



AGENDA REPORT

Meeting Date: January 12, 2010
Item Number: F-6
To: Honorable Mayor & City Council
From: David L. Snowden, Chief of Police
Subject: **RESOLUTION OF THE COUNCIL OF THE CITY OF BEVERLY HILLS
APPLYING FOR THE FY 10/11 SELECTIVE TRAFFIC
ENFORCEMENT PROGRAM GRANT FROM THE STATE OFFICE OF
TRAFFIC SAFETY**

Attachments:

1. Resolution
2. Grant Application

RECOMMENDATION

It is recommended that the City Council adopt the resolution approving the application for the California Office of Traffic Safety FY 10/11 Selective Traffic Enforcement Program grant.

INTRODUCTION

The Police Department intends to maintain its sobriety enforcement operations during FY 10/11 and conduct DUI and driver's license checkpoints, DUI saturation patrols, special enforcement operations, and warrant operations. If awarded, the California Office of Traffic Safety (OTS)—acting through the grant administration office of the School of Public Health at UC Berkeley—would reimburse the City for overtime, travel, and supplies expenses incurred for conducting authorized grant activities.

DISCUSSION

The City has undertaken an aggressive campaign of public education and traffic enforcement relating to the hazards of drinking and driving. Grant funding through OTS has supported sobriety and driver's licensing checkpoint operations. This funding would continue the Police Department's public safety efforts.

FISCAL IMPACT

If awarded, an appropriation of \$199,274 will be requested to fund Police traffic enforcement operations. The City would be reimbursed by OTS for authorized expenditures.



Scott G. Miller, Director
Finance Approval



David L. Snowden, Chief of Police
Police Approval

Attachment 1

Resolution

RESOLUTION NO. 10-R-

RESOLUTION OF THE COUNCIL OF THE CITY
OF BEVERLY HILLS APPLYING FOR THE
FY 10/11 SELECTIVE TRAFFIC ENFORCEMENT
PROGRAM GRANT FROM THE STATE OFFICE
OF TRAFFIC SAFETY

The City Council of the City of Beverly Hills does hereby resolve as follows

Section 1. The Office of Traffic Safety (OTS) administers the FY 10/11 Selective Traffic Enforcement Program (STEP) which is a grant program that reimburses law enforcement agencies for conducting sobriety enforcement and traffic safety programs.

Section 2. The City of Beverly Hills ("City") hereby appoints the City Manager or his designee to apply for and, if awarded, accept the FY 10/11 STEP grant to conduct sobriety enforcement and traffic safety programs. Upon award to the City, the City Manager or his designee is also authorized to execute and submit all documents including, but not limited to, applications, agreements, amendments, and payment requests, which may be necessary for administration of the FY 10/11 STEP grant.

Section 3. The City Clerk shall certify to the adoption of the Resolution and shall cause the Resolution and his certification to be entered in the Book of Resolutions of the Council of the City.

Adopted:

NANCY KRASNE
Mayor of the City of Beverly Hills,
California

ATTEST:

(SEAL)
BYRON POPE
City Clerk

APPROVED AS TO FORM:



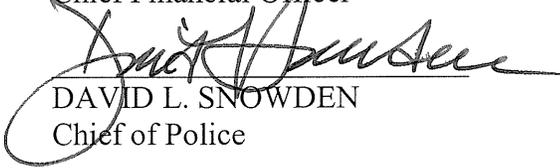
LAURENCE S. WIENER
City Attorney

APPROVED AS TO CONTENT:

