

RESOLUTION NO. 2019-074

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK
ACCEPTING A GRANT IN THE AMOUNT OF \$50,755 FROM THE STATE OF
CALIFORNIA DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL
ALCOHOL POLICING PARTNERSHIP PROGRAM AND AUTHORIZING
THE FINANCE DIRECTOR TO INCREASE APPROPRIATIONS
IN THE FY 19/20 BUDGET BY \$50,755**

WHEREAS, the City of Rohnert Park desires to undertake a certain project designated as the Rohnert Park Department of Public Safety and Cotati Police Department Joint ABC Grant to be funded from monies made available through the Alcohol Policing Partnership Program administered by the State of California's Department of Alcoholic Beverage Control ("ABC"); and,

WHEREAS, the grant funding will be specifically targeted to mitigate alcohol-related nuisances and crimes, target problem premises with special emphasis on alcohol-related nuisance abatement, and reduce youth access to alcohol from licensed premises in the cities of Rohnert Park and Cotati"); and,

WHEREAS, acceptance of this grant will allow the agencies to focus on conducting a multitude of programs designed to mitigate alcohol-related nuisances and crimes such as Minor Decoy, Shoulder Tap, Trap Door, Task Force, IMPACT, Responsible Beverage Service (RBS) Trainings, and Teenage Party Enforcement operations.

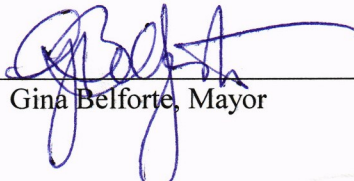
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rohnert Park that it does hereby accept a grant in the amount of \$50,755 from the State of California Department of Alcoholic Beverage Control and authorizes the Director of Public Safety to be the Chief Authorizing Official, the City's Finance Director to be the Fiscal Official, and Detective Jon Kempf to be the Program Director, and that such persons are authorized to execute a contract with the Department of Alcoholic Beverage Control on behalf of the City of Rohnert Park, including any related extensions or amendments.

BE IT FURTHER RESOLVED that grant funds received hereunder shall not be used to supplant any public safety expenditures by the City of Rohnert Park.

BE IT FURTHER RESOLVED by the City Council of the City of Rohnert Park that it does hereby authorize the Finance Director to increase appropriations in the FY 19/20 budget by \$50,755.

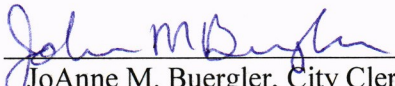
DULY AND REGULARLY ADOPTED this 25th day of June, 2019.

CITY OF ROHNERT PARK



Gina Belforte, Mayor

ATTEST:



JoAnne M. Buerger, City Clerk



ADAMS: Aye MACKENZIE: Aye STAFFORD: Absent CALLINAN: Aye BELFORTE: Aye
AYES: (4) NOES: (0) ABSENT: (1) ABSTAIN: (0)

**ALCOHOL POLICING PARTNERSHIP PROGRAM
(APP)**

2019 – 2020

GRANT FORMS



GAVIN NEWSOM, *Governor*
State of California

Jacob Appelsmith, *Director*
Department of Alcoholic Beverage Control

January, 2019

GRANT FORMS

Includes:


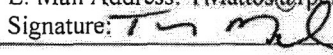
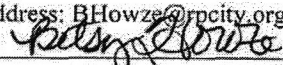
- Proposal Cover Sheet
- Scope of Work
- Budget Detail
- Other Funding Sources
- Resolution of Governing Body (Sample)
Resolution not needed with RFP package. This will be requested from agencies awarded a grant.



State of California
Department of Alcoholic Beverage Control
Alcohol Policing Partnership Program

PROPOSAL COVER SHEET

(TO BE COMPLETED BY APPLICANT AGENCY)

