



*Town of Yountville*

*"The Heart of the Napa Valley"*

# Public Safety

Law Enforcement Services

Fire & Emergency Medical Services

**Town of Yountville**  
**PUBLIC SAFETY - LAW ENFORCEMENT SERVICES**  
**General Fund Department 3200**

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**Department Overview**

The Town has contracted with the Napa County Sheriff's Department to provide law enforcement services to the Town since incorporation on February 4, 1965. The Town and Napa County Sheriff Department agreed to terms for a three (3) year contract renewal from July 1, 2014 to June 30, 2017 which provides 160 hours per week with four (4) dedicated positions including one sergeant who serves as patrol supervisor and head of the Yountville Station, which are further supported by the full resources of the Napa County Sheriff's Department including detective and specialty resources as needed.

The designated deputies provide a full spectrum of municipal law enforcement services, 24-hour a day, 7-days a week. Additional support from the Sheriff's Office, which is not so obvious, includes: personnel management (i.e., recruitment, hiring, training, etc.); equipment and vehicle issue and maintenance; dispatch services; records management; crime scene and lab processing; property/evidence management and storage; investigative services (major crime and accident); supplemental patrol services, canine services; animal services; hazardous devise mitigation; SWAT and hostage negotiation; disaster response management and training; and special event services.

The Sheriff is responsible for protection of life and property, the maintenance of order, the control and prevention of crime, and the enforcement of vehicle laws and regulations. The Town and Sheriff's Office are committed to exercise its responsibilities in a prudent and fair manner respecting individual dignity regardless of age, sex, social status, ethnic group or creed. The Sheriff's Department works with the Town of Yountville staff to help prevent and alleviate crime problems in Town and will remain flexible and innovative in attempts to find superior methods of serving the populace and responding to the law enforcement and community policing needs that are of concern to the residents and guests of Yountville.

**2015-2016 Accomplishments**

- Utilized Senior Volunteer Program and currently have one active volunteer in the program who provides parking enforcement.
- Participated in weekly staff Management Team meetings.
- Assisted in preparing a proposal for video surveillance.
- Assisted code enforcement efforts by working with the Town Code Enforcement Officer on several cases.

**2016-2017 Goals and Objectives**

- Implement and upgrade IT network in order to provide for a modern VoIP phone system that will allow residents to contact dispatch through the Yountville Station phone number, providing better communications and a higher level of service.
- Explore the possibility of increased community outreach through digital media and informal gatherings such as "Coffee with a Cop".
- Continue to provide support and recommendations for security surveillance camera deployment as needed.
- Assist Town staff in exploring a streamlined, efficient manner in which to provide for criminal prosecution of Town Ordinance as well as assist further in administrative actions when needed.

**Budget Highlights**

- The Public Safety Law Enforcement budget calls for 2% increases for FY 2015-16 (\$15,976 increase) and FY 2016-17 (\$16,204 increase).

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**Connection to Strategic Plan 2011-16**

**1.1.2 Protecting Community Health and Safety** – Proactive and effective law enforcement services that meet and serve the community’s needs are the foundation for a safe community for our residents and visitors alike. Crime statistics support the fact that Yountville is a very safe community with a lower than average level of criminal activity than most California communities.

**1.2.1 Optimize Organizational Structure** – The Town has determined that contracting with the Napa County Sheriff Department is a more cost effective alternative for the Town than to operate our own “small agency stand alone” police department.

**5.1 Budget to Support Town’s Mission and 5.2 Long Range Financial Forecast** – The current three year agreement is a turn-key, fixed cost agreement which establishes the maximum cost for law enforcement services until June 2017. The 2% cost increases are sustainable as compared to the originally projected 12% increases in the prior agreement.

**Did You Know?**

- In the last calendar year, we handled 3,430 calls for service. This is approximately 300 calls over the five year average, and approximately 200 more calls than were handled in the previous calendar year.
- As parking enforcement and traffic enforcement continue to be of interest to the Town, we issued 156 traffic citations in the past calendar year and 550 parking citations. The five year average for traffic citations is 112 annually and 441 annually for parking citations. This does not account for the numbers of warnings issued.



