City of Long Beach
Working Together to Serve

Memorandum

Date: August 20, 2019

To: Patrick H. West, City Manager

From: John Gross, Director of Financial Management

For: Mayor and Members of the City Council

Subject: **Response to Questions from the August 13, 2019 City Council Budget Hearing**

During the Budget Hearing held on August 13, 2019, the Police, Fire, and Parks, Recreation, and Marine Departments provided presentations on their Departments' Proposed FY 20 Budgets. This memorandum provides responses to questions raised by members of the City Council during that time that were not fully addressed on the floor or need further clarification.

1. **In the Police Department, what accounts for a reduction of 4 Special Services Officer III positions in the FY 20 budget?**

   The FY 20 budget includes the following: eliminating two vacant Special Services Officer III positions from the Jail Division Transport Unit as part of organizational efficiencies; one Special Services Officer III is upgraded to a Special Services Officer IV in the Marine Patrol Division to provide supervisory coverage; and, the fourth Special Services Officer III is a vacant position being upgraded to a Programmer IV for the Justice Lab.

2. **Why is it critical for the Police Department to have 9 positions added in the FY 20 budget related to addressing State mandates and the Body Worn Camera program?**

   Two key California legislation items were enacted as of January 1, 2019. Senate Bill (SB) 1421 (effective as of January 1, 2019) and Assembly Bill (AB) 748 (effective as of July 1, 2019) were passed to increase police transparency. Both bills require the release of body worn camera (BWC) footage in addition to police audio files and document files, which must be reviewed and redacted before release to the requestor. Neither bill allocated funding to local law enforcement agencies to fund these additional mandates.

   To comply with these State mandates, the Police Department is requesting to add 9.0 civilian FTEs. The additional personnel are required to support response to requests, searching, reviewing, extracting, and redacting BWC footage, police audio files, and document files.

   The Police Department currently has several hundred cases that qualify for release under these bills and are being requested via the California Public Records Act (CPRA) process. BWC footage accumulated during the Department's previous BWC pilot programs also qualify for release and are pending review and redaction. As the Department looks ahead into future years, deployment of 875 cameras will produce 60,000 new hours of video footage each year. Since these laws have been enacted, there has been an increase in CPRA requests from the media, academics, advocacy groups, authors, defense and civil rights attorneys, and arrestees/defendants. State law allows jurisdictions to charge a fee to recover the costs associated with producing electronic data. Staff is proposing a cost-recovery fee as part of the Proposed FY 20 Budget, Master Fee and Charges Schedule.

The Police Department has redirected existing sworn and civilian staff from normal job functions to address the backlog of CPRA requests. Most notably, sworn officers who are injured and assigned to temporary transitional duty have been assisting with these duties. This has served as a temporary solution to addressing the increase of CPRA requests due to SB 1421 and AB 748 while the FY 20 budget plan is being deliberated. However, these sworn officers require significant training to perform the review, redaction, and extraction of police video, audio, and document files. This has been found to be an inefficient solution given that sworn officers return to their full-duty assignment and newly injured officers must be re-trained on review, redaction, and extraction standards.

Peer law enforcement agencies in the region have been sued due to systematic failure to comply with CPRA. The addition of 9.0 civilian FTEs addresses the backlog of CPRA requests and is a priority in the effort to avoid lawsuits experienced by peer agencies and reduce significant financial liability.

The following illustrates how the 9.0 civilian FTEs will support this effort and potentially reduce financial liability due to lawsuits:

- 5 Clerk Typist IIIs: Will be responsible for ensuring that video, audio, and document files are categorized, stored, and archived correctly. It is estimated that video redaction will be the most labor-intensive activity. Redacting six minutes of video footage requires one hour of staff labor. The five Clerk Typists will have capacity to edit 1,716 hours of video footage in one year. Under the pilot program, there have been 15,728 hours of total video accumulated and the Department projects accumulating 60,000 hours of video each year.

- 2 Assistant Administrative Analysts: One Analyst will review and/or assist with redactions. If assisting with editing, one Assistant Administrative Analyst can edit 346 hours per year if redaction was his or her only job. The second Analyst will ensure BWC are functioning properly and provide police officer support.

