



STAFF REPORT – CITY COUNCIL MEETING

January 18, 2023

TO: Honorable Mayor and City Council Members

FROM: Brian Ahearn, Chief of Police
Todd Dokweiler, Police Lieutenant

PREPARER: Todd Dokweiler, Police Lieutenant

DATE: November 17, 2022

TITLE: **Receive a Report from Arcata Police Sergeant Luke Scown on the Community Ambassador Program.**

RECOMMENDATION:

It is recommended that the Council receive a report from staff regarding the City of Arcata Community Ambassador Program.

INTRODUCTION:

The City Council has requested periodic updates on the Community Ambassador program. This ensures that the Council is kept aware of the progress, staffing, and effectiveness of the program.

BACKGROUND:

In August of 2021 the City Council directed the formation of a Community Ambassador Program to better serve the needs of both citizens and visitors of the City of Arcata. There was a request for proposal dispersed to secure management of the program. After receiving no successful management proposals, the program was ultimately housed under the management of the Arcata Police Department.

DISCUSSION:

Under the management of the Arcata Police Department, the program was assigned to the Investigations/Support Services Division commanded by Lt. Todd Dokweiler. The day-to-day operation of the program is supervised by Arcata Police Department Community Outreach Team Supervisor Sgt. Luke Scown.

The APD assisted by City Staff, began a hiring process for the 7 Community Ambassador positions, including one Lead Ambassador position. All seven positions were filled in September 2022. The program began in earnest on October 4th of 2022.

The seven ambassadors currently work mostly in pairs and focus on the downtown area on and around the plaza. They assist visitors with directions, recommendations, and general information. They also assist members of the unhoused community in obtaining services and shelter. In addition,

the Ambassadors assist City Staff in maintaining the cleanliness of the downtown area through trash pick-up and graffiti removal.

City Staff have received overwhelmingly positive feedback regarding the program and the ambassadors themselves from the community.

BUDGET/FISCAL IMPACT:

Fund	Dept Account Description	Budget	Beg Bal	Activity	End Bal Encumbered	\$ Remaining	% Remain
224	40 50300 Part-time & Temporary Salaries	130,500.00	0.00	12,614.68	0.00	117,885.32	90.33
224	40 50990 Employee Benefits	169,928.78	0.00	15,478.58	0.00	154,450.20	90.89
224	40 51500 Clothing & Personal Expenses	1,950.00	0.00	908.84	0.00	1,041.16	53.39
224	40 51770 Other Professional Services	0.00	0.00	0.00	0.00	0.00	0.00
224	40 54200 Other Department Supplies	2,600.00	0.00	317.21	500.00	1,782.79	68.57
224	40 21 Police	304,978.78	0.00	29,319.31	500.00	275,159.47	90.22
224	224 ARPA	304,978.78	0.00	29,319.31	500.00	275,159.47	90.22
Expense Total		304,978.78	0.00	29,319.31	500.00	275,159.47	90.2225