

RESOLUTION NO. 2002-189

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK GROVE APPROVING THE APPLICATION FOR THE OFFICE OF TRAFFIC SAFETY DUI AND SPEED REDUCTION EDUCATION AND ENFORCEMENT PROGRAM GRANT

WHEREAS, the State of California, Office of Traffic Safety has approved a grant for the project shown above; and

WHEREAS, the Elk Grove Police Department has been delegated the responsibility for the administration of the grant project; and

WHEREAS, said procedures established by the Office of Traffic Safety require the City of Elk Grove to certify by resolution the approval of application before submission of said application to the State; and

WHEREAS, the City of Elk Grove will enter into a contract with the State of California for subject project; and

WHEREAS, the City of Elk Grove will authorize additional personnel and equipment from the City's law enforcement contract with Sacramento County to meet the requirement of the grant

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Elk Grove hereby

1. Approves the filing of an application for local assistance for the above project; and
2. Certifies that the City of Elk Grove understands the assurances and certification in the application form; and
3. Certifies that the City of Elk Grove has or will have sufficient funds appropriated in the FY 02/03 general fund reserve to operate and maintain the project; and
4. Certifies that the City of Elk Grove has reviewed and understands the provisions contained in the project contract; and
5. Appoints the City Manager or his designee to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, payment requests and so on, which may be necessary for the completion of the aforementioned project.

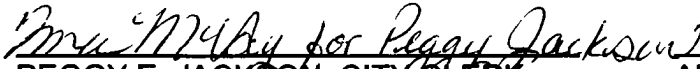
PASSED AND ADOPTED by the City Council of the City of Elk Grove, State of California, on this 16th day of October 2002.



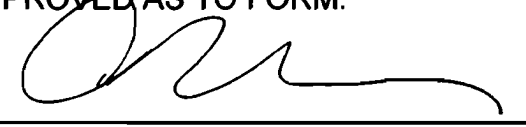
RICK SOARES, MAYOR of the
CITY OF ELK GROVE

ATTEST:

APPROVED AS TO FORM:



PEGGY E. JACKSON, CITY CLERK



ANTHONY B. MANZANETTI,
CITY ATTORNEY

AYES: Soares, Briggs,
Scherman
NOES: None
ABSTAIN: Cooper, Leary
ABSENT: None



State of California
Business, Transportation & Housing Agency

PROJECT NUMBER
PT 0312

**OFFICE OF TRAFFIC SAFETY
GRANT AGREEMENT**

PAGE 1 (To be completed by applicant Agency)

1. PROJECT TITLE
DUI/SPEED REDUCTION EDUCATION AND ENFORCEMENT PROGRAM

2. NAME OF APPLICANT AGENCY
ELK GROVE POLICE DEPARTMENT

3. AGENCY UNIT TO HANDLE PROJECT
TRAFFIC BUREAU

4. PROJECT PERIOD
Month - Day - Year
From: **10-01-02**
To: **12-31-03**

5. PROJECT DESCRIPTION (Summarize the project plan covering the objectives, method of procedures, evaluation, and end product in approximately 100 words. Space is limited to 11 lines.)

The Elk Grove Police Department will create a modern educational program coupled with an aggressive traffic law enforcement strategy. The goal is to decrease the occurrence of fatal and serious injury collisions where DUI and speed are the primary collision factors. Additionally, the department intends to encourage the community to increase the use of occupant protection devices to reduce the risks to those motorists who are involved in collision. The department intends to partner with the community to stimulate interest and participation in reducing the financial impact and human suffering to our community as a result of these collisions. The department's strategy hinges on using additional personnel and equipment to conduct both the educational component and the assertive enforcement effort. The program's success will be measured by the reduction of the collisions where injuries and death occur. The desired effect is to render the roadways safer for those who live and work in the City of Elk Grove.

6. FEDERAL FUNDS ALLOCATED UNDER THIS AGREEMENT SHALL NOT EXCEED: \$ 207,979.00

7. APPROVAL SIGNATURES

A. PROJECT DIRECTOR

NAME: **Ed Kelly** PHONE: (916) 875-0501
TITLE: Assistant Chief of Police FAX: (916) 875-1597
ADDRESS: 9250 Bond Road
Elk Grove, CA 95624
E-MAIL: **ekelly@elkgrovepd.com**

(Signature)

(Date)

B. AUTHORIZING OFFICIAL OF APPLICANT AGENCY

NAME: **John Danielson** PHONE: (916) 683-7111
TITLE: City Manager FAX: (916) 691-2001
ADDRESS: 8400 Laguna Palms Drive
Elk Grove, CA 95758
E-MAIL: **jdanielson@elkgrovecity.org**

(Signature)

(Date)

C. FISCAL OR ACCOUNTING OFFICIAL

NAME: **Cassandra Murphy** PHONE: (916) 875-0502
TITLE: Accounting Manager FAX: (916) 875-1597
ADDRESS: 9250 Bond Road
Elk Grove, CA 95624
E-MAIL: **cmurphy@elkgrovepd.com**

