



## AGENDA REPORT

**Meeting Date:** November 13, 2007

**Item Number:** F-12

**To:** Honorable Mayor & City Council

**From:** Timothy Scranton, Fire Chief  
Alberto Zelaya, Management Analyst

**Subject:** **RESOLUTION OF THE COUNCIL OF THE CITY OF BEVERLY HILLS  
ACCEPTING AND APPROPRIATING FUNDS IN THE AMOUNT OF  
\$13,200 FOR BRUSH FIRE PREVENTION/EDUCATIONAL DVDS**

**Attachments:**

1. Resolution
2. Fireman's Fund Award letter
3. Fireman's Fund Grant Agreement

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### **RECOMMENDATION**

It is recommended that the City Council adopt the resolution approving the acceptance and appropriation of funds received from the Fireman's Fund Heritage program. The City Council agrees to accept the grant and appropriate the funds detailed under the fiscal impact section.

### **INTRODUCTION**

It is requested that the City Council adopt a resolution approving the acceptance and appropriation of grant funding from the Fireman's Fund Heritage program. If accepted, the funds will be used to develop and produce 2,000 brush fire prevention/educational DVDs to be distributed among members of the community residing in high fire hazard zones.

### **DISCUSSION**

The Fireman's Fund Insurance Company launched its Fireman's Fund Heritage program in 2004. Under this program, Fireman's Fund awards millions of dollars in grants each year to fire departments and burn prevention programs across the country.

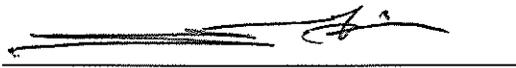
Meeting Date: November 20, 2007

**FISCAL IMPACT**

If the funds are accepted, the city will not be required to match the \$13,200 grant funding received.

From  
\$13,200      FD – Grant Revenue  
                  01-03101P001-42221

To  
\$13,200      FD Materials & Supp.  
                  01-03101P001-72040



\_\_\_\_\_  
Scott G. Miller  
Finance Approval



\_\_\_\_\_  
Timothy Scranton  
Approved By

# **Attachment 1**

## **Resolution**

RESOLUTION NO. 07-R-

RESOLUTION OF THE COUNCIL OF THE CITY OF  
BEVERLY HILLS ACCEPTING AND APPROPRIATING  
FUNDS IN THE AMOUNT OF \$13,200 FOR BRUSH FIRE  
PREVENTION/EDUCATIONAL DVDS

The City Council of the City of Beverly Hills does resolve as follows:

Section 1. Appropriation of funds in the amount of \$13,200 is authorized as follows:

	<u>From</u>		<u>To</u>
\$13,200	FD-Grant Revenue 01-03101P001-42221	\$13,200	FD Materials & Supp. 01-03101P001-72040

Purpose: To appropriate funds received by the Fireman's Fund Heritage program to develop and produce 2,000 brush fire prevention/educational DVDs to be distributed among members of the community residing in high fire hazard zones.

Section 2. The City Clerk shall certify to the adoption of this resolution and shall cause this resolution and his certification to be entered in the Book of Resolutions of the Council of this City.

Adopted:

\_\_\_\_\_  
JIMMY DELSHAD  
Mayor of the City of  
Beverly Hills, California

ATTEST:

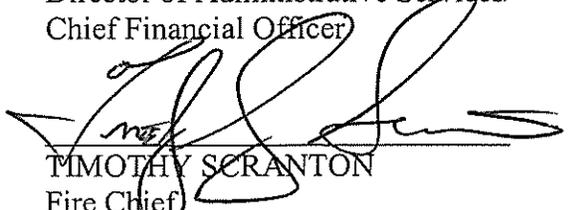
\_\_\_\_\_  
(SEAL)  
BYRON POPE  
City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
LAURENCE S. WIENER

APPROVED AS TO CONTENT:

  
\_\_\_\_\_  
SCOTT G. MILLER  
Director of Administrative Services/  
Chief Financial Officer

  
\_\_\_\_\_  
TIMOTHY SCRANTON  
Fire Chief

## **Attachment 2**

### **Fireman's Fund Award Letter**



August 13, 2007

Dale T. Geldert, Fire Chief  
City of Beverly Hills Fire Department  
445 North Rexford Drive  
Beverly Hills, CA 90210

Dear Chief Geldert :

Congratulations on being selected for a grant from Fireman's Fund Insurance Company!

In 2004, Fireman's Fund Insurance Company launched its Fireman's Fund Heritage<sup>SM</sup> program. Under this program, Fireman's Fund<sup>®</sup> awards millions of dollars in grants each year to fire departments and burn prevention programs across the country through our employees and independent agents.

Jules Berlin Agency, Beverly Hills, CA selected your organization to receive a grant. Agents are able to direct grants to local fire departments based on the growth of their business with Fireman's Fund, allowing us to support fire departments in communities where our business is growing. For your reference, I have attached a copy of the compliance agreement you previously signed and submitted to us. This document provides additional background information on the timing and utilization of funds.

There are a few simple things we would like to ask of your department:

- If you haven't already, please be sure to let your firefighters, board and others in the community know about the grant from Fireman's Fund. Send an email, mention it at your meetings or put it in your newsletter. People interested in more information about the program can check out our website at [www.firemansfund.com/heritage](http://www.firemansfund.com/heritage) and even sign up for a newsletter providing updates on the program.
- Tell us your stories about how this grant helped save lives or make a difference in your department. These real-life stories demonstrate the value of our grant program, and ultimately enable other fire departments across the nation to benefit from Fireman's Fund grants.

