



AGENDA OF THE FINANCE COMMITTEE

TUESDAY, OCTOBER 12, 2021, 4:30 PM

Virtual Meeting. Public may join via Zoom.

A. Zoom Meeting Information.

1. This item contains documents which provide call in information and instructions for the Zoom meeting.

B. Roll Call.

1. Members: Ald. Barbara Dorff, Ald. Veronica Corpus-Dax, Ald. Bill Galvin & Ald. Brian Johnson.

C. Approval of the Agenda.

D. Approval of Minutes.

1. Approval of the Finance Committee minutes from the September 28, 2021 meeting.

E. Regular Business.

1. Consideration with possible action to allow staff to proceed with Investment Advisory Services with Ehlers & Associates, Inc.
2. Consideration with possible action the acceptance of 2021 Port Security grant of \$83,190 with a 25% local match required of \$27,730.
3. Referred from Parks Committee for consideration to reimburse the property owner at 1236 Thrush Street \$1,077.93 for the removal of 3 street trees, to be funded out of the Contingency account.

F. Informational.

1. 2021 Contingency Account: \$104,650.00.
2. The next Finance Committee meeting will be held on Tuesday October 26, 2021 at 4:30 PM.

G. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Finance Committee meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.

Virtual Meeting Instructions



Finance Committee

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/88142524379?pwd=ekliUHNVYTJ1RFpOUHVubTdXOHZYZz09>

Meeting ID: 881 4252 4379

Passcode: 846368

One tap mobile

+13126266799,,88142524379#,,,,*846368# US (Chicago)

+19292056099,,88142524379#,,,,*846368# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington D.C)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 881 4252 4379

Passcode: 846368

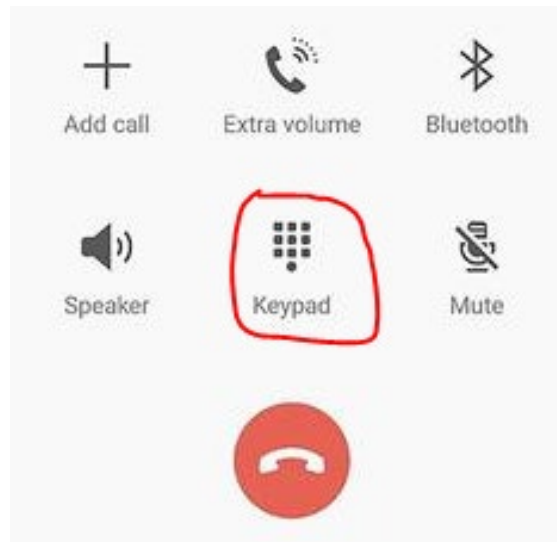
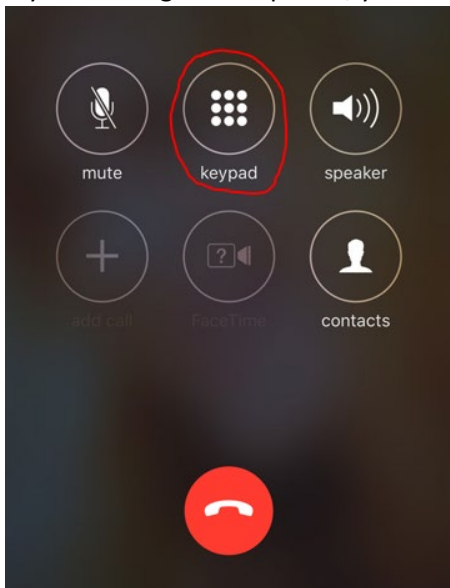
Find your local number: <https://us02web.zoom.us/j/kc5lh2mAwj>

Additional Information

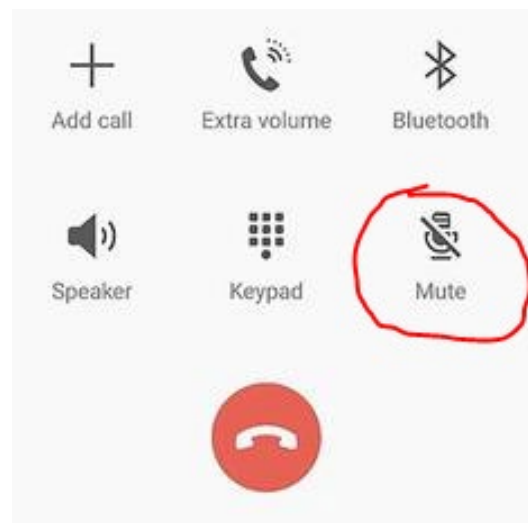
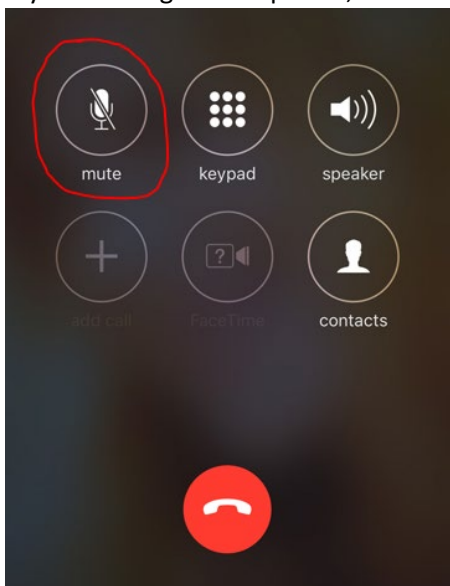
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
3. Please log into the Zoom meeting 10 minutes before the meeting starts to ensure proper technology is working.
 - a. If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.
4. Once you are in the meeting please mute yourselves.
 - a. You may unmute yourself when you are called upon to speak.
5. Waiting room
 - a. When you call in, all callers/participants will be placed in a “waiting room.”
 - b. Persons on the agenda will be admitted to the meeting, and then once the item is concluded, the host will permanently mute you from the meeting (you can still hear the meeting).
6. Using Zoom with a tablet or computer
 - a. Tablet—you will be asked to sign in. Download the app either with the Apple Store or the Play Store
 - b. Computer—you will be asked to sign in. You may download the app or click on the link to open Zoom in your browser.
7. Registering
 - a. The host may ask you to register for the meeting. A registration link will be sent to you along with the invite. You’ll receive another email confirming that you’re registered for the meeting.
 - b. If you’re using a phone, your registration will still be tied to an email.
8. Raising your hand
 - a. Committee members—you can either use CivicClerk and request to speak or you can “raise your hand” in the zoom meeting (you’d need to use a computer or tablet) to let the host know you’d like to speak. You can also un-mute yourselves and start speaking.
 - b. Persons on the agenda—you can “raise your hand” but you’d need to use a computer. You will be allowed to speak, per Wisconsin Open Meetings Rules, once the committee has “opened the floor for interested parties to speak.” Once the committee is finished with your agenda item, the host will mute you permanently, unless the committee opens the floor again.
9. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - b. Land line
 - c. Tablet—well in advance of the meeting, please download the Zoom Meeting app before you join a meeting by using either the Apple Store or the Play Store. You will be asked to input your name, thus identifying you for the meeting. You’ll also be asked to verify your email.
 - d. Computer—well in advance of the meeting, please download the Zoom Meeting app, but you can also click on a link to open the Zoom Meeting in your browser. You will be asked to input your name, thus identifying you for the meeting.
 - e. For tablet and computer users—if you download the app you will be asked to verify your email.
10. Zoom etiquette
 - a. Muting yourselves when you’re not talking will prevent your background noise from interfering with others’ ability to listen to and participate in the meeting.
 - b. If you’re using a telephone, please identify yourself with your phone number and name before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourselves.
11. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
 - b. Persons watching live on YouTube will see a gray screen with the City logo during closed session.
12. Persons interested in attending anonymously or listening to the meeting may call in by dialing *67 followed by the phone number above.

