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CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DENA DIORIO
DIRECTOR OF FINANCE

(203)797-4652
FAX: (203)796-1526

MEMORANDUM

TO: HON MARK D BOUGHTON VIA THE COMMON COUNCIL
FROM: DENA DIORIO, DIRECTOR OF FINANCE & PERSONNEL *Dena*
SUBJECT: DUI ENFORCEMENT GRANT
DATE: 4/25/2006

Attached for your review is a resolution which allows the City of Danbury Police Department to apply for and accept grant funding from the State of Connecticut, Department of Transportation for the "2006 Memorial Day and Fourth of July Driving Under the Influence Enforcement Program". The total grant, in the amount of \$7700, requires a local match of \$1925 with the state contributing \$5775. The funding for the local match is available in the Police Department budget.

Attached is a copy of the application received by this office for your review. The Common Council is requested to consider this resolution at its next meeting. If you have any questions, feel free to give me a call.

Attach.

Cc: Alan Baker



CITY OF DANBURY
DANBURY, CONNECTICUT 06810

DEPARTMENT OF POLICE
120 MAIN STREET

ALAN D. BAKER, CHIEF
TERENCE M. SHANAHAN, DEPUTY CHIEF
(203) 797-4614

April 19, 2006

MEMORANDUM

To: Dena Diorio, Director of Finance
From: Alan D. Baker, Chief of Police
Subject: **State of Connecticut – Department of Transportation**
FY 2006 Memorial Day/4th of July DUI Enforcement Program

This Department requests that the Common Council act on and approve the attached State of Connecticut DOT DUI Enforcement Program Grant, in that the City agrees to share its contribution responsibility (25% = \$1,925.00) of the total \$7,800.00.

Attached is a letter from Capt. Robert Myles, Commanding Officer – Administrative Division explaining this grant in greater detail.

Alan D. Baker
Chief of Police

ADB:mrl
Attach.

RECEIVED
FINANCE DEPT.

APR 20 2006



RECYCLED
PAPER



CITY OF DANBURY
DANBURY, CONNECTICUT 06810

Alan D. Baker, Chief
Department of Police
120 Main Street

Robert Myles, Captain
Administrative Division
(203) 797-4538

IMPACT STATEMENT

April 14, 2006

To: Alan D. Baker
Chief of Police

From: Captain Robert Myles
Administrative Division

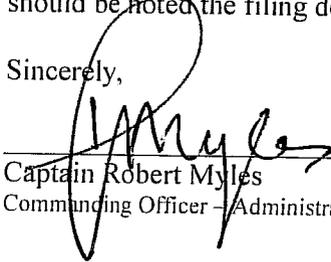
RE: **State of Connecticut, Department of Transportation**
FY-2006 Memorial Day / 4th of July DUI Enforcement Program

Chief Alan D. Baker,

I am requesting that the Common Council act on and approve this State of Connecticut, DOT 'DUI Enforcement Program Grant'. This grant has been offered to the City of Danbury to aid in the identification and apprehension of DUI operators within our city limits. The City of Danbury has been offered 75% reimbursement from the state with the city sharing 25% responsibility of the total grant amount.

I am requesting that the Common Council act on this issue at their next regular meeting. The total cost of this funding opportunity is **\$7,700.00**, thus making the city's financial responsibility **\$1,925.00** with the state contributing **\$5,775.00**. It should be noted the filing deadline set by the State of Connecticut, DOT is **MAY 10, 2006**.

Sincerely,



Captain Robert Myles
Commanding Officer - Administrative Division



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 200

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the State of Connecticut Department of Transportation, Division of Highway Safety has made a grant available in the amount of \$7,700.00 for the 2006 Memorial Day/Fourth of July Driving Under the Influence Enforcement Program; and

WHEREAS, a local cash match of \$1,925.00 is required in order to reach the total cost of the program, which is \$7,700.00.

NOW, THEREFORE, BE IT RESOLVED THAT, Mayor Mark D. Boughton is hereby authorized to apply for said grant and to accept grant funds if approved, and Mayor Mark D. Boughton is authorized to sign all contracts necessary to effectuate the purposes of said grant. Any prior acts of the Mayor in applying for such grant funds are hereby ratified.