(Signature)

(Date)

D. OFFICE AUTHORIZED TO RECEIVE PAYMENTS

NAME: **City of Elk Grove**
ADDRESS: 8400 Laguna Palms Drive
Elk Grove, CA 95758

SCHEDULE A

PROJECT NO: PT 0312

PROJECT DESCRIPTION

PAGE 1

BACKGROUND

A. GENERAL CHARACTERISTICS

Comment: Describe the applicant agency

Located in south Sacramento County the City of Elk Grove is a very diverse community of over 87,000 residents. The community is primarily residential, fuelled by a retail business economy. This community profile results in a large segment of the population utilizing the roadways daily to commute to work in the Sacramento and San Francisco Bay Areas. The retail economy attracts thousands of visiting motorists each day from neighboring communities.

B. STREET AND HIGHWAYS

Comment: Describe all roadway mileage within the agency's jurisdiction, include total mileage

One of California's major north/south freeways, State Highway 99, which offers five exits to our city streets, traverses the City of Elk Grove. Traveling through the City's 39 square miles is accomplished by means of alleyways, streets and highways totaling over 296 miles in paved surfaces. In the near future, the City of Elk Grove is anticipating an approving vote to annex the community of Laguna West, which will add an additional 83 miles of paved roadways to the City of Elk Grove. At the time of annexation, Interstate 5 will be added to the freeways traveling through the city. Interstate 5 will offer motorists the opportunity to utilize two exits onto the city's streets.

C. OPERATING DEPARTMENTS

Comment: Detail the organization and functions of each operating department involved in or affected by the project.

The Elk Grove Police Department has primary responsibility for providing the public safety needs of the community. The Elk Grove Police Department is staffed through a contractual agreement with the Sacramento County Sheriff's Department. Presently the Police Department consists of seventy-nine sworn personnel. The Police Department's Traffic Bureau consists of one sergeant, six motorcycle officers, one traffic detective, one major collision investigator, one towing enforcement coordinator and one full-time clerical assistant. The Traffic Bureau has the primary responsibility for enforcing traffic laws, investigating traffic collisions, providing parking enforcement, tracking collisions and citations, handling reports and handling public requests for enforcement.

D. EXISTING SYSTEMS

Comment: Describe the present system or operational methods related to the proposed activity

Enforcement of the California Vehicle Code is accomplished by personnel assigned to the Traffic Bureau and as time permits, by patrol units. The Elk Grove Police Department has assertively enforced a variety of traffic violations and in particular, focused on Driving under the Influence (DUI) of alcohol and other substances.

SCHEDULE A

PROJECT NO: PT 0312

PROJECT DESCRIPTION

PAGE 2

PROBLEM STATEMENT

Comment: What is the traffic safety related problem/deficiency and how was it identified? Refer to Grant Program Manual Chapter 133.

The citizens of Elk Grove, California demonstrated their commitment to increasing law enforcement services by overwhelmingly approving incorporation in March of 2000. On July 1, 2000, the City of Elk Grove was established, bearing the distinction of being California's First City of the 21st Century. Prior to incorporation, traffic law enforcement had been identified as one of the most vital issues. In particular, speed reduction enforcement was a major concern. On July 1, 2001, the Elk Grove Police Department was formed and began to provide traffic enforcement and collision investigation services for the City of Elk Grove. From the Department's inception, it was readily apparent the task of providing traffic enforcement and traditional law enforcement services would require a great deal of resources and a innovative approach.

Elk Grove is one of the fastest growing cities in California and the fastest growing community in Sacramento County. The average "vehicle miles traveled per day" is currently 254,925. In December of 2001, the population of Elk Grove approached 80,000. In the year 2005, this figure is projected to increase 26% to just over 100,000. Elk Grove is currently experiencing an average growth rate of 130 new homes and 360 new residents every thirty days. In addition to the impact on the city of residential escalation, there are numerous regional shopping centers under construction and planned for the future. Such commercial development will bring thousands of motorists to Elk Grove who will utilize the roadways for work and shopping. During a recent study of the city's surveyed streets, we found that some of the city's major commute arteries have an 85th percentile speed of 11 to 14 miles per hour above the posted speed limit. A survey of all roadways in the City of Elk Grove found the 85th percentile speed to be an average of 7.4 miles per hour over the posted speed limit.

The Federal Bureau of Investigation recommends a staffing level for American cities of two officers per 1,000 residents. The Elk Grove Police Department has 0.84 officers per 1,000 residents. Due to limited staffing, the current traffic officers have a dual responsibility of responding to non-traffic patrol calls as well as providing proactive traffic enforcement and collision investigation. During the past holiday season, the police department conducted several DUI checkpoints, utilizing equipment either rented or borrowed from other police departments. We have plans to conduct additional DUI checkpoints in the future but the ability to procure the necessary equipment is tentative at best.

