

**CITY OF WASILLA  
 ORDINANCE SERIAL NO. 11-38**

**AN ORDINANCE OF THE WASILLA CITY COUNCIL ACCEPTING A THREE YEAR GRANT FROM THE DEPARTMENT OF JUSTICE, OFFICE OF COMMUNITY ORIENTED POLICING SERVICES, 2011 COPS HIRING GRANT, IN THE AMOUNT OF \$315,384; AMENDING THE FY2012 WASILLA POLICE DEPARTMENT PATROL BUDGET BY APPROPRIATING \$101,033 OF SAID MONIES; AND DESIGNATING SAID FUNDS FOR THE PURPOSE OF HIRING ONE ADDITIONAL POLICE OFFICER.**

---

**Section 1. Classification.** This is a non-code ordinance.

**Section 2. Purpose.** To amend the FY2012 Wasilla Police Department Patrol budget by accepting and appropriating funds from the Department of Justice, Office of Community Oriented Policing Services (COPS), 2011 COPS Hiring Grant. This is a three year grant, totaling \$315,384, which will be used for the purpose of hiring one (1) additional police officer. The total appropriation by year will be as follows:

- Year 1           \$101,033
- Year 2           \$105,061
- Year 3           \$109,290

**Section 3. Appropriation.** The funds are appropriated to the following:

001-4230-420.10-10	Personnel Service/Regular	\$ 61,009
001-4230-420.20-10	Personnel Svc-Benefit/Group Insurance	\$ 20,496
001-4230-420.20-20	Personnel Svc-Benefit/FICA	\$ 836
001-4230-420.20-30	Personnel Svc-Benefit/PERS	\$ 12,684
001-4230-420.20-40	Personnel Svc-Benefit/SBS	\$ 3,534
001-4230-420.20-50	Personnel Svc-Benefit/Unemployment	\$ 675
001-4230-420.20-60	Personnel Svc-Benefit/Workers' Comp	\$ 1,799
	Total:	\$101,033

**Section 4. Source of Funds.**

001-4200-331.11-25	DOJ-DOJ COPS Grant	\$101,033
--------------------	--------------------	-----------

**Section 5. Effective date.** This ordinance shall take effect upon adoption by the Wasilla City Council.

ADOPTED by the Wasilla City Council on November 14, 2011.

  
VERNE E. RUPRIGHT, Mayor

ATTEST:

  
KRISTIE SMITHERS, MMC, City Clerk

[SEAL]

VOTE: Harris, Katkus, Menard, Sullivan-Leonard and Woodruff in favor. Holler absent.



**CITY OF WASILLA  
LEGISLATION STAFF REPORT**

**Ordinance Serial No. 11-38: ACCEPTING A THREE YEAR GRANT FROM THE DEPARTMENT OF JUSTICE, OFFICE OF COMMUNITY ORIENTED POLICING SERVICES, 2011 COPS HIRING GRANT, IN THE AMOUNT OF \$315,384; AMENDING THE FY2012 WASILLA POLICE DEPARTMENT PATROL BUDGET BY APPROPRIATING \$101,033 OF SAID MONIES; AND DESIGNATING SAID FUNDS FOR THE PURPOSE OF HIRING ONE ADDITIONAL POLICE OFFICER.**

**Agenda of:** October 24, 2011  
**Originator:** Chief of Police

**Date:** October 11, 2011

Route to:	Department	Signature/Date
X	Finance Director	<i>[Signature]</i> 10/12/11
X	Police Chief	<i>Gene Belden</i>
X	Interim Deputy Administrator	<i>[Signature]</i> 10/12/11
X	City Clerk	<i>[Signature]</i>

**REVIEWED BY MAYOR VERNE E. RUPRIGHT:** *[Signature]*

**FISCAL IMPACT:**  yes\$ or  no      Funds Available  yes  no

**Account name/number:** Various 001-4230-420.10-xx & 20-xx      \$101,033

**Attachments:** U.S. Department of Justice Letter Dated September 28, 2011, 2pgs

**SUMMARY STATEMENT:**

The Wasilla Police Department applied for a COPS Hiring Program Grant. This grant is awarded for 3-years totaling \$315,384 for a first level Police Officer. The grant is for three years:

FY2012 \$101,033, FY2013 \$105,061, and FY2014 \$109,290

FY2013 and FY2014 will be budgeted as part of the City of Wasilla's normal budgeting process.

