

CITY OF MARYSVILLE AGENDA BILL

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: 06/13/2022

AGENDA ITEM:																
CSO Position Proposal																
PREPARED BY:	DIRECTOR APPROVAL:															
Chief Erik Scairpon																
DEPARTMENT:																
Police																
ATTACHMENTS:																
Yes																
BUDGET CODE:	AMOUNT: \$480,433.00															
00104 230 511000																
<p>SUMMARY: The Police Department is proposing the hiring of (3) Community Service Officers. We plan to fill these positions before the end of 2022. Moving forward, we will evaluate the success of the expanded CSO program and determine the benefits of requesting additional positions in the 2023-24 budget.</p> <p>The purpose of having more Community Service Officers will assist with the call load for our police patrol officers. CSOs can assist at cold-theft calls, non-injury and non-blocking vehicle accidents, abandoned vehicles, parking issues, and other misdemeanor-related offenses that do not have suspect information. This will allow our police officers to handle more serious emergency calls, and improve service levels and response times. CSOs receive five weeks of on-the-job training. This role will also serve the police department as a potential recruitment pipeline for future police officers.</p> <table border="1"> <thead> <tr> <th><u>2022</u></th> <th>FTE</th> <th>Impact</th> </tr> </thead> <tbody> <tr> <td>Three Community Service Officers to handle high impact, low priority, quality of life calls for service. Authorization to hire three now, with evaluation for an additional two CSOs in 2023, as we evaluate program growth and results.</td> <td align="center">3</td> <td align="center">Additional FTE's</td> </tr> <tr> <td>Two CSO Response Vehicles (\$68,000 each)</td> <td align="center">2</td> <td></td> </tr> <tr> <td>Two Mobile Data Computers (\$4020 each to start and \$855 ongoing)</td> <td align="center">2</td> <td></td> </tr> <tr> <td>Three Mobile Radios (\$9000 each)</td> <td align="center">3</td> <td></td> </tr> </tbody> </table> <p>Each CSO would cost \$103,131 annually to support salary and benefits using the fully-loaded estimate. The initial startup cost for all major equipment (two vehicles, two computers, and two radios) for three new employees is \$480,433.00; with a commitment to ongoing salary, benefits, and equipment support.</p> <p>See attached cost impact estimates provided by finance and job description with calls for service analysis supplied by staff.</p>		<u>2022</u>	FTE	Impact	Three Community Service Officers to handle high impact, low priority, quality of life calls for service. Authorization to hire three now, with evaluation for an additional two CSOs in 2023, as we evaluate program growth and results.	3	Additional FTE's	Two CSO Response Vehicles (\$68,000 each)	2		Two Mobile Data Computers (\$4020 each to start and \$855 ongoing)	2		Three Mobile Radios (\$9000 each)	3	
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RECOMMENDED MOTION: Approve the mayor to authorize the hiring of three additional (FTE) Community Service Officers for \$480,433.00 with a commitment to ongoing salary, benefits, and equipment to improve service levels and response times for public safety.

2022 New Hire Cost Impact Sheet - Community Service Officer

Enter on in the yellow squares

			2023	2024	2025	2026	2027
Salary Base	<u>Pay Code</u>	<u>Step</u>	0	60,804			
Total Salaries			60,804	63,844	67,036	70,388	73,908
FICA	521000		4,652	4,884	5,128	5,385	5,654
PERS	522000		7,059	7,412	7,783	8,172	8,581
Benefits							
Medical			22,050	23,153	24,311	25,526	26,802
Dental			1,958	2,056	2,159	2,267	2,380
Vision			416	437	459	482	506
Total Medical Benefit	523000		24,425	25,646	26,928	28,275	29,688
L&I (see below)	524000		2,368	2,510	2,660	2,820	2,989
UCI	525000		122	128	134	141	148
FPML	525100		202	202	202	202	202
Supplies	531000		1,000				
Small Tools	535000		2,500				
Total Benefits			42,327	40,782	42,836	44,994	47,262
Total Overhead			-	-	-	-	-
Office Supplies	531			-	-	-	-
Training	549			-	-	-	-
Phones - Land Line	542			-	-	-	-
Workstation	535			-	-	-	-
Computer	535						
IS Allocation - PC	599						
TOTAL ON-GOING COSTS			103,131	104,626	109,872	115,382	121,169



Community Services Officer





Community Services Officer

Essential Duties & Responsibilities

Other duties may be assigned as needed.

