MINUTES
KEIZER CITY COUNCIL WORK SESSION
Monday, August 8, 2016
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Clark called the meeting to order at 5:45 pm. Roll Call was taken as follows:

Present:
Cathy Clark, Mayor
Marlene Parsons, Councilor
Kim Freeman, Councilor
Bruce Anderson, Councilor
Amy Ryan, Councilor (5:55)
Mark Caillier, Councilor

Absent:
Roland Herrera, Councilor

Staff:
Chris Eppley, City Manager
Shannon Johnson, City Attorney
Bill Lawyer, Public Works Director
Machell DePina, Human Resources Director
Tim Wood, Finance Director
Tracy Davis, City Recorder

DISCUSSION

a. Keizer Police Department Staffing

Mayor Clark explained that one of the Council goals is to address both police and parks funding. Both are funded through the General Fund and, because of limitations on property taxes and other revenues that go into the General Fund, she has asked the Police Chief and City Manager to explain about the City's funding status and how Police needs will be funded in the future.

Chief Teague stressed that at this point it is not a matter of survival; staff agrees that the department is doing fine. This is not about the quantity of police officers but the quality of police services. The police mission statement is 'To help the community maintain order while promoting safety and freedom and building public confidence'. The police purpose in Keizer is not law enforcement but public safety. On average an Oregon city with 37,000 people has 52 police officers. Keizer doesn't need that many but they do have some needs in order to provide the outstanding policing services expected by the public.

The Keizer PD is a full service police department but they team with Salem around SWAT which resolves acute incidents in a safe manner, and they lean heavily on the Oregon Department of Justice to solve financial crimes.

In order for the Keizer PD to provide outstanding policing services the department needs five more officers: one on each night shift patrol, and another Community Response Unit (CRU) officer, detective and traffic officer.

He provided historical information about the various departments within the Police Department, workload, and cases that are left unsolved because of insufficient staffing and unfilled shifts. He explained that the CRU is the heart of the policing team. It identifies problems and develops resolutions; 4 officers is the minimum number needed to be effective. One more is needed so that if one is out there are still two teams, but this position would be on a rotational basis and be a 'career development' position.

Discussion followed regarding prioritization of filling in slots, School Resource Officers, budget issues, overtime and staffing.

Finance Director Tim Wood reviewed officer costs noting that the base for an officer runs between $100,000 and $120,000 annually. With 5 additional officers the cost would be about $500,000 to $600,000 which would cover the officer only, not gear, vehicle, computer and possible administrative support. Base cost per utility bill would be $10-$11 per year per utility bill to fund one officer which is under $2 per utility bill or $7-$8 per dwelling per year if looking at residential dwellings. It would be $40 per year to fund all five. In addition to this, gearing would cost $5,000-$7,000 with $100,000 for vehicles and cost of another bike. The revenue stream generated by another traffic officer was not taken into account. Mr. Wood added that staffing costs are not static so some sort of escalation clause would need to be built in.

City Manager Chris Eppley explained how escalating costs of insurance and PERS rate increases impact the ability of the City to add additional police officers. Therefore, if additional staffing is desired, Council will need to have serious discussions with the community because the current General Fund cannot support these positions.

Mr. Wood explained that typically the main revenue sources for the General Fund increase 0% to 4% a year; payroll costs typically increase 3% to 7% in any given year, so there is not enough leverage to support another employee. Typical revenue supporting the General Fund is property taxes, franchise fees and intergovernmental taxes.

Mr. Eppley explained that the Police Department currently consumes about 140% of property taxes. They make up about 80% of the costs in the General Fund and about 90% of those are personnel.

Discussion followed regarding funding options, low income assistance programs, marijuana tax income, system development charges, transient occupancy tax, volunteers, and computer forensics.

Mayor Clark noted that the other major department funded through the General Fund is Parks but this is not a discussion of Police vs. Parks. Both are livability issues; parks are essential for health and well-being and reducing crime. Communities are safer when they have well maintained parks. The question is how to go about paying for services to the community.

Chief Teague added that this is truly a matter of the quality of service that people want from the Police Department. During his three years as chief he has never demanded more police officers; the department does what it can with what it has; contact is made on calls for service and staff provides good customer service; this is truly about providing good quality police work.

Mayor Clark asked Mr. Eppley and Chief Teague to put together a fact sheet for talking points showing what was discussed so that Councilors can talk to people and have accurate facts and help people understand what they have and how they pay for it. She suggested recruiting organizations to engage in this outreach and share the information so that everyone has input on how to move forward and in what manner.

ADJOURNMENT Mayor Clark adjourned the meeting at 6:55 pm.

MAYOR: APPROVED:

Cathy Clark
Cathy Clark

Debbie Lockhart
Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Mark Caillier

~ Absent ~
Councilor #4 – Roland Herrera

Kim Freeman
Councilor #2 – Kim Freeman

Councilor #5 – Amy Ryan

Marlene Parsons
Councilor #3 – Marlene Parsons

Councilor #6 – Bruce Anderson

Minutes approved: September 6, 2016