

**MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT  
BY AND BETWEEN  
LARIMER COUNTY, COLORADO AND THE TOWN OF WELLINGTON  
COLORADO**

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**MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT  
BY AND BETWEEN  
LARIMER COUNTY, COLORADO AND THE TOWN OF WELLINGTON,  
COLORADO**

THIS AGREEMENT, is made and entered effective the 1st day of January, 2015, between the Town of Wellington, Colorado, a municipal corporation (the "Town"); and the Board of County Commissioners of the County of Larimer, Colorado through the Larimer County Sheriff (the "County").

WITNESSETH:

**WHEREAS**, the Town is desirous of contracting with the County for the performance of law enforcement services through the Larimer County Sheriff's Office (hereinafter referred to as "Sheriff" or "Sheriff's Office"); and

**WHEREAS**, the County is agreeable to rendering such law enforcement services on the terms and conditions set forth in this Agreement; and

**WHEREAS**, such law enforcement services agreements are authorized and provided for by the provisions of Colorado Revised Statutes §29-1-203 and §30-11-410.

**NOW THEREFORE**, in consideration of the mutual covenants contained herein, and for good and valuable consideration, the parties mutually agree as follows:

**1.0 SCOPE OF SERVICES**

- 1.1 The County agrees, through the Sheriff, to provide general law enforcement services within the corporate limits of the Town to the extent and in the manner hereinafter set forth in this Agreement. Annually, the Sheriff and Town will negotiate the budget, which sets forth the level of services provided and the associated costs (See section 2 for details).
- 1.2 Except as otherwise specifically set forth in this Agreement, such services shall be the basic level of services which are provided for unincorporated areas of Larimer County.
- 1.3 **Contracted Law Enforcement Services** - General law enforcement services performed hereunder may include, if requested by the Town and included on the annual Statement of Work and Budget Agreement (See Section 2): supplemental sworn officer support, supplemental security support, and supplemental

professional civilian support staff.

- 1.4 **Training & Equipment** - The Sheriff will provide equipment, training, uniforms, vehicles, and supplies for deputies provided hereunder, on the same basis as the Sheriff provides to deputies assigned outside of the Town, adequate to provide the services agreed to hereunder.
- 1.5 **Police Records Management** - The Sheriff shall maintain in the Sheriff's records system, and in accordance with the Sheriff's applicable records retention policies, records relating to criminal complaints, arrests, and other official law enforcement actions taken by the Sheriff under this Agreement. During and after termination of this Agreement, the Town shall have continuous access to the Sheriff's records for all information pertaining to any entry made by the Sheriff on behalf of the Town under this Agreement, which access shall be granted at no charge and for legitimate Town law enforcement purposes.
- 1.6 **Dispatch Services** - The Sheriff shall provide law enforcement dispatching services necessary to maintain the services set forth in this Agreement.
- 1.7 **Evidence Storage and Processing** - The Sheriff shall provide for the storage, processing, disposition and management of standard evidence collected on behalf of the town as necessary to maintain the services set forth in this Agreement, except in situations involving hazardous material or other special circumstances outlined in Section 2.8 below.
- 1.8 **Monthly Reports** - The Sheriff shall provide a monthly written report to the Town Administrator detailing law enforcement and public service activities provided under this Agreement. Said report is to be submitted to the Town prior to the 15<sup>th</sup> of the following month. The contents of the report, or portions thereof, shall be released to the public only upon the expressed authorization of the Sheriff. Said report shall include the number of hours of patrol time spent within the corporate limits of the Town; a detailed record of time spent by additional officers within the corporate limits of the Town will be reported in a separate column; the number and type of incidents handled within the corporate limits; and a detailed report of all service requests responded to by deputies that require a case report.

