



Citizens' Advisory Committee
on
Measure Z Expenditures

Humboldt County

AGENDA

**HUMBOLDT COUNTY COURTHOUSE
Board Chambers
825 FIFTH STREET
EUREKA, CALIFORNIA**

**Thursday, January 26th, 2017
Time 2:00 PM**

County of Humboldt Web Site: <http://humboldtgov.org/MeasureZ>

- A. MODIFICATIONS TO THE AGENDA**
- B. PUBLIC COMMENT ON NON-AGENDA ITEMS**
- C. DISCUSSION ITEMS**
 - C.1. Approval Of 08-25-2016 Minutes**
 - Documents:
 - [Final Minutes for 082516.pdf](#)
 - C.2. Introduction Of New Committee Members**
 - C.3. Update On FY 2016-17 Projects**
 - C.3.a. Executed Contracts**
 - C.3.b. Project Updates**
 - C.4. Mid-Year Estimates**

C.4.a. **Revenue & Expenses To Date**

C.4.b. **Year-End Projections**

C.5. **Update On Application And Funding Process For FY 2017-18**

Documents:

[Funding application cover letter.pdf](#)

[Funding application one doc.pdf](#)

C.6. **Approval To Move Meeting On March 2, 2017 To 12-2pm**

D. **ADJOURNMENT**



**Citizens' Advisory Committee
on
Measure Z Expenditures
Humboldt County
Meeting Minutes**

**HUMBOLDT COUNTY COURTHOUSE
BOARD OF SUPERVISORS CHAMBERS
825 FIFTH STREET
Thursday August 25, 2016
2:00 PM- 4:00PM**

Committee members in attendance:

**John McFarland
Glenn Ziemer
Brian Anderson
Lora Canzoneri
Mike Newman
Jon Flyer
Shon Wellborn**

Committee members absent:

**Adam Jager
Helen Edwards
Sheriff Mike Downey
Ginger Campbell**

Staff attending:

**Elishia Hayes
Vanessa Ericksen**

AGENDA ITEM A: MODIFICATIONS TO THE AGENDA

The meeting began at 2:02 pm

No modifications were presented

AGENDA ITEM B: PUBLIC COMMENT ON NON-AGENDA ITEMS

The floor was opened for public comment. No comment was received.

AGENDA ITEM C: DISCUSSION ITEMS

Approval of 03-30-2016 minutes – Jon Flyer moved to approve, seconded. No public comment. None opposed. Motion passes.

Receive, review, and discuss the Board of Supervisors approved budget for the Measure Z funding expenditures in FY 2016-17- Projected spreadsheet details of what each agency has been allocated in FY 16-17 adopted budget and year-end FY 15-16 budget actuals. FY 15-16 \$8.8M adopted; \$10M in revenues for FY 15-16 and \$2.23M carryover to FY 16-17; Contributions to other agencies: \$3.7M with only \$30k spent so far; \$12.1M allocated, leaving \$555k unspent if revenues come in as projected (similar to last year). **Mike Newman** asks for public comment, sees none, and brings back to Board. Receiving report requires no vote.

Updates on revenues received in FY 2015-16 and the work to distribute funding was covered in FY 2016-17 allocations- Revenues previously discussed. Received majority of contracts back that will go to Board for approval before allocations go out; still in negotiations with three agencies on details of contracts. Opened for public comment, none received. **Glenn Ziemer** asks about Public Defender's figure; there were two proposals for restructure and an alternate consolidated option. CAO Staff advises that Public Defender ended up closing Alternate Counsel Office, and the figure represents their bare minimums. The proposed amount was more optimal and included additional staffing levels.

Review of the FY16-17 application and recommendation process to consider any process changes needed – CAO Amy Nilsen has suggestions: she recommends adding three expansion questions; 1) to find out if funding affects other departments such as Human Resources, Payroll, etc.; 2) if the agency has its own ability to leverage taxes and fee assessments; and 3) if requested amount would have matching funds. A lengthy discussion took place regarding the additional questions. The committee felt the questions lacked usefulness and seemed repetitive. **Lora Canzoneri** moves to accept recommendations of CAO to modify with the exception of suggestion 1 (effects on other departments) (keep match and taxes questions). **Shon Wellborn** seconds. Opened for public comment: Tom Mattson, Public Works Director, said he would like to encourage leaving first question in as it would give departments a "heads up" internally. Norma

