

POLICE MEMORANDUM
16-2026

DATE: July 27, 2026

TO: Honorable Mayor Meredith Leighty and City Council Members

THROUGH: Heather Geyer, City Manager *hmg*

FROM: James S. May, Jr., Chief of Police *JSM/2.17*

SUBJECT: CR-100 – Acceptance of 2027 High Visibility Impaired Driving Enforcement Grant

PURPOSE

To consider CR-100, a resolution accepting a High Visibility Impaired Driving Enforcement (HVE) grant in the amount of \$15,445 to fund officer overtime for impaired driving enforcement and related community education efforts.

BACKGROUND

The Police Department was awarded a grant from the Colorado Department of Transportation (CDOT) High Visibility Impaired Driving Enforcement (HVE) Program. The grant provides \$10,720 for officer overtime to enforce Colorado's impaired driving laws and \$4,725 for officer overtime to conduct community engagement and education events during the grant period of July 1, 2026 through June 30, 2027.

BUDGET/TIME IMPLICATIONS

Grant funds will be reimbursed by CDOT in two installments following the enforcement period. Based on recent experience with directed DUI enforcement and community events, the Police Department anticipates full funding from the \$15,445 grant award.

STAFF RECOMMENDATION

Staff recommends approval of CR-100.

STAFF REFERENCE

If Council members have any questions, they may contact James S. May, Jr., Chief of Police, at jmay@northglenn.org or 303.450.8967

ATTACHMENTS

1. HVE Grant Application
2. HVE Award Notification
3. HVE Purchase Order

CR-100 – Acceptance of 2027 High Visibility Impaired Driving Enforcement (HVE) Grant



COLORADO
Department of Transportation
2829 W. Howard Place Denver, CO 80204-2305



STATE FISCAL YEAR 2027 (July 1, 2026 - June 30, 2027)
HIGH VISIBILITY IMPAIRED DRIVING ENFORCEMENT
APPLICATION FOR FUNDING

CDOT's Office of Transportation Safety (OTS) provides funding for overtime enforcement of Colorado's impaired driving laws for the enforcement waves listed below. The selection and funding of participating agencies will be based on eligibility, problem identification, and available funds. Funding is provided and secured by the C.R.S. 43-4-903 *High-Visibility Alcohol and Drug Impaired Driving Enforcement Funding*. The official rules can be found under C.R.S. 43-4-902.

Minimum qualifications:

- ♦ Applicant must be a municipality, city and county, or county within the State of Colorado that establishes a qualified program to conduct high visibility impaired driving enforcement and endorse the laws pertaining to alcohol and drug related offenses.
- ♦ Agencies must be compliant with C.R.S. 24-31-903 Division of Criminal Justice Report; Law Enforcement Integrity Reporting. You may contact cdps_dcj_lei@state.co.us or visit Law Enforcement Integrity (<https://dcj.colorado.gov/dcj-offices/ors/dsub-cuf>) for compliance information.
- ♦ Agency is NOT qualified to receive Colorado State Funded awards if subject to a judicially ordered consent decree.
- ♦ Agencies must provide a copy of their profiling policy pursuant to C.R.S. 24-31-309.

If awarded, your law enforcement agency agrees to:

- ♦ Provide overtime opportunity to SFST-certified officers in good standing for enforcement of Colorado's impaired driving laws at checkpoints, saturations patrols, increased patrols, or as dedicated enforcement cars in **at least 10 of the enforcement periods** listed below.
- ♦ Accurately verify and report all overtime worked under this grant.
- ♦ Report all enforcement plans and activity through the CDOT Traffic Safety Portal before the deadlines specified on the attached HVE Calendar
If you need access to the traffic safety portal, notify your LEL. [Link: Traffic Safety Portal](#)
- ♦ Submit Reimbursement Claims for overtime enforcement activities at the agency's overtime rate (time and a half), or a flat rate of \$50.00 per hour. Claims for reimbursement should be submitted using CDOT's provided claim workbook form or through allocated data software, along with the requested data, within **45 days** of each enforcement period to your LEL. *Late reimbursement submissions may not be accepted.*
- ♦ Optionally provide Community Engagement Efforts by connecting with and educating your community members about the dangers of impaired driving. This is an excellent opportunity to supplement enforcement operations — More details are provided on the page 2.

**To apply for funding, email this completed form to your Law Enforcement Liaison
by Monday, March 30, 2026 (Late applications will not be accepted).**

All fields highlighted in yellow are required. If any fields highlighted in yellow are left blank, your application may not be accepted.

