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By Kaylie Harpin at 4:11 pm, Feb 14, 2022

#4

## 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: City of Fortuna

Mailing Address: 621 11<sup>th</sup> Street, Fortuna, CA 95540

Contact Person: Casey J. Day

Title: Chief of Police

Telephone: (707)-725-7550

E-mail address: cday@ci.fortuna.ca.us

1. AMOUNT OF MEASURE Z FUNDING REQUESTED FOR FY 2022-2023: \$203,901.77

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?

**Maintaining continued integration of the Fortuna Police Department's School Resource Officer (SRO) within the Eel River Valley schools, is vital and will go well beyond routine safety improvements. Along with the increase to public safety and reduction of violence in schools, SRO's build positive and influential relationships with students. SRO's are an important resource for students, teachers, and administrators who seek to solve problems creatively and avoid escalation of incidents which may otherwise go unaddressed. SRO's help infuse the overarching violence-prevention message and play a significant role in protecting our schools. Truancy is also reduced and response times to critical incidents on campus are dramatically improved.**



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

**The placement of the Fortuna Police Department's SRO within the Eel River Valley Schools has historically been a community commitment supported by Measure Z funding. Since ensuring the safety of our children begins with local resources, the City of Fortuna is seeking continued funding from Measure Z to cover costs associated with the integration of the SRO with the Eel River Valley schools which include: salary, benefits and equipment costs. The SRO serves all High Schools and Elementary Schools within the Eel River Valley and focuses on the important job of finding ways to protect our students. Local collaboration and funding support from Measure Z will enable our community to uphold our promise to keep our students safe.**

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 City's prior revenue enhancing strategies were negatively impacted by the Covid-19 pandemic. The City of Fortuna continues to work toward future revenue enriching strategies despite Covid-19 related challenges. Strategies include: City fee increases, staff restructuring, and a continued effort to build and solidify sales tax revenue by making Fortuna an attractive venue to locate or re-locate businesses. Additionally, the City is always looking for opportunities to establish public and private partnerships. Although fee increases and sales tax revenues were areas most notably impacted by Covid-19, staff restructuring has been an area of concentration. The removal of the office supervisor position is the most recent example.**

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?

**The School Resource Officer position has been funded by Measure Z since 2017. It is currently funded by Measure Z.**

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

**The grant request will continue the traditional funding of one full time police officer assigned as a School Resource Officer to schools located in the Eel River Valley. The City's General Fund will be leveraged for management, benefits, equipment, etc. to support the SRO position.**

**The addition of a sworn police officer position assigned as an SRO will give the FPD increased opportunities to obtain various, local, state and federal grant funding for monies associated with youth programs and activities.**

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.**



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:

<b>Pay:</b>	
Base Pay	\$ 65,639.97
Incentive Pay for SRO/DTF (5%)	3,282.00
Longevity Pay (5%)	3,282.00
Advanced POST Cert	6,600.00
Uniform Allowance	1,000.00
Residency Incentive	600.00
<b>Subtotal Employee Pay</b>	<b>80,403.96</b>
Holiday Pay (paid out once a year)	<b>3,710.95</b>
Overtime Pay	<b>15,000.00</b>
<b>Benefits:</b>	
Medicare - Employer Portion (FICA)(1.45%)	1,219.67
Medical Insurance - Employer Portion	28,897.60
CalPERS Required Employer Contribution	20,365.00
CalPERS Employer Normal Cost (23.75%)	19,095.94
Workers' Compensation (15.8060%)	12,708.65
<b>Total Employee Benefits</b>	<b>82,286.86</b>
<b>Total Employee Pay and Benefits</b>	<b>166,401.77</b>
Overhead and Occupancy Costs (~10%)	12,500.00
Mandated POST Training	2,500.00
<b>Total Operating Costs</b>	<b>15,000.00</b>
Supplies	5,000.00
<b>Total Consumable/Supplies</b>	<b>5,000.00</b>
Travel	2,500.00
<b>Total Travel Costs</b>	<b>2,500.00</b>
<b>Total</b>	<b>\$ 203,901.77</b>



