



**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:**

**2. Description of Applicant Agency:** Provide your city or county and a brief summary of department size, staffing, and structure.

The South San Francisco Police Department is a municipal police agency in the State of California, County of San Mateo. Our organizational structure currently includes the following: A Chief of Police, three Captains, thirteen Sergeants, fifteen Corporals, forty-three officers, thirty-five non-sworn positions. The department has three divisions; the Operations Division, the Services Division, and the Investigations Division. The Operations Division includes Patrol, Downtown Bike Patrol, K-9, SWAT/Crisis Negotiations, and Traffic/Motors. The Services Division includes Communications, Community Relations, Records, Planning, and Recruiting. The Investigations Division includes the Criminal Investigations Bureau, Neighborhood Response Team, Task Force Officers, and Property/Evidence.

**3. Number of Licenses in Project Area: 344**

**4. Population of Service Area: 149, 815**

**5. Project Description:** Provide a list of your projects goals and objectives and briefly summarize.

The three police departments that comprise this task force have cooperatively established goals to reduce alcohol related crimes throughout enforcement, education, publicity, and community involvement. This will be achieved through the use of the following operations: minor decoy, should tap, IMPACT inspections, targeting problem establishments, working large community events, community education and meetings, and press releases. Areas and types of enforcement will be determined by calls for service in targeted areas, combined with decoy ability to obtain alcohol. The desired result is a reduction in the ability of minors to obtain alcohol, and a reduction in alcohol related crimes and problems.

**6. Funds Requested: \$55,010**

**7. Project Period: July 1, 2019 – June 30, 2020**

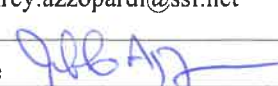
**8. Acceptance of Conditions:** By submitting this proposal, the applicant signifies acceptance of the responsibility to comply with all requirements stated in the Request for Proposals. The applicant understands that ABC is not obligated to fund the project until the applicant submits correctly completed documents required for the contract.

**A. Project Director (person having day-to-day responsibility for the project)**

Name: Corporal Amy Sariotti  
Address: South San Francisco Police Department  
33 Arroyo Drive, Suite C  
South San Francisco, California 94080  
Phone: 650-829-7254  
Fax: 650-829-3910  
E. Mail Address: amy.sariotti@ssf.net  
Signature: 

Title: Detective Corporal

**B. Chief of Police or Sheriff (authorizing official)**

Name: Chief Jeff Azzopardi  
Address: South San Francisco Police Department  
33 Arroyo Drive, Suite C  
South San Francisco, California 94080  
Phone: 650-877-8930  
Fax: 650-829-3910  
E. Mail Address: jeffrey.azzopardi@ssf.net  
Signature: 

Title: Chief of Police

**C. Fiscal or Accounting Official**

Name: Justin Lovell  
Address: 400 Grand Avenue  
South San Francisco, California 94080  
Phone: 650-877-8506  
Fax: 650-829-6614  
E. Mail Address: justin.lovell@ssf.net  
Signature:

Title: Interim Finance Director

**D. ABC USE ONLY**

## SCOPE OF WORK

### 1. Summary

The South San Francisco Police Department, a municipal police agency, is the administering law enforcement agency for the <21 COAST (Under 21 Consumption of Alcohol Suppression Team) Task Force. Sworn staff is as follows: A Chief of Police, three Captains, thirteen Sergeants, fifteen Corporals, forty-three officers, thirty-five non-sworn positions. The department has three divisions; the Operations Division, the Services Division, and the Investigations Division. The Operations Division includes Patrol, Downtown Bike Patrol, K-9, SWAT/Crisis Negotiations, and Traffic/Motors. The Services Division includes Communications, Community Relations, Records, Planning, and Recruiting. The Investigations Division includes the Criminal Investigations Bureau, Neighborhood Response Team, Task Force Officers, and Property/Evidence. The South San Francisco Police Department is committed to proactively reducing crime, enhancing public safety, and addressing quality of life issues through education, enforcement and community partnerships.

The South San Francisco Police Department has been a part of the <21 COAST Task Force. The <21 COAST Task Force has traditionally been composed of multiple law enforcement agencies. For fiscal year 2019-2020, the <21 COAST Task Force will be composed of the South San Francisco Police Department, Pacifica Police Department, and San Bruno Police Department, for a total of three agencies. The <21 COAST Task Force had previously been run by the Pacifica Police Department since the 2006-2007 fiscal year and by the San Bruno Police Department since the 2017-2018 fiscal year.

