Public Safety Committee Agenda

Councilmembers: Les Thomas · Jamie Danielson · Ron Harmon, Chair

August 11, 2009
5:00 p.m.

Item	Description	Action	Speaker	Time	Page
1.	Approval of Minutes dated 07/14/09	**YES**		1	1
2.	U.S. Department of Justice grant award - ACCEPT and Establish the budget	**YES**	Steve Strachan	5	3
3.	FY 2009 Recovery Act: Edward Byrne Memorial grant award – ACCEPT and Establish the budget	**YES**	Steve Strachan	5	7
4.	National Night Out After Action Report – INFO ONLY	**NO**	Steve Strachan	5	17
5.	Vehicle Impoundment – INFO ONLY	**NO**	Steve Strachan	5	19
6.	Back to School- Walking and Traffic Safety- INFO ONLY	**NO**	Steve Strachan	5	21

Unless otherwise noted, the Public Safety Committee meets at 5:00 p.m. on the 2nd Tuesday of each month.
Council Chambers East, Kent City Hall, 220 4th Avenue South, Kent, 98032-5895.
For information please contact Police Administration at (253) 856-5890.

Any person requiring a disability accommodation should contact the City Clerk's Office at (253) 856-5725 in advance.

For TDD relay service call the Washington Telecommunications Relay Service at 1-800-833-6388.

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CITY OF KENT
PUBLIC SAFETY COMMITTEE MEETING MINUTES
July 14, 2009

COMMITTEE MEMBERS: Les Thomas, Jamie Danielson, and Ron Harmon, Chair

- The meeting was called to order by Chair Ron Harmon at 5:04 PM.
- Elizabeth Albertson attended the meeting for the excused absence of Les Thomas.
- Chair noted that three items would be added to the agenda.

1. **Approval of Minutes**
   J. Danielson moved to approve the minutes of the June 9, 2009 meeting.
   The motion was seconded by L. Thomas and passed 3-0.

2. **Ordinance – Parking reserved for the physically disabled - ADOPT**
   Julie Stormes, City Prosecutor, explained the purpose of the Ordinance.
   E. Albertson moved to recommend Council adopt the proposed ordinance which repeals section 9.38.090 of the Kent City Code to allow Kent Police Officers to cite violators who illegally park in spots reserved for the physically disabled under the state RCW provision, which carries a higher penalty.
   The motion was seconded by J. Danielson and passed 3-0.

3. **Washington Traffic Safety Commission, Drive Hammered-Get Nailed grant - ACCEPT**
   Chief Strachan reviewed the purpose of the grant.
   E. Albertson moved to recommend Council authorize the Kent Police Department to accept the Washington Traffic Safety Commission grant in an amount not to exceed $3,000.
   The motion was seconded by J. Danielson and passed 3-0.

4. **Washington Traffic Safety Commission, Target Zero grant – ACCEPT and Establish budget**
   Chief Strachan reviewed the purpose of the grant.
   J. Danielson moved to recommend Council authorize the Kent Police Department to accept the Washington Traffic Safety Commission grant in an amount not to Exceed $93,840, and establish the budget.
   The motion was seconded by E. Albertson and passed 3-0.

5. **Washington Traffic Safety Commission, Motorcycle Enforcement Patrols grant award - ACCEPT**
   Chief Strachan reviewed the purpose of the grant.
   E. Albertson moved to authorize the Kent Police Department to accept the Washington Traffic Safety Commission grant in an amount not to exceed $3,350.
   The motion was seconded by J. Danielson and passed 3-0.

6. **Seattle Police Department Interagency Agreement, Amendment No. 1 - AUTHORIZE**
   Chief Strachan explained the purpose of the Agreement for the Special Gang Enforcement Taskforce. He also provided an update on the activities at Cornucopia Days.
   E. Albertson moved to authorize the Kent Police Department to sign Amendment No. 1 to the Seattle Police Department Interagency Agreement.
   The motion was seconded by J. Danielson and passed 3-0.

