



## CITY MANAGER'S REPORT AGENDA ITEM REQUEST FIRE DEPARTMENT



**TO:** Edward Lavallee, City Manager

**FROM:** James Warman, Fire Chief *James Warman*

**DATE:** July 10, 2013

**SUBJECT:** REQUEST FOR COUNCIL ACTION, DURING THE JULY 23, COUNCIL MEETING REGARDING THE 2012 ASSISTANCE TO FIREFIGHTERS GRANT FOR COMMUNICATION EQUIPMENT AND THERMAL IMAGING CAMERAS: ACCEPT GRANT AWARD, APPROVE APPROPRIATION OF AWARDED MONIES INTO THE FY 12/13 BUDGET; APPROVE USE REGULAR DEPARTMENT FUNDS FOR THE CITY'S MATCH; AUTHORIZE PURCHASING EQUIPMENT AND APPROVE ROLLOVER ANY UNUSED PORTION OF THE GRANT AWARD OR CITY MATCH INTO THE FY13/14 BUDGET.

### **Background:**

The Venice Fire Department submitted a grant request to the 2012 Assistance to Firefighters Grant Program for funds to purchase Thermal Imaging Cameras (TICs) and communication equipment for P25 compliance. City Council approved our request contingent upon receiving grant award during the July 24, 2012, regular meeting. Our request was to:

- Continue in the grant submission process (Total \$311,075)
- Accept funds as awarded (Valued \$279,968)
- Use One Cent Sales Tax funds for City's match (\$31,107)
- Purchase items

On June 6, 2013, we received word of the grant award. We have started confirmations of quotes and needs to start the procurement process as quickly as possible in an effort to have the purchases completed during the FY12/13. The Finance Department is to complete formal budgetary amendment process to appropriate the funds and adjust the FY12/13 budget will be presented to Council at a later meeting. It is hoped that we will be able to complete all purchases prior to the end of FY 12/13. Should circumstances prevent such completion, we fully expect to be able to complete all purchases prior to end of the grant award cycle.

In an effort to avoid using One Cent Sales Tax Funds, monies from the Fire Department's FY 12/13 budget have been targeted to cover the costs of the City's match. This will leave very little to cover any unexpected significant repairs. It should be noted that should such occasion arise, that additional funds may be requested.

**Requested Action:**

Council approval is requested of these five (5) items:

- Accept grant award.
- Approve the appropriation of Grant Awarded Funds into the FY 12/13 budget.
- Authorize the use of regular budget funds in lieu of One Cent Sales Tax funds originally approved for City's match.
- Authorize purchasing of equipment.
- Approving the rollover any unused grant award and city-match funds into the FY 13/14 budget.

Due to the complex requirements of a budget amendment, the Finance Department will bring a formal appropriation/budget amendment to Council at a later date.

**City Attorney Review:** Reviewed grant award package for proper form.

**Risk Management Review:** No Review required.

**Finance Department Review:** Concurs.

**Funds Availability:**

\$311,075	Total
\$279,968	Grant Awarded
\$31,107	City Match –
	\$14,800 from Account 001-1101-522.46-39 Vehicle Maintenance
	\$10,000 from Account 001-1101-522.46-37 Vehicle Labor (barn)
	<u>\$ 6,307</u> from Account 001-1101-522.46-00 Station Maintenance

JW:ts