

## **MEMORANDUM**

**TO:** Melinda Galler, Assistant City Manager

**FROM:** Kevin Deaver, Police Chief

**DATE:** September 5, 2018

**SUBJECT:** **Approval of a Grant From the Texas Department of Transportation for the Traffic Safety Program; and Authorization for the City Manager to Execute the Grant Agreement.**

### **BACKGROUND**

The City of Lewisville has received TxDOT specialized traffic enforcement grants (STEP) for over 30 years. This year the city is eligible to receive a STEP-Comprehensive grant award of \$110,974.12. This grant provides funding for enhanced enforcement of multiple traffic offenses, including DWI enforcement throughout FY 2018-2019. Enforcement activities under this grant can be conducted at any time between the grant award and midnight, September 30, 2019. However, the city must document enforcement activities during each of the following six holiday periods: Thanksgiving (November 15, 2018 - November 27, 2018), Christmas/New Year's (December 15, 2018 - December 31, 2018), Spring Break (March 8, 2019 - March 25, 2019), Memorial Day (May 20, 2019 - June 2, 2019), Independence Day (June 27, 2019- July 14, 2019), and Labor Day (August 17, 2019 – September 3, 2019).

### **ANALYSIS**

Grant funds will pay 80% of the program cost. The total grant award is \$110,974.12 and the grant will fund \$79,305. The city's match is \$31,669.12, which is made up of vehicle operating costs and benefits associated with officers' salaries. The city's match is calculated based on TxDOT approved methodology. The cash match has already been appropriated through the FY 2018-19 budget process. Officers working on this program will be paid at their overtime rate.

The hours, mileage and travel cost details are as follows:

<b>DESCRIPTION</b>	<b>MEASURE</b>	<b>COST</b>
Enforcement hours	1,214	\$70,724.00
Supervisory and administrative hours	40	\$2,320.00
Enforcement mileage	6,945	\$10,486.95
Court Time	23	\$897.00
Non-Enforcement Travel	Varies	\$1,905.00

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Indirect costs	As per TXDOT	\$24,641.17
<b>TOTAL PROGRAM COST</b>		<b>\$110,974.12</b>

**RECOMMENDATION**

It is City staff's recommendation that the City Council approve the grant as set forth in the caption.