



REPORT TO CITY COUNCIL

Approved by:

Giachino Chiaramonte
Giachino Chiaramonte, Chief of Police

Arnoldo Rodriguez
Arnoldo Rodriguez, City Manager

Council Meeting of: January 17, 2024

Agenda Number: D-3

SUBJECT:

California Office of Emergency Services Grant Subaward

RECOMMENDATION:

Adopt Resolutions:

1. Accepting a Grant Subaward from the California Office of Emergency Services in the amount of \$950,000.
2. Amending the City's 2023/24 Budget to reflect revenues and expenditures related to the grant.

SUMMARY:

The City of Madera has been awarded \$950,000 as part of the State of California's Fiscal Year 2023 Budget due to the efforts of State Senator Anna Caballero, who supported the City's request to fund improvements to the Police Department's mobile command center and north parking lot, as well as the City's Safe and Clean Team efforts. The City has been advised that the specific funds allocated to the City will be administered by the California Office of Emergency Services (CalOES).

To move forward with the receipt of funds, the City must seek Council approval by Resolution acknowledging its responsibilities and naming an Authorized Official. The requested action also includes a budget amendment to allocate portions of the funds for capital projects, a portion towards this fiscal year's operating budget, and would reserve a portion for next year's operating budget. All recommended appropriations are consistent with the initial uses for the funds as identified when the request was submitted to Senator Caballero.

DISCUSSION:

During State Budget preparations, the City was approached by Senator Caballero to identify critical shovel-ready projects lacking funding. Staff identified three key projects, including:

- \$300,000 for a mobile command post
- \$350,000 for a capital improvement initiative to enhance employee parking and accommodate the new command post
- \$300,000 for the implementation of the City's Safe and Clean Team, dedicated to addressing issues that cause blight in our community and improving the health and welfare of our citizens.

These projects, championed by Senator Caballero, were successfully named and endorsed within the State's Fiscal Year 2023 Budget, underscoring the collaborative efforts between Senator Caballero and the City to address critical community needs.

The grant award funds will be administered by CalOES in what the state titles a Pass Through Grant Subaward. All funds for this particular funding source will be administered by CalOES, with CalOES receiving the funds from the State and subrecipients receiving the funds through CalOES. The requested action will assign the City Manager as the Authorized Agent to execute the agreement and any other documents necessary to receive the funds. Furthermore, the Resolution authorizes the City Manager to execute any documents and forms requested during the performance period, July 1, 2023, through March 1, 2027.

Two of the three projects were identified in the City's 2023/24 Budget.

- Police Department Parking Lot. The capital improvement project for parking lot improvements at the Police Department was appropriated in the Measure K Police Fund. The contract for the project was awarded to Terra West Construction, Inc. in November 2023, in the amount of \$518,700 with a ten percent (10%) contingency.
- Safe and Clean Team. Funds were appropriated in the General Fund for a full time Safe and Clean Team dedicated to projects that keep our community clean through the abatement of nuisance items in public spaces. The current year operating budget for this program is \$223,124.

The mobile command center did not have an identified funding source before the grant award. The grant award is estimated to cover approximately 50% of the cost of the new command center. Staff will obtain quotes for the envisioned equipment and depending on timing, will either bring a budget amendment for Council's consideration in the current year or will include a request for appropriations in next year's operating budget.

The budget amendment, attached as Exhibit A to the second resolution, recognizes the revenues to be received in the current fiscal year, as well as appropriates monies for expenditure. As the funds received for the Safe and Clean Team exceed the current year adopted operating budget for that particular work unit, the excess funds will be held in the fund balance for that grant and recommended for appropriation next fiscal year.

