

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: May 8, 2024

CAO File No. 0220-03695-0301

Council File No. 13-1301-S8

Council District: --

To: The Mayor and Council

From: Matthew W. Szabo, City Administrative Officer 

Reference: Transmittal from the Mayor's Office dated April 04, 2024

Subject: **ACCEPTANCE OF THE FISCAL YEAR 2023 SECURING THE CITIES GRANT PROGRAM – NOTIFICATION OF APPLICATION AND AWARD, BUDGET MODIFICATIONS, AND REAPPROPRIATIONS FOR FISCAL YEAR 2020, 2021, 2022 GRANT FUNDING**

RECOMMENDATIONS

That the Council:

1. Authorize the Mayor, or designee, to:
 - a. Accept on behalf of the City, the Securing the Cities (STC) Program Sustainment Fiscal Year 2023 Budget Period 4 award in the amount of \$1,000,000 from the U.S. Department of Homeland Security Countering Weapons of Mass Destruction Office, for the performance period effective from September 1, 2020 through August 31, 2030;
 - b. Negotiate and execute amendments to subrecipient agreements with the Los Angeles County Sheriff's Department, Consolidated Fire Protection District of Los Angeles County, Los Angeles County Department of Public Health, Long Beach Police Department, Orange County Sheriff's Department, California Highway Patrol, Riverside Police Department, Riverside Fire Department, and Ontario Fire Department for contract amounts not to exceed \$203,885 for FY 2023 subrecipient allocations and \$222,000 in FY 2020 subrecipient increases, as detailed in Attachment 3 of the Mayor's Transmittal, subject to the availability of annual federal grant funding and Council approval thereof, and subject to the approval of the City Attorney as to form;
 - c. Negotiate and execute amendments to Memorandum of Agreements (MOA) with the Port of Los Angeles and Los Angeles World Airports for the distribution of STC grant funds not to exceed \$74,440 for FY 2023 subrecipient allocations as detailed in Attachment 3 of the Mayor's Transmittal, subject to the availability of annual federal grant funding and Council approval thereof and subject to the approval of the City Attorney as to form; and,

- d. Adopt the FY 23 STC Sustainment budget and authorize the Mayor’s Office of Public Safety to expend the grants in accordance to the approved budget;
- e. Adopt the modifications to the existing grant budget by reallocating funds between projects as described in this report;
- f. Receive, deposit into, and disburse from Fund 64G, “FY20 STC”;

2. Authorize the Controller to:

- a. Increase receivables in Fund 64G, “FY20 STC”, in the amount of \$1,000,000.00 and create new appropriation accounts within Fund 64G, Department 46, as follows:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
64G/46	46Y730	Equipment	\$60,000.00
64G/46	46Y138	LAFD Salaries	\$16,800.00
64G/46	46Y170	LAPD Salaries	\$161,161.37
64G/46	46Y904	LAWA	\$45,920.00
64G/46	46Y942	POLA	\$28,520.00
64G/46	46Y668	Partner Jurisdictions	\$203,885.00
64G/46	46Y946	Management and Administration	\$42,640.00
64G/46	46Y146	Mayor Salaries	\$302,780.00
64G/46	46Y299	Reimbursement of General Fund Costs	\$138,293.63
TOTAL			\$1,000,000.00

- b. Transfer appropriations from Fund No. 64G/46, FY20 STC, to the General Fund to reimburse STC-related expenditures as follows:

TRANSFER FROM:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
64G/46	46Y138	LAFD Salaries	\$16,800.00
64G/46	46Y146	Mayor Salaries	\$302,780.00
64G/46	46Y170	LAPD Salaries	\$161,161.37
TOTAL			\$480,741.37

TRANSFER TO:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
100/38	001098	Overtime	\$16,800.00
100/46	001020	Grant Reimbursed	\$302,780.00
100/70	001092	Police	\$161,161.37
TOTAL			\$480,741.37

- c. Authorize the Controller to transfer up to \$123,080.00 from Fund 64G, Account 46Y299 to the General Fund, Department No. 46, Revenue Source Code No. 5346, for reimbursement of grant-funded fringe benefits; and,

- d. Authorize the Controller to transfer up to \$15,213.63 from Fund 64G, Account 46Y299 to the General Fund, Department No. 70, Revenue Source Code No. 5346, for reimbursement of grant-funded fringe benefits;

