

Project title: FY2021 Marine Patrol Federal Financial Assistance Grant Award**Council Bill #** *interoffice use***Agenda dates requested:**

4/7/2021

Briefing

Proposed action

Consent

Action

Ordinance

Public hearing

Yes No**Budget amendment:** Yes No**PowerPoint presentation:**Yes No **Attachments:**

Agreement

Department(s) involved:

Police, Legal

Contact person:

Mark St.Clair

Phone number:

425-257-8432

Email:

mstclair@everettwa.gov

Initialed by:*DT*

Department head

Administration

Council President

Project: Boating Safety Program**Partner/Supplier :** Washington State Parks & Recreation Commission**Location:** City and Port of Everett**Preceding action:****Fund:** 031/Police, 156/Criminal Justice**Fiscal summary statement:**

The Everett Police Department (EPD,) has been awarded \$14,727.30 from the Washington State Parks and Recreation Commission (WSPRC,) for Boating Safety Patrols and education. EPD has also be awarded an additional \$5,000 to have EPD officers act as Instructors for the WSPRC. The total award being offered to EPD for 2021 is \$19,727.30 with a local match of \$33,260.21. The local match will be paid through Vessel Registration Funds. There will need to be a budget amendment for this award.

Project summary statement:

The Federal Financial Assistance Grant Award and Intergovernmental Agreement with the Washington State Parks and Recreation Commission establishes the framework between the WSPRC and EPD for accomplishing patrols, classes, and special emphasis enforcement. The ultimate goals for the activities are to reduce injury from boating incidents and promote a safe and enjoyable boating environment for all users.

Recommendation (exact action requested of Council):

Authorize the Mayor to sign all necessary documents with the Washington State Parks and Recreation Commission regarding the agreement, utilization, and acceptance of the \$19,727.30 FFY 2021 Marine Patrol Federal Financial Assistance Grant Program.

Don Hoch
Director



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WASHINGTON STATE PARKS AND RECREATION COMMISSION

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FEDERAL FINANCIAL ASSISTANCE GRANT

In exchange for grant dollars in the amount of \$14,727.30, Everett Police Department agrees to the following terms:

- To expend **local funds** in the amount of \$33,260.21 during Federal Fiscal Year 2021 that will satisfy the match requirement of this grant.
- To use funds solely for expenditures limited to the areas outlined in the document “Eligible Expenses of Vessel Registration Fees and Federal Financial Assistance Grants” that can be found at <http://mle.parks.wa.gov/>.
- To use Federal grant funds consistent with the requirements of 2 CFR 200.
- To make at least one instructor available upon request as outlined in the A-300 application.
- To meet all requirements outlined in the annual Vessel Registration Fee Agreement (A-299) with Washington State Parks.
- To follow these procedures to request reimbursement:
 - Use the Marine Law Enforcement Grant Invoice Voucher (form A-19) to invoice State Parks for reimbursement.
 - Submit invoices no more than monthly and no less than quarterly.
 - Submit invoices with the following documents:
 - Officer List Worksheet.
 - Detailed explanations for equipment purchases and maintenance expenditures that occurred during the period in which reimbursement is requested.
 - Maintain records for all allowable expenditures for which grant dollars were spent for a period of six years following the completion of the grant and provide them to State Parks upon request. This includes vessel log sheets.
 - Submit A-19 Invoice Vouchers by the following dates:
 - For the period March-April-May-June (2nd quarter): by July 15th.
 - For the period July-August-September (3rd quarter): by October 15th.

- If, during any quarter, Everett Police Department is unable to meet the requirements of the grant it will submit a letter, signed by the police chief or sheriff, along with the reimbursement request explaining the reasons and mitigating circumstances. If requested, Everett Police Department will submit a plan within 30 days of the end of the quarter that describes steps Everett Police Department will take to meet minimum requirements. In these cases, reimbursement requests may be deferred until the plan is received and approved by State Parks.
- Consider a “zero tolerance” enforcement policy for violations of:
 - Life jacket requirements, including lifejackets not worn, insufficient lifejackets, and lifejackets found unserviceable or the incorrect size.
 - Completion and possession of the mandatory boater education card when operating, for operators required to carry it.
 - Boat operation under the influence of alcohol (BUI) rules
 - “Rules of the road” and other operating regulations
- Participate with Washington State Parks in the following campaigns:
 - Operation Dry Water
 - National Safe Boating Week
 - Spring Aboard
 - Paddle Safety Week
- My agency will accomplish the goals stated in the A-300 online application and summarized after the signature in this agreement.

AUTHORIZED SIGNATURE

I certify that I am authorized to obligate the Everett Police Department listed below, I am authorized to accept such funds, and to guarantee that all grant requirements outlined in this agreement will be met.

