


**NORTHGLENN POLICE DEPARTMENT
COUNCIL MEMORANDUM #2016 - 05**

DATE: April 11, 2016

TO: Honorable Mayor Joyce Downing and City Council Members

FROM: David Willett, Acting City Manager
James S. May, Jr., Chief of Police 

SUBJECT: **CR #43**
Acceptance of Grants; CDOT (LEAF) and High Visibility Impaired Driving Enforcement (HVE)

RECOMMENDATION:

Staff recommends the approval of grants received by the Northglenn Police Department for CDOT (LEAF) and High Visibility Impaired Driving Enforcement (HVE).

BACKGROUND:

From CDOT, the Police Department received an \$8,000 grant for DUI enforcement in the form of officer overtime from the Law Enforcement Assistance Fund (LEAF) and an additional \$4,454 to purchase electronic FlipFlares with magnetic bases which are replacements for the more dangerous incendiary road flares.

From the CDOT High Visibility Impaired Driving Enforcement (HVE) Program, we received a \$7,000 grant for DUI holiday enforcement in the form of officer overtime.

BUDGET/TIME IMPLICATIONS:

Funds to initially cover the expenses are in the 2016 Police Department Patrol budget. These grant funds will allow the department to purchase equipment and provide additional enforcement for DUI-related enforcement activities.

STAFF REFERENCE:

If Council Members have any comments or questions, they may contact Chief James S. May, Jr., at 303/450-8967, jmay@northglenn.org or Commander John Rosecrans, at 303/450-8966, jrosecrans@northglenn.org.

msn

SPONSORED BY: MAYOR DOWNING

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-43
Series of 2016

Series of 2016

A RESOLUTION ACCEPTING GRANT AWARDS FOR THE NORTHGLENN POLICE DEPARTMENT

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 the following grant awards for grant applications submitted by the Northglenn Police Department:

- (a) \$12,454 grant funding from the Colorado Department of Transportation Law Enforcement Assistance Fund (LEAF) for personnel services overtime and equipment for DUI enforcement; and
- (b) \$7,000 grant funding from the Colorado Department of Transportation High Visibility Impaired Driving Enforcement (HVE) Program for personnel services overtime for holiday DUI enforcement.

DATED, at Northglenn, Colorado, this _____ day of _____, 2016.

JOYCE DOWNING
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney

Colorado Dept of Transportation
4201 E. Arkansas Ave.
Denver, Co 80222

DATE: 12/09/2015



Purchase Order
State of Colorado

Buyer: Roman Hernandez
Phone Number: 303-757-9781
Agency Contact: PAUL PETERSON
Phone Number: 303-757-9069

IMPORTANT
The PO# and Line#
must appear on all
invoices, packing
slips, cartons and
correspondence

PO# 411007840 Page# 1 of 1
Award#:
BID#:

Vendor Master#: 2000004
Phone: 303-451-8326
Vendor Contact:

Invoice

TO: CDOT OFFICE OF TRANSP. SAFETY
4201 E. ARKANSAS AVE.
DENVER CO 80222

Payment will be made by this agency

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CITY OF NORTHGLENN
11701 COMMUNITY CENTER DRIVE
NORTHGLENN CO 80233-1099

Ship

TO: Colorado Dept of Transportation
4201 East Arkansas Avenue
Denver CO 80222

INSTRUCTIONS TO VENDOR

- 1. If for any reason, delivery of this order is delayed beyond the delivery/Installation date shown, please notify the agency contact named at the top left (Right of cancellation is reserved in instances in which timely delivery is not made).
- 2. All chemicals, equipment and materials must conform to the standards required by OSHA.
- 3. NOTE: Additional terms and conditions on reverse side or at address shown in Special Instructions.

Delivery/Installation Date: 06/30/2016

SPECIAL INSTRUCTIONS

LINE	PRODUCT NUMBER PRODUCT CATEGORY DESCRIPTION	UOM PLANT	QUANTITY	UNIT COST	TOTAL ITEM COST
00001	92585 Northglenn PD - LEAF - 2016	AU 7001	12,454	1.00	12,454.00

No expenditures against this project will be paid prior to the effective date, 01/05/2016.

