



TOWN OF APPLE VALLEY

TOWN COUNCIL STAFF REPORT

To: Honorable Mayor and Town Council **Date:** March 8, 2016

From: Joseph Ramos **Item No:** 8
Emergency Services Officer

Subject: ADOPT A RESOLUTION AUTHORIZING THE EMERGENCY SERVICES OFFICER OR DESIGNEE TO APPLY AND ACCESS GRANT DOCUMENTS ON BEHALF OF THE TOWN OF APPLE VALLEY AND RECEIVE AND RATIFY THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF RIVERSIDE OFFICE OF EMERGENCY MANAGEMENT AND THE TOWN OF APPLE VALLEY OFFICE OF EMERGENCY PREPAREDNESS

T.M. Approval: _____

Budgeted Item: Yes No N/A

RECOMMENDED ACTION:

1. Adopt Resolution No. 2016-08 A Resolution of the Town Council of the Town of Apple Valley, California Authorizing the Emergency Services Officer or Designee to Apply and Access Grant Documents for the Town of Apple Valley.
2. That the Town Council receive, ratify, and file the Memorandum of Understanding (MOU) between the City of Riverside Office of Emergency Management and the Town of Apple Valley regarding Urban Area Security Initiative (UASI) Grant Funding.

SUMMARY:

The attached MOU will allow the Town of Apple Valley to access grant funding for Apple Valley Fire Protection District, Apple Valley Police and Town personnel to attend training at no cost.

Emergency Services Officer Joseph Ramos will manage all appropriate paperwork for staff to attend trainings that are covered by the Riverside-UASI grant. Additional authorized agents will be determined by the Town Manager.

BACKGROUND:

During this fiscal year two Town staff attended the California Specialized Training Institute- Introduction to Earthquake training and both staff have been approved to receive grant funding for registration and travel costs (maximum of \$1800 per staff). With approval of the MOU costs attributed to the two staff attending the class as well as future classes will be reimbursed fully up to their maximum limits for each course.

FISCAL IMPACT:

None.

RESOLUTION NO. 2016-08

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY, CALIFORNIA AUTHORIZING THE EMERGENCY SERVICES OFFICER OR DESIGNEE TO APPLY AND ACCESS GRANT DOCUMENTS FOR THE TOWN OF APPLE VALLEY

WHEREAS, the Town of Apple Valley is entering into a Memorandum of Understanding (MOU) with the City of Riverside Office of Emergency Management regarding Urban Area Security Initiative (UASI) Grant Funding; and

WHEREAS, the Town of Apple Valley is required to establish procedures governing the application, awarding and management of the grants; and

WHEREAS, the Town of Apple Valley agrees to comply with the Grant Assurances for the Urban Area Security Initiative and the requirements established in the Memorandum of Understanding with the City of Riverside Office of Emergency Management.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Apple Valley authorize the submittal of application(s) for grant funding for Apple Valley Fire Protection District, Apple Valley Police and Town personnel to attend training at no cost; and

BE IT FURTHER RESOLVED that the Emergency Services Officer or his/her designee as designated by the Town Manager is hereby authorized and empowered to execute in the name of the Town of Apple Valley all grant documents, including but not limited to, applications, agreements, amendments and requests for payment, necessary to secure grant funds; and

BE IT FURTHER RESOLVED that these authorizations are effective five (5) years from the date of adoption of this Resolution.

APPROVED and **ADOPTED** by the Town Council of the Town of Apple Valley this 8th day of March 2016.

Barb Stanton, Mayor

ATTEST:

La Vonda M-Pearson, Town Clerk

**MEMORANDUM OF UNDERSTANDING
CITY OF RIVERSIDE OFFICE OF EMERGENCY MANAGEMENT
AND THE Town of Apple Valley
REGARDING URBAN AREA SECURITY INITIATIVE (UASI) GRANT FUNDING
FOR FEDERAL FISCAL YEAR 2014**

THIS MEMORANDUM OF UNDERSTANDING (MOU) is effective February 9, 2014, between THE CITY OF RIVERSIDE OFFICE OF EMERGENCY MANAGEMENT and the Town of Apple Valley ("Participating Agency") under the following terms and conditions:

1. The Participating Agency agrees to comply with the Grant Assurances for Urban Area Security Initiative (**Attachment A**).
2. The Participating Agency agrees to comply with United States Department of Homeland Security – Homeland Security Grant Program guidance, processes and requirements.
3. The Participating Agency agrees that all equipment, supplies and training funded through the UASI program is for the mutual benefit of the Riverside UASI Region and not for the exclusive benefit of the Participating Agency.
4. The Participating Agency agrees that all equipment, supplies and technical expertise developed through training funded by the UASI program is to be made available for emergency use through established mutual aid systems, established mutual aid agreements or made reasonably available through a valid request by a member jurisdiction or organization of the Riverside UASI.
5. The Participating Agency agrees to provide prior to being funded the most recent copy of their; 1. NIMSCAST Report and 2. Single Audit Report.
6. The Participating Agency agrees to submit a Monthly Project Progress Report (**Attachment B**) by the 15th day of each month in accordance with the UASI grant program guidelines.
7. The participating agency agrees to designate a Project Manager and Grant Manager for each project awarded and provide the contact information of those individuals to the City of Riverside Office of Emergency Management / UASI. Upon any changes to the original designation the agency will provide written notification and updated contact information.

Memorandum of Understanding - Urban Area Security Initiative Grant Funding

8. The Participating Agency agrees to maintain all documentation supporting all expenditures reimbursed from grant funds, and ensure all expenditures are allowable under grant requirements. Recipients that expend \$300,000 or more of federal funds during their respective fiscal year agree to submit an organization wide financial and compliance audit report. The audit shall be performed in accordance with the U. S. General Accounting Office Government Auditing Standards and OMB Circular A-133 (Federal Grantor Agency: U. S. Department of Homeland Security; Pass-Through Agency: Office of Homeland Security; Program Title: Public Assistance Grants; Federal CFDA Number: 97.008). The records shall be maintained and retained in accordance with UASI grant requirements and shall be available for audit and inspection by the City and designated grant agent personnel.
9. The Participating Agency agrees that all its expenditures shall be in accordance with the approved project expenditures and allowable costs as submitted to the City and approved by the California Office of Emergency Services (Cal OES) and the U.S. Department of Homeland Security Grants Program Directorate.
10. The Participating Agency agrees to defend, indemnify, and hold harmless the City, its agents, officers, and employees, from and against all liability arising out of the Participating Agency's acts or omissions under this MOU.
11. The City agrees to defend, indemnify, and hold harmless the Participating Agency, its agents, officers, and employees, from and against all liability arising out of the City's acts or omissions under this MOU.
12. The Participating Agency agrees to provide the Certificate of Non-Supplanting (**Attachment C**).
13. The Participating Agency agrees to provide the Certification regarding Debarment, Suspension and Other responsibility matters (**Attachment D**).
14. The Subgrantee Performance Period for the FY 2014 UASI funding cycle is from September 1, 2014 to May 31, 2016.

Memorandum of Understanding - Urban Area Security Initiative Grant Funding

IN WITNESS WHEREOF, this Memorandum of Understanding is entered into by the City of Riverside Office of Emergency Management and the Town of Apple Valley, by and through their authorized representatives.

CITY OF RIVERSIDE

By: _____

Title: _____

Attest:

By: _____

Colleen J. Nicol

Title: _____

City Clerk

Approved as to form:

By: _____

Neil Okazaki

Title: _____

Supervising Deputy City Attorney

PARTICIPATING AGENCY

By: Frank Robinson

Title: Town Manager

Attest:

By: _____

Title: _____