



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
**SHERIFF'S OFFICE**



**DATE:** July 9, 2009  
**BOARD MEETING DATE:** August 4, 2009  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** Majority

**TO:** Honorable Board of Supervisors  
**FROM:** Sheriff Greg Munks  
**SUBJECT:** Amendments to the Service Agreements with the Towns of Woodside and Portola Valley for Law Enforcement and Public Safety Communication Services.

**RECOMMENDATION:**

Adopt a Resolution authorizing:

1. The President of the Board to execute a Second Amendment to the Agreement with the Town of Woodside for the provision of law enforcement services by the Sheriff's Office and dispatch services by Public Safety Communications, extending the term three years to June 30, 2012, and increasing the amount by \$3,894,572, from \$3,136,188 to \$7,030,760;
2. The President of the Board to execute Amendments to the Basic Law Enforcement Services Agreement and Supplemental Law Enforcement Services Agreement with the Town of Portola Valley, extending the terms three years to June 30, 2012, and increasing the total combined amount of the contracts by \$2,299,639, from \$1,787,424 to \$4,087,063; and
3. The Sheriff or Sheriff's designee to execute amendments and minor modifications to this agreement not to exceed an aggregate of \$25,000 and/or modify the agreement term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

**BACKGROUND:**

On November 7, 2006, the County entered into agreements with the Towns of Portola Valley and Woodside for provision of law enforcement services provided by the Sheriff's Office and dispatch services through County Public Safety Communications. The agreements had a three-year term commencing July 1, 2006 through June 30, 2009 and a combined total amount not to exceed \$4,546,109.

Sheriff's services to Portola Valley are provided under two separate agreements. One agreement provides for basic law enforcement services, and the other provides for supplemental law enforcement services that are funded by state COPS funding.

The Town of Woodside initially contracted for a motorcycle patrol traffic enforcement unit for the first year to see whether this service would be beneficial. After the first year, Woodside decided to continue to contract for the motorcycle unit, and the agreement was amended to

continue those services for the remaining term of the agreement.

Both towns have notified the Sheriff's Office of their desire to extend the contracts.

**DISCUSSION:**

The Sheriff's Office met separately with the Town of Woodside and the Town of Portola Valley to negotiate and agree upon the cost of services for the additional three year term.

Both Portola Valley and Woodside desire to maintain the current level of police services, with no major changes. The Sheriff's Office currently services the consolidated beat with six (6) deputies working 7-day, 24-hour shifts, and one detective. Two of the deputies are partially offset by state COPS funding of \$100,000 annually, which is received by each of the Towns.

The Town of Portola Valley prefers to keep the amendments to the basic law enforcement contract and supplemental law enforcement contract (COPS funded position) separate. Therefore, there are two separate amendments for the Town of Portola Valley which extend both contract terms three years to June 30, 2012 and increases the combined total amount by \$2,299,639, from \$1,787,424 to \$4,087,063.

The amendment to the contract with the Town of Woodside extends the term three years to June 30, 2012, and increases the amount by \$3,894,572, from \$3,136,188 to \$7,030,760. The Town of Woodside desires to keep an additional motorcycle patrol deputy dedicated to Woodside only.

County Counsel has reviewed and approved the amendments and resolution as to form.

Approval of these amendments contributes to the Shared Vision 2025 outcome of a Healthy Community by allowing for the continued enhancement and protection of public safety by providing high quality law enforcement and dispatch services.

**PERFORMANCE MEASURE(S):**

<b>Measure</b>	<b>FY 2008-09 Actual</b>	<b>FY 2009-10 Projected</b>
Number of dispatched calls for service:		
- Patrol	68,524	60,000
- Transit Police	12,460	7,500
Average response time for priority dispatched calls (in minutes):		
- Urbanized service areas	5:18	4:30
- Rural service areas	10:24	11:00
- Transit (system-wide 3 counties)	20:64	20:00

**FISCAL IMPACT:**

The amendments will extend the terms of the existing contracts for three years to June 30, 2012, and increase the combined contract totals by \$6,194,211, from \$4,923,612 to \$11,117,823.

Revenue from the proposed amendments will be included in the Sheriff's Recommended FY 2009-10 Budget and will also be included in future budgets through the term of the agreements. There is no net County cost.