Lorenzo, Sheriff's Office Business Manager, said, to clarify, last year they added 30 positions. Human Resources asked for an additional technician to recruit. The Board approved the request, and Human Resources got a new position from FY15-16 Measure Z funding. Payroll has also had issues, but didn't bring anything to the Sheriff. It's not likely the Sheriff will hire at that level in future. No further comments, back to committee. The committee further discussed, **Jon Flyer** suggested keeping the application simple. **Lora Canzoneri** asked Jon if it is his preference to leave app as it is now. **Jon Flyer** says he wants to make it easier. **Lora Canzoneri** is fine with leaving as is and withdraws her motion. The committee further discussed and agreed to keep the application simple is best. **Jon Flyer** seconds. All in favor, none opposed, motion passes. Application will remain as is. CAO Staff suggests the committee should consider the timeframe for application submission. **Jon Flyer** asks if we know what funds will be available for next year's applications. CAO Staff says we don't (it's still too early in the FY to know with only 400K expended), but will have a better idea towards mid-year. Committee will meet in January before the release of applications. **Lora Canzoneri** asks CAO staff if there were any concerns expressed by agencies not having enough time. CAO Staff says no concerns, deadlines seemed to work well. **Mike Newman** is good with existing time schedule, will look closer at January meeting. No public comment on timeframe.

Proposed FY 2016-17 meeting Schedule - CAO Staff suggests week of January 9th; agreed on Thursday the 12th 2017. Last year, during March, committee met four times: once to discuss applications; once to take presentations; and twice to rank applications. CAO Staff suggests every Thursday in March 2017 with the final Thursday tentative; with one final meeting, August 24th 2017. Meetings will be in chambers if available. **Jon Flyer** asks for March dates; they are the 2nd 9th, 16th, 23rd, 30th (tentative). The committee felt public hearings in evenings were not beneficial. All meetings will start at 2pm on each Thursday of March with the last meeting being tentative. No public comment on calendar.

Update on application and appointment process for replacement of 2-year term members- The following four members are 2-year: **Ginger Campbell**, **Lora Canzoneri**, **Adam Jager**, and **Brian Anderson**. **Ginger Campbell** (nominated by Supervisor Lovelace), and **Brian Anderson** (nominated by Fire) with **Lora Canzoneri** and **Adam Jager** at-large. Supervisors, or individual nominators, will have their choice of dipping into existing applications or reappointing members. The Board will take items and open the application process; CAO will publicize and in late December/January the Board will make appointments. January 19, 2017 is last day of 2-year term for those appointed January 20, 2015. The committee discussed if best to have the January meeting when the new committee members are appointed. **Jon Flyer** says the January meeting should move so the new members can participate. Pushing meeting back will mean pushing application release. **Jon Flyer** doesn't think meeting should affect application release. **Shon Wellborn** advises we just voted not to change the application, so we can release it whenever we want; wants to move meeting to January 26th and be done with

it. **Lora Canzoneri** wants clarification of when **Helen Edwards** will resign; heard she is leaving the area. CAO Staff hasn't heard anything about that, but will try to make contact with **Helen Edwards** to find out. **Mike Newman** suggests to move meeting to January 26, 2017. **Jon Flyer** motions, **Lora Canzoneri** seconds. No questions, no public comment. All approve, none opposed. Meeting will be January 26th instead of 12th.

Appointment of Chair/Vice Chair – **Mike Newman** has served as Chair for 2 years and is ready to step down. If Vice Chair, **Jon Flyer**, wants to step up he would like to see that. **Shon Wellborn** motions, **Lora Canzoneri** seconds. No public comment. All approve, none oppose. **Lora Canzoneri** nominates **Glenn Ziemer** for Vice Chair. She believes that although he is an alternate and non-voting he can still preside. **Brian Anderson** seconds. No public comments. All approve none opposed. **Lora Canzoneri** thanks **Mike Newman** for his service as Chair, and **Mike Newman** thanks committee for the opportunity to serve.

AGENDA ITEM D: ADJOURNMENT:

The meeting was adjourned at 2:52

NEXT MEETING: Thursday January 26, 2017 2:00pm Board of Supervisors Chambers

County of Humboldt Web Site: <http://www.humboldt.gov/MeasureZ>

JONATHAN FLYER, Chair – First District

SHON WELLBORN, Second District

GINGER CAMPBELL, Third District

MIKE NEWMAN, Fourth District

LEONARD MASTEN, Fifth District



LORA CANZONERI, At- Large

VACANT, At-Large

BRIAN ANDERSON, Fire Chiefs Assoc.

