



# ORANGE COUNTY FIRE AUTHORITY AGENDA

## Budget and Finance Committee Regular Meeting

Wednesday, May 9, 2018

12:00 Noon

### Orange County Fire Authority Regional Fire Operations and Training Center

1 Fire Authority Road

Room AE117

Irvine, California 92602

Joe Muller, Chair

Shelley Hasselbrink, Vice Chair

Ed Sachs Gene Hernandez Al Murray Tri Ta Elizabeth Swift

Jennifer Cervantez - Ex Officio

This Agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action or discussion shall be taken on any item not appearing on the following Agenda. Unless legally privileged, all supporting documents, including staff reports, and any writings or documents provided to a majority of the Budget and Finance Committee after the posting of this agenda are available for review at the Orange County Fire Authority Regional Fire Operations & Training Center, 1 Fire Authority Road, Irvine, CA 92602 or you may contact Sherry A.F. Wentz, Clerk of the Authority, at (714) 573-6040 Monday through Thursday, and every other Friday from 8 a.m. to 5 p.m. and available online at <http://www.ocfa.org>

If you wish to speak before the Budget and Finance Committee, please complete a Speaker Form identifying which item(s) you wish to address. Please return the completed form to the Clerk of the Authority. Speaker Forms are available on the counter noted in the meeting room.



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Clerk of the Authority at (714) 573-6040. Notification 48 hours prior to the meeting will enable the Authority to make reasonable arrangements to assure accessibility to the meeting.

## CALL TO ORDER

PLEDGE OF ALLEGIANCE by Director Hernandez

## ROLL CALL

### 1. PRESENTATIONS

No items.

**PUBLIC COMMENTS**

Any member of the public may address the Committee on items within the Committee's subject matter jurisdiction but which are not listed on this agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. We request comments made on the agenda be made at the time the item is considered and that comments be limited to three minutes per person. Please address your comments to the Committee as a whole, and do not engage in dialogue with individual Committee Members, Authority staff, or members of the audience.

**2. MINUTES****A. [Minutes for the April 11, 2018, Budget and Finance Committee Meeting](#)**

Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:

Approve as submitted.

**3. CONSENT CALENDAR****A. [Monthly Investment Reports](#)**

Presented by: Patricia Jakubiak, Treasurer

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of May 24, 2018, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

**B. [Third Quarter Financial Newsletter](#)**

Submitted by: Lori Zeller, Assistant Chief/Business Services Department

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of May 24, 2018, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

**C. [Updated Cost Reimbursement Rates](#)**

Submitted by: Lori Zeller, Assistant Chief/Business Services Department

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of May 24, 2018, 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, 2018.

#### 4. DISCUSSION CALENDAR

##### A. Proposed Adjustment – Santa Ana Service Charge

Presented by: Lori Zeller, Assistant Chief/Business Services Department

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of May 24, 2018, with the Budget and Finance Committee's recommendation that the Board of Directors approve and authorize staff to adjust the City of Santa Ana's service charge to exclude the impact of OCFA's Accelerated Pension Payments from FY 2015/16 forward.

##### B. Rosenow Spevacek Group, Inc. Final Property Tax Revenue Projections

Presented by: Deborah Gunderson, Budget Manager/Business Services Department

Recommended Action:

Receive and file the report.

##### C. Review of the Fiscal Year 2018/19 Proposed Budget

Presented by: Lori Zeller, Assistant Chief/Business Services Department

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of May 24, 2018, 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 2018/19 Budget as submitted.
3. Adopt the 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 2018/19.
4. Approve and authorize the temporary transfer of up to \$46 million from the following funds to cover a projected temporary cash flow shortfall for FY 2018/19:
  - a. Fund 123 Fire Stations and Facilities - \$10 million
  - b. Fund 133 Fire Apparatus - \$20 million
  - c. Fund 190 Workers' Compensation Reserve Fund - \$16 million
5. Approve and authorize the repayment of \$46 million borrowed funds from Fund 121 to the above funds along with interest when General Fund revenues become available in FY 2018/19.
6. Approve an update to the Financial Stability Budget Policy allowing for as needed transfers to the CIP funds at fiscal year onset.
7. Approve and authorize FY 2017/18 budget adjustments to increase General Fund (121) revenues by net \$2,242,077 and General Fund (121) expenditures by \$2,587,327; decrease expenditures in Fire Stations and Facilities Fund (123) by \$7,500,000 and decrease Fire Apparatus Fund (133) by \$145,000.

**D. Proposed Procurement Policy Manual**

Presented by: Debbie Casper, Purchasing & Materials Manager/Business Services Department

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of May 24, 2018, with the Budget and Finance Committee’s recommendation that the Board of Directors receive and file the Procurement Policy Manual.

**REPORTS**

No items.

**COMMITTEE MEMBER COMMENTS**

**ADJOURNMENT** – The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, June 13, 2018, at 12:00 noon.

**AFFIDAVIT OF POSTING**

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted in the lobby, front gate public display case, and website of the Orange County Fire Authority, Regional Training and Operations Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 3<sup>rd</sup> day of May 2018.

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

**UPCOMING MEETINGS:**

Claims Settlement Committee Meeting	Thursday, May 24, 2018, 5:00 p.m.
Executive Committee Meeting	Thursday, May 24, 2018, 5:30 p.m.
Board of Directors Meeting	Thursday, May 24, 2018, 6:00 p.m.