



CITY OF CALISTOGA

STAFF REPORT

TO: Honorable Mayor and City Council
FROM: Mitch Celaya, Police Chief
DATE: August 20, 2019
SUBJECT: Police Shared Services Agreement with City of St. Helena

Approved by

A handwritten signature in blue ink that reads 'Michael Kirn'. The signature is written in a cursive style.

Michael Kirn, City Manager

DESCRIPTION:

Authorize the City Manager to enter into a Police Shared Services Agreement with the City of St. Helena for Police Officer and Police Dispatcher services on an as needed basis.

RECOMMENDATION:

Consider adopting resolution.

BACKGROUND:

At present, the Calistoga Police Department (CPD) has three (3) vacant police officer positions with an anticipated fourth officer vacancy by the end of this year. While CPD is in a recruitment process to fill these positions, it will take several months to fill and train these officers, so they can work as independent solo officers. These vacant positions present challenges in providing coverage for unanticipated absences as a result of illnesses and injuries as well as anticipated absences due to vacations and training commitments. This situation has also presented challenges in staffing special events, providing community outreach activities, addressing community issues, and providing overall services.

Currently all full-time dispatcher positions are filled, however over the past decade there have been several instances when the dispatch center experienced the staffing shortages issues resulting in challenges of providing services due to vacancies, caused by unanticipated and anticipated absences.

Historically, St. Helena Police Department (SHPD) and Calistoga Police Department (CPD) have assisted each other when short term personnel shortages existed. SHPD and CPD have enjoyed a great relationship as both agencies have provided reciprocal staff coverage and services to each other in coverage, training, and response to events and critical incidents. CPD has provided both Officers and Dispatchers to assist with SHPD staffing shortages or to provide police services when needed just as they have done for CPD.

In November, in order to address SHPD and CPD staffing shortages, SHPD and CPD came to each other's assistance by providing staff on an as needed basis. This was done on a recharge basis and allowed for each department to continue to meet their service objectives and not disrupt the continuity of services to our respective communities. It was quickly realized that both our departments operate in an environment where we can quickly be faced with staffing challenges that jeopardize our ability to provide minimum staffing and impact our ability to provide services to our communities. Relying on our staff to fill a staffing shortage is done without hesitation however there are times when there are simply not enough staff to cover the vacancies and/or the length of the time the coverage is needed causes fatigue that can be a safety issue and impact the moral and health of the department.

Engaging in a Shared Services Agreement will streamline the process of allowing CPD and SHPD supervisors ask for assistance, not falling under Mutual Aid, on an as needed basis. This would occur when staffing assistance is immediately needed and/or our internal staffing resources have been exhausted or are unavailable. The Shared Services Agreement would allow supervisors to request assistance without delay that could impact services by not having to get approval from the respective Chiefs, based on the guidelines set forth in the Shared Services Agreement (see attached Police Shared Services Agreement). SHPD and CPD share the same community oriented policing philosophy and operate in similar community environments. As a result, both agencies are able to aid each other and service to our communities in a seamless manner.

ANALYSIS:

CPD and SHPD regularly experience both police officer and dispatcher staffing issues which they can not cover internally. This at times jeopardizes the level of services provided to their respective communities and poses risks to both the police staff and the community. The ability to utilize each others resources via a shared services agreement on an as needed basis allows for continued continuity of police services, reduces officer safety issues and officer fatigue. A police shared services agreement will allow CPD and SHPD to maximize resources to address staffing shortages, special events, as well as unanticipated and anticipated vacancies.

FINANCIAL IMPACT:

Exact impact unknown as the coverage would be done on an as needed basis and on a predetermined SHPD recharge rate. In most cases, the coverage issue would be handled internally on an overtime rate basis, instead of paying overtime to CPD staff it would be paying SHPD on a recharge rate. The SHPD recharge rate would be slightly higher than the overtime rate to due administrative and benefit costs built into the recharge rate.

CONSISTENCY WITH CITY COUNCIL GOALS AND OBJECTIVES:

Goal #5: Offer excellent professional service to all customers.

