

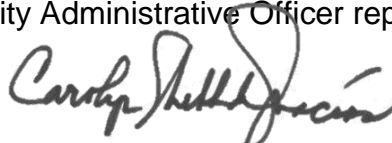
0320-00183-0000

**TRANSMITTAL**

TO Eugene D. Seroka, Executive Director Harbor Department	DATE 3/21/2025	COUNCIL FILE NO.
FROM The Mayor		COUNCIL DISTRICT 15

**RESOLUTION NO. 25-10489 AND PROPOSED ORDINANCE AUTHORIZING THE ADDITION  
OF ARTICLE 4, SECTIONS 23.67 THROUGH 23.67.6, TO CHAPTER 3 OF DIVISION 23 OF  
THE LOS ANGELES ADMINISTRATIVE CODE TO FORMALLY ESTABLISH A LOS  
ANGELES HARBOR DEPARTMENT PORT POLICE RESERVE CORPS**

Approved and transmitted for further processing including Council consideration.  
See the City Administrative Officer report attached.



MAYOR

(Carolyn Webb de Macias for)

Attachment

MWS:PJH:JVW:JAS:10250163t

CAO 649-d

**REPORT FROM**

**OFFICE OF THE CITY ADMINISTRATIVE OFFICER**

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Date: March 14, 2025

CAO File No. 0320-00183-0000  
Council File No.  
Council District: 15

To: The Mayor

From: Matthew W. Szabo, City Administrative Officer



Reference: Correspondence from the Harbor Department dated February 6, 2025; Resolution No. 25-10489 from the Board of Harbor Commissioners adopted at its January 30, 2025 meeting; referred by the Mayor for a report on February 7, 2025

Subject: **RESOLUTION NO. 25-10489 AND PROPOSED ORDINANCE AUTHORIZING THE ADDITION OF ARTICLE 4, SECTIONS 23.67 THROUGH 23.67.6, TO CHAPTER 3 OF DIVISION 23 OF THE LOS ANGELES ADMINISTRATIVE CODE TO FORMALLY ESTABLISH A LOS ANGELES HARBOR DEPARTMENT PORT POLICE RESERVE CORPS**

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**RECOMMENDATIONS**

1. Approve Los Angeles Harbor Department (Harbor Department) Resolution No. 25-10489 requesting consideration and approval by the Los Angeles City Council of a proposed Ordinance to add Article 4, Sections 23.67 through 23.67.6, to Chapter 3 of Division 23 of the Los Angeles Administrative Code to formally establish a Harbor Department Port Police Reserve Corps;
2. Adopt the January 30, 2025 Board of Harbor Commissioners findings that the proposed action is administratively exempt from the requirements of California Environmental Quality Act (CEQA) under Article II Section 2(f) of the Los Angeles City CEQA Guidelines; and
3. Return the Resolution documents and proposed Ordinance to the Harbor Department for further processing, including Council consideration.

**SUMMARY**

The Los Angeles Board of Harbor Commissioners (Board) requests approval of its January 30, 2025 Resolution No. 24-10489 (Attachment 1) which authorizes the approval of a proposed Ordinance to amend the Los Angeles Administrative Code (LAAC) to formally establish a Los Angeles Harbor Department (Harbor Department) Port Police Reserve Corps. The proposed Ordinance will add Article 4, Sections 23.67 through 26.67.6, to Chapter 3 of Division 23 of the LAAC, to set forth the basic structure and organization of a Port Police Reserve Corps (Port Reserve). It addresses management of the program, requirements for participation, stipends, penalties for false impersonation, and eligibility for workers' compensation benefits.

The proposed Port Reserve will be modeled after the Los Angeles Police Department (LAPD) Reserve Corps, which has been in existence since 1968. The Harbor Department will commence the proposed Port Reserve with up to five volunteer reserve officers. The proposed establishment of a Port Reserve would result in initial costs to the Harbor Department of \$23,990 per officer, or \$119,950 to furnish equipment to five Port Reserve officers. In addition to initial equipment procurement costs, the Harbor Department will pay each Port Reserve officer a stipend of \$25 per pay period to offset uniform cleaning and equipment maintenance, for a total annual cost of \$3,250 per officer, or \$16,250 for five officers. Each Port Reserve officer will be eligible to receive one uniform replacement annually, as needed, at an estimated cost to the Harbor Department of \$510, or a total of \$2,550 for five. This would result in an annual estimated cost to the Harbor Department of \$18,800 for five Port Reserve officers. The Harbor Department may increase or decrease the number of Port Reserve officers, subject to Board approval.

The Office of the City Attorney has reviewed and approved the proposed Ordinance as to form. Pursuant to Charter Section 250, the Ordinance is subject to Council and Mayor approval, or a two-thirds approval vote from the Council within 45 days of a veto from the Mayor. Our Office has reviewed the request and recommends approval.

## **BACKGROUND**

The Port of Los Angeles (Port) was founded when the Board of Harbor Commissioners was created on December 9, 1907. The Port became an official department of the City of Los Angeles (City) when the cities of San Pedro and Wilmington were annexed to the City on August 28, 1909. The Los Angeles Port Police Department (Port Police) was established in 1911 and is currently comprised of approximately 140 sworn officers and 78 civilian personnel. Their jurisdiction spans 7,500 acres of land and water along 43 miles of waterfront, including 24 passenger and cargo terminals, and warehouse facilities. The Port Police force operates 24 hours a day, seven days a week to protect the Port from threats by land, sea, air, and cyberspace. Pursuant to City Charter Section 657, the Harbor Department hires and maintains its own Port Police.

*Port Police Assignments* - The Port Police includes focused Marine and Landside Patrol Operations, K-9 units for vessel and container searches, a highly specialized Dive Team for inspecting infrastructure, a Cargo Theft Interdiction Program to prevent and investigate cargo theft, a Hazardous Materials Unit, a High-Intensity Drug Trafficking Area anti-drug task force, a Sea Marshall Program to inspect cruise ships and vessels of interest, an Emergency Management Section, and Port Detectives.

All sworn personnel are maritime-trained officers, many of whom possess U.S. Coast Guard licenses and certifications in vessel operations. There are several retired Port Police officers that wish to continue their service as a police officer in the Port on a voluntary, non-salaried basis.

*Proposed Port Reserve Program* - A Port Reserve program provides additional resources without reducing the services provided by full-time officers. The Los Angeles Police Department (LAPD) established the LAPD Reserve Corps in Fiscal Year (FY) 1968-69 through LAAC Section 22.227 of Article 4 of Chapter 11. The proposed Port Reserve will be modeled after the LAPD Reserve Corps. The proposed Article 4 addition to Chapter 3 of Division 23 of the LAAC to establish a Port

Reserve was derived from the existing article which established the LAPD Reserve Corps, discussed further in the Harbor Board Report in Attachment 1.

*Selection Requirements* – Prospective Port Reserve officers are expected to meet the same selection standards and background requirements of full-time officers, which are set forth in California Penal Code Sections 1029, 1031, and 1031.4 and implemented by the State of California Commission on Peace Officer Standards and Training (POST). California Penal Code Section 13510(a) gives POST the authority to establish minimum selection standards for peace officers. In addition to the criteria listed in the California Penal Code, peace officers must pass the POST selection requirements contained in Commission Regulations 1950-1955.

*Port Reserve Officer Authority Levels* – Law enforcement authority for Port Reserve officers is established in California Penal Code 830.6(a)(1) and 832.6(a)(1)(2)(3). Authorities are separated into three levels and are detailed in the Harbor Board report in Attachment 1. The levels of authority are determined by the amount of academy training completed. The amount of previous experience and training a potential Port Reserve officer has at the time they enter the program will determine the level of authority they will have. Level I Port Reserve officers are the only reserve officers allowed to work without immediate supervision. Only a Level I Port Reserve officer shall carry any firearm in the performance of their duties unless authorized by the Port Chief of Police or designee. Officers with Level II authority may be assigned to all law enforcement duties, and officers with Level III authority are not assigned to patrol duties and do not respond to calls for service.

*Training and Competency Requirements* – Prospective Port Reserve officers must complete a police academy recognized by the Port Police, which includes LAPD's reserve academy training, if space is available. LAPD will not charge the Harbor Department Port Reserve officers attendance through the academy. The Harbor Department will need to supply some equipment to the prospective Port Reserve officers as students of the academy, and pay a stipend, discussed in detail later in this Report, while attending the academy. If prospective Port Reserve officers attend another approved academy, it will be at their own expense.

Completion of a police academy and the amount of on-the-job training required will be determined once the background of a potential Port Reserve officer is analyzed. For instance, if the potential Port Reserve officer is a recently retired Port Police officer or someone else that has already completed a POST approved program, then they will not need to complete the same training as someone new. Each potential Port Reserve officer's amount of training required, and the level of authority assigned will be determined on a case-by-case basis.