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		2013-14	2014-15	2015-16		2016-17
		ACTUAL	ACTUAL	BUDGET	ESTIMATED	ADOPTED
<b>SUPPLIES &amp; SERVICES</b>						
4120	Other Supplies & Materials	-	24	500	500	500
4210	Contract Services	884,791	882,871	899,000	899,000	915,000
	<b>Total Supplies &amp; Services</b>	<b>\$ 884,791</b>	<b>\$ 882,895</b>	<b>\$ 899,500</b>	<b>\$ 899,500</b>	<b>\$ 915,500</b>
<b>TOTAL EXPENDITURES</b>						
		<b>\$ 884,791</b>	<b>\$ 882,895</b>	<b>\$ 899,500</b>	<b>\$ 899,500</b>	<b>\$ 915,500</b>
<b>PROGRAM REVENUE</b>						
3011	Sales Tax - Prop. 172 Public Safety	19,389	19,555	20,000	20,000	20,000
3201	Vehicle Code Fines	2,501	4,195	1,500	2,800	3,400
3215	Abandoned Vehicle Fee	229	1,436	500	500	-
3402	State COPS Grant	88,869	129,702	100,000	100,000	100,000
	<b>TOTAL PROGRAM REVENUE</b>	<b>\$ 110,987</b>	<b>\$ 154,888</b>	<b>\$ 122,000</b>	<b>\$ 123,300</b>	<b>\$ 123,400</b>

**Town of Yountville**  
**PUBLIC SAFETY - FIRE & EMERGENCY MEDICAL SERVICES**  
**General Fund Department 3201**

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**Department Overview**

The Town of Yountville provides the community with fire protection and emergency medical services by contracting for Cooperative Fire Protection services with the Napa County Fire Department/CAL FIRE rather than staffing its own Fire Department. The Fire Department is responsible for fire suppression, emergency medical response, fire prevention, fire investigation, public education, technical rescue, hazardous material mitigation, domestic preparedness and response, and vegetation management. The current contract is effective from July 1, 2012 to June 30, 2014 and has automatically renewed for an additional year at the end of each fiscal year pending an update of the agreement by the three (3) funding partners (Napa County, Veterans Home, and Town).

The Napa County Fire Department (NCFD) which contracts with CAL FIRE as its service provider is responsible for fire protection and emergency services for all of the unincorporated area of Napa County. The NCFD consists of both career firefighters, from the CAL FIRE Sonoma-Lake-Napa Unit, and volunteer firefighters from nine stations in Napa County. The fire apparatus and equipment assigned to NCFD, as part of its contract with CAL FIRE, are owned by the County of Napa.

CAL FIRE provides administrative and clerical support, logistical service center, dispatching, training, fleet maintenance and operational oversight as part of the contract. The NCFD Headquarters is co-located with the CAL FIRE Sonoma-Lake-Napa Unit Headquarters north of St. Helena. The contract funds the following:

- A Fire Chief responsible for the overall operation of the Napa County Fire Department.
- An operational staff consisting of one Battalion Chief, four Fire Captains and 19 Fire Apparatus Engineers.
- A Training Bureau consisting of one Battalion Chief and two Fire Captains funded by CAL FIRE, and two Fire Captains and one Office Assistant funded by Napa County. The Bureau provides training to both career and volunteer firefighters within NCFD.
- A Fire Marshal's Bureau consisting of a Battalion Chief (Fire Marshal), Fire Captain (Assistant Fire Marshal), Fire Captain Specialist, Fire Prevention Specialist II, and Office Technician. The Fire Marshal's Bureau provides review and inspection for use permits, new construction and special events in the county. The Bureau also manages the county's Firewise Community and brush chipping program.
- A dispatch center consisting of a Battalion Chief, five Fire Captains and 2.75 Communications Operators funded by CAL FIRE, and one Fire Captain and 3.25 Communications Operators funded by Napa County. Dispatch for NCFD is provided by the CAL FIRE Emergency Command Center (ECC) in St. Helena. The ECC also dispatches for the CAL FIRE Sonoma-Lake-Napa Unit, Calistoga Fire Department and St. Helena City Fire Department.
- Fleet Management consisting of three Heavy Equipment Mechanics.
- An administrative Staff consisting of an Assistant Government Program Analyst, Administrative Officer, two Office Technician, Warehouse Worker and Receptionist.

The fire protection and emergency medical services contract with the Town of Yountville, Veteran's Home of California and Napa County funds one fire captain and eleven fire apparatus engineers, with each entity paying a proportional share. The firefighters work rotating 72 hour shifts and staff Yountville Fire Station with one-two person Engine Company and one-two person ladder Truck Company. The Truck Company carries additional tools and equipment used in vehicle extrications and specialized rescue situations. The 105' Ladder is needed for large commercial buildings and the multi-story structures at the California Veteran's Home. As a component of the NCFD, the Yountville Station personnel respond outside the Town through automatic and mutual aid agreements with surrounding agencies.

Station personnel are members of the Napa Interagency Rescue Team (NIRT) and the Napa Interagency Hazardous Incident Team (NIHIT). Both teams are part of a JPA and include personnel from each fire agency in Napa County. They receive specialized training in technical rescue situations and hazardous materials incidents. Both teams are also available to respond on a regional level if requested.

