



City of Las Cruces®

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Council Action and Executive Summary

Item # 5 Ordinance/Resolution# 11-082 Council District:

For Meeting of October 4, 2010
(Adoption Date)

TITLE: A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES FIRE DEPARTMENT TO APPLY FOR THE FY2011 FIRE PROTECTION GRANT FROM THE NEW MEXICO STATE FIRE MARSHAL'S OFFICE IN THE AMOUNT OF \$95,656, WITH A 20% MATCH, AND TO RATIFY THE CITY MANAGER'S SIGNATURE TO MEET THE GRANT SUBMISSION DEADLINE.

PURPOSE(S) OF ACTION: To apply for the FY2011 Fire Protection Grant from the New Mexico State Fire Marshal's Office Fire Protection Grant for FY 2011.

Drafter and Staff Contact: Maria J. Nape		Department: Finance/GAO		Phone: 541-2104	
Department	Signature	Phone	Department	Signature	Phone
Fire Department	<i>Gravis A. Brown</i>	528-4076	Budget	<i>Richard Y. ...</i>	541-2107
GAO	<i>[Signature]</i>	541-2281	Assistant City Manager	<i>[Signature]</i>	541-2271
Legal	<i>[Signature]</i>	541-2128	City Manager	<i>[Signature]</i>	541-2076

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

The New Mexico State Fire Marshal's Office is offering equipment grants to fire departments currently certified by the New Mexico State Fire Marshal's Office are eligible. The Las Cruces Fire Department seeks approval to apply for funding under this program to purchase flashover prep, a flashover system and a pump tester. The grant requires a 20% match, which the Fire Department is contributing in the amount of \$23,914, to be paid from the Fire Fund-Major Equipment.

SUPPORT INFORMATION:

1. Resolution/Ordinance.
2. Exhibit "A" – Grant Application Package
3. Exhibit "B" – Application for Funding

SOURCE OF FUNDING:

Is this action already budgeted?	Yes	<input type="checkbox"/>	See fund summary below
	No	<input checked="" type="checkbox"/>	If No, then check one below:
	<i>Budget Adjustment Attached</i>	<input type="checkbox"/>	Expense reallocated from:
		<input checked="" type="checkbox"/>	Proposed funding is from a new revenue source (i.e. grant; see details below)
	<input type="checkbox"/>	Proposed funding is from fund balance in the (# and Fund Name) Fund.	
Does this action create any revenue?	Yes	<input type="checkbox"/>	Funds will be deposited into this fund: (Fund #) in the amount of \$ _____ for FY _____.
	No	<input checked="" type="checkbox"/>	There is no new revenue generated by this action.

BUDGET NARRATIVE

The LCFD submitted its application for funding under FY2011 Fire Protection Grant for \$95,656 to purchase fire department training equipment, including a mobile pump tester (\$73,000); a flashover system (\$41,570); and flashover site prep (\$5,000). The grant requires a 20% match of \$23,914, to be paid from the Fire Fund/Major Equipment account and combined with the grant request amount of \$95,656 for a total project cost of \$119,570.

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
N/A					

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will allow the Fire Dept. to move forward with the grant application to obtain needed equipment.
2. Vote "No"; this will prevent the Fire Dept. from applying for funds to obtain needed equipment.
3. Vote to "Amend"; this option is not available, as application deadline has passed.
4. Vote to "Table"; this option is not available, as application deadline has passed.

REFERENCE INFORMATION

None.

RESOLUTION NO. 11-082

A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES FIRE DEPARTMENT TO APPLY FOR THE FY2011 FIRE PROTECTION GRANT FROM THE NEW MEXICO STATE FIRE MARSHAL'S OFFICE IN THE AMOUNT OF \$95,656.00 , WITH A 20% MATCH, AND TO RATIFY THE CITY MANAGER'S SIGNATURE TO MEET THE GRANT SUBMISSION DEADLINE.

The City Council is informed that:

WHEREAS, the New Mexico State Fire Marshal's Office (NMSFMO) is offering its annual Fire Protection Grant FY 2011 to fire departments in the State of New Mexico; and

WHEREAS, the City Manager has provided authorization to apply for this funding from the NMSFMO to meet grant deadlines; and

WHEREAS, the City will provide a 20% cash match in the amount of \$23,914 for the grant.

