



AGENDA ITEM SUMMARY FORM

MEETING DATE: 10/16/2024

PREPARED BY: Jamie Praslicka

AGENDA CONTENT: Discussion and possible action on validating two expenses from installing emergency Sirens.

AGENDA ITEM SECTION: Consent Agenda

BUDGETED AMOUNT: None

FUNDS REQUESTED: \$ N/A

FUND: N/A

EXECUTIVE SUMMARY:

The Office of Emergency Management (OEM) has processed payments for two key expenses from the 2023/2024 budget:

- **Software License (Communications):** \$1,616.36 (paid on 08/08/2023)
- **FCC License:** \$1,109.00 (paid on 12/20/2023)

These expenditures were necessary for additional software licenses, RapidWarn, and the acquisition of an FCC license, all critical to the OEM's Siren alert operations. The OEM is currently working with Langford Community Management Services to secure reimbursement through the Siren Grant.

We request that the City Council formally validate these expenditures and approve reimbursement via an official council action. Approval of this request will ensure compliance with grant financial protocols and proper allocation of funds.

RECOMMENDATION:

That the City Council formally approve the validation of the expenditures made by the Office of Emergency Management (OEM) for the Software License (\$1,616.36) and FCC License (\$1,109.00). Additionally, the Council should authorize OEM's request for reimbursement through the Siren Grant, ensuring compliance with the grant's financial protocols and appropriate allocation of funds.

This action will facilitate continued operational support for the OEM's critical alert systems while maximizing available grant resources