1. Name of Applicant Agency: Rohnert Park DPS, Cotati PD, Sonoma State University PD	
2. Description of Applicant Agency: Provide your city or county and a brief summary of department size, staffing, and structure. The Cities of Rohnert Park and Cotati, as well as the Sonoma State University Campus, share common borders. It is not uncommon for officers from these adjoining agencies to provide mutual aid assistance to one another; therefore, an established and favorable working relationship exists. All three agencies have worked, amicably, together during past grants. Currently, the Rohnert Park Department of Public Safety has 77 sworn, Cotati Police Department has 10 sworn, and Sonoma State University has 14 sworn officers. All three agencies faced a steady reduction in sworn personnel since the 2008-2009 fiscal year. As the agencies started to rebuild we have seen a lack of experience in many facets of law enforcement to include alcohol related crimes. For example, the average experience level of Patrol Officers in Rohnert Park is 4 years. This, along with increased fiscal reductions, has made it difficult for the agencies to place emphasis on special projects.	
3. Number of Licenses in Project Area: 129	4. Population of Service Area: 57,320
5. Project Description: Within the last five years several businesses have opened to include the Graton Resort and Casino, Green Music Center as well as the Bear Republic Microbrewery in Rohnert Park, Sonoma Distilling Company tasting room in Rohnert Park and Grav South Microbrewery in Cotati. Officers will target problem premises with special emphasis on alcohol related nuisance abatement through education and enforcement; reduce alcohol related nuisances and crimes in the Downtown Cotati corridor; reduce youth access to alcohol through preventive measures, by keeping merchants informed, and enforcement. Prevention, compliance and enforcement objectives will be carried out through the proven methods of Responsible Beverage Service Training, IMPACT, Shoulder Tap, Minor Decoy, and Trap Door Operations, along with officers observing behaviors and tendencies in and around licensed establishments. There will be at least 43 Enforcement Operations, 25 Responsible Beverage Service (RBS) Trainings, and IMPACT inspections at all 129 licensed premises in the cities of Rohnert Park and Cotati as well as at Sonoma State University.	
6. Funds Requested: \$50,755.00	7. Project Period: July 1, 2019 – June 30, 2020
8. Acceptance of Conditions: By submitting this proposal, the applicant signifies acceptance of the responsibility to comply with all requirements stated in the Request for Proposals. The applicant understands that ABC is not obligated to fund the project until the applicant submits correctly completed documents required for the contract.	
A. Project Director (person having day-to-day responsibility for the project)	B. Chief of Police or Sheriff (authorizing official)
Name: Jon Kempf Address: 500 City Center Drive Rohnert Park, Ca. 94928 Phone: 707 588-3533 Fax: 707 584-2683 E. Mail Address: JKempf@rpcity.org Signature: 	Name: Tim Mattos Address: 500 City Center Drive Rohnert Park, Ca. 94928 Phone: 707 584-2600 Fax: 707 584-2683 E. Mail Address: TMattos@rpcity.org Signature: 
Title: Detective	Title: Director of Public Safety
C. Fiscal or Accounting Official	D. ABC USE ONLY
Name: Betsy Howze Address: 130 Avram Avenue Rohnert Park, Ca. 94928 Phone: 707 585-6717 Fax: 707 585-6705 E. Mail Address: BHowze@rpcity.org Signature: 	
Title: Finance Director	

SCOPE OF WORK Guide

- Maximum of 4 pages for Scope Of Work
- Font size no smaller than 12 pitch, standard format
- Title each Scope of Work page **Exhibit A**

1. Summary

- a. Agency Description – Describe your agency, including size, structure, staffing, demographics of jurisdiction, and number of ABC licensed locations.
- b. Funding Requested – Dollar amount requested.
- c. Goals and Objectives – List the goals and objectives of your project.
- d. Number of ABC Licensed Locations – List the number of on-sale and off-sale licenses in your jurisdiction.
- e. Number of *allotted* full time Peace Officer positions – State the number of full time Peace Officer positions allotted to your agency. Submit documentation from your annual budget or other supporting document to substantiate this number.

2. Problem Statement - Describe the issues or problems to be addressed with grant funds.

- a. Clearly identify the area to be served, any specific problem locations, any specific community concerns, and the factors contributing to the problem.

3. Project Description - What are the goals and objectives of the proposed project?

- a. Describe in detail the goals and objectives you wish to accomplish.
- b. Objectives should be measurable, concise, deal with a specific item, and be realistic with a reasonable probability of achievement.
- c. You are encouraged to be creative and to state your objectives by describing them in terms of tasks that you want to accomplish.
- d. You are also encouraged to utilize ABC enforcement strategies that target the illegal purchasing of alcoholic beverages as well as the illegal sale of alcoholic beverages.