Calling into the Zoom meeting using a smartphone

1. Dial the phone number listed at the beginning of this document.
2. When prompted, enter the Meeting ID number followed by #
 - a. If you're using a smartphone, you can access the keypad by clicking "Keypad" on your screen



3. Once you are in the meeting, notify the meeting host that you are in and state your name.
4. If you do not need to talk, please make sure your phone is on **Mute**
 - a. If you're using a smartphone, look at your screen and click the Mute button



- b. If you're using a computer, you should see a Mute button in the Zoom application





Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

October 12, 2021

PREPARED BY

Diana Ellenbecker, Finance Director

AGENDA ITEM # E.1

Consideration with possible action to allow staff to proceed with Investment Advisory Services with Ehlers & Associates, Inc.

BACKGROUND

City of Green Bay selected Ehlers through a competitive bidding process in 2020 for Finance Advisory services. Finance Director and Assistance Finance Director/Treasurer would like to expand and add their Investment Advisory Services.

RECOMMENDATION

Approving Ehlers for Investment Advisory Services.

FISCAL IMPACT

Increase on net returns on investments.

ATTACHMENTS

- I. Investment advisory services Green Bay Oct 2021



Investment Advisory Services

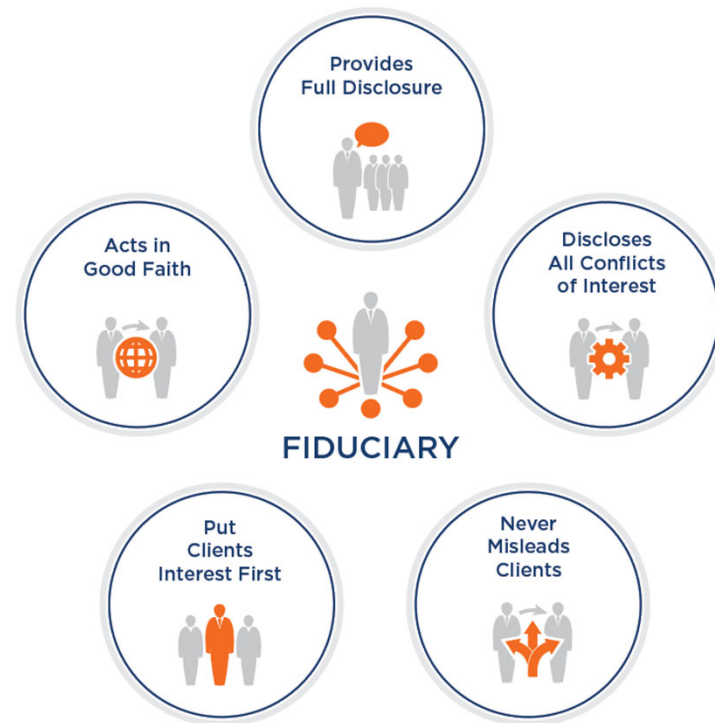
An Introduction For Green Bay

Fully Integrated Services



What is a Registered Investment Advisor?

- Your investment fiduciary
 - ✓ Duty of loyalty
 - ✓ Duty of care
 - ✓ Place your interests ahead of our own
- Extension of your staff
- Always your partner



Why Ehlers Investments?

Public sector focus

- Only serve local governments, public agencies & special authorities
- Unique insight into best practices

Fiercely independent

- Fiduciary responsibility to you alone
- Prioritized principles: safety, liquidity, yield

Fee only pricing

- Transparent AUM fee structure
- Hourly or flat-rate fees for other services

Fully integrated services

- Clients rely on a cohesive team to navigate all facets of public finance
- Tailored investment solutions

Investments & Treasury Management Services



Our Process

1



ANALYSIS & DEVELOPMENT

Review current portfolios & policies

Complete credit analysis

Develop cash flow forecast

Draft new policies to align with community goals

Create investment strategies supporting cash flow needs

2



IMPLEMENTATION

Build investment portfolio based on approved policy & analysis

Monitor portfolio performance

Rebalance & adjust asset mix (as needed)

Deliver monthly performance & benchmark reporting

3



COMPLIANCE

Examine & adjust portfolio characteristics to maintain IRS, state statute & internal policy compliance

Collaborate with Ehlers' Arbitrage Consultants to:

- Develop Arbitrage strategy

- Complete necessary reporting

- Conduct rebate analysis

Robust Reporting & Analysis



Risk Summary - Fixed Income

01/01/2021 - 03/31/2021

Sample Client

Dated: 06/01/2021

Exposure - Security Type

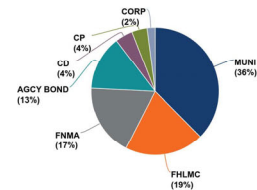
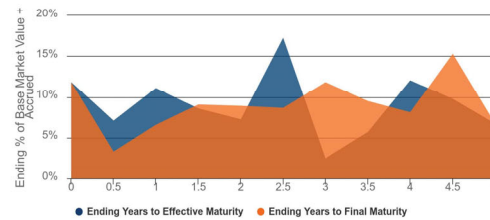


