



City of Seattle
City Budget Office

MEMORANDUM

DATE: May 29, 2014

TO: Honorable Bruce Harrell, Chair
Public Safety, Civil Rights and Technology Committee

Honorable Nick Licata, Chair
Finance and Culture Committee

FROM: Ben Noble, Director, City Budget Office

SUBJECT: **Executive Report on Department of Justice Expenditures for April 2014**

This memorandum is in response to the 2013 Adopted Budget proviso from Green Sheet 67-1-A-1, which requested that Executive submit monthly expense reports documenting any funds expended or encumbered related to the Department of Justice Settlement Agreement (DOJ SA), whether from the amount in Finance General reserves or from other City funds. The report submitted to you today reflects financial activity for April 2014. The City spent \$645,075 on DOJ implementation activity in April.

As noted in the March report, the “Project-to-date” total for the Seattle Police Department (SPD) in **Table 1** on the following page has been changed to only capture SPD DOJ specific costs from January 2013 forward. This change was made to ensure that Race and Social Justice Initiative (RSJI) and the 20/20 Initiative (20/20) costs from 2012 are no longer captured in the report. Monitor and Community Police Commission costs have never included RSJI or 20/20 costs and represent actual costs incurred since October 2012. As such, the City has spent approximately \$7.2 million on Settlement Agreement related costs.

Table 1: Summary of DOJ Expenditures

| | 2014 Adopted Budget | April | Year-to-date | Project-to-date¹ |
|-----------------------------|----------------------------|------------------|---------------------|------------------------------------|
| Monitor (inc. J. Brann) | \$1,200,000 | \$134,996 | \$466,683 | \$1,518,274 |
| Community Police Commission | \$813,380 | \$29,428 | \$146,844 | \$725,215 |
| Seattle Police Department | \$288,667,732 | \$480,651 | \$1,387,222 | \$4,987,491 |
| | Total Expenditures | \$645,075 | \$2,000,749 | \$7,230,980 |

¹ SPD Project-to-date costs represent costs from January 2013. Monitor and CPC Project-to-date costs represent costs from October 2012.

Please refer to the attached "April 2014 DOJ SA SPD Expenditure Report" for additional detail of SPD expenditures.

We look forward to discussing this update in more detail as Council desires. If you have questions about this report, please contact Candice Livingston at 3-7274.

Attachments: Council Green Sheet 67-1-A-1
April 2014 DOJ SA SPD Expenditure Report

cc: Honorable Sally Bagshaw
Honorable Tim Burgess
Honorable Sally J. Clark
Honorable Jean Godden
Honorable Mike O'Brien
Honorable Tom Rasmussen
Honorable Kshama Sawant
Harry Bailey, Interim Chief of Police
Rebecca Herzfeld, Interim Council Central Staff Director
Dan Eder, Council Central Staff
Newell Aldrich, Councilmember Licata's Office
Jennifer Samuels, Councilmember Harrell's Office
Scott Lindsay, Mayor's Office
Jeff Reading, Mayor's Office
Doug Carey, FAS
Tyler Running Deer, CBO
Tom Mikesell, CBO
Candice Livingston, CBO
Michael Washburn, Assistant Chief SPD
Tag Gleason, Assistant Chief SPD
Greg Doss, SPD

SPD DOJ Expenditures - April 2014

| Activity | Regular Time | Overtime | Purchases | Total April |
|---|-----------------|-------------------|-----------------|------------------|
| In-Car Video Costs | \$11,313 | \$0 | \$3,330 | \$14,643 |
| Monitor Reports | \$84 | \$0 | \$0 | \$84 |
| Project Management Costs | \$252 | \$0 | \$0 | \$252 |
| Technical work | \$8,656 | \$0 | \$0 | \$8,656 |
| Purchases | \$0 | \$0 | \$3,330 | \$3,330 |
| Compliance Audit Costs | \$20,672 | \$4,040.32 | \$119 | \$24,832 |
| In-Car Video Audits | \$12,222 | \$2,789 | \$0 | \$15,011 |
| Use of Force Audits | \$5,622 | \$0 | \$0 | \$5,622 |
| "Other" Audits | \$2,829 | \$1,251 | \$119 | \$4,200 |
| General Compliance Costs | \$37,027 | \$3,499 | \$40 | \$40,566 |
| General Activities | \$37,027 | \$1,523 | \$0 | \$38,550 |
| Compliance Outreach | \$0 | \$1,976 | \$0 | \$1,976 |
| Purchases | \$0 | \$0 | \$40 | \$40 |
| Crisis Intervention Costs | \$347 | \$1,503 | \$0 | \$1,851 |
| Attending Meetings | \$284 | \$1,503 | \$0 | \$1,788 |
| Meeting Prep (Reports etc) | \$63 | \$0 | \$0 | \$63 |
| General Crisis Intervention Work | \$0 | \$0 | \$0 | \$0 |
| Curriculum Development Costs | \$10,199 | \$30,092 | \$0 | \$40,291 |
| Bias Policing | \$0 | \$1,405 | \$0 | \$1,405 |
| In Car Video | \$889 | \$623 | \$0 | \$1,512 |
| Crisis Intervention | \$2,202 | \$0 | \$0 | \$2,202 |
| Stops & Detention | \$0 | \$3,098 | \$0 | \$3,098 |
| Use of Force | \$6,786 | \$24,734 | \$0 | \$31,520 |
| Development of Data Systems | \$45,906 | \$0 | \$0 | \$45,906 |
| Data Input | \$0 | \$0 | \$0 | \$0 |
| IA Pro Work | \$38,545 | \$0 | \$0 | \$38,545 |
| System Prep | \$7,361 | \$0 | \$0 | \$7,361 |
| Purchases | \$0 | \$0 | \$0 | \$0 |
| Early Intervention Systems | \$10,181 | \$361 | \$0 | \$10,541 |
| Early Intervention System General | \$10,181 | \$361 | \$0 | \$10,541 |
| Force Investigation Team Costs | \$95,059 | \$17,828 | \$61,139 | \$174,026 |
| FIT General | \$95,059 | \$118 | \$0 | \$95,177 |
| FIT Investigation | \$0 | \$3,453 | \$0 | \$3,453 |
| FIT Team Office Supplies & Equipment | \$0 | \$0 | \$0 | \$0 |
| FIT Reporting (Not Use of Force Training) | \$0 | \$235 | \$0 | \$235 |
| FIT Rollout | \$0 | \$4,118 | \$0 | \$4,118 |
| Purchases | \$0 | \$0 | \$61,139 | \$61,139 |
| Instruction Costs | \$3,249 | \$14,967 | \$0 | \$18,217 |
| Use of Force | \$2,745 | \$14,967 | \$0 | \$17,713 |
| Monitor Request Costs | \$0 | \$289 | \$0 | \$289 |
| Attending Meeting | \$0 | \$289 | \$0 | \$289 |

