

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

DEPARTMENT: Fire Department

AGENDA DATE: January 31, 2023

PUBLIC HEARING DATE: n/a

CONTACT PERSON NAME AND PHONE NUMBER: Jonathan P. Killings, Fire Chief, (915) 493-5609

DISTRICT(S) AFFECTED: All Districts

STRATEGIC GOAL: Goal 2: Set the standard for a Safe and Secure City

SUBGOAL: 2.3 Increase public safety operational efficiency

SUBJECT:

That the City Manager or designee is authorized to submit the State Homeland Security grant application number 3221407 for the project titled "El Paso-Urban Planner" through the Texas Office of the Governor including all related paperwork, included but not limited to, authorization of budget transfers, and/or revision to the operation plan, and to accept, reject, amend, correct, and/or terminate the grant in the amount of \$90,193.11 for the period from September 1, 2023 through August 31, 2024 for a Lead Planner; and that the City shall provide all applicable matching funds for said grant if applicable; and that in the event of loss or misuse of the grant funds, the City assures that it will return the funds to the Office of the Governor in full.

BACKGROUND / DISCUSSION:

This grant will fund a full-time Lead Planner in assisting in the coordination of disaster response or crisis management activities, provide disaster preparedness training, and prepare emergency plans and procedures for natural, technological, and man-made disasters with a nexus to terrorist events, and community risk reduction efforts with an emphasis on community preparedness, education and awareness.

PRIOR COUNCIL ACTION:

City Council approved the FY 2022 application on February 1, 2022 authorizing the City Manager or designee to submit the FY 2022 El Paso Urban Area Planner grant application through the Texas Office of the Governor. The grant was awarded to the City of El Paso in the amount of \$61,439.29.

AMOUNT AND SOURCE OF FUNDING:

N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:



(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

RESOLUTION

WHEREAS, the City of El Paso (“City”) is eligible to apply for a grant through the State Homeland Security Program (“SHSP”) grant program entitled “El Paso-Urban Planner”: and

WHEREAS, the City of El Paso Fire Department will maintain a Lead Planner Position to assist in the coordination of disaster response or crisis management activities, provide disaster preparedness training, prepare emergency plans and procedures for natural wartime, or technological disasters or hostage situations; and

WHEREAS, the position will increase local and regional community preparedness, and will enhance regional emergency planning activities; and

WHEREAS, the grant requires no matching funds by the City; and

WHEREAS, the City Council finds that SHSP will assist local efforts to prevent terrorism and other catastrophic events and prepare for the threats and hazards that pose the greatest risk to the security of the community and the Rio Grande Council of Governments Region.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

1. That the City Manager or designee is authorized to submit the State Homeland Security grant application number 3221407 for the project titled “El Paso-Urban Planner” through the Texas Office of the Governor including all related paperwork, included but not limited to, authorization of budget transfers, and/or revision to the operation plan, and to accept, reject, amend, correct, and/or terminate the grant in the amount of \$90,193.11 for the period from September 1, 2023 through August 31, 2024 for a Lead Planner; and
2. That the City shall provide all applicable matching funds for said grant if applicable; and
3. That in the event of loss or misuse of the grant funds, the City assures that it will return the funds to the Office of the Governor in full.

APPROVED THIS____ **DAY OF** _____, 2023.

(Signatures on the following page)

CITY OF ELPASO:

Oscar Leeser
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO CONTENT:



Jonathan P. Killings, Fire Chief
El Paso Fire Department

APPROVED AS TO FORM:

/s/ Carlos L. Armendariz

Carlos L. Armendariz
Assistant City Attorney

Declined ☐Denied ☐Awarded ☐

PSGrant# _____

GRANT INFORMATION FORM (GIF)**Complete either side A or if awarded, complete side B in this same form**

This form is to be used to provide information to the Grants Administration Division (GAD) for grant applications, grant awards, and/or grant contract amendments. After completing either side, please forward to the GAD Office at Grants-1@elpasotexas.gov. Once a grant has been awarded and a contract/agreement needs to be processed, please complete SIDE B and forward to GAD, we will submit for Legal Review and further processing. Please use the same GIF to complete Part A & Part B so it is all kept on the same sheet.

