



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: City of Rio Dell

Mailing Address: 675 Wildwood Avenue, Rio Dell, California 95562

Contact Person: Kyle Knopp

Title: City Manager

Telephone: 707-764-3532

E-mail address: knoppk@cityofriodell.ca.gov

1. AMOUNT OF MEASURE Z FUNDING REQUESTED FOR FY 2017-18: \$ 34,101

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

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

The City of Rio Dell Proposes the continued funding of a part-time clerical support position in the Police Department for 28 hours a week to provide support for law enforcement services. This item was funded by Measure Z during the 2016-17 grant cycle. This grant allows our officers to spend more time responding to calls for service and be on active patrol, and is the only source of funding for clerical support. The position also allows for police department headquarters to remain open when officers are out on patrol. Currently, the Rio Dell Police Department is staffed by five (5) full-time sworn officers and one (1) part-time clerical assistant (funded through Measure Z). The position also enables a consistent flow of paperwork on nuisance and code enforcement issues, helping to clean up the community and prevent neighborly discord from becoming a larger issue for sworn law enforcement.

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?

The City of Rio Dell is looking to expand and diversify its tax base over the next five years. Central to this objective is the City's work to restructure its code enforcement program that is making major headway in cleaning up the town and addressing long-standing blight that is an obstacle to development. Work is underway to develop and emphasize economic development activities including micro-enterprise assistance and infrastructure related activities that enhance development potential that benefit both the City and the region as a whole. During 2016-2017 significant progress was made to facilitate commercial development at the north end of the community which we anticipate, will enhance the communities tax base. Economic development within the City is a crucial part of working towards sustainability, and public safety is the cornerstone to that development.

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?

Clerical support for the Police Department for fiscal year 2016-2017 has been provided through *Measure Z* funding. Without *Measure Z* the Police Department wouldn't have the supportive assistance necessary to provide the enhanced customer and administrative services that are currently offered, which allows officers to remain in the field.

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

Community support comes from the community's reliance on our Police Department to quickly respond to public safety calls and concerns. The Police Records Specialist I is available to immediately respond and refer community members and victims of crime to services and can make direct contact with sworn personnel. Currently, when officers are not present at the Police Department headquarters, victims of crime must use a call box to summon assistance. *Measure Z* funds would help mitigate that experience, allowing community members to get immediate assistance and allow officers to be in the field more often where they are more effective in making the community safe.

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.

No, this proposal does not require any activity on the part of another entity. It is believed the additional support to our officers will ultimately lower levels of crime in the City and subsequently lower the level of activity required of allied agencies and partners.

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: 2/16/2017

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.



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Rio Dell, CA 95562
(707) 764-3532
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Humboldt County Citizens' Advisory Committee on Measure Z Expenditures
c/o County Administrative Office
825 5th Street, Suite 111
Eureka, California 95501-1153

Dear Members of the Advisory Committee,

The City of Rio Dell respectfully submits this proposal narrative for your consideration for Measure Z funding. The two (2) proposals are connected to two very important objectives for the City of Rio Dell: Enhanced public safety services and economic development. We believe that public safety and economic development go hand in hand.

Public safety has already been greatly enhanced with the addition of an administrative support staff person in the Police Department through Measure Z funding for FY 2016-2017. While the administrative support staff has enhanced our code enforcement efforts and made a significant positive impact at our front counter, we believe the addition of a Code Compliance/Animal Control Officer would make an even greater, positive impact on the community. Moreover, this addition would complement the Police Department because the goal of making our streets safer becomes more realistic when sworn officers can remain on patrol in the street. If funding is granted for these two positions officers will be able to focus on the duties that their positions are intended: public safety and lessening the deleterious effects of crime. Furthermore, the addition of a Code Compliance/Animal Control Officer provides a strong resource in working towards the City's long-term goal of becoming an economically sustainable position through continued perseverance of our vision of building a safe, healthy, and economically viable City. We believe this also has a positive impact on the county as a whole given our position along the US 101 corridor as a "gateway" to northern Humboldt as people travel from the south.