Agency Name: City of Northglenn Police Department	
Agency Address: 50 W. Community Center Dr. Northglenn, CO 80237	
Enforcement Periods SFY27	\$ Requested
4th of July Weekend *	July 1 - July 7, 2026 \$ 394.00
Sturgis Rally	August 6 - August 17, 2026 \$ 946.00
Labor Day Crackdown *	September 3 - September 9, 2026 \$ 946.00
Fall Festivals	September 24 - October 21, 2026 \$ 1,497.00
Halloween Weekend *	October 28 - November 3, 2026 \$ 946.00
Thanksgiving Week *	November 20 - December 1, 2026 \$ 473.00
Holiday Parties thru NYE Weekend *	December 10, 2026 - January 4, 2027 \$ 946.00
Winter Blitz	January 14 - January 25, 2027 \$ 946.00
Superbowl/Presidents Week *	February 11 - February 22, 2027 \$ 473.00
St. Patrick's Day Weekend *	March 11 - March 22, 2027 \$ 473.00
Spring Events	April 1 - April 21, 2027 \$ 946.00
Memorial Day Weekend	May 27 - June 2, 2027 \$ 946.00
Summer Blitz	June 10 - June 24, 2027 \$ 788.00
Community Engagement (optional, see next page)	\$ 4,725.00
Total Grant Request: \$ 15,445.00	
Agency Contacts Grant Project Coordinator: Justin Lauck Email: jlauck@northglenn.org Phone: 303-450-8925 Secondary Contact: Sarah Verver Email: sverver@northglenn.org Phone: 303-450-8879 Budget/ Financial Contact: JoAnn Koenig Email: koenig@northglenn.org Phone Number: 303-450-8719 Head of Agency/ Chief: James S. May Jr., Chief of Police Email: jmay@northglenn.org Phone: 303-450-8255 Current Population in Jurisdiction: 38,287 Current Sworn Personnel: 89 Authorized Sworn Capacity: 93	
Problem Identification Data 1/1/2025 - 12/31/2025 # of impaired driving arrests: 310 # of impaired driving crashes: 79 # of impaired driving injury crashes: 13 # of impaired driving fatal crashes: 1	

Application Agreement & Signature

I attest this agency is compliant with C.R.S. 24-31-903 – Division of Criminal Justice Report; Law Enforcement Integrity Reporting. You may contact cdps_dcj_lei@state.co.us or visit Law Enforcement Integrity for compliance information.	Initial: GL
I declare under penalty of perjury in the second degree, and any of the applicable state or federal laws, that the statements made within this application are true and complete to the best of my knowledge.	Initial: GL
I have read and understand the above Reporting and Reimbursement requirements and will report all enforcement plans and subsequent results to the Traffic Safety Portal.	Initial: GL
Applicant/Agency Authorizing Official Signature: /s/	Date: 03/27/2026
Typed Signature is acceptable "/s/ Full Name"	

CDOT USE ONLY

Award Amount to be issued in the form of a Purchase Order:	
<i>This amount may differ from the amount requested by the applicant</i>	
Awarded by: Colorado Highway Safety Office HVE Coordinator, Josephine Oldaker, josephine.oldaker@state.co.us	Date:



COLORADO
Department of Transportation

2829 W. Howard Place Denver, CO 80204-2305



Community Engaged Education (optional)

CDOT's Office of Transportation Safety (OTS) will provide funding for law enforcement agencies to engage with their communities for the purposes of educating them on the dangers, risks, and consequences of impaired driving ahead of High Visibility Enforcement Periods. Events can include, but are not limited to: county fairs, rodeos, festivals, or other community events that tend to correlate with alcohol or drug consumption. During these community engagements, law enforcement officers will discuss the upcoming High Visibility Enforcement Episode and encourage community members to plan ahead for sober rides. Further guidelines will be provided along with award letter that contain ideas for engaging with your community.

This optional component is designed to **supplement impaired driving enforcement efforts**. Agencies must be participating in High Visibility Enforcement Campaigns in order to be eligible to add the Community Engaged Education component.

Agencies interested in participating should provide a narrative describing how they will educate the public and inform communities about alcohol and drug-related traffic offenses to support High Visibility Alcohol and Drug Impaired Driving Enforcement episodes.

Allowable Charges: Reimbursement for Officer overtime expenses at the agency's overtime rate (time and a half).

If awarded, your agency agrees to:

- ♦ Attend community events and engage in transparent, candid conversations with attendees about the dangers and consequences of impaired and drugged driving, including DUI-related impacts.
- ♦ Collect basic demographic information on the audience reached (e.g., estimated number of people, approximate age ranges, race, and any other relevant details).
- ♦ Conduct community engagement activities in advance of the corresponding enforcement period.

Reach out to your Law Enforcement Liaison (LEL) if you need more information or guidance.

Please provide a narrative on how your agency plans to conduct Community Engaged Education. Please include any community events that you will attempt to pursue, dates, locations, types of locations, etc. Please include the type of content you plan to provide and any other ideas you have for community engagement.:

For the 2026-2027 grant year, the City of Northglenn Police Department plans to participate in four community events as part of its commitment to impaired driving education and prevention.

1. Northglenn Pirate Festival – September 19th This free public event, held in a local park, attracts thousands of attendees and includes alcohol service. While most participants drink responsibly, this setting offers an excellent opportunity for proactive education. Two officers will attend, engaging festival-goers in conversations about impaired driving and safe transportation options. Officers will also provide SFST demonstrations and explain how these divided attention tests are used to assess a driver's ability to safely operate a vehicle. Each officer will work a five-hour shift

2 & 3. High School Educational Events – Dates TBD (Homecoming and Prom Seasons) Two additional events will be held at local high schools, timed to coincide with homecoming and prom. Each event will involve four officers working five hours each. In partnership with the fire department and a local tow company, the department will stage a DUI crash aftermath simulation. One officer will narrate the investigative process as first responders arrive and manage the scene. The event will conclude with a discussion on the consequences of impaired driving, particularly for teens, with the goal of encouraging safe decision-making during celebratory events.