## 2.0 STAFFING AND SERVICE LEVELS

- 2.1 The personnel, resources, and services performed hereunder and specifically requested by the Town shall be developed in conjunction with the Sheriff and indicated on the annual Statement of Work and Budget Agreement, attached hereto as Attachment A and incorporated herein by this reference.
- 2.2 A new Statement of Work and Budget Agreement for the ensuing calendar year shall be authorized and signed annually by the Town and the Sheriff or his designee by December 15th, and attached hereto as an Amendment to this Agreement.
- 2.3 Should the Town request a change in level of service other than pursuant to the annual readjustment, an additional Statement of Work and Budget Agreement shall be signed and authorized by the Town and the Sheriff or his designee and attached hereto as an Amendment to this Agreement.
- 2.4 The most recent dated and signed Statement of Work and Budget Agreement attached to this Agreement shall be the staffing level in effect between the County and the Town.
- 2.5 The Town may also request any other service in the field of public safety, law, or related fields within the legal power of the Sheriff to provide. Such other services shall be reflected in an amended Statement of Work and Budget Agreement under the procedures set forth in Sections 2.2 and 2.3 above.
- 2.6 **Supervisor Position** – If sworn officer(s) are included on the Statement of Work and Budget Agreement, it will include at least one full-time deputy, of the rank of Sergeant or higher, to be responsible for the supervision of law enforcement and public safety operations for the Town (the "Supervisor"). The Supervisor appointed by the Sheriff shall be subject to the approval and ongoing consent of the Town, which consent shall not be unreasonably withheld. It is the intent of the parties that consistency, continuity, and experience of service to the Town are important elements of the Supervisor position. It shall be understood by the Town that this assignment is to be a three-year appointment by the Sheriff, with the option of one-year extensions, which extensions shall be at the discretion of the Sheriff.
- 2.7 **Other Deputies** - Selection of the Sheriff's deputies to be assigned to the Town

under this Agreement will be made by the Sheriff with the ongoing consent of the Town, which consent shall not be unreasonably withheld. Deputies assigned to the Town will be required to serve a minimum of one (1) year in the position unless circumstances prevent it. The Sheriff will ensure that deputies assigned to the Town of Wellington through this Agreement will spend the majority of their time in the Town of Wellington. When the Sheriff is unable to staff an officer in the Town during the normal contracted hours (as set forth in Attachment A) due to vacations, training, or other circumstances, calls for service in the Town will be handled by normal Sheriff's patrol as provided for unincorporated areas of Larimer County.

- 2.8 **Overtime/Extraordinary Investigations** - It is not intended that overtime expenses above the amount budgeted will be assessed for deputies assigned to the Town, however, the parties recognize that extraordinary criminal investigation scenarios may arise that will require unanticipated levels of service which will require unforeseen resources. In the event an extraordinary event of such nature arises, the Town and Sheriff will work cooperatively to provide support to address the unforeseen event including to procure additional funding. In cases of an extraordinary criminal investigation, the Town and Sheriff will meet to discuss cost sharing of overtime expenses, forensic examination expenses, expert analysis expenses and other expenses incurred that are specific to that investigation.
- 2.9 **Special Event Staffing** – When the Town required additional staffing for special events, beyond what the contract officers can supply, the Sheriff will work with the Town to provide extra staffing. Volunteers, such as Reserve Deputies, Posse, and Explorers may be used, when available and appropriate, to supplement staffing within the budget or the Town may approve such supplemental budgets as may be appropriate. .
- 2.10 **Call Response/Other Jurisdictions.** The deputies assigned to the Town are responsible for call response and routine patrol inside the Town during their scheduled work hours. In order to minimize unnecessary duplication of law enforcement services, the Parties agree that deputies assigned to the Town may from time to time respond to other adjacent jurisdictions, including unincorporated Larimer County, as needed. Similarly, Sheriffs personnel assigned

elsewhere may from time to time be used for law enforcement services within the Town. The deputy will be returned to the Town patrol area as soon as possible in these instances.

- 2.11 Sheriff's deputies making arrests or issuing summons to violators for appearance in Court shall appear at the appointed time and date to give all evidence and testimony required by the court. Sheriff's deputies failing to comply with this requirement may be subject to disciplinary action by the Sheriff. In reference to deputies who fail to comply with this Section 2.11, the Town may receive notification that the Sheriff reviewed the matter for an appropriate decision as to whether disciplinary actions should be taken.