7. **<u>King County $500 mini-grant - ACCEPT</u>**
Chief Strachan explained the purpose of the mini-grant.
J. Danielson moved to recommend that the Kent Police Department accept the King County Community Organizing Program mini-grant in the amount of $500. The motion was seconded by E. Albertson and passed 3-0.

8. **<u>National Night Out, August 4, 2009 – INFO ONLY</u>**
Chief Strachan spoke about the community event and invited participation.

9. **<u>2009 Fourth of July After Action Report – INFO ONLY</u>**
Chief Strachan and Fire Chief Jim Schneider provided overviews from both departments.

10. **<u>Purchase of 61' Sky-Boom - AUTHORIZE</u>**
Chief Schneider explained the aerial ladder and elevated water tower Sky-Boom purchase.
J. Danielson moved to recommend Council authorize the Mayor to sign contract with Pierce Manufacturing for the purchase of a 61' Sky-Boom. The motion was seconded by E. Albertson and passed 3-0.

11. **<u>Fire Station Remodel contract - AUTHORIZE</u>**
Chief Schneider explained the remodel costs will be reimbursed by Fire District 37.
E. Albertson moved to recommend that Council authorize Mayor to sign Fire Station Remodel contract with King County Fire Protection District 37. The motion was seconded by J. Danielson and passed 3-0.

12. **<u>CodeRED Services Agreement - AUTHORIZE</u>**
Chief Schneider explained the purpose of the service agreement.
J. Danielson moved to recommend that Council accept the CodeRED Services Agreement and authorize the Mayor to sign the Agreement with CodeRED. The motion was seconded by E. Albertson and passed 3-0.

13. **<u>Emergency Management Performance Grant – ACCEPT and AUTHORIZE</u>**
Chief Schneider explained the purpose of the grant
E. Albertson moved to recommend accepting the grant from the State of Washington Military Department, Emergency Management Division in the amount of $90,079 and authorizing the Mayor to sign the contract. The motion was seconded by J. Danielson and passed 3-0.

Added items:

14. **<u>Corrections Facility Renovation Agreement – AUTHORIZE</u>**
Facilities Superintendent Charlie Lindsey explained the purpose of the agreement.
J. Danielson moved to recommend Council authorize the Mayor to sign the agreement with Architects Rasmussen, Triebelhorn, AIA/ps in the amount of $78,536 for schematic design to renovate the Corrections Facility. The motion was seconded by E. Albertson and passed 3-0.

15. **Chief Schneider informed the Committee of the SAFER Grant for additional Fire personnel that would appear on the July 21st Operations Committee.**

16. **Chief Schneider informed the Committee of the possibility that Fire Fighters may soon vote for a 48/96 work schedule (48 hours on/96 hours off).**

The meeting adjourned at 6:01 PM.

Jo Thompson,
Public Safety Committee Secretary

POLICE DEPARTMENT
Steve Strachan, Chief of Police
Phone: 253-856-5888
Fax: 253-856-6802

Address: 220 Fourth Avenue S.
Kent, WA. 98032-5895

DATE: August 11, 2009

TO: Public Safety Committee

SUBJECT: U.S. Department of Justice grant award

MOTION: I recommend Council accept the U.S. Department of Justice grant in the amount of $572,374 and establish the budget.

SUMMARY: The U.S. Department of Justice Office of Community Oriented Policing Services (COPS) has sent notification of a Cops Hiring Recovery Program (CHRP) grant award for the Kent Police Department in the amount of $572,374. The funds will be used for salaries and benefits for two (2) new hire entry level police officers for three (3) years. The officers will be assigned as School Resource Officers.

EXHIBITS: U. S. Department of Justice award letter dated 7/28/09

BUDGET IMPACT: No city matching funds are required.