FINANCIAL IMPACT:

Accepting these funds will significantly benefit the City's finances by alleviating the financial burden on the General Fund and other City funds while ensuring these vital initiatives move forward. Specific to each project:

- For the Mobile Command Center, the amendment appropriates \$300,000 for the acquisition of the vehicle and necessary equipment.
- The capital improvement project to expand employee parking and store the command center was appropriated in the Measure K Police Fund. These grant funds will supplement the appropriated Measure K funds and offset the cost to the City. Specifically, the parking lot enhancement project will cost the City \$518,700. The grant funds will cover \$350,000, reducing the project cost borne by Measure K.
- The Safe and Clean Team personnel and operational costs were appropriated in the General Fund for a total of \$223,124. The budget amendment alleviates the General Fund by appropriating the grant funds to cover the total budgeted cost of the Safe and Clean Team, with \$76,876 that will be identified as fund balance and will be appropriated for the Safe and Clean Team next fiscal year. It should be noted that some specialty pieces of equipment designed to help clear debris in the river bottom were paid for with Fire Measure K; the grant funds are not being considered as an offset to this expense as the equipment's purpose is to assist in fire prevention activities.

ALTERNATIVES:

Council may direct staff to seek additional grant funds. Alternatively, Council may direct staff to decline the monies.

ATTACHMENTS:

1. Resolution – Authorizing Acceptance for the Specified Grants Funds
 - a. Grant agreement
2. Resolution – Budget Amendment
 - a. Exhibit A: Budget Appropriation line item detail

RESOLUTION NO. 24-_____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA
ACCEPTING A GRANT SUBAWARD FROM THE CALIFORNIA OFFICE OF
EMERGENCY SERVICES IN THE AMOUNT OF \$950,000**

WHEREAS, the City identified shovel ready projects to State Senator Caballero during State budget preparations; and

WHEREAS, per Assembly Bill 102, the City was awarded \$950,000 through a Grant Subaward administered by CalOES; and

WHEREAS, the City must enter an agreement with CalOES to receive the grant funds; and

WHEREAS, the City Manager is authorized to execute all documents related to the receipt and reporting of the funds as the Authorized Signer; and

WHEREAS, the City wishes to accept the Grant Subaward in the amount of \$950,000.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF MADERA hereby resolves, finds, determines, and orders as follows:

1. The above recitals are true and correct.
2. The Grant Subaward in the amount of \$950,000 from CalOES is accepted and the agreement between the two entities, attached is Exhibit 1 and incorporated herein, is approved.
3. The City Manager is authorized to execute the agreement and any documents related to the receipt and reporting of the funds.
4. This resolution is effective immediately upon adoption.

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Pass Through Grant Subaward Information and Instructions

1. **GRANT SUBAWARD NUMBER:** This section will be completed by Cal OES.
2. **SUBRECIPIENT:** The Subrecipient is the unit of government or community based organization (CBO) that will have legal responsibility for these grant funds (e.g. County of Alameda, City of Fresno or Women's Place of Merced).
3. **IMPLEMENTING AGENCY:** Enter the complete name of the agency responsible for the day-to-day operation of the grant (e.g. Sheriff, Police Department, or Department of Public Works). If the Implementing Agency is the same as the Subrecipient, enter the same title again.
4. **PAYMENT ADDRESS:** Enter the address payment should be mailed to, including nine-digit zip code.
5. **GRANT SUBAWARD PERFORMANCE PERIOD** Enter beginning and ending dates of the performance period for the Grant Subaward. (mm/dd/yyyy)
6. **PURPOSE:** This section will be completed by Cal OES.
7. **FUND ALLOCATION, AUTHORITY, AND GRANT SUBAWARD TOTAL:** This section will be completed by Cal OES.
8. **CERTIFICATION:** This section will be completed by Cal OES.
9. **CA PUBLIC RECORDS ACT REQUEST:** This section will be completed by Cal OES.
10. **AUTHORIZED SIGNER:** Provide the name, title, and signature of the person who is vested with the authority to enter into this Grant Subaward, and has the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body.



Pass Through Grant Subaward

1. PASS THROUGH GRANT SUBAWARD #: LI2023-024

The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:

2. SUBRECIPIENT: _____

3. IMPLEMENTING AGENCY: _____

4. PAYMENT MAILING ADDRESS: _____
(Street) (City) (Zip+4)

5. GRANT SUBAWARD PERFORMANCE PERIOD: _____

6. PURPOSE:

7. FUND ALLOCATION, AUTHORITY, AND GRANT SUBAWARD TOTAL:							
Enactment Year	Fund Source	Authorizing Legislation	Chapter	Statutes	Item Number	Provision	Total Award

8. CERTIFICATION: I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on/for activities specified in the purpose section above in the Grant Subaward. The Subrecipient agrees to administer the Grant Subaward in accordance with all applicable state and federal laws.

