

Written materials relating to an item on this agenda that are distributed to the legislative bodies within 72 hours before the item is to be considered at its regularly scheduled meeting will be made available for public inspection at the City Clerk's Office, 300 West Third Street 4th Floor during customary business hours. Agenda reports are also on the City of Oxnard web site at www.oxnard.org.



AGENDA
OXNARD CITY COUNCIL
PUBLIC SAFETY COMMITTEE
Council Chambers, 305 West Third Street
October 8, 2019
Regular Meeting - 2:00 to 3:15 PM

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

At this time, the legislative body will consider public comments for a maximum of fifteen minutes. A person may address the legislative body only on matters not appearing on the agenda and within the subject matter jurisdiction of the legislative body. Speaker cards will not be accepted after the beginning of the general public comment period. Based on the number of speaker cards submitted, the presiding officer may impose time limits per speaker. Typically, speakers are limited to two minutes, but shorter time may be established as deemed necessary. A person not able to address the legislative body at this time because the fifteen minutes expires may do so just prior to adjournment of the meeting. The legislative body cannot enter into a detailed discussion or take action on any items presented during public comments at this time. Such items may only be referred to the City Manager for administrative action or scheduled on a subsequent agenda for discussion.

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Public Safety Committee approve the minutes of the September 10, 2019 regular meeting as presented.

Contact: Michelle Ascencion, (805) 385-7805

D. REPORTS

1. Police Department

SUBJECT: Service Authority for Freeway Emergencies (SAFE) Grant Program. (10/5/5)

RECOMMENDATION: That the Public Safety Committee recommend the City Council adopt a resolution:

1. Authorizing the City Manager to execute \$50,000 in grant funds from the Service Authority for

In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact the City Clerk's Office at 385-7803. Notice at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

Agenda Item time estimates: (Staff Presentation / Committee Discussion / Public Comment)

Freeway Emergencies (SAFE) Grant Program, to be used for the purchase of two variable message trailers;

2. Authorizing the City Manager or designee to execute grant agreements and appropriate funds upon confirmation of grant award;
3. Authorizing the Chief Financial Officer or designee to submit financial reports and grant claims and approve special budget appropriations for use of SAFE grant funds; and
4. Authorizing the Chief of Police or designee to submit all program related progress or status reports.

Contact: Scott Whitney, (805) 385-7624

2. Police Department

SUBJECT: Department of Alcoholic Beverage Control / Office of Traffic Safety (ABC/OTS) Grant. (10/5/5)

RECOMMENDATION: That the Public Safety Committee recommend the City Council adopt a resolution:

1. Authorizing the City Manager to execute and apply for \$20,000 in grant funds from the Department of Alcoholic Beverage Control/Office of Traffic Safety (ABC/OTS) Grant Program, to be used for overtime to conduct four (4) Minor Decoy Operations, four (4) Shoulder Tap Operations, and two (2) IMPACT Inspections;
2. Authorizing the City Manager or designee to execute grant agreements and appropriate funds upon confirmation of grant award;
3. Authorizing the Chief Financial Officer or designee to submit financial reports and grant claims and approve special budget appropriations for use of ABC/OTS grant funds; and
4. Authorizing the Chief of Police or designee to submit all program related progress or status reports.

Contact: Scott Whitney, (805) 385-7624

E. ITEMS FOR FUTURE AGENDAS

F. ADJOURNMENT

MINUTES
OXNARD CITY COUNCIL
PUBLIC SAFETY COMMITTEE
Regular Meeting
September 10, 2019

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

At 2:00 p.m., Chair MacDonald called to order the regular meeting of the Oxnard City Council Public Safety Committee in the City Hall Council Chambers at 305 W. Third Street, Oxnard, California. The City Clerk called the roll and announced the posting of the agenda. Member Vianey Lopez and Chair Bryan MacDonald were present; Member Carmen Ramirez was absent.

Staff members present were Alexander Nguyen, City Manager; Jason Zaragoza, Deputy City Attorney; Darwin Base, Fire Chief; Jaime Villa, EMS Coordinator; and Michelle Ascencion, City Clerk.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA (None received.)

C. CONSENT AGENDA

City Clerk Department

1. SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Public Safety Committee approve the minutes of the July 23, 2019 regular meeting as presented.

VOTE: Lopez and MacDonald voted in favor of approval; the minutes were approved 2-0.

D. REPORTS

Fire Department

1. SUBJECT: Purchase Order with L.N. Curtis & Sons for fire/rescue equipment and supplies.

RECOMMENDATION: That the Public Safety Committee recommend the City Council approve and authorize the Mayor to execute the change order to Purchase Order No. 6673 with L.N. Curtis & Sons (L.N. Curtis) for a not-to-exceed amount of \$351,000 for Fiscal Year 19/20 and \$125,000 for Fiscal Year 20/21 for the purchase of Fire Department supplies and equipment for two years.

