



City Council

Special Meeting

AGENDA

Civic Center Council Chamber ♦ 200 South School Street ♦ Ukiah, CA 95482

To participate or view the virtual meeting, go to the following link: <https://us06web.zoom.us/j/97199426600>

Or you can call in using your telephone only:

- Call (toll free) 1-669-444-9171
- Enter the Access Code: 971 9942 6600
- To Raise Hand enter *9
- To Speak after being recognized: enter *6 to unmute yourself

Alternatively, you may view the meeting (without participating) by clicking on the name of the meeting at www.cityofukiah.com/meetings.

April 19, 2023 - 4:00 PM

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

2. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

The City Council welcomes input from the audience. If there is a matter of business on the agenda that you are interested in, you may address the Council when this matter is considered. If you wish to speak on a matter that is not on this agenda that is within the subject matter jurisdiction of the City Council, you may do so at this time. In order for everyone to be heard, please limit your comments to three (3) minutes per person and not more than ten (10) minutes per subject. The Brown Act regulations do not allow action to be taken on audience comments in which the subject is not listed on the agenda.

3. UNFINISHED BUSINESS

- 3.a. Mid-Year Departmental Budget and Objectives Progress Review for Fiscal Year 2022-23, and Review of Draft Objectives for Fiscal Year 2023-24.

Recommended Action: Council to receive, review, consider, and discuss updates on current stated objectives, and will review preliminary draft departmental objectives for the fiscal year 2023-24.

Attachments:

1. CIP -5 year-FYE 2024 - Draft - Fire - 4-11-23
2. CIP -5 year-FYE 2024 - Draft - Police - 4-7-23
3. CIP -5 year-FYE 2024 - Draft - FinanceIT - 4-3-23

- 3.b. Police Department Annual Report Review.

Recommended Action: Receive the Ukiah Police Department's Annual Report for 2022.

Attachments:

1. Police Annual Report

4. NEW BUSINESS

5. ADJOURNMENT

Please be advised that the City needs to be notified 72 hours in advance of a meeting if any specific accommodations or interpreter services are needed in order for you to attend. The City complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available for public inspection at the front counter at the Ukiah Civic Center, 300 Seminary Avenue, Ukiah, CA 95482, during normal business hours, Monday through Friday, 8:00 am to 5:00 pm.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the bulletin board at the main entrance of the City of Ukiah City Hall, located at 300 Seminary Avenue, Ukiah, California, not less than 24 hours prior to the meeting set forth on this agenda.

Kristine Lawler, CMC

Dated: 4/14/23



AGENDA SUMMARY REPORT

SUBJECT: Mid-Year Departmental Budget and Objectives Progress Review for Fiscal Year 2022-23, and Review of Draft Objectives for Fiscal Year 2023-24.

DEPARTMENT: Finance

PREPARED BY: Jessie Brunell, Senior Accountant

PRESENTER: Dan Buffalo, Finance Director

ATTACHMENTS:

1. CIP -5 year-FYE 2024 - Draft - Fire - 4-11-23
2. CIP -5 year-FYE 2024 - Draft - Police - 4-7-23
3. CIP -5 year-FYE 2024 - Draft - FinanceIT - 4-3-23

Summary: Council will continue to receive and consider a mid-year budget review and planning agenda for select departments.

Background: As part of the mid-year review of the current budget year and development of the budget for next year, each City department scheduled for presentation will present their individual budget information through December 31, 2022, progress on stated budget objectives for the current year, and plans for the next fiscal year and beyond. Every department has been scheduled and will present over the course of March and April.

Discussion: Departments presenting at this meeting are Human Resources, Fire, Police, and Finance.

**Note: Chrome is the required browser to view the Mid-Year Review 2022-23 stories in Open.Gov, as Internet Explorer is not compatible.*

Mid-year Review of 2022-23 Department Objectives and Accomplishments and Review of Draft 2023-24 Department Objectives (Note- This is an active draft document and departments will continue to make minor revisions): <https://stories.opengov.com/ukiahca/published/0gqlargKvSP>

Each department and division report contains the following sections:

- Department purpose and basic description
- Services provided
- Personnel information
- Objectives and accomplishments:
 - For purposes of this report, current and proposed objectives for the coming year are included
 - Objectives are delineated by near, intermediate, and long-term
 - Individual objectives are assigned a unique identifier presented by year initiated and order of sequence for the year (e.g. an objective that is first identified in fiscal year 2021 and is the first objective identified by the department in that year would be assigned 2021-1, the next in the same year would be 2021-2, etc.)
 - Department comments have been updated where appropriate and convey the current status of each objective.
- Budget to actual information related to expenditures, compared to the same six-month period for the prior two years.

Recommended Action: Council to receive, review, consider, and discuss updates on current stated objectives, and will review preliminary draft departmental objectives for the fiscal year 2023-24.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: City Manager's Office

Approved: 
Sage Sangiacomo, City Manager

FACILITIES/BUILDINGS/LAND																		
FIRE AUTHORITY																		
Project Name	Project Description	Org/Obj	Project #	Allocation to Multi-Project Location	Project Status	Funding Source	Funding Identified	Funding Source Add'l Comments	Costs to date	22/23	23/24	24/25	25/26	26/27	27/28	Totals	City Council Status	Shovel Ready
South Station Replacement	The South Station (Station-681) has surpassed its useful life span as the facility infrastructure no longer meets the needs of the UVFA as current staffing levels have outgrown the existing living space. Station-681, initially a California Highway Patrol station, was converted into a fire station and designed to house one full-time staff member; UVFA currently staffs the station with three full-time team members per day (24-hours). Additionally, as UVFA grows, it is anticipated that a full-time ambulance with another two full-time team members will be there per day in the foreseeable future. Station-681's current footprint would not be equitable or appropriate for use or a remodel due to size. Complete replacement of the station is necessary, also a consideration for station location, selecting a strategic location to give the most optimal service to the Ukiah Valley.	91521400.80220	18334	N/A	1500 S State/141 Lovers Ln.	New	TBD	No	Seeking grant funding.							\$	-	Reviewed
	Additional Comments: Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$10 million.																	
North Station Replacement	The North Station (Station-683) has surpassed its useful life span as the facility infrastructure no longer meets the needs of the UVFA as current staffing levels have outgrown the existing living space and equipment storage. Station-683 was purchased as a temporary solution to have equipment and personnel stationed in the north end of Ukiah Valley for strategic planning and deployment of services. UVFA currently staffs the station with three full-time team members per day (24-hours). As with all other UVFA stations, it is anticipated that a full-time ambulance with another two full-time team members will be there per day in the foreseeable future. Station-683's current footprint would not be equitable or appropriate for use or a remodel due to size. Complete replacement of the station is necessary, also a consideration for station location, selecting a strategic location to give the most optimal service to the Ukiah Valley.	91521400.80220	18334	N/A	1500 S State/141 Lovers Ln.	New	TBD	No	Seeking grant funding.							\$	-	Reviewed
	Additional Comments: Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$10 million.																	
Central Station Retrofit	The Central Fire Station (Station-682) is in need of upgrades and retrofit. Station-682, until recently, was used as equipment storage and base of operations for volunteers, along with housing the On-Duty Duty Officer. It currently is staff with the Duty Officer and one full-time ambulance staffed by two team members per day (24-hours). Retrofits and upgrades are needed for bedrooms, bathrooms, office space, kitchen, living space, apparatus bay, the exterior (including roof repairs), heating and cooling systems, and installing security measures to protect the facility and fire equipment. These upgrades/retrofits will maintain the building's footprint utilizing a change in layout to accommodate the Department's current and future needs as it is anticipated that additional staffing (fire/EMS) will be added in the foreseeable future.	10021210.80220	18336	N/A	1500 S State/141 Lovers Ln.	New	TBD	No	Seeking grant funding.							\$	-	Reviewed
	Additional Comments: Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$850,000.																	

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
PREP FOR 23/24 FISCAL YEAR
UKIAH VALLEY FIRE AUTHORITY ONLY

Training Tower Grounds	The County of Mendocino received a large sum of funds from PG&E as part of the restitution settlement. As part of the settlement agreement, the County has set aside funds for fire service training; thus, the County of Mendocino is purchasing a sizeable 5-story training tower for the Fire Services in Mendocino County. An MOU is currently being created between the County of Mendocino and Ukiah City to maintain the training facility. This facility and grounds have the ability to serve multiple departments within the municipality (Fire, Police, Utilities, etc.) for training purposes. With the placement of the tower, the grounds (i.e., pavement, water system, electric, additional training props, etc.) will be the city's responsibility.	10021210.80220	18337	N/A	1500 S State/141 Lovers Ln.	In Progress	TBD	Yes	\$399,971 from PG&E Settlement Funds for Tower	\$ 467,823	\$ 50,000							\$ 517,823	Budget Adopted	X
	Additional Comments: The \$399,971 for the tower purchase is covered by the grant and \$25k is for initial site work to prepare the site for installation. **Additional site work and improvements will likely be necessary depending on final location and needs.** Tower has been purchased/received, and location for the tower has been identified. Actual cost increased from \$399,971 due to supply chain/inflationary impacts. Currently going out to bid for site prep. Increased amount for FYE 23 from \$25k as additional funds will likely be needed for the site prep. Contract for that work will be awarded this fiscal year.																			
Training Room - Central Station	The Training Room and the Central Fire Station (Station-682) require upgrades and retrofitting. The central training room is currently the primary training classroom; it also serves as the Emergency Center of Operations (EOC) in a catastrophic event for the city or surrounding area. As technology has rapidly changed, the room needs to be upgraded to match the changes to give our team members the tools needed to complete our mission. Additionally, UVFA identified an issue with the availability or lack of training relying on outside resources. After identifying the problem, strategic planning was put into place to bring our team members the necessary and required training in-house, thus requiring upgrades. Upgrades include tables, chairs, audio, video, internet accessibility, phone systems (including 911 operability), internal & external communication capabilities, whiteboards, planning boards, etc.	10021210.80220	18338	N/A	1500 S State/141 Lovers Ln.	New	TBD	No	Seeking grant funding.									\$ -	Reviewed	
	Additional Comments: Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$50,000.																			
SUB-TOTAL:										\$ 467,823	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 517,823		
VEHICLES, MACHINERY & EQUIPMENT																				
FIRE AUTHORITY																				
Project Name	Project Description	Org/Obj	Project #	Allocation to Multi-funds	Project Location	Project Status	Funding Source	Funding Identified	Funding Source Add'l Comments	Costs to date	22/23	23/24	24/25	25/26	26/27	27/28	Totals	City Council Status	Shovel Ready	
Command/ Chief Vehicle	This new Command/Chief vehicle would serve as a Division Chief's vehicle. It will replace C-6805, a 2006 Chevy 2500 HD, with current mileage of 106,495. The vehicle transmission is currently failing, leaving the vehicle unfit, unreliable, and leaving team members in a possibly unsafe or life-threatening environment during fire suppression activities. However, the vehicle can be repurposed as a non-suppression utility vehicle for the department.	25321210.80100	V3165	N/A	1500 S State St.	In Progress	General	Yes		\$ 53,021	\$ 22,000	\$ 25,000					\$ 78,021	Budget Adopted	X	
	Additional Comments: Moved from FYE 21 due to COVID-19. Increased the amount from \$50k to include vehicle outfitting. Moved from FYE 21. Vehicle is on order, with delayed delivery. Rebudgeting remaining amount for outfitting into next fiscal year. Reduced amount in FYE 22 from \$75k and placed remaining amount in FYE 23. Delivery has been delayed. Moved budget for outfitting from FYE 23, and increased from \$22k.																			