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Some of the risks faced by the Town of Yountville and Napa County residents are large and damaging wildfires, earthquakes, floods and other large disasters. Wildfires have substantial potential for large loss of life and property. Effectively mitigating such threats requires the ability to commit available resources quickly and in the manner the Incident Commander determines to be the most effective. Delays of any nature can allow any large scale emergency to expand out of control and increase the damage and potential loss of life.

One of the most significant benefits of the Cooperative Fire Protection system is the availability of resources for all types of emergencies. Incident Commanders have immediate access and absolute control over all the firefighting resources in the County provided under the contract with CAL FIRE. This includes all personnel and resources within the County system. Additionally, State personnel and resources including Air Attack, hand crews from the Conservation Camps and heavy equipment are available for emergency response from within the Sonoma-Lake-Napa Unit of CAL FIRE.

Through a series of automatic aid and contractual agreements with the other five fire agencies (Calistoga City Fire Department, St. Helena City Fire Department, Napa City Fire Department, Napa State Hospital Fire Department and the American Canyon Fire Protection District) in Napa County the NCFD augments its level of service by providing closest resource response to those areas of the County that are immediately adjacent to these jurisdictions. These agreements also include a reciprocal response of NCFD resources into adjacent jurisdictions automatically or when requested.

#### **2015-2016 Accomplishments**

- Continued the Fire Inspection Program for commercial properties.
- Provided community emergency preparedness support and fire safety education programs for the Yountville Elementary School.
- Continued active participation in community outreach and education programs such as; Yountville Days, Taste of Yountville and the Festival of Lights.

#### **2016-2017 Goals and Objectives**

- Continue the Fire Inspection Program for commercial properties; discuss fee for inspections.
- Coordinate update of the Town's Emergency Operating Plans and Procedures.
- Host informational and educational workshops with community stakeholders to demonstrate fire department operational readiness.
- Provide community emergency preparedness support for natural disasters or large scale emergencies.
- Continue to function as an active, positive, proactive component of the community, working at Town events, schools and with the public along with Town staff to provide the highest level of customer service and education to the community.
- Continue to work closely with the Napa Sheriff's office on issues of common concern and public benefit.

#### **Budget Highlights**

- Continue to provide a high quality level of fire and emergency medical services to our community while staying within the allocated budget.

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**Connection to Strategic Plan 2011-16**

**1.1.2 Protecting Community Health and Safety** – Well trained and responsive fire and emergency medical responders are the foundation for providing effective fire suppression and emergency medical services. Our contracted fire department personnel are the frontline involved in the protection of property in the event of fire or emergency condition and life safety in a medical emergency situation.

**1.2.1 Optimize Organizational Structure** – The Town has determined that contracting with the Napa County Fire Department in a 3-way shared services approach to staff and operate Yountville Station with the Town, County of Napa, and Veterans Home each sharing one third to the station's cost is a more cost effective alternative for the Town than to operate our own "small agency stand alone" fire department.

**5.1 Budget to Support Town's Mission and 5.2 Long Range Financial Forecast** – The Town did not experience an increase in the allocated budget for FY 15/16 and we do not anticipate an increase for FY 16/17.

**Did You Know?**

- The Yountville station responded to 1,602 calls during the calendar year of 2015, of which 354 – or 22% - were incidents within the Town limit.
- Of the 1,602 calls, 1,256 or 78% of these calls are for medical aid responses.
- Equipment includes one-two person Engine Company and one-two person ladder Truck Company.
- The Truck Company carries additional tools and equipment used in vehicle extrications and specialized rescue situations. The ladder extends to 105 feet. The crew also staffs a rescue that is used during that is used during technical rescue emergencies.



Photo Credit: CAL FIRE

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		2013-14	2014-15	2015-16		2016-17
		ACTUAL	ACTUAL	BUDGET	ESTIMATED	ADOPTED
<b>SUPPLIES &amp; SERVICES</b>						
4210	Contract Services	411,054	444,275	477,500	477,500	498,000
	<b>Total Supplies &amp; Services</b>	<b>\$ 411,054</b>	<b>\$ 444,275</b>	<b>\$ 477,500</b>	<b>\$ 477,500</b>	<b>\$ 498,000</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 411,054</b>	<b>\$ 444,275</b>	<b>\$ 477,500</b>	<b>\$ 477,500</b>	<b>\$ 498,000</b>
<b>PROGRAM COST OFFSET</b>						
	<b>Total Program Cost</b>	<b>\$ 526,281</b>	<b>\$ 563,638</b>	<b>\$ 594,800</b>	<b>\$ 594,800</b>	<b>\$ 618,000</b>
	County Fire Property Tax Credit	115,227	119,363	117,300	117,300	120,000
	Fire Emergency Services Fund - 28	-	-	-	-	-
	<b>Total General Fund Cost</b>	<b>\$ 411,054</b>	<b>\$ 444,275</b>	<b>\$ 477,500</b>	<b>\$ 477,500</b>	<b>\$ 498,000</b>