AGENDA
Special Meeting
Reno City Council
Friday, June 19, 2020 ● 3:00 PM

TELECONFERENCE MEETING

Reno City Council Chamber, One East First Street, Reno, NV 89501

Hillary Schieve, Mayor

Council Members:
Ward 1 – Jenny Brekhus  Ward 4 – Bonnie Weber
Ward 2 – Naomi Duerr  Ward 5 – Neoma Jardon
Ward 3 – Oscar Delgado  At-Large – Devon Reese

Public Comment: No action may be taken on a matter raised under general public comment until the matter is included on a subsequent agenda as an action item. Public comment is limited to three (3) minutes per person. Pursuant to Section 2 of Directive 006, members of the public may submit public comment by leaving a voicemail at (775) 393-4499. Messages received prior to 4:00 p.m. on the day before the meeting will be transcribed, provided to City Council for review, and entered into the record. During the meeting, members of the public may submit public comment without being physically present via online Public Comment Form (Reno.gov/PublicComment), or emailing cityclerk@reno.gov. Public comment received during the meeting will be provided to City Council for review prior to adjournment, and entered into the record. Members of the public wishing to give public comment virtually during the meeting may do so by pre-registering using the following link: https://zoom.us/webinar/register/WN_Iq_QOZz-s2G2bIGLZvig

This agenda has been electronically posted in compliance with NRS 241.020(3) at http://www.reno.gov, and NRS 232.2175 at https://notice.nv.gov/. To obtain further documentation regarding posting, please contact Ashley D. Turney, City Clerk, 1 East First Street, Reno, NV 89501, (775) 334-2030; turneya@reno.gov.

Accommodations: Reasonable efforts will be made to assist and accommodate physically disabled persons to participate in the meeting. Please contact the City Clerk’s Office at (775) 334-2030 in advance so that arrangements can be made.

Supporting Material: Pursuant to Section 5 of Directive 006, the requirement contained in NRS 241.020(3)(c) that physical locations be available for the public to receive supporting material for public meetings has been suspended. Staff reports and supporting material for the meeting are available on the City’s website at http://www.reno.gov/meetings. Pursuant to NRS 241.020(8), supporting material is made available to the general public at the same time it is provided to the City Council.

Order of Business: The presiding officer shall determine the order of the agenda and all questions of parliamentary procedure at the meeting pursuant to the Rules of the Reno City Council (City Council Resolution No. 8771, adopted January 22, 2020). Items on the agenda may be taken out of order. The Reno City Council & Redevelopment Agency Board may combine two or more agenda items for consideration; remove an item from the agenda; or delay discussion relating to an item on the agenda at any time. See, NRS 241.020(3)(d)(6). Items scheduled to be heard at a specific time will be heard no earlier than the stated time, but may be heard later.

Council Recess: The Reno City Council may recess at any time during the meeting at the discretion of the Mayor and/or to confer with counsel per NRS 241.015(3)(b)(2) and/or its management representatives per NRS 288.220(4), as necessary. Additional short breaks may be taken throughout the meeting as needed.

Public Comment: No action may be taken on a matter raised under general public comment until the matter is included on a subsequent agenda as an action item. Public comment is limited to three (3) minutes per person. Pursuant to Section 2 of Directive 006, members of the public may submit public comment by leaving a voicemail at (775) 393-4499. Messages received prior to 4:00 p.m. on the day before the meeting will be transcribed, provided to City Council for review, and entered into the record. During the meeting, members of the public may submit public comment without being physically present via online Public Comment Form (Reno.gov/PublicComment), or emailing cityclerk@reno.gov. Public comment received during the meeting will be provided to City Council for review prior to adjournment, and entered into the record.

Watch Meetings: Certain Reno City Council & Redevelopment Agency Board meetings are streamed online when Reno City Council & Redevelopment Agency Board is in session in Council Chamber at www.reno.gov/meetings and broadcast on Charter Channel 194.

Social Media: Follow @cityofreno for real-time updates on Twitter. Connect with the City of Reno on Facebook at www.facebook.com/cityofreno.
A  Introductory Items
   A.1  Pledge of Allegiance
   A.2  Roll Call
   A.3  Public Comment  (This item is for either public comment on any action item or for any general public comment.)
   A.4  Approval of the Agenda  (For Possible Action) - June 19, 2020.

B  Agenda Items
   B.1  Staff Report (For Possible Action): City Council and City Manager canvass of returns and declaration of results from the June 9, 2020, City of Reno Primary Election.
   B.2  Staff Report (For Possible Action): Acceptance of a non-matching BJA FY20 Coronavirus Emergency Supplement Program grant from the Office of Justice Programs at the Department of Justice (DOJ) to the City of Reno in the amount of $376,434 for City costs associated with preventing, preparing for and responding to the coronavirus. (Grant Funds)
   B.3  Staff Report (For Possible Action): Presentation, discussion and potential direction to staff regarding the City Manager Recruitment Brochure and the City Manager recruitment and selection process time line.

C  Approval of Privileged Business Licenses
   A.  New Alcohol
       1.  Dads, Annette M. Brown, 1790 Mill Street - Packaged Liquor (For Possible Action)  [Ward 3]
   B.  New Gaming
       1.  Sartini Gaming, LLC., db at The Parlor, Sean T. Higgins, 7689 South Virginia Street, Suite U - 15 Slots (For Possible Action)  [Ward 2]

D  Public Comment  (This item is for either public comment on any action item or for any general public comment.)

