



CITY OF GLENDALE CALIFORNIA
REPORT TO CITY COUNCIL

December 13, 2011

AGENDA ITEM

Report Regarding

- 1) Resolution of appropriation of funds received from the Fireman's Fund Heritage Grant (G51818) for the Fire Department's fire company inspection program.

COUNCIL ACTION

Public Hearing [] Ordinance [] Consent Calendar [X] Action Item [] Report Only []
 Approved for Dec. 13, 2011 calendar

ADMINISTRATIVE ACTION

Signature

Submitted

Harold D. Scoggins, Fire Chief [Signature]
 Edward Fraga, Director of Information Services Department (ISD) [Signature]

Prepared

Julie Schaeffer, Administrative Analyst [Signature]

Approved

Yasmin Beers, Interim City Manager [Signature]

Reviewed

Michael Garcia, City Attorney [Signature]
 Bob Elliot, Director Finance [Signature]

RECOMMENDATION

Approval of the attached resolution of appropriation of funds received from the Fireman's Fund Heritage Grant for the Fire Department's Company Inspection Program.

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SUMMARY

The Fire Department has been awarded \$20,000 by the Fireman's Fund Insurance Company. The recommended action will appropriate these funds to purchase software for the in- field hand held computers to be used in the Fire Company Inspection Program (G51818).

FISCAL IMPACT

Funding from the Fireman's Fund Insurance Company will be received into Donations & Contribution Revenue Account 38500 and expended via the Fire Grant Fund, Heritage Grant G51818 to be used for computer software expenses. The funding of \$20,000 will be transferred

FROM: 38500-265-401-G51818 Fire Grant Fund, Heritage Grant, Donations & Contribution
TO: 51000-265-401-G51818 Fire Grant Fund, Heritage Grant, Capital Outlay

Although there is no initial fiscal impact to the General Fund, the annual fire department operating expenses will be increased by a minor amount to fund the eventual upgrades and licensing of the software. The expense should be offset by increased revenue being generated by the Company Inspection Program through the use of these units.

BACKGROUND

The Fireman's Fund Insurance Company has awarded a \$20,000 grant to the Glendale Fire Department to be used to enhance the department's Fire Company Inspection Program. Our Fire Company Inspection Program has had much success over the years by using on-duty firefighters to conduct fire inspections of commercial occupancies. The program educates business owners about code compliance issues and familiarizes firefighters with conditions they may encounter in emergency response situations.

The equipment being funded with this grant is software which will be used in conjunction with the handheld computers that will enable field personnel to enter property data into the City Services Interface (CSI) permit system database. The CSI team has been developing this field- based module to facilitate data entry. This software piece will ensure the in-field portion of this enterprise project. Fireman's Fund Insurance Company provides grants to fire departments through its Fireman's Fund HeritageSM Program.

This software addition will round out the project and the department will now be able to implement the field -based inspection capabilities. This will allow firefighters to pull up records during inspections for review, to note changes or verify data. This will improve the quality and efficiency of the inspection process for the city, as the data is now immediately available to other departments such as planning.

EXHIBITS

None

RESOLUTION NO. _____

**RESOLUTION OF THE COUNCIL OF THE CITY OF GLENDALE
MAKING AN APPROPRIATION**

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GLENDALE:

SECTION 1: That the sum of \$20,000 is hereby appropriated and/or transferred from the following accounts to the following accounts:

ACCOUNTS	DESCRIPTION	FROM	TO
38500-265-401-G51818	Fire Grant Fund, Heritage Grant, Donations & Contribution	\$20,000	
51000-265-401-G51818	Fire Grant Fund, Heritage Grant, Capital Outlay		\$20,000

To appropriate funding received from the Fireman's Fund Insurance Company - Heritage Grant to purchase software for the Fire Department's Company Inspection Program.

SECTION 2: The Director of Finance is authorized to make such other revisions, individual appropriation line-items, changes in summaries, fund totals, grand totals, and other portions of the budget document as necessary to reflect and implement the changes specified in this resolution.

SECTION 3: The City Clerk shall certify to the adoption of this Resolution.

Adopted this _____ day of _____, 2011.

Mayor

ATTEST:

City Clerk



CITY OF GLENDALE

DATE 11/22/2011

**APPROVED AS TO FINANCIAL
PROVISION FOR \$ 20,000**

P. Elliot
mw **Director of Finance**

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF GLENDALE)

I, Ardashes Kassakhian, City Clerk of the City of Glendale, do hereby certify that the foregoing Resolution No. _____ was adopted by the Council of the City of Glendale, California, at a regular meeting held on the _____ day of _____, 2011, and that the same was adopted by the following vote:

Ayes:
Noes:
Absent:

APPROVED AS TO FORM
M. J. [Signature]
City Attorney
DATE 12-19/11

City Clerk

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