SPD DOJ Expenditures - April 2014

| Activity | Regular Time | Overtime | Purchases | Total April |
|--|------------------|------------------|------------------|--------------------|
| Policy & Procedures Development Costs | \$1,980 | \$1,162 | \$705 | \$3,847 |
| General Work | \$0 | \$0 | \$705 | \$705 |
| In Car Video | \$190 | \$0 | \$0 | \$190 |
| Crisis Intervention | \$95 | \$0 | \$0 | \$95 |
| Early Intervention | \$284 | \$0 | \$0 | \$284 |
| Stops & Detention | \$633 | \$0 | \$0 | \$633 |
| Use of Force | \$778 | \$1,162 | \$0 | \$1,940 |
| | | | | |
| Training Costs | \$126 | \$2,862 | \$0 | \$2,988 |
| Attending Use of Force | \$126 | \$2,862 | \$0 | \$2,988 |
| FIT Related Training Purchases | \$0 | \$0 | \$0 | \$0 |
| | | | | |
| Use of Force Review Board Costs | \$40,358 | \$43,871 | \$2,257 | \$86,486 |
| Board Member Participation | \$0 | \$6,096 | \$0 | \$6,096 |
| Attending Meeting | \$433 | \$5,721 | \$0 | \$6,154 |
| Meeting Prep (Reports etc) | \$288 | \$25,557 | \$0 | \$25,845 |
| General Work | \$39,638 | \$5,431 | \$2,257 | \$47,327 |
| Policy Development | \$0 | \$1,066 | \$0 | \$1,066 |
| | | | | |
| OPA Costs | \$7,938 | \$3,509 | \$4,722 | \$16,168 |
| DOJ Related Investigative Work | \$0 | \$3,052 | \$0 | \$3,052 |
| OPA - FIT Standby | \$7,938 | \$0 | \$0 | \$7,938 |
| OPA - FIT Rollouts | \$0 | \$457 | \$0 | \$457 |
| Purchases | \$0 | \$0 | \$4,722 | \$4,722 |
| | | | | |
| Grand Total | \$284,355 | \$123,983 | \$72,312 | \$480,651 |
| | | | | |
| YTD Total | \$887,146 | \$356,417 | \$143,660 | \$1,387,222 |



City of Seattle
City Budget Office

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CITY CLERK

MEMORANDUM

DATE: January 22, 2014

TO: Honorable Bruce Harrell, Chair
Public Safety, Civil Rights and Technology Committee

Honorable Nick Licata, Chair
Finance and Culture Committee

FROM: Ben Noble, Director, City Budget Office

SUBJECT: **Executive Report on Department of Justice Expenditures for December 2013**

This memorandum is in response to the 2013 Adopted Budget proviso from Green Sheet 67-1-A-1, which requested that Executive submit monthly expense reports documenting any funds expended or encumbered related to the Department of Justice Settlement Agreement (DOJ SA), whether from the amount in Finance General reserves or from other City funds. The report submitted to you today is the next installment in the monthly reporting as required by the proviso. It reflects financial activity for December 2013.

The City spent \$814,264 on DOJ implementation in December, as shown in Table 1 on the following page. This figure is higher than expected due to the payment of multiple monitor invoices in December and the payment of the SPD Business Intelligence consultant.

As shown in Table 2, cumulatively, the City has spent approximately \$6.3 million on Settlement Agreement related costs since the City began explicitly tracking costs in October 2012. Please note that this cumulative figure includes 2012 costs associated with indirect Settlement Agreement activities such as RSJI and 20/20 initiatives and SPD training activities from October through December which were postponed in 2013. As 2013 progressed, costs were refined to no longer include these items.



City of Seattle
City Budget Office

MEMORANDUM

DATE: January 22, 2014

TO: Honorable Bruce Harrell, Chair
Public Safety, Civil Rights and Technology Committee

Honorable Nick Licata, Chair
Finance and Culture Committee

FROM: Ben Noble, Director, City Budget Office

SUBJECT: **Executive Report on Department of Justice Expenditures for December 2013**

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As shown in Table 2, cumulatively, the City has spent approximately \$6.3 million on Settlement Agreement related costs since the City began explicitly tracking costs in October 2012. Please note that this cumulative figure includes 2012 costs associated with indirect Settlement Agreement activities such as RSJI and 20/20 initiatives and SPD training activities from October through December which were postponed in 2013. As 2013 progressed, costs were refined to no longer include these items.

**Table 1: DOJ Expenditures by Category
 December 1 through 31, 2013 and Year-to-Date**

| | FTE adds² | Budget (Reserve + Dept) | December Expenditures | YTD Expenditures³ | Remaining Budget |
|--------------------------------|---------------------------------|--|----------------------------------|---|-----------------------------|
| Monitor | 0 | \$1,169,254 | \$190,929 | \$951,592 | \$217,662 |
| Community Police Commission | 3 | \$618,136 | \$67,648 | \$550,549 | \$67,587 |
| SPD Response ¹ | 7 | \$4,447,873 | \$555,687 | \$3,600,270 | \$847,603 |
| TOTAL | 10 | \$6,235,263 | \$814,264 | \$5,102,410 | \$1,132,853 |

1 For additional details, please refer to the attached spreadsheet.

2 These positions were included in Ordinance 124145 and 124147

3 For CPC, this amount includes encumbrances as of the end of the reporting period that will carry forward for final contract payments made in 2014.

**Table 2: DOJ Expenditures by Category
 Project to Date**

| | Expenditures Through November 30, 2013 | December 2013 | Total Expenditures to Date |
|--------------------------------|---|--------------------------|---------------------------------------|
| Monitor | \$860,663 | \$190,929 | \$1,051,592 |
| Community Police Commission | \$510,723 ¹ | \$67,648 | \$578,371 |
| SPD Response | \$4,091,804 | \$555,687 | \$4,647,491 |
| TOTAL | \$5,463,190 | \$814,264 | \$6,277,453 |

1 This dollar amount has been updated from the prior report to capture 2012 costs inadvertently omitted in the prior report and add funds spent from the unbudgeted reserve on behalf of the CPC.

Monitor Team Expenditures

In December, Council lifted the Finance General DOJ reserve proviso to allow payment of monitor expenses accrued in November and December of 2013 for the monitor's 2nd year budget. The 2013 budget for the monitor in **Table 1** has been adjusted to reflect expected November and December costs as well as the expected 2013 costs for services provided by Joseph Brann who bills the City directly for monitor team support. This has reduced the unbudgeted reserve item to zero.