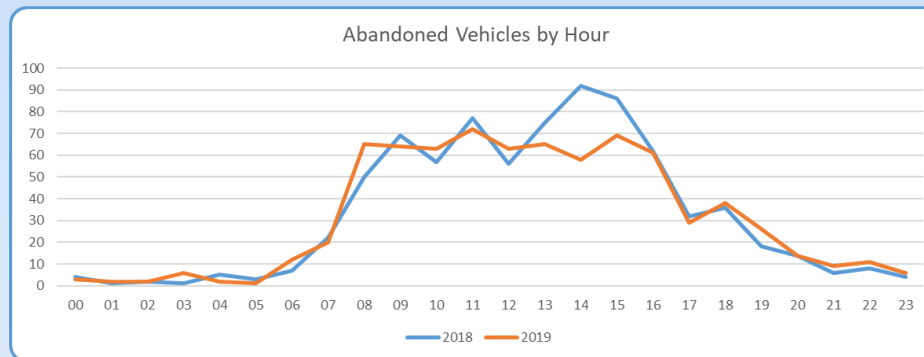
1. Enforces municipal ordinances and other regulations related to **animal control**, including patrolling city to detect loose animals, impounding them or issuing citations or warnings to owners; responding to and investigating complaints relating to leash law violations, and vicious, lost, stray, injured, abused or deceased animals; maintains the temporary animal holding area; and transports sick animals to the veterinarian.
2. Enforces municipal codes and other regulations related to **parking control**, including responding to complaints and violations; handling calls for service, as dispatched; **remove blocking disabled vehicles from the roadway**; and reports and **processes abandoned vehicles** for removal.
3. Collects information and writes reports regarding **misdemeanor violations**, specifically **vandalism/malicious mischief** or **theft**, that are not in progress and have no suspect information or evidence identifying a suspect.
4. Testifies in court as required.
5. Reports traffic signs down, missing, or vandalized to dispatch center.
6. Prepares, maintains, and updates files, reports, and other records related to assigned duties.
7. Assists Police Officers at traffic collision scenes.
8. Handles civil non-injury **non-blocking collisions**.
9. Processes **found property**.
10. Performs special assignments such as community education to schools and service groups or a juvenile bike program.





“Abandoned Vehicle” Calls for Service

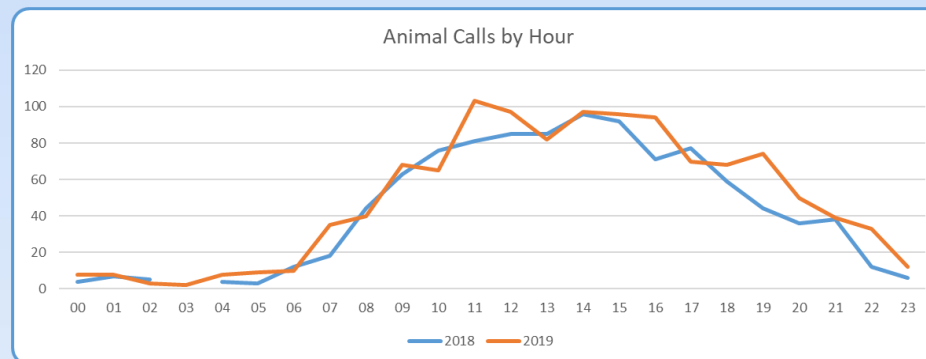
	2018	2019
Total Abandoned Vehicle Calls	787	761
Vasconi	134 (17.03%)	130 (17.08%)
Patrol	653 (82.97%)	631 (82.92%)





“Animal” Calls for Service

	2018	2019
Total Animal Calls	1018	1171
Vasconi	185 (18.17%)	199 (16.99%)
Patrol	833 (81.83%)	972 (83.01%)





“Non-Blocking Collisions” Calls for Service

	2018	2019
Total Non-Blocking Collision Calls	70	86
Vasconi	0 (00.00%)	0 (00.00%)
Patrol	70 (100.00%)	86 (100.00%)
Vasconi assists in blocking collisions	23	25





