

County of Santa Clara

Office of the Sheriff

55 West Younger Avenue
San Jose, California 95110-1721
(408) 808-4400



MEMORANDUM

Robert Jonsen
Sheriff

DATE: December 31, 2025

TO: Tina Kapoor, City Manager, City of Cupertino
Matt Morley, City Manager, City of Saratoga
Cody Einfalt, Acting City Manager, Town of Los Altos Hills

FROM: Adam Oberdorfer, Assistant Sheriff

SUBJECT: Updated Cost Methodology and Proposal for Contract Policing Services

Thank you for your patience as we worked closely with the County to update our contract methodology. We recognize that these delays have created challenges, and we remain committed to resolving them promptly. We look forward to working together to finalize a new contract quickly and efficiently.

As noted in the previous letter from County Executive James Williams and Sheriff Robert Jonsen dated December 18, 2025, the County, in coordination with the County Executive, the County Office of Budget and Analysis, the County Counsel's Office, and the Office of the Sheriff, undertook a thorough assessment of our police services contracting approach for all contracts. The result is a revised methodology that reflects an accurate, sustainable cost-recovery model aligned with current legal, operational, and fiscal realities. The revised methodology:

- Reflects actual salary and benefit costs, including the most recent Deputy Sheriffs' Association Memorandum of Understanding;
- Accurately accounts for actual overhead and support costs required to sustain 24/7 law enforcement operations; and
- Ensures transparency, consistency, and equity across contract cities and other police service contracts.

Since our last contract cycle, the landscape of modern policing—both nationally and within California—has changed significantly. Training requirements have expanded due to new state mandates, including additional instructional requirements on the use of force, firearms, and de-escalation. Technology has also become foundational to effective policing. Body-worn cameras, mobile data computers, department-issued smartphones, and secure mobile networks are now essential tools to ensure transparency, accountability, officer safety, and operational efficiency.

Legislative and accountability standards have also significantly expanded reporting obligations, including Uniform Crime Reporting (UCR) with NIBRS¹, the Racial and Identity Profiling Act (RIPA)², enhanced public records requirements, and independent review processes. While these mandates increase complexity and workload, they strengthen public trust and improve access to policing data.

However, the most significant challenge facing law enforcement today is workforce sustainability. Like municipal police departments throughout California, the Sheriff's Office continues to experience unprecedented recruiting and retention challenges. The costs of hiring, training, and retaining qualified deputies have increased significantly due to competitive labor markets, expanded training mandates, and evolving community expectations.

Despite these challenges, the Santa Clara County Sheriff's Office remains steadfast in its commitment to your communities. Our deputies know your neighborhoods, schools, and businesses. They attend local events, engage with residents, and serve as trusted partners in public safety. This long-standing relationship, built on shared values and mutual commitment to public safety, remains at the core of our service model.

Enclosed is a high-level budget proposal for renewing police services for Cupertino, Los Altos Hills, and Saratoga as projected for FY 2026–27. Costs are based on FY 2025–26 actuals with an estimated 5% increase for FY 2026-27. The proposal reflects the actual cost of delivering professional, community-oriented police services under current conditions while ensuring long-term sustainability.

To support cost comparisons, the proposed hours for each city remain consistent with the current fiscal year. However, due to ongoing city growth, rising service expectations, and operational requirements to maintain community standards and response times, adjustments to current hour allocations will likely be necessary to meet increasing service demands. A summary of the overhead methodology is also included below. Our office and the County look forward to meeting early in 2026 to review details and address any questions from the cities.

We value the longstanding partnerships we share with each of your cities and remain committed to providing high-quality, professional law enforcement services. We welcome the opportunity to review this proposal with you in greater detail and to work collaboratively toward finalizing the renewal of our police services agreements.

¹ <https://www.fbi.gov/how-we-can-help-you/more-fbi-services-and-information/ucr/nibrs>

² <https://oag.ca.gov/ab953>

Overview of West Valley Overhead Cost Components

The revised methodology includes the following proportional overhead components for personnel assigned to West Valley Patrol. Proportional costs are calculated based on the number of full-time equivalents (FTEs) assigned to the West Valley Patrol Division and their corresponding share of overall operations. This percentage is then applied to our total operating costs to determine the overhead allocation.

West Valley Overhead - Includes expenses related to operating the West Valley Division, such as personnel costs for the Captain, Lieutenant, Sergeants (supervisors), and essential support staff required to manage and oversee the division.