NOW, THEREFORE, be it resolved by the governing body of the City of Las Cruces:

(I)

THAT the Las Cruces Fire Department is hereby authorized to apply for funding in the amount of \$95,656 from the NMSFMO.

(II)

THAT the City Council ratifies the City Manager's signature on the Grant Application Package.

(IV)

THAT City staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above.

DONE AND APPROVED this 4th day of October, 2010.

(SEAL)

ATTEST:

City Clerk

Moved by: _____

Seconded by: _____

APPROVED:

Mayor

VOTE:

Mayor Miyagishima: _____

Councillor Silva: _____

Councillor Connor: _____

Councillor Pedroza: _____

Councillor Small: _____

Councillor Sorg: _____

Councillor Thomas: _____

APPROVED AS TO FORM:



City Attorney

Grant Application Package

Application Submission Verification and Signature

Opportunity Title: Fire Protection Grant 2011

Offering Agency: New Mexico State Fire Marshal's Offc

Opportunity Number: N/A

Approximate Value Requested: \$95,656 with \$23,914 match

Opportunity Closing Date: September 1, 2010

Requesting Agency/Department: Las Cruces Fire Department

OMB – Grant Writer: Maria Nape

SUPPORT INFORMATION

OPTIONS

1. Agree with request to submit the application. Affirmed by signature below. Package to be returned to GAO.
2. Disagree, application will not be submitted. Unsigned package to be returned to GAO.

Approved:



Terrence Moore
City Manager

Approved as to Form:



City Attorney

Date

9/7/10

Date

CMP #2.2 Effective 07/06/09: The City Manager may authorize the application for any grant with these exceptions:
 The grant award is anticipated to be in excess of \$50,000 and funding has not been appropriated as part of the current budget.
 The ARRA grant award is anticipated to be in excess of \$500,000 and funding has not been appropriated as part of the current budget.
 The acceptance of the grant will require City Council to adjust the current budget to appropriate matching funds.
 The grant requirements stipulate that the City will continue to operate and fund the project/program after the grant period is complete.
 The grant requirements stipulate that the City enter into a new Memorandum of Understanding or a Joint Powers Agreement with another entity.

Department name: Las Cruces Fire Dept.

123 County: Dona Ana

ISO Rating: 4

APPLICATION FOR FY11 FIRE PROTECTION GRANT
Applications will be accepted from July 1 to September 1, 2010

Eligibility:

All fire departments currently certified and funded by the New Mexico State Fire Marshal's Office are eligible to participate in the fire protection grant process.

Note: Any fire department that is awarded a grant and consequently loses its qualification to participate in the Fire Protection Funding process shall return the apparatus and/or equipment to the State Fire Marshal for redistribution as per 59A-53 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC.

Maximum Award and Matching Funds

The maximum amount awarded to a single applicant will not exceed \$100,000, with a minimum matching funds commitment from the department of 20%. Costs exceeding the grant amount shall be the responsibility of the local government. State fire funds may be used for this purpose with proper approval from the New Mexico State Fire Marshal's Office.

The fire chief and the fiscal agent for the local government must sign the application; in addition the fiscal agent must sign the Fiscal Agent Commitment Statement indicating a commitment of these funds for the awarded project and a commitment of the 20% matching funds.

The Grant Council has established the following minimum requirements:

NFIRS Reporting

All applicants **shall be** in compliance with the reporting requirements of the New Mexico State Fire Marshal's Office utilizing the National Fire Incident Reporting System (NFIRS) as per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC. Each certified fire department shall complete the reporting requirement by the 10th day of each month following the month for which the report is prepared. (e.g., the report of January is due by February 10th).

Pump Testing

All rated fire pumps shall undergo annual pump tests to ensure proper function and firefighter safety; therefore, the Fire Protection Grant Council is requiring apparatus pump tests be conducted on each apparatus with rated fire pumps and documentation submitted with the application. All annual pump tests shall be in accordance with NFPA 1901 and the Insurance Service Office (ISO) requirements. Copies of most recent pump test records must accompany this application (up to 3 years).

For additional information, please visit the New Mexico State Fire Marshal's Office web page <http://www.nmprc.state.nm.us/sfm.htm> or contact Vernon Muller, Deputy Fire Marshal Fire Service Support Bureau at 505.476.0165.

