



## Finance Committee

**Tuesday, October 11, 2022**

**8:30 a.m.**

Executive Conference Room and via Zoom  
Brea Civic & Cultural Center

**MEMBERS:** Council Member Christine Marick and Council Member Marty Simonoff  
**ALTERNATE:** Mayor Cecilia Hupp

The Finance Committee meeting will be held on October 11, 2022 at 8:30 a.m. and the public is welcome to participate. To provide comments in person, the Executive Conference Room will be open to a limited number of members from the public. To provide comments by teleconference (Zoom), members of the public must contact City Staff at (714) 990-7676 or [arlenem@cityofbrea.net](mailto:arlenem@cityofbrea.net) no later than 12:00 p.m. Monday, October 10, 2022 to obtain the Zoom information. Participants will be muted until recognized at the appropriate time by the Committee. Written comments may be sent to the Administrative Services Department at [arlenem@cityofbrea.net](mailto:arlenem@cityofbrea.net) no later than 12:00 p.m. on Monday, October 10, 2022. Any comments received via email will be summarized aloud into record at the meeting.

The Finance Committee agenda packet can be viewed on the City of Brea website at: <https://www.ci.brea.ca.us/509/Meeting-Agendas-Minutes>. Hard copies of the agenda packet are available via USPS with proper notice by calling (714) 990-7676. Materials related to an item on the agenda submitted to the Finance Committee after distribution of the agenda packet are available for public inspection during normal business hours in the Administrative Services Department located on the third floor of the Civic & Cultural Center at 1 Civic Center Circle, Brea, CA 92821. Such documents may also be available on the City's website subject to staff's ability to post documents before the meeting.

### CALL TO ORDER / ROLL CALL

1. **Matters from the Audience**

### CONSENT

2. **September 13, 2022 Finance Committee Regular Meeting Minutes - Approve.**

#### Attachments

Draft 9-13-2022 Minutes

### DISCUSSION

3. **Purchase of New Fire Apparatus** - Recommend that Finance Committee approve the purchase of two (2) fire engines and one (1) ladder truck (FY 2022-23).

#### Attachments

Quote for Pumpers  
Apparatus locations

**4. Schedule Next Meeting: October 25, 2022**

**cc:** Mayor Pro Tem Glenn Parker and Council Member Steven Vargas

**Special Accommodations**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (714) 990-7757. Notification 48 hours prior to the meeting will enable City staff to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

City of Brea

---

**FINANCE COMMITTEE COMMUNICATION**

**TO:** Finance Committee Members

**FROM:** Bill Gallardo

**DATE:** 10/11/2022

**SUBJECT:** September 13, 2022 Finance Committee Regular Meeting Minutes

---

**RECOMMENDATION**

Approve

**RESPECTFULLY SUBMITTED**

William Gallardo, City Manager

Prepared by: Alicia Brenner, Sr. Management Analyst

Concurrence: Kristin Griffith, Director of Administrative Services

---

**Attachments**

Draft 9-13-2022 Minutes

---



# DRAFT FINANCE COMMITTEE MINUTES

**Tuesday, September 13, 2022  
8:30 AM**

Brea Civic & Cultural Center, 1 Civic Center Circle, Brea, California

---

## CALL TO ORDER / ROLL CALL

ATTENDEES: Council Member Christine Marick, Council Member Marty Simonoff, Chris Emeterio, Michael Ho, Jason Killebrew, Monica Lo, Bill Bowlus, Faith Madrazo, Chris Beckman, Alicia Brenner, Jenn Colacion and Melissa Davis.

1. **Matters from the Audience** - None

## CONSENT

2. **August 9, 2022 Finance Committee Special Meeting Minutes** – *Approved*

## DISCUSSION

3. **Approve Purchase of Utility Poles for Safety Netting at Brea Creek Golf Course, CIP 7978**  
- *Recommended for City Council approval*
4. **Appropriate Funds and Award Contract for Janitorial Services at City Park Restrooms** –  
*The Committee discussed item and directed staff to include additional information in the staff report on the rating evaluation of the top four (4) bidders and clarify why K-Pro Stone Care was rated the highest while having the largest contract amount. Item recommended to be forwarded to the next City Council Study Session for further discussion.*
5. **Award the Berry Street Sidewalk Project, CIP Project no. 7324** - *Recommended for City Council approval*
6. **Award the Country Hills Subdivision Pavement and Water Improvements, Phase 2, CIP Project No. 7322** - *Recommended for City Council approval*
7. **Consideration of Parking Agreement at 220 S. Orange Avenue with Brea Olinda Unified School District (BOUSD)** - *The Committee discussed item and directed staff to incorporate City-approved signage and striping as part of the agreement conditions and update the map exhibit to include path of travel. Recommended for City Council approval with the aforementioned changes.*
8. **Amendment No. 2 with PeopleSpace for Civic & Cultural Center 3<sup>rd</sup> Floor Redesign and Furniture Purchase** - *Recommended for City Council approval*
9. **Approve an Extension to the Professional Services Agreement for Investment Advisory Services with Chandler Asset Management** - *Recommended for City Council approval*

