

**ATTACHMENT 1  
QUARTERLY AND FINAL SUMMARY REPORT**

**COUNTY OF HUMBOLDT – MEASURE Z  
Report Form**



**Organization Name:** City of Trinidad **Report Date:** July 31<sup>st</sup>, 2018

**Contact Name:** Daniel Berman **Phone:** 707-677-3876

Please attach a narrative report addressing the items outlined in section I below. Feel free to attach any other relevant materials or reports.

**I. QUARTERLY NARRATIVE** (please attach a maximum of 1 page, exclusive of attachments)

**A. Results/Outcomes**

- 1. Please describe the Measure Z activities completed and/or total numbers served or reached.
- 2. What difference did Measure Z funding make in our community and for the population you are serving? Please discuss evidence of effect (e.g., community indicators, outcomes, etc.). *If you have evaluation materials that document outcomes and impacts of your work, feel free to attach them in lieu of answering this or other questions.*
- 3. Describe any unanticipated impacts of receiving Measure Z funding, positive or negative, not already described above.

**II. FINAL SUMMARY REPORT** (please attach a maximum of 2 pages, exclusive of attachments)

**A. Lessons Learned**

- 1. Describe what you learned based on the results/outcomes you reported in Section A above and what, if any, changes you will make based on your results/outcomes.
- 2. What overall public safety improvements has your organization seen as a result of receiving Measure Z funding?

City of Trinidad  
2017-18 Measure Z Reporting  
Third and Fourth Quarter Report

The City of Trinidad was awarded \$75,000 in Measure Z funding to support Law Enforcement Services in and around the City of Trinidad during fiscal year 2017-18. The City contracts with the Humboldt County Sheriff's Office for Law Enforcement services. The approved Measure Z application proposed to fund an additional 0.5 FTE Sheriff's Deputy to increase coverage in Trinidad by 50%, going from 1 (one) deputy to 1.5 deputies.

Staffing shortages prevented the Sheriff's Office from assigning a dedicated deputy to Trinidad until mid-January 2018. Measure Z funds were exclusively used to fund this additional half time deputy from mid-January through the end of the fiscal year (June 30<sup>th</sup>). Over this 5.5 month period Measure Z funds allowed Trinidad to have assigned deputies on duty six days a week instead of four, for a total of 400 hours of additional dedicated coverage (20 weeks times 20 hrs/wk). All Measure Z funds have gone directly to our contract with the Sheriff's Office for the additional half time deputy. Additional deputy services in Trinidad have provided the community with a needed law enforcement presence to address safety concerns ranging from theft, assault, and child abuse, to public drunkenness and transients camping at the Trinidad County Library branch. The population served by the Trinidad Deputy includes not just the 350 or so residents of Trinidad, but our thousands of visitors, and the additional two to three thousand people who reside outside City limits between Westhaven and Big Lagoon. We do not have any formal measure of community perceptions, but the comments from the community regarding public safety at our regular meetings over the year have indicated a significant improvement in law enforcement's visibility and effectiveness in Trinidad with the increased coverage that the Measure Z funding has supported.

The City requested, and the Board of Supervisors approved, a proposal allowing the City to carry the unspent portion of our current Measure Z funds forward into the 2018-19 year, since the additional deputy position was not filled until mid-January. First and Second Quarter reports were not submitted due to this delay in staffing, as no Measure Z funds were expended during those quarters. This report is intended to serve as a combined third quarter and final report for the 2017-18 year.

## **Lessons Learned**

Our experience this year confirmed our assumption that an assigned consistent deputy is much better for community law enforcement efforts than having the same number of hours provided by randomly alternating deputies. In prior years the City has funded additional daily (10 hr) Trinidad shifts through a voluntary sign up among available Deputies. This was better than no presence, but the Measure Z supported assigned half time deputy this year was able to gain familiarity with local issues, track problems and investigations over time, and provide follow up, where a deputy who just drops in to Trinidad for a shift does not have that level of continuity and familiarity. The half time deputy was also able to coordinate with our full time Trinidad deputy, so we had a team effort and better communication regarding ongoing Trinidad cases.

We also gained a greater appreciation for the staffing challenges facing the Sheriff's Office as it took ultimately a year and a half from our initial planned start date to realize the goal of sharing a part time deputy with the City of Blue Lake using Measure Z funds.