RODERICK J. WOOD, ICMA-CM
City Manager



SCOTT G. MILLER
Director of Administrative Services/
Chief Financial Officer



DAVID L. SNOWDEN
Chief of Police

Attachment 2

Grant Application

Grants Made Easy Coversheet for Traffic Safety Proposals Federal Fiscal Year 2011		OTS USE ONLY									
		Proposal #: _____ Coordinator: _____ Program Area: _____									
Agency Name:	Beverly Hills (1910)										
Department:	Police Department	Does your city contract law enforcement personnel from the county Sheriff's office? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO									
Proposal Title:	Selective Traffic Enforcement Program (STEP)										
Proposal Summary: To reduce the persons killed and injured in crashes involving alcohol, speed, red light running, and other primary collision factors. "Best practice" strategies will be conducted on an overtime basis. The funded enforcement strategies include DUI/Driver's License checkpoints and DUI saturation patrols. This program will also develop a "Hot Sheet" program. Court "sting" operations will focus on DUI offenders with a suspended or revoked driver license who get behind the wheel after leaving court. This program will also concentrate on speed, aggressive driving and seat belt enforcement. Additionally enforcement operations will be directed to intersections with a disproportionate number of traffic crashes. These strategies are designed to earn media attention thus enhancing the overall deterrent effect.											
Equipment: (if applicable) nonr 0 0 0 0	Requested Funding by Budget Category Personnel: \$189,774.00 Travel: \$4,000.00 Contractual Services: \$0.00 Equipment: \$0.00 Other Direct Costs: \$5,500.00 Indirect Costs: \$0.00										
		I verify the costs requested for personnel and benefits are accurate. _____ Fiscal Representative									
Agency Contact First Name: Mark Last Name: Rosen Title: Grant Manager Address 1: 464 N. Rexford Drive Address 2: _____ Address 3: _____ City: Beverly Hills State: CA Zip Code: 90210 Phone #: (310) 285-2176 Ext.: _____ FAX #: (310) 278-9631 E-mail: _____		Requested Funding <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Fiscal Year 1</td> <td style="width: 10%; text-align: center;">2011</td> <td style="width: 60%; text-align: right;">\$199,274.00</td> </tr> <tr> <td colspan="3" style="font-size: small;">(10/1/10 - 9/30/11)</td> </tr> <tr> <td colspan="2" style="text-align: right;">Total</td> <td style="text-align: right;">\$199,274.00</td> </tr> </table>	Fiscal Year 1	2011	\$199,274.00	(10/1/10 - 9/30/11)			Total		\$199,274.00
Fiscal Year 1	2011	\$199,274.00									
(10/1/10 - 9/30/11)											
Total		\$199,274.00									

**GRANTS MADE EASY – STEP
Overtime
SCHEDULE A**

GRANT NO: TBD

GRANT DESCRIPTION

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GRANT TITLE: SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP)

AGENCY: 1910

PROPOSED BEGINNING DATE: 10/1/10

PROPOSED ENDING DATE: 9/30/11

PROBLEM STATEMENT:

Using local data (not OTS Rankings or SWITRS) complete the table below.

Collision Type	2006				2007				2008			
	Collisions		Victims		Collisions		Victims		Collisions		Victims	
Fatal	7		7		1		1		1		1	
Injury	409		539		462		599		406		535	
	Fatal	Injury	Killed	Injured	Fatal	Injury	Killed	Injured	Fatal	Injury	Killed	Injured
Alcohol Involved	3	36	3	51	0	21	0	28	1	18	1	32
Hit & Run	1	39	1	46	0	49	0	53	0	27	0	35
Nighttime (2100-0259 hours)	3	49	3	78	1	48	1	69	0	31	0	43

Please provide detailed answers to the following questions as part of the Problem Statement:

- 1. How many sobriety checkpoints did your department conduct between October 1, 2008 and September 30, 2009? (Include checkpoints from all funding sources, i.e. OTS grants or mini-grants, and department funded)**

OTS Grant #: PT0908; # of Checkpoints: 7 (Not AVOID)

AVOID the _____; # of Checkpoints: 0 (In your jurisdiction)

Mini-Grant #: _____; # of Checkpoints: 0

of Department Funded Checkpoints: 0 (Not OTS Funded)