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
PREP FOR 23/24 FISCAL YEAR
UKIAH VALLEY FIRE AUTHORITY ONLY

Command/ Chief Vehicle	This new Command/Chief vehicle will serve as a Command/Chief vehicle. It will replace D-6802, a 2007 Chevy 2500 HD with 84,072 miles. This vehicle's transmission is also currently failing along with multiple other problems, leaving the vehicle unfit, unreliable, leaving team members in a possibly unsafe or life-threatening environment during fire suppression activities. This vehicle will be decommissioned and placed as surplus. Additional Comments: Purchase cost covers Fire Service Emergency Vehicle outfitting (Lights, Siren, Radio's, etc.) Vehicle is on order, with delayed delivery. Rebudgeting remaining amount for outfitting into next fiscal year. Reduced amount in FYE 22 from \$75k and placed remaining amount in FYE 23. Delivery has been delayed. Moved budget for outfitting from FYE 23, and increased from \$22k.	91721400.80100	18277	N/A	1500 S State St.	In Progress	District	Yes		\$ 52,454	\$ 22,546	\$ 25,000					\$ 77,454	Budget Adopted	X
Quint-Aerial Apparatus	The Ukiah Valley Fire Authority annual fleet replacement identified T-6852 for replacement. Following industry-standard NFPA guidelines recommends fire engines serve 10-years or 75,000 miles as a first out response vehicle, and an additional 5 to 10-years or 100,000 miles in service as a reserve apparatus. T-6852 is a 2009 Pierce Quint Aerial Apparatus with a 75-ft. ladder with a current mileage of 47,536. With a continually growing city in size and height, revised truck's specifications will need to be considered to meet future demands: T-6852 will be placed in a reserve status for the Department. Additional Comments: Fiscal year allocation might move to out years contingent on condition of the vehicle. Removing to follow UVFA Fleet Replacement Plan.	10021210.80100	TBD	N/A	1500 S State St.	New	TBD	No	Fiscal-Year-Allocation-TBD								\$	Reviewed	X
Active Shooter Safety Equipment	Due to the current events happening around the United States and the world, it is unfortunate but imperative that we prepare and be equipped for any and all situations the UVFA may face. We are taking a proactive instead of a reactive stance in protecting and providing our team members with the equipment they need to handle even the direst situations. Following industry-standard (NFPA-3000 Active Shooter) equipment to be purchased will include Flak Jackets, Kevlar Helmets, Medical Triage Bags, and Medical Triage Equipment. Additional Comments: Funding for 16 ballistic safety vests. Purchase is in progress, and expected to be completed by end of this fiscal year.	10021210.80100	18339	N/A	1500 S State St.	In Progress	Grant	No	Funded by PG&E settlement funds.	\$ 50,910							\$ 50,910	Budget Adopted	X
Command/Chief Vehicle	This vehicle will serve as a Command/Chief vehicle. It will replace the current District-Owned C-6804. C-6804 will be placed as reserve status as a station utility until its end of useful service. This is the final phase of purchasing command vehicles for the foreseeable future. Additional Comments: Purchase cost covers Fire Service Emergency vehicle outfitting (lights, siren, radios, etc.). Removing to follow UVFA Fleet Replacement Plan.	91721400.80100	TBD	N/A	1500 S State St.	New	District	Yes					\$ 75,000				\$ 75,000	Reviewed	X
Hydraulic Battery Operated Rams	These units serve as the final piece in replacing our auto extrication equipment. Three units are requested and will be battery operated, with the batteries being interchangeable with our current equipment (cutters/spreaders). These units will be placed on the three Type I engines that provide primary emergency response. Rams are utilized in a number of rescue situations, including separating material during extrications, i.e. separating a crushed metal frame of a vehicle to get to a victim. Additional Comments: Purchase in progress and anticipated to be completed by end of this fiscal year.	91721400.80100	18344	N/A	1500 S State St.	In Progress	District	Yes		\$ 45,000							\$ 45,000	Budget Adopted	X
Lift Air Bags	UVFA's Lift Air Bags are currently past the end-of-life expiration date. This item includes 3 lift bag kits that will be equipped on the three Type I Engines that provide primary emergency response. Lift bags are used to lift heavy objects including but not limited to vehicles, boulders, building collapse, confined space rescue, etc. Additional Comments: Purchase in progress and anticipated to be completed by end of this fiscal year.	25321210.54102	18340	N/A	1500 S State St.	In Progress	District	Yes		\$ 15,000							\$ 15,000	Budget Adopted	X

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
PREP FOR 23/24 FISCAL YEAR
UKIAH VALLEY FIRE AUTHORITY ONLY

Medical Equipment Inventory Control System	Operative IQ interrogates these with our current medical equipment tracking and supply system. These units help track usage, expiration dates, and resupply needs. Additionally, the up-to-date tracking of all current supplies will minimize excess equipment or spoilage by expiration, saving additional funds.	71021100.80100	18341	N/A	1500 S State St.	In Progress	Ambulance	Yes			\$ 35,000						\$ 35,000	Budget Adopted	X
	Additional Comments: The Ukiah Valley Fire Authority is already utilizing the corresponding software utilized by the machines. The \$35k is the one time cost for two inventory tracking machines. These are similar systems utilized by hospitals for inventory control of medications and supplies. Purchase in progress and anticipated to be completed by end of this fiscal year.																		
Utility Transport Vehicle	Due to the increasing number of rescues in the wilderness areas, along with Low Gap Park & the Western Hills Trails. UFVA needs a vehicle capable of traversing these areas to optimize our rescue capabilities, as well as moving equipment and personnel in a timely manner. Additional Comments: Vehicle has been purchased and received, and will be fully outfitted by end of this fiscal year.	91721400.80100	E4975	N/A	1500 S State St.	In Progress	District	No		\$ 36,432	\$ 40,000						\$ 40,000	Budget Adopted	X
Fire Prevention / Inspection Vehicle	(Reserve) used by staff who carry out daily operations with fire prevention and inspections overseen by the Fire Marshall's Office, additionally, respond to larger-scale incidents within the UVFA's jurisdiction. As with most UVFA equipment, the most notable benchmark for UVFA is response volume which indicates usage hours. It is recommended that front-line vehicles be placed in reserve status at 6,000 hours or 7 to 10 years of front-line service. Additionally, it is recommended that all reserve equipment be retired after 12,000 hours of service or 15 to 20 of service. Other aspects include excepted future use, past apparatus required maintenance and downtime, and cost allocation. P-6815 recommended replacement in 2023; the current vehicle will be removed from service and placed as surplus due to the cost of repairs to the transmission.	10021210.80100	TBD	N/A	1500 S State St.	New	General	No			\$ 50,000						\$ 50,000	Not Reviewed	X
	Additional Comments: Following UVFA Current Fleet Replacement Plan: Fire Prevention/Inspection Vehicle.																		
Type VI Brush Squad	The crucial component utilized by the Fire Service allows team members to respond to any emergency ranging from fire, medical, rescue, hazmat, vehicle fire/crashes, etc. Fire engines and trucks are broken down into various classes (Type-I, Type-II, Type-III, etc.) based on the capabilities or specialized equipment of the apparatus. The most notable benchmark is response volume which indicates usage hours. Other aspects include excepted future use, mileage, past apparatus required maintenance, and downtime (out of service due to repairs); it is recommended that front-line vehicles be placed in reserve status at 6k hrs or 7 to 10 yrs of front-line service. Additionally, it is recommended that all reserve apparatus be retired after 12k hrs of service or 15 to 20 yrs of service. BR-6861 (Type-VI): This new purchase will be recommended in 2023, switching from our current Type-II apparatus to a more versatile and maneuverable Type-VI for our front-line team members and stations. E-6861 (Type-II): recommended to be repurposed as a reserve with the purchase of B-6861 in 2023; current E-6861 will replace E-6872. E-6872 (Type-III): will be replaced as the current front-line apparatuses (Type-II) are moved to reserve status and be listed as surplus. Additional Comments: Following UVFA Current Fleet Replacement Plan.	TBD	TBD	N/A	1500 S State St.	New	TBD	No							\$ 547,000	\$ 547,000	Not Reviewed		
Rescue Boat (Specialized Vehicle)	The Boat is used for water operations and rescue. The recommended replacement is front-line for 7 to 10 years and retired after 15 to 20 years of service. Based on the degrading of the marine material over time and hard use. B68-1: recommended replacement in 2023; the current B68-1 will be placed in reserve status as B68-2. B68-2: will be replaced as current front-line vehicles are moved to reserve status and be listed as surplus. Additional Comments: Following UVFA Current Fleet Replacement Plan.	10021210.80100	TBD	N/A	1500 S State St.	New	General	No			\$ 32,000						\$ 32,000	Not Reviewed	X

