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TO: Robert Brown
Acting Secretary to the Board of Police Commissioners

FROM: David Whitaker, Director 
Legislative Policy Division

DATE: March 22, 2024

RE: 2024-2025 Budget Analysis

Attached is our budget analysis regarding the Board of Police Commissioner's (BOPC) budget for the 2024-2025 Fiscal Year.

Please be prepared to respond to the issues/questions raised in our analysis during your scheduled hearing on **Monday, March 25, 2024, at 2:30 p.m.** We would then appreciate a written response to the issues/questions at your earliest convenience before or after your budget hearing. Please forward a copy of your responses to the Council members, the City Clerk's Office, and the Legislative Policy Division.

Please contact us if you have any questions regarding our budget analysis.

Thank you for your cooperation in this matter.

Attachments:

Issues and Questions
Agency Plan: Mission, Goals and Activity Summary
Appropriation and Cost Center Expenditures
Positions

cc: Councilmembers
Auditor General's Office
Jay Rising, CFO
Tanya Stoudemire, Chief Deputy CFO-Policy & Administration
Steven Watson, Deputy CFO/Budget Director
Stephanie Washington, Group Executive-Chief of Staff
Andrea Ringer, Budget Analyst
James Williams, Agency CFO for Governmental Operation Departments
Malik Washington, Mayor's Office

Board of Police Commissioners (BOPC)/Non-Departmental (35)

FY 2024-2025 Budget Analysis by the Legislative Policy Division

Per Section 7-802 of the City Charter effective January 1, 2012, the Board of Police Commissioners has supervisory control and oversight of the Police Department. The Board of Police Commissioners is composed of eleven (11) members (formerly 5 members under the 1997 Charter), seven of whom shall be elected from each non at-large district. Four (4) members of the Board shall be appointed by the Mayor, subject to the approval of the City Council. However, if the City Council does not disapprove an appointment within thirty (30) days, an appointment is confirmed. All members of the Board must be residents of the City.

According to Section 7-803 of the Charter, the duties of the Board of Police Commissioners include:

1. In consultation with the Chief of Police, and with the approval of the Mayor establish policies, rules and regulations;
2. Review and approve the departmental budget before its submission to the Mayor;
3. Receive and resolve, as provided in this chapter, any complaint concerning the operation of the Police Department and forward all allegations of criminality to the appropriate internal or external law enforcement agency for further investigation.
4. Act as final authority in imposing or reviewing discipline of employees of the department; and
5. Make an annual report to the Mayor, the City Council, and the public of the department's activities during the previous year, including the handling of crime and complaints, and of future plans.

Moreover, the Board may subpoena witnesses, administer oaths, take testimony, and require the production of evidence. To enforce a subpoena or order for production of evidence or to impose any penalty prescribed for failure to obey a subpoena or order, the Board shall apply to the appropriate court.

In addition, the City Code Section 55-15-8(a), "the board of police commissioners shall establish standards, including insurance and bonding requirements, that must be met in order for a tower to qualify for police authorized tows...and the police department shall maintain a current list of such qualified towers."

Issues and Questions

1. Please briefly explain the BOPC's new expense initiatives, new capital funding requests, operational reform and savings proposals, and new revenue initiatives/proposals to be implemented in FY 2025. Please provide which appropriation/cost center the new initiative/request/proposal is impacting in FY 2025.
2. The Mayor again recommends 35 positions for the BOPC operations for FY 2025, the same as in the current fiscal year 2024. Please indicate your number of vacancies as of March 22, 2024. Please briefly describe the difficulty of filling the vacancies. Also, please briefly explain the department's strategy to fill vacant positions.
3. The Mayor's fiscal year 2024-25 budget provides \$4,558,541 for the Board of Police Commissioners. This represents a increase of \$779,219 from the current fiscal year's adopted budget of \$3,779,322. The largest changes are increases of \$948,555 in salaries for FY 2025 budget from the FY 2024 budget. Please explain the increase in salaries, especially since the proposed FY 2025 budget includes 35 positions, the same as the current year's budget. If the increase in salaries is due primarily to the temporary investigator positions to clear case backlog, a one-time cost of \$820,066 (page B35-7) and the temporary administrative positions to clear case backlog, a one-time of \$63,082 (page B35-7), then please explain how temporary positions will be created, and the level of cases that are backlogged and need to be cleared.
4. Page B35-7 indicates that \$65,000 is the annual cost for the case management system. Please describe how long is the payment plan to lease or to buy this system and how the system improves the BOPC operations.
5. Please provide the Board of Police Commissioners' (BOPC) latest report on citizen complaints. Has the number of complaints increased or decreased over the last year? How many complaints were open as of March 1, 2024?

