



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JUNE 21, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: KINDON MEIK, CITY MANAGER

SUBJECT: LAW ENFORCEMENT SERVICES CONTRACT WITH THE LA COUNTY SHERIFF'S DEPARTMENT

MEETING DATE: JUNE 28, 2023

SUMMARY RECOMMENDATION:

Staff requests direction from the Council on Sheriff service levels for contracted law enforcement services.

BACKGROUND:

The City of Calabasas contracts with Los Angeles County for municipal law enforcement services. The term of the current agreement is from July 1, 2019 to June 30, 2024. The agreement may be renewed for another 5 years at the option of the County Board of Supervisors with the consent of the City.

Each year the City is able to set sheriff service levels in the community through the Service Level Authorization form or SD-AD-575. The City contracts for Deputy Service Units (minutes/hours not deputies). Deputy Service Units include indirect costs associated with law enforcement services (station leadership, dispatch, admin support, vehicle, etc.) The City may also contract for special assignment deputies and

supplemental positions. Costs associated with deputies and other personnel are set by the County in the Master Rate Sheet that accompanies the SH-AD 575.

The information below summarizes page 1 of the proposed SH-AD 575 for FY 2023-2024:

- Deputy Sheriff Service Unit – The City currently contracts for 9 Deputy Service Units (DSU). Each DSU has a base cost of \$499,296 per year. Additionally, the base cost is multiplied by a liability rate factor of 12%. The 9 DSUs total 26,280 hours per year. Approximately 14.688 deputies are required to meet contracted hours. The annual cost for the 9 DSUs totaled \$5,032,903.68.
- Deputy Sheriff Service Unit Bonus – Examples of a bonus unit would be a detective or a Mental Evaluation Team (MET) deputy. The City does not contract for bonus units at this time.
- Growth/Grant Deputy Unit – The Growth/Grant Deputy Unit was created to incentivize cities to grow their contracts or obtain grants for funding deputies. This deputy is calculated without some of the overhead cost attributed to a regular deputy. Currently the City is allocated 0.56 of a Special Assignment Deputy (the remaining 0.44 is under the contract of the City of Hidden Hills).
- Supplemental Positions – The City contracts for the following:
 - 1 Motor Deputy at a total annual cost of \$363,124.16
 - 0.29 of a Law Enforcement Technician at a total annual cost of \$39,041.61. This position is a fingerprint technician that is shared among the 5 cities serviced by the Lost Hills Station.
 - 0.5 of a Community Services Assistant at a total annual cost of \$44,298.80 per year. This is a parking enforcement Sheriff's employee that is shared with the City of Agoura Hills.

The following information summarizes page 2 of the SD-AD 575 for FY 2023-2024:

- Deputy Sheriff – To meet the 9 DSUs paid for by Calabasas, deputies are scheduled as noted:
 - 2 DSUs for the EM shift (10pm-6am)
 - 2.4 DSUs for the AM shift (6am-2pm)
 - 3 DSUs for the PM shift (2pm-10pm)
 - 0.6 of the 1.6 noted is a deputy sheriff scheduled at the discretion of the Captain.
 - 1.0 of the 1.6 is the Juvenile Team Deputy assigned to the schools
 - 1 deputy is assigned as the Motor Deputy

- Grant Deputy – The .56 Special Assignment Deputy accounts for the Community Liaison Deputy shared with the City of Hidden Hills.

In addition to the above, the City has the option to contract for other services. Historically, the City has not contracted for the services noted below:

- Routine Helicopter – This supports ground units during non-life threatening or non-mutual aid activities. The cost is \$2,449 an hour charged on a per minute basis.
- License Detail – This service falls under the Major Crimes Bureau and covers special business licensing and compliance on approximately 24 different types of businesses (businesses include ambulance companies, firearm dealers, massage parlors, tow companies, tattoo shops, etc.)
- STAR Deputy – The program is currently unavailable but was a program in which deputies taught classes on school campuses.
- Other Supplemental Services – Is intended for supplemental overtime if the City needs Sheriff support for community events (parades, festivals, sports events).

FISCAL IMPACT/SOURCE OF FUNDING:

As currently presented, the City of Calabasas will pay \$5,621,368.01 for law enforcement services provided by the LA County Sheriff's Department for the 2023-2024 fiscal year. This represents an increase of \$441,838.58 from fiscal year 2022-2023.

Costs for Sheriff services are borne by the General Fund (\$5,525,000) and COPS grant funds (\$100,000). Any modification to staffing levels would be reflected in a revised SH-AD-575 Service Level Authorization form and would increase/decrease the annual cost for municipal law enforcement services.

At its June 21, 2023 meeting, the Council adopted a budget with a General Fund surplus of approximately \$180,000. Should changes in the SH-AD 575 be more than \$180,000, the City will need to review General Fund revenues and expense and adjust accordingly.

REQUESTED ACTION:

Provide direction on changes, if any, to Sheriff service levels for the 2023-2024 fiscal year.

ATTACHMENTS:

Attachment A: Los Angeles County Sheriff's Department Contract City Law Enforcement Services Service Level Authorization SH-AD 575