

RESOLUTION NO. 09-215

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AUTHORIZING THE KEY WEST POLICE DEPARTMENT TO ACCEPT GRANT AWARD NO. 2009RKWX0234 IN THE AMOUNT OF \$812,704.00 THROUGH THE COMMUNITY ORIENTED POLICING SERVICE HIRING RECOVERY PROGRAM; PROVIDING FOR AN EFFECTIVE DATE

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AS FOLLOWS:

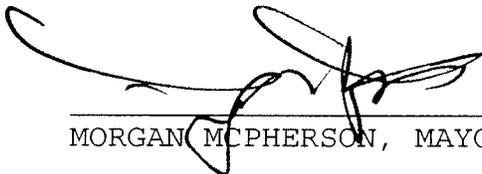
Section 1: That the Key West Police Department via direction to the City Manager is authorized to accept grant award NO. 2009RKWX0234 in the amount of \$812,704.00.

Section 2: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by the signature of the presiding officer and the Clerk of the Commission.

Passed and adopted by the City Commission at a meeting held this 1st day of September, 2009.

Authenticated by the presiding officer and Clerk of the Commission on September 2, 2009.

Filed with the Clerk September 2, 2009.


MORGAN MCPHERSON, MAYOR

ATTEST:


CHERYL SMITH, CITY CLERK

Donald J. Lee, Jr.

Chief of Police



Key West

POLICE DEPARTMENT

TO: Mr. Jim Scholl, City Manager

FROM: Donald J. Lee Jr., Chief of Police

A handwritten signature in black ink, appearing to be "DLJ", written over the printed name of Donald J. Lee Jr.

DATE: August 10, 2009

RE: Acceptance of COPS Hiring Recovery Program Grant Award # 2009RKWX0234

ACTION STATEMENT: On April 7, 2009, the Key West Police Department filed an application for a U.S. Department of Justice, Office of Community Oriented Policing Services (COPS) Hiring Recovery Program grant. The application was a request for full federal funding for salaries and benefits to cover the hiring of four police officers for a period of three years. The application was submitted and the grant was awarded to us on July 28, 2009. The total amount of the award is \$812,704. The Key West Police Department requests approval to accept this award and hire four police officers after the first of October. The funds are restricted to the grant application, which was the hiring of police officers to address quality of life issues throughout the city with specific attention to public recreational areas.

BACKGROUND:

Previous City Actions: On April 7, 2009, the City Commission authorized the Key West Police Department to apply for this and other American Recovery and Reinvestment Act grants by resolution, number 09-085. Out of 7,300 competitive applications submitted nationally, the Key West Police Department was among the 1,046 selected to receive this award. The Key West Police Department has undergone a reduction in police officer positions over the last three years and due to the current fiscal climate an additional position is being eliminated in the 2009-2010 budget. The grant application specifically addressed denial of use of our recreational areas to our residents and visitors through the presence of undesirable elements and their sometimes unlawful actions. The current economic recession has contributed to an increase in crime. By hiring four police officers to patrol our public recreational areas, the Key West Police Department can assess and help alleviate the current problems in our parks and beaches that can not be done satisfactorily with our current staffing and routine patrol.

Donald J. Lee, Jr.

Chief of Police



Key West

POLICE DEPARTMENT

OPTIONS / ADVANTAGES / DISADVANTAGES:

Option 1: To approve acceptance of this grant and the hiring of four police officers. This grant will improve the quality of life for our residents and visitors and enhance our crime fighting ability.

Financial Impact:

The grant has been awarded and there is no matching either financial or in-kind required for three years. The grant does require retention of the four hired officers for a minimum of one year after the funding expires.

Option 2: Not to accept these funds already awarded through this grant. This option is not the staff preferred option nor in the best interest of the city, the police department, or the general public's safety. Due to the current fiscal climate, this upcoming fiscal year's budget can not support an increase in police officer positions and has in fact eliminated one currently budgeted officer position. By not accepting this grant there could be a negative effect on the Key West Police Department's abilities to provide services and provide for public safety.

RECOMMENDATION:

It is in the best interest of the City of Key West to approve acceptance of this grant, authorize the hiring of four police officers after October 1, 2009.



U.S. Department of Justice
Office of Community Oriented Policing Services (COPS)

Office of the Director
1100 Vermont Avenue, N.W.
Washington, DC 20530

July 28, 2009

Chief Donald Lee
Key West Police Department
P.O. Box 1409
1604 N. Roosevelt Blvd.
Key West, FL 33040

Re: COPS Hiring Recovery Program Grant # 2009RKWX0234
ORI#: FL04401

Dear Chief Lee:

Once again, I would like to congratulate you on receiving a COPS Hiring Recovery Program (CHRP) award. Your award is for 4 officer positions and \$812,704 in federal funds over a three-year grant period. Your agency may now begin hiring or rehiring officers to fill CHRP grant-funded positions.

Enclosed in this package is your grant award. **The Award Document must be signed and returned to the COPS Office within 90 days to officially accept your grant.** The Frequently Asked Questions (FAQ) document included in this package should be helpful in answering any questions you may have about accepting your award, or requesting additional time to do so. Beginning on the reverse side of your Award Document, you will find a total of three pages of CHRP Grant Terms and Conditions. You should read and familiarize yourself with all 16 terms and conditions that apply to your CHRP award.