How many complaints were open as of March 1, 2023?

6. What were the number of closed complaint cases in calendar year 2023 that findings were sustained? What percentage were the sustained complaints to the total number of complaints made in 2023?
7. Is the BOPC FY 2024-2025 budget sufficient to carry out Commissions responsibilities?
8. The Legal Assistant position is being eliminated from the FY 2025 budget. Does that indicate that the BOPC will rely solely on the Law Department for legal advice?

Non-Departmental (35)

Mission

The Non-Departmental budget provides funds for activities which are not the responsibility of any one single agency. Non-Departmental is also the depository agency for General Fund contributions for enterprise activities and for a wide variety of General Fund revenues, including four of the five major revenues (casino revenues/wagering taxes; income taxes; property taxes; state revenue sharing) and revenues from reimbursements from enterprise/non-General Fund agencies of personal services costs, transfers from other City funds, and use of prior year surplus.

Operating Programs and Services

The Non-Departmental budget includes the following independent boards, commissions, and/or agencies with citywide operations:

- **Board of Ethics** investigates and resolves complaints alleging violations of the Ethics Ordinance by public servants, and issues advisory opinions regarding Charter, City ordinances or other laws and regulations establishing standards of conduct and disclosure requirements for public servants. Opinions are rendered upon request by a public servant and published annually in a report to the Mayor and City Council. These actions are “to promote an ethical environment within City government, and to ensure the ethical behavior of public servants.”
- **Board of Police Commissioners** (BOPC) is a civilian agency that exercises supervisory control and oversight of the Detroit Police Department (DPD) as set forth in the Charter. The Board has 11 members, 7 elected by District and 4 appointed by the Mayor with City Council consent. The Board meets every week including (12) community/evening meetings in the districts. Internal organization includes fiscal, policy, administrative, legal advisor, community outreach, and the Office of the Chief Investigator, which processes and investigates 1,500 - 1,700 complaints annually. Responsibilities include: in consultation with the Chief of Police and the Mayor, establishes policies, rules and regulations for the DPD; subpoena power for investigative purposes; review and approval of the DPD budget; investigation of non-criminal citizens' complaints against members of the Detroit Police Department; final authority in imposing or reviewing discipline of employees of the department; and disqualification appeals from police recruits hoping to enter the Detroit Police Academy.

Non-Departmental (35)

City Code Section 55-15-8(a) provides for regulation of towing to promote equitable distribution of police authorized towing.

- **Detroit Building Authority** (DBA) administers capital projects, as determined by City Departments. Critical functions: encumbering funds through Contracts of Lease; managing the bid, RFP/RFQ process; issuing contract awards; advising contractors of City requirements; execution of contract documents; monitor design development and construction for each project; oversight of payments. The DBA maintains a database of all City-owned commercial property, manages the properties within the database, manages sale of property and City leases.
- **Media Services**, formerly the Detroit Cable Communications Commission (established by ordinance in 1981), is the City's local video franchising authority with direct responsibility for review and issuance of franchise agreements and permit agreements to telecommunications providers for use of the City's right-of-way for telecommunications facilities. As the City's video production and television broadcast services provider, Media Services is responsible for daily programming, operation and management of Government Access Channel 10, Education Access Channel 22, Neighborhoods Channel 21 and Public Access Channel 68. Media Services interfaces with the Mayor's Office; City Council; City departments and commissions; educational institutions; and community organizations to produce programming that is responsive to the public's diverse information needs and interests.
- **Communications Services** staff promotes a positive city image with effective communications with the City's customers - residents, business owners, employees, visitors and the media. As the communications arm, staff provides high-quality service to city agencies and elected officials in their efforts to communicate programs, initiatives and information to various audiences. Services include strategic communications planning and counseling, media relations, event planning, website management, writing, graphic design, photography and Total Copy Center services. Staff support Motor City Makeover and Halloween in the D, under the Mayor's Communications Director.
- **Pension Administration** is responsible for the administration of the employee retirement systems, and it is the governing body for the Employee Benefit Plan. The Retirement Systems fully reimburses the City of Detroit for Pension Division personnel costs.

Non-Departmental (35)

Board of Police Commissioners

Goals, Strategic Priorities and Related City Outcomes

Goals / Strategic Priorities	Timeframe	Related City Outcome
1. CITIZEN COMPLAINTS: Eliminate the backlog of citizen complaints; and implement complaint management system, processes and training to achieve timeliness, data management, quality.	July 2024 - June 2025	Safer Neighborhoods
2. COMMUNITY: Continue to improve transparency, accountability, public education, engagement, and trust around police policy and misconduct, citizen rights and responsibilities, public safety, and alternative resources through analysis and reporting, community events, social media, etc.	July 2024 - June 2025	Safer Neighborhoods
3. STAFFING: Fill vacancies of open core staff positions and restructure staffing to support short term and long term goals.	July 2024 - June 2025	Efficient and Innovative Operations
4. PROCESSES & PROCEDURES: Update BOPC/OCI ByLaws, SOPs, and advocate for the updating of union contracts and any other conflicting contracts or ordinances to align to City Charter, Open Meetings Act, Robert's Rules of Order, and to meet the needs of the public in oversight.	July 2024 - June 2025	Efficient and Innovative Operations
5. DPD POLICY: Complete an audit of DPD Policies and proposed changes based on data analysis and feedback from Commissioners, community, legal, and civil rights experts	July 2024 - June 2025	Effective Governance
6. FISCAL: Increase BOPC funding through effective budget management, grants, and donations; and increase transparency and accountability of DPD budget through audit, analysis, and reporting.	July 2024 - June 2025	Effective Governance
7. OVERSIGHT BEST PRACTICES: Continue to identify and leverage industry best practices in Law Enforcement Oversight and independent governance, leveraging NACOLE and affiliates, educational institutions, and civil rights experts.	July 2024 - June 2025	Effective Governance

Non-Departmental (35)

Budget By Service

Services	FY 2025 Mayor Proposed	FY 2025 Mayor Proposed FTE
Budget	\$ 123,394	1.00
Citizen Complaints	\$ 4,309,013	33.00
Policy	\$ 126,134	1.00
Total	\$ 4,558,541	35.00

Metrics and Data

Metrics	Data	Related Goal #
# of complaints completed	12,000 complaints	1 & 3

Operating Budget Highlights

Initiative	FY 2025 Mayor Proposed	FY 2025 Mayor Proposed FTE
Temporary investigator positions to clear case backlog (one-time)	\$820,066	-
Temporary admin positions to clear case backlog (one-time)	\$63,082	-
Case management system annual cost	\$65,000	-

**CITY OF DETROIT
BUDGET DEVELOPMENT
FINANCIAL DETAIL BY DEPARTMENT, FUND, APPROPRIATION, & COST CENTER - EXPENDITURES
DEPARTMENT 35 - NON-DEPARTMENTAL**

Department # - Department Name					
Fund # - Fund Name	FY2024	FY2025	FY2026	FY2027	FY2028
Appropriation # - Appropriation Name	Adopted	Mayor Proposed	Forecast	Forecast	Forecast
Cost Center # - Cost Center Name					
35 - Non-Departmental	173,178,252	205,279,062	189,989,576	196,704,033	200,921,442
1000 - General Fund	166,663,889	181,957,521	186,626,415	193,107,992	197,282,100
25350 - Board of Police Commissioners	3,779,322	4,558,541	3,739,176	3,804,187	3,870,446
350002 - Board of Police Commissioners	3,779,322	4,558,541	3,739,176	3,804,187	3,870,446
26350 - Cultural Institutions Support	4,470,000	5,100,000	5,100,000	5,100,000	5,100,000
350093 - Detroit Historical Museum	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
350095 - Zoo Operations	570,000	1,200,000	1,200,000	1,200,000	1,200,000
350097 - Eastern Market Corporation*	300,000	300,000	300,000	300,000	300,000
350290 - Charles H. Wright Museum of African American History*	2,600,000	2,600,000	2,600,000	2,600,000	2,600,000
26351 - Blight Remediation Projects	11,000,000	11,000,000	11,000,000	11,000,000	11,000,000
350014 - Land Bank Operations	11,000,000	11,000,000	11,000,000	11,000,000	11,000,000
26352 - Solid Waste Services Support	-	3,388,315	5,261,072	10,018,839	11,094,514
350079 - Solid Waste Contribution for Operations	-	3,388,315	5,261,072	10,018,839	11,094,514
27350 - Special Services	1,905,713	1,567,775	1,585,354	1,603,258	1,621,492
350370 - Project Clean Slate Operations	1,552,713	1,567,775	1,585,354	1,603,258	1,621,492
350371 - Immigration Task Force*	3,000	-	-	-	-
350372 - Reparations Task Force*	350,000	-	-	-	-
27351 - Transportation Services Support	87,678,005	90,471,203	92,153,949	93,085,082	94,026,430
350040 - DTC Contribution for Operations	6,500,000	6,500,000	6,500,000	6,500,000	6,500,000
350080 - DDoT Contribution for Operations	74,368,185	78,168,185	79,856,469	80,764,337	81,682,996
350081 - DDoT Contribution for Legacy Debt	2,456,348	1,363,410	1,346,117	1,330,994	1,314,736
350090 - Airport Contribution for Operations	3,953,472	4,039,608	4,051,363	4,089,751	4,128,698
350140 - Detroit Port Authority*	400,000	400,000	400,000	400,000	400,000

*FY 2024 included one-time funding for these programs

**CITY OF DETROIT
BUDGET DEVELOPMENT
POSITION DETAIL BY DEPARTMENT, FUND, APPROPRIATION, & COST CENTER
DEPARTMENT 35 - NON-DEPARTMENTAL**

Department # - Department Name					
Fund # - Fund Name					
Appropriation # - Appropriation Name	FY2024	FY2025	FY2026	FY2027	FY2028
Cost Center # - Cost Center Name	Adopted	Mayor Proposed	Forecast	Forecast	Forecast
Job Code - Job Title					
35 - Non-Departmental	143	158	158	158	158
1000 - General Fund	112	128	128	128	128
20866 - Over-Assessment Program	0	11	11	11	11
351020 - Non-Departmental	0	11	11	11	11
13111102.Program Analyst 2	0	1	1	1	1
13111104.Program Analyst 4	0	3	3	3	3
13111114.Supervisory Program Analyst 4	0	1	1	1	1
929107.Administrative Special Services Staff 2 Exempt	0	6	6	6	6
25350 - Board of Police Commissioners	35	35	35	35	35
350002 - Board of Police Commissioners	35	35	35	35	35
011805.Executive Manager Police	2	2	2	2	2
012073.Police Community Relations Coordinator	1	1	1	1	1
013131.Office Assistant 3	1	0	0	0	0
013374.Executive Administrative Assistant 2	0	1	1	1	1
091941.Legal Assistant	1	0	0	0	0
502004.Gis Analyst 1	1	0	0	0	0
81932503.Investigator Police Commission	5	0	0	0	0
929107.Administrative Special Services Staff 2 Exempt	0	1	1	1	1
931401.Administrative Specialist 3	1	1	1	1	1
931440.Administrative Assistant Board Of Police Commissio	4	5	5	5	5
932501.Secretary To Board Of Police Commissioners	1	1	1	1	1
932502.Chief Investigator Police Commission	1	1	1	1	1
932503.Investigator Police Commission	8	13	13	13	13

**CITY OF DETROIT
BUDGET DEVELOPMENT
POSITION DETAIL BY DEPARTMENT, FUND, APPROPRIATION, & COST CENTER
DEPARTMENT 35 - NON-DEPARTMENTAL**

Department # - Department Name					
Fund # - Fund Name					
Appropriation # - Appropriation Name	FY2024	FY2025	FY2026	FY2027	FY2028
Cost Center # - Cost Center Name	Adopted	Mayor Proposed	Forecast	Forecast	Forecast
Job Code - Job Title					
932507.Supervising Investigator Police Commission Citizen	1	1	1	1	1
932508.Supervising Investigator Police Commission	1	1	1	1	1
932509.Supervising Investigator Police Commission Quality	1	1	1	1	1
932510.Senior Investigator Police Commission	5	5	5	5	5
932512.Attorney To The Board Of Police Commissioners	1	1	1	1	1
27350 - Special Services	8	12	12	12	12
350370 - Project Clean Slate Operations	8	11	11	11	11
013376.Executive Administrative Assistant 2	0	1	1	1	1
091157.Supervising Assistant Corporation Counsel	1	1	1	1	1
111003.Project Manager Analytics Specialist 3	0	1	1	1	1
13111002.Project Manager Analytics Specialist 2	1	0	0	0	0
43601103.Administrative Assistant 3	1	1	1	1	1
43601104.Administrative Assistant 4	2	3	3	3	3
929102.Administrative Special Services Staff 2	0	2	2	2	2
929107.Administrative Special Services Staff 2 Exempt	2	1	1	1	1
929108.Administrative Special Services Staff 3 Exempt	1	1	1	1	1
350372 - Reparations Task Force	0	1	1	1	1
010200.Project Manager	0	1	1	1	1
28351 - Board of Ethics	4	4	4	4	4
350165 - Board of Ethics	4	4	4	4	4
010126.Executive Director Board Of Ethics	1	1	1	1	1
011726.Investigator Board Of Ethics	1	1	1	1	1
929107.Administrative Special Services Staff 2 Exempt	1	1	1	1	1