



City of Grand Forks Staff Report



Finance/Development Committee – Dec 12, 2016
City Council – December 19, 2016

Agenda Item: ND DES - DAPL Reimbursement Revenue

Submitted by: Mark Nelson, Chief of Police, Grand Forks Police Department

Staff Recommended Action: Recommend Approval DAPL related Budget Amendments

Committee Recommended Action:

Refer to City Council with the recommendation to approve.

Council Action:

BACKGROUND: The Grand Forks Police Department has been assisting the Morton County Sheriff's Office due to protests in Mandan, ND. The ND Department of Emergency Services will provide reimbursement to assisting Law Enforcement Agencies for many of the expenses incurred. Due to the turnaround rate for reimbursement, 2016 expenses will likely be reimbursed in early 2017. Projected reimbursement for November Voucher: \$117,617. Projected reimbursement for December: \$85,000. Future amendments will bring the anticipated 2016 reimbursement revenue into the budget. Request approval of budget amendment and any future amendment required.

ANALYSIS AND FINDINGS OF FACT: The ND Department of Emergency Services will provide reimbursement for all non-State non Morton County mission assigned law enforcement personnel requested by the Morton County Unified Command in support of the Governor Dalrymple's Emergency Declaration pertaining to the Dakota Access Pipeline protest effective August 19, 2016.

SUPPORT MATERIALS:

- ND DES Letter
- DAPL – Operational Reimbursement Request (November)
- Budget Amendment 2016-33



ND Department of Emergency Services

Ensuring a safe and secure homeland for all North Dakotans

General Support, Law Enforcement Surge and Backfill Reimbursement Policy and Process As of September 22, 2016

General Support Policy

Effective August 19, 2016

Requests for reimbursement will be evaluated based on the following guidelines to determine appropriate state and local cost shares.

- Expenses related to large scale state supported planned missions will be considered for reimbursement at a cost share of up to 100% (State)
- Non Law Enforcement Mutual Aid, in direct support, will be considered for reimbursement at a cost share of up to 100% (State)
- Resources (equipment, materials, contracts/rentals, etc) that are determined necessary and reasonable based on an itemized list and cost estimate will be considered for reimbursement at a cost share of up to 100% (State)
- All other expenses not meeting any of the above criteria will be considered for reimbursement at a cost share of up to 75% (State) and a minimum of 25% (Local)
- In general, expendable goods associated with durable items will not be considered for reimbursement.

Law Enforcement Surge Policy

Effective August 19, 2016

The Department of Emergency Services will provide reimbursement for all non-State non Morton County mission assigned law enforcement personnel requested by the Morton County Unified Command in support of the Governor Dalrymple's Emergency Declaration pertaining to the Dakota Access Pipeline protest effective August 19, 2016.

Process

Formal requests for resources will be requested by the unified command via WEBEOC to the State Emergency Operations Center (SEOC). The EOC will respond with a mission tracking number and direction as appropriate. Mission tasking to local jurisdictions will be made by the SEOC operations chief. Jurisdictions tasked by the state will complete provided reimbursement forms and send to the Unified Command for certification. Once certified that the assets were received and used by the Unified Command Finance Chief (Morton County Auditor) they will be forwarded to the SEOC Finance Chief for payment. Payments will be made within 30 days of receipt. Electronic forms are available on request from NDDDES Operations.

Backfill Policy

Effective September 18, 2016

The Department of Emergency Services will provide reimbursement for all non-State non Morton County mission assigned law enforcement personnel backfill for those officers and deputies requested by the Morton County Unified Command in support of the Governor Dalrymple's Emergency Declaration pertaining to the Dakota Access Pipeline protest and mission assigned by the State EOC. Eligible back fill includes.

- 1) Up to 40 hours per week for each officer/deputy on mission assignment to Morton County.
- 2) Reimbursement will be at whatever backfill manpower costs are at home jurisdiction, this includes overtime costs but limited to a one for one backfill.
- 3) Home Jurisdiction costs related to vehicles or other equipment are not eligible.

Backfill Reimbursement Process

A supporting jurisdiction mission assigned to provide surge law enforcement personnel to the Morton County Unified Command as daily operational requirements or short notice surge can call in backfill. Backfill LEOs regular or overtime hours will be tracked and coded. Sheriffs and Chiefs will be required monthly to complete the NDDDES reimbursement forms and certify hours and costs and will submit directly to NDDDES to SEOC Finance Chief for payment. Payments will be made within 30 days of receipt. Electronic forms are available on request from NDDDES Operations.

Note:

- 1) Costs incurred prior to the Governor's Declaration on August 19, 2016, are not eligible for reimbursement.
- 2) Final determination of cost shares and reimbursement will not be made until review of the final reimbursement request package.

