

# MESQUITE

T E X A S  
Real. Texas. Flavor.

**Stan Pickett**  
Mayor

**Jeff Casper**  
Mayor Pro Tem

**Daniel Aleman, Jr.**  
Deputy Mayor Pro Tem

**Robert Miklos**  
Councilmember

**Bruce Archer**  
Councilmember

**Greg Noschese**  
Councilmember

**Tandy Boroughs**  
Councilmember

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**Cliff Keheley**  
City Manager

March 14, 2018

To Whom It May Concern,

The City of Mesquite appoints the following internal staff to fill the grant administration positions in the federal eGrants portals Homeland Security Grant Program:

As Mayor of Mesquite, Stan Pickett, I will retain signature authority for grant acceptance, changes and termination of funding.

Cindy Carlo, Emergency Management Coordinator, will be designated as the "Authorized Official" by the Mayor to receive all grant correspondence from the State Administrative Agency including quarterly reports, project updates, information bulletins and the other administrative paperwork.

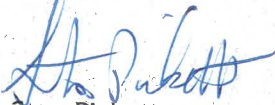
Kevin Dodge, Senior Emergency Management Specialist, will be the designated "Project Director" for the grant and responsible for all day-to-day grant operations. Kevin will be responsible for all programmatic reporting, grant maintenance and ensuring purchasing procedures align with audit compliance.

Debbie Mol, Director of Finance, will be the designated "Financial Officer" for the grant and responsible for maintenance of all financial records related to the grant funding. She will be responsible for requesting funds and the completion of required financial reporting quarterly in the grant management system.

Ben Stevenson, Senior Accountant, will be the designated "Grant Writer" with view only access to grant information.

If you have any questions, please contact me at 972-216-6400.

Sincerely,



Stan Pickett  
Mayor

cc: Cliff Keheley, City Manager  
Mark Kerby, Fire Chief