ALTERNATIVES:

Engage the Napa County Sheriff's department in a Shared Services Agreement and/or hire additional staffing above the current authorized staffing level to mitigate staffing vacancies and create a greater internal pool of personnel resources.

ATTACHMENTS:

1. Resolution
2. Shared Services Agreement

RESOLUTION NO. 2019-XXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO ENTER INTO A POLICE SHARED SERVICES AGREEMENT WITH THE CITY OF ST. HELENA TO BE REVIEWED ON AN ANNUAL BASIS

WHEREAS, the Calistoga Police Department and St. Helena Police Department often are challenged with staffing shortages and coverage issues in both dispatcher and officer positions; and

WHEREAS, the staffing shortages and coverage issues impact the delivery of services, ability to address community concerns, and pose increased officer and public safety concerns; and

WHEREAS, Calistoga and St. Helena desire to contract with one another for police officer and dispatcher functions within Calistoga and St. Helena's municipal boundaries; and

WHEREAS, Calistoga and St. Helena are capable of rendering such services under the terms and conditions set forth in the Shared Services Agreement.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Calistoga hereby authorizes the City Manager to enter into a Police Shared Services agreement between the Calistoga Police Department and the St. Helena Police Department in substantial conformance with the Agreement referenced in the August 20, 2019 staff report and subject to approval as to from by the City Attorney's Office.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Calistoga at a regular meeting held this **20th day of August 2019**, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CHRIS CANNING, Mayor

ATTEST:

IRENE CAMACHO-WERBY, City Clerk

City of St. Helena Agreement No. _____

City of Calistoga Agreement No. _____

**AGREEMENT FOR LAW ENFORCEMENT AND DISPATCH SERVICES
BETWEEN THE CITY OF ST. HELENA
AND
THE CITY OF CALISTOGA**

THIS AGREEMENT FOR LAW ENFORCEMENT AND DISPATCH SERVICES (“Agreement”) is made and entered into as of this _____ day of _____, 2019, by and between City of St. Helena (“ST. HELENA”), a municipal corporation, and the City of Calistoga (“CALISTOGA”), a municipal corporation.

RECITALS

WHEREAS, CALISTOGA and ST. HELENA desire to contract with one another for performance of law enforcement functions within CALISTOGA and ST. HELENA’s municipal boundaries; and

WHEREAS, CALISTOGA and ST. HELENA desire to contract with one another for performance of public safety dispatch services within CALISTOGA and ST. HELENA’s municipal boundaries; and

WHEREAS, ST. HELENA and CALISTOGA are capable of rendering such services under the terms and conditions set forth in this Agreement; and

WHEREAS, the performance by ST. HELENA for CALISTOGA of law enforcement functions and dispatch services referenced herein will require ST. HELENA to incur certain costs and expenses, including but not limited to costs and expenses for patrol and dispatch personnel and public liability insurance; and

WHEREAS, the performance by CALISTOGA for ST. HELENA of law enforcement functions and dispatch services referenced herein will require CALISTOGA to incur certain costs and expenses, including but not limited to costs and expenses for patrol and dispatch personnel and public liability insurance; and

WHEREAS, it is the intent of the parties to this Agreement that CALISTOGA assume all such costs and expenses when using the services of ST. HELENA patrol and dispatch personnel, including but not limited to the costs and expenses described above; and

WHEREAS, it is the intent of the parties to this Agreement that ST. HELENA assume all such costs and expenses when using the services of CALISTOGA patrol and dispatch personnel, including but not limited to the costs and expenses described above; and

WHEREAS, the Parties supply one another with Police Officer(s), on an as-needed basis, to supplement the Parties’ law enforcement needs; and

WHEREAS, the Parties supply one another with public safety dispatch personnel, on an as-needed basis, to supplement the Parties' public safety dispatch needs.

TERMS

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

- 1) Term: This Agreement shall commence on April ____, 2019 and shall continue in full force until cancelled by a Party or the Parties, as provided herein.