4. Project Personnel – Describe the staffing required to carry out the grant objectives as supported by the proposed budget.

- a. Include the number of staff, type of staff, and staff qualifications.
- b. Include unit/division that will be responsible for the grant.
- c. Include the names, rank, and current assignment of personnel involved.

5. Budget

- a. Budget Detail – A sample budget display appears in the Grantee Handbook. The budget is the basis for management, fiscal review, and audit. Project costs must be directly related to the objectives and activities of the project. The budget must be detailed and cover the entire grant period. Include only those items specifically authorized; i.e., salaries, overtime, employee benefits, travel, operating expenses, and certain items of equipment. (Refer to Grantee Handbook, Section I, for details on preparing your budget.)
- b. Other Funding Sources – Describe other funds that your Department will contribute towards the success of this project.

SCOPE OF WORK

"A Proven Tri-Agency Cooperative Effort to Combat Alcohol Related Crimes"

Summary:

The Cities of Rohnert Park and Cotati, along with Sonoma State University are located in the Northern San Francisco Bay Area. All three share common borders. The City of Rohnert Park has a total area of 7 square miles. Rohnert Park's population grew to 43,598 in 2018. The five-year growth projection is the fourth-fastest of Sonoma County's nine incorporated cities at 4%. The city's median age in 2017 was 34, the youngest in the county. Between 2010 and 2017, the city grew by 7.2%. By 2022, the city plans to add 2,054 housing units. This would add an estimated 5,423 residents to the city's population, bringing its 2022 projection up to 50,603 residents. In 2017, the five largest ethnicities which residents identified with were White (74%), Some Other Race (10.5%), Multiracial (6.3%), Asian (5.7%), and Black (2.1%). 24.2% of residents identify as Hispanic across all races.

The City of Cotati has a total area of 1.89 square miles. According to the Sonoma County Economic Board the population of Cotati in 2016 was 7,503, it is expected to rise 3.6% to 7,774 by 2021. The racial makeup of the city was 72.5% White, 17.3% Hispanic, 1.6% African American, 0.6% Native American, 3.7% Asian, 0.3% Pacific Islander, 0.2% from other races, and 3.8% from two or more races. The median age was 36.4.

As of Fall 2018, Sonoma State University had a student population of approximately 9,200. The demographics are as follows: 66.1% White, 13.9% Hispanic, 2% African American, 0.8% Native American, 4.5% Asian, 0.6% Pacific Islander, 6.4% from two or more races and 5.7% fell into other categories. Approximately 6,000 students reside throughout the cities of Rohnert Park and Cotati and approximately 3,000 on campus.

The Rohnert Park Department of Public Safety (RPDPS) is the largest agency with 77 sworn officers. The City of Cotati has 10 sworn members. Sonoma State University Police Services is staffed with 14 officers. All sworn personnel have been trained in general law enforcement, traffic enforcement, criminal investigations, community oriented policing, and crime prevention. RPDPS currently serves the community with specialized officers assigned to the detective bureau, patrol division, traffic, a school resource officer and a canine officer. There are subject matter experts in ABC related laws and regulations, gang enforcement, narcotics and/or street crimes. Rohnert Park Officers are cross trained in fire prevention, fire suppression, and basic life support medical care. Fifteen officers are assigned full-time, on a rotational basis, to the fire division.

A total of six Officers within RPDPS have specialized training in ABC laws and participate as instructors for the City of Rohnert Park's Mandatory Responsible Beverage Service (RBS) Training Program. In addition to training anyone working in the city who sells alcohol, these officers also conduct licensed establishment compliance checks and underage decoy operations. This is done to measure the effectiveness of the RBS training. The Rohnert Park Department of Public Safety has hired 25 new officers since May 2017. The Department will partner with ABC Agents to provide training to new Officers on the TRACE program as well as alcohol related crimes related to service establishments.

The agencies will work cooperatively to accomplish the goals and objectives through 43 enforcement operations, 4 Responsible Beverage Service (RBS) Trainings in Cotati & the Sonoma State University Campus, and IMPACT inspections at all 129 licensed premises in the cities of Rohnert Park, Cotati as well as at SSU.

