

**Public Safety Review Committee**  
**Budget Subcommittee**  
**July 28, 2020 – 6:00p.m.**

Attendance – Mitnick, Konkel, Heck, Rickey, Amoah, and Anglim

Others Present: Laura Larsen, Teague Mawer, Mindy Winter, Mary Botari

Alder Heck made a motion to approve the minutes from July 15, 2020. Konkel seconded the motion. The minutes were unanimously approved.

Public Comment: None

Disclosures or Recusals: None

Finance Manager Larsen shared during the presentation she will provide a summary on the capital budget requests that police submitted that will be reviewed by the Mayor's office and she shared she will also present analysis on the full cost of a police officer position along with tying the cost components back to the contract. Police Finance Manager Mawer will provide information on numbers and loop tangible services to the department. Konkel inquired about hearing on the inventory on capital items. Larsen shared they can provide an overall inventory on capital assets maintained by the police department and indicated maybe after going over capital it might be helpful to talk as a group beyond what items are flagged as capital by the finance department on other assets. She indicated it may be helpful for the committee to see as some don't meet the dollar threshold for the capital assets.

Larsen began the presentation by sharing information that has been presented to the Mayor's Office on 2021 Capital Budget requests and indicated she will highlight areas from the police department and will share information from fire as well in case there are interests. The first slide from the PowerPoint was sharing information on changes from the 2020 to 2021 Capital Improvement Plan (CIP) indicating many projects that were included in 2021 were deferred to 2022. She shared major projects department requests from 2021-2026 and what are the larger requests. As the numbers pertain to the PSRC in 2023 the fire department requested funding to remodel fire station number 6 and the police department is requesting in 2024 and 2025 funding to purchase land to reconstruct the existing north police department. There was information shared on the comparison agency 2021 requests to what was adopted to the 2020 plan and a horizon list of projects. She shared the horizon list is intended to better plan on capital projects that the city knows they need to pursue but don't have all the information to arrive at an accurate budget figure. The fire department on the horizon list was a funding to remodel fire station 6 and a burn tower at fire station 14 and the police department submitted a request to construct a new north police station. She shared the fire departments 2021 agency requests and with the remodel of station 6 design would take place in 2022 and the reconstruction would be in 2023. Konkel inquired about the police and fire department in which she heard about a combined north side public safety facility. Larsen indicated police and fire did research of the shared facility and the location was a problem because the fire needs to have a geographic

need to meet their response times and the police department with looking at the district boundaries found it would not work. Captain Winter shared the airport was a problem as it is right in the middle of the district and the fire department would have to go all the way around and with response time perimeters it would be difficult. Larsen shared a chart on the police department to identify a new parcel of land to reconstruct a new department on the north side. Land acquisition would occur in 2023 and 2024 design, and construction in 2025. The police department also has a capital budget and they have a building improvement to do routine maintenance in all of the facilities. Alder Heck mentioned the Town of Madison merging and inquired if the district boundaries would be changed. Captain Winters said there are pockets in the town that would be absorbed by the north district with a large portion going to the south district and some to Fitchburg. Mawer shared information on a workload and staffing analysis and the increase of workload in different parts in the city. She feels as the city's population grows the north district would be over capacity. Larsen shared in the operating budget there is an assumption for 2021 Town of Madison costs that they are anticipating. The police department's budget is for 11 recruits and fire department anticipated funding for 10 additional recruits. Larsen shared this is the time if there are members of the subcommittee that have thoughts or insights, the Mayor is looking for input on the capital items for the 2021 executive budget. Larson then shared the process on building the executive budget.

Larsen shared information on the estimated costs of a full police officer and the contract costs that make up a police officer's compensation.

| Estimated Full Cost of a Police Officer    |   |                  |
|--|---|------------------|
| <b>Personnel</b>                           |   | <b>\$87,121</b>  |
| Base Wages                                 | Assumes step 5 of the Police Officer classification   | 65,939           |
| Education Incentive                        | Assumes 18% Incentive-As of 7/28, 76% of Officers earning Ed Incentive were at this level (Equivalent of Bachelor's Degree)         | 11,872           |
| Premium Pay                                | Based on 2019 actual premium paid earned divided by the number of authorized positions; does not account for vacant positions       | 1,988            |
| Overtime                                   | Based on 2019 actual OT earned divided by the number of authorized positions; does not account for vacant positions                 | 7,322            |
| <b>Benefits</b>                            |   | <b>\$26,118</b>  |
| FICA, WRS, Health Insurance, Misc Benefits | Based on 2020 rates; Assumes family health insurance  | 26,118           |
| <b>Supplies</b>                            |   | <b>\$14,353</b>  |
| Uniform & Supplies                         | Based on MPD estimates for initial issue; Existing Officers receive \$500/year for uniforms (established in contract)               | 10,000           |
| Fleet Costs                                | Assumes one patrol squad for every three officers when adding additional staff; Based on debt service costs for 2019 police cruiser | 4,353            |
| <b>TOTAL</b>                               |   | <b>\$127,592</b> |