Additional Information: Checkpoints are for DUI and CDL

- 2. What is the average number of DUI arrests and vehicles impounded per checkpoint?**
2 DUI arrests / 4 impounds
- 3. Does your agency participate in an AVOID DUI program? We coordinate our checkpoints to coincide with the AVOID Campaign but do not apply for AVOID grant funds**
- AVOID the _____ DUI Campaign in _____ County
- 4. What percent of your total DUI arrests between October 1, 2008 and September 30, 2009 were made as a result of a collision?**
21%

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GRANT DESCRIPTION

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5. What percent of your total fatal and injury collisions between October 1, 2008 and September 30, 2009 occurred at intersections?

42%

6. Describe the problem caused by red light running in your city.

Over the period of 2006-2008, an average of 31 reported intersection collisions have occurred annually with the PCF noted as a signal violation. This represents 10% of all injury and fatal collisions at intersections. One mitigating factor is the City's photo red light (PRL) enforcement program which has recently been expanded to cover nine approaches. The program acts as a deterrent due to a full array of signage and a Department reputation of long standing enforcement.

7. What are your primary collision factors?

22350 CVC 21801(a) CVC 22107 CVC 22106 CVC

8. Seat belt citations make up what percent of all hazardous citations issued?

8%

9. What is your current administrative recovery fee for vehicles impounded for up to 30 days and how much of the fee goes to the General Fund vs. a special Traffic Offender Impound Account? How is it used?

\$203.20 100% goes to the General Fund. Funds are allocated back for Traffic Enforcement Programs as a budgeted program item.

PERFORMANCE MEASURES:

Goals: Goals serve as the foundation upon which the grant is built. Goals are what you hope to accomplish by implementing a traffic safety grant program.

1. To reduce the number of persons killed in traffic collisions.
2. To reduce the number of persons injured in traffic collisions.
3. To reduce the number of persons killed in alcohol-involved collisions.
4. To reduce the number of persons injured in alcohol-involved collisions.
5. To reduce hit & run fatal collisions.
6. To reduce hit & run injury collisions.
7. To reduce nighttime (2100 - 0259 hours) fatal collisions.

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SCHEDULE A**

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GRANT DESCRIPTION

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8. To reduce nighttime (2100 - 0259 hours) injury collisions.
9. To reduce fatal collisions at intersections.
10. To reduce injury collisions at intersections.
11. To reduce fatal collisions involving red light runners.
12. To reduce injury collisions involving red light runners.
13. To reduce fatal collisions where unsafe speed was the primary collision factor.
14. To reduce injury collisions where unsafe speed was the primary collision factor.
15. To increase seat belt use.

Objectives: Objectives are the tasks or activities undertaken during the grant period to make the goals a reality. Objectives are designed to move you closer to achieving your overall goals. *Objectives are used to measure a grantee's success.*

1. To issue a press release announcing the kick-off of the grant by November 15, 2010. The press releases and media advisories, alerts, and materials must be forwarded to the OTS Public Information Officer at pio@ots.ca.gov and copy the OTS Coordinator for approval 14 days prior to the issuance date of the release.
2. To use the following standard language in all press, media, and printed materials: "Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration."
3. To email a draft of all grant-related media releases, media advisories, alerts and materials to the OTS Public Information Officer at pio@ots.ca.gov and copied to your OTS Coordinator for approval 14-days prior to the issuance date of the release (media communications reporting the results of grant activities such as checkpoints and saturation patrols are exempt from this requirement).
4. To submit an application for the California Law Enforcement Challenge (<http://www.chp.ca.gov/clec/index.html>) to CHP and a copy to OTS by March 25, 2011:

California Law Enforcement Challenge
P.O. Box 942898
Sacramento, CA 94298-0001

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Attention: Special Projects Section (052)

5. To conduct seat belt usage surveys during September 2011. (A pre-agreement survey will be required to determine the base year seat belt use rate. Go to <http://www.ots.ca.gov/Grants/files/pdf/seatbelt/belt.pdf> for survey methodology and forms.)
6. To conduct Standardized Field Sobriety Testing (SFST) training for 5 officers by March 31, 2011.
7. To conduct 7 DUI/DL checkpoints by September 30, 2011.

