



Agenda Report

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File #: 19-0081

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**AGENDA REPORT  
REQUEST FOR CITY COUNCIL ACTION**

DATE: 2/6/2019

TO: Honorable Mayor and City Council Members

FROM: Fire Department

**SUBJECT:**

City Council consideration of accepting and appropriating the fiscal year 2018 Emergency Management Performance Grant Program Award from the U.S. Department of Homeland Security in the amount of \$35,544.

**RECOMMENDED ACTION:**

That the City Council:

1. Authorize the submittal for and acceptance of the Fiscal Year 2018 Emergency Management Grant Program award from the U.S. Department of Homeland Security in the amount of \$35,544, with a 50% local match requirement.
2. Approve an appropriation and estimated revenue increase of \$35,544 in the General Fund for the Fire Department to improve the City's emergency management capabilities.

**ANALYSIS:**

The U.S. Department of Homeland Security's Emergency Management Performance Grant Program provides funding to assist states and local governments in enhancing and sustaining emergency management capabilities in preparing for all hazards. The sub-grant is administered through the California Office of Emergency Services in cooperation with the Riverside County Operational Area. The Fire Department will utilize grant funding for emergency management staffing and to improve emergency management capabilities within the guidelines of the grant.

**COMMITTEE ACTION:**

Not applicable.

**STRATEGIC PLAN:**

This item supports the City's Strategic Plan Goal 1: Promote Public Safety: Protect our Residents

and Businesses; Objective a: Ensure adequate funding for police and fire services.

**FISCAL IMPACT:**

An appropriation of \$35,544 from the General Fund is requested for the Fiscal Year 2018 Emergency Management Performance Grant. The General Fund estimated revenue will be increased by \$35,544 to reflect the approval of grant funding. The grant allocation is provided on a 50% cost share bases. The in-kind match requirement will be met utilizing the Fire Department's current emergency management budget approved for Fiscal Year 2018-19.

<b>GENERAL FUND</b>	
Budget Workshop May 23, 2018 - Estimated Revenue Over Expenditures	\$6,626,911
Previously approved budget adjustments (net) - Note 1	<u>(5,976,016)</u>
Current Estimated Revenue Over Expenditures*	650,895
Revenue - FY 2018 Emergency Management Performance Grant	35,544
Appropriation - FY 2018 Emergency Management Performance Grant	<u>(35,544)</u>
<b>Revised Estimated Revenue Over Expenditures - Note 1</b>	<b>\$650,895</b>
Budget Balancing Measures Reserve - Estimated for 07/01/18	\$20,645,252
Estimated FY 2018-19 Change in Budget Balancing Measures	<u>650,895</u>
<b>Budget Balancing Measures Reserve - Estimated Balance 06/30/19</b>	<b>\$21,296,147</b>
<i>*Approved through Council Action or other operational process.</i>	

Note 1: Includes additional General Fund items on the February 6, 2019 meeting.

**ENVIRONMENTAL ANALYSIS:**

No environmental review is required because the proposed action is not a project governed by the California Environmental Quality Act.

**PREPARED BY:** GINA MCGOUGH, EMERGENCY SERVICES COORDINATOR

**REVIEWED BY:** BRIAN YOUNG, FIRE CHIEF

**REVIEWED BY:** KERRY D. EDEN, ASSISTANT CITY MANAGER/ADMINISTRATIVE SERVICES DIRECTOR

**REVIEWED BY:** MICHELE NISSEN, ASSISTANT CITY MANAGER

**SUBMITTED BY:** DARRELL TALBERT, CITY MANAGER



Bruce Barton, Director  
Emergency Management Department

1/11/19

City of Corona  
Gina Moran-McGough

RE: FY18 Emergency Management Performance Grant Program (EMPG) Award - \$35,544  
Grant #2018-0008 CFDA#: 97.042

The California Office of Emergency Services (CalOES) has approved Riverside County's FY18 Emergency Management Performance Grant Program (EMPG) application and has authorized the commencement of reimbursement requests. The performance period of this grant is **July 1, 2018 (for personnel) 1/11/19 (for equipment) – April 30, 2019**. All **final reimbursement requests** are **due** no later than **May 10, 2019**.

Please remember that changes to your grant will require the approval of the OA prior to incurring any costs. All modifications, EHP's, sole source procurement, EOC and construction requests require additional approvals from CalOES through the OA prior to incurring any costs. Some of your projects may require these additional approvals. Grant funds must be used to supplement existing funds, not replace funds that have been appropriated for the same purpose. Your Agency must not make or permit any award at any tier, to any party that is debarred. You must obtain documentation of eligibility prior to making any agreement/payment with a vendor funded by EMPG funds. It is your Agency's responsibility to obtain all additional approvals prior to expending the funds. Your Agency will also be responsible for providing all necessary documentation for reimbursements. If you are purchasing maintenance agreements, upgrades, service fees, etc. for your equipment or continuation of a service it is your responsibility to provide proof that these costs follow the guidelines of the grant.

Your Agency's Financial Workbook is being provided to you via email along with a copy of this letter. **Please complete the facesheet on your workbook and please have the Grant Assurances read, signed and dated by your authorized agent in blue ink and return both to me. Reimbursements will not be processed without these.** Keep in mind that this grant has a **dollar-for-dollar match** requirement.

By accepting this award it will be understood that you are agreeing to conform to the requirements of the grant as put forth in the FY18 EMPG Grant Assurances, the State Supplemental Guidance, the Federal Guidance, the Federal Single Audit Act of 1984 and amendment of 1996, and the Robert T. Stafford Disaster Relief and Emergency Assistance Act as amended.

As always, please feel free to contact me with any questions you may have. I look forward to working with you and appreciate your cooperation and support.

Regards,

*Kim Dana*

Kim Dana  
Administrative Services Analyst II  
Riverside County EMD

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4210 RIVERWALK PARKWAY, SUITE 300  
RIVERSIDE, CALIFORNIA 92505

T: 951.358.7100 ♦ F: 951.358.7105 ♦ WEB: WWW.RIVCOPHEPR.ORG ♦ TDD: 951.358.5124

951-955-0419

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