CITY OF PACIFICA

FINANCING CITY SERVICES TASK FORCE
AGENDA

October 25, 2012
6:00 PM
Pacifica Police Station
2075 Coast Highway

1. Call to Order

2. Approval of Minutes of July 26, 2012 Meeting

3. Five Year Plan Development
   - Base plan information
   - impact of ERAF changes on plan
   - other factors that impact the plan
   - ideas and suggestions for new plan
   - what information is needed
   - develop timeframe for plan development and public involvement

4. Meeting Schedule

5. Oral Communications/Questions from the Public

6. Next Meeting

City of Pacifica
Financing City Services Taskforce
Minutes – July 26, 2012

1. Call to Order: 6:30 by Chair Bruce Banco. Attending: Pete Shoemaker, Karen Ervin, Sue Vaterlaus, Bill Bent, Greg Cochran, Joe Kell, Councilmember Len Stone and Councilmember Mary Ann Nihart.
   Staff: Steve Rhodes, Ann Ritzma
   Excused: Omar Saleh

2. Minutes: Feb 28, 2012 minutes were approved.

3. Information Update on Task Force Option Recommendations and 2012-13 Budget
   Staff presented the update on budget options since the last meeting in February. The Taskforce had recommended two options for the Council to consider and concurrently to explore the option of contracting out police services. Staff let the Taskforce know that the Council had 1) reduced 50% of the funding for community groups in the FY 12/13 budget, 2) was continuing to implement, through ongoing labor negotiations, reductions in salary and benefit expenditures and 3) did entertain the option of a ½ cent sales tax for the November ballot but determined it was not feasible at this time. The Council is also, concurrently, exploring options for contracting out police services.

   Staff shared the General Fund budget summary which shows the projected ending balance for FY 2011/12 and the adopted FY 2012/13 budget which is balanced. In order to revise the Five Year Financial Plan staff recommended waiting until the fall when decisions regarding police services would be finalized. The Taskforce should reconvene to revise the Five Year Financial Plan and make further recommendations to the Council in October.

4. Public comment:
   Bill Glasgo: Bill spoke as a representative of the Pacifica Police Association and asked that once the decision is made regarding contracting out police services that it be final. That way the department could either retain the excellent staff or move forward with a transition to another agency.

5. The group adjourned at 6:40 pm. The next meeting is to be determined.

CITY OF PACIFICA
FIVE YEAR FINANCIAL PLAN

10/25/2012
8:49 AM

GENERAL FUND - 01 RESOURCES	ACTUAL 09/10	ACTUAL 10/11	ACTUAL 11/12	BUDGETED 12/13	PROJECTED 13/14	PROJECTED 14/15	PROJECTED 15/16	PROJECTED 16/17	PROJECTED 17/18
BEGINNING BALANCE	6,632,146	4,615,191	1,517,969	965,855	1,180,571	554,983	353,988	78,270	0
CHILDCARE ALLOCATION			31,000	106,000					
PROPERTY TAXES	9,979,374	9,812,885	9,876,488	10,275,000	9,944,567	10,214,704	10,492,945	10,779,533	11,074,719
SALES TAXES	1,239,707	1,443,285	1,373,840	1,464,105	1,502,928	1,542,916	1,584,103	1,626,527	1,670,222
OTHER TAXES	4,797,868	4,908,524	5,218,700	5,589,450	5,602,872	5,637,829	5,673,486	5,709,856	5,746,953
LICENSES & PERMITS	323,731	311,879	398,904	369,705	375,283	378,864	386,683	394,736	403,030
FINES & FORFEITURES	245,835	226,650	174,622	225,000	235,000	235,000	250,000	250,000	250,000
USE OF MONEY AND PROPERTY	124,071	125,779	165,691	138,480	143,990	146,529	149,600	152,202	154,836
NEW REVENUE PROJECTIONS	0	0	0	0	0	0	0	0	0
INTERGOVERNMENTAL REVENUES	4,446,725	4,680,035	4,175,234	4,186,320	4,176,575	4,179,575	4,179,575	4,179,575	4,179,575
CURRENT SERVICE CHARGES	1,591,914	1,674,910	1,534,409	1,685,522	1,690,682	1,691,276	1,691,276	1,691,276	1,691,276
RECREATION PROGRAMS REVENUE	418,318	653,627	771,914	724,900	741,968	751,772	760,789	769,921	775,628
OTHER REVENUES	1,563,761	1,455,241	1,697,309	1,590,850	1,429,830	1,426,104	1,452,547	1,480,474	1,496,998
OTHER FINANCING SOURCES	216,931	0	60,000	0	0	0	0	0	0
TOTAL	24,948,235	25,292,815	25,447,111	26,249,332	25,843,694	26,204,570	26,621,004	27,034,099	27,443,239
TOTAL RESOURCES	**31,580,381**	**29,908,006**	**26,996,080**	**27,321,187**	**27,024,265**	**26,759,553**	**26,974,992**	**27,112,369**	**27,443,239**