The Fire Chief gave a report.

It was moved by Member Lopez, seconded by Chair MacDonald, to approve the recommended action as presented. VOTE: Lopez and MacDonald voted in favor; the motion carried 2-0.

2. SUBJECT: Ventura County Emergency Medical Services (EMS) Recommendations.

RECOMMENDATION: That the Public Safety Committee receive a report on Ventura County Emergency Medical Services (EMS) Recommendations as provided by outside consultant Page, Wolfburg, and Wirth.

The Fire Chief introduced the EMS Coordinator, who gave a report. Discussion ensued among the Committee and staff. No action was required.

E. ITEMS FOR FUTURE AGENDAS (No requests were made.)

F. ADJOURNMENT

There being no further business on the agenda, and without objection, Chair MacDonald adjourned the meeting at 2:45 p.m.

MICHELLE ASCENCION, CMC
City Clerk

BRYAN MACDONALD
Chair



PUBLIC SAFETY COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.1.

DATE: October 8, 2019

TO: Public Safety Committee

FROM: Scott Whitney, Police Chief, (805) 385-7624, scott.whitney@oxnardpd.org

SUBJECT: Service Authority for Freeway Emergencies (SAFE) Grant Program. (10/5/5)

RECOMMENDATION

That the Public Safety Committee recommend the City Council adopt a resolution:

1. Authorizing the City Manager to execute \$50,000 in grant funds from the Service Authority for Freeway Emergencies (SAFE) Grant Program, to be used for the purchase of two variable message trailers;
2. Authorizing the City Manager or designee to execute grant agreements and appropriate funds upon confirmation of grant award;
3. Authorizing the Chief Financial Officer or designee to submit financial reports and grant claims and approve special budget appropriations for use of SAFE grant funds; and
4. Authorizing the Chief of Police or designee to submit all program related progress or status reports.

BACKGROUND

The California Legislature established Service Authorities for Freeway Emergencies (SAFE) in order to encourage the development of the motorist aid system comprised of multiple service elements and infrastructure along the California Freeway and Freeway System to enable motorists in need of assistance to obtain aid.

Public Safety Agencies that respond to freeway and highway incidents play a significant role in providing assistance to motorists in need of aid or those simply caught in the congestion resulting from such as incident. Public Safety Agencies use a variety of tools to both assist motorists and reduce congestion.

The Ventura County SAFE finds it beneficial to Ventura County motorists for incident responders to have the best tools available for their use. Ventura County SAFE established an Incident Responder Grant Program to provide funds to incident responders in Ventura County. Funding is provided by Ventura County SAFE, which received a \$1 vehicle registration fee on all vehicles registered in Ventura County.

Eligible grant participants in this grant program consists of government agencies that respond to roadway incidents on segments of Ventura County's roadway network that include portions of the California Freeway and Expressway System, and the unincorporated county roads and state highway routes that connect the segments of those systems.

The Police Department has applied for grant funds in the amount of \$50,000 to purchase two variable message

sign trailers. These trailers will assist the Police Department in providing traffic safety messages to motorists traveling on roadways with high collision statistics, during special events, and when road closures occur due to police investigations or natural disasters. The variable message trailers provide a strong measure of traffic calming and information sharing. These signs are mobile, making them readily available for deployment to areas of need and provide an easy to read and highly visible message that can be changed based on need and environment.

The total cost of the trailers, including tax and delivery charges, is \$49,247.54. The trailers would be ordered after the grant funds are awarded and delivery is expected within 30-45 days. The trailers would be purchased pursuant to the GSA Cooperative Purchasing Program. All remaining unused funds after the purchase is complete would be returned as requested by the terms of the grant.

STRATEGIC PRIORITIES

This agenda item supports the Quality of Life strategy. The purpose of the Quality of Life strategy is to build relationships and create opportunities within the community for safe and vibrant neighborhoods, which will showcase the promising future of Oxnard. This item supports the following goals and objectives:

Goal 1. Improve community safety and quality of life through a combination of prevention, intervention, and suppression efforts that address crime and underlying issues.

Objective 1d. Examine options for long term sustainability of public safety services to ensure an efficient and effective public safety service delivery model.

FINANCIAL IMPACT

There is no financial impact. The Service Authority for Freeway Emergencies (SAFE) grant does not require ongoing or one-time matching contributions. Upon confirmation of the grant award, grant will be recognized and appropriated accordingly.

