



## Staff Reports

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**File #:** 195-2020, **Version:** 1

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**To:** Honorable Mayor and Members of City Council

**From:** Robert Plummer, Police Chief

**Prepared By:** Gary Pitkin, Police Lieutenant

**TITLE:**

Coronavirus Emergency Supplemental Funding Program

**RECOMMENDED ACTION:**

Authorize the Police Chief to execute all documents necessary to accept a grant from the Office of Justice Program, U.S. Department of Justice for the Coronavirus Emergency Supplemental Funding (CESF) Program in the amount of \$65,354, and to approve the increase of revenue and expenditure budgets by \$65,354 in the Non-Recurring General Fund, as documented in Budget Adjustment No. BE2107503.

**DISCUSSION:**

The Napa Police Department (PD) was awarded the CESF grant in the amount of \$65,354 to assist in addressing expenses related to combating COVID-19.

The Napa PD is tasked with providing public safety for our community. In addition to our normal proactive enforcement, educational and investigative measures, we are adjusting our operations to address the COVID-19 Pandemic. This includes providing necessary personal protective equipment (PPE) and preventative measures for 78 sworn peace officers and 53 professional staff.

As a direct result of the COVID-19 Pandemic, the City of Napa and the Napa PD have suffered significant losses in revenue and implemented drastic cost-saving measures, to include a significant restriction on overtime. Overtime is frequently incurred while responding to, and investigating, public safety matters.

The CESF grant program will fund overtime and supplies.

**Overtime:** Napa PD may utilize a portion of the CESF to pay the overtime of first responders and essential workers assigned to COVID-related tasks. By way of example, and not limitation, COVID-related tasks performed on overtime may include patrol checks of closed businesses, schools and parks; responding to and investigating "looting" and violent criminal activity committed during the COVID "state of emergency;" staffing food distribution centers; communicating/messaging with our community; and the like.

**Supplies:** Napa PD is currently a part of a unified command system within the City of Napa managing the citywide response to COVID-19. Napa PD will utilize a portion of the CESF to purchase supplies related to exposure control and risk mitigation. These supplies include, but are

not limited to, personal protective equipment (PPE) including masks and respirators, filters and equipment used to “fit test” employees, and cleaning supplies needed to ensure the safety and protection of our first responders and essential workers against COVID-19 infections. First responders and essential employees include, but are not limited to, police officers, community service officers, public safety dispatchers, police records personnel, evidence technicians, police forensic specialists, police administrative personnel and City employees assigned to maintain our City facilities. Protecting our first responders and essential workers from infection will, in turn, help ensure the safety of the community members we serve on a daily basis.

Overall, the intent of the grant will be to maintain public safety, including police response and investigations and provide necessary equipment and PPE directly related to carrying out our roles and responsibilities related to the COVID-19 Pandemic.

**FINANCIAL IMPACTS:**

This grant positively impacts the Non-Recurring General Fund and increases the Napa Police Department FY 2020/21 expenditure budget by \$65,354 over a two-year period offset by reimbursement from U.S. Department of Justice Bureau of Justice Assistance. The grant period is 1/20/2020 - 1/31/2022. The Police Department anticipates incurring grant-related expenses in FY 2020/21 and FY 2021/22. Non-Recurring General Fund revenues and expenditures will be increased by the full grant amount, \$65,354, in FY 2020/21, with any remaining budget at the end of the fiscal year carried forward to FY 2021/22 for use during the remainder of the grant period. (see attached Budget Adjustment No. BE2107503). There is no local match requirement.

**CEQA:**

The Chief of Police has determined that the Recommended Action described in this agenda report is not subject to CEQA, pursuant to CEQA Guidelines Section 15060(c).

**DOCUMENTS ATTACHED:**

ATCH 1: Grant Award Letter

ATCH 2: Budget Adjustment Form

**NOTIFICATION:**

None