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SACRAMENTO FIRE DEPARTMENT
"An All-Risk Organization"

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September 3, 2003



City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: Acceptance of Annual Federal Funds for California Task Force Seven Urban Search and Rescue (US&R) Team, Approve 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 US&R Team, and approve related staffing and budget changes.

CONTACT PERSON: Ed Vasques, Assistant Chief, 264-7522

FOR CITY COUNCIL MEETING OF: September 23, 2003

SUMMARY:

The City of Sacramento Fire Department is the sponsoring agency for California Task Force Seven Urban Search and Rescue Team (CA TF-7 US&R). On July 17, 2003 the Sacramento City Council authorized the City Manager to apply for the annual federal funding for the operation of CA TF-7 in the amount of \$1,122,200. It is now requested that the City Council authorize the City Manager to accept these funds and approve the related staffing and budget changes.

BACKGROUND:

The Sacramento US&R Team (CA TF-7) consists of primarily Sacramento Fire Department personnel, with fire personnel from Sacramento Metropolitan and El Dorado County Fire Protection Districts and West Sacramento Fire Department. The Sacramento Fire Department, representing the City as the sponsoring agency, is responsible for organizing, training, equipping, maintaining the specialized equipment cache and mobilizing the team upon activation.

The management of CA TF-7 has been absorbed into the daily routine of Fire Department personnel. All paperwork, correspondence, coordination and actual training is completed by fire personnel. Any purchase of supplies and equipment are paid through designated US&R grant funds. With this year's funds, CA TF-7 anticipates completing all goals that were outlined in the application packet. These goals include medical evaluations and immunizations, training, cache acquisition, and variety of other items to assure response preparedness. In order to effectively complete the goals and appropriate documentation, a grant funded typist clerk (as identified in the approved application packet) will need to be hired during the period that funds are provided. As funds become available, each task force must apply for and accept these federal funds. To receive the federal US&R funds of \$1,122,200 we must sign the Assistance Award agreement. Due to the end of the federal fiscal year and the need by the federal government to allocate the funds, a short time frame was allotted for the completion of the grant award. In order to comply with the timeframe, the Assistance Award agreement has already been reviewed (and approved to form) by the City Attorney's office, signed by the City Manager's office and returned to the granting authority. We are requesting the formal 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 TF-7 US&R Team, including training. Estimated support of Fire Department personnel is \$200,000 (currently absorbed in the fire department budget). Grant funding of \$1,122,200 will be used for the purchase of supplies and equipment, offset staff time for attending training, pay for additional support including a Typist Clerk III FTE, as well as contracts for services.

ENVIRONMENTAL CONSIDERATIONS:

Ongoing administrative maintenance activities, such as purchases of supplies, equipment or materials which are not made for purposes of a public 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 City Council's goal of enhancing regional partnerships.

ESBD EFFORTS:


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

Respectfully Submitted,



Dennis R. Smith
Fire Chief

RECOMMENDATION APPROVED:



ROBERT P. THOMAS
City Manager

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RESOLUTION NO. 2003-655

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF 9/23/03



A RESOLUTION AUTHORIZING ACCEPTANCE OF ANNUAL FEDERAL FUNDING FOR CALIFORNIA TASK FORCE SEVEN URBAN SEARCH AND RESCUE TEAM

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

1. That the City Manager, or his designee, is authorized to execute the Assistance Award for Federal Assistance to supply \$1,122,200 of annual funding to California Task Force Seven Urban Search and Rescue Team.
2. The staffing level of the Fire Department will be increased by 1.0 FTE Typist Clerk III.
3. The Program Revenue Budget (250-OGR-GXXX-3513) will be \$1,122,200.

4. The Program Operating Budget will be as follows:

250-OGR-GXXX -41XX	(Salary/Benefits)	\$ 257,000
250-OGR-GXXX -4XXX	(Services/Supplies)	\$ 865,200
		<u>\$1,122,200</u>

5. A FY 2003/04 grant labor offset for 1.0 FTE Typist Clerk will be established for a nine month period as follows:

101-250-2553-4101	(Labor Cost)	\$ 33,750
101-250-2553-4715	(Grant Recovery)	<u><33,750></u>
		0

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____

6. A FY 2003/04 grant labor offset for overtime expenditures will be established for a nine month period as follows:

101-250-2532-4110	(Overtime Costs)	\$75,000
101-250-2532-4715	(Grant Recovery)	<u><75,000></u>
		0

MAYOR

ATTEST:

CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____