

# City of Fontana

8353 Sierra Avenue  
Fontana, CA 92335



## Minutes

**Tuesday, July 22, 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, July 22, 2025.

Vice-President Roberts called the meeting to order at 2:02 p.m.

## **ROLL CALL:**

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

City Treasurer Koehler-Brooks and District Secretary Key was also in attendance.

**ABSENT:** President Cothran

## **PUBLIC COMMUNICATIONS:**

### **A. Public Communications**

No public communications were received.

## **CONSENT CALENDAR:**

**ACTION:** Motion was made by Commissioner Garcia, seconded by Vice-President Roberts, and passed unanimously by a vote of 4-0 to approve Consent Calendar Item "A." The motion carried by the following vote: **AYES:** Warren, Garcia, Roberts, and Sandoval; **NOES:** None; **ABSTAIN:** None; **ABSENT:** Cothran

### **A. Approval of Minutes 25-0425**

Approve the minutes of the June 24, 2025, Fire Protection District Meeting.

## **NEW BUSINESS:**

### **A. Fiscal Year 2024-25 Fourth Quarter Budget Status Report - 25-0374 Fontana Fire Protection District**

Approve the recommended Fontana Fire Protection District Fiscal Year 2024-25 Fourth Quarter Budget adjustments.

Chief Financial Officer Jessica Brown provided the staff report.

**ACTION:** Motion was made by Board Member Sandoval, seconded by Vice-President Roberts, and passed unanimously by a vote of 4-0 to approve New Business Item "A." The motion carried by the following vote: AYES: Warren, Garcia, Roberts, and Sandoval; NOES: None; ABSTAIN: None; ABSENT: Cothran

## **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 4:36 p.m.

*Phillip Cothran*

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Phillip Cothran  
District President

THE FOREGOING MINUTES WERE ADOPTED AND APPROVED BY THE FONTANA FIRE PROTECTION DISTRICT ON OCTOBER 28, 2025.

*Germaine Key*

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Germaine Key  
District Secretary

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pwcothran@fontanaca.gov

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Germaine Key

gkey@fontanaca.gov

City Clerk

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## In Person Signer Events

## Signature

## Timestamp

## Editor Delivery Events

## Status

## Timestamp

## Agent Delivery Events

## Status

## Timestamp

## Intermediary Delivery Events

## Status

## Timestamp

## Certified Delivery Events

## Status

## Timestamp

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## Status

## Timestamp

Kathy Kasinger

kkasinger@fontanaca.gov

Records Coordinator

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Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent

Hashed/Encrypted

10/28/2025 | 05:48 PM

Certified Delivered

Security Checked

10/29/2025 | 03:21 PM

Signing Complete

Security Checked

10/29/2025 | 03:22 PM

Completed

Security Checked

11/10/2025 | 04:57 PM

Payment Events

Status

Timestamps

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|                            |                                                                                                                                                                                           |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Operating Systems:         | Windows2000? or WindowsXP?                                                                                                                                                                |
| Browsers (for SENDERS):    | Internet Explorer 6.0? or above                                                                                                                                                           |
| Browsers (for SIGNERS):    | Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)                                                                                                                      |
| Email:                     | Access to a valid email account                                                                                                                                                           |
| Screen Resolution:         | 800 x 600 minimum                                                                                                                                                                         |
| Enabled Security Settings: | <ul style="list-style-type: none"><li>•Allow per session cookies</li><li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li></ul> |

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