Chart calculated by: Ending Market Value + Accrued

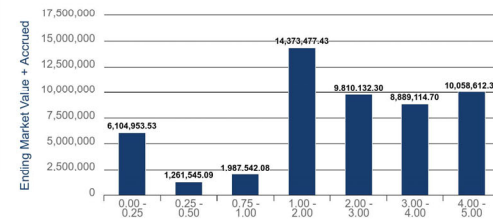
Credit Quality Heat Map

Rating	0 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5 - 7	7 - 10	10 - 15	15 - 30
AAA	0.000%	1.913%	1.998%	0.751%	0.885%	0.000%	0.000%	0.000%	0.000%
AA	12.650%	32.137%	18.844%	15.840%	13.898%	0.000%	0.000%	0.000%	0.000%
A	5.298%	1.529%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
BBB	0.000%	0.000%	0.000%	0.000%	1.068%	0.000%	0.000%	0.000%	0.000%
BB	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
B	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
CCC	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
CC	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
C	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
NA	1.039%	1.418%	1.784%	0.000%	3.041%	0.000%	0.000%	0.000%	0.000%

Time to Maturity



Exposure - Duration



Delivering Client Value

Time savings for
highest & best use
of staff time

Service continuity
with Ehlers'
Municipal Advisor
& your team

Easy to use
reporting tools &
generation

Best price
execution on all
transactions

Fiduciary
relationship

Cash flow
forecasting &
planning

Our Team: Your Advisory & Client Service Team



Brian Reilly, CFA
Investments President
breilly@ehlers-inc.com
651-697-8541



Ryan Miles, CPFIM
Managing Director
rmiles@ehlers-inc.com
651-697-8590



Tami Olszewski, CPFIM
Senior Investment Advisor
tolszewski@ehlers-inc.com
262-796-6189



Dawn Lawson, CCM
Senior Client Service Advisor
dlawson@ehlers-inc.com
262-796-6174



Cliff Janney
Client Service Advisor
breilly@ehlers-inc.com
651-697-8528

Our Team: Your Trading Desk



Keith Schmitz
Public Finance Manager
kschmitz@ehlers-inc.com
651-697-8543



James Hey
Public Finance Analyst
jhey@ehlers-inc.com
651-697-8575



Logan Schwartz
Public Finance Analyst
lschwartz@ehlers-inc.com
651-697-8574



Nha Nguyen
Public Finance Analyst
nnguyen@ehlers-inc.com
651-697-8517

100+ years' combined investments & treasury management experience

Current Portfolio

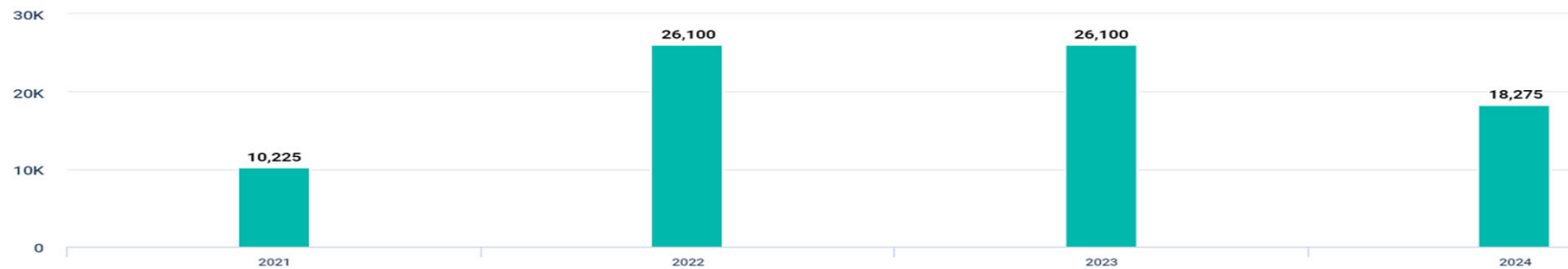
- Multiple accounts across different reporting platforms
- Consolidated reporting annual expense around \$5,000, not customizable
- Large portion in cash or cash-like holdings with no predictability in income

Portfolio Summary

Market Value (Ask)	YTW (Ask) ⓘ	Eff. Duration (Ask) ⓘ	CR ⓘ
7,329,986	0.45%	1.15	AA+

Cash Flow

2021 August  thru 2024 December 



Proposed Portfolio & Reporting Solution

- Consolidation of accounts on single reporting platform- One Monthly report in uploadable XML format for efficient accounting
- Eliminate reporting annual expense around \$5,000, with Ehlers customized solution
- Invest a portion of cash or cash-like holdings to create predictable income stream for budget- maintain periodic liquidity to meet operational and project needs

Portfolio Summary

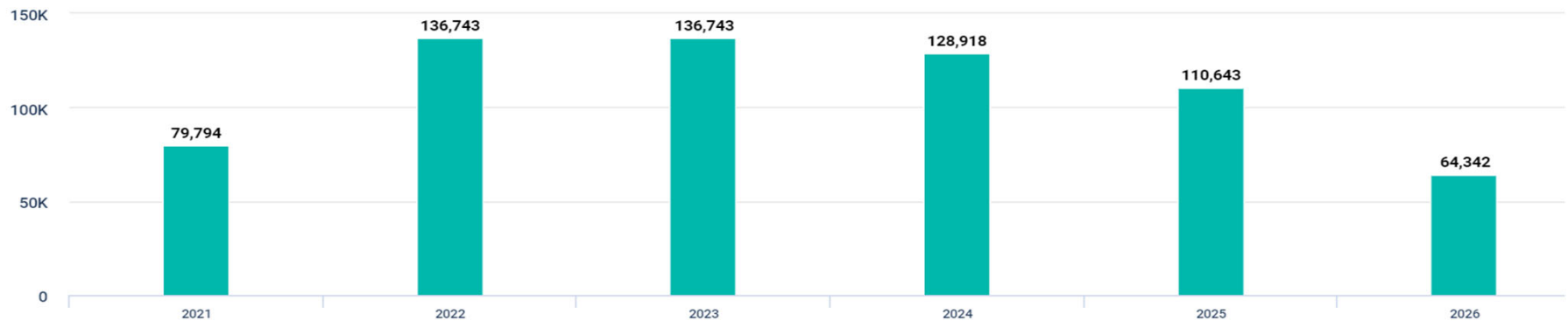
	Market Value (Ask)	YTW (Ask) ⓘ	Eff. Duration (Ask) ⓘ	CR ⓘ
Live Portfolio	7,329,986	0.45%	1.15	AA+
Change	19,977,821 ▲	44 bps ▲	0.01 ▲	
Proposed Portfolio	27,307,807	0.90%	1.17	AA+

