



Big Bear Lake Fire Protection District

BIG BEAR LAKE FIRE PROTECTION DISTRICT REGULAR MEETING AGENDA JUNE 5, 2018

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 BILL JAHN
BOARD MEMBER RICK HERRICK
BOARD MEMBER BOB JACKOWSKI
BOARD MEMBER RANDALL PUTZ**

STAFF

**FIRE CHIEF JEFF WILLIS
ASSISTANT CHIEF/FIRE MARSHAL MIKE MALTBY
DISTRICT COUNSEL STEPHEN DEITSCH
SENIOR FINANCE OFFICER SHIRLEY HOLT
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 Wednesday, July 4, 2018 in observance of the 4th of July, and will re-open on Thursday, July 5, 2018 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. Proposed Resolution Adopting the Fiscal Year 2018-2019 Appropriations Limit for the Big Bear Lake Fire Protection District.

Board consideration of adopting Resolution No. FP2018-03 Establishing the Appropriations Limit for Fiscal Year 2018-19 for the Big Bear Lake Fire Protection District in Accordance with Provisions of Division 9 of Title 1 of the California Government Code.

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.


FP2. Proposed Resolution to Adopt the Fiscal Year 2018-19 Big Bear Lake Fire Protection District Budget

Board consideration of conducting a public hearing and approving Resolution No. FP2018-02 adopting the Big Bear Lake Fire Protection District Budget for Fiscal Year 2018-19.

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 30th day of May 2018.



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.



AGENDA REPORT

Item No. FP1

MEETING DATE: June 05, 2018

TO: Chairman and Members of the Fire Protection District

FROM: Shirley Holt, Senior Finance Officer *SH*
Big Bear Fire Authority

SUBJECT: **PROPOSED RESOLUTION FP2018-03 ADOPTING THE FISCAL YEAR 2018-19 APPROPRIATIONS LIMIT FOR BIG BEAR LAKE FIRE PROTECTION DISTRICT**

BACKGROUND

Since the 1979 passage of Proposition 4, legislative bodies of taxing agencies are required to adopt an appropriations limit for their agencies. This required action must comply with Article XIII B of the State Constitution, and Government Code 7901 et seq. The limit specifies the maximum appropriations that may be funded by proceeds of taxes. The adopted limits are to be adjusted each year by a “change factor” that is tied to growth indicators specified by the State. One indicator is the change in State per capita income. The other is population growth of the City or alternatively, the County. The formula provided by the State calls for conversion of each indicator to a ratio. The two ratios multiplied together produce the factor by which to change the appropriations limit. By applying the change factor to the prior year’s appropriations limit, the new limit is calculated.

DISCUSSION

The appropriations limit established by Resolution No. FP2017-01 for FY 2017-18 is \$10,066,288. This becomes the basis for the Fiscal Year 2018-19 appropriations limit in the proposed resolution. The limit to be established by resolution FP2018-03 for FY 2018-19 is \$10,644,093

RECOMMENDATION:

It is recommended that the Fire District Board adopt resolution FP2018-03 establishing the appropriations limit for FY 2018-19.

Attachment A: Price Factor
Attachment B: Annual Percent Change in Population Minus Exclusions
Attachment C: Calculation of Appropriations Limit for FY 2018-19
Attachment D: Proposed Resolution No. FP2018-03

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2018-19 appropriation limit is:

Per Capita Personal Income	
Fiscal Year (FY)	Percentage change over prior year
2018-19	3.67

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2018-19 appropriation limit.

2018-19:

Per Capita Cost of Living Change = 3.67 percent
Population Change = 0.78 percent

Per Capita Cost of Living converted to a ratio: $\frac{3.67 + 100}{100} = 1.0367$

Population converted to a ratio: $\frac{0.78 + 100}{100} = 1.0078$

Calculation of factor for FY 2018-19: $1.0367 \times 1.0078 = 1.0448$

Fiscal Year 2018-19

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2017 to January 1, 2018 and Total Population, January 1, 2018

County City	<u>Percent Change</u>	<u>--- Population Minus Exclusions ---</u>		<u>Total Population</u>
	2017-2018	1-1-17	1-1-18	1-1-2018
San Bernardino				
Adelanto	-0.01	34,599	34,597	35,293
Apple Valley	0.87	73,349	73,984	73,984
Barstow	0.42	23,917	24,018	24,411
Big Bear Lake	2.00	5,404	5,512	5,512
Chino	0.96	80,737	81,511	86,757
Chino Hills	4.61	79,498	83,159	83,159
Colton	0.45	53,482	53,724	53,724
Fontana	0.92	210,071	212,000	212,000
Grand Terrace	0.26	12,492	12,524	12,524
Hesperia	1.32	93,590	94,829	94,829
Highland	1.10	54,167	54,761	54,761
Loma Linda	0.24	23,805	23,862	23,946
Montclair	0.80	39,012	39,326	39,326
Needles	-0.12	5,183	5,177	5,177
Ontario	1.39	175,157	177,589	177,589
Rancho Cucamonga	0.79	175,282	176,671	176,671
Redlands	0.49	70,851	71,196	71,196
Rialto	0.55	106,455	107,041	107,041
San Bernardino	0.48	218,543	219,590	221,130
Twentynine Palms	3.13	17,746	18,301	27,046
Upland	0.10	76,937	77,017	77,017
Victorville	-0.20	120,214	119,971	123,701
Yucaipa	0.61	54,317	54,651	54,651
Yucca Valley	0.38	21,752	21,834	21,834
Unincorporated	1.02	300,728	303,791	311,659
County Total	0.91	2,127,288	2,146,636	2,174,938