Prepared by: Denise Shadinger, Police Commander

ATTACHMENTS

1. SAFE Grant
2. SAFE Grant Resolution



Item # 12

June 7, 2019

MEMO TO: SERVICE AUTHORITY FOR FREEWAY EMERGENCIES

FROM: STEVE DEGEORGE, PLANNING AND TECHNOLOGY DIRECTOR

SUBJECT: INCIDENT RESPONDER GRANT PROGRAM

RECOMMENDATION:

- Approve an Incident Responder Grant Program to provide funds to agencies that respond to highway incidents within Ventura County.

DISCUSSION:

In November the Commission approved the development of new programs funded through the Service Authority for Freeway Emergencies (SAFE) to provide expanded services to Ventura County motorists. Among the suggested programs was a grant program to provide financial assistance to agencies that respond to highway incidents. Entities responding to freeway and highway incidents play a significant role in providing assistance to motorists involved as well as those simply caught in the resultant congestion until the incident is cleared.

Entities responding to freeway and highway incidents use a wide variety of tools to assist motorists, from life saving devices to photographic equipment for incident analysis. These tools heighten the efficiency of incident responders allowing them to save lives as well as reduce congestion. To accommodate the purchase of the widest possible array of tools and/or equipment by agencies both large and small, a very wide grant range was established with \$5,000 being the minimum and the full \$500,000 being the maximum grant available.

VCTC engaged WPSS Legislative Advocacy and Government Consulting for the purposes of using the expertise of former Ventura County Sheriff Geoff Dean to assist with the development and implementation of, if approved, the first round of grants under this new program. While the full outline and schedule of the grant program can be found in Attachment 1 to this item, some of the highlights are:

SAFE Grant Program

Page 2

- Minimum and maximum grant amounts to be \$5,000 and \$500,000 respectively;
- Open to government agencies either singularly or working in collaboration that respond to highway incidents;
- Must be on the roadway network as defined in SAFE statutes;
- Grants to be for capital expenditures only.
- Grant recommendations will be brought back to the Commission for final approval

Staff believes that it is beneficial to Ventura County motorists for incident responders to have the best tools available for their use. To that end, staff is recommending that Ventura County SAFE approve and establish the Incident Responder Grant Program to provide funds to incident responders in Ventura County. Funds for this grant program are included in the Fiscal Year 2019/2020 Motorist Aid Services Task Budget with funding provided through the Ventura County SAFE which receives a \$1 vehicle registration fee on all vehicles registered in Ventura County.

Attachment 1, SAFE Incident Responder Grant Program

Ventura County Service Authority for Freeway Emergencies (SAFE) Incident Responder Grant Program

Introduction

The California Legislature established Service Authorities for Freeway Emergencies (SAFE) in order to encourage the development of a motorist aid system comprised of multiple service elements and infrastructure along the California Freeway and Freeway System to enable motorists in need of assistance to obtain aid.

Entities responding to freeway and highway incidents play a significant role in providing assistance to motorists involved as well as those simply caught in the resultant congestion until the incident is cleared. Entities responding to freeway and highway incidents use a variety of tools to assist motorists from life saving devices to photographic equipment for incident analysis. These tools heighten the efficiency of incident responders allowing them to save lives as well as reduce congestion.

The Ventura County SAFE finds it is beneficial to Ventura County motorists for incident responders to have the best tools available for their use. To that end, Ventura County SAFE establishes the Incident Responder Grant Program to provide funds to incident responders in Ventura County. Funding is provided through the Ventura County SAFE, which receives a \$1 vehicle registration fee on all vehicles registered in Ventura County.

1. Grant Participant Eligibility

Eligible participants in this grant program consist of government agencies, either singularly or in collaboration, that provide roadway incident response on the segments of Ventura County's roadway network shown in Figure 1 below and that meet the following criteria:

"...money's received by [the Service Authority] pursuant to subdivision (b) of Section 9250.10 of the Vehicle Code shall be used for the implementation, maintenance, and operation of a motorist aid system on the portions of the California Freeway and Expressway System and, the unincorporated county roads that county, and on state highway routes that connect segments of these systems, which are located within the county in which the authority is established."