### **3.0 ADMINISTRATION OF PERSONNEL**

- 3.1 The Sheriff shall be responsible for personnel administration.
- 3.2 The rendition of the services performed by the Sheriff's Office, the standards of performance, the discipline of deputies, and other matters incident to the performance of such services and the control of personnel so employed shall remain with the County.
- 3.3 Any complaints of violation of law or policy by Sheriff's deputies assigned to the Town shall be made by the Town or other complaining person in writing, directed to the Sheriff and in compliance with the Sheriff's policy and procedure for Internal Affairs investigations. Pursuant to that policy, the Sheriff or his designee, shall inform the Town in writing when any such complaint is received, including the name of the deputy complained against and the nature of the complaint. The Sheriff, or his designee, shall also notify the Town of the final disposition of any such complaint after the Sheriff's internal investigation has been completed.
- 3.4 In the event of a dispute between the parties to this Agreement as to the extent of the duties and functions to be rendered hereunder, or the minimum level or manner of performance of such service, the Town shall be consulted and a mutual determination thereof shall be made by both the Sheriff and the Town.
- 3.5 With regard to Sections 3.3 and 3.4 above, the Sheriff, in an unresolved dispute, shall have final and conclusive determination as between the parties hereto.
- 3.6 All Town employees who work in conjunction with the Sheriff's Office pursuant to this Agreement shall remain employees of the Town and shall not have any

claim or right to employment, civil service protection, salary, or benefits or claims of any kind from the County based on this Agreement. No Town employee as such shall become employees of the County unless by specific additional agreement in the form of a merger agreement which must be concurrently adopted by the Town and the County.

- 3.7 The Parties agree that the relationship of the Sheriff to the Town under this Agreement is that of an independent contractor. In this capacity, and for the sole purpose of providing the services contracted for hereunder, the Sheriff may be considered to be an agent of the Town; for all other purposes, however, the Sheriff and his deputies provided under this Agreement shall be considered to be officials or employees of Larimer County and not employees of the Town. All other persons who are employed by or acting as agents of the Town shall be considered to be employees or agents of the Town and not of the Sheriff. No person who is not a deputy of, employed by, or expressly commanded by, the Sheriff in the course of providing law enforcement services hereunder shall be considered to be an agent or employee of the Sheriff for any purpose.
- 3.8 The Town shall not be called upon to assume any liability for the direct payment of any Sheriff's Office salaries, wages, or other compensation to any County personnel performing services hereunder for said Town.
- 3.9 The Town shall not be liable for workers' compensation or unemployment insurance for any of the Sheriff's employees for injuries or sickness arising out of their employment by the Sheriff. The County shall to the extent of County insurance cover such liability, defend and hold harmless the Town against any such claims and provide any required workers' compensation insurance program and unemployment insurance coverage for Sheriff's employee. Any release, hold harmless and indemnity given hereunder shall not constitute a waiver of any rights or immunities afforded to the County under Sec. 24-10-107, et. Seq. C.R.S. 1973.
- 3.10 Municipal and County Court - Sheriff's deputies making arrests or issuing summons to violators for appearance in court shall appear at the appointed time and date to give all evidence and testimony required by the court. Sheriff's deputies failing to comply with this requirement may be subject to disciplinary

action by the Sheriff. Deputies assigned to the Town will not act as court recorders and are not held responsible for scheduling or monitoring of community service sentenced by the court. An assigned deputy will act as the court bailiff.

- 3.11 The Sheriff acknowledges that personnel assigned to the Town have been notified of their duty to cooperate with state and federal officials with regards to enforcement of state and federal laws regarding immigration and their duties to comply with the provisions of C.R.S. 29-29-103(2).

