



## Staff Report June 12, 2018

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**TO:** Honorable Mayor and Members of the Town Council  
**FROM:** Roger Carroll, Finance Director  
**DATE:** May 24, 2018  
**RE:** Placer County Sheriff Contract Amendment

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### **Recommendation**

Adopt Resolution

### **Issue Statement and Discussion**

Normally, every three years, the Town renegotiates its contract with Placer County for Sheriff Services. For each of the two subsequent years, the County provides an amendment to the contract showing the increase in cost. The current three-year contract (Placer County Contract No. 13507) was adopted in June 2015. This year, due to turn over at the Sheriff's office and a heavy workload on Town staff, we have been unable to coordinate with the Sheriff's office regarding updating the contract. Therefore, we are recommending Amendment No. 3 to Contract No. 13507 to give staff sufficient time to negotiate a complete contract. The Town Council is being asked to adopt this amendment by resolution.

The amendment to the contract increases the annual cost by \$47,541 (or 3.08%) over the prior year. The increased cost is 43% personnel cost and 57% vehicle cost. Personnel cost of living allowance (COLA) increases for the Sheriff's department are calculated by a formula accepted by all the agencies in the Sacramento area, and are not negotiable.

### **CEQA Requirements**

There are no CEQA issues.

### **Financial and/or Policy Implications**

The increased cost of this amendment is included in the 2018-2019 Proposed Operating Budget.

### **Attachments**

- A. Resolution Adopting Amendment No. 3
- B. Placer County Contract 13507, Amendment No. 3
- C. Spreadsheet detailing Sheriff contract costs for the current and prior years

# TOWN OF LOOMIS

## RESOLUTION NO. 18-

### A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOOMIS ADOPTING AMENDMENT NO. 3 TO PLACER COUNTY CONTRACT NO. 13507 FOR SHERIFF SERVICES

WHEREAS, the Town is required to provide police service for the people of Loomis; and

WHEREAS, the Town has a contract with the Placer County Sheriff's department to provide police service for the three years beginning July 1, 2015 and ending June 30, 2018; and

WHEREAS, the contract allows for annual amendments to the contract to allow for increases and decreases in estimated operating costs; and

WHEREAS, the estimated operating cost for the 2018-2019 fiscal year is projected to increase by \$47,541; and

WHEREAS, the increased cost has been successfully included in the proposed balanced budget for the 2018-2019 fiscal year;

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Town Council of the Town of Loomis does hereby adopt Amendment No. 3. to Placer County Contract No. 13507.

PASSED AND ADOPTED this 12<sup>th</sup> day of June 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Town Clerk

BEGINS: July 1, 2018  
ADMINISTERING AGENCY: Sheriff-Coroner-Marshal

CONTRACT NO. 13507  
AMENDMENT NO. 3

DESCRIPTION: Contract amendment between County of Placer, Office of the Sheriff-Coroner-Marshal and the Town of Loomis to update the annual cost of providing law enforcement services for FY 2018-19.

THIS AMENDMENT No. 3 of contract No. 13507 is made as of July 1, 2018, by and between the COUNTY OF PLACER, Office of the Sheriff-Coroner-Marshal, a political subdivision of the State of California, hereinafter referred to as "COUNTY", and the TOWN OF LOOMIS, a municipal corporation, hereinafter referred to as "TOWN".

The original contract No. 13507 is amended as follows:

**Section 1 DURATION OF CONTRACT:** This agreement shall commence on July 1, 2018 for a period of one year, expiring on June 30, 2019, unless terminated under conditions of Section 11.

**Section 5 PAYMENT FOR SERVICES:** The cost of performing law enforcement services for the year beginning July 1, 2018 through June 30, 2019, both dates inclusive, will be agreed to in the amount of \$1,590,535 (ONE MILLION FIVE HUNDRED NINETY THOUSAND FIVE HUNDRED THIRTY FIVE DOLLARS) per attached Exhibit A. This sum shall be paid in four equal quarterly installments of \$397,634 (THREE HUNDRED NINETY SEVEN THOUSAND SIX HUNDRED THIRTY FOUR DOLLARS) to be paid on October 1, 2018; January 1, 2019; April 1, 2019; and June 30, 2019. The COUNTY will provide an amendment adjusting salaries, liability insurance, vehicle rates, and cost of living to the TOWN each year for basic law enforcement services for adoption effective July 1 with an amendment approved by both parties.

All other terms and conditions set forth in the Agreement shall remain unchanged and in full force and effect.

IN WITNESS THEREOF, the parties hereto have executed this amendment the day and year first written above.

**TOWN OF LOOMIS**

**COUNTY OF PLACER**

BY: \_\_\_\_\_  
MAYOR, TOWN OF LOOMIS

BY: \_\_\_\_\_  
CHAIR, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
PLACER COUNTY SHERIFF

APPROVED AS TO FORM

APPROVED AS TO FORM

BY: \_\_\_\_\_  
TOWN ATTORNEY

BY: \_\_\_\_\_  
COUNTY COUNSEL

SALARY AND BENEFITS:

Qty	Class/Description	Pay Type	Annual Hours/Units	Billable Hours/Units	2017-2018 Hrly Rate	2018-2019 Hrly Rate	2017-2018 Cost	2018-2019 Cost	Increase/Decrease
0.5	Lieutenant	Regular Pay	2080	1040	144.20	147.30	\$ 149,966	\$ 153,191	\$ 3,225
4.25	Deputy II	Regular Pay	2080	8840	88.30	87.66	\$ 780,574	\$ 774,923	\$ (5,651)
4.25	Deputy II	Overtime	188	799	74.66	84.78	\$ 59,657	\$ 67,739	\$ 8,082
4.25	Deputy II	Holiday Overtime	64	272	103.47	115.15	\$ 28,144	\$ 31,320	\$ 3,176
0.5	Detective (Deputy II)	Regular Pay	2080	1040	88.30	99.82	\$ 91,832	\$ 103,810	\$ 11,978
0.5	Detective (Deputy II)	Overtime	16	8	74.66	95.54	\$ 597	\$ 764	\$ 167
0.5	Detective (Deputy II)	Holiday Overtime	16	8	103.47	130.81	\$ 828	\$ 1,046	\$ 218
<b>Subtotal Personnel Costs</b>							<b>\$ 1,111,598</b>	<b>\$ 1,132,794</b>	<b>\$ 21,196</b>
1.0	Traffic Enforcement Officer (Deputy II)	Regular Pay	2080	2080	88.30	87.66	\$ 183,664	\$ 182,335	\$ (1,329)
1.0	Traffic Enforcement Officer (Deputy II)	Overtime	40	40	74.66	84.78	\$ 2,987	\$ 3,391	\$ 404
1.0	Traffic Enforcement Officer (Deputy II)	Holiday Overtime	8	8	103.47	115.15	\$ 828	\$ 921	\$ 93
<b>Subtotal TEO Personnel Costs</b>							<b>\$ 187,479</b>	<b>\$ 186,647</b>	<b>\$ (832)</b>
<b>Total Personnel Costs including TEO</b>							<b>\$ 1,299,077</b>	<b>\$ 1,319,441</b>	<b>\$ 20,364</b>

OTHER COSTS:

Item	Description	2017-2018 Cost	2018-2019 Cost	Increase/Decrease
Communication	Telecomm, Telecomm System Access, Cell Phones, and Radio Cost	\$ 36,980	\$ 38,436	\$ 1,456
Direct Administrative Support	SP Secretary and 7% overhead	\$ 110,475	\$ 107,981	\$ (2,494)
Equipment & Supplies	Equipment & Supplies	\$ 3,306	\$ 4,075	\$ 769
Office Space and Parking Lot	Yearly Lease and Property Management Fee	\$ 22,837	\$ 22,775	\$ (62)
Training	Based on Routine Annual Training	\$ 15,625	\$ 15,625	\$ -
Utility Charges	PG&E	\$ 3,838	\$ 3,844	\$ 6
Vehicle Expenses	6.25 vehicles @ \$5.54 per hour	\$ 50,856	\$ 78,357	\$ 27,501
<b>Subtotal Other Costs</b>		<b>\$ 243,917</b>	<b>\$ 271,093</b>	<b>\$ 27,176</b>
<b>Total Contract Costs</b>		<b>\$ 1,542,994</b>	<b>\$ 1,590,535</b>	<b>\$ 47,541</b>

Total Contract Change 3.08%

18-19 Base Quarterly Payments \$ 397,634