



## Legislation Details (With Text)

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**File #:** 23-099      **Version:** 1

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**File created:** 1/26/2023      **In control:** City Council/Public Financing Authority

**On agenda:** 2/21/2023      **Final action:** 2/21/2023

**Title:** Adopt Resolution No. 2023-04 authorizing certain City Officials to execute Grant Applications and Documents

**Attachments:** 1. Att#1 Reso No. 2023-04

Date	Ver.	Action By	Action	Result
2/21/2023	1	City Council/Public Financing Authority	approved	Pass

## REQUEST FOR CITY COUNCIL ACTION

**SUBMITTED TO:** Honorable Mayor and City Council Members

**SUBMITTED BY:** Al Zelinka, City Manager

**VIA:** Scott M. Haberle, Fire Chief

**PREPARED BY:** Brevyn Mettler, Emergency Management Administrator  
Bonnie To, Principal Administrative Analyst

**Subject:**

**Adopt Resolution No. 2023-04 authorizing certain City Officials to execute Grant Applications and Documents**

**Statement of Issue:**

The City Council is requested to adopt the attached resolution designating specific City officials to apply for and obtain Emergency Management and Department of Homeland Security Grants, including but not limited to, Emergency Management Performance Grant, State Homeland Security Grant, Urban Area Security Initiative, etc. (hereinafter collectively referred to as "Eligible Grants").

**Financial Impact:**

There is no financial impact for Eligible Grants that do not have a match requirement or Eligible Grants that are matched with in-kind administrative expenditures, such as administrative staff time and other budgeted expenditures. Furthermore, there are no direct costs to the City of Huntington Beach, and the grants do not obligate the City for any future funding.

For any Eligible Grant that requires direct costs for a match requirement, staff will request for approval from City Council before accepting these types of Eligible Grants.

**Recommended Action:**

Adopt Resolution No. 2023-04, "A Resolution of the City Council of the City of Huntington Beach Authorizing Certain City Officials to Execute Grant Applications and Documents."

**Alternative Action(s):**

Do not adopt the resolution and direct staff accordingly.

**Analysis:**

Over the past several years, the City's Office of Emergency Management and Homeland Security has obtained many federal and state grants, bringing in funding to improve the Emergency Management and Homeland Security Program. These grants have been obtained from a number of federal and state agencies, often with short application and performance timeframes. These grants include Emergency Management Program (EMPG), Citizen Corps, Hazard Mitigation, AmeriCorps Plan Writing grants, and Department of Homeland Security grants, such as the Urban Area Security Initiative (UASI), Metropolitan Medical Response System (MMRS), and other grants. The proposed resolution (Attachment 1) will allow designated City staff members (City Manager, Chief Financial Officer, Fire Chief, or the Emergency Management Administrator) to quickly develop and submit additional applications and execute related documents to obtain grant funding to enhance the Emergency Management and Homeland Security Program.

These grants allow for enhanced training of emergency response personnel and emergency managers, creation of training exercises, and purchase of specialized equipment. Resolution No. 2023-04 authorizes certain positions to apply for and obtain Emergency Management and Department of Homeland Security Grants, including but not limited to, Emergency Management Performance Grant, State Homeland Security Grant, Urban Area Security Initiative, etc. (hereinafter collectively referred to as "Eligible Grants").

There is no financial impact for Eligible Grants that do not have a match requirement. There is no financial impact for Eligible Grants that are matched with in-kind administrative expenditures, such as administrative staff time and other budgeted expenditures. There are no direct costs to the City of Huntington Beach, and the grants do not obligate the City for any future funding.

For any Eligible Grant that requires direct costs for a match requirement, staff will request for approval from City Council before accepting these types of Eligible Grants.

In 2021, State guidelines were revised to require agencies to adopt this type of resolution every three (3) years. Previously, it had to be submitted annually. At this time, City staff requests adoption of the attached resolution authorizing specified City officials to execute grant applications and documents for Eligible Grants.

It states that these positions are authorized to obtain non-matching grants and matching grants, as long as they do not require direct costs, but are matched with in-kind administrative expenditures. Approval of the proposed resolution also facilitates the expeditious spending of these grant funds and allows the City to maintain consistency with federal and state grant timeframe requirements. In 2021, State guidelines were revised to require agencies to adopt this type of resolution every three (3) years. Previously, it had to be submitted annually. At this time, City staff requests adoption of the attached resolution authorizing specified City officials to execute grant applications and documents.

**Environmental Status:**

Pursuant to CEQA Guidelines Section 15378(b)(5), administrative activities of governments that will not result in direct or indirect physical changes in the environment do not constitute a project.

**Strategic Plan Goal:**

Financial Sustainability, Public Safety or Other

**Attachment(s):**

1. Resolution No. 2023-04 Authorizing Certain City Officials to Execute Grant Applications and Documents