



City of Culver City

Staff Report

File #: 22-658, Version: 1

Item #: C-13.

CC - 1) Adoption of a Resolution Accepting \$11,200.00 in State Homeland Security Program Grant Funds Awarded to the City of Culver City for the Purchase of Ballistic Personal Protection Equipment and Providing Proof of Authority of the Governing Body as Required by the Office of Emergency Services; 2) FOUR-FIFTHS VOTE REQUIREMENT: Approval of a Budget Amendment to Record the Revenue of \$11,200 and Appropriation of \$11,200 in FY 2021/2022 for the SHSP grant program.

Meeting Date: January 24, 2022

Contact Person/Dept: Kenneth Powell/Fire Department

Phone Number: (310) 253-5910

Fiscal Impact: Yes No

General Fund: Yes No

Public Hearing: **Action Item:** **Attachments:**

Commission Action Required: Yes No **Date:**

Public Notification: (E-Mail) Meetings and Agendas - City Council (01/20/2022);

Department Approval: Kenneth Powell, Fire Chief (01/11/2022)

RECOMMENDATION

Staff recommends the City Council 1) adopt a Resolution accepting \$11,200.00 in 2019 State Homeland Security Program Grant funds for the purchase of ballistic personal protective equipment, and providing Proof of Authority of the governing body as required by the California Office of Emergency Services; 2) approve a Budget Amendment to record the revenue of \$11,200 and appropriation of \$11,200 in FY 2021/2022 for the SHSP grant program (**requires a four-fifths vote**).

BACKGROUND/DISCUSSION

The purpose of California State Homeland Security Program (SHSP) Grant funds are to equip emergency personnel, including firefighters, emergency medical services, and law enforcement with appropriate tools needed to plan for and react to incidents of terrorism or other catastrophic events. SHSP grant funding is secured and managed by the County of Los Angeles, as the grantee, through the California Office of Emergency Services (Cal OES), and then passed through to participating

cities in the County of Los Angeles.

Typically, the Culver City Fire Department (CCFD) includes projects in the Los Angeles Area Fire Chiefs Association (LAAFCA) regional application. This year, CCFD requested to outfit new firefighters with fitted ballistic equipment, including 13 ballistic vests and 4 additional vest inserts. Although the CCFD's project was not included in LAAFCA's initial grant request, CCFD staff included the project on a contingency list. Contingency projects are approved when funding is not expended by other sub-awardees. Because these projects are typically awarded at the end of the period of performance, the projects are contingent upon whether an agency can complete the project within the abbreviated period of performance. On January 11, 2022, staff received the subrecipient agreement from the County for signature. The period of performance ends on May 31, 2022.

In order to receive State Homeland Security Program grant funds, the City Council must adopt a resolution authorizing the project and providing "Proof of Authority", i.e., written authorization by the City Council agreeing to the following provisions found in the Cal OES 2019 Grant Assurances:

- (a) To provide all matching funds required for the grant project and that any cash match will be appropriated as required;
- (b) Any liability arising out of the performance of this agreement shall be the responsibility of the Applicant and the city council, governing board, or authorized body;
- (c) Grant funds shall not be used to supplant expenditures controlled by the city council, governing board, or authorized body, and
- (d) The official executing this agreement is, in fact, authorized to do so.

This Proof of Authority must be maintained on file and readily available upon request.

In accordance with City purchasing procedures, staff will obtain three quotes for the purchase of the ballistic equipment.

FISCAL ANALYSIS

The SHSP grant does not require a matching fund. Funding is provided on a reimbursement basis. Staff recommends that Council amend the FY 2021/2022 Adopted Budget by increasing the revenue estimate by \$11,200 in Account #41445914.343232 and appropriate \$11,200 in Account #41445914.732120 (four-fifths vote requirement).

ATTACHMENTS

2022-01-24_ATT_Proposed Resolution

MOTION

That the City Council:

1. Adopt a Resolution accepting \$11,200.00 in 2019 State Homeland Security Program Grant funds awarded to the City of Culver City for the purchase of ballistic personal protective equipment, and providing Proof of Authority of the governing body as required by the California Office of Emergency Services;
2. Approve a Budget Amendment to record the revenue of \$11,200 and appropriate \$11,200 in FY 2021/2022 for the SHSP grant program (**A Budget Amendment requires a Four-Fifths vote**);
3. Authorize the City Attorney to review/prepare the necessary documents; and
4. Authorize the City Manager to execute such documents on behalf of the City.