Because of Elk Grove's recent incorporation, there is no statewide comparison of collision averages. Data was compiled from Statewide Traffic Integrated Reporting System (SWITRS) and the Elk Grove Police Department's Records Management System (RMS) to create an analysis of collision statistics. From 1998 to 2000, the most recent year for which data is available, the rates of death and injury due to DUI and speed-related collisions have increased dramatically. In our city, DUI-related collisions are up 29% (from 23 in 1998 to 32 in 2000), while injuries resulting from these collisions are up 24% (from 35 in 1998 to 46 in 2000). Unsafe speed-related collisions (including property damage only) are up 10% (from 194 in 1997 to 215 in 2000) while the injuries resulting from these collisions are down slightly (from 158 in 1997 to 133 in 2000). Speed-related collisions account for 34.9% of total collisions in the City of Elk Grove.

Top Ten Collision Locations and Primary Collision Factors:

1. Big Horn Boulevard & Laguna Boulevard: PCF's: Red signal lights; Unsafe speed; DUI
2. Stockton Boulevard & Elk Grove Boulevard: PCF's: Speed; DUI
3. Bruceville Road & Laguna Boulevard: PCF's: Speed; Red signal light; Right of way
4. Elk Grove Florin Road & Bond Road: PCF's: Unsafe speed; Unsafe starting or backing
5. Auto Center Drive & Elk Grove Boulevard: PCF's: Red signal light; Right of way; Speed
6. SR 99 & Bond Road: PCF's: Red signal light; Unsafe speed; DUI
7. Elk Grove Florin Road & Calvine Road: PCF's: Unsafe speed; Right of way
8. Elk Grove Florin Road & Elk Grove Boulevard: PCF's: DUI; Unsafe speed
9. Stockton Boulevard & Bond Road: PCF's: Red signal light; Right of way
10. Laguna Park Drive & Laguna Boulevard: PCF's: Unsafe speed; DUI; Red signal lights

ATTEMPTS TO SOLVE THE PROBLEM

The following is a summary of the various efforts that have been taken by the department to combat the problem:

1. The Department conducted three sobriety checkpoints during the past year.
2. The Department has deployed two motorcycle officers on Saturday nights for the past two months, on an overtime basis, to target DUI drivers. These operations have resulted in the arrest of 15 impaired drivers.
3. The Department has sponsored three safety fairs with an emphasis on DUI and occupant protection.
4. The Department has purchased a speed advisory trailer to assist in the education of drivers to their responsibilities and the speed requirements.
5. Officers from the Traffic Bureau have conducted DUI training courses to other officers assigned to the Elk Grove Police Department.

Comment: What is the traffic safety related problem/deficiency and how was it identified? Refer to Grant Program Manual Chapter 1.3.3

Comment: What do you to accomplish? Refer to Grant Program Manual Chapter 1.3.5 for information on writing project goals. Increase/decrease as necessary

PROJECT GOALS

1. To reduce total fatal and injury collisions by 20%, from 303 in 2001 to 243 by December 31, 2003.
2. To reduce alcohol-involved fatal and injury collisions by 15%, from 17 in 2001 to 15 by Dec. 31, 2003.
3. To reduce speed-related fatal and injury collisions by 15%, from 91 in 2001 to 77 by December 31, 2003.
4. To reduce total nighttime fatal and injury collisions by 15% from 31 in 2001 to 26 by December 31, 2003.
5. To increase seat belt compliance by 5 percentage points from the calendar year 2002 base year survey rate of 93.8% to 98% by December 31, 2003 (usage surveys will be conducted in March and September of each grant year).