- 2) ST. HELENA Obligations:
 - a. During the term of this Agreement, ST. HELENA shall provide services set forth in Exhibit "A" and Exhibit "B", attached hereto and incorporated by reference herein.
 - b. Submission of Payment Requests: St. Helena Police Department shall submit to CALISTOGA written requests for payment on a monthly basis in a form satisfactory to CALISTOGA for services provided by ST. HELENA under paragraph 2(a)
 - c. Amount of payment for services:
 - i. For the public safety dispatch services provided by CALISTOGA under this Agreement, ST. HELENA shall pay CALISTOGA at a recharge rate, which includes the cost in salary (Regular or Overtime) and all statutory benefits, retirement contributions, and other negotiated MOU benefits for a top step dispatcher as set forth in Exhibit "C", attached hereto and incorporated by reference herein. The parties will update this Exhibit "C" as necessary for subsequent fiscal years.
 - ii. For the law enforcement services provided by CALISTOGA under this Agreement, ST. HELENA shall pay CALISTOGA at a recharge rate which includes the cost in salary (Regular or Overtime) and all statutory benefits, retirement contributions, and other negotiated MOU benefits for a top step Police Officer and Police Sergeant as set forth in Exhibit "D", attached hereto and incorporated by reference herein. The parties will update this Exhibit "D" as necessary for subsequent fiscal years.
 - d. Space and equipment to be provided: ST. HELENA shall provide and pay for any office space for a CALISTOGA Police Officer or dispatcher provided under this Agreement, including those things ordinarily associated with an office including but not limited to heat, a telephone, a desk, computer, printer and access to a FAX machine.
 - e. ST. HELENA Police Department management will monitor and evaluate the number of hours worked by individual officers and/or dispatchers pursuant to this Agreement to ensure that total hours worked by any individual officer or dispatcher comports with best practice standards concerning officer and public safety.

3) CALISTOGA Obligations:

- a. During the term of this Agreement, CALISTOGA shall provide services set forth in Exhibit "A" and Exhibit "B", attached hereto and incorporated by reference herein.
- b. Submission of Payment Requests: Calistoga Police Department shall submit to ST. HELENA written requests for payment on a monthly basis in a form satisfactory to ST. HELENA for services provided by CALISTOGA under paragraph 3(a).
- c. Amount of payment for services:
 - i. For the public safety dispatch services provided by ST. HELENA under this Agreement, CALISTOGA shall pay ST. HELENA at a recharge rate, which includes the cost in salary (Regular or Overtime) and all statutory benefits, retirement contributions, and other negotiated MOU benefits for a top step dispatcher as set forth in Exhibit "E", attached hereto and incorporated by reference herein. The parties will update this Exhibit "E" as necessary for subsequent fiscal years.
 - ii. For the law enforcement services provided by ST. HELENA under this Agreement, CALISTOGA shall pay ST. HELENA at a recharge rate, which includes the cost in salary (Regular or Overtime) and all statutory benefits, retirement contributions, and other negotiated MOU benefits for a top step Police Officer and Police Sergeant as set forth in Exhibit "F", attached hereto and incorporated by reference herein. The parties will update this Exhibit "F" as necessary for subsequent fiscal years.
- d. Space and equipment to be provided: CALISTOGA shall provide and pay for any office space for a ST. HELENA Police Officer or dispatcher provided under this Agreement, including those things ordinarily associated with an office including but not limited to heat, a telephone, a desk, computer, printer and access to a FAX machine.
- e. CALISTOGA Police Department management will monitor and evaluate the number of hours worked by individual officers and/or dispatchers pursuant to this Agreement to ensure that total hours worked by any individual officer or dispatcher comports with best practice standards concerning officer and public safety.

4) Relationship to the Parties:

- a. This Agreement shall not constitute, nor shall it be interpreted as constituting, an agreement for hire of the ST. HELENA Police Officer or dispatcher by CALISTOGA and any ST. HELENA Police Officer or dispatcher providing services under this Agreement is, and shall continue to be, an employee of ST. HELENA under the supervision, management and control of ST. HELENA.
- b. This Agreement shall not constitute, nor shall it be interpreted as constituting, an agreement for hire of the CALISTOGA Police Officer or dispatcher by ST. HELENA and any CALISTOGA Police Officer or dispatcher providing services

under this Agreement is, and shall continue to be, an employee of CALISTOGA under the supervision, management and control of CALISTOGA.