E  Adjournment (For Possible Action)
Date: June 19, 2020

To: Mayor and City Council

Thru: Jason Soto, Chief of Police and Acting City Manager

Subject: B.1. Staff Report (For Possible Action): City Council and City Manager canvass of returns and declaration of results from the June 9, 2020, City of Reno Primary Election.

From: Ashley Turney, City Clerk

Summary: It is recommended that Council certify the results of the June 9, 2020, City of Reno Primary Election.

Discussion: Pursuant to Reno City Charter, Section 5.100, and NRS 293C.387, following a primary city election the City Council is required to complete the canvass of the returns and declare the results on or before the tenth day following the election.

As of the date this staff report must be submitted (i.e., June 12, 2020), the final official results are not yet available from the Washoe County Registrar of Voters (“Registrar”). Official results from the Registrar will be available after 5:00 p.m. on Wednesday, June 17, 2020. Following receipt of the official results from the Registrar and prior to the June 19, 2020, canvass, the official results will be distributed to the City Council for its review and confirmation at the June 19, 2020, canvass.

Pursuant to NRS 293.387(3)(a)-(b), in completing the canvass, the City Council shall note separately any clerical errors discovered and take account of the changes resulting from the discovery so that the results declared represent the true vote cast.

Financial Implications: None at this time.

Legal Implications: Section 5.100 of the Reno City Charter and NRS 293C.387 require the City Council to canvass the election returns and declare the result.

Recommendation: Staff recommends Council certify the results of the June 9, 2020, City of Reno Primary Election.
**Proposed Motion:** I move to certify the results of the June 9, 2020, City of Reno Primary election.
Date: June 19, 2020

To: Mayor and City Council

Thru: Jason Soto, Chief of Police and Acting City Manager

Subject: B.2. Staff Report (For Possible Action): Acceptance of a non-matching BJA FY20 Coronavirus Emergency Supplement Program grant from the Office of Justice Programs at the Department of Justice (DOJ) to the City of Reno in the amount of $376,434 for City costs associated with preventing, preparing for and responding to the coronavirus. (Grant Funds)

From: Dave Cochran, Fire Chief

Summary: Staff recommends Council accept the Coronavirus Emergency Supplemental Funding Award from the Department of Justice to the City of Reno in the amount of $376,434 for the reimbursement of City costs in preventing, preparing for, and responding to the coronavirus.

Discussion: The City of Reno was awarded the BJA Coronavirus grant in the amount of $376,434 ($0 match) for the reimbursement of purchased COVID-19 personal protective equipment (PPE), decontamination supplies, and City Employee (Fire, Police and Public Works) overtime costs associated with the various COVID-19 mitigation efforts. This requested funding will shore up Police and Fire PPE inventory for full ILI (Influenza Like Illness) precaution responses as well as help the City recoup the overtime incurred as a result of COVID-19 prevention, preparation, and response during this pandemic. The application funding request was comprised of the following:

- Public Works (PW) - Overtime associated with the Community Assistance Center (CAC) Shelter at the Reno Events Center, the temporary housing site (located at Edison and Mill Streets), the RPD station move, and various PPE/Decontamination supplies purchased to date.
- Reno Police Department (RPD) - Overtime associated with the dedicated inmate transportation vehicle, the on-call Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) Sergeant, and various PPE/Decontamination supplies purchased to date
Reno Fire Department (RFD) - Overtime related to the staffing of Rescue 3, RFD station washer and dryer sets and installation, and various PPE/Decontamination supplies purchased to date

The goal of this grant request was to find an alternative funding source to pay for the multiple layers of protective measures each of our departments has instituted to mitigate employee exposure and to protect our community. For our first responders, the goal is to protect the emergency service or function that is performed by the emergency service responder. The responders, in turn, protect their families, their workplaces and the community at large. Better-protected first responders are thereby better able to protect their communities. This grant was subject to the availability of appropriated funds for which the City of Reno was allotted the full eligible allocation listed in the funding solicitation.

Financial Implications: None to the General Fund. The grant has no match requirement.

Legal Implications: The City, by accepting this grant, agrees to comply with the terms of the grant application, provide information for evaluation to the granting organization, and provide progress and financial reports on program activities, which will be completed by the Reno Fire Department. Failure to adhere to the grant requirements could affect future funding.

Recommendation: Staff recommends Council acceptance of the grant award in the amount of $376,434, and authorize the Fire Administrative Services Manager to sign the acceptance of the grant award contract.

Proposed Motion: I move to approve staff recommendation.

Attachments:

- Award Acceptance Documents (PDF)
June 2, 2020

Mr. Aaron Wike
City of Reno
1 E. 1st Street, 1st Floor, PO Box 1900
Reno, NV 89501-1616

Dear Mr. Wike:

On behalf of Attorney General William P. Barr, it is my pleasure to inform you that the Office of Justice Programs (OJP), U.S. Department of Justice (DOJ), has approved the application by City of Reno for an award under the OJP funding opportunity entitled “BJA FY 20 Coronavirus Emergency Supplemental Funding Program.” The approved award amount is $376,434. These funds are for the project entitled BJA FY 20 Coronavirus Emergency Supplemental Funding Program.

