REPORT TO COUNCIL
City of Sacramento

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CONSENT REPORT
September 13, 2005

Honorable Mayor and
Members of the City Council

Subject: ACCEPTANCE OF ANNUAL FEDERAL FUNDS FOR CALIFORNIA TASK FORCE SEVEN, URBAN SEARCH AND RESCUE TEAM, AND APPROVAL OF RELATED STAFFING AND BUDGET CHANGES

Location/Council District:: Citywide

Recommendation:

Staff recommends that the City Council adopt the attached resolution, which authorizes the City Manager to accept the annual federal funding for California Task Force Seven, Urban Search and Rescue Team and approve related staffing and budget changes.

Contact: Ed Vasques, Assistant Chief, (916) 264-7522

Denise K. Pinkston-Maas, Support Services, (916) 433-1637

Presenters: N/A

Department: Fire

Division: Special Operations

Organization No: 2553

Summary:

The City of Sacramento Fire Department is the sponsoring agency for California Task Force Seven (CA TF-7), Urban Search and Rescue (US&R) Team. On November 30, 2004 the Sacramento City Council authorized the City Manager to apply for annual federal funding for the operation of CA TF-7 in the amount of $893,500. On March 24, 2005, the Fire Department was advised by FEMA that CA TF-7's application was approved. It is now requested that the City Council authorize the City Manager to accept these funds and approve the related staffing and budget changes.

Committee/Commission Action: None.

Background Information:

The US&R team sponsored by the City of Sacramento consists of personnel from the Sacramento Fire Department, Sacramento Metropolitan Fire District, West Sacramento Fire Department and El Dorado County Fire Protection District. The Sacramento Fire Department, as the sponsoring agency, is responsible for organizing, equipping & maintaining the specialized equipment cache, training task force personnel and mobilizing the team upon activation.

The management of the Task Force has been absorbed into the daily routine of Fire Department personnel. In order to effectively manage the program and complete the goals designated with the program, a grant funded Fire Battalion Chief and Administrative Analyst will need to be hired (as identified in the approved application packet) during the period that funds are provided. The Fire Battalion Chief will oversee and be responsible to ensure all items related to training, drills, certifications and documentation are completed as identified and mandated in the cooperative agreement. The Administrative Analyst will ensure compliance of grant terms and conditions, set up and maintain procurement records, complete activation reimbursements and other administrative activities related to the grant. To receive the federal US&R funds of $893,500, the City must sign the Assistance Award agreement; therefore we are requesting the authorization of the City Manager to sign the agreement. The Assistance Award agreement is available for review in the Office of the City Clerk.

Financial Considerations:

The Fire Department provides personnel to support the daily operation related to CA FT-7 US&R Team, including training. Estimated support of Fire Department personnel is approximately $300,000 (currently absorbed in the fire department budget). Grant funding of $893,500 will be used for the purchase of supplies and equipment, offset staff time for attending training, pay for additional support including a Fire Battalion Chief FTE and an Administrative Analyst FTE as well as contracts for services.

Environmental Considerations:

Ongoing administrative and maintenance activities, such as purchases of supplies, equipment or materials which are not made for purposes of a public works construction project, do not constitute a "project" and are exempt from the California Environmental Quality Act. CEQA Guidelines, Section 15061(b)(1), 15378(b)(3).

Policy Considerations:

Acceptance of the federal US&R grant is consistent with City Council actions relative to state and federal grant awards. This action also is consistent with the City Council's goal of enhancing regional partnerships.

Emerging Small Business Development (ESBD):

Staff will follow the emerging and small business guidelines when purchasing supplies or services under this grant.

Respectfully Submitted by: _____
Denise K. Pinkston-Maas

Approved by: _____
Julius J. Cherry
Fire Chief

Recommendation Approved:

_____
ROBERT P. THOMAS
City Manager

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RESOLUTION NO. 2005-

Adopted by the Sacramento City Council

September 13, 2005

ACCEPTANCE OF $893,500.00 OF ANNUAL FEDERAL FUNDS FOR CALIFORNIA TASK FORCE SEVEN, URBAN SEARCH AND RESCUE TEAM, AND APPROVAL OF RELATED STAFFING AND BUDGET CHANGES

BACKGROUND

A. The City of Sacramento Fire Department is the sponsoring agency for California Task Force Seven (CA TF-7), Urban Search and Rescue (US&R) Team. On November 30, 2004 the Sacramento City Council authorized the City Manager to apply for annual federal funding for the operation of CA TF-7 in the amount of $893,500.

B. The application submitted included the funding of two new positions to facilitate the required work to be completed under this grant. On March 24, 2005, the Fire Department was advised by the Federal Emergency Management Agency that CA TF-7's application was approved.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

Section 1. That the City Manager or his designee is authorized to sign the Assistance Award to accept annual funding of $893,500 for California Task Force Seven Urban Search and Rescue Team.

Section 2. That the staffing level of the Fire Department will be increased by 2.0 FTEs – one Fire Battalion Chief and one Administrative Analyst. Continuation of these positions is subject to continued grant funding.

Section 3. The Program Revenue Budget (250-OGR-G539-3513) will be $893,500.

Section 4. The Program Operating Budget will be as follows:

250-OGR-G539-41XX	(Salary/Benefits)	$ 225,875
250-OGR-G539-4XXX	(Services/Supplies)	$ 667,625
		$ 893,500

Section 5. A FY2005/06 grant labor offset for 1.0 FTE Battalion Chief and 1.0 FTE Administrative Analyst will be established for a twelve month period as follows:

101-250-2553-4101	(Labor Cost)	$155,200

101-250-2514-4101	(Labor Cost)	$ 79,200
101-250-2553-4715	(Grant Recovery)	<155,200>
101-250-2514-4715	(Grant Recovery)	< 79,200>
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