CBO will request carry forward authority for the remaining monitor budget for payment of 2013 invoices processed after year-end deadlines.

Community Police Commission

A delay in the hiring of an Executive Director in 2013 has resulted in a lapsable balance for the Community Police Commission (CPC). The amount will be returned to the General Fund during year-end processing.

Funds reported in prior months as spent from the DOJ unbudgeted reserve on behalf of the CPC have been combined into the CPC budget and expenditures line item in this final report.

Seattle Police Department

Attached to this memo for reference is a report of the types of activities supported by SPD expenditures between December 1 and December 31, 2013 and cumulatively to date. As noted previously:

- The budget and expenditure report captures discrete expenses associated with the development and implementation of new policies, procedures and training curriculum required by the Settlement Agreement; they do not attempt to capture the costs of time that personnel may spend in complying with new policies and procedures.
- Prior to August 2013, SPD used a general DOJ categorizing structure which may have included indirect Settlement Agreement costs. This structure has been refined to provide a greater level of cost accountability and direct Settlement Agreement cost reporting beginning in August 2013.

While SPD shows a remaining budget balance in **Table 1**, it is unknown at this time how much will be available after year-end General Fund balancing. The balance is due to initial delays in hiring, changes to the Settlement Agreement schedule, and a stricter reporting of DOJ expenses.

The SPD Compliance Coordinator is compiling an annual report that presents the major milestones the department accomplished in 2013. This will be provided to Council when completed.

2014 Monthly Cost Reports

Please note, this will be the final cost report that utilizes the above and attached format for SPD. The February 20th cost report, which begins reporting for the 2014 fiscal year, will reflect a new format which focuses on SPD activities associated with implementing the Settlement Agreement each month and direct costs associated with those tasks rather than budget utilization. The agreement calls for reform which may utilize funding and staff throughout the entire SPD budget; therefore, it is more important to focus on the tasks being accomplished rather than cost comparisons to a static budget.

To the extent that additional tasks requested by DOJ or the Monitor during 2014 require resources beyond the SPD Adopted Budget or Finance General reserve, the Executive will work closely with SPD to identify the costs and inform the Council of such developments.

Monitor and Community Police Commission expenditures will continue to be reported as comparisons to the expected budget. The Executive cost report will note changes to these budgets as they occur.

We look forward to discussing this update in more detail as Council desires.

If you have questions about this report, please contact Candice Livingston at 3-7274.

Attachments: Council Green Sheet 67-1-A-1
December 2013 DOJ SA SPD Expenditure Report

cc: Honorable Sally Bagshaw
Honorable Tim Burgess
Honorable Sally J. Clark
Honorable Jean Godden
Honorable Mike O'Brien
Honorable Tom Rasmussen
Honorable Kshama Sawant
Harry Bailey, Interim Chief of Police
Rebecca Herzfeld, Interim Council Central Staff Director
Peter Harris, Council Central Staff
Dan Eder, Council Central Staff
Newell Aldrich, Councilmember Licata's Office
Jennifer Samuels, Councilmember Harrell's Office
Tina Podlowski, Mayor's Office
Jeff Reading, Mayor's Office
Tyler Running Deer, CBO
Tom Mikesell, CBO
Candice Livingston, CBO

December 2013 DOJ SA SPD Expenditure Report

| | DoJ Item Description | 2013 Adopted Budget (Reserve Amount) | 2013 SPD Baseline Funding | 2013 Total Budget | Total December Expenses | Project to Date Expenditures |
|--|--|--------------------------------------|---------------------------|-------------------|-------------------------|------------------------------|
| COMPLIANCE | | | | | | |
| | Compliance Coordinator (Executive 2) | \$195,000 | \$0 | \$195,000 | \$12,491 | \$210,946 |
| | Administrative Staff Assistant | \$87,300 | \$0 | \$87,300 | \$5,171 | \$80,713 |
| | Add new Strategic Advisor 2 position or equivalent | \$124,510 | \$0 | \$124,510 | \$8,998 | \$95,350 |
| OTHER COSTS | | | | | | |
| | Regular Time | \$0 | \$0 | \$0 | | \$58,475 |
| | Overtime | \$0 | \$0 | \$0 | \$159 | \$30,921 |
| | Purchases & Other | \$0 | \$0 | \$0 | \$49,155 | \$108,420 |
| TRAINING | | | | | | |
| <i>DOJ-Prep</i> | | | | | | |
| | Regular Time | \$0 | \$0 | \$0 | \$572 | \$44,122 |
| | Overtime | \$0 | \$0 | \$0 | \$3,970 | \$16,320 |
| | Purchases | \$0 | \$0 | \$0 | \$4,000 | \$13,070 |
| Audit, Policy, Training Sections Procedures (formerly Curriculum Development) | | | | | | |
| | 3 New Detective positions (3 re-assigned see below, 3 new) ("Policy/Training/Audit Team") Regular time. NOTE: THIS TIME MAY BE REPORTED ELSEWHERE ON THE SPREADSHEET | \$400,000 | \$400,000 | \$800,000 | \$24,702 | \$502,412 |
| | Overtime for Policy/Training/Audit | \$1,000,000 | \$650,000 | \$1,650,000 | \$558 | \$298,574 |
| OTHER COSTS | | | | | | |
| | Regular Time | \$0 | \$0 | \$0 | | \$785,068 |
| | Overtime (Train Trainers) | \$0 | \$0 | \$0 | | \$55,670 |
| | Purchases | \$0 | \$0 | \$0 | | \$99,114 |
| Special Training Development | | | | | | |
| | Overtime for Crisis Intervention Training | \$100,000 | \$0 | \$100,000 | | \$0 |
| | Add Video Specialist II | \$91,100 | \$0 | \$91,100 | \$6,145 | \$35,577 |
| OTHER COSTS | | | | | | |
| | Reg time | \$0 | \$0 | \$0 | | \$97,835 |
| | Overtime | \$0 | \$0 | \$0 | | \$181 |
| | Purchases | \$0 | \$0 | \$0 | | \$2,139 |
| DATA REQUIREMENTS | | | | | | |
| | Management Systems Analyst Senior | \$109,000 | \$0 | \$109,000 | | \$0 |
| | Add IT Prof B | \$142,200 | \$0 | \$142,200 | \$8,208 | \$47,520 |
| | Consultant costs for IT | \$100,000 | \$0 | \$100,000 | | \$95,000 |
| | Reg time | \$0 | \$0 | \$0 | \$11,136 | \$123,594 |
| | Overtime | \$0 | \$0 | \$0 | \$2,860 | \$9,210 |
| | Purchases (inc. BI Consultant) | \$233,000 | \$0 | \$233,000 | \$303,961 | \$305,852 |
| SUPERVISION | | | | | | |
| | First Line Supervisors | \$0 | \$0 | \$0 | | \$0 |
| OTHER COSTS | | | | | | |
| | Reg time | | \$0 | \$0 | | \$0 |
| | Overtime other | | \$0 | \$0 | | \$0 |
| | Purchases | | \$0 | \$0 | | \$0 |
| Force Investigations Team | | | | | | |
| | FIT Staffing | \$0 | \$0 | \$0 | \$1,631 | \$1,631 |
| | Overtime for FIT staff | \$60,000 | \$0 | \$60,000 | \$50,687 | \$63,411 |
| | Add 2 leased Vehicles for callouts | \$30,000 | \$0 | \$30,000 | | \$0 |
| | Reg time | \$0 | \$0 | \$0 | | \$3,985 |
| | Overtime | \$0 | \$0 | \$0 | | \$8,550 |
| | Purchases and Travel | \$0 | \$0 | \$0 | \$6,040 | \$96,488 |

