

**TOWN OF WINDSOR
AGENDA REPORT**

Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date: May 7, 2025

To: Mayor and Town Council
From: Greg Piccinini, Chief of Police
Subject: Windsor Police Department Service Plan for Fiscal Year 2025-2026

Recommendation to Council:
Approve the Fiscal Year 2025-2026 Windsor Police Department Service Plan.

Strategic Plan Element:
The recommended action supports the goal of Fiscal Health. Goal Statement: Ensure the economic health and long-term financial viability of the Town.

Background:
The Town has contracted with the Sheriff’s Office for law enforcement services since incorporation in 1992. In 2020, the Sheriff’s Office and Town of Windsor negotiated a five-year law enforcement agreement that expires June 30, 2025. A new three-year amendment, extending the agreement through June 30 of 2028 has recently been negotiated. The agreement contains the requirement that Windsor Police Department present a service plan annually to the Town Council that details the staffing, performance objectives and job descriptions of police personnel. The service plan is reviewed each fiscal year to address any major changes to the operation or cost increases.

Discussion:
In 2021, the California Dept. of Justice began using National Incident-Based Reporting System (NIBRS) to collect and report crime data. The System is an incident-based reporting system used by law enforcement agencies through the United States for collecting and reporting data on crimes. Local, state and federal agencies, including SCSO, generate NIBRS data from their records management systems. NIBRS does not classify crimes into Part I and Part II. NIBRS sorts out crimes into three categories: Crimes Against Person, Crimes Against Property and Crimes Against Society. Beginning in FY 22-23, all actual Windsor Police Department crime data will be generated using NIBRS. Prior fiscal year performance measures crime data will not be consistent due to the change in the data collection reporting system.

The performance objectives and cost estimates are attached and include statistical and budget information that is provided each year. Statistics show the Town of Windsor experienced a 10.0% decrease in reports of “serious (Part 1)” felonies since 2022.

TABLE 1 – NUMBER OF PRIORITY ONE CALLS

	2022	2023	2024
Windsor	484	390	419

The Agreement continues to provide cost effective police services at a per-capita expense that is 45%

lower than the average of other cities in the county (see Table 2 on following page).

The Police Department continues to place a high priority on its relationship with the community and active partnership with both government and non-government organizations.

TABLE 2 – EXPENDITURE PER CAPITA FOR LAW ENFORCEMENT SERVICES

	Expenditure Per Capita
Windsor	\$314
County Average	\$573

The actual costs per capita in FY 23-24 for the Town of Windsor were significantly lower than the average costs for law enforcement services per city in Sonoma County. The methodology to calculate costs is based on the adopted or actual costs (based on public data available at the writing of this report) of each police department, divided by the population of each city (Source: State of California Department of Finance). The City of Rohnert Park is not included in these average costs due to its current model that combines fire and police services.

The Police Department remains committed to Community Oriented Policing principles. Our community engagement with the youth population remains robust through mentoring opportunities such the School Resource Officer, Police Explorer Program, and the Juvenile Diversion Program, which is administered by non-profit, Child Parent Institute.

There are some significant staffing and operational changes associated with this years’ Service Plan, which are noted below.

STAFFING SCHEDULES

Historically, all members of the Windsor Police Department (WPD) staff work a four-ten schedule, with an overlap in schedules on Wednesday. Due to a significant staffing shortage in FY 22-23 the Windsor Police Department implemented a 12-hour schedule to provide the recommended minimum staffing levels. The Sheriff’s Office implemented a robust recruitment plan and returned to a 4 day/10-hour work week schedule on August 6, 2024.

Fiscal Impact:

The cost of police services in the Town of Windsor—primarily provided through a contract with the Sonoma County Sheriff’s Office, as outlined in the FY 2025-26 and FY 2026-27 Windsor Police Department Recommended Budget—is projected to be \$10,206,377 and \$10,402,886, respectively. In comparison, the Council-approved budgets for FY 2023-24 and FY 2024-25 appropriated \$8,887,144 and \$9,196,249 for police services. For FY 2025-26 and FY 2026-27, police services are estimated to account for approximately 40% of the Town’s General Fund budget.

Environmental Review:

The recommended action is not subject to review under the California Environmental Quality Act (CEQA).

Attachment(s):

- [1. Windsor Service Plan with Exhibits](#)

Prepared by:

Greg Piccinni

Chief of Police

Approved by:
Jon Davis
Town Manager