

**CITY OF OAKLAND**  
**AGENDA REPORT**

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

2003 SEP 25 PM 2: 30

**TO:** Office of the City Manager  
**ATTN:** Deborah Edgerly  
**FROM:** Police Department  
**DATE:** September 30, 2003

**SUBJECT: A report and proposed resolution authorizing the acceptance and appropriation of eight hundred seventy-nine thousand, one hundred seventy-seven dollars (\$879,177) in Federal Local Law Enforcement Block Grant (LLEBG) funds to the Police Department and ninety-seven thousand, six hundred eighty-six dollars (\$97,686) in matching funds from Federal Asset Forfeiture Fund to supplement frontline policing efforts by providing additional support personnel and community outreach**

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**SUMMARY**

A resolution has been prepared authorizing the City Manager to accept and appropriate \$879,177 in Federal Local Law Enforcement Block Grant (LLEBG) funds to support front line law enforcement. The Police Department has identified \$97,686 in matching funds from Federal Asset Forfeiture Fund. The grant and matching fund total is \$ 976,863. The LLEBG grant award will be used to supplement front line policing efforts by providing additional support personnel for expanded police services in accordance with grant guidelines.

The full amount of the grant funding earmarked for the City of Oakland is \$1,024,177. However, the City of Oakland is part of a disparate jurisdiction – the City receives over 200% more funding than the County. Under the grantor's disparate jurisdiction provisions, the City is required to share a portion of the grant with the County. Alameda County has requested \$145,000 to provide continuing support to the Consolidated Drug Courts. The City applied for and was awarded \$879,177 and Alameda County submitted a separate application and will provide their own matching funds for their \$145,000 share.

**FISCAL IMPACT**

The proposed resolution authorizes the appropriation of \$879,177 in federal grant funds and \$97,686 from the City's Federal Asset Forfeiture Fund 2912 to establish the required match. There is sufficient fund balance in Fund 2912 to support this appropriation.

The combined \$976,863 in grant and matching funds will cover the costs of sustaining nine Police full-time civilian employees through the period ending June 30, 2005, and augment domestic violence advocacy services provided by the Family Violence Law Center for approximately one month. The grant period is 24 months, beginning November 2003, and ending November 2005. All

Item: **S-29**  
City Council  
September 30, 2003

federal funds must be liquidated within 90 days following the grant ending date. The audit of the grant will be covered by the City's annual single audit.

Interest earned on the federal portion of the grant must be appropriated to the LLEBG Grant Project and expended in accordance with the approved spending plan. The proposed resolution includes a request to Council to appropriate the interest to a new Fund to be established by the Finance and Management Agency. The three percent contract assessment fee for the Family Violence Law Center Contract is covered by the grant.

The City Council will need to authorize the salary, fringe and retirement costs and central services overhead costs to continue the employment of two Latent Print Examiners, two Administrative Services Managers II, one Microcomputer Specialist II, two Microcomputer Specialists I, and one Microcomputer Specialist I for 12 months beginning July 1, 2004 and ending June 30, 2005, and one Account Clerk III for fourteen months beginning May 1, 2004 and ending June 30, 2005. The salary breakdown is shown in the table below.

Title	FY 2004-05 Est. Annual Salary	FY 2004-05 Est. Fringe and Retirement	FY 2004-05 Est. CSO	FY 2004-05 Est. Total per Position	Number of Positions	FY 2004-05 Est. Total
<b>Latent Print Examiner</b>	53,808	21,499	9,565	84,872	2	169,744
<b>ASM II</b>	106,139	42,408	18,868	167,415	2	334,830
<b>MCS II</b>	66,983	26,763	11,908	105,654	1	105,654
<b>MCS I (Step 4)</b>	55,478	22,166	9,862	87,506	2	175,012
<b>MCS I (Step 3)</b>	50,174	20,047	8,919	79,140	1	79,140
<b>Acct Clerk III (Step 5) *14 mo.</b>	58,534*	23,387	10,406	92,327	1	92,327
<b>Total Positions</b>					9	\$956,707

Estimated fringe and retirement for FY 2004-05 costed at 39.955%, Central Service Overhead rate is estimated at 17.77%.

With the exception of the ASM II positions, the support personnel noted above were hired under, and remain funded by, previous LLEBG grant awards. The two ASM II positions were moved to grant funding in order to retain the positions.