“Malicious Mischief” Calls for Service Online Reporting

	2018	2019
Total Mal Mis (Online Reporting) Calls	25	27
Vasconi	0 (00.00%)	0 (00.00%)
Patrol	0 (00.00%)	0 (00.00%)





“Malicious Mischief” Calls for Service and “Malicious Mischief” Cases

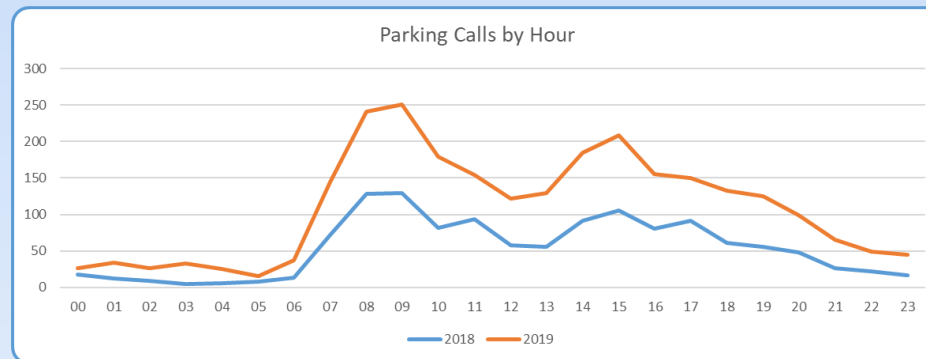
	2018	2019
Total Mal Mis Calls for Service	430	472
Vasconi	3 (0.70%)	4 (0.93%)
Total Mal Mis – Misdemeanor Cases	174	183
No Suspect Data	122	129





“Parking” Calls for Service

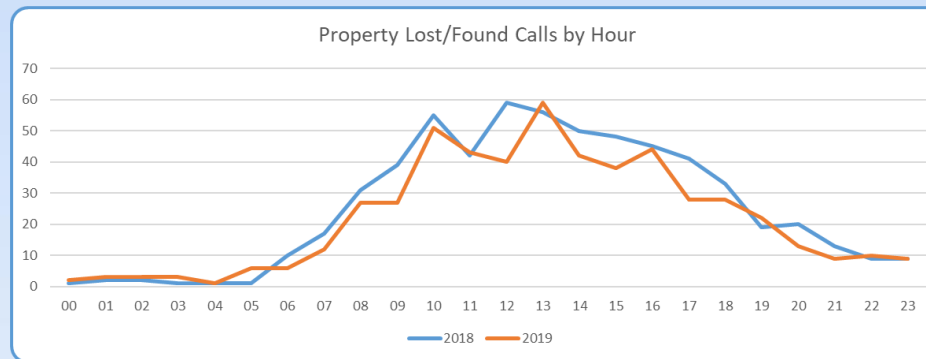
	2018	2019
Total Parking Calls	1288	1342
Vasconi	254 (19.72%)	192 (14.31%)
Patrol	1034 (80.28%)	1150 (85.69%)





“Property Lost/Found” Calls for Service

	2018	2019
Total Property Lost/Found Calls	604	526
Vasconi	45 (7.45%)	67 (12.74%)
Patrol	559 (92.55%)	457 (86.88%)





“Theft” Calls for Service Online Reporting

	2018	2019
Total Theft (Online Reporting) Calls	103	83
Vasconi	0 (00.00%)	0 (00.00%)
Patrol	0 (00.00%)	0 (00.00%)





“Theft” Calls for Service and “Theft – Misdemeanor” Cases

	2018	2019
Total Theft Calls	2414	2158
Vasconi	8 (0.33%)	7 (0.32%)
Total Theft – Misdemeanor Cases	675	641
No Suspect Data	199	56





CSO-related Calls for Service 2018-2019

CSO-related Calls	2018	2019	Grand Total
Abandoned Vehicle	787	761	1548
Animal	1018	1171	2189
Collision	70	86	156
Malicious Mischief *	25	27	52
Parking	1288	1342	2630
Property Lost/Found	604	526	1130
Theft *	103	83	186
Grand Total	3895	3996	7891