- c. The terms and conditions of employment of the ST. HELENA Police Officers and dispatchers providing services under this Agreement are, and shall continue to be, governed by the ST. HELENA Police Officers Association (POA) Memorandum of Understanding (MOU) and any other ST. HELENA personnel rules, policies, and/or procedures.
- d. The terms and conditions of employment of the CALISTOGA Police Officers and dispatchers providing services under this Agreement are, and shall continue to be, governed by the CALISTOGA Police Officers Association (POA) Memorandum of Understanding (MOU) and any other CALISTOGA personnel rules, policies, and/or procedures.
- e. Supervision over the rendition of law enforcement and dispatch services, the standards of performance, the discipline of officers and dispatchers, and other matters incident to the performance of such services and the control of personnel shall remain with each agency over its respective officers and dispatchers.

5) Indemnification; Insurance:

- a. To the furthest extent permitted by law and without limiting or otherwise waiving liability for any acts or omissions of the parties hereto, CALISTOGA agrees to indemnify, hold harmless, and defend ST. HELENA, its City Council members, its elected officials, officers, agents and employees from every claim, suit, action, loss, liability, demand, or expense of any nature whatsoever including, but not limited to, civil rights violations, injury to or death of person(s), or damage to any property that arises as a result of any act or omission of CALISTOGA, its elected officials, officers, agents or employees arising out of, connected with, or resulting from performance of this Agreement or as a condition of the services rendered under this Agreement..
- b. To the furthest extent permitted by law and without limiting or otherwise waiving liability for any acts or omissions of the parties hereto, ST. HELENA agrees to indemnify, hold harmless, and defend CALISTOGA, its City Council members, its elected officials, officers, agents and employees from every claim, suit, action, loss, liability, demand, or expense of any nature whatsoever including, but not limited to, civil rights violations, injury to or death of person(s), or damage to any property that arises as a result of any act or omission of ST. HELENA, its elected officials, officers, agents or employees arising out of, connected with, or resulting from performance of this Agreement or as a condition of the services rendered under this Agreement.
- c. Workers' Compensation Insurance: To the extent required by law during the terms of this Agreement, the Parties shall provide workers' compensation insurance for the performance for all duties under this Agreement, including but not limited to, coverage for workers' compensation and employer's liability and a waiver of subrogation, and shall provide the other party with certification of all such coverages upon request by either party's Risk Manager. CALISTOGA shall

be responsible for all costs, including but not limited to, “4850” pay associated with a work-related injury occurring to a CALISTOGA Police Officer providing services under this Agreement, including if said costs continue to be incurred after the expiration of the Agreement. ST. HELENA shall be responsible for all costs including but not limited to, “4850” pay associated with a work-related injury occurring to a ST. HELENA Police Officer providing services under this Agreement, including if said costs continue to be incurred after the expiration of the Agreement. CALISTOGA shall be responsible for all costs associated with a work-related injury occurring to a CALISTOGA dispatcher providing services under this Agreement, including if said costs continue to be incurred after the expiration of the Agreement. ST. HELENA shall be responsible for all costs associated with a work-related injury occurring to a ST. HELENA dispatcher providing services under this Agreement, including if said costs continue to be incurred after the expiration of the Agreement.

d. Liability Insurance:

i. General Liability: Each party shall obtain and maintain in full force and effect during the term of this Agreement, commercial comprehensive general liability insurance coverage (personal injury and property damage) or equivalent self-insurance or combination thereof, of not less than ONE MILLION DOLLARS (\$1,000,000) combined single limit per occurrence, issued by a company duly and legally licensed to transact business in the State of California, covering liability for any personal injury, including death, to any person and/or damage to the property of any person arising from the acts or omissions of that party to any officer, agent or employee of that party under this Agreement except for acts of omissions performed in strict compliance with express direction by the other party’s governing board, officers or personnel.

ii. Comprehensive Automobile Liability Insurance: Each party shall obtain and maintain in full force and effect during the term of this Agreement, a comprehensive automobile liability insurance policy (Bodily Injury and Property Damage) on owned, hired, leased and non-owned vehicles used in conjunction with the party’s activities under this Agreement of not less than ONE MILLION DOLLARS (\$1,000,000) combined single limit per occurrence

e. Certificates of Coverage and Required Endorsements: When the foregoing coverages are proved by insurance rather than by self-insurance (written proof of which shall be provided to other party), the coverage shall be evidenced by one or more certificates of coverage which shall be filed with the other party’s Secretary or Clerk prior to reimbursement for performance of any of the party’s duties under this Agreement; shall name the other party, its officers, directors, employees, agents, elected and appointed officials, and representatives as additional insureds; shall be kept current during the term of this Agreement; and shall provide that the other party shall be given no less than thirty (30) days prior written notice of any non-renewal, cancellation, other termination, or material

change. Upon request by the other party, the party shall provide or arrange for the insurer to provide the other party with certified copies of the actual insurance policies or relevant portions thereof within thirty (30) days of the request. Each policy of insurance provided for herein shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limit of the insurance company's liability required hereunder. Should any of the policies identified herein contain a "cross-suits" exclusion, such exclusion must not apply to any additional insureds.

- 6) Amendments/Modifications of Agreement: Any requests for modifications to this Agreement shall be submitted in writing and approved by CALISTOGA and ST. HELENA.
- 7) Interpretation/Venue: This Agreement is governed by California Law. In the event any action or proceeding is filed to interpret, enforce, challenge, or invalidate any term of this Agreement, venue shall lie only in the state or federal courts in or nearest to Napa County.
- 8) Termination, Notices: Either party may terminate this Agreement for any reason by giving the other party no less than ten (10) working days advance written notice of the intent to do so. The Parties will be responsible for payment for all services rendered if the Agreement is terminated early. Notice shall be deemed given for this purpose when deposited in the United States' mail, first class postage prepaid, and addressed to the following persons or their successors in office:

To St. Helena
Timothy Foley, Chief of Police
St. Helena Police Department
1480 Main Street
St. Helena, CA 94574

To CALISTOGA:
Mitchell Celaya, Chief of Police
Calistoga Police Department
1235 Washington Street
Calistoga, CA 94515

- 9) No Waiver: The waiver by either party of any breach or violation of any requirement of this agreement shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this Agreement.
- 10) Severability: If any provision of this Agreement, or any portion thereof, is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this Agreement.
- 11) Entirety of Agreement: This Agreement constitutes the entire agreement between the parties relating to the subject of this Agreement and supersedes all previous agreements, promises, representations, understanding and negotiations, whether written or oral, among the parties with respect to the subject matter hereof.

IN WITNESS WHEREOF, the parties have executed this Agreement:

CITY OF CALISTOGA:

CITY OF ST. HELENA

By: _____
Michael Kim, City Manager

By: _____
Mark Prestwich, City Manager

EXHIBIT "A"

WORK TO BE PERFORMED: POLICE SERVICES

The Parties shall provide each other with the following services on an as-needed basis.

1) **Description of Services:**

CALISTOGA and ST. HELENA are contracting for the services of persons who meet all of the standards imposed by law on a peace officer pursuant to Penal Code Section 830, et seq.

ST. HELENA will provide general and specialized law enforcement services within the corporate limits of CALISTOGA. The services shall encompass duties and functions of the type falling under the jurisdiction of and customarily rendered by a police department of a City under state statutes. Services shall include traffic enforcement and related services, patrol and related duties involving the prevention of crime, the protection of life and property, and the enforcement of federal, state, and local laws and ordinances. Services shall also include conducting investigations, assisting in the preparation of cases, testifying in court, serving in specialized departmental roles as assigned, providing information and assistance to the public, and performing related work as assigned.

CALISTOGA will provide general and specialized law enforcement services within the corporate limits of ST. HELENA. The services shall encompass duties and functions of the type falling under the jurisdiction of and customarily rendered by a police department of a City under state statutes. Services shall include traffic enforcement and related services, patrol and related duties involving the prevention of crime, the protection of life and property, and the enforcement of federal, state, and local laws and ordinances. Services shall also include conducting investigations, assisting in the preparation of cases, testifying in court, serving in specialized departmental roles as assigned, providing information and assistance to the public, and performing related work as assigned.

Location: City of Calistoga

ST. HELENA will assign Police Officers to assist the CALISTOGA Police Department on an as needed basis. CALISTOGA will advise ST. HELENA of shift vacancies one month in advance and ST. HELENA will offer to its police officers the opportunity to work the CALISTOGA shifts. CALISTOGA will have the responsibility to fill any shifts unable to be filled by ST. HELENA Police Officers. If a ST. HELENA Police Officer assigned a shift with CALISTOGA is unable to work said shift for reasons of illness, work or personal emergency, or work-related tasks, such as reporting to court on ST. HELENA business, ST. HELENA will attempt to find another ST. HELENA officer to fill said shift. However, in the event that ST.

HELENA is unable to fill the shift with a ST. HELENA officer, CALISTOGA will be responsible for filling said shift.

The ST. HELENA Police Officer(s) will work out of the CALISTOGA Police Department Headquarters and will follow the policies and procedures of ST. HELENA, will drive a CALISTOGA or a ST. HELENA patrol unit as assigned, use ST. HELENA Citations (with the exception of parking issued citations) and will write his/her reports utilizing the ST. HELENA system. If the ST. HELENA Police Officer chooses to use a ST. HELENA vehicle while performing services under this agreement, CALISTOGA will reimburse ST. HELENA for such vehicle usage at the then-current IRS mileage rate. The ST. HELENA Police Officer(s) will be equipped with ST. HELENA-issued equipment, including a ST. HELENA uniform, duty gear, and safety equipment.

Location: City of St. Helena

CALISTOGA will assign Police Officers to assist the ST. HELENA Police Department on an as needed basis. ST. HELENA will advise CALISTOGA of shift vacancies one month in advance and CALISTOGA will offer to its police officers the opportunity to work the ST. HELENA shifts. ST. HELENA will have the responsibility to fill any shifts unable to be filled by CALISTOGA Police Officers. If a CALISTOGA Police Officer assigned a shift with ST. HELENA is unable to work said shift for reasons of illness, work or personal emergency, or work-related tasks, such as reporting to court on CALISTOGA business, CALISTOGA will attempt to find another CALISTOGA officer to fill said shift. However, in the event that CALISTOGA is unable to fill the shift with a CALISTOGA officer, ST. HELENA will be responsible for filling said shift.

The CALISTOGA Police Officer(s) will work out of the ST. HELENA Police Department Headquarters and will follow the policies and procedures of CALISTOGA, will drive a CALISTOGA or a ST. HELENA patrol unit as assigned, use CALISTOGA Citations (with the exception of parking issued citations) and will write his/her reports utilizing the CALISTOGA system. If the CALISTOGA Police Officer chooses to use a CALISTOGA vehicle while performing services under this agreement, ST. HELENA will reimburse CALISTOGA for such vehicle usage at the then-current IRS mileage rate. The CALISTOGA Police Officer(s) will be equipped with CALISTOGA-issued equipment, including a CALISTOGA uniform, duty gear, and safety equipment.

EXHIBIT "B"

WORK TO BE PERFORMED: DISPATCH SERVICES

The Parties shall provide each other with the following services on an as-needed basis.

1) **Description of Services:**

ST. HELENA and CALISTOGA are contracting for police dispatch services.

CALISTOGA will provide public safety dispatch services within the corporate limits of ST. HELENA. The services shall encompass duties and functions of the type falling under the jurisdiction of and customarily rendered by a public safety department of a City under state statutes. Services shall include receiving police and emergency calls, dispatching police and fire units following prescribed procedures; answering non-emergency calls for public safety, performing a variety of general administrative support duties including record keeping, typing, and filing, and performing related work as required.

