

RESOLUTION # 104

AUTHORIZES THE CITY ADMINISTRATOR FOR THE CITY OF CHESTERFIELD TO SIGN A GRANT APPLICATION SEEKING A CONTINUATION OF FEDERAL FUNDING FOR THE WEST-270 MUNICIPAL ENFORCEMENT GROUP

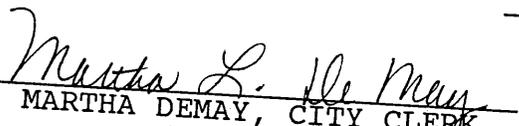
WHEREAS, THE WEST-270 MUNICIPAL ENFORCEMENT GROUP (M.E.G.) IS SUPPORTED LOCALLY BY EQUAL FUNDING FROM THE CITIES OF BALLWIN, CHESTERFIELD, ELLISVILLE AND MANCHESTER; AND,

WHEREAS, THE WEST-270 M.E.G. UNIT RECEIVES ITS PRINCIPAL SUPPORT THROUGH FEDERAL GRANT FUNDING;

NOW, THEREFORE, BE IT RESOLVED, THAT THE CITY ADMINISTRATOR FOR THE CITY OF CHESTERFIELD IS HEREBY AUTHORIZED TO APPLY FOR ALL GRANT FUNDS AVAILABLE TO ASSIST IN FUNDING THE OPERATION OF THIS IMPORTANT SERVICE BEING PROVIDED TO THE COMMUNITIES NOTED ABOVE, TO INSURE FUNDING OF THIS ORGANIZATION THROUGH CALENDAR YEAR 1992.

ADOPTED THIS 20TH DAY OF MAY, 1991.


JACK LEONARD, MAYOR

ATTEST: 
MARTHA DEMAY, CITY CLERK



MISSOURI DEPARTMENT OF PUBLIC SAFETY
OFFICE OF THE DIRECTOR
APPLICATION FOR CONTRACT

P.O. BOX 749
JEFFERSON CITY, MO 65102
314-751-4905

FOR STATE USE ONLY
CONTRACT NUMBER

INSTRUCTIONS

THIS APPLICATION MUST BE TYPEWRITTEN. PLEASE READ THE ENCLOSED INSTRUCTION SHEET BEFORE COMPLETING APPLICATION.

INDICATE BELOW TYPE OF FUNDS APPLIED FOR:

JUVENILE JUSTICE DELINQUENCY PREVENTION (JJDP)

NARCOTICS CONTROL ASSISTANCE PROGRAM (NCAP)

VICTIMS OF CRIME ACT (VOCA)

APPLICANT ORGANIZATION		PROJECT TITLE	
AGENCY Chesterfield Police Department		West 270 Municipal Enforcement Group	
ADDRESS 184 Chesterfield Industrial Blvd.			
CITY Chesterfield, MO 63005		TYPE OF APPLICATION	
PROJECT DIRECTOR		<input type="checkbox"/> PRE-APPLICATION <input type="checkbox"/> APPLICATION	
NAME Ray Johnson		<input type="checkbox"/> NEW <input type="checkbox"/> REVISED <input checked="" type="checkbox"/> CONTINUATION	
TITLE Chief of Police		LIST PREVIOUS CONTRACT NUMBERS	
PHONE (314) 537-3000	89-NCD2-0236		
AGENCY Chesterfield Police Department		APPLICANT'S FEDERAL TAX ID NUMBER	
ADDRESS 184 Chesterfield Industrial Blvd.		43-1484652	
CITY STATE ZIP Chesterfield, MO 63005		PROGRAM DESCRIPTION	
APPLICANT AUTHORIZED OFFICIAL		Multi-Jurisdictional Drug Task Force	
NAME Michael G. Herring		REQUESTED CONTRACT PERIOD	
TITLE City Administrator		BEGINNING DATE 01/01/92	
PHONE (314) 537-4000	ENDING DATE 12/31/92		
AGENCY City of Chesterfield		<input type="checkbox"/> STATEWIDE <input type="checkbox"/> REGIONAL <input checked="" type="checkbox"/> LOCAL	
ADDRESS 922 Roosevelt Parkway		WILL PROJECT INCOME BE GENERATED? <input type="checkbox"/> YES <input type="checkbox"/> NO	
CITY STATE ZIP Chesterfield MO 63017		BUDGET	
APPLICANT FISCAL OFFICER		PERSONNEL \$ 0.00	
NAME Jan Kluba		TRAVEL 20,500.00	
TITLE Director of Finance		EQUIPMENT 7,020.00	
PHONE (314) 537-4000	SUPPLIES/OPERATIONS 34,800.00		
AGENCY City of Chesterfield		CONTRACTUAL 22,560.00	
ADDRESS 922 Roosevelt Parkway		RENOVATION/CONSTRUCTION 0.00	
CITY STATE ZIP Chesterfield MO 63017		TOTAL PROJECT COSTS \$ 84,880.00	
CHECK PAYEE INFORMATION		FEDERAL SHARE % 75 \$ 63,660.00	
AGENCY City of Chesterfield		LOCAL SHARE % 25 \$ 21,220.00	
TREASURER NAME Jan Kluba		AUTHORIZED OFFICIAL	
ADDRESS 922 Roosevelt Parkway		<i>Michael G. Herring</i>	
CITY STATE ZIP Chesterfield MO 63017		DATE ▶ April 26, 1991	