The award document, including award conditions, is enclosed. The entire document is to be reviewed carefully before any decision to accept the award. Also, the webpage entitled “Legal Notices: Special circumstances as to particular award conditions” (ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm) is to be consulted prior to an acceptance. Through that “Legal Notices” webpage, OJP sets out -- by funding opportunity -- certain special circumstances that may or will affect the applicability of one or more award requirements. Any such legal notice pertaining to award requirements that is posted through that webpage is incorporated by reference into the award.

Please note that award requirements include not only award conditions, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. Because these requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds), it is vital that all key staff know the award requirements, and receive the award conditions and the assurances and certifications, as well as the application as approved by OJP. (Information on all pertinent award requirements also must be provided to any subrecipient of the award.)

Should City of Reno accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Please direct questions regarding this award as follows:

- For program questions, contact Joseph Husted, Program Manager at (202) 353-4411; and
- For financial questions, contact the Customer Service Center of OJP’s Office of the Chief Financial Officer at (800) 458-0786, or at ask.ocfo@usdoj.gov.

We look forward to working with you.

Sincerely,

Katharine T. Sullivan
Principal Deputy Assistant Attorney General

Encl.
June 2, 2020

Mr. Aaron Wike
City of Reno
1 E. 1st Street, 1st Floor
PO Box 1900
Reno, NV 89501-1616

Dear Mr. Wike:

Congratulations on your recent award. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) has been delegated the responsibility for ensuring that recipients of federal financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) are not engaged in discrimination prohibited by law. Several federal civil rights laws, such as Title VI of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972, require recipients of federal financial assistance to give assurances that they will comply with those laws. In addition to those civil rights laws, many grant program statutes contain nondiscrimination provisions that require compliance with them as a condition of receiving federal financial assistance. For a complete review of these civil rights laws and nondiscrimination requirements, in connection with OJP and other DOJ awards, see https://ojp.gov/funding/Explore/LegalOverview/CivilRightsRequirements.htm

Under the delegation of authority, the OCR investigates allegations of discrimination against recipients from individuals, entities, or groups. In addition, the OCR conducts limited compliance reviews and audits based on regulatory criteria. These reviews and audits permit the OCR to evaluate whether recipients of financial assistance from the Department are providing services in a non-discriminatory manner to their service population or have employment practices that meet equal-opportunity standards.

If you are a recipient of grant awards under the Omnibus Crime Control and Safe Streets Act or the Juvenile Justice and Delinquency Prevention Act and your agency is part of a criminal justice system, there are two additional obligations that may apply in connection with the awards: (1) complying with the regulation relating to Equal Employment Opportunity Programs (EEOPs); and (2) submitting findings of discrimination to OCR. For additional information regarding the EEOP requirement, see 28 CFR Part 42, subpart E, and for additional information regarding requirements when there is an adverse finding, see 28 C.F.R. §§ 42.204(c), .205(c)(5). Please submit information about any adverse finding to the OCR at the above address.

We at the OCR are available to help you and your organization meet the civil rights requirements that are associated with OJP and other DOJ grant funding. If you would like the OCR to assist you in fulfilling your organization’s civil rights or nondiscrimination responsibilities as a recipient of federal financial assistance, please do not hesitate to let us know.

Sincerely,

Michael L. Alston
Director

cc: Grant Manager
Financial Analyst
| 1. RECIPIENT NAME AND ADDRESS (Including Zip Code) | City of Reno  
1 E. 1st Street, 1st Floor  
PO Box 1900  
Reno, NV 89501-1616 |
| 4. AWARD NUMBER: | 2020-VD-BX-1396 |
| 5. PROJECT PERIOD: FROM | 01/20/2020 |
| TO | 01/31/2022 |
| BUDGET PERIOD: FROM | 01/20/2020 |
| TO | 01/31/2022 |
| 6. AWARD DATE | 06/02/2020 |
| 7. ACTION | Initial |
| 8. SUPPLEMENT NUMBER | 00 |
| 9. PREVIOUS AWARD AMOUNT | $0 |
| 10. AMOUNT OF THIS AWARD | $376,434 |
| 11. TOTAL AWARD | $376,434 |
| 2a. GRANTEE IRS/VENDOR NO. | 886000201 |
| 2b. GRANTEE DUNS NO. | 076121904 |
| 3. PROJECT TITLE | BJA FY 20 Coronavirus Emergency Supplemental Funding Program |
| 12. SPECIAL CONDITIONS | THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S). |
| 13. STATUTORY AUTHORITY FOR GRANT | This project is supported under FY20(BJA - CESF) Pub. L. No. 116-136, Div. B; 28 U.S.C. 530C |
| 14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number) | 16.034 - Coronavirus Emergency Supplemental Funding Program |
| 15. METHOD OF PAYMENT | GPRS |
| 16. TYPED NAME AND TITLE OF APPROVING OFFICIAL | Katharine T. Sullivan  
Principal Deputy Assistant Attorney General |
| 17. SIGNATURE OF APPROVING OFFICIAL | |
| 18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL | Aaron Wike  
Administrative Services Manager |
| 19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL | |
| 19A. DATE | |
| 20. ACCOUNTING CLASSIFICATION CODES | |
| FISCAL YEAR | BUD. CODE | ACT. OFC. | DIV. OFC. | SUB. OFC. | POMS | AMOUNT |
| X | B | VD | 80 | 00 | 00 | 376434 |
| 21. VVDUGT1295 |
SPECIAL CONDITIONS

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Limited Exceptions. In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. Any such exceptions regarding enforcement, including any such exceptions made during the period of performance, are (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices: Special circumstances as to particular award conditions" (ojp.gov/funding/Explore/LegalNotices-AwardReqts.htm), and incorporated by reference into the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with one or more award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in OJP taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. DOJ, including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or unenforceable, such provision shall be deemed severable from this award.
SPECIAL CONDITIONS

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2020 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2020 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2020 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at https://ojp.gov/funding/Part200UniformRequirements.htm.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at https://ojp.gov/financialguide/DOJ/index.htm), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled “Crime Control and Law Enforcement.” The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.
SPECIAL CONDITIONS

5. Required training for Point of Contact and all Financial Points of Contact

Both the Point of Contact (POC) and all Financial Points of Contact (FPOCs) for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2018, will satisfy this condition.