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
PREP FOR 23/24 FISCAL YEAR
UKIAH VALLEY FIRE AUTHORITY ONLY

Quint Aerial Apparatus	The crucial component utilized by the Fire Service allows team members to respond to any emergency ranging from fire, medical, rescue, hazmat, vehicle fire/crashes, etc. Fire engines and trucks are broken down into various classifications (Type-I, Type-II, Type-III, etc.) based on the capabilities or specialized equipment of the apparatus. The most notable benchmark is response volume which indicates usage hours. Other aspects include excepted future use, mileage, past apparatus required maintenance, and downtime (out of service due to repairs); it is recommended that front-line vehicles be placed in reserve status at 6,000 hours or 7 to 10 years of front-line service. Additionally, it is recommended that all reserve apparatus be retired after 12,000 hours of service or 15 to 20 of service. T-6852 recommended replacement in 2024; the current T-6852 will be removed from service and listed as surplus.	TBD	TBD	N/A	1500 S State St.	New	TBD	No										\$ 1,800,000						\$ 1,800,000	Not Reviewed	X	
	Additional Comments: Following UVFA Current Fleet Replacement Plan.																										
Fire Engine Apparatus	The crucial component utilized by the Fire Service allows team members to respond to any emergency ranging from fire, medical, rescue, hazmat, vehicle fire/crashes, etc. Fire engines and trucks are broken down into various classifications (Type-I, Type-II, Type-III, etc.) based on the capabilities or specialized equipment of the apparatus. The most notable benchmark is response volume which indicates usage hours. Other aspects include excepted future use, mileage, past apparatus required maintenance, and downtime (out of service due to repairs); it is recommended that front-line vehicles be placed in reserve status at 6,000 hours or 7 to 10 years of front-line service. Additionally, it is recommended that all reserve apparatus be retired after 12,000 hours of service or 15 to 20 of service. Due to the current use (Hours), E-6881 and E-6883 will be well over 6,000 before the seven-year mark as, on average, each apparatus puts approximately 1,500 hours of usage per year. E-6881 has the higher use of the two, which puts it first for replacement. E-6881 (Type-I): It is recommended for replacement in 2025; the current E-6881 will be repurposed as a reserve and replace E-6882.	TBD	TBD	N/A	1500 S State St.	New	TBD	No										\$ 935,000						\$ 935,000	Not Reviewed	X	
	Additional Comments: Following UVFA Current Fleet Replacement Plan.																										
Fire Engine Apparatus	The crucial component utilized by the Fire Service allows team members to respond to any emergency ranging from fire, medical, rescue, hazmat, vehicle fire/crashes, etc. Fire engines and trucks are broken down into various classifications (Type-I, Type-II, Type-III, etc.) based on the capabilities or specialized equipment of the apparatus. The most notable benchmark is response volume which indicates usage hours. Other aspects include excepted future use, mileage, past apparatus required maintenance, and downtime (out of service due to repairs); it is recommended that front-line vehicles be placed in reserve status at 6,000 hours or 7 to 10 years of front-line service. Additionally, it is recommended that all reserve apparatus be retired after 12,000 hours of service or 15 to 20 of service. Due to the current use (Hours), E-6881 and E-6883 will be well over 6,000 before the seven-year mark as, on average, each apparatus puts approximately 1,500 hours of usage per year. E-6883 has the second highest use of the two, which puts it second for replacement. E-6883 (Type-I): recommended replacement in 2026; between former E-6881 and E-6883, one will be used as a reserve as (E-6882) while the other will be listed as surplus.	TBD	TBD	N/A	1500 S State St.	New	TBD	No										\$ 956,000						\$ 956,000	Not Reviewed	X	
	Additional Comments: Following UVFA Current Fleet Replacement Plan.																										
Tech Rescue Tow/Haul (Specialized Vehicle)	Specialized vehicles are generally designed for a specific purpose (Support/Air Unit, USAR, Boat) utilized by the UVFA. These units play a critical role in the success of the UVFA's mission. The USAR (Urban Search & Rescue) is designed for natural disasters, confined space rescue, and collapse rescue. Support/Air and USAR were based on usage of the vehicle; it is recommended for replacement at 12,000 or 15 to 20 years of service. A significant change, USAR-68 is currently a pull-behind trailer without a dedicated vehicle for towing; this will be a utility truck with a crane to haul the specialty trailers (USAR/Swiftwater rescue trailers). It will allow for a rapid response in a time sensitive environment, with the small crane attached making the vehicle more versatile and adaptable for any situation that team members encounter. USAR-68: recommended replacement in 2027; the current USAR-68 trailer will be placed as surplus or utilized by another City Department.	TBD	TBD	N/A	1500 S State St.	New	TBD	No																\$ 260,000	\$ 260,000	Not Reviewed	X
	Additional Comments: Following UVFA Current Fleet Replacement Plan.																										

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
PREP FOR 23/24 FISCAL YEAR
UKIAH VALLEY FIRE AUTHORITY ONLY

Swiftwater Rescue Equipment Trailer	This trailer will be dedicated to swift water rescue equipment including a boat. This trailer gives team members the ability to maintain and rapidly respond to any water rescue incident. All water rescue equipment will be stored within the trailer, including the inflatable boat. The trailer allows the ability to maintain all equipment in a controlled environment.	TBD	TBD	N/A	1500 \$ State St.	New	TBD	No									\$ 35,000	\$ 35,000	Not Reviewed	X
	Additional Comments: Following UVFA Current Fleet Replacement Plan.																			
SUB-TOTAL:										\$ 141,907	\$ 230,456	\$ 132,000	\$ 1,800,000	\$ 1,010,000	\$ 956,000	\$ 842,000	\$ 5,031,385			
Definition of terms used:																				
Project Name	The name of the project.																			
Project Description	Provides a description and additional narrative to assist in the understanding of the need and value of the proposed project.																			
Org/Object	The proposed account code where the expense will be accounted for.																			
Project Number	The number assigned to track all expenses related to the project.																			
Allocation to Multi-funds	Indicates if the cost of the proposed cost is shared. In this case, here it will state what other funds are sharing the cost.																			
Project Status	This indicates whether the project is "NEW", "IN PROGRESS", "ONGOING", "DEFERRED", or "COMPLETED".																			
Funding Source	The Fund the actual expense will come out of.																			
Funding Identified	"Yes" indicating funding has been identified and will be available, "No" indicating funding has not yet been identified and is unavailable.																			
Funding Source Add'l Comments	To further explain, as necessary, the funding type used selected.																			
Costs to date	Costs spent on the project.																			
Estimated Costs per Fiscal Year	Costs estimated to be spent in each of the fiscal years.																			
Totals	The sum of the five year estimate for each project.																			
Comments	Additional information as needed.																			
City Council Status	"Not Reviewed"- First time that Council has been presented the project; "Reviewed" - Council has been presented the project during an agendized meeting; "Explore" - Council has reviewed and has asked staff to further explore; "Reviewed and Supported" - Council has reviewed and supports the placement of the project on the CIP Plan; "Budget Adopted" - Council has approved the project through the Council action that takes place through either the full budget adoption process, or through a specific agendized item brought to Council.																			
Shovel Ready	Project is ready to be sent out to bid.																			

*Refer to last page of this document for definition of terms used.

INFORMATION TECHNOLOGY																			
POLICE DEPARTMENT																			
Project Name	Project Description	Org/Obj	Project #	Allocation to Multi-funds	Project Location	Project Status	Funding Source	Funding Identified	Funding Source Add'l Comments	Costs to date	22/23	23/24	24/25	25/26	26/27	27/28	Totals	City Council Status	Shovel Ready
Police Department Computer Aided Dispatch & Mobile Digital Terminal Software	The Ukiah Police Department has been using the same Computer Aided Dispatch (CAD) platform since 1998. The provider of this CAD system changed ownership multiple times, since our initial purchase. Currently there are only 6 agencies in the state using this system and it does not have standard functionality such as mapping. It is likely that this CAD system will be discontinued in the future. Fortunately, the current owner of this old system is our Records Management System provider and offers a modernization upgrade. This would allow for the seamless flow of information from our CAD system, Records Management System and our MDT's. This modernization software would also provide a mapping component to our CAD and MDT software which is an industry standard now.	10020210.54330/	54320	TBD	N/A	300 Seminary Ave.	Deferred	TBD	No	May explore financing options.		\$ 90,325	\$ 90,325	\$ 90,325	\$ 180,651	\$ 220,617	\$ 581,918	Reviewed	X
	Additional Comments: Cost of project per Fiscal year may vary depending on start date, but total cost is identified. Moved from starting in FYE 24, and increased total project amount from \$491,593. Staff is still looking for grant funding. Additionally, current staff resources are unable to support a project of this size.																		
Police Department Server Room Battery Backup	The Ukiah Police Department maintains a universal power supply, which is failing and past its life cycle. This UPS is a battery backup system which is needed to maintain phone and radio communications in our Emergency Dispatch Center in the event of a power outage and generator failure.	10020210.54100	18330	N/A	300 Seminary Ave.	Completed	General	Yes		\$ 38,333	\$ 35,208						\$ 35,208	Budget Adopted	X
	Additional Comments: Cost of project includes equipment and on site service and setup. Increased budget amount for FYE 23 from \$28,727.																		
SUB-TOTAL:										\$ 38,333	\$ 35,208	\$ 90,325	\$ 90,325	\$ 90,325	\$ 180,651	\$ 220,617	\$ 617,126		
INFRASTRUCTURE																			
POLICE DEPARTMENT																			
Project Name	Project Description	Org/Obj	Project #	Allocation to Multi-funds	Project Location	Project Status	Funding Source	Funding Identified	Funding Source Add'l Comments	Costs to date	22/23	23/24	24/25	25/26	26/27	27/28	Totals	City Council Status	Shovel Ready
Ukiah Gun Range Berm Mining	The Ukiah Police Department has maintained a Gun Range at the end of Vichy Springs Road adjacent the old dump property for more than 50 years. In previous years, staff identified the need to perform what is known as berm mining prior to any future improvements and had previous budgeted monies in the Fiscal Year 19/20, which was cut due to COVID, but still remains a priority.	10020210.80230	18331	N/A	300 Seminary Ave.	Completed	General	Yes		\$ 29,754	\$ 30,000						\$ 30,000	Budget Adopted	X
	Additional Comments: Currently there are a number of improvements at the facility that need to be made, however none of these can be accomplished, until this can occur.																		
SUB-TOTAL:										\$ 29,754	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000		

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
PREP FOR 23/24 FISCAL YEAR
POLICE ONLY

