



# Agenda Report

October 28, 2024

**TO:** Honorable Mayor and City Council

**FROM:** Human Resources Department

**SUBJECT: ADOPT A SIDE LETTER OF AGREEMENT BETWEEN THE CITY OF PASADENA AND THE PASADENA POLICE OFFICERS ASSOCIATION TO ESTABLISH A MOUNTED EQUESTRIAN ENFORCEMENT UNIT**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the proposed action in the agenda report is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA guidelines Section 15061(b)(3) "Common Sense" exemption; and
2. Adopt a Side Letter of Agreement between the City of Pasadena and the Pasadena Police Officers Association to Establish a Mounted Enforcement Unit.

## **BACKGROUND:**

A Mounted Enforcement Unit is a group of police officers who patrol on horseback to perform various law enforcement duties. Pasadena Police Department (PPD) had a mounted unit that was ended in 2005. Members of the Pasadena Police Officers Association (PPOA) approached Command staff with a complete proposal to reinstate the mounted unit.

Staff met with PPOA on August 6, 2024, to discuss the program.

The following are benefits that a Mounted Enforcement Unit provides:

- Promote positive communications and interactions with the community.
- Utilize proactive enforcement techniques to apprehend persons violating the law.
- Establish a highly visible police presence to reduce crime.
- Control crowds at special events, including but not limited to sporting events, demonstrations, parades, and concerts.

- Provide police presence in natural disasters and search and rescue, especially in areas where access to vehicles is limited or denied.
- Participate in ceremonial events, such as Color Guard and parades.
- Any other event or function designated by the Chief of Police to better serve the Department and the citizens of the City of Pasadena.

The unit will have five officers participating with their own horses. The City will enter into a lease agreement for a two-year term with mounted officers for the lease of their horse for \$1.00 per year. Mounted officers will receive compensation of \$22.50 per hour for all off-duty time spent to care for the horse. The compensation shall be provided for one hour per day, for a total of seven days per week. In addition to regular duties, mounted officers shall be responsible for:

- Feeding and cleaning the horse.
- Attending to the horse's physical health, welfare and grooming.
- Training and medicating the horse.
- Arranging veterinary care as needed.
- Performing daily and routine maintenance of the horse's equipment and vehicle.

**COUNCIL POLICY CONSIDERATION:**

Approval of staff's recommendation supports the City Council's strategic goals of maintaining fiscal responsibility and stability and ensuring public safety.

**FISCAL IMPACT:**

Approval and implementation of the Mounted Enforcement Unit will have a fiscal impact of approximately \$65,000 in FY 2025 (pro-rated) and up to \$130,000 in FY 2026. 100% of the costs will impact the General Fund. The costs will be absorbed within the annual operating budget of The Police Department. However, staff will monitor personnel expenses and request additional appropriations during the fiscal year if necessary.

Respectfully Submitted,



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TIFFANY JACOBS-QUINN  
Human Resources Director

Prepared by:



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Jaime Marie Arellano  
Principal Human Resources Analyst

Approved by:



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MIGUEL MARQUEZ  
City Manager

Attachments:

Attachment A – Side Letter of Agreement between the City of Pasadena and PPOA