Personnel & Training - Includes the proportional cost of the Sheriff's Office Personnel Division and the Training and Professional Development Division, encompassing recruitment, hiring, and ongoing mandatory and professional training required to sustain a modern police workforce.

Fiscal Services - Includes proportional costs for fiscal management, accounting, and payroll services necessary to support personnel assigned to West Valley Patrol.

Information Technology (IT) Services - Includes proportional costs for IT support personnel and management who sustain 24/7 law enforcement operations, including CJIS-compliant systems required for CLETS and NCIC access, mobile phones and mobile data computers, law enforcement applications, secure data sharing, and other mission-critical IT services.

Internal Affairs - Includes proportional costs for Internal Affairs services required to meet legal and regulatory obligations, including the investigation of misconduct and citizen complaints, SB 2 decertification requirements, and other mandated oversight responsibilities applicable to all California law enforcement agencies.

Sheriff's Office Administration - Includes proportional administrative and executive oversight costs necessary to manage and support law enforcement services.

Investigative Services - Replaces the prior hourly billing model with an overhead cost for investigative services. This cost is based on the Investigative Services Division's actual costs and an analysis of the average investigative workload over the past three fiscal years, proportionally allocated to each contract city based on each city's case volume. The cost includes West Valley detectives focused on property crime, division leadership, and specialized investigative units such as Major Crimes, Sexual Assault, and Domestic Violence, as well as associated costs for property and evidence, crime scene investigation, and evidence processing and destruction.

Records - Based on a three-year workload analysis that considers case volume using the same formula as Investigative Services, the Records Division offers a variety of mandatory services around the clock. These include warrant confirmation, public information services, Uniform Crime Reporting (UCR), and state and federal crime reporting. They also handle CPRA processing, vehicle tow processing, and public report requests.

Santa Clara County - Sheriff's Office
West Valley Patrol

PROJECTED CONTRACT COSTS - FULL COSTS

Fiscal Year 2026-2027

				Rates	Cupertino	Los Altos Hills	Saratoga	Unincorporated Areas
General Law Enforcement Services (Primary Rate)								
Proposed Hours					41,881	5,421	20,060	14,696
Projected Costs	FY26-27	@	\$193.52		\$8,104,687	\$1,049,056	\$3,881,952	\$2,843,926
Supplemental Services - Traffic Enforcement - Day								
Proposed Hours - Enforcement Vehicle - Deputy Sheriff					1,803	-	-	-
Proposed Hours - Motorcycle - Deputy Sheriff					5,447	1,860	4,195	-
					7,250	1,860	4,195	-
Projected Costs	FY26-27	@	\$193.52		\$1,402,999	\$359,845	\$811,872	\$0
Traffic Sergeant								
Projected Costs	FY26-27	@	\$344,860.69		\$344,861	\$0	\$0	\$0
School Resources Officer								
Projected Costs	FY26-27	@	\$316,207		\$632,414	\$0	\$316,207	\$0
Subtotal					\$10,484,961	\$1,408,901	\$5,010,031	\$2,843,926
Operating Costs Of West Valley Substation								
Proposed Hours	General/Supplemental Services				49,131	7,281	24,255	14,696
	Traffic & School Officer				4,912	-	1,634	-
	FY26-27		101,909		54,043	7,281	25,889	14,696
Percentage					53.0%	7.1%	25.4%	14.4%
Total Projected Costs of Substation =			\$568,233		\$301,338	\$40,595	\$144,356	\$81,943
OH and Support Services Costs								
West Valley OH costs			\$14,739,880		\$7,224,807	\$1,116,113	\$3,567,376	\$2,831,584
Personnel & Training			\$1,118,120		\$592,947	\$79,880	\$284,052	\$161,241
Fiscal Services			\$316,770		\$167,986	\$22,630	\$80,474	\$45,681
IT Services			\$1,049,837		\$556,736	\$75,002	\$266,705	\$151,394
Internal Affairs			\$267,432		\$141,821	\$19,106	\$67,940	\$38,566
SO Admin			\$419,567		\$222,499	\$29,974	\$106,588	\$60,505
Investigative			\$6,801,625		\$4,380,674	\$426,845	\$1,546,502	\$447,603
Records			\$3,761,686		\$2,422,763	\$236,070	\$855,304	\$247,550
Total Projected Costs for OH & Support Services =			\$28,474,917		\$15,710,233	\$2,005,620	\$6,774,940	\$3,984,124
Total Projected Contract Costs					\$26,496,532	\$3,455,116	\$11,929,327	\$6,909,994

FY27 cost projection is based on FY26 projection with a 5% increase