VEHICLES, MACHINERY & EQUIPMENT																			
POLICE DEPARTMENT																			
Project Name	Project Description	Org/Obj	Project #	Allocation to Multi-funds	Project Location	Project Status	Funding Source	Funding Identified	Funding Source Add'l Comments	Costs to date	22/23	23/24	24/25	25/26	26/27	27/28	Totals	City Council Status	Shovel Ready
Annual Police Car Replacement	Annually the Police Department schedules the replacement of two patrol cars. Typically, a patrol car lasts about 3 years before it reaches the end of it's service life. It takes the department about a year to order, receive and outfit a car for patrol use. By scheduling regular replacement of cars, the department ensures we have enough cars available for use.	10020210.80100	V4215 & V4218	N/A	300 Seminary Ave.	Ongoing	General	No	May explore financing options.		\$ 167,000	\$ 175,000	\$ 175,000	\$ 175,000			\$ 692,000	X	
	Additional Comments: The Department has maintained a vehicle replacement plan of two vehicles per year, which was previously reduced due to COVID-19. The budget has been increased from \$100k yearly, as current vehicle replacement actual cost exceeds prior budgeted amounts. This is also a consideration of inflation. Revised PC's. Increased amount in FYE 23 from \$150k to reflect cost increase for two hybrid vehicles currently on order. Increased future years from \$150k as well in consideration of inflation																		
Replace Tasers	The Ukiah Police Department has deployed Tasers since 2018, utilizing a 5-year purchasing program to maintain current equipment and which provides support for hardware, supplies, and technology through the term of the agreement. The current agreement with Axon expires in 2022.	10020210.54100	18345	N/A	300 Seminary Ave.	In Progress	General	Yes	Grant funding may be available.	\$ 26,697	\$ 26,974	\$ 26,974	\$ 26,974	\$ 26,974	\$ 26,974		\$ 134,870	X	
	Additional Comments: As explained in our prior CIP plan, the department has maintained a purchasing plan to support our tasers, which is expiring this year. Unless renewed, equipment will not be repairable or supported. Yearly pricing has increased from \$15k. Unencumbered contract was awarded FYE 23. Reduced amount in FYE 23/24/25/26/27 from \$32k to reflect five-year contract commitment that will have to be rebudgeted for the life of the contract.																		
Replace Body Cameras	The Ukiah Police Department has deployed body-cameras to memorialize officer contacts, criminal conduct, and investigative activities for more than 10 years. These video and audio recordings are used as evidence in criminal and civil cases, as well as for internal quality assurance. The current purchasing program expires in 2023, and provides for evidence storage, current and reliable equipment, and support for hardware and software for the term of the agreement.	10020210.54100	18346	N/A	300 Seminary Ave.	In Progress	General	Yes	Grant funding may be available.	\$ 47,683	\$ 47,954	\$ 47,954	\$ 47,954	\$ 47,954	\$ 47,954		\$ 239,770	X	
	Additional Comments: As explained in our prior CIP plan, the department has maintained a purchasing plan to support our body worn cameras, which is expiring in May of 2023. Unless renewed, equipment will not be repairable or supported, essentially making them inoperable. Due to the fact that our tasers are also due for renewal, the department is exploring a bundling option as a cost saving measure. Overall cost has increased from \$79k. Unencumbered contract was awarded FYE 23. Reduced amount in FYE 23/24/25/26/27 from \$52k to reflect five-year contract commitment that will have to be rebudgeted for the life of the contract.																		
Unmanned Aircraft	The Ukiah Police Department would like to purchase two "DJI Mavic 3T" unmanned aircraft systems (drones) from Axon. The drones are \$7,500 each. Each drone has an annual software cost of \$2,200 a year and a \$360 pilot license fee. Ideally the Ukiah Police Department would have two staff trained to pilot the drones. The training for each pilot would be a one time cost of \$999.	10020210.54100	TBD	N/A	300 Seminary Ave.	New	General	No				\$ 22,000					\$ 22,000	X	
	Additional Comments: Unmanned Aircraft could be very useful and important if working a barricaded hostage situation, natural disaster such as flood, or fire.																		

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
PREP FOR 23/24 FISCAL YEAR
POLICE ONLY

Flock Cameras	The Ukiah Police Department would like to purchase and implement an additional 12 Flock cameras in or around the Ukiah City Limits to help with solving felony crimes occurring in our community.	10020210.54100	TBD	N/A	New	General	No					\$	41,000						\$	41,000	Not Reviewed	X		
	Additional Comments: Flock cameras have been proven to assist officers in locating stolen vehicles, wanted persons and helped in solve crimes around the City of Ukiah. Currently we have some areas of the City of Ukiah that are not covered by Flock Cameras.																							
LPR Fleet Cameras	The Ukiah Police Department would like to update it's Fleet Cameras inside the police patrol vehicles. Currently the 9 UPD patrol vehicles are outfitted with Fleet 2 Axon cameras. These cameras are becoming outdated and will need an upgrade in the next few years. Updating our Fleet 2 cameras to Fleet 3 cameras would give the police department a wider view and the Feel 3 cameras are also License Plate Reader compatible.	10020210.54100	TBD	N/A	New	General	No					\$	24,439	\$	24,439	\$	24,439	\$	24,439	\$	97,756	Not Reviewed	X	
	Additional Comments: For an additional fee the LPR can be turned on to assist officers in locating stolen vehicles or felony wanted vehicles entered into the State of California DMV system and Stolen Vehicle System. The proposed Axon quote for Fleet 3 cameras would provide new cameras for all 9 patrol vehicles, include all hardware, software, and warranty. The payment would be broken up into 5 years for a total of \$122,193 (FYE 29 not currently on CIP).																							
Body Armor	The Ukiah Police Department is in need of 13 new body armor vests for our police officers. We have several that are end of life and need replacement in the upcoming year. The cost of a bullet proof vest is approximately \$1,000 a vest.	10020210.54100	TBD	N/A	New	General	No					\$	13,000							\$	13,000	Not Reviewed	X	
	Additional Comments: Vests are personally fitted for each officer and are for the safety of our staff.																							
SUB-TOTAL:									\$	74,380	\$	241,928	\$	325,928	\$	274,367	\$	274,367	\$	99,367	\$	24,439	\$	1,240,396

Definition of terms used:

Project Name	The name of the project.
Project Description	Provides a description and additional narrative to assist in the understanding of the need and value of the proposed project.
Org/Object	The proposed account code where the expense will be accounted for.
Project Number	The number assigned to track all expenses related to the project.
Allocation to Multi-funds	Indicates if the cost of the proposed cost is shared. In this case, here it will state what other funds are sharing the cost.
Project Status	This indicates whether the project is "NEW", "IN PROGRESS", "ONGOING", "DEFERRED", or "COMPLETED".
Funding Source	The Fund the actual expense will come out of.
Funding Identified	"Yes" indicating funding has been identified and will be available, "No" indicating funding has not yet been identified and is unavailable.
Funding Source Add'l Comments	To further explain, as necessary, the funding type used selected.
Costs to date	Costs spent on the project.
Estimated Costs per Fiscal Year	Costs estimated to be spent in each of the fiscal years.
Totals	The sum of the five year estimate for each project.
Comments	Additional information as needed.
City Council Status	"Not Reviewed" - First time that Council has been presented the project; "Reviewed" - Council has been presented the project during an agendized meeting; "Explore" - Council has reviewed and has asked staff to further explore; "Reviewed and Supported" - Council has reviewed and supports the placement of the project on the CIP Plan; "Budget Adopted" - Council has approved the project through the Council action that takes place through either the full budget adoption process, or through a specific agendized item brought to Council.
Shovel Ready	Project is ready to be sent out to bid.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
PREP FOR 23/24 FISCAL YEAR
FINANCE/IT ONLY

Attachment 3

INFORMATION TECHNOLOGY																		
FINANCE DEPARTMENT																		
Project Name	Project Description	Org/Obj	Project #	Allocation to Multi-funds	Project Location	Project Status	Funding Source	Funding Identified	Costs to date	22/23	23/24	24/25	25/26	26/27	27/28	Totals	City Council Status	Shovel Ready
Redundant Internet Gateway (Fall-over Load Balancer)	Our current AT&T Internet gateway provides service to all of the City of Ukiah departments for Internet access, as well as Public Safety access to law enforcement websites and other important services. If service fails, we do not have a failover scenario in place. A failover scenario would involve an additional Internet Gateway with a different Internet service provider (ISP). If one ISP fails, the gateway would failover to the alternate one available. This would ensure service availability, virtually 100% of the time.	20913900.80100	17046	N/A	300 Seminary Ave.	Ongoing	Internal Service	Yes		\$ 24,200	\$ 24,200					\$ 24,200	Budget Adopted	X
	Additional Comments: Moved from FYE 21 due to COVID-19. Reduced FYE 22 amount from \$166,800, and FYE 23 from \$48,400. This is contingent on our Cloud Data and Server Migration in 21/22, which will determine necessary bandwidth for our current gateway. Moved from FYE 23.																	
Cisco Access Switch EOL Replacement	These switches connect the City's computers, phones, printers, and Wi-Fi units into the core infrastructure. The switches allow these devices to connect to the Internet and internal servers. They will be End-Of-Life and will no longer be supported by the manufacturer.	20913900.80100	18100	N/A	300 Seminary Ave.	New	Internal Service	Yes		\$ 90,000	\$ 90,000					\$ 180,000	Budget Adopted	X
	Additional Comments: Some switches are already acquired and will be installed 22/23.	20913900.80100	TBD	N/A	300 Seminary Ave.	New	Internal Service	Yes				\$ 110,000				\$ 110,000	Reviewed	X
Broadband for All City Sites	Full City broadband connectivity-expected by the end of the fiscal year 2023.	20913900.80230	18391	N/A	300 Seminary	In Progress	Grant	Yes		\$ 252,339						\$ 252,339	Budget Adopted	X
	Additional Comments: Contract awarded to Magellan in December 2022 for the implementation of the "Digital Infrastructure Design and Implementation Plan" in the amount of up to \$252,339.																	
Network Routers for All City Sites	End of Life Routers at all City sites need to be replaced, as these constitute security breaches from old firmware, etc. Also, support is not available in case of outages.	20913900.54330	18328	N/A	300 Seminary	New	Internal Service	Yes		\$ 20,000						\$ 20,000	Budget Adopted	X
	Additional Comments:																	

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
PREP FOR 23/24 FISCAL YEAR
FINANCE/IT ONLY

Wireless Mesh	This will provide a broadband wireless communication network for our Police Department across the Ukiah Valley, as well as provide Wi-fi access for other departments and divisions. Site surveys will be required to establish back-haul points which will accommodate multi-point wireless antennas. A pilot site will begin Phase I, to establish the first back-haul point for testing purposes. Phase II will establish the installation of additional multi-point wireless antennas, followed by the Wi-Fi implementation that will supplement other City department projects.	20913900.54330	18329	N/A	300 Seminary Ave.	New	TBD	No									\$	-	Reviewed	
	Additional Comments: Prioritization and funding source(s) under review. Need to explore grant funding. Department estimate/request is not known at this time. Phase I will be started on FY 23/24 and Phase II will be started on FY 24/25 as funding is acquired.																			
SUB-TOTAL:		\$	-	\$	386,539	\$	114,200	\$	110,000	\$	-	\$	-	\$	-	\$	586,539			

