

Ordinance authorizing submission of reimbursement requests to the Texas Department of Emergency Management, Coastal Bend Regional Advisory Council, Texas A&M University—Extension Service, and the Texas Emergency Medical Task Force; and, upon receipt of funds, accepting and appropriating in the Emergency Management Grants Fund for budgeting and accounting purposes; and execution of all necessary documents.

WHEREAS, the City of Corpus Christi (“City”) has, for many years, received reimbursement funds from the Texas Department of Emergency Management, Coastal Bend Regional Advisory Council, Texas A&M University—Extension Service, and the Texas Emergency Medical Task Force for costs incurred during emergency response deployments pursuant to Memoranda of Understanding (MOUs) or Memoranda of Agreement (MOAs);

WHEREAS, these reimbursement funds, which cover personnel costs, overtime, backfill expenses, lodging, supplies, and equipment usage, are distinct from typical grants as they are repayments for expenses already incurred rather than competitively awarded funds;

WHEREAS, for budgeting and accounting consistency, the City’s Finance & Procurement Department (“Finance Department”) records these reimbursement funds in the Emergency Management Grants Fund due to their external funding source and associated compliance requirements; and

WHEREAS, the City Council desires to streamline the submission, approval, and appropriation process for these reimbursement funds; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CORPUS CHRISTI, TEXAS:

SECTION 1. The City Council authorizes the City Manager, or his designee (“City Manager”), to submit reimbursement requests on behalf of the City to the Texas Department of Emergency Management, the Coastal Bend Regional Advisory Council, Texas A&M University—Extension Service, and the Texas Emergency Medical Task Force for costs incurred during emergency deployments involving hazard mitigation and disaster response activities. Additionally, the City Manager is authorized to accept, reject, alter, or terminate any reimbursement agreement and to execute all necessary documents. Upon receipt, the associated reimbursement funds are accepted and appropriated in the Emergency Management Grants Fund.

SECTION 2. All cost share requirements, if applicable, must be pre-validated by the Finance Department’s Director, or the Director’s designee (“Director”), prior to submission of each reimbursement request to ensure that any required matching and in-kind funding has been appropriated in the budget of the participating department. Furthermore, upon receipt, the Director shall establish the applicable accounting fund and organization number necessary for each such reimbursement.

SECTION 3. The City Council designates the Fire Chief as the City's authorized official for these reimbursement programs; and he is empowered to apply for, accept, reject, alter, or terminate any of these reimbursement agreements, execute all necessary documents, and administer the reimbursement programs on behalf of the City as the participating agency.

SECTION 4. In the event of the loss or misuse of these funds, the City assures the reimbursed funds will be returned to the funding agency in accordance with any such requirement.

Introduced and voted on the _____ day of _____, 2025.

PASSED and APPROVED on the _____ day of _____, 2025.

ATTEST:

Paulette Guajardo, Mayor

Rebecca Huerta, City Secretary