SCOPE OF WORK

RPDPS will continue to host monthly RBS trainings in Rohnert Park as part of the city's Alcohol Beverage Service Ordinance. In order to carry out the campaign the three agencies are asking for a grant award of \$50,755.00. The three agencies have a proven track record for aggressively combating alcohol related nuisances and crimes.

The goals and objectives are to mitigate alcohol related nuisances and crimes. Within the last five years several businesses have opened to include the Graton Resort and Casino, Green Music Center as well as the Bear Republic Microbrewery in Rohnert Park, Sonoma Distilling Company tasting room in Rohnert Park and Grav South Microbrewery in Cotati. Several new hotels have been developed in the area to include the Graton Casino hotel, Oxford Suites and three other hotels proposed for Rohnert Park and Cotati. The Sonoma Mountain Village event and concert series in Rohnert Park brings in music acts where alcohol is served as well as events like the first annual whisky tasting competition. In 2020, the Rohnert Park downtown will be opening and will host several restaurants. Officers will target problem premises with special emphasis on alcohol related nuisance abatement through education and enforcement; the reduction of alcohol related nuisances and crimes in the Downtown Cotati corridor (primary focus will be on Thursday nights); reduce youth access to alcohol through preventive measures, by keeping merchants informed, and enforcement. Prevention, compliance and enforcement tasks will utilize the proven methods of Responsible Beverage Service (RBS) Training, IMPACT, Trap Door, Shoulder Tap and Minor Decoy Operations along with uniformed and plainclothes officers observing behaviors and tendencies in and around licensed establishments.

The City of Rohnert Park currently has 80 (25 Off-Sale and 55 On-Sale) businesses licensed to sell alcoholic beverages as opposed to Cotati with 46 (16 Off-Sale and 30 On-Sale). There are 3 On-Sale licensees at Sonoma State University. Rohnert Park added 5 licensed establishments this past year. The number of licensed premises has increased significantly with the opening of the Graton Resort and Casino. The Downtown Cotati corridor has several licensed premises within a small concentrated area. This over concentration leads to an array of alcohol related nuisances and crimes. The Cotati Police Department's resources have been, specifically, strained on Thursday evenings as the five bars/ nightclubs in the "Downtown Corridor" tend to attract large crowds from Sonoma State University and Santa Rosa Junior College as well as the outlying area.

As a member of the RPDPS Responsible Beverage Service Team I have been one of three lead instructors providing training to individuals who sell or serve alcohol in the City of Rohnert Park. The City of Rohnert Park Ordinance Section 8.34.030 applies to all businesses that sell alcohol in Rohnert Park. The ordinance requires each owner or licensee of a new alcohol establishment to secure a use permit to engage in the sale of alcoholic beverages within the city. The permit requires the business owner to comply with operational standards and training requirements as conditions of the permit. This training is provided free of charge by the Rohnert Park Department of Public Safety for all employees. In the past calendar year the RBS team conducted 15 RBS training classes, 73 Impact Inspections on businesses, 4 minor decoy operations where 49 businesses were checked which resulted in 7 citations. Furthermore, of the 49 decoy operations conducted a total of 29 businesses were unsuccessful but did not necessarily receive a citation.

Problem Statement:

The City of Rohnert Park is flanked by the 254 acre Graton Resort and Casino along the west side of the city. This 3,000 slot casino is the largest in Northern California. The venue contains four fine dining establishments, nine casual dining outlets, and a multitude of "high energy" alcohol outlets ranging from sports bars to more

SCOPE OF WORK

intimate lounges. In November 2013, the Graton Casino Hotel and Event Center opened. The hotel includes a spa, outdoor pool area and 20,000 feet of event and convention space. The Graton Casino is rated the highest for the "Place of Last Drink" survey completed by the Sonoma County Department of Health Services. Situated on the northern border of Sonoma State University, is the Green Music Center, a state of the art entertainment venue that hosts both indoor and outdoor concerts. The venue also includes an alcohol licensed restaurant. The outdoor arena is easily accessible as there is no barrier other than a landscaped berm. A proactive approach will be implemented to help mitigate alcohol related problems. In December 2013, Lobos Pizza and Pub opened in the Student Center of the University serving alcohol on campus. This past year the Sonoma State opened the Wine Spectator Learning Center that serves wine on a daily basis.