MIKE DOWNEY, Sheriff's Department

JOHN MC FARLAND, Alternate

GLENN ZIEMER, Vice Chair Alternate

CITIZENS' ADVISORY COMMITTEE ON *MEASURE Z* EXPENDITURES

The Humboldt County Citizens' Advisory Committee on *Measure Z* Expenditures is now accepting applications for funding.

Measure Z, Humboldt County's Public Safety/Essential Services Measure, was passed by the voters of Humboldt County in the November 2014 general election.

Measure Z will provide funds to maintain and improve public safety and essential services, such as:

- Investigating violent crimes, including rape and domestic violence;
- Maintaining 911 emergency response times;
- Ensuring on-duty Sheriff's deputies;
- Providing drug treatment programs;
- Providing services for the victims of child abuse;
- Maintaining rural fire protection and ambulance services; and
- Cleaning up environmentally-damaging marijuana farms and illegal dumping.

If you believe you provide public safety or essential services for Humboldt County, and would like to apply for *Measure Z* funding, an application for funding may be obtained on the County's website at www.humboldt.gov.org, or by contacting Elishia Hayes, in the Humboldt County Administrative Office at (707) 445-7266.

APPLICATIONS FOR FUNDING MUST BE FILED WITH THE COUNTY ADMINISTRATIVE OFFICE BY 5:00 P.M. ON February 17, 2017. POSTMARKS ARE NOT ACCEPTABLE FOR MEETING THIS DEADLINE.

Jonathan Flyer

Committee Chair

Glenn Ziemer

Committee Vice Chair

JONATHAN FLYER, Chair – First District

SHON WELLBORN, Second District

GINGER CAMPBELL, Third District
Assoc.

MIKE NEWMAN, Fourth District
Department

LEONARD MASTEN, Fifth District



LORA CANZONERI, At- Large

VACANT, At-Large

BRIAN ANDERSON, Fire Chiefs

MIKE DOWNEY, Sheriff's

JOHN MC FARLAND, Alternate

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Jonathan Flyer
Committee Chair

Glenn Ziemer
Committee Vice Chair



CITIZENS' ADVISORY COMMITTEE ON *MEASURE Z* EXPENDITURES

(Advisory Committee will make recommendations to the Humboldt County Board of Supervisors as to expenditure of funds derived from *Measure Z*.)

APPLICATION FOR FUNDING

Agency Name:

Mailing Address:

Contact Person:

Title:

Telephone:

E-mail address:

1. AMOUNT OF MEASURE Z FUNDING REQUESTED FOR FY 2017-18: \$

2. ENTITY TYPE -- Please check appropriate box.

- a. Humboldt County Department
- b. Contract Service Provider to Humboldt County
- c. Local Government Entity
- d. Private Service Provider
- e. Non-Profit Service Provider
- f. Other

3. Please provide brief description of proposal for which you are seeking funding.

4. *Measure Z* funding is scheduled to “sunset” in 2020. How are you developing a plan for sustainability, including diversification of funding sources, in order for your proposal to carry on without reliance on future *Measure Z* funds?

5. If this request is for the continuation, or expansion, of an existing program/service, what is the current source of funding for that program/service?

6. If you are awarded *Measure Z* funds, how will you use them to leverage additional grants, contributions, or community support?

7. Will this proposal require new or expanded activity on the part of another entity to be fully functional and effective? If so, please describe.

ATTACHMENTS—Please include the following with your application

Proposal Narrative: Brief description of your request for *Measure Z* funds – Please explain how it is an essential service or for public safety. (*one page maximum*)

Prior Year Results: *If your request is a continuation of a program funded with Measure Z in prior fiscal years, please provide the results of implementation. (one page maximum)*

Program Budget

I declare under penalty of perjury under the laws of the State of California that the above statements and all attachments are true and correct

DATE: _____

SIGNATURE: _____

SUBMIT THIS APPLICATION TO:

Humboldt County Citizens' Advisory Committee on *Measure Z* Expenditures
c/o County Administrative Office
825 Fifth Street, Suite 111
Eureka, CA 95501-1153.