**10. Schedule Next Meeting: Tuesday, September 27, 2022**

Meeting adjourned: 8:41 AM

**City of Brea**

---

**FINANCE COMMITTEE COMMUNICATION**

---

**TO:** Finance Committee Members  
**FROM:** Bill Gallardo  
**DATE:** 10/11/2022  
**SUBJECT:** Purchase of New Fire Apparatus

---

**RECOMMENDATION**

Recommend that Finance Committee approve the purchase of two (2) fire engines and one (1) ladder truck (FY 2022-23).

**BACKGROUND/DISCUSSION**

In 2022, the City retained Citygate Associates, LLC (Citygate) to conduct a comprehensive Standards of Response Coverage (SOC) and Community Risk Assessment (CRA) study, to review current organizational conditions, analyze future service demands and service delivery options, and provide recommendations for the Fire Department (Department) to guide future decision-making for the next three to five years. The scope included a command staff assessment to model the City's needs if it were to separate from the shared fire command partnership with the City of Fullerton. Citygate utilized multiple sources to gather, understand, and model information about the City and Department, and requested a large amount of relevant background data and information to better understand current costs, service levels, history of service level decisions, and prior studies. Citygate also utilized various National Fire Protection Association (NFPA) and Insurance Services Office (ISO) publications as best practice guidelines, along with the self-assessment criteria of the Commission on Fire Accreditation International (CFAI).

Following the issuance of the report, Public Works Department management staff met with Fire Department management staff to assess the current operations of all the Fire Stations' vehicles and discuss recommended replacements.

To get a better picture of the current assets, vehicle age/mileage, and deployment, a detailed breakdown by Fire Station was created. Recommendations for new equipment noted are from Fire management staff:

**Fire Station 1:**

- Frontline Engine (**New engine**)
- Reserve Ladder/Tiller Truck (#27008, 2007 Pierce, 101,417 mile)

**Fire Station 2:**

- Frontline Ladder/Tiller Truck (**New truck**)
- Frontline Strike Team Brush Rig (#1520, 2015 Pierce, 28,935 miles)

- Reserve Engine (#1202, 2012 Pierce, 119,968 miles)
- Frontline Battalion Chief Unit (#2114- 2021 Ford F250, 100 miles)

### **Fire Station 3:**

- Frontline Engine (**New engine**)
- Reserve Battalion Unit (#1030, 2011 Chevy Suburban, 72,405 miles)
- UTV 3 with Ford F350

### **Fire Station 4:**

- Frontline Engine (#1915, 2019 Pierce, 28,774)
- Frontline Brush Rig (#1201, 2012 Pierce, 58,100 miles)

The current frontline engines and truck will go on reserve status once the new frontline engines and truck are received. With the growing amount of emergency calls due to our increasing population, and risk of wildland fires, the addition of two pumpers and one ladder/tiller truck is recommended. Staff will bring forward another request to City Council for the replacement of the tiller truck late Spring of 2023. This has an estimated cost of \$2M with an estimated 30 month delivery timeframe. This setup will put us in a better position for the future needs of the fire department. As we have seen, the price of equipment has risen tremendously this past year. Buying multiple pieces of apparatuses will also allow for a discount.

### **SUMMARY/FISCAL IMPACT**

With the growing amount of emergency calls due to our increasing population, and the risk of wildland fires, the addition of two pumpers and one ladder/tiller truck is recommended. This setup will put the Fire Department in a better position for future needs. As has been seen, the price of equipment has risen tremendously this past year. The urgency to purchase at this time is due to lengthier build times and cost which increases annually in November by 5.3%. Buying multiple pieces of apparatuses will also allow a discount. The cost of the two pumper trucks is \$1,813,055.69. The final cost of the ladder/tiller truck will be available after all specifications are determined and will not to exceed \$2 million. The fiscal impact will be to the General Fund excess reserves which is above our operating and budget stabilization limit of 25% and the Equipment & Vehicle Maintenance (Fund 480).

