

**MAINTENANCE & OPERATIONS MEMORANDUM**  
**#07-02**

August 23, 2007

**TO:** Honorable Mayor Kathleen M. Novak and City Council Members

**FROM:** A.J. Krieger, City Manager  
Gene Maypole, Maintenance & Operations Lead Foreman *ESM*

**SUBJECT:** CR-79 Acceptance of Federal Emergency Management Agency (FEMA) Award

**RECOMMENDATION:**

Attached to this memorandum is a Resolution which, if approved would authorize the Mayor to accept a FEMA Grant Award in the amount of \$54,800.90.

**BACKGROUND:**

Kathleen Kvasnicka, Northglenn Risk Manager, submitted an application for \$70,357.56 in Federal Emergency funds related to the major snow storm events of the 2006-2007 season. In response to this request, the City of Northglenn received Colorado Division of Emergency Management (CDEM) Grant Award Letter #7EM79B1G and a check from Adams County, State of Colorado, in the amount of \$54,800.90 (copies attached).

**POTENTIAL OBJECTION:**

City Staff is not aware of any specific opposition to the proposed Resolution.

**BUDGET/TIME IMPLICATIONS:**

Council's approval of this Resolution will result in a \$54,800.90 increase to the 2007 General Fund revenues.

**STAFF REFERENCE:**

Please contact Gene Maypole, Maintenance & Operations Lead Foreman at [gmaypole@northglenn.org](mailto:gmaypole@northglenn.org) or 303.280.7817 if you have any questions.

SPONSORED BY: COUNCIL MEMBERS MARTIN & MILLER

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-79  
Series of 2007

\_\_\_\_\_  
Series of 2007

A RESOLUTION TO ACCEPT A FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) GRANT AWARD

WHEREAS, extreme snow storm events occurred between December 20, 2006 and January 5, 2007; and

WHEREAS, the City incurred unexpected expenses for overtime, contracted services, plows, repair parts, materials and supplies; and

WHEREAS, the City submitted an application for Federal assistance and has been awarded funding for expenses incurred as a result of the snow storms.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

The Federal Emergency Management Agency (FEMA) Grant Award in the amount of \$54,800.90 is hereby accepted by the City Council of the City of Northglenn.

DATED, at Northglenn, Colorado, this \_\_\_\_ day of \_\_\_\_\_, 2007.

\_\_\_\_\_  
KATHLEEN M. NOVAK  
Mayor

ATTEST:

\_\_\_\_\_  
DIANA L. LENTZ, CMC  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
COREY Y. HOFFMANN  
City Attorney

# STATE OF COLORADO

DEPARTMENT OF LOCAL AFFAIRS  
DIVISION OF EMERGENCY MANAGEMENT  
George Epp, Director



## CDEM Grant Award Letter 7EM79B1G

INITIAL AWARD XXX INCREASE \_\_\_\_\_ DECREASE \_\_\_\_\_ CHANGE \_\_\_\_\_

Bill Ritter, Jr.  
Governor

Susan E. Kirkpatrick  
Executive Director

### Part 1: Accounting Information

1. Contract Logging Inquiry Number (CLIN): 01477
2. Award and Encumbrance Number: 7EM79B1G
3. Accounting Line: CFDA #: 97.036 COFRS: 01: SD00/79B/F69B/379B/5120 = \$52,693.17  
02: SD00/79B/FS9B/379B/5120 = \$2,107.73
4. Vendor Number: 846000732 Z

### Part 2: Grant Information

5. Master Contract Number: 6EM01
6. Award Made to:  
Adams County; hereinafter known as the Disbursing Agency  
Award for: City of Northglenn; hereinafter known as the State's Subgrantee  
P.O. Box 330061  
Northglenn, CO 80233  
Responsible Administrator: Ms. Kathleen Kvasnicka, Risk Manager
7. This Award Amount: \$54,800.90 (\$52,693.17 Federal + \$2,107.73 Admin)

Total Awarded To Date: \$54,800.90 (\$52,693.17 Federal + \$2,107.73 Admin)

Snow Emergency Projects, FEMA-EM-3270-CO				
PW#	Approved PW Project Amt	(*) Federal Reimb.	(*) Subgrantee Fed. Admin	Non-Federal Match Requirement
PW# 170	\$70,257.56	\$52,693.17	\$2,107.73	\$17,564.39
<b>Total Awarded</b>	<b>\$70,257.56</b>	<b>\$52,693.17</b>	<b>\$2,107.73</b>	<b>\$17,564.39</b>

