

# **City of Fontana**

*8353 Sierra Avenue  
Fontana, CA 92335*



## **Minutes**

**Tuesday, May 27, 2025**

**2:00 PM**

**Grover W. Taylor Council Chambers**

## **City Council Meeting**

*Acquanetta Warren - Mayor  
Peter A. Garcia - Mayor Pro Tem  
John B. Roberts - Council Member  
Jesus "Jesse" Sandoval - Council Member  
Phillip Cothran - Council Member  
Germaine Key - City Clerk  
Janet Koehler-Brooks, City Treasurer*

## **WORKSHOP:**

### **A. 12:00 P.M. City Council Workshop**

The Workshop of the Fontana City Council was held on Tuesday, May 27, 2025, in the Grover W. Taylor Council Chambers, 8353 Sierra Avenue, Fontana, CA 92335. Mayor Pro Tem Garcia called the Workshop to order at 12:02 p.m. with all members of the City Council present except Mayor Warren who arrived at 12:10 p.m.

City Clerk Germaine Key and City Treasurer Janet Koehler-Brooks were also in attendance.

### **A. FY 25-27 Budget Review**

Chief Financial Officer Jessica Brown presented the staff report.

Department heads provided overviews of their respective budgets for Fiscal Years 2025–2027.

Mayor Warren expressed appreciation to Chief Financial Officer Brown for her presentation and thanked staff for their contributions and updates.

City Manager Matthew Ballantyne noted that 50% of Measure T revenue is designated for Capital Improvement Projects and expressed gratitude to the community for their continued support of Measure T.

The Workshop was adjourned at 1:12 p.m.

## **PUBLIC COMMUNICATION - CLOSED SESSION:**

There were no public communications received for the following items:

1. CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO GOVERNMENT CODE SECTION 54957.6 City Negotiator: John Bakhit, Labor Counsel and Matt Ballantyne, City Manager. Employee Organization(s): Police Officers Association.

## **CALL TO ORDER/ROLL CALL:**

### **A. 2:00 P.M. Call To Order/Roll Call:**

The Regular Meeting of the Fontana City Council was held in the Grover W. Taylor Council Chambers, 8353 Sierra Avenue, Fontana, CA 92335, on Tuesday, May 27, 2025.

Mayor Warren called the Regular City Council Meeting to order at 2:04 p.m.

## **ROLL CALL:**

**PRESENT:** Mayor Warren, Mayor Pro Tem Garcia, Council Members Cothran, Roberts, and Sandoval.

City Treasurer Janet Koehler-Brooks and City Clerk Germaine Key were also present.

**ABSENT:** None

## **INVOCATION/PLEDGE OF ALLEGIANCE:**

### **A. Invocation/Pledge of Allegiance:**

The invocation was given by Council Member Roberts, followed by the pledge of allegiance led by Council Member Cothran.

## **CLOSED SESSION ANNOUNCEMENT:**

City Attorney Ruben Duran reported that the City Council met in Closed Session on the items listed on the agenda, provided direction to staff, and took no reportable action.

## **SPECIAL PRESENTATIONS:**

### **A. Special Presentations**

#### **1. Mayor Warren and City Council to introduce new Parks, Community and Human Services Commissioners.**

Mayor Warren formally introduced and administered the oath of office to the newly appointed Parks, Community and Human Services Commissioners: Chairperson Armando Valles, Vice-Chair Faye Glass, Secretary Benjamin Alba, and Commissioners Ana Ordonez and Gilbert Roldan.

#### **2. Mayor Warren and City Council to recognize, Corporal David Campa, Officers Daniel Oliver, Holden Sparrow, Ryan Ruff, Imaad Sally, Israel Matos, Sophia Stracner, Anthony Martinez, Cody Chick, Joshua Carreon, Mario Martinez, Alex Chuy, Brandon Whobrey, Khyra Radford and Christopher Drayer, and Animal Services Officer Ashley Cockroft as April 2025 Employees of the Month (Captain Burton to present).**

Mayor Warren and the City Council recognized, Corporal David Campa, Officers Daniel Oliver, Holden Sparrow, Ryan Ruff, Imaad Sally, Israel Matos, Sophia Stracner, Anthony Martinez, Cody Chick, Joshua Carreon, Mario Martinez, Alex Chuy, Brandon Whobrey, Khyra Radford and Christopher Drayer, and Animal Services Officer Ashley Cockroft as April 2025 Employees of the Month.