STATE OF CONNECTICUT

SHADED AREA FOR DHS USE ONLY

DEPARTMENT OF TRANSPORTATION
TRANSPORTATION SAFETY SECTION

Project No:

Project Initiation
 Project Revision

Project Cancellation
 Project Continuation

Program Area: 06 - 164 AL

Program Description: Alcohol Enforcement

Date Approved:

HIGHWAY SAFETY PROJECT APPLICATION

ACCEPTANCE -- IT IS UNDERSTOOD AND AGREED BY THE UNDERSIGNED THAT FUNDS RECEIVED AS A RESULT OF THIS APPLICATION IS SUBJECT TO THE REGULATIONS GOVERNING HIGHWAY SAFETY PROJECTS. THIS AGREEMENT MAY BE TERMINATED BY EITHER PARTY IN ACCORDANCE WITH THE TRANSPORTATION SAFETY SECTION POLICY AT THE CONNECTICUT DEPARTMENT OF TRANSPORTATION.

PROJECT TITLE:

2006 Memorial Day / July 4th DUI Enforcement Program

GOVERNMENTAL UNIT:

City of Danbury, Connecticut

ADDRESS OF GOVERNMENTAL UNIT:

155 Deer Hill Ave Danbury, CT 06810

APPLICANT:

Danbury Police Department

ADDRESS OF APPLICANT:

120 Main Street Danbury, CT 06810

FEDERAL IDENTIFICATION NUMBER (FEIN):

06-600-1868

ANTICIPATED PROJECT STARTUP DATE:

May 25, 2006

APPROVED PROJECT PERIOD: (mo/date/yr) FOR TSS USE ONLY

FROM: May 25, 2006

THROUGH: July 15, 2006

PROJECT DIRECTOR:

Capt. Robert Myles

TITLE:

Captain

TELEPHONE NUMBER:

203.797.4538

FAX NUMBER:

203.796.4661

SIGNATURE:

ADDRESS & ZIP CODE:

120 Main Street Danbury, CT 06810

E-MAIL ADDRESS:

r.myles@ci.danbury.ct.us

FISCAL OFFICER:

Dena Diorio

TITLE:

Director of Finance

TELEPHONE NUMBER:

203.797.4652

FAX NUMBER:

203.796.1526

SIGNATURE:

ADDRESS & ZIP CODE:

155 Deer Hill Ave Danbury, CT 06810

E-MAIL ADDRESS:

d.diorio@ci.danbury.ct.us

AUTHORIZING OFFICIAL OF GOVERNMENTAL UNIT:

Mark Boughton

TITLE:

Mayor

TELEPHONE NUMBER:

203.797.4511

FAX NUMBER:

203.796.1666

SIGNATURE:

ADDRESS & ZIP CODE:

155 Deer Hill Ave Danbury, CT 06810

E-MAIL ADDRESS:

m.boughton@ci.danbury.ct.us

APPROVAL -- FOR TSS USE ONLY

TSS STAFF EVALUATION

FISCAL REVIEW COMPLETED BY:

DATE:

RECOMMEND APPROVAL _____

RECOMMEND DENIAL _____

PROGRAM REVIEW COMPLETED BY:

DATE:

FEDERAL FUNDS FY: 2006

THIS ACTION:

GOVERNOR'S HIGHWAY SAFETY REPRESENTATIVE:

PREVIOUS ACTION:

Charles Urso

TOTAL OBLIGATED:

SIGNATURE:

DATE:

PROJECT TITLE	APPLICANT
2006 Memorial Day / July 4th DUI Enforcement Program	City of Danbury, Connecticut Danbury Police Department

ACTIVITIES AND PROCEDURES

DUI selective enforcement will be conducted during the Memorial Day and July 4th holiday period per the following operational schedule. Enforcement techniques to be employed include extra DUI patrol activities, and may include field sobriety checkpoints on those days that the police department determines to hold the highest impact for traffic volume and potential contact with the motoring public as it related to their community.

