

Next Res. No.: FFD 2012-005

**CITY OF FONTANA  
FIRE PROTECTION DISTRICT**

**REGULAR MEETING  
DECEMBER 11, 2012**

**Grover W. Taylor Council Chambers  
8353 Sierra Avenue  
Fontana, CA 92335  
7:00 PM**

Welcome to a meeting of the Fontana Fire Protection District . A complete agenda packet is located in the binder on the table in the lobby of the Grover W. Taylor Council Chambers 8353 Sierra Avenue Fontana, CA 92335. To address the District, please fill out a card located at the entrance to your left indicating your desire to speak on either a specific agenda item or under Public Communications and give it to the District Secretary. Your name will be called when it is your turn to speak. In compliance with Americans with Disabilities Act, the Grover W. Taylor Council Chambers 8353 Sierra Avenue Fontana, CA 92335 is wheel chair accessible and a portable microphone is available.

**Si usted require un interprete, favor de comunicarse con el Departamento de City Clerk al (909) 350-7602, para mas informacion.**

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**CALL TO ORDER/ROLL CALL:**

Present:

Absent:

**A. 7:00 P.M. Call the meeting to order**

**PUBLIC COMMUNICATIONS:**

This is an opportunity for citizens to speak to the Fire Protection District for up to 5 minutes on items **not** on the Agenda, but within the Fire Protection 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 District Votes on them, unless a member of the District requests a specific item be removed from the Consent Calendar for discussion. **Does any member of the public wish to address the District regarding any item On the Consent Calendar before the vote is taken?**

### **A. Authorize purchase of new fire apparatus through the San Bernardino County Fire Protection District**

- (1) Authorize the Fontana Fire Protection District to purchase new fire apparatus: Fire Engine for Station 72 and two new Squad vehicles for Station 74 and 79.
- (2) Approve an appropriation in the amount of \$1,127,000.
- (3) Authorize the Management Services Director to issue a purchase order to the San Bernardino County Fire Protection District in the amount of \$1,127,000 for the purchase of a Fire Engine and two Squad vehicles.

### **Approve Consent Calendar Item(s) A**

To speak on Public Hearing Items, fill out a card at the microphone stand indicating favor or opposition and give it to the District Clerk. Each person will be allowed 5 minutes to address the District. If you challenge in court any action taken concerning a Public Hearing item, you may be limited to raising only those issues you or someone else raised at the Public Hearing described in this notice or in written correspondence delivered to the Fire Protection District at, or prior to, the Public Hearing.

### **All Public Hearings will be conducted following this format:**

<b>(a)</b> hearing opened	<b>(e)</b> oral – favor
<b>(b)</b> written communication	<b>(f)</b> oral – opposition
<b>(c)</b> council/staff comments	<b>(g)</b> hearing closed
<b>(d)</b> applicant comments (applicant <u>not</u> limited to 5 minutes)	

## **PUBLIC HEARINGS:**

### **A. User Fees for Fire Services**

Adopt **Resolution No. FFD 2012-**\_\_\_\_ adopting certain new fees and increasing, decreasing or deleting certain existing fees for various services provided by the District.

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

### **A. ELECTED OFFICIALS COMMUNICATINS/COMMITTEE**

## **EXECUTIVE DIRECTOR COMMUNICATIONS:**

### **A. Appointment of an Ad-Hoc Committee to Review the Fire District Strategic Plan**

### **B. EXECUTIVE DIRECTOR COMMUNICATIONS:**

## **ADJOURNMENT:**

### **A. Adjournment**

**COMMITTEE ACTION REPORT**  
**December 11, 2012**

**FROM:** Department of the Fontana Fire Protection District

**SUBJECT:** Authorize purchase of new fire apparatus through the San Bernardino County Fire Protection District

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**RECOMMENDATION:**

- (1) Authorize the Fontana Fire Protection District to purchase new fire apparatus: Fire Engine for Station 72 and two new Squad vehicles for Station 74 and 79.
- (2) Approve an appropriation in the amount of \$1,127,000.
- (3) Authorize the Management Services Director to issue a purchase order to the San Bernardino County Fire Protection District in the amount of \$1,127,000 for the purchase of a Fire Engine and two Squad vehicles.

