



# MEMORANDUM

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**TO:** Members of the Finance Committee

**FROM:** Rich Olson, City Manager  
Eddie Buffaloe, Chief of Police

**DATE:** January 5, 2016

**RE:** Consideration – Authorization to Submit Application of FY 16-17  
Governor's Crime Commission Local Law Enforcement Block Grant

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***BACKGROUND:***

The Elizabeth City Police Department is currently seeking grant opportunities to enhance its equipment program and increase the overall efficiency and effectiveness of the Department. The North Carolina Governor's Crime Commission (GCC) is offering up to \$24,500 in grant funding through the Local Law Enforcement Block Grant program to be used for the purchase of law enforcement audio and video recording equipment. The GCC began accepting grant applications for their FY 16-17 cycle beginning January 1, 2016. Under the guidelines for the Local Law Enforcement Block Grant (FY 16-17), no matching funds are required by the City. The Elizabeth City Police Department would like to equip their interview/interrogation room with this up-to-date equipment as it will be beneficial for the overall operations of the Department, which includes recording victim/witness/offender testimony for the purpose of courtroom testimony and aiding the prosecution in criminal cases.

***ANALYSIS:***

The North Carolina Governor's Crime Commission, through its Local Law Enforcement Block Grant, is offering individual law enforcement agencies a maximum of \$24,500 in grant funding with there being no required match on the part of the local agency. This grant will enhance the Elizabeth City Police Department with much needed equipment in order to provide a more efficient way of recording interviews. The current system being utilized by the department is outdated and needs replacing. It is the Elizabeth City Police Department's desire to change the audio video recording equipment to an updated recording equipment system. The cost of the upgrade is \$3,550 for the

audio/video recording equipment and \$2,500 for the acoustical padding to soundproof the interview/interrogation room.

The grand total for this grant submission is estimated to be \$6,050. There is a \$24,500 cap per local agency. For this particular grant, there is no budget impact during FY 15-16. Award announcements for this particular grant are not expected until August 2016. If awarded, there is no budget impact expected for the upcoming 16-17 budget.

***STAFF RECOMMENDATION:***

By motion, recommend that the City Council authorize submission of a preliminary grant application to the Governor's Crime Commission for the purchase of up-to-date audio and video recording equipment to be used by the Criminal Investigations Division.