

**City Council Memorandum**

To: Mayor Fasbender & City Council Members

From: David D. Wilske, Chief of Police

Date: April 15th, 2024

Item: Firearms Storage Grant

Council Action Requested:

Accept a DPS-OJP Grant of \$1,300.00 for the purchase of evidence storage units.

Background Information:

The Department of Public Safety in conjunction with the Office of Justice Programs requested proposals to fund grants which supports the safe and secure storage of firearms owner by persons subject to Extreme Risk Protection Orders, (ERPO), a new state law enacted on January 1st, 2024. This new law allows court orders to temporarily remove firearms from a person in crisis, if that person poses a significant danger to others or, as at risk of suicide. The funds, which were approved through the grant, will allow the Hastings Police Department to purchase and implement two new U-Line ventilated storage units which will provide sufficient capabilities to house additional firearms, as our current method is deemed to be at capacity. The units will also provide an additional layer of security inside the Evidence Room. The new units will provide our property room and technician with increased functionality in evidence storage, access, and logistics. This is 100% funded, and upon the approval of City Council, the city will order and pay for the storage units and be refunded by the state.

Financial Impact:

Budget Neutral

Advisory Commission Discussion:

None

Council Committee Discussion:

None

Attachments:

- Grant Application

Firearms Storage Grant Program 2024

Hastings Police Department

A-FSG-2024-HASTGSPD-010

Project Information Form

1. FISCAL AGENT

Legal Name: City of Hastings
Address: 101 4th Street East
City: Hastings
Federal ID #: 41-6005220

Phone: 651-480-2350
Fax:
Zip Code: 55033
State ID #: 8022668

2. AUTHORIZED REPRESENTATIVE

Title: Chief First Name: David
Street Address: 101 4th Street East
City: Hastings State: MN
Direct Phone: 651-480-2332

Last Name: Wilske
Suite #:
Zip Code+4: 55033
Email: sbeuch@hastingsmn.gov

3. OPERATING AGENCY (IF DIFFERENT FROM #1)

Legal Name:
Address:
City:

Phone:
Fax:
Zip Code:

4. PROGRAM MAIN CONTACT

Title: Chief First Name: David
Street Address: 101 4th Street East
City: Hastings State: MN
Direct Phone: 651-480-2332

Last Name: Wilske
Suite #:
Zip Code+4: 55033
Email: dwilske@hastingsmn.gov

5. FINANCIAL CONTACT

Title: Finance Manager First Name: Chris
Street Address: 101 4th Street East
City: Hastings State: MN
Direct Phone: 651-480-2347

Last Name: Eitemiller
Suite #:
Zip Code+4: 55033
Email: ceitemiller@hastingsmn.gov

6. CONTRACT MAILING CONTACT: Chief David Wilske

7. PROJECT INFORMATION

Project Name: Evidence Room Weapons Storage

Project Type:

Project Start Date: 5/6/2024

Project End Date: 6/7/2024

Total Funds Requested: \$1,300.00

Legislative District: 41B

County/Counties Served by the Project: Dakota County

Project Description (Two to three sentences that describe your project):

Two steel storage containers to house firearms seized through new legislation .

Firearms Storage Grant Program 2024

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A-FSG-2024-HASTGSPD-010

Organizational Financial Information

1. OJP Grantee Status

Yes Our organization has/had an active OJP grant at any time in the 12 months prior to application submission?

2. Fiscal Information:

A. Accounting basis: Accrual Cash

B. Organization's Fiscal Year: Calendar Tax Year – End Date December 31

C. Total revenue last completed fiscal year: \$29,035,224

D. Total federal expenditures (only from federal sources) last completed fiscal year: \$217,561

E. Financial documents are produced this often: annually

F. **Nonprofits Only**- Most Recent IRS Form 990: Date of most recent 990:

Yes We are up to date with out annual filings. If no, provide an explanation:

Proof of Good Standing with the Secretary of State:

3. Financial Document

Agency with annual revenue under \$50,000, must upload, statement of Financial Position and Statement of Activity

Non-government agency with a total annual revenue of \$50,000- \$750,000 (IRS Form 990 Uploaded in question F.)

Agency with total annual revenue of over \$750,000, but with federal expenditures less than \$750,000, must upload:

Certified Financial Audit:

https://app.dps.mn.gov/EGrants/_Upload/1186969_5060208-2022HastingsACFR-Final.pdf of most recent Certified Financial Audit: 12/31/2022

Certified Financial Audit Management Letter:

https://app.dps.mn.gov/EGrants/_Upload/1186969_5060215-2022HastingsGAS-LC-Final.pdf

Audit Firm Name: Bergan KDV

Type of Audit: Unqualified

Did your audit have any findings? Yes

If yes, select all that apply and provide a brief explanation:

Significant Deficiencies

Material Weaknesses

Audit finding that included ineligible costs or duplicate payments that needed to be repaid to a grantor

The same finding from the previous year's audit

Explanation:

Agency that spent \$750,000 or more in federal funds during fiscal year, must upload:

Single Audit: Date of most recent Single Audit:

Single Audit Management Letter:

Audit Firm Name:

Type of Audit:

Did your audit have any findings?

