



Big Bear Lake Fire Protection District

BIG BEAR LAKE FIRE PROTECTION DISTRICT REGULAR MEETING AGENDA APRIL 23, 2019

Open Session: 5:30 p.m.
Big Bear Lake Civic Center, Hofert Hall
39707 Big Bear Boulevard, Big Bear Lake

BOARD OF DIRECTORS

Chairman David Caretto
Vice Chairman Rick Herrick
Board Member Bob Jackowski
Board Member Bill Jahn
Board Member Randall Putz

STAFF

Fire Chief Jeff Willis
Assistant Chief/Fire Marshal Mike Maltby
District Counsel Stephen Deitsch
Senior Finance Officer Kristin Mandolini
Board Secretary Dawn Marschinke

OPEN SESSION

CALL TO ORDER

MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE

ROLL CALL

Please Note: The Chair may, at his or her discretion, take items out of order at the meeting in order to facilitate the business of the Board and/or for the convenience of the public.

ANNOUNCEMENT

The Fire District's Administrative Office will be closed Monday, May 27, 2019 in observance of Memorial Day and will re-open on Tuesday, May 28, 2019 at 8:00 a.m.

PRESENTATIONS

None.

GENERAL PUBLIC COMMENT: Public comment is permitted only on items not on the posted agenda that are within the subject matter jurisdiction of the Fire District. Please note that State law prohibits the Fire District Board from taking any action on items not listed on the agenda. There is a three minute maximum time limit when addressing the Board during this time period.

CONSENT CALENDAR

- FP1. Approval of Meeting Minutes from the October 2, 2018 Regular Meeting of the Big Bear Lake Fire Protection District**
- FP2. Approval of Meeting Minutes from the February 5, 2019 Regular Meeting of the Big Bear Lake Fire Protection District**
- FP3. Approval to Proceed with Public Noticing of Public Hearing to Adopt Big Bear Lake Fire Protection District Fiscal Year 2019-2020 Budget**

Board consideration of approving preliminary budget and authorizing staff to proceed with public noticing of Intent to Adopt the Fiscal Year 2019-2020 Budget at the next regular meeting on June 4, 2019.

ITEMS REMOVED FROM THE CONSENT CALENDAR

PUBLIC HEARING

Any person may appear and be heard in support or opposition to the proposals at the time of the meeting. If you challenge the action in court, you may be limited to raising only those issues which you or someone else raised at the public meeting described in the notice or in written correspondence delivered to the Fire Authority at or before the public meeting.

None.

DISCUSSION/ACTION ITEMS

ADJOURNMENT

I hereby certify under penalty of perjury, under the laws of the State of California, that the foregoing agenda was posted in accordance with the applicable legal requirements. Dated this 18th day of April 2019.

Dawn E. Marschinke

Dawn E. Marschinke, Board Secretary

The Big Bear Lake Fire Protection District wishes to make all of its public meetings accessible to the public. If you need special assistance to participate in this meeting, please contact Board Secretary Dawn Marschinke at 909/866-7566. Notification 48 hours prior to the meeting will enable the Fire District to make reasonable arrangements to ensure accessibility to this meeting.

**BIG BEAR LAKE FIRE PROTECTION DISTRICT
MINUTES FOR THE MEETING OF
OCTOBER 2, 2018**

A Regular Meeting of the Big Bear Lake Fire Protection District was called to order by Vice Chairman Jahn at 5:30 p.m., Tuesday, October 2, 2018, at 39707 Big Bear Boulevard, Big Bear Lake, California.

Moment of Silence: Observed

Pledge of Allegiance: Led by Director Putz

Board Members Present: Vice Chairman Bill Jahn
Director Rick Herrick
Director Randall Putz

Board Members Excused: Chairman David Caretto

Board Members Absent: Director Bob Jackowski

Others Present: Jeff Willis, Fire Chief
Mike Maltby, Assistant Fire Chief/Fire Marshal
Kristin Mandolini, Treasurer-Auditor/Controller
Dawn Marschinke, Board Secretary

ANNOUNCEMENT

The Fire District's Administrative Office will be closed:

- Monday, November 12, 2018 in observance of Veterans Day and will re-open on Tuesday, November 13, 2018 at 8:00 a.m.
- Thursday and Friday, November 22 and 23, 2018 in observance of Thanksgiving and will re-open on Monday, November 26, 2018 at 8:00 a.m.

PRESENTATIONS

None

PUBLIC COMMUNICATIONS

None

CONSENT CALENDAR

Motion by Director Putz, seconded by Director Herrick to approve the Consent Calendar as follows:

FP1. Approval of Meeting Minutes from the June 5, 2018 Regular Meeting of the Big Bear Lake Fire Protection District

The Consent Calendar was approved by the following vote:

AYES: Jahn, Herrick and Putz
NOES: None
ABSENT: Caretto and Jackowski
ABSTAIN: None

Action: Approval of minutes.

