

Christal Weber

From: Stephen Arbo
Sent: Tuesday, April 2, 2019 10:01 PM
To: CityCouncil
Cc: Travis Forbes; Dan Manley; Christal Weber; Kelly Elliott; Bette Wordelman; Rick Gentry; Steve Marsh
Subject: Dispatching Operations and Police Station Studies

Mayor and City Council,

After the implementation of the FY 2018/19 budget year (July 1, 2019), we became aware of the impact of our assessed valuation growth and its impact to our debt finance levy rate. As city staff has presented to the City Council, it is important to garner voter support for additional capital debt in calendar year 2019 to maintain our current levy rate. One potential capital project that is under consideration by the City Council is an enhancement of the existing Police Headquarters Building. We think there we can use the space within the building more efficiently for our administrative and operation staff, both in the Police Department and Municipal Court system. In addition to redesigning the work areas, a new entrance design would help create a higher degree of safety for our building occupants. To determine the potential cost of these improvements, we conducted a Request for Proposal (RFP) process and awarded a Space Needs Study for the Police Station to TraenorHL – Kansas City for \$47,500. This study is near completion and will be used to provide clarity regarding the potential improvements and costs associated with this project. The TraenorHL report will be helpful as we proceed with our consideration of the Police Building Improvements as a potential “no-tax increase debt levy” project.

The award of this contract has consumed most of the \$60,000 assigned to the “performance audit” consulting services budget for FY 18/19. At this time, I am also working with our Fire Department, Police Department, and procurement services division to create a RFP document for our Public Safety Dispatching Operations. The scope of the review would include an operational study on both, the Police Department and Fire Department dispatching operations. We seek information and recommendations regarding the fiscal impact of the seven agencies who have contracted with the City of Lee's Summit for Fire Department dispatching. We need to determine if there is a benefit to retain our service to these agencies or if the marginal capacity being consumed of our Fire /EMS dispatching center should be assigned to the City of Lee's Summit patrons. Specific recommendations on how to deal with the agencies and what additional personnel resources are needed to support our Fire / EMS dispatching center will be the key focus of the study.

As we are looking at the Police Department Headquarter space modifications, it is a good opportunity determine what benefits, if any, may result from placing both the Fire Dispatchers and Police Dispatchers at the Police Department Headquarters. The purpose is to create a better work environment for all dispatchers, create job equity in how both of these dispatching groups are managed, and to enhance our dispatching resiliency during high demand periods. There are benefits in having dispatchers trained specifically for fire / EMS and dispatchers trained specifically for police services. The study will assume our operations will remain with dispatching experts distinctly assigned to each of these individual departments.

I am anticipating the expense for the dispatching analysis will exceed the remaining balance (\$12,500) assigned for the FY 18/19 “performance audit”. We are working on the scope of work document right now for the dispatching study. Hopefully it will be completed by late April. It is my intention to review the written scope with the Public Safety Advisory Board and the full City Council prior to releasing the request. It is important to address any concerns regarding the study and its purpose prior soliciting

responses. We will have a better ability to estimate the cost of the dispatching study after completing our conversations relating to the scope.

In April 2017, I advised the City Council of our intention to conduct a “performance audit” on our internal services charges assigned to each department and our “replacement fund” charges (i.e. Vehicle Equipment Replacement Fund – VERP, Building Replacement Fund – BRP, Equipment Replacement Fund – (ERP). \$60,000 was assigned in the Administration’s “Other Supply and Services” account in the FY 2018/19 General Fund Operating Budget to conduct these audits. Although the Internal Services Charge review and the Replacement Fund review would be helpful to improve our internal charges to operating departments, I think the redesign of the Police Department Headquarters and the Dispatching Operations analysis is impactful to our citizens. We know that public safety response is a high priority to our community. I will be seeking your support as we move forward on these matters. It is possible that I will be recommending the performance audit for the internal service and equipment replacement charges for the FY 19/20 operational budget.

Thank you.

Yours Truly,

Stephen Arbo | City Manager

220 SE Green Street | Lee's Summit, MO 64063

816.969.1023 | cityofLS.net | Stephen.Arbo@cityofls.net

