



Agenda Briefing

Date of Meeting: March 19, 2019

Submitting Department: Emergency Management

Date Submitted: March 4, 2019

Prepared By: Charles J. Galyean

Presenter: Charles J. Galyean

Will there be a guest/visitor presenter who is not an employee?: Yes No

What is this person's first and last name and affiliation to this item?:

Subject: 2019 Public Safety Fund Budget Amendment

Type of Item: Ordinance Resolution Contract/Agreement Public Hearing Discussion & Direction

Executive Summary: The Public Safety Fund Budget was approved in January for calendar year 2019 in the amount of \$92,900.00. Currently, the Public Safety Fund is running on a calendar year and not the fiscal year dates. At the end of a city fiscal year October 31st, this fund has to be amended for projects that did not complete during the calendar year.

In Fiscal Year 2017-18 close out, Amendment #1 of \$21,237 was moved to the Fiscal Year 2018-19 to increase the amount of \$92,900 + \$21,237 to equal \$114,137.

In this Agenda Item, the proposal to purchase a trailer was made and would amend the "2019 Purchase Plan" previously approved by the Public Safety Committee and ratified by the City Council in January.

This would be Amendment #2 to the original "2019 Purchase Plan" detail to add a line item and reduce the amount in a line item and not change the total amount.

This action will reduce the Future EMS Supplies budget of \$30,000.00 down to \$15,000.00 and add a new line item of Command Trailer for an amount of \$15,000.00. The \$15,000.00 will be used for the purchase of Command trailer in the amount of \$9,500.00 and the remaining funds will be used for graphics and needed equipment.

If the remaining funds are not used the funds will be placed back into the EMS Supplies line for future expenses.

Background/Issue (What prompted this need?): The City of Seabrook Emergency Response community has been on the lookout for a command type trailer and in the beginning we were looking for a drivable type command center. Through the years the cost was just too high and the amount of maintenance and up keep on the vehicle was not going to be cost effective.

The City Manager brought to the task forces attention of the trailer that was for sale in community and she thought that it could meet the needs of the City. The Emergency Manager went and took a look at the trailer and remembered that this trailer was used by a company that used it as an onsite Command Post for Aerial Operations of drone deployment. The trailer is equipped with a 6500kw generator, two A/C units, carpeted flooring, and cabinetry with work stations. The trailer can be powered by shoreline or by generator. Staff went and took another look a trailer and it was agreed upon by all members of the Task Force that this would be a very good buy meeting the needs of the City, and all are in support of the moving the monies out of one line item and adding the additional line item to purchase the trailer.

Budget Analysis/Funding Comments: This will reduce one line item to \$15,000.00 and add an additional line of \$15,000.00 not changing the bottom line of the approved budget.

Expenditure Required: \$

Budgeted Amount: \$ **Source of Funds/Funding Account:**

Not Budgeted: If approved, the following will be included in the next Budget Amendment and \$ will be added to Revenue Account: and \$ added to Expenditure Account:

1295 Form Required? Yes No

Name of Applicant (if applicable) :

Legal Description/Location (if applicable):

All requests must be submitted to the City Secretary's Office no later than 12:00 p.m. on the Monday, one week prior to the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.

Supporting Materials Attached:

1. Agenda Briefing
2. Updated Public Safety Fund Budget
3. Pictures of Trailer
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

Recommended Placement on Agenda: Consent Agenda

Recommended Action: Approve the amended Public Safety Fund Budget by reducing one line item and adding an additional line item and not changing the bottom line of the approved budget.

**REVIEWED AND APPROVED BY:
(as appropriate)**

Department Director

Date

Finance Director

Date

All requests must be submitted to the City Secretary's Office no later than 12:00 p.m. on the Monday, one week prior to the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.

City Attorney

Date

Deputy City Manager

Date

Gayle Cook

City Manager

March 4, 2019

Date