#### **4.0 RESOURCES TO BE PROVIDED BY THE TOWN**

- 4.1 For the purpose of performing said general law enforcement services, County shall furnish and supply all necessary labor, supervision, equipment, communication facilities, and supplies necessary to maintain the agreed level of service to be rendered hereunder.
- 4.2 Notwithstanding the foregoing, the Town may provide additional resources for the County to utilize in performance of the services.
- 4.3 When and if both parties to this Agreement concur as to the necessity of maintaining a law enforcement headquarters or Sheriff's Department substation within the Town which would not normally be provided by the Sheriff, the Town shall furnish at its own cost and expense all necessary office space, including: phone lines and T-1 or fiber optic data lines adequate for access to the Sheriff's computer network, light, water, and other utilities.
- 4.4 The Town has historically supplied facilities for the use of Sheriff's deputies including the office facility in Town Hall the Sheriff shall continue to use and have use of such facilities in connection with the performance of his duties in territory outside of the Town, provided, however, that the performance of such outside duties shall not be at any additional cost to the Town.
- 4.5 It is agreed that the County shall furnish and supply all labor, supervision, equipment communication facilities for dispatching, cost of jail detention (of any



person for five (5) days or less)<sup>1</sup> and transport (for thirty (30) miles or less one way)<sup>2</sup>, and all supplies necessary to maintain the services to be rendered.

- 4.6 The Town will continue to contract with the Larimer Humane Society, or other service provider, for the storage, care and management of animals taken into custody on behalf of the Town.

## 5.0 INDEMNIFICATION

- 5.1 Governmental Immunity/Insurance. Larimer County and the Town are "public entities" within the meaning of the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, et seq., as amended (the "Act"). Larimer County and the Town shall at all times during the terms of this Agreement, maintain such liability insurance, by commercial policy or self-insurance, as is necessary to meet its liabilities under the Act. The County and Town are authorized under C.R.S. § 24-10-115 (2)(a) to self-insure, and, pursuant to such authorization does so self-insure.
- 5.2 INTENTIONALLY LEFT BLANK 5.3 The parties agree to cooperate fully in the defense of all claims arising from incidents where the Sheriff or any of the deputies subject to this Agreement, was acting on behalf of the Town under the authority of this Agreement. Both parties agree to cooperate with the legal counsel retained relative to any claims asserted.
- 5.4 Each Party agrees to be responsible for its own negligent actions or omissions, and those of its officers, agents and employees in the performance or failure to perform work under this Agreement. By agreeing to this provision, neither the County nor the Town waives or intends to waive, as to any person not a party to the Agreement, the limitations on liability or any other provision of the Act.
- 5.5 Larimer County shall provide the Town with proof of self-insurance showing

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<sup>1</sup> If any person is sentenced to detention by the Wellington Municipal Court for more than five (5) days other than at the request or consent of the County, Wellington shall be obligated for any period of incarceration over five (5) days at the lower of the normal daily rate charged for Municipal incarceration to the City of Fort Collins or the City of Loveland.

<sup>2</sup> If any person is transported by order of the Wellington Municipal Court for more than thirty (30) miles, one way, other than at the request or consent of the County, Wellington shall be obligated for per mile transport costs over thirty (30) miles one way at the lower of normal mileage charges billed to the City of Fort Collins or the City of Loveland.

Larimer County's coverage for comprehensive general liability, police professional liability, auto liability, and workers compensation, and will provide timely updates of any changes in the County's insurance program.

#### **6.0 TERM OF AGREEMENT**

- 6.1 The term of this Agreement shall be from January 1, 2015 through December 31, 2015, unless sooner terminated or extended as provided for herein.
- 6.2 At the option of the Board of County Commissioners and with the consent of the Town Board, this Agreement may be renewed or extended for successive periods not to exceed five (5) years each.
- 6.3 Nine (9) months prior to the expiration of this Agreement, the parties shall meet and confer in good faith to discuss the possible renewal or extension of this Agreement pursuant to Section 6.2 above. The parties shall reach an agreement as to the terms of any renewal or extension period no later than six (6) months prior to the expiration of this Agreement. Absent mutual agreement by the parties within that time frame, this Agreement shall expire at the conclusion of the then-existing term.
- 6.4 The Level of Service and Budget Agreement (Attachment A) will be updated annually as set forth in Section 2.0 of this agreement.