In the event that either the POC or an FPOC for this award changes during the period of performance, the new POC or FPOC must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after -- (1) the date of OJP's approval of the "Change Grantee Contact" GAN (in the case of a new POC), or (2) the date the POC enters information on the new FPOC in GMS (in the case of a new FPOC). Successful completion of such a training on or after January 1, 2018, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at https://www.ojp.gov/training/fmts.htm. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

6. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

7. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.
SPECIAL CONDITIONS

8. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at https://www.sam.gov/. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at https://ojp.gov/funding/Explore/SAM.htm (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).
SPECIAL CONDITIONS

9. Employment eligibility verification for hiring under the award

   1. The recipient (and any subrecipient at any tier) must--

      A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1) and (2).

      B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--

         (1) this award requirement for verification of employment eligibility, and

         (2) the associated provisions in 8 U.S.C. 1324a(a)(1) and (2) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

      C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1) and (2).

      D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

   2. Monitoring

      The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

   3. Allowable costs

      To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

   4. Rules of construction

      A. Staff involved in the hiring process

         For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

      B. Employment eligibility confirmation with E-Verify

         For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

         C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

         D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or
SPECIAL CONDITIONS

any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1) and (2).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (https://www.e-verify.gov/) or email E-Verify at E-Verify@dhs.gov. E-Verify employer agents can email E-Verify at E-VerifyEmployerAgent@dhs.gov.

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

10. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at https://ojp.gov/funding/Explore/SubawardAuthorization.htm (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

12. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed $250,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, $250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed $250,000)), and are incorporated by reference here.
13. Unreasonable restrictions on competition under the award; association with federal government

SCOPE. This condition applies with respect to any procurement of property or services that is funded (in whole or in part) by this award, whether by the recipient or by any subrecipient at any tier, and regardless of the dollar amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used. The provisions of this condition must be among those included in any subaward (at any tier).

1. No discrimination, in procurement transactions, against associates of the federal government

Consistent with the (DOJ) Part 200 Uniform Requirements -- including as set out at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process") -- no recipient (or subrecipient, at any tier) may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government -- as an employee, contractor or subcontractor (at any tier), grant recipient or subrecipient (at any tier), agent, or otherwise -- in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.

B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.
SPECIAL CONDITIONS

14. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

15. Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ) (or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at https://ojp.gov/funding/Explore/Interact-Minors.htm (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

16. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

17. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

18. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm.
SPECIAL CONDITIONS

19. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

20. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

21. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

22. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

23. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at https://www.ecfr.gov/cgi-bin/ECFR?page=browse), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.
SPECIAL CONDITIONS

24. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

25. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2020) The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions that may be set out in applicable appropriations acts are indicated at https://ojp.gov/funding/Explore/FY20AppropriationsRestrictions.htm, and are incorporated by reference here. Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

26. Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at https://oig.justice.gov/hotline/contact-grants.htm (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Investigations Division (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at https://oig.justice.gov/hotline.
SPECIAL CONDITIONS

27. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--
   a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
   b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--
   a. it represents that--
      (1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
      (2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and
   b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.
SPECIAL CONDITIONS

28. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

29. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

30. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated “high risk” by a federal grant-making agency outside of DOI, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

31. Signing Authority

This award must be signed by an authorized official of the applicant State, local, or tribal government, on behalf of that applicant State, unit of local government, or Tribe, unless the applicant designates an organizational unit to apply on its behalf. For example, if designated by a unit of local government, a Police Department or Sheriff’s Office (or similar agency) may apply on behalf of the applicant jurisdiction, as long as the department, office, or agency is listed as the organizational unit on the SF-424. In that case, the head of the designated organizational unit (such as a Police Chief or Sheriff) may sign the award. Documentation of the designation by the appropriate governing body must be retained by the grant recipient.

32. The "Emergency Appropriations for Coronavirus Health Response and Agency Operations" law (Public Law 116-136) includes definitions, reporting requirements, and certain other provisions that apply (whether in whole or in part) to this award. In addition, consistent with the CESF Program's purposes, which involve preparing for, preventing, and responding to the coronavirus national emergency, OJP will provide notice of any additional CESF program-specific grants administrative requirements on an award page, accessible at https://www.ojp.gov/funding/explore/CESF-program-specific-condition, that is incorporated by reference here.
SPECIAL CONDITIONS

33. The recipient agrees to comply with OJP grant monitoring guidelines, protocols, and procedures, and to cooperate with BJA and OCFO on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to BJA and OCFO all documentation necessary to complete monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by BJA and OCFO for providing the requested documents. Failure to cooperate with BJA's/OCFO's grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

34. FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards (“subgrants”) of $25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier “subgrantees”) of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at https://ojp.gov/funding/Explore/FFATA.htm (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than $25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

35. Required monitoring of subawards

The recipient must monitor subawards under this award in accordance with all applicable statutes, regulations, award conditions, and the DOJ Grants Financial Guide, and must include the applicable conditions of this award in any subaward. Among other things, the recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of award funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.

