



RALPH M. TERRAZAS
FIRE CHIEF

June 16, 2015

BOARD OF FIRE COMMISSIONERS
FILE NO. 15-063

TO: Board of Fire Commissioners

FROM: *RMT* Ralph M. Terrazas, Fire Chief

SUBJECT: DONATION FOR FIRE STATION STICKERS

FINAL ACTION:	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved w/Corrections	<input type="checkbox"/> Withdrawn
	<input type="checkbox"/> Denied	<input type="checkbox"/> Received & Filed	<input type="checkbox"/> Other

SUMMARY

The Los Angeles Fire Department Foundation (LAFD Foundation) has donated to the Community Liaison Office 10,000 stickers valued at \$1,705.00, grant request form attached. This donation will benefit the Department by replenishing all 106 Neighborhood Fire Station sticker supplies for community visits and outreach events.

This report is being submitted in accordance with the Los Angeles Administrative Code, Article 12, Sections 5.111.3 and 5.111.4, which provides for the receipt of gifts and bequests of personal property to be utilized by the Fire Department, not exceeding \$5,000.00 in market value shall be submitted to the Board of Fire Commissioners for acceptance or rejection.

RECOMMENDATION

That the Board:

1. Receive this report from the LAFD Foundation for the stickers valued at \$1,705.00, to the Los Angeles Fire Department, for the Board of Fire Commissioners approval/acceptance in accordance with the Los Angeles Administrative Code, Ordinance 15514, Article 12, Sections 5.111.3 and 5.111.4.

FISCAL IMPACT

There is no fiscal impact to the Department's budget from the acceptance of this donation. Donations provide the necessary items meeting the needs of the respective fire stations. Replacement or repair of items meeting City specifications and Fire Department business needs may be borne by General Fund, subject to budgetary constraints.

CONCLUSION

The Los Angeles Fire Department benefits tremendously from gracious donations and support provided by the Los Angeles Fire Department Foundation. The Community Liaison Office acknowledges the Los Angeles Fire Department Foundation for their generosity.

Board report prepared by Public Information Director Peter Sanders, Community Liaison Office.

Attachment



**LOS ANGELES FIRE
DEPARTMENT FOUNDATION
Grant Request Form**

FOR FOUNDATION USE ONLY
Grant Number: _____

Approved _____
Denied _____

Date: May 22, 2015

Amount Requested: \$1,705.00

Contact Name: Peter Sanders, PID

Phone: 213-978-3826

E-mail: peter.sanders@lacity.org

Type of funding request (name of program or equipment):

Funding for 10,000 LAFD stickers to be distributed to all 106 neighborhood fire stations.

Provide a brief description and the need for the program/equipment/service (use attachment if needed):

As in the past, the fire stations have appreciated a supply of stickers to distribute to the public during station visits. This requests goes toward replenishing that supply.

Is there a fiscal impact to approving this request? (Maintenance costs, monthly service cost, extra equipment or services etc.). Please describe:

No.

Has this program/equipment/service previously been requested through the city budget?

No.

If yes, list the most recent date of submission and the result:

If no, explain the reason why it was not submitted:

Collateral materials for individual fire stations are not significant enough to generate specific budget requests.

What objectives will be accomplished if the funding is granted?

A simple, but effective marketing and community relations tool available at all 106 Neighborhood Fire Stations to help advance the LAFD's brand throughout the community.

Fire Station Commander's Signature	"A" Platoon	_____
	"B" Platoon	_____
	"C" Platoon	_____

Please attach an itemized list for the expenses or a quote from the equipment manufacturer on the vendor's letterhead including model numbers and total units needed. Upon approval, the foundation will pay the vendor directly.

Any questions regarding Foundation procedures can be directed to the Los Angeles Fire Department at 310-552-4139.

You may submit your request by email to Diana@supportlafd.org, or by fax to 310-552-9052