**COMMITTEE GOALS:**

- \* To improve public safety by maximizing fire and emergency medical service resources.

**DISCUSSION:**

Each year, the Fontana Fire Protection District (FFPD) sets aside funds in a capital fund (Fund 696, Fire District Capital Fund) for equipment replacement. The Fire District has also developed an equipment replacement schedule that is utilized to plan the equipment replacement for each fiscal year. The scheduled equipment replacement for the 2012-13 fiscal year includes a new engine for Station 72 and two new squad vehicles for Stations 74 and 79.

In the past FFPD has utilized San Bernardino County Fire Protection District (County Fire) for the purchase of new fire apparatus. County Fire has solicited bids from various firms and has secured pricing for the fire apparatus the FFPD is wishing to purchase.

Staff is recommending using a cooperative purchase with County Fire for the purchase of this apparatus in accordance with Fontana City Code Section 10-152. The cooperative purchase or "piggy-back" method of procuring goods or services by utilizing another public entity's award of

Invitation to Bid or Request for Proposal, produces efficiencies by reducing duplication of effort.

To select a vendor, County Fire conducted a public outreach for solicitation of bids. For the fire engine, County Fire conducted competitive bidding on RFP M-3 and after review of 4 responses, it was determined that Rosenbauer was the lowest responsible and responsive bidder. For the squad vehicles, County Fire conducted competitive bidding on RFP N-77 and after review of 6 responses, it was determined that Rosenbauer was the lowest responsible and responsive bidder.

County Fire has agreed to purchase this apparatus on behalf of the FFPD. Upon delivery of the apparatus, County Fire will invoice the FFPD for the actual cost of the new apparatus.

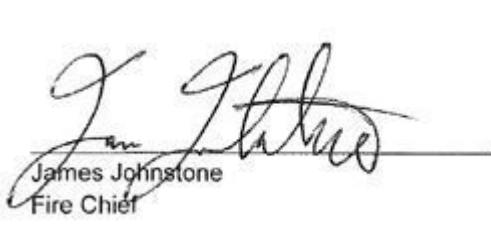
**FISCAL IMPACT:**

Sufficient funding for these purchases has been set aside and is available in the Fire District Capital Fund 696. The Fire District will increase appropriations by \$1,127,000 in account number 50300696-8319.

**MOTION:**

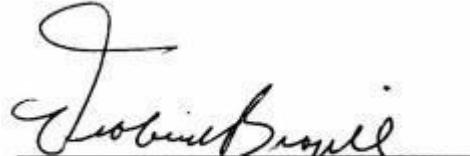
Approve staff recommendation.

**SUBMITTED BY:**



James Johnstone  
Fire Chief

**REVIEWED BY:**



Debbie M. Brazill  
Deputy City Manager

**APPROVED BY:**



Kenneth R. Hunt  
City Manager

**ATTACHMENTS:**

Description:

Type:

Regular Fire Protection District Meeting  
December 11, 2012

No Attachments Available

**ITEM: A**

**COMMITTEE ACTION REPORT**  
**December 11, 2012**

**FROM:** Department of Management Services

**SUBJECT:** User Fees for Fire Services

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**RECOMMENDATION:**

Adopt **Resolution No. FFD 2012-**\_\_\_\_ adopting certain new fees and increasing, decreasing or deleting certain existing fees for various services provided by the District.

**COMMITTEE GOALS:**

- \* To operate in a businesslike manner by becoming more service oriented.
- \* To practice sound fiscal management by producing timely and accurate financial information.

**DISCUSSION:**

Each year, the District conducts a comprehensive review of user fees. In summary, this year's report includes recommendations for 15 user fees, the details of which are presented in the cost analysis detail in the User Fee Recommendations Report provided to the City Council for consideration this same night. The remaining user fees within the District are not included in the report, as the department review recommended no additional changes at this time.