Proposed Portfolio Cash Flow

- Ehlers proposes extending out the maturity schedule slightly, and increasing investments where possible for income opportunity
- Between 2022 through 2024, based upon currently available investments and an increase in investment holdings, the City may expect to see almost \$100,000 per year in additional, predictable income from proposed investment portfolio

Cash Flow

2021 August  thru 2026 December  M Q S Y



Proposed Fee Structure

Transparent fees based on average monthly assets under management

- Includes all finance committee or council meetings & travel expenses
- Includes cash flow forecasting and strategy planning
- All terms memorialized in Investment Advisory Agreement
- Can establish flat fee structures for specific scopes of work

We charge NO other management, check writing, ACH or wire fees

- No transaction-based fees
- No investment mark-ups

Discount from standard fees schedule proposed through August 2024

- No fee on existing investments transferred in until after the investments mature and as each is reinvested by your Ehlers team

Investment advisory fee assessed monthly from interest earnings.
Approximately .09% annually, or around \$20,000 each 12-month period.*

*Fee estimates based upon approximate general and operational account balance of \$27,000,000 and may fluctuate throughout each year

Next Steps

- Approval of Ehlers Investments Engagement
- Custodial account opening-
 - ✓ Ehlers provides custodial services through TD Ameritrade at no additional costs. *If the City has a preferred custodian, we can accommodate though each custodian may have a different fee schedule.*
- Transition accounts for consolidate reporting
- Review and confirm all existing City Financial Policies
- Develop investment program tailored to the City's cash flow requirements and in alignment with WI Permissible Investments and the City's Investment Policy
 - ✓ This includes full review of previous and current debt issuance proceeds accounts for investment opportunity and arbitrage concerns
 - ✓ Debt proceeds accounts will be held in a segregated account to ensure easy tracking of spend down compliance and project income projections

Important Disclosures

Ehlers is the joint marketing name of the following affiliated businesses (collectively, the “Affiliates”): Ehlers & Associates, Inc. (“EA”), a municipal advisor registered with the Municipal Securities Rulemaking Board (“MSRB”) and the Securities and Exchange Commission (“SEC”); Ehlers Investment Partners, LLC (“EIP”), an SEC registered investment adviser; and Bond Trust Services Corporation (“BTS”), a holder of a limited banking charter issued by the State of Minnesota.

Where an activity requires registration as a municipal advisor pursuant to Section 15B of the Exchange Act of 1934 (Financial Management Planning and Debt Issuance & Management), such activity is or will be performed by EA; where an activity requires registration as an investment adviser pursuant to the Investment Advisers Act of 1940 (Investments and Treasury Management), such activity is or will be performed by EIP; and where an activity requires licensing as a bank pursuant to applicable state law (paying agent services shown under Debt Issuance & Management), such activity is or will be performed by BTS. Activities not requiring registration may be performed by any Affiliate.

This communication does not constitute an offer or solicitation for the purchase or sale of any investment (including without limitation, any municipal financial product, municipal security, or other security) or agreement with respect to any investment strategy or program. This communication is offered without charge to clients, friends, and prospective clients of the Affiliates as a source of general information about the services Ehlers provides. This communication is neither advice nor a recommendation by any Affiliate to any person with respect to any municipal financial product, municipal security, or other security, as such terms are defined pursuant to Section 15B of the Exchange Act of 1934 and rules of the MSRB. This communication does not constitute investment advice by any Affiliate that purports to meet the objectives or needs of any person pursuant to the Investment Advisers Act of 1940 or applicable state law.



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

October 12, 2021

PREPARED BY**AGENDA ITEM # E.2**

Consideration with possible action the acceptance of 2021 Port Security grant of \$83,190 with a 25% local match required of \$27,730.

BACKGROUND**RECOMMENDATION**

Approve acceptance of 2021 Port Security grant with local match.

FISCAL IMPACT**ATTACHMENTS**

1. 2021 Port Security Grant GTF Signed
2. 2021 Port Security Grant Award Documents



GRANT TRACKING FORM

PART #1: Notification of Grant Funds

([emailto:PamelaMa@greenbaywi.gov](mailto:PamelaMa@greenbaywi.gov))

APPLICANT DEPARTMENT: Police

DATE: 10/7/2021

APPLICANT DEPARTMENT GRANT CONTACT NAME/TITLE: Rick Jurkanis/Business Manager

APPROPRIATE COMMITTEE: Finance

NAME OF GRANT/FUNDING SOURCE: 2021 Port Security Grant (FEMA-DHS)

AMOUNT OF GRANT REQUEST: \$83,190

LOCAL MATCH REQUIREMENT: \$27,730

SOURCE OF MATCH: ☒ General Fund ☐ Non-General Fund ☐ Not Applicable

TIMEFRAME OF GRANT: 9/1/2021 through 8/31/2024

TYPE OF GRANT REQUEST: ☒ Monetary ☐ Other (explain under 'purpose of grant')

PURPOSE OF GRANT (summary): Grant will provide \$51,840 for GBPD Cybersecurity Training as well as \$31,350 for a GBPD Network Firewall. The City of Green Bay will have to provide a \$27,730 local match with the \$83,190 in Federal funding to make the total project cost \$110,920.

How does the grant meet City/Department needs? Cybersecurity Training and Network Firewall

What are the personnel requirements (include both existing and new staff) of the grant? Training

DEPARTMENT HEAD SIGNATURE: *Cathy Adams*

PART #2: Request to Accept Grant Funds

(complete after notification of grant award; [emailto:PamelaMa@greenbaywi.gov](mailto:PamelaMa@greenbaywi.gov))

AMOUNT OF GRANT AWARD: \$83,190

CFDA/STATE ID #: 97.056

LOCAL MATCH REQUIREMENT: \$27,730

Please describe the source of match, if applicable: N/A

Please describe any major changes in proposed grant-funded activities: N/A

Please describe what the grant money will be spent on: Grant will provide \$51,840 for GBPD Cybersecurity Training as well as \$31,350 for a GBPD Network Firewall. The City of Green Bay will have to provide a \$27,730 local match with the \$83,190 in Federal funding to make the total project cost \$110,920.