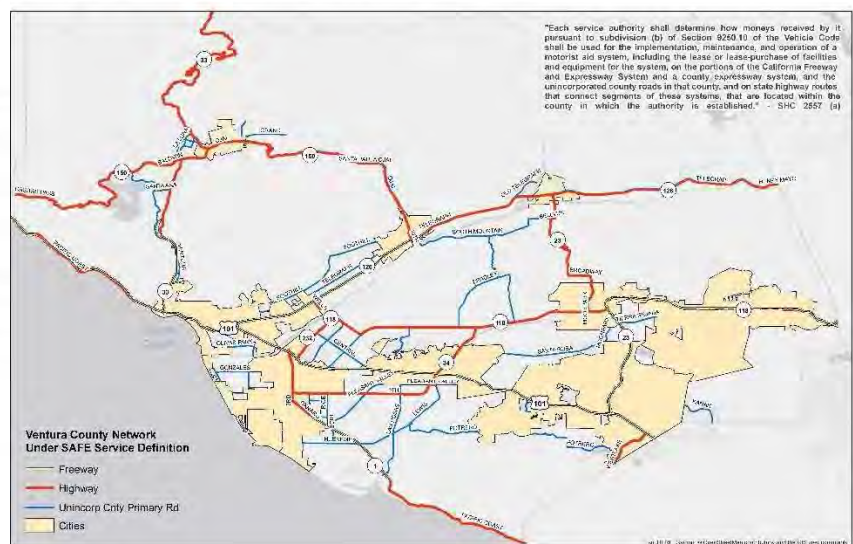


Figure 1

2. Eligible Grant Expenditures

Eligible grant expenditure categories include capital assets including computer hardware and software, equipment used to clear, manage, analyze, and prevent roadway incidents on the roadways that conform with Section 1 above. Grant funds may not be used for personnel costs or ongoing operational costs. Capital assets must remain with the grant recipient for the reasonable life cycle of the asset; they may not be sold, transferred, or assigned to other agencies or entities.

3. Grant Amount and Frequency

The SAFE Board shall determine the total amount of and frequency of grant allocations based a review of the SAFE Fund Balance every two years. The review of the SAFE Fund Balance shall occur with the development of the draft SAFE budget with grant application process beginning July 1 of the fiscal year for which the budget is appropriated. Subject to available funding the SAFE Board will consider setting the minimum total grant allocation at not less than \$500,000 to ensure the greatest value to incident responders.

4. Grant Expenditure Lifecycle

Government agencies receiving Incident Responder Grant funds shall expend funds in accordance with the following criteria:

- a. Agencies must expend funds within two (2) years of receipt of funds, with a one (1) year extension possible upon submission of a request from the agency that received the grant showing the necessity of the extension and upon, approval by SAFE. If funds are not expended by the government agency that received the funds within the approved time period, the agency that received the funds shall return the funds to Ventura County SAFE.
- b. Any unused or excess grant funds related to the capital project funded by the grant shall be returned to Ventura County SAFE within sixty days of the determination that there are unused or excess grant funds.
- c. Grant funds may not be transferred or assigned to another government agency or sub recipient or to another project without prior approval by Ventura County SAFE.
- d. Each December, recipients of grant funds must provide an accounting of grant funds for the previous fiscal year to Ventura County SAFE providing the status of grant funds and when grant closeout is anticipated.
- e. If assets purchased through this grant program are damaged within their reasonable lifespan and the agency receives reimbursement funds through property insurance or other mechanisms, the reimbursed funds may be; 1) used to purchase replacement assets with the agency responsible for any balance above the reimbursement; 2) if the amount of reimbursement funds are \$5,000 or greater, the reimbursement funds shall be returned to Ventura County SAFE; 3) if the reimbursement funds are less than \$5,000 they may be retained by the agency that received the grant and the funds applied to the agency's ongoing efforts in roadway incident responses.
- f. When all or needed grant funds have been expended or at the end of three (3) years, the grant fund recipient shall submit a grant close out report to Ventura County SAFE. The close out report shall include copies of receipts and point of delivery for capital purchases.

5. Ownership

Grant recipients will hold ownership, title, maintenance responsibilities and all liability associated with the purchases made through this grant program. Ventura County SAFE is not responsible for the proper use or training associated with equipment purchased through this grant program.

6. Application Process

Qualifying government agencies shall follow the application process as detailed in Attachment 1 to this document. The Grant Application process may be amended by the Ventura County SAFE Board at any time and in the Board's sole discretion.

Grant applicants may receive partial grant funding if grant requests are in excess of total grant funds available or the Ventura County SAFE Board may choose to appropriate additional SAFE funds into the grant program to fully fund any one partially funded application.

7. Application Scoring

A Grant Scoring Committee comprised of one (1) Ventura County SAFE staff member and two (2) experts in incident response, and one (1) local jurisdiction representative selected by the SAFE Executive Director shall be convened and grant applications shall be scored and ranked according to the criteria below. Final grant allocations are subject to approval by the SAFE Board.

Incident Responder Grant Program Scoring Rubric				
Rating Factor	Point Range	Percent of Total Value	Maximum Points	Total
1 Qualifications	1-5	20%	20	
2 Project description, goals and objectives	1-5	25%	25	
3 Collaboration	1-5	20%	20	
4 Capability and Qualifications to provide services	1-5	15%	15	
5 Proposal Budget: Cost effectiveness and budget review.	1-5	20%	20	
Total		100%	100	

Attachment 1 Grant Application

Grant Submittals

Applicants shall submit four (4) hard copies, including one (1) original with wet signatures and three copies, plus one electronic copy of the application package below. All grant submittals must conform to the schedule detailed below and must be delivered no later than **4:00 PM** of the grant submittal deadline to:

**Ventura County SAFE Grant Program
950 County Square Drive #207
Ventura, CA 93003**

Grant submittals received after the application deadline **will not be considered**.