3. Authorize the Controller to:

- a. Transfer appropriations within Fund 64G, Department 46, "FY20 STC", as follows:

TRANSFER FROM:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
64G/46	46T730	Equipment	\$222,000.00
TOTAL			\$222,000.00

TRANSFER TO:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
64G/46	46T668	Partner Jurisdiction	\$222,000.00
TOTAL			\$222,000.00

4. Authorize the City Clerk to place the following action relative to the FY20 STC grant on the City Council agenda on July 1, 2024, or the first meeting day thereafter:

- a. Transfer appropriations within Fund No. 64G/46 as follows:

TRANSFER FROM:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
64G/46	46Y138	LAFD Salaries	\$16,800.00
64G/46	46Y170	LAPD Salaries	\$161,161.37
64G/46	46Y299	Reimbursement of General Fund Costs	\$15,213.63
TOTAL			\$193,175.00

TRANSFER TO:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
64G/46	46A138	LAFD Salaries	\$16,800.00
64G/46	46A170	LAPD Salaries	\$161,161.37
64G/46	46A299	Reimbursement of General Fund Costs	\$15,213.63
TOTAL			\$193,175.00

- b. Transfer appropriations from Fund No. 64G/46, FY20 STC, to the General Fund to reimburse STC-related expenditures as follows:

TRANSFER FROM:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
64G/46	46A138	LAFD Salaries	\$16,800.00
64G/46	46A170	LAPD Salaries	\$161,161.37
TOTAL			\$177,961.37

TRANSFER TO:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
100/38	001098	Overtime	\$16,800.00
100/70	001092	Police	\$161,161.37
TOTAL			\$177,961.37

- c. Authorize the Controller to transfer up to \$15,213.63 from Fund 64G, Account 46A299 to the General Fund, Department No. 70, Revenue Source Code No. 5346, for reimbursement of grant-funded fringe benefits;
5. Authorize the Controller to transfer cash from Fund 64G/46 to reimburse the General Fund, on an as-needed basis, upon presentation of proper documentation from City Departments, subject to the approval of the Mayor’s Office of Public Safety; and,
 6. Authorize the Mayor, or designee, to prepare Controller instructions for any technical adjustments, subject to approval of the City Administrative Officer, and authorize the Controller to implement the instructions.

SUMMARY

The Mayor’s Office of Public Safety (Mayor’s Office) requests the authority to accept the Fiscal Year 2023 STC Sustainment Grant Program award in the amount of \$1,000,000 and requests approval to reappropriate funding from FY 2020 award in the amount of \$220,000 to support a Principal Radiation Protection Specialist position through the Los Angeles County Department of Public Health (LACDPH). The award also includes approved carryover funding from FY 2020, FY 2021, and FY 2022 awards in the amount of \$4,594,651.77 to be utilized in the same budget period. The STC program is a cooperative grant agreement with a performance period effective September 1, 2020 through August 31, 2030. There is no match requirement for this grant.

Program Background

The STC Program is administered by the United States Department of Homeland Security-Countering Weapons of Mass Destruction Office (CWMD) (Grantor) to assist state, local, tribal, and territorial governments in developing a robust infrastructure to detect and prevent nuclear or other radiological material attacks that pose a homeland security threat in high-risk urban areas.

In October 2012, the City of Los Angeles was awarded STC funding to establish the Los Angeles-Long Beach (LA-LB) Urban Area STC Program (Council Files 13-1301, 1301-S1, and 13-1301-S2). The STC sustainment grant was established in 2020 to support STC programs through August 31, 2030. The program funding is divided into annual cycles and budget periods in which awardees are required to reapply. The Mayor’s Office is required to reapply for funding for each subsequent grant year and request Council approval to accept the next grant award.

The Mayor’s Office submitted an application on behalf of the LA-LB STC Program and was awarded \$1,000,000 in FY 2023 STC Sustainment funds on August 31, 2023 for Budget Period 4, beginning September 1, 2023 through August 31, 2024. There is no match requirement for this grant.