## **PUBLIC COMMUNICATIONS:**

The following individuals spoke under public communications:

Pastor Mitch Barber of Fontana Community Church expressed gratitude to the Mayor and City Council for their support of National Day of Prayer and extended an invitation to attend the Church's Centennial Celebration on July 27.

## **CONSENT CALENDAR:**

Prior to the motion, the following occurred:

- Item H:

Council Member Cothran announced that he would be recusing himself from voting on the Miss Fontana Organization's application, as he receives income from the organization.

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

**A. Approval of Minutes** **25-0264**

Approve the minutes of the May 13, 2025, Regular City Council Meeting.

**B. Adoption of Ordinance No. 1969 on Second Reading, Establishing Entertainment Center Overlay District and other Zoning and Development Code Amendments.** **25-0265**

Adopt **Ordinance No. 1969** on Second Reading, approving Master Case No. 25-0011 and Municipal Code Amendment No. 25-001 to establish a new entertainment center overlay district with three (3) Entertainment Center planning areas with land use restrictions and requirements; revisions to the land use tables in Form Based Code (FBC) Downtown Gateway, Sierra Gateway, Route 66 Gateway and Valley Gateway) and Commercial Zoning Districts for parcels that have frontage along Foothill Boulevard between Illex Street to Maple Avenue and Along Sierra Avenue from I-10 to Randall Avenue, revise the permit requirements for farmers markets from minor use permit to temporary use permit; revise the nonconforming provisions to allow for expansions for up to 50 percent along with an extension of a discontinued nonconforming use up to twenty-four months for repairs, remodels, and expansions; and include a requirement for the installation of Route 66 signage for certain properties along Foothill Boulevard for projects that undergoing a Design Review or an Administrative Site Plan, pursuant to the certified General Plan Environmental Impact Report (State Clearinghouse (SCH) No. 2016021099) and Public Resources Code Section 21083.3.

**C. 2025-2026 Statement of Investment Policy 25-0082**  
Adopt the City of Fontana Statement of Investment Policy for Fiscal Year 2025-2026.

**D. Award a Task Order for Geotechnical Engineering and Materials 25-0190 Testing Services for the 2024-2025 programmed Citywide Pavement Rehabilitation Projects (Request for Proposals DE-24-195-SQ-02)**  
1. Award and authorize the City Manager to execute a Task Order in the amount of \$136,850.00 with Geocon West, Inc. for the 2024-2025 programmed Citywide Pavement Rehabilitation Projects (Request for Proposals DE-24-195-SQ-02).  
2. Approve and authorize the City Manager to execute any future amendments to the Task Order in the amount not to exceed \$30,000.

**E. Approval to Purchase a Mulch Blower and Trailer to Support 25-0200 SB 1383 Procurement Requirements**  
1. Authorize the Purchasing Division to procure a mulch blower and trailer utilizing the Purchasing Policy and Procedure Manual 3.1.5 Non-Competitive Proposal - Purchase by Another Agency.  
2. Authorize to use the Sourcewell contract #070821-FNN to purchase the Finn mulch blower and trailer from authorized dealer Clairemont Equipment, Fontana, CA in the amount of \$154,874.34 plus applicable sales tax.

**F. Final Acceptance of the Active Transportation Program (ATP) 25-0208 Safe Routes to School (SRTS) Pedestrian Improvements Project on Ramona, Alder, Locust Avenue Project [Federal ID No. ATPSB1L-5307(027)] (Bid No. SB-67-DE-23)**  
Accept as complete the work performed by Riverside Construction Company, Inc. for the Active Transportation Program (ATP) Safe Routes to School (SRTS) Pedestrian Improvements Project on Ramona, Alder, Locust Avenue Project (#37603339).

**G. Final Acceptance of the Sierra Avenue Landscape Median 25-0209 Project (DE-24-28-SB)**  
Accept as complete the work performed by IMR, Inc. for the construction of the Sierra Avenue Landscape Median Project.

**H. Co-Sponsorship Application Cycle (1) FY 2025/2026 25-0210**  
Review and approve the seventeen (17) Co-Sponsorships requests recommended for the first half of FY 2025/2026 fiscal year (July 2025 through June 2026) totaling an amount of \$47,379.00 as recommended by

Parks, Community, and Human Services Commission.

