



# ORANGE COUNTY FIRE AUTHORITY AGENDA

## Budget and Finance Committee Meeting

Wednesday, September 11, 2019

12:00 Noon

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

1 Fire Authority Road

Room AE117

Irvine, California 92602

Shelley Hasselbrink, Chair

Don Sedgwick, Vice Chair

Joe Muller Gene Hernandez Sergio Farias

Ed Sachs Tri Ta

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 Farias

## 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 July 10, 2019, Budget and Finance Committee Regular Meeting](#)**

Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:

Approve as submitted.

### **3. CONSENT CALENDAR**

#### **A. [Monthly Investment Reports](#)**

Submitted by: Tricia 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 September 26, 2019, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

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

Submitted by: Robert Cortez, 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 September 26, 2019, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

#### **C. [Carryover of FY 2018/19 Uncompleted Projects and Use of Unexpended Fund Balance](#)**

Submitted by: Robert Cortez, 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 September 26, 2019, with the Budget and Finance Committee's recommendation that the Board of Directors authorize the following proposed budget adjustments:

1. Approve a budget adjustment in the FY 2019/20 General Fund (121) increasing revenues by \$6,065,346 and expenditures by \$10,467,941.

2. Approve a budget adjustment in the FY 2019/20 General Fund CIP (12110) increasing expenditures by \$1,568,406.
3. Approve a budget adjustment in the FY 2019/20 Fire Stations and Facilities Fund (123) increasing expenditures by \$616,707.
4. Approve a budget adjustment in the FY 2019/20 Communications and Information Systems Fund (124) increasing expenditures by \$2,708,391.
5. Approve a budget adjustment in the FY 2019/20 Fire Apparatus Fund (133) increasing expenditures by \$5,803,945.
6. Approve a budget adjustment transferring \$507,495 from the FY 2019/20 General Fund (121) to the Settlement Fund (139), and appropriate that amount in Fund (139) for the Joint-Training Facility project.
7. Approve a budget adjustment in the Structural Fire Entitlement Fund (171) increasing expenditures by \$329,827.

### **END OF CONSENT CALENDAR**

#### **4. DISCUSSION CALENDAR**

##### **A. Annual Investment Report**

Submitted by: Tricia Jakubiak, Treasurer

##### Recommended Action:

In compliance with Section 18.2 of the Orange County Fire Authority's Investment Policy, review the proposed annual agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of September 26, 2019, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

##### **B. Appointment of Auditor for the Orange County Fire Authority**

Submitted by: Lori Zeller, Deputy Chief/Administration and Support Bureau

##### Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of September 26, 2019, with the Budget and Finance Committee's recommendation that the Board of Directors adopt the submitted resolution appointing OCFA's Finance Manager, Julie Nemes, as Auditor for the Orange County Fire Authority.

##### **C. Acceptance of 2019 Department of Homeland Security/Federal Emergency Management Agency's Urban Search & Rescue Preparedness Cooperative Agreement Funding**

Submitted by: Brian Norton, Division Chief/Special Operations

##### Recommended Actions:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of September 26, 2019, with the Budget and Finance Committee's recommendation that the Board of Directors:

1. Approve and adopt the proposed Resolution to accept the Department of Homeland Security/Federal Emergency Management Agency's Grant Readiness Cooperative Agreement funding.

2. Approve a budget adjustment to the FY 2019/20 General Fund (121) budget increasing revenues and expenditures by \$1,230.104.

**REPORTS**

No items.

**COMMITTEE MEMBER COMMENTS**

**ADJOURNMENT** – The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, October 9, 2019, 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 and front gate public display case 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 5<sup>th</sup> day of September, 2019.

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

**UPCOMING MEETINGS:**

Human Resource Committee Special Meeting	Tuesday, September 17, 2019, 12:00 noon
Executive Committee Meeting	Thursday, September 26, 2019, 5:30 p.m.
Board of Directors Meeting	Thursday, September 26, 2019, 6:00 p.m.