Signing Officer Signature

Date

Signing Officer Name (Please Print)

Title

PREVENTION GOALS SUMMARY	
Total Patrol Hour Goal	464.00
Total Inspections Goal	600.00
Count of State Approved Boater Education Classes Planned	1.00
Sum of Hours for State Approved Boater Education Classes	20.00
Sum of State Approved Boater Education Classes Planned Attendance	40.00
Count of Community Events	1.00
Sum of Community Events Hours	40.00
Count of Presentations to Schools	1.00
Sum of Presentation to Schools Hours	10.00
Count of Presentations to Groups	2.00
Sum of Presentations to Groups Hours	20.00
Count of Dealer Visits Planned	1.00
Sum of Dealer Visits Hours	10.00
Count of Rental Sites Planned	1.00
Sum of Rental Site Visits Hours	0.00
Owned Media Posts	16.00
Earned Media Posts	16.00
Count of Partnering Organizations	0.00
Sum of Partnering Organization Hours	0.00



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To: Everett Police Chief Dan Templeman

From: Washington State Parks Boating Program, Boating Law Administrator

Subject: Grant Increase for Instructor Support

Date: December 1, 2020

Your agency is a Subrecipient of a federal grant {state number and/or identifying information to the underlying agreement if you can/if you know it}, under the authority of 2CFR 200 and other federal terms and conditions. Under this Sub recipient contractual agreement, your agency supports the function and mission of the Recreational Boating Safety program by providing instructors to the Washington State Parks and Recreation Commission (WSPRC). I am pleased to share that the previous award amount is being increased for this period (see below).

Your agency for providing instructor(s) to the State Parks RBS program will be awarded an additional \$5000.00 to your Federal Financial Assistance Grant, available after May 31. These funds will be based on a commitment of 80 hours of instructor services. For instructor services less than 80 hours, a sum of \$500.00 per day will be awarded. Your current grant amount of \$14,727.30 is increased to \$19,727.30 upon acknowledgement of this notification and as indicated herein. As WSPRC has grown the number and types of boating courses offered it has required much more support and participation from your personnel and your agency.

This increased amount may change from year to year based on multiple factors that may affect the Federal Financial Assistance Grants. However, it is WSPRC intention to compensate your agency for authorized reimbursable expenditures for your efforts in actively supporting Recreational Boating Safety in Washington State. Without your personnel and the support provided to them by your agency, our ability to offer basic and advanced level marine law enforcement training would be severely impacted.

Please do not hesitate to email or call Matt Stowers 360-791-4668 matt.stowers@parks.wa.gov, Marine Law Enforcement Coordinator if there are any questions.

To activate the federal grant reimbursement agreement for this time, please acknowledge your understanding, obligation, and commitment by legibly completing, signing, and dating below and returning the same to WASPRC, Matt Stowers (contact information above).

Name (print)

Title

Agency

Phone

Email

Signature

Date

Don Hoch
Director



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March 2, 2021

Chief Dan Templeman
Everett Police Department
3002 Wetmore Avenue
Everett, WA 98201-4018

Re: Recreational Boating Safety Federal Financial Assistance Grant Letter of Award

Dear Chief Templeman:

The Washington State Parks and Recreation Commission has reviewed and accepted your application for a Recreational Boating Safety (RBS) Federal Financial Assistance Grant and is awarding \$ 14,727.3 to your agency. The grant is for the period March 1 to September 30, 2021.

Award Information:

Federal Award Identification: 3320FAS200153

Federal Award Date: 3/1/2021

CFDA Number: 97.012

Terms of Acceptance: Acceptance of a Federal Financial Assistance award carries with it the responsibility to comply with the terms and conditions of the award. Acceptance is defined as the start of work, drawing down funds, or accepting the award via electronic means. Awards are based on the application form, as approved by State Parks. The signed grant application contains the terms and conditions to which your agency has agreed. I urge you to carefully review your application (enclosed), so you are familiar with each requirement.

Specifically, You Have Agreed To:

- Provide your agreed upon local funding match as submitted in your A-300 form.
- Carry out your approved prevention plan and reach the measurable prevention goals as submitted in your A-300 form.
- Execute the patrol plans / emphasis patrols / enforcement policies by doing the activity / product during the time frame / target date to achieve your purpose / outcome as submitted in your A-300 form.
- Conduct the number of vessel safety inspections as submitted in your A-300 form.
- Conduct the number and type of educational classes and activities as submitted in your A-300 form.

- Participate and attend the community events and activities as submitted in your A-300 form.
- Conduct the presentations to groups & schools as submitted in your A-300 form.
- Participate and work with media to conduct outreach to boaters and to execute your media plan as submitted in your A-300 form.
- Participate and partner with community forums as submitted in your A-300 form.
- Send State Parks any updated or improved local ordinances that reduce boating accidents.
- Provide the Instructors listed in your A-300 form if requested by State Parks.
- Ensure the “Marine Lead”, at a minimum, attends all meetings required / requested by State Parks.
- Attend advanced training (when offered) and maintain currency requirements, once they are posted and announced, to ensure compliance with NASBLA training standards (optional).
- Emphasize enforcement of:
 - Life jacket requirements.
 - Mandatory boater education (required to be carried by operators born after January 1, 1955 when operating a motorboat of 15 hp or more and not otherwise exempted).
 - Boating Under the Influence (BUI); and
 - “Rules of the Road” and other operating regulations, especially between paddle / human powered vessels and motorized vessels.
- Participate in Operation Dry Water in July 2021.
- Request reimbursement for approved expenditures only. Refer to your Federal Financial Assistance Grant Application (enclosed) for terms and conditions.

Your signature on each *Marine Law Enforcement Grant Invoice Voucher* certifies that your agency has completed the work and has retained copies of all the supporting documentation on file for audit purposes per the commitment in the *Federal Financial Assistance Grant Application – Calendar Year 2021 – March 1 to September 30, 2021*.

If you have questions regarding contract terms, expenditures, or financial invoice billing, please contact Corey Tolar at (360) 902-8843 / corey.tolar@parks.wa.gov.

Sincerely,



Rob Sendak, MPA, Manager, Boating Law Administrator
Washington State Parks and Recreation Commission

Enclosures

Cc: Corey Tolar
Contracts
Fiscal