

# MINUTES

## ORANGE COUNTY FIRE AUTHORITY

### **Budget and Finance Committee Regular Meeting**

**Wednesday, September 12, 2018**

**12:00 Noon**

**Regional Fire Operations and Training Center**

**Room AE117**

**1 Fire Authority Road**

**Irvine, CA 92602**

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#### **CALL TO ORDER**

A regular meeting of the Orange County Fire Authority Budget and Finance Committee was called to order on September 12, 2018, at 12:00 p.m. by Chair Muller.

#### **PLEDGE OF ALLEGIANCE**

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

#### **ROLL CALL**

**Present:** Shelley Hasselbrink, Los Alamitos  
Gene Hernandez, Yorba Linda  
Joseph Muller, Dana Point  
Al Murray, Tustin  
Ed Sachs, Mission Viejo  
Don Sedgwick, Laguna Hills  
Tri, Ta, Westminster

**Absent:** None

#### **Also present were:**

Deputy Chief Lori Zeller  
Fire Chief Brian Fennessy

Deputy Chief Dave Anderson  
Assistant Clerk of the Authority Martha Halvorson

#### **PUBLIC COMMENTS (F: 12.02B3)**

Chair Muller opened the Public Comments portion of the meeting. Chair Muller 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 July 11, 2018, Budget and Finance Committee Regular Meeting (F: 12.02B2)

On motion of Director Hernandez and second by Director Murray, the Budget and Finance Committee voted unanimously by those present to approve the Minutes of the July 11, 2018, regular meeting as submitted. Director Ta was recorded as an abstention due to his absence from the meeting.

## 3. CONSENT CALENDAR (Agenda Item No. 3A was pulled from the Consent Calendar for separate consideration.)

### A. Fourth Quarter Financial Newsletter (F: 15.07)

Director Sedgwick pulled this item from the Consent Calendar for clarification on the Community Risk Reduction fees.

On motion of Director Sedgwick and second by Director Hernandez, the Committee voted unanimously by those present to direct staff to place the item on the agenda for the Executive Committee meeting of September 27, 2018, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

### B. Annual Investment Report (F: 11.10D1)

On motion of Director Ta and second by Director Murray, the Committee voted unanimously by those present to direct staff to place the item on the agenda for the Executive Committee meeting of September 27, 2018, with the Budget and Finance Committee's recommendations that the Executive Committee receive and file the report.

## 4. DISCUSSION CALENDAR

### A. Monthly Investments Reports (F: 11.10D2)

Treasurer Tricia Jakubiak provided an overview of the Monthly Investment Reports.

On motion of Vice Chair Hasselbrink and second by Director Ta, the Committee voted unanimously by those present to direct staff to place the item on the agenda for the Executive Committee meeting of September 27, 2018, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

**B. Carryover of FY 2017/18 Uncompleted Projects and Use of Unexpended Fund Balance** (F: 15.04 FY 2017/18)

Deputy Chief Lori Zeller provided an overview of the Carryover of FY 2017/18 Uncompleted Projects and Use of Unexpended Fund Balance.

On motion of Director Sachs and second by Director Murray, the Committee voted unanimously to form an Ad Hoc Committee separate of the Budget and Finance Committee to review and discuss policy-level direction relating to cost control measures on behalf of cash contract cities.

On motion of Director Sachs and second by Director Murray, the Committee voted unanimously by those present to direct staff to place the item on the agenda for the Board of Directors meeting of September 27, 2018, with the Budget and Finance Committee's recommendation that the Board of Directors authorize the following proposed carryover budget adjustments:

1. Approve a budget adjustment in the General Fund (121) increasing revenues by \$500,000 and expenditures by \$5,517,226.
2. Approve a budget adjustment in the General Fund CIP (12110) increasing expenditures by \$1,330,777.
3. Approve a budget adjustment in the Fire Stations and Facilities Fund (123) increasing expenditures by \$1,946,642.
4. Approve a budget adjustment in the Communications and Information Systems Fund (124) increasing expenditures by \$2,957,040.
5. Approve a budget adjustment in the Fire Apparatus Fund (133) increasing expenditures by \$3,972,280.
6. Approve a budget adjustment transferring \$875,000 from the General Fund (121) to the General Fund CIP (12110) to ensure sufficient fund balance in the fund to complete the projects.

**REPORTS**

No items.

**COMMITTEE MEMBER COMMENTS** (F: 12.02B4)

There were no Committee Member comments.

**ADJOURNMENT** – Chair Muller adjourned the meeting at 12:31 p.m. The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, October 10, 2018, at 12:00 noon.

  
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Martha Halvorson, CMC  
Assistant Clerk of the Authority