



MEMORANDUM

TO: Mayor and Members of the City Council

FROM: Rich Olson, City Manager

DATE: November 22, 2017

REF: Consideration ~ Authorization to Accept 2017 COPS Hiring Program (CHP) Grant

BACKGROUND:

Pursuant to City Council approval in June 2017, the Elizabeth City Police Department submitted an application to the COPS (Community Policing Oriented Services) Office for the purpose of funding one additional sworn police officer position.

This FY 2017 Cops Hiring Program (CHP) grant by the COPS Office, which is division of the Department of Justice, was a competitive, open solicitation to fund 75 percent of a police officer's salary and fringe benefits for a period of thirty-six months. The City of Elizabeth City is responsible for funding the remaining 25 percent and the police officer position has to be in addition to currently approved positions in the FY 17-18 budget. This extra position must be retained for a period of twelve months following the completion of grant funding. Total grant funding for the thirty-six month period cannot exceed \$125,000 per police officer position.

On November 20, 2017, the Elizabeth City Police Department was notified that one additional sworn police officer position had been approved, which would thereby increase the number of sworn Elizabeth City Police Officers from 63 to 64.

ANALYSIS:

Eligible applicants to receive funding through the COPS Office include all local, state, and tribal law enforcement agencies that have primary law enforcement authority. In keeping with the COPS Office guidelines, additional sworn police officer positions received through COPS CHP must promote public safety through community policing by addressing the Department of Justice's goal of assisting state, local, and tribal efforts in preventing crime and reducing violence.

In applying for the COPS 2017 grant, the Elizabeth City Police Department selected focus areas for improvement. Specifically, the additional police officer position will supplement the Department's existing Community Policing Unit, with the additional position being used to assist in overseeing community activities that build trust and increase rapport, as well as work in conjunction with the Administration and Support Services Division to enhance the overall efficient and effective operations of the Department.

According to the notification letter dated November 20, 2017, the estimated amount of federal funds awarded to the Elizabeth City Police Department over a three year grant period is \$121,881. The local cash match is estimated to be \$13,542.33 per year, for an estimated total of \$40,627 over the three year grant period.

In addition and as part of COPS guidelines, grantees must retain all sworn police officer positions awarded under the 2017 CHP grant for a minimum of 12 months following the 36-month federal funding period. The retained CHP-funding position should be allowed to the department's budget with state and/or local funds, over and above the number of locally-funded positions that would have existed in the absence of the grant. In its 2017 CHP grant application, the Elizabeth City Police Department was required to affirm it plans to retain the additional officer position awarded following the expiration of the grant, and that it identified the planned sources of retention funding.

FINANCIAL:

The Finance Committee discussed this matter during their November 22, 2017 meeting. Upon motion made by Councilman Donnelly, seconded by Councilman Horton, the Committee unanimously recommended approval by the City Council.

STAFF RECOMMENDATION:

By motion, approve the Elizabeth City Police Department's acceptance of the FY 2017 COPS Hiring Program Grant in the estimated amount of \$121,881, with a \$40,627 cash match by the City of Elizabeth City over a three year period; and further adopt the attached budget ordinance amendment to record receipt of the grant in the current fiscal year and appropriate the matching funds required of \$13,542.33.



BUDGET AMENDMENT

BE IT ORDAINED by the City Council of the City of Elizabeth City that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2018:

SECTION I. That the COPS Grant Revenue (103490.5102) be increased by \$40,627, the General Fund Balance Appropriated (103990.0000) be increased by \$13,542.33, and the Police COPS Grant (105100.0201) be increased by \$54,170.

(To record COPS Grant.)

This amendment will decrease fund balance by \$13,542.33.

ADOPTED, this 27th day of November 2017.

Joseph W. Peel
Mayor

Attest:

April D. Onley
Interim City Clerk