December 2013 DOJ SA SPD Expenditure Report

| | DoJ Item Description | 2013 Adopted Budget (Reserve Amount) | 2013 SPD Baseline Funding | 2013 Total Budget | Total December Expenses | Project to Date Expenditures |
|--|---|--------------------------------------|---------------------------|--------------------|-------------------------|------------------------------|
| POLICY DEVELOPMENT (or DoJ Response work by APRS) | | | | | | |
| | Regular Time | | | | \$17,156 | \$596,317 |
| | Overtime for Professional Standards Section staff Officers & Detectives | \$85,000 | \$0 | \$85,000 | \$5,229 | \$216,199 |
| OTHER COSTS | | | | | | |
| | Regular Time | \$0 | \$0 | \$0 | | \$12,276 |
| | Overtime | \$0 | \$0 | \$0 | | \$84,528 |
| | Purchases and Travel | \$0 | \$0 | \$0 | | \$148,853 |
| OPA/HUMAN RESOURCES WORK | | | | | | |
| | OPA Liason Officers | \$0 | \$0 | \$0 | | \$0 |
| | Overtime for OPA staff | \$100,000 | \$0 | \$100,000 | | \$0 |
| | Early Intervention System -Sergeant | \$143,000 | \$0 | \$143,000 | \$10,010 | \$68,352 |
| OTHER COSTS | | | | | | |
| | Reg time | \$0 | \$0 | \$0 | | \$2,622 |
| | Overtime | \$0 | \$0 | \$0 | \$889 | \$1,813 |
| | Purchases | \$0 | \$0 | \$0 | | \$7,413 |
| OVERLAPPING DATA REQUIREMENTS--CITY AUDITOR/SA | | | | | | |
| | IT Pro B to Develop Data Driven Policing | \$142,165 | \$0 | \$142,165 | \$8,390 | \$57,252 |
| | IT Consultant | \$40,000 | \$0 | \$40,000 | | \$40,000 |
| | Video Specialist II | \$91,087 | \$0 | \$91,087 | \$6,145 | \$46,351 |
| | Strategic Advisor 2 | \$124,511 | \$0 | \$124,511 | \$7,424 | \$26,960 |
| OTHER COSTS | | | | | | |
| | Reg time | \$0 | \$0 | \$0 | | \$46,395 |
| | Overtime | \$0 | \$0 | \$0 | | \$0 |
| | Purchases | \$0 | \$0 | \$0 | | \$2,011 |
| | TOTALS | \$3,397,873 | \$1,050,000 | \$4,447,873 | \$555,687 | \$4,647,492 |
| | Overtime Summary | | | | \$64,352 | \$785,378 |
| | Regular Time Summary | | | | \$128,178 | \$2,943,753 |



City of Seattle
City Budget Office

MEMORANDUM

DATE: November 20, 2013

TO: Honorable Tim Burgess, Chair
Government Performance and Finance Committee

Honorable Bruce Harrell, Chair
Public Safety, Civil Rights and Technology Committee

FROM: Beth Goldberg, Director, City Budget Office

VIA: Jaline Quinto, Mayor's Office

SUBJECT: **Executive Report on Department of Justice Expenditures for October 2013**

This memorandum is in response to the 2013 Adopted Budget proviso from Green Sheet 67-1-A-1, which requested that Executive submit monthly expense reports documenting any funds expended or encumbered related to the Department of Justice Settlement Agreement (DOJ SA), whether from the amount in Finance General reserves or from other City funds. The report submitted to you today is the next installment in the monthly reporting as required by the proviso. It reflects financial activity for October 2013.

The City spent \$451,344 on DOJ implementation in October, as shown in Table 1 on the following page. As shown in Table 2, cumulatively, the City has spent \$5,061,819 on Settlement Agreement related costs since the City began explicitly tracking costs in October 2012. Please note that the cumulative figure includes 2012 costs associated with indirect Settlement Agreement activities such as RSJI and 20/20 initiatives and SPD training activities from October through December which were postponed in 2013.

**Table 1: DOJ Expenditures by Category
 October 1 through 31, 2013 and Year-to-Date**

| | FTE adds | Budget (Reserve + Dept) | October Expenditures | YTD Expenditures ³ | Remaining Budget |
|-----------------------------|-----------|-------------------------|----------------------|-------------------------------|--------------------|
| Monitor | 0 | \$880,000 | \$99,255 | \$760,663 | \$119,337 |
| Community Police Commission | 3 | \$607,865 | \$166,659 | \$339,890 | \$267,975 |
| SPD Response ¹ | 7 | \$4,447,873 | \$185,430 | \$2,778,404 | \$1,669,469 |
| Unbudgeted Reserve | 0 | \$299,525 | \$0 | \$10,271 | \$289,254 |
| TOTAL² | 10 | \$6,235,263 | \$451,344 | \$3,889,228 | \$2,346,035 |

1 For additional details, please refer to the attached spreadsheet.

2 These positions were included in Ordinance 124145 and 124147

3 For CPC, this amount includes encumbrances as of the end of the reporting period.

**Table 2: DOJ Expenditures by Category
 Project to Date**

| | Expenditures Through September 30, 2013 | October 2013 | Total Expenditures to Date |
|-----------------------------|---|------------------|----------------------------|
| Monitor | \$761,408 | \$99,255 | \$860,663 |
| Community Police Commission | \$198,601 | \$166,659 | \$365,260 |
| SPD Response | \$3,640,195 | \$185,430 | \$3,825,625 |
| Unbudgeted Reserve | \$10,271 | \$0 | \$10,271 |
| TOTAL | \$4,610,475 | \$451,344 | \$5,061,819 |

Attached to this memo for reference is a report of the types of activities supported by SPD expenditures between October 1 and October 31, 2013 and cumulatively to date. Of note:

- The budget and expenditure report captures discrete expenses associated with the development and implementation of new policies and procedures required by the Settlement Agreement; they do not attempt to capture the costs of time that personnel may spend in complying with new policies and procedures.
- Prior to August 2013, SPD used a general DOJ categorizing structure which may have included indirect Settlement Agreement costs. This structure has been refined to provide a greater level of cost accountability and direct Settlement Agreement cost reporting beginning in August 2013.