GENERAL FUND - 01 REQUIREMENTS	ACTUAL 09/10	ACTUAL 10/11	ACTUAL 11/12	BUDGETED 12/13	PROJECTED 13/14	PROJECTED 14/15	PROJECTED 15/16	PROJECTED 16/17	PROJECTED 16/17
CITY COUNCIL	149,987	135,906	105,267	98,997	100,141	101,313	103,149	105,027	106,947
CITY ADMINISTRATION	467,082	515,745	493,933	526,358	488,151	529,985	498,202	546,589	515,149
HUMAN RESOURCES	455,714	436,490	417,446	487,262	517,971	523,820	533,897	544,203	554,741
CITY ATTORNEY	658,651	761,347	607,873	461,100	461,557	462,024	464,023	466,062	468,142
FINANCE	1,156,023	1,163,291	1,100,564	1,151,433	1,186,254	1,143,645	1,163,675	1,184,133	1,205,028
POLICE	9,250,746	9,781,440	8,710,716	8,661,402	8,727,248	8,808,656	8,971,005	9,137,425	9,308,032
FIRE	5,607,998	5,823,344	5,198,938	5,373,852	5,402,048	5,431,065	5,517,443	5,605,827	5,696,267
PLANNING	1,243,747	1,373,761	1,359,923	1,274,506	1,279,607	1,287,096	1,309,112	1,331,614	1,354,612
PUBLIC WORKS	2,204,486	2,382,993	2,125,912	2,137,151	2,190,681	2,093,686	2,177,915	2,233,480	2,310,331
PB&R	3,567,111	3,762,890	3,788,367	3,870,942	3,916,533	3,957,632	4,073,666	4,162,097	4,253,532
NON-DEPARTMENTAL	894,645	987,831	822,286	812,613	942,092	809,644	827,635	846,076	864,978
OTHER	1,309,000	1,265,000	1,299,000	1,285,000	1,257,000	1,257,000	1,257,000	1,257,000	1,257,000
TOTAL	26,965,190	28,390,038	26,030,225	26,140,616	26,469,282	26,405,565	26,896,722	27,419,532	27,894,759
CONTINGENCY	0	0	0	0	0	0	0	0	0
RESERVES	4,615,191	1,517,969	965,855	1,180,571	554,983	353,988	78,270	0	0
TOTAL	4,615,191	1,517,969	965,855	1,180,571	554,983	353,988	78,270	0	0
TOTAL REQUIREMENTS	**31,580,381**	**29,908,007**	**26,996,080**	**27,321,187**	**27,024,265**	**26,759,553**	**26,974,992**	**27,419,532**	**27,894,759**

RDA DISSOLUTION (AB 1484)/EXCESS ERAF/VLF & TRIPLE FLIP ISSUES[i]

Excess ERAF Prior to RDA Dissolution:

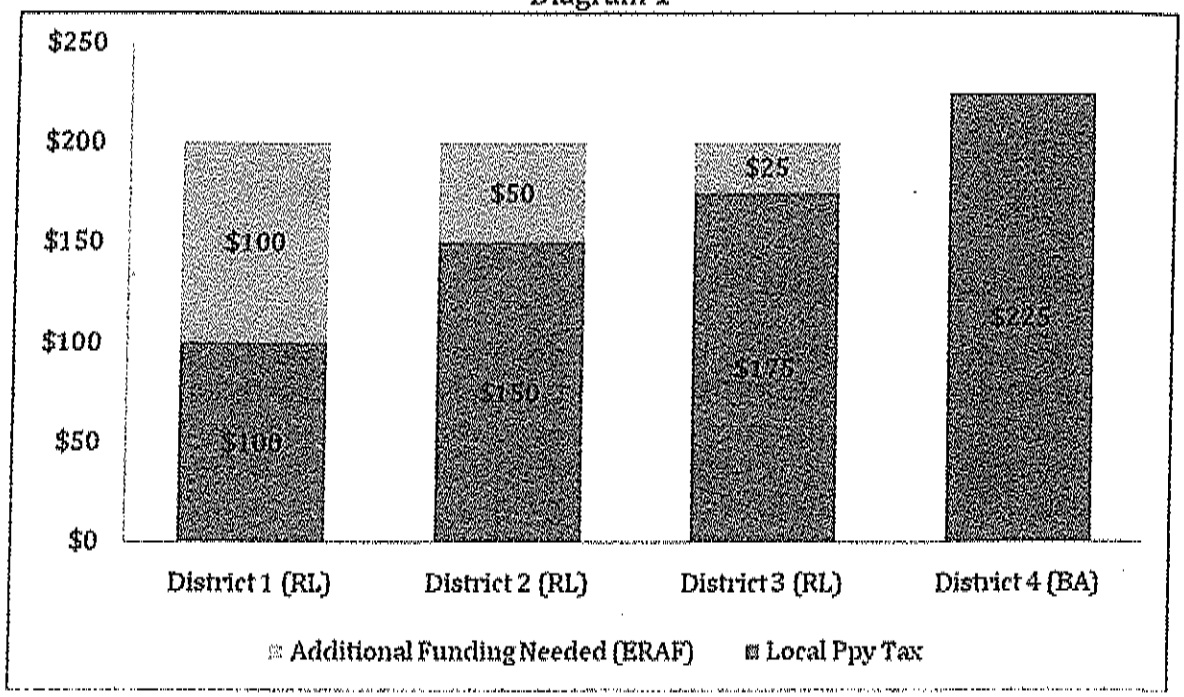
In Diagram 1 below, each school district's "revenue limit" is $200MM. In three of the school districts, the local property tax revenue received (*i.e.*, their AB8 property taxes) is insufficient to fund the districts to their respective revenue limits. In the fourth district, the local property tax revenue received exceeds its revenue limit. As such, there are three "Revenue Limit" districts (Districts 1-3) and one "Basic Aid" district (District 4).

Pursuant to Prop 98, the State must provide additional funding to Districts 1-3 in order to fund them to their respective revenue limits. In Diagram 1, the State must provide an aggregate of $175MM in additional funding to Districts 1-3.

Since 1992, the State has enacted a series of statutes (sometimes referenced as ERAF I, ERAF II, and ERAF III) to satisfy its Prop 98 funding. These "ERAF statutes" direct county auditor/controllers to shift local property tax revenues from the County, cities, and special districts(the "Contributing Taxing Entities") into "educational revenue augmentation funds" ("ERAFs") with the ERAF then used to fund the Revenue Limit school districts throughout the county.

