

# Mayor and Council Communication

DATE: 01/10/23

M&C FILE NUMBER: M&C 23-0043

LOG NAME: 35FY24 TXDOT STEP COMPREHENSIVE GRANT

## **SUBJECT**

(ALL) Ratify Application for, and Authorize Acceptance of, if Awarded, the Texas Department of Transportation Selective Traffic Enforcement Program Comprehensive Grant to Occur in Fiscal Year 2024, in an Amount Up to \$324,000.00, Authorize Transfer of \$54,000.00 from the Justice Asset Forfeiture Fund for the City's Match Requirement, Authorize Execution of Related Grant Agreement, and Adopt Appropriation Ordinances

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## **RECOMMENDATION:**

It is recommended that the City Council:

1. Ratify application for, and authorize acceptance of, if awarded, the Selective Traffic Enforcement Program Comprehensive Grant from the Texas Department of Transportation in an amount up to \$324,000.00;
  2. Authorize the execution of a grant agreement with Texas Department of Transportation for the Fiscal Year 2024 Selective Traffic Enforcement Program Comprehensive Grant;
  3. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Justice Asset Forfeiture Fund in the amount of \$54,000.00, from available unreserved fund balance, for the purpose of transferring to the Grants Operating Federal Fund as the City's match requirement; and
  4. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Grants Operating Federal Fund (1) by \$270,000.00 subject to the award and receipt of grant, and (2) by \$54,000.00, as a transfer from the Justice Asset Forfeiture Fund to satisfy the City's match requirement, for a total of \$324,000.00, for the purpose of funding the Texas Department of Transportation Fiscal Year 2024 Selective Traffic Enforcement Program Comprehensive grant.
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## **DISCUSSION:**

The Texas Department of Transportation (TXDOT) Selective Traffic Enforcement Program (STEP) grants are aimed at reducing the number of vehicle crashes, injuries, and fatalities. The TXDOT STEP grant will pay for overtime hours of the officers participating in the program. TXDOT STEP grant activities include enforcement of speed, seatbelts, impaired driving, and intersection traffic control laws.

The total proposed program amount for Fiscal Year 2024 is \$324,000.00, which includes \$54,000.00, in match funds. The required minimum amount of match funds is 20%. Funds will be budgeted for overtime and associated fringe benefits for an estimated 3,400 enforcement hours with an additional estimated 100 hours for administering the grant. The grant will also fund an estimated 90 hours of public information and education events.

Award of this grant and receipt of funds would not occur until Fiscal Year 2024. For the City's required match, the Department has historically used the Justice Asset Forfeiture Fund to satisfy the requirement. Because balance exists in Fiscal Year 2023 in the Justice Asset Forfeiture Fund, staff recommends that the \$54,000.00 be appropriated and transferred from the Justice Asset Forfeiture Fund to the Grants Operating Federal Fund. The Grants Operating Federal Fund is a life to date project fund, therefore the appropriated match will be carried over into the next Fiscal Year.

Funding is available for appropriation in the fund balance of the Justice Asset Forfeiture Fund for the required City match. The Police Department is responsible for ensuring there are enough available funds in the Justice Asset Forfeiture Fund prior to any transfer. The beginning fund balance is \$879,271.79 and after the transfers for the TXDOT CMV Grant & the TXDOT STEP Comprehensive Grant, the balance will be \$805,271.79.

A portion of the funds from TXDOT will be used to cover indirect costs at the Police Department's approved rate (currently 3.74%).

These grant funds will be for overtime and associated fringe benefits.

A Form 1295 is not required because: This contract will be with a governmental entity, state agency or public institution of higher education: Department of Justice

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## **FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that upon approval of the above recommendations and adoption of the attached appropriation ordinances, funds will be available in the current operating budget, as appropriated, in the Grants Operating Federal Fund. The Police Department (and Financial Management Services) will be responsible for the collection and deposit of funds due to the City. Prior to an expenditure being incurred, the Police Department has the responsibility to validate the availability of funds. This is a reimbursement grant.

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