

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Budget and Finance Committee Meeting
Wednesday, May 10, 2017
12:00 Noon

Regional Fire Operations and Training Center
Room AE117
1 Fire Authority Road
Irvine, CA 92602

CALL TO ORDER

A regular meeting of the Orange County Fire Authority Budget and Finance Committee was called to order on May 10, 2017, at 12:00 p.m. by Chair Sachs.

PLEDGE OF ALLEGIANCE

Director Ta led the assembly in the Pledge of Allegiance to our Flag.

ROLL CALL

Present: Elizabeth Swift, Buena Park
Gene Hernandez, Yorba Linda
Joseph Muller, Dana Point
Al Murray, Tustin
Ed Sachs, Mission Viejo
Tri Ta, Westminster
Shelley Hasselbrink, Los Alamitos

Absent: None

Also present were:

Fire Chief Jeff Bowman
Assistant Chief Dave Anderson
Assistant Chief Brian Young
Assistant Chief Dave Thomas
Legal Counsel Dave DeBerry

Brigette Gibb Human Resources Director
Assistant Chief Lori Zeller
Assistant Chief Lori Smith
Clerk of the Authority Sherry Wentz

PUBLIC COMMENTS

Chair Sachs opened the Public Comments portion of the meeting. Chair Sachs closed the Public Comments portion of the meeting without any comments from the general public.

1. PRESENTATIONS

No items.

2. MINUTES

A. Minutes for the March 8, 2017, Budget and Finance Committee Meeting (F: 12.02B2)

On motion of Director Hernandez and second by Director Murray, the Budget and Finance Committee Meeting voted unanimously by those present to approve the Minutes of the March 8, 2017, meeting as submitted. Director Hasselbrink was recorded as abstention due to her absence from the meeting.

3. CONSENT CALENDAR (Agenda Item Nos. 3B, 3C, and 3D were pulled for separate consideration.)

A. Monthly Investment Reports (F: 11.10D2)

On motion of Director Hernandez and second by Director Murray, the Budget and Finance Committee Meeting voted unanimously by those present to direct staff to place the item on the agenda for the Executive Committee meeting of May 25, 2017, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

B. Third Quarter Financial Newsletter (F: 15.07)

Stephen Wontrobski, Mission Viejo resident, pulled this item from the Consent Calendar to address overtime and backfill.

On motion of Director Murray and second by Director Hernandez, the Budget and Finance Committee Meeting voted unanimously by those present direct staff to place the item on the agenda for the Executive Committee meeting of May 25, 2017, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

C. Updated Cost Reimbursement Rates (F: 15.12)

Stephen Wontrobski, Mission Viejo resident, pulled this item from the Consent Calendar to question prior year's reimbursement rates.

On motion of Director Hasselbrink and second by Director Hernandez, the Budget and Finance Committee Meeting voted unanimously by those present direct staff to place the item on the agenda for the Board of Directors meeting of May 25, 2017, with the Budget and Finance Committee's recommendation that the Board of Directors approve and adopt the proposed Cost Reimbursement Rate schedules to be effective July 1, 2017.

D. Orange County Drowning Prevention Task Force (F: 20.18)

Fire Chief Jeff Bowman pulled this item from the Consent Calendar to thank those involved in the Orange County Drowning Prevention Task Force for its drowning prevention campaign efforts.

Director Swift arrived at the point (12:14 p.m.).

On motion of Director Ta and second by Vice Chair Muller, the Budget and Finance Committee Meeting voted unanimously by those present to direct staff to place the item on the agenda for the Board of Directors meeting of May 25, 2017, with the Budget and Finance Committee's recommendation that the Board of Directors approve a budget adjustment in the General Fund (121) increasing appropriations in the amount of \$25,000 for funding of the Orange County Drowning Prevention Task Force.