SPD continues to focus its energies on all aspects of implementation of the Settlement Agreement, including developing comprehensive policies and procedures to ensure SPD continues to reform its practices in compliance with the Settlement Agreement. The Department has noted that the development of training curriculum for new or revised policies and procedures, which were originally budgeted to begin earlier this year, will begin once the policies and procedures are approved by the Monitor and DOJ.

Funding and positions provided to date in 2013 represent what SPD requires to meet Settlement Agreement requirements based on the assessment of workload capacity. This amount does not include funding that may be necessary to carry out additional tasks as requested or defined by the Monitor. To the extent these additional tasks require resources, CBO will work closely with SPD to identify the costs and will inform the Council of such developments.

Proviso

The Finance General reserve has a proviso spending limit of \$925,000, established by Ordinance 124147. To date, \$815,934 of the \$925,000 proviso limit has been spent. CBO anticipates that payment of the November and December monitor invoices will require an increase to the proviso limit. This will be requested as part of the fourth quarter supplemental to ensure proper payment for monitor invoices received before year-end closing.

We look forward to discussing this update in more detail as Council desires at upcoming meetings of the Government Performance and Finance Committee and the Public Safety, Civil Rights and Technology Committee.

If you have questions about this report, please contact Candice Livingston at 3-7274.

Attachments: Council Green Sheet 67-1-A-1
October 2013 DOJ SA SPD Expenditure Report

cc: Honorable Sally Bagshaw
Honorable Sally J. Clark
Honorable Richard Conlin
Honorable Jean Godden
Honorable Nick Licata
Honorable Mike O'Brien
Honorable Tom Rasmussen
Interim Chief of Police Jim Pugel
Ben Noble, Council Central Staff
Peter Harris, Council Central Staff
Dan Eder, Council Central Staff
Nate Van Duzer, Councilmember Burgess' Office
Jennifer Samuels, Councilmember Harrell's Office
Susana Serna, Council Central Staff
Carl Marquardt, Mayor's Office
Beth Hester, Mayor's Office
Hall Walker, CBO
Tom Mikesell, CBO
Candice Livingston, CBO

October 2013 DOJ SA SPD Expenditure Report

| | DoJ Item Description | 2013 Adopted Budget (Reserve Amount) | 2013 SPD Baseline Funding | 2013 Total Budget | Total October Expenses | Project to Date Expenditures |
|--|--|--------------------------------------|---------------------------|-------------------|------------------------|------------------------------|
| COMPLIANCE | | | | | | |
| | Compliance Coordinator (Executive 2) | \$195,000 | \$0 | \$195,000 | \$13,148 | \$178,733 |
| | Administrative Staff Assistant | \$87,300 | \$0 | \$87,300 | \$5,443 | \$67,377 |
| | Add new Strategic Advisor 2 position or equivalent | \$124,510 | \$0 | \$124,510 | \$9,471 | \$72,146 |
| OTHER COSTS | | | | | | |
| | Regular Time | \$0 | \$0 | \$0 | \$10,372 | \$38,234 |
| | Overtime | \$0 | \$0 | \$0 | \$4,209 | \$21,802 |
| | Purchases & Other | \$0 | \$0 | \$0 | \$1,397 | \$58,888 |
| TRAINING | | | | | | |
| <i>DOJ-Prep</i> | | | | | | |
| | Regular Time | \$0 | \$0 | \$0 | | \$43,550 |
| | Overtime | \$0 | \$0 | \$0 | \$1,252 | \$5,085 |
| | Purchases | \$0 | \$0 | \$0 | \$4,881 | \$9,030 |
| Audit, Policy, Training Sections Procedures (formerly Curriculum Development) | | | | | | |
| | 3 New Detective positions (3 re-assigned see below, 3 new) ("Policy/Training/Audit Team") Regular time. NOTE: THIS TIME MAY BE REPORTED ELSEWHERE ON THE SPREADSHEET | \$400,000 | \$400,000 | \$800,000 | \$26,003 | \$438,706 |
| | Overtime for Policy/Training/Audit | \$1,000,000 | \$650,000 | \$1,650,000 | \$837 | \$297,936 |
| OTHER COSTS | | | | | | |
| | Regular Time | \$0 | \$0 | \$0 | \$423 | \$784,645 |
| | Overtime (Train Trainers) | \$0 | \$0 | \$0 | | \$55,670 |
| | Purchases | \$0 | \$0 | \$0 | | \$99,114 |
| Special Training Development | | | | | | |
| | Overtime for Crisis Intervention Training | \$100,000 | \$0 | \$100,000 | | \$0 |
| | Add Video Specialist II | \$91,100 | \$0 | \$91,100 | \$6,468 | \$19,729 |
| OTHER COSTS | | | | | | |
| | Reg time | \$0 | \$0 | \$0 | | \$97,835 |
| | Overtime | \$0 | \$0 | \$0 | | \$181 |
| | Purchases | \$0 | \$0 | \$0 | | \$2,139 |
| DATA REQUIREMENTS | | | | | | |
| | Management Systems Analyst Senior | \$109,000 | \$0 | \$109,000 | | \$0 |
| | Add IT Prof B | \$142,200 | \$0 | \$142,200 | \$8,640 | \$26,352 |
| | Consultant costs for IT | \$100,000 | \$0 | \$100,000 | | \$95,000 |
| | Reg time | \$0 | \$0 | \$0 | \$9,912 | \$102,496 |
| | Overtime | \$0 | \$0 | \$0 | | \$4,004 |
| | Purchases | \$0 | \$0 | \$0 | | \$1,891 |
| SUPERVISION | | | | | | |
| | First Line Supervisors | \$0 | \$0 | \$0 | | \$0 |
| OTHER COSTS | | | | | | |
| | Reg time | | \$0 | \$0 | | \$0 |
| | Overtime other | | \$0 | \$0 | | \$0 |
| | Purchases | | \$0 | \$0 | | \$0 |
| Force Investigations Team | | | | | | |
| | FIT Staffing | \$0 | \$0 | \$0 | | \$0 |
| | Overtime for FIT staff | \$60,000 | \$0 | \$60,000 | | \$12,724 |
| | Add 2 leased Vehicles for callouts | \$30,000 | \$0 | \$30,000 | | \$0 |
| | Reg time | \$0 | \$0 | \$0 | | \$3,985 |
| | Overtime | \$0 | \$0 | \$0 | | \$8,550 |
| | Purchases and Travel | \$0 | \$0 | \$0 | \$330 | \$77,311 |

