

# City of Calistoga

## Staff Report

**TO:** Honorable Mayor and City Council  
**FROM:** Mitchell Celaya, Chief of Police  
**DATE:** December 6, 2016  
**SUBJECT:** Accept and authorize expenditure of COPS grant funds for Fiscal Year 2016/2017

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APPROVAL FOR FORWARDING:



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Dylan Feik, City Manager

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1 **ISSUE:** Whether to adopt a Resolution authorizing the acceptance and  
2 expenditure of \$100,000.00 in State of California COPS grant funds for Fiscal  
3 Year 2016/2017.

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5 **RECOMMENDATION:** Adopt the Resolution.

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7 **BACKGROUND:** State grant funds under the State of California Citizen’s Option  
8 for Public Safety (COPS) program are in the process of being awarded to the  
9 City for fiscal year 2016/2017 for local law enforcement purposes.

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11 The COPS program has been in existence for 20 years. The program was  
12 expanded in 2000 to provide each law enforcement agency with a minimum grant  
13 of \$100,000. The City of Calistoga has received \$100,000 COPS grant funds in  
14 prior years. This Fiscal Year 2016/2017 allocation will be our twenty-first and we  
15 expect the allocation to be \$100,000 once again.

16  
17 The following summarizes permissible uses of COPS grant funds:

- 18  
19 • Funding additional police officers;  
20 • Utilizing overtime to increase police services;

- 21 • Hiring civilian personnel when the civilian employee performs duties which
- 22 will free police officers to perform law enforcement duties; or
- 23 • Purchasing equipment that will benefit “front line law enforcement.”

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25 The Calistoga Police Department can make a wise use of the COPS grant by  
26 expending these funds on personnel and equipment.

27

28 The COPS grant stipulates that the chief law enforcement administrator develop  
29 recommendations on expenditures of the funds for approval by the governing  
30 body.

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32 Based on current budget assumptions, staff recommends using the 2016/2017  
33 COPS grant in the following manner which may also be subject to revision if  
34 budget conditions change. Council may wish to set a new priority for use of this  
35 funding and may do so by resolution as long as the new priority meets criteria for  
36 permissible uses.

37

- 38 1. Juvenile Diversion Program: \$12,500 to be used to fund the Juvenile  
39 Diversion Program.
- 40
- 41 2. Equipment/Additional Expenditures: \$9,000 to fund miscellaneous  
42 supplies, expenses, etc.
- 43
- 44 3. Community Service Officer/Personnel: All remaining funds unspent on  
45 Items 1 and 2 above shall be applied towards the personnel costs of  
46 the community service officer position and a full-time police dispatcher  
47 position. The community service officer performs support services,  
48 code enforcement, vehicle abatement, and assists with property &  
49 evidence management.

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52 **FISCAL IMPACT:** There is no matching fund requirement. This grant was  
53 anticipated in the FY 16/17 Calistoga Operating Budget, under Fund #41.

54

55 **ATTACHMENT:**

- 56 1. Draft Resolution and Expenditure of COPS grant funds for Fiscal Year  
57 2016/2017

**RESOLUTION No. 2016-XXX**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA,  
COUNTY OF NAPA, STATE OF CALIFORNIA, AUTHORIZING THE  
ACCEPTANCE AND EXPENDITURE OF CITIZEN’S OPTION FOR PUBLIC  
SAFETY (COPS) FUNDS.**

**WHEREAS**, the State of California has made funding available to local law enforcement through the Citizen’s Option for Public Safety Program (COPS); and

**WHEREAS**, the City of Calistoga will receive a grant through the COPS program in the amount of \$100,000.00 (Fund #41) to be expended on the acquisition of personnel and the purchase of equipment that will improve the effectiveness of front line law enforcement; and

**WHEREAS**, the Chief of Police has proposed the expenditure of COPS funds on personnel which will include: funds for continuation of Community Service Officer and dispatch positions, and the continuation of the Juvenile Diversion Program.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Calistoga has approved the acceptance of \$100,000.00 in COPS funds and authorizes the expenditure of these funds as shown in Exhibit A.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Calistoga at a regular meeting held this **6<sup>th</sup> day of December 2016**, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

\_\_\_\_\_  
**CHRIS CANNING, Mayor**

**ATTEST:**

\_\_\_\_\_  
**KATHY FLAMSON, City Clerk**

**Exhibit A**

Citizen Option for Public Safety (COPS) Fund Report

Jurisdiction: Calistoga

For the Fiscal Year Ending June 30, 2017

**EXPENDITURE DETAIL**

<b>SALARY AND BENEFIT INFORMATION</b>			
<b>Position</b>	<b>Salary</b>	<b>Benefits</b>	<b>Total</b>
1 Dispatch	\$ 28,277.00	\$ 13,443.00	\$ 41,720.00
2 Community Service Tech	\$ 26,942.00	\$ 3,666.00	\$ 36,780.00
3		\$ -	\$ -
<b>Total Salary and Benefits</b>	\$ 55,219.00	\$ 17,109.00	\$ 78,500.00

<b>SERVICES AND SUPPLIES</b>			
<b>Detail</b>	<b>Amount</b>		<b>Total</b>
1 Juvenile Division Contract	\$ 12,500.00		\$ 12,500.00
2	\$ -		\$ -
3	\$ -		\$ -
<b>Total Services and Supplies</b>	\$ 12,500.00		\$ 12,500.00

<b>EQUIPMENT</b>			
<b>Detail</b>	<b>Amount</b>		<b>Total</b>
1 Equipment	\$ 8,768.00		\$ 8,768.00
2 Verizon Phone Service	\$ 232.00		\$ 232.00
3	\$ -		\$ -
<b>Total Equipment</b>	\$ 9,000.00		\$ 9,000.00