

**CITY OF DANA POINT**  
**AGENDA REPORT**

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**DATE: MAY 24, 2006**

**TO: HONORABLE CITY COUNCIL  
CITY MANAGER**

**FROM: MARK BILLINGS, CHIEF OF POLICE SERVICES**

**SUBJECT: 2006-2007 LAW ENFORCEMENT SERVICES AGREEMENT**

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**RECOMMENDED ACTION:**

That the City Council approve the Law Enforcement Services Agreement with the County of Orange for law enforcement services for the 2006-2007 fiscal year; and, authorize the City Manager to execute the agreement.

**BACKGROUND:**

The City of Dana Point contracts for law enforcement services with the Orange County Sheriff's Department. The Sheriff's Department is responsible for providing professional, responsive, and caring law enforcement services to the residents, visitors and businesses of Dana Point. Attached is the proposed Law Enforcement Services Agreement for the 2006-2007 fiscal year.

**DISCUSSION:**

This Law Enforcement Services Agreement provides for the same staffing level as was in place at the conclusion of 2005-2006 with the addition of one Extra Help Cadet position totaling forty (40) hours per week. Dana Point Police Services is in the process of significantly improving public accessibility by relocating to the first floor of city hall. Currently, public counter service is only available during normal business hours. Public counter service will be expanded to include evening and weekend hours. Cadets will be used to staff these extended counter service hours and to serve the public. Counter service hours are projected to be 7:00 AM to 7:00 PM Monday through Friday, 9:00 AM to 4:00 PM on Saturday, and 11:00 AM to 4:00 PM on Sunday. Cadets are adults (18-22 yrs) that are working towards a career in law enforcement. Most Sheriff's Department Cadets are sons or daughters of law enforcement personnel. They wear a Cadet uniform and can take counter reports and are quite capable of assisting the public with their law enforcement needs. A Sheriff's sergeant is always on duty and responsible for supervision of all sheriff's personnel in Dana Point. This supervisor will be available and responsible to supervise and assist counter staff at the police services offices. Deputies are a

constant fixture in the police services offices and will also be available to assist with counter and telephone answering needs as they do under the current scheduling format. Volunteers In Police Support will also be utilized to assist with counter service needs as availability allows.

It is important to note that when the City Council adopted the two-year budget in June of 2005, the Orange County Sheriff’s Department (OCSD) anticipated approximately a 6% increase in the Police Services contract for fiscal year 2006-2007. As a result of the aforementioned increase, \$7,564,564 was budgeted for Police Services in 2006-2007. As it turns out, the OCSD 2006-2007 contract asks for \$7,507,233 which is only a 4.60% increase from fiscal year 2005-2006.

**FISCAL IMPACT:**

The fiscal year 2006-2007 contract amount for law enforcement services is \$7,507,233. This reflects a budget increase of approximately \$298,542 or 4.16% as compared to the 2005-2006 adjusted contract cost of \$7,177,382 at the same staffing levels. These additional costs are primarily the result of personnel salary, benefits and transportation costs. The addition of the Cadet position as described above adds an additional \$31,309, or an additional .44%, for a total contract cost increase of \$329,851 or approximately 4.6% as compared to 2005-2006. This total dollar amount is less than the projected 6% increase budgeted, (\$7,564,564) and results in an initial savings of approximately \$57,331.

**STRATEGIC PLAN INITIATIVE:**

Protect the health, safety and welfare of our residents, businesses and visitors.

**ALTERNATIVE ACTIONS:**

- 1. Provide staff with additional direction.

**ACTION DOCUMENT:**

**PAGE #**

A. Law Enforcement Services Agreement (Hard Copy).....	3
Attachment A: City of Dana Point Ordinance No. 90-07.....	27
Attachment B: County Billing Policy .....	28
Attachment C: Policy for distribution of forfeited and seized assets.....	32
Attachment D: Resolution No. 00-07-25-03.....	34
Attachment E: Traffic Violator Apprehension Program.....	39

**(Hard copies will be provided of all attachments)**