

**City Council Special Meeting
Tuesday, September 17, 2019 1:00 pm
City Hall 201 Paradise Path**

Mayor William A. Cathey

**Councilman Bobby Pollock
Councilman Jerry Smith**

**Councilman Jerry Wallace
Councilman Rex Putnal**

1. Formal Vote on Sheriff Office Proposal for Law Enforcement Services

*You are hereby notified that in accordance with Florida Statutes, you have a right to appeal any decision made by the Council with respect to any matter considered. You may need to insure that a verbatim record of the proceedings is made which may need to include evidence and testimony upon which the appeal is based. Any person requiring a special accommodation at this meeting because of a disability or physical impairment should contact Jenny Myrick, City Clerk, at 201 Paradise Path, Mexico Beach, Florida 32456; or by phone at (850) 648-5700 at least five calendar days prior to the meeting. If you are hearing or speech impaired, and you possess TDD equipment, you may contact the City Clerk using the Florida Dual Party Relay System, which can be reached at 1-800-955-8770 (TDD).



City Council
Agenda Abstract Form

Meeting Date: 9-10-19
 Department: Administrator / Police
 Public Hearing: Yes No
 Date of Public Hearing: _____

For Clerk's Use Only
AGENDA ITEM #

<i>Consent Agenda</i>	<i>Regular Agenda</i>	<i>Closed Session</i>

PRESENTER/INFORMATION CONTACT: Andy Anderson, City Administrator

ITEM TO BE CONSIDERED

Subject:

Bay County Sheriff's Office response to a request for proposal for law enforcement services

Attachment(s):

Letter from Sheriff Ford

Brief Summary:

The City Council had previously concurred to ask the Bay County Sheriffs Office to provide a cost proposal to provide law enforcement services, replacing our Police Department.

Action Requested:

Discussion and direction by the City Council.

ISSUE OVERVIEW

Background Information & Issue Summary:

On August 30, 2019, Sheriff Tommy Ford sent a letter to the mayor and city administrator outlining his proposal for the Sheriff Office to provide full-service law enforcement to the City. The letter is included with this agenda item.

Summary of proposals:

Proposal #1:

- Six (6) personnel, including a Lieutenant and five (5) deputies.
- \$700,000 per year base cost.
- \$100,000 for equipment and administrative costs (first-year startup costs).
- \$800,000 total year one.
- City to provide office space and utilities.
- 5% per year increase starting year two (year two base cost would be \$735,000).



Proposal #2:

- Eight (8) personnel, including a Lieutenant, Sergeant, and six (6) deputies.
- \$825,000 per year base cost.
- \$132,000 for equipment and administrative costs (first-year startup costs).
- \$957,000 total year one.
- City to provide office space and utilities.
- 5% per year increase starting year two (year two base cost would be \$866,250).

Neither proposal includes an administrative assistant but can be added to either proposal at a cost of \$50,000 per year.

Financial Impacts:

FY 2020 proposed police department budget \$836,636 (including \$110,00 for capital costs for vehicles and IT upgrades)

Sheriff Office proposal #1 - FY 2020 savings of \$36,636

Sheriff Office proposal #2 – FY 2020 increase of \$120,364

Staff Recommendations/Comments:

Direction from city council to accept or reject proposal.



Bay County Sheriff's Office

TOMMY FORD, Sheriff

3421 N. Highway 77 | Panama City, Florida 32405

(850) 747-4700



August 30, 2019

City of Mexico Beach
Mayor Al Cathey
3800 Highway 98
Mexico Beach, FL 32456

Mayor Cathey,

This letter is in response to the Mexico Beach City Council's request for a proposal to contract with the Bay County Sheriff's Office in the city of Mexico Beach for law enforcement services. My understanding is that this proposal is for budgeting purposes to determine if this is a financially feasible alternative, and, as we have discussed, our ability to provide manpower in these challenging times will have to be further evaluated and considered.

I appreciate the relationship that we have with city leadership, the police department and the citizens of Mexico Beach, and our ties have only grown stronger since enduring Hurricane Michael together. I respect Chief Kelley and the members of the Police Department, and think they have done a very good job in the face of many challenges.

The first area of consideration in this proposal is the desired manpower based on the current needs of the citizens of Mexico Beach given the changing demographics since the Hurricane. I firmly believe that as we emerge from recovery that Mexico Beach is poised to certainly return and likely surpass the number of pre-storm residents and visitors. As you know, Lt. Marty Williams has been assigned to liaison with Mexico Beach since the storm, and I have consulted with him, Captain Mike Branning, our East District Commander, and my Command Staff on what they believe the current coverage needs are.

Our first proposal would be to assign 6 personnel, to include a Lieutenant, and 5 deputies for approximately \$700,000 per year. In addition, first year start up costs would be approximately \$100,000 to equip new deputies and cover administrative costs. This staffing model would have two deputies on duty at most times, particularly during the day, but not at all times. A swing shift would be utilized to ensure that two deputies were on duty during peak times.