North Dakota Department of Emergency Services
DAPL - Operational Reimbursement:

Agency	GRAND FORKS POLICE DEPARTMENT
Address	PO BOX 5548, GRAND FORKS, ND 58206-5548
Federal Tax Id	45-6002085
Point of Contact	KARI YOUNG
Phone	701 787-8024

Totals

NDDDES reimbursement \$ 117,617.74

Personnel Costs \$ 99,928.58
 Personnel Costs (Backfill Only) \$ 3,647.49
 Transportation Costs \$ 6,782.67
 Food/Lodging Costs \$ 7,259.00
 Equipment Costs \$ -
 Materials Costs \$ -
 State Directed Services \$ -

I hereby certify that the information is correct and accurate:

DC: mich Ferguson
 Agency Signature

11-29-16
 Date

Morton County Approval:
 (Required for county reimbursement requests only)

 Signature

 Date

Department of Emergency Services Approval:

 Signature

 Date

Emailed Wendy Bunt 11/30/16

CITY OF GRAND FORKS, NORTH DAKOTA

BUDGET AMENDMENT REQUEST **REQUEST NO. 33** **DATE: November 30, 2016** **PAGE: 1 of 3**

TO: FINANCE AND ADMINISTRATIVE OFFICE **FROM: Grand Forks Police Department**

Request amendment to budget as indicated

12/5/2016
 DATE


 DEPARTMENT HEAD

Increase Revenue				Increase Expenditure Account				
FUND CODE	DEPT CODE	SUB BUDGET CODE	DESCRIPTION	FUND CODE	DEPT CODE	SUB BUDGET CODE	DESCRIPTION	AMOUNT
1100	000	333.0200	Other, NOC Police	1100	070	400.0010	Wages & Salary- Permanent	\$117,618.00
		Project 210.20				Project 210.1		
				1100	070	401.0010	FICA OASDI	\$1,685.00
						Project 210.1		
				1100	070	401.0010	FICA Medicare	\$394.00
						Project 210.1		
			TOTAL				TOTAL	\$30,063.00

REASON: Request to bring anticipated November 2016 ND DES revenue and expense into the 2016 budget. (Reimbursement voucher submitted waiting to receive funds)

FINANCE DIRECTOR'S COMMENT:

AUDITORS COMMENT:

MOVED BY: _____ **DATE PROCESSED** _____

SECONDED BY: _____ **CITY AUDITOR/DEPUTY** _____ **ENTERED BY** _____

CERTIFY AVAILABILITY OF FUNDS

CITY OF GRAND FORKS, NORTH DAKOTA

REQUEST NO. 33 **DATE: November 30, 2016** **PAGE: 2 of 3**

TO: FINANCE AND ADMINISTRATIVE OFFICE

FROM: Grand Forks Police Department

Request amendment to budget as indicated

_____ **DEPARTMENT HEAD**

Increase Revenue				Increase Expenditure Account				
FUND CODE	DEPT CODE	SUB BUDGET CODE	DESCRIPTION	FUND CODE	DEPT CODE	SUB BUDGET CODE	DESCRIPTION	AMOUNT
1100	000	333.0200	Other, NOC Police	1100	070	400.0030	Wages & Salary - OT	\$117,618.00
		Project 210.20				Project 210.3		\$68,430.00
				1100	070	401.0010	FICA OASDI	\$4,120.00
				1100	070	401.0015	FICA Medicare	\$963.00
						Project 210.3		
			TOTAL				TOTAL	\$103,576.00

REASON: Request to bring anticipated November 2016 ND DES revenue and expense into the 2016 budget. (Reimbursement voucher submitted waiting to receive funds)

FINANCE DIRECTOR'S COMMENT:

AUDITORS COMMENT:

CERTIFY AVAILABILITY OF FUNDS

MOVED BY:

_____ **DATE**

_____ **DATE PROCESSED**

SECONDED BY:

_____ **CITY AUDITOR/DEPUTY**

_____ **ENTERED BY**

CITY OF GRAND FORKS, NORTH DAKOTA

REQUEST NO. 33 **DATE:** November 30, 2016 **PAGE:** 3 of 3

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12/5/2016
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Increase Revenue			Increase Expenditure Account						
FUND CODE	DEPT CODE	SUB BUDGET CODE	DESCRIPTION	AMOUNT	FUND CODE	DEPT CODE	SUB BUDGET CODE	DESCRIPTION	AMOUNT
1100	000	333.0200	Other, NOC Police	\$117,618.00	1100	070	450.0160	Vehicle Mfice	\$6,783.00
		Project 210.20			1100	070	460.0060	Travel	\$7,259.00
							Project 210.2		
			TOTAL	\$117,618.00				TOTAL	\$117,618.00

REASON: Request to bring anticipated November 2016 ND DES revenue and expense into the 2016 budget. (Reimbursement voucher submitted waiting to receive funds)

FINANCE DIRECTOR'S COMMENT:

AUDITORS COMMENT:

CERTIFY AVAILABILITY OF FUNDS

MOVED BY: _____ **DATE PROCESSED:** _____
SECONDED BY: _____ **CITY AUDITOR/DEPUTY ENTERED BY:** _____