



SUMMARY REPORT

Agenda Date: 6/4/2019

To: Board of Supervisors of Sonoma County
Department or Agency Name(s): Sheriff's Office
Staff Name and Phone Number: Maureen Nicklas, 565-8831
Vote Requirement: Majority
Supervisory District(s): Fourth and Fifth District

Title:

Amendments to the Town of Windsor and City of Sonoma Law Enforcement Agreement for Services

Recommended Actions:

- A) Authorize the Chair to execute an amendment to the Agreement for Law Enforcement Services between the County of Sonoma and the Town of Windsor to extend the term for an additional year, through June 30, 2020.
- B) Authorize the Chair to execute an amendment to the Agreement for Law Enforcement Services between the County of Sonoma and the City of Sonoma to extend the term for an additional year, through June 2020.

(Fourth and Fifth Districts)

These agreements benefit the public by providing essential law enforcement services in Windsor and Sonoma.

Executive Summary:

The Sheriff provides law enforcement services in the Town of Windsor and City of Sonoma under two separate service Agreements. Both Agreements are due to expire this June and both the Town of Windsor and the City of Sonoma wish to extend their Agreements for an additional year. A summary of each existing Agreement is as follows:

Town of Windsor - In 2008, the County and Town of Windsor entered into a ten-year Agreement for Law Enforcement Services, which expired June 30, 2018 and was extended for an additional year through June 30, 2019. The Town of Windsor has expressed its intent to explore another long-term agreement with the County for these services; however, at this time and until a new long-term agreement can be negotiated, the Town is requesting a second one-year extension to the current Agreement, through June 30, 2020. □

City of Sonoma - In 2009, the County and City of Sonoma entered into a ten-year Agreement for Law Enforcement Services, which expires on June 30, 2019. The City of Sonoma has expressed its intent to explore another long-term agreement with the County for these services, however; at this time and until a new long-term agreement can be negotiated, the City is requesting a one-year extension to the current Agreement, through June 30, 2020. □

Discussion:

Town of Windsor - The County has been providing contract law enforcement services to the Town of Windsor

since April 6, 1993, shortly after the Town's incorporation in 1992. At that time the Board approved a five-year Law Enforcement Services Agreement with the Town. The Board later approved a ten-year Agreement for Law Enforcement for the term of July 1, 1998 through June 30, 2008. On May 5, 2008, the Board approved a second ten-year Law Enforcement Services Agreement for the term from July 1, 2008 through June 30, 2018. The Board ratified an Amendment on May 22, 2018 to execute a one-year extension on the Agreement for Law Enforcement Services for the term of July 1, 2018 through June 30, 2019.

Under the current Agreement, the County receives full reimbursement for the direct costs associated with the provision of law enforcement services by the Sheriff's Office to the Town of Windsor. The Agreement provides the Town with 24 Sheriff's Office employees, including 21 sworn personnel and three support staff. The Agreement also provides funding for 0.4 FTE detective. The Town pays the Sheriff's Office for indirect expenses captured in an overhead rate which is determined annually and applied to the actual salary and benefit costs of County personnel assigned to the Windsor Police Department. This rate covers indirect services provided to the Town such as dispatch, records, field training for new officers, and administrative services including payroll. In June 1995, the Board approved an Amendment authorizing the Sheriff's Office to apply a 5% reduction to the overhead rate as an incentive for County cities to enter into contractual arrangements with the Sheriff's Office. For Windsor, this discount represents \$77,791 for FY 19-20. The Town of Windsor and the Sheriff's Office have assumed the discount in their respective budgets for FY 19-20. The total Sheriff's Office - Windsor Police Department operational budget included in the FY 19-20 Recommended Budget is \$6,087,992.

The Town of Windsor and the Sheriff's Office continue to be satisfied with the collaborative, working relationship under the current Agreement, which expires on June 30, 2019. Section 28 - Term of Agreement of the current Agreement allows for contract renewal periods of up to ten years. At this time, the Town has requested a one-year renewal with the same terms and conditions as the current Agreement. To that end, on May 1, 2019 Windsor Town Council took formal action to renew the Agreement for Law Enforcement Services with the County for one year. Town staff have indicated their intention to examine and evaluate options for a new long-term law enforcement agreement during the next fiscal year. In order to allow the Town time to develop a solicitation process, the Sheriff's Office to prepare a proposal, and negotiations to take place, the Sheriff is requesting the Board approve the proposed one-year extension to the current Agreement with the same terms and conditions.

City of Sonoma - In July of 2003, the City of Sonoma approached the Sonoma County Sheriff's Office to explore the possibility of contracting for law enforcement services within the City limits. The City's interest stemmed from the anticipated trickle down effects of the State's financial problems and a growing City budget deficit. After evaluating several service models, conducting multiple public meetings, and analyzing detailed proposals in cooperation with City and County staff, the Sonoma City Council determined that contracting with the County for services was the most cost-effective way of delivering high quality law enforcement services to the City of Sonoma.

The County has been providing law enforcement services to the City of Sonoma since April 21, 2004, when the Board approved a five-year Agreement (July 1, 2004 through June 30, 2009) for Law Enforcement Services with the City. The first five years of the contractual arrangement were successful and beneficial to both parties. Early in 2009, the City of Sonoma expressed its interest in executing another Law Enforcement Services Agreement with the County. On June 23, 2009, the Board approved a ten-year Agreement for Law Enforcement Services for the term of July 1, 2009 through June 30, 2019.

Under the current and all prior Agreements, the County receives full reimbursement for the direct costs associated with the provision of law enforcement services by the Sheriff's Office to the City of Sonoma. The Agreement provides 16 Sheriff's Office employees, including 13 sworn personnel and three support staff, as well as funding for 0.25 FTE detective. The City pays the Sheriff's Office for indirect expenses captured in an overhead rate which is determined annually and applied to the actual salary and benefit costs of County personnel assigned to the Sonoma Police Department. This rate covers indirect services provided to the City such as dispatch, records, filed training for new officers, and administrative services including payroll. In June 1995, the Board approved an amendment authorizing the Sheriff's Office to apply a 5% reduction to the overhead rate as an incentive for County cities to enter into contractual arrangements with the Sheriff's Office. For Sonoma, this discount amounts to \$48,073 in the FY 19-20. The total Sheriff's Office - Sonoma Police Department operational budget included in the FY 19-20 Recommended Budget is \$6,087,992.

The City of Sonoma and the Sheriff's Office continue to be satisfied with the collaborative working relationship under the current Agreement, which expires on June 30, 2019. The Sonoma City Council extended the Law Enforcement Services Agreement term one-year by authorizing an Amendment on March 18, 2019. The City Manager notified the Sheriff and Board of Supervisors of the City's intention to renew the Agreement, pursuant to Section 28 of the Agreement. Although Section 28 allows for a contract renewal period of up to ten years, at this time, the City is requesting a one-year renewal with the same terms and conditions as the current Agreement. City staff have indicated their intention to examine and evaluate options for a new long-term law enforcement agreement during the next fiscal year. In order to allow the City time to develop a solicitation process, the Sheriff's Office to prepare a proposal, and negotiations to take place, the Sheriff is requesting the Board approve the proposed one-year extension to the current Agreement with the same terms and conditions.

As the Town of Windsor and the City of Sonoma work to explore their law enforcement service options in the upcoming year and as the Sheriff's Office prepares to respond to any law enforcement service solicitations in the future, the Sheriff will be seeking policy direction from the Board during June 2019 Budget Hearings on the 5% reduction to overhead costs historically offered to law enforcement contract cities within Sonoma County. As noted previously, the 5% overhead discount was offered as an incentive to contracting for law enforcement services with the Sheriff's Office. These contracts benefit the community by providing consistent, coordinated, and seamless law enforcement services across the unincorporated and incorporated areas of the County.

Prior Board Actions:**Town of Windsor:**

4/6/93 - Board approved a five-year Agreement for Law Enforcement Services with the Town of Windsor. 6/8/93, 8/30/94, 6/27/95, 9/24/96, 8/19/97 - Board approved amendments to the Agreement
2/24/98 - Board approved a ten-year Agreement for Law Enforcement Services with the Town of Windsor. 5/5/908 - Board approved a ten-year Agreement for Law Enforcement Services with the Town of Windsor. 5/22/18 - Board approved an Amendment extending Agreement for Law Enforcement Services with Town of Windsor for one year.

City of Sonoma:

4/21/04 - Board approved a five-year Agreement for Law Enforcement Services with the City of Sonoma.
11/8/05, 9/12/06, 11/6/07, 6/24/08 - Board approved amendments to the Agreement for Law Enforcement Services with the City of Sonoma. 6/23/09 - Board approved a ten-year Agreement for Law Enforcement Services with the City of

Sonoma. ☐**FISCAL SUMMARY**

Expenditures	FY 18-19 Adopted	FY19-20 Projected	FY 20-21 Projected
Budgeted Expenses	11,869,331	12,220,039	
Additional Appropriation Requested			
Total Expenditures	11,869,331	12,220,039	
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	11,869,331	12,220,039	
Use of Fund Balance			
Contingencies			
Total Sources	11,869,331	12,220,039	

Narrative Explanation of Fiscal Impacts:

The Agreements for Law Enforcement Services with contract cities allows for full direct cost reimbursement, therefore the contract city operational budgets are zero General Fund net cost budgets.

Windsor Police Department operational expenditures totaling \$6,087,992 are included in the Sheriff's Office FY 19-20 Recommended Budget. Estimated overhead to be paid by the Town of Windsor is \$1,478,037, also included in the Sheriff's Office FY 19-20 Recommended Budget.

Sonoma Police Department operational expenditures totaling \$3,740,618 are included in the Sheriff's Office FY 19-20 Recommended Budget. Estimated overhead to be paid by the City of Sonoma is \$913,392, also included in the Sheriff's Office FY 19-20 Recommended Budget.

Staffing Impacts:			
Position Title (Payroll)	Monthly Salary Range (A - I Step)	Additions (number)	Deletions (number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

1. Amendment to the Agreement for Law Enforcement Services between the County of Sonoma and the

Town of Windsor

2. Amendment to the Agreement for Law Enforcement Services between the County of Sonoma and the City of Sonoma

Related Items “On File” with the Clerk of the Board:

1. Agreement for Law Enforcement Services between the County of Sonoma and Town of Windsor
2. Agreement for Law Enforcement Services between the County of Sonoma and City of Sonoma