36. Use of program income

Program income (as defined in the Part 200 Uniform Requirements) must be used in accordance with the provisions of the Part 200 Uniform Requirements. Program income earnings and expenditures both must be reported on the quarterly Federal Financial Report, SF 425.

37. Justice Information Sharing

Recipients are encouraged to comply any information-sharing projects funded under this award with DOJ's Global Justice Information Sharing Initiative (Global) guidelines. The recipient (and any subrecipient at any tier) is encouraged to conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: https://it.ojp.gov/ gsp_grantcondition. The recipient (and any subrecipient at any tier) must document planned approaches to information sharing and describe compliance with the GSP and appropriate privacy policy that protects shared information.

38. Avoidance of duplication of networks

To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity.
SPECIAL CONDITIONS

39. Compliance with National Environmental Policy Act and related statutes

Upon request, the recipient (and any subrecipient at any tier) must assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these award funds, either directly by the recipient or by a subrecipient. Accordingly, the recipient agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the award, the recipient agrees to contact BJA. The recipient understands that this condition applies to new activities as set out below, whether or not they are being specifically funded with these award funds. That is, as long as the activity is being conducted by the recipient, a subrecipient, or any third party, and the activity needs to be undertaken in order to use these award funds, this condition must first be met. The activities covered by this condition are: a. New construction; b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places; c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size; d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories. The recipient understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/ or an Environmental Impact Statement, as directed by BJA. The recipient further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at https://bja.gov/Funding/nepa.html, for programs relating to methamphetamine laboratory operations. Application of This Condition to Recipient's Existing Programs or Activities: For any of the recipient's or its subrecipients' existing programs or activities that will be funded by these award funds, the recipient, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

40. Establishment of interest-bearing account

If award funds are being drawn down in advance, the recipient (or a subrecipient, with respect to a subaward) is required to establish an interest-bearing account dedicated specifically to this award. Recipients (and subrecipients) must maintain advance payments of federal awards in interest-bearing accounts, unless regulatory exclusions apply (2 C.F.R. 200.305(b)(8)). The award funds, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of the Coronavirus Emergency Supplemental Funding (CESF) program. The recipient also agrees to obligate the award funds in the account (including any interest earned) during the period of performance for the award and expend within 90 days thereafter. Any unobligated or unexpended funds, including interest earned, must be returned to OJP at the time of closeout.

41. Expenditures requiring prior approval

No funds under this award may be expended on individual items costing $500,000 or more, or to purchase Unmanned Aerial Systems (UAS), Unmanned Aircraft (UA), and/or Unmanned Aerial Vehicles (UAV) without prior written approval from BJA. Prior approval must be obtained post-award, through the submission and approval of a Grant Adjustment Notice (GAN) through OJP’s Grant Management System (GMS).
SPECIAL CONDITIONS

42. Authorization to obligate (federal) award funds to reimburse certain project costs incurred on or after January 20, 2020

The recipient may obligate (federal) award funds only after the recipient makes a valid acceptance of the award. As of the first day of the period of performance for the award (January 20, 2020), however, the recipient may choose to incur project costs using non-federal funds, but any such project costs are incurred at the recipient's risk until, at a minimum-- (1) the recipient makes a valid acceptance of the award, and (2) all applicable withholding conditions are removed by OJP (via a Grant Adjustment Notice). (A withholding condition is a condition in the award document that precludes the recipient from obligating, expending, or drawing down all or a portion of the award funds until the condition is removed.)

Nothing in this condition shall be understood to authorize the recipient (or any subrecipient at any tier) to use award funds to "supplant" State or local funds.

43. Use of funds for DNA testing; upload of DNA profiles

If award funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System ("CODIS," the DNA database operated by the FBI) by a government DNA laboratory with access to CODIS. No profiles generated under this award may be entered or uploaded into any non-governmental DNA database without prior express written approval from BJA. Award funds may not be used for the purchase of DNA equipment and supplies unless the resulting DNA profiles may be accepted for entry into CODIS.

44. Body armor - compliance with NIJ standards and other requirements

Ballistic-resistant and stab-resistant body armor purchased with award funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the body armor has been tested and found to comply with applicable National Institute of Justice ballistic or stab standards and is listed on the NIJ Compliant Body Armor Model List (https://nij.gov/topics/technology/body-armor/Pages/compliant-ballistic-armor.aspx). In addition, ballistic-resistant and stab-resistant body armor purchased must be made in the United States and must be uniquely fitted, as set forth in 34 U.S.C. 10202(c)(1)(A). The latest NIJ standard information can be found here: https://nij.gov/topics/technology/body-armor/pages/safety-initiative.aspx.

45. Recipient may not obligate, expend, or drawdown funds until the Bureau of Justice Assistance, Office of Justice Programs has reviewed and approved the Budget Narrative portion of the application and has issued a Grant Adjustment Notice (GAN) informing the recipient of the approval.
Memorandum To: Official Grant File

From: Orbin Terry, NEPA Coordinator

Subject: Categorical Exclusion for City of Reno

The Coronavirus Emergency Supplemental Funding (CESF) Program allows eligible states, local units of government, and tribes to support a broad range of activities including preventing, preparing for, and responding to the coronavirus.