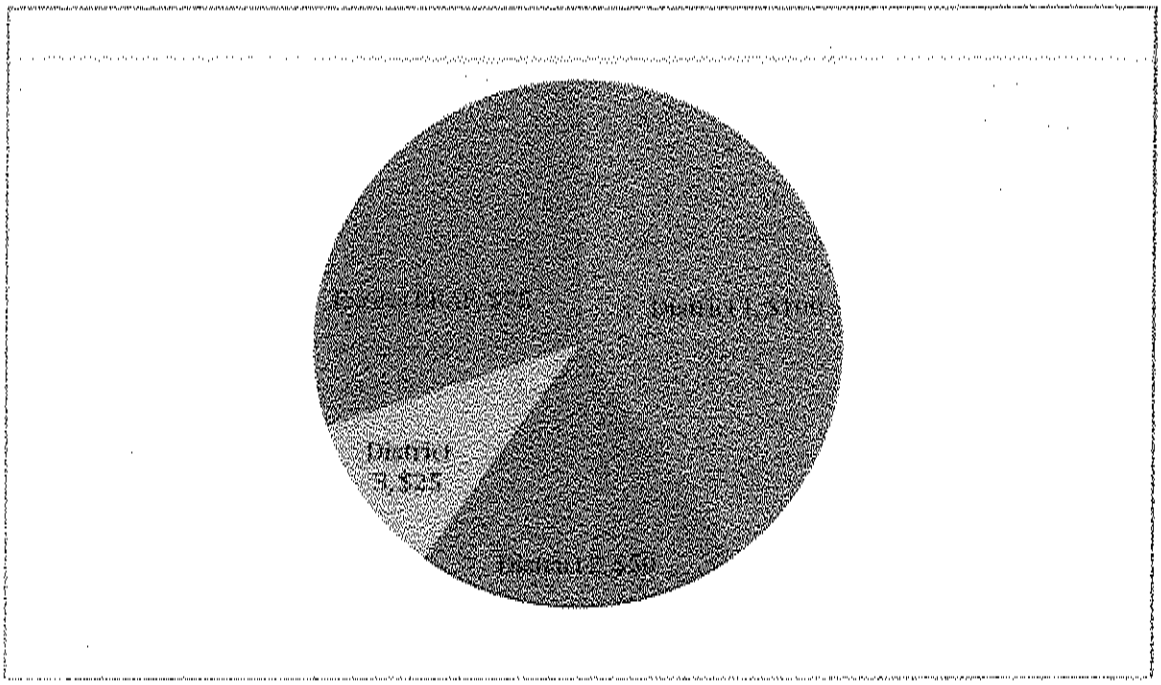
In Diagram 1, a total of $175MM will be shifted from ERAF to Districts 1-3.

Diagram 1



The law further provides that, if the monies shifted into ERAF exceed the amount needed to fund the Revenue Limit schools, then the "excess" monies (generally referenced as "Excess ERAF") will be utilized to fund certain special education programs with any remaining amounts returned to the Contributing Taxing Entities. In Diagram 2, a total of $250MM has been shifted into ERAF from Contributing Taxing Entities. However, only $175MM is needed to fund the Revenue Limit Schools. As such, $75MM is "Excess ERAF" which will be returned to Contributing Taxing Entities

Diagram 2

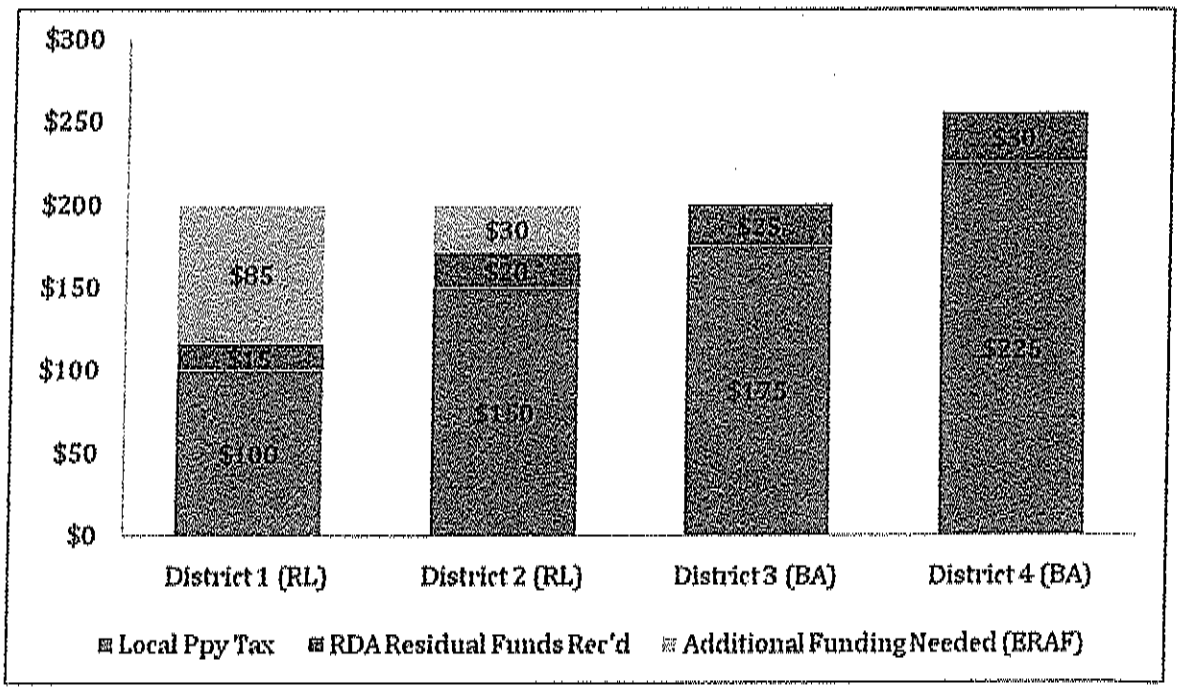


Excess ERAF Following RDA Dissolution:

As each RDA winds down, its former property tax revenue (*i.e.*, tax increment) is utilized to pay ROPS items and administrative costs (both county auditor/controller administrative costs and successor agency administrative costs). Any remaining monies (*i.e.*, "residual") is then distributed to affected taxing entities ("ATEs"). ATEs include the RDA's sponsoring city, as well as the county, special districts, and school districts that financed the former RDA. It should be noted that the distribution of "residual" funds to Revenue Limit school districts decreases the amount of ERAF that is needed to fund such districts to their revenue limits.

In Diagram 3, each of the four school districts has received RDA residual funds in varying amounts. District 1 has received $15MM, District 2 has received $20MM, District 3 has received $25MM (which has caused the district to become a "Basic Aid" district), and District 4 has received $30MM.

