



**Background Paper for Proposed
Ordinance**

COUNCIL MEETING DATE: May 22, 2023

TO: President Heather Graham and Members of City Council

CC: Mayor Nicholas A. Gradisar

VIA: Marisa Stoller, City Clerk

FROM: Chris Noeller, Chief of Police
Marisa Pacheco, Director Human Resources

SUBJECT: AN ORDINANCE AMENDING THE FISCAL YEAR 2023 STAFFING
ORDINANCE BY ADDING ONE (1) FULL-TIME POSITION TO THE
AUTHORIZED STAFFING IN THE POLICE DEPARTMENT ENTITLED
ABANDONED VEHICLE COORDINATOR

SUMMARY:

The Police Department requests to add one full-time position to provide coordination and administrative support of the abandoned vehicle program.

PREVIOUS COUNCIL ACTION:

On December 27, 2022, Ordinance No. 10363 was approved by City Council. This Ordinance provided authorized staffing for Fiscal Year 2023.

BACKGROUND:

The primarily administrative workload associated with processing abandoned vehicles has been performed by a sworn Police Corporal since the inception of the unit. On average, the unit processes 3,711 vehicles per year and has processed 18,556 vehicles in the last five years. The essential duties of the unit include compliance, coordination, and administrative tasks.

The processing of abandoned vehicles is governed by the Public Utilities Commission (PUC) under the Department of Regulatory Agencies (DORA) and the Colorado Department of Revenue. This highly regulated process makes the importance of careful processing and compliance critical to protect the Police Department and City of Pueblo from litigation associated with this work. In 2022, state legislation was passed which provides additional rights to "nonconsensual" public vehicle towing, which provided an opportunity for staff to review not only current processes and policies but also how the unit is staffed.

A survey of other police departments in the state was conducted seeking to identify opportunities to streamline processes and to understand how the function is staffed elsewhere. All other agencies surveyed indicated they have civilianized this function with non-sworn personnel performing the administrative and coordination responsibilities of the position. While some paperwork will continue to require the review and signature of sworn personnel, the unit should always have the oversight of a sworn Sergeant, but it appears the opportunity to free up the currently assigned Police Corporal to engage in other actual law enforcement activities, to include traffic enforcement and investigation to make the roadways safer would be beneficial. The reassignment of the Police Corporal would also free up patrol officers as another traffic unit resource would then be available to work crashes.

The Pueblo Police Department is committed to searching for positive methods to accomplish the department's mission and free up existing sworn resources to serve the community, especially in light of the current staffing shortage. This proposed change represents a positive opportunity to civilianize this function and use staff resources more appropriately. The Colorado Department of Revenue and the Public Utilities Commission were both contacted and confirmed the proposed change in staffing is legal within the regulations and posed no concerns.

FINANCIAL IMPLICATIONS:

The cost of the new position is outlined below, which will be covered for the remainder of 2023 by salary savings and therefore no new funding is required at this time.

Cost Item	Approximate Annual Cost	Estimated Actual Cost 2023 (4 months)
Salary	\$ 45,260	\$ 15,087
Retirement (PERA)	\$ 6,427	\$ 2,142
Health Insurance	\$ 22,380	\$ 7,460
Dental Insurance	\$ 296	\$ 99
Life Insurance	\$ 72	\$ 24
Medicare	\$ 656	\$ 219
Estimated Position Cost	\$ 75,091	\$ 25,030

The actual costs for 2023 will be \$25,030 as it will take several months to get the position posted and through the Civil Service process to hire.

BOARD/COMMISSION RECOMMENDATION:

Not applicable

STAKEHOLDER PROCESS:

The International Brotherhood of Police Officers (IBPO) Local #537 was consulted and did not have objections to this proposed plan of action. The new position, if approved, will be part of the Pueblo Association of Government Employees bargaining unit. PAGE leadership too, had no objections to the creation of the position nor its inclusion in the bargaining unit.

ALTERNATIVES:

The no-action alternative would be to retain the current staffing levels in the Abandoned Vehicles Unit.

RECOMMENDATION:

Approval of this Ordinance.

ATTACHMENTS:

None