



CITY OF MENIFEE

SUBJECT: Agreement Amendment with the City of Murrieta for Dispatch Services

MEETING DATE: May 17, 2023

TO: Mayor and City Council

PREPARED BY: Rebekah Kramer, Assistant to the City Manager

REVIEWED BY: Rochelle Clayton, Assistant City Manager

APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Approve and authorize the City Manager to execute the First Amendment and Restatement of the Dispatch Service Agreement with the City of Murrieta, administratively memorializing existing practices as they relate to the allocation of operational program costs and data access.

DISCUSSION

In July 2019, the City of Menifee entered into an agreement with the City of Murrieta to provide dispatch services through July 1, 2030. Under the terms of this agreement, the City of Murrieta added personnel to respond to emergency / non-emergency calls for service in the City of Menifee while operating the dispatch center serving both cities. This partnership enables both agencies to consolidate resources and gain operational efficiencies in providing police dispatch services.

As we enter the fourth year of the Menifee Police Department operations, staff have identified the need for refinements to several provisions within the Agreement to better reflect existing operational costs as well as data retention, access, and support requirements. This includes more clearly defining the calculation used for establishing the fully burdened hourly rate (FBHR) associated with police dispatchers, dispatch supervisors, and support personnel including salaries, benefits and indirect overhead costs associated with dispatch operations. The amended agreement also provides for activity-based cost allocation for dispatchers and dispatch supervisors based upon inbound and outbound emergency / non-emergency calls, and computer aided dispatch (CAD) entries, including self-initiated, dispatched, and not dispatched calls for service. This approach establishes an equitable distribution of costs based on actual dispatch center activity occurring between January 1 and December 31 of each year.

Additionally, the amended Agreement more clearly defines how dispatch records are treated, including real-time access to data along with technical support when connectivity issues arise. The amended Agreement presented for adoption, reflects the provisions mutually agreed upon by staff in both agencies, memorializing existing practices as they relate to the allocation of operational program costs and data access.

STRATEGIC PLAN OBJECTIVE

Safe and Vibrant Community

FISCAL IMPACT

Funding for police dispatch services under the terms of the Agreement are included in the Fiscal Year 2022/2023 operating Budget within Account No. 100-4911-52750 and 105-4911-52750. No additional budget appropriation action is required. Funding for future years will be budgeted in the appropriate Police Department accounts.

ATTACHMENTS

1. First Amendment and Restatement Dispatch Service Agreement
2. First Amendment and Restatement Dispatch Service Agreement - Redlined
3. Original Dispatch Service Agreement