

TO: Paul Ostrow, Chair Ways and Means Committee
Ways and Means Committee Members

FROM: Gaynell Schandel 

CC: Chief Tim Dolan
Budget Director Heather Johnston
Mayor's Chief of Staff Tina Smith

August 21, 2007

RE: AUGUST UPDATE-MPD BUDGET STATUS

In July of 2007, I reported to your committee the status of our budget. Based on Financial Data from July 18, 2007, the Police Department was projected to be over budget by \$5.5M.

As of August 17, 2007, expenditures in the General Fund (0100) are just over \$5 M above projections. The department will continue to closely monitor the areas of over expenditure.

The reasons for this over expenditures continue to be:

- The overtime is projected to be \$422,248 over budget. This amount fluctuates with each pay period and with new projections.
- Traffic Control Agent fines are above the July collections by \$13,367 but still below projections by nearly \$375,000.
- Police Fine revenue is projected to be lower by \$1.4 M. This is just slightly more than the deficit reported last month.
- Contractual Services continue to be above projections at just over \$3.8M. Hennepin County Jail costs and BIS charges are the major drivers in this cost. Items paid as of 6/18/2007 include:

Shot Spotter	\$177,205
Safety Cameras	126,655
CAD upgrade	706,020
Phones	15,640
<u>ITS Services</u>	<u>36,970</u>
TOTAL	\$1,062,490

At last month's report members of the committee asked for updates about the use of Budgetary Leave and overtime. Detailed information on both of those items is attached.

MINNEAPOLIS POLICE DEPARTMENT

8/15/2007

WORKING DOCUMENT FOR BIWEEKLY BUDGET MEETINGS - GENERAL FUND 2007 PROJECTION

59.4% OF YEAR LASPED

40.6% OF YEAR REMAINING

SALARIES	BUDGET CURRENT	YR. TO DATE		AMOUNT REMAINING	PROJECTIONS TO YEAR END	TOTAL ACTUAL + PROJECTED	PROJECTIONS
		ACTUAL 59.80%					(OVER) UNDER BUDGET 04-Aug-07
Regular	\$ 65,367,370	\$ 37,955,967	\$ 27,411,403	\$ 27,790,389	\$ 65,746,356	\$ (378,986)	
Semi Annual Comp/Pay Off	174,587	17,079	157,508	599,765	616,844	(442,257)	
Vacation Pay Off	161,450	74,483	86,967	127,817	202,300	(40,850)	
Sick Leave Pay Off	293,762	3,320	290,442	381,732	385,052	(91,290)	
Overtime	2,374,553	1,734,534	640,019	1,062,267	2,796,801	(422,248)	
Buyback	1,143,905	324,918	818,987	818,987	1,143,905	-	
Total Salaries	69,515,627	40,110,299.98	29,405,327	30,780,958	70,891,258	(1,375,631)	
Fringe	21,001,732	12,388,055	8,613,677	8,459,046	20,847,102	154,630	
Contractual Services	13,996,163	9,963,028	4,033,135	7,904,477	17,867,505	(3,871,342)	
Other operating	8,046,863	5,001,431	3,045,432	3,045,432	8,046,863	-	
Equipment	285,684	14,747	270,937	270,937	285,684	-	
Subtotal Non Salary & Fringe	22,328,710	14,979,207	7,349,503	11,220,845	26,200,052	(3,871,342)	
Percentage Spent - Non salary		67%					
Total	\$ 112,846,069	\$ 67,477,562	\$ 45,368,507	\$ 50,460,849	\$ 117,938,411	\$ (5,092,342)	

Salary & Fringe projections based on current payroll. The percentage fringe of 14.21% has not been applied to payoffs, overtime and buyback and the estimate may be understated. Semi Annual Comp, Vacation pay off, Sick leave payoff, Overtime, Contractual, and Other Operating "Total Actual & Projected" column assume the 2006 actual less less one time expenses - plus BIS on going maintenance for shotspotter & cameras, CAD Hamilton School, replacement MDC, and balance owed for cameras, shotspotter & amo.