Note: For combination DUI/DL checkpoints, departments must issue press releases that mention DL's will be checked at the DUI/DL checkpoint. Also, according to the Attorney General's Office all DUI/DL checkpoint operations must have signs reading "DUI/Driver's License Checkpoint Ahead."

To maximize effectiveness, it may be necessary to conduct a checkpoint operation at more than one location on any given day/ night. Each checkpoint should be highly publicized and visible. No occupant restraint citations will be issued at the checkpoints. **OTS does not fund or support independent DL checkpoints. Only on an exception basis and with OTS pre-approval, will OTS fund checkpoint operations that begin prior to 1800 hours.**

8. To conduct 7 DUI saturation patrols by September 30, 2011.
9. To conduct 4 special enforcement operations targeting red light running enforcement by September 30, 2011.
10. To conduct 4 special enforcement operations at or near intersections with a disproportionate number of traffic collisions by September 30, 2011.
11. To conduct 4 special enforcement operations targeting drivers exhibiting excessive speed by September 30, 2011.
12. To increase total department-wide seat belt citations as a percent of total hazardous or moving citations issued by 2 percentage points from the FFY 2009 base year rate (October 1, 2008 – September 30, 2009) of 8 % to 10 % by September 30, 2011.

Note: To calculate your current seat belt citations as a percent of total hazardous citations, simply divide seat belt citations by total hazardous or moving citations.

13. To develop a "Hot Sheet" program to notify patrol and traffic officers to be on the lookout for identified repeat DUI offenders with a suspended or revoked license as a result of DUI convictions by December 31, 2010. Updated Hot Sheets will be distributed to patrol and traffic officers every three to four weeks.

GRANTS MADE EASY – STEP

Overtime

SCHEDULE A

GRANT NO: TBD

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14. To conduct 6 DUI related Warrant Service Operations in lieu of "Court Stings" as this is an impractical enforcement effort in our City. Our court does not arraign for this violation on a predetermined schedule. This type of enforcement is handled on an on-duty basis "Court Sting" operations to cite individuals driving from court after having their license suspended or revoked by September 30, 2011.

15. To increase the total department-wide number of vehicles impounded by 5 % from the FFY 2009 base year total (October 1, 2008 – September 30, 2009) of 257 to 270 by September 30, 2011.

Note: Vehicle Impounds are impounds as a result of suspended/revoked (CVC 14601) and unlicensed (CVC 12500) citations.

16. To increase the Department's enforcement index 2 points from the FFY 2009 base year rate (October 1, 2008 – September 30, 2009) of 23 to 25 by September 30, 2011.

Note: To determine your department's appropriate hazardous citation level analyze your traffic enforcement index (total hazardous citations divided by fatal and injury collisions). Northwestern University teaches that a minimum traffic enforcement index of 25 is required to reach the citation threshold of effectiveness in reducing traffic collisions. If your city has a large number of out-of-town drivers, a traffic enforcement index in the 25-35 range may be more desirable. Out-of-town drivers are generally not reached through education and voluntary compliance programs. The recommended traffic enforcement index is a guide and not necessarily a rule.

NOTE: *Nothing in this "agreement" shall be interpreted as a requirement, formal or informal, that a particular police officer issue a specified or predetermined number of citations in pursuance of the goals and objectives hereunder.*

METHOD OF PROCEDURE:

Phase I: Program Preparation, Training, and Implementation (October 1, 2010 – December 31, 2010)

- The police department will develop operational plans to implement the "best practice" strategies outlined in the objectives section.
- A draft news release will be submitted to OTS to announce the grant program.
- If necessary, an ordinance or resolution will be submitted to allow for the establishment of the "Vehicle Impound Program" administrative tow fee.
- All training needed to implement the program will be conducted this quarter.
- All grant related purchases needed to implement the program will be made this quarter.