**I. Authorization to Apply for the Board of State and Community Corrections Proposition 47, Cohort 5 Grant Program 25-0252**

1. Authorize the Fontana Housing Department to apply for State and Community Corrections (BSCC) Proposition 47, Cohort 5 Grant Program.
2. Authorize the City Manager, or City Manager's designee, to execute and transmit any documents necessary or desirable to ensure the City's timely submittal and execution of the State and Community Corrections Proposition 47, Cohort 5 Grant Program.
3. Adopt **Resolution No. 2025-023**, delegating the City Manager with signing authority to execute the State and Community Corrections Proposition 47, Cohort 5 Grant Program grant agreement, if awarded.
4. Approve and authorize the City Manager, or his designee, to execute a lease agreement with River's Edge Ranch for the property located at 16000 Dorsey Ave (APN: 0232-191-10-0000).
5. Approve and Authorize the City Manager, or City Manager's designee, to make non-material changes to these agreements and execute any future amendments to the lease agreement.

**PUBLIC HEARINGS:**

**A. Master Case (MCN) No. 25-0025 - Municipal Code Amendment 25-0250 (MCA) No. 25-0006: For amendments to the Fontana Municipal Code to amend multiple sections of Chapter 30 (Zoning and Development Code) relating to parking requirements in the Sierra Core District of the Form-Based Code, minimum dimensions for private open space in the Form-Based Code, minimum width of rowhouses in the Form Based Code, minimum queuing and study requirements for drive-through restaurants, screening requirements for mechanical/utility equipment, and to eliminate redundant code language, pursuant to Section 15378 of the State of California Environmental Quality Act (CEQA) Guidelines, section No. 3.22 and 3.07 of the 2019 Local Guidelines for Implementing CEQA.**

1. Determine that this Ordinance is not a project pursuant to Section 15378 of the State of California Environmental Quality Act (CEQA) Guidelines, Section No. 3.22 and 3.04 of the 2019 Local Guideline for Implementing CEQA, because it does not have potential for resulting in physical change in the environment, directly or indirectly, and it can be determined with certainty that there is no possibility that the activity in question may have significant effect on the environment and is therefore not subject to CEQA; and
2. Read by title only and waive further reading of and introduce **Ordinance No. 1970**, an Ordinance of the City Council of the City of Fontana

approving Master Case No. 25-0025 and Municipal Code Amendment No. 25-0006 to amend multiple sections of Chapter 30 (Zoning and Development Code) relating to parking requirements in the Sierra Core District of the Form-Based Code, minimum dimensions for private open space in the Form-Based Code, minimum width of rowhouses in the Form Based Code, minimum queuing and study requirements for drive-through restaurants, screening requirements for mechanical/utility equipment, and to eliminate redundant code language; and the reading of the title constitutes the first thereof.

Mayor Warren opened the public hearing.

City Clerk Key stated that no written communications were received.

Associate Planner Cecily Sessions-Goins provided the staff report.

Council Member Cothran inquired about the 400-foot parking standard in the downtown area, specifically asking how a "parking facility" is defined and whether it includes general city lots or must be dedicated structures. He also raised concerns about potential future overcrowding of parking facilities.

Associate Planner Session-Goins clarified that the standard applies only within the Sierra Core District of the Form-Based Code area and refers to dedicated parking structures or city-owned parking lots—not street parking. She also responded that while the 400-foot requirement is considered sufficient for now, it can be reevaluated as downtown development progresses.

Discussion ensued regarding parking and queuing standards for drive-thru restaurants. Council Member Cothran raised about setting uniform queuing requirements without knowing the specific operator, as needs can vary significantly between businesses. Associate Planner Session-Goins explained the proposal includes space for 12 queued vehicles and a requirement for operators to submit a high-volume traffic management plan. If the operator is unknown, developers would be required to conduct a queuing study using comparable businesses based on building and site size.

With no members of the public wishing to speak either in favor or opposition, Mayor Warren closed the Public Hearing.

**ACTION: Motion was made by Council Member Cothran, seconded by Mayor Pro Tem Garcia, and passed by a vote of 5-0 to approve staff recommendation on Public Hearing Item "A." The motion carried by the following vote: AYES: Warren, Garcia, Cothran, Roberts, and Sandoval; NOES: None; ABSTAIN: None; ABSENT: None**

## **NEW BUSINESS:**

### **A. New Business**

<b>A. Fiscal Year 2024-25 Third Quarter Budget Status Report</b>	<b>25-0253</b>
Approve the recommended Fiscal Year 2024-25 Third Quarter Budget	

adjustments and organizational changes.

Chief Financial Officer Brown provided the staff report.