BACKGROUND:

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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 of Police Steven Strachan
Kent Police Department
220 4th Avenue S
Kent, WA 98032

Re: COPS Hiring Recovery Program Grant # 2009RKWX0882
ORI#: WA01707

Dear Chief of Police Strachan:

Once again, I would like to congratulate you on receiving a COPS Hiring Recovery Program (CHRP) award. Your award is for 2 officer positions and $572,374 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

POLICE DEPARTMENT
Steven D. Strachan, Chief of Police
Phone: 253-856-5888
Fax: 253-856-6802

Address: 220 Fourth Avenue S.
Kent, WA. 98032-5895

DATE: August 11, 2009

TO: Public Safety Committee

SUBJECT: Recovery Act: Edward Byrne Memorial Grant award

MOTION: I recommend that Council accept the FY 2009 Recovery Act: Edward Byrne Memorial Competitive Grant in the amount of $307,485 and establish the budget.

SUMMARY: The Kent Police Department submitted a joint application with 17 other cities and King County. The City of Seattle is the fiscal agent for this grant award. The City of Kent's allocation for FY 2009 Recovery Act program is $307,485.

The police department plans to designate this funding to support hiring a new jail Population Manager to manage the jail's inmate population on a daily basis. This will allow the City of Kent to continue operating the current jail facility and meet the ongoing offender correctional supervision needs. Funds will also be used to provide Correction Officer overtime for work crews.

We also plan to fund one police commander's attendance to the Senior Management Institute for Police. This intensive three week management and leadership course provides police managers with the knowledge and tools to ensure effective public safety service.

Grant period: 3/01/09 to 2/28/13

EXHIBITS: Department of Justice Award Letters, MOU and KPD Budget

BUDGET IMPACT: No city matching funds are required.

BACKGROUND:

Department of Justice

Office of Justice Programs

Bureau of Justice Assistance

Office of Justice Programs

Washington, D.C. 20531

June 25, 2009

The Honorable Greg Nickels
City of Seattle
600 4th Avenue 7th Floor
P.O. Box 94749
Seattle, WA 98124-4749

Dear Mayor Nickels:

On behalf of Attorney General Eric Holder, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the FY 09 Recovery Act Edward Byrne Memorial Justice Assistance Grant Program Local Solicitation in the amount of $4,882,208 for City of Seattle.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Jeffrey Felten-Green, Program Manager at (202) 514-8874; and

- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

James H. Burch II
Acting Director

Enclosures

City of Seattle

Gregory J. Nickels, Mayor

Seattle Police Department
R. Gil Kerlikowske, Chief of Police

DATE: July 31, 2009

MEMORANDUM

TO: King County ARRA JAG Grantees

FROM: Diane Pilon, SPD

SUBJECT: King County Joint Application Timeline

Thank you to all of you for providing such detailed information for our joint King County ARRA JAG funding application. I believe we were among the first jurisdictions to receive an award. We have received our full allocation of $4,882,208, which will be divided among participating jurisdictions per the Memorandum of Understanding submitted with our application.

There are a few more steps that need to be completed before spending can begin. DOJ has placed a special condition (pertaining to the holding of a public hearing) on our award. **This special condition must be removed before jurisdictions can obligate or expend funds awarded through the ARRA JAG.** This public hearing requirement will be fulfilled through the City of Seattle's Ordinance process.

It looks like this hearing will take place near the second week of September. I will keep each of you informed if this timing changes significantly.

Once the City of Seattle has held the Ordinance hearing, I will submit documentation to DOJ, who will then issue a Grant Adjustment Notice releasing this special condition. For past JAG grants, DOJ's review of our documentation and issuance of the adjustment notice has taken a few weeks.

I will also be sending out Interagency Agreements no later than August 14. These Interagency Agreements will outline grant requirements, stimulus reporting requirements, grant special conditions, and billing procedures. Please let me know who the Primary Point of Contact will be for project billing and grant reporting, for inclusion in the Interagency Agreement.

Thank you very much, and please feel free to contact me at 206-386-1996 or diane.pilon@seattle.gov, with any questions about next steps!

