



# **City of Grand Island**

**Tuesday, February 12, 2013**

**Council Session**

## **Item I4**

### **#2013-41 - Consideration of Adjustment to Police Department Authorized Personnel Positions**

**Staff Contact: Steven Lamken**

# **Council Agenda Memo**

**From:** Steven Lamken, Police Chief

**Meeting:** February 12, 2013

**Subject:** Adjustments in Police Department Authorized Strength at Police Sergeant, Police Officer and Community Service Officer

**Item #'s:** I-4

**Presenter(s):** Steven Lamken, Police Chief

## **Background**

The ICMA Public Safety Study called for the Police Department Patrol Division to have ten Sergeants to implement strategic policing. The Police Department implementation plan proposed to reassign a Sergeant working in the Administration Division to Patrol to gain the tenth position. I proposed to replace the Administration Sergeant with a full time equivalent Community Service Officer. The Department's leadership has reevaluated this proposal and we do not recommend it. I propose to promote an additional Sergeant in the Department raising our authorized strength of Police Sergeants to fourteen and eliminating one full time Community Service Officer position from our authorization. The action would result in a savings in the Police Department personnel budget.

## **Discussion**

The Police Department leadership was tasked with developing a multi-year implementation plan for strategic policing based upon the recommendations set forth in the ICMA Public Safety Study. The ICMA study calls for ten Police Sergeants in the Patrol Division, which is an increase of one Sergeant. I proposed transferring one Police Sergeant from the Administration Division to the Patrol Division and replacing the Sergeant in the Administration Division with a full time Community Service Officer as a part of the implementation plan during the 2012/2013 fiscal year.

The ICMA consultants did not recommend this transfer during their review and report on the operations of the Police Department. Hind sight is most always clearer than foresight. We have reviewed the duties and tasks that the Administrative Sergeant performs and I now recognize that responsibilities are commensurate with a Police Sergeant.

The Administrative Sergeant has multiple duties. The greatest are managing the department fleet and radio equipment and the budget that supports both vehicle and equipment purchases and repairs. This is a major responsibility and requires a significant amount of time, decision making and authority. The Administrative Sergeant also supervises the operation of the Police impound lot. Again, this requires decision making and authority when overseeing these operations and determining the status of impounded vehicles. The Administrative Sergeant also serves as a backup supervisor to Patrol. An example of this is that with the current Sergeant vacancy in Patrol, the Administrative Sergeant has served as a shift supervisor when a Sergeant wasn't available. The Sergeant also exercises police powers in issuing citations for violations that cannot be done by a Community Service Officer.

The proposal was to replace the Administrative Sergeant with a full time Community Service Officer and then reassign the Sergeant to the Patrol Division. The Community Service Officer position in the Administration Division would not have served in code enforcement or strategic policing. It has become apparent that a Police Sergeant is the more appropriate employee to fill this position and that a Community Service Officer would not be appropriate for the position.

I recommend that the number of Police Sergeants allocated in the Police Department be increased to fourteen from the current thirteen and that one full time Community Service Officer be eliminated from the Department authorized strength. The Sergeant position would come from the current authorized sworn ranks of the Department so we would not be increasing the number of sworn officers above the current eighty-two. The proposal would change our authorized sworn positions accordingly:

<u>Current Sworn Strength</u>		<u>Proposed Sworn Strength</u>	
Police Chief -	1	Police Chief -	1
Police Captain -	3	Police Captain -	3
Police Sergeant -	13	Police Sergeant -	14
<u>Police Officer -</u>	<u>65</u>	<u>Police Officer -</u>	<u>64</u>
Total	82	Total	82

The annual personnel savings in pay and benefits from the reduction of one full time Community Service Officer from the Administration Division is \$49,880.

The additional annual costs between the pay of a Police Sergeant and a Police Officer both at the highest step is:

Police Sergeant	\$64,620
Police Officer	<u>\$52, 674</u>
Additional Costs	\$11, 946

The subtraction of the cost from the savings results in a savings of \$37,934 in adopting the proposed changes in personnel.

### **Alternatives**

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Move to approve
2. Refer the issue to a Committee
3. Postpone the issue to future date
4. Take no action on the issue

### **Recommendation**

City Administration recommends that the Council increase the number of Police Sergeants in the Police Department to fourteen; and reduces the number of Police Officers to sixty four; and reduce the number of full time Community Service Officers to two in the Police Department.

### **Sample Motion**

Move to recommends that the Council increase the number of Police Sergeants in the Police Department to fourteen and reduces the number of Police Officers to sixty four and reduce the number of full time Community Service Officers to two in the Police Department.

# Police Department Personnel Adjustments

## Personnel Changes

### Current Allocation

 13 Sergeants

 65 Police Officers

 3 FTE CSOs

### Proposed Allocation

14 Sergeants

64 Police Officers

2 FTE CSOs

## Fiscal Impact

CSO pay & benefits- Savings \$49,880

Sergeant Step 9 - \$64, 620

Police Officer Step 9 \$52, 674

Costs \$11,946

Savings \$49,880

Less Costs \$11,946

Total Savings \$37,934

RESOLUTION 2013-41

WHEREAS, the Police Department is currently authorized thirteen Police Sergeants, Sixty five Police Officers and three full time Community Service Officers; and

WHEREAS, the ICMA public safety study recommends ten Police Sergeants in Patrol; and

WHEREAS, the Police Department proposed to assign the Administrative Sergeant position to Patrol to create the tenth Sergeant; and

WHEREAS, the ICMA study did not recommend the replacement of the Administrative Sergeant with a non-sworn employee; and

WHEREAS, the Police Department recognizes that the Administrative Sergeant position is needed in the department.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA,

The strength of the Police Department is adjusted to authorize fourteen Police Sergeants, sixty four Police Officers and two full time Community Service Officers.

- - -

Adopted by the City Council of the City of Grand Island, Nebraska, February 12, 2013.

\_\_\_\_\_  
Jay Vavricek, Mayor

Attest:

\_\_\_\_\_  
RaNae Edwards, City Clerk

Approved as to Form	☐ _____
February 8, 2013	☐ City Attorney