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.

DISCUSSION:

The Fontana Community Foundation was created on April 27, 2005, by Foundation Resolution 2005 - 01. The Foundation is a separate legal entity of the City and is governed by California State Law. The Foundation is legally chartered as a Section 501(c)(3) non-profit organization within the Internal Revenue Code. The Foundation oversees the actions of unincorporated divisions such as the Fontana Library Foundation Division within the City structure.

It is the mission of the Fontana Community Foundation to lessen the burdens of government by aiding and assisting in the implementation, improvements, and maintenance of public services that preserve and promote the health and welfare and education of local citizenry of the City of Fontana.

The current 2024-25 Foundation Operating Budget includes total uses (expenditures and transfers out) of \$6,620 and no budgeted sources (revenues and transfers in).

The First Quarter budget recommendations are to:

- Increase revenues and appropriations by \$2,500 for the business summit sponsorships received.
- Increase appropriations by \$10,387 for Tomorrow's Talent contract.

FISCAL IMPACT:

The fiscal impact associated with the approval of this item is an increase in revenues of \$2,500 and an increase in appropriations of \$12,878, as detailed in the First Quarter Budget Status Report and supporting schedules.

MOTION:

Approve staff recommendation.

Fontana Community Foundation
Unreserved Fund Balance
Fiscal Year 2024/2025

	Unaudited Fund Balance July 1, 2023	Budget							Net Proposed Adjustments	Estimated Fund Balance June 30, 2024
		Revenues	Transfers In	Expenditures	Transfers Out	Available				
299 COMMUNITY FOUNDATION	\$ 478,998	\$ -	\$ -	\$ (6,620)	\$ -	\$ 472,378	\$ (10,378)	\$ 462,000		
TOTAL ALL FUNDS	\$ 478,998	\$ -	\$ -	\$ (6,620)	\$ -	\$ 472,378	\$ (10,378)	\$ 462,000		

Fontana Community Foundation
Recommended Adjustments
Fiscal Year 2024/2025

Fund	Organization Project #	Dept	Organization/Project Discription	Object	Object Description	Appropriations	Revenues	Transfers In	Transfers Out	FB Impact	Reason
299 Community Foundation						12,878	2,500	-	-	(10,378)	
29910200		CA	Community Foundation	6425	Donations		2,500			2,500	} Increase revenues and appropriations for sponsorships received
29910200		CA	Community Foundation	8130	Other Professional Svcs	2,500				(2,500)	
29910200		CA	Community Foundation	8130	Other Professional Svcs	10,378				(10,378)	Increase appropriations for Tomorrow's Talent contract CC Approved 7/31/24 File #: 21-3129
Total Fontana Community Foundation Transfers								0	0		