October 2013 DOJ SA SPD Expenditure Report

| | DoJ Item Description | 2013 Adopted Budget (Reserve Amount) | 2013 SPD Baseline Funding | 2013 Total Budget | Total October Expenses | Project to Date Expenditures |
|--|---|--------------------------------------|---------------------------|--------------------|------------------------|------------------------------|
| POLICY DEVELOPMENT (or DoJ Response work by APRS) | | | | | | |
| | Regular Time | | | | \$16,601 | \$563,543 |
| | Overtime for Professional Standards Section staff Officers & Detectives | \$85,000 | \$0 | \$85,000 | \$726 | \$210,601 |
| <i>OTHER COSTS</i> | | | | | | |
| | Regular Time | \$0 | \$0 | \$0 | | \$440 |
| | Overtime | \$0 | \$0 | \$0 | \$28,060 | \$66,511 |
| | Purchases and Travel | \$0 | \$0 | \$0 | \$319 | \$148,853 |
| OPA/HUMAN RESOURCES WORK | | | | | | |
| | OPA Liason Officers | \$0 | \$0 | \$0 | | \$0 |
| | Overtime for OPA staff | \$100,000 | \$0 | \$100,000 | | \$0 |
| | Early Intervention System -Sergeant | \$143,000 | \$0 | \$143,000 | \$10,537 | \$42,536 |
| <i>OTHER COSTS</i> | | | | | | |
| | Reg time | \$0 | \$0 | \$0 | | \$2,622 |
| | Overtime | \$0 | \$0 | \$0 | | \$578 |
| | Purchases | \$0 | \$0 | \$0 | \$2,926 | \$5,753 |
| OVERLAPPING DATA REQUIREMENTS--CITY AUDITOR/SA | | | | | | |
| | IT Pro B to Develop Data Driven Policing | \$142,165 | \$0 | \$142,165 | \$8,832 | \$35,614 |
| | IT Consultant | \$40,000 | \$0 | \$40,000 | | \$40,000 |
| | Video Specialist II | \$91,087 | \$0 | \$91,087 | \$6,468 | \$30,503 |
| | Strategic Advisor 2 | \$124,511 | \$0 | \$124,511 | \$7,814 | \$7,814 |
| <i>OTHER COSTS</i> | | | | | | |
| | Reg time | \$0 | \$0 | \$0 | \$358 | \$45,131 |
| | Overtime | \$0 | \$0 | \$0 | | \$0 |
| | Purchases | \$0 | \$0 | \$0 | | \$2,011 |
| | TOTALS | \$3,164,873 | \$1,050,000 | \$4,214,873 | \$185,430 | \$3,825,625 |
| | Overtime Summary | | | | \$35,084 | \$683,643 |
| | Regular Time Summary | | | | \$140,491 | \$2,601,992 |



City of Seattle
City Budget Office

MEMORANDUM

DATE: September 20, 2013

TO: Councilmember Tim Burgess, Chair
Government Performance and Finance Committee

Councilmember Bruce Harrell, Chair
Public Safety, Civil Rights and Technology Committee

FROM: Beth Goldberg, Director, City Budget Office

VIA: Jaline Quinto, Mayor's Office

SUBJECT: **Executive Report on Department of Justice Expenditures for August 2013**

This memorandum is in response to the 2013 Adopted Budget proviso from Green Sheet 67-1-A-1, which requested that Executive submit monthly expense reports documenting any funds expended or encumbered related to the Department of Justice Settlement Agreement (DOJ SA), whether from the amount in Finance General reserves or from other City funds. The report submitted to you today is the next installment in the monthly reporting as required by the proviso. It reflects financial activity for August 2013.

The City spent \$343,682 on DOJ implementation in August, as shown in Table 1 on the following page. As shown in Table 2, cumulatively, the City has spent \$4,345,744 on Settlement Agreement related costs since the City began explicitly tracking costs in October 2012.

**Table 1: DOJ Expenditures by Category
 August 1 through 31, 2013 and Year-to-Date**

| | FTE adds | Budget (Reserve + Dept) | August Expenditures | YTD Expenditures | Remaining Budget |
|-----------------------------|-----------|-------------------------|---------------------|--------------------|--------------------|
| Monitor | 0 | \$880,000 | \$51,510 | \$569,081 | \$310,919 |
| Community Police Commission | 3 | \$407,865 | \$41,444 | \$159,050 | \$248,814 |
| SPD Response ¹ | 7 | \$4,214,873 | \$240,457 | \$2,384,762 | \$1,830,111 |
| Unbudgeted Reserve | 0 | \$532,525 | \$10,271 | \$10,271 | \$522,254 |
| TOTAL² | 10 | \$6,035,263 | \$343,682 | \$3,123,164 | \$2,912,099 |

¹ For additional details, please refer to the attached spreadsheet.

² These positions were included in Ordinance 124145 and 124147

**Table 2: DOJ Expenditures by Category
 Project to Date**

| | Expenditures Through July 30, 2013 | August 2013 | Total Expenditures to Date |
|-----------------------------|------------------------------------|------------------|----------------------------|
| Monitor | \$617,571 | \$51,510 | \$669,081 |
| Community Police Commission | \$192,964 | \$41,444 | \$234,408 |
| SPD Response | \$3,191,527 | \$240,457 | \$3,431,984 |
| Unbudgeted Reserve | \$0 | \$10,271 | \$10,271 |
| TOTAL | \$4,002,062 | \$343,682 | \$4,345,744 |

DOJ Monitor

The first annual monitor’s budget for \$880,000 will expire on October 31, 2013. This budget amount is reflected as the Monitor’s “Budget (Reserve + Dept)” in **Table 1**. Based on billing trends, this line will have sufficient capacity to pay for the monitor’s services through October 31, 2013. The City Budget Office (CBO) anticipates using some of the “Unbudgeted Reserve” amounts to cover costs associated with Monitor costs for November and December 2013. At this time, CBO does not know the exact amount that the Monitor will need for the last two months of the year; however, CBO believes there is sufficient capacity to pay for these months from the “Unbudgeted Reserve” line at this time. The Monitor has requested an extension until November 15, 2013 to file his next annual budget.

CBO will adjust **Table 1** line items when the Monitor submits his new budget and will alert Council if the new budget deviates from the amount remaining in the reserve.

