



## CITIZENS' ADVISORY COMMITTEE ON *MEASURE Z* EXPENDITURES

The Advisory Committee meets on each Wednesday in March to review applications and will make recommendations to the Humboldt County Board of Supervisors in April.

### APPLICATION FOR FUNDING

Agency Name: Rio Dell Police Department

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

Contact Person: GREG ALLEN Title: CHIEF

Telephone: 707-764-5709 E-mail address: ALLENG@CITYOFRIODELL.CA.GOV

1. AMOUNT OF MEASURE Z FUNDING REQUESTED FOR FY 2023-2024: \$ 34,518.00

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, Describe: \_\_\_\_\_

3. Is this application a renewal or related to a project that has been funded by *Measure Z* in the past?  
(check one)  Yes  No

4. Describe how the scope of your proposal fits the intent of *Measure Z*. Specifically, how will it maintain and improve public safety and essential services, as described on the previous page?

The primary purpose of the Rio Dell Police Department's clerical support position is to facilitate communication between the police department and the citizens of Rio Dell. The officers will be able to spend a significant amount of their time involved in community engagement and proactive law enforcement activities. This position also allows for the police department headquarters to remain open to the public when are officers are out on patrol.

5. Please provide a brief description of the proposal for which you are seeking funding.

The Rio Dell Police Department proposes the continued funding of a part-time clerical support position in the Police Department. The position is currently budgeted for 28 hrs per week and provides support for law enforcement services. This position has been funded by Measure Z since the 2016-2017 fiscal year. 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. Currently, the Rio Dell Police Department is staffed by five (5) full-time sworn officers, two (2) part-time officers, one (1) Community Service Officer, and one (1) part-time clerical assistant (funded by Measure Z).



6. How have you developed a plan for sustainability, including diversification of funding sources, for your proposal to carry on without reliance on future *Measure Z* funds?

The recent destruction of the city's infrastructure by the recent earthquakes and subsequent storms will definitely utilize a majority portion of the upcoming budget. The city continues to set aside lands for cannabis-related businesses and receives revenue from the adopted tax on the production/sales of cannabis products. The amount of revenue received fluctuates based on factors outside the city's control. Consequently, the city will continue to see additional funding sources to cover this integral position and to possibly reclassify to a full-time position in the future.

7. 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 the fiscal year 2022/2023 has been provided through Measure Z funding. Without Measure Z funding, the Police Department would have to fund this position through the City's General Fund, which would divert monies allocated for law enforcement and road repair. Both of these activities have historically been emphasized by the Measure Z Committee. Additionally, the General Fund will be strained this fiscal year due to repairs needed to the city's infrastructure and businesses as result of the two major earthquakes that struck the north coast in late December 2022 and January 2023.

8. If you are awarded *Measure Z* funds, how do you plan to leverage these funds to secure additional grants, contributions or community support?

Currently when officers are not present at the Police Department, victims of crimes must use the call box to request assistance. Similarly, when the public calls the department and officers are not present, that call either gets routed to Fortuna PD or goes unanswered. Measure Z funds would assist in mitigating that experience allowing community members to get immediate assistance. It will allow officers to be in the field more often where they are more effective in assuring the community's safety. If approved, the RDPD will move forward in an attempt to secure additional funds to purchase two bicycles to further our goal of community policing.

9. Will this proposal require new or expanded activity on the part of another entity to be fully functional and effective? If so, name that entity and describe what that participation would look like.

No this proposal does not require any activity on the part of another entity. It is our belief this support will bridge the gap between the community and Rio Dell Police Department. The presence of a part-time clerical support will undoubtedly improve the department's efficiency in record keeping, and data entry. This support to the officers will ultimately lower levels of crime in the city and consequently lower the level of activity required of allied agencies.

10. Are there recurring expenses associated with this application, such as personnel cost? Please check yes or no:  Yes  No

If you checked yes, detail those expenses here:

Personnel costs are ongoing for the part-time clerical position. The requested funds are to pay the salary of the part-time, clerical position, and required training. All other expenses related to this position are born by the City.



### REQUIRED ATTACHMENTS

Include the following with your application, making sure to **limit your responses to one page, per section**. Responses longer than the maximum, may not be read by committee members or considered as part of your application

**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:** Please utilize the template provided on the following pages. This will need to be updated if your agency is approved for funding.