ST. HELENA will provide public safety dispatch services within the corporate limits of CALISTOGA. The services shall encompass duties and functions of the type falling under the jurisdiction of and customarily rendered by a public safety department of a City under state statutes. Services shall include receiving police and emergency calls, dispatching police and fire units following prescribed procedures; answering non-emergency calls for public safety, performing a variety of general administrative support duties including record keeping, typing, and filing, and performing related work as required.

Location: City of St. Helena

CALISTOGA will assign dispatchers to assist the ST. HELENA Police Department on an as needed basis. ST. HELENA will advise CALISTOGA of shift vacancies one month in advance and CALISTOGA will offer to its dispatchers the opportunity to work the ST. HELENA shifts. ST. HELENA will have the responsibility to fill any shifts unable to be filled by CALISTOGA dispatchers. If a CALISTOGA dispatcher assigned a shift with ST. HELENA is unable to work said shift for reasons of illness, work or personal emergency, or work-related tasks, CALISOGA will attempt to find another CALISTOGA dispatcher to fill said shift. However, in the event that CALISTOGA is unable to fill the shift with a CALISTOGA dispatcher ST. HELENA will be responsible for filling said shift.

The CALISTOGA dispatcher(s) will work out of the ST. HELENA Police Department Headquarters and will follow the policies and procedures of CALISTOGA. The CALISTOGA dispatcher(s) will be equipped with CALISTOGA-issued equipment, including a CALISTOGA uniform.

Location: City of Calistoga

ST. HELENA will assign dispatchers to assist the CALISTOGA Police Department on an as needed basis. CALISTOGA will advise ST. HELENA of shift vacancies one month in advance and ST. HELENA will offer to its dispatchers the opportunity to work the CALISTOGA shifts. CALISTOGA will have the responsibility to fill any shifts unable to be filled by ST. HELENA dispatchers. If a ST. HELENA dispatcher assigned a shift with CALISTOGA is unable to work said shift for reasons of illness, work or personal emergency, or work-related tasks, ST. HELENA will attempt to find another ST. HELENA dispatcher to fill said shift. However, in the event that ST. HELENA is unable to fill the shift with a ST. HELENA dispatcher, CALISTOGA will be responsible for filling said shift.

The ST. HELENA dispatcher(s) will work out of the CALISTOGA Police Department Headquarters and will follow the policies and procedures of ST. HELENA. The ST. HELENA dispatcher(s) will be equipped with ST. HELENA-issued equipment, including a ST. HELENA uniform.

EXHIBIT "C"

BASE RATE SERVICES

DISPATCH

CALISTOGA PUBLIC SAFETY DISPATCHER – FY 18-19 AVERAGE COST	
Total Hourly Regular Recharge Rate	
Total Hourly Overtime Recharge Rate	

EXHIBIT "D"

BASE RATE SERVICES

Recharge Rate

PATROL

CALISTOGA POLICE OFFICER – FY 18-19 AVERAGE COST	
Total Average Hourly Regular Recharge Rate	
Total Hourly Overtime Recharge Rate	

CALISTOGA POLICE SERGEANT – FY 18-19 AVERAGE COST	
Total Average Hourly Regular Recharge Total Average Hourly Rate	
Total Hourly Overtime Recharge Rate	

EXHIBIT "E"

BASE RATE SERVICES

DISPATCH

ST. HELENA PUBLIC SAFETY DISPATCHER – FY 18-19 AVERAGE COST	
Total Average Hourly Regular Recharge Rate	
Total Hourly Overtime Recharge Rate	

EXHIBIT "F"

BASE RATE SERVICES

PATROL

ST. HELENA POLICE OFFICER – FY 18-19 AVERAGE COST	
Total Average Hourly Regular Recharge Rate	
Total Hourly Overtime Recharge Rate	

ST. HELENA POLICE SERGEANT – FY 18-19 AVERAGE COST	
Total Average Hourly Regular Recharge Rate	
Total Hourly Overtime Recharge Rate	