All recipients of CESF funding must assist BJA in complying with NEPA and other related federal environmental impact analyses requirements in the use of grant funds, whether the funds are used directly by the grantee or by a sub-grantee or third party.

BJA’s expectation is that none of the following activities will be conducted whether under this federal award or a related third party action:

1. New construction
2. Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including property (a) listed on or eligible for listing on the National Register of Historic Places, or (b) located within a 100-year flood plain, a wetland, or habitat for an endangered species
3. A renovation that will change the basic prior use of a facility or significantly change its size
4. Research and technology whose anticipated and future application could be expected to have an effect on the environment
5. Implementation of a program involving the use of chemicals (including the identification, seizure, or closure of clandestine methamphetamine laboratories) other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments.

Consequently, the subject federal action meets the Office of Justice Programs’ criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of Title 28 of the Code of Federal Regulations.

If, however, award funds are proposed to be used for any of the enumerated projects or activities above, grant recipients must contact their grant manager, and receive written approval prior to commencing that project or activity.

Questions about this determination may be directed to your grant manager or Orbin Terry, Environmental Coordinator for BJA.
This project is supported under FY20 (BJA - CESF) Pub. L. No. 116-136, Div. B; 28 U.S.C. 530C

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<tr>
<th>1. STAFF CONTACT (Name &amp; telephone number)</th>
<th>2. PROJECT DIRECTOR (Name, address &amp; telephone number)</th>
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<tbody>
<tr>
<td>Joseph Husted</td>
<td>Aaron Wike</td>
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<tr>
<td>(202) 353-4411</td>
<td>Administrative Services Manager</td>
</tr>
<tr>
<td></td>
<td>1 E. 1st Street, 4th Floor</td>
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<td></td>
<td>Reno, NY 89501-1608</td>
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<td>(775) 334-4260</td>
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<tr>
<td>1 E. 1st Street, 1st Floor</td>
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<tr>
<td>PO Box 1900</td>
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<thead>
<tr>
<th>9. AMOUNT OF AWARD</th>
<th>10. DATE OF AWARD</th>
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<tbody>
<tr>
<td>$ 376,434</td>
<td>06/02/2020</td>
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<table>
<thead>
<tr>
<th>11. SECOND YEAR'S BUDGET</th>
<th>12. SECOND YEAR'S BUDGET AMOUNT</th>
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<tbody>
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<tr>
<th>13. THIRD YEAR'S BUDGET PERIOD</th>
<th>14. THIRD YEAR'S BUDGET AMOUNT</th>
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<tr>
<th>15. SUMMARY DESCRIPTION OF PROJECT</th>
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<tr>
<td>The Coronavirus Emergency Supplemental Funding (CESF) Program allows States, U.S. Territories, the District of Columbia, units of local government, and federally recognized tribal governments to support a broad range of activities to prevent, prepare for, and respond to the coronavirus. Funded projects or initiatives may include, but are not limited to, overtime, equipment (including law enforcement and medical personal protective equipment), hiring, supplies (such as gloves, masks, sanitizer), training, travel expenses (particularly related to the distribution of resources to the most impacted areas), and addressing the medical needs of inmates in state, local, and tribal prisons, jails, and detention centers.</td>
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NCA/NCF
STAFF REPORT

Date: June 19, 2020

To: Mayor and City Council

Thru: Jason Soto, Chief of Police and Acting City Manager

Subject: B.3. Staff Report (For Possible Action): Presentation, discussion and potential direction to staff regarding the City Manager Recruitment Brochure and the City Manager recruitment and selection process time line.

From: Mark Gregersen, Director, Human Resources

Summary: The consulting firm of CPS HR Consulting (CPS) was retained to assist the City of Reno in the recruitment and selection of a new City Manager. Josh Jones, the CPS consultant assigned to the project, has prepared the attached recruitment brochure and project time line. The purpose of this agenda item is to review the recruitment brochure and time line with Council and receive any staff direction.

Previous Council Action:
April 22, 2020 - Council appointed Police Chief Jason Soto as the Acting City Manager.

April 8, 2020 - Council received a presentation regarding the process to appoint a City Manager in light of the COVID-19 pandemic. Council provided direction to return to Council with recommendations for an Acting City Manager.

March 4, 2020 - Council provided staff direction to conduct a full recruitment with CPS to assist the City in recruiting and selecting a new City Manager.

Background: The CPS consultant has collected information about the City of Reno, the candidate profile for Reno’s City Manager and produced a recruitment brochure (attached). The consultant also produced a time table for the recruitment (attached). The purpose of this item is for Council to review the recruitment and time line for the selection process.

Discussion: This is a presentation to review the recruitment brochure and time line, as prepared by CPS, with Council.

Financial Implications: The statement of work from CPS limits the total cost of the recruitment to $30,000.
Legal Implications: Legal review completed for compliance with City procedures and Nevada law.

Recommendation: Staff recommends discussion and potential direction from Council to move forward on the City Manager Recruitment Brochure and the City Manager recruitment and selection process time line.

Proposed Motion: I move to approve staff recommendation.