PART	TO:	DATE:	TO:	DATE:
#1: Request to Apply	Finance Dept		FC – Info/Action	
#2: Request to Accept	Finance Dept		FC – Action	

FC = Finance Committee

Rick Jurkanis

From: Jean, Marjorie <Marjorie.Jean@fema.dhs.gov>
Sent: Wednesday, September 15, 2021 2:40 PM
To: Rick Jurkanis
Cc: Wallace, Adam
Subject: ACTION REQUIRED (Notification #2): EMW-2021-PU-00515 pending acceptance

Good Afternoon,

Your grant application EMW-2021-PU-APP-00515 submitted under the Department of Homeland Security's (DHS) Fiscal Year (FY) 2021 Port Security Grant Program (PSGP) has been approved for award. Your award number is EMW-2021-PU-00515. Please log into ND Grants at [<https://portal.fema.gov>] to accept the award. Enter your username and password to log in. You must be the Authorized Official to accept the award.

Once you reach the ND Grants homepage, click the Award Offer Review link in the Pending Tasks column. From the Award Offer Review page, click the Complete Award Offer Review icon (wrench) in the Action column. Then review the Award Package and accept or decline the award. Please save or print the Award Package for your records.

Note(s): Per program requirement and FEMA Preparedness Grants Manual 2021 page 22 -

- 1) *The recipient must accept their award no later than 60 days from the award date 9/07/2021. Failure to accept a grant award within the 60-day timeframe may result in a loss of funds.*
- 2) *The recipient shall notify assigned DHS/FEMA Preparedness Officer and Grants Management Specialist of its intent to decline the award via company letterhead with reason(s) for decline.*

For ND Grants instructions and tutorials, please visit <https://www.fema.gov/grants/guidance-tools/non-disaster-grants-management-system> . If you have any questions, please contact your Preparedness Officer or the ND Grants Service Desk via phone: 800-865-4076 or email: NDGrants@fema.dhs.gov

Notification #1 via ND Grants system

2021 PORT SECURITY GRANT
- AWARD ACCEPTED 9/23/21 RL

From: ndgrants@fema.dhs.gov
To: rickju@greenbaywi.gov
CC: MattCa@greenbaywi.gov, RickJu@greenbaywi.gov
Subject: Application for Federal Assistance Approved
Date Sent: 09/07/2021 18:25 -04:00
Body: Rick Jurkanis
Green Bay Police Department
307 S Adams St
[Grantee Organization > Physical Address > Address 2]
Green Bay, WI, 54301 - 4515

Congratulations!

Your grant application EMW-2021-PU-APP-00515 submitted under the Department of Homeland Security's (DHS) FY 2021 Port Security Grant Program has been approved for award. Your award number is EMW-2021-PU-00515-S01. Please log into ND Grants at [<https://portal.fema.gov>] to accept the award. Enter your User Name and Password to log in. Please note you must be the Authorized Official in order to accept the award.

Once you reach the ND Grants homepage, click the Award Offer Review link in the Pending Tasks column. From the Award Offer Review page, click the Complete Award Offer Review icon (wrench) in the Action column. Then review the Award Package and accept or decline the award. Please save or print the Award Package for your records.

For ND Grants instructions and tutorials, please visit <https://www.fema.gov/non-disaster-grants-management-system>. If you have any questions, please contact your Program Manager or the ND Grants Service Desk at:

Phone: 800-865-4076

E-mail: NDGrants@fema.dhs.gov

Attachments:

Thanks and make it an enjoyable day!

Marjorie Jean
Grant Management Specialist
Department of Homeland Security
Federal Emergency Management Agency
Grant Program Directorate/Grants Award Administration
202/786-9856 - desk
540/504-2143 - e-fax
Marjorie.jean@fema.dhs.gov

Federal Emergency Management Agency
Fema.gov



FEMA

ND Grant issues: Please call **ND Grants Service Desk Support Line at (800) 865-4076** or **ndgrants@fema.dhs.gov**. Have ready your login ID, the vendor number and listen for the right option.

PARS Issues: to reset your password or unlock your account, please contact the system help desk directly at **866/927-5646 option 5**. Have ready your login ID, vendor number and email associated with the account. Please wait for the right option before choosing. **After resetting** your account, please allow 30 to 45 minutes for the system to reset.

SAM Issues: <https://www.fsd.gov/fsd-gov/home.do> or call toll-free (866) 606-8220

U.S. Department of Homeland Security
Washington, D.C. 20472



Eric Genrich
Green Bay Police Department
307 S Adams St
Green Bay, WI 54301 - 4515

Re: Grant No.EMW-2021-PU-00515

Dear Eric Genrich:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2021 Port Security Grant Program has been approved in the amount of \$83,190.00. As a condition of this award, you are required to contribute a cost match in the amount of \$27,730.00 of non-Federal funds, or 25 percent of the total approved project costs of \$110,920.00.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Agreement Articles (attached to this Award Letter)
- Obligor Document (attached to this Award Letter)
- FY 2021 Port Security Grant Program Notice of Funding Opportunity.
- FEMA Preparedness Grants Manual

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

In order to establish acceptance of the award and its terms, please follow these instructions:

Step 1: Please log in to the ND Grants system at <https://portal.fema.gov>.

Step 2: After logging in, you will see the Home page with a Pending Tasks menu. Click on the Pending Tasks menu, select the Application sub-menu, and then click the link for "Award Offer Review" tasks. This link will navigate you to Award Packages that are pending review.

Step 3: Click the Review Award Package icon (wrench) to review the Award Package and accept or decline the award. Please save or print the Award Package for your records.

System for Award Management (SAM): Grant recipients are to keep all of their information up to date in SAM, in particular, your organization's name, address, DUNS number, EIN and banking information. Please ensure that the DUNS number used in SAM is the same one used to apply for all FEMA awards. Future payments will be contingent on the information provided in the SAM; therefore, it is imperative that the information is correct. The System for Award Management is located at <http://www.sam.gov>.

If you have any questions or have updated your information in SAM, please let your Grants Management Specialist (GMS) know as soon as possible. This will help us to make the necessary updates and avoid any interruptions in the payment process.

A handwritten signature in black ink, consisting of a stylized 'C' followed by a horizontal line and two dots.

