



SPECIAL COMMITTEE OF THE WHOLE – STUDY SESSION
OF THE CITY COUNCIL
OF THE CITY OF STREATOR
204 S. BLOOMINGTON STREET
STREATOR, ILLINOIS 61364

THURSDAY, OCTOBER 4, 2018
3:00 P.M.

CALL TO ORDER

ROLL CALL

PUBLIC COMMENTS

NEW BUSINESS

- 1. FOSTER & FOSTER PRESENTATION OF PENSION STRATEGIES.**
- 2. USE OF COMMUNITY SERVICE OFFICER (CSO'S).**

ADJOURNMENT

NOTE: Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's office at (815) 672-2517, 24 hours prior to the meeting. Staff will be pleased to make the necessary arrangements.

September 28, 2018

TO: Mayor & City Council

FROM: Scot Wrighton, City Manager



RE: Special City Council Study Session (Committee-of-the-Whole)

A Special Study Session will be convened in the City Hall Council Chambers on Thursday, October 4, 2018, at 3:00 pm. This special session is in addition to the regularly scheduled October Study Session, planned for Tuesday, October 9. An agenda and background documents for the special study session are attached.

Foster & Foster Presentation of Pension Strategies

Earlier this year, the city of Streator, and both the Streator Fire and Streator Police Pension Boards, agreed to hire Foster & Foster to serve as actuary for the police and fire pension funds. Using the same actuary, it was hoped, would reduce potential disputes about the amount the city should levy each year in property taxes to meet its obligations to each public safety pension fund. The fire and police pension funds have not used the same actuary in the past, but if all parties employed the same actuary, the City Council also hoped that it would be easier to study and agree on Streator's long-term strategies for dealing with unsustainable public safety pensions.

Foster & Foster has completed their analysis, and will make their report at the October 4 Study Session. The report will be presented by Jason Franken. The city's CFO, Wes Levy, will also participate in the presentation. Key elements of Foster & Foster's work product are attached. Of course, council members are free to ask any questions they like, but Wes Levy has asked Foster & Foster to focus on two things: 1) Explaining why the city's police and fire pension costs continue to rise at an unsustainable pace; and 2) Discuss several different strategies for how the city can manage its costs and obligations as it relates to public safety pensions in the future.

In December 2017, the city levied \$1,542,910 for police and fire pensions combined. Based on Foster & Foster's analysis, the property tax levy ordinance council members will enact in December 2018 will need to include \$1,700,119 just for fire and police pensions—an increase of more than ten percent (10%) in a single year. To some extent, the factors contributing to this increase could be partially mitigated in the future. Foster & Foster will cover this topic in their presentation, but this jump is due to several factors: prior period restatements, changes in actuarial calculation methodology, and poor investment returns (especially by the Streator Fire Pension Fund). Because they are so small, **ALL** of the 650+ Downstate police and fire pension funds perform more poorly than IMRF (this is why the IML has proposed that the 650+ local fire and police pension funds be consolidated into a single statewide pension fund). Poor investment returns effectively increase local property taxes.

Use of Community Service Officers (CSOs)

This topic was discussed by the City Council at a previous study session. At that time, the council requested that staff make additional refinements to the proposed CSO job description, provide information about the nature and volume of calls and tasks that could be performed by CSOs, and generally provide more information about how CSO's could be incrementally introduced into city departments as turnover occurs.

As reported on the previous page, the December 2018 property tax levy will mandate that an additional \$157,209 in property taxes above 2017 levels be diverted away from the General Fund in FY 2019 to meet growing public safety pension obligations. Since the City Council has pledged to hold-the-line on property taxes (now for the fourth year in a row), if it keeps a lid on property tax increases for a fifth straight year, it will have to reduce costs in other general governmental functions just to pay for rising fire and police pensions.

Short of a new and large non-tax revenue source, the only significant way municipal governments can reduce the financial strain on taxpayers from fire and police pensions (while still protecting benefits for current employees and retirees) is to reduce the number of people entering these pension plans in the first place. The only way to do this is with outsourced contracting, or mixed/combined staffing—because part-time and outsourced staffs are not required by State Law to participate in high-cost police and fire pensions. Although the city has utilized outsourcing contracts in non-public safety departments to reduce costs in the past, outsourced contracting in public safety departments is *not* proposed at this time. The gradual and increased use of CSOs, however, is recommended.