**ATTACHMENT II - EXHIBIT F**

Measure Z - Invoice

<p><b>City of Trinidad</b>  <b>City Manager Dan Berman</b>  <b>463 Trinity St., Trinidad CA</b>  <b>707-677-3876</b></p>
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Invoice Date: 7/31/2018

Invoice # MZ- \_\_\_\_\_

Invoice Period: January 2018-June 30 20

Description	Cost	Total Amount Due
Personnel Costs (Wages and Benefits) Jan 15-march 31	\$15,625.00	
These are the contract costs billed April 1-June 30	\$18,750.00	
to the City of Trinidad by the HCSO for the additional 0.5 fte deputy		
<b>subtotal:</b>	<b>\$34,375.00</b>	<b>\$34,375.00</b>
Operational Costs (Rent, Utilites, Phones, etc.)	\$0.00	
Consumables/Supplies (Supplies and Consumables should be separate)	\$0.00	
Transportation/Travel (Local and out of county should be separate)	\$0.00	
Other (Indirect Costs, Contracts, etc.)	\$0.00	
		<b>\$34,375.00</b>

I certify that the information provided above is, to the best of my knowledge, complete and accurate; the expenditures are in accordance with the approved Agreement cited for services provided under the provision of that agreement. Full justification and backup records for the expenditures are maintained in our office at the address indicated.

Signature and date: *Daniel Berman* 7/31/2018

Print Name and Title: Daniel Berman, City Manager

Send invoice to:

**COUNTY OF HUMBOLDT**  
 County Administrative Office  
 825 Fifth Street, Room 112  
 Eureka Ca 95501



\_\_\_\_\_ Date

\_\_\_\_\_ Date

\_\_\_\_\_

(707) 445-7266



# HUMBOLDT COUNTY SHERIFF'S OFFICE

WILLIAM F. HONSAL, SHERIFF/CORONER

MAIN STATION

CIVIL/COURTS  
(707) 445-7335

826 FOURTH STREET • EUREKA CA 95501-0516  
PHONE (707) 445-7251 • FAX (707) 445-7298

CUSTODY SERVICES  
(707) 441-5159

February 21, 2018

City of Trinidad  
PO Box 390  
Trinidad, Ca 95570

RECEIVED  
FEB 22 '18  
CITY OF TRINIDAD

RE: Quarter Three 2017/2018 Law Enforcement Services Invoice

To Whom It May Concern:

This letter serves as the invoice for the Third Quarter, January 1 ~ March 31, 2018 contracted law enforcement services. Beginning January 15, 2018 your agency was allocated another half-time Deputy Sheriff position at an annual cost of \$75,000 or \$6,250 per month. This new Deputy Sheriff for January 15 - March 31, 2018 is \$15,625 and the full-time Deputy Sheriff is \$40,671.25. Payment of \$ 56,296.25 is due by April 1, 2018. Please send payment to the following:

Humboldt County Sheriff's Office  
Attn: Business Office  
826 4<sup>th</sup> Street  
Eureka, Ca 95501

If you have further questions, please contact me at 268-2526.

Sincerely,

WILLIAM F. HONSAL, SHERIFF

Kerry Furtado  
Administrative Services Officer

Measure 2 cost for additional deputy: \$15,625

Dan R



# HUMBOLDT COUNTY SHERIFF'S OFFICE

WILLIAM F. HONSAL, SHERIFF/CORONER

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826 FOURTH STREET • EUREKA CA 95501-0516  
PHONE (707) 445-7251 • FAX (707) 445-7298

CUSTODY SERVICES  
(707) 441-5159

May 14, 2018

City of Trinidad  
PO Box 390  
Trinidad, Ca 95570

RE: Quarter Four 2017/2018 Law Enforcement Services Invoice

To Whom It May Concern:

This letter serves as the invoice for the Fourth Quarter, April 1 ~ June 30, 2018 contracted law enforcement services. Beginning January 15, 2018 your agency was allocated another half-time Deputy Sheriff position at an annual cost of \$75,000 or \$6,250 per month. This new Deputy Sheriff for April 1 ~ June 30, 2018 is \$18,750 and the full-time Deputy Sheriff is \$40,671.25. Payment of \$ 59,421.25 is due by July 1, 2018. Please send payment to the following:

Humboldt County Sheriff's Office  
Attn: Business Office  
826 4<sup>th</sup> Street  
Eureka, Ca 95501

If you have further questions, please contact me at 268-2526.

Sincerely,

WILLIAM F HONSAL, SHERIFF

Kerry Furtado  
Administrative Services Officer

*Measure 2 cost  
for add'l deputy  
= 18,750*

*Dan B*