AGENDA SECTION: CONSENT
AGENDA ITEM # 4
REPORT # 12-13

STAFF REPORT
COUNCIL MEETING DATE:
February 13, 2012

ITEM FOR COUNCIL CONSIDERATION:

Change in service level related to the Agreement to Provide Law Enforcement Services between the City and Santa Barbara County Sheriff's Department.

Department: Administration

City Manager

Administrative Services Director

STAFF RECOMMENDATION:

Action Item X ; Non-Action Item ___

Adopt Resolution No. 5360, authorizing changes to the Staffing Plan of the Agreement to Provide Law Enforcement Services.

I. BACKGROUND/DISCUSSION

At its regular meeting of January 23, 2012, the City Council approved restoring two law enforcement positions. The restored positions include a patrol deputy and a combined Community Resource Deputy/Detective. A memorandum from the Sheriff's Department describing the new combined position is attached. The patrol deputy position began the week of February 6 and the combined Community Resource Deputy/Detective is scheduled to begin in early March, 2012.

The purpose of this agenda matter is to allow the City Council to make changes to the Staffing Plan of the City's Agreement to Provide Law Enforcement Services with Santa Barbara County Sheriff's Department that implements the action taken at by the City Council in January. In addition to restoring the two positions, the action of the Council called on the City Manager and Sheriff's representatives to work on a report on the

staffing needs for the City of Carpinteria and to present this prior to the end of the fiscal year.

II. LEGAL ISSUES:

The City's contract for law enforcement services contemplates adjustments in service levels. The City and Sheriff's Department have agreed upon the subject changes in services level.

III. ATTACHMENTS:

A. Resolution No. 5360
B. Job Description Memorandum dated February 7, 2012, Sheriff's Department

RESOLUTION NO. 5360

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT OF THE AGREEMENT TO PROVIDE LAW ENFORCEMENT SERVICES

WHEREAS, since 1991 the City of Carpinteria ("City") has contracted for law enforcement services with Santa Barbara County Sheriff's Department;

WHEREAS, the contract was updated in 2001/2002 as the "Agreement to Provide Law Enforcement Services between the County of Santa Barbara and the City of Carpinteria" ("Agreement");

WHEREAS, on April 11, 2011, the City Council authorized the extension of the law enforcement services contract under its own terms for five years, from July 1, 2011 to June 30, 2016;

WHEREAS, on May 9, 2011, at a duly noticed public meeting the City Council adopted Resolution No. 5312, amending Exhibit A-1 of the contract in order to reduce the level of staffing by one Sheriff's Deputy FTE and one Sheriff's Deputy II (Detective) FTE;

WHEREAS, the City Council also authorized eliminating the Community Resource Deputy position;

WHEREAS, after review of favorable midyear budget information and in consideration of the recommendations for staffing provided by representatives of the Sheriff's Department, the City Council of the City of Carpinteria hereby finds it to be in the best interests of City and governmental efficiency to amend the Staffing Plan for the remainder of the 2011-12 fiscal year;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL AS FOLLOWS:

Section 1. The City Council hereby authorizes the Mayor to execute an amendment to the Agreement to Provide Law Enforcement Services (as amended by Resolution No. 5312), by directing that Exhibit A-1, the Staffing Plan, be revised to include the following two positions:

Sheriff's Deputy (patrol)

Sheriff's Deputy II (Community Resource Deputy/Detective)

Section 2. The City Council approves funding for these positions for the period ending June 30, 2012, and directs the City Manager to work with the Sheriff's Department to prepare a report, to be presented for City Council consideration prior to the sunset date for the positions, concerning appropriate staffing levels and projected costs.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council of the City of Carpinteria held on the 13th day of February, 2012, by the following roll call vote:

AYES:

NAYES:

ABSENT/ABSTAIN:

_____
Al Clark, Mayor

ATTEST:

_____
Fidela Garcia, City Clerk

I hereby certify that the foregoing Resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held the 13th day of February, 2012.

APPROVED AS TO FORM:

_____
Peter N. Brown, City Attorney

Memorandum

Date: February 7, 2012

To: Dave Durflinger, City Manager, City of Carpinteria

From: Lt. Kelly A. Moore

Subject: Job Description - CRD/Detective (Carpinteria City)

CC:

The purpose of this memorandum is to describe the general duties of the newly created position of CRD/Detective, which combines the duties of the Community Resource Deputy and a detective. As agreed upon, this position is to be .5 FTE with the duties of the CRD and .5 FTE with the duties of a detective. As such, the deputy selected for this position will have to meet the minimum qualifications of Special Duty Deputy, which may require a promotion. We anticipate filling this position in early March, 2012. This position will be assigned to the Administrative Sergeant for general assignment and supervision.

The general philosophy of this position will be to focus on the duties of the CRD, but will, as time allows and/or situations dictate, carry an assigned detective case load. The person selected for this position will be subject to call-out as is the current practice. Due to the nature of this position, it will be desirable to select a person whose interests lie with public/customer service, problem solving, and community orient policing.

The general duties will include, but not limited to:

- Liaison activities with business owners, school officials, and other community organizations
- Coordinate neighborhood watch and business watch programs
- Coordinate crime prevention programs, including community outreach
- Liaison with youth organizations
- Work with a variety of non-law enforcement groups and individuals
- Coordinate and conduct directed patrol activities
- Coordinate and conduct CERT training and Citizens' Academy

- Conduct long, often complex investigations, and to accurately and comprehensively document investigative procedures
- Other duties as determined by the Station Lieutenant