Our research has found that fire departments with the right mix of combined full-time and part-time staffing are **MORE** likely to have better ISO ratings than exclusively full-time departments, and they often have more robust manpower responses during emergencies because there is a larger pool of available, trained fire personnel. However, a union-authored quirk in State Law gives the local fire union the power to veto a city's use of trained part-time firefighters in the Fire Department. To work around this union barrier, the City Council has authorized the transfer of certain code enforcement duties from the Fire Department to the Community Development Department. This change has not yet been implemented pending required "impact" meetings with the union. An additional 'work-around' would be the deployment of CSOs vested with some historic fire and code-related duties (see the job description), supervised through the Police Department, and updated dispatch protocols that reduce EMS assistance calls.

Every city's use of CSOs is a little different, and CSOs should be deployed in a ways meeting unique needs of the city. Since the city plans to deploy CSOs incrementally as natural turnover occurs, the impact on service delivery will be gradual. The police union has agreed to not obstruct this change so long as we meet with them regularly to discuss operational and staff safety issues that could arise during the transition.

SUMMARY OF REPORT

The regular annual actuarial valuation of the City of Streator Police Pension Fund, performed as of January 1, 2018, has been completed and the results are presented in this Report. The contribution amounts set forth herein are applicable to the plan/fiscal year ended December 31, 2018.

The contribution requirements, compared with those set forth in the January 1, 2017 actuarial report prepared by Timothy W. Sharpe, are as follows:

Valuation Date Applicable to Fiscal Year Ending	1/1/2018 <u>12/31/2018</u>	1/1/2017 <u>12/31/2017</u>
Total Recommended Contribution % of Projected Annual Payroll	\$1,146,797 66.0%	\$1,096,504 61.4%
Member Contributions (Est.) % of Projected Annual Payroll	172,207 9.9%	189,218 10.6%
City Recommended Contribution % of Projected Annual Payroll	974,590 56.1%	907,286 50.8%

As you can see, the Total Recommended Contribution shows an increase when compared to the results determined in the January 1, 2017 actuarial valuation report. The increase is attributable to the natural increase in amortization payments due to the payroll growth assumption as well as unfavorable experience realized by the plan during the year. These increases were offset by assumption changes reflected in the valuation results.

Unfavorable plan experience resulted largely from a sizable adjustment to the beginning of year asset value. This loss was offset by gains from salary increases that were lower than expected.

CHANGES SINCE PRIOR VALUATION

Plan Changes Since Prior Valuation

No plan changes have occurred since the prior valuation.

Actuarial Assumption/Method Changes Since Prior Valuation

Based on the results of the 2017 Department of Insurance experience study, the following assumption changes were made:

- Updated retirement, termination and disability rate tables.
- Updated assumed salary increase rates.
- Updated the percentage of disabilities assumed to be in the line of duty from 70% to 60%.
- Updated the percentage of deaths assumed to be in the line of duty from 5% to 10%.
- Reduced assumed payroll growth rate from 5.50% to 4.50%.

The only method change since the prior valuation was to include administrative expenses in determining the annual contribution to the fund.

COMPARATIVE SUMMARY OF PRINCIPAL VALUATION RESULTS

	New Asmp/Mthd <u>1/1/2018</u>	Old Asmp/Mthd <u>1/1/2018</u>	<u>1/1/2017</u> ¹
A. Participant Data			
Number Included			
Actives	24	24	25
Service Retirees	14	14	15
Beneficiaries	8	8	7
Disability Retirees	3	3	3
Terminated Vested	<u>2</u>	<u>2</u>	<u>1</u>
Total	51	51	51
Total Annual Payroll	\$1,737,713	\$1,737,713	\$1,784,454
Payroll Under Assumed Ret. Age	1,737,713	1,737,713	1,784,454
Annual Rate of Payments to:			
Service Retirees	716,783	716,783	731,088
Beneficiaries	248,678	248,678	207,949
Disability Retirees	95,047	95,047	94,003
Terminated Vested	24,673	24,673	24,673
B. Assets			
Actuarial Value	10,097,620	10,097,620	10,310,864
Market Value	9,990,198	9,990,198	10,075,544
C. Liabilities			
Present Value of Benefits			
Actives			
Retirement Benefits	10,566,633	11,685,692	N/A
Disability Benefits	919,853	1,227,074	N/A
Death Benefits	187,279	176,287	N/A
Vested Benefits	820,642	1,225,259	N/A
Service Retirees	9,634,291	9,634,291	N/A
Beneficiaries	1,876,843	1,876,843	N/A
Disability Retirees	1,318,114	1,318,114	N/A
Terminated Vested	<u>183,923</u>	<u>183,923</u>	<u>N/A</u>
Total	25,507,578	27,327,483	N/A