VEHICLES, MACHINERY & EQUIPMENT**FINANCE DEPARTMENT**

Project Name	Project Description	Orig/Obj	Project #	Allocation to Multi-funds	Project Location	Project Status	Funding Source	Funding Identified	Costs to date	22/23	23/24	24/25	25/26	26/27	27/28	Totals	City Council Status	Shovel Ready
Truck - Utility Service Attendant	Current vehicle approaching the end of it's useful life.	20513300.8010	TBD	N/A	300 Seminary	New	TBD	No			\$ 35,000					\$ 35,000	Reviewed	X
	Additional Comments: Moved from FYE 23 to allow for more EV options; Electric vehicle.																	
Vehicle for Information Technology	Vehicle needed for Information Technology staff. Will explore EV options.	20913900.80100	TBD	N/A	300 Seminary	New	TBD	No			\$ 30,000					\$ 30,000	Not Reviewed	X
	Additional Comments:																	
SUB-TOTAL:									\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ 65,000		

Definition of terms used:

Project Name	The name of the project.
Project Description	Provides a description and additional narrative to assist in the understanding of the need and value of the proposed project.
Org/Object	The proposed account code where the expense will be accounted for.
Project Number	The number assigned to track all expenses related to the project.
Allocation to Multi-funds	Indicates if the cost of the proposed cost is shared. In this case, here it will state what other funds are sharing the cost.
Project Status	This indicates whether the project is "NEW", "IN PROGRESS", "ONGOING", "DEFERRED", or "COMPLETED".
Funding Source	The Fund the actual expense will come out of.
Funding Identified	"Yes" indicating funding has been identified and will be available, "No" indicating funding has not yet been identified and is unavailable.
Funding Source Add'l Comments	To further explain, as necessary, the funding type used selected.
Costs to date	Costs spent on the project.
Estimated Costs per Fiscal Year	Costs estimated to be spent in each of the fiscal years.
Totals	The sum of the five year estimate for each project.
Comments	Additional information as needed.
City Council Status	"Not Reviewed" - First time that Council has been presented the project; "Reviewed" - Council has been presented the project during an agendized meeting; "Explore" - Council has reviewed and has asked staff to further explore; "Reviewed and Supported" - Council has reviewed and supports the placement of the project on the CIP Plan; "Budget Adopted" - Council has approved the project through the Council action that takes place through either the full budget adoption process, or through a specific agendized item brought to Council.
Shovel Ready	Project is ready to be sent out to bid.



AGENDA SUMMARY REPORT

SUBJECT: Police Department Annual Report Review.

DEPARTMENT: Police

PREPARED BY: Cedric Crook, Interim Police Chief

PRESENTER: Cedric Crook, Chief of Police

ATTACHMENTS:

1. Police Annual Report

Summary: Staff will present the Ukiah Police Department's Annual Report for 2022.

Background: The Ukiah Police Department uses five goal areas to guide priorities and objectives and to measure performance from year to year. The Department's Annual Report represents our performance within these goal areas, as well as significant accomplishments.

Discussion: For the Ukiah Police Department, 2022 was yet another challenging year. The Department continued to experience a shortage of sworn officers and dispatchers. In a two-month period of 2022 (June and July), the number of command staff personnel was cut in half. This was due to the last Police Chief being terminated and Patrol Lieutenant Andy Phillips retiring. During this period of transition, the Department maintained its high level of community service. 2022 saw the promotions of Detective Sergeant Tom Corning to Patrol Lieutenant, and Sergeant Andy Snyder to Detective Sergeant.

In 2022, the Ukiah Police Department responded to 18,915 calls for service. This was 152 fewer calls for service than in 2021. The Department took a total of 2,659 reports, which was 239 more reports than 2021. In a five-day period in March of 2022, the Department investigated two homicides (the total for the whole year). Criminal reports for rape, robbery, arson, assaults, and theft were all down slightly. Criminal reports for burglary, stolen vehicles, and homicide all increased. The number of vehicles being reported stolen in 2022 versus 2021 increased by 50%. The Department investigated and made 493 felony arrests (up from 2021 slightly), 545 misdemeanor arrests (62 more arrests than 2021), and 153 DUI arrests (21 more than 2021). The Department submitted 1,234 reports to the District Attorney's Office for prosecution (this was approximately 300 more than 2021). Of the cases submitted, 41% were prosecuted, 10% rejected, and 49% are still pending review. The department investigated 24 injury traffic collisions, 369 property damage-only collisions, and one fatal traffic collision. The traffic collision numbers were very close to the same as 2021.

The Department takes the continuous training of all of our employees as a top priority. All of the Department's defensive tactics instructors have attended the Gracie Survival Tactics training in Torrance, California. The training is focused on de-escalation, community trust building, and injury reduction (on officers and suspects). For the first time in years, the Department has an officer who is highly trained in traffic collision investigations. The officer has 240 class hours and is able to reconstruct traffic collision scenes as well as testify as an expert regarding accidents. Per a recent audit from the Peace Officers Standards and Training (POST), the Department was compliant with the training standards set by POST.

Another priority for 2022 was to enhance community partnerships with service providers. Staff continues to partner with the Mendocino County Behavior Health and Recovery Services to have trained mental health professionals on call to respond to crisis calls. The Mobile Crisis Response Team Pilot Program was started in 2021. These trained behavioral health specialists provide support to citizens having a mental health crisis. In 2022, the Mobile Crisis Response Team responded to 184 calls for service with the Ukiah Police

Department Staff. These individuals provide immediate crisis support to citizens, help keep the situation from escalating, and often are able to transport those experiencing a mental health emergency to the closest medical facility. They also provide outreach and follow up with individuals after the emergency is over. Staff also continues to work with other County service providers to solve community problems.

In January of 2022, the Department signed a contract with Flock Safety for fourteen motion activated cameras that photograph vehicles as they pass by. The photographs of vehicles are maintained for 30 days and then purged. By August of 2022, all fourteen cameras had been installed at strategic locations in the city. The Flock Safety cameras alert public safety officers to any vehicles that are stolen, entered into the nationwide wanted persons or missing persons computer system when the vehicle passes by the cameras. The cameras use "Vehicle Fingerprint" technology which accelerates investigations by allowing public safety to filter their search based on the vehicle's specific characteristics, such as a bumper sticker. The cameras have been a critical tool for officers to solve countless hit and run traffic collisions, theft investigations, warrant arrests, an arson suspect, an attempted murder suspect, as well as recover numerous stolen vehicles.

The Ukiah Police Department has continued to maintain a long-standing partnership with the Ukiah Unified School District. The Department has staffed a School Resource Officer (SRO) to provide services to the numerous schools in the city. The SRO takes a proactive approach to being engaged with the students and staff to provide the highest level of police services for the local schools. This is in line with our departmental goal of reducing crime and the fear of crime.

In 2022, the Department ordered two Ford Hybrid Interceptor Utility Vehicles. The vehicles are the first-ever and currently the only pursuit-rated hybrid police SUV. The vehicles will provide improvements in fuel economy over traditional patrol units and reduce engine idle time without sacrificing safety, officer protection, and other necessary features required for patrol vehicles.

In 2022, Staff participated in many community events such as the Parade of Lights, Pumpkinfest, Ukiah High Career Fair, Ukiah High Homecoming Parade. Building better relationships with our community and youth, as well as improving customer service, are crucial priorities for Staff.

Hiring and recruiting continued to be a top priority for the Ukiah Police Department. Our Staff continue to evaluate recruiting trends to learn how we can reach and identify quality candidates both within our county and outside. The Department hired five officers and two dispatchers in 2022. One officer did not complete the training program, one officer left the profession, the past Chief was terminated, and Lt. Phillips retired. The number of officers on patrol have increased from 2021 and the Department was able to assign an officer to the Mendocino Major Crimes Task Force. Two dispatchers were hired in 2022 (one did not pass training), however, two retired in 2022. The crime analyst left the profession and remains unfilled.

One of the Department's accomplishments for 2022 was that we began reporting to the California Incident-Based Reporting System (CIBRS) in February of 2022 per the California Department of Justice Mandate in 2021. CIBRS then reports our police records data to the National Incident-Based Reporting System (NIBRS). The Department received its official certification from the California Department of Justice in September of 2022. This means every month we have less than a 3% error rate. Prior to February of 2022, we reported to the Unified Crime Reporting system (UCR). CIBRS increases the eight formerly tracked crimes by the FBI to over 50 crimes using the NIBRS system. The ability to track this data allows for the overall improved quality of crime data collected by law enforcement agencies and is in alignment with our goal of continued accountability.

The Department replaced all of our body-worn cameras and upgraded to newer and more effective tasers in 2022. The body-worn camera footage is stored in the Axon Cloud Services data storage network. Body-worn cameras are essential in improving accountability, efficiency, reducing liability for the City, and increasing criminal prosecutions.

On January 1st 2022, the Department was mandated by Assembly Bill 953 to "collect perceived demographic

and other detailed data regarding pedestrian and traffic stops". The bill is known as the "Racial and Identity Profiling Act" (RIPA). The data is based on the officer's perception of the person they stopped and not data from an actual driver's license or other government document. Staff made 2,518 reports to RIPA in 2022. This aligns with the Department's goal of "Continued Accountability".

The Ukiah Police Department has maintained a gun range at the end of Vichy Springs Road for more than 50 years. In previous years, Staff identified the need to perform what is known as "berm mining" at the property. Berm mining removes the lead bullets that have accumulated on the property. As part of our Capital Improvement Plan (CIP), Staff were able to identify and hire a firm to collect the discarded bullets and recycle them.

The Ukiah Police Department's Annual report for 2022 is attached to this report (Attachment 1).

Recommended Action: Receive the Ukiah Police Department's Annual Report for 2022.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/a

FINANCING SOURCE: N/a

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Tracey Porter, Communications/Records Manager, Mckayla Taylor, Administrative Secretary

DIVERSITY-EQUITY INITIATIVES (DEI): Goal 1 – Create and sustain a diverse, equitable, and inclusive workplace and workforce that reflects, values, and celebrates the diverse community we serve. Goal 3 – Recruit, retain and advance a community of staff that reflects, values, and celebrates the diversity of the community we serve

CLIMATE INITIATIVES (CI): 2a – Transformation of the fleet. 8a – Information Technology.

GENERAL PLAN ELEMENTS (GP):

GP-A4 - Public Facilities, Services, and Infrastructure Element

Approved: 
Sage Sangiacomo, City Manager

ANNUAL REPORT

CITY OF UKIAH POLICE DEPARTMENT



2022



WWW.UKIAHPOLICE.COM



@UKIAHPOLICE



@UKIAHPOLICE

MISSION

THE UKIAH POLICE DEPARTMENT STAFF ARE COMMITTED TO WORKING IN PARTNERSHIP WITH ITS CITIZENS TO PROMOTE A SAFE COMMUNITY AND CRIME PREVENTION THROUGH EDUCATION AND LAW ENFORCEMENT. AS PART OF OUR COMMITMENT, WE HAVE ADOPTED THESE THREE ORGAZITIONAL VALUES, THE PRINCIPLES WE BASE OUR POLICING: **SAFETY, PROFESSIONALISM, AND COMMUNITY SERVICE**



SAFETY

WE VALUE HUMAN LIFE AND STRIVE TO ENABLE OUR CITIZENS TO BE SAFER AND LESS LIKELY TO BE VICTIMIZED BY CRIME.

PROFESSIONALISM

WE VALUE DEDICATED HIGHLY TRAINED PERSONNEL, WITH A COMMITMENT TO THE STANDARDS OF THE LAW ENFORCEMENT PROFESSION.



COMMUNITY SERVICE

WE VALUE THE PRIVILEGE TO PROVIDE EFFECTIVE, EFFICIENT AND EQUITABLE SERVICE. WE RESPECT THE MEMBERS OF OUR COMMUNITY, THE IMPORTANCE OF A COMBINED CRIME PREVENTION ALLIANCE AND THE OPPORTUNITY TO PROVIDE A UNITED POLICING EFFORT.



ORGANIZATIONAL CHART



CHIEF OF POLICE
VACANT



CEDRIC CROOK
POLICE CAPTAIN



TOM CORNING
OPERATIONS
LIEUTENANT



RICK PINTANE
ADMINISTRATIVE
LIEUTENANT



TRACEY PORTER
COMMUNICATIONS &
RECORDS MANAGER

PATROL SERVICES

COMMUNITY SERVICE
OFFICERS

ANIMAL CONTROL
SERVICES

DETECTIVE BUREAU

SCHOOL RESOURCE OFFICER

PARKING ENFORCEMENT

EVIDENCE & PROPERTY

DISPATCH SERVICES
-CITY OF UKIAH
-CITY OF FORT BRAGG

POLICE RECORDS

ADMINISTRATIVE ASSISTANT

DEPARTMENT GOALS

GOAL 1

REDUCE CRIME AND THE FEAR OF CRIME



IN JANUARY 2022, THE UKIAH POLICE DEPARTMENT SIGNED A CONTRACT WITH FLOCK SAFETY FOR 14 MOTION ACTIVATED SOLAR POWERED CAMERAS. BY AUGUST OF 2022, THE INSTALLATION OF ALL CAMERAS WAS COMPLETE. THE CAMERAS WERE STRATEGICALLY PLACED THROUGHOUT THE CITY OF UKIAH. THE CAMERAS CAPTURE PHOTOS OF VEHICLES AS THEY PASS BY. THE PHOTOS ARE STORED FOR 30 DAYS. UNLIKE TRADITIONAL LICENSE PLATE READERS (LPRS), FLOCK SAFETY CAMERAS USE UNIQUE "VEHICLE FINGERPRINT" TECHNOLOGY WHICH ACCELERATES INVESTIGATIONS BY ALLOWING PUBLIC SAFETY TO FILTER THEIR SEARCH BASED ON THE VEHICLE'S SPECIFIC CHARACTERISTIC, SUCH AS A BUMPER STICKER. FLOCK SAFETY CAMERAS CAPTURE THE MAKE, MODEL, STATE, COLOR, AESTHETICS, AND LICENSE PLATE (FULL, PARTIAL, OR MISSING) OF ANY CAR THAT PASSES BY THE CAMERAS. FLOCK SAFETY CAMERAS ALERT OFFICERS TO ANY VEHICLES THAT ARE STOLEN, ENTERED INTO THE NATIONWIDE WANTED PERSONS OR MISSING PERSONS COMPUTER SYSTEM. THE CAMERAS HAVE ASSISTED OUR OFFICERS IN LOCATING NUMEROUS STOLEN VEHICLES FROM THROUGHOUT THE COUNTRY. THE CAMERAS HAVE BEEN A CRITICAL TOOL FOR OFFICERS TO SOLVE COUNTLESS HIT AND RUN TRAFFIC COLLISIONS, THEFT INVESTIGATIONS, WARRANT ARRESTS, AN ARSON SUSPECT, AS WELL AS AN ATTEMPTED MURDER SUSPECT. THE FLOCK SAFETY CAMERAS HAVE BEEN PROVEN TO BE AN EXTRAORDINARY TOOL FOR PUBLIC SAFETY. ONE SPECIFIC EXAMPLE OF THE SUCCESS OF THE CAMERAS WAS ON 12/6/22, IN WHICH OFFICERS WERE ALERTED TO A STOLEN VEHICLE IN THE AIRPORT PARK BLVD. AREA OF TOWN. OFFICERS LOCATED AND STOPPED THE VEHICLE. THE DRIVER WAS A 14 YEAR OLD MALE JUVENILE AND THE PASSENGER WAS A 13 YEAR OLD MALE JUVENILE. THE JUVENILES WERE RESIDENTS FROM FORT BRAGG, CA., WHERE THE VEHICLE HAD JUST BEEN STOLEN. OFFICERS LOCATED A LOADED GLOCK STYLE "GHOST GUN" IN THE VEHICLE. "GHOST GUNS" HAVE NO SERIAL NUMBER AND ARE ILLEGAL TO POSSESS.



IN CONTINUING THE LONG-STANDING PARTNERSHIP WITH THE UKIAH UNIFIED SCHOOL DISTRICT, THE UKIAH POLICE DEPARTMENT ASSIGNED ONE SCHOOL RESOURCE OFFICER (SRO) TO PROVIDE SERVICES TO SIX ELEMENTARY SCHOOLS, TWO MIDDLE SCHOOLS AND TWO HIGH SCHOOLS.

THE SRO IS RESPONSIBLE FOR HANDLING LAW ENFORCEMENT RELATED ISSUES THAT OCCUR ON OR AROUND THE DISTRICT'S CAMPUSES. THE SRO WORKS CLOSELY WITH SCHOOL ADMINISTRATORS TO MAINTAIN A SAFE LEARNING ENVIRONMENT FOR OUR COMMUNITIES' CHILDREN. THE SRO TAKES A PROACTIVE APPROACH TO ENGAGING WITH STUDENTS BY MAINTAINING HIGH VISIBILITY, ATTENDING SCHOOL FUNCTIONS SUCH AS SPORTING EVENTS AND BEING INVOLVED IN SCHOOL SEARCHES AND OTHER ACTIVITIES TO ENSURE STUDENT SAFETY.

THE SRO IS ALSO INVOLVED IN THE GANG RESISTANCE EDUCATION AND TRAINING (G.R.E.A.T.) PROGRAM. THIS TRAINING IS IMPORTANT, ESPECIALLY TO OUR COMMUNITIES' YOUNGER STUDENTS. IT IS DESIGNED TO BE TAUGHT BY TRAINED LAW ENFORCEMENT AND TEACHES THE IMPORTANCE OF AVOIDING PARTICIPATION IN GANGS AND VIOLENCE, AS WELL AS SKILLS TO HANDLE BULLYING. THE SRO ALSO WORKS WITH OTHER LOCAL LAW ENFORCEMENT AGENCIES TO MAXIMIZE THE EFFECTIVENESS OF THE PROGRAM.



flock

DEPARTMENT GOALS

GOAL 2

IMPROVE THE QUALITY OF LIFE IN OUR NEIGHBORHOODS



THESE VEHICLES ARE THE FIRST-EVER PURSUIT RATED HYBRID POLICE SUV. ON-BOARD ELECTRICAL EQUIPMENT CAN BE POWERED USING THE LITHIUM-ION BATTERY, ALLOWING THE GASOLINE ENGINE TO SHUT OFF AND RUN ONLY PERIODICALLY TO CHARGE THE BATTERY. THESE VEHICLES WILL PROVIDE IMPROVEMENTS IN FUEL ECONOMY IN OUR COMMUNITY AS WELL AS REDUCE IDLE TIME, WITHOUT SACRIFICING PERFORMANCE OR SAFETY FEATURES.

2022 VIRTUAL NATIONAL NIGHT OUT DRAWING. FOUR DIFFERENT COMMUNITY FAMILIES WON A \$25-DOLLAR GIFT CARD TO FOOD MAXX AND A GOODIE BAG FROM UKIAH POLICE.

BUILDING BETTER RELATIONSHIPS BETWEEN POLICE AND YOUTH IS A TOP PRIORITY FOR THE UKIAH POLICE DEPARTMENT. BUILDING GOOD RELATIONSHIPS WITH THE YOUTH HELPS YOUNG PEOPLE AND THEIR FAMILIES DEVELOP FRIENDLY RELATIONSHIPS AND TRUST WITH LAW ENFORCEMENT WHICH CAN LAST FOR GENERATIONS. IN 2022 THE UKIAH POLICE DEPARTMENT STAFF PARTICIPATED IN MANY COMMUNITY EVENTS SUCH AS THE PARADE OF LIGHTS, PUMPKINFEST, UKIAH HIGH CAREER FAIR, UKIAH HIGH HOMECOMING PARADE, AND MORE.



DEPARTMENT GOALS

GOAL 3

ENHANCE COMMUNITY AND POLICE PARTNERSHIPS

THE MOBILE CRISIS RESPONSE TEAM PILOT PROGRAM WAS STARTED IN 2021. THESE TRAINED BEHAVIORAL HEALTH SPECIALISTS PROVIDE SUPPORT TO LAW ENFORCEMENT PERSONNEL WHEN RESPONDING TO CITIZENS HAVING A MENTAL HEALTH CRISIS. IN 2022 THE MOBILE CRISIS RESPONSE TEAM RESPONDED TO **184 CALLS** FOR SERVICE WITH THE UKIAH POLICE DEPARTMENT STAFF. THESE INDIVIDUALS PROVIDE IMMEDIATE CRISIS SUPPORT TO CITIZENS, KEEP THE SITUATION FROM ESCALATING, AND OFTEN ARE ABLE TO TRANSPORT THOSE EXPERIENCING A MENTAL HEALTH EMERGENCY TO THE CLOSEST MEDICAL FACILITY. THEY ALSO PROVIDE OUTREACH AND FOLLOW UP WITH INDIVIDUALS AFTER THE EMERGENCY IS OVER.



THE UKIAH POLICE DEPARTMENT WORKS CLOSELY WITH THE DEPARTMENTS OF SOCIAL SERVICES, PUBLIC HEALTH, AND BEHAVIORAL HEALTH. ESPECIALLY THOSE RELATED TO HOMELESSNESS. OTHER SERVICES THAT THE DEPARTMENT WORKS ALONG SIDE WITH ARE REDWOOD COMMUNITY SERVICES, HEADS UP MENDOCINO AND BUILDING BRIDGES.