ITEMS REMOVED FROM THE CONSENT CALENDAR

None

DISCUSSION/ACTION ITEMS

FP2. Big Bear Lake Fire Protection District Meeting Calendar for 2019

Board consideration of approving the proposed 2019 Meeting Calendar that includes the adjournment of the Regular Meeting of April 2 to April 23, 2019.

Speaker: Chief Willis

Staff responded to questions from board members. Board members provided comment.

Action: Motion by Director Putz; seconded by Director Herrick to approve staff recommendation, and was approved by the following vote:

AYES: Putz, Herrick and Jahn
NOES: None
ABSENT: Caretto and Jackowski
ABSTAIN: None

PUBLIC HEARINGS

None

ADJOURNMENT

There being no further business to come before the Fire Protection District at this session, Vice Chairman Jahn adjourned the meeting at 5:33 p.m.

Dawn Marschinke
Board Secretary

**BIG BEAR LAKE FIRE PROTECTION DISTRICT
MINUTES FOR THE MEETING OF
FEBRUARY 5, 2019**

A Regular Meeting of the Big Bear Lake Fire Protection District was called to order by Chairman Caretto at 5:30 p.m., Tuesday, February 5, 2019, at 39707 Big Bear Boulevard, Big Bear Lake, California.

Moment of Silence: Observed

Pledge of Allegiance: Led by Director Putz

Board Members Present: Chairman David Caretto
Vice Chairman Rick Herrick
Director Bob Jackowski
Director Randall Putz

Board Members Excused: None

Board Members Absent: Director Bill Jahn

Others Present: Jeff Willis, Fire Chief
Mike Maltby, Assistant Fire Chief/Fire Marshal
Kristin Mandolini, Senior Finance Officer
Dawn Marschinke, Board Secretary

ANNOUNCEMENT

The Fire District's Administrative Office will be closed on Monday, February 18, 2019 in observance of Presidents' Day and will reopen on Tuesday, February 19, 2019.

PRESENTATIONS

None

PUBLIC COMMUNICATIONS

None

CONSENT CALENDAR

Motion by Director Putz, seconded by Director Herrick to approve the Consent Calendar as follows:

FP1. Approval of Meeting Minutes from the October 2, 2018 Regular Meeting of the Big Bear Lake Fire Protection District

Due to a lack of quorum, the Consent Calendar was not passed by the following vote:

AYES: Herrick and Putz
NOES: None
ABSENT: Jackowski and Jahn
ABSTAIN: Caretto

FP2. Big Bear Lake Fire Protection District FY2017-18 Audited Financial Report

Board consideration to accept, receive and file FY2017-18 Audited Financial Report.

Action: Item was pulled from the Consent Calendar.

Director Jackowski arrived at the meeting at 5:32 p.m.

ITEMS REMOVED FROM THE CONSENT CALENDAR

FP2. Big Bear Lake Fire Protection District FY2017-18 Audited Financial Report

Board consideration to accept, receive and file FY2017-18 Audited Financial Report.

Staff responded to questions from board members. Board members provided comment.

AYES: Herrick, Putz, Jackowski and Caretto
NOES: None
ABSENT: Jahn
ABSTAIN: None

DISCUSSION/ACTION ITEMS

None

PUBLIC HEARINGS

None

ADJOURNMENT

There being no further business to come before the Fire Protection District at this session, Chairman Caretto adjourned the meeting at 5:35 p.m.

Dawn Marschinke
Board Secretary



AGENDA REPORT

Item No. FP3

MEETING DATE: April 23, 2019

TO: Chairman and Members of the Fire Protection District

FROM: Kristin Mandolini, Senior Finance Officer *KM*

SUBJECT: **APPROVAL TO PROCEED WITH PUBLIC NOTICING OF PUBLIC HEARING TO ADOPT BIG BEAR LAKE FIRE PROTECTION DISTRICT FISCAL YEAR 2019-20 BUDGET**

BACKGROUND

On July 1, 2018, Big Bear Fire Authority consolidated with the fire departments from Big Bear City Community Services District and Big Bear Lake Fire Protection District (FPD). As a result, the property taxes received by the FPD are passed through to the Fire Authority to fund fire department expenses.

DISCUSSION & FISCAL IMPACT

The FY 2019-20 FPD Operating budget is presenting \$5,506,100 in tax pass through to the Fire Authority for appropriated sources and uses.

RECOMMENDATION

Staff recommends the Board approve the preliminary budget and authorize staff to proceed with public noticing of Intent to Adopt the Fiscal Year 2019-20 Budget (Attachment A) at the next regular board meeting on June 4, 2019.

ATTACHMENT A: FY2019-20 Budget

FIRE PROTECTION DISTRICT OPERATING FUND**2019-2020 Preliminary Budget****Revenue**

Property Taxes	5,506,100
Total Revenue	5,506,100

Expenses

Property Taxes Due To Fire Authority	5,506,100
Total Expenses	5,506,100

Total Excess Revenue over Expenses**0**