### 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

**Proposal Narrative:** Brief description of your request for Measure Z funds – Please explain how it is an essential service or improves 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:** 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: 02/04/2022

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

**CITY OF FORTUNA POLICE: SCHOOL RESOURCE OFFICER**  
**CITIZEN'S ADVISORY COMMITTEE ON MEASURE Z EXPENDITURES**

**Attachment 1 – Proposal Narrative**

The Fortuna Police Department is very proud of the working relationships we have fostered with our allied County agencies. The Fortuna Police Department works very closely with the Humboldt County Sheriffs' Department, Humboldt County District Attorney's Office, Mental Health, County Probation and many other county agencies.

Upon inception of Measure Z, the City Finance Department estimated that Measure Z would generate roughly \$1,000,000 per year within the City Limits of Fortuna. The City of Fortuna is the fastest growing incorporated city in Humboldt County and the police department has seen the total number of calls for service (CFS) almost double in the past sixteen years, from roughly 11,000 CFS in 2005 to nearly 24,000 CFS in 2019, 21,617 CFS in 2020, and 20,064 CFS in 2021. With a city population of nearly 13,000, the City of Fortuna serves as the "hub" of the Eel River Valley as the major shopping and business center for the area.

Currently the Fortuna PD has a sworn Police Officer assigned as a full-time, School Resource Officer, funded by Measure Z. This position serves as a resource for all of the high schools and elementary schools in the Eel River Valley and is based out of Fortuna Union High School, where the SRO has been provided office space. The SRO services schools in an area of approximately 100 square miles, which includes the communities of Fortuna, Rio Dell, Scotia, Loleta, Hydesville, Carlotta, and Ferndale. Altogether, our SRO provides services for over 4,200 students in the ERV.

In July 2017, The Fortuna Police Department selected Officer Lindsey Frank as the Measure Z funded, School Resource Officer for the Eel River Valley (ERV); a position she still holds today. SRO Frank has attended specialized training and has made progressive outreach to every school campus in the ERV. In 2021, School Resource Officer Lindsey Frank was recognized both regionally and nationally for her contributions to the Eel River Valley Schools. **The National Association of School Resource Officer's awarded SRO Frank the Exceptional Service Award for Region 9, which includes a sole selection from six States: (California, Oregon, Washington, Nevada, Alaska, and Hawaii).** As a result, SRO Frank also received the Fortuna Police Department's Medal of Merit which was presented to her in front of the Humboldt County Board of Supervisors during 2021. SRO Frank has assisted in the development of different assessment processes on how best to provide services to all of the schools in the Eel River Valley and has taken an approach that is more customized and which is most effective for each school's needs. Officer Frank has attended PTA meetings, School Board meetings and has met with Teachers, Administrators, and Staff to gain the needed familiarity of each school to best function as an effective and efficient SRO. The response from all of the area schools in the ERV has been overwhelming in their appreciation and support of SRO Frank and the Fortuna PD hears regularly that she is making an acute difference in the lives of students.

Although SRO Frank has accomplished a great deal in the last year as the SRO (***which will be highlighted in Attachment #2 Prior year Results***), The Fortuna Police Department will be rotating SRO Frank back to the patrol division in order to provide new opportunities for a new SRO to continue to build on SRO Frank's success. SRO Frank has been a "go to" resource for all ERV schools and is truly a mentor to all students from grades K thru 12. From being present daily in the schools, attending school events, starting new educational programs, parental assistance programs, making schools safer by providing an armed uniformed presence, drug intervention and enforcement and conflict counselling, Measure Z funding for this position has absolutely made an enormous impact and a significant positive difference in the lives of the youth in the Eel River Valley.

The cost to continue to provide this sworn police officer as the ERV School Resource Officer with salary, benefits and outfitting, is approximately \$203,901.77 per year. This request does not include any additional discretionary payment for the PERS unfunded liability, only the employers normal cost and required employer contribution. The Fortuna Police Department hopes to keep this vital position in place and looks forward to continuing this relationship with Humboldt County and the Measure Z Committee, making all of Humboldt County and our Eel River Valley Schools a safer and better place to live, work, and learn.