¹ Values reported for 1/1/2017 are consistent with the report issued by Timothy W. Sharpe.

C. Liabilities - (Continued)	New Asmp/Mthd <u>1/1/2018</u>	Old Asmp/Mthd <u>1/1/2018</u>	<u>1/1/2017</u> ¹
Present Value of Future Salaries	17,196,082	17,884,704	N/A
Present Value of Future Member Contributions	1,704,132	1,772,374	N/A
Normal Cost (Retirement)	290,215	332,430	N/A
Normal Cost (Disability)	53,944	68,178	N/A
Normal Cost (Death)	7,710	6,964	N/A
Normal Cost (Vesting)	<u>40,577</u>	<u>56,248</u>	<u>N/A</u>
Total Normal Cost	392,446	463,820	438,112
Present Value of Future Normal Costs	3,583,236	4,386,022	N/A
Accrued Liability (Retirement)	7,836,710	8,447,465	N/A
Accrued Liability (Disability)	408,929	547,946	N/A
Accrued Liability (Death)	118,417	113,865	N/A
Accrued Liability (Vesting)	547,115	819,014	N/A
Accrued Liability (Inactives)	<u>13,013,171</u>	<u>13,013,171</u>	<u>N/A</u>
Total Actuarial Accrued Liability	21,924,342	22,941,461	22,337,876
Unfunded Actuarial Accrued Liability (UAAL)	11,826,722	12,843,841	12,027,012
Funded Ratio (AVA / AL)	46.1%	44.0%	46.2%

¹ Values reported for 1/1/2017 are consistent with the report issued by Timothy W. Sharpe.

	New Asmp/Mthd <u>1/1/2018</u>	Old Asmp/Mthd <u>1/1/2018</u>	<u>1/1/2017</u> ¹
D. Actuarial Present Value of Accrued Benefits			
Vested Accrued Benefits			
Inactives	13,013,171	13,013,171	N/A
Actives	2,502,136	2,659,460	N/A
Member Contributions	<u>1,713,666</u>	<u>1,713,666</u>	<u>N/A</u>
Total	17,228,973	17,386,297	N/A
Non-vested Accrued Benefits	<u>551,420</u>	<u>581,716</u>	<u>N/A</u>
Total Present Value Accrued Benefits	17,780,393	17,968,013	N/A
Funded Ratio (MVA / PVAB)	56.2%	55.6%	N/A
Increase (Decrease) in Present Value of Accrued Benefits Attributable to:			
Plan Amendments	0	N/A	
Assumption Changes	(187,620)	N/A	
New Accrued Benefits	0	N/A	
Benefits Paid	0	N/A	
Interest	0	N/A	
Other	<u>0</u>	<u>N/A</u>	
Total	(187,620)	N/A	

¹ Values reported for 1/1/2017 are consistent with the report issued by Timothy W. Sharpe.

SUMMARY OF REPORT

The regular annual actuarial valuation of the City of Streator Firefighters' Pension Fund, performed as of January 1, 2018, has been completed and the results are presented in this Report. The contribution amounts set forth herein are applicable to the plan/fiscal year ended December 31, 2018.

The contribution requirements, compared with those set forth in the May 1, 2017 actuarial report prepared by the Illinois Department of Insurance, are as follows:

Valuation Date	1/1/2018	5/1/2017
Applicable to Fiscal Year Ending	<u>12/31/2018</u>	<u>4/30/2018</u>
Total Recommended Contribution	\$1,004,456	\$862,653
% of Projected Annual Payroll	109.3%	98.6%
Member Contributions (Est.)	86,882	87,258
% of Projected Annual Payroll	9.5%	10.0%
City Recommended Contribution	917,574	775,395
% of Projected Annual Payroll	99.8%	88.6%

As you can see, the Total Recommended Contribution shows an increase when compared to the results determined in the May 1, 2017 actuarial valuation report. The increase is attributable to method changes reflected with this valuation along with unfavorable experience realized by the plan during the year.