ACKNOWLEDGEMENT/SIGNATURES		
Name of Department/District: Las Cruces Fire Department	County: Dona Ana	
Name of Fire Chief (please print) Travis A. Brown	Signature of Fire Chief <i>Travis A. Brown</i>	Date 8/30/10
Name/Title of County/Municipal Fiscal Agent (please print) Pat Degman	Signature of Fiscal Agent <i>Pat Degman</i>	Date 8/30/10
<p>All applications must be mailed or hand delivered to:</p> <p style="text-align: center;">NM Fire Marshal's Office Attention: Fire Protection Grant Application PO Box 1269 Santa Fe, New Mexico 87504</p> <p>All original applications must be received by 5 pm on September 1, 2010. No exceptions. Email and fax applications will not be accepted.</p>		

This application may be downloaded from the following website:
<http://www.nmprc.state.nm.us/sfm.htm>

Please answer all questions in this application. Incomplete applications will not be considered.

NEEDS/REQUESTS			
<input type="checkbox"/> Class A or Urban interface Pumper <input type="checkbox"/> Water Tanker – _____ gallons <input type="checkbox"/> Personal Protective Equipment (PPE) <input type="checkbox"/> Communication/Radio Equipment <input checked="" type="checkbox"/> Pump Testing Equipment <input type="checkbox"/> Wildland apparatus <input checked="" type="checkbox"/> Other – please specify _____ Flashover chamber	Please provide and attach an estimated project budget to specify # of units and cost per unit using the example below:		
	Qty	Item	Unit Cost
1	Flashover System	\$41,570	\$41,570
1	Pump tester	\$73,000	\$73,000
1	Flashover site prep	\$5,000	\$5,000
Subtotal:			\$119,570
Less 20% Matching:			\$23,914
Grant Amount Requested:			\$95,656
Amount Requested:	\$ 95,656		Not to exceed \$100,000
Do you have funds to put toward this need? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
How much?	\$ 23,914		Minimum 20% matching
What (specifically) will you purchase if awarded this grant? <u>Mobile pump tester and flashover system</u>			

GENERAL INFORMATION				
Applicant Name (Fire Department) Las Cruces Fire Department		<input type="checkbox"/> County _____ <input checked="" type="checkbox"/> Municipal <u>City of Las Cruces</u>		
Applicant's Mailing Address P.O. Box 20000, Las Cruces, NM 88001				
Phone Number: (575) 528-3473		Fax Number: (575) 528-4082		Email Address: tbrown@las-cruces.org
Telephone in Fire Station? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
# Volunteer Firefighters -0-	# Paid Firefighters 124	Total number of members: 128	# Active members: 124	
Are you currently NFIRS Compliant? Compliance is reporting by the 10th day of the month following the month for which the report is prepared. Attach 2010 summary report. Add additional sheets as necessary <input checked="" type="checkbox"/> Yes How often? <u>Monthly Basis</u> <input type="checkbox"/> No Explain why not. _____				
Name of Person Completing this application Travis Brown		Title: Fire Chief		
COMMUNITY INFORMATION				
Name of Community Protected: City of Las Cruces			Population of Community Served: 92,235	
Number of homes protected in fire district: 29,863 single family and 14,086 multi family		Number of commercial buildings protected in fire district? 2,951 Commercial Buildings protected		
List adjacent automatic aide fire districts (with written agreements)				
1. <u>None – All Mutual Aid with written agreements countywide</u>				
2. _____				
3. _____				
4. _____				
FIRE HISTORY in 2010 calendar year (data provided as of 8/16/2010)				
# of Structure Fires 41	# of EMS Responses 7130	# of Haz Mat Responses 39	# of Wildland Responses 42 (brush)	# Other responses 2053
WATER AVAILABILITY				
Total Capacity of available water storage: 27.4 million gallons		Community Hydrant System? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Water storage tank with fire hydrant @ station? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Describe additional water source(s):				
1. <u>None</u>				
2. _____				
3. _____				
4. _____				

TRAINING

# of Firefighters qualifying per NM Firefighters Task Book: 124	Average # of training hours per Firefighter per month: 11
Average # of training hours per Firefighter per year: 132	
How many training opportunities has this department offered in the 2010 calendar year? See attached list	
Provide and attach a list of training opportunities and dates.	
# Firefighters who are Firefighter I certified: 124	# Firefighters who have Firefighter I IFSAC accreditation: 114

CURRENT EQUIPMENT

List Class A Pumper(s)

Are pump tests conducted annually on apparatus? Yes No Explain why not
Copies of most recent pump tests records must be attached (up to 3 years).