4. Northglenn Food Truck Carnival – May 17th The final event will be the Northglenn Food Truck Carnival, a three-day festival featuring over twenty food trucks, carnival attractions, and a designated alcohol area. On May 17th, two officers will staff a booth where they will engage the public in conversations about impaired driving. As with previous events, SFST demonstrations will be provided, emphasizing how these tools help determine a driver's level of impairment. Each officer will work a five-hour shift.

Summary of Hours and Budget Collectively, participation in these four events will total 60 hours of officer overtime. The estimated cost for this outreach effort is \$4,725.00.

Approximately, how many community events would your agency like to attend?	Four
Approximately, how many officers will attend each event?	Two-Four
Dollar Amount Requested for Community Engaged Education:	\$ 4,725.00



COLORADO

Department of Transportation

Office of Transportation
Safety & Risk Management

2829 W. Howard Place
Denver, CO 80204-2305

05/26/2026

To: Northglenn Police Department
From: Josephine Oldaker, Highway Safety Office, Colorado Department of Transportation
Re: State Fiscal Year 2027 High Visibility Enforcement Award

The Colorado Highway Safety Office (HSO) would like to thank you for your dedication to improving traffic safety in your community. We are pleased to inform you that your State Fiscal Year 2027 (SFY27) High Visibility Enforcement (HVE) State Funded grant application is approved.

Your agency has been awarded:

OverTime Hours for Enforcement: **\$10720.00**

Community Events: **\$4725.00**

Total SFY27 HVE Award: **\$15445.00**

You may proceed with enforcement activity planning as it coincides with the HVE enforcement periods for State Fiscal Year 2027 (July 1, 2026 - June 30, 2027). Your award packet includes: a copy of your purchase order (PO #411044708), the enforcement campaign calendar, and this award letter. If you need copies of any of these documents, please inform your Law Enforcement Liaison, Erin Brannan. ***Please note claims processing and stats reporting has changed and you will be notified within the next weeks of the new processes.***

Be advised the following changes to HVE grants have been implemented to ensure compliance with CDOT's Highway Safety Office rules, and regulations.

- **Mandatory Compliance with C.R.S. 24-31-903.** Agency must remain compliant with C.R.S. 24-31-903 - Division of Criminal Justice Report - Law Enforcement Integrity Reporting. You may contact cdps_dcj_lei@state.co.us or visit Law Enforcement Integrity for compliance information. ***Agency Grant will be rescinded if your Agency is 4 or more months out of Compliance.***
- **Overtime Rate (Time and a Half) or \$50.00 flat rate.** This is solely based on the agency and how they reimburse their officers working the grant. If an **overtime** rate is greater than \$50/hour, it needs to be the actual personnel salary overtime rate not an "off duty" rate.
- **Salary verification:** Our LEL's conduct Program Monitoring Visits annually with our HVE grantees. At your next Program Monitoring Visit, we may request copies of payroll records to verify employee overtime pay vs regular pay rate being claimed in the grant. This is in line with state grant management practices.
- **Community engaged education.** If you included Community Engagement & Educational funding in your application, and have been approved for funding for these events (awarded amount will be listed above), please report any community events on the first claim following the event. ***Any attendance sheets, Agendas and/or communications for the event must be attached to the claim.***



- **Claims Submittal and Arrest Stats reporting. *HVE claims and reporting for the SFY27 year. At the time of this award notification, the new E-grants program is not ready for execution. The program will be implemented, and training will be provided by the beginning of July. Your agency will be contacted by your Law Enforcement Liaison to schedule training for the new program.***

Please contact me at josephine.oldaker@state.co.us, HVE Program Manager Robert Wynkoop at robert.wynkoop@state.co.us or your Law Enforcement Liaison, erin.brannan@state.co.us, with any questions or concerns.

Thank you for your commitment toward traffic safety.

Sincerely,

Josephine Oldaker

Josephine Oldaker
HVE Program Coordinator
Colorado Highway Safety office



SPONSORED BY: MAYOR LEIGHTY

COUNCIL MEMBER'S RESOLUTION

RESOLUTION NO.

No. CR-100
Series of 2026

Series of 2026

A RESOLUTION ACCEPTING A GRANT AWARD FROM THE COLORADO DEPARTMENT OF TRANSPORTATION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The City Council of the City of Northglenn hereby accepts a High Visibility Impaired Driving Enforcement Program grant award from the Colorado Department of Transportation, Office of Transportation Safety, in the amount of \$15,445.00 for the grant application submitted by the Northglenn Police Department for personnel overtime for impaired driving enforcement, public outreach programs, and community awareness and education events.

DATED, at Northglenn, Colorado, this _____ day of _____, 2026.

MEREDITH LEIGHTY
Mayor

ATTEST:

JOHANNA SMALL, MMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney