

City of Annapolis

*160 Duke Of Gloucester Street
Annapolis, MD 21401*



Standing Committee Minutes

Tuesday, January 3, 2017

5:00 PM

**Mayor John T. Chambers, Jr.
City Council Chambers**

Finance Committee

1. Call To Order

Chair Pfeiffer called the meeting to order at 5:03 p.m.

Roll Call

Present: 3 - Alderman Pfeiffer, Alderman Arnett and Alderman Paone

2. Business before Committee

a. Approval of Minutes

[FC101816](#) Approval of Minutes for the Regular Meeting

Attachments: [FC10.18.16.pdf](#)

Alderman Arnett moved to approve the minutes of October 18, 2016.
Seconded. CARRIED on voice vote.

[FC120616](#) Approval of Minutes for the Regular Meeting

Attachments: [FC10.18.16.pdf](#)

Alderman Arnett moved to approve the minutes of December 6, 2016.
Seconded. CARRIED on voice vote.

b. Budget Revision Requests

[GT-7-17](#) From General Fund Reserves/Fund Balance to Annapolis Police Department

Attachments: [GT-7-17.pdf](#)
[GT-7-17 APD Draft Plan for 1.25 Million Allocation.pdf](#)

Alderwoman Finlayson was present and questioned Chief Pristoop on the proposed job descriptions of the Community Service Officers and expressed her concerns regarding the ages of the Community Service Officers "CSO", and asked if there would be any college reimbursement funds for CSO's, and asked what the status of the proposed body camera's program was and what was the delay.

Alderman Arnett spoke on the overtime, last years budget, money spent in the current fiscal year, spoke on body-worn camera costs, redaction of information, the States Attorney's Office, the Mayor's Proposed Budget, reoccurring costs included with the body-worn cameras, the hiring of police officers, constituents in Ward 8, borrowing from previous years savings and being realistic.

Alderman Paone spoke on public safety, the City's budget and having limited control.

Chief Pristoop was present and gave a brief presentation on the proposed APD Draft Plan for allocating \$1.25 Million Dollars and provided the committee with a document titled: Police Department, City of Annapolis dated January 3, 2017 to Mayor Michael Pantelides, from Chief Michael Pristoop, Re: APD Draft Plan for 1.25 Million Allocation:

Objective: Increasing our camera capabilities will provide proactive crime prevention, intervention and investigatory advantages. Cameras are now monitored but not as consistently as we feel we need. Officers often help, but they are needed on the street and for other duties. Full time monitors are the most efficient and cost-efficient solution for proactive camera observations which essentially becomes a force-multiplier for our police. Cameras are visible to the public and often discourage criminal activity due to the perception of being observed. We have intervened on several crimes through proactive use of cameras. More often we have used recorded data to help solve crimes. This year we have closed several violent crimes due to properly placed closed circuit cameras. (estimate \$300,000)

Body-Worn Camera (50% of first year costs: \$70,000 - \$128,000)

APD has been testing body-worn cameras for several months. We are now testing our third company's equipment and systems. There are several considerations impacting our decision before our recommendation can be finalized. Our recommendation will be completed prior to the Mayor's budget submission. Each company's cost varies and respective contracts presumably can be tailored through negotiations. The below are estimates based on preliminary pricing information.

Company #1: Year one cost: \$222,000 (which covers multiyear warranty and hardware), plus approximately \$35,000 redaction costs; years two-four: \$101,000 plus \$35,000 redaction costs annual. Company # 2: Three year cost: of \$361,000 (which covers multiyear warranty and hardware) plus approximately \$35,000 redaction costs annually. Company #3: \$105,000 plus approximately \$35,000 annually.

Objective: Body-worn cameras will be beneficial for accountability both for police and public. Expected benefits are significant. Public complaints against police will likely be reduced, and the cameras will provide evidence of police conduct both positive and problematic. Cameras will help with prosecution of criminal cases in which police officers are witnesses.

Recommendation: provide 50% funding for the first year BWC program and 50% of funding from the FY2018 budget to cover first year's costs. Commit prospective budgets for future annual costs. The BWC program will necessarily also require support staff. APD is examining the practice of using sworn personnel for this task which seems to be practiced. Therefore, the City must commit to one or two additional officers/personnel for this ongoing task.

OVERTIME – (estimated total \$129,000)

Overtime deployment has been used to cover areas affected by crime during specific time periods. Overtime cannot replace staffing but supplements our ability to deploy to prevent and investigate crime. Additionally, we will be able to conduct community-oriented patrols with greater efficiency. We are underfunded for overtime at present. Additional overtime will provide APD with greater proactive capability.

EQUIPMENT AND VEHICLES (details on request) estimated total \$150,000

We have unfunded equipment needs that could be geared to improve our capabilities, reduce crime and improve accountability. Beneficial equipment could easily exceed the above estimate. While we prioritize hiring, any unspent funds could be used to purchase equipment and vehicles to the extent there remains funding

after exhausting other priorities.

Objective: Equipment will be used to assist officer reduce and solve crime and serve the community. Every purchase will be evaluated to those ends. Further, as we hire additional officers, some funding should be used to purchase standard outfitted police vehicles so we can effectively deploy consistent with our increased manpower. I recommend immediately purchasing three police vehicles upon receiving funding so our infrastructure can be in place. Additional equipment purchasing may likewise be initiated to minimize any delay.

Alderman Arnett moved to recommend favorably. Seconded. CARRIED on voice vote.

Aye: 3 - Alderman Pfeiffer, Alderman Arnett and Alderman Paone

3. General Discussion

[ID-476-16](#)

Annual Standing Committee Chair Election

Alderman Arnett moved to approve the appointment of Alderman Ian Pfeiffer as Chair of the Finance Committee. Seconded. CARRIED on voice vote.

[ID-477-16](#)

Finance Department Updates

Finance Operations Manager Pletzer was present and gave a brief update on the city's audit, Opengov, Inc. Addendum Software Agreement and its budget building features and having the ability to create budgets across organizations, allows collaboration and sharing of internal operational reports, combining unlimited financials, the creation of general ledgers, charts of accounts, current yearly and monthly spending patterns, transactions, balance sheets, live data and having the ability to access munis.

4. Adjournment

Upon motion duly made, seconded and adopted, the meeting was adjourned at 5:54 p.m.

**Regina C. Watkins-Eldridge, MMC
City Clerk**