#### **7.0 RIGHT OF TERMINATION**

- 7.1 This Agreement may be terminated at any time, with or without cause, by either party upon written notice given to the other party at least one hundred eighty (180) days before the date specified for such termination.
- 7.2 Notwithstanding any provision herein to the contrary, the Town may terminate this Agreement upon notice in writing to the County given within sixty (60) days of receipt of written notice from the County of any increase in the rate for any service to be performed hereunder, and in such an event this Agreement shall terminate sixty (60) calendar days from the date of the Town's notice to the County.
- 7.3 In the event of a termination, each party shall fully discharge all obligations owed to the other party accruing prior to the date of such termination, and, except as otherwise provided herein, each party shall be released from all obligations which would otherwise accrue subsequent to the date of termination.

## **8.0 BILLING RATES**

- 8.1 The Town shall pay the County for the services provided under the terms of this Agreement at the rates set forth in the Statement of Work and Budget Agreement (Attachment A).
- 8.2 The rates set forth in the Statement of Work and Budget Agreement (Attachment A) shall be readjusted agreed upon by the County and Town annually effective January 1 of each year, and attached hereto as an Amendment to this Agreement.
- 8.3 The Town shall be billed based on the service level provided within the parameters of the Statement of Work and Budget Agreement (Attachment A).
- 8.4 The cost of other services requested pursuant to Section 2.5, 2.8, or 2.9 of this Agreement and not set forth in Attachment A may, with prior approval by the Town, be billed to the Town by the Sheriff, at the contractual extra-duty rate charged by the Sheriff's Office or at an alternate rate agreed upon by the Town and Sheriff.

## **9.0 PAYMENT PROCEDURES**

- 9.1 The Town will pay the County one fourth (1/4) of the contract amount quarterly, as indicated on ATTACHMENT A. The County, through the Sheriff, shall render to said Town within ten (10) days after the close of each quarter a summarized invoice which covers all services performed during said quarter, and said Town shall pay the County for all undisputed amounts within sixty (60) days after date of said invoice.
- 9.2 If such payment is not delivered to the County office which is described on said invoice within sixty (60) days after the date of the invoice, the County, if, payment has not been made after the Town has been provided fifteen days prior written notice, is entitled to recover interest thereon. For all disputed amounts, the Town shall provide County with written notice of the dispute including the invoice date, amount, and reasons for dispute within ten (10) days after receipt of the invoice. The parties shall memorialize the resolution of the dispute in writing. For any disputed amounts, interest shall accrue if payment is not received within sixty (60) days after the dispute resolution is memorialized.
- 9.3 Interest shall be at the rate of ten percent (10%) per annum or any portion thereof, calculated from the last day of the month in which the services were performed,

or in the case of disputed amounts, calculated from the date the resolution is memorialized.

## 10.0 NOTICES

Unless otherwise specified herein, all notices or demands required or permitted to be given or made under this Agreement shall be in writing and shall be hand delivered with signed receipt or mailed by first class registered or certified mail, postage prepaid, addressed to the parties at the following addresses and to the attention of the person named. Notice shall be effective on receipt by mailing or personal service. In addition to mailing or hand delivery notice shall be forwarded to each party and their attorney at the last reasonably discernable email address for the person to be provided with notice. Addresses and persons to be notified may be changed by either party by giving ten (10) calendar days prior written notice thereof to the other party.

### Notices for the Sheriff/County:

Larimer County Sheriff  
2501 Midpoint Dr.  
Fort Collins, Co 80525

and

Larimer County Attorney's Office  
224 Canyon Avenue - Suite 200  
Fort Collins, Co 80521

### Notices for the Town:

Town Of Wellington  
Attn: Town Manager  
3735 Cleveland Avenue  
PO Box 127  
Wellington, CO 80549

and

Wellington Town Attorney  
110 E. Oak, Fort Collins, CO 80524

## 11.0 AMENDMENTS

All changes, modifications, or amendments to this Agreement must be in the form of a written Amendment duly executed by the Board of County Commissioners and an authorized representative of the Town. Notwithstanding, the Sheriff or his designee is hereby authorized to execute on behalf of the County any Amendments or supplemental agreements referenced in Sections 1.3, 1.6, 2.0, 4.3, 8.2, 8.4 and 9.2 of this Agreement.