**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: 2-15-23

SIGNATURE: [Handwritten Signature]

### SUBMIT YOUR COMPLETE APPLICATION TO:

Humboldt County Citizens' Advisory Committee on *Measure Z* Expenditures  
c/o County Administrative Office  
825 Fifth Street, Suite 112  
Eureka, CA 95501-1153

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*Rio Dell Police Department  
675 Wildwood Avenue  
Rio Dell, CA 95562-1597  
(707) 764-5642*

February 15, 2023

TO: Humboldt County Citizen's Advisory Committee on Measure Z Expenditures

FROM: Greg Allen, Chief of Police

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

In November of 2020, the Rio Dell Police Department hired a full-time community services officer to handle code enforcement and animal control issues for the City. Consequently, those responsibilities were transferred from the records technician. As mentioned elsewhere, the primary duty of the position is to facilitate communication between the department and the community. This is accomplished by dispatching non-911 calls to the officers; answering a wide variety of questions, both in person and over the phone; conducting record searches for other departments; data entry, and a host of other tasks necessary to keep a police department functioning. It is this position alone that allows the police department headquarters to be open to the public during business hours. It is difficult to quantify this position to the department, but the following chart represents the total number of officer-initiated contacts. These would be significantly reduced if sworn law enforcement were required to perform all of the tasks associated with this position.

The three most common type of officer initiated calls for service are traffic stops, field interviews, and vehicle investigations.

Year	Traffic Stops	Field Interviews	Vehicle Investigations	Total
2020	630	692	313	1635
2021	871	629	376	1876
2022	421	566	363	1350

There are a multitude of reasons for changes in the number of officer-initiated calls for service, including staffing levels, officer's personalities, and the weather. But it is my belief that these numbers would be significantly reduced if we did not have clerical support.

This position is an integral part of the department which allows us to continue with our goal of community policing. It affords the officers to significantly spend more time in the field with community engagement and proactively combat criminal activity in the city.

# Exhibit E

## PROPOSED BUDGET

<b>Agency Name: RIO DELL POLICE DEPARTMENT</b>
<b>Coordinator/Contact: GREG ALLEN</b>
<b>Address: 675 WILDWOOD AVE. RIO DELL CA</b>
<b>Phone: 707-764-5642</b>

Descriptions	Costs	Requested Budget	Remaining Balance
<b>A. Personnel Costs</b>			
Title: POLICE RECORDS TECHNICIAN	34,518		
Salary and Benefits \$1,456 HOURS AT \$20.44 PER HR PLUS \$3.27 PER HR AI			0
Duties Description: CUSTOMER SERV, DATA ENTRY, CALL TAKER,			
Title:			0
Salary and Benefits			
Duties Description:			0
Title:			0
Salary and Benefits			
Duties Description:			0
Title:			0
Salary and Benefits			
Duties Description:			0
<b>Total Personnel:</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>
<b>B. Operational Costs (Rent, Utilities, Phones, etc.)</b>			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
<b>Total Operating Costs:</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>C. Consumables/Supplies (Supplies and Consumables should be separate)</b>			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
<b>Total Consumable/Supplies:</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>D. Transportation/Travel (Local and Out-of-County should be separate)</b>			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
<b>Total Transportation/Travel Costs:</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>E. Fixed Assets</b>			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
<b>Total Other Costs:</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Budget Total:</b>	<b>34,518.00</b>		

**GLENN ZIEMER**, First District  
**TAMI TRENT**, Second District  
**GINGER CAMPBELL**, Third District –  
Vice Chair  
**NICHOLAS KOHL**, Fourth District  
**DARCY MILLER**, Fifth District



**JUSTIN ROBBINS**, Chair, At-Large  
**BOB BRONKALL**, At-Large  
**SEAN ROBERTSON**, Fire Chiefs Assoc.  
**WILLIAM HONSAL**, Sheriff's Office  
**EDDIE MORGAN**, Alternate  
**VACANT**, 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, is a half-cent sales tax, passed by the voters of Humboldt County during the November 2014 general election.

*Measure Z* will maintain and improve essential services, such as:

- 911 emergency response, rural ambulance and fire protection;
- Ensuring 24-hour Sheriff's patrols;
- Providing children's mental health services and services to victims of child abuse;
- Emergency communications systems;
- Repairing deteriorating roads; and
- Other essential general services.

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](http://www.humboldt.gov), or by contacting the Humboldt County Administrative Office, (707) 445-7266.

**Applications for funding must be filed with the county administrative office BY 5:00 P.M. ON FEBRUARY 17, 2023. Postmarks are not acceptable for meeting this deadline.**

**Justin Robbins**  
Committee Chair

**Ginger Campbell**  
Committee Vice Chair



# CITIZENS' ADVISORY COMMITTEE ON MEASURE Z EXPENDITURES

The Advisory Committee meets on each Wednesday in March to review applications and will make recommendations to the Humboldt County Board of Supervisors in April.