Alder Heck inquired information on the education incentive. Larsen shared 153 officers are at 18% which is an equivalent to a bachelors. Konkel inquired on the benefits and if it is the same of all city employees and Larsen responded with the exception of health insurance as police, fire, and teamsters are on a different health insurance. Konkel inquired on the education incentive and if only the police department receives this benefit or if it is for all city employees. Larsen responded that police and fire receives the benefit but not for other city departments. Mitnick asked for the difference of premium pay and overtime and would the cost of body cameras go in the supply portion. Larsen shared premium pay is for a shift differential and overtime is when officer works beyond 8 hours a day. In regards to body cameras if the

department would get them it would go through the capital budget but there would be an annual prescription costs and the largest cost is for the storage of data and that would be reflected in the operating budget. Rickey inquired on the figure for reimbursement from other businesses. Larsen shared that not all special duty is reimbursed but the vast majority of making up the 7,000 figure is overtime that is being incurred for city related purposes and not reimbursable.

Police Finance Manager Mawer shared information as a supplement to Larsen's presentation. She shared the estimated personnel for a second year police officer. She went on to share information on vehicles and where they are assigned to in the department. She shared the police department has been split from field/support and will be changed to be able to provide services on a more granular level and in the 2021 will still see it listed as that but would be changed in the years after. She spoke about initial issue of equipment costs which is a one-time expense for every officer of \$10,000. She also shared information on the education incentive and span of control with supervisory responsibility with what the recommendations are from FEMA and PERF with regard to supervision. Mitnick asked if the document could be shared to members of the committee. Heck inquired on the 9.2 million on police support if that goes to everyone that is not a police officer. She said yes but there are a couple of exceptions to that such as the field side which is for parking enforcement officers and the other is the support side. Konkel inquired on number or ratios and if there are twenty more officers is there a need to have more support staff to assist. Mawer said there has not been commensurate additions to support staff over the years even to the growing number of commissioned staff. Konkel inquired on sharing functions that are not in the chart such as SET or SWAT and her understanding is they do that function but go back to their other function and asked if there a way to breakdown equipment/functions? Mawer said there is additional training or equipment. Konkel shared it would be useful to have a list of those items to know if a position is cut that the position is still a patrol officer. Captain Winter shared information on SET and SWAT and shared they do not work in those capacities as their only position however bigger agencies would have a full dedicated SWAT team and would be the officers only assignment. For the police department there would not be a cost savings in personnel as they are still a police officer in their primary assignment. The budget number for SET is mostly for items needed to do the function and not to pay those associated with those teams. Konkel asked if the Honor Guard have their own budget or Amigos end Azul. Mawer said most don't have a budget. Community outreach as a whole they have about \$6,500 and is shared through youth academies, the Explorer program, and Amigos en Azul and the budget is used primarily for those events for food and work supplies. Konkel asked what other departments have budgets in the police department. Captain Winter shared Training has a budget to be used for specialized training and requirements to attend training every year. There is a small K9 and mounted patrol budget with a couple thousands of dollars. Mawer said larger commitments for the department are spent on uniforms, towing contract, and on-going software equipment. Konkel inquired about the cost of a detective which is a promoted position and Larsen shared a police and detective would be \$59,256 but they are a promotional opportunity and a detective would start at a step 5. A police officer would more 1-5 and a detective would go right to step 5. Alder Heck inquired on overtime and it sounds like a relatively small portion of overtime is reimbursed and most not reimbursed from a private entity and what is that other kind of stuff that is not reimbursed.