Department El Paso Fire Department**DUNS-058873019/UEI-KLZGKXNFVTL4**

A. GRANT APPLICATION	B. CONTRACT/AGREEMENT/AMENDMENTS
A1. Department Programmatic Contact Person Name: Antonio Muro Jr. Title: AEMC / Battalion Chief Phone No.: (915) 838-3271 Email: MuroAX@elpasotexas.gov	B1. Department Financial Grant Contact Person Name: _____ Title: _____ Phone No.: _____ Email: _____
A2. Grant Data Funding Agency: Department of Homeland Security (SHSP) Grant Name: FY23 El Paso Urban Planner CFDA/ALN: 97.067 N/A <input type="checkbox"/> Application Due Date: February 9, 2023 5 pm CST Requires Signature or Review from: Mayor <input type="checkbox"/> City Manager <input checked="" type="checkbox"/> Legal Review <input type="checkbox"/>	B2. Grant Data Funding Agency: _____ Grant Name: _____ Program Name: _____ Agency Contract No.: _____ Grant Type: Please Select Pass through Agency: _____ Grant Start & End Date: Month Day Year - Month Day Year New, Continuation, or Amendment: Please Select
A3. Financial Data Amount of Grant Funding Request: \$ 90,193.11 Amount of Matching Funds Requested: \$ 0.00 Amount of In-Kind Funds and/or Additional City Contributions: \$ 0.00 Total Amount Requested: \$ 90,193.11	B3. Financial Data Post-Award Amount: \$ _____ (As indicated in the grant contract/agreement) Actual Amount of Cash Match: \$ _____ Actual Amount of In-Kind: \$ _____ Total Award for Project/Program: \$ 0.00
A4. Grant Classification <input checked="" type="checkbox"/> Competitive (award based on competition) <input type="checkbox"/> Entitlement (a set of funds determined under a formula) <input type="checkbox"/> Continuation (ongoing funding)	B4. <input type="checkbox"/> CM Signature required <input type="checkbox"/> Mayor Signature required <input type="checkbox"/> City Council approval required
A5. City Match Certification Has City Match been certified by the Department Director? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input checked="" type="checkbox"/> Does this grant allow for operating/administrative costs? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> % <input type="checkbox"/> Amount \$ _____ How is the match amount determined? <input type="checkbox"/> Fixed Amount: \$ _____ <input type="checkbox"/> Percentage of Project Cost: 0 % <input type="checkbox"/> Other (Please explain): _____ For this fiscal year, how much of the local cash amount is already in the department's budget: \$ _____ Not budgeted: \$ _____ Proposed source of match: _____	B5. Grant Accounting String: _____ City Match Accounting String: _____ Comments: _____

Brief Description of Grant:

FY23 El Paso Urban Planner - Lead Planner - This project will fund a full-time Lead Planner position to focus on community risk reduction efforts with an emphasis on community preparedness, education and awareness. Proposed activities include assisting in the coordination of disaster response or crisis management activities, provide disaster preparedness training, and prepare draft emergency plans and procedures for natural (e.g., hurricanes, floods, earthquakes), wartime, technological, (e.g., cybersecurity, nuclear power plant emergencies, hazardous materials spills) disasters, and a nexus to terrorist events (e.g., hostage situations, active shooter, chemical/radiological attacks).

1. 01/12/2023
Department Director Signature Date
Jonathan P. Killings
Printed Name of Department Director

2. 01/23/2023
Grants Administration Division Date
1/24/2023

3.
Legal Review Date

REQUIRED SIGNATURES

1. _____
Department Director Signature Date
Printed Name of Department Director

2. _____
Grants Administration Division Date

3. _____
Legal Review Date