



**TO:** Mayor Shaun Sipma  
Members of the City Council

**FROM:** Lonnie Sather, Assistant Fire Chief

**DATE:** May 5, 2020

**SUBJECT: AMEND 2020 BUDGET FOR THE PURCHASE OF A HAZARDOUS MATERIALS  
DATA GATHERING KIT (FD0105)**

**I. RECOMMENDED ACTION**

Recommend the Council to pass an ordinance to amend the 2020 annual budget to adjust the Fire department funds for the purchase of a data gathering kit to be used with Hazardous Materials equipment. The attachment was originally budgeted in capital equipment fund based on the item description in the grant award budget, but does not qualify as a capital purchase.

**II. DEPARTMENT CONTACT PERSONS**

Kelli Kronschnabel, Fire Chief	857-4740
Lonnie Sather, Assistant Fire Chief	857-4740

**III. DESCRIPTION**

A. Background

The Minot Fire Department was awarded the NDDDES FY 20179 SHSP Regional Response Grant that includes funding for training, exercises, and equipment in the areas of hazardous materials and technical rescue. The total award package of \$214,050 was budgeted between general fund and capital equipment fund based on the items approved in the grant.

B. Proposed Project:

This grant will allow FD to build and sustain regional response capabilities for hazardous materials and technical rescue. This grant will allow for more personnel to be trained at an advanced level and for regional exercises with our region operational team.

C. Consultant Selection:

Three written quotes were obtained for the purchase of the hazardous materials equipment and supplies according to the purchasing requirements from NDDDES. The equipment was purchased from Clarey's Safety Equipment based on the lowest cost.

**IV. IMPACT:**

A. Strategic Impact:

This grant will allow FD to build and sustain regional response capabilities for hazardous materials and technical rescue. This grant will allow for more personnel to be trained at an advanced level and for regional exercises with our region operational team.

D. Service/Delivery Impact:

This grant will allow FD to build and sustain regional response capabilities for hazardous materials and technical rescue. This grant will allow for more personnel to be trained at an advanced level and for regional exercises with our region operational team.

E. Fiscal Impact:

No impact on City funds.

Original Budget

General Fund	\$ 86,449
Capital Fund	<u>\$127,601</u>
Grant Total	\$214,050

Budget Amendment

General Fund	\$9,076
Capital Fund	(9,076)

Revised Budget

General Fund	\$ 95,525
Capital Fund	<u>\$118,525</u>
Grant Total	\$214,050

**V. ALTERNATIVES**

Council could choose to deny the budget amendment.

**VI. TIME CONSTRAINTS**

None

**VII. LIST OF ATTACHMENTS**

A. Budget Amendment