



Shoreline City Hall
17500 Midvale Avenue North
Shoreline, Washington 98133
(206) 801-2230 FAX (206) 546-1524
Agenda Line (206) 801-2236

SHORELINE CITY COUNCIL SPECIAL MEETINGS NOTICE

Monday, July 28, 2014
5:45 p.m. to 7:00 p.m.
Conference Room 303

As required by RCW 42.30, the Open Public Meetings Act, YOU ARE HEREBY NOTIFIED that the Shoreline City Council will hold a special meeting on Monday, July 28, 2014.

The meeting will begin at 5:45 p.m. and is scheduled to conclude at 7:00 p.m. It will be held in Conference Room 303 at Shoreline City Hall, located at 17500 Midvale Avenue N, Shoreline, WA 98133.

The purpose of this meeting is to meet with King County Sheriff John Urquhart to discuss police services in Shoreline and other topics related to the City's police contract with the King County Sheriff's Office.

Dated this 24th Day of July, 2014.

Jessica Simulcik Smith
City Clerk



REVISED AGENDA V.2

SHORELINE CITY COUNCIL SPECIAL MEETING

Monday, July 28, 2014
5:45 p.m.

Conference Room 303 · Shoreline City Hall
17500 Midvale Avenue North

1. King County Sheriff John Urquhart

5:45

The Council meeting is wheelchair accessible. Any person requiring a disability accommodation should contact the City Clerk's Office at 801-2231 in advance for more information. For TTY service, call 546-0457. For up-to-date information on future agendas, call 801-2236 or see the web page at www.shorelinewa.gov. Council meetings are shown on Comcast Cable Services Channel 21 and Verizon Cable Services Channel 37 on Tuesdays at 12 noon and 8 p.m., and Wednesday through Sunday at 6 a.m., 12 noon and 8 p.m. Online Council meetings can also be viewed on the City's Web site at <http://shorelinewa.gov>.



Memorandum

DATE: July 14, 2014

TO: Shoreline City Council

FROM: Shawn Ledford, Shoreline Police Chief

RE: Dinner Meeting with Sheriff Urquhart

CC: Debbie Tarry, City Manager
John Norris, Assistant City Manager
Scott Strathy, Shoreline Police Captain
Mark Konoske, Shoreline Police Captain

Tonight, the Council will be meeting with King County Sheriff John Urquhart to discuss police services in Shoreline and other topics related to the City's police contract with the King County Sheriff's Office. There will also be an opportunity for the Council to ask questions of the Sheriff and Shoreline Police staff. Also attending the meeting will be Shoreline Police command staff: Chief Shawn Ledford, Investigations Captain Scott Strathy and Operations Captain Mark Konoske.

Partnering with the King County Sheriff's Office continues to be a cost effective way to provide police services to the City of Shoreline. Officers and supervisors seeking assignment to Shoreline participate in a competitive interview process to ensure they have the work ethic and demeanor the City is looking for; some officers have been assigned to Shoreline for over 15 years. Shoreline Officers are committed to quickly addressing crime trends, community policing and supporting the Council Goals.

Police Contract and Contract Costs

There are 52 full time police employees assigned to the City of Shoreline. This includes one (1) Chief, two (2) Captains, eight (8) Sergeants, 23 Patrol Officers, five (5) Traffic Officers, four (4) Detectives, four (4) Special Emphasis Team (SET) Detectives, one (1) School Resource Officer, one (1) Crime Prevention Officer, one (1) Community Service Officer, and two (2) professional support staff.

Attached to this memo is the adopted 2014 Exhibit B to the City's contract with the King County Sheriff's Office. This exhibit provides the annual police services budget, which is \$10.5 million for 2014. The cost per capita for a Shoreline officer is \$200. In

comparison, the cost per capita for some cities that have in-house police departments is as follows: Bellevue - \$287; Bothell - \$384; Edmonds - \$206; Kirkland - \$236; Lake Forest Park - \$263; Lynwood - \$349; Redmond - \$325; and Seattle - \$420.

The cost of each FTE in the Exhibit B includes the fully loaded costs of an officer, including salary, benefits, vehicle (including maintenance and fuel), equipment, firing range costs, Sheriff's Office overhead (human resources, legal, IT support, records management, etc.), internal investigations, training, and other services necessary to support a police officer. Additional police services listed in the Exhibit B include communications/dispatch, major crimes (homicide/robbery/sex crimes), SWAT (TAC-30) and fire investigations.