CHANGES SINCE PRIOR VALUATION

Plan Changes Since Prior Valuation

No plan changes have occurred since the prior valuation.

Actuarial Assumption/Method Changes Since Prior Valuation

There were no assumption changes since the prior valuation.

The following methods were changed since the prior valuation:

- The cost method for funding purposes was changed to use the Entry Age Normal cost method.
- The funding policy was changed to amortize 100% of the Unfunded Accrued Liability.
- The administration expenses have been included to determine the annual contribution to the fund.

COMPARATIVE SUMMARY OF PRINCIPAL VALUATION RESULTS

	New Method <u>1/1/2018</u>	Old Method <u>1/1/2018</u>	<u>5/1/2017</u> ¹
A. Participant Data			
Number Included			
Actives	16	16	15
Service Retirees	11	11	11
Beneficiaries	5	5	6
Disability Retirees	3	3	3
Terminated Vested	<u>1</u>	<u>1</u>	<u>1</u>
Total	36	36	36
Total Annual Payroll	\$918,903	\$918,903	\$874,762
Payroll Under Assumed Ret. Age	918,903	918,903	874,762
Annual Rate of Payments to:			
Service Retirees	506,425	506,425	N/A
Beneficiaries	105,209	105,209	N/A
Disability Retirees	122,011	122,011	N/A
Terminated Vested	0	0	N/A
B. Assets			
Actuarial Value	4,797,281	4,797,281	5,273,677
Market Value	4,391,895	4,391,895	4,704,701
C. Liabilities			
Present Value of Benefits			
Actives			
Retirement Benefits	8,156,307	8,156,307	N/A
Disability Benefits	987,828	987,828	N/A
Death Benefits	188,867	188,867	N/A
Vested Benefits	343,211	343,211	N/A
Service Retirees	6,739,784	6,739,784	N/A
Beneficiaries	1,168,878	1,168,878	N/A
Disability Retirees	1,995,306	1,995,306	N/A
Terminated Vested	<u>10,776</u>	<u>10,776</u>	<u>N/A</u>
Total	19,590,957	19,590,957	N/A

¹ Values reported for 5/1/2017 are consistent with the report issued by the Illinois Department of Insurance.

C. Liabilities - (Continued)	New Method <u>1/1/2018</u>	Old Method <u>1/1/2018</u>	<u>5/1/2017</u> ¹
Present Value of Future Salaries	10,624,214	10,624,214	N/A
Present Value of Future Member Contributions	1,004,519	1,004,519	N/A
Normal Cost (Retirement)	272,347	301,278	N/A
Normal Cost (Disability)	58,326	55,092	N/A
Normal Cost (Death)	11,626	9,909	N/A
Normal Cost (Vesting)	<u>18,020</u>	<u>17,052</u>	<u>N/A</u>
Total Normal Cost	360,319	383,331	358,927
Present Value of Future Normal Costs	3,842,376	4,031,599	N/A
Accrued Liability (Retirement)	5,155,621	4,685,020	N/A
Accrued Liability (Disability)	400,629	610,452	N/A
Accrued Liability (Death)	64,826	112,929	N/A
Accrued Liability (Vesting)	212,761	236,213	N/A
Accrued Liability (Inactives)	<u>9,914,744</u>	<u>9,914,744</u>	<u>N/A</u>
Total Actuarial Accrued Liability	15,748,581	15,559,358	15,434,359
Unfunded Actuarial Accrued Liability (UAAL)	10,951,300	10,762,077	10,160,682
Funded Ratio (AVA / AL)	30.5%	30.8%	34.2%

¹ Values reported for 5/1/2017 are consistent with the report issued by the Illinois Department of Insurance.