Community Police Commission

Please note that the “Unbudgeted Reserve” line in **Table 1** has posted expenditures for the first time in 2013. This amount is equal to one month of Community Police Commission (CPC) staff billing which occurred while the Department was being created in April 2013. Since May 2013, CBO staff has worked with the Department of Finance and Administrative Services Accounting Section to ensure that expenditures for CPC, charged to other departments while in transition, are now posted to the appropriate locations. Expenditures prior to April 30th were charged to the Finance General reserve. Beginning May 1st, the effective date of Ordinance 124145, expenditures were charged to the CPC Budget Control Level (BCL) X1P00. As of August 30th, all expenditures through July had been posted to their correct location.

CBO used this monthly reporting period to reconcile the two types of Community Police Commission (CPC) expenditures to date: 1) expenditures from the Finance General reserve, and 2) expenditures spent by the newly formed department from their BCL after Council formation. This exercise revealed that while April had been budgeted directly in the CPC BCL by Ordinance 124145, April billings processed in August used the Finance General reserve because the BCL was not active until May 1st. This expenditure is being reflected in the “Unbudgeted Reserve” line at this time. CBO is currently evaluating whether the CPC is able to reimburse the Finance General reserve for this amount or whether it will be covered by the “Unbudgeted Reserve” balance.

Seattle Police Department

Attached to this memo for reference is a report of the types of activities supported by SPD expenditures between August 1 and August 31, 2013 and cumulatively to date. Note that the budget and expenditure report captures discrete expenses associated with the development and implementation of new policies and procedures required by the Settlement Agreement; they do not attempt to capture the costs of time that personnel may spend in complying with new policies and procedures. Also, as noted in prior correspondence with Council staff, the breakdown of expenditures is based on SPD’s 2012 tracking codes, and will be further refined going forward.

SPD continues to focus its energies on all aspects of implementation of the Settlement Agreement, including developing comprehensive policies and procedures to ensure SPD continues to reform its practices in compliance with the Settlement Agreement. The Department has noted that the development of training curriculum for new or revised policies and procedures, which were originally budgeted to begin earlier this year, will begin once the policies and procedures are approved by the Monitor and DOJ.

Funding and positions provided to date in 2013 represent what SPD requires to meet Settlement Agreement requirements based on the assessment of workload capacity. This amount does not include funding that may be necessary to carry out additional tasks as requested or defined by the Monitor. To the extent these additional tasks require resources, CBO will work closely with SPD to identify the costs and will inform the Council of such developments.

Proviso

The Finance General reserve has a proviso spending limit of \$925,000, established by Ordinance 124147. As of August 30, 2013, \$624,352 of the \$925,000 proviso limit has been spent. CBO anticipates that payment of the November and December monitor invoices will require an increase to the proviso limit. This will be requested in December 2013 to ensure proper payment for monitor invoices received before year-end closing.

We look forward to discussing this update in more detail as Council desires at upcoming meetings of the Government Performance and Finance Committee and the Public Safety, Civil Rights and Technology Committee.

If you have questions about this report, please contact Candice Livingston at 3-7274.

Attachments: Council Green Sheet 67-1-A-1
August 2013 DOJ SA SPD Expenditure Report

cc: Council President Sally J. Clark
Councilmember Nick Licata
Councilmember Mike O'Brien
Interim Chief of Police Jim Pugel
Ben Noble, Council Central Staff
Peter Harris, Council Central Staff
Dan Eder, Council Central Staff
Nate Van Duzer, Councilmember Burgess' Office
Jennifer Samuels, Councilmember Harrell's Office
Susana Serna, Council Central Staff
Carl Marquardt, Mayor's Office
Beth Hester, Mayor's Office
Hall Walker, CBO
Tom Mikesell, CBO
Candice Livingston, CBO

August 2013 DOJ SA SPD Expenditure Report

| | DoJ Item Description | 2013 Adopted Budget (Reserve Amount) | 2013 SPD Baseline Funding | 2013 Total Budget | Total August Expenses | Project to Date Expenditures |
|--|--|--------------------------------------|---------------------------|-------------------|-----------------------|------------------------------|
| COMPLIANCE | | | | | | |
| | Compliance Coordinator (Executive 2) | \$195,000 | \$0 | \$195,000 | \$13,806 | \$152,437 |
| | Administrative Staff Assistant | \$87,300 | \$0 | \$87,300 | \$5,715 | \$56,491 |
| | Add new Strategic Advisor 2 position or equivalent | \$124,510 | \$0 | \$124,510 | \$9,945 | \$53,204 |
| OTHER COSTS | | | | | | |
| | Regular Time | \$0 | \$0 | \$0 | \$12,326 | \$12,421 |
| | Overtime | \$0 | \$0 | \$0 | \$3,745 | \$13,200 |
| | Purchases & Other | \$0 | \$0 | \$0 | \$12,579 | \$15,269 |
| TRAINING | | | | | | |
| <i>DOJ-Prep</i> | | | | | | |
| | Regular Time | \$0 | \$0 | \$0 | | \$43,483 |
| | Overtime | \$0 | \$0 | \$0 | | \$3,833 |
| | Purchases | \$0 | \$0 | \$0 | | \$4,149 |
| Audit, Policy, Training Sections Procedures (formerly Curriculum Development) | | | | | | |
| | 3 New Detective positions (3 re-assigned see below, 3 new) ("Policy/Training/Audit Team") Regular time. NOTE: THIS TIME MAY BE REPORTED ELSEWHERE ON THE SPREADSHEET | \$400,000 | \$400,000 | \$800,000 | \$27,303 | \$386,701 |
| | Overtime for Policy/Training/Audit | \$1,000,000 | \$650,000 | \$1,650,000 | \$724 | \$297,099 |
| OTHER COSTS | | | | | | |
| | Regular Time | \$0 | \$0 | \$0 | | \$784,222 |
| | Overtime (Train Trainers) | \$0 | \$0 | \$0 | | \$55,115 |
| | Purchases | \$0 | \$0 | \$0 | \$40,990 | \$99,114 |
| Special Training Development | | | | | | |
| | Overtime for Crisis Intervention Training | \$100,000 | \$0 | \$100,000 | | \$0 |
| | Add Video Specialist II | \$91,100 | \$0 | \$91,100 | \$6,792 | \$6,792 |
| OTHER COSTS | | | | | | |
| | Reg time | \$0 | \$0 | \$0 | | \$97,835 |
| | Overtime | \$0 | \$0 | \$0 | | \$181 |
| | Purchases | \$0 | \$0 | \$0 | \$1,068 | \$2,139 |
| DATA REQUIREMENTS | | | | | | |
| | Management Systems Analyst Senior | \$109,000 | \$0 | \$109,000 | | \$0 |
| | Add IT Prof B | \$142,200 | \$0 | \$142,200 | \$9,072 | \$9,072 |
| | Consultant costs for IT | \$100,000 | \$0 | \$100,000 | | \$95,000 |
| | Reg time | \$0 | \$0 | \$0 | \$13,739 | \$88,673 |
| | Overtime | \$0 | \$0 | \$0 | | \$4,004 |
| | Purchases | \$0 | \$0 | \$0 | | \$1,891 |
| SUPERVISION | | | | | | |
| | First Line Supervisors | \$0 | \$0 | \$0 | | \$0 |
| OTHER COSTS | | | | | | |
| | Reg time | | \$0 | \$0 | | \$0 |
| | Overtime other | | \$0 | \$0 | | \$0 |
| | Purchases | | \$0 | \$0 | | \$0 |
| Force Investigations Team | | | | | | |
| | FIT Staffing | \$0 | \$0 | \$0 | | \$0 |
| | Overtime for FIT staff | \$60,000 | \$0 | \$60,000 | | \$12,724 |
| | Add 2 leased Vehicles for callouts | \$30,000 | \$0 | \$30,000 | | \$0 |
| | Reg time | \$0 | \$0 | \$0 | | \$3,985 |
| | Overtime | \$0 | \$0 | \$0 | | \$8,550 |
| | Purchases and Travel | \$0 | \$0 | \$0 | \$8,288 | \$71,056 |

August 2013 DOJ SA SPD Expenditure Report

| | DoJ Item Description | 2013 Adopted Budget (Reserve Amount) | 2013 SPD Baseline Funding | 2013 Total Budget | Total August Expenses | Project to Date Expenditures |
|--|---|--------------------------------------|---------------------------|--------------------|-----------------------|------------------------------|
| POLICY DEVELOPMENT (or DoJ Response work by APRS) | | | | | | |
| <i>Policy Development</i> | | | | | | |
| | Regular Time | | | | \$19,763 | \$527,601 |
| | Overtime for Professional Standards Section staff Officers & Detectives | \$85,000 | \$0 | \$85,000 | \$895 | \$207,460 |
| OTHER COSTS | | | | | | |
| | Regular Time | \$0 | \$0 | \$0 | | \$440 |
| | Overtime | \$0 | \$0 | \$0 | \$19,625 | \$19,919 |
| | Purchases and Travel | \$0 | \$0 | \$0 | \$3,777 | \$148,534 |
| OPA/HUMAN RESOURCES WORK | | | | | | |
| | OPA Liason Officers | \$0 | \$0 | \$0 | | \$0 |
| | Overtime for OPA staff | \$100,000 | \$0 | \$100,000 | | \$0 |
| | Early Intervention System -Sergeant | \$143,000 | \$0 | \$143,000 | \$11,064 | \$21,462 |
| OTHER COSTS | | | | | | |
| | Reg time | \$0 | \$0 | \$0 | \$627 | \$2,622 |
| | Overtime | \$0 | \$0 | \$0 | | \$578 |
| | Purchases | \$0 | \$0 | \$0 | \$2,430 | \$2,430 |
| OVERLAPPING DATA REQUIREMENTS--CITY AUDITOR/SA | | | | | | |
| | IT Pro B to Develop Data Driven Policing | \$142,165 | \$0 | \$142,165 | \$9,274 | \$17,950 |
| | IT Consultant | \$40,000 | \$0 | \$40,000 | | \$40,000 |
| | Video Specialist II | \$91,087 | \$0 | \$91,087 | \$6,792 | \$17,566 |
| | Strategic Advisor 2 | \$124,511 | \$0 | \$124,511 | | \$0 |
| OTHER COSTS | | | | | | |
| | Reg time | \$0 | \$0 | \$0 | \$119 | \$44,773 |
| | Overtime | \$0 | \$0 | \$0 | | \$0 |
| | Purchases | \$0 | \$0 | \$0 | | \$2,011 |
| | | | | | | |
| | TOTALS | \$3,164,873 | \$1,050,000 | \$4,214,873 | \$240,457 | \$3,431,985 |
| | | | | | | |
| | Overtime Summary | | | | \$24,990 | \$622,663 |
| | Regular Time Summary | | | | \$146,335 | \$2,327,729 |



City of Seattle
City Budget Office

MEMORANDUM

DATE: July 19, 2013

TO: Councilmember Tim Burgess, Chair
Government Performance and Finance Committee

Councilmember Bruce Harrell, Chair
Public Safety, Civil Rights and Technology Committee

FROM: Beth Goldberg, Director, City Budget Office

VIA: Jaline Quinto, Mayor's Office

SUBJECT: **Executive Report on Department of Justice Expenditures for June 2013**

This memorandum is in response to the 2013 Adopted Budget proviso from Green Sheet 67-1-A-1, which requested that Executive submit monthly expense reports documenting any funds expended or encumbered related to the Department of Justice Settlement Agreement (DOJ SA), whether from the amount in Finance General reserves or from other City funds. The report submitted to you today is the next installment in the monthly reporting as required by the proviso. It reflects financial activity for June 2013.

The City spent \$277,370 on DOJ implementation in June, as shown in Table 1 on the following page. As shown in Table 2, cumulatively, the City has spent \$3,738,650 on Settlement Agreement related costs since the City began explicitly tracking costs in October 2012.

**Table 1: DOJ Expenditures by Category
 June 1 through 30, 2013 and Year-to-Date**

| | FTE adds | Budget (Reserve + Dept) | June Expenditures | YTD Expenditures | Remaining Budget |
|--------------------------------|---------------------|--|------------------------------|-----------------------------|-----------------------------|
| Monitor | 0 | \$880,000 | \$54,571 | \$472,679 | \$407,321 |
| Community Police Commission | 3 | \$407,865 | \$59,106 | \$124,555 | \$283,310 |
| SPD Response ¹ | 7 | \$4,214,873 | \$163,693 | \$1,958,527 | \$2,256,346 |
| Unbudgeted Reserve | 0 | \$532,525 | \$0 | \$0 | \$532,525 |
| TOTAL² | 10 | \$6,035,263 | \$277,370 | \$2,555,761 | \$3,479,502 |

¹ For additional details, please refer to the attached spreadsheet.

² These positions were included in Council Bills 117727 and 117734

**Table 2: DOJ Expenditures by Category
 Project to Date**

| | Expenditures Through May 31, 2013 | June 2013 | Total Expenditures to Date |
|--------------------------------|--|------------------|---------------------------------------|
| Monitor | \$518,108 | \$54,571 | \$572,679 |
| Community Police Commission | \$101,116 | \$59,106 | \$160,222 |
| SPD Response | \$2,842,056 | \$163,693 | \$3,005,749 |
| Unbudgeted Reserve | \$0 | \$0 | \$0 |
| TOTAL | \$3,461,280 | \$277,370 | \$3,738,650 |

Attached to this memