

# LA County Sheriff Contract



CITY *of* CALABASAS

City Council Presentation  
August 9, 2023

# Sheriff Contract Basics

- The City of Calabasas contracts with Los Angeles County for municipal law enforcement services.
- Term of the current agreement is from July 1, 2019 to June 30, 2024.
- Agreement may be renewed for another five (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.

# Sheriff Contract Basics

- Sheriff service levels are established through the Service Level Authorization form or SH-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.

# Sheriff Contract Service Level – 575



LOS ANGELES COUNTY SHERIFF'S DEPARTMENT  
 CONTRACT CITY LAW ENFORCEMENT SERVICES  
 SERVICE LEVEL AUTHORIZATION (SH-AD 575)

ATTACHMENT A

CITY: Calabasas FISCAL YEAR: 2023-2024 EFFECTIVE DATE: 7/1/2023

DEPUTY SHERIFF SERVICE UNIT													
RANK	RELIEF FACTOR	SERVICE CODE	NEW	REPL	CHANGE	ANNUAL RATE	ESTIMATED TOTAL ANNUAL COST	LIABILITY 12%	TOTAL ANNUAL COST W/LIABILITY	ANNUAL HOURS PER SERVICE UNIT	ANNUAL HOURS SCHEDULED	ANNUAL MINUTES SCHEDULED	PERSONNEL REQUIRED
Deputy Sheriff	56-Hour Unit	307	9.00	9.00	0.00	\$ 499,296.00	\$ 4,493,664.00	\$ 539,239.68	\$ 5,032,903.68	2,920	26,280	1,576,800	14.688
					0.00				\$ -		0	0	0.000
					0.00				\$ -		0	0	0.000

DEPUTY SHERIFF SERVICE UNIT (BONUS)													
RANK	RELIEF FACTOR	SERVICE CODE	NEW	REPL	CHANGE	ANNUAL RATE	ESTIMATED TOTAL ANNUAL COST	LIABILITY 12%	TOTAL ANNUAL COST W/LIABILITY	ANNUAL HOURS PER SERVICE UNIT	ANNUAL HOURS SCHEDULED	ANNUAL MINUTES SCHEDULED	PERSONNEL REQUIRED
					0.00				\$ -		0	0	0.000
					0.00				\$ -		0	0	0.000

GROWTH/GRANT DEPUTY UNIT													
RANK	RELIEF FACTOR	SERVICE CODE	NEW	REPL	CHANGE	ANNUAL RATE	ESTIMATED TOTAL ANNUAL COST	LIABILITY 12%	TOTAL ANNUAL COST W/LIABILITY	ANNUAL HOURS PER SERVICE UNIT	ANNUAL HOURS SCHEDULED	ANNUAL MINUTES SCHEDULED	PERSONNEL REQUIRED
Grant Special Assignment Deputy	Non-Relief	312	0.56	0.56	0.00	\$ 226,605.00	\$ 126,785.50	\$ 15,214.26	\$ 141,999.76	1,789	1,001	60,057	0.560
					0.00				\$ -		0	0	0.000
					0.00				\$ -		0	0	0.000
					0.00				\$ -		0	0	0.000

SUPPLEMENTAL POSITIONS													
RANK	RELIEF FACTOR	SERVICE CODE	NEW	REPL	CHANGE	ANNUAL RATE	ESTIMATED TOTAL ANNUAL COST	LIABILITY 12%	TOTAL ANNUAL COST W/LIABILITY	ANNUAL HOURS PER SERVICE UNIT	ANNUAL HOURS SCHEDULED	ANNUAL MINUTES SCHEDULED	PERSONNEL REQUIRED
Motor Deputy	Non-Relief	305A	1.00	1.00	0.00	\$ 324,218.00	\$ 324,218.00	\$ 38,906.16	\$ 363,124.16	1,789	1,789	107,340	1.000
Law Enforcement Technician (w/ veh)	Non-Relief	340	0.29	0.29	0.00	\$ 120,202.00	\$ 34,858.58	\$ 4,183.03	\$ 39,041.61	1,789	519	31,129	0.290
Community Services Assistant (w/ veh)	Non-Relief	325	0.50	0.50	0.00	\$ 79,105.00	\$ 39,592.50	\$ 4,746.30	\$ 44,298.80	1,789	895	53,670	0.500
					0.00				\$ -		0	0	0.000

Estimated Cost for Service Units: \$ 5,019,078.58 Total Liability (12%): \$ 602,289.43 Estimated Subtotal: \$ 5,621,368.01  
 Public Safety Equipment Cost (See page 3): \$ -  
**Estimated Total Annual Cost: \$ 5,621,368.01**

The terms of this Service Level Authorization (SH-AD 575) will remain in effect until a subsequent SH-AD 575 is signed and received by LASD. Notwithstanding, annual rates shall be revised annually per Sections 8.2 and 11.3 of the MLESA.

LASD Approval By:

Jennifer L. Seetoo  
 UNIT COMMANDER NAME

SIGNATURE DATE 6/8/23

Report Prepared By:

Mina Cho  
 SERGEANT DATE 5/30/2023

City Approval By:

"I certify that I am authorized to make this commitment on behalf of the City."

