



**COUNTY OF SAN MATEO**  
**Inter-Departmental Correspondence**

Employee and Public Services

**DATE:** June 1, 2004

**BOARD MEETING DATE:** June 29, 2004

**TO:** Honorable Board of Supervisors

**FROM:**  Mary Welch, Director of Employee and Public Services  
 Jaime D. Young, Public Safety Communications Division

**SUBJECT:** Agreement between the City of Half Moon Bay and the County of San Mateo for the provision of law enforcement communications/dispatch services.

**Recommendation**

Adopt a resolution authorizing the President of the Board to execute an agreement between the County of San Mateo and the City of Half Moon Bay for law enforcement communications/dispatch services.

**Background**

In 1990, the Board of Supervisors first approved an agreement between the County and the City of Half Moon Bay for the County to assume full-time law enforcement communications/dispatch for the Half Moon Bay Police Department. The current agreement expires June 30, 2004. The City of Half Moon Bay has requested and approved continuation of these services for another two-year term with an optional two-year extension to be considered at the expiration of the two-year term on June 30, 2006.

**Discussion**

The agreement identifies the terms and conditions between the City and Public Safety Communications. At the request of the City, Public Safety Communications assumes full-time communications/dispatch services 24 hours a day, seven-days a week. Some terms of this agreement are commensurate with those services provided to the other contract agencies, which include:

- Emergency telephone answering
- Dispatching emergency calls within established timeframes
- Answering emergency radio traffic on the primary frequency within established timeframes
- Bi-yearly dispatcher proficiency testing

Public Safety Communications staff ensure the prompt and effective handling of routine and emergency calls for service.

**Vision Alignment**

This agreement keeps the commitment of ensuring basic health and safety for all through goal number 7: Maintain and enhance the public safety of all residents and visitors.

**Fiscal Impact**

Under this agreement, the City of Half Moon Bay will pay the County \$179,349 for FY04-05, a 3% increase from FY03-04 and \$185,413 for FY05-06, reflecting a 4% increase. These costs have been included in the recommended 2004-05 and 2005-06 budgets and fully offset the cost of the services provided.

**RECOMMENDED**  
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**COUNTY MANAGER**