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

**BIG BEAR LAKE FIRE PROTECTION DISTRICT
CALCULATION OF APPROPRIATIONS LIMIT FOR FISCAL YEAR 2018-19**

APPROPRITATIONS LIMIT 2017-18		<u>FIRE</u> 10,066,288
	<u>City</u>	<u>County</u>
Per capita Personal Income (Converted to a ratio)	1.0367	1.0367
Population Growth (Converted to a ratio)	1.0200	1.0091
Combined Factor	1.0574	1.0461
Factor Applied (Higher of City or County)		1.0574
APPROPRITATIONS LIMIT 2018-19		10,644,093

COMPARISON: APPROPRIATIONS LIMIT VS. PROCEEDS OF TAXES

	<u>FIRE</u>
Estimated Proceeds of Taxes 2018-19	5,040,400
Capital Projects Excludable (streets)	-
Total Subject to the Limit	5,040,400
APPROPRITATIONS LIMIT 2018-19	10,644,093
Amount Available from Limit	5,603,693

RESOLUTION NO. FP2018-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF BIG BEAR LAKE FIRE PROTECTION DISTRICT, A SUBSIDIARY FIRE PROTECTION DISTRICT OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2018-19 FOR BIG BEAR LAKE FIRE PROTECTION DISTRICT IN ACCORDANCE WITH PROVISIONS OF DIVISION 9 OF TITLE 1 OF THE CALIFORNIA GOVERNMENT CODE

WHEREAS, Article XIII B of the Constitution of the State of California as proposed by the Initiative Measure approved by the people at the special statewide election held on November 6, 1979, provides that the total annual appropriations subject to limitation of each local government, shall not exceed the appropriations limit of such entity for the prior year adjusted for changes in the cost of living and population except as otherwise specifically provided for in said Article; and

WHEREAS, the State legislature added Division 9 (commencing with Section 7900) to Title 1 of the Government Code of the State of California to implement Article XIII B of the California Constitution; and

WHEREAS, Proposition 111, the Traffic and Congestion Relief and Spending Limitation Act of 1990 which was authorized on June 5, 1990, modified the calculation method for the limitation; and

WHEREAS, Section 7910 of the Government Code provides that each year the governing body of each local jurisdiction shall, by resolution, establish its appropriations limit for the following fiscal year pursuant to Article XIII B at a regularly scheduled meeting or a noticed special meeting. Fifteen (15) days prior to such meeting, documentation used in the determination of the appropriations limit shall be available to the public; and

WHEREAS, Section 7902 (a) and 7902.6 of the Government Code sets forth the method for determining the appropriations limit for each local jurisdiction for the 2018-19 fiscal year; and

WHEREAS, the Board of Big Bear Lake Fire Protection District wishes to establish the appropriations limit for fiscal year 2018-19 for Big Bear Lake Fire Protection District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Big Bear Lake Fire Protection District, as follows:

Section 1. That it is hereby found and determined that the documentation used in the determination of the appropriations limit for Big Bear Lake Fire Protection

District for fiscal year 2018-19 was available to the public in the Finance Division at least fifteen (15) days prior to this date.

Section 2. That the appropriations limit for Big Bear Lake Fire Protection District as established in accordance with Section 7902 (a) and 7902.6 of the California Government Code for fiscal year 2018-19 is \$10,644,093.

Section 3. That the cost of living factor selected was the California per capita personal income factor, which was an increase of 3.67% for 2018-19.

Section 4. That the population growth factor for 2018-19 was that of the City of Big Bear Lake, which grew by 2.0%.

PASSED, APPROVED AND ADOPTED this 5th day of June, 2018.

AYES:

NOES:

ABSENT:

ABSTAIN:

David Caretto, Chairman

ATTEST:

Dawn Marschinke, Board Secretary

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO) ss
CITY OF BIG BEAR LAKE)

I, Dawn E. Marschinke, Secretary of the Big Bear Lake Fire Protection District Board, do hereby certify that the whole number of members of the said Board is five; that the foregoing resolution, being Resolution No. FP2018-04 was duly passed and adopted by the said Board, approved and signed by the Chairman of said Board, and attested by the Secretary of said Board, all at a meeting of the said Board held on the 5th day of June, 2018, and that the same was so passed and adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Witness my hand and the official seal of said District this 5th day of June, 2018.