Grant Submittal Schedule

June, 10 – 14 2019 – Grant Informational packages distributed

July, 2 2019 – 10:00 AM informational meeting at VCTC offices at the address above

August 30, 2019 – Proposals due to Ventura County Safe no later than **4:00 PM**

September 5, 2019 – Proposals scored

October 4, 2019 – Ventura County SAFE Board Grant consideration and approval*

*Authorization to proceed and grant funds for approved grants will be distributed to grant recipients no later than thirty (30) after Board approval.

 Ventura County Service Authority for Freeway Emergencies (SAFE) Incident Responder Grant Program Application Form				Page 1
Minimum Grant Amount: \$5,000 - Maximum Grant Amount: \$500,000				
Date: 8/21/19		Amount of Request: \$50,000		
Willing to accept partial grant:		Yes ☒ No ☐		
Multi Agency Application (please fill out Page 1 for each partner agency): ☐				
Agency Name: Oxnard Police Department				
Agency Contact: Denise Shadinger				
Contact Title: Commander				
Agency Street Address: 251 South C Street				
City: Oxnard		Zip Code: 93030		
Telephone: 805-385-7619		Email: denise.shadinger@oxnardpd.org		
Agency Type:				
Law Enforcement ☒	Fire ☐	Municipal ☒	Other ☐	
Explain: Municipal Police Department				
Jurisdictional Boundaries (mark all that apply):				
Camarillo ☐	Fillmore ☐	Moorpark ☐	Ojai ☐	
Oxnard ☒	Port Hueneme ☒	Santa Paula ☐	Simi Valley ☐	
Thousand Oaks ☐	Ventura ☐	County of Ventura ☒	Ventura County ☐ (countywide)	
Other ☐	Explain: The city of Oxnard borders the city of Port Hueneme and the incorporated areas of Ventura County between Oxnard and the cities of Camarillo and Ventura.			

 Ventura County Service Authority for Freeway Emergencies (SAFE) Incident Responder Grant Program Application Questionnaire	
Page 2	
Please answer the questions below with as much specificity as needed to fully answer the questions. If additional space is required, it is allowable to attach additional sheets to this application.	
1. What is your agency's role in responding to roadway incidents?	
<i>The Oxnard Police Department responds to injury traffic collisions and other traffic safety issues within the city limits. Other traffic safety issues may be related to pedestrian safety, disabled vehicles or other motorist related incidents. Oxnard Police Department and other city personnel (Public Works) also control the roadway during construction, special events (run/bike events, parades, etc) by both personnel and equipment deployment to direct and control motor vehicle and pedestrian traffic.</i>	
2. Please describe the problem that your agency has identified concerning roadway incident response within your jurisdiction that would be improved by grant funding for capital assets.	
<i>The city of Oxnard is committed to reducing the number of injury traffic collisions. When evaluating primary collision factors for injury collisions, unsafe speed is listed as one of the highest primary collision factors on Oxnard roadway. In evaluating specific intersections and roadways that are identified as "high collision locations," unsafe speed is listed as a primary collision factor at the following intersections: Oxnard Blvd/Fifth St, Vineyard/Oxnard Blvd, Gonzales/Oxnard Blvd; and the following roadways: Oxnard Blvd from Wooley Rd to Roderick Ave and Oxnard Blvd from Citrus Grove to Forest Park Blvd.</i>	
3. Please describe how grant funding would provide the solution that your agency is proposing to the problem identified above. Please include specific tasks, timelines, processes and possible collaboration with other agencies.	
<i>The purchase of two variable message sign trailers would assist Oxnard Police Department in providing information to motorists traveling on the previously identified high collision roadways on traffic related incidents, special events, and road closures. They would also highlight speed and other safe driving messages to provide a strong measure of traffic calming and information sharing. These signs are mobile, making them readily available for deployment to areas of need and provide an easy to read and highly visible message that can be changed based on need and environment.</i>	
4. Please describe your agency's capability to carry out the proposed solution described above.	
<i>The Oxnard Police Department is capable of purchasing and providing storage for two variable message trailers. The department has a fleet of trucks equipped with tow hitches compatible with these type of trailers and department personnel are currently trained to use and deploy them. The department currently uses variable messages trailers and the City's Fleet Services Division is equipped with personnel who can perform periodic maintenance and any needed repairs.</i>	



**Ventura County Service Authority for Freeway Emergencies (SAFE)
Incident Responder Grant Program
Application Questionnaire**

Page 3

Please answer the questions below with as much specificity as needed to fully answer the questions. If additional space is required it is allowable to attach additional sheets to this application.