Attachments:

- Rev1 Reno CM (PDF)
- Reno CM Council Work Plan (PDF)
CITY MANAGER

“The Biggest Little City in the World”
THE COMMUNITY
The City of Reno, with a growing population of over 250,000, is the largest city in Northern Nevada and the third largest in the state. Since 2010, the City has grown 15% and the greater region is expected to approach 700,000 population by 2023. Located in Washoe County, Reno is the center of commerce and culture in Northern Nevada and is the well-known gateway to entertainment and outdoor recreation for all ages. The metropolitan area is nestled on the eastern slope of the Sierra Nevada Mountains at an elevation of 4,500 feet. Reno’s location provides a temperate climate year-round characterized by sunshine more than 80% of the year. The surrounding area provides unlimited indoor and outdoor recreational activities. Within a fifty-mile radius lie spectacular Lake Tahoe and the largest concentration of ski areas and ski facilities in the world. Biking, camping, hunting, fishing, and mountain climbing are all available within a thirty-minute drive. Reno’s appeal is not limited to recreational activities and entertainment. The highly rated educational system includes the University of Nevada, Reno with over 20,000 students who provide a positive ambiance to the community’s culture and diversity.
Reno hosts many conferences and special events throughout the year, including “Artown” (the largest single cultural event in America), the Reno Balloon Races, and the National Championship Air Races, among others. The City has invested a significant amount of funding in the downtown area to modernize and beautify the infrastructure and facilities. The region’s major industries include gaming, outdoor recreation, retail sales, technology, tourism, transportation, and warehousing. With an increasingly diversified economy, the region is strategically located among major transportation links. Good schools, an emerging world-renowned arts scene, a growing economy, and the enviable position of no corporate or personal income tax, add to the attractiveness and appeal of the community. For more information about Reno’s economy, visit: https://www.reno.gov/business/reno-s-economy.

CITY GOVERNMENT
The City of Reno has a council-manager form of government. The mayor is the chief elected official and formal representative of the City. City Council members are elected to staggered, four-year terms with five members elected by ward, and one elected at-large. The City Attorney is an elected representative as well. The City Manager is selected by the Council and is the administrative head of the City’s various departments. Reno is a full-service city with a total budget of just over $500 million and approximately 1,271 full-time equivalent employees. The City has nine bargaining units and three non-represented groups.

THE POSITION
The duties of the City Manager are to plan, direct, manage, and oversee the activities and operations of the City of Reno including community development, finance, fire, human resources, maintenance and engineering, parks and recreation, police and redevelopment programs; to represent the City to all departments and outside agencies and organizations; and to provide highly responsible and complex administrative support to the City Council. The City Manager plays a leading role in fostering healthy employee relations, including with the collective bargaining process and social justice initiatives. This is an exciting and challenging time for the next City Manager.

The City Manager’s complete duties as contained in the City Charter and Job Description can be found here: https://www.reno.gov/home/showdocument?id=53648 https://www.govtjobs.com/careers/reno/classprp?602271Keywords=city%20manager%20manager%20Manager%20job%20specifications

QUALIFICATIONS AND COMPENSATION
Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:
Seven years of increasingly responsible experience in government, including five years of administrative and supervisory responsibility.

Training:
Equivalent to a Bachelor’s degree from an accredited college or university with major course work in public administration, business administration or a related field. A Master’s degree is highly desirable and an ICMA-CM certification is preferred.

The salary for this position will be based on qualifications and experience and is subject to negotiation along with a complete benefits package that will include state PERS retirement or an alternative like ICAA-RC, health insurance, paid time off, and various allowances.

THE IDEAL CANDIDATE
The ideal candidate will be an independent leader with well-defined leadership qualities that people respect and trust. To succeed, the candidate should have the fortitude and resilience to weather the storms of public opinion and an political strife. Experience as a city/county manager in a sizeable community, reporting to an elected governing body is ideal. Other desired traits and approaches include:

• Show true listening skills by being aware and caring.
• Have loyalty, discretion, and creativity when dealing with sensitive issues.
• Help the City maintain focus and row in one direction in order to accomplish meaningful change and not lose momentum despite having various priorities.
• Be decisive in decision making. The successful candidate will be thoughtful and strategic, possessing an ability to see the bigger picture and make the hard decisions.
• Manage by walking around – be involved in and engaged with every department at all levels.
• Employ empathy and one-on-one relationship building in order to build bonds with the involved Council and dedicated staff.
• Knowledge of the local region and its demographic changes with respect to diversity and more would be helpful in earning the support of the community.
• The ideal candidate will enjoy an organization that is small enough to allow for getting to know individuals, but large enough to offer a diverse portfolio of work.

THE COMMUNITY
Creating a community that people are proud to call home.

Vision
We are a thriving urban center known for our world-class colleges, vibrant culture, diverse outdoor activities, and innovative industries.
The ideal candidate will have demonstrated experience in and look forward to working on the following challenges, opportunities, and strategic responsibilities:

- Growth management in a rapidly changing community is a critical issue. Working towards efficient permitting and building processes will be important to maximizing infill redevelopment opportunities.
- Funding for a major wastewater treatment plant expansion and stormwater infrastructure are needed to address both aging neighborhoods as well as demand in new neighborhoods. The integration of technology across the City’s infrastructure is also important as the City seeks to become more innovative like its tech-oriented business community.
- Fundraising needs for other major capital projects include a public safety center, the seismic retrofit of City Hall, and the rebuilding of a city pool.
- Meaningful progress should be made on the City’s sustainable climate action plan and the selected candidate needs to gain an understanding of the native environment with respect to flood and wildlife management.
- The selected candidate will work towards continuing to diversify the economy with an entrepreneurial spirit while honoring the community’s history and values. There is a significant opportunity to shape the community and reinvent Reno.
- Homelessness is a pressing issue and candidates should have plans in mind that have been proven to be successful and which can be executed in Reno.
- In anticipation of expected budget challenges due to the COVID-19 pandemic, strong financial skills will be essential for the candidate to have to be able to help navigate the City through this crisis.
- Preparing for and giving dedicated attention to social justice initiatives and other legislative/policy matters will be critical.
- Experience with labor unions and contract negotiations will be key to fostering a continued healthy relationship between management and labor.