A supplemental online award package for CHRP grantees can be found at <http://www.cops.usdoj.gov/Default.asp?Item=2271>. We strongly encourage you to visit this site immediately to access a variety of important and helpful documents associated with your award, including the CHRP Grant Owner's Manual, which specifies the terms, conditions, and requirements of your grant. Also, within a few weeks you should receive an important package from the Office of the Chief Financial Officer, Office of Justice Programs, which will contain the forms and instructions necessary to begin drawing down funds for your grant.

As mentioned at the time of announcement, each CHRP application was subject to a thorough review, and some of your application information may have been updated or corrected from the original version submitted to COPS. If you have not yet done so, please access your application at <http://www.cops.usdoj.gov/Default.asp?Item=464>, and print and maintain a final copy for your records (if you are unable to print a copy of your application, please contact the COPS Office at 800.421.6770).

The Financial Clearance Memorandum (FCM) and Final Funding Memorandum (FFM) included in this package reflect allowable costs and amounts under your award. The FCM specifies the amount of COPS Hiring Recovery Program funds awarded to your agency for officer salaries and

approved benefits, while the FFM contains the final officer salary and fringe benefit categories and amounts for which your agency was approved. Please review both documents carefully, as your agency may only be reimbursed for the amounts and approved cost categories indicated.

As a reminder, under CHRP all positions awarded (or an equal number of veteran officers) must initiate or enhance community policing in accordance with the community policing plan as described within Section 5 of your application. If for any reason your agency finds that your community policing plans have significantly changed from those outlined in your application (e.g., because you received fewer officers than originally requested and thus must alter the scope of your community policing plans), please revise the plan accordingly and submit it to the COPS Office for review and approval. You should also contact the COPS Office if, for any reason, you need to modify your grant award. This includes any reallocation of your awarded positions across the three primary hiring categories (i.e., new hires, rehires of officers laid off pre-application, and rehires of officers laid off or scheduled to be laid off post-application).

As explained at the time of grant application, there are significant reporting requirements on the use of CHRP funds. In addition to quarterly financial and programmatic progress reports submitted to the COPS Office, CHRP grantees are also required to submit quarterly Recovery Act reports within 10 days after the end of each calendar quarter to www.FederalReporting.gov. These Recovery Act reports will be made available to the public on www.Recovery.gov. All grantees must be registered as authorized users prior to submitting reports to www.FederalReporting.gov. The registration function on www.FederalReporting.gov will be available no later than August 26, 2009. Please note that registration with this website also requires users to be registered with the Central Contractor Registration (CCR) and have a Dun & Bradstreet Data Universal Numbering System (DUNS) number. Registering with CCR and obtaining a DUNS number take additional processing time, so your agency should take immediate steps to meet these requirements in advance of registration with www.FederalReporting.gov. For additional information on CCR and DUNS, please refer to the CHRP Grant Owner's Manual at <http://www.cops.usdoj.gov/Default.asp?Item=2270>.

Finally, please remember that grantees must retain all sworn officer positions awarded under the CHRP grant for a minimum of 12 months following the 36-month federal funding period. The retained CHRP-funded position(s) should be added to your law enforcement 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 your CHRP grant application, your agency was required to affirm that it plans to retain the additional officer positions awarded following the expiration of the grant, and to identify the planned sources of retention funding. If, during the life of the grant, you have questions regarding the retention requirement or your retention funding sources, please contact the COPS Office for assistance.

Once again, congratulations on your CHRP award. If you have any questions about your grant, please do not hesitate to call the COPS Office Response Center at 800.421.6770.

Sincerely,



David M. Buchanan
Acting Director



U. S. Department of Justice
Community Oriented Policing Services



Grants Administration Division
COPS Hiring Recovery Program

1100 Vermont Avenue, NW
Washington, DC 20530

Memorandum

To: Chief Donald J. Lee
Key West Police Department

From: Andrew A. Dorr, Assistant Director for Grants Administration

Re: COPS Hiring Recovery Program Financial Clearance Memo

OJP Vendor #: 596000346 **ORI #:** FL04401 **DUNS #:** 103410887 **Grant #:** 2009RKWX0234

Total Number of Full Time Officers Funded 4 Costs Per Officer: \$203,176.00 Total Cost: \$812,704.00

New Hires: 4

Rehires- Pre-Application Layoffs: 0

Rehires- Post-Application Layoffs: 0

Budget Category	Proposed Budget	Approved Budget	Adjustments	Disallowed/Adjusted - Reasons/Comments
Full Time Officer Salary	\$275,276.00	\$275,276.00	\$0.00	
Full Time Officer Fringe Benefits	\$537,428.00	\$537,428.00	\$0.00	
Officer Salary and Fringe Benefits for Three Years	\$812,704.00	\$812,704.00	\$0.00	
Total CHRP Funding for 4 Officers	\$812,704.00	\$812,704.00	\$0.00	

Total CHRP Funding for 4 Officers	Federal Share: \$812,704.00
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Cleared Date: 6/29/2009

Overall Comments:

A financial analysis of budgeted costs has been completed, and this Financial Clearance Memorandum reflects the amount of COPS Hiring Recovery Program funds awarded to your agency for officer salaries and approved benefits. Please note that the salary and benefit costs requested in your original application may have been updated or corrected from the original version submitted to COPS. You should carefully review your Final Funding Memo (FFM), which is enclosed in your award package. The FFM contains the final officer salary and fringe benefit categories and amounts for which your agency was approved. You will note that some costs may have been adjusted or removed. Your agency may only be reimbursed for the approved cost categories that are documented within the FFM, up to the amounts specified in this Financial Clearance Memorandum.