CHRISTOPHER PATRICK LOGAN GPD Assistant Administrator



U.S. Department of Homeland Security
Washington, D.C. 20472

AGREEMENT ARTICLES
Port Security Grant Program

GRANTEE: Green Bay Police Department
PROGRAM: Port Security Grant Program
AGREEMENT NUMBER: EMW-2021-PU-00515-S01

TABLE OF CONTENTS

Article I	Summary Description of Award
Article II	Limited English Proficiency (Civil Rights Act of 1964, Title VI)
Article III	Universal Identifier and System of Award Management
Article IV	Americans with Disabilities Act of 1990
Article V	SAFECOM
Article VI	Rehabilitation Act of 1973
Article VII	National Environmental Policy Act
Article VIII	Acknowledgement of Federal Funding from DHS
Article IX	USA PATRIOT Act of 2001
Article X	Age Discrimination Act of 1975
Article XI	Prior Approval for Modification of Approved Budget
Article XII	Civil Rights Act of 1964 - Title VI
Article XIII	Notice of Funding Opportunity Requirements
Article XIV	Trafficking Victims Protection Act of 2000 (TVPA)

Article XV	Non-Supplanting Requirement
Article XVI	Disposition of Equipment Acquired Under the Federal Award
Article XVII	Drug-Free Workplace Regulations
Article XVIII	Federal Leadership on Reducing Text Messaging while Driving
Article XIX	DHS Specific Acknowledgements and Assurances
Article XX	Port Security Grant Program Performance Goal
Article XXI	Best Practices for Collection and Use of Personally Identifiable Information
Article XXII	Civil Rights Act of 1968
Article XXIII	Acceptance of Post Award Changes
Article XXIV	Applicability of DHS Standard Terms and Conditions to Tribes
Article XXV	Debarment and Suspension
Article XXVI	Activities Conducted Abroad
Article XXVII	Environmental Planning and Historic Preservation (EHP) Review
Article XXVIII	Energy Policy and Conservation Act
Article XXIX	Procurement of Recovered Materials
Article XXX	Terrorist Financing
Article XXXI	Hotel and Motel Fire Safety Act of 1990
Article XXXII	Duplication of Benefits
Article XXXIII	Fly America Act of 1974
Article XXXIV	Reporting of Matters Related to Recipient Integrity and Performance
Article XXXV	Lobbying Prohibitions
Article XXXVI	False Claims Act and Program Fraud Civil Remedies

Article XXXVII	Federal Debt Status
Article XXXVIII	Nondiscrimination in Matters Pertaining to Faith-Based Organizations
Article XXXIX	Education Amendments of 1972 (Equal Opportunity in Education Act) - Title IX
Article XL	Copyright
Article XLI	Reporting Subawards and Executive Compensation
Article XLII	Use of DHS Seal, Logo and Flags
Article XLIII	Whistleblower Protection Act
Article XLIV	Assurances, Administrative Requirements, Cost Principles, Representations and Certifications
Article XLV	Patents and Intellectual Property Rights

Article I - Summary Description of Award

The terms of the approved Investment Justification(s) and Budget Detail Worksheet(s) submitted by the recipient are incorporated into the terms of this Federal award, subject to the additional description and limitations stated in this Agreement Article and the limitations stated in subsequent reviews by FEMA of the award budget. Post-award documents uploaded into ND Grants for this award are also incorporated into the terms and conditions of this award, subject to any limitations stated in subsequent approvals by FEMA of changes to the award. Investments not listed in this Agreement Article are not approved for funding under this award.

Investment 1: Green Bay Police Department Cybersecurity Training is fully funded for \$51,840.
Investment 5: Green Bay Police Department Network Firewall is fully funded for \$31,350. > FEDERAL AMOUNTS

Article II - Limited English Proficiency (Civil Rights Act of 1964, Title VI)

Recipients must comply with Title VI of the *Civil Rights Act of 1964*, (42 U.S.C. section 2000d *et seq.*) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

Article III - Universal Identifier and System of Award Management

Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference.

Article IV - Americans with Disabilities Act of 1990

Recipients must comply with the requirements of Titles I, II, and III of the *Americans with Disabilities Act*, Pub. L. No. 101-336 (1990) (codified as amended at 42 U.S.C. sections 12101- 12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.

Article V - SAFECOM

Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

Article VI - Rehabilitation Act of 1973

Recipients must comply with the requirements of Section 504 of the *Rehabilitation Act of 1973*, Pub. L. 93-112 (1973), (codified as amended at 29 U.S.C. section 794,) which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Article VII - National Environmental Policy Act

Recipients must comply with the requirements of the *National Environmental Policy Act of 1969 (NEPA)*, Pub. L. 91-190 (1970) (codified as amended at 42 U.S.C. section 4321 *et seq.*) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

Article VIII - Acknowledgement of Federal Funding from DHS

Recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

Article IX - USA PATRIOT Act of 2001

Recipients must comply with requirements of Section 817 of the *Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001* (USA PATRIOT Act), Pub. L. No. 107-56, which amends 18 U.S.C. sections 175-175c.

Article X - Age Discrimination Act of 1975

Recipients must comply with the requirements of the *Age Discrimination Act of 1975*, Pub. L. No. 94-135 (1975) (codified as amended at Title 42, U.S. Code, section 6101 *et seq.*), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.

Article XI - Prior Approval for Modification of Approved Budget

Before making any change to the FEMA approved budget for this award, you must request prior written approval from FEMA where required by 2 C.F.R. section 200.308. FEMA is also utilizing its discretion to impose an additional restriction under 2 C.F.R. section 200.308(f) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the federal share is greater than the simplified acquisition threshold (currently \$250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget FEMA last approved. You must report any deviations from your FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

Article XII - Civil Rights Act of 1964 - Title VI

Recipients must comply with the requirements of Title VI of the *Civil Rights Act of 1964* (codified as amended at 42 U.S.C. section 2000d *et seq.*), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.

Article XIII - Notice of Funding Opportunity Requirements

All the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO.

Article XIV - Trafficking Victims Protection Act of 2000 (TVPA)

Recipients must comply with the requirements of the government-wide financial assistance award term which implements Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), codified as amended at 22 U.S.C. section 7104. The award term is located at 2 C.F.R. section 175.15, the full text of which is incorporated here by reference.

Article XV - Non-Supplanting Requirement

Recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.