Rohnert Park experienced a spike in student housing, many offer their residence as a place to host parties. In the past year there has been an increase in tension between students and residents due to loud and unruly gatherings, urinating in public, unlawfully entering a residence while intoxicated, underage drinking, public intoxication, etc. As a result of off campus parties, the City of Rohnert Park increased the posting of 60 day notices prohibiting the hosting of a party to 120 days. Nevertheless, the zero tolerance enforcement and posting of 120 day notices has not deterred students from continually hosting parties. A grant team can dedicate resources at these parties to issue citations for alcohol related crimes.

Downtown Cotati contains a total of 17 on and off-sale licensees within a two block area. This area of Cotati has long been known as the "Cotati Crawl," because patrons can bar-hop easily and are able to consume large amounts of alcohol as it's harder for bartenders and servers to track consumption. Many of the students are under age and toting false identification. Other merchants, as well as residents, in the downtown area complain about the frequent litter, public urination, drug sales, vandalism, fights, rowdy and unruly crowds, loud music, and other nuisance related issues that occur most Thursday and occasional weekend nights. In the past year, 163 arrests have been made for alcohol related crimes during general enforcement operations in Downtown Cotati.

The above entertainment venues currently or will soon contribute to the alcohol related nuisances and crimes that afflict the Cities of Rohnert Park and Cotati as well as Sonoma State University. These crimes include, but are not limited to: public intoxication, driving under the influence, minors in possession of alcohol, sales/service to minors and obviously intoxicated patrons, binge drinking, disturbing the peace, vandalism, littering, loitering, large parties, public urination, assault and battery, and sexual assaults.

Project Description:

Project Goals:

1. Mitigate alcohol related nuisances and crimes as a result of the recent openings of several new businesses in Rohnert Park and the surrounding communities to include the Graton Resort and Casino, the Green Music Center, Bear Republic Microbrewery and several new hotels.
2. Target problem premises with special emphasis on alcohol related nuisance abatement.
3. Reduce alcohol related nuisances and crimes in the Downtown Cotati corridor.
4. Reduce youth access to alcohol from licensed premises.
5. Mitigate alcohol related nuisances and crimes as a result of the number of off campus parties.

SCOPE OF WORK

Project Objectives:

1. Complete a press release by August 31, 2019 to "kick off" and publicize the project. Issue periodic press releases regarding grant activity. E-mail copies of press releases to APP Agent.
2. Identify problematic licensed establishments in Rohnert Park and Cotati by August 31, 2019.
3. Develop and implement a multi-agency task force concept involving the Department of Alcoholic Beverage Control, RPDPS, Cotati Police Department, Sonoma State University Police Services and other APP Recipients by August 31, 2019.
4. Develop and implement training on the ABC Act, ABC Enforcement Manual, Rule 141, and other related laws and procedures for new and existing officers by June 30, 2020. Partner with ABC Agents to provide training to new Officers on the ABC TRACE Program.
5. Conduct 12 Minor Decoy, Shoulder Tap, and/ or Underage Party Enforcement (Party Patrol) Operations by June 30, 2020.
6. Conduct 30 Downtown Cotati, Problem Premise, Special Event/ Underage Party General Enforcement, and/or TrapDoor Operations by June 30, 2020.
7. Conduct 1 Task Force Operation by June 30, 2020.
8. Conduct 3 IMPACT Operations to inspect all forty-six licensed premises in the City of Cotati and three licensees at Sonoma State University by June 30, 2020. Continue compliance checks, as mandated by city ordinance, of all eighty licensed premises in the City of Rohnert Park; cost incurred to inspect Rohnert Park licensed premises will be funded by Rohnert Park.
9. Host 25 Responsible Beverage Service (RBS) Trainings by June 30, 2020 (Four courses for Cotati and Sonoma State University Licensed Premises will be funded under the grant. An additional seventeen RBS Trainings will be scheduled to meet city ordinance mandate (Per city ordinance, new employees have 60 days to attend RBS training and refresher training every 3 years); cost incurred to host additional RBS Trainings will be funded by Rohnert Park.
10. Host two "town hall" meetings with neighboring residences of the Downtown Cotati Corridor to identify problems and provide instruction on how to complete a Citizen's Log of Disruptive Behavior. To be completed by June 30, 2020.
11. Purchase 10 tactical carrier vests of various sizes and lengths for operations by August 31, 2019.
12. Distribute educational materials, as a reference guide for merchants, related to checking validity of identification by June 30, 2020.

Project Personnel:

As a dedicated representative of the three agency cooperative effort I, Detective Jon Kempf, will be responsible for oversight of grant operations, preparation and submission of monthly and final reports I will also participate in prevention activities and enforcement operations. As an ancillary assignment, I am a member of the RPDPS Responsible Beverage Service Team responsible for managing all alcohol licensed premises in the City of Rohnert Park. My responsibilities include compliance checks, and one of three Responsible Beverage Service Instructors. The team members will be made up of dedicated Sergeants, Detectives, Patrol Officers (see Rohnert Park document with names of sworn personnel) from each jurisdiction, and/or the APP Agent, along with decoys who are extensively trained to abide by ABC rules and regulations. Each operation will be overseen by a sergeant or officer who is well versed in the Alcohol Beverage Control Act, ABC Enforcement Manual, Rule 141, and other related laws and procedures.

BUDGET DETAIL

Exhibit B

BUDGET CATEGORY AND LINE-ITEM DETAIL	COST
A. Personnel Services (Straight Time Salaries, Overtime, and Benefits)	(Round budget amounts to nearest dollar)
A.1 Straight Time – N/A	
A.2 Overtime - An average overtime rate of \$80.00 was used for all calculations. The budget projection is based on the following operations: Thirty (5 hr.) Downtown Cotati, Problem Premise, Special Event General Enforcement & TrapDoor Operations (2 Officers - \$24,000); twelve (8 hr.) Shoulder Tap, Minor Decoy, and Party Patrol Operations (2 Officers - \$15,360); three (8 hr.) IMPACT Checks at Cotati Licensed Premises (\$1,920); one (8 hr.) Task Force Operation, (6 Officers - \$3,840), four (5 hr.) Responsible Beverage Service (RBS) Courses for SSU and Cotati Licensed Merchants (\$1,600). Two (1 hr.) "Town Hall" Meetings (\$160)	\$46,880.00
TOTAL PERSONNEL SERVICES	\$46,880.00
B. Operating Expenses (maximum \$2,500)	
"Buy money" for enforcement operations.	\$650.00
TOTAL OPERATING EXPENSES	\$650.00
C. Equipment (maximum \$2,500)	
(Attach receipts for all equipment purchases to monthly billing invoice)	
Purchase 10 tactical carrier vests of various sizes and lengths for operations.	\$2,000.00
TOTAL EQUIPMENT	\$2,000.00
D. Travel Expense/Registration Fees (maximum \$2,500)	
(Registration fee for July 2019 APP Conference attendee is \$325 each)	
One attendee for APP conference at \$325.00	\$325.00
Lodging, per diem, and travel expense for 2019 APP Conference.	\$900.00
TOTAL TRAVEL EXPENSE	\$1225.00
TOTAL BUDGET DETAIL COST, ALL CATEGORIES	\$50,755.00

OTHER FUNDING SOURCES

Complete the following to report the total funds available to support the activities related to accomplishing the goals and objectives of the contract. In the "Grant Funds" column, report the ABC funds requested by category. In the "Other Funds" column, report all other funds available to support the project by category (if none, leave blank). Then calculate the totals by category in the "Program Total" column. Total each column down to arrive at the total program funds available. (Round all budget amounts to the nearest dollar—No Cents.)

BUDGET CATEGORY	GRANT FUNDS	OTHER FUNDS	PROGRAM TOTAL
Personnel Services	\$46,880.00	\$31,550.00 (To include 17 Responsible Beverage Service Trainings and 75 IMPACT Checks in Rohnert Park)	\$78,430.00
Operating Expenses	\$650.00	\$750.00 (For office supplies, fuel for vehicles, etc.)	\$1400.00
Travel/Registration Fees	\$1225.00	\$100.00 (Fuel Cost)	\$1325.00
Equipment	\$2,000.00		\$2,000.00
TOTALS	\$50,755.00	\$32,400.00	\$83,155.00

This form does not become part of the contract but is required in the Request for Proposals package