

City of Fontana

8353 Sierra Avenue
Fontana, CA 92335



Minutes

Tuesday, February 22, 2022

7:00 PM

Grover W. Taylor Council Chambers

Fire Protection District

Phillip Cothran - President
Jesus "Jesse" Sandoval - Vice President
John Roberts - Commissioner
Peter A. Garcia- Commissioner
Acquanetta Warren - Commissioner
Janet Koehler Brooks - City Treasurer
Germaine McClellan Key - District Secretary

CALL TO ORDER/ROLL CALL:

A. 7:00 P.M. Call the Meeting to Order

The Regular meeting of the Fontana Fire Protection District was held in the Grover W. Taylor Council Chambers, 8353 Sierra Avenue, Fontana, California, on Tuesday, February 22, 2022.

President Cothran called the meeting to order at 7:04 p.m.

ROLL CALL:

Present: President Cothran, Vice-President Sandoval, Commissioners Garcia and Warren

Absent: Commissioner Roberts

PUBLIC COMMUNICATIONS:

A. Public Communications

There were no public communications received.

CONSENT CALENDAR:

ACTION: Motion was made by Commissioner Warren, seconded by Commissioner Garcia and passed unanimously by a vote of 4-0-1 to adopt Consent Calendar Items "A-B". The motion carried by the following vote: AYES: Warren, Garcia, Cothran, and Sandoval; NOES: None; ABSENT: Roberts

A. Approval of Minutes [21-1211](#)

Approve the minutes of the December 14, 2021, Regular Fire Protection District Meeting.

B. Fiscal Year 2021/22 Mid-Year Budget Status Report [21-1185](#)

Approve the recommended Fiscal Year 2021/22 Mid-Year Budget adjustments.

EXECUTIVE DIRECTOR'S COMMUNICATIONS:

A. Executive Director's Communications

No Executive Director's communications were received.

ELECTED OFFICIALS COMMUNICATIONS/COMMITTEE REPORTS:

A. Elected Officials Communications/Committee Reports

No Elected Official Communications/Committee reports were received.

ADJOURNMENT:

A. Adjournment

President Cothran adjourned the meeting at 7:49 p.m.

Phillip Cothran

Phillip Cothran
District President

**THE FOREGOING MINUTES WERE APPROVED AND ADOPTED BY THE FONTANA
FIRE PROTECTION DISTRICT ON THE 14TH DAY OF JUNE 2022.**

Germaine McClellan Key

Germaine McClellan Key
District Secretary

Certificate Of Completion

Envelope Id: CE3BBE3A3325414BABEA995B75F35CDF	Status: Completed
Subject: Please DocuSign: Minutes - Fire 2.22.22.pdf	
Source Envelope:	
Document Pages: 3	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	City Clerk
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	8353 Sierra Avenue
	Fontana, CA 92335
	clerks@fontana.org
	IP Address: 192.146.186.96

Record Tracking


Status: Original	Holder: City Clerk	Location: DocuSign
6/15/2022 08:58 AM	clerks@fontana.org	

Signer Events

Signer Events	Signature	Timestamp
Germaine McClellan Key gkey@fontana.org Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Signed by link sent to gkey@fontana.org Using IP Address: 107.201.246.59	Sent: 6/15/2022 08:58 AM Viewed: 6/15/2022 09:16 AM Signed: 6/15/2022 10:06 AM

Electronic Record and Signature Disclosure:

Accepted: 6/15/2022 | 10:00 AM
 ID: e385be3f-3702-48cb-83e8-78bcfdcf5b1c

Phillip Cothran pwcothran@fontana.org Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Signed by link sent to pwcothran@fontana.org Using IP Address: 47.152.57.68 Signed using mobile	Sent: 6/15/2022 10:07 AM Viewed: 6/15/2022 10:11 AM Signed: 6/15/2022 10:11 AM
--	--	--

Electronic Record and Signature Disclosure:

Accepted: 6/15/2022 | 10:11 AM
 ID: 0f03cb37-a001-463a-bc53-1b06f6ffff

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

Evelyne Ssenkoloto essenkol@fontana.org Security Level: Email, Account Authentication (None)	<div style="border: 2px solid blue; padding: 5px; display: inline-block; font-weight: bold; color: blue;">COPIED</div>	Sent: 6/15/2022 10:11 AM Viewed: 6/15/2022 02:49 PM
--	--	--

Electronic Record and Signature Disclosure:

Accepted: 10/13/2021 | 04:17 PM
 ID: e7145250-7347-428b-af51-3066469cc29f

Carbon Copy Events	Status	Timestamp
Kathy Kasinger kkasinger@fontana.org Records Coordinator Security Level: Email, Account Authentication (None)	COPIED	Sent: 6/15/2022 10:11 AM Viewed: 6/15/2022 10:25 AM
Electronic Record and Signature Disclosure: Accepted: 6/10/2022 09:50 AM ID: 65a4bc50-270f-4857-98bf-1f3fec446c11		

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
-------------------------	--------	------------

Envelope Sent	Hashed/Encrypted	6/15/2022 08:58 AM
Certified Delivered	Security Checked	6/15/2022 10:11 AM
Signing Complete	Security Checked	6/15/2022 10:11 AM
Completed	Security Checked	6/15/2022 10:11 AM

Payment Events	Status	Timestamps
----------------	--------	------------

Electronic Record and Signature Disclosure
--

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, City of Fontana (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact City of Fontana:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: ctejeda@fontana.org

To advise City of Fontana of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at ctejeda@fontana.org and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

To request paper copies from City of Fontana

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to ctejeda@fontana.org and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with City of Fontana

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to ctejeda@fontana.org and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> •Allow per session cookies •Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection

** These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify City of Fontana as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by City of Fontana during the course of my relationship with you.