Article XVI - Disposition of Equipment Acquired Under the Federal Award

When original or replacement equipment acquired under this award by the recipient or its subrecipients is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, you must request instructions from FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. section 200.313.

Article XVII - Drug-Free Workplace Regulations

Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of Sec. 5152-5158 of the *Drug-Free Workplace Act of 1988* (41 U.S.C. sections 8101-8106).

Article XVIII - Federal Leadership on Reducing Text Messaging while Driving

Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government.

Article XIX - DHS Specific Acknowledgements and Assurances

All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Recipients must cooperate with any compliance reviews or compliance investigations conducted by DHS.
2. Recipients must give DHS access to, and the right to examine and copy, records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.
3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.
4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
5. Recipients of federal financial assistance from DHS must complete the *DHS Civil Rights Evaluation Tool* within thirty (30) days of receipt of the Notice of Award or, for State Administrative Agencies, thirty (30) days from receipt of the DHS Civil Rights Evaluation Tool from DHS or its awarding component agency. After the initial submission for the first award under which this term applies, recipients are required to provide this information once every two (2) years if they have an active award, not every time an award is made. Recipients should submit the completed tool, including supporting materials, to CivilRightsEvaluation@hq.dhs.gov. This tool clarifies the civil rights obligations and related reporting requirements contained in the DHS Standard Terms and Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at <https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool>.

The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension if the recipient identifies steps and a timeline for completing the tool. Recipients should request extensions by emailing the request to CivilRightsEvaluation@hq.dhs.gov prior to expiration of the 30-day deadline.

Article XX - Port Security Grant Program Performance Goal

In addition to the Performance Progress Report (PPR) submission requirements outlined in the Preparedness Grants Manual, recipients must demonstrate how the grant-funded project addressed the capability gaps identified in their vulnerability

assessment or other relevant documentation or sustains existing capabilities per the FEMA-approved Investment Justification. The capability gap reduction or capability sustainment must be addressed in the PPR, Section 10. Performance Narrative.

Article XXI - Best Practices for Collection and Use of Personally Identifiable Information

Recipients who collect personally identifiable information (PII) are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines PII as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance at http://www.dhs.gov/xlibrary/assets/privacy/privacy_pia_guidance_june2010.pdf and Privacy Template at https://www.dhs.gov/sites/default/files/publications/privacy_pia_template_2017.pdf as useful resources respectively.

Article XXII - Civil Rights Act of 1968

Recipients must comply with Title VIII of the *Civil Rights Act of 1968*, Pub. L. 90-284, as amended through Pub. L. 113-4, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (see 42 U.S.C. section 3601 *et seq.*), as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units-i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)-be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)

Article XXIII - Acceptance of Post Award Changes

In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. Please call the FEMA/GMD Call Center at (866) 927-5646 or via e-mail to ASK-GMD@fema.dhs.gov if you have any questions.

Article XXIV - Applicability of DHS Standard Terms and Conditions to Tribes

The DHS Standard Terms and Conditions are a restatement of general requirements imposed upon recipients and flow down to subrecipients as a matter of law, regulation, or executive order. If the requirement does not apply to Indian tribes or there is a federal law or regulation exempting its application to Indian tribes, then the acceptance by Tribes of, or acquiescence to, DHS Standard Terms and Conditions does not change or alter its inapplicability to an Indian tribe. The execution of grant documents is not intended to change, alter, amend, or impose additional liability or responsibility upon the Tribe where it does not already exist.

Article XXV - Debarment and Suspension

Recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3000. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

Article XXVI - Activities Conducted Abroad

Recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

Article XXVII - Environmental Planning and Historic Preservation (EHP) Review

DHS/FEMA funded activities that may require an EHP review are subject to the FEMA Environmental Planning and Historic Preservation (EHP) review process. This review does not address all federal, state, and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state, and local laws.

DHS/FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by DHS/FEMA grant funds, through its EHP Review process, as mandated by the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and, any other applicable laws and Executive Orders. To access the FEMA EHP screening form and instructions, go to the DHS/FEMA website at:

<https://www.fema.gov/media-library/assets/documents/90195>. In order to initiate EHP review of your project(s), you must complete all relevant sections of this form and submit it to the Grant Programs Directorate (GPD) along with all other pertinent project information. The EHP review process must be completed before funds are released to carry out the proposed project; otherwise, DHS/FEMA may not be able to fund the project due to noncompliance with EHP laws, executive order, regulations, and policies.

If ground disturbing activities occur during construction, applicant will monitor ground disturbance, and if any potential archeological resources are discovered, applicant will immediately cease work in that area and notify the pass-through entity, if applicable, and DHS/FEMA.

Article XXVIII - Energy Policy and Conservation Act

Recipients must comply with the requirements of the *Energy Policy and Conservation Act*, Pub. L. 94- 163 (1975) (codified as amended at 42 U.S.C. section 6201 *et seq.*), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

Article XXIX - Procurement of Recovered Materials

States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. 89-272 (1965), (codified as amended by the *Resource Conservation and Recovery Act*, 42 U.S.C. section 6962.) The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

Article XXX - Terrorist Financing

Recipients must comply with E.O. 13224 and U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.

Article XXXI - Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the *Hotel and Motel Fire Safety Act of 1990*, 15 U.S.C. section 2225a, recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the *Federal Fire Prevention and Control Act of 1974*, (codified as amended at 15 U.S.C. section 2225.)

Article XXXII - Duplication of Benefits

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

Article XXXIII - Fly America Act of 1974

Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C. section 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the *International Air Transportation Fair Competitive Practices Act of 1974*, 49 U.S.C. section 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

Article XXXIV - Reporting of Matters Related to Recipient Integrity and Performance

If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this federal award, then the recipients must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

Article XXXV - Lobbying Prohibitions

Recipients must comply with 31 U.S.C. section 1352, which provides that none of the funds provided under a federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.

Article XXXVI - False Claims Act and Program Fraud Civil Remedies

Recipients must comply with the requirements of the *False Claims Act*, 31 U.S.C. sections 3729- 3733, which prohibit the submission of false or fraudulent claims for payment to the federal government. (See 31 U.S.C. sections 3801-3812, which details the administrative remedies for false claims and statements made.)