## 12.0 AUTHORIZATION WARRANTY

12.1 The Town represents and warrants that the person executing this Agreement for the Town is an authorized agent who has actual authority to bind the Town to each and every term, condition, and obligation of this Agreement and that all requirements of the Town have been fulfilled to provide such actual authority.

12.2 The County represents and warrants that the person executing this Agreement for

the County is an authorized agent who has actual authority to bind the County to each and every term, condition, and obligation of this Agreement and that all requirements of the County have been fulfilled to provide such actual authority.

**13.0 ENTIRE AGREEMENT**

This Agreement, Attachment A, and any executed Amendments thereto constitute the complete and exclusive statement of understanding of the parties which supersedes all previous agreements, written or oral, and all communications between the parties relating to the subject matter of this Agreement. No change to this Agreement shall be valid unless prepared pursuant to Section 11.0, Amendments, of this Agreement.



# **ATTACHMENT A**

## **2015 STATEMENT OF WORK AND BUDGET AGREEMENT BY AND BETWEEN COUNTY OF LARIMER AND TOWN OF WELLINGTON**

This Statement of Work and Budget Agreement is for the calendar year 2015. It will be in effect from January 1, 2015 through December 31, 2015, unless superseded by a new agreement.

### **1.0 SCOPE OF WORK**

The County, through the Sheriff's Office, will provide the services of one (1) full-time sworn sergeant, four (4) full-time sworn deputies, one (1) half-time sworn investigator, and one (1) full-time sworn School Resource Officer (SRO)\* to assist the Town with law enforcement activities as more specifically described below.

- The SRO shall, during the school year, allocate up to 11% of the SRO time to providing support for schools in the Town of Timnath.

### **2.0 SUPERVISOR**

The Supervisor will be responsible for the supervision of law enforcement and public safety operations for the Town (the "Supervisor"). The Supervisor will work closely with the Town Manager to exchange information, ensure the Sheriff is meeting expectations and is in compliance with this agreement, and to determine the needs of the Town and define priorities and goals for the Town's law enforcement activities.

Further, the supervisor will supplement Town patrol coverage by performing general law enforcement duties and will cover for vacancies when practical and appropriate. The Supervisor will also ensure the Town receives timely monthly reports as required under Section 1.8 of the Municipal Law Enforcement Services Agreement

### **3.0 PATROL DEPUTIES**

The actual time periods during each day spent in providing patrol services shall be dependent upon several factors including, but not limited to, the day of the week, the time of the month, school day versus non-school day, holiday. The normal scheduled hours shall, for the four (4) sworn officers, be a combined average of twenty hours per day, which will generally encompass a day shift (06:45 am to 5:00 pm) and a swing shift (4:15 pm to 02:30 am). The supervisor will supplement this coverage and will fill in for vacancies, when practical. When vacancies are not able to be covered with contract deputies or the supervisor, and during the hours outside of this agreement, calls for service will be handled by regular on-duty Sheriff's deputies in the same manner and level as covered in unincorporated areas of the County.

These times will not include travel time to and from Wellington or briefing time. The County is allowed to use flexible scheduling to prevent the development of patrol hour patterns. Extra hours worked in any month will be applied to any month where the number of hours worked does not total the contract requirement.

On-call availability and response to complaints and service requests from the Town or the public shall consist of all daily hours not covered by routine or random patrol with responses to be authorized by the on-duty supervisor.

Contracted patrol services shall include, but not be limited to, the following: enforcement of Colorado state statutes and county and municipal ordinances, general traffic enforcement; business checks by foot patrol or by vehicle; vacation checks of private residences (as requested); development and maintenance of crime prevention programs for commercial and residential use; investigation of traffic accidents; and, investigation of criminal offenses.

Subject to direction by the Town Attorney or the Municipal Judge, citations should, when possible, be written into Municipal Court rather than County Court.

#### 4.0 INVESTIGATOR

The Sheriff will assign an Investigator to work half-time (approximately 85 hours per month on average) on Town cases. The Investigator will be expected to spend time in the town and assist with crime prevention efforts as needed.