TRAVEL

PROJECT TITLE

West 270 M.E.G.

INSTRUCTIONS

1. Under *Item*, list the types of travel (local, in-state, long distance) and the project personnel using the allowance, i.e., Project Director, Training Coordinator, etc.
2. Under *Basis for Cost Estimate*, supply information regarding total distance to be traveled, the rate per mile, total days of travel, and daily subsistence allowance.
3. Justify why the travel is necessary for project execution and, if travel is requested for other than project staff, provide a statement justifying the inclusion of the travel in the budget.
4. In training projects, where travel and subsistence of trainees is included, list the item separately and show the number of trainees and the allowance per trainee.
5. Tuition and registration fees for eligible training must be listed under the Supplies/Operations category.
6. Enter the costs in the *Total Cost* column.
7. The amount of mileage allowance for travel expended from project funds shall not exceed 20¢ per mile and shall not exceed actual transportation fare where public common-carrier transportation is used (exclusive of first class accommodations.) Travel must be by the most direct practical route. Actual transportation expenses and the amount of meal charges shall not exceed the actual cost and cost are limited to no more than \$3.50 for breakfast, \$5.00 for lunch, and \$9.50 for supper. Lodging expenses will be reasonable. Local rules and regulations will apply if they are more restrictive than those mentioned above.

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
Mileage Costs	100,000 miles @ \$0.205 per mile Estimate based on 4 vehicles travelling 25,000 miles each	\$20,500.00
FEDERAL SHARE ▶	\$ 15,375.00	TOTAL TRAVEL COSTS ▶
LOCAL SHARE ▶	\$ 5,125.00	

EQUIPMENT

PROJECT TITLE

West 270 M.E.G.

INSTRUCTIONS

1. List the number of units of each type of equipment which is proposed to be purchased under this project. Equipment is defined as tangible personal property having a useful life of more than one year and an acquisition cost of \$300 or more per unit.
2. Describe each type of equipment in terms of size, capability, etc., under the *Description* column and then provide the unit cost.
3. Record the cost under the *Total Cost* column.
4. Any material deviation from the budgeted equipment will require prior approval from the Department of Public Safety.
5. An explanation of allowable and unallowable costs is contained in Chapters 5, Sections 2 - 5, and Chapter 6, of the Office of Justice Programs Guidelines Manual, M7100.1C which can be obtained from any U.S. Government Printing Office bookstore or by writing to the Superintendent of Documents, Public Documents Department, U.S. Government Printing Office, Washington, D.C. 20402.