Diagram 3

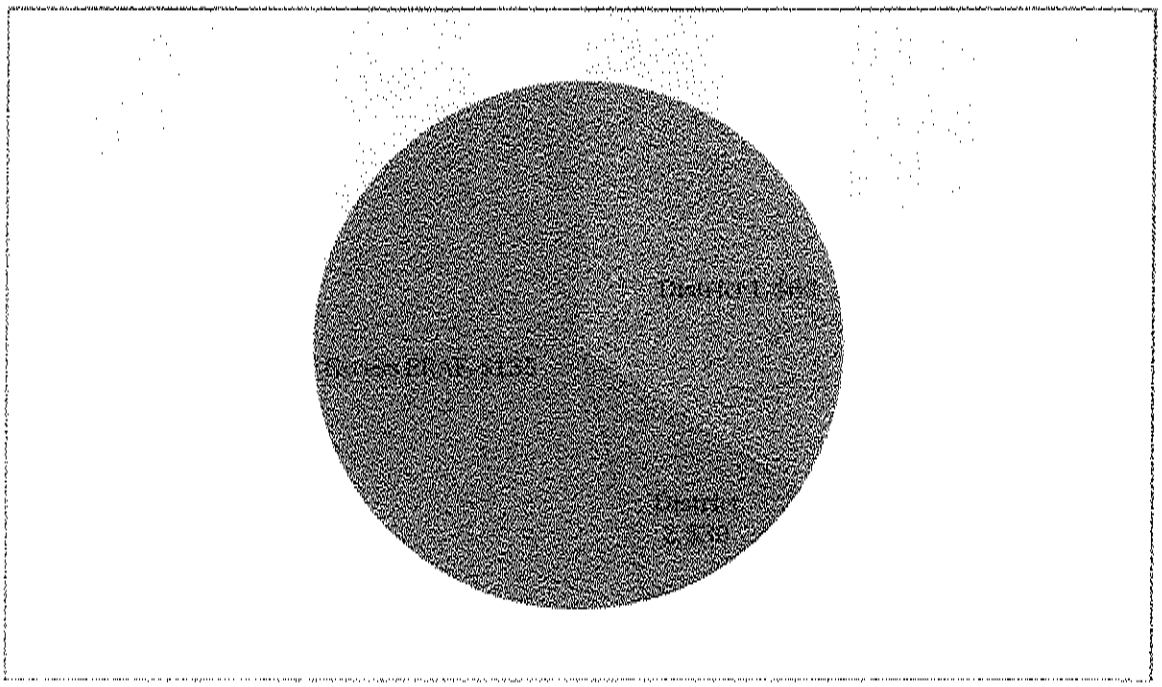


Note: As a result of the RDA Residual funds received, School District 3 becomes a "Basic Aid" district and is no longer entitled to receive ERAF funds.

Impact of AB 1484 & SB 1030 Veto:

As a result of the school districts' receipt of RDA residual funds, decreased amounts of ERAF are needed to satisfy the State's Prop 98 funding obligations. Prior to the passage of AB 1484, the school districts' reduced need for ERAF, meant a corresponding *increase* in Excess ERAF, which, in turn, would be returned to the Contributing Taxing Entities. In Diagram 3 above, $60MM of residual funds were distributed to Districts 1-3 (the Revenue Limit school districts). As a result, $60MM less in ERAF needed to be shifted to such districts and, prior to AB1484, this would have resulted in a corresponding $60MM increase in Excess ERAF (*i.e.*, from $75MM to $135MM). *See* Diagram 4 below.

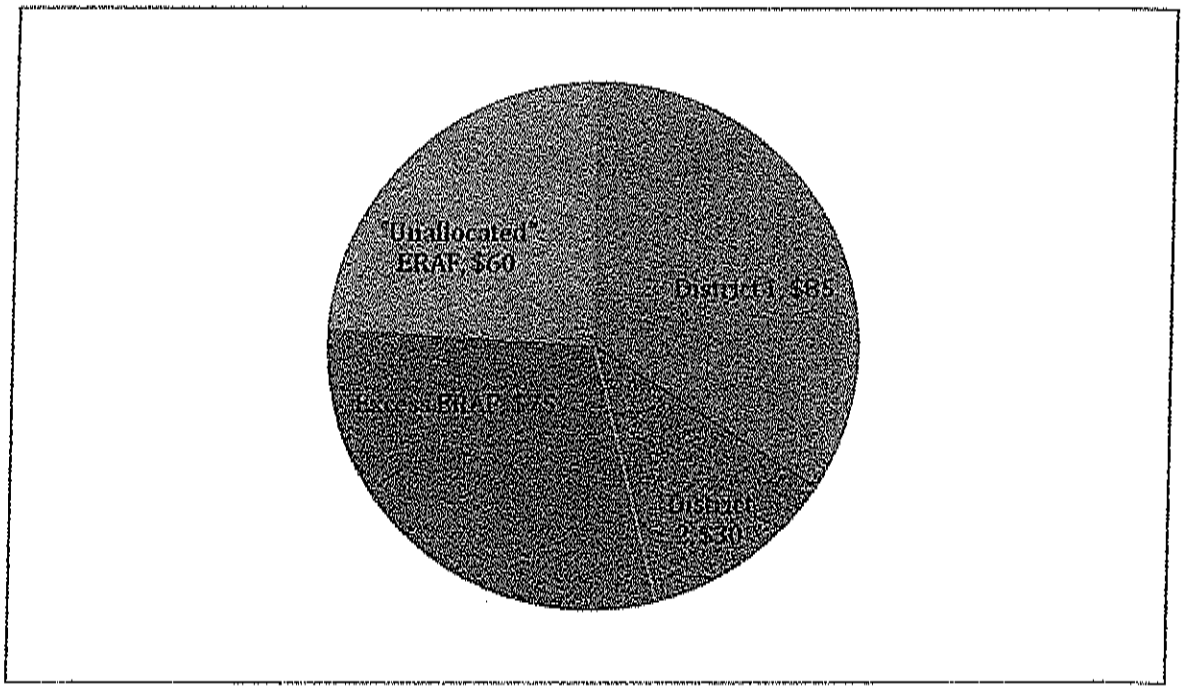
Diagram 4



AB 1484, however, specifically provides that Section 34188 (*i.e.*, the provisions concerning the distribution of residual monies) "shall not be construed to increase any allocations of excess, additional, or remaining funds that would otherwise have been allocated to cities, counties, cities and counties, or special districts [pursuant to the R&T Code sections concerning ERAF]."

In other words, the residual monies received by Revenue Limit districts shall ***not*** increase the Contributing Taxing Entities' Excess ERAF. Instead of distributing ERAF as set forth in Diagram 4, therefore, AB 1484 requires that ERAF be distributed as follows:

Diagram 5



So what happens to the unallocated ERAF? Pursuant to AB 1484 (Section 34188(d)), the unallocated ERAF cannot be distributed to Contributing Taxing Entities as Excess ERAF. At the same time, pursuant to the existing ERAF statutes, the monies cannot be distributed to any of the school districts (whether Revenue Limit or Basic Aid districts).

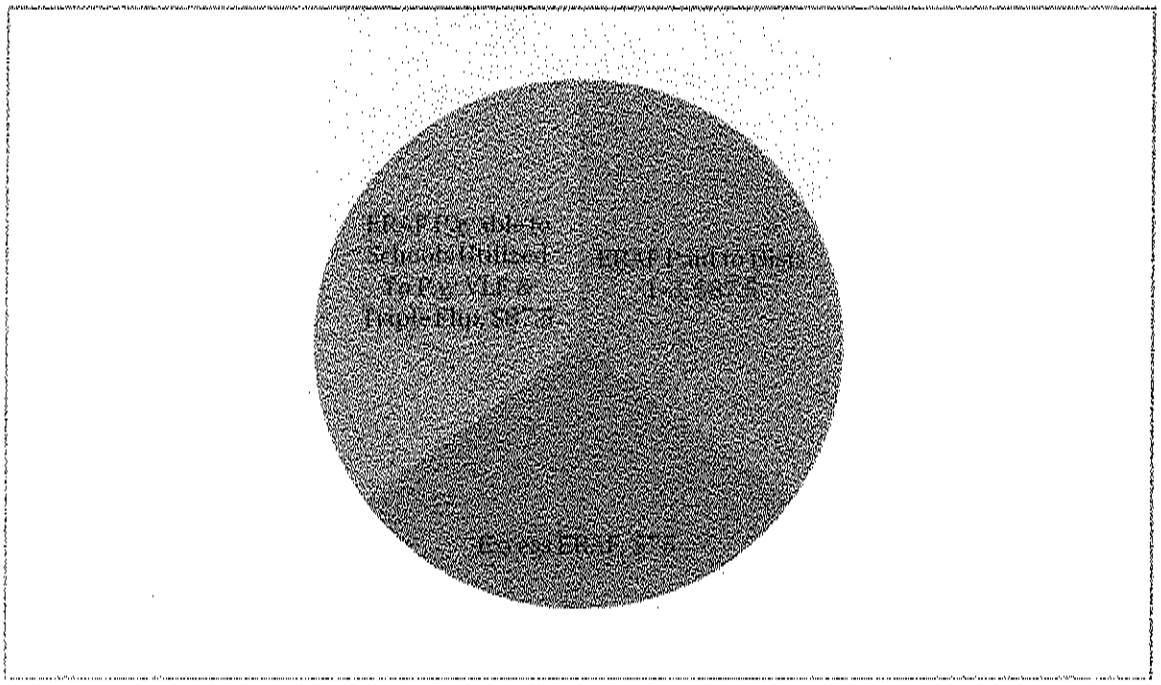
This is where the VLF Swap/Triple Flip process is implicated.

VLF Swap & Triple Flip:

Without delving into excessive detail, both the "Triple Flip" and VLF Swap statutes (effective 2004-05) and provided that certain monies that previously were distributed to local governmental entities (*i.e.*, sales tax in the case of the Triple Flip and vehicle license fees in the case of the VLF Swap) would instead be diverted to the State so that it could repay various State bonds. In exchange, the State pledged to repay the amount of "swapped" funds (sometimes referenced as "in-lieu" VLF or Triple Flip funds) to local governments from ERAF and, if necessary, from Revenue Limit school districts' local property tax.

Using Diagram 2 as an example, if the State diverted $87.5MM in sales tax and vehicle license fees from taxing entities (*i.e.*, cities and the county), it would need to transfer that same amount ($87.5MM) back to those same taxing entities ***from ERAF*** as follows:

Diagram 2 (modified)



In the diagram above, $87.5MM of the ERAF that would have been distributed to Revenue Limit school districts will instead be transferred to cities and the County in order to make the State's VLF and Triple Flip payments. ***The State will subsequently "backfill" the $87.5MM taken from the Revenue Limit districts.***

Over the years, the amount of the VLF and Triple Flip payments owed each fiscal year to cities and counties has grown. In at least a handful of counties the amount of available ERAF (i.e., the ERAF that was to be paid to Revenue Limit school districts) is insufficient to make the required VLF and Triple Flip payments due. In such instances, the relevant sections of the Revenue & Taxation Code provide that the VLF and Triple Flip amounts due shall be taken not only from ERAF, but also from the Revenue Limit districts' local property tax revenue. For example, if the State' VLF and Triple Flip obligations to the cities and county exceeded $175MM, then in addition to all of the available ERAF (see Diagram 2), the county auditor-controller is directed by statute to shift local property taxes from the Revenue Limit school districts to make the State's VLF and Triple Flip payments. ***Once again, the State will subsequently "backfill" all of the monies that have been diverted from the Revenue Limit districts to fulfill the State's VLF and Triple Flip obligations*** (*i.e.*, all of the ERAF and any portion of local property taxes).

Relationship of VLF Swap & Triple Flip to AB 1484:

In Diagram 5, reference was made to "unallocated" ERAF. This term referred to the $60MM in ERAF funds that were no longer needed to fund Revenue Limit school districts due to the districts' receipt of residual RDA monies. As noted, pursuant to AB 1484, this $60MM can no longer be treated as Excess ERAF payable to the county, cities, and special districts. At the same time, the $60MM also cannot be distributed to school districts since all school districts in the county are funded at or above their respective revenue limits.

So where does the money ultimately go? Pursuant to the VLF and Triple Flip statutes, any ERAF funds that are not "Excess ERAF" shall be used to pay the State's VLF and Triple Flip obligation to cities and the county. Such available ERAF funds include, therefore, the ERAF described as "unallocated" in Diagram 5.

As a result, the State directly benefits from AB 1484 because it has additional funds to satisfy such obligations. In the example set forth in Diagram 5, the State can utilize the $60MM in funds to make its VLF and Triple Flip payments to cities and the county. Of course, prior to AB 1484, such $60MM would already have been "Excess ERAF" payable to most of the same taxing entities. This is why the Counties of San Mateo, Marin, and Napa have characterized AB 1484 as a mechanism by which the State pays its obligation to cities and counties with the cities' and counties' own money.

Insufficient VLF and Triple Flip Monies:

Using Diagram 2 as an example, as long as the State's VLF and Triple Flip obligations to cities and the county are less than $175MM, the county auditor-

controller can simply divert funds from ERAF (not including Excess ERAF funds) to make satisfy the State's obligations.

To the extent that the State's VLF and Triple Flip obligations exceed $175MM, the county auditor-controller, as noted above, is directed to divert funds from each Revenue Limit school district's local property tax revenue in order to satisfy the State's obligations. The relevant provisions of the Revenue & Taxation Code prevent the auditor-controller from diverting any funds from Basic Aid school districts.

Using Diagram 1, as long as the State's VLF and Triple Flip obligation to cities and the county are less than $600MM, the county auditor-controller will have sufficient funds (whether comprised of ERAF or local property tax revenue) to make the State's VLF and Triple Flip payments. If the State's VLF and Triple Flip obligations exceed $600MM, however, the relevant statutes do not provide any avenue for county auditor-controllers to make full VLF and Triple Flip payments. There are simply no other identified sources of funds that the auditor-controller is allowed to access in order to satisfy the State's VLF and Triple Flip obligations.

Further complicating this already complex situation is the fact that, to the extent that school districts which were otherwise "Revenue Limit" districts now turn "Basic Aid" – either through the districts' receipt of RDA residual monies (see Diagram3) or by virtue of the State lowering the districts' revenue limits – the available sources of funds to make VLF and Triple Flip payments will decrease. By way of example, in the scenario set forth in Diagram 3, the ERAF and local property tax revenue available to make the State's VLF and Triple Flip payments decreases to $400MM (from $600MM) once District 3 becomes "Basic Aid."

PAO/pao

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[1] The examples and charts utilized herein originated from LAO analysis presented by Brian Uhler. The charts have been modified to include additional information concerning Basic Aid districts as well as VLF Swap/Triple Flip analysis.

Police Contract Proposals

	12/13
Pacifica Costs as budgeted	$8,661,403
San Mateo County Sheriff's Proposal with POB Credit	$6,877,372 adjusted by 3% for FY 12/13 comparison
South San Francisco Proposal	$8,357,087

No first year start up costs are included in either proposal but could be about $850,000 to $990,000

Summary information prepared for the Financing City Services Task Force on October 25, 2012

COUNTY OF SAN MATEO

Office of the Sheriff

GREG MUNKS
SHERIFF

CARLOS G. BOLANOS
UNDERSHERIFF

TRISHA L. SANCHEZ
ASSISTANT SHERIFF

400 COUNTY CENTER • REDWOOD CITY • CALIFORNIA 94063-1662 • TELEPHONE (650) 599-1664 • www.smcsheriff.com

ADDRESS ALL COMMUNICATIONS TO THE SHERIFF

April 16, 2012

Mr. Steve Rhodes
City Manager
City of Pacifica
170 Santa Maria Avenue
Pacifica, CA 94044

Dear Mr. Rhodes,

Thank you for the opportunity to present the City of Pacifica with a proposal to provide law enforcement services. The Sheriff's Office has over 50 years of experience in providing exceptional contract municipal law enforcement services in San Mateo County. Our current clients are the cities of Half Moon Bay, Millbrae, Portola Valley, San Carlos, Woodside, and Caltrain/Samtrans. We pride ourselves in providing cost effective, high quality law enforcement services and are committed to meeting the City of Pacifica's public safety needs.

Pursuant to your request, enclosed please find the San Mateo County Sheriff's Office proposal for law enforcement services. This proposal leverages existing Sheriff's Office resources and shared services to provide service to the City of Pacifica. These areas include our personnel who are assigned on the coast, in the north County, our personnel assigned in Millbrae, who would be available to provide back up and support to deputies in Pacifica, Investigations which would be supervised by an existing Sheriff's Detective Sergeant, and a Sheriff's Office Administrative Sergeant.

We currently have sufficient vacancies to offer all of your full-time employees a position with the Sheriff's Office. I cannot, however, maintain that level of vacancies for an extended period of time without causing negative effects on my organization. Should you decide to accept this proposal, I will reserve sufficient vacancies to accommodate all of your employees. If the decision is to wait beyond the next thirty days, I will be forced to start filling my vacancies and will no longer be in a position to absorb your workforce.

Our proposal represents the recommended minimum level of law enforcement services based on your existing staffing, and our review of activity. Our proposal is flexible and allows the City of Pacifica to request either additional or reduced services, depending on your needs or available budget.

Our proposal also includes the following benefits:

- The ability to offer (based on our vacancies) current Pacifica Police Department full-time employees in good standing a position with the Sheriff's Office.
- The County is willing to discuss the City's ongoing pension liability; an arrangement has been made for our other recent contract cities.
- The minimum of three Deputies and one Sergeant on duty at all times.
- Additional staffing of one K-9 Deputy four nights a week, and one Deputy on Friday and Saturday evenings.
- Communications Dispatch services provided by Public Safety Communications are included in this contract.
- Public Safety Communications is able to provide services in both analog and digital mode.
- The City would no longer be responsible for Crime Lab fees and Jail Access fees.
- A Sheriff's K-9 would be assigned in the City of Pacifica.
- Three Sheriff's Detectives would be assigned responsibility for the investigation of crimes within the City of Pacifica. An existing Sheriff's Office Sergeant will provide the supervision at no cost. In the event of a major crime within the City, the Sheriff's Office would assume responsibility for the entire investigation, at no additional cost.
- Approximately 250 volunteers who are available for emergencies and special events and who serve in a variety of specialized units. These volunteers will be made available to your community at no cost.
- Our commitment to community policing. While many police departments have had to cut their community service programs or activities due to budget cuts, the Sheriff's Office has protected these important community-based programs. We continue to operate vibrant School Resource Officer, DARE, GREAT, and Sheriff's Activities League Programs. Our Sheriff's Activities League and Community Policing/School Resource Unit would be available to provide service in the City of Pacifica.

We believe that the above listed areas are just a few of the benefits that a contract with the Sheriff's Office will provide to Pacifica residents.

The attached budget does not include facility costs. In our other contract cities, the police department's facilities are in use and the operating costs of these facilities are borne by the City.

I look forward to hearing from you regarding this exciting partnership opportunity. If you have any additional questions, please contact me at (650) 599-1664.

Sincerely,

Greg Munks
Sheriff

San Mateo County Sheriff's Office

Operations Division - Patrol Bureau

Pacifica

FY 2011-12

Patrol Deputies on 84/12 Schedule

Services Description	Employee Salaries	Employee Benefits	Workers Comp Insurance	Night Shift Pay	Replacement Costs For Officer Leave	Other Pers. Costs (POST; Uniform Allow; Exp. Pay)	Total Personnel Costs	Direct & Allocated Operating Expense	Total Actual Costs
Patrol Positions									
Team 1 0600-1800 3 Deputies	$312,924	$283,066	$32,330	—	$111,067	$29,349	$768,736	$6,585	$775,321
Team 2 0600-1800 3 Deputies	$312,924	$283,066	$32,330	—	$111,067	$29,349	$768,736	$6,585	$775,321
Team 3 1800-0600 3 Deputies	$312,924	$295,882	$34,080	$17,107	$117,081	$30,632	$807,706	$6,585	$814,291
Team 4 1800-0600 3 Deputies	$312,924	$295,882	$34,080	$17,107	$117,081	$30,632	$807,706	$6,585	$814,291
Canine Unit - 1 Deputy (Nights 4x10)	$99,341	$99,178	$11,435	$5,702	$39,027	$15,968	$270,652	$2,195	$272,847
Additional Patrol Staffing									
Friday 1500-0300	$44,703	$1,117	$4,834	$1,924	—	$4,145	$56,724	$0	$56,724
Saturday 1500-0300	$44,703	$1,117	$4,834	$1,924	—	$4,145	$56,724	$0	$56,724
Parking Enforcement, Evidence, Court Officer									
CSO (1 F/T)	$47,400	$32,817	$308	—	$9,692	$892	$91,109	$1,595	$92,704
CSO General (2 P/T)	$47,400	$32,817	$308	—	$9,692	$892	$91,109	$1,595	$92,704
Investigative Services									
3 Detectives	$298,023	$302,000	$34,916	—	—	$71,418	$706,357	$6,585	$712,942
Supervision Costs									
Team I Sergeant 0600-1800	$119,858	$117,635	$12,850		$37,908	$16,017	$304,268	$2,195	$306,463
Team II Sergeant 0600-1800	$119,858	$117,635	$12,850		$37,908	$16,017	$304,268	$2,195	$306,463
Team III Sergeant 1800-0600	$119,858	$122,966	$13,521	$6,562	$39,886	$16,508	$319,291	$2,195	$321,486
Team IV Sergeant 1800-0600	$119,858	$122,966	$13,521	$6,562	$39,886	$16,508	$319,291	$2,195	$321,486
Support									
Clerical - - Office Assistant II	$46,212	$32,387	$300	—	—	—	$78,900	$1,595	$80,495
Records Supervisor	$69,056	$40,756	$449	—	—	$450	$110,710	$1,595	$112,305
Administration									
Chief (Lieutenant)	$132,371	$129,946	$13,547	—	—	$10,820	$286,684	$2,195	$288,879
Total Personnel Expense:	$2,560,337	$2,311,234	$256,493	$56,869	$670,293	$293,743	$6,148,968	$52,475	$6,201,443

Services Description	Employee Salaries	Employee Benefits	Workers Comp Insurance	Night Shift Pay	Replacement Costs For Officer Leave	Other Pers. Costs (POST; Uniform Allow; Exp. Pay)	Total Personnel Costs	Direct & Allocated Operating Expense	Total Actual Costs
Vehicles									
Patrol Vehicles - Per Mile Charge	12 Patrol cars @ 20,000 x $0.60; 4 unmarked @ 16,000 x $0.48 per mile; 2 trucks @ 10,000 x $0.59 per mile							$186,520	$186,520
Patrol Vehicles -Rept. Chrg	12 Patrol cars @ $12,327 amortization annually, 4 Unmarked @$12,327 annually , 2 trucks at $4,964 annually							$207,160	$207,160
Allocated Share of Patrol Costs									
Radio & Communications(30 Portable/20 Vehicle radios)								$30,750	$30,750
Auto Liability Insurance								$13,536	$13,536
K-9 Expenses (Health, Dental, Food & Grooming)								$2,000	$2,000
Other Misc. Expenses								$2,000	$2,000
Total Direct Operating Expense:								$441,966	$441,966
Departmental Support Svcs Adm/Fisc/Pers/Train/Rec/Tech/Prop (per Worksheet)								$297,871	$297,871
Subtotal: Sheriff's Basic Svcs:	$2,560,337	$2,311,234	$256,493	$56,869	$670,293	$293,743	$6,148,968	$792,312	$6,941,280
Public Safety Dispatch Expense									$500,000
Total GROSS Expense:	$2,560,337	$2,311,234	$256,493	$56,869	$670,293	$293,743	$6,148,968	$792,312	$7,441,280

Contract amount will be pro-rated based on the date of transfer.

San Mateo County Sheriff's Office

Pacifica Patrol Bureau

Staffing Proposal

Administrative

Lieutenant

Supervision (0600-1800)

Sergeant
Sergeant

Supervision (1800-0600)

Sergeant
Sergeant

Team I (0600-1800)

Deputy
Deputy
Deputy

Team II (0600-1800)

Deputy
Deputy
Deputy

Team III (1800-0600)

Deputy
Deputy
Deputy

Team IV (1800-0600)

Deputy
Deputy
Deputy

Canine Unit

Deputy (4x10 Nights)

Additional Patrol Staffing

Deputy (2 nights per week)

Investigations

3 Detectives

Support Personnel

Office Assistant II – Front Office
Records Supervisor

Community Service Officers

Parking Enforcement, Evidence, Court Officer
1 Full-time - CSO
2 Part-time – CSO (20 hours per week)

Vehicles

12 Marked Patrol Units
4 Unmarked Patrol Units
2 CSO Vehicles – Ford Ranger Trucks

Radios

30 Portables
20 Vehicle radios
15 Vehicle computer terminals

Rhodes, Stephen

From: Rhodes, Stephen
Sent: Tuesday, May 08, 2012 11:29 AM
To: 'Nagel, Barry'
Subject: RE: Proposal

Thanks Barry.