SCHEDULE A

PROJECT NO: PT 0312

PROJECT DESCRIPTION

PAGE 4

PROJECT OBJECTIVES

1. To conduct a press conference or media event by January 1, 2003 to kick-off or publicize the grant. OTS will be notified at least two weeks in advance of the grant kick-off event.
2. To develop educational and promotional materials for distribution by March 31, 2003.
3. To conduct 12 DUI checkpoints by December 31, 2003.
4. To conduct 5 special enforcement operations targeting the impaired driver by December 31, 2003.
5. To deploy the speed advisory trailer at least 5 times per week by December 31, 2002.
6. To conduct 12 speed enforcement operations by December 31, 2003
7. To share the data generated by the speed advisory trailer with the Traffic Engineering Department on a quarterly basis by March 31, 2003.
8. To measure the grant's impact on crime by tracking non-traffic related arrests that initiate from DUI checkpoints and/or other grant supported activities or operations. Some of the crime statistics to be collected include narcotic arrests, confiscated weapons, stolen vehicles recovered, criminal misdemeanor arrests, criminal felony arrests, and felony warrant arrests.
9. To enlist the participation of volunteers from at least two community-based organizations by March 31, 2003.
10. To conduct seatbelt surveys during the months of March and September of the grant year.
11. To conduct traffic safety and DUI presentations to local community groups by June 30, 2003.
12. To conduct two DUI warrant sweeps by December 31, 2003.
13. To e-mail all press releases or media advisories, alerts, and material to the OTS Public Information Officer at pio@ots.ca.gov and OTS Regional Coordinator for approval prior to release.
14. To use the following standard language in all press material: ***"Funding for this program was provided by a grant from the California Office of Traffic Safety."***
15. To submit print clip articles **by 9 a.m.** to the OTS Public Information Officer at pio@ots.ca.gov and OTS Regional Coordinator, or via fax at (916) 262-2960. Include publication name and date the article was published on all clips.
16. To e-mail to the OTS Public Information Officer at pio@ots.ca.gov and OTS Regional Coordinator at least one month in advance, a short description of any new traffic safety event or program.
17. To issue a press release announcing the kick-off of the project by January 1, 2003. The press release will be forwarded to OTS Public Information Officer at pio@ots.ca.gov and the OTS Regional Coordinator for approval prior to the release. Printed newspaper copies of the press release will be faxed or e-mailed to OTS.
18. To conduct increased seat belt enforcement during the Buckle Up America/Operation ABC National Mobilizations during the weeks of November 25-December 1, 2002 and May 19-26, 2003.
19. To help publicize "California Seat Belt Compliance Campaign" before and during the "Buckle Up America" campaigns. Media strategies include but are not limited to news releases, radio announcements, etc.
20. To issue seat belt citations equaling at least 15% of total hazardous citations.
21. To stimulate increased occupant restraint citations, seat belt and child safety seat citations will be recorded administratively as "movers" or "hazardous citations." In addition, an officer writing an occupant restraint violation and at least one additional moving violation will count as two "movers" on a single citation.
22. To record officer seat belt and child safety seat citation activity separately by January 1, 2003.
23. To conduct three highly publicized seat belt enforcement saturation operations by December 31, 2003.
24. To conduct one "Reality Check" student press conferences involving high school journalism students by June 30, 2003.

Comment: objectives are ~~not~~ activities undertaken to realize the goals & reality. Refer to Grant Program Manual Chapter 135. Increase/decrease as necessary

25. To ensure that all sworn Police Department personnel conducting DUI enforcement with grant funding have received NHTSA-certified Standardized Field Sobriety Testing (SFST) training by September 30, 2003.

Note: Nothing in this agreement shall be interpreted as a requirement, formal or informal, that a police officer issue a specific or predetermined number of citations in pursuance of the obligations hereunder.

METHOD OF PROCEDURE

Phase 1 – Program Preparation (10-01-2002 to 12-31-2002)

The police department will develop and distribute educational materials to promote traffic safety and goals and objectives. These funds will also be used for educational material costs related to safety fairs and other community events.

The department will select a police officer to participate in the program as a motorcycle officer.

The department will purchase a fully equipped police motorcycle, a sobriety checkpoint trailer and radar devices to be used in this program.

The department will purchase a laptop computer and load it with collision documentation and reconstruction software.

The department will purchase one speed advisory trailer tracking and recording computer system. This system will be mounted in the existing speed advisory trailer to allow the police department to record information, such as volume, speed and axle surveys. The police department will provide that information to the City Traffic Engineering Department.

The police department will purchase six memory capable Preliminary Alcohol Screening devices for use in DUI enforcement operations.

Begin scheduling appearances by traffic officers at community service club events, business organization gatherings and school assemblies.

The police department will coordinate with OTS to hold a press conference to “kick-off” the program and educate the public as to the goals and objectives of the grant project.

Phase 2 – Training (10-01-2002 to 12-31-2002)

The police department will locate a POST certified Basic Motorcycle Course and train the officer selected, as a motorcycle officer.

The police department will initiate a training program to educate officers in the detection and processing of impaired drivers.

Comment: Describe the work to be done in order to accomplish the objectives. Divide the project into Phases. Increase/decrease or rename phases as necessary. Always begin with a program preparation phase and end with the required Data Gathering & Analysis.

Comment: Activities might include hiring staff, training, sub-contract preparation, acquisition of equipment and supplies, etc.

Comment: Insert beginning and ending dates of each phase.

Phase 3 – Implementation (01-01-2003 to 12-31-2003)

The police department will schedule and conduct twelve sobriety checkpoints to provide education to the community and enforce the laws pertaining to DUI.

We will develop a strong community awareness campaign through local newspapers, radio stations and other available media, informing the public of our efforts in combination with the Office of Traffic Safety to create a safer traffic environment in our city. The community will be advised of our goals and objectives through the process. We will solicit community involvement in reducing the problem of driving under the influence. In addition, communication channels between the media and the Department will be built to facilitate and foster the sharing of information regarding enforcement actions.

The City will begin to deploy the speed advisory trailer as a tool to provide education to the public. The data gathered from the speed advisory trailer's computer will be shared with the City of Elk Grove's Traffic Engineering Department.

The program coordinator will organize special enforcement and training operations involving the Elk Grove Police Department and allied agencies.