NOTE: For DUI Patrol activities, the number of enforcement officers allowed per vehicle at any one time is one per vehicle, however, daily shifts may be split by more than one officer. It is recommended that all officers assigned to DUI enforcement activities be trained in DUI law-enforcement techniques.

NOTE: The operation of this selective enforcement program shall be above and beyond the normal/special patrol activities scheduled for the days and times listed below.

Enforcement Period

Defined Program Parameters	Planned Project Operations (fill in below)
Dates/Times May 25 > 03:00 PM - 04:00 AM	19:00 pm through 03:00 am
May 26 > 03:00 PM - 04:00 AM	19:00 pm through 03:00 am
May 27 > 03:00 PM - 04:00 AM	19:00 pm through 03:00 am
May 28 > 03:00 PM - 04:00 AM	19:00 pm through 03:00 am
May 29 > 03:00 PM - 04:00 AM	19:00 pm through 03:00 am
June 29 > 03:00 PM - 04:00 AM	19:00 pm through 03:00 am
June 30 > 03:00 PM - 04:00 AM	19:00 pm through 03:00 am
July 01 > 03:00 PM - 04:00 AM	19:00 pm through 03:00 am
July 02 > 03:00 PM - 04:00 AM	19:00 pm through 03:00 am
July 03 > 03:00 PM - 04:00 AM	19:00 pm through 03:00 am
July 04 > 03:00 PM - 04:00 AM	19:00 pm through 03:00 am

PROJECT TITLE	APPLICANT
2006 Memorial Day / July 4th DUI Enforcement Program	City of Danbury, Connecticut Danbury Police Department

Hours of operation **MUST** fall within the defined program parameters.
Adjustments may be made based on unique local circumstances.

Primary enforcement locations are as follows:

1. Route 7 (Federal Road / Sugar Hollow Road)

2. CityCenter District (Main, North & South Streets)

3. White Street/Newtown Road

4. Lake Ave / Mill Plain Rd

This operational plan will be supported through statewide and regional/local media coverage.

PROJECT COST WORK SHEET

OVERTIME WAGES: (Only 1 officer allowed per vehicle at any one time.)

Date: **May 25, 2006**

Enforcement Officer # 1: 8 hrs @ \$42.9555 = \$343.644
2: 8 hrs @ \$42.9555 = \$343.644

Date: **May 26, 2006**

Enforcement Officer # 1: 8 hrs @ \$42.9555 = \$343.644
2: 8 hrs @ \$42.9555 = \$343.644

Date: **May 27, 2006**

Enforcement Officer # 1: 8 hrs @ \$42.9555 = \$343.644
2: 8 hrs @ \$42.9555 = \$343.644

PROJECT TITLE	APPLICANT
2006 Memorial Day / July 4th DUI Enforcement Program	City of Danbury, Connecticut Danbury Police Department

PROJECT COST WORK SHEET

Date: **May 28, 2006**

Enforcement Officer # 1: 8 hrs @ \$42.9555 = \$343.644
2: 8 hrs @ \$42.9555 = \$343.644

Date: **May 29, 2006**

Enforcement Officer # 1: 8 hrs @ \$42.9555 = \$343.644
2: 8 hrs @ \$42.9555 = \$343.644

Date: **June 29, 2006**

Enforcement Officer # 1: 8 hrs @ \$42.9555 = \$343.644
2: 8 hrs @ \$42.9555 = \$343.644

Date: **June 30, 2006**

Enforcement Officer # 1: 8 hrs @ \$42.9555 = \$343.644
2: 8 hrs @ \$42.9555 = \$343.644

Date: **July 1, 2006**

Enforcement Officer # 1: 8 hrs @ \$42.9555 = \$343.644
2: 8 hrs @ \$42.9555 = \$343.644

PROJECT TITLE	APPLICANT
2006 Memorial Day / July 4th DUI Enforcement Program	City of Danbury, Connecticut Danbury Police Department

PROJECT COST WORK SHEET

Sobriety Checkpoint

Date: **July 2, 2006**

Enforcement Officer # 1: 8 hrs @ \$42.9555 = \$343.644
2: 8 hrs @ \$42.9555 = \$343.644