**GRANTS MADE EASY – STEP
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- In order to develop the “Hot Sheets”, research will be conducted to identify the “worst of the worst” repeat DUI offenders with a suspended or revoked license as a result of a DUI conviction. The Hot Sheets may include the driver’s name, last known address, DOB, description, current license status, and the number of times suspended or revoked for DUI. Hot Sheets will be updated and distributed to traffic and patrol officers every three to four weeks.
- The police department will meet with appropriate court personnel to help develop an operational plan to conduct court stings.
- Implementation of the STEP program will be accomplished by deploying on an overtime basis personnel at high collision locations. DUI/Driver’s License checkpoint site locations will have a history of significant alcohol involved collisions and/or DUI arrests.

Phase II: Community Awareness (Throughout Grant Period)

- The police department will work to create media opportunities throughout the grant period to call attention to the innovative program strategies and outcomes.

Phase III: Data Gathering and Analysis (Throughout Grant Period)

- The police department will submit a Quarterly Performance Report (QPR) and Quarterly Evaluation Data Form, Schedule C, within 30 days following each calendar quarter.
- The final QPR, Schedule C, Claim and Executive Summary are due to OTS by October 30, 2011.
- Reports shall be completed in accordance with OTS requirements specified in the Grant Program Manual, Chapter 7, and submitted in compliance with the signed Acceptance of Conditions and Certifications (OTS-33) included within this agreement.

METHOD OF EVALUATION:

The Office of Traffic Safety will use the QPR data to determine whether the grant was successful. OTS will also select grants for monitoring reviews to ensure the accuracy of claimed costs. For example, OTS will review claimed costs to ensure they are supported by time sheets, vouchers, invoices, purchases, etc.

ADMINISTRATIVE SUPPORT:

This program has full support of the City of Beverly Hills and the Beverly Hills Police Department, and every effort will be made to continue the activities after the grant conclusion. The Beverly Hills City Council has endorsed this grant by resolution.

**GRANTS MADE EASY - STEP
Overtime
SCHEDULE B - PAGE 1
DETAILED BUDGET ESTIMATE**

GRANT NO. TBD

COST CATEGORY	FISCAL YEAR ESTIMATES			TOTAL COST TO GRANT
	FFY - 1 10/1/2010 Thru 9/30/2011			
A. PERSONNEL COSTS				
<u>Overtime</u>				
DUI/DL Checkpoints	\$66,888.00			\$66,888.00
DUI Saturation Patrols	37,183.00			37,183.00
Special Enforcement Operations	62,984.00			62,984.00
Court Stings	0.00			0.00
Overtime Benefits @ <u>13.60%</u>	22,719.00			22,719.00
Category Sub-Total	\$189,774.00			\$189,774.00
B. TRAVEL EXPENSE				
In State	\$4,000.00			\$4,000.00
Out of State	0.00			0.00
Category Sub-Total	\$4,000.00			\$4,000.00
C. CONTRACTUAL SERVICES				
NONE	\$0.00			\$0.00
Category Sub-Total	\$0.00			\$0.00

**GRANTS MADE EASY - STEP
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SCHEDULE B - PAGE 2
DETAILED BUDGET ESTIMATE**

