

**Council Meeting: June 25, 2013****SUBJECT: Approve Budget Modification No. 48 to Appropriate \$38,780 of Emergency Management Performance Grant Funds for Sunnyvale Emergency Operations Center Upgrade****GRANT SUMMARY**

On May 28, 2013, the City Manager accepted grant funds in the amount of \$38,780 to the Department of Public Safety (DPS) to enhance emergency management preparedness in Sunnyvale. Specific plans include upgrades to the City's Emergency Operations Center (EOC), the EOC Command Room (Command Room), and the EOC Department Operations Center (DOC). This grant also will cover the cost for one year of interoperable communications services for the Mobile Emergency Operations Center (MEOC). These upgrades and maintenance costs are expected to be \$73,426. The funding sources are this grant (\$38,780) and the remaining balances of two existing Emergency Management Performance Grant projects, 829250 – FY 2010/11 EMPG (\$7,628) and 829680 – FY 2011/12 EMPG (\$27,018).

The Federal Emergency Management Administration (FEMA) provides grant funding each year to states through the Emergency Management Performance Grant (EMPG). The purpose of EMPG is to assist with the enhancement, sustainment, and improvement of state, local, and tribal emergency management programs. FEMA provides EMPG funding to support the key components of a comprehensive national emergency management system for disasters and emergencies that may result from natural disasters and accidental or man-caused events. Activities conducted using EMPG funding should relate directly to the four elements of emergency management: prevention, protection, response, and recovery.

DPS will manage, administer, and provide oversight of this project. The Bureau of Special Operations, Office of Emergency Services will be responsible for the operational element and project oversight. Financial management of the grant will be the responsibility of the Bureau of Special Operations, Division of Strategic Services.

**Granting Agency**

The State of California distributes funding to counties (Operational Areas) based on population and on potential threats. As a sub-grantee of Santa Clara County, DPS is eligible to receive EMPG funds to support prevention and preparedness goals.

## **EXISTING POLICY**

### **Council Policy 7.1.5 Donations, Contributions and Sponsorships:**

The City Manager may apply for grants of any dollar amount, but shall notify the Council when grants are being pursued. Council approval of a budget modification to appropriate grant monies is required before funds can be expended by staff. Such a budget modification shall include the use to which the grant would be placed; the objectives or goals of the City which will be achieved through use of the grant; the local match required, if any, plus the source of the local match; any increased cost to be locally funded upon termination of the grant; and the ability of the City to administer the grant. For grants under the amount of \$5,000 that do not have any external reporting requirements or any local match requirement, Council approval of a budget modification is not required. The City Manager is authorized to accept and administratively appropriate the grant funds.

This grant does not meet all of the criteria to be administratively appropriated by the City Manager; therefore a budget modification is required. Grant funds from FEMA via Santa Clara County OES have external reporting requirements and fall under the federal single audit guidelines.

### **Sunnyvale General Plan**

#### **Goal SN-2 Effective Disaster Preparedness**

Ensure that the City, its community members, business, faith-based organizations, community organizations, and special needs populations are prepared to effectively respond and recover from major disasters and emergencies.

Policy SN-2.2 Provide for the emergency management of the City in order to respond effectively and to assure life and property safety in the event of a disaster.

## **FISCAL IMPACT**

#### **Required Local Match**

NONE.

#### **Increased Cost To City Upon Grant Termination**

There are on-going costs for maintaining the EOC, Command Room, and DOC. However, these costs are part of the approved operating budget for DPS. Types of on-going costs include interoperable communications such as satellite data and voice transmission, radio communications, and cellular service. The MEOC is a regional asset and qualifies under both the State Homeland Security Grant Program and the Emergency Management and Preparedness Grant. As such, DPS will apply for these grant funds for on-going maintenance and data costs.

Budget Modification No. 48 has been prepared to appropriate \$38,780 of Emergency Management Performance Grant Funds to a new project, 2012/2013 EMPG Augmentation.

**Budget Modification No. 48  
FY 2012/2013**

	<b>Current</b>	<b>Increase/ (Decrease)</b>	<b>Revised</b>
<b>General Fund</b>			
<u>Revenues</u>			
1002 – Office of Emergency Services (OES) – Emergency Management Performance Grant	\$30,830	\$38,780	\$69,610
 <u>Expenditures</u>			
New Project – FY 2012/2013 EMPG Augmentation	\$0	\$38,780	\$38,780

**PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center, and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk, and on the City's Web site.

**RECOMMENDATION**

Staff recommends approval of Budget Modification No. 48 to appropriate \$38,780 of Emergency Management Performance Grant Funds for Sunnyvale Emergency Operations Center Upgrade.

Reviewed by:

Frank J. Grgurina, Chief of Public Safety  
Prepared by: Ann Durkes, Manager, BA II

Reviewed by:

Grace Leung, Director of Finance

Approved by:

Gary M. Luebbbers  
City Manager