CITY OFFICIAL NAME

SIGNATURE DATE

Processed at CLEB By:

SERGEANT DATE

# Sheriff Contract Service Level – 575



**LOS ANGELES COUNTY SHERIFF'S DEPARTMENT  
CONTRACT CITY LAW ENFORCEMENT SERVICES  
SERVICE LEVEL AUTHORIZATION (SH-AD 575)  
DEPLOYMENT OF PERSONNEL**

ATTACHMENT A

\* City: Calabasas Fiscal Year: 2023-2024 Effective Date: 7/1/2023

SERVICE UNIT	TOTAL UNITS PURCHASED	GENERAL LAW			TRAFFIC LAW			MOTOR DEP	SAD	D.B.	TEAM LEADER	TOTAL UNITS ASSIGNED
		EM	AM	PM	EM	AM	PM					
<b>DEPUTY SHERIFF</b>												
Non-Relief	0.00											0.00
40-Hour Unit	0.00											0.00
56-Hour Unit	9.00	2.00	2.40	3.00				1.60				9.00
70-Hour Unit	0.00											0.00
Motor (Non-Relief)	1.00							1.00				1.00
<b>DEPUTY BONUS</b>												
Non-Relief	0.00											0.00
40-Hour Unit	0.00											0.00
56-Hour Unit	0.00											0.00
70-Hour Unit	0.00											0.00
<b>GROWTH DEPUTY</b>												
Deputy	0.00											0.00
SAD	0.00											0.00
Bonus I	0.00											0.00
Motor (Non-Relief)	0.00											0.00
<b>GRANT DEPUTY</b>												
Deputy	0.00											0.00
SAD	0.56							0.5595				0.5595
Bonus I	0.00											0.00
Motor (Non-Relief)	0.00											0.00

Routine City Helicopter Billing Agreement YES  NO   
 License Detail - Business License & Renewal Applications YES  NO   
 License Detail - Acts on Violations Observed within the City YES  NO   
 S.T.A.R. Deputy Program YES  NO   
 Other Supplemental Services YES  NO

NOTE: License Detail is billed on an hourly basis and billed monthly as service is provided.

	Sworn						Total
	Lieutenant	Sergeant	Bonus Deputy	Motor Deputy	Deputy	SAD	
Hours	0	0	0	1,789	26,280	1,001	29,070
Minutes	0	0	0	107,340	1,576,800	60,057	1,744,197
Personnel	0.000	0.000	0.000	1.000	14.688	0.560	16.248

	Civilian			Total
	SSO	LET/CSA/CA/PCO	Clerical	
Hours	0	1,413	0	1,413
Minutes	0	84,799	0	84,799
Personnel	0.000	0.790	0.000	0.790

**FOR CONTRACT LAW ENFORCEMENT BUREAU USE ONLY**

BILLING MEMO REQUIRED AND SUBMITTED: YES  NO  N/A   
 (PERSONNEL TRANSACTION REQUEST) "PTR" REQUIRED AND SUBMITTED: YES  NO  N/A   
 ORGANIZATIONAL CHART REQUIRED AND SUBMITTED: YES  NO  N/A   
 DUTY STATEMENT REQUIRED AND SUBMITTED: YES  NO  N/A   
 SMS DEPLOYMENT CONTRACT UPDATED: YES  NO  N/A   
 MINUTE PROGRAM IN RAPS UPDATED: YES  NO  N/A

Initials \_\_\_\_\_  
 City Official: \_\_\_\_\_  
 Unit Commander:

# Service Level Summary FY 2023-24

Deputy Service Unit	Unit	Annual Cost	Liability 12%	Total Annual Cost	Hours	Personnel
Deputy Sheriff*	9.00	\$4,493,664	\$539,239	\$5,032,903	26280	14.69
Grant Special Assignment Deputy	0.56	\$126,785	\$15,214	\$141,999	1001	0.56
Motor Deputy	1.00	\$324,218	\$38,906	\$363,124	1789	1.00
Law Enforcement Tech	0.29	\$34,858	\$4,183	\$39,041	519	0.29
Community Services Asst.	0.50	\$39,552	\$4,746	\$44,298	895	0.50
			<b>Total</b>	<b>\$5,621,368</b>		

\*Includes one J Team Deputy

# Sheriff Contract – Proposed Changes

Current 575 Staffing	Unit	Total Annual Cost
Deputy Sheriff	9.00	\$5,032,903
Grant Special Assignment Deputy	0.56	\$141,999
Motor Deputy	1.00	\$363,124
Law Enforcement Tech	0.29	\$39,041
Community Services Assistant	0.50	\$44,298
		<b>\$5,621,368</b>
Proposed 575 Changes	Unit	Total Annual Cost
Deputy Sheriff	Increase 0.50	\$279,605
Grant Special Assignment Deputy	Increase 0.44	\$111,670
Motor Deputy	Decrease 0.50	(\$181,562)
Community Services Assistant	Decrease 0.50	(\$44,298)
	<b>Sub Total</b>	<b>\$165,415</b>
	<b>Revised Annual Cost</b>	<b>\$5,786,783</b>



# LA Sheriff Contract

- Questions
- Direction from Council