NUMBER OF UNITS	DESCRIPTION	TOTAL COST
1	Telephoto lens	\$ 500.00
1	Video Camera	\$1,350.00
1	Video Cassette Recorder	\$ 450.00
1	Video Monitor	\$ 500.00
1	Safe	\$ 300.00
N/A	Equipment - Surveillance Van	\$1,000.00
1	Copier	\$ 500.00
4	Mobile Radios & Antennas (\$650.00 ea)	\$2,420.00

FEDERAL SHARE	▶	\$ 5,265.00	TOTAL EQUIPMENT COSTS ▶	\$ 7,020.00
LOCAL SHARE	▶	\$ 1,755.00		

SUPPLIES/OPERATIONS

PROJECT TITLE

West 270 M.E.G.

INSTRUCTIONS

Under the *Item* column, list by major type (i.e., office supplies, training materials, telephone, postage, etc.). Under the *Basis for Cost Estimate* column, enumerate the cost per unit. Any miscellaneous expense item must be supported by an itemization of expenses and basis for estimate. Tuition and registration fees for eligible training must be listed under the Supplies/Operation category.

An explanation of allowable and unallowable costs is explained in Chapter 5, Sections 2 - 5, of the Office of Justice Programs Guidelines Manual, M7100.1C which can be obtained from any U.S. Government Printing Office Bookstore or by writing to the Superintendent of Documents, Public Documents Department, U.S. Government Printing Office, Washington, D.C. 20402.

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
Telephones	Cost estimate based on \$600.00 per month Office phones @ \$200.00 per month, and mobile phones @ \$400.00 per month.	\$ 7,200.00
Pagers	Cost estimate based on \$100.00 per month Five pagers @ \$20.00 per month.	\$ 1,200.00
Office Supplies & Postage	Cost estimate based on \$100.00 per month	\$ 1,200.00
Batteries & Tapes for audio and video equipment	Cost estimate based on \$100.00 per month	\$ 1,200.00
Buy Money	Cost estimate based on 1 oz. of cocaine costing \$1,900.00, and 1 gm. of heroin costing \$150.00	\$24,000.00
FEDERAL SHARE ▶	\$ 26,100.00	TOTAL SUPPLIES/ OPERATIONS COSTS ▶
LOCAL SHARE ▶	\$ 8,700.00	

CONTRACTUAL

PROJECT TITLE

West 270 M.E.G.

INSTRUCTIONS

Under the column entitled *Nature of Service*, describe the types of consultant services or contracts desired. Under *Basis for Cost Estimate*, enter the total amount of time to be used and the rate of compensation/unit of time. Also, include statements justifying the rate of compensation/unit of time and the necessity for including the costs in the project budget. Enter the cost in the *Total Cost* column.

Specific services or contracts over \$500 must appear as a single line item.

An explanation of allowable and unallowable consultant costs is contained in Chapter 5, paragraph 61 of the Office of Justice Programs Guidelines Manual, M7100.1C which can be obtained from any U.S. Government Printing Office Bookstore or by writing to the Superintendent of Documents, Public Documents Department, U.S. Government Printing Office, Washington, D.C. 20402.

NATURE OF SERVICE	BASIS FOR COST ESTIMATE	TOTAL COST
Lease 4 Vehicles	Cost estimate based on \$350.00 per vehicle per month. This amount is sufficient to lease used vehicles which are commonly driven in the west county (enforcement target) area.	\$16,800.00
Lease Apartment	Current apartment used for office and "safe house" is on loan; normal rent is \$480.00 per month.	\$ 5,760.00
FEDERAL SHARE ▶	\$ 16,920.00	TOTAL CONTRACTUAL COSTS ▶ \$ 22,560.00
LOCAL SHARE ▶	\$ 5,640.00	

RENOVATION/CONSTRUCTION

PROJECT TITLE

West 270 M.E.G.