5. Please describe how other agencies might benefit from your agency's proposal.

The Oxnard Police Department currently works with local agencies when needed for traffic control during special events that have routes traveling through multiple jurisdictions. Examples of these events would be the Amgen Tour of California, Special Olympic Torch Run, California Coast Classic and AIDS/LifeCycle. During these events, variable message trailers are used along the route to notify motorists of closed roads and traffic delays. During natural disasters (Thomas Fire) and large scale incidents variable message trailers were used to provide important messages to the community.

6. Please describe in detail how grant funds are proposed to be expended. Include a draft budget and timeline for expenditures.

The grant funds would be used to purchase two variable message trailers. The total cost of the trailers, including tax and delivery charges, is \$49,247.54. The trailers would be ordered after the grant funds are awarded and delivery is expected within 30-45 days. The trailers would be purchased pursuant to the GSA Cooperative Purchasing Program. All remaining unused funds after the purchase is complete would be returned as requested by the terms of this grant.

7. How will your agency measure the outcomes and impacts of that result from the capital asset funded with the Ventura County SAFE grant funds? If available, please share any evidence or research that supports your agency's proposal and expected outcomes.

The Oxnard Police Department conducts monthly analysis of traffic collisions to identify high collision intersections and primary collision factors. Monthly reports are generated to capture the statistics. The strategies used to reduce collisions are also analyzed to determine effectiveness, this includes the use of enforcement and variable message trailer deployment. Reports can be shared on a quarterly basis.

The representative below has read and agrees to the Ventura County SAFE guidelines and is authorized to submit grant applications and accept funds for the agency named above.

Agency Director (please Print)

Agency Director Signature

Agency Contact (if different)

Agency Contact Signature

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD
APPROVING SUBMITTAL OF GRANT APPLICATION FOR THE
VENTURA COUNTY TRANSPORTATION COMMISSION SAFE GRANT

WHEREAS, City Council Resolution No. 12,053 sets out the procedures by which City staff may submit grant applications, following approval by resolution of the City Council; and

WHEREAS, the Police Department has requested that City Council approve the submittal of an application to the Ventura County Transportation Commission for \$50,000 in grant funds, to be used for the purchase of two variable message board trailers.

NOW, THEREFORE, the City Council of the City of Oxnard resolves to approve the submittal of a grant application by the City Manager for grant funds to be used for the purchase of two variable message boards and resolves to recognize grant revenue in the amount of \$50,000 from the Ventura County Transportation Commission. The City Council further resolves that the City Manager or designee is authorized to execute grant agreements; the Finance Director or designee is authorized to submit financial reports and grant claims and approve special budget appropriations for the use of grant funds; and the Chief of Police or designee is authorized to submit non-financial reports.

PASSED AND ADOPTED THIS 5th day of November, 2019 by the following vote:

AYES:

NOES:

ABSENT:

Tim Flynn, Mayor

ATTEST:

Michelle Ascencion, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, City Attorney



PUBLIC SAFETY COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.2.

DATE: October 8, 2019

TO: Public Safety Committee

FROM: Scott Whitney, Police Chief, (805) 385-7624, scott.whitney@oxnardpd.org

SUBJECT: Department of Alcoholic Beverage Control / Office of Traffic Safety (ABC/OTS) Grant.
(10/5/5)

RECOMMENDATION

That the Public Safety Committee recommend the City Council adopt a resolution:

1. Authorizing the City Manager to execute and apply for \$20,000 in grant funds from the Department of Alcoholic Beverage Control/Office of Traffic Safety (ABC/OTS) Grant Program, to be used for overtime to conduct four (4) Minor Decoy Operations, four (4) Shoulder Tap Operations, and two (2) IMPACT Inspections;
2. Authorizing the City Manager or designee to execute grant agreements and appropriate funds upon confirmation of grant award;
3. Authorizing the Chief Financial Officer or designee to submit financial reports and grant claims and approve special budget appropriations for use of ABC/OTS grant funds; and
4. Authorizing the Chief of Police or designee to submit all program related progress or status reports.

BACKGROUND

The Department of Alcoholic Beverage Control (ABC), sponsored by the Governor's Office of Traffic Safety, through the National Highway Traffic Safety Administration, is awarding grant funding to local law enforcement agencies to be utilized for the Minor Decoy Program, Shoulder Tap Program, and IMPACT Program.