During this phase, we will implement the public education campaign, by visiting community service, business organization, and scholastic events to educate the public and enlist assistance in combating the problem of DUI and speed related violations, which result in the loss of property, health, and life.

Phase 4 – Community Involvement (Throughout the Project)

The public shall be provided with information through specially prepared literature and public service announcements on traffic safety, particularly the consequences of driving while under the influence of alcohol or drugs.

We will initiate a youth alcohol awareness program in our local high schools by conducting a "Reality Check" student press conference. Journalism students will be invited to attend a student press conference where the potential consequences of drinking and driving and of not wearing a seatbelt will be emphasized. The students shall then write articles for their school papers describing the ideas and principles learned from the press conference. The articles will be submitted to a panel and judged. The author of the most outstanding article(s) will be awarded prizes.

We will provide articles on project goals and objectives, progress and traffic safety to the local newspaper, The Elk Grove Citizen, for publication. We will also make this information available to local radio and television media. The assistance of the OTS PIO may be utilized. Media representatives will be invited to attend educational and enforcement events as a means to demonstrate the hazards and consequences of driving while under the influence or speeding.

We will prepare public service announcements to coincide with specific statewide traffic safety programs, holidays, and other times drivers need to be aware of increased hazards and priorities.

SCHEDULE A

PROJECT NO: PT 0312

PROJECT DESCRIPTION

PAGE 7

Phase 5 – Data Gathering & Analysis (Throughout the Project)

Statistical data relating to the program goals and objectives will be collected, analyzed, and incorporated into Quarterly Reports. Quarterly Reports for the quarter ending June 30 will include year-to-date comparisons of goals and objectives. The Evaluation Data-Schedule C form will be completed each quarter and submitted as part of the Quarterly Report.

These reports will compare actual project accomplishments with the planned accomplishments. They will include information concerning changes made by the Project Director in planning and guiding the project efforts. The following are some of the methods to be used in constant monitoring and evaluation of the project:

A. Computerized Reports

Statistical information concerning data listed in the project goals and objectives will be available on a timely basis throughout the project. A database will be established to track DUI/speed related collision locations and enforcement activity. This data will aid project staff in determining various trends, which will help with proper deployment of resources.

B. Activity Logs

Activity related to project goals and objectives will be recorded and tracked, particularly enforcement operations. This information will be used to evaluate the effectiveness of project personnel.

C. Supervision

Close supervision of the project by the Project Director, who will deploy project personnel to maintain maximum program effectiveness. The Elk Grove Police Department also encourages ideas from all employees. The project staff will be expected to provide suggestions for improvement throughout the project.

Comment: Describe what data will be collected, include which reports will be utilized (i.e. Swtra or internal).

Phase 6 – Final Report and Executive Summary (12-31-2003)

Begin the Final Report and Executive Summary in accordance with OTS requirements specified in the Grant Program Manual, Chapter 7. Both will be submitted to OTS within 60 days after the grant ends.

METHOD OF EVALUATION

Using the data compiled, the project manager will evaluate: (1) how well the stated project goals(s) and objectives were accomplished; (2) if all the activities outlined in the Method of procedures were performed in accordance with the grant agreement; and (3) was the project cost effective?

Comment: Identify how the project will be evaluated. Include the listed statement.

STATEMENT OF INTENT

It is the intent of the City of Elk Grove to continue the DUI/Speed Education and Enforcement Program developed by this project as a part of the Elk Grove Police Department's ongoing operations.

Comment: Indicate the agency's intent to incorporate and continue the program developed by the project.

SCHEDULE A-1
PROJECT NO.: PT 0312

ADMINISTRATIVE SUPPORT STATEMENT - Explain what type of priority this project has in your jurisdiction

The Elk Grove City Council has fully endorsed this project by resolution and by budgeting funds for support of the project. Further, the Chief of Police is dedicated to the goal of traffic collision reduction and fully intends to have the Elk Grove Police Department meet the goals and objectives of this project.

Comment: Statement should document administration support. Include copies of resolutions or other official support declarations. Refer to Grant Program Manual Chapter 1.4 for detailed information.

AGENCY CONTRIBUTION - Explain what services or funds are being contributed by your agency in support of this project

The City of Elk Grove will provide services necessary for the administration and evaluation of the project. The one year contribution will be as follows:

Comment: Itemize estimated costs of all agency contributions. Refer to Grant Program Manual Chapter 1.4.2 for detailed information.

CONTRIBUTED ITEM	%	FY-1	FY-2	FY-3
Project Director	5%	\$4,500.00	\$1,500.00	
Project Coordinator	30%	\$26,433.00	\$6,608.00	
(1) Police Officer Salary and Benefits	100%	\$99,124.00	\$24,781.00	
Training-POST Motorcycle Course (2 Officers)	100%	\$3,500.00	\$0.00	
(1) Handheld Radar Unit	100%	\$2,000.00	\$0.00	
(1) Truck to Tow the DUI Trailer (including maintenance)	100%	\$20,000.00	\$5,000.00	
Motorcycle fuel and maintenance	100%	\$4,000.00	\$1,500.00	
Overtime	100%	\$10,000.00	\$2,500.00	
Total Agency Contribution		\$169,557.00	\$41,889.00	

Comment: Enter amounts in the FY columns below using commas and decimal. Example 1,000.00. Do not type in shaded boxes.