DEPARTMENT GOALS

GOAL 4 DEVELOP PERSONNEL



INCENTIVES

- \$6,038 - \$8,096 PER MONTH STARTING PAY
- \$6,340 - \$8,501 PER MONTH WITH INTERMEDIATE POST
- \$6,643 - \$8,908 PER MONTH WITH ADVANCED POST
- \$8,000 RELOCATION BENEFIT
- PERS RETIREMENT; "PEPRA" 2.7% AT 57
- PAID VACATION, BILINGUAL PAY, SHIFT DIFFERENTIAL PAY, PAID MILITARY LEAVE, LONGEVITY PAY, 5% SPECIALTY ASSIGNMENT PAY & MORE
- SPECIALTY ASSIGNMENTS INCLUDE: REGIONAL SWAT,

OUR VALUES



SAFETY

WE VALUE HUMAN LIFE AND STRIVE TO ENABLE OUR CITIZENS TO BE SAFER AND LESS LIKELY TO BE VICTIMIZED BY CRIME.



PROFESSIONALISM

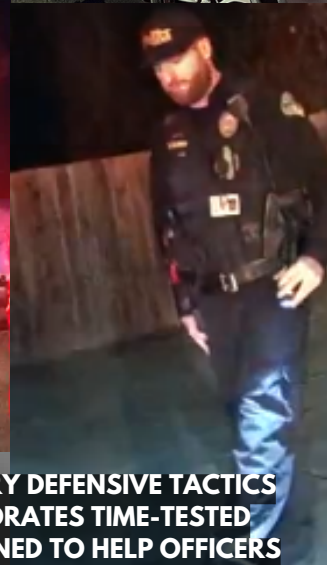
WE VALUE DEDICATED, HIGHLY TRAINED PERSONNEL, WITH A COMMITMENT TO THE STANDARDS OF THE LAW ENFORCEMENT PROFESSION.

COMMUNITY SERVICE

WE VALUE THE PRIVILEGE TO PROVIDE EFFECTIVE, EFFICIENT AND EQUITABLE SERVICE.

STATEMENT:

"TO JUSTICE THROUGH THE ADOPTION AND PROCEDURES."



GRACIE SURVIVAL TACTICS (GST) IS A REVOLUTIONARY DEFENSIVE TACTICS SYSTEM BASED ON GRACIE JIU-JITSU THAT INCORPORATES TIME-TESTED TECHNIQUES INTO AN EASY-TO-LEARN SYSTEM DESIGNED TO HELP OFFICERS HUMANELY PREVAIL AGAINST LARGER AND STRONGER OPPONENTS. THE GST SYSTEM HAS RECENTLY BEEN REVIEWED BOTH MEDICALLY AND LEGALLY FOR USE IN LAW ENFORCEMENT. FURTHERMORE, ALTHOUGH GST WAS DEVELOPED FOR ITS TACTICAL EFFECTIVENESS, ITS LEVERAGE-BASED TECHNIQUES ARE LESS LIKELY TO CAUSE SERIOUS INJURY TO BOTH THE OFFICER AND ARRESTEE. ALSO, GST'S BENIGN APPEARANCE HAS A GREATER ACCEPTANCE FROM A VIEWING PUBLIC, WHICH HAS BEEN INCREASINGLY SCRUTINIZING TELEVISED VIDEOS OF POLICE ACTIONS.

UKIAH POLICE DEPARTMENT PARTNERED WITH REDWOOD COAST REGIONAL CENTER IN PROVIDING AN IMPORTANT TRAINING SEMINAR ON AUTISM, NEUROCOGNITIVE DISORDERS AND NEURODEVELOPMENTAL DISORDERS FOR LAKE AND MENDOCINO COUNTY FIRST RESPONDERS.



DEPARTMENT GOALS

GOAL 5 CONTINUED ACCOUNTABILITY



AXON BODY CAMERAS ARE A RUGGED COMMUNICATIONS BEACON FRONT-AND-CENTER ON EVERY CALL AT UKIAH POLICE DEPARTMENT. IN 2022 UPD RECEIVED THE NEWEST VERSION OF THESE CAMERAS AND EVERY UPD OFFICER WEARS ONE ON HIS OR HER UNIFORM WHILE ON DUTY. FEATURING ENHANCED LOW-LIGHT PERFORMANCE, REDUCED MOTION BLUR AND AN LTE CONNECTION THAT ENABLES REAL-TIME FEATURES LIKE LIVE STREAMING, AXON BODY CAMERAS EMPOWERS OFFICERS WITH MORE SUPPORT IN THE MOMENT. WIRELESS ACTIVATION ENSURES THE CAMERAS WILL AUTOMATICALLY RECORD WHEN A TASER OR FIREARM IS DEPLOYED, OR WHEN THE SOUND OF A GUNSHOT IS DETECTED.

UKIAH POLICE DEPARTMENT HAS INSTALLED AXON FLEET 2 CAR CAMERAS IN EACH PATROL VEHICLE. THESE CAMERAS APPEAR AS A LOW-PROFILE DESIGN THAT PROVIDES CLEAR, STABLE VIDEO FOR EVIDENCE PURPOSES. DIGITAL ZOOM MAKES LICENSE PLATES READABLE AT UP TO 30 FEET AND INCLUDES INFRARED ILLUMINATION THAT ENABLES GREATER VISIBILITY AT NIGHT. THEY HAVE A 1000-FOOT RANGE FROM THE VEHICLE AND RECORDS CONTINUOUSLY UP TO 12 HOURS SO CRITICAL FOOTAGE CAN BE RETRIEVED SO NO EVIDENCE IS MISSED. THE IMPLEMENTATION OF THESE CAMERAS HELPS WITH ACCOUNTABILITY DUE TO THE AUTOMATIC ACTIVATION WHEN THE PATROL VEHICLES EMERGENCY LIGHTS ARE ACTIVATED.

THE RECORDED VIDEO FOOTAGE FROM BOTH THE BODY CAMERAS AND PATROL VEHICLE CAMERAS ARE FULLY ENCRYPTED AND AUTOMATICALLY STORED ON A CLOUD SERVICE THAT CANNOT BE DELETED.

THE CALIFORNIA LEGISLATURE PASSED ASSEMBLY BILL #953 IN 2015. KNOWN AS THE RACIAL AND IDENTITY PROFILING ACT (RIPA), THE BILL REQUIRES ALL LAW ENFORCEMENT AGENCIES IN THE STATE TO “COLLECT PERCEIVED DEMOGRAPHIC AND OTHER DETAILED DATA REGARDING PEDESTRIAN AND TRAFFIC STOPS”. THE DATA IS NOT TO BE COLLECTED FROM IDENTIFICATION LIKE A DRIVER’S LICENSE OR OTHER GOVERNMENT DOCUMENT. RATHER, THE DATA IS BASED UPON THE OFFICER’S PERCEPTION OF THE PERSON THEY STOPPED. THE RIPA LAW REQUIRED AGENCIES WITH LESS THAN 334 OFFICERS TO BEING REPORTING TO THE DEPARTMENT OF JUSTICE (DOJ) ON JANUARY 1ST 2022.

WITH THE ASSISTANCE OF THE VERITONE CONTACT WEB-BASED PLATFORM, UKIAH POLICE DEPARTMENT BEGAN REPORTING ON JANUARY 1ST 2022. WITHIN THE FIRST 6 MONTHS OF MANDATED REPORTING, UKIAH POLICE DEPARTMENT OFFICERS HAD MADE 1,568 REPORTS. VERITONE CONTACT TRACKED THE TIME OFFICERS TOOK TO MAKE THESE REPORTS TO BE 105 HOURS AND 53 MINUTES. UKIAH POLICE DEPARTMENT OFFICERS ARE CONTINUING TO REPORT THE DATA TO DOJ AS MANDATED.



CRIME STATISTICS

2022 ARRESTS

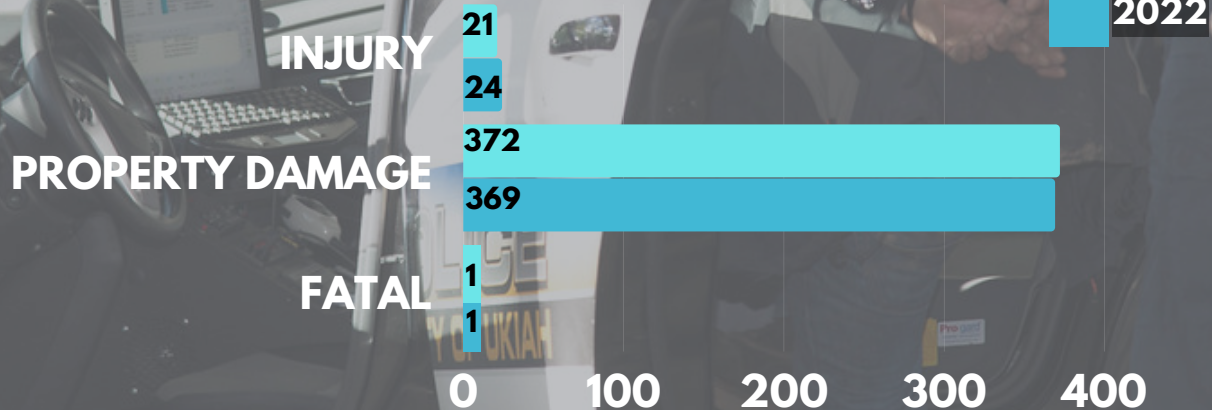
545
MISDEMEANORS

493
FELONIES

153
DUI'S

CRIME	IN 2022
MURDER	2
RAPE	10
ROBBERY	20
ARSON	14
BURGLARY	68
STOLEN VEHICLES	61
ASSAULTS	270
LARCENY/THEFT	105
MISCELLENIOUS CRIMES	546

2021/2022 TRAFFIC COLLISION COMPARISON

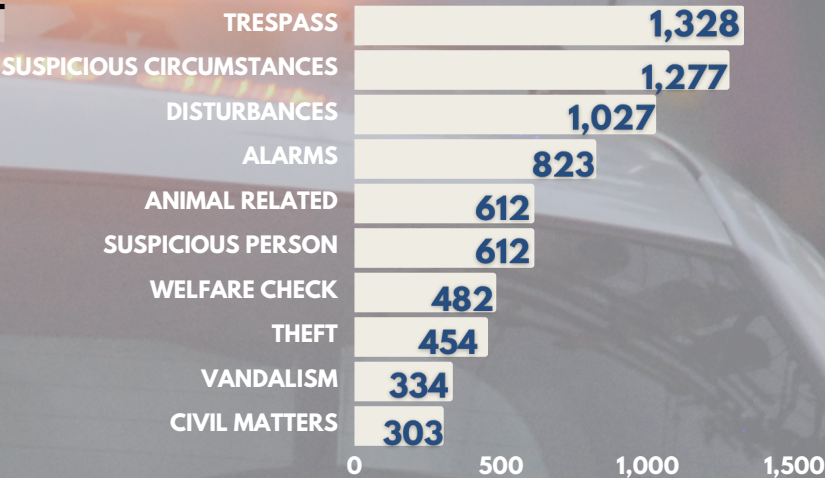


OPERATIONS DIVISION

THE PATROL DIVISION IS THE BACKBONE OF THE UKIAH POLICE DEPARTMENT. WHEN A MEMBER OF THE COMMUNITY NEEDS LAW ENFORCEMENT ASSISTANCE A PATROL OFFICER WILL RESPOND. THE PATROL DIVISION IS DIVIDED INTO FOUR SHIFTS THAT PROVIDE COVERAGE TO THE ENTIRE CITY OF UKIAH 24 HOURS PER DAY, 365 DAYS PER YEAR.