Year	Make	Model	Tank capacity	Pump capacity	Date Pump Tested	Passed/Failed Pump Test
1. Complete list is attached.						
2.						
3.						
4.						
5.						

List Tankers/Tenders

Year	Make	Model	Tank capacity	Pump capacity	Date Pump Tested	Passed/Failed Pump Test
1.						
2.						
3.						
4.						
5.						

PERSONAL PROTECTIVE EQUIPMENT: Are all PPE inspected annually per NFPA 1851? Yes No

Qty	Age (years)	Condition			Standard Compliance			
		Fair	Poor	Good	1981	1997	2000	2007
54 (pants)	4-8			X			X	
70 (pants)	1-3			X				X
78 (coats)	4-8			X			X	
46 (coats)	1-3			X				X
Complete list is attached								

COMMUNICATION EQUIPMENT: 800 MHz EDACS Trunked System

Is the requested project shovel ready? Yes No

List Communication equipment interoperability with adjacent entities:

Neighboring departments. Shared radios with neighboring departments and a shared interoperability

gateway at the dispatch center

Law Enforcement Shared radio system with Las Cruces Police Department and shared interoperability gateway at the dispatch center for other law enforcement

Emergency Medical Service(s) Shared radio system

Other Shared radio system with Public Works, Utilities, Transit, etc.

HAZARDS/THREATS

Describe the threat to the community (i.e., fuel storage bulk plants, railroads, high hazard occupancies, etc.)

The City of Las Cruces sits at the intersection of three major highways, Interstates 10 and 25 as well as US Highway 70, which all carry heavy volumes of traffic. This includes Hazardous Materials transiting cross country and to and from the NASA White Sands Test Facility and White Sands Missile Range. Compounding those over-the-road transportation concerns is the Atchison, Topeka and Santa Fe railway system that cuts through the heart of Las Cruces and carries hundreds of cars each day loaded with a huge variety of goods and products.

Additionally Las Cruces, like all other medium to large cities, has a large variety of residential, commercial and industrial facilities spread throughout all parts of the jurisdiction, which, despite the national economic climate, has continued to grow each year.

FUNDING SOURCES

List any outside funding (any grants, FEMA, State Capital Outlay) this department has received in the past 5 years?

Funding Source	Year Received	Type of allocation	Amount Received	Amount Available Now
1. FEMA - Assistance to Firefighters Grant	2010	Grant	\$83,036	N/A
	2007	Grant	\$112,000	N/A
2. State EMS Fund	2009	Grant	\$15,000	N/A

On the following pages, please respond to each of the following statements:

List in **priority order**, and explain the equipment needs of your department and the total cost of fulfilling the need.

ISO Rating: Provide a brief description of how these funds, if awarded, will impact your department/district's ISO rating?

Request: Provide a brief description of what the request does, how the dollars will be spent and explain the need.

Problem: Provide a brief description of the problem your department/district is addressing with this grant application.

Analysis of Benefits: Provide a brief description of how department/district performance will be improved and how this compares to the proposed expenditure.

Consequences: Provide a brief description of consequences of not funding this grant request.

Local Commitment: Provide a brief description and contribution to this effort (e.g., how your community will continue the effort).

List in **priority order**, and explain the equipment needs of your department and the total cost of fulfilling the need.

1. Mobile Pump Tester

The Las Cruces Fire Department (LCFD) does not currently have facilities to be able to perform annual pump testing in accordance with NFPA and ISO. LCFD has in the past used outside agency sites for pump testing, however the site does not accommodate pump testing over 1000 gallons per minute (GPM). Additionally, the current test site is in need of replacement due to age and decay, and LCFD would make this mobile pump tester available to all surrounding departments. By having a mobile pump tester, LCFD would be able to pump test to capacity (1500 GPM) and not have to rely on outside agencies.

2. Flashover Chamber

By having a flashover chamber, the Las Cruces Fire Department (LCFD) would be able to better train all of its personnel and firefighter cadets on the recognition, control, dangers and signs related to flashover. The flashover chamber would also

provide a better demonstration of fire behavior and various fire stages during fire academy training. Since the flashover chamber would be beneficial during firefighter academies and allow the opportunity to train all current personnel this would be a direct improvement to firefighter safety during structural fires.

