



Department Source: Police

To: City Council

From: City Manager & Staff

Council Meeting Date: November 18, 2019

Re: Appropriating Funds from Police Department Property and Evidence Annex Capital Project to Police Operating budget for Part-time Employment.

## Executive Summary

An ordinance has been prepared to appropriate \$43,060 from the Evidence Annex capital project to the Police operating budget allowing the department to hire additional temporary part-time (non-benefited) employees to work on the current backlog of municipal warrant entries and evidence purging.

## Discussion

In FY19, Columbia Police Department allocated \$63,047 from their FY17 General Fund Savings for the Police Department Property & Evidence Annex capital project. Soon after this allocation, the Evidence Annex project was placed on hold (inactive status) pending further assessment. There is currently a backlog of purging and destruction that needs to take place within the evidence unit in order to move forward with the needs assessment. Due to understaffing and the constant intake of new evidence, current staff is unable to work on this backlog, thus keeping the capital project on hold.

In August 2019, it was decided that the Police Department should be entering municipal warrants into the statewide system. Current staff in the information center has taken over the daily entries moving forward, however there is a backlog of old warrants that need entered in order to be compliant, that current staff are unable to work on due to workload.

The Police Department is requesting that \$43,060 be appropriated from the Property & Evidence Unit capital project to the operating budget in order to hire additional temporary part-time (non-benefited) employees to work on the current backlog of municipal warrant entries and evidence purging. This would be one-time funding for FY2020 and would expire when funds are exhausted or fiscal year ends. Additional staff requests beyond FY2020 will be included in the FY2021 budget process.

## Fiscal Impact

Short-Term Impact: \$43,060 one-time increase to Police Operating Budget (Personnel) and a decrease in the Police Property & Evidence Annex capital project.

Long-Term Impact: No additional impact after FY2020



## Strategic & Comprehensive Plan Impact

### Strategic Plan Impacts:

Primary Impact: Public Safety, Secondary Impact: Operational Excellence, Tertiary Impact: Not Applicable

### Comprehensive Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable

## Legislative History

Date	Action
09/17/2018	B217-18: FY2017 General Fund Savings Allocation Appropriation

## Suggested Council Action

Shall council agree, staff recommends passage of the ordinance authorizing the appropriation of funds from the Police Department Property & Evidence Annex capital project to Police Operating budget in order to hire additional part-time (non-benefited) employees to work on the backlog of municipal warrant entries and evidence purging.