

INTRODUCED: December 12, 2016

AN ORDINANCE No. 2016-310

To authorize the Chief Administrative Officer to accept funds in the amount of \$30,000.00 from the Virginia Department of Emergency Management and to appropriate the increase to the Fiscal Year 2016-2017 Special Fund Budget by increasing estimated revenues and the amount appropriated to the Department of Fire and Emergency Services by \$30,000.00 for the purpose of purchasing and installing cameras to increase security for the railroad tracks located in the Shockoe Bottom area of the city.

\_\_\_\_\_  
Patron – Mayor Jones

\_\_\_\_\_  
Approved as to form and legality  
by the City Attorney  
\_\_\_\_\_

PUBLIC HEARING: JAN 9 2017 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That the Chief Administrative Officer, for and on behalf of the City of Richmond, is authorized to accept funds in the amount of \$30,000.00 from the Virginia Department of Emergency Management for the purpose of purchasing and installing cameras to increase security for the railroad tracks located in the Shockoe Bottom area of the city.

§ 2. That the funds received are hereby appropriated to the Special Fund Budget for the fiscal year commencing July 1, 2016, and ending June 30, 2017, by increasing estimated revenues by \$30,000.00, increasing the amount appropriated for expenditures by \$30,000.00, and allotting

AYES:            9            NOES:            0            ABSTAIN: \_\_\_\_\_

ADOPTED:   JAN 9 2017   REJECTED: \_\_\_\_\_ STRICKEN: \_\_\_\_\_

to the Department of Fire and Emergency Services the sum of \$30,000.00 for the purpose of purchasing and installing cameras to increase security for the railroad tracks located in the Shockoe Bottom area of the city.

§ 3. This ordinance shall be in force and effect upon adoption.



CITY OF RICHMOND
INTRACITY CORRESPONDENCE

O & R REQUEST

NOV 1 2016
4-5853
Chief Administration Office
City of Richmond

O&R REQUEST

DATE: October 27, 2016

EDITION:1

TO: The Honorable Members of City Council

RECEIVED

THROUGH: Dwight C. Jones, Mayor [Signature]

NOV 15 2016

THROUGH: Selena Cuffee-Glenn, Chief Administrative Officer [Signature]

OFFICE OF CITY ATTORNEY

THROUGH: Lenora Reid, Deputy Chief Administrative Office of Finance and Administration [Signature]

THROUGH: Jay Brown, Director of Budget and Strategic Planning [Signature]

FROM: Anthony McLean, Coordinator of Emergency Management [Signature]

RE: Acceptance of Funds for Office of Emergency Management

ORD. OR RES. No. \_\_\_\_\_

PURPOSE: To authorize the Chief Administrative Officer to accept funds in the amount of \$30,000 from the Virginia Department of Emergency Management/State Homeland Security Program and to appropriate these funds to Fire and Emergency Services' 2016-17 Special Fund Budgets for the purpose of increasing security around the railroad tracks.

REASON: The City of Richmond's Department of Fire and Emergency Services seeks approval for funds in the amount of \$30,000 awarded by the Virginia Department of Emergency Management.

RECOMMENDATION: It is recommended that this funding is accepted and appropriated to the city of Richmond's Department of Fire and Emergency Services Special Fund Budget for fiscal year 2016-17.

BACKGROUND: The grant initiative was awarded with the full support of the Virginia Department of Emergency Management to place cameras around the train trestle in the Shockoe Bottom area. The purpose of the cameras is to increase security around the tracks.

**FISCAL IMPACT / COST:** The total amount of this award is \$30,000 with no matching funds.

**FISCAL IMPLICATIONS:** The acceptance of this award will allow the City of Richmond's Department of Fire and Emergency Services, Office of Emergency Management to continue to support the increase of security around the tracks.

**BUDGET AMENDMENT NECESSARY:** Yes. To amend Special Fund Ordinance #2016-048.

**REVENUE TO CITY:** The City will receive a total of \$30,000 in grant funds from the Virginia Department of Emergency Management to be appropriated to the FY2016-17 Special Fund Budget.

**DESIRED EFFECTIVE DATE:** Upon adoption.

**REQUESTED INTRODUCTION DATE:** December 12, 2016

**CITY COUNCIL PUBLIC HEARING DATE:** January 9, 2017

**REQUESTED AGENDA:** Consent Agenda

**RECOMMENDED COUNCIL COMMITTEE:** Public Safety

**CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES:** N/A

**AFFECTED AGENCIES:** The Department of Finance, the Department of Budget and Strategic Planning and the City of Richmond Department of Fire and Emergency Services.