Kent Police Department
FY 2009 JAG Stimulus Application Budget

	Cost
Personnel salaries	
Population Manager 2.5 yrs	**$209,145**
Corrections Ofcr OT (Wk Crew)	**$40,690**
Personnel Salaries Total	**$249,835**
Benefits	
Population Manager 2.5 yrs	**$35,535**
Corrections Ofcr OT (Wk Crew)	**$7,060**
Benefits total	**$42,595**
SMIP Travel total	**$705**
Wk Crew Equipment total	**$2,340**
Wk Crew Supplies total	**$4,160**
SMIP tuition/lodging/meals	**$7,850**
Total federal funding	**$307,485**

Recovery Act: Edward Byrne Memorial Justice Assistance Grant (JAG) Program
FFY 2009

This Memorandum of Understanding (MOU) outlines the responsibilities and protocols for participating jurisdictions pertaining to the FFY 2009 Recovery Act: Edward Byrne Memorial Justice Assistance Grant (JAG) Program.

I. Participating Jurisdictions

The participating jurisdictions, relevant to this MOU, in the Recovery Act: Edward Byrne Memorial Justice Assistance Grant are:

- King County
- City of Seattle
- City of Auburn
- City of Bellevue
- City of Bothell
- City of Burien
- City of Covington
- City of Des Moines
- City of Federal Way
- City of Kenmore
- City of Kent
- City of Kirkland
- City of Maple Valley
- City of Redmond
- City of Renton
- City of SeaTac
- City of Shoreline
- City of Tukwila
- City of Woodinville

II. Background and Purpose

Proposed to streamline justice funding and grant administration, the Recovery Act: Edward Byrne Memorial Justice Assistance Grant (JAG) Program allows states, tribes, and local governments to support a broad range of activities to prevent and control crime based on their own local needs and conditions. JAG blends previous Byrne Formula and Local Law Enforcement Block Grant (LLEBG) Programs to provide agencies with the flexibility to prioritize and place justice funds where they are most needed.

III. Disparate Certification

Jurisdictions certified as disparate must submit a joint application for the aggregate of funds allocated to them, specifying the amount of funds that are to be distributed to each of the units of local government and the purposes for which the funds will be used, and indicating who will serve as the applicant/fiscal agent for the joint funds. The above jurisdictions are certified as disparate.

IV. Fiscal Agent and Fund Allocation

The City of Seattle will act as the applicant and will serve as the fiscal agent for the joint funds. The City of Seattle will charge a 3.7% ($181,520) administrative fee for these services.

The allocation of funding is as follows:

Div $2,072,098

King County ~~$863,500~~ $1,313,500
City of Seattle ~~$2,522,098~~ (Fiscal Agt.)
City of Auburn $161,101
City of Bellevue $96,935
City of Bothell $21,192
City of Burien $103,999
City of Covington $20,800
City of Des Moines $64,755
City of Federal Way $183,079
City of Kenmore $16,875
City of Kent $307,485
City of Kirkland $45,524
City of Maple Valley $11,185
City of Redmond $44,739
City of Renton $143,245
City of SeaTac $83,396
City of Shoreline $74,566
City of Tukwila $104,980
City of Woodinville $12,755

V. Project Allocations and Reporting

Participating jurisdictions are responsible for identifying their own projects for funding, and for providing project information to the identified fiscal agent, the City of Seattle, for purposes of submitting one joint application on behalf of all participating jurisdictions.

Upon receipt of award documents, and prior to expense of funds pertaining to the Recovery Act: Edward Byrne Memorial Justice Assistance Grant (JAG) Formula Program, the fiscal agent will enter into Interagency Agreements with all participating jurisdictions.