DOCUMENT TOTAL: 12,454.00

THIS PO IS ISSUED IN ACCORDANCE WITH STATE AND FEDERAL REGULATIONS
<https://www.codot.gov/business/procurement-and-contract-services/purchase-order-terms-and-conditions/purchase-order-terms-and-conditions/view>
DP-01 (R-02/06)

FOR THE STATE OF COLORADO

Authorized Signature

Date

Signature not required if PO transmitted electronically.

LAW ENFORCEMENT ASSISTANCE FUND (LEAF)

JANUARY 5, 2016 to JUNE 30, 2016

APPLICATION FOR FUNDS

CDOT's Office of Transportation Safety (OTS) will provide funding for overtime enforcement of Colorado's impaired driving laws through the Law Enforcement Assistance Fund (LEAF). The selection and funding of participating agencies will be based on:

- The mission, goals, strategy and objectives of CDOT
- Problem identification data relating to impaired driving related caused injury and fatal crashes
- Statistical analysis of local, state, and federal impaired driving related statistics

TO APPLY FOR FUNDING

Your agency agrees to:

1. Provide overtime to officers for enforcement of Colorado's impaired driving laws at checkpoints, saturations patrols, increased patrols, or as dedicated enforcement cars;
2. Utilize only officers who are currently SFST certified to conduct roadside sobriety maneuvers;
3. Provide an Enforcement Plan to CDOT prior to application deadline that includes an explanation of the following: 1) Program Goals, objectives, and activities, 2) community collaboration and support, 3) agency qualifications, 4) project evaluation, 5) public education, and 6) budget narrative.
4. Submit claims monthly on CDOT forms with backup documentation to leslie.chase@state.co.us and bruce.sheetz@state.co.us.
5. Submit a quarterly report to bruce.sheetz@state.co.us with the required arrest, crash, and enforcement data and a brief narrative summarizing your agency's enforcement tactics, goals and objectives, problems encountered, education
6. Participate in all CDOT statistical gathering programs relating to LEAF.

To apply for consideration of funding, return this form and the Enforcement Plan via email no later than **December 14, 2015** to Law Enforcement Coordinator Bruce Sheetz at bruce.sheetz@state.co.us

(COMPLETE project coordinator, secondary contact, and budget/finance information is required)

Agency:	<u>Northglenn Police Department</u>	
Project Coordinator:	<u>Ms. Nicolle Romero</u>	Phone Number: <u>(303) 450-8879</u>
Email Address:	<u>nromero@northglenn.org</u>	
Secondary Contact:	<u>Rena Leher</u>	Phone Number: <u>(303) 450-8961</u>
Email Address:	<u>rlehr@northglenn.org</u>	
Budget/Finance:	<u>Mr. Jason Loveland</u>	Phone Number: <u>(303) 450-8817</u>
Email Address:	<u>jloveland@northglenn.org</u>	
Send Check to:	<u>City of Northglenn, 11701 Community Center Dr., Northglenn, CO 80233</u>	

ENFORCEMENT PERIODS		REQUEST	BELOW DATA BASED ON 01/01/2015 - 06/30/2015	
January	1/5 - 1/31	\$1,500.00	# GRANT FUNDED IMPAIRED DRIVING ARRESTS:	43
February	2/1 - 2/4 & 2/9 - 2/29	\$1,500.00	# AGENCY FUNDED IMPAIRED DRIVING ARRESTS:	76
March	3/1 - 3/10 & 3/19 - 3/31	\$1,500.00	TOTAL # OF IMPAIRED DRIVING ARRESTS:	119
April	4/1 - 4/8	\$500.00	# OF IMPAIRED DRIVING PD* CRASHES:	13
May	5/16 - 5/26	\$1,000.00	# OF IMPAIRED DRIVING INJURY CRASHES:	3
June	6/1 - 6/30	\$2,000.00	TOTAL # OF IMPAIRED/FATAL CRASHES:	0
			TOTAL # OF IMPAIRED CRASHES:	16
Total OT request:		\$8,000.00	Total equipment request:	\$4,454.00
			TOTAL GRANT REQUEST:	\$12,454.00



COLORADO
 Department of Transportation
 Office of Transportation
 Safety & Risk Management



LEAF APPLICATION ADDENDUM

Please complete the following elements. These will be used to evaluate grant applicants on their effectiveness in having the greatest impact on impaired driving related crashes, injuries, and fatalities. (Be brief and concise)

PROGRAM GOALS, OBJECTIVES, AND ACTIVITIES:

Provide a broad statement about what **GOAL** the program expects to achieve, what **OBJECTIVES** (clear, realistic, specific, and measurable) will be used to achieve the goal, and what **ACTIVITIES** will be conducted to achieve the goal.