IN 2022, 18,915 TOTAL CALLS FOR SERVICE WERE GENERATED FOR PATROL OFFICERS TO ASSIST THE COMMUNITY. 2,186 POLICE REPORTS WERE TAKEN BY PATROL OFFICERS AND 434 REPORTS WERE TAKEN BY CSO'S.

TOP 10 TYPES OF CALLS IN 2022



THE PATROL DIVISION TAKES PRIDE IN PROVIDING UNIFORMED POLICE RESPONSE TO EMERGENCY AND NON-EMERGENCY CALLS FOR SERVICE. SOME OF THE SERVICES PROVIDED BY THE PATROL OFFICERS OF THE PATROL DIVISION INCLUDE TRAFFIC ENFORCEMENT, MAKING ARRESTS, TAKING REPORTS, CONDUCTING CRIMINAL INVESTIGATIONS, PERFORMING EXTRA PATROLS, SERVING CRIMINAL WARRANTS, AND ASSISTING OTHER LAW ENFORCEMENT AGENCIES. THE DEPARTMENTS COMMUNITY SERVICE OFFICERS ARE TYPICALLY RESPONSIBLE FOR HANDLING NON-HAZARDOUS SITUATIONS SUCH AS TRAFFIC COLLISIONS, LOST AND FOUND PROPERTY, ABANDONED VEHICLE COMPLAINTS, ANIMAL CONTROL ENFORCEMENT, AND THEFT-RELATED CALLS WHEN A SUSPECT IS UNKNOWN.



PATROL DIVISION STAFF

4 PATROL SERGEANTS

14 PATROL OFFICERS

2 COMMUNITY SERVICE OFFICERS



ADMINISTRATIVE DIVISION

PROPERTY AND EVIDENCE IS AN EXTREMELY IMPORTANT PART OF THE UKIAH POLICE DEPARTMENT. THE COMMUNITY SERVICE OFFICER ASSIGNED TO THIS POSITION IS RESPONSIBLE FOR RECEIVING, CATALOGUING, AND MAINTAINING ITEMS THAT ARE SEIZED, FOUND, OR TURNED INTO THE DEPARTMENT. THE ITEMS RECEIVED ARE SECURELY STORED AS EVIDENCE, SAFEKEEPING, FOUND PROPERTY OR CONTRABAND.

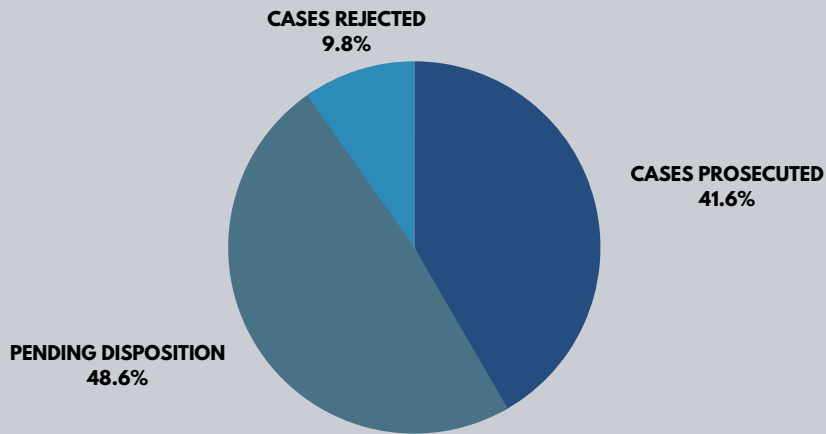


ITEMS RETAINED AS EVIDENCE ARE HELD FOR COURT, WHILE ILLEGAL ITEMS SUCH AS WEAPONS AND NARCOTICS ARE DESTROYED. THE CSO ALSO ATTEMPTS TO IDENTIFY AND LOCATE OWNERS OF ITEMS TURNED IN AS FOUND PROPERTY.



THE DETECTIVE BUREAU IS COMPRISED OF ONE DETECTIVE SERGEANT AND TWO DETECTIVES. THE DETECTIVE BUREAU RESPONSIBILITIES INCLUDE PERFORMING INITIAL AND FOLLOW UP INVESTIGATIONS THAT ARE TYPICALLY MORE INVOLVED AND TIME CONSUMING THAN THOSE CONDUCTED BY PATROL OFFICERS. THESE TYPES OF INVESTIGATIONS INCLUDE: BURGLARY, VIOLENT ASSAULTS, HOMICIDE, ARSON, SEX CRIMES, INTERNET CRIMES, ROBBERY, EMBEZZLEMENT, MISSING PERSONS AND SEX OFFENDER REGISTRATION MONITORING. THE DETECTIVE BUREAU WORKS IN CONJUNCTION WITH NEIGHBORING LAW ENFORCEMENT AGENCIES AS WELL AS SOCIAL SERVICE AGENCIES SUCH AS CHILD PROTECTIVE SERVICES AND ADULT PROTECTIVE SERVICES. OUR DETECTIVES COMPLETE AND SUBMIT CRIMINAL REPORTS TO THE DISTRICT ATTORNEY'S OFFICE FOR PROSECUTION AS WELL AS PRESENTING EVIDENCE AND PROVIDING TESTIMONY IN COURT AGAINST THOSE WHO COMMIT CRIMES IN OUR COMMUNITY.

TOTAL POLICE REPORTS
PROCESSED IN 2022: **2,659**
REPORTS SUBMITTED TO D.A.: **1,234**



PARKING ENFORCEMENT IS CONDUCTED BY A COMMUNITY SERVICES OFFICER (CSO). THE CSO MONITORS COMPLIANCE WITH THE LOCAL PARKING REGULATIONS AND ORDINANCES. MUCH OF THE ENFORCEMENT IS IN THE DOWNTOWN AREA OF THE CITY. THE CSO UTILIZES A PAIR OF LICENSE PLATE READERS (LPR) THAT ARE MOUNTED TO THE ENFORCEMENT VEHICLE, WHICH UTILIZE SATELLITE TECHNOLOGY TO ASSIST IN IDENTIFYING VIOLATIONS. TRADITIONAL METHODS OF WALKING AND CHALKING TIRES ARE ALSO USED. THE CSO ALSO HELPS TO IDENTIFY MISSING PARKING SIGNAGE AND POORLY PAINTED CURBS TO ENSURE THE FAIR APPLICATION OF PARKING ENFORCEMENT REGULATIONS.

COMMUNICATIONS & RECORDS

THE UKIAH POLICE DEPARTMENT'S COMMUNICATIONS CENTER IS STAFFED 24 HOURS A DAY BY TRAINED PUBLIC SAFETY DISPATCHERS. THE DISPATCHERS ANSWER 911 AND NON-EMERGENCY LINES FOR THE CITY OF UKIAH AND THE CITY OF FORT BRAGG POLICE DEPARTMENTS.

DISPATCHERS QUICKLY DETERMINE THE NATURE OF THE CALL AND DISPATCH THE APPROPRIATE RESOURCES. EMERGENCY FIRE AND MEDICAL CALLS FOR SERVICE ARE TRANSFERRED TO CAL FIRE. IF THE CALLER IS CALLING FROM ANOTHER SURROUNDING JURISDICTION THEY ARE TRANSFERRED TO THE APPROPRIATE LAW ENFORCEMENT AGENCY WHERE THE CRIME IS OCCURRING.

THE UKIAH POLICE DEPARTMENT BUSINESS OFFICE IS OPEN TO THE PUBLIC MONDAY – THURSDAY FROM 8AM-4PM. THE UPD BUSINESS OFFICE IS STAFFED FIVE DAYS A WEEK BY 2 POLICE RECORDS CLERKS, AN ADMINISTRATIVE ASSISTANT, AND A PART-TIME EMPLOYEE WHO FLOATS BETWEEN THE FRONT OFFICE AND DISPATCH.

POLICE RECORDS CLERKS ARE TASKED WITH ASSISTING CITIZENS AT THE FRONT COUNTER AND ANSWERING THE BUSINESS LINE DURING THE DAY. THESE DEDICATED MEMBERS OF THE DEPARTMENT ARE TASKED WITH PROCESSING CRIME REPORTS FOR THE DISTRICT ATTORNEY'S OFFICE, HANDLING TRAFFIC ACCIDENT REPORT REQUESTS, OTHER RECORDS INQUIRES, ACCEPTING SUBPOENAS ON BEHALF OF THE DEPARTMENT, AND MORE. OUR PROFESSIONAL STAFF IS HERE TO HELP THE CITIZENS OF UKIAH AND HELP SUPPORT THE OTHER ADMINISTRATIVE FUNCTIONS OF THE POLICE DEPARTMENT.

EMERGENCY COMMUNICATIONS
CALL VOLUME AT A GLANCE

65,140

TOTAL PHONE
CALLS IN 2022

14,796

EMERGENCY
9-1-1 CALLS

50,344

NON
EMERGENCY
CALLS





MAILING ADDRESS:

**300 Seminary Ave
Ukiah CA 95482**

24-HOUR

NON-EMERGENCY

DISPATCH:

(707) 463-6262

RECORDS OFFICE:

(707) 463-6241

CONNECT
WITH
US!



WWW.UKIAHPOLICE.COM



@UKIAHPOLICE



@UKIAHPOLICE

PHOTOS BY:

**PETER ARMSTRONG PHOTOGRAPHY
& MIKKI TAYLOR PHOTOGRAPHY**

**2022 ANNUAL REPORT CREATED
IN-HOUSE BY THE CITY OF UKIAH
POLICE DEPARTMENT STAFF**