If yes, select all that apply and provide a brief explanation:

Significant Deficiencies

Material Weaknesses

Audit finding that included ineligible costs or duplicate payments that needed to be repaid to a grantor

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Organizational Financial Information

Audit finding in a federal grant from the Department of Public Safety If yes, provide CFDA/ALN Number of grant:
The same finding from the previous year's audit
Explanation:

Corrective Action Plan Questions (if applicable):

A Corrective Action Plan was created as a result of the audit, must upload:

Corrective Action Plan:

Indicate the status of your Corrective Action Plan:

Corrective action plan was submitted and fully implemented

Corrective action plan was submitted but has not been fully implemented

Corrective action plan not submitted to auditor

4. Administrative Systems

Answer yes or no to the following statements:

No Our organization has had an instance of misuse or fraud in the past 36 months.

No Our organization has current or pending lawsuit against the organization.

No Our organization is currently designated as a high risk grant recipient by the federal government.

If you answered "yes" to any of the 3 statements above, please provide an explanation of the circumstances and actions taken to date to resolve the situation(s):

Yes We have separate account codes for different programs/revenue sources to prevent co-mingling of funds.

Our organization's accounting system can identify and track grant program -related income and expenses separate from all other income and expenses.

Yes Staff within our organization who are paid by more than one source of funding keep track of their time per funding source

Yes Our organization has a paid bookkeeper.

Yes Our organization has an approval process that requires multiple approvals before funds can be expended.

Yes We can easily retrieve original receipts for expenses that are reimbursed by the grant .

Yes Our Board of Directors meets at least every month.

Yes Our organization has a Conflict of Interest Policy .

5. Grant Management Experience

No We have had more than one administrative turnover in the past 12 months (defined as anyone involved in working on or managing grants)

Select only one option that applies to your organization:

- A. Monitored funding and completed reporting for non-federal and/or only federal grants
- B. Monitored funding and completed reporting for only non-federal grants
- C. Monitored funding and completed reporting for contracts but not grants
- D. No prior experience monitoring and reporting for contracts and/or grants

Firearms Storage Grant Program 2024

Hastings Police Department

A-FSG-2024-~~NAHIG-09~~ ~~NAHIG-09~~ -010

Budget : Two U-Line Ventilated Storage Cabinets with locking mechanism- Model Number: H7814

Select the appropriate Program Component for this budget item:

FSG: Minnesota Firearm Storage Grant

Select the appropriate Budget Category for this budget item:

Program Expenses

Provide a short description for this budget item (should be unique to this budget):

Two U-Line Ventilated Storage Cabinets with locking mechanism- Model Number: H7814

Provide a more detailed description for this budget item:

The items to be purchased with grant funds are two separate ventilated storage units manufactured by U-Line. The storage containers are 36x24x72" and made of heavy gauge steel and having adjustable shelving. Each unit has a three point locking system with two provided keys. They are manufactured to provide flexibility in adding more security if needed. The storage units would efficiently and securely house firearms collected by the Hastings Police Department. Total, before shipping, the two units would total, \$1110.00. The supplemental money requested would accommodate for shipping and bracketing associated with units. The bracketing would allow the firearms to be stored in a manner to avoid congestion and clutter. The funds would be spent transparently and in the event the entire amount is not used the remainder would be returned.

Enter the dollar amounts associated with the budget item:

Award	Match
\$1,300.00	

Firearms Storage Grant Program 2024

Organization: Hastings Police Department

A-FSG-2024-NAIIG-010

Budget Summary

FSG: Minnesota Firearm Storage Grant				
Budget Category	Award			
Program Expenses				
Two U-Line Ventilated Storage Cabinets with locking mechanism- Model Number: H7814	\$1,300.00			
Total	\$1,300.00			
Total	\$1,300.00			

Firearms Storage Grant Program 2024

Hastings Police Department

A-FSG-2024-NASIG-010

Financial Status Report Summary

FSG						
Program Expenses	Total Award	Award Expended	Award Remaining	Total Match	Match Expended	Match Remaining
Two U-Line Ventilated Storage Cabinets with locking mechanism- Model Number: H7814	\$1,300.00	\$0.00	\$1,300.00	\$0.00	\$0.00	\$0.00
Program Expenses Totals	\$1,300.00	\$0.00	\$1,300.00	\$0.00	\$0.00	\$0.00
TOTALS	\$1,300.00	\$0.00	\$1,300.00	\$0.00	\$0.00	\$0.00
OVERALL TOTALS	\$1,300.00	\$0.00	\$1,300.00	\$0.00	\$0.00	\$0.00