Additionally, we are interested in learning about any volunteer opportunities with your department. In the past, our employees have volunteered at fire department community outreach events, fundraisers and have even participated in CERT training. To further discuss volunteer opportunities or share stories about the grant, please contact us at the email address or telephone number listed below.

If you have any questions or would like more information, please call (866) 440-8716 or send an email to [heritage@ffic.com](mailto:heritage@ffic.com). Again, additional information about the Fireman's Fund Heritage program can be found at [www.fireman'sfund.com/heritage](http://www.fireman'sfund.com/heritage).

Sincerely,

Danielle Cagan  
Director of Community Relations, Fireman's Fund Heritage  
Fireman's Fund Insurance Company

Encl.: Check  
Signed compliance agreement

# **Attachment 3**

## **Fireman's Fund Grant Agreement**



## **Grant Compliance Agreement**

*This agreement is made and entered into by and between Fireman's Fund Insurance Company (Fireman's Fund<sup>®</sup>) of Novato, CA, and*

\_\_\_\_ Beverly Hills Fire Department \_\_\_\_\_ (Department/District) ("the Department")  
located at (street address)

Whereas, it is intended that the Department will utilize a grant award or donation received from Fireman's Fund<sup>®</sup> for the specific purpose outlined in the Department's grant application and/or approved by Fireman's Fund. Fireman's Fund reserves the right to communicate with and visit the Department on an ongoing basis to ensure that the funding is utilized for the express purpose intended. The Department is required to apply a grant or donation from Fireman's Fund within 90 days of receipt of funds or obtain an extension from Fireman's Fund. Additionally, the Department must supply Fireman's Fund with a copy of the paid invoice within 30 days of purchases utilizing funding from a Fireman's Fund Heritage<sup>SM</sup> grant or donation. Invoice copies should be sent to Fireman's Fund attn: Dominique Rosenberg, 777 San Marin Drive C65, Novato, CA 94998. (Fax # 888-834-4602)

The Department must notify Fireman's Fund within 60 days of receipt of funds if it decides to purchase a different quantity of items than what was awarded by Fireman's Fund, or if it chooses to apply funds differently than originally intended or approved by Fireman's Fund. Unused funds must be returned to Fireman's Fund.

If the Department plans to use funds for any purpose other than originally outlined and approved by Fireman's Fund, the Department must first obtain approval from Fireman's Fund. In the event that the grant funding is not utilized for the purpose(s) approved by Fireman's Fund and/or outlined in the original grant application and Fireman's Fund is not notified of any changes to the original request, Fireman's Fund reserves the right to revoke the grant funding or donation, request the return of the full grant/donation amount, and eliminate the Department from consideration for future funding through the Fireman's Fund Heritage program.

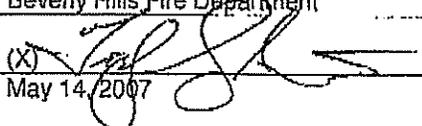
It is the intention of Fireman's Fund to promote the grant and Fireman's Fund will work with the Department on promotional efforts to ensure that they are mutually beneficial. If the Department is awarded a grant or donation, Fireman's Fund expects the Department to participate in a check presentation ceremony that is scheduled mutually, but held within three months after the check is received and/or when the equipment arrives. Fireman's Fund reserves the right to film and/or photograph the award presentation and publicize the request and award in all internal and external marketing and communications activities related to the Fireman's Fund Heritage program. Fireman's Fund will provide stickers to the Department which indicate that the equipment was purchased with a grant from Fireman's Fund and the stickers are to be placed on the equipment purchased with funds granted by Fireman's Fund, as well as an electronic logo for printed materials. For large donations such as fire safety houses, Fireman's Fund has the right to assist the Department with design and signage on the equipment and may provide additional funding for this purpose. Fireman's Fund invites your department to contact us to discuss any additional marketing or public relations assistance we can provide on your behalf.

Finally, as a way to demonstrate the overall impact of this grant program, Fireman's Fund asks that the Department provide documentation demonstrating the effect the funding has had on operations. This can be documented via E-mail, letter, photos, video, or however the department sees fit. We request that this impact be documented and shared with Fireman's Fund within six months of the receipt of the grant or donation or as special calls occur and the grant funds helped make a difference.

*By signing this agreement, Department agrees to carry out the aforementioned activities as planned.*

Agreed to and Accepted:

Department: Beverly Hills Fire Department

By: (X)  fax

Date: May 14, 2007

Dale T. Geldert, Fire Chief

Print Name and Title: \_\_\_\_\_

Dept. Tax/Fed ID #: 95-6000678

Make Grant Checks Payable to: City of Beverly Hills Fire Department

Send Check to:  
(No PO Boxes) City of Beverly Hills Fire Department, Attn: Greg Barton, 445 North Rexford Drive, Beverly Hills, CA 90210\_\_

If check is being mailed directly to a vendor:

Vendor Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Tax ID Number: \_\_\_\_\_

Street Address (NO PO Boxes) for check to be sent: \_\_\_\_\_

**PLEASE PRINT LEGIBLY**