



## Staff Report

**Agenda Item #:** {{section.number}}B

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### Yountville Town Council Staff Report

**DATE:** May 7, 2024  
**TO:** Mayor and Town Council  
**FROM:** Brad Raulston, Town Manager  
**PREPARED BY:** Brad Raulston, Town Manager

#### **RECOMMENDATION**

Consider adoption of Resolution Number 24-4261 approving amendment number five to Napa County Agreement 170880B for Provision of Law Enforcement Services Between the County of Napa and the Town of Yountville.

#### **DISCUSSION/BACKGROUND**

The Town of Yountville has historically contracted with the Napa County Sheriff Department for the provision of law enforcement and related services. The current contractual approach dates back to January 1992 when the Town and County approved Napa County Agreement Number 1841. This agreement has mutually been modified in 1993, 1995, 1997, 1998, 1999, 2000, 2002, 2007, 2011, 2014, 2017, and most recently in 2020. The current agreement expires June 30, 2024. The Town has contracted with the County of Napa Sheriff Department in lieu of operating its own police department since it incorporated in 1965.

In 2007 the Town and Napa County Sheriff Department agreed on a turnkey “fixed cost” approach to law enforcement services with a comprehensive scope of service level, “dedicated” staffing, and terms of payment for the identified scope of services. The intent behind the “fixed cost” approach was to provide a level of cost certainty to the Town for budget purposes and to provide the County with a guaranteed level of cost recovery for current and anticipated costs for personnel and support services, dispatch services, equipment and technology, vehicles, administrative support, risk management and liability insurance costs and special law enforcement services beyond the Town’s typical staffing and overtime levels.

The current agreement provides for 160 hours of dedicated deputy sheriff patrol coverage with 24-hour coverage by the Department when the Yountville dedicated staff is not on duty. The scope of services includes the following: services provided include enforcement of State statutes, Town codes and ordinances; parking enforcement, traffic enforcement; all detective, juvenile, and other specialized services of the type customarily provided by the Sheriff in the unincorporated area of the County; and attendance at Town Council, commission, and other Town meetings as requested.

Both the Napa County Sheriff Department staff and the Town staff believe the current format of a turn-key law enforcement service approach at a guaranteed “fixed-cost” has worked well for both agencies and support another multi-year renewal.

The proposed agreement is for a four-year renewal which continues the existing service levels. Staff recommends the selection of Option 1, which includes the following term changes from the current agreement:

- Contract costs increase of 8.14% from current \$1,271,120 for FY 2023/2024 to \$1,374,552 for FY 2024/2025 effective as of July 1, 2024.
- An annual increase of 8.5% for FY 2025/2026 to \$1,491,389
- An annual increase of 8.5% for FY 2026/2027 to \$1,618,157.
- An annual increase of 8.5% for FY 2027/2028 to \$1,755,701.
- Contract expiration date of June 30, 2028.

The Town would not be able to operate its own independent police department for less than the contract costs by the Napa County Sheriff Department.

**ENVIRONMENTAL REVIEW**

Exempt per California Environmental Act (CEQA) Guideline, Section 15061(b)(3)

**FISCAL IMPACT**

Is there a Fiscal Impact? Yes

Is it Currently Budgeted? Yes

Where is it Budgeted? General Fund Public Safety - Law Enforcement 01-3200

Is it Mandatory or Discretionary? Mandatory

Is there a Staff Resource Impact? Nominal

**STRATEGIC PLAN GOAL**

Is item Identified in Strategic Plan? Yes

If yes, Identify Strategic Goal and Objective. **Responsible Fiscal Policy:** The Town maintains its fiscal health through policies designed to maximize economic opportunities, manage expenses, and ensure prudent reserves.

Briefly Explain Relationship to Strategic Plan Goal and Objective. The Town contracts with the Napa County Sheriff Department to provide law enforcement related services. Effective law enforcement is the cornerstone to having a safe community for our residents and visitors. The proposed terms of the agreement are in line with the Town's ability to pay for the law enforcement services it desires within our available resources. Providing law enforcement services is one of the primary responsibilities of an incorporated municipality. The town has chosen to contract with Napa County since its incorporation in 1965 and our "shared service" model has served our community well and in a cost effective manner for both agencies.