Steve Rhodes
City Manager
City of Pacifica
650.738.7401

Save A Tree - please don't print this unless you really need to.

From: Nagel, Barry [mailto:Barry.Nagel@ssf.net]
Sent: Tuesday, May 08, 2012 9:43 AM
To: Rhodes, Stephen
Cc: Massoni, Mike
Subject: Proposal

Good morning Steve,

Attached is our proposal for providing police services (patrol and investigation) to the City of Pacifica. As you will see, there are areas which still need some clarification and refinement, but I believe these are essentially the "high end" costs based on what we know at this time. Chief Massoni and I look forward to meeting with you tomorrow afternoon to discuss the proposal. Thank you for providing us the opportunity to submit the document for your review and consideration.

Have a nice day!

Barry

Barry M. Nagel
City Manager
City of South San Francisco
400 Grand Avenue
South San Francisco, CA 94080
(650) 877-8500
barry.nagel@ssf.net

SOUTH SAN FRANCISCO
5/8/12

Estimated Pacifica Police Costs (Revised)

Personnel Costs

Position	# of Pos	Subtotal/Position	General Fund	Other Fund	Total
Police Lieutenant	1.00	244,496	244,496	-	244,496
Police Sergeant	5.00	195,852	979,258	-	979,258
Police Corporal	9.00	181,387	1,632,485	-	1,632,485
Police Officer	17.00	167,993	2,855,885	-	2,855,885
Subtotal Sworn Costs	32.00		*5,712,124*	-	*5,712,124*
Property/Evidence Specialist	1.50	107,298	160,947	-	160,947
Records Clerk	1.50	101,373	152,060	-	152,060
Court Liaison	0.52	46,176	24,011	-	24,011
Admin Assistant	0.50	106,648	53,324	-	53,324
IT Support (Contract)	1.00	140,000	140,000	-	140,000
Subtotal Non-Sworn	5.02		*530,342*		*530,342*
Overtime ($15k per sworn)			480,000	-	480,000
Management Increase			110,000	-	110,000
Liability Insurance			109,000	-	109,000
ABAG Premium			65,000	-	65,000
Legal Costs			52,000		52,000
Subtotal Misc. Expense			*816,000*	-	*816,000*
*Subtotal Personnel Costs **	*37.02*		*7,058,466*	-	*7,058,466*

Ongoing Annual Costs

Type	#	Avg Cost per unit	General Fund	Other Fund	Total
Vehicle Replacement	16		99,429	-	99,429
Vehicle Maint./Gas	16	16,000	256,000	-	256,000
Equipment Replacement			35,271	-	35,271
Uniform Allowance	37		35,750	-	35,750
IT Charges	32	623	19,936	-	19,936
Supplies	37	2,500	92,500	-	92,500
Subtotal Ongoing Costs			*538,886*	-	*538,886*
Subtotal Annual Ongoing Costs			7,597,352	-	7,597,352
Admin Costs (10% of Ongoing)			759,735	-	759,735
Total Annual Ongoing Costs					8,357,087

Start-Up Costs

Type	#	Avg Cost per unit	General Fund	Other Fund	Total
Vehicles	16	31,000	-	528,000	528,000
Equipment			35,000	125,000	160,000
Uniforms-Outfitting	37	2,000	114,500	-	114,500
Miscellaneous	37		129,500	-	129,500
Subtotal Start-Up Costs			*279,000*	*653,000*	*932,000*
Annual Ongoing Costs			8,357,087	-	8,357,087
Start-Up Costs			279,000	653,000	932,000
Total First Year Costs					9,289,087

***Assumptions**

New hires at top step
No OPEB costs
1.5% City paid Retiree Health Savings
Benefits at FY 11-12 rates

All charged at BSH Family Rate ($26k year)
Personnel costs include paid holiday, wkrs comp, PERS, etc.,

Detail of Start-Up and Ongoing Costs

Start-Up Costs

Type	Description	Amt	Unit Price	Costs	GF	Other Funds
Vehicle	Marked Patrol Cars	12	35,000	420,000	-	420,000
Vehicle	Unmarked vehicles	4	27,000	108,000	-	108,000
Equipment	PCs	12	2,000	24,000	-	24,000
Equipment	Printers	3	3,000	9,000	-	9,000
Equipment	Laptops	12	5,000	60,000	-	60,000
Equipment	Radios	32	1,000	32,000	-	32,000
Equipment	Guns	32	1,000	32,000	32,000	-
Equipment	Ammo	60	50	3,000	3,000	-
Uniform	Uniforms sworn	32	3,500	112,000	112,000	-
Uniform	Uniforms-unsworn	5	500	2,500	2,500	-
Misc.	Background Check	37	3,500	129,500	129,500	-
Subtotal Start-Up Costs					***279,000***	***653,000***
				Total		932,000

Ongoing Costs

Type	Description	Amt	Unit Price	Useful Life	Annual Charge	Total
Vehicle Repl.	Vehicle Repl. Marked	12	35,000	5	7,000	84,000
Vehicle Repl.	Vehicle Repl. Unmarked	4	27,000	7	3,857	15,429
Vehicle Maint.	Vehicle Maint./Gas	16	16,000		256,000	256,000
Equip Repl.	PCs	12	2,000	5	400	4,800
Equip Repl.	Printers	3	3,000	6	500	1,500
Equip Repl.	Laptops	12	5,000	6	833	10,000
Equip Repl.	Radios	32	1,000	7	143	4,571
Equip Repl.	Guns	32			150	4,800
Equip Repl.	Ammo	32			300	9,600
Uniform Allowance	Uniforms sworn	32			1,000	32,000
Uniform Allowance	Uniforms-unsworn	5			750	3,750
Subtotal Ongoing Costs						***426,450***