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City of Mexico Beach
Mayor Al Cathey
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The optimal staffing for Mexico Beach is to have two deputies on duty at most times, and this is the staffing model that we believe we need to work on in order to ensure safety as citizens and visitors return to the area. We would need a commitment from the council to work with us towards this staffing model. This would include a total of 8 personnel to include a Lieutenant, a Sergeant and 6 deputies for approximately \$825,000 per year. First year start-up costs would be approximately \$132,000.

Both of these proposals would assume that the city of Mexico Beach would provide adequate office space to include utilities. This proposal does not include a staff assistant to be present in the office during working hours, but could be added for approximately \$50,000 per year. Our contracts typically increase at a rate of 5% per year to accommodate rising personnel and equipment costs.

We would also accept applications from all current Mexico Beach Police Department officers. Employment offers would be based on employment history and qualifications. Assignments could be anywhere in Bay County based on the needs of the sheriff's office.

I look forward to continuing to work with you and the council, and respect the decision that is in the best interest of the citizens of Mexico Beach in regards to this matter. Please feel free to contact me if you have any questions.

Sincerely,



Sheriff Tommy Ford

CC: City Manager Andy Anderson

Expense Budget		FY 15 Actual	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY 19 Adopted	FY 20 Proposed	Difference
Police								
Personnel								
Salaries	\$	307,648.55	333,548.01	326,669.00	348,177.00	332,498.00	356,158.00	23,660.00
Overtime	\$	7,528.42	8,006.93	13,427.00	19,169.00	15,000.00	15,000.00	-
Incentive Pay	\$	3,135.40	3,660.51	3,569.00	8,251.00	6,000.00	6,000.00	-
Taxes	\$	22,852.45	30,725.38	24,504.00	26,137.00	27,043.00	27,246.00	203.00
Retirement	\$	66,297.88	71,877.24	69,783.00	69,514.00	81,462.00	86,163.00	4,701.00
Health Insurance	\$	40,783.37	44,810.33	77,120.00	89,335.00	112,351.00	109,347.00	(3,004.00)
Workmans Comp	\$	19,126.02	16,753.44	17,777.00	16,753.00	25,457.00	28,002.00	2,545.00
Unemployment	\$	-	-	-	-	-	-	-
Total Personnel Costs	\$	467,372.09	509,381.84	532,849.00	577,286.00	599,811.00	627,916.00	28,105.00
Engineering	\$	-	-	-	-	-	-	-
Investigations	\$	-	1,002.13	-	-	-	-	-
Travel	\$	195.95	767.27	630.00	866.00	5,000.00	2,000.00	2,000.00
Communication	\$	14,697.97	13,172.45	13,765.00	7,119.00	17,500.00	17,500.00	-
Utilities	\$	6,231.56	5,880.34	4,715.00	1,943.00	10,000.00	2,000.00	(8,000.00)
Rentals and Leases	\$	3,841.80	4,802.25	4,062.00	3,265.00	4,000.00	1,000.00	(3,000.00)
Insurance	\$	6,123.36	6,123.36	9,515.00	6,123.00	7,700.00	8,470.00	770.00
Repairs and Maint	\$	2,916.11	23,917.54	15,670.00	10,315.00	15,000.00	15,000.00	-
Printing	\$	254.64	322.15	-	-	750.00	750.00	-
Promotional	\$	50.06	109.00	-	-	1,000.00	1,000.00	-
Other Current Charges	\$	3,958.25	12,339.23	11,120.00	4,587.00	3,000.00	3,000.00	-
Office Supplies	\$	1,660.25	1,548.18	1,544.00	85.00	2,000.00	2,000.00	-
Operating Supplies	\$	15,053.27	12,949.18	20,155.00	25,402.00	15,000.00	15,000.00	-
Uniforms	\$	5,730.25	1,651.80	3,663.00	4,949.00	5,000.00	3,000.00	(2,000.00)
Fuel and Lubricants	\$	7,997.47	7,227.43	9,408.00	27,070.00	20,000.00	20,000.00	-
Books, Publications and Ed	\$	4,651.26	4,487.80	984.00	3,413.00	6,500.00	5,000.00	(1,500.00)
LEE Expenditures	\$	1,490.00	700.00	-	-	1,000.00	1,000.00	-
Total Operating	\$	74,852.20	97,000.11	95,231.00	95,087.00	115,450.00	98,720.00	(16,730.00)
Capital Expenses								
Buildings								
Machinery & Equipment	\$	2,040.00	21,419.22	48,071.00	52,200.00	90,000.00	110,000.00	20,000.00
Vehicle Replacement Transfer	\$	2,040.00	21,419.22	48,071.00	15,000.00	67,200.00	110,000.00	20,000.00
Total Capital	\$	4,080.00	42,838.44	96,142.00	67,200.00	157,200.00	220,000.00	153,800.00
Total Police	\$	544,264.29	627,801.17	676,151.00	739,573.00	805,261.00	896,636.00	31,375.00
Capital-								
	\$	\$	20,000.00	IT Upgrades				
	\$	\$	90,000.00	Vehicles				