

AGENDA
ITEM

23



CITY COUNCIL
AGENDA STAFF REPORT

DATE: September 4, 2024

TO: Mayor and City Council

APPROVED BY: Juan Contreras, Acting City Manager / Acting Fire Chief *JAC*

PREPARED BY: Juan Contreras, Acting City Manager / Acting Fire Chief *JAC*

REVIEWED BY: . Sandra L. Fonseca, Interim Finance Director *SF*

SUBJECT: Adopt Budget Amendment Resolution for Fund No. 411 – Capital Improvement Project (CIP) for Reallocation of \$3,500.00 from Air Conditioners (Court House) to Emergency Operation Center (EOC) for the Purchase of Office Equipment.

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Recommendation:

Adopt Budget Amendment Resolution for Fund No. 411 – Capital Improvement Project (CIP) for Reallocation of \$3,500.00 from Air Conditioners (Court House) to Emergency Operation Center (EOC) for the Purchase of Office Equipment.

Background:

The Emergency Operations Center (EOC) is the centralized location of emergency response and recovery support operations during incidents. While tactical on-scene operations are conducted from the Incident Command Post (ICP), the EOC supports and helps coordinate ICP operations and any other adjacent incident operations.

The Fire Department administrative building recently received a new roof, this has prevented any further damage to the interior and will allow for a much-needed training facility and EOC for staff in the City of Calexico. This building was previously a courthouse. It can now be used to its full potential as an emergency response or crisis management training site, which would prepare staff and community members for emergency situations. Emergency response or crisis management training is a type of training conducted to prepare facility occupants for emergency situations. The training is crucial to ensure that all people understand what to do and when to act to avoid further disruption of business operations.

Discussion and Analysis:

To have a professional environment with the basic resources required for an emergency operations center to function during a disaster is essential. During the City's most recent proclaimed disaster, staff members made the best of the inadequate resources that were available. At a minimum, the Fire Department should have tables, chairs, monitors, and portable Wi-Fi to operate during an emergency.

Training is a long-term investment for staff members providing the staff members with EOC training facilities has been considered as a long-term investment regarding employee retention. When staff are offered this type of facility and training, it is like management saying they have confidence in the employee and that they view the employee as an asset. This is an excellent means of developing loyalty in the workforce, which will trigger higher productivity and better turnover in the future.

Fiscal Impact:

Revenue	
Fund No. 411-90-997-56014-029	\$3,500.00
Total	\$3,500.00

Expenditure	
Fund No. 411-90-997-56014-043	\$3,500.00
Total	\$3,500.00

Coordinated With:

Acting City Manager / Acting Fire Chief

Finance Department

Attachment(s):

1. Budget Amendment Resolution for Fund No. 411 – Capital Improvement Project (CIP) for Reallocation of \$3,500.00 from Air Conditioners (Court House) to Emergency Operation Center (EOC) for the Purchase of Office Equipment.

ATTACHMENT NO. 1



BUDGET AMENDMENT RESOLUTION NO. 2025 -
 BUDGET AMENDMENT RESOLUTION OF THE CITY COUNCIL
 OF THE CITY OF CALEXICO AUTHORIZING AN AMENDMENT
 TO THE FINAL BUDGET FOR FISCAL YEAR 2024-25

WHEREAS, the Final Budget for Fiscal Year 2024-2025 was adopted by Resolution No. 2024 - 35 of the City Council on June 26, 2024; and

WHEREAS, the City Council has authorized the amendment of the Final Budget, in accordance with proper governmental accounting and financial reporting practices; and

NOW THEREFORE, the City Council of the City of Calexico hereby resolves and authorizes the following action(s)

AMENDMENTS TO ADOPTED BUDGET:

1) Record Revenue Estimates(s)

Fund No.	Department	Division	Account	Sub-Account	Amount
Total					\$ -

2) Record Appropriation(s)

Fund No.	Department	Division	Account	Sub-Account	Amount
Total					\$ -

3) Record Transfer of Funds:

FROM:

Fund No.	Department	Division	Account	Sub-Account	Amount
411	90	997	56014	029	\$3,500.00
Total					\$ 3,500.00

TO:

Fund No.	Department	Division	Account	Sub-Account	Amount
411	90	997	56014	043	\$ 3,500.00
					\$ -
Total					\$ 3,500.00

5) Purpose of Budget Amendment:

Request that the City Council approve the Budget Resolution allocation of \$3,500.00 from Fund 411 - Capital Improvement Projects (CIP) for the purchase of office equipment for the EOC Training room

PASSED, APPROVED AND ADOPTED by the City Council of the City of Calexico at the regular meeting this 4th day of September, 2024.

Camilo Garcia, Mayor

ATTEST:

VERONICA L. ALVARADO, City Clerk

APPROVED AS TO FORMS;

CARLOS CAMPOS, City Attorney

STATE OF CALIFORNIA)
CITY OF CALEXICO) ss.
COUNTY OF IMPERIAL)

I, Veronica Alvarado, City Clerk of the City of Calexico, do hereby certify under the penalty of perjury, that the foregoing Resolution No. 2023-____, was duly adopted by the City Council at their regular meeting of said City Council held on the 22nd day of November, 2023 by the following votes:

AYES:

NOES:

ABSTAIN:

ABSENT:

VERONICA L. ALVARADO, City Clerk
City of Calexico