Date: **July 3, 2006**

Enforcement Officer # 1: 8 hrs @ \$42.9555 = \$343.644
2: 8 hrs @ \$42.9555 = \$343.644

Date: **July 4, 2006**

Enforcement Officer # 1: 8 hrs @ \$42.9555 = \$343.644
2: 8 hrs @ \$42.9555 = \$343.644

PROJECT TITLE	APPLICANT
2006 Memorial Day / July 4th DUI Enforcement Program	City of Danbury, Connecticut Danbury Police Department

BUDGET DETAIL

PLEASE COMPLETE PROJECT WORKSHEET(S) PRIOR TO COMPLETING THIS PAGE.

(A) PERSONAL SERVICES

Total Estimated Wages (Sum of all worksheets)	(1)	<u>\$7,560.17</u>
Overtime Fringe Benefit Rate 1.43% Multiply this rate (if applicable) times the Total Estimated Wages	(2)	<u>\$108.11</u>
Add Total Estimated Wages and Fringe Benefit Costs for Grand Total Amount	(3)	<u>\$7,668.28</u>
Please round up the Grand Total Amount to the next highest \$100.00 (i.e. \$1,852.11 to \$1,900.00)	(4)	<u>\$7,700.00</u>

PROJECT TITLE	APPLICANT
2006 Memorial Day / July 4th DUI Enforcement Program	City of Danbury, Connecticut Danbury Police Department

PROJECT EXPENDITURES --- REIMBURSEMENT REQUIREMENTS

This is a federally reimbursable program. The cost of all expenses incurred under this project must first be paid for with municipal or state agency funds. The sub-grantee may then apply for reimbursement based on the procedures and policies listed below.

Project Start Date May 25, 2006	Project Ending Date July 15, 2006	Reimbursement Deadline August 29, 2006
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- Only expenses contained in the approved Highway Safety Project application may be claimed for reimbursement.
- Expenses **MUST** be incurred within the approved Project Start and Ending Dates. (see above)
Please verify the Project Start Date and Project Ending Date prior to any project activity.
- **PERSONNEL SALARIES** -- Personnel salary expenditures are authorized as part of this project. Completed and signed "**Highway Safety Program Time Sheet & Activity Reports**" **MUST** accompany these expenditures for reimbursement.
- Under the terms and conditions of this project application, **ALL SUPPORTING DOCUMENTATION** must be submitted to the Transportation Safety Section no later than forty five (45) days after the project's ending date.
Please verify the Reimbursement Deadline prior to any project activity.

**FAILURE TO MEET THE REIMBURSEMENT REQUIREMENTS
SET FORTH MAY RESULT IN YOUR CLAIM BEING DENIED.**

PROJECT TITLE	APPLICANT
2006 Memorial Day / July 4th DUI Enforcement Program	City of Danbury, Connecticut Danbury Police Department

BUDGET SUMMARY

Federal Share	75.00%
State/Local Share	25.00%

BUDGET SUMMARY SUBMITTAL

COST CATEGORY	AMOUNT	SOURCE OF FUNDS	
PERSONNEL SERVICES	\$7,700.00	FEDERAL FUNDS (75%)	\$5,775.00
CONTRACTUAL SERVICES	XXXXXXXXXX	NON-FEDERAL FUNDS (25%)	\$1,925.00
OPERATING COSTS	XXXXXXXXXX	TOTAL FUNDS (100%)	\$7,700.00
EQUIPMENT	XXXXXXXXXX		
INDIRECT COSTS	XXXXXXXXXX		
TOTAL BUDGETED	\$7,700.00		

BUDGET SUMMARY APPROVAL (DHS USE ONLY)

COST CATEGORY	AMOUNT	SOURCE OF FUNDS	
PERSONNEL SERVICES		FEDERAL FUNDS (75%)	
CONTRACTUAL SERVICES	XXXXXXXXXX	NON-FEDERAL FUNDS (25%)	
OPERATING COSTS	XXXXXXXXXX	TOTAL FUNDS (100%)	
EQUIPMENT	XXXXXXXXXX		
INDIRECT COSTS	XXXXXXXXXX		
TOTAL BUDGETED			