#### 5.0 SCHOOL RESOURCE OFFICER

The School Resource Officer's primary function, during the school year, will be working in the Poudre District Schools to provide law enforcement services and security within the schools. During the summer and non-school days, the School Resource Officer will supplement Town patrol coverage by performing general law enforcement duties and will cover for vacancies when practical and appropriate.

#### 6.0 CONTRACT WORK HOURS

In general, full-time sworn positions provide 171 hours of service and half-time positions provide 85 hours of service per month. Patrol training, court, and benefit time are included in the monthly hours.

From January 1, 2015, through December 31, 2015, the Larimer County Sheriff's Office will provide 171 hours of supervisor time, 684 hours of general patrol service, 85 hours of investigative services, and School Resource/Patrol services.



Patrol training, court, and benefit time are included in the monthly hours. Extra hours worked in any month will be applied to any month where the number of hours worked does not total the contract requirement.

The actual time periods during each day spent in providing patrol services shall be dependent upon several factors including, but not limited to, the day of the week, the time of the month, school day versus non-school day, holiday, etc. The normal scheduled hours shall be between 0645 hours and 0230 hours. These times will not include travel time to and from Wellington. The County is allowed to use flexible scheduling to prevent the development of patrol hour patterns.

## 7.0 CHANGES TO LEVEL OF SERVICE

Changes to the level of services requested, including temporary or emergency staffing needs will be provided as set forth in Section 2 of the Municipal Law Enforcement Services Agreement.

8.0 BUDGET/COSTS FOR SERVICES PROVIDED

For 2014 Calendar year (January 1, 2015 through December 31, 2015)

Resource	Type	Hours Per month	Yearly Salary/Cost Per Unit	Additional Costs/Benefit Costs (45.65%)	Total Cost Per Unit	Number Of Units Requested	Total Yearly Cost For Resource	Prorated (May-Dec) Cost XXX
Supervisor (SGT)	Sworn Full-Time (non-relief)	*171	\$94,389.89	\$43,088.93	\$137,478.71	1	\$137,478.71	
Patrol Deputy	Sworn Full-Time (non-relief)	*171	\$71,427.00	\$34,074.00	\$105,501.00	4	\$422,004.00	
Investigator	Sworn Full-Time (non-relief)	*85	\$79,563.12	\$36,320.60	\$115,883.72	0.5	\$57,941.86	
School Resource Officer	Sworn Full-Time (non-relief)	*171	**\$57,184.00	**\$16,303.27	**\$52,015.52	1	**\$57,184.00	
Vehicles – includes lease, insurance, maintenance, and fuel	Fully Equipped Patrol	N/A	\$14,708			5.5	\$80,894.00	
						<b>Total</b>	<b>\$755,502.57</b>	
						Quarterly Payments	<b>1st (Jan-Mar) \$ 188,875.64</b> <b>2nd (Apr-June) \$ 188,875.64</b> <b>3rd (July-Sept) \$ 188,875.64</b> <b>4th (Oct-Dec) \$ 188,875.64</b>	

\* Training, Court, and benefit time are included in the monthly hours. Typical overtime costs are included in the yearly costs, but significant incidents/events may not be (see section 2.8 & 2.9 of the Municipal Law Enforcement Agreement for details)

\*\* This cost is the Town's share of the position. The School District and Timnath will cover the other half of the School Resource Officer's salary

"Non-relief" positions will not be covered when the contract officer is out of service due to training, court, or benefit time; unless it can be done with existing contract officers/supervisor.

"Relief" positions will be backfilled using off-duty staffing when the contract officer is out of service due to training, court, or benefit time. Costs for relief positions are significantly higher because the position will be filled with off-duty staffing

TOWN OF WELLINGTON

[Signature] 2/6/15  
Mayor Date


ATTEST:

[Signature] 2/6/15  
Town Clerk Date  
(SEAL)

BOARD OF COUNTY COMMISSIONERS  
OF LARIMER COUNTY

[Signature] 3/3/15  
Deputy Clerk Date

ATTEST:

  
By: [Signature] 3/3/15  
Chair Date

SHERIFF:

[Signature] 3-9-15  
Larimer County Sheriff Date

APPROVED AS TO FORM:

[Signature] 2/23/15  
Senior County Attorney Date