

City of Fontana

8353 Sierra Avenue
Fontana, CA 92335



Regular Agenda

Next Reso. FFD 2025-003

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

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 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 they are voted on, unless a member requests a specific item be removed from the Consent Calendar for discussion.

A. Approval of Minutes

[25-0425](#)

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

Attachments: [Attachment No. 1- Fire Protection District Meeting Minutes 06-24-2025.pdf](#)

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.

Attachments: [Attachment No. 1- FY24-25 Fourth Quarter Budget Status Report - Fontana Fire District.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 Fire Protection District 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

Fire Protection District

File #: 25-0425

Agenda #: A.

Agenda Date: 7/22/2025

Category: Consent Calendar

FROM:

City Clerk

SUBJECT:

Approval of Minutes

RECOMMENDATION:

Approve the minutes of the June 24, 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 June 24, 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, June 24, 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, June 24, 2025.

President Cothran called the meeting to order at 2:11 p.m.

ROLL CALL:

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

District Secretary Key was also in attendance.

ABSENT: City Treasurer Koehler-Brooks

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-B." The motion carried by the following vote: **AYES:** Warren, Garcia, Cothran, Roberts, and Sandoval; **NOES:** None; **ABSTAIN:** None; **ABSENT:** None

A. Approval of Minutes 25-0345

Approve the minutes of the June 10, 2025, Fire Protection District Meeting.

B. Amendment No. 10 to the San Bernardino County Fire Protection District Agreement 18-354 for Fire Protection and Emergency Medical Services for Fiscal Year 2025-26 in the amount not to exceed \$45,758,841. 25-0324

Approve Amendment No. 10 to San Bernardino County Fire Protection District Agreement 18-354 for Fire Protection and Emergency Medical Services for Fiscal Year 2025-26 in the amount of \$45,758,841.

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 3:18 p.m.

Phillip Cothran
District President

THE FOREGOING MINUTES WERE ADOPTED AND APPROVED BY THE FONTANA FIRE PROTECTION DISTRICT ON JULY 22, 2025.

Germaine Key
District Secretary



City of Fontana

8353 Sierra Avenue
Fontana, CA 92335

Action Report

Fire Protection District

File #: 25-0374

Agenda #: A.

Agenda Date: 7/22/2025

Category: New Business

FROM:

Finance

SUBJECT:

Fiscal Year 2024-25 Fourth Quarter Budget Status Report - Fontana Fire Protection District

RECOMMENDATION:

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

COUNCIL GOALS:

- Improve public safety by increasing operational efficiency, visibility and availability.
- 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 (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 2024-25 operating budget includes total sources (revenues and transfers in) of \$79.5 million and total uses (expenditures and transfers out) of \$121.1 million. The recommended budget includes an increase to total sources of \$357,613 for a total of \$79.8 million and an increase in total uses of \$896,112 for a total of \$122.0 million.

The Fourth Quarter Budget Report increases uses in the District operating budget, Fund 210 primarily due to an increase in current year transfers of \$357,613 to Fund 610 for the City Hall Phase 1 - Fire Annex project. In Capital Projects, Fund 610, includes an increase in appropriations of \$560,913 primarily related to the City Hall Phase 1 - Fire Annex project.

FISCAL IMPACT:

The fiscal impact associated with the approval of this item is an increase in total uses of \$896,112 and an increase in total sources of \$357,613 resulting in a net fund balance decrease of \$538,499 million. Recommended changes are detailed in the attached report.

MOTION:

Approve staff recommendation.

Fontana Fire Protection District

Unreserved Fund Balance

Fiscal Year 2024/2025

	Unaudited Fund Balance July 1, 2024	Budget					Net Proposed Adjustments	Estimated Fund Balance June 30, 2025	
		Revenues	Transfers In	Expenditures	Transfers Out	Available			
Special Revenue Funds:									
210 Fontana Fire District	\$ 26,047,203	\$ 73,058,159	\$ -	\$ (71,750,398)	\$ (5,224,151)	\$ 22,130,813	\$ (335,199)	\$ 21,795,614	
211 FFD - CFD 2002-2	4,909,374	235,000	0	(299,502)	0	4,844,872	-	4,844,872	
310 Fire District Funds	0	0	0	0	0	0	-	0	
Total Special Revenue Funds	\$ 30,956,577	\$ 73,293,159	\$ -	\$ (72,049,900)	\$ (5,224,151)	\$ 26,975,685	\$ (335,199)	\$ 26,640,486	
Capital Project Funds:									
610 Fire Capital Project	\$ 37,877,526	\$ 974,130	\$ 5,224,150	\$ (43,872,506)	\$ -	\$ 203,300	\$ (203,300)	\$ -	
Total Capital Project Funds	\$ 37,877,526	\$ 974,130	\$ 5,224,150	\$ (43,872,506)	\$ -	\$ 203,300	\$ (203,300)	\$ -	
TOTAL ALL FUNDS	\$ 68,834,103	\$ 74,267,289	\$ 5,224,150	\$ (115,922,406)	\$ (5,224,151)	\$ 27,178,985	\$ (538,499)	\$ 26,640,486	

Fourth Quarter Budget Status Report - 2024/2025

City of Fontana

July 22, 2025

Fontana Fire Protection District

Recommended Adjustments

Fiscal Year 2024/2025

Fund	Organization Project #	Dept	Organization/Project Description	Object	Object Description	Appropriations	Revenues	Transfers In	Transfers Out	FB Impact	Reason
210 Fontana Fire District						(22,414)	-	-	357,613	(335,199)	
	21050000	FD	Fire District Administration	8740	Contribution To City	(22,414)				22,414	Decrease contribution for Red Cross receipts to date
	21050000	FD	Fire District Administration	8790	Operating Transfer Out				357,613	(357,613)	Xfer to Fund #610 and increase appropriations for City Hall Phase 1
610 Fire Capital Projects						560,913	-	357,613	-	(203,300)	
	61050000	FD	Fire Capital Proj	6900	Operating Transfers In			357,613		357,613	}
	37600011-610-A	PW&E	City Hall Renovation Phase 1	8318	Office Equip Furn & Fix	10,000				(10,000)	}
	37600011-610-A	PW&E	City Hall Renovation Phase 1	8329	Other Construction	190,000				(190,000)	} Xfer from Fund #210 and increase appropriations for City Hall Phase 1 costs
	37600011-610-A	PW&E	City Hall Renovation Phase 1	8394	Computers & AV Equip.	363,000				(363,000)	}
	37603384-610-A	PW&E	FS 78 Citrus/Chase TS	8113	Design/Architect Service	(2,087)				2,087	Project complete, return remaining funds to FB
Total Fontana Fire Protection District Transfers								357,613	357,613		