



Huntsville, Alabama

305 Fountain Circle
Huntsville, AL 35801

Cover Memo

Meeting Type: City Council Regular Meeting **Meeting Date:** 4/10/2025

File ID: TMP-5366

Department: Police

Subject:

Type of Action: Approval/Action

Resolution authorizing the Mayor to enter into a Memorandum of Understanding between the City of Huntsville and GCRFTF (U.S. Department of Justice, United States Marshals Service).

Resolution No.

Finance Information:

Account Number: 1000-41-41204-501010-00000000

City Cost Amount: \$ 0.00

Total Cost: \$ 0.00

Special Circumstances:

Grant Funded: \$ 0.00N

Grant Title - CFDA or granting Agency: N/A

Resolution #: N/A

Location: (list below)

Address: N/A

District: District 1 ☐ District 2 ☐ District 3 ☐ District 4 ☐ District 5 ☐

Additional Comments:

MOU that provides reimbursement for overtime costs incurred by tow (2) Huntsville Police Department Officers up to \$35,000 maximum total. MOU is for one (1) year.

RESOLUTION NO. 25-_____

BE IT RESOLVED by the City Council of the City of Huntsville, Alabama, that the Mayor be, and he is hereby authorized to enter into an agreement by and between the City of Huntsville and the United States Marshals Service, on behalf of the City of Huntsville, a municipal corporation in the State of Alabama, which said agreement is substantially in words and figures similar to that certain document attached hereto and identified as "Memorandum of Understanding (MOU) between the City of Huntsville and GCRFTF (U.S. Department of Justice, U.S. Marshals Service) in the amount of \$35,000 for Overtime expenditures, October 24, 2024 through September 30, 2025," consisting of one (1) page, and the date of April 10, 2025 appearing on the margin of the first page, together with the signature of the President or President Pro Tem of the City Council, and executed copy of said document being permanently kept on file in the Office of the City Clerk of the City of Huntsville, Alabama.

ADOPTED this the 10th day of April, 2025.

President of the City Council
of the City of Huntsville, Alabama

APPROVED this the 10th day of April, 2025.

Mayor of the City of
Huntsville, Alabama

INSTRUCTIONS: See last page for detailed instructions.

SECTION 1: OBLIGATION

DOCUMENT CONTROL #: JLEO-25-0160

SECTION 2: PARTICIPATING AGENCIES

Notification to state and local agencies of funding provided in support of Joint Law Enforcement Operations, pursuant to the Memorandum of Understanding (MOU) between:

Huntsville Police Department

and

GCRFTF

All other terms and conditions of the MOU remain the same.

SECTION 3: PERIOD OF PERFORMANCE

October 24, 2024 to September 30, 2025

SECTION 4: APPROPRIATION DATA

FISCAL YEAR	ORGANIZATION	FUND	PROJECT	SOC / PURPOSE	DOLLAR AMOUNT
2025	A3401	AFF-B-OP	JLEOTFS3	25205 - TFO Overtime	\$35,000.00
Total Obligation Amount:					\$35,000.00

SECTION 5: DESCRIPTION OF OBLIGATION

Task Force Overtime Reimbursement FY 2025

TIN # 63-6001296 - UEI # ZBCLKNT6JWT4 - ORI # AL0470100 - Vendor Name: CITY OF HUNTSVILLE

State: Alabama

SECTION 6: CONTACT INFORMATION

DISTRICT/RFTF CONTACT:

Name: Melissa Pringle

Phone: (407)726-9197

E-mail: melissa.pringle@usdoj.gov

STATE/LOCAL CONTACT:

Name: Jessica Winn

Phone: (256) 427-7002

E-mail: jessica.winn@huntsvilleal.org

SECTION 7: AUTHORIZATION

USMS Representative - Certification of Funds:

Signature: SANDEE BURKEMPER

Digitally signed by SANDEE BURKEMPER
Date: 2024.12.03 07:34:41 -05'00'

Date: 12/3/2024

Sandee Burkemper, Asst Chief DIB/JLEO

Chief Deputy or RFTF Commander - Obligation Approval:

Signature: MICHAEL SANFORD

Digitally signed by MICHAEL SANFORD
Date: 2024.12.03 11:18:12 -05'00'

Date: 12/3/2024

Michael Sanford, Regional Fugitive Task Force Chief

Reimbursement of overtime work shall be consistent with the Fair Labor Standards Act. Annual overtime for each state or local law enforcement officer is capped at the equivalent of 25% of a GS-1811-12, Step 1, of the general pay scale for the RUS. Reimbursement for all types of qualified expenses shall be contingent upon availability of funds and the submission of a proper request for reimbursement which shall be submitted monthly or quarterly on a fiscal year basis, and which provides the names of the investigators who incurred overtime for the Task Force during the quarter; the number of overtime hours incurred, the hourly regular and overtime rates in effect for each investigator.

Departmental Representative - Acknowledgement:

Signature: _____

Date: _____

Tommy Battle, Mayor

President of the City Council of the City of
Huntsville, Alabama

Form USM-607
Rev. 07/20