Article XXXVII - Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)

Article XXXVIII - Nondiscrimination in Matters Pertaining to Faith-Based Organizations

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

Article XXXIX - Education Amendments of 1972 (Equal Opportunity in Education Act) - Title IX

Recipients must comply with the requirements of Title IX of the *Education Amendments of 1972*, Pub. L. 92-318 (1972) (codified as amended at 20 U.S.C. section 1681 *et seq.*), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at C.F.R. Part 17 and 44 C.F.R. Part 19.

Article XL - Copyright

Recipients must affix the applicable copyright notices of 17 U.S.C. sections 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.

Article XLI - Reporting Subawards and Executive Compensation

Recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.

Article XLII - Use of DHS Seal, Logo and Flags

Recipients must obtain permission from their DHS FAO prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

Article XLIII - Whistleblower Protection Act

Recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C section 2409, 41 U.S.C. section 4712, and 10 U.S.C. section 2324, 41 U.S.C. sections 4304 and 4310.

Article XLIV - Assurances, Administrative Requirements, Cost Principles, Representations and Certifications

DHS financial assistance recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances - Non-Construction Programs, or OMB Standard Form 424D Assurances - Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances applicable to their program as instructed by the awarding agency. Please contact the DHS FAO if you have any questions.

DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations (C.F.R.) Part 200, and adopted by DHS at 2 C.F.R. Part 3002.

By accepting this agreement, the recipient and its executives, as defined in 2 C.F.R. section 170.315, certify that the recipient's policies are in accordance with OMB's guidance located at 2 C.F.R. Part 200, all applicable federal laws, and relevant Executive guidance.

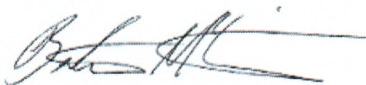
Article XLV - Patents and Intellectual Property Rights

Recipients are subject to the *Bayh-Dole Act*, 35 U.S.C. section 200 *et seq*, unless otherwise provided by law. Recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. section 401.14.

BUDGET COST CATEGORIES

Personnel	\$23,555.00
Fringe Benefits	\$5,655.00
Travel	\$0.00
Equipment	\$41,800.00
Supplies	\$0.00
Contractual	\$39,910.00
Construction	\$0.00
Indirect Charges	\$0.00
Other	\$0.00

Obligating Document for Award/Amendment

1a. AGREEMENT NO. EMW-2021-PU-00515-S01	2. AMENDMENT NO. ***	3. RECIPIENT NO. V00165782	4. TYPE OF ACTION AWARD	5. CONTROL NO. WX04676N2021T		
6. RECIPIENT NAME AND ADDRESS Green Bay Police Department 307 S Adams St Green Bay, WI, 54301 - 4515	7. ISSUING FEMA OFFICE AND ADDRESS FEMA-GPD 400 C Street, SW, 3rd floor Washington, DC 20472-3645 POC: 866-927-5646	8. PAYMENT OFFICE AND ADDRESS FEMA Finance Center 430 Market Street Winchester, VA 22603				
9. NAME OF RECIPIENT PROJECT OFFICER Rick Jurkanis	PHONE NO. (920) 448-3237	10. NAME OF FEMA PROJECT COORDINATOR Central Scheduling and Information Desk Phone: 800-368-6498 Email: Askcsid@dhs.gov				
11. EFFECTIVE DATE OF THIS ACTION 09/01/2021	12. METHOD OF PAYMENT PARS	13. ASSISTANCE ARRANGEMENT Cost Reimbursement	14. PERFORMANCE PERIOD From: 09/01/2021 Budget Period 09/01/2021 To: 08/31/2024 08/31/2024			
15. DESCRIPTION OF ACTION a. (Indicate funding data for awards or financial changes)						
PROGRAM NAME ACRONYM	CFDA NO.	ACCOUNTING DATA (ACCS CODE) XXXX-XXX-XXXXXX-XXXXX-XXXX-XXXX-X	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD	CUMULATIVE NON-FEDERAL COMMITMENT
Port Security Grant Program	97.056	2021-FA-GC01-P410- -4101-D	\$0.00	\$83,190.00	\$83,190.00	See Totals
			\$0.00	\$83,190.00	\$83,190.00	\$27,730.00
b. To describe changes other than funding data or financial changes, attach schedule and check here. N/A						
16 a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address) Port Security Grant Program recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.						
16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.						
17. RECIPIENT SIGNATORY OFFICIAL (Name and Title) ,					DATE	
18. FEMA SIGNATORY OFFICIAL (Name and Title)  BERTRAM NMN MCKEITHEN JR , Assistance Officer					DATE Tue Sep 07 14:00:40 GMT 2021	



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

October 12, 2021

PREPARED BY**AGENDA ITEM # E.3**

Referred from Parks Committee for consideration to reimburse the property owner at 1236 Thrush Street \$1,077.93 for the removal of 3 street trees, to be funded out of the Contingency account.

BACKGROUND**RECOMMENDATION**

If approved to consider use of Forestry budget or contingency funds.

FISCAL IMPACT**ATTACHMENTS**

1. Summary of Costs for Tree Removal
2. Photos2
3. Map2-Final

Summary of City Expenses for Tree Removal at 1236 Thrush Street

Summary:

On 8-25-21 Forestry staff observed a private contractor removing City owned street trees located within the ROW along Syringa Blvd. Staff stopped to investigate the situation and found that the owner of the property had hired a private contractor to remove these trees as they were dead. The owner indicated that he thought they were private trees. He was not aware of the location of the Street ROW property line in relation to his residence. Staff explained to the contractor that these trees were city owned and that the owner is not responsible to remove the trees. The contractor immediately stopped work. At that point all three trees had been removed and 1 of the 3 stumps were partially ground down.

The three ash trees that were removed were infested with Emerald Ash Borer (EAB) and were on the list for City Forestry staff to remove this coming winter.

Per the direction of the Parks Committee on September 15, staff developed a cost estimate of what expenses the City would have incurred had City Forestry crews removed these trees.

Estimated Cost for labor and equipment:

Labor: 4 person forestry crew (2-FW1, 2-FW2) \$398.43

Equipment: (lift truck, loader w/grapple, wood truck, chip truck) \$679.50

Total cost for removal of three trees: \$1,077.93

Stump grinding costs are not included as 2 stumps are still intact and the third stump site still requires more grinding, clean up and restoration of soil and seed.



Syringa Blvd. looking east at adjacent sidewalk



Syringa Blvd. looking east at tree 1



Syringa Blvd. looking west at trees 1, 2, & 3



Syringa Blvd. Looking west at trees 2 & 3