Once enrolled in the Port Reserve, officers are required to continue training in accordance with POST standards and Port Police policies. POST Continuous Training and Perishable Skills Program requirements are the same for reserves as they are for regular officers. Port Police Policy 350 (Attachment 2) details the phases and hours of on-the-job training for new Port Reserve officers. This policy also states that Port Reserve officers must prove their firearm proficiency at least every other month. Most of the training requirements do not apply to Level III Reserves as they are not allowed to handle enforcement related police work.

*Port Reserve Officer Duties* – The proposed LAAC article gives the Port Chief of Police or designee the power and responsibility to assign Port Reserve officers to perform police duties appropriate for their level of authority. Port Reserve officers that achieve Level I authority through training may work alone in some assignments, including patrol, or may be allowed to supervise Level III authority Port Reserve officers. Port Reserve officers at a Level II authority or above may be assigned to general assignments including landside patrol, waterside patrol, or calls for service. Officers may receive specialized assignments such as investigations, underwater operations, special events, translators, search and rescue, or instructors at the Maritime Law Enforcement Training Center. Level III Port Reserve officers may be assigned duties such as traffic control, security at parades and events, report taking, evidence and prisoner transportation, or parking enforcement.

*Employment and Salary* – Port Reserve officers are volunteers and will not be considered City employees, except for the purposes of applicability of workers' compensation benefits during the time they are serving in an assigned shift or receiving training. Port Reserve officers are required to serve a minimum of 16 hours per month to maintain their status. They will be provided with a stipend of \$25 per pay period (bi-weekly) to offset their costs of uniform cleaning and equipment maintenance.

*Costs of the Program* – The Harbor Department plans to initially recruit up to five individuals to join the Port Reserve. Each officer will receive the equipment necessary for the performance of their assigned duties, which may include but is not limited to, a Port Police uniform, cap piece, regulation police baton, regulation belt and holster, ballistic vest, badge, duty firearm, taser, and handheld radio. The aggregate cost of these items is \$23,990, which would be a total initial expense for the Harbor Department of \$119,950 for five volunteer officers. The Harbor Department must complete all firearm maintenance to ensure it remains within the approved specifications and Department standards. Additionally, the cost to the Harbor Department for the \$25 per pay period stipend would be \$650 per officer, or a total of \$3,250 annually. The Harbor Department will also provide each officer with up to one uniform replacement per year, as needed, at a cost of \$510 per officer, or \$2,550 annually for five officers. All items issued to Port Reserve officers are the property of the City and shall be returned to the Harbor Department upon termination of service, which can then be reissued to new Port Reserve officers if the items are in a condition that meets Department standards.

## **CITY COMPLIANCE**

*California Environmental Quality Act (CEQA)* – On January 30, 2025, the Board determined that the proposed action of approving the Ordinance for the purpose of amending the Los Angeles Administrative Code is an administrative activity. Therefore, the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of CEQA in accordance with Article II Section 2(f) of the Los Angeles City CEQA Guidelines.

The Office of the City Attorney has reviewed and approved the proposed Ordinance as to form. Pursuant to Charter Section 250, Council and Mayor approval is required, or two-thirds approval vote from the Council within 45 days of a veto from the Mayor. Our Office has reviewed the request

and recommends approval.

## **FISCAL IMPACT STATEMENT**

Approval of the proposed Ordinance to amend the Los Angeles Administrative Code to establish a Harbor Department Port Police Reserve Corps will result in initial costs to the Harbor Department of \$119,950, or \$23,990 each, to provide the necessary uniforms and equipment for five volunteer officers. Each of the five officers would be eligible to receive a \$25 per pay period stipend from the Harbor Department for uniform cleaning and equipment maintenance, for an annual total cost of \$16,250. In addition, each officer is eligible to receive one uniform replacement annually, on an as-needed basis, with an estimated cost to the Harbor Department of \$510 each. The total annual cost to the Harbor Department is estimated to be \$18,800 for five officers. Funding for Fiscal Year 2026-27 and future years will be requested from Account No. 561025 – Events and Miscellaneous Equipment Rental, through the annual budget adoption process, subject to Board approval. The recommendations in this report and proposed actions comply with the Harbor Department's Financial Policies. There is no impact on the City's General Fund.

Attachment 1 – Harbor Department Correspondence dated February 6, 2025; Harbor report and proposed Resolution No. 25-10489 dated January 23, 2025, Proposed Ordinance, and Office of the City Attorney Report No. R25-0036 dated February 5, 2025

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