9. CA PUBLIC RECORD ACT REQUEST: Grant Subaward applications/awards are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

10. AUTHORIZED SIGNER:

Name: _____ Title: _____

Signature: _____ Date: _____

(FOR CAL OES USE ONLY)

I hereby certify upon my personal knowledge that budgeted funds are available for the Grant Subaward performance period and purposes of this expenditure stated above.

Cal OES Fiscal Officer **Date**

Cal OES Director or Designee **Date**

RESOLUTION NO. 24-_____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA,
CALIFORNIA, AUTHORIZING AND APPROVING AMENDMENTS TO THE
CITY OF MADERA FISCAL YEAR 2023/2024 BUDGET**

WHEREAS, the City Council has authorized the City Manager to accept a grant award in the amount of \$950,000 from the California Office of Emergency Services; and

WHEREAS, the amendments to the City of Madera Fiscal Year 2023/2024 Budget, listed in Exhibit A, attached hereto, are necessary to account for receipt of the grant funds and related expenditures.

NOW THEREFORE, THE COUNCIL OF THE CITY OF MADERA hereby resolves, finds and order as follows:

1. The above recitals are true and correct.
2. The appropriations for the items listed in Exhibit A, attached hereto and incorporated herein, are approved.
3. The City Clerk is authorized and directed to forward a copy of the resolution to the Director of Financial Services, who is authorized to take such action as necessary to implement the terms of this resolution
4. The resolution is effective immediately upon adoption.

EXHIBIT A

**CITY OF MADERA FISCAL YEAR 2023/24 BUDGET APPROPRIATION
FOR A GRANT SUBAWARD FROM THE CALIFORNIA OFFICE OF EMERGENCY SERVICES**

FUND	ORG CODE	OBJECT CODE	DESCRIPTION	(+)	(-)
<u>CALOES GRANT</u>					
4781	47813010	4434	Grants - Mobile Command Center		300,000
4781	47813010	7000	Vehicles and Equipment	300,000	
4781	47813011	4434	Grants - Parking Lot Improvements		350,000
4781	47813011	7030	Facilities and Improvements	350,000	
4781	47813012	4434	Grants - Safe and Clean Team		223,124
4781	47813012	5000	Salaries/Full Time	94,292	
4781	47813012	5005	Salaries/Part Time	-	
4781	47813012	5110	Salaries/Uniform Pay	750	
4781	47813012	5300	Public Employee Retirement	11,245	
4781	47813012	5302	Long Term Disability	591	
4781	47813012	5303	Life Insurance	129	
4781	47813012	5304	Worker's Compensation	8,714	
4781	47813012	5305	Medicare Tax	1,312	
4781	47813012	5308	Deferred Comp/Full Time	4,289	
4781	47813012	5309	Unemployment Insurance	378	
4781	47813012	5310	Section 125 Benefits	26,424	
4781	47813012	6532	Maintenance/Other Supplies	75,000	
TOTALS				873,124	873,124
<u>GENERAL FUND</u>					
1020	10200000	4900	Budgetary Carryover	223,124	
1020	10203020	5000	Salaries/Full Time		94,292
1020	10203020	5005	Salaries/Part Time		-
1020	10203020	5110	Salaries/Uniform Pay		750
1020	10203020	5300	Public Employee Retirement		11,245
1020	10203020	5302	Long Term Disability		591
1020	10203020	5303	Life Insurance		129
1020	10203020	5304	Worker's Compensation		8,714
1020	10203020	5305	Medicare Tax		1,312
1020	10203020	5308	Deferred Comp/Full Time		4,289
1020	10203020	5309	Unemployment Insurance		378
1020	10203020	5310	Section 125 Benefits		26,424
1020	10203020	6532	Maintenance/Other Supplies		75,000
TOTALS				223,124	223,124