

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS  
OF SAN BERNARDINO COUNTY FIRE PROTECTION DISTRICT  
AND RECORD OF ACTION**

**May 20, 2025**

**FROM**

**DAN MUNSEY, Fire Chief/Fire Warden, San Bernardino County Fire Protection District**

**SUBJECT**

Amendment to Revenue Agreement with City of Upland for Fire and Life Safety Protection Services

**RECOMMENDATION(S)**

Acting as the governing body of the San Bernardino County Fire Protection District, approve **Amendment No. 2 to Revenue Agreement No. 22-390** with the City of Upland, for Fire and Life Safety Protection Services for city sponsored events, amending the personnel and equipment rates, updating the mailing address information for San Bernardino County Fire Protection District, and extending the term for an additional five years, for a total contract period of May 24, 2022, through June 30, 2030, with all other contract terms remaining in effect. (Presenter: Dan Munsey, Fire Chief/Fire Warden, 387-5779)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**Pursue County Goals and Objectives by Working with Other Agencies and Stakeholders.**

**FINANCIAL IMPACT**

Approval of Amendment No. 2 (Amendment) to Revenue Agreement No. 22-390 (Agreement) will not result in the use of Discretionary General Funding (Net County Cost). The actual cost for San Bernardino County Fire Protection District (SBCFPD) to provide onsite fire and life safety protection services at the City of Upland's (City) events will vary depending on the number and size of the events scheduled. Services will be billed to the City at hourly rates as identified in the Amendment, and the revenue from this Amendment will provide full cost recovery for SBCFPD. Sufficient appropriation and revenue for this Amendment are included in SBCFPD's 2025-26 budget and will be included in future recommended budgets.

**BACKGROUND INFORMATION**

The City hosts several events throughout the year, including its annual Lemon Festival. The City recognizes that various fire and life hazards can occur in the operation of their events.

On May 24, 2022 (Item No. 106), SBCFPD's Board of Directors (Board) approved the Agreement allowing SBCFPD staff to provide onsite fire and life safety protection services for City sponsored events.

On July 9, 2024 (Item No. 61), the Board approved Amendment No. 1 to the Agreement, amending the personnel and equipment rates, with all other contract terms remaining the same.

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Approval of Amendment No. 2 will extend the term for an additional five years, continuing through June 30, 2030, amends the personnel and equipment rates, and updates the mailing address information for SBCFPD due to the relocation of its headquarters.

Either party may terminate the agreement at any time without cause with 30 days' prior written notice to the other party. All other terms of Agreement shall remain the same.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Richard Luczak, Deputy County Counsel, 387-5455) on March 19, 2025; Finance (Ivan Ramirez, Administrative Analyst, 387-4020) on March 31, 2025; County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on March 31, 2025.

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Record of Action of the Board of Directors  
San Bernardino County Fire Protection District

**APPROVED (CONSENT CALENDAR)**

Moved: Joe Baca, Jr. Seconded: Curt Hagman  
Ayes: Col. Paul Cook (Ret.), Dawn Rowe, Curt Hagman, Joe Baca, Jr.  
Absent: Jesse Armendarez

Lynna Monell, SECRETARY

BY   
DATED: May 20, 2025



cc: SBCFPD - Munsey w/agree  
Contractor - c/o SBCFPD w/agree  
File - w/agree  
CCM 05/21/2025