\$1 M for technology is not in the 2007 Police operating budget. It is in a capital budget.

\$1M capital project money for technogoly will be spent.

Current and average FTE based on the actual number of regular hours paid - not on the number of filled positions.

Authorized FTE	1,062.00
Average Year to Date FTE	1,046.28
Average Unfill FTE to Date	15.72

Average FTE on payroll ending 8/4/07 1,051.85

\$1M has been added to the projections for the performance pay.

\$600 K has been added to the projections for the 10/07 contract increase.

Overtime projected based on current payroll

2007 DETAIL OF CURRENT PROJECTED OVERAGE - DRAFT	
(In Thousands)	
As Payroll ending 08/4/07	
	Projected
Regular Salaries w FB - projection based on current payroll	\$ (224)
Semi Annual Comp, Vac & SL Payoff	(574)
Overtime	(422)
Contractual Services	
CAD	(662)
Shotspotter	(270)
Cameras	(89)
BIS maintenance shotspotter & cameras	(121)
Hamilton School Revised on 7/12/07 from \$758K to \$358K	(358)
Jail - increased on 3/17 for \$620K to \$1,000K	(1,000)
CRM	(237)
Miscellaneous overage based on 2006 actual	(106)
Juvenile	(300)
Phones	(413)
ITS services	(315)
	(3,871)
Total Projected Overage	\$ (5,092)
OT on the current PR is \$52K more than the previous PR, increasing the OT overage to \$687K when projected for the 12.6 pay periods left in the year.	
Adjusted Hamilton School down to actual as 7/9/07 \$358K spent - \$500K paid from capital	

Memorandum

To: Council Member Paul Ostrow, Chair Ways and Means Committee
CC: Members of the Committee
From: Gaynell Schandel, Minneapolis Police Department 
Date: 8/21/2007
Re: Historical Information on the Police Department's use of budgetary leave

At your committee meeting on July 30, 2007, Council Members Schiff and Hodges had questions about the use of budgetary leave within the police department. Since that meeting I have had an opportunity to speak with Assistant Chief Lubinski about how budgetary leave is used in the department. She explained to me that the leave is requested and granted with enough advance notice so that overtime will not be needed. According to the contract, these leaves are "intermittent budgetary leaves without binding commitment," which means the department can decline a request if it means we will run short of resources in a particular position.

Here is the history use of budgetary leave by sworn staff and the impact this leave has had on the budget.

Year	1-49 hours	50-99 hours	100-499 hours	500 + hours	Total Savings
2004	8	4	6	4	\$158,537
2005	3		11	7	\$425,779

The leaves requested for 2007 show a savings of just over \$26,000. Of those requests only three are from patrol officers.

Civilian budgetary leaves for 2004, 2005 and 2007 saved \$86,650, \$74,623 and \$15,000 respectively.

Budgetary leaves were not encouraged in 2006.