Fiscal Year 2023 Securing the Cities Sustainment Award and Budget

Funding from the grant will be allocated toward City departments and partnering agencies in the LA-LB area. The Fiscal Year 2023 STC Sustainment budget will fund the following projects:

Preventive Radiological and Nuclear Detection Equipment Maintenance

The amount of \$60,000 is budgeted for Preventive Radiological and Nuclear Detection (PRND) equipment maintenance expenditures anticipated for equipment repairs by qualified technicians for previously purchased radio-isotope identifying devices (RIIDs), radiation detection backpacks, and mobile detection systems to sustain operational readiness, as well as maintenance and service to the equipment calibration system to ensure accurate dose rates and operational efficiencies.

Partner Agency Training and Exercise Overtime

LA-LB STC Program partner agencies are allocated for CWMD-approved PRND primary and secondary screening training classes, drills and exercises reimbursed from the grant. Additionally, to ensure operational readiness and proficiency, \$418,000 has been allocated for drills and exercises for those trained as primary and secondary screeners.

Equipment Calibration Laboratory Overtime

The LA-LB STC Equipment Calibration Laboratory is used for conducting personal radiation detector (PRD) equipment calibration. In order to conduct equipment calibration, overtime funding is necessary to sustain this capability. \$36,000 is allocated for the Radiation Safety Officers (RSO) and Authorized Users to perform scheduled equipment calibrations for the program on overtime. Additionally, training and exercise source material used for primary screening classes and exercises require leak testing every six months. Overtime funding in the amount of \$17,500 is needed to remain in compliance with the regulatory requirement to maintain these sources.

Training Centers and Radiation Safety – Grant Management and Administration

The LA-LB STC Program training sites and equipment calibration laboratory is required by the State of California for all regulated source materials. Annual sustainment cost of this license is budgeted at \$8,000 dependent on the amount of source material in possession and number of training facilities.

Trained RSO and Authorized Users are required by the State of California and must be listed on the program's radioactive materials license. Due to re-assignments, transfers, and attrition, \$9,640 is budgeted for RSO training and radiation transportation safety training.

LA-LB STC Calibration Laboratory Supplies - Grant Management and Administration

The LA-LB STC Equipment Calibration Laboratory calibrates PRD equipment. Sustainment supply costs for the equipment calibration laboratory include consumable materials such as filters, leak testing supplies and maintenance supplies budgeted at \$5,000.

LA-LB STC Program Office – Grant Management and Administration

The Mayor's Office serves as the grant administrator and fiscal agent for the grant. The LA-LB STC Program Office ensures the implementation and administration of procurements, grant management, fiscal and asset monitoring, contracts, and sub-awards. Funding in the amount of \$302,780 will support the salary costs of existing staff (including one Program Manager, one Grants Specialist, one Contract Specialist, one Accountant and will partially fund one Grants and Finance Director) and \$123,080 (46Y299) will fund fringe benefits. Furthermore, \$2,000 is budgeted annually for office supplies, \$3,000 annually for mobile phone services, and \$15,000 is budgeted for program management-related travel.

Budget Modifications

Principal Radiation Protection Specialist

Budget modifications were necessary due to changes in programmatic needs to sustain equipment calibration capabilities, protect the health and safety of first responders, and maintain compliance with the State of California. The LACDPH is a primary partner of the LA-LB STC Program and manages the radiological protection of first responders teaching and handling radiological source materials. The Principal Radiation Protection Specialist (PRPS) supervises and provides technical guidance conducting inspections, investigations, and tests to detect and control radiation hazards. The current PRPS is staffed with LACDPH. On August 31, 2023, the Grantor approved budget modifications to fund the PRPS from PRND equipment cost savings totaling \$222,000 from FY 20. The LA-LB STC will fund the position beginning in FY 23-24.

FISCAL IMPACT STATEMENT

Approval of the recommendations in this report will provide the Mayor's Office with authority to accept the Fiscal Year 2023 Securing the Cities Sustainment Grant Program in the amount of \$1,000,000, budget modifications in the amount of \$222,000, and includes approved carryover funding from FY 2020, FY 2021, and FY 2022 awards in the amount of \$4,594,651.77. No matching funds are required. There is no impact to the General Fund.

FINANCIAL POLICIES STATEMENT

The recommendations provided in this report are in compliance with the City's Financial Policies in that all grant funds will be utilized for grant-eligible activities.