SCHEDULE B
Page 1
DETAILED BUDGET ESTIMATE
PROJECT NO. PT 0312

COST CATEGORY	FISCAL YEAR ESTIMATES				TOTAL COST TO PROJECT
	FY-1	FY-2	FY-3	FY-4	
A. PERSONNEL COSTS	10-01-2002 09-30-2003	10-01-2003 12-31-2003			
See Contractual Services					\$0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
Category Sub-Total					\$0.00
B. TRAVEL EXPENSE					
See Contractual Services					\$0.00
					0.00
					0.00
Category Sub-Total	\$0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$0.00
C. CONTRACTUAL SERVICES					
Elk Grove Police Department	\$95,666.00	\$21,446.00			\$117,112.00
Seatbelt Survey	\$300.00				\$300.00
					0.00
Category Sub-Total	\$ 95,966.00	\$ 21,446.00	\$ 0.00	\$ 0.00	\$ 117,412.00

SCHEDULE B
Page 2
DETAILED BUDGET ESTIMATE
PROJECT NO. PT 0312

COST CATEGORY	FISCAL YEAR ESTIMATES				TOTAL COST TO PROJECT
	FY-1	FY-2	FY-3	FY-4	
D. NON-EXPENDABLE PROPERTY	10-01-2002 09-30-2003	10-01-2003 12-31-2003			
(1) Fully Equipped Police Motorcycle	\$20,733.00				\$20,733.00
(1) DUI Checkpoint Trailer	\$23,000.00				\$23,000.00
(1) Radar for Motorcycle	\$10,000.00				\$10,000.00
					0.00
					0.00
					0.00
Category Sub-Total	\$ 53,733.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 53,733.00
E. OTHER DIRECT COSTS					
Education Materials	\$5,000.00				\$5,000.00
(1) Handheld Radar Unit	\$2,000.00				\$2,000.00
(1) Mitron Tracking and Recording System for Radar Trailer	\$3,000.00				\$3,000.00
(1) Laptop Computer	\$4,000.00				\$4,000.00
(6) Memory PAS Devices	\$5,000.00				\$5,000.00
Accessories for DUI Trailer	\$17,834.00				\$17,834.00
					0.00
					0.00
					0.00
Category Sub-Total	\$ 36,834.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 36,834.00
F. INDIRECT COSTS					
Not Applicable					\$0.00
Category Sub-Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
PROJECT TOTAL	\$186,533.00	\$ 21,446.00	\$ 0.00	\$ 0.00	\$ 207,979.00

SCHEDULE B-1

PROJECT NO. PT 0312

BUDGET NARRATIVE

PERSONNEL COSTS

None

TRAVEL EXPENSE

None

CONTRACTUAL SERVICES

The Elk Grove Police Department is staffed through a contractual relationship with the County of Sacramento. The Sacramento County Sheriff's Department employs and provides personnel to the City of Elk Grove. The Elk Grove Police Department will fund two additional police officers. The officers will become a part of the Traffic Bureau and be assigned as motorcycle officers. Grant funds will be utilized to hire one of these two new officers. Funds will be used to pay 100% of the salary for nine months of FY-1 @ \$5,564.00 per month (\$50,094.00) and 100% of the salary for three months of FY-2 @ \$5,564.00 per month (\$16,690). In addition to the base salary for this officer, employee benefits shall be funded from this project. The established County of Sacramento benefit package of 36.62% consists of:

Variable Benefits	
Safety Retirement	15.82%
OASDHI	5.15%
Worker's Comp Insurance	4.56%
Fixed Benefits	
Group Insurance	7.11%
Holiday in Lieu Pay	3.17%
Uniform Allowance	0.81%
	<hr/>
	36.62%

The benefits for this officer total \$36,301.79 during this grant period.

To avoid personnel supplanting, the city agrees to maintain the current complement of traffic personnel throughout the grant period. This means the Traffic Bureau will maintain a minimum of eight officers (seven existing and one grant funded).

Overtime will be used for officers to participate in community presentations and special enforcement operations. The overtime costs consist of 200 hours @ \$45.13 per hour (\$9,026.00). Overtime benefits make up 10.99% of the total overtime costs and consist of the following:

Variable Benefits	
Safety Retirement	4.18%
<u>OASDHI</u>	<u>6.81%</u>
Total	10.99%

SCHEDULE B-1

PROJECT No. PT 0312

BUDGET NARRATIVE

Page 2

Travel funds will be utilized for travel and per diem to attend the annual Police Traffic Services Seminar. All travel claimed will be at the County of Sacramento's approved rate. (\$2,500.00)

The City of Elk Grove will contract services to conduct seatbelt and traffic surveys during the months of March and September. (\$300.00)

NON-EXPENDABLE PROPERTY

The police department will purchase one fully equipped police motorcycle. A moving radar unit will be purchased and mounted on the grant funded motorcycle.