YTD Overtime Hours by Overtime Activity

Overtime Activity	2005 Total (12/26/04 - 6/25/05)		2006 Total (12/25/05 - 6/24/06)		Change in %	2007 Total (12/24/06 - 06/23/07)		Change in %
	TOTAL	% of Total	TOTAL	% of Total		TOTAL	% of Total	
Case Management								
Administration	1,003	5%	1,213	5%	0%	555	2%	-3%
Crime Scene Processing	343	2%	515	2%	0%	415	2%	0%
Interviews	836	4%	1,363	5%	1%	1,186	5%	-1%
Investigation	13,559	68%	16,548	66%	-2%	18,158	74%	8%
Search Warrant	2,958	15%	3,688	15%	0%	1,971	8%	-7%
Surveillance	1,271	6%	1,868	7%	1%	2,384	10%	2%
Sub-total	19,970		25,195			24,669		
Case Management Total	19,970	33%	25,195	26%	-6%	24,669	33%	6%
Community Relations								
Community Meetings	998	68%	1,218	37%	-31%	397	75%	37%
Community Project	314	22%	1,611	50%	28%	55	10%	-39%
Public Info Officer Call Out	0	0%	319	10%	10%	22	4%	-6%
Speaking Engagements	145	10%	105	3%	-7%	58	11%	8%
Sub-total	1,457		3,252			532		
Community Relations Total	1,457	2%	3,252	3%	1%	532	1%	-3%
Court								
Attorney General								
Did not testify	57	69%	69	95%	26%	64	50%	-45%
Testified	26	31%	4	5%	-26%	65	50%	45%
Sub-total	83		73			129		
District								
Administration	144	4%	174	5%	2%	4	0%	-5%
Civil Case	121	3%	32	1%	-2%	32	1%	0%
Did not testify	400	10%	499	15%	5%	387	10%	-6%
Standby	2,411	62%	1,983	60%	-3%	2,494	62%	2%
Testified	788	20%	624	19%	-2%	856	21%	2%
Trial Prep	0	0%	0	0%	0%	279	7%	7%
Sub-total	3,864		3,313			4,051		
Federal								
Administration	69	11%	25	12%	1%	8	0%	-11%
Civil Case	287	45%	94	44%	0%	51	1%	-43%
Did not testify	122	19%	11	5%	-14%	33	1%	-4%
Standby	49	8%	26	12%	4%	3	0%	-12%
Testified	115	18%	57	27%	9%	64	2%	-25%
Trial Prep	0	0%	0	0%	0%	44	1%	1%
Sub-total	642		212			204		
Municipal								
Administration	54	2%	46	2%	0%	23	1%	-1%
Civil Case	159	5%	159	6%	1%	183	5%	-1%
Did not testify	787	23%	240	9%	-14%	309	8%	-1%
Standby	1,928	56%	2,075	75%	19%	2,745	68%	-7%
Testified	520	15%	265	9%	-6%	362	9%	-1%
Trial Prep		0%	0	0%	0%	110	3%	3%
Sub-total	3,448		2,785			3,731		
Court Total	8,037	13%	6,383	7%	-6%	8,115	11%	4%

Department Operations								
40 hour Work Week	0	0%	18	0%	0%	0	0%	0%
Administration	452	4%	368	1%	-3%	10	0%	-1%
Committee meeting	230	2%	1,395	4%	2%	238	1%	-3%
CRA	729	7%	367	1%	-6%	197	1%	0%
Holiday pay	1,819	18%	3,315	10%	-8%	2,291	14%	5%
Homicide On Call	0	0%	453	1%	1%	1,416	9%	8%
IAU	321	3%	292	1%	-2%	131	1%	0%
ISAC	0	0%	42	0%	0%	55	0%	0%
Meetings / Shift / Staff / Team / Mtd Patrol	1,629	16%	2,099	6%	-10%	1,402	9%	3%
MOU Comp Time	0	0%	2,853	8%	8%	0	0%	-8%
MPHA Janitorial Svcs	0	0%	18	0%	0%	306	2%	2%
Off duty arrest	265	3%	233	1%	-2%	245	2%	1%
On Call	296	3%	238	1%	-2%	4	0%	-1%
Other	2,567	25%	6,345	18%	-7%	3,604	23%	4%
OT Per Federation Agreement	0	0%	3,079	9%	9%	1,488	9%	0%
Public Housing	0	0%	0	0%	0%	57	0%	0%
Recruitment	0	0%	296	1%	1%	304	2%	1%
Saturday Duty	0	0%	136	0%	0%	104	1%	0%
Sgts. Acting as/Watch Comm.	12	0%	362	1%	1%	697	4%	3%
Staffing shortage	1,036	10%	10,561	31%	20%	2,001	13%	-18%
Work load	781	8%	2,127	6%	-2%	1,353	9%	2%
Sub-total	10,137		34,593			15,900		
Department Operations Total	10,137	17%	34,593	36%	20%	15,900	21%	-15%

