

MODESTO-CERES FIRE PROTECTION AGENCY
JOINT POWERS AUTHORITY

MINUTES
December 19, 2018

CALL TO ORDER: 10:01 AM

ROLL CALL:

Present: Toby Wells, Joe Lopez, Alan Ernst

Absent: None

Other Attendees: Jena Duke, DeAnna Christensen, Ryan Blackerby, Stacey Pratt, Julie Huang,
Tom Hallinan

NEW BUSINESS:

- a) Approval of the August 2, 2018 Meeting Minutes
It was motioned/seconded by Lopez/Ernst

AYES: Lopez, Ernst, Wells

NOES: None

- b) Stacey Pratt presented the following information regarding the Audited Financial Statements from Fiscal Year 2017/2018:

- Hudson Henderson & Company, Inc. audited the financial statements and related notes for the period ending June 30, 2018.
- The financial statements were found to fairly represent the financial position of the Agency and to be in accordance with generally accepted accounting principles.
- No material deficiencies in internal controls or instances of noncompliance were identified.
- Total Current Assets - \$255,794, an increase of \$18,726 from prior year (This increase is primarily due to an increase in taxes receivable received after the fiscal year was complete).
- Total revenues were \$590,732, which is in an increase of \$32,283 over prior year. This increase is primarily due to increases in Current Year Secured Property Taxes (7%) and in amount allocated to the District from the Redevelopment Property Tax Trust Fund (23%).
- Total expenditures, not including distributions to member agencies, were \$16,417.

- No change in fund balance.

Resolution 2018-03 adopting Fiscal Year 2017/2018 Audited Financial Statements was motioned/seconded by Lopez/Ernst.

AYES: Lopez, Ernst, Wells

NOES: None

c) Stacey Pratt presented the proposed Budget for 2019/2020 Fiscal Year:

- The budget was calculated based on a 4 year average of actuals, adjusting for any anomalies (such as 1 time revenues, etc.) An annualized actual amount is calculated for current fiscal year (FY19) and used only as appropriate as part of averages.
- The City Administration Fee is calculated based on an estimate of administrative labor hours spent and an actual hourly cost for each staff member.
- County Assessment fees calculated at \$.20 per assessed parcel per tax code (2 tax codes) according to parcel counts received from the County. These fees are netted out of tax revenue before received from County.
- Any excess of revenues is distributed to each of the cities, allocated 44.45% to Ceres and 55.55% to Modesto.
- The board discussed allocating up to \$10,000 from revenues to go toward the Regional Fire Study that will be completed by the City of Modesto. City staff will adjust the budget to reflect this.

Resolution 2018-04 adopting the Fiscal Year 2019/2020 Operating Budget with the allocation of \$10,000 from revenues for the Regional Fire Study was motioned/seconded by Lopez/Ernst.

AYES: Lopez, Ernst, Wells

NOES: None

d) Jena Duke presented the new Modesto-Ceres Fire Agency website to the board. She will maintain the website and ensure meeting documents are posted and information is always up to date. She will also send notice to the Stanislaus County Civil Grand Jury that the website has been launched.

There being no further business of the board, Wells adjourned the meeting at 10:10 AM.

Submitted by,

Jena Duke
Secretary