### **RESPECTFULLY SUBMITTED**

William Gallardo, City Manager

Prepared by: George Avery, Interim Fire Chief

---

### **Attachments**

Quote for Pumpers

Apparatus locations

---



## BREA FIRE DEPARTMENT

100% Pre-Payment Option  
September 21, 2022

If a 100% pre-payment were made at contract signing, the following discount would be applied to the final invoice:

	Each	Extension
<b>Two ( 2 ) Pierce Arrow XT Triple Combination Pumper as per enclosed proposal for delivery sum of</b>	<b>\$ 877,901.00</b>	<b>\$ 1,755,802.00</b>
100% Prepayment Discount	\$ (39,625.00)	\$ (79,250.00)
<b>APPARATUS COST</b>	<b>\$ 838,276.00</b>	<b>\$ 1,676,552.00</b>
Sales Tax @ 7.750%	\$ 64,966.39	\$ 129,932.78
Performance Bond	\$ 2,274.95	\$ 4,549.91
Consortium Fee HGAC Fee	\$ 2,000.00	\$ 2,000.00
California Tire Fee	\$ 10.50	\$ 21.00
<b>TOTAL PREPAY PURCHASE PRICE</b>	<b>\$ 907,527.84</b>	<b>\$ 1,813,055.69</b>
Less 100% pre-payment at Contract Signing	\$ 907,527.84	\$ 1,813,055.69
<b>BALANCE DUE AT DELIVERY</b>	<b>\$0.00</b>	<b>\$0.00</b>

### 100% PRE-PAYMENT DISCOUNT SHOWN ABOVE IS AVAILABLE IN TWO WAYS:

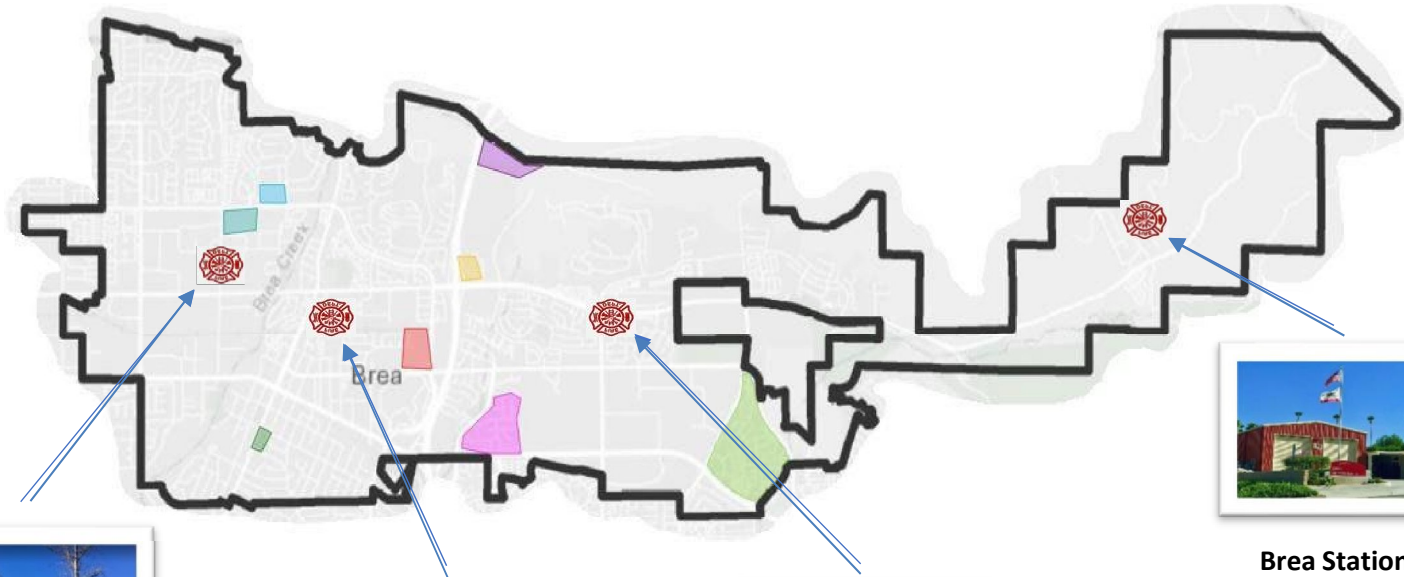
- If your department makes a 100% cash pre-payment at contract signing.
- If your department signs up for a lease-purchase with Pierce Financial Solutions. This would require no money down and no payments for one (1) year if desired.

\* Discount for the 100% pre-payment option includes discounts for the chassis, interest, aerial (if applicable), and flooring charges.

\* Any item added after this option is elected will come at additional cost and will be added to the final invoice.



## Brea Fire Apparatus Locations



**Brea Station 1**



Frontline  
(New Engine)



Reserve  
(2007 Pierce)



**Brea Station 2**



Frontline  
(New Truck)



Reserve  
(2012 Pierce)



Frontline  
(2021 Ford F250)



Frontline  
(2015 Pierce)



Emergency  
Ambulance



**Brea Station 3**



Frontline  
(New Engine)



Frontline  
(UTV - F350)



Emergency  
Ambulance



Reserve  
(2011 Suburban)



**Brea Station 4**



Frontline  
(2012 Pierce)



Reserve  
(2019 Pierce)

### Future Needs

- Butler Building
- (1) Additional Engine
- (3) Ambulances
- (1) BC Rig