Captain Winter said anything over an officer's 8 hour shift that has to be done in that day. There are obligated reasons why an officer has to stay and shared examples. The officer has to work with their supervisor and they make the approval because it is obligated time to stay and complete the process. Captain Winter spoke about special duty and contracts and reimbursements from the costs. Special duty is optional as the officer signs up versus a report that an officer needs to complete. Mawer spoke about contractual overtime and the department breaks it down by demand driven (specific needs) and the other is contractual (requirements). She shared there is briefing time, court testimony, trial prep, and overtime paid in the contract for holiday work and comp time converted to pay. Alder Heck asked if the costs of a mental health officer could be shared and are they the same costs as a patrol officer. Mawer shared the officer is just assigned to the mental health unit but no difference in costs. Konkel inquired on the percentage of officers that either type or dictate their reports and is that why the department does not receive administrative support. Captain Winter shared it depends on the officer and even when the reports are typed by the commissioned personnel there is still a process that the civilian has to do which is to file and merge into the records management system. The police report supervisor has all of that information to provide specific information. Konkel asked about the costs for civilians and if that information could be provided and said the goal for the subcommittee is to provide a report on numbers and information. Alder Heck inquired on the capital and operating budget being adopted and what occurs when there are changes throughout the year with some items coming from a grant. Larsen shared the council would vote on a budget amendment. Heck shared he is interested in the process and how the impacts are forecasted. Larsen shared if they know about something and are awarded the funding it is included in the budget. For the police department the patrol grant is used for positions each year and if there is a COPs grant they will budget based off of that plan. This last year the city was notified an opioid grant with police, fire, and public health and learned about it after the police budget was finalized. The police department would then prepare a resolution and go before the council. They would then monitor expenditures. If a grant is sufficient to fund a full position it is funding a new position. Alder Heck inquired on the downtown safety initiative and if it is a regular shift or work on overtime. Mawer shared there is a premium pay when working the downtown safety initiative although that is an overtime shift as well. Alder Heck asked if there is a grant that ends and what happens to retain the officer. Larsen shared with the COPs and safer grants when they are staffed through those mechanisms there are requirements we retain those positions after the grant expires. Konkel asked about the 2020 budget and in 2018 the salaries were 50 million and went up to 57 million in 2020 but the benefits were 19.5 million and they went down to 18 million and if there is an explanation for that. Larsen shared it is related to the police department has been exceeding their permanent salary budget. There was more turnover than what they assumed in salary savings and the actual spend was lower. From 2018 to 2019 there was extra staff added by 3 officers and they adjusted overtime to get it more in line were actual spending was and also looking at relationships with salary and benefits. She shared this is difficult to budget incremental benefits for overtime premium and leave payouts and they have pending personal which is in that salary to make sure the police department is fully budgeting the benefits that are associated with non-annualized pays. She shared previous they were not budgeting properly with their old financial system and in 2020 it is now back to where it should be.

Konkel inquired on the union contract. Larsen shared in regards to the contract there are different components such as the education incentive which she shared previously. There is also premium pay which is described in the pay section. There are different shift differentials, holiday pay, specific provisions, and other miscellaneous items that are spelled out in the contract. The final item is overtime and is described in the pay policy section of the contract. The primary reason for overtime is anything worked over an 8 hour shift. The current MPPOA contract expired in 2021 and Labor Relations will go over the process of negotiations of the contract.

Mitnick shared the last two agenda items have been discussed during the meeting and asked if the subcommittee should work on compiling a report by the end of August. Alder Heck spoke on the Etico study and has looked at staffing and feels there are a few areas that could be influenced in decisions but doesn't feel the committee can share items to change the staffing model. He thought maybe the committee could share what are drivers of the budget. Konkel inquired if there is a way of obtaining more information on pro-active time (foot patrol, coffee with a cop, etc.) Mitnick shared AC Patterson mentioned before that information could be quantified but not all information is available. Captain Winter shared basically the information is going to be antidotal vs. the information in the computer aided dispatch which can be quantified. She further said the department is looking at having officers enter more in the Computer Aided Dispatch system but the project has been due to COVID and protests. Konkel suggested referring items 2 and 3 to the next meeting and invite Mawer, Larsen and AC Patterson back to share more information on the missing pieces and the committee could go over questions and put together an outline of a report. Konkel asked about more information (how many body cameras are there, how many drones, etc.) although not all in capital budget some in the operating. Also, she asked if contracts could be shared where the police department provides services. Mawer shared there is an option code in the budget and \$60,000 goes to DAIS. That is the only one in the budget. Konkel asked about Journey Mental Health and do they have a contract. Larsen said Journey doesn't receive a payment from the police department but receives other funding from Dane County Human Services. Konkel shared the big challenges is not just the call it is other time spent with other things and mentioned you can't get to that number because if you just look at the calls on the Etico report there are a lot of other police time that is being worked on. She also said that police are doing things that they shouldn't be doing such as spending time with homeless people while another department should be doing it such as the health department. She said she doesn't know how to ask the questions with information she doesn't know. She feels the committee should look at the report and figure out what questions need to be asked and if they don't know they could work on it to be retrievable for next year. Mitnick inquired if the committee should compile their questions and send to Emily. Konkel shared for the next meeting she felt there could be an outline from what Larsen and Mawer presented and put it in order and identify those questions and gaps together. Konkel shared she would refer items 2 and 3 to the next meeting. Alder Heck seconded the motion. Mitnick said the goal is to have the report by the end of August. Konkel shared she would make a brief outline to get the conversation rolling based on questions and notes and bring to the next subcommittee meeting.

Next Meeting –

Mitnick inquired about the next week and if two weeks from now would work. And, if a day meeting would work on a Tuesday or Thursday. The decision was to meet on Thursday, August 13 at 10am and on August 25 at 2pm.

Alder Heck made a motion to adjourn. Konkell seconded the motion. The meeting was adjourned at 8:15 p.m.