## APPLICATION FOR FUNDING

Agency Name: Rio Dell Police Department

Mailing Address: 675 Wildwood Avenue, Rio Dell Ca 95562

Contact Person: Greg Allen Title: Chief

Telephone: 707-764-5642 E-mail address: alleng@cityofriodell.ca.gov

1. AMOUNT OF MEASURE Z FUNDING REQUESTED FOR FY 2023-2024: \$ 115,918

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, Describe: \_\_\_\_\_

3. Is this application a renewal or related to a project that has been funded by *Measure Z* in the past? (check one)  Yes  No

4. Describe how the scope of your proposal fits the intent of *Measure Z*. Specifically, how will it maintain and improve public safety and essential services, as described on the previous page?

Currently, the Rio Dell Police Department is staffed with one (1) Police Chief, one (1) Sergeant, and (4) four full-time sworn police officers and one (1) Reserve Officer. They are working ten (10 hour shifts and on-call between the hours of 0300 hrs and 0700 hrs. Most of these shifts, officers are working alone and responding to calls for service that should be a two -officer response by standard law enforcement protocol. Additionally, the city is left uncovered if an officer has court, responded to the hospital or made an arrest that must be transported to the correctional facility in Eureka. Improved public safety will come with quicker response times, 24 hr coverage, and a shift to community

5. Please provide a brief description of the proposal for which you are seeking funding.

The Rio Dell Police Department provides 24- hour police response to the city of Rio Dell. However, based on the limited number of allocated personnel, officers are on call between the hours of 3am- 7am consequently delaying response times. In 2022, the department averaged 14 calls for service per month during those time frames. The City of Rio Dell is requesting funding for an additional police officer position. This would increase response time for calls for service, increase officer safety, reduce overtime expenditures, provide coverage for court, training, vacations, sick, reduce liability for the city, increase proactivity assist with code enforcement, increase moral and reduce burnout.



6. How have you developed a plan for sustainability, including diversification of funding sources, for your proposal to carry on without reliance on future *Measure Z* funds?

In November 2022, a presentation was made to the City Council of Rio Dell requesting to allocate one additional police officer position. The City Council was in favor and requested a feasibility study to confirm sustainability. Shortly thereafter two earthquakes ravished the city and caused widespread damage with the ultimate financial cost still unknown. The city will continue to seek additional revenue streams, grants, and other financial resources to carry on in the future without the reliance of Measure Z funds.

7. 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?

Currently, the Rio Dell Police Department is fully funded through the city's general fund.

8. If you are awarded *Measure Z* funds, how do you plan to leverage these funds to secure additional grants, contributions or community support?

It's the police department goal to have positive interactive partnerships with our community. Gaining an additional officer position will bring us closer to a true community oriented policing department. The position will allow us to move forward with our bike patrol program and foot patrol of our downtown business district. Officers in vehicles can be a deterrent to those seeking opportunities to indulge in criminal activity. However, it also can be seen as barriers to our community members. Increased police presence is an initial move in establishing trust and serves to reduce fear of crime amongst community members. That trust and partnership is the key to problem solving in our community.

9. Will this proposal require new or expanded activity on the part of another entity to be fully functional and effective? If so, name that entity and describe what that participation would look like.

No this proposal does not require any activity on the part of another entity. It is our belief an additional officer position will allow us to move forward with our vision of a true community oriented policing department. It will reduce on reliance from other agencies for assistance due to a lack of personnel and continue to make the community of Rio Dell to be a safe place to live, work and play.

10. Are there recurring expenses associated with this application, such as personnel cost? Please check yes

or no:  Yes  No

If you checked yes, detail those expenses here:

Personnel costs would be ongoing for the Police Officer Position. The requested funds are to pay the salary of the full-time position. All other expenses related to this position would be the responsibility of the City of Rio Dell.





### REQUIRED ATTACHMENTS

Include the following with your application, making sure to **limit your responses to one page, per section.** Responses longer than the maximum, may not be read by committee members or considered as part of your application

**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:** Please utilize the template provided on the following pages. This will need to be updated if your agency is approved for funding.