Recovery Act: Edward Byrne Memorial Justice Assistance Grant (JAG) Program
FFY 2009

Signature Page

Signature: **Name & Title:** Tim Ceis, Deputy Mayor **Jurisdiction:** City of Seattle **Date:** 5-15-09	**Signature:** **Name & Title:** Kurt Triplett, ~~Chief of Staff~~ Interim King County Executive **Jurisdiction:** King County **Date:** 5/15/09
Signature: **Name & Title:** Peter B Lewis, Mayor **Jurisdiction:** City of Auburn **Date:** 4/28/09	**Signature:** **Name & Title:** Craig Ward, City Manager **Jurisdiction:** City of SeaTac **Date:** 4/28/09
Signature: **Name & Title:** Grant Degginger, Mayor **Jurisdiction:** City of Bellevue **Date:** 4/27/09	**Signature:** **Name & Title:** Jack Dovey, Mayor **Jurisdiction:** City of Federal Way **Date:** 4/21/09

Signature: **Name & Title:** Bob Stowe, City Manager **Jurisdiction:** City of Bothell **Date:** 5/5/09	**Signature:** **Name & Title:** Mike Martin ,City Manager **Jurisdiction:** City of Burien **Date:** 4/23/09
Signature: **Name & Title:** Suzette Cooke, Mayor **Jurisdiction:** City of Kent **Date:** 4/22/09	**Signature:** **Name & Title:** Richard Leahy, City Manager **Jurisdiction:** City of Woodinville **Date:** 4/27/09
Signature: **Name & Title:** Jack Ramsey, City Manager **Jurisdiction:** City of Kirkland **Date:** 5/7/09	**Signature:** **Name & Title:** Robert L. Olander, City Manager **Jurisdiction:** City of Shoreline **Date:** 5/7/09
Signature: **Name & Title:** John Marchione, Mayor **Jurisdiction:** City of Redmond **Date:** 5/5/09	**Signature:** **Name & Title:** Derek Matheson, City Manager **Jurisdiction:** City of Covington **Date:** 4/28/09

Signature: **Name & Title:** Denis Law, Mayor **Jurisdiction:** City of Renton **Date:** 4/27/09	**Signature:** **Name & Title:** Laure A. Iddings, Mayor **Jurisdiction:** City of Maple Valley **Date:** 4/21/09
Signature: **Name & Title:** Jim Haggerton, Mayor **Jurisdiction:** City of Tukwila **Date:** 4/22/09	**Signature:** **Name & Title:** Fred Stouder, City Manager **Jurisdiction:** City of Kenmore **Date:** 4/20/09
Signature: **Name & Title:** Tony Piasecki , City Manager **Jurisdiction:** City of Des Moines **Date:** 5/6/09	

POLICE DEPARTMENT
Steven D. Strachan, Chief of Police
Phone: 253-856-5888
Fax: 253-856-6802

Address: 220 Fourth Avenue S.
Kent, WA. 98032-5895

DATE: August 11, 2009

TO: Public Safety Committee

SUBJECT: National Night Out - After-Action Report

INFO ONLY:

SUMMARY: Chief Steve Strachan will report on this year's activities in Kent.

EXHIBITS: None

BUDGET IMPACT: None

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POLICE DEPARTMENT
Steven D. Strachan, Chief of Police
Phone: 253-856-5888
Fax: 253-856-6802

Address: 220 Fourth Avenue S.
Kent, WA. 98032-5895

DATE: August 11, 2009

TO: Public Safety Committee

SUBJECT: Impoundment of Vehicles used in Prostitution-related Offenses

INFO ONLY:

SUMMARY: Chief Steve Strachan will report on the most recent "John" sting and the impoundment of vehicles related to cases.

EXHIBITS: None

BUDGET IMPACT: None

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POLICE DEPARTMENT
Steven D. Strachan, Chief of Police
Phone: 253-856-5888
Fax: 253-856-6802

Address: 220 Fourth Avenue S.
Kent, WA. 98032-5895

DATE: August 11, 2009

TO: Public Safety Committee

SUBJECT: Back to School Safety Issues – INFO

INFO ONLY:

SUMMARY: Chief Steve Strachan will speak about walking and traffic safety issues as the 2009-10 school year begins on August 31st.

EXHIBITS: None

BUDGET IMPACT: None

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