A fully equipped DUI checkpoint trailer will be purchased and utilized by the police department at all DUI checkpoints conducted during and subsequent to this grant. The DUI checkpoint trailer will also be available for use during major traffic collision incidents, public disasters and emergencies. .

OTHER DIRECT COSTS

The police department will develop and distribute educational materials to promote traffic safety and project goals and objectives. These funds will also be used for educational material costs related to safety fairs and other community events.

One hand-held Lidar units to be used by the police department to enforce speed limits within the city.

The police department will purchase one speed advisory trailer tracking and recording computer system. This system will be mounted in the existing speed advisory trailer to allow the police department to record information, such as volume, speed and axle surveys. The police department will provide that information to the City Traffic Engineering Department.

The Elk Grove Police Department will also purchase one-laptop computers and load them with collision documentation and reconstruction software. This computer will allow officers from the Traffic Bureau to more efficiently investigate and report vehicle collisions.

The Elk Grove Police Department will purchase six memory Preliminary Alcohol Screening (PAS) Devices. The PAS devices will assist officers in the detection of impaired drivers and will also allow them to use their in-field breath tests as evidence in court to gain a higher percentage of convictions for driving under the influence.

SCHEDULE B-1

PROJECT NO. PT 0312

BUDGET NARRATIVE

Page 3

The Elk Grove Police Department will purchase the following accessories and equipment to be used in the DUI trailer. This equipment will provide the necessary resources to frequently utilize the DUI trailer in enforcement and education endeavors. The following items will be purchased to equip this vital tool in the campaign against the impaired driver:

● Overhead lighting system	\$4,500
● 110v outlets	\$112
● Breaker box service panel	\$325
● Generator (7K Marquis)	\$8,645
● Stabilizer jacks/load levers	\$455
● RV awning	\$70
● RV deep cycle battery	\$150
● Porch Light with switch (4)	\$244
● Fluorescent lights	\$1,500
● Rear loading lights w/master switch	\$333
● Signs	\$300
● Cones	\$1,000
● <u>Portable lights</u>	<u>\$200</u>
TOTAL	\$17,834.00

INDIRECT COSTS

None

PROGRAM INCOME

There will be no program income generated as a result of this program.

ACCEPTANCE OF CONDITIONS

COMPANY ORGANIZATION NAME

The following are included herein and constitute a part of this Agreement:

OTS-38	Page I	Schedule B-1	Budget Narrative
Schedule A	Project Description	Schedule C	Quarterly Evaluation Data
Schedule A-1	Administrative Support & Contribution	OTS-33	Acceptance of Conditions and Certifications
Schedule B	Detailed Budget Estimate	STD. 21	Drug-Free Workplace Certification

I. TERMS AND CONDITIONS

It is understood and agreed by the Project Director and Authorizing Official that any grant received as a result of this Agreement is subject to all federal and state regulations governing grants and to those controls expressed in the California Traffic Grant Program Manuals which include, but are not limited to:

- (a) Quarterly Performance Reports and Reimbursement Claims must be submitted by the Project Director to the Office of Traffic Safety by January 31, April 30, July 31, and October 31, during each year of project operation;
- (b) OTS will withhold or disallow grant payments, reduce or terminate grant funds, and/or deny future grant funding anytime a grantee fails to comply with any term or condition of the grant contract or program guidelines (Volume II, Chapter 3.9). This may include, but is not limited to, the following:
 - Failure to submit acceptable and timely reimbursement claims;
 - Failure to submit acceptable and timely quarterly performance reports; and
 - Failure to submit an acceptable and timely Schedule C (Quarterly Evaluation Data (OTS-38g))
- (c) If, during the term of the grant award, federal funds become reduced or eliminated, OTS may immediately terminate or reduce the grant award upon written notice to the project director.
- (d) By October 31, "continuing" projects must submit a September 30 claim and a written justification to support carrying forward prior year unexpended funds. September 30 claims and written justifications, supporting the carrying forward of prior year unexpended funds, submitted after November 30, will not be processed. The prior claim (i.e., June 30) will be considered the year-end claim in order to close out the federal fiscal year ending September 30. In addition, prior year unexpended funds will be deobligated and allocated to new projects.
- (e) All documentation required to request a project revision (i.e., time extensions, budget category changes, and etc.) must be submitted to OTS prior to the effective date of change(s). For example: OTS will not consider a request for a grant period time extension unless all necessary paperwork is submitted prior to the existing grant termination date. Prior approval is required for all project revisions (Volume II, Chapter 3.8).

No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.

