



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	June 23, 2022
Originating Department	Executive
Contact Person	Phillip Hill, City Administrator
Title	Municipal Court Security

Legislative History

- First Presentation City Council Regular Meeting – June 23, 2022
 - Second Presentation
 - Action
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Attachments:

1. Minimum requirements for court security
 2. Draft Memorandum of Understanding (“MOU”) with the Lake Forest Park Police Guild
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Executive Summary

The Lake Forest Park Municipal Court has for many years contracted with a private company to provide security on court days and during jury trials. During the last two years of the pandemic all court days have been held remotely and there were no jury trials. As the City worked to move to hybrid meetings, the Court’s needs were addressed to provide for a hybrid Court presence as well. The result is that in person court days will be limited to 4 hours, two days per week.

Due to such limited hours and the infrequency and short notice of jury trials, the current security company is no longer able to provide these services. A total of six (6) security firms were contacted by the court, only one is able to provide service at \$79 per hour.

Background

The company able to provide security services for the Court employs retired and off duty officers. Because the quoted rate of \$79 per hour is a significant increase over the \$45 per hour quoted by the past firm, and considering that they employ retired and off duty officers, Chief Harden suggested exploring the possibility of providing this service through the City’s own off duty officers. With the recent

adoption of the 2022 – 2024 Police Guild Collective Bargaining Agreement an average overtime rate effective July 1, 2022, was calculated at roughly \$70 per hour.

As sworn officers, utilizing the city’s off duty officers ensures that security is being provided by individuals that meet or exceed the requirements necessary to provide the services of court security. Attached is a copy of the minimum requirements for this position if hired as a city employee.

The approach of hiring internally to provide security was considered, however, the cost for one employee at an assumed \$30 per hour plus benefits would run roughly \$18,000 per year and poses operational issues in the event of illness and time off. In addition, at 8 hours per week the position is not overly attractive to potential candidates and would be difficult to fill in a tight labor market.

A Memorandum of Understanding (MOU) with the Guild will be necessary to identify how this overtime will be scheduled and that the City maintains its management right respective to hours and scheduling and may terminate providing court security with notice. A draft MOU is attached.

Fiscal & Policy Implications

The rate charged prior to the pandemic was \$20 per hour, that same company has quoted \$45 per hour but due to the limited hours is unable to provide the services. The company able to provide services charges \$79 per hour and the city’s own police department would average \$70 per hour. The table below compares the three rates.

	Pre-pandemic	Post pandemic	LFP Officer
	\$20 per hour	\$79 per hour	\$70 per hour
Annual cost	\$19,000 (actual)	\$33,000 (estimated)	\$29,000 (estimated)

Alternatives

Options	Results
Utilize the city’s police officers to provide the service	Court security is provided by the city’s sworn police officers who meet or exceed the minimum requirements for the position and provides them with an opportunity for additional hours
Contract with an outside firm to provide the service	Court security is provided by sworn police officers, at a higher rate, who meet or exceed the minimum requirements for the position but are either retired or come from other jurisdictions

Staff Recommendation

Consider the information and options provided and present the Administration with any questions or requests for additional information.