



**CITY OF SEBASTOPOL  
CITY COUNCIL  
AGENDA ITEM**

**Meeting Date:** November 17, 2020  
**To:** Honorable Mayor and Honorable City Councilmembers  
**From:** Interim Police Lieutenant Ron Nelson  
City Administration  
**Subject:** Reserve Police Officer equipment and uniforms purchase  
**Recommendation:** Approval authorizing the Police Department to purchase uniforms and authorize safety equipment (handguns) for new Reserve Police Officers  
**Funding:** Currently Budgeted:  Yes  No  N/A  
Net General Fund Cost:  
Amount: \$ \_\_\_\_\_

\* This can be accomplished within the existing Department of Police budget.

Account Code 100-32-02-4102/Costs authorized in City Approved Budget AK (verified by Administrative Services Department)

**INTRODUCTION/PURPOSE:**

This item requests City Council approval authorizing the Police Department to purchase uniforms and authorized safety equipment (handguns) for Reserve Police Officers. In addition, approval to replace used, worn, damaged uniforms as needed.

**BACKGROUND**

The City of Sebastopol had a standing practice of providing a uniform allowance annually to all reserve police officers. This practice was consistent with providing full-time sworn police officers an annual uniform allowance as part of a negotiated benefit described and agreed upon in the MOU with the SPOA. A recent examination of the practice revealed that due to several factors, Reserve Police Officers are not entitled to that negotiated benefit and should not be receiving an annual uniform allowance.

**DISCUSSION:**

Reserve Police Officers are considered 'Temporary Help' employees as prescribed in the City of Sebastopol Pay Rates and Ranges. As such, they are paid on an hourly basis and are not eligible to participate in any benefits other than those that are mandated by State and/or Federal laws or regulations. They do not complete a prescribed probationary period, and do not have a regular prescribed work schedule. They are not eligible to be, nor are they part of any collective bargaining unit and are not members of the SPOA. Due to their classification, they do not possess any property rights under the law. Therefore, they are not eligible to receive the negotiated benefit of an annual uniform allowance as prescribed in the current MOU with the SPOA.

However, due to their job functions as Reserve Police Officers, the City of Sebastopol likely is required to supply them with certain equipment in order to perform their duties under the Government Code. To remedy this situation, it is recommended that moving forward, upon appointment, all safety equipment including uniforms, a weapon and duty belt, and body armor be purchased and provided to reserve police officers. The city shall retain ownership of that equipment and it shall be turned back into the city when a separation of employment occurs. Specifically regarding uniforms, the City of Sebastopol will provide two complete police uniforms (two shirts, and

two pairs of pants) upon appointment as a Reserve Police Officer. This practice would be similar to our current policy regarding the supplying and replacement of uniforms to Police volunteers and Explorers.

After the initial appointment, should a Reserve Police Officer require the replacement of a uniform due to wear and tear, or some other condition rendering it unwearable according to uniform standards, the city will provide a mechanism for the officer to either purchase a new uniform, with the approval of the Sebastopol Police Department, and be reimbursed for the cost through standard city reimbursement practices, or the Reserve Police Officer will be able to go to a uniform shop designated by the City of Sebastopol to be fitted for a uniform at no out of pocket cost. The uniform shop will invoice the City of Sebastopol directly for reimbursement.

**PUBLIC COMMENT:**

As of the writing of this staff report, the City has not received any public comment. However, public comment from interested parties following the publication and distribution of this staff report will be provided to the City Council as supplemental materials before or at the meeting. In addition, the item be removed from the consent calendar for public comment if requested.

**PUBLIC NOTICE:**

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to scheduled meeting date.

**FISCAL IMPACT:**

There is no fiscal impact to this item tonight as the expenditure can be accomplished within the Police Department budget. There will likely be some cost savings long-term as a result of the City of Sebastopol retaining ownership of the equipment, particularly in regards to the handgun purchase. Based on the condition at the time it was turned in we may be able to re-issue some equipment.

**RECOMMENDATION:**

That the City Council discuss and consider authorizing the Police Department to purchase uniforms and other authorized safety equipment including handguns for Reserve Police Officers.

**Attachment**

None