

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: SCOTT WESTROPE, FIRE CHIEF
SUBJECT: RATIFICATION OF GRANT APPLICATION SUBMITTAL,
ACCEPTANCE AND APPROPRIATION OF CALIFORNIA OFFICE
OF EMERGENCY SERVICES EMERGENCY OPERATIONS
CENTER GRANT PROGRAM FOR THE RENOVATION AND
SEISMIC RETROFIT OF 55 STONY POINT ROAD FOR USE AS
AN EMERGENCY OPERATIONS CENTER

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Fire Department that the Council, by resolution: 1) ratify City staff's submittal of an application to the Fiscal Year 2022 California Governor's Office of Emergency Services' Emergency Operations Center (EOC) Grant Program (Grant) for retrofitting and upgrading the City's facilities located at 55 Stony Point Road as an EOC in the amount of \$1,333,334; 2) appropriate a required 25% in local matching funds \$333,334 from the general fund reserves to a project key to be established by the Chief Financial Officer; 3) authorize the City Manager, or designee, to accept the grant award and execute all agreements, related award documents and any amendments thereto required for such grant funds; and 4) appropriate the grant funds received to a project key to be established by the Chief Financial Officer.

EXECUTIVE SUMMARY

This item relates to City Council Goal # 5 – Build and maintain sustainable infrastructure. This grant will provide funding to support emergency preparedness of City staff to best address resident's needs.

BACKGROUND

In May 2022, California Office of Emergency Services, as a subrecipient of the U.S. Department of Homeland Security (DHS)/ Federal Emergency Management Agency (FEMA) issued the Fiscal Year 2022 Emergency Operations Center Grant Program Notice of Funding Opportunity with eligible allocations, with the City of Santa Rosa listed among them. The program priorities include equipping, upgrading and constructing an emergency operations center.

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After careful analysis of existing city facilities and new property opportunities, it was determined that the site of this office would fit best for the use of a “warm” EOC. The grant is approved for upgrades to the existing building’s HVAC system, seismic bracing, ADA Compliance upgrades, fire sprinkler system and electronic equipment replacements. The interior renovations include removal and relocations of walls, ceilings and flooring.

The Federal share of the grant cannot exceed 75 of the total project cost per 42 USC §5196c. This requirement determined the \$333,334 cost match for the grant.

PRIOR CITY COUNCIL REVIEW

Not applicable.

ANALYSIS

This funding will allow the City and Emergency Management to complete a long standing project for emergency preparedness and response to incidents and disasters. There will be a semi-annual drawdown throughout the period of performance, using the Financial Management Forms Workbook (FMFW) approved by Cal OES. It is anticipated that these reimbursement requests will occur in March and October of each year.

Council Policy 000-62 – Grant Application and Administration Policy sets for guidelines on the submittal and acceptance of grants on behalf of the City. Grants that include appropriation of matching funding and in excess of \$500,000, such as this grant does, must be approved by the City Council. Staff already applied for the grant due to urgent deadlines and now seeks to ratify that submittal in connection with the recommended acceptance of the grant funds.

FISCAL IMPACT

The City must provide \$333,334 for this project in order to meet the requirement of matching funds being 25% of total project cost. These funds will be appropriated from General Fund reserves and budgeted in Project Key 05118, along with the \$1,000,000 of grant funds.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15301.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

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NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution

PRESENTER

Scott Westrope, Fire Chief