



<b>Minnesota Department of Public Safety (“State”)</b> State Fire Marshal Division 445 Minnesota Street, Suite 145 St. Paul, Minnesota 55101	<b>Grant Program:</b> 2023-2024 (HMEP) Hazardous Materials Emergency Preparedness  <b>Grant Contract Agreement No.:</b> A-HMEP-2023/24-STPFIRE-013
<b>Grantee:</b> City of St. Paul / St. Paul Fire and Safety Administration 15 West Kellogg Boulevard Suite 700 St. Paul, MN 55101	<b>Grant Contract Agreement Term:</b>  <b>Effective Date:</b> 10/01/2024 <b>Expiration Date:</b> 09/30/2026
<b>Grantee’s Authorized Representative:</b> St Paul Fire Department/Suppression ATTN: Chief Barton Inks 645 Randolph Ave St. Paul, MN 55102 Phone: 651-224-7811 E-mail: Barton.Inks@ci.stpaul.mn.us	<b>Grant Contract Agreement Amount:</b> Original Agreement                      \$ 88,944.79 Matching Requirement                    \$ 18,459.16
<b>State’s Authorized Representative:</b> MN State Fire Marshal Division ATTN: Anne Olson 445 Minnesota Street, Suite 145 St. Paul, MN 55101 Phone: 651-201-7206 E-mail: anne.olson@state.mn.us	<b>Federal Funding:</b> CFDA/ALN: 20.703  <b>FAIN:</b> 693JK32240011HMEP  <b>State Funding:</b> None  <b>Special Conditions</b> None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

**Term:** Per Minn. Stat. §16B.98, Subd. 5, the Grantee must not begin work until this grant contract agreement is fully executed and the State’s Authorized Representative has notified the Grantee that work may commence. Per Minn. Stat. §16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee, will:  
Perform and accomplish such purposes and activities as specified herein and in the Grantee’s approved 2023-2024 (HMEP) Hazardous Materials Emergency Preparedness grant application (“Application”) which is incorporated by reference into this grant contract agreement and on file with the State at 445 Minnesota Street, Suite 145, St. Paul, MN 55101. The Grantee shall also comply with all requirements referenced in the 2023-2024 (HMEP) Hazardous Materials Emergency Preparedness grant Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

**Budget Revisions:** The breakdown of costs of the Grantee’s Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee’s Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.



**Matching Requirements:** (If applicable.) As stated in the Grantee’s Application, the Grantee certifies that the matching requirement will be met by the Grantee.

**Payment:** As stated in the Grantee’s Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

**Certification Regarding Lobbying:** (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

**1. ENCUMBRANCE VERIFICATION**

*Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15.*

Signed: Aaron Garcia Digitally signed by Aaron Garcia  
Date: 2026.05.01 08:38:23 -05'00'  
Date: \_\_\_\_\_

**3. STATE AGENCY**

Signed: Tate A Mills Digitally signed by Tate A Mills  
Date: 2026.04.28 13:41:54 -05'00'  
(with delegated authority)  
Title: Chief Deputy State Fire Marshal  
Date: 04/28/2026

Grant Contract Agreement No. A-HMEP-2023/24-STPFIRE-013 / P.O. No. 3000111547

Project No: N/A

**2. GRANTEE**

*The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.*

Signed: Gregory J. Duren  
Print Name: Gregory Duren  
Title: Interim Fire Chief  
Date: 04/27/2026

Signed: Erica Schumacher Digitally signed by Erica Schumacher (Apr 28, 2026 00:25:14 CDT)  
Printed Name: Erica Schumacher  
Title: First Assistant Mayor  
Date: 04/28/2026

Signed: Libby Kantner  
Print Name: Libby Kantner  
Title: City Attorney  
Date: 04/27/2026

Signed: Joe Harney Digitally signed by Joe Harney (Apr 27, 2026 14:09:01 CDT)  
Print Name: Joe Harney  
Title: Director of Financial Services  
Date: 04/27/2026

Distribution: DPS/FAS  
Grantee  
State’s Authorized Representative

2023-2024 (HMEP) Hazardous Materials Emergency Preparedness

Organization:  
St Paul Fire and Safety Administration

Budget Summary (Report)