Northglenn Police Department's number one goal is the safety of our community. The objective, in receiving LEAF funding, is to increase the number of officers participating in the scheduled DUI enforcement periods, thereby, increasing the number of DUI enforcement hours. This will help to remove high-risk drives from our streets and reduce the number of alcohol involved traffic accidents.

COMMUNITY COLLABORATION AND SUPPORT:

Explain what partnerships exist or are being developed that were included in the planning and implementation of the program, and who will be utilized in the activities and to achieve the above stated goals.

Community education, regarding DUI enforcement programs such as REDDI, will be posted on Northglenn Police Department's Facebook page as well as our city website. We will also continue to work collaboratively with Denver Metro agencies on saturation patrols and with Denver Police Department's DUI task force.

AGENCY QUALIFICATIONS:

Describe your agency's resources and skills to manage the program.

Northglenn Police Department is very diligent in the management of grant funded programs and assigns resources accordingly. Patrol Commander John Rosecrans, oversees the entire LEAF funded DUI enforcement program in our agency. Veteran Kenny Anderson, schedules officers to fill shifts and posts the enforcement plans required by the Colorado Department of Transportation. Finally, Administrative Specialist Nicolle Romero, is responsible for completing the required reporting to the Colorado Department of Transportation.

PROJECT EVALUATION:

Describe the evaluation strategy to show the effectiveness of the project, how objectives and the goal have been met.

To evaluate Northglenn Police Department's performance, in the participation of the LEAF program, quarterly reports will include the number of officers participating in the enforcement patrols as well as the hours of enforcement. This report will also include the number of alcohol involved traffic accidents for the quarter. In addition, DRE's and Supervisors will examine contacts made, DUI arrests and Calls for Service during DUI enforcement periods.

PUBLIC EDUCATION

Describe how the public will be educated regarding impaired driving offenses.

Announcements of enforcement dates including DUI offense education through Press Releases will be disseminated to media outlets, posted on our city website and posted to our Police Facebook page. Additional education regarding REDDI (Report Every Drunk Driver Immediately) and urging citizens to call 911 to report the suspicion of a drunk driver will be included in our Police Facebook page posts.

BUDGET NARRATIVE

Provide a detailed justification and explanation of how funds will be used for enforcement and to purchase authorized equipment.

The projected distribution of LEAF funds over the grant cycle was based on officer availability throughout the year. In service training, community events, holidays etc. were accounted for. In addition, consideration was given to periods that historically involve alcohol. All DUI enforcement funds awarded under the LEAF grant will be utilized to further the goals listed in this addendum. We are also requesting \$4454.00 in equipment purchases from Phanton Products, Inc. for magnetic flipflares; a replacement for incendiary road flares. The kit comes in a set of 4 flipflares @ \$222.70. Our goal is to purchase 20 kits allowing a set in each patrol car for a total of

\$4,454.00 **EQUIPMENT REQUEST** (EXPLAIN REQUESTED EQUIPMENT IN BUDGET NARRATIVE)

Colorado Dept of Transportation
4201 E. Arkansas Ave.
Denver, Co 80222

DATE: 01/06/2016



Purchase Order
State of Colorado

Buyer: Mike Dapceвич
Phone Number: 303-757-9618
Agency Contact: PAUL PETERSON
Phone Number: 303-757-9069

IMPORTANT
The PO# and Line#
must appear on all
invoices, packing
slips, cartons and
correspondence

PO# 411008139 Page# 1 of 1

Award#:

BID#:

Vendor Master#: 2000004
Phone: 303-451-8326
Vendor Contact:

Invoice

TO: CDOT OFFICE OF TRANSP. SAFETY
4201 E. ARKANSAS AVE.
DENVER CO 80222

Payment will be made by this agency

Ship

TO: * Please refer to item details for Ship-To
address

Delivery/Installation Date: 06/30/2016

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CITY OF NORTHGLENN
11701 COMMUNITY CENTER DRIVE
NORTHGLENN CO 80233-1099

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SPECIAL INSTRUCTIONS

LINE	PRODUCT NUMBER PRODUCT CATEGORY DESCRIPTION	UOM PLANT	QUANTITY	UNIT COST	TOTAL ITEM COST
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00001	92585 Northglenn PD - HVE - 2016 - (2)	AU 7001	5,000	1.00	5,000.00
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No expenditures against this project will be paid prior to the effective date.