APPLICATION PROCESS

To be considered for this challenging and rewarding career opportunity, please submit a detailed résumé, cover letter, and list of six work-related references (who will only be contacted with candidate consent at the end of the process) by Monday, July 20, 2020. Résumés should reflect years and months of all positions held, as well as the sizes of staff and budgets that you manage in your current role. Submit your materials to: https://executivesearch.cpshr.us/JobDetail?ID=1665

Finalists can expect to participate in a public selection process, but candidate consent will be obtained before proceeding to that phase of the recruitment. Please direct any questions to:

Josh Jones
CPS HR Consulting
Tel: (916) 471-3301
E-mail: jjones@cpshr.us

The City of Reno is an equal opportunity employer and values diversity at all levels of its workforce.
# City of Reno – City Manager
## Work Plan | Project Schedule

<table>
<thead>
<tr>
<th>ACTIVE RECRUITMENT</th>
<th>Task Type - Responsibility</th>
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<tbody>
<tr>
<td><strong>June 19</strong></td>
<td>Recruitment goes live and consultants follow up with targeted candidates who match the ideal profile. Candidates apply through the CPS HR website and consultants review applications and provide regular updates to the City.</td>
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<tr>
<th>SELECTION PROCESS</th>
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<tr>
<td><strong>July 20</strong></td>
<td>Screening Interviews: Consultants conduct comprehensive screening interviews with the most competitive candidates matching the ideal profile as described in the job announcement. Initial media checks are also conducted.</td>
</tr>
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<td><strong>Week of August 3rd</strong></td>
<td>Client Report Meeting: Staff reviews consultants’ recommendations regarding top candidates to determine semi-finalist candidates to be interviewed. Interview format and activities are also planned.</td>
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<tr>
<td><strong>Week of August 17th</strong></td>
<td>Semi-Finalist Interviews: Candidates are interviewed remotely by a staff panel. Consultants prepare all materials, coordinate candidate logistics, and assist with facilitation of the interviews. Staff recommends finalists for advancement.</td>
</tr>
<tr>
<td><strong>Week of August 31st</strong></td>
<td>Finalist Interviews: Candidates are interviewed by the Council in open session as well as one-on-one. Interviews to take place in-person if permissible. Consultants conduct reference/background checks on one or more finalists.</td>
</tr>
<tr>
<td><strong>September 1</strong></td>
<td>Candidate Start Date: Most candidates would need to provide a minimum of 30 days’ notice to their current employer.</td>
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Privileged Business License Summary

Date: June 19, 2020

To: Mayor and City Council

Thru: Jason Soto, Chief of Police and Acting City Manager

Subject: C.A.1. Dads, Annette M. Brown, 1790 Mill Street - Packaged Liquor (For Possible Action) (For Possible Action)

From: Michael Chaump, Business Relations Manager

*The Approval of Privileged Business Licenses* staff report can be found under agenda item B.1.

1. **Description of Business**
   This is an existing convenience store adding packaged liquor located on the southeast corner of Mill Street and Kietzke Lane.

2. **Business License Type**
   Packaged Liquor

3. **Ward**
   3

4. **Inspection Update**
   R151298Q-APP-2020
   - **Zoning**
     Passed/Approved (MU/MRC)
   - **Health Inspection**
     Passed
   - **Building**
     Not required
   - **Environmental Control**
     Passed
   - **Fire Inspection**
     Passed
   - **Police Inspection**
     Passed
   - **Police Verification**
     Not required

5. **Zoning Hours of Operation Allowed**
   24 hours

6. **Hours of Operation**
   Sunday through Saturday 05:00AM – 10:00PM
Privileged Business License Summary

Date:       June 19, 2020

To:         Mayor and City Council

Thru:       Jason Soto, Chief of Police and Acting City Manager

Subject:    C.B.1. Sartini Gaming, LLC., db at The Parlor, Sean T. Higgins, 7689 South Virginia Street, Suite U - 15 Slots (For Possible Action) (For Possible Action)

From:       Michael Chaump, Business Relations Manager

The Approval of Privileged Business Licenses staff report can be found under agenda item B.1.

1. Description of Business
   This is a new bar and grill adding 15 slot machines located in the Winners Crossing Shopping Center on the northeast corner of South Virginia Street and Longley Lane.

2. Business License Type
   15 - Slots

3. Ward
   2

4. Inspection Update
   R151345G-APP-2020
   i. Zoning
      Passed/Approved (MU/SVTC)
   ii. Health Inspection
       Not required
   iii. Building
       Not required
   iv. Environmental Control
       Not required
   v. Fire Inspection
       Not required
   vi. Police Inspection
       Not required
   vii. Police Verification
       Not required

5. Zoning Hours of Operation Allowed
   N/A

6. Hours of Operation
   N/A