

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 10/23/06		Item Number: <u>C-12</u>	
AGENDA ITEM: Approval of a Social Program Agreement with the County of Los Angeles for a Contribution of \$10,000 toward an Emergency Services Mailer and Approval of a Related Budget Amendment.			
Contact Person/Dept.: Martin R. Cole		Phone Number: 310-253-6000	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☐ Attachments: ☒	
Public Notification: Master Notification List (10/20/2006)			
Department Approval: Martin R. Cole (10/20/2006)		City Manager Approval: Martin R. Cole (10/20/2006)	
City Controller Approval: Mary V. Noller (10/20/2006)			
<u>RECOMMENDATION</u> Staff recommends the City Council approve a Social Program Agreement with the County of Los Angeles in the amount of \$10,000 as a contribution towards an emergency services mailer to be distributed to all postal customers in Culver City as part of this year's Emergency Preparedness Drill. Approval of a Budget Amendment requires a 4/5ths Vote. <u>BACKGROUND</u> Last year, the Culver City Fire Department, in cooperation with the Culver City Police Department, held a city-wide emergency preparedness event in December. The purpose of the event was to prepare the community for an emergency. Last year's event was well received and many individual and neighborhood groups throughout Culver City participated in the event. <u>DISCUSSION</u> Because of the success of last year's event, the Fire Department is preparing for this event again in Fiscal Year 2006/2007. Each year, it is hoped that the event would provide additional focus on a specific area of preparedness. This year, it was proposed to prepare a multi-page mailer with various emergency instructions and contact numbers. This would be a single source for residents to prepare for an emergency and, during times of emergency, provide basic tips to help residents during the time between when an emergency event occurs and help can arrive. C12-1			

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As part of preparing the mailer, the County of Los Angeles offered to provide up to \$10,000 in support of this effort through the office of Supervisor Yvonne Burke. Supervisor Burke has graciously provided the attached Social Program Agreement for consideration by the City in anticipation of providing the funding.

This funding would be used to significantly offset production and mailing costs for this flyer. There are sufficient funds budgeted in the Adopted Fiscal Year 2006/2007 Budget to absorb the remaining costs.

FISCAL ANALYSIS

This action would require a budget amendment to account for this unanticipated revenue. Additionally, it is proposed to appropriate this revenue for expenditure for the mailer. It is therefore recommended the City Council approve a budget amendment for the following:

1. Increase revenue by \$10,000 in account number 10145400.386100 (Emergency Preparedness – Miscellaneous Revenue)
2. Increase appropriations by \$10,000 in account number 10145400.512200 (Emergency Preparedness – Printing and Binding)

ATTACHMENTS

1. Social Program Agreement

MOTION

That the City Council:

1. Approve the Social Program Agreement with the County of Los Angeles;
2. Authorize the City Attorney to prepare/review the required documents and authorize the City Manager to execute the documents on behalf of the City;
and,
3. Approve a Budget Amendment by increasing revenue by \$10,000 in account number 10145400.386100 (Emergency Preparedness – Miscellaneous Revenue) and appropriating \$10,000 in account number 10145400.512200 (Emergency Preparedness – Printing and Binding)

Approval of a Budget Amendment requires a 4/5ths Vote.