

COUNCIL ACTION FORM

Meeting Date: October 10, 2024

Staff Contact: Curtis Mansell, Chief of Police

Agenda Item: Consider [renewal of] Public Safety Services Agreement with Mission Woods

Background/Description of Item

Westwood provides public safety and municipal court services to the City of Mission Woods and has done so for at least the past 40 years. The current Agreement between the cities is dated September 2015. Mission Woods desires – and Westwood assents – to continuing to contract for the provision of police services to Mission Woods for a fee.

Staff Comments/Recommendation

The Agreement was last renewed in September 2015 and, at that time, the fee was adjusted to a flat fee of \$125,000 per year. As there was and is no annual automatic adjustment to the fee amount, this flat fee has remained static for the past 10 years, and has not accounted for increases in the true cost to operate a police department borne by Westwood, specifically relating to increases in wages, benefits, gas, and associated other materials and labor.

It is the intention of Westwood to begin to conduct an annual review and renewal of the Agreement, with the next review planned for Spring 2025, in preparation for the 2026 fiscal year budget preparation.

Budget Impact

The proposed change to the annual flat fee reflects a 15% increase from the current [10-year-old] rate and would increase the rate from \$125,000 to \$143,750 for fiscal year 2025. This proposed adjustment is intended to begin an annually recurring incremental step-up of the fee amount to more accurately reflect the true cost to Westwood to provide police and court services.

Suggested Motion

I move to authorize the Mayor to sign the Public Safety Services Agreement with the City of Mission Woods for the period from January 1 – December 31, 2025.