The South San Francisco Police Department is one of three police agencies that have agreed to work together as a task force in their efforts to apply for an ABC Grant for the 2019-2020 fiscal year, operating as the <21 COAST Task Force. It is the purpose of the <21 COAST Task Force to work together to reduce access to alcohol by minors, and to combat alcohol related quality of life issues in our communities. The number of on and off sale ABC licensed establishments falling into the <21 COAST Task Force's three jurisdictions is 344.

According to the most recent U.S. census data, the three agencies comprising of the <21 COAST Task Force serve a population of approximately 149,815. This amounts to approximately 20% of the population of San Mateo County, in which the <21 COAST Task Force has jurisdiction. While the demographics of each city in the task force vary, combined, they reflect an average population of Asian (30%), Caucasian (48%), Latin/Hispanic (29%), and African-American/Black (2%). This information is an approximation only, as the U.S. Census recognizes that people often define themselves across several categories.

If funded, the <21 COAST Task Force will continue to operate collaboratively in our three jurisdictions with the goals of reducing alcohol related crime throughout enforcement, publicity, and community involvement. Detailed, measurable objectives are listed in section three.

On behalf of the <21 COAST Task Force, the South San Francisco Police Department requests a grant in the amount of \$55,010 to further the cause of reducing alcohol related crime and combating issues which negatively impact the quality of life for citizens related to ABC licensed premises. We feel this amount will be sufficient to fund effective enforcement of existing laws and increase the social awareness of the dangers of irresponsible alcohol consumption.

## **2. Problem Statement**

Each community within the three jurisdictions of the <21 COAST Task Force has suffered at the hands of irresponsible licensees or citizens within their own or nearby jurisdictions. Each community has its own unique issues as it relates to problems with underage drinking and ABC licensed businesses.

South San Francisco continues to deal with alcohol related issues within the community. Current (2016 data) Office of Traffic Safety collision rankings place South San Francisco as 55 out of 104 similar type cities in the category of collisions involving intoxicated drivers. These statistics reflect that South San Francisco ranks 25 of 104 for collisions involving injury or fatalities. These numbers reflect South San Francisco's standings compared to similar sized cities. For the 2017 year, South San Francisco had three DUI fatality collisions, and in 2018, one.

South San Francisco also reflects recurring problems and crimes with alcohol involved. In 2018, South San Francisco statistics show 430 separate crimes directly involving alcohol as a key component of the crime. These crimes include 124 DUI arrest, 38 DUI traffic collisions, 260 public intoxication arrests, and 8 minor in possession of alcohol cases. These figures do not reflect crimes in which alcohol likely played a role, such as crimes of violence or other poor decision making as a result of intoxication. Statistically, the South San Francisco Police Department has maintained in previous ABC Grant fiscal years, a greater percentage of arrests for Shoulder Tap/Decoy operations than any other agency in this current grant application. These statistics have significantly dropped without the resources provided through the Grant Assistance Program.

South San Francisco currently has no single bar or licensed establishment which is contributing more problems than others in town. There was a recurring problem establishment, with many documented crimes occurring within and around the premises, E Plus Studio, located at 490 S. Airport Boulevard. With the assistance of ABC through the fiscal 2018-2019 grant, that particular establishment has improved. Corresponding calls for service in the area have significantly decreased. It is our goal to assist other currently licensed establishments to remain operating while not negatively impacting the community they are in.

Pacifica statistics have indicated that during 2018, 241 separate crimes involving alcohol as a key component of the crime were documented. These numbers include 90 DUI's, 37 DUI collisions, and 114 arrests for public intoxication.

Pacifica also is the host to the annual Fog Fest. This is a two day street fair which sees a high number of intoxicated festival goers. Alcohol is sold at the event, and each year, several booths join the licensed establishments in the immediate area in selling alcoholic beverages to citizens. Every year, arrests are made at this event for alcohol related crimes and events.

San Bruno statistics for 2018 reflect 230 crimes directly involving alcohol as a component of the crime. This includes 87 cases of DUI, 40 additional DUI collisions, and 91 public intoxication arrests. This does not take into account cases of assaults in which the involved parties may or may not have been intoxicated.