Crime Reporting

In addition to general discussion about the police contract, Sheriff Urquhart will discuss that KCSO and most police agencies in the State of Washington are in the process of transitioning to the National Incident-Based Reporting System (NIBRS) to track crime data. NIBRS is a more comprehensive and detailed way to track crime data. During the transition, it will be difficult to do an 'apples to apples' comparison of Shoreline crime data from previous years. When Shoreline transitions to NIBRS, comparing data to the Uniformed Crime Reporting (UCR) data, it will appear that crime has increased. The Sheriff can speak more about the distinctions between these two crime report methodologies.

Police Station at City Hall Update

Chief Ledford will also provide a brief update on the project to bring the Police Station into City Hall. The police department is now scheduled to move into the first floor of City Hall in the summer of 2017. From now until the end of 2014, the City will be conducting an RFQ to select a design team for this City Hall enhancement project. During 2015, the City will work on the project design and permitting, including a public/internal communication process about the project and selection of the construction contractor. Construction is then scheduled to begin in 2016 and will likely extend to mid 2017, when the facility will be ready for occupancy. There is approximately \$2 million in police seized funds at this time that will be allocated towards the new police station.

Attachment

Shoreline Police Contract - Final Adopted Exhibit B for 2014 Law Enforcement Services



KING COUNTY SHERIFF'S OFFICE
516 Third Avenue, W-116
Seattle, WA 98104-2312
Tel: 206-263-2555 • Fax: 206-296-0168

John Urquhart
Sheriff

June 23, 2014

Ms. Debbie Tarry
City Manager, City of Shoreline
17500 Midvale Ave N.
Shoreline, WA 98133-4905

RE: REVISED Final Adopted Exhibit B for 2014 Law Enforcement Services

Dear Ms. Tarry:

Enclosed please find the REVISED Final 2014 Exhibit B for the cost of police services based on the Adopted Cost Book. Per your request, it has been revised to include the addition of 3 ACCURINT software licenses for your detectives.

In accordance with Section 4.4 of the Interlocal Agreement, if the 2014 Adopted Cost Book and resulting Exhibit B's are lower than the Proposed cost, the lesser of the two prices will be charged. Per the agreement, the City will pay the Adopted cost for 2014, since it was lower than the Proposed *before* the city elected items were added.

The attached Exhibit B becomes part of the official contract agreement between King County and the City of Shoreline for 2014 police services in the total amount of \$10,498,724.

The King County Sheriff's Office greatly values our partnership to provide your city with quality law enforcement services. If you have any questions or would like further information, please call Anita Clouse at (206) 263-2548.

Sincerely,

A handwritten signature in blue ink, appearing to read "DeWayne Pitts", with a long horizontal line extending to the right.

DeWayne Pitts, CPA
Chief Financial Officer

cc: Mr. Robert Hartwig, Finance Director
Mr. Rick Kirkwood, Budget Analyst
City Chief Shawn Ledford
Karen Stevens, LAN Administrator
File Copies: Sheriff's Office Contracting Unit and Budget & Accounting Section

Enclosures

Shoreline

Cost Book: Adopted
 Draft or Final: FINAL
 Date: 23-Jun-14

Exhibit B

FINAL - Based on 2014 Adopted Cost Book - *REVISED to include 3 ACCURINT software licenses*