**KEY ISSUES AND IMPACTS**

For the eighth year the City of Oakland has been awarded funding from the U.S. Department of Justice, Bureau of Justice Assistance under the Local Law Enforcement Block Grant program. The \$879,177 award will be matched by Police Department funds of \$97,686 from Federal Asset Forfeiture funds. The total program funding of \$976,863 must be spent in accordance with grant guidelines to support frontline law enforcement.

The Police Department proposes to use the LLEBG 2003 funds and matching Federal Asset Forfeiture monies to supplement the Department's efforts to:

- 1) Implement and maintain new technologies and develop crime reduction and community strengthening strategies through personnel resources
- 2) Strengthen Community Ties by strategically targeting the crimes related to family violence.

<b>LLEBG YEAR 2003 SPENDING PLAN</b>	
<b>TECHNICAL AND SUPPORT PERSONNEL</b>	
Two Latent Print Specialists (12 months)	\$169,744
Two Administrative Services Manager II (12 months)	334,830
One Microcomputer Systems Specialist II (12 months)	105,654
Three Microcomputer Systems Specialist I (12 months)	254,152
One Account Clerk III (14 months)	92,327
<b>Subtotal</b>	<b>\$956,707</b>
<b>STRENGTHENING COMMUNITY TIES</b>	
Domestic Violence Prevention Program (Contract with Family Violence Law Center, including 3% contract assessment fee)	\$20,156
<b>TOTAL</b>	<b>\$ 976,863</b>

**Personnel**

The Latent Print Specialists will improve crime clearance rates and increase the Police Department's ability to be proactive in crime reduction for the funded year. The Administrative Services Manager II (ASMII) manages the Crime Analysis Section and provides innovation in the development of crime reduction and community strengthening strategies. The second Administrative Services Manager II (ASMII) manages the Administrative and Technical Services Division and provides coordination for grant funding, contract administration, manages technical projects and staff, and coordinates police administrative functions. The Microcomputer Specialist II (MCS II) develops and maintains the various computer networks used by the police department. The three Microcomputer Specialists I install new technologies and maintain equipment and systems purchased with previous grant funds. The Account Clerk III provides accounting services for technology based grants including, but not limited to the COPS MORE grants and Local Law Enforcement Block Grants.

**Strengthening Community Ties**

To strengthen ties to the community the Department proposes to leverage funding from LLEBG 2003 to continue the Domestic Violence Prevention Program funding for the Family Violence Law Center (FVLC) contract. Additional funds will be sought to reach the current level of contract funding.

Item: **S-29**  
City Council  
September 30, 2003

The FVLC is a private, nonprofit, domestic violence service organization whose mission is to end family violence and domestic abuse within our community by providing legal, prevention and counseling services primarily to women and children. The FVLC does not provide services to perpetrators of domestic violence and/or individuals determined to be the primary or predominant aggressor.

The Police Department currently has contracts with the FVLC totaling approximately \$400,000. The \$20,156 noted in the spending plan will be used as "seed money" to provide local matching funds for anticipated future state grant opportunities dealing with domestic violence.

**SUSTAINABLE OPPORTUNITIES**

*Economic* - Implementation of the Public Safety Computer System will increase efficiencies for police officers allowing them to receive important information without leaving their beats. Civilian support for this project allows trained police officers to continue with the community policing activities.

*Environmental* - None noted.

*Equity* - The support personnel funded by this grant will allow officers to continue with community policing activities to enhance crime prevention and facilitate economic growth.

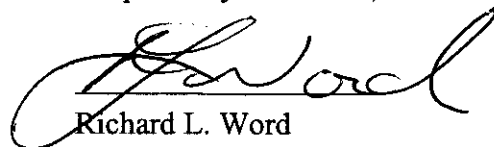
**DISABILITY AND SENIOR CITIZEN ACCESS**

There are no Americans with Disabilities Act (ADA) or senior access issues contained in this report.

**RECOMMENDATION**

Recommend approval of the proposed spending plan and resolution.

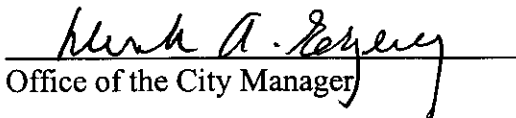
Respectfully submitted,



Richard L. Word  
Chief of Police

Prepared by: Catherine McMahon, Manager  
Administrative & Technical Services Division  
Bureau of Services

APPROVED AND FORWARDED TO  
THE PUBLIC SAFETY COMMITTEE:

  
Office of the City Manager

Item: **3-29**  
City Council  
September 30, 2003

# OAKLAND CITY COUNCIL

*[Signature]*  
OFFICE OF THE CITY ATTORNEY  
OAKLAND

RESOLUTION No. \_\_\_\_\_

C.M.S.

2003 SEP 25 PM 2:34

**RESOLUTION AUTHORIZING THE ACCEPTANCE AND APPROPRIATION OF EIGHT HUNDRED SEVENTY-NINE THOUSAND, ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$879,177) IN FEDERAL LOCAL LAW ENFORCEMENT BLOCK GRANT (LLEBG) FUNDS TO THE POLICE DEPARTMENT AND NINETY-SEVEN THOUSAND, SIX HUNDRED EIGHTY-SIX DOLLARS (\$97,686) IN MATCHING FUNDS FROM FEDERAL ASSET FORFEITURE FUND TO SUPPLEMENT FRONT LINE POLICING EFFORTS BY PROVIDING ADDITIONAL SUPPORT PERSONNEL AND COMMUNITY OUTREACH**

**WHEREAS**, the United States Department of Justice, Bureau of Justice Assistance, is providing funding through the Local Law Enforcement Block Grant (LLEBG) program to units of local government for the purpose of reducing crime and improving public safety; and

**WHEREAS**, the Federal funds earmarked for the City of Oakland amount to \$1,024,177; and

**WHEREAS**, under the provision of the grant the City is required to share a portion of the grant with the County of Alameda; and

**WHEREAS**, it has been determined that \$145,000 will be shared with the Alameda County Consolidated Drug Courts; and

**WHEREAS**, the City's share of the Federal funds will be \$879,177; and

**WHEREAS**, the Federal funds provided under the grant for LLEBG may not exceed 90 percent of the total costs of the program; and

**WHEREAS**, the applicant's matching share must be in the form of cash; and

**WHEREAS**, the Police Department has identified sufficient funds in the Federal Asset Forfeiture Fund balance to satisfy the \$97,686 required match; and

**WHEREAS**, the LLEBG funds will be used to continue employment of research and technical support staff, and continue community outreach; and

**WHEREAS**, interest earned on the Federal portion of the grant must be appropriated to the LLEBG Grant Project funds and expended in accordance with the approved spending plan; and

**WHEREAS**, a new City Fund is needed to account for the federal grant and interest accrued over the 24-month grant period; and

**S-29**  
ORA/COUNCIL  
SEP 30 2003

**WHEREAS**, the proposed spending plan will facilitate the City Council’s goal of crime reduction through City-wide community policing and other strategies; now therefore be it

**RESOLVED:** That the City Council authorizes the City Manager or her designee to accept the award of \$879,177 in federal Local Law Enforcement Block Grant (LLEBG) funds for the Police Department and to complete any negotiations, certifications and documentation required to accept, modify, extend, or amend the grant award, and be it

**FURTHER RESOLVED:** That the City Council authorizes the salary, fringe benefit costs, and central services overhead costs for 12 months for two Latent Print Examiners, two Administrative Services Managers II, one Microcomputer Specialist II, and three Microcomputer Specialists I, and be it

**FURTHER RESOLVED:** That the City Council authorizes the salary, fringe benefits costs and central services overhead costs for 14 months for one Account Clerk III; and be it

**FURTHER RESOLVED:** That the City Council approves the proposed spending plan, and be it

**FURTHER RESOLVED:** That the City Council authorizes the appropriation of \$879,177 in 2003 LLEBG grant funds to a new Fund and Project; and be it

**FURTHER RESOLVED:** That the City of Oakland matching fund share of \$97,686 shall be appropriated from the Federal Asset Forfeiture Fund 2912; and be it

**FURTHER RESOLVED:** That the City Council accepts and authorizes the appropriation of the interest earned on the Federal portion of the grant funds to the new 2003 LLEBG Grant Fund to augment the approved spending plan.

**S-29**  
**ORA/COUNCIL**  
**SEP 30 2003**

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_, 20\_\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

AYES- BROOKS, BRUNNER, CHANG, NADEL, QUAN, REID, WAN and PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

ATTEST: \_\_\_\_\_  
CEDA FLOYD  
City Clerk and Clerk of the Council  
of the City of Oakland, California