**ACTION: Motion was made by Mayor Pro Tem Garcia, seconded by Council Member Roberts, and passed by a vote of 5-0 to approve staff recommendation on New Business Item "A." The motion carried by the following vote: AYES: Warren, Garcia, Cothran, Roberts, and Sandoval; NOES: None; ABSTAIN: None; ABSENT: None**

## **CITY MANAGER COMMUNICATIONS:**

### **A. City Manager Communications**

City Manager Ballantyne thanked the Finance Department and all Department Heads for their hard work in preparing the Fiscal Year 2025–2027 Budget. He also highlighted the upcoming Fontana Days Run on June 7 and encouraged everyone to come out and support the participants.

## **ELECTED OFFICIALS COMMUNICATIONS/REPORTS:**

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

City Treasurer Koehler-Brooks congratulated the April 2025 Police Department Employees of the Month and welcomed the newly appointed Parks, Community and Human Services Commissioners who were introduced during the meeting. She also commended Chief Financial Officer Brown for an informative and well-prepared budget presentation and workshop.

City Clerk Key extended congratulations to the April 2025 Police Department Employees of the Month and welcomed the newly sworn-in Parks, Community and Human Services Commissioners. She also shared her experience attending the recent Police, Fire, and FUSD Awards Dinner.

Council Member Sandoval reported on his attendance at the International Council of Shopping Centers (ICSC) Conference. He expressed appreciation for the service of military personnel, extended congratulations to the graduating class of Fontana High School, and remarked that a stadium or arena would be a valuable asset for the city. He also congratulated his grandson, Felix, on being cast as Daddy Warbucks in the upcoming production of Annie.

Council Member Roberts congratulated the April 2025 Police Department Employees of the Month and expressed gratitude for their dedicated service.

Mayor Pro Tem Garcia commended staff for the comprehensive budget presentation, noting that increases in the budget are a reflection of the City's continued growth. He emphasized that the budget demonstrates the City Council's and staff's responsiveness to the needs of the expanding community.

Council Member Cothran also praised staff for their efforts on the budget presentation and expressed interest in receiving updates from the ICSC Conference, as he was unable to attend. He concluded by honoring all military personnel and veterans in recognition of Memorial Day.

Mayor Warren recognized the recent passing of Betty Anderson, one of the first female members of the San Bernardino City Council, honoring her contributions to local government. She reported on her participation in the ICSC Conference, where she spoke on a panel regarding the role of electronic billboards in communicating critical information during states of emergency. Mayor Warren also highlighted the importance of evacuation signage to help guide residents safely and the need to provide timely information and resources during emergencies.

She commended Marketing and Economic Development Manager Monique Carter, along with Deputy City Managers Phillip Burum and Ray Ebert, for their successful coordination of the City's booth at ICSC. Mayor Warren congratulated recent graduates and members of the Mayor's Youth Advisory Council (MYAC) for their efforts in decorating light posts at Veterans Park in celebration.

She encouraged residents to visit the City's website for information on available services and community activities. Mayor Warren also thanked the Fontana Chamber of Commerce for recognizing first responders during the recent Police, Fire, and FUSD Awards Dinner.

In response to growing concerns about mail theft—particularly in the northern areas of the City—she urged the community to monitor their mailboxes closely and report any incidents to the Fontana Police Department and the U.S. Postal Inspector.

Mayor Warren concluded her comments by congratulating her granddaughter Journey on her 7th birthday and recognizing Fontana Community Church on the occasion of its 100th anniversary.

## **ADJOURNMENT:**

### **A. Adjournment**

Mayor Warren and the City Council led a moment of silence in memory of the following individual:

1. Betty Anderson

Mayor Warren adjourned the meeting at 3:12 p.m. to the Regular City Council Meeting on Tuesday, June 10, 2025, at 2:00 p.m. in the Grover W. Taylor Council Chambers located at 8353 Sierra Avenue, Fontana, California.

*Christina Rudsell*

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Christina Rudsell, CMC  
Chief Deputy City Clerk

THE FOREGOING MINUTES WERE ADOPTED AND APPROVED BY THE FONTANA CITY COUNCIL ON JUNE 10, 2025.

Germaine Key  
Germaine Key  
City Clerk

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Envelope Sent	Hashed/Encrypted	6/10/2025   04:16 PM
Certified Delivered	Security Checked	6/10/2025   09:05 PM
Signing Complete	Security Checked	6/10/2025   09:06 PM
Completed	Security Checked	6/10/2025   09:06 PM
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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
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