

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

November 18, 2025

FROM

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

SUBJECT

Participation in the 2025 Spark of Love Toy Drive

RECOMMENDATION(S)

Acting as the governing body of the San Bernardino County Fire Protection District:

1. Find that the 2025 Spark of Love Toy Drive serves a San Bernardino County Fire Protection District purpose of community outreach and meets the social needs of the citizens of San Bernardino County Fire Protection District, as the Toy Drive collects and distributes new, unwrapped toys and sports equipment to non-profit organizations for distribution to underserved children and teens, as well as directly to underserved children and teens in San Bernardino County.
2. Authorize San Bernardino County Fire Protection District to participate in the 2025 Spark of Love Toy Drive by:
 - a. Providing space and staff time in support of the 2025 Spark of Love Toy Drive, including staff time for fundraising and purchasing new toys and sports equipment, as well as accepting toys and supplies from ABC7 and its sponsors to be provided to non-profit organizations for distribution to underserved children and teens, as well as directly to underserved children and teens in San Bernardino County.
 - b. Using any money donated to the San Bernardino County Fire Protection District for the 2025 Spark of Love Toy Drive to purchase new toys and sports equipment to be provided to non-profit organizations for distribution to underserved children and teens, as well as directly to underserved children and teens in San Bernardino County.
3. Approve San Bernardino County Fire Protection District's 2025 Spark of Love Toy Drive Participation Agreement template for San Bernardino County Fire Protection District to distribute toys collected as part of the 2025 Spark of Love Toy Drive to non-profit organizations for distribution to underserved children and teens in San Bernardino County, effective November 18, 2025, through January 18, 2026.
4. Authorize the Fire Chief/Fire Warden or the Deputy Fire Chief to execute the 2025 Spark of Love Toy Drive Participation Agreement template with non-profit organizations.

(Presenter: Dan Munsey, Fire Chief/Fire Warden, 387-5779)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

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 the recommended actions will not require the use of Discretionary General Funding (Net County Cost). Minimal San Bernardino County Fire Protection District (SBCFPD)

Participation in the 2025 Spark of Love Toy Drive November 18, 2025

resources will be used in support of the 2025 Spark of Love Toy Drive, and any costs will be funded within SBCFPD's 2025-26 budget. In addition, the television station ABC7 and its sponsors will provide some toys and supplies, as well as media coverage of the regional 2025 Spark of Love Toy Drive.

BACKGROUND INFORMATION

ABC7, Southern California Firefighters, and other sponsors are celebrating the 32nd Anniversary of the Spark of Love Toy Drive. The Spark of Love Toy Drive collects new, unwrapped toys and sports equipment during the Holiday Season for underserved children and teens in Los Angeles, Orange, Ventura, Riverside, and San Bernardino counties. SBCFPD (including SBCFPD's predecessor) has participated in the Spark of Love Toy Drive since 2005. Toys collected in San Bernardino County (County) may be distributed locally by SBCFPD to non-profit organizations for distribution to underserved children and teens, as well as directly to underserved children and teens in the County.

SBCFPD desires to participate in the 2025 Spark of Love Toy Drive by providing space at SBCFPD fire stations for collected toys, allowing community members to drop off donations at local fire stations. Staff time is also requested for collecting and distributing the toys. The 2025 Spark of Love Toy Drive also involves the public generously donating funds to SBCFPD in support of the Toy Drive, which allows SBCFPD staff to purchase new toys and sports equipment, as well as distribute them to non-profit organizations. The 2025 Spark of Love Toy Drive will last through December 24, 2025.

County Standard Practice No. 06-02SP requires Board of Directors (Board) authorization of a fundraising program.

While the Spark of Love Toy Drive is coordinated by the for-profit entity, ABC7, the toys collected by SBCFPD will be distributed to 1) non-profit organizations that will distribute the toys directly and/or through a third-party to underserved children and teens in the County; or 2) directly to underserved children and teens in the County.

The 2025 Spark of Love Toy Drive Participation Agreement template between SBCFPD and the non-profit organizations will be in effect from the date the agreement is approved by both parties through January 18, 2026, to ensure all donated toys have been distributed. The agreement template includes standard indemnity and insurance provisions, as well as a release provision in favor of SBCFPD and the County. The agreement template also provides the Fire Chief/Fire Warden the right to terminate the individual agreements with or without cause with 10 days' notice, as well as the authority to represent SBCFPD in all matters pertaining to the services to be rendered under the agreement.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Rick Luczak, Deputy County Counsel, 387-5455) on October 27, 2025; and County Finance and Administration (Ivan Ramirez, Administrative Analyst, 387-4020) on October 27, 2025.

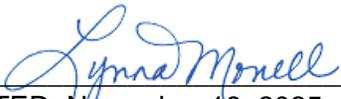
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November 18, 2025**

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

APPROVED (CONSENT CALENDAR)

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

Lynna Monell, SECRETARY

BY 
DATED: November 18, 2025



cc: File - San Bernardino County Fire Protection District w/ template
JLL 11/21/2025