The City needs your help in solidifying the vision of creating a safer community and building economic sustainability. These objectives are the sole purpose for the City's proposals that are as follows:

1. \$34,101 for a part-time Police Records Specialist I that will free up the valuable time of the City's five sworn officers
2. \$76,741 for a full-time, benefitted Code Compliance/Animal Control Officer that will free up time that sworn officers spend on animal control, code enforcement activities, and administrative-type tasks.

These two positions to our Police Department is in direct line with the overall goals that Measure Z was built: "To provide the funds necessary for expanding patrols, maintaining emergency response times, and making sure calls about violent or property crimes are responded to promptly." Additionally, the proposals have an added value of economic sustainability that can serve as a means to continue to support these two positions when Measure Z sunsets in 2020.

Sincerely,

Kyle Knopp
City Manager, City of Rio Dell

*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
riodellcity.com*



February 14, 2017

TO: Humboldt County Citizens' Advisory Committee on Measure Z Expenditures

FROM: Kyle Knopp, City Manager 

SUBJECT: **Prior Year Results:** Measure Z and the City of Rio Dell's part-time clerical support position in the Police Department.

Since the beginning of this funding cycle for Measure Z (July 1, 2016) until the present we have a total of 60 code enforcement cases with nearly half (28) resolved, and we anticipate the resolution of some of our more significant cases this year. We are on track to handle in excess of 100 complaints and intend on resolving a majority of them.

More significantly officers in the field handled 691 incident reports and 1824 Calls for Service during 2016 as compared to 531 Incident Reports and 1800 Calls for Service in 2015. While there are multiple factors for the increased performance by sworn officers, one of those factors is certainly the ability to spend more time in the field rather than in the office handling administrative tasks.

While it is not statistically measurable many citizens commented on how pleased they were to see officers in the field as well as being pleased with having service at the police department during business hours.

Budget
City of Rio Dell Police Department

Date: 2/15/17

Descriptions	Amounts	Approved Budget	Remaining Balance	
A. Personnel Costs				
Title: Police Records Technician Salary and Benefits Calculation: 1,456 hours x (\$17.94 max hourly wage + 3.33 add'l payroll costs) Performs a variety of general clerical and customer services duties involved in the maintenance, processing, and distribution of police records; serves as call-taker and/or assists in dispatching units. Duties Description: records; serves as call-taker and/or assists in dispatching units.	30,969.12		(30,969.12)	
Title: Salary and Benefits Calculation: Duties Description:			0.00	
Title: Salary and Benefits Calculation: Duties Description:			0	
Title: Salary and Benefits Calculation: Duties Description:			0	
Total Personnel:		30,969.12	0.00	(30,969.12)
B. Operational Costs (Rent, Utilities, Phones, etc.)				
Title: Operational costs Variable operations services and supplies related to the addition of a part-time Police Records Technician Description: part-time Police Records Technician	1,633.00		(1,633.00)	
Title: Description:				
Title: Description:				
Title: Description:				
Total Operating Costs:		1,633.00	0	(1,633.00)
C. Consumables/Supplies (Supplies and Consumables should be separate)				
Title: Description:				

Budget
City of Rio Dell Police Department

Date: 2/15/17

Descriptions	Amounts	Approved Budget	Remaining Balance
Total Consumable/Supplies:	0	0	0
D. Transportation/Travel (Local and Out-of-County should be separate)			
Title: Out of County Travel for training			
Description: Travel costs related to training for Police Records Technician	1,498.00		(1,498.00)
Title:			
Description:			
Title:			
Description:			
Total Transportation/Travel Costs:	1,498.00	0	(1,498.00)
E. Fixed Assets			
Title:			
Description:			
Title:			
Description:			
Total Other Costs:	0	0	0
Invoice Total:	34,100.12		