- 1 Administrative Analyst: Will review and finalize camera footage, audio files, and document files for release.

- 1 Records Administrator: Will coordinate with the City Attorney, the City Manager, and Chief of Police on all video, audio, and document file release. Will manage vendor contracts and ensure quality control of released files.

For more information on the details regarding SB 1421, AB 748, and the backlog of CPRA requests, please refer to the August 19, 2019 memorandum prepared by the Police Department.

3. **How much would it cost for the Police Department to provide Quality of Life Team services to cover weekends?**

If the City wanted to have Quality of Life (QOL) Team services available over the weekend, the Police Department recommends adding a QOL Police Officer at each of the four Patrol Divisions to cover weekends citywide. This would cost approximately $793,801 to the General

Fund. Unlike other police services, staffing long-term QOL Officers requires specialized training and consistent staffing to develop relationships with individuals experiencing homelessness. While overtime may be a short-term solution, it is not a sustainable option to provide additional staffing on weekends. It is optimal to add additional QOL officers to augment weekday service.

Additionally, for QOL services to be effective over the weekend, QOL Officers would require access to public health resources within the homeless care system, such as the Multi-Service Center (MSC), which includes all our nonprofit partners. Opening the MSC on Saturdays and Sundays would cost an additional $1 million to $1.4 million in the General Fund. This does not factor in other homeless service providers throughout the City that may be closed over the weekends.

4. **Can the City enter into an agreement with Department of Water and Power (DWP) and Caltrans to provide quality of life support and enforcement in our waterways?**

   A report detailing the options available to the City will be returned within 120 days.

5. **Provide an update on trash cans in the City.**

   Information will be provided in memo follow up on any questions from the August 20, 2019 Budget Hearings.

6. **What are the available options to take steps toward moving Tideland Fund dollars to the Police Department to bolster enforcement for beachfront related issues or add additional funds for Trash Cans?**

   As part of the Proposed FY 20 Budget, a total of $2.6 million was allocated for Tidelands Capital Projects. If the Council would like to add new priorities, $200,000 could be reallocated for higher priority uses as outlined below.

Tidelands Capital Projects	FY 20 Proposed Amount	Proposed New Amount	Change
Available for New Priorities	-	200,000	200,000
Convention Center	500,000	500,000	-
Tidelands Critical Facilities	450,000	500,000	50,000
Colorado Lagoon Playground	400,000	350,000	(50,000)
Painting - Various Public Facilities	150,000	-	(150,000)
Naples Seawall Repairs	500,000	500,000	-
Alamitos Bay Pump Design	200,000	200,000	-
Marina Boat Storage Improvements	200,000	200,000	-
Wayfinding Signs	200,000	150,000	(50,000)
Total	2,600,000	2,600,000	-

7. Provide information on the Be S.A.F.E. program in the FY 20 Proposed budget.

The Be S.A.F.E. Program (Program) operated by the Parks, Recreation, and Marine Department started in FY 13 as a violence prevention measure, extending supervised hours and recreation programming at selected parks, using resources allocated from City Council District one-time funds. The Program offers three hours of additional programming each evening to help engage youth and families in positive, safe activities during the ten weeks of extended summer daylight hours. The programming includes sports, games, tournaments, recreation and fitness activities, and a wide range of enrichment opportunities.

Currently, the Program is offered at 11 park sites, operating Monday through Friday, from 5:00 p.m. to 8:00 p.m. Total participation for the summer is projected to be 28,830. Participation estimates for each site are provided in the chart below.

FY 19 Be S.A.F.E. Program Participation		
Council District	**Park**	**Estimate**
1	Drake	6,548
1	Seaside	4,236
2	Bixby	1,851
4	Orizaba	1,911
5	Pan American	1,153
6	King	2,019
7	Admiral Kidd	2,913
7	Silverado	2,149
8	Scherer	1,633
9	Houghton	1,687
9	Ramona	2,730
	TOTAL	***28,830***

Current funding includes a structural budget of $80,000 to support three sites and overall Program coordination/administration ($8,000), and $192,000 in one-time funding for the additional eight sites. Each site costs $24,000 to operate. The FY 20 Proposed Budget does not include the $192,000 of one-time funding, which currently supports eight additional sites.