During previous grants, the <21 COAST Task Force instituted a system for tracking which licensed establishments had been visited and if they had been successful in preventing sales, or failed in this regard. This is a simplified tracking system and is made readily available to officers on operations to

ensure that no single business is visited multiple times without valid reason.

In working past grants, and being cognizant of the increase in DUI fatalities, the focus of our enforcement will go beyond the sales of alcohol to minors. The <21 COAST Task Force will incorporate a component of plain clothes officers conducting surveillance, on view enforcement, and general enforcement of violations in an effort to curb the sales of alcohol to obviously intoxicated subjects; as well as determining if there are other violations previously unreported to law enforcement taking place in ABC licensed establishments. These activities could include, but are not limited to service of intoxicated patrons, prostitution, illegal gambling, and any other observed violations.

Each of the above cities clearly has identifiable issues that can trace their source to alcohol. The primary contributing factor to each of these issues continues to be a lack of responsibility on the parts of licensed businesses and private citizens.

### **3. Project Description**

South San Francisco, San Bruno, and Pacifica have all been members of multi-agency ABC grants in the past. These agencies have a grant liaison trained in the past to participate in these grants, and administer their agency to meet their requirements in the grant, and will have designated liaisons attending the next GAP training.

The South San Francisco, San Bruno, and Pacifica Police Departments have collaborated to establish the following goals and objectives for the 2019-2020 fiscal grant year:

#### **Goals**

- i. To continue the proactive work of the <21 COAST Task Force in collaboration with ABC.
- ii. To continue the successful partnerships with civil committees within grant agency communities.
- iii. To reduce calls for service at licensed ABC establishments.
- iv. Identify problematic areas in the respective jurisdictions where alcohol is a contributing factor to crimes, disturbances, and alcohol related traffic collisions.
- v. To educate licensed merchants and establishments on proper and responsible sales of alcoholic beverages.
- vi. To educate the community of the dangers of irresponsible alcohol consumption and distribution.

#### **Objectives**

To continue the "Train the Trainer" program where at least one member of each participating agency will be trained to conduct minor decoy, shoulder tap, and IMPACT operations. The trainer will conduct briefing trainings to educate their personnel in these operations.

- i. Conduct at least 6 minor decoy operations.
- ii. Conduct at least 60% of decoy operations with on-sale licensees.
- iii. Conduct at least 4 shoulder tap operations.
- iv. Conduct at least 2 plain clothes/undercover operations targeting potential problem/disorderly ABC licensed premises.
- v. Conduct operations during at least 1 public event within grant communities where alcohol related crimes are likely to occur.
- vi. Conduct at least 3 IMPACT operations.
- vii. Participate in the Statewide Shoulder Tap Operation; all 3 agencies to participate.

- viii. Schedule at least 1 LEAD training course for ABC licensed establishments (pending ABC availability).
- ix. Issue at least 4 press releases regarding activities conducted under the grant.
- x. Attend at least 3 community meetings where the topics of alcohol related crime and underage drinking are present.

#### **4. Project Personnel**

The continued operation of the <21 COAST Task Force will be primarily overseen by South San Francisco Police Corporal Amy Sariotti. Assisting her will be South San Francisco Police Sergeant Sean Curmi. The San Bruno Police Department's involvement will be coordinated by Corporal Scott Smithmatungol and Pacifica Police Department's involvement will be coordinated by Corporal William McDonald. Each agency will provide personnel and support to the administration of this grant, should it be renewed.

Corporal Amy Sariotti has 12 years of law enforcement experience; six years with the Burlingame Police Department and six years with the South San Francisco Police Department. She has experience in Patrol, Investigations, CNT (Crisis Negotiator), Explorer Advisor, and is the coordinator for the department's Youth Police Academy. Through the years, Corporal Sariotti has worked numerous ABC operations and special events.

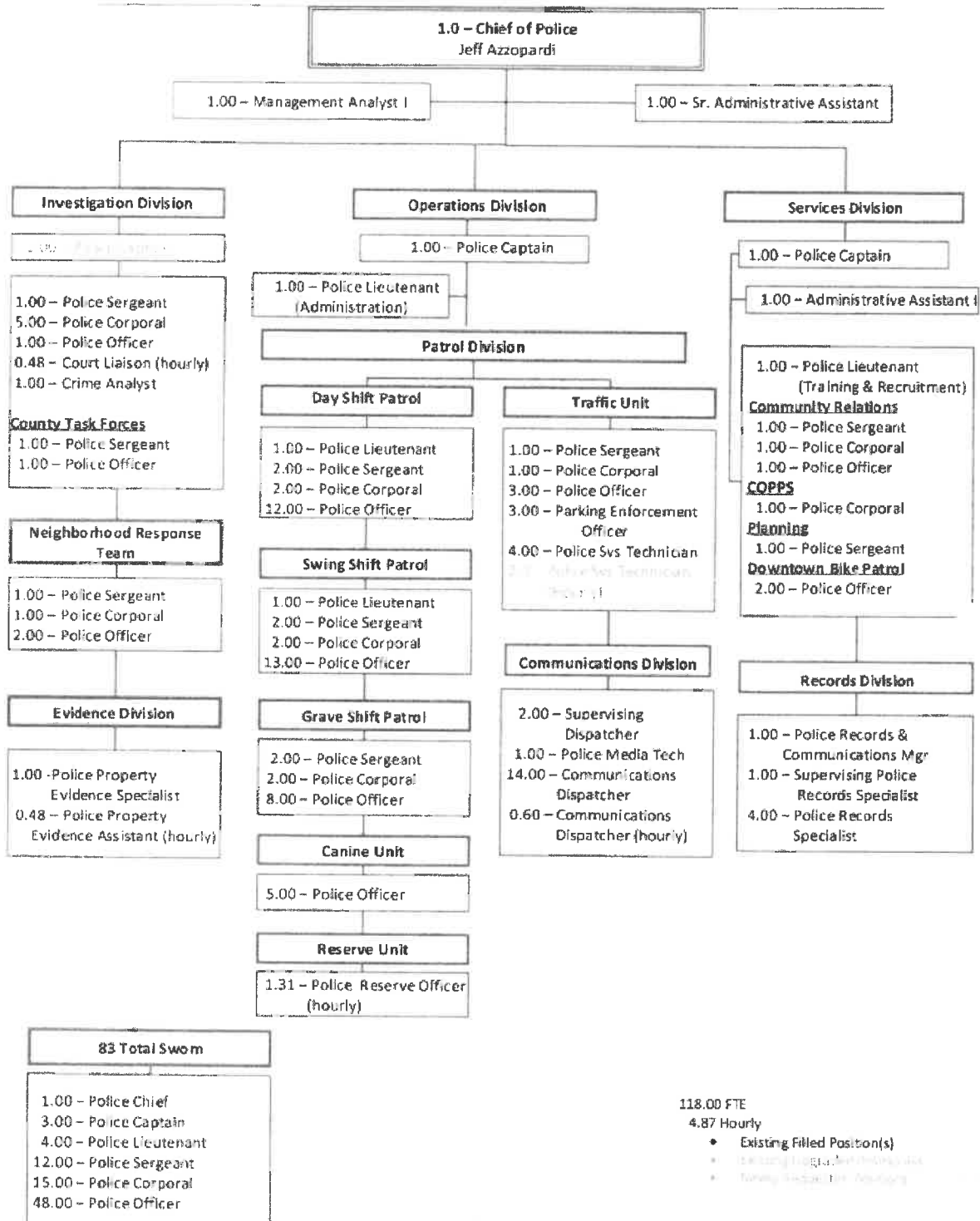
Sergeant Sean Curmi has 20 years of law enforcement experience with the South San Francisco Police Department and is currently assigned to the Criminal Investigations Bureau as a supervisor. Over the years, Sergeant Curmi has managed community events and has participated in numerous ABC operations.

San Bruno Police Corporal Scott Smithmatungol, has been with the San Bruno Police Department since 2015, is currently assigned to the Patrol Division and has been assisting with the 2018-2019 fiscal year ABC grant.

Pacifica Police Corporal William McDonald has been with the Pacifica Police Department since 2001 and is currently assigned to the Patrol Division. Corporal McDonald has been assigned to be Pacifica Police Department's ABC Liaison since the 2017-2018 fiscal year.

It is our hope that ABC will review this application and see the need for enforcement within the four cities served by the task force. The <21 COAST Task Force has been successful in the past years in reducing ABC related crime. The task force has conducted operations which have resulted in a high number of administrative cases against licensed establishments, and has also reduced access to alcohol by the youth of our communities. The <21 COAST Task Force, administered by the South San Francisco Police Department, looks forward to collaborating in the 2019-2020 grant year in this worthwhile cause.

## DEPARTMENT ORGANIZATION CHARTS



## POSITION BUDGET BY DEPARTMENT

## Police

Police	Job Code	Position Title	2017-18 Actual	2018-19 Proposed	Change of 2018-19 from 2017-18
Full Time	N155	Police Chief	1.00	1.00	0.00
Full Time	M280	Police Captain	2.00	3.00	1.00
Full Time	M275	Police Lieutenant	5.00	4.00	-1.00
Full Time	C165	Police Sergeant	12.00	12.00	0.00
Full Time	C100	Police Corporal	15.00	15.00	0.00
Full Time	C115	Police Officer	48.00	48.00	0.00
Full Time	M285	Police Records & Comm. Manager	1.00	1.00	0.00
Full Time	C200	Supervising Police Records Specialist	1.00	1.00	0.00
Full Time	C110	Police Property/ Evidence Specialist	1.00	1.00	0.00
Full Time	C105	Police Records Specialist	4.00	4.00	0.00
Full Time	C210	Crime Analyst	1.00	1.00	0.00
Full Time	A365	Supervising Dispatcher	2.00	2.00	0.00
Full Time	A150	Communications Dispatcher	14.00	14.00	0.00
Full Time	C175	Parking Enforcement Officer	3.00	3.00	0.00
Full Time	C125	Police Service Technician	4.00	4.00	0.00
Full Time	C220	Police Media Technician	1.00	1.00	0.00
Full Time	O340	Senior Administrative Assistant	1.00	1.00	0.00
Full Time	M570	Management Analyst I	1.00	1.00	0.00
Full Time	O315	Administrative Assistant I	1.00	1.00	0.00
<b>SUBTOTAL Full Time</b>			<b>118.00</b>	<b>118.00</b>	<b>0.00</b>
Hourly	x445	Communications Dispatcher	0.60	0.60	0.00
Hourly	XTBD	Police Service Technician	0.00	2.00	2.00
Hourly	X190	Police Property/Evidence Assistant	0.48	0.48	0.00
Hourly	X193	Police Court Liaison	0.48	0.48	0.00
Hourly	X325	Police Reserve Officer	1.31	1.31	0.00
<b>SUBTOTAL Hourly</b>			<b>2.87</b>	<b>4.87</b>	<b>2.00</b>
<b>TOTAL - Police</b>			<b>120.87</b>	<b>122.87</b>	<b>2.00</b>

## BUDGET DETAIL

BUDGET CATEGORY AND LINE-ITEM DETAIL	COST (Round budget amounts to nearest dollar)
<b>A. Personnel Services (Straight Time Salaries, Overtime, and Benefits)</b>	
<b>A.1 Straight Time</b> N/A  <b>A.2 Overtime</b> Estimated operation hours: 470 @ \$107/hr (averaged)  <b>A.3 Benefits</b> N/A	\$50,290
<b>TOTAL PERSONNEL SERVICES</b>	\$50,290
<b>B. Operating Expenses (maximum \$2,500)</b>	
Decoy Operations: Buy money for operations/ ABC approved expenses  Plain Clothes/Under Cover: Buy money for operations	\$210  \$210
<b>TOTAL OPERATING EXPENSES</b>	\$420
<b>C. Equipment (maximum \$2,500)</b>	
<b>(Attach receipts for all equipment purchases to monthly billing invoice)</b>	
Laptop Computer to be utilized out in the field	\$1,500
3 ABC dedicated external hard drives (1 per grant agency)	\$300
<b>TOTAL EQUIPMENT</b>	\$1,800
<b>D. Travel Expense/Registration Fees (maximum \$2,500)</b>	
<b>(Registration fee for July 2019 APP Conference attendee is \$325 each)</b>	
<b>Registration for July 2019 GAP Conference, (2) attendees @ \$325 each:</b>	\$650
<b>Travel, Per Diem, and lodging for July GAP Conference:</b>	\$1,850
<b>TOTAL TRAVEL EXPENSE</b>	\$2,500
<b>TOTAL BUDGET DETAIL COST, ALL CATEGORIES</b>	\$55,010



### 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	\$50,290		\$50,290
Operating Expenses	\$420		\$420
Travel/Registration Fees	\$2,500	\$1,500	\$4,000
Equipment	\$1,800		\$1,800
<b>TOTALS</b>	<b>\$55,010</b>	<b>\$1,500</b>	<b>\$56,510</b>

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