Details								
Auction	193	5%	249	3%	-1%	218	2%	-1%
CODEFOR	85	2%	16	0%	-2%	0	0%	0%
FTO	267	6%	1,420	19%	13%	4,199	46%	27%
Hazard Material Disposal	267	6%	576	8%	2%	819	9%	1%
Homeland Security	142	3%	1,138	15%	12%	397	4%	-11%
Honor Guard	540	13%	235	3%	-9%	69	1%	-2%
K9 Maintenance/Cleaning	1,743	41%	1,555	21%	-20%	1,984	22%	1%
Mtd Patrol Maintenance	0	0%	101	1%	1%	122	1%	0%
Property Disposal	0	0%	0	0%	0%	6	0%	0%
Other	1,023	24%	2,087	28%	4%	1,374	15%	-13%
U of M Hockey Event	0	0%	22	0%	0%	0	0%	0%
Sub-total	4,260		7,398			9,188		
Details Total	4,260	7%	7,398	8%	1%	9,188	12%	4%

ERU (Members Only)								
Operation 100	730	29%	599	19%	-10%	350	17%	-2%
Other	1,787	71%	2,522	81%	10%	1,660	83%	2%
Sub-total	2,517		3,120			2,010		

ERU Training								
Attending	58	20%	131	23%	4%	26	22%	-1%
Instructions	239	80%	432	77%	-4%	91	78%	1%
Sub-total	297		563			117		

Warrant Service								
Change of Scheduled Hours	272	58%	290	67%	10%	0	#DIV/0!	#DIV/0!
Late Call	201	42%	140	33%	-10%	0	#DIV/0!	#DIV/0!
Sub-total	473		430			0		
ERU Totals	3,287	5%	4,113	4%	-1%	2,127	3%	-1%

Extension of Duty								
Late Arrest	4,581	50%	4,098	47%	-4%	5,591	54%	8%
Late Call	4,508	50%	4,700	53%	4%	4,716	46%	-8%
Sub-total	9,089		8,798			10,307		
Extension of Duty Total	9,089	15%	8,798	9%	-6%	10,307	14%	4%

Shift								
Call Back	446	14%	640	19%	4%	131	7%	-12%
Change of scheduled hours	659	21%	961	28%	7%	471	25%	-3%
Hold over	2,046	65%	1,843	54%	-11%	1,274	68%	14%
Sub-total	3,151		3,444			1,876		
Shift Total	3,151	5%	3,444	4%	-2%	1,876	3%	-1%
Special Events								
Dignitary Protection	201	19%	396	28%	9%	185	37%	9%
Other	713	68%	905	65%	-4%	260	53%	-12%
Parade/Festival	130	12%	70	5%	-7%	49	10%	5%
Protest/Demonstration	0	0%	29	2%	2%	0	0%	-2%
Sub-total	1,044		1,400			493		
Special Events Total	1,044	2%	1,400	1%	0%	493	1%	-1%
Training								
Attending								
Inservice	63	47%	17	5%	-42%	22	20%	15%
Other	70	53%	50	15%	-37%	11	10%	-6%
Pct Level	0	0%	65	20%	20%	34	31%	11%
Preservice	189	142%	195	60%	-82%	44	40%	-20%
Sub-total	133		327			111		
Instructing								
Inservice	115	17%	33	15%	-2%	292	17%	2%
Other	430	63%	128	59%	-4%	15	1%	-58%
Preservice	138	20%	56	26%	6%	1,390	82%	56%
Sub-total	683		216			1,697		
Training Total	816	1%	543	1%	-1%	1,808	2%	2%
Total Department	61,248		95,118		55%	75,013		-21%

% of Increase from previous year
Increase/(Decrease) in hrs
from previous year for same period

55%

-21%

33,870

(20,106)

Hrly Rate \$ 40
\$\$ Cost YTD \$ 2,449,920

\$ 40
\$ 3,804,728

\$ 44
\$ 3,296,801