A summary of the recommendations are as follows:

Department	New	Decrease	Increase	Other	Delete	Total
Fire	4	8	-	-	3	15

A Notice of Public Hearing was published on November 9, 2012 in the Herald News newspaper noticing the December 11, 2012 Public Hearing. Copies of the Schedule of User Fee Recommendations, Summary and Supporting Detail Schedules, containing a detailed cost analysis of each recommended fee, were distributed to the Fontana Chamber of Commerce, the Governmental Affairs Department of the Baldy View Region of the Building Industry Association and the City Clerk's Office for public review.

Approval of this report and adoption of the attached Resolution will provide for all non-development related fees herein to be effective as of January 10, 2013. All development related fees would be effective February 9, 2013. This is in accordance with Government Code Section 66000 et al, which requires a 60 day review period for all development related fees.

**FISCAL IMPACT:**

Approval of staff recommendations will generally have a positive effect upon the Fire District revenues.

**MOTION:**

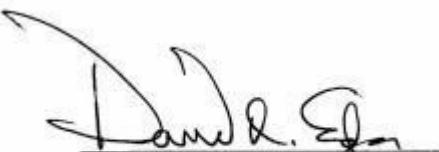
Approve staff recommendation.

**SUBMITTED BY:**



Lisa Strong  
Management Services Director

**REVIEWED BY:**



David R. Edgar  
Deputy City Manager

**APPROVED BY:**



Kenneth R. Hunt  
City Manager

**ATTACHMENTS:**

Description:

[Hearing Notice](#)

[Resolution FFD 2012-](#)

[Schedule of User Fee Recommendations](#)

Type:

Backup Material

Backup Material

Backup Material

**ITEM: A**

CITY OF FONTANA  
FONTANA, CALIFORNIA

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF FONTANA WILL HOLD A PUBLIC HEARING ON CHANGES TO USER FEES FOR SERVICES PROVIDED BY THE CITY CLERKS' OFFICE, MANAGEMENT SERVICES, PLANNING, COMMUNITY SERVICES, ENGINEERING, PUBLIC WORKS, POLICE DEPARTMENTS AND FIRE DISTRICT. A COPY OF THE RECOMMENDED CHANGES WILL BE AVAILABLE FOR REVIEW, 20 DAYS PRIOR TO THE PUBLIC HEARING, IN THE CITY CLERKS OFFICE, 8353 SIERRA AVENUE, FONTANA CALIFORNIA 92335.

IF YOU CHALLENGE IN COURT ANY ACTION TAKEN CONCERNING A PUBLIC HEARING ITEM, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE PUBLIC HEARING DESCRIBED IN THIS NOTICE, OR IN WRITTEN CORRESPONDENCE DELIVERED TO THE CITY AT, OR PRIOR TO, THE PUBLIC HEARING.

DATE OF HEARING:	DECEMBER 11, 2012
TIME OF HEARING:	7:00 P.M.
PLACE OF HEARING:	CITY HALL COUNCIL CHAMBERS 8353 SIERRA AVENUE FONTANA, CALIFORNIA 92335

ANY INTERESTED PARTY MAY APPEAR AT THE HEARING AND PRESENT ANY INFORMATION WHICH MAY BE OF ASSISTANCE TO THE CITY COUNCIL. IF YOU HAVE ANY QUESTIONS CONCERNING THIS MATTER, PLEASE CONTACT THE MANAGEMENT SERVICES STAFF AT (909) 350-7611 OR (909) 350-7631.

PUBLISH: NOVEMBER 9, 2012

PROOF OF PUBLICATION REQUESTED

**RESOLUTION NO. FFD 2012-\_\_**

**A RESOLUTION OF THE FONTANA FIRE PROTECTION DISTRICT ADOPTING CERTAIN NEW FEES AND INCREASING OR DECREASING CERTAIN EXISTING FEES FOR VARIOUS SERVICES PROVIDED BY THE DISTRICT**

**WHEREAS**, the Fontana Fire Protection District has conducted an extensive analysis of its services, the costs reasonably borne of providing those services, the beneficiaries of these services, and the revenues produced by those paying fees and charges for special services; and

**WHEREAS**, certain current fees charged for services provided by the District do not fully recover the actual costs of providing such services; and

**WHEREAS**, certain services have benefited from efficiencies providing for reductions in the actual costs of certain services; and

**WHEREAS**, pursuant to Government Code Sections 66016 and 66018, the specific fees charged must be adopted by the District by Resolution, after providing notice and holding a public hearing; and

**WHEREAS**, the Fontana Fire Protection District has duly noticed and conducted a public hearing on December 11, 2012, concerning the adoption of certain fees;

**NOW, THEREFORE, BE IT RESOLVED**, determined, and ordered by the Fontana Fire Protection that:

**Section 1.** The schedule of User Fees for various services provided by the Management Services Department is hereby adopted as set forth in the following exhibit to this Resolution:

**Exhibit A:** Summary of New User Fees and Changes to Existing User Fees for the *Fontana Fire Protection District*

**Section 2.** Staff shall conduct an annual review of User Fees and costs prior to the preparation of the annual operating budget and recommendation to the Fire District concerning changes in User Fees as a result of such a review

**Section 3.** Upon the effective date of the adoption of a specific fee set forth in this Resolution, that portion of any prior Resolution, which pertains to and is inconsistent with the adoption of such fee, shall no longer be in effect. Development fees, within section of Exhibit "A", in accordance with Government Code Section 66000 et al shall be in effect as of February 9, 2013 (60-day minimum), whereas all other fees herein are in effect as of January 10, 2013.

**READ AND APPROVED AS TO LEGAL FORM:**

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General Counsel

I, Tonia Lewis, City Clerk of the City of Fontana, and Ex-Officio Clerk of the Fontana Fire Protection District do hereby certify that the foregoing resolution is the actual resolution duly and regularly adopted by the Fontana Fire Protection District at a regular meeting on the 11th day of December, 2012, by the following vote to-wit:

**AYES:**

**NOES:**

**ABSENT:**

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City Clerk of the Fontana Fire Protection District

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President of the Fontana Fire Protection District

**ATTEST:**

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Clerk of the Fontana Fire Protection District

Regular Fire Protection District Meeting  
December 11, 2012

*City of Fontana*

**Summary of New User Fees  
and  
Changes to Existing User Fees  
Fiscal Year 2012/2013**

Page No.	Fee #	Department / Division Fee Description	Fee Amounts in Dollars			% Recommended Increase (Decrease)
			Total Cost	Current	Recommended	
<b>FIRE DISTRICT</b>						
112		Pallet Racks	\$106.46	-	\$107.00	NEW FEE
113		Photovoltaic Systems	\$194.36	-	\$195.00	NEW FEE
114		Site Plan (Public Schools)	\$251.19	-	\$252.00	NEW FEE
115		Tank Systems Plan Check	\$331.09	-	\$332.00	NEW FEE
116	1149	Battery Systems	\$281.55	\$473.00	\$282.00	(40.4%)
117	1150	Dust Collection Systems	\$249.86	\$530.00	\$297.00	(44.0%)
118	1130	Fireworks Booth	\$148.84	\$371.00	\$150.00	(59.6%)
119	1151	Gas System, Per System	\$313.24	\$467.00	\$314.00	(32.8%)
120	1153	Refrigeration System	\$313.24	\$530.00	\$314.00	(40.8%)
121	1154	Smoke Control System	\$553.74	\$773.00	\$554.00	(28.3%)
122	1155	Spray Booth	\$313.24	\$466.00	\$314.00	(32.6%)
123	1223	Technical Report Review	\$435.50	\$319.00	\$436.00	36.7%
124	1038	Flow Test (single family projects only)	-	\$338.00	-	DELETE
125	1137	Mobile Home Parks	-	\$50.00	-	DELETE
126	1156	Vapor Recovery, per system	-	\$352.00	-	DELETE