* Please deliver to:
Colorado Dept of Transportation
4201 Eask Arkansas Avenue Denver CO 80222

00002	92585 ADDING HVE FUNDS	AU 7001	2,000	1.00	2,000.00
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* Please deliver to:
Colorado Dept of Transportation
4201 E ARKANSAS AVENUE Denver CO 80222

DOCUMENT TOTAL: 7,000.00

THIS PO IS ISSUED IN ACCORDANCE WITH STATE AND FEDERAL REGULATIONS
<https://www.codot.gov/business/procurement-and-contract-services/purchase-order-terms-and-conditions/purchase-order-terms-and-conditions/view>

FOR THE STATE OF COLORADO

DP-01 (R-02/06)

Authorized Signature

Date

Signature not required if PO transmitted electronically.

HIGH VISIBILITY IMPAIRED DRIVING ENFORCEMENT

January 5, 2016 - May 31, 2016

APPLICATION FOR FUNDS

CDOT's Office of Transportation Safety (OTS) will provide funding for overtime enforcement of Colorado's impaired driving laws for Super Bowl, St. Patrick's Day, Spring Events, and Memorial Day. The selection and funding of participating agencies will be based on:

- The mission, goals, strategy and objectives of CDOT,
- problem identification data relating to impaired driving related caused injury and fatal crashes,
- and statistical analysis of local, state, and federal impaired driving related statistics.

TO APPLY FOR FUNDING

Your agency agrees to:

1. Provide overtime to officers for enforcement of Colorado's impaired driving laws at checkpoints, saturation patrols, increased patrols, or as dedicated enforcement cars;
2. Utilize only officers who are currently SFST certified to conduct roadside maneuvers;
3. Report your enforcement plans and activity to the CDOT website before the specified deadlines;
4. Participate in all 4 campaigns with increased patrols, saturation patrols, dedicated enforcement cars, or checkpoints;
5. Submit claims on CDOT forms with backup documentation within 45 days after the end of each enforcement period, to bruce.sheetz@state.co.us and leslie.chase@state.co.us.
6. Submit a semi annual report (covering the 4 enforcement campaigns) on the High Visibility Enforcement report form. This is due with your final claim.

To apply for consideration of funding, return this form via email no later than: **December 28, 2015**

To: Bruce Sheetz, Law Enforcement Coordinator bruce.sheetz@state.co.us Phone: 720-219-9649

(COMPLETE project coordinator, secondary contact, and budget/finance information is required)

Agency:	<u>Northglenn Police Department</u>	Phone Number:	<u>303-450-8879</u>
Project Coordinator:	<u>Nicolle Romero</u>	Phone Number:	<u>303-450-8961</u>
Email Address:	<u>nromero@northglenn.org</u>	Phone Number:	<u>303-450-8817</u>
Secondary Contact:	<u>Rena Leher</u>		
Email Address:	<u>rlehr@northglenn.org</u>		
Budget/Finance:	<u>Mr. Jason Loveland</u>		
Email Address:	<u>jloveland@northglenn.org</u>		
Send Check to:	<u>City of Northglenn</u>		
Address:	<u>11701 Community Center Dr., Northglenn, CO 80233</u>		

ENFORCEMENT PERIODS	\$ REQUEST	BELOW DATA BASED ON 01/30/15 - 05/26/15
02/05 - 02/08 Super Bowl	\$800.00	# OF GRANT FUNDED DUI ARRESTS: 43
03/11 - 03/18 St. Patrick's Day	\$1,500.00	# OF AGENCY FUNDED DUI ARRESTS: 76
04/09 - 05/15 Spring Events	\$2,500.00	TOTAL # OF DUI ARRESTS: 119
05/27 - 05/31 Memorial Day	\$2,200.00	# OF IMPAIRED DRIVING INJURY CRASHES: 3
TOTAL FUNDING REQUEST	\$7,000.00	# OF IMPAIRED DRIVING FATAL CRASHES: 0
		TOTAL # OF IMPAIRED/FATAL CRASHES: 3



COLORADO
Department of Transportation