GENERAL CERTIFICATIONS

II. EQUAL OPPORTUNITY ASSURANCE

Pursuant to the requirements of Title VI provisions of the Civil Rights Act of 1964, the certifying applicant acting through its chief administrative officer, desiring to avail itself of the benefits of Chapter 1, Title 23, United States Code, and as a condition to obtaining the approval of the Secretary of Transportation and Governor of California of any highway safety projects as provided for in Title 23, United States Code, Section 105(a), hereby gives its assurance that all provisions of Equal Opportunity Assurance with regard to the Highway Safety Program will be complied with fully.

III. MINORITY AND WOMEN BUSINESS ENTERPRISE

- (a) "Policy. It is the policy of the Office of Traffic Safety and the certifying applicant that minority and women business enterprises as defined in 49 CFR Part 23 shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal funds under this agreement. Consequently, the MWBE requirements of 49 CFR Part 23 apply to this agreement."
- (b) "MWBE Obligation. The certifying applicant or its contractor agrees to ensure that minority and women business enterprises as defined in 49 CFR Part 23 have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds provided under this agreement. In this regard the certifying applicant and all contractors shall take all necessary and reasonable steps in accordance with 49 CFR Part 23 to ensure that minority and women business enterprises have the maximum opportunity to compete for and perform contracts. The certifying applicant and its contractors shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of DOT assisted contracts."

IV. SECTION 504, REHABILITATION ACT OF 1973

Pursuant to Section 504 of the Rehabilitation Act of 1973, no qualified handicapped person shall, because of a certifying applicant's facilities are inaccessible to or unusable by, handicapped persons, be denied the benefits of, be excluded from participation in, or otherwise be subjected to discrimination under any program or activity funded under the Highway Safety Act of 1966 (U.S. Code, Title Section 23, Section 402 et. seq.).

V. HATCH ACT

All employees of this certifying applicant whose principal employment is in connection with any Highway Safety Project financed in whole or in part by loans or grants under the Highway Safety Act of 1966 have been made aware of the provisions of Section 12(a) of the Hatch Act [5.U.S.C. 118k(a)].

VI. NON-DUPLICATION OF GRANT FUND EXPENDITURE

The certifying applicant has no ongoing or completed projects under agreement with TOPICS, CCCJ (LEAA), HEW, or other Federal fund sources, which duplicate or overlap any work contemplated or described in this Traffic Safety Project.

It is further agreed that any pending or proposed request for other Federal grant funds which would duplicate or overlap work under this Traffic Safety Project, will be revised to exclude any such duplication of grant fund expenditures.

It is understood that any such duplication of Federal fund expenditures subsequently determined by audit will be subject to recovery by the Office of Traffic Safety.

VII. LOBBYING RESTRICTIONS

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- (c) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

VIII. RECYCLING

At intervals designated by the State, contractor shall certify in writing, under penalty of perjury, the minimum, if not exact, percentage of recycled content of materials, goods or supplies offered or products used in the performance of the contract, pursuant to the requirements of Public Contract Code Section 10223. Contractor may certify that the product contains zero recycled content. Definitions of recycled content are contained in Public Contract Code Sections 12161 and 12200.

CERTIFICATION

We, the officials named below, hereby swear that we are duly authorized legally, to bind the contractor or grant recipient to the above described conditions and certifications. Executed on the date and in the county below, and is made under penalty of perjury under the laws of the State of California.

PROJECT DIRECTOR'S NAME

DATE EXECUTED

EXECUTED IN THE COUNTY OF

PROJECT DIRECTOR'S SIGNATURE

TITLE

AUTHORIZING OFFICIAL'S NAME

DATE EXECUTED

EXECUTED IN THE COUNTY OF

AUTHORIZING OFFICIAL'S SIGNATURE

TITLE

COMPANY/ORGANIZATION NAME

City of Elk Grove - Police Department

The contractor or grant named above hereby certifies compliance with Government Code Section 8355 in matters relating to providing a drug-free workplace. The above named contractor or grant recipient will:

1. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations, as required by government Code Section 8355(a).
2. Establish a Drug-Free Awareness Program as required by government Code Section 8355(b), to inform employees about all of the following:
 - (a) The dangers of drug abuse in the workplace,
 - (b) Any available counseling, rehabilitation and employee assistance programs, and
 - (c) Any available counseling, rehabilitation and employee assistance programs, and
 - (d) Penalties that may be imposed upon employees for drug abuse violations.
3. Provide as required by Government Code Section 8355 (c), that every employee who works on the proposed contract or grant:
 - (a) Will receive a copy of the company=s drug-free policy statement, and
 - (b) will agree to abide by the terms of the company=s statement as a condition of employment on the contract or grant.

CERTIFICATION

I, the official named below, hereby swear that I am duly authorized legally to bind the contractor or grant recipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

OFFICIAL=S NAME

John Danielson

DATE EXECUTED

EXECUTED IN THE COUNTY OF

Sacramento

CONTRACTOR OR GRANT RECIPIENT SIGNATURE

TITLE

City Manager - City of Elk Grove

FEDERAL I.D. NUMBER