	New Method <u>1/1/2018</u>	Old Method <u>1/1/2018</u>	<u>5/1/2017</u> ¹
D. Actuarial Present Value of Accrued Benefits			
Vested Accrued Benefits			
Inactives	9,914,744	9,914,744	N/A
Actives	1,736,287	1,736,287	N/A
Member Contributions	<u>854,221</u>	<u>854,221</u>	<u>N/A</u>
Total	12,505,252	12,505,252	N/A
Non-vested Accrued Benefits	<u>653,641</u>	<u>653,641</u>	<u>N/A</u>
Total Present Value Accrued Benefits	13,158,893	13,158,893	N/A
Funded Ratio (MVA / PVAB)	33.4%	33.4%	N/A
Increase (Decrease) in Present Value of Accrued Benefits Attributable to:			
Plan Amendments	0	N/A	
Assumption Changes	0	N/A	
New Accrued Benefits	0	N/A	
Benefits Paid	0	N/A	
Interest	0	N/A	
Other	<u>0</u>	<u>N/A</u>	
Total	0	N/A	

¹ Values reported for 5/1/2017 are consistent with the report issued by the Illinois Department of Insurance.



Revised: July 18, 2018

POSITION DESCRIPTION

Community Service Officer

Statement of Duties:

Community Service Officers (CSO) are responsible for performing a variety of duties which assist other departments – principally public safety. CSO's provide customer service to citizens, enforce certain city codes, and other non-criminal police related duties, provide patrol and community outreach, non-EMS on-site and in-home assistance to citizens, respond to **non-criminal** complaints, building checks and more. They do not perform tasks legally restricted to Illinois peace officers. They do not carry firearms and have no powers of arrest. **The Community Service Officer is a non-sworn employee of the Streator Police Department and designated as a civilian position.**

Positions Functions:

The essential functions or duties listed below are intended only as illustration of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if work is similar, related, or a logical assignment to the position.

Essential Functions

1. Serves as a "good will ambassador" for **Public Safety in Streator** ~~the Police Department and Fire Departments~~ by providing friendly, helpful customer service to the general public.
2. Enforce certain city codes/ordinances. Convey information and explain violations, be understanding and courteous by listening to other parties and use tact to defuse situations.
3. Conduct special traffic and patrol details as requested.
4. Respond to and/or provide assistance to full-time public safety officers on calls for service. The CSO responds to calls for service, including parking enforcement, lock-outs, animal complaints, motorist assists, lost persons and article reports, private property accident reports, lift assists **and** minor first aid **under the direction of the 9-1-1/EMS medical director**, and other non-criminal calls for service and reports that assist a sworn officer.
5. Provide administrative staff assistance to the Police Department by assisting with the delivery of tickets, **paperwork, or bonds to the Circuit Clerk's Office. Deliver inter-governmental correspondence to and from municipal or county agencies.** **Patrolling parks and other public places, investigating private property accidents where no citations, injuries, or arrests will take place** and other administrative tasks, as needed.

6. Deploy, monitor and retrieve speed trailer and traffic counters as needed for traffic studies and managing traffic.
7. Relay squad cars for maintenance purposes.
8. Maintain cordial public relations with the residential and business communities, as well as other governmental entities to share valuable information, better resolve problems and provide enhanced customer service to the general public.
9. Act as eyes and ears of the Police, Fire and Community Development Departments.
10. Provide fingerprinting service for city employees and the general public.
11. Install smoke detectors.
12. If certified, conduct child safety seat installations and educate the public with such knowledge.
13. Assist disabled motorists, including those locked out of their vehicles.
14. Conduct regular patrols of Travel the community looking for safety hazards, and persons in need of assistance, identify and resolve violations of City codes and regulations.
15. Assist department personnel in sex offender and other registration processes.

Education and Experience

A candidate for this position should have a High School diploma or a GED and up to one (1) year of related work experience in law enforcement, preferably.

Special Requirements

Must be a U.S. citizen aged 18 years or older and possess have a valid "Class D" Illinois driver's license. Be prepared to work flexible hours, weekends holidays, and weekends as needed. Must be able to clearly speak and communicate on police radio system in English, Spanish is a preferred second language. Certified Pulmonary Resuscitation (CPR) and/or first responder certification is preferred but can be provided if the candidate lacks this training. Have the ability to become L.E.A.D.S. certified.

Knowledge, Skills and Abilities

A candidate for this position should have knowledge of the following:

- City codes and ordinances
- Safe driving skills and general State of Illinois traffic laws
- Knowledge of first aid and customer service

Skills in:

- Applying knowledge of local governmental codes and ordinances
- Operating necessary tools for responding to vehicle lock-out and other similar calls
- Use of computers and proficiency in Microsoft Word and Excel
- Radio communication protocols

And the ability to:

- Read and understand codes and ordinances related to streets, parking and non-criminal law enforcement, and other public safety laws.
- Retain information such as radio communication codes, street locations and routes.
- Enforce codes firmly and impartially.
- Establish and maintain courteous interpersonal relations with other employees and the general public.
- Work well under pressure and calmly in emergency situations.
- Communicate effectively in person, over the phone and in writing. English and grammar for report writing and departmental correspondence are required. Spanish is beneficial.
- Hook-up, drive, and back-up with small trailers.
- Conduct research and assemble data independently and maintain its confidentiality.

Limitations

Community Service Officers are specially limited and prevented from participating in various aspects of law enforcement duties as follows:

- Crimes in progress
 - Fights in progress
 - Alarms
 - Traffic stops
 - Domestic Disturbances
 - Noisy parties
 - Suspicious persons, vehicles and noises
 - Any other call which would constitute a hazard for an unarmed officer
- a) The CSO shall immediately call for a sworn officer to take over any assignment he/she is handling, if circumstances indicate a sworn officer is needed.
 - b) The CSO shall obey all traffic laws while on duty and **shall not** drive with emergency equipment operating on department vehicles. The emergency lights will be used to give warning when assisting in traffic control.
 - c) The CSO shall not be assigned to or become involved in any assignment that would reasonably be expected to require the use of force.
 - d) The CSO shall assume no police powers except where assignments call for traffic direction, or the issuing of parking and city ordinance violations.
 - e) CSO's **do not** have powers of arrest, only that of a citizen.

Accountability

Errors could result in missed deadlines, and adverse public relations monetary loss, legal repercussions, labor/material costs, personal injury, jeopardize programs, and danger to public health/safety.

Judgment

Work requires examining, analyzing and evaluating facts and circumstances surrounding individual problems, situations or transaction, and determining actions to be taken within the limits of standard or accepted practices. Guidelines include a large body of policies, practices, and precedents which may be complex or conflicting, at times. Judgment is used in analyzing specific situations to determine appropriate actions.

Complexity

Work consists of a variety of duties that generally follow standardized practices, procedures, regulations, or guidelines. The sequence of work and/or the procedures followed vary according to the nature of the transaction and/or the information involved, or sought, in a particular situation.

Other

Employee does not exercise any supervisory responsibilities.

Position interacts with co-workers, the general public to include residents, businesses and other community representatives, to explain or interpret procedures or guidelines and resolve problems. More than ordinary courtesy, tact, and diplomacy may be required to resolve complaints or uncooperative persons.

While performing the duties of this job, the employee is frequently exposed to a general office environment, outdoor weather conditions, vehicular traffic, loud noise levels, and occasional hazards, mental stress and risk of personal injury.

Work requires some agility and physical strength, such as occasionally conducting traffic control for long periods of time or standing or walking most of the work period. Occasionally, work may require lifting heavy objects up to 60 lbs. and carrying them. There may be need to stretch and reach to retrieve materials and to generally perform the job.

While performing the duties of this job, the employee is regularly required to talk or hear on the radio and/or phone or in person. The job may occasionally require minimal motor skills for activities such as moving objects, operating a computer and/or most other office equipment, working with hand tools on lock-outs, and operating a motor vehicle. Specific vision abilities required by this job include close vision, distance vision, depth perception, and ability to adjust focus.



CITY of
STREATOR, ILLINOIS

POLICE DEPARTMENT

204 South Bloomington Street
Streator, Illinois 61364

815.672.3111

Kurt A. Pastirik
Chief of Police

Robert L. Turner, Jr.
Deputy Chief of Police

August 21, 2018

Scot Wrighton
City Manager

Mr. Wrighton,

Per your request I have researched and listed the types of calls which could potentially be handled by Community Service Officers (CSO's) and compiled the data regarding these types of calls for FY 2017 and FY 2018. Keep in mind this is raw data and doesn't indicate whether or not a sworn officer would have had to have been involved or assigned to the call for reasons of safety.

So far this year our police officers have handled in excess of 9,528 calls for service. Of the 9,500+ service calls for FY 2018, 1,366 (14.3%) could have possibly been assigned to CSO's. This number will fluctuate throughout the remainder of FY 2018. In FY 2017 our police officers handled 13,675 calls for service. Of these 13,675 service calls, 1,555 (11.3%) could have possibly been assigned to CSO's. This in no way means a sworn officer would not have been required to handle any of these calls, there is just no way to decide without physically researching each call.

The following list illustrates the types of calls CSO's could potentially be assigned and the data used to determine call volumes for FY 2017 and FY 2018.

<u>Service Call Type</u>	<u>Total Numbers for FY 2017</u>	<u>Total Numbers for FY 2018</u>
Parking Violations/Enforcement	354	545
Lockouts Vehicle/Residential	483	283
Motorist Assist	46	35
Private Prop Accident (No Inj/Cit/Arrest)	80	43
Fingerprinting (Court Ordered or other)	99	64
Sex Offender Registration	151	152
Found Property Reports	172	85
Lost Property Reports	40	29
Delivery of Paperwork to SAO/Circuit Clerk	130	130
Fill in for School Crossing Guards	<u>No data kept</u>	<u>No data kept</u>
Total Calls	1,555	1,366

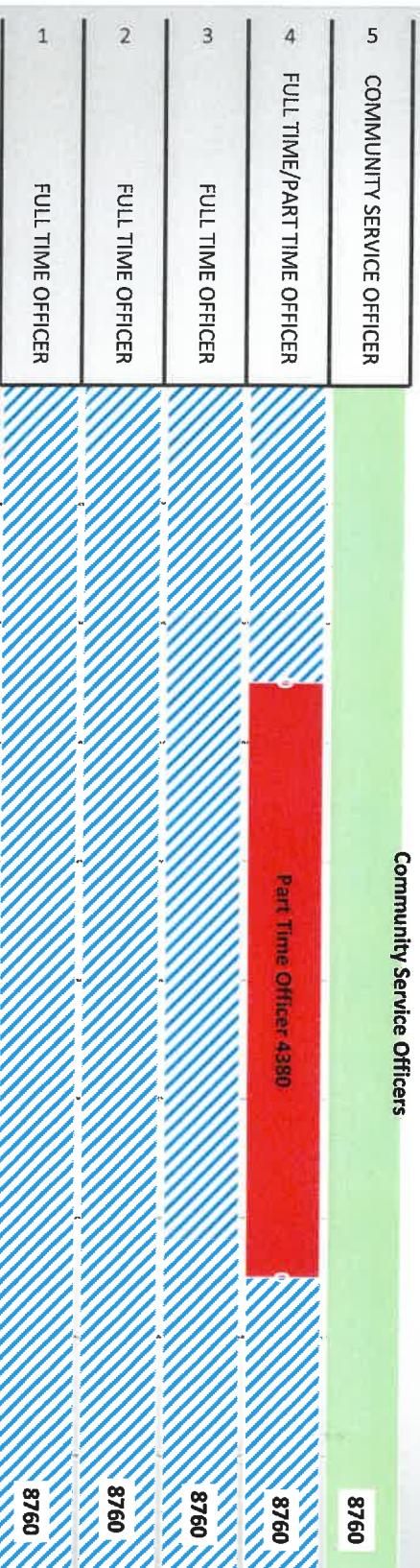
Respectfully,

A handwritten signature in black ink that reads "Kurt A. Pastirik".

Kurt A. Pastirik
Chief of Police

Projected Staffing Assumption (Excluding Chief, Deputy Chief, 2/3 of SROs, & Investigators)

43,800 Total Hours



365 days per year, multiplied by 24 hours per day, multiplied by 3.5 officers per shift equals 30,660 hours. One officer's position calculated at 365 days per year, multiplied by 24 hours per day, equals 8,760 hours. One half an officer's position calculated at 365 days per year, multiplied by 24 hours per day, equals 4,380 hours. Calculating these three figures (30,666 + 8,760 + 4,380) equals 43,800 hours.