



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: MARCH 12, 2024**

FROM: GENERAL SERVICES DEPARTMENT **WARDS: ALL**

SUBJECT: DECLARE ONE (1) STATE FUNDED 2019 MODEL KEYSTONE TRAVEL TRAILER AS SURPLUS PROPERTY AND APPROVE DONATION OF THE TRAVEL TRAILER TO THE RIVERSIDE CITY FIREFIGHTERS' FOUNDATION

ISSUES:

Declare one (1) state funded 2019 model Keystone travel trailer as surplus property and approve the donation of the travel trailer to the Riverside City Firefighters' Foundation.

RECOMMENDATIONS:

That the City Council:

1. Declare one (1) state funded 2019 model Keystone travel trailer as surplus property to the needs of the General Services Department; and
2. Approve the donation of the 2019 model Keystone travel trailer to the Riverside City Firefighters' Foundation to support the Honor Guard and the Pipes and Drums Band.

BACKGROUND:

During the Covid-19 Pandemic, the City of Riverside (City) acquired multiple travel trailers to use as temporary shelters for unhoused residents within the city as well as for logistical support at Covid-19 testing and vaccination sites. The trailers are no longer used by the City and have been transferred to the General Services Department to be declared surplus. They are currently stored at the City Corporation Yard and are in the process of being auctioned.

DISCUSSION:

The Honor Guard and the Pipes and Drums Band of the Riverside City Firefighters' Foundation and the City of Riverside Fire Department provide honor guard services to fallen firefighters throughout the country. Numerous events are scheduled throughout the year including, but not limited to, the Annual September 11th Memorial Service in the City of Riverside, the California Professional Firefighters Memorial in Sacramento, the International Associations of Firefighters Memorial in Colorado, the National Fallen Firefighters Memorial in Maryland, the Placing of the

Wreath at the Tomb of the Unknown Soldier at Arlington National Cemetery in Virginia, and various other local events when needed. The members of these two groups perform on a volunteer basis.

During these events, the members of the groups are required to be equipped with their uniforms, flags, axes, musical instruments, and emergency items in case of failure of front-line equipment. The transportation, as well as the storage, for these necessary items has proven to be a challenge when traveling to and from events. Providing this trailer as a resource to the Honor Guard and the Pipes and Drums Band will assure the protection of uniforms and equipment that are regularly housed in station lockers. This will also allow all equipment to be centralized in one place for efficient and effective response to unexpected events when the Honor Guard is called to provide honors or services.

The 2019 model Keystone trailer being donated by the General Services Department will go directly to the Riverside City Firefighters' Foundation and will be maintained by the Foundation. The details of the travel trailer are shown in the following table:

Make:	2019 Keystone
Model:	SG260TBWE20
VIN:	4YDT26023LG105345
License Plate:	CA EXEMPT 1596450
Trailer Number:	11
Estimated Cost Value	\$5,000

The Riverside City Firefighters' Foundation concurs with the guidelines of this donation.

STRATEGIC PLAN ALIGNMENT:

This item contributes to Strategic Priority No. 2 *Community Well-Being* and Goal No. 2.4 – Foster relationships between community members, partner organizations and public safety professionals to define, prioritize and address community safety needs and social services.

This item aligns with each of the five Cross-Cutting Threads as follows:

1. **Community Trust** – This donation demonstrates a commitment to the Firefighters' Foundation members who serve their fallen brothers and sisters in public safety memorial events throughout the country. The services they provide have come to be known throughout the nation and are appreciated by the community they serve.
2. **Equity** – The Honor Guard and Pipes and Drums Band strive to provide honors to all fallen firefighters, police officers, and military when called upon. The donation of the travel trailer will help to ensure that the Honor Guard and Pipes and Drums Band will have the ability to respond to all events within the city of Riverside, state of California, and the nation. The trailer will provide a private changing area to facilitate both male and female members to change into the Honor Guard and Pipes and Drums Band uniforms on scene of an event.
3. **Fiscal Responsibility** – This donation is made directly to the Riverside City Firefighters' Foundation, a 501c3 non-profit organization, and will not incur any recurring maintenance costs to the City of Riverside.

4. **Innovation** – As a result of the line of duty death of Firefighter Edwardo Teran on November 5th, 2005, the Riverside City Firefighters' Foundation, in collaboration with the City of Riverside Fire Department, has continued to build a nationally renowned Honor Guard. Over the past few years, that group has grown and now includes a traditional fire department Pipes and Drums Band. This donation will continue the ability to grow these two entities and support the logistical needs moving into the future.
5. **Sustainability & Resiliency** – The donation of this trailer will provide the Honor Guard and Pipes and Drums Band the ability to respond to incidents more efficiently and ensure that all the necessary uniforms, equipment, and emergency supplies will be on scene with the members.

FISCAL IMPACT:

There is no fiscal impact associated with the donation of the travel trailer.

Prepared by:	Jessica Spiking, Administrative Analyst
Approved by:	Carl Carey, General Services Director
Certified as to availability of funds:	Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by:	Edward Enriquez, Assistant City Manager/Chief Financial Officer/ Treasurer
Approved as to form:	Phaedra A. Norton, City Attorney
Attachments	Riverside City Firefighters Foundation 501c3 Form