Dawn E. Marschinke
Board Secretary



AGENDA REPORT

Item No. FP2

MEETING DATE: June 5, 2018

TO: Chairman and Members of the Fire Protection District

FROM: Shirley Holt, Senior Finance Officer *SH*
Big Bear Fire Authority

SUBJECT: **PUBLIC HEARING FOR PROPOSED RESOLUTION FP2018-02
TO ADOPT THE FISCAL YEAR 2018-19 BIG BEAR LAKE FIRE
PROTECTION DISTRICT BUDGET**

BACKGROUND

Since the formation of the Big Bear Fire Authority in 2012, the operating expenses for the Fire Authority have been shared equally between Big Bear City Community Services District (CSD) and Big Bear Lake Fire Protection District (FPD) and reimbursed to the Fire Authority. For FY 2018-19, the tax allocations to the FPD will pass through to the Fire Authority per the Revenue Transfer Agreement.

DISCUSSION & FISCAL IMPACT

The FY 2018-19 FPD Operating budget is presenting \$5,040,400 in tax pass through to the Fire Authority. Additionally, the FPD Grant budget shows equivalent revenue and expenses of \$143,483. The proposed 2018-19 FPD budget requires funding in the total amount of \$5,183,883 for appropriated sources and uses.

RECOMMENDATION

Staff recommends the Board conduct a public hearing and adopt Resolution No. FP2018-02, adopting the Fire Protection District Budget for Fiscal Year 2018-19.

ATTACHMENT A: Resolution FP2018-02 FY 2018-19 Budget Adoption

ATTACHMENT B: FY2018-19 Budget

ATTACHMENT C: FY2018-19 Grant Budget

RESOLUTION NO. FP2018-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR LAKE FIRE PROTECTION DISTRICT, A SUBSIDIARY FIRE PROTECTION DISTRICT OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, ADOPTING THE BIG BEAR LAKE FIRE PROTECTION DISTRICT APPROVED BUDGET FOR FISCAL YEAR 2018-2019

WHEREAS, the Big Bear Lake Fire Protection District held a budget conference and a public hearing on the proposed budget.

NOW, THEREFORE, BE IT RESOLVED, that the Big Bear Lake Fire Protection District does hereby adopt the approved budget for the Big Bear Lake Fire Protection District; and

BE IT FURTHER RESOLVED that the appropriated sources and uses are as follows for the Fiscal Year 2018-19 budget:

Fund	Appropriated Sources	Appropriated Uses
Fire Operating Fund	5,040,400	5,040,400
Grants	143,483	143,483

PASSED, APPROVED AND ADOPTED this 5th day of June 2018.

AYES:

NOES:

ABSENT:

ABSTAIN:

David Caretto, Chairman

ATTEST:

Dawn Marschinke, Board Secretary

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO) ss
CITY OF BIG BEAR LAKE

I, Dawn Marschinke, Secretary of the Fire Protection District Board, do hereby certify that the whole number of members of the said Board is five; that the foregoing resolution, being Resolution No. FP2018-02 was duly passed and adopted by the said Board, approved and signed by the Chairman of said Board, and attested by the Secretary of said Board, all at a meeting of the said Board held on the 5th day of June 2018, and that the same was so passed and adopted by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Witness my hand and the official seal of said District this 5th day of June 2018.

Dawn Marschinke
Board Secretary

FIRE PROTECTION DISTRICT OPERATING FUND**2018-2019 Budget****Revenue**

Property Taxes	5,040,400
Total Revenue	5,040,400

Expenses

Property Taxes Due To Fire Authority	5,040,400
Total Expenses	5,040,400

Total Excess Revenue over Expenses**0**

FIRE PROTECTION DISTRICT GRANT FUND 994

	2016-17	2017-2018	2017-2018	2017-18	2018-19
	Actual	Budget	YTD March	Projected	Proposed Budget
FMAG Shake Shingle					Ends 7/17/19
FMAG Revenue					
Revenue	3,442	448,463	38,573	48,453	98,483
Citizen Participation	0	147,117	8,145	10,860	45,000
Total Revenue	3,442	595,580	46,718	59,313	143,483
FMAG Expense					
Salary Adj to Funded Amt	5,787	25,379	11,639	15,518	9,861
FMAG Pre-Award	0	6,768	0	0	6,768
Office Supplies	300	0	0	0	0
Postage Charges (Info Dissemination Postage)	200	273	121	162	111
Printing (Copies)	0	99	0	0	99
Contractual Services (Contract Labor homeowner meetings-Tim Morin)	1,860	23,220	2,847	3,796	19,424
Contract (Staff Support data entry/File Maintenance-Chardelle)	3,901	18,749	6,358	8,477	10,271
Contract (Financial Support - Shirley)	1,604	9,421	4,811	6,414	3,007
Legal Services	0	1,575	0	0	1,575
Fleet Maintenance (Vehicle Cost)	0	2,588	165	220	2,367
Data Telephone Lines(Cell Phones,Tablets, Natural Forms)	343	1,817	1,399	1,866	0
Homeowner Reimbursement		337,470	9,000	12,000	45,000
Citizen Cost Share Match		147,118	8,145	10,860	45,000
Total Expense	13,994	574,476	44,485	59,313	143,483