3. Site preparation for flashover chamber

Along with the flashover chamber, funds would be needed to prepare the facility for its installation: a requirement of its purchase. Minimal work would be needed since the unit is one piece.

ISO Rating: Provide a brief description of how these funds, if awarded, will impact your department/district's ISO rating?

During the last ISO rating, we did not receive maximum credit for apparatus due specifically to a lack of adequate pump testing. Having the mobile pump tester will allow us to test all department apparatus to capacity and be in accordance with the ISO schedule. Also, the Las Cruces Fire Department was encouraged in the last ISO rating (Training improvement statement) to provide "complete facilities for training." The flashover chamber will qualify for points under the Facilities and Aids section of the ISO evaluation along with allowing us to conduct additional training to improve our rating in the Use portion of the ISO evaluation.

Request: Provide a brief description of what the request does, how the dollars will be spent and explain the need.

As a challenge most municipalities are currently facing, the City of Las Cruces Fire Department is going into our second year operating on a reduced budget. The funds requested would allow us to move forward with the purchase of the pump tester and the flashover chamber. We would not be in a position to purchase either piece of equipment without assistance. Since both items are stand alone, we would be able to purchase the equipment as soon as funding is extended.

Problem: Provide a brief description of the problem your department/district is addressing with this grant application.

The problem we would be addressing in this grant is our inability to pump test apparatus to full capacity. This puts us at a loss to meet NFPA Standards related to pump testing as well as meet the ISO rating pump testing schedule due to lack of facility equipment. Another problem this grant would address is our inability to provide live fire training in controlled conditions due to our lack of training facilities. The installation of a flashover training prop would allow us to overcome this obstacle.

Analysis of Benefits: Provide a brief description of how the department/district performance will be improved and how this compares to the proposed expenditure.

With the addition of a mobile pump tester we would improve firefighter safety by being able to pump test to capacity and on a yearly basis. With the addition of a flashover chamber we would improve firefighter safety through live fire training and our personnel's ability to recognize and effectively mitigate flashover conditions. We would be able to gain additional points from ISO evaluation that could potentially lead to reduced insurance rates within our community. Also, the addition of training facilities would allow for live fire training in controlled conditions and limit travel costs associated with training outside our jurisdiction. The addition of both the mobile pump tester and the flashover chamber would allow the City of Las Cruces Fire Department to make their use available to surrounding departments and therefore allow for improved performance during responses with our mutual aid partners.

Consequences: Provide a brief description of consequences of not funding this grant request. If your department does not receive the requested grant, what will the department do?

If the City of Las Cruces Fire Department does not receive grant funding we would not be able to meet full NFPA requirements associated with annual pump testing. It would force us to continue to pump test to less than capacity based on the availability of outside agencies facility. Firefighters would not have the benefit of training under controlled conditions for flashover situations and continue to rely on "real time" fire experience prior to responding to actual, uncontrolled conditions. As has been proven the training experience under these conditions greatly enhances operational efficiency and firefighter safety during response to "uncontrolled" fires.

Local Commitment: Provide a brief description of the community contribution to this effort. What has the community done toward this effort, and how will your community continue the effort?

The City of Las Cruces is committed to supporting the Las Cruces Fire Department's efforts in seeking funding for a mobile pump tester and flashover chamber. They have allowed for \$22,000 to be set aside as a match in the City's budget for FY 2011. City Council has also shown support for these projects by approving this grant application. Along with City support, we have obtained letters of support for the pump tester from surrounding departments who would have the ability to use it for their apparatus.

ESTIMATED PROJECT BUDGET

Qty	Item(s)	Unit Cost	Total Cost
<u>1</u>	<u>Pump Tester</u>	<u>\$73,000</u>	<u>\$73,000</u>
<u>1</u>	<u>Flashover system</u>	<u>\$41,570</u>	<u>\$41,570</u>
<u>1</u>	<u>Flashover site prep</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>

Subtotal: \$119,570
 Less Matching (20% minimum required): (23,914)
 Grant Amount Requested: \$ 95,656

FISCAL AGENT COMMITMENT STATEMENT:

I, as Fiscal Agent for the City of Las Cruces Fire department, certify that a minimum of 20% in matching funds are committed to the project for which this application is submitted.

Pat Degman *Pat Degman* Acting Director of Financial Services
 Name of County/Municipal Fiscal Agent (please print) Title

Pat Degman 8/30/10
 Signature of County/Municipal Fiscal Agent Date