INSTRUCTIONS

1. This form should be used only for Renovation/Construction projects.
2. Under the *Item* column, identify the renovation/construction category. Typical categories include site preparation, architect fees, remodeling fixed equipment, and supervision. Categories for which federal support cannot be requested are: land acquisition, off-site improvements, moveable equipment, and landscaping.
3. Under the *Basis for Cost Estimate* column, enumerate the estimated costs for each category of renovation.
4. Record the cost under the *Total Cost* column. At the bottom of the *Total Cost* column, enter the amount to be paid from federal funds and the amount to be paid from local funds.
5. For JJDP projects, each dollar of funds used for renovation/construction must be matched by a dollar of local funds.
6. An explanation of allowable and unallowable construction/renovation costs is contained in Chapter 6, Paragraph 82, of the Office of Justice Programs Guidelines Manual, M7100.1C which can be obtained from any U.S. Government Printing Office bookstore or by writing to the Superintendent of Documents, Public Documents Department, U.S. Government Printing Office, Washington, D.C. 20402.

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
	N/A	
FEDERAL SHARE ▶	\$ -0-	TOTAL RENOVATION/ CONSTRUCTION COSTS ▶
LOCAL SHARE ▶	\$ -0-	

INSTRUCTIONS

Project income varies with the type of project being implemented. Project income is generally income generated as a result of project activities. Examples of project income are: (1) reimbursement by a project participant for services received; (2) reimbursement by a county to a group home for room and board; and (3) reimbursement by the state to the county for all, or a portion of, the services provided by the project. Federal funds received as a result of this application are not project income.

Section I - Anticipated Project Income
Indicate who will be supplying income and the estimated amount of receipt.

Section II - Projected Expenditures of Income
Indicate the anticipated expenditures of project income. No backing documentation is needed.

NOTE: Project income must be expended during the contract period. Any remaining balance must be deducted from total project costs.

SECTION I ANTICIPATED PROJECT INCOME

SOURCE	PROJECT INCOME
1.	\$
2.	
3.	
4.	
5.	
6.	
7.	
TOTAL ▶	\$ -0-

SECTION II PROJECTED EXPENDITURES OF PROJECT INCOME

BUDGET CATEGORY	AMOUNT
A. PERSONNEL	\$
B. TRAVEL	
C. EQUIPMENT	
D. SUPPLIES/OPERATIONS	
E. CONTRACTUAL	
F. RENOVATION/CONSTRUCTION	
TOTAL ▶	\$ -0-

CERTIFICATION OF CASH MATCH	PROJECT TITLE West 270 M.E.G.
------------------------------------	----------------------------------

INSTRUCTIONS

1. The purpose of this form is to identify the amount of cash to be contributed as a matching contribution and to assure that the match in question conforms to definition and standards established by the federal government.
 2. Type title of project in upper right corner of form.
 3. In the body of the form list the name and address of the contributing organization and show the total amount of the cash contribution in the column entitled "amount."
 4. Certification of match must be signed and dated by the authorized official of each contributing organization.
 5. These funds must be identified in state or local agency budgets or appropriations and must be in addition to funds that would otherwise be made available for drug law enforcement. Identification requires an earmarking in some document associated with the appropriation or budget process.
 6. If a further explanation of allowable and unallowable match is needed contact the Missouri Department of Public Safety.
- The designated cash match appearing within this application represents funds which are in addition to funds that would otherwise be made available for drug enforcement.

NAME AND ADDRESS OF CONTRIBUTING ORGANIZATION(S)	AMOUNT
City of Chesterfield 922 Roosevelt Parkway, Chesterfield, MO 63017	\$ 5,273.75
City of Ballwin 300 City Hall Drive, Ballwin, MO 63011	\$ 5,273.75
City of Ellisville #1 Weiss Avenue, Ellisville, MO 63021	\$ 5,273.75
City of Manchester 916 Manchester Road, Manchester, MO 63021	\$ 5,273.75
TOTAL CASH CONTRIBUTION ▶	\$ 21,095.00

CERTIFICATION OF MATCH SIGNED BY AUTHORIZED OFFICIAL(S) OF MATCHING ORGANIZATION(S)

NAME	TITLE	ORGANIZATION	DATE
Michael G. Herring	City Administrator	City of Chesterfield	
Robert Kuntz	City Administrator	City of Ballwin	
Wayne Prince	City Administrator	City of Ellisville	
Steve Arbo	City Administrator	City of Manchester	

MISSOURI DEPARTMENT OF PUBLIC SAFETY

CERTIFIED ASSURANCES

CONTRACTOR _____

CONTRACT NUMBER _____

IN ADDITION TO THE GENERAL TERMS CONTAINED IN THE APPLICATION, THE APPLICANT IS ALSO CONDITIONED UPON AND SUBJECT TO COMPLIANCE WITH THE FOLLOWING CONDITIONS.

1. The applicant agrees to comply with the provisions of the Missouri Department of Public Safety Guideline Manual for Financial and Administrative Policies for Contracts.
2. The applicant agrees to maintain the records necessary to evaluate the effectiveness of the project.
3. The applicant agrees to prepare, within 30 days of the project period ending date, a performance report which will include a summary description of the project; the data gathered on the performance indicators included in the program description of the application package; the results of the evaluation process; and a brief assessment of impact.
4. Travel: Expenditures for travel must be supported and documented by signed travel vouchers. Hotel or motel receipts must be attached. Maximum amounts have been established for mileage, meals and other expenses. The applicant may check with the Missouri Department of Public Safety office for current rates.
5. Equipment: Expenditures for equipment must be in accordance with the approved budget. Any expenditures for the purchase of Automatic Data Processing (ADP) related equipment must have the prior approval of the Missouri Department of Public Safety. Any expenditures in an amount over \$50,000 for the purchase of ADP related equipment must have the prior approval of the U.S. Department of Justice. All items of equipment must be assigned an inventory number and be readily identifiable as being purchased with Missouri Department of Public Safety funds.

NARRATIVE WORK PROBLEM

The West 270 MEG unit was formed in January of 1990, after a grant was received from the Missouri Department of Public Safety, Narcotics Control Assistance Program (NCAP). Four municipal police departments in west St. Louis County, Chesterfield, Ballwin and Ellisville, combined their resources and formed a multi-jurisdictional task force, commonly called a Municipal Enforcement Group or MEG.

I. STATEMENT OF PROBLEM

The Police Chiefs and City Administrators involved in the unit's formation recognized a number of similar drug enforcement problems which confronted each municipality:

- 1) The criminal elements involved in illegal drug activities were generally unknown to their departments and operated with little risk of detection or apprehension.
- 2) Uniform officers and general assignment detectives had limited contact with drug offenders and were unable to effectively conduct protracted drug related investigations.
- 3) Empirical evidence indicated a direct correlation between illegal drug activities and other criminal activities.
- 4) Furthermore, suspected criminal elements involved with illegal drugs appeared unconcerned with geographical boundaries and operated in and around all municipalities in west St. Louis County.

II. GOALS AND OBJECTIVES

A traditional, police department undercover operation was determined to be the best response to these problems. Since it was not practical for each municipality to form its own (independent) undercover operation, the obvious solution was a unified, coordinated effort. After a number of organizational meetings in late 1989 and early 1990, the cities of Chesterfield, Ballwin, Ellisville, and Manchester passed the necessary ordinances and entered into a mutual aid agreement. As a result, the West 270 MEG unit was officially formed in January of 1990 and started undercover operations in March.

III. METHODOLOGY

The West 270 MEG unit has four undercover officers, one from each participating police department. At present, the unit supervisor is a Chesterfield police sergeant. To facilitate the 1989 and 1990 NCAP grants, the City of Chesterfield provided the Project Director and Finance Officer, who controls the unit's finances. A Board of Directors, made up of the participating Chief's of Police, developed rules and regulations for the unit to follow and monitor its undercover operations.

Since Ballwin Police Department provided contract service for Clarkson Valley and Winchester, the West 270 MEG unit extended its operations to include those municipalities. At present, the unit has a service area in six municipalities, covering over 50 square miles in west St. Louis County, with a combined population exceeding 75,000. There are no significant geographical boundaries separating the municipalities and they are connected by a number of State highways and County roadways. In general, the municipalities share many of the same attributes and are well suited for this cooperative effort.

During the organization of the West 270 MEG unit, each participating municipality agreed to supply a police officer (salary and benefits) and fund an equal share of expenses. Since the grant did not provide pre-payment of expenses, the Finance Director decided to pay expenses as they were incurred, with City of Chesterfield monies. At the end of each month, during the grant period, the Finance Director would submit appropriate reports to the Division of Public Safety requesting 75 percent reimbursement (as provided in the grant). At the same time, the Finance Director would submit reimbursement requests to the other three participating municipalities for their share (25 percent) of the remaining expenses. This procedure has worked very well, which further demonstrated the cooperative effort shared by each participating municipality.

Regarding the 1992 grant application, there are no substantive changes. As in the 1991 application, there are requests to fund the following items.

- 1) Lease four undercover vehicles.
- 2) Mileage for 100,000 miles or 25,000 miles per vehicle.
- 3) Two office phone lines and four mobile phones.
- 4) Five pagers.
- 5) Office supplies, batteries, video, and audio tapes.
- 6) Buy money for evidence and information.

These items are necessary for the unit's operation and represent a total of \$72,100 or 84% of the 1992 grant application of \$84,880. A contingency fund of \$5,760 has been requested for leasing an office, should the unit's current (free lease) arrangements change. The remaining \$7,020 or 8% of the 1991 grant application is for new equipment which is listed below.

- 1) Telephoto lens. This item is to be used with a 35mm camera to photograph drug transactions and defendants.
- 2) Video camera, cassette recorder and monitor. These items are to also be used to record drug transactions and defendants. Under certain conditions the video equipment will produce a better evidentiary record than a 35mm camera.
- 3) Safe. This item will be used to temporarily store cash and small amounts of seized drugs and contraband at MEG headquarters.
- 4) Equipment for surveillance van. In 1991, Laclede Gas Company donated a Dodge van to the MEG unit. It has been reconditioned, but remains unequipped for surveillance purposes. A certain amount of new audio and video equipment may be purchased, but emphasis will be on adapting and using existing equipment.
- 5) Copier. The MEG unit has established an independent headquarters and as a result does not have access to a copier. On a daily basis, undercover officers need to copy reports, evidence receipts and numerous forms related to each case.
- 6) Mobile radios. These radios will improve communications. Currently undercover officers use portable radios with transmit power of 4 watts. Mobile radios, with transmit power of at least 25 watts will increase communication range and clarity.

IV. EVALUATION

During the last ten months of 1990, in which undercover operations were performed, the West 270 MEG unit made cases against 54 defendants in 105 cases. These investigations resulted from informants or information developed locally, but led to virtually all parts of St. Louis County. During this period, the West 270 MEG unit worked closely with other MEG units, St. Louis County Police Department, Missouri Highway Patrol, and the Federal Drug Enforcement Agency.

Despite the successes of this first year, they do not reflect the potential of this unit. With fewer organizational responsibilities and greater experience, the unit will only become more efficient and effective.

V. PROGRAM CONTINUATION

The West 270 MEG unit was intended to be a permanent program. Each participating agency is committed to local drug enforcement and recognize the fallacy of a short-term law enforcement effort in this area.

When the MEG unit rules and regulations were initially written, plans were made for future operations and the possibility of expanding the unit. This year, St. Louis County Police Department has agreed to provide a full-time undercover officer, which would bring the unit's manpower to five officers. This additional manpower was provided because the West 270 MEG unit was regarded as a stable, long term, enforcement effort and deserved additional resources from St. Louis County Government.

Despite the successes of the West 270 MEG unit and plans for future operations, funding may be a problem in subsequent years. This funding problem is the result of a drastic reduction in asset forfeiture cases, based on a recent Missouri Supreme Court decision in a case brought by the Odessa R-VIII School District in western Missouri. This financial shortfall increases the need for Federal assistance, like the Narcotics Control Assistance Program (NCAP) administered by the Missouri Department of Public Safety.

The grant funding provided by the Missouri Department of Public Safety helped create a viable drug enforcement effort in west St. Louis County. The municipalities of Chesterfield, Ballwin, Ellisville, and Manchester appreciate the financial assistance and organizational support that has been provided and look for continued assistance and support in the future.