**CITY OF FORTUNA POLICE: SCHOOL RESOURCE OFFICER**  
**CITIZEN'S ADVISORY COMMITTEE ON MEASURE Z EXPENDITURES**  
**Attachment 2 – Prior Year Results**

The Fortuna Police Department was very fortunate to receive funding through Measure Z for fiscal year 2020/2021. Measure Z funding was provided to the City of Fortuna to assign a sworn police officer as a School Resource Officer for the Eel River Valley, which encompasses over 100 square miles. With Measure Z funding, a Fortuna Police Officer has been assigned as an SRO since July 8, 2017.

Officer Lindsey Frank has held this position since July 2017. Officer Frank has attended a week long National Association of School Resource Officer's training in Dublin, CA and she attended a week long Peace Officer's Standards and Training (POST) School Resource Officer training in Sacramento.

As the 2020/2021, school year began, SRO Frank provided outreach to all of the schools in the Eel River Valley, to conduct an assessment on each schools needs and how to deliver the best service to every school, with the challenges of the unfolding pandemic. As the pandemic unfolded SRO Frank was instrumental in connecting students with services and ensuring their welfare while they attended school remotely. SRO Frank continues to be a mentor to our youth, working with school staff, mentoring and counselling students that suffer from mental health and emotional challenges.

In the past year, our SRO has been active in the Student Attendance Review Board, focusing on truancy issues and conducting home visits of offending youth.

SRO Frank's position is instrumental in assuring organized training for active shooter situations and coordinating with schools, local law enforcement, sheriff's office, fire and EMS. SRO Frank responded to actual lockdowns on school campuses during the prior year and kept everyone calm and safe. SRO Frank has been instrumental in thwarting REAL threats to schools.

The SRO working with Detectives conducted an investigation into a former teaching assistant, resulting in the arrest of the former teaching assistant for sexually assaulting a student. The SRO's rapport with the student victim greatly assisted in this investigation and conviction.

The SRO organized and participated in many community service events. Due to SRO Frank's exceptional service she was recognized on the local and national level. SRO Frank was recognized by and received an award from the Veterans of Foreign Wars Post 2207 for her exemplary service to the community. SRO Frank was awarded the Regional Exceptional Service Award by the National Association of School Resource Officers. This is a major accomplishment and she was selected as the awardee for our region, which encompasses six States.

In 2020/2021, the FPD responded to thousands of calls for service at schools in the Eel River Valley area. The majority of these calls were handled by SRO Frank. SRO Frank has identified, investigated and arrested students selling drugs and committing crimes. She provides an armed uniformed police presence in ERV schools while being approachable, a mentor, counsellor and role model to students and youth. She is present at most school sporting events and assemblies and interacts with students on a daily basis.

SRO Frank serves as a guiding force for our youth, knocking down barriers and changing negative perceptions of law enforcement, while maintaining a safe environment for the students. SRO is vital to the entire Eel River Valley.



**ATTACHMENT 3 - EXHIBIT A**  
**Fortuna Police Department**  
**2022/2023 Budget**

2/4/22

**Descriptions** **Amounts** **Approved B** **Remaining Balance**

**A. Personnel Costs**

Title: School Resource Officer Salary and Benefits Calculation: Hourly Rate: \$38.66 (Includes Holiday pay)	84,115			
Duties Description:				
Title: Salary and Benefits Calculation: Overtime	15,000			
Duties Description:				
Title: Salary and Benefits Calculation: Benefits- Health & Welfare, Retirement, Workers' Compensation	82,287			
Duties Description:				
Title: Salary and Benefits Calculation:			0.00	
Duties Description:				
<b>Total Personnel:</b>		<b>181,402</b>	<b>0</b>	<b>0.00</b>

**B. Operational Costs (Rent, Utilities, Phones, etc.)**

Title: <b>Rent, Utilities, Phones, etc</b>  Description: Occupany and Overhead Costs	12,500			
Title: Training Costs  Description: Mandated POST training	2,500	0	0.00	
Title: Special Expense  Description:	0	0	0.00	
Title:  Description:				
<b>Total Operating Costs:</b>		<b>15,000</b>	<b>0</b>	<b>0.00</b>

**C. Consumables/Supplies (Supplies and Consumables should be separate)**

Title: Supplies  Description: General Office Supplies - Paper, files, etc.	5,000	0	
Title: Vehicle Fuel  Description:			0.00
Title:  Description:			



**ATTACHMENT 3 - EXHIBIT A**  
**Fortuna Police Department**  
**2022/2023 Budget**

2/4/22

Descriptions	Amounts	Approved B	Remaining Balance
Title:			
Description:			
<b>Total Consumable/Supplies:</b>	<b>5,000</b>	<b>0</b>	<b>0.00</b>
<b>D. Transportation/Travel (Local and Out-of-County should be separate)</b>			
Title: Travel	2,500		0.00
Description: Travel Costs related to training for SRO Officer	0	0	0.00
Title:			
Description:			
Title:			
Description:			
<b>Total Transportation/Travel Costs:</b>	<b>2,500</b>	<b>2,500</b>	<b>0.00</b>
<b>E. Fixed Assets</b>			
Title: <b>Vehicle</b>			
Description: SRO fully equipped patrol vehicle			0.00
Title:			
Description:	0		
<b>Total Other Costs:</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
<b>Budget Total:</b>	<b>203,902</b>	<b>0</b>	<b>\$0.00</b>



## School Resource Officer - FY2022-23 Budget Estimate

	FY 22-23 Proposed Amount	FY 21-22 BOS Approved Amount	Note
Total Employee Pay	\$ 84,114.92	\$ 76,021.69	Base Pay plus incentives (including POST Cert, Residency, Uniform, Holiday Pay, Longevity, SRO special assignment pay)
Total Overtime Pay	15,000.00	15,000.00	
Total Employee Benefits	82,286.86	77,401.26	Medicare, Health Insurance, Retirement, Workers Comp
<b>Total Personnel Cost</b>	<b>\$ 181,401.77</b>	<b>\$ 168,422.95</b>	
Overhead and Occupancy Costs (~10%)	\$ 12,500.00	\$ 12,500.00	Kept at \$12,500, amount same as approved in previous years cycle
Mandated POST Training	2,500.00	2,500.00	
<b>Total Operating Costs</b>	<b>\$ 15,000.00</b>	<b>\$ 15,000.00</b>	
Supplies	\$ 5,000.00	\$ 5,000.00	Fuel, general office supplies, paper, files, stickers, etc.
<b>Total Consumable/Supplies</b>	<b>\$ 5,000.00</b>	<b>\$ 5,000.00</b>	
Travel	\$ 2,500.00	\$ 2,500.00	Travel Costs related to training for SRO Officer
<b>Total Travel Costs</b>	<b>\$ 2,500.00</b>	<b>\$ 2,500.00</b>	
<b>Total Employee Cost</b>	<b>\$ 203,901.77</b>	<b>\$ 190,922.95</b>	

## Police Officer - FY2022-23 Budget Estimate

	Proposed Amount	Approved Amount
<b>Pay:</b>		
Base Pay	\$ 65,639.97	
Incentive Pay for SRO/DTF (5%)	3,282.00	
Longevity Pay (5%)	3,282.00	
Advanced POST Cert	6,600.00	
Uniform Allowance	1,000.00	
Residency Incentive	600.00	
<b>Total Employee Pay</b>	80,403.97	-
Total Employee pay per hour	38.656	
Holiday Pay (paid out once a year)	3,710.95	
 <b>Benefits:</b>		
Medicare - Employer Portion (1.45%)	1,219.67	
Medical Insurance - Employer Portion	28,897.60	
CalPERS Required Employer Contribution	20,365.00	
CalPERS Employer Normal Cost (23.75%)	19,095.94	
Workers' Compensation (15.8060%)	12,708.65	
<b>Total Employee Benefits</b>	82,286.86	-
<b>Total Employee Pay and Benefits</b>	166,401.77	-