(\*) In Table Above = Amount to be Reimbursed Upon Award Approval

8. Performance Period: December 28, 2006, 00:01, through December 30, 2006, 00:00


9. Purpose: - The Colorado Division of Emergency Management (CDEM), through an agreement with the Federal Emergency Management Agency (FEMA) under Presidentially-declared Emergency FEMA-EM-3270-CO, distributes Public Assistance federal funds to qualified local governments for eligible Category B emergency protective measures performed during the forty-eight hours specified above.

10. Scope: - As approved by the Federal Emergency Management Agency and the Colorado Division of


Emergency Management, this grant award provides federal project funds, plus federal administrative funds, to complete the approved projects in Attachment B. The remaining twenty five percent (25%) of approved Project Worksheet (PW) amounts will be funded by the state's Subgrantee. This project work and special federal requirements are based on FEMA-approved Project Worksheets (PW) incorporated herein as Attachment B. Subgrantee appeals of the scope of work or funding amount provided in a PW must be filed in writing to the Colorado Division of Emergency Management within forty-five (45) days of the approval date of this grant award.

**11. Grant Considerations:** - The fiscal terms and conditions entered into by the State and the aforementioned government jurisdiction are attached (Attachment A). All attachments hereto are incorporated by reference. **The Disbursing Agency is acting on behalf of the state in order to distribute the funds provided to the state's Subgrantee. These funds are not considered grant revenue of the Disbursing Agency. The Disbursing Agency agrees to distribute the funding hereby provided to the the state's Subgrantee. The Disbursing Agency assumes no grant administration, non-federal match fund or any audit responsibilities for the distributed funds. All administrative and matching requirements and all other requirements for this grant are the responsibility of the state's Subgrantee. For this emergency declaration all work was complete at the time all PWs were written, and FEMA has reviewed and approved the certified documentation, therefore, no further documentation need be submitted, nor is any further completion certification required. All funds associated with the projects, as awarded herein, will be reimbursed upon approval of this award letter.** The projects will be considered closed out upon reimbursement of the awarded funds. Should any insurance proceeds or funds from another federal or state program duplicate any of the FEMA funded projects, the Subgrantee shall immediately notify the CDEM and coordinate the return of any duplicated federal funds to the CDEM. The CDEM shall return such funds to FEMA after receipt from the Subgrantee. This award shall be amended to reflect the return of any duplicated funding. Insurance proceeds or other federal program funds received by the Subgrantee for any of the PW expenses are not eligible toward meeting the non-federal share of the project(s).

**CRS 24-30-202 requires that the State Controller approve all state contracts. This contract is not valid until the State Controller, or such assistant as he may delegate, has signed it.**

12. Reviewed By:  Date: 4/6/07 13. Issued By: Colorado Department of Local Affairs  
Division of Emergency Management

14. Approved: State Controller, Leslie M. Shenefelt  Date: 4/10/07  
Susan E. Kirkpatrick, Executive Director

By:  Date: 4/11/07  
Rose Marie Auer, Controller, DoLA

**NOTE:** Acceptance of the grant implies agreement with the terms and conditions as stated in the master contract and the attachments to this award letter.

1020

Check Number: 523439  
Date: 05/09/07

AMOUNT  
\$ 54,800.90

AUTHORIZED SIGNATURE



*W.H. [Signature]*  
*Karen Long*

SIGNATURE AREA CONTAINS A FOREST & FIREWORK CHECK WORDING

ABSENCE OF PINK U.S. PATENT NUMBERS UNDER SIGNATURE INDICATES CHECK IS FRAUDULENT. PATENT NUMBERS ARE PRINTED WITH HEAT SENSITIVE INK & WILL DISAPPEAR WHEN BLOWING OR RUBBING

Detach Stub Before Depositing  
Please Save For Reference

Check No: 523439  
Check Date: 05/09/07  
Fund No: 00001

NORTGLENN CITY OF  
43149

ADAMS COUNTY - STATE OF COLORADO

Invoice Number		
SNOWEN06	SNOW EN006 (FIRE) NORTH	54,800.90