The Oxnard Police Department is committed to the reduction of alcohol related crimes and improving the quality of life for community members through innovative approaches and proven techniques while working closely with outside agencies. The City of Oxnard is applying for \$20,000 in grant funds to be used to fund personnel costs for overtime to conduct four (4) Minor Decoy Operations, four (4) Shoulder Tap Operations, and two (2) IMPACT Inspections. The increased ABC enforcement will increase awareness and help to reduce the use of alcohol by minors.

The goal of the Minor Decoy Program is to reduce the number of licensees who sell alcoholic beverages to minors. The Minor Decoy Program is a significant and effective tool for law enforcement officials in combating sales of alcoholic beverages to persons under the age of 21 years. Local law enforcement agencies began using the program in the early 1980's and on April 4, 1994, the California Supreme Court issued a unanimous decision upholding the use of underage decoys by law enforcement officials.

The Shoulder Tap Program targets adults who furnish alcoholic beverages to minors. "Shoulder Tapping" refers to the practice used by minors to obtain alcohol from adult strangers near off-sale retail outlets. An underage decoy approaches adults outside an alcohol outlet and requests that the adult purchase alcohol on their behalf. Both the Minor Decoy and Shoulder Tap Programs are conducted under the supervision of law enforcement officers.

IMPACT (Informed Merchants Preventing Alcohol-Related Crime Tendencies) inspections focus on licensee education. Officers randomly select licensed outlets to conduct business friendly compliance inspections. The officers look for loitering, litter, graffiti, posted signs, lack of food service in restaurants, illegal weapons, or other violations. A checklist is used to note any violations observed and is given to the licensee. The Licensee is then provided an opportunity to fix any problems. Follow-up visits are conducted to ensure the licensee has corrected the problems. If not, the information is given to the local ABC office for follow-up and potential disciplinary action.

The Police Department seeks to accomplish the following goals and objectives by securing this grant funding:

- Partner with ABC and Ventura County District Attorney to increase the number of prosecutions and enforcement of ABC licensees
- Reduce the number of establishments selling alcohol to minors.
- Reduce the number of adults purchasing alcohol for minors.
- Promote public awareness that providing alcohol to minors is illegal and those that do will be prosecuted.

STRATEGIC PRIORITIES

This agenda item supports the Quality of Life strategy. The purpose of the Quality of Life strategy is to build relationships and create opportunities within the community for safe and vibrant neighborhoods, which will showcase the promising future of Oxnard. This item supports the following goals and objectives:

Goal 1. Improve community safety and quality of life through a combination of prevention, intervention, and suppression efforts that address crime and underlying issues.

FINANCIAL IMPACT

There is no financial impact. The Department of Alcoholic Beverage Control / Office of Traffic Safety grant does not require ongoing or one-time matching contributions. Upon confirmation of the grant award, grant will be recognized and appropriated accordingly.

Prepared by: Denise Shadinger, Police Commander

ATTACHMENTS

1. 2019-20 ABC-OTS Grant Letter Submission
2. 2019-20 ABC-OTS Grant Resolution

OXNARD POLICE DEPARTMENT

Protecting Our Community with Exceptional Service

251 SOUTH C STREET, OXNARD, CALIFORNIA 93030-5789 * (805) 385-7600 * <http://oxnardpd.org>

August 27, 2019

Department of Alcoholic Beverage Control
Attn: Diana Fouts-Guter, Grant Unit
3927 Lennane Drive, Suite #100
Sacramento, CA 95834

Dear Ms. Fouts-Guter,

The City of Oxnard Police Department requests funding from the ABC-OTS Grant to conduct Minor Decoy Operations, Shoulder Tap Operations, and IMPACT Inspections.

Summary

The Oxnard Police Department is comprised of 375 employees, of which 249 are sworn officers and 126 are civilian support staff. The City of Oxnard has a resident population of approximately 210,000 people over an area of approximately 27 square miles. The demographics of Oxnard are made up of 73% Hispanic, 15% White, 7% Asian, and 3% African-American. Oxnard has 314 ABC Active Retail Licenses – the most of any jurisdiction in Ventura County.

The Oxnard Police Department will conduct ABC approved Minor Decoy Operations, Shoulder Tap Operations, and IMPACT Inspections by using \$20,000 in grant funds to finance officer overtime. The goal of the project is to increase awareness of the consumption of alcohol by minors and enhance the Department's efforts to reduce alcohol related crimes and other issues related to the consumption of alcohol by minors.

Problem Statement

According to the 2016 California Office of Traffic Safety (OTS) Rankings, Oxnard has the 12th highest rate with 170 victims killed or injured where alcohol was involved and 15th highest overall rate of Total Fatal and Injury collisions with 1,530. Oxnard also has the 21st highest rate for less than 21 years of age that had been drinking. The issue of alcohol consumption by persons over 21 and by minors, coupled with driving, is clearly demonstrated by these statistics. Alcohol continues to be a significant challenge to the Department with regards to keeping the City's roadways safe. The Oxnard Police Department remains committed to lowering these statistics through a multi-faceted approach, including enforcement of alcohol related laws and through public education and awareness. The Department continues to work towards its goal of reducing alcohol related collisions by developing comprehensive and effective strategies however, as with many other issues, problem solving techniques cannot be executed without sources of funding.