**RELATIONSHIP TO EXISTING ORD. OR RES.:** Amends Special Fund Ordinance #2016-048.

**REQUIRED CHANGES TO WORK PROGRAM(S):** None

**ATTACHMENTS:** Grant Award Letter

**STAFF:** Anthony McLean

Coordinator of Emergency Management, 646-6287

Derek Andresen

Deputy Coordinator, Office of Emergency Management; 646-6140



**COMMONWEALTH of VIRGINIA**  
*Department of Emergency Management*

JEFFREY D. STERN, Ph. D.  
State Coordinator

BRETT A. BURDICK  
Chief Deputy Coordinator

SUSAN L. MONGOLD  
Deputy Coordinator

10501 Trade Court  
North Chesterfield, Virginia 23236-3713  
(804) 897-6500  
(TDD) 674-2417  
FAX (804) 897-6506

September 26, 2016

Mrs. Selena Cuffee-Glenn  
Chief Administrative Officer  
Richmond City  
900 E. Broad Street, Suite 201  
Richmond, VA 23219

RE: 2016 State Homeland Security Program (SHSP) Grant

Dear Mrs. Cuffee-Glenn:

The Virginia Department of Emergency Management (VDEM) is pleased to announce the allocation of a **2016 State Homeland Security Program Grant (SHSP) (CFDA # 97.067)** from the U.S. Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA). Appropriation authority for this program is *The Department of Homeland Security Appropriations Act, 2016 (Public Law 114-113)*. Your locality has been allocated funding for:

**Project Title: City of Richmond Rail Camera Project**  
**Obligation Period: September 1, 2016 to March 31, 2018**  
**Total Award: \$30,000**

Funds will be formally awarded to your locality through a Grant Agreement issued by VDEM upon its satisfactory review of your application package submission and approval of a budget application in VDEM's Electronic Grants Management System (eGMS).\* You must initiate these steps, described under *Accessing Your Allocation*, within 30 days from the date of this notification.

*"Working to Protect People, Property and Our Communities"*

Program Purpose

The purpose of the State Homeland Security Program is to make grants to states to assist state and local governments in support of the implementation of State Homeland Security Strategies to address the identified planning, organization, equipment, training, and exercise needs to prevent, protect against, mitigate, respond to, and recover from acts of terrorism and other catastrophic events.

The FY 2016 Homeland Security Grant Program (HSGP) provides funding to implement investments that build, sustain, and deliver the 32 core capabilities essential to achieving the National Preparedness Goal of a secure and resilient Nation. The allowable costs under HSGP support efforts across the five mission areas of Prevention, Protection, Mitigation, Response, and Recovery.

Important Award Terms and Conditions

Sub-recipients must comply with the following federal requirements:

- FY 2016 Homeland Security Grant Program (HSGP) Notice of Funding Opportunity  
FY 2016 Homeland Security Grant Program (HSGP) NOFO
- Department of Homeland Security Standard Terms and Conditions for 2016  
DHS Standard Terms and Conditions for 2016
- 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards  
2 CFR Part 200 Uniform Administrative Requirements

*Management and administration (M&A)*

Sub-recipients may retain and use up to 5% of the award for costs directly relating to the management and administration of SHSP funds, such as financial management and monitoring.

*Indirect (Facilities & Administrative [F&A]) Costs*

Indirect costs are allowable under this program as described in 2 C.F.R. § 200.414. With the exception of recipients who have never received a negotiated indirect cost rate as described in 2 C.F.R. § 200.414(f), recipients must have an approved indirect cost rate agreement with their cognizant federal agency to charge indirect costs to this award.

Accessing Your Allocation

To access your allocation, you must complete the following steps within 30 days from the date of this notification:

**Step 1:** Complete these documents and submit electronically as one package to your Grants Administrator:

- Point of Contact (POC) Form
- FEMA Environmental and Historic Preservation (EHP) Screening Form
  - All projects must comply with EHP requirements. Sub-recipients must not obligate and/or expend any (federal and/or non-federal matching) funds on any project having the potential to impact environments planning and historical preservation resources without the prior approval of FEMA. For more information, please visit <http://www.vaemergency.gov/em-community/grants/> or contact your Grants Administrator.
- Assurances- Non-construction Form
- FEMA 20-16C Form
- SF-LLL – Certification Regarding Lobbying Form

**Step 2:** Log in to the VDEM Electronic Grants Management System (eGMS) at <https://www.ttegms.com/virginia/login.cfm> to complete and submit a budget application for your allocation. If you do not have access to eGMS, please contact your Grants Administrator.

[Click on Grant Management, Budget Application, from the drop-down menu. Click the link named FY 2016 State Homeland Security Program (SHSP) to complete your budget application.]

Notification of budget approval will be sent through an eGMS automated email message to the sub-recipient point of contact entered in the budget application.

### Reporting

Sub-recipients are obligated to submit quarterly progress reports as a condition of their award. The report, which can be found at <http://www.vaemergency.gov/em-community/grants/all-grant-forms> must report on progress towards implementing plans described in the funding proposal and the approved budget. Reports must be submitted to your Grants Administrator by email within 15 days following the end of the quarter.

Within 30 days after the end of the period of performance, sub-recipients must submit a final progress report detailing all accomplishments throughout the period of performance. After the report has been reviewed and approved by the Grants Office, a close-out notice will be issued which will indicate the period of performance as closed, list any remaining funds that will be deobligated, and address the record retention requirements for grant records. The sub-recipient must return any funds that have been drawn down, but remain unliquidated in its financial records.

Mrs. Selena Cuffee-Glenn  
September 26, 2016  
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Please initiate the steps described under *Accessing Your Allocation* within 30 days from the date of this notification. If you have any questions regarding this award, please contact Anna Walker in the Grants Office at (804) 897-9966 or [Anna.Walker@vdem.virginia.gov](mailto:Anna.Walker@vdem.virginia.gov).

Sincerely,



Jeffrey D. Stern Ph.D.

JDS/aw

cc: Jack King  
Lori Dachille