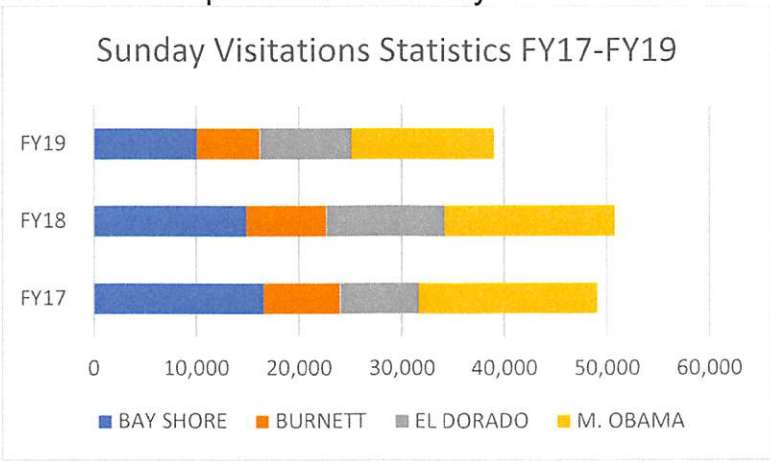
The Program is offered in some of the most densely-populated, park-poor neighborhoods of the City. Long Beach parks are seen as the "backyard" and safe haven for many families. Keeping parks open later during the summer provides a positive public safety impact for vulnerable communities. As often witnessed by staff, many participants are no longer just "hanging out," but are now engaged in positive activities, meeting neighbors, and becoming part of their community. Additionally, the Program has been a source of employment for local youth. The Department has hired several seasonal staff from within the community surrounding each Program site.

Each year, staff has worked to improve the free program offerings to the community. For example, through support from the Port of Long Beach, the Program provides additional free "Movies in the Park" events at each site. Some sites have enjoyed the free community concerts, a field trip to Los Cerritos Wetlands, and special Family Nights with activities designed to be enjoyed together such as cooking, DIY projects, talent shows, and luaus. A

particularly popular activity this summer has been Mad Science, a science enrichment offering with workshops and a mobile aquarium.

8. Provide visitation data on Bay Shore, Burnett, El Dorado, and Michelle Obama Libraries that have Sunday library hours.

Currently, there are four libraries that are open on Sundays for four hours (half-days) – Bay Shore, Burnett, El Dorado, and Michelle Obama Libraries. The chart below shows the data on Sunday visitations at these libraries from FY 17 through FY 19. When standardized for open hours, these visitations are comparable to other days of the week.



	FY17 (49 WEEKS, EL DORADO - 40 WEEKS)	AVERAGE PER DAY	FY18 (50 WEEKS)	AVERAGE PER DAY	FY19 (44 WEEKS)	AVERAGE PER DAY
BAY SHORE	16,616	339	14,950	299	10,144	231
BURNETT	7,480	153	7,812	156	6,125	139
EL DORADO	7,592	190	11,462	229	8,896	202
M. OBAMA	17,479	357	16,633	333	13,923	316

The annual cost to fund Sunday library hours on overtime is $268,000. In FY 19, one-time General Fund support of $180,000 was allocated to provide partial funding for Sunday library hours using year-end funds available.

If you have any questions, please contact Budget Manager Grace Yoon at (562) 570-6408.

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CC: CHARLES PARKIN, CITY ATTORNEY
LAURA L. DOUD, CITY AUDITOR
TOM MODICA, ASSISTANT CITY MANAGER
KEVIN J. JACKSON, DEPUTY CITY MANAGER
REBECCA G. GARNER, ADMINISTRATIVE DEPUTY TO THE CITY MANAGER
GRACE H. YOON, BUDGET MANAGER
DEPARTMENT HEADS