In recent years, the City of Oxnard has been faced with significant fiscal challenges. Going into Fiscal year 2019-20, the City was facing a \$9 million deficit. As is the case with many municipalities, much of this was a result of unfunded liabilities, due largely to employee pensions. City Departments were forced to make difficult budget cuts. The Police Department was asked to cut \$1 million from its operating budget. These cuts have had a significant impact on the level of service the Department is able to provide. Significant reductions in overtime costs has limited the Department's ability to provide anything other than a basic

level of law enforcement services to the community. In spite of these struggles the Oxnard Police Department is committed to remaining proactive in crime-reducing efforts.

Project Description

The Oxnard Police Department seeks to accomplish the following goals and objectives:

- Partner with ABC and Ventura County District Attorney to increase the number of prosecutions and enforcement of ABC licensees
- Reduce the number of establishments selling alcohol to minors.
- Reduce the number of adults purchasing alcohol for minors.
- Promote public awareness that providing alcohol to minors is illegal and those that do will be prosecuted.

The Department will utilize ABC funding for overtime salary and benefits of police personnel to conduct the following operations during the grant period:

- 4 Minor Decoy Operations, 4 Shoulder Tap Operations, and 2 IMPACT Inspections in various locations throughout the City of Oxnard. The grant funding will allow 4 officers to conduct the operations at locations deemed to be problem areas by officers and members of the community. The Oxnard Police Explorer Program will volunteer two minors to be used as decoys during each operation. Local ABC Agents will continue to work hand in hand with the Oxnard Police Department in each operation. The Oxnard Police Department will publish the results of the operations through multiple forms of social media including Facebook, Nextdoor.com, etc., and via media releases.
- The Oxnard Police Department will host at least 1 Licensee Education on Alcohol and Drugs classes for ABC licensees that operate within our jurisdiction.

The ABC-OTS Grant Project Director will be Officer David Castillo, who has been an officer with the Oxnard Police Department since 2010. Previously, he was part of the department's Central Business District for over three years. During that time, he worked closely with ABC Agents in Ventura County to reduce calls for service and reports generated associated with ABC licensed establishments in Oxnard. The Oxnard Police Department was awarded the ABC-OTS grant in 2016-2017 and Officer Castillo was the grant manager. He conducted several Minor Decoy and Shoulder Tap Operations with, which resulted in numerous arrests for furnishing alcohol to minors. He will coordinate all grant activities, track the effectiveness of each operation and submit reports and evaluations as required. Financial tracking and reporting will be provided by Police Finance and Grants Manager Delia Campbell.

Final Summary

The City of Oxnard requests \$20,000 to fund personnel costs for overtime to conduct 4 Minor Decoy Operations, 4 Shoulder Tap Operations, and 2 IMPACT Inspections. The increased ABC enforcement will increase awareness and help to reduce the use of alcohol by minors. The Oxnard Police Department is committed to the reduction of alcohol related crimes and improving the quality of life for community members through innovative approaches and proven techniques while working closely with outside agencies.

Sincerely,

Scott Whitney
Chief of Police

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD
APPROVING SUBMITTAL OF GRANT APPLICATION FOR THE
MINOR DECOY OPERATION PROGRAM

WHEREAS, City Council Resolution No. 12,053 sets out the procedures by which City staff may submit grant applications, following approval by resolution of the City Council; and

WHEREAS, the Police Department has requested that City Council approve the submittal of an application to the Department of Alcoholic Beverage Control for \$20,000 in grant funds, to be used to conduct Minor Decoy Operations, Shoulder Tap Operations, and IMPACT Inspections.

NOW, THEREFORE, the City Council of the City of Oxnard resolves to approve the submittal of a grant application by the City Manager for grant funds to be used conduct Minor Decoy Operations, Shoulder Tap Operations, and IMPACT Inspections, and resolves to recognize grant revenue in the amount of \$20,000 from the Department of Alcoholic Beverage Control. The City Council further resolves that the City Manager or designee is authorized to execute grant agreements; the Finance Director or designee is authorized to submit financial reports and grant claims and approve special budget appropriations for the use of grant funds; and the Chief of Police or designee is authorized to submit non-financial reports.

PASSED AND ADOPTED THIS 15th day of October, 2019 by the following vote:

AYES:

NOES:

ABSENT:

Tim Flynn, Mayor

ATTEST:

Michelle Ascencion, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, City Attorney