Dedicated Police Services	Units	Salary	Benefits	Step 6		FTEs
				Adjustmt	Total Cost	
Police Chief	1.0	\$144,568	\$37,529		\$182,097	1.00
Captains	2.0	\$133,328	\$36,778		\$340,212	2.00
Patrol or Admin Sergeants (6 Patrol)	6.0	\$112,570	\$37,421		\$899,946	6.00
Detective Sergeants	1.0	\$116,251	\$37,895		\$154,147	1.00
Street Crimes Sergeant	1.0	\$116,251	\$37,895		\$154,147	1.00
Officers (23 Patrol & 5 Traffic & 1 community outreach)	29.0	\$92,907	\$34,888	\$2,367	\$3,774,708	29.00
School Resource Officers	1.0	\$90,471	\$34,575	\$2,367	\$127,412	1.00
Detectives	4.0	\$95,409	\$35,211	\$2,367	\$531,945	4.00
Street Crimes Detectives	4.0	\$95,409	\$35,211	\$2,367	\$531,945	4.00
Community Service Officer	1.0	\$62,031	\$27,862		\$89,894	1.00
Clerical Staff, AS II	2.0	\$49,771	\$25,130		\$149,803	2.00
COLA Adjustment (optional)					\$0	--
Overtime Adjustment (optional)					\$25,500	--
Overtime					\$318,190	--
Cost of Dedicated Personnel, Subject to Reconciliation					\$7,279,945	52.00
Uniform, Equipment, and Supplies					\$105,313	--
ACCURINT Licenses (pro-rated for 7 months)	3			\$502	\$1,506	--
Vehicles					\$581,145	--
Cell Phones	49			\$968	\$47,424	--
800MHz					\$107,314	--
Subtotal, Dedicated Police Services					\$8,122,647	52.00
Additional Police Services	Units	Salary	Benefits	Other Costs	City Cost	FTEs
Communications/Dispatch	11.86%	\$4,611,330	\$1,987,266	-\$629,659	\$707,733	8.71
Hostage Negotiation Team	10.69%	\$18,801	\$6,274	\$13,753	\$4,150	0.02
Major Crimes Investigation	9.58%	\$2,487,569	\$926,160	\$840,848	\$407,778	2.62
SWAT (TAC-30) Team	4.98%	\$344,052	\$118,906	\$165,135	\$31,274	0.17
Fire Investigation Unit					\$37,760	
Credit for Police Support Services provided to Kenmore					-\$140,395	-0.86
Subtotal, Additional Police Services					\$1,048,300	10.66
Central County Overhead				2.5%	\$266,695	
Sheriffs Office Overhead				5.8%	\$606,455	
Direct Support Services Overhead				4.3%	\$454,626	
(Note: Overhead includes credit of \$14,289, from Kenmore)						
Subtotal, Overhead				12.6%	\$1,327,776	6.91
TOTAL CONTRACT COST					\$10,498,724	69.57
Total Wireless Cards:	0			Less: 2013 Adopted Exhibit	-\$10,306,137	
				Less: Addition of 3 Accurint licenses	-\$1,506	
				Less: Net increase in cost due to addition of cell phones	-\$20,964	
				Increase Over Prior Year	\$170,116	1.7%

Note: Items highlighted in green, represent transfers to Shoreline (from Kenmore) totalling \$154,706 per the Kenmore/Shoreline agreement.

* In 2014, Kenmore SET Detective work will be performed by Shoreline, and charged via SDR's (service delivery reports) on a "pay-as-you" basis (instead of the Exhibit).

Shoreline

Overhead Paid by Each Contract City - (2014 Adopted Exhibits)

Central County Overhead	No Charge	Charge	Shoreline
Building Occupancy – Downtown Seattle Complex		Y	\$ 17,134
Building Occupancy – Com Center		Y	7,000
Building Occupancy – PMU		Y	7,066
Building Occupancy – Range		Y	6,406
Building Occupancy – Pacific Raceways		Y	2,552
Building Occupancy – Photo Lab		Y	3,333
Subtotal, Building Occupancy – Other		Y	26,358
Bus Pass Subsidy Program	N		-
Budget Services and Office of Performance, Strategy & Budget	N		-
Personnel Services (Labor relations, recruitment, education, training, civil rights compliance, etc.)		Y	30,243
Financial Management (Central payroll, accounting systems, data processing, etc.)		Y	25,583
Fixed Assets/Real Property Management (Central maintenance of fixed asset inventory & leases)		Y	578
Ombudsman & State Auditor	N		-
Records Management	N		-
Business Relations Economic Development	N		-
Office of Emergency Management	N		-
Officer Insurance		Y	166,801
Subtotal			\$ 266,695
% of Total Exhibit			2.5%
Sheriff's Office Overhead	No Charge	Charge	Shoreline
Sheriff Administration	N		-
Inspectional Services Unit	N		-
Budget & Accounting		Y	95,099
Contract Services		Y	20,636
Internal Investigations		Y	86,142
Information Services Section		Y	180,196
Legal Unit		Y	34,616
Personnel Section		Y	63,002
Research, Planning & Informational Services		Y	48,774
Precinct Facility Charges		Y	-
Precinct Facility Credits		Y	(31,777)
Patrol Ops Unit		Y	84,460
System Service Messaging		Y	26,104
Major Accident Response & Reconstruction (Officer-involved accidents)		Y	8,070
Misc. Revenue - From HUD, SRO & False Alarm Civil Penalty		Y	(8,868)
Subtotal			\$ 606,455
% of Total Exhibit			5.8%
Direct Support Services Overhead	No Charge	Charge	Shoreline
Photo Lab		Y	15,922
Polygraph Unit		Y	10,078
Property Management Unit & Evidence Storage		Y	86,178
Records (e.g. police reports & criminal history)		Y	88,078
Data Unit (e.g. warrants, orders & DVIU reports)		Y	66,813
Ravensdale Firing Range		Y	51,457
Training Unit		Y	136,099
Subtotal			\$ 454,626
% of Total Exhibit			4.3%
TOTAL Overhead			\$ 1,327,776
% of Total Exhibit			12.6%
Total 2014 Adopted Exhibit			\$ 10,497,218