



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 08/20/2024

ITEM NO: 7

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**DATE:** August 7, 2024  
**TO:** Mayor and Town Council  
**FROM:** Laurel Prevetti, Town Manager  
**SUBJECT:** Authorize the Town Manager to Execute a Three-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 August 21, 2024 through June 30, 2027, and Approve a FY 2024/25 Revenue Budget Increase in the Amount of \$4,974.90 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 August 21, 2024 through June 30, 2027, and approve a FY 2024/25 revenue budget increase in the amount of \$4,974.90 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.

In October 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. At that time, all parties agreed to a two-year cost sharing agreement of 50% Town of Los Gatos, 36% LGSUHSD District, and 14% LGUSD for SRO services.

**PREPARED BY:** Clinton Tada  
Support Services Captain

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

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SUBJECT: Authorize the Town Manager to Execute a Three-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 August 21, 2024 through June 30, 2027

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BACKGROUND (Continued):

The Los Gatos-Saratoga Union High School District Board of Trustees and Los Gatos Union School District Board of Trustees respectively unanimously approved a two-year SRO cost sharing agreement which expired on June 30, 2024. At the termination of the previous agreement, all parties mutually desired to enter into a revised SRO agreement with continued cost-sharing of SRO services for additional years using the same cost-sharing percentages.

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.

As result of staff salary increases in accordance with Police Officers' Association Memorandum of Understanding for FY 2024 through FY 2027, a new SRO agreement includes the increased cost-sharing amounts for all parties. Staff met with the School District Superintendents to discuss the newly proposed three-year SRO agreement with the cost-sharing increases. All parties agreed to bring the proposed agreement forward to their respective governing bodies for approval and execution authority.

On August 6, 2024, the Los Gatos-Saratoga Union High School District Board of Trustees unanimously approved the proposed SRO Services Agreement. The Los Gatos Union School District Board of Trustees will consider the new agreement on August 15, 2024. All parties anticipate full approval and authority with a prospective agreement start date of August 21, 2024.

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 August 21, 2024 through June 30, 2027, and to approve a FY 2024/25 revenue budget increase in the amount of \$4,974.90 to match the proposed agreement term and agreement amount.

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FISCAL IMPACT:

The fiscal impact is summarized in the table below. Based on the SRO restructured cost-sharing agreement, a FY 2024/25 budget adjustment of \$4,974.90 in increased revenue is requested.

The Fiscal Year 2024/25 revenue is adjusted by two months of prorated costs based on an agreement start date of August 21, 2024, with updated Police Officer Association MOU salary compensation for the term of this agreement.

The agreement is for one full-time equivalent Sworn Officer position including salary and benefits. Anticipated SRO salary and benefit costs have already been included in the Town's expenditure budget and will be offset by the cost-sharing revenues received under this agreement. Upon execution of this agreement and reimbursement from the Los Gatos-Saratoga Union High School District and the Los Gatos Union School District, the Town will be responsible for 50% of the one full-time equivalent SRO sworn officer position.

Below is a breakdown of the annual cost-sharing amounts for all parties:

FY 24/25 – FY 26/27 SRO TOTAL COST-SHARING CONTRIBUTIONS			
	FY 24/25	FY 25/26	FY 26/27
HIGH SCHOOL DISTRICT 36%	\$122,921.20 *	\$156,666.00	\$164,817.72
LOS GATOS UNION 14%	\$47,802.70 *	\$60,925.68	\$64,095.84
TOWN OF LOS GATOS 50%	\$239,013.34 **	\$217,591.77	\$228,914.00
Total	\$409,737.24	\$435,183.45	\$457,827.56

\*Prorated amount based on 10 of 12 installment payments

\*\*Adjusted amount due to cost-sharing proration

ENVIRONMENTAL ASSESSMENT:

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

Attachments:

1. SRO Services Agreement for August 21, 2024 Through June 30, 2027
2. SRO Scope of Work – “Exhibit A” to SRO Services Agreement
3. SRO Service Agreement FY 2022 – FY 2024 - Redlined