



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 11/01/2022

ITEM NO: 4

DATE: October 20, 2022
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Authorize the Town Manager to Execute a Two-Year Agreement with Los Gatos-Saratoga Union High School District and Los Gatos Union Elementary School District for School Resource Officer Services for the Period October 1, 2022 through June 30, 2024, and Approve a Revenue Budget Increase in the Amount of \$46,738.75 to Match the Proposed Agreement Term and Agreement Amount

RECOMMENDATION:

Authorize the Town Manager to execute a two-year agreement with Los Gatos-Saratoga Union High School District and Los Gatos Union Elementary School District for school resource officer services for the period October 1, 2022 through June 30, 2024, and approve a revenue budget increase in the amount of \$46,738.75 to match the proposed agreement term and agreement amount.

BACKGROUND:

Since 2008, the Town of Los Gatos, the Los Gatos-Saratoga Union High School District (LGSUHSD), and Los Gatos Union School District (LGUSD) have participated in an agreement for one School Resource Officer (SRO) that works in the local schools with the costs shared between the two school districts and the Town.

With school closures due to COVID-19 subsiding, in June 2021, LGSUHSD and Town staff collaborated in a work session of future SRO services with the consideration of incorporating a refined scope of work and a new service agreement with reduced SRO services and cost sharing to both School Districts.

PREPARED BY: Heather St. John
Senior Administrative Analyst

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, and Finance Director

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SUBJECT: Authorize the Town Manager to Execute a Two-Year Agreement with Los Gatos-Saratoga Union High School District and Los Gatos Union Elementary School District for School Resource Officer Services for the Period Starting October 1, 2022 through June 30, 2024

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BACKGROUND (continued):

The one-year cost sharing agreement allocated 18% to Los Gatos-Saratoga Union High School, 7% to Los Gatos Union Elementary School District, and 75% to the Town of Los Gatos. This agreement expired June 30, 2022.

The one-year agreement allowed all involved parties an opportunity to evaluate the revised scope of work, adjusted cost sharing, and reduced SRO service levels. Prior to 2021, SRO agreements consisted of cost sharing for one SRO at 50% Town of Los Gatos, 36% LGSUHSD District, and 14% LGUSD.

DISCUSSION:

The Los Gatos-Monte Sereno Police Department and School Districts have maintained a strong community partnership through open communication with students, staff, and school administration. The Department continues to foster the tradition of the SRO program while being adaptable to change to ensure campus and student safety within the schools. The goals for the SRO program remain unchanged: to promote and focus on campus and student safety while building community relationships and maintaining a healthy learning environment.

In September of 2022, after further review and evaluation by all the involved parties, it was determined that a revision to the previous year agreement for SRO services was necessary to maintain efficiencies and priorities of the SRO Program. All parties agreed to return to the cost sharing agreement of 50% Town of Los Gatos, 36% LGSUHSD District, and 14% LGUSD. On October 11, 2022, and on October 13, 2022, Los Gatos-Saratoga Union High School District Board of Trustees and Los Gatos Union School District Board of Trustees respectively unanimously approved the attached proposed two-year SRO cost sharing agreement.

CONCLUSION:

Staff recommends Town Council authorize the Town Manager to execute an agreement with Los Gatos-Saratoga Union High School District and Los Gatos Union Elementary School District for School Resource Officer Services for the period October 1, 2022, through June 30, 2024, and to approve a revenue budget increase in the amount of \$46,738.75 to match the proposed agreement term and agreement amount.

SUBJECT: Authorize the Town Manager to Execute a Two-Year Agreement with Los Gatos-Saratoga Union High School District and Los Gatos Union Elementary School District for School Resource Officer Services for the Period Starting October 1, 2022 through June 30, 2024

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FISCAL IMPACT:

The fiscal impact is summarized in the table below. Based on the SRO restructured cost sharing agreement, a budget adjustment of \$46,738.75 in increased revenue is requested. The Fiscal Year 2022/23 revenue is offset by three months and prorated based on an agreement start date of October 1, 2022. The agreement is for one full-time equivalent Sworn Officer position including salary and benefits. Upon execution of this agreement and reimbursement from the Los Gatos-Saratoga Union High School District and the Los Gatos-Saratoga Union School District, the Town will be responsible for 50% of the one full-time equivalent SRO position.

FY 22/23 & 23/24 SRO COST SHARING AGREEMENT		
	FY 22/23	FY 23/24
HIGH SCHOOL DISTRICT 36%	\$89,504.46 (9 months)	\$119,339.28
LOS GATOS UNION 14%	\$34,807.29 (9 months)	\$46,409.72
TOWN 50%	\$207,186.25 (12 months)	\$165,749.00
Total	\$331,498.00	331,498.00

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

Attachments:

1. SRO Services Agreement for October 1, 2022 Through June 30, 2024
2. SRO Scope of Work – “Exhibit A” to SRO Services Agreement