GRANT NO. TBD

COST CATEGORY	FISCAL YEAR ESTIMATES			TOTAL COST TO GRANT
	FFY - 1 10/1/2010 Thru 9/30/2011			
D. EQUIPMENT				
<u>None</u>				\$0.00
				0.00
				0.00
				0.00
				0.00
Category Sub-Total	\$0.00			\$0.00
E. OTHER DIRECT COSTS				
Portable gas-powered generator for auxillary lighting to be used at DUI checkpoints	\$2,500.00			\$2,500.00
Safety equipment for checkpoints such as cones, signs, safety vests, and flashlights	\$1,000.00			1,000.00
Education Materials and Promotional Items	\$2,000.00			2,000.00
	\$0.00			0.00
	\$0.00			0.00
	\$0.00			0.00
	\$0.00			0.00
	\$0.00			0.00
	\$0.00			0.00
	\$0.00			0.00
Category Sub-Total	\$5,500.00			\$5,500.00
F. INDIRECT COSTS				
NONE	\$0.00			\$0.00
Category Sub-Total	\$0.00			\$0.00
GRANT TOTAL	\$199,274.00			\$199,274.00

GRANTS MADE EASY – STEP

Overtime

SCHEDULE B-1

GRANT NO. TBD

BUDGET NARRATIVE

Page 1

PERSONNEL COSTS:

Overtime

Budgeted grant activities will be conducted by agency personnel on an overtime basis. Grant funded operations may be conducted by personnel such as an Officer, Lieutenant, Sergeant, Corporal, Deputy, Community Services Officer, Dispatcher etc., depending on the titles used by the agency. Personnel will be deployed as needed to accomplish the grant goals and objectives.

Costs are estimated based on an overtime hourly rate range of \$41.35/hr to \$124.95/hr. Overtime reimbursement (OT hourly rate and benefit) will reflect actual costs of the personnel conducting the appropriate operation up to the maximum range specified.

Maximum Overtime Benefit Rate

Unemployment Insurance	%
Social Security/FICA (OASDI)	%
Workers Compensation	12.15%
Medicare	1.45%
State Disability/SDI	%
(enter name and % of additional benefit)	%
(enter name and % of additional benefit)	%
Total Benefit Rate	13.60%

TRAVEL EXPENSE:

In-State

Costs are included for appropriate staff to attend conferences and training events supporting the grants goals and objectives and/or traffic safety. Funds may be used to attend OTS approved training. Anticipated travel and events include local mileage for grant activities and meetings, the OTS Summit, Vehicular Homicide Conference and other related and appropriate training. **Note:** To be eligible to attend the Vehicular Homicide Conference the grantee must have successfully completed the POST DWI Detection and SFST course along with completion of the Accident Scene Investigation course. The officer/detective selected to attend the Vehicle Homicide Conference should be currently assigned to work on DUI fatal collisions for their agency. *All conferences, seminars or training not specifically identified in the Schedule B-1, must be approved by OTS. All travel claimed would be at the agency approved rate. Per Diem may not be claimed for meals provided at conferences when registration fees are paid with OTS grant funds.*

Out-Of-State

Appropriate staff will attend (not applicable) in support of the grant goals and objectives. All out-of-state travel trips not included in the grant agreement must receive written approval from OTS.

GRANTS MADE EASY – STEP

Overtime

SCHEDULE B-1

GRANT NO. TBD

BUDGET NARRATIVE

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CONTRACTUAL SERVICES:

None

EQUIPMENT (Items valued in excess of \$5K each):

Instructions: To maintain consistency with the Schedule-B (Excel Budget Spreadsheet), list the quantity of each equipment desired, a generic name (i.e. Dui trailer, Traffic Collision Reconstruction System, etc.), followed by a brief narrative description, explanation of how it will be used and your justification.

Note: Each item must support grant objective activities.

OTHER DIRECT COSTS (Items valued less than \$5K each):

Instructions: List items using a generic name (i.e. PAS Devices, Radars, etc.), quantity desired followed by a brief narrative description, explanation of how it will be used and your justification.

Note: Each item must support grant objective activities.

Education Materials and Promotional Items.....	\$2,000
Portable gas-powered generated for auxillary lighting at DUI checkpoints.....	\$2,500
Checkpoint supplies such as cones, signs, safety vests, flashlights.....	\$1,000

INDIRECT COSTS:

None

PROGRAM INCOME:

There will be no program income generated from this grant.