**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: 2-16-23

SIGNATURE: [Handwritten Signature]

### SUBMIT YOUR COMPLETE APPLICATION TO:

Humboldt County Citizens' Advisory Committee on *Measure Z* Expenditures  
c/o County Administrative Office  
825 Fifth Street, Suite 112  
Eureka, CA 95501-1153

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# Exhibit E

## PROPOSED BUDGET

<b>Agency Name: RIO DELL POLICE DEPARTMENT</b>
<b>Coordinator/Contact: GREG ALLEN</b>
<b>Address: 675 WILDWOOD AVE. RIO DELL CA</b>
<b>Phone: 707-764-5642</b>

Descriptions	Costs	Requested Budget	Remaining Balance
<b>A. Personnel Costs</b>			
Title: POLICE OFFICER	115,918		
Salary and Benefits TOTAL COST LISTED IS FOR SALARY AND BENEFITS			
Duties Description: Protects life and property through the enforcement of laws regulations, report writing, proactive patrols, comm engagement			
Title:			0
Salary and Benefits			
Duties Description:			0
Title:			0
Salary and Benefits			
Duties Description:			0
Title:			0
Salary and Benefits			
Duties Description:			0
<b>Total Personnel:</b>	<b>115,918.00</b>	<b>0.00</b>	
<b>B. Operational Costs (Rent, Utilities, Phones, etc.)</b>			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
<b>Total Operating Costs:</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>C. Consumables/Supplies (Supplies and Consumables should be separate)</b>			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
<b>Total Consumable/Supplies:</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>D. Transportation/Travel (Local and Out-of-County should be separate)</b>			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
<b>Total Transportation/Travel Costs:</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>E. Fixed Assets</b>			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
<b>Total Other Costs:</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Budget Total:</b>	<b>115,918.00</b>		



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*Rio Dell Police Department  
675 Wildwood Avenue  
Rio Dell, CA 95562-1597  
(707) 764-5642*

Citizen's Advisory Committee for Measure Z  
c/o Humboldt County Administrative Office  
County of Humboldt  
825 Fifth Street  
Eureka, CA 95501

Dear Citizen's Advisory Committee Members,

The City of Rio Dell requests funding for one (1) Police Officer Position. The city understands the difficult choices you have to make, especially in these toughening financial times. Several proposals you will receive will be items agencies "want." This proposal will express a need for a community devastated by natural disasters suffered earlier this year. The following are the most critical issues that would be alleviated if a position is approved.

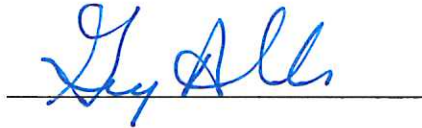
Currently, the Rio Dell Police Department provides 24-hour police response to the city of Rio Dell. The department has six (6) full-time sworn officers and one (1) reserve officer. However, based on the limited number of allocated positions, officers are on-call between 3 am-7 am, and response times have been extended. None of the officers live in Rio Dell, and the closest response would be from officers residing in Hydesville or Fortuna. Consequently, this would be a 15-minute minimum response time from the onset of the call until law enforcement's arrival. Additionally, this position will allow the department to staff the city 24 hours daily and eliminate the on-call status, reducing overtime expenditures. The department averages fourteen (14) calls a month between those hours.

Officers are working ten (10) hour shifts. During most of those shifts, officers work solo and routinely respond to calls for service, which should be a two-officer response by standard law enforcement protocols. During the last six months of 2022, officers responded to 116 calls for service for active disturbances involving 1-6 subjects, which should be the exception, not the norm.

The city has been uncovered for various reasons and had to rely on outside agencies to respond. Undoubtedly arrests and detentions occur, and those persons are transported to either the Humboldt County Correctional Facility, Humboldt County Juvenile Hall (both in Eureka), or Redwood Memorial Hospital in Fortuna. A simple arrest can take an officer out of the city for two to four hours, including drive time. However, cases such as DUIs and Domestic Violence could leave the town uncovered for more than four (4) hours. Patrol coverage is also needed when officers appear for court, have mandatory training, are sick, and are on vacation. The Rio Dell Police Department has recently changed leadership, and the department is motivated and will be engaged in community-oriented policing. We are actively seeking positive community interactions and continuing to build community trust. We are establishing partnerships with the community and will collaborate on techniques to proactively address

conditions that give rise to public safety issues such as crime, social disorder, and the fear of crime. If funded, this position will allow us to implement our bike patrol program and foot patrol in the downtown/business district area. This will encourage interactive partnerships between the Rio Dell Police Department, our officers, and our community. Developing these connections within the community will allow the officers to be better informed and empowered to solve public safety issues important to this community. The department has been unable to implement this program as this requires at least two officers on duty simultaneously.

Thank you for your time, consideration, and dedication to public safety. I look forward to hearing from you soon.



Greg Allen, Chief of Police  
Rio Dell Police Department