4. DISCUSSION CALENDAR

A. Communication with Auditors for Fiscal Year 2016/17 Financial Audit (F: 15.02B)

Finance Manager Jim Ruane introduced Roger Alfaro, Partner with Vavrinek, Trine, Day & Co., who presented an overview of the audit process.

Stephen Wontrobski, Mission Viejo resident supported the appointment of a new financial auditing firm, and restated his past requests to review the prior auditor's work papers.

On motion of Director Murray and second by Director Hasselbrink, the Budget and Finance Committee Meeting voted unanimously by those present to receive and file the report.

B. Rosenow Spevacek Group, Inc. Final Property Tax Revenue Projections (F: 15.10)

Assistant Chief Lori Zeller introduced Budget Analyst Serene Tang, who presented a PowerPoint presentation on the Final Property Tax Revenue Projections.

Director Tri Ta left at this point (12:40 p.m.).

On motion of Vice Chair Muller and second by Director Hasselbrink, the Budget and Finance Committee voted unanimously by those present to receive and file the report.

Director Ta was absent for the vote.

C. Review of the Proposed Fiscal Year 2017/18 Budget (F: 15.04 FY 2017/18)

Assistant Chief Lori Zeller presented a PowerPoint presentation on the proposed budget.

On motion of Director Murray and second by Director Hasselbrink, the Budget and Finance Committee voted unanimously by those present to direct staff to place the item on the agenda for the Board of Directors meeting of May 25, 2017, with the Budget and Finance Committee's recommendation that the Board of Directors take the following actions:

1. Conduct a Public Hearing
2. Adopt the proposed FY 2017/18 Budget as submitted.
3. Adopt the proposed Resolution entitled A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY BOARD OF DIRECTORS ADOPTING AND APPROVING THE APPROPRIATIONS BUDGET FOR THE ORANGE COUNTY FIRE AUTHORITY FOR FISCAL YEAR 2017/18.
4. Approve and authorize the temporary transfer of up to \$42 million from the following Funds to cover a projected temporary cash flow shortfall for FY 2017/18:
 - Fund 123 Fire Stations and Facilities - \$15 million
 - Fund 124 Communications and Information Systems - \$13 million
 - Fund 133 Fire Apparatus - \$14 million
5. Approve and authorize the repayment of \$42 million borrowed funds from Fund 121 to the above Funds along with interest when General Fund revenues become available in FY 2017/18.
6. Approve and authorize a FY 2016/17 budget adjustment to increase net revenues by \$138,450 and appropriations by \$447,113, as further described in this staff report.

Director Ta was absent for the vote.

Chair Sachs turned the meeting over to Vice Chair Muller and left at (1:16 p.m.).

REPORTS (F: 12.02B6)

No items.

COMMITTEE MEMBER COMMENTS (F: 12.02B4)

Director Hernandez provided Mr. Wontrobski clarification concerning auditor's work papers by reading the applicable section of the new auditor's contract that identifies auditor's work papers as the sole property of the auditing firm. He noted that the final "audit" becomes the work product of the OCFA.

Director Murray thanked Assistant Chief Dave Thomas for his service, and wished him well in his retirement. He also thanked Fire Station 43 (Tustin) for the ride-along on its new ladder truck.


Director Hasselbrink thanked Assistant Chief Thomas for his service.

Director Swift thanked Division Chiefs Randy Black and Ken Cruz for tours of their respective divisions. She also thanked Fire Chief Bowman and Division Chief Dave Steffen for their participation at the groundbreaking for Fire Station 61 (Buena Park).

Fire Chief Jeff Bowman announced the OCFA Annual Open House will be at the Regional Fire Operations and Training Center on Saturday, May 20.

Vice Chair Muller thanked Assistant Chief Dave Thomas for his service.

ADJOURNMENT – Vice Chair Muller adjourned the meeting at 1:24 p.m. The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, June 14, 2017, at 12:00 noon.



Sherry A.F. Wentz, CMC
Clerk of the Authority