

MODESTO-CERES FIRE PROTECTION AGENCY  
JOINT POWERS AUTHORITY

MINUTES  
December 12, 2017

CALL TO ORDER: 11:07 AM

ROLL CALL:

Present: Toby Wells, Joe Lopez, Alan Ernst

Absent: None

Other Attendees: Jena Duke, DeAnna Christensen, Ryan Blackerby, Stacey Pratt

NEW BUSINESS:

- a) Approval of the May 10, 2017 Meeting Minutes  
It was motioned/seconded by Lopez/Ernst

AYES: Lopez, Ernst, Wells

NOES: None

- b) Ryan Blackerby presented the following information regarding the Audited Financial Statements from Fiscal Year 2016/2017:

- MGO audited the financial statements and related notes for the period ending June 30, 2017
- The financial statements were found to fairly present 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 - \$237,068, a decrease of \$2,939 from prior year (the decrease was primarily due to a decrease in tax revenue)
- Total revenues were \$558,449, which is a decrease of \$4,214 over prior year (the decrease was primarily due to a decrease in tax revenue)
- Total expenditures were \$25,392 (not including distributions to member agencies)
- No change in fund balance

Resolution 2017-01 adopting Fiscal Year 2016/2017 Audited Financial Statements was motioned/seconded by Ernst/Lopez.

AYES: Lopez, Ernst, Wells

NOES: None

c) Stacey Pratt presented the proposed Budget for 2018/2019 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 (FY18) 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.

Resolution 2017-02 adopting Fiscal Year 2018/2019 Operating Budget was motioned/seconded by Lopez/Ernst.

AYES: Lopez, Ernst, Wells

NOES: None

The board discussed having the next meeting in May 2018. This meeting will be a special meeting where Ceres will provide an update on the status of a new Fire Chief, who will serve as President of the Board. Modesto will also provide an update on new external auditors. The board also discussed having the next regular meeting in December 2018.

There being no further business of the board, it was motioned/seconded by Wells/Ernst to adjourn the meeting at 11:13 AM.

Submitted by,

Jena Duke  
Secretary