



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** William L. McDonald  
Jennifer A. Maguire

**SUBJECT:** SEE BELOW

**DATE:** May 14, 2012

Approved

Date

5/24/12

Council District: City-Wide

**SUBJECT: ADOPTION OF A RESOLUTION AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH THE COUNTY OF SANTA CLARA TO ACCEPT 2011 EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) FUNDS AND ADOPTION OF APPROPRIATION ORDINANCE AND FUNDING SOURCES RESOLUTION AMENDMENTS IN THE GENERAL FUND**

## RECOMMENDATION

It is recommended the City Council:

1. Adopt a resolution authorizing the City Manager to negotiate and execute an agreement with the County of Santa Clara (County) to accept program funds from the County for 2011 Emergency Management Performance Grant (EMPG) funding for the Fire Department in the amount of \$133,685.
2. Adopt the following appropriation ordinance and funding sources resolution amendments in the General Fund for Fiscal Year 2011-2012:
  - a. Increase the Estimate for Earned Revenue from the Federal Government by \$117,685; and,
  - b. Establish a city-wide appropriation to the Fire Department for the 2011 Emergency Management Performance Grant (EMPG) in the amount of \$117,685.
3. Adopt a resolution authorizing the City Manager to negotiate and execute additional amendments to the agreement and all related documents without further City Council action, other than the appropriation of funds.

## **OUTCOME**

City Council's approval of the 2011 EMPG recommendation will provide reimbursement to the San José Fire Department for community preparedness planning staff and for the costs associated with development of an emergency communication and coordination protocol with the area's school districts.

## **BACKGROUND**

The federal Department of Homeland Security (DHS) has awarded 2011 EMPG grant funding to the State of California (State). The State, as grantee, has awarded funding to designated Operational Areas. The County of Santa Clara is one of several Operational Areas in California that is administering this funding. The County has allocated funding to the City of San José (City) on a per capita basis of \$153,685. This grant reimburses the City for eligible grant expenditures which includes supplies and staff costs for training. The grant requires a 100% match that will be met through Office of Emergency Services (OES) Personal Services Budget.

## **ANALYSIS**

The City of San José is to receive 2011 EMPG funding from the County of Santa Clara, acting as the grant administrator. The term of the grant is for the period July 1, 2011 through September 30, 2012. The 2011 EMPG grant will fund the staff to train community members in disaster preparedness, develop additional emergency plans, protocols, procedures and/or policies.

Exhibits A and B of the 2011 EMPG Agreement identifies \$153,685 is to be allocated to the City of San José, \$117,635 in 2011-2012 and \$16,000 in 2012-2013. The \$117,635 for 2011-2012 will reimburse for staff costs that have accrued since July 2011 as well as staff costs anticipated for 2011 EMPG grant approved trainings. Of the total 2011 EMPG grant amount of \$153,685, \$20,000 of the City's total allocation, however, is to be retained by the County for its project associated with an emergency communication and coordination protocol for area school districts. The \$20,000 will be excluded from the appropriation to be established and managed by the San Jose Fire Department.

## **EVALUATION AND FOLLOW-UP**

The Department will recommend appropriating the remaining funds from this grant award (\$16,000) for 2012-2013 as part of the adoption of the 2012-2013 Operating Budget scheduled for June 19, 2012.

## **PUBLIC OUTREACH/INTEREST**

- Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**

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- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**
- Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

Although this memorandum does not meet any of the above criteria, it will be posted on the City's website as part of the June 5, 2012 Council agenda.

### COORDINATION

This memorandum was coordinated with the City Attorney's Office.

### COST SUMMARY/IMPLICATIONS

The total grant award is \$153,685; the City's allocation is \$133,685 with the County retaining \$20,000 of the award amount. The City will therefore be reimbursed by the County of Santa Clara up to \$133,685 for eligible 2011 EMPG grant expenditures.

The 100% match requirement for this grant will be met through OES Personal Services Budget.

### CEQA

Not a Project, File No. PP10-066 (g), Agreement and Contracts for 2011 EMPG Grant Agreement.

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/s/  
WILLIAM L. MCDONALD  
Fire Chief

  
JENNIFER A. MAGUIRE  
Budget Director

Attachment: 2011 EMPG Agreement Exhibits

For questions, please contact Chris Godley, Office of Emergency Services Director, at 408-277-4595.

I hereby certify that there will be available for appropriation in the General Fund in the Fiscal Year 2011-2012 moneys in excess of those heretofore appropriated therefrom, said excess being at least \$117,685.

  
JENNIFER A. MAGUIRE  
Budget Director



FY11 EMPG  
Per Capita Per Project Distribution

**Exhibit B**

FY11 EMPG	Amount
Per Capita Distribution	\$ 458,807.00
Management & Administration (5% M&A for pass-through)	\$ 13,764.21
Schools Project	\$ 75,000.00
Mapping Project	\$ 10,000.00
<b>Total FY11 EMPG funds</b>	<b>\$ 360,042.79</b>

PARTICIPATING JURISDICTION	2010 Census Population	%	Base \$ 5,000.00	Total FY11 EMPG Allocation
Campbell	39,349	2.21%	\$ 5,000.00	\$ 11,184.97
Cupertino	58,302	3.27%	\$ 5,000.00	\$ 14,164.05
Gilroy	48,821	2.74%	\$ 5,000.00	\$ 12,673.80
Los Altos	28,976	1.63%	\$ 5,000.00	\$ 9,554.52
Los Altos Hills	7,922	0.44%	\$ 5,000.00	\$ 6,245.20
Los Gatos	29,413	1.65%	\$ 5,000.00	\$ 9,623.21
Milpitas	66,790	3.75%	\$ 5,000.00	\$ 15,498.21
Monte Sereno	3,341	0.19%	\$ 5,000.00	\$ 5,525.15
Morgan Hill	37,882	2.13%	\$ 5,000.00	\$ 10,954.38
Mountain View	74,066	4.16%	\$ 5,000.00	\$ 16,641.87
Palo Alto	64,403	3.61%	\$ 5,000.00	\$ 15,123.02
San Jose	945,942	53.09%	\$ 5,000.00	\$ 153,685.45
Santa Clara	116,468	6.54%	\$ 5,000.00	\$ 23,306.72
Saratoga	29,926	1.68%	\$ 5,000.00	\$ 9,703.84
Sunnyvale	140,081	7.86%	\$ 5,000.00	\$ 27,018.27
Unincorporated Areas	89,960	5.05%	\$ 5,000.00	\$ 19,140.13
<b>TOTAL Per Capita Distribution</b>	<b>1,781,642</b>	<b>100.00%</b>	<b>\$ 80,000.00</b>	<b>\$ 360,042.79</b>