After the third year, the Police Department must keep the officer employed for one additional year. The position would be used in pro active and community policing. The position allows the Police Department to staff minimum officers per each shift saving in overtime.

**STAFF RECOMMENDATION:** Approve the adoption of Ordinance Serial No. 11-38.

Gene Belden

---

From: CHP [CHP@usdoj.gov]  
Sent: Wednesday, September 28, 2011 10:10 AM  
To: Gene Belden  
Subject: 2011 COPS Hiring Program Announcement

Follow Up Flag: Follow up  
Flag Status: Flagged



U.S. DEPARTMENT OF JUSTICE  
OFFICE OF COMMUNITY ORIENTED POLICING SERVICES  
145 N Street, NE, Washington, D.C. 20530

**COPS**

September 28, 2011

Chief of Police Gene Belden  
Wasilla, City of  
1800 East Parks Highway  
Wasilla, AK 99654

Re: COPS Hiring Program Grant #2011UMWX0004  
ORI#: AK00156

Dear Chief of Police Belden:

Congratulations! On behalf of Attorney General Eric Holder, I am pleased to inform you that the COPS Office has approved your agency for 1 officer position(s) under the 2011 COPS Hiring Program (CHP). The *estimated* amount of federal funds to be awarded to your jurisdiction over the three-year grant period is \$315,384.00. Your agency may use CHP grant funding to hire or rehire officers on or after the official grant award start date.

Within the next few weeks, we will send your agency an award package containing your official award document, a Financial Clearance Memorandum (FCM), and a Final Funding Memorandum (FFM). **To accept the grant, you must sign the award document and any applicable special conditions, and return all pages to the COPS Office within 90 days of the date on the letter accompanying the award package. The package will include detailed instructions for returning the signed award document by e-mail, fax or standard mail.**

The CHP grant award start date is September 1, 2011. Therefore, your agency can be reimbursed for expenditures made on or after this date. Please be advised that some of your requested items may not have been approved by the COPS Office during the budget review process. When you receive your award package, please carefully review your FCM to determine your approved budget, as grant funds may only be used for approved items. The FCM will specify the final award amount, and will also identify any disallowed costs. Also, a supplemental online award package for 2011 CHP grantees can be found at <http://cops.usdoj.gov/Default.asp?Item=2367>. We strongly encourage you to visit this site immediately to access a variety of important and helpful documents that will assist you with the implementation of your grant, including the 2011 CHP Grant Owner's Manual, which specifies the programmatic and financial terms, conditions, and requirements of your grant. A Frequently Asked Questions (FAQ) document can also be found at this website, which will assist you with many questions you may have about your new CHP award.

Please be aware that each 2011 CHP application was subject to a thorough review, and your agency may have been contacted to provide updated information from the original version submitted to COPS. Therefore, we strongly

encourage you to access your application at <https://www.cops.usdoj.gov>, 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. Please pay special attention to Section 14, which contains the final salary and fringe benefit amounts and categories for which your agency was approved. Your agency may be reimbursed only from within the cost categories that are documented within Section 14 of this final application. Similar information regarding your approved salary and benefits amounts will also be located on the FCM and FFM, which will be included in your award package.

As a reminder, all positions awarded under CHP (or an equal number of veteran officers) must initiate or enhance community policing in accordance with the community policing plan as described within Section 6 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. Similarly, you should also contact the COPS Office if, for any reason, you need to reallocate 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 part of the 2011 COPS Hiring Program, your agency will be required to submit quarterly Federal Financial Reports (SF-425) as well as quarterly program progress reports. CHP grantees should be prepared to track and report CHP funding separately from other funding sources (including other COPS and federal grants) to ensure accurate financial and programmatic reporting on a timely basis. Your agency should ensure that you have financial internal controls in place to monitor the use of CHP funding and ensure that its use is consistent with the grant terms and conditions.

Also, please remember that grantees must retain all sworn officer positions awarded under the 2011 CHP grant for a minimum of 12 months following the 36-month federal funding period. The retained CHP-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 2011 CHP 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.

We look forward to working with your agency in a productive partnership to further your community policing efforts. If you have any questions about your grant, please do not hesitate to call your Grant Program Specialist through the COPS Office Response Center at 1.800.421.6770.

Sincerely,



Bernard K. Melekian  
Director