EXHIBIT A  
A-HMEP-2023/24-STPFIRE-013

<b>Conference / Event: Hazardous Materials Instructors Conference</b>		
<b>Budget Category</b>	<b>Award</b>	<b>Match</b>
(PLNG) Registration Fees		
Registration fees for 4 SPFD members to attend HMIC	\$2,116.00	\$423.20
<b>Total</b>	<b>\$2,116.00</b>	<b>\$423.20</b>
(PLNG) Travel (Lodging & Per Diem)		
Cost of travel and lodging for HMIC	\$6,704.00	\$1,340.00
<b>Total</b>	<b>\$6,704.00</b>	<b>\$1,340.00</b>
(PLNG) Personnel		
Transportation costs for 4 SPFD members while at HMIC	\$420.00	\$105.00
<b>Total</b>	<b>\$420.00</b>	<b>\$105.00</b>
<b>Total</b>	<b>\$9,240.00</b>	<b>\$1,868.20</b>
<b>Conference / Event: IAFC International Hazmat Conference</b>		
<b>Budget Category</b>	<b>Award</b>	<b>Match</b>
(PLNG) Registration Fees		
Registration fees for 6 SPFD members to attend IAFC	\$3,150.00	\$630.00
<b>Total</b>	<b>\$3,150.00</b>	<b>\$630.00</b>
(PLNG) Travel (Lodging & Per Diem)		
Cost of travel and lodging for IAFC Conference	\$8,765.94	\$1,753.19
<b>Total</b>	<b>\$8,765.94</b>	<b>\$1,753.19</b>
(PLNG) Personnel		
Transportation costs for 6 SPFD members while at IAFC	\$504.00	\$100.80
<b>Total</b>	<b>\$504.00</b>	<b>\$100.80</b>
<b>Total</b>	<b>\$12,419.94</b>	<b>\$2,483.99</b>
<b>Conference / Event: Cold Zone Conference</b>		
<b>Budget Category</b>	<b>Award</b>	<b>Match</b>
(PLNG) Registration Fees		
Registration fees for 20 SPFD members to attend Cold Zone	\$13,000.00	\$3,250.00
<b>Total</b>	<b>\$13,000.00</b>	<b>\$3,250.00</b>
<b>Total</b>	<b>\$13,000.00</b>	<b>\$3,250.00</b>

- Continued on Page 2 -

2023-2024 (HMEP) Hazardous Materials Emergency Preparedness

Organization:  
St Paul Fire and Safety Administration

Budget Summary (Report)

EXHIBIT A  
A-HMEP-2023/24-STPFIRE-013

<b>Training: E.R.D.S.S / PeacWMD Class</b>		
<b>Budget Category</b>	<b>Award</b>	<b>Match</b>
(TRNG) Instructor Costs		
Costs of E.R.D.S.S./PeacWMD In-Person Training	\$11,439.00	\$2,287.80
<b>Total</b>	\$11,439.00	\$2,287.80
(TRNG) Travel (Lodging & Per Diem)		
Costs of travel for Instructors	\$1,055.95	\$211.19
<b>Total</b>	\$1,055.95	\$211.19
<b>Total</b>	\$12,494.95	\$2,498.99
<b>Training: Hazard 3 In-Person Battery Class</b>		
<b>Budget Category</b>	<b>Award</b>	<b>Match</b>
(TRNG) Instructor Costs		
Costs for Hazard3 In-Person Training	\$11,439.00	\$2,287.80
<b>Total</b>	\$11,439.00	\$2,287.80
(TRNG) Travel (Lodging & Per Diem)		
Costs of travel for Instructor	\$1,055.95	\$211.19
<b>Total</b>	\$1,055.95	\$211.19
<b>Total</b>	\$12,494.95	\$2,498.99
<b>Training: THMG In-Person Response to Oxidizers and Peroxides</b>		
<b>Budget Category</b>	<b>Award</b>	<b>Match</b>
(TRNG) Instructor Costs		
Costs for THMG In-Person Training	\$11,439.00	\$2,287.80
<b>Total</b>	\$11,439.00	\$2,287.80
(TRNG) Travel (Lodging & Per Diem)		
Costs of travel and lodging for instructors	\$1,055.95	\$211.19
<b>Total</b>	\$1,055.95	\$211.19
<b>Total</b>	\$12,494.95	\$2,498.99

- Continued on Page 3 -

2023-2024 (HMEP) Hazardous Materials Emergency Preparedness

Organization:  
St Paul Fire and Safety Administration

Budget Summary (Report)

EXHIBIT A  
A-HMEP-2023/24-STPFIRE-013

<b>Training: Hazmat Tech Class</b>		
<b>Budget Category</b>	<b>Award</b>	<b>Match</b>
(TRNG) Instructor Costs		
Costs for Hazmat Technician Class	\$10,500.00	\$2,100.00
<b>Total</b>	<b>\$10,500.00</b>	<b>\$2,100.00</b>
<b>Total</b>	<b>\$10,500.00</b>	<b>\$2,100.00</b>
<b>Exercise / Drill: Joint Training 55th CST, State Fire Marshall, FBI</b>		
<b>Budget Category</b>	<b>Award</b>	<b>Match</b>
(TRNG) Equipment, Supplies & Materials		
Costs of set-up and equipment for the scenario	\$6,300.00	\$1,260.00
<b>Total</b>	<b>\$6,300.00</b>	<b>\$1,260.00</b>
<b>Total</b>	<b>\$6,300.00</b>	<b>\$1,260.00</b>
<b>Total</b>	<b>\$88,944.79</b>	<b>\$18,459.16</b>











# Minnesota Department of Public Safety - HMEP Grant


Final Audit Report

2026-04-28


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-  Document created by Jill LaCasse (jill.lacasse@ci.stpaul.mn.us)  
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 Agreement completed.

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