



M E M O R A N D U M
SHERIFF'S OFFICE
ADMINISTRATIVE SERVICES
County of Placer

TO: Honorable Board of Supervisors
DATE: September 13, 2022
FROM: Wayne Woo, Sheriff-Coroner-Marshal
BY: Jerry Rogers, Administrative Services Manager
SUBJECT: Town of Loomis Law Enforcement Services Contract Amendment

ACTION REQUESTED

Approve Amendment No. 7 to the contract between the Placer County Sheriff's Office and the Town of Loomis to adjust the rate for law enforcement services to \$2,008,491 for the July 1, 2022 to June 30, 2023 term. Revenue from this contract is included in the Sheriff's Office FY 2022-23 Budget.

BACKGROUND

The Placer County Sheriff's Office provides law enforcement services to the Town of Loomis. Your Board approved the most recent contract in 2015, which took effect July 1st of the same year. Section 5 of the contract allows the rate for provided law enforcement services to be updated each year to reflect changes in salaries, benefits, equipment, and services. For FY 2022-23 the amended contract amount is \$2,008,491, which represents an increase of \$101,210 or 5.31% over the previous year. The term of the contract is extended to June 30, 2023. All other terms of the contract remain unchanged and in full effect.

The Loomis Town Council adopted a resolution approving this contract amendment at the regular meeting held on July 12, 2022.

FISCAL IMPACT

Revenue in the amount of \$2,008,491 from this amendment is included in the Sheriff's Office FY 2022-23 Budget. There is no impact to the General Fund.

ATTACHMENTS

Attachment A - Town of Loomis Contract Amendment No. 7
Attachment B - Exhibit A

BEGINS: July 1, 2022

ADMINISTERING AGENCY: Sheriff-Coroner-Marshal

CONTRACT NO. 13507

AMENDMENT NO. 7

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 2022-23

THIS AMENDMENT No. 7 of contract No. 13507 is made as of July 1, 2022, 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, 2022 for a period of one year, expiring on June 30, 2023, 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, 2022 through June 30, 2022, both dates inclusive, will be agreed to in the amount of \$2,008,491 per attached Exhibit A. This sum shall be paid in four equal quarterly installments of \$502,123 to be paid on October 1, 2022; January 1, 2023; April 1, 2023; and June 30, 2023. 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

PLACER COUNTY SHERIFF'S OFFICE
TOWN OF LOOMIS - CONTRACT SERVICES
FISCAL YEAR 2022-2023

Pay Type	Annual Hours/Units	Billable Hours/Units*	2021-2022 Hrly Rate	2022-23 Hrly Rate	2021-2022 Cost	2022-2023 Cost	Increase/Decrease
0.5 Lieutenant Regular Pay	2080	1040	184	182	\$ 191,378	\$ 189,677	\$ (1,701)
4.25 Deputy II Regular Pay	2080	8840	106	111	\$ 936,331	\$ 978,257	\$ 41,926
4.25 Deputy II Overtime	188	799	92	95	\$ 73,479	\$ 76,239	\$ 2,760
4.25 Deputy II Holiday Overtime	64	272	134	140	\$ 36,494	\$ 38,123	\$ 1,629
0.5 Detective (Deputy II) Regular Pay	2080	1040	120	125	\$ 124,532	\$ 129,859	\$ 5,327
0.5 Detective (Deputy II) Overtime	16	8	104	108	\$ 831	\$ 865	\$ 34
0.5 Detective (Deputy II) Holiday Overtime	16	8	152	159	\$ 1,213	\$ 1,271	\$ 58
Subtotal Personnel Costs					\$ 1,364,258	\$ 1,414,292	\$ 50,034
1.0 Traffic Enforcement Officer (Deputy II) Regular Pay	2080	2080	106	111	\$ 220,313	\$ 230,178	\$ 9,865
1.0 Traffic Enforcement Officer (Deputy II) Overtime	40	40	92	95	\$ 3,679	\$ 3,817	\$ 138
1.0 Traffic Enforcement Officer (Deputy II) Holiday Overtime	8	8	134	140	\$ 1,073	\$ 1,121	\$ 48
Subtotal TEO Personnel Costs					\$ 225,065	\$ 235,116	\$ 10,051

Total Personnel Costs including TEO	\$ 1,589,323	\$ 1,649,408	\$ 60,085
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OTHER COSTS:

Item	Description	2021-2022 Cost	2022-2023 Cost	Increase/ Decrease
Communication	IT, Cell Phone, and Radio Costs	\$ 62,634	\$ 59,973	\$ (2,661)
Direct Operational Support	SP Secretary and Direct Operational Staff Support	\$ 128,099	\$ 131,773	\$ 3,674
Equipment & Supplies	Equipment & Supplies	\$ 9,775	\$ 17,335	\$ 7,560
Office Space and Parking Lot	Yearly Lease and Property Management Fee	\$ 24,644	\$ 27,927	\$ 3,283
Training	Based on Routine Annual Training	\$ 16,301	\$ 16,301	\$ 0
Utility Charges	PG&E	\$ 3,737	\$ 4,208	\$ 471
Vehicle Expenses	6.25 vehicles @ \$7.19 per hour	\$ 72,766	\$ 101,564	\$ 28,798
Total Other Costs		\$ 317,957	\$ 359,082	\$ 41,125

Total Contract Costs	\$ 1,907,280	\$ 2,008,491	\$ 101,210
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Total Contract Change	5.31%
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22-23 Base Quarterly Payments	\$ 502,123
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**PLACER COUNTY SHERIFF'S OFFICE
TOWN OF LOOMIS - CONTRACT SERVICES
FISCAL YEAR 2022-2023**

<u>Cost Category</u>	<u>Explanation</u>
Personnel	Salaries & Benefits increases: General Wage Increase of 4.5% and other changes to Comp & Benefits BOS 9/14/21). Workers' Comp increased 62.5% department-wide and General Liability Insurance increased 27% department-wide.
Communication	Communication costs decreased due to decrease in the overall County IT charges.
Direct Operational Support	Direct operational support including dispatch, evidence, records and other direct support cost the Deputies and Sergeant assigned to Town of Loomis increased due to increases in salaries and related expenses.
Equipment & Supplies	Increases in Supplies and Printing expenses, no increases to personal duty equipment.
Training	Change in methodology to calculate Training Costs at deputy level; more accurately reflects actual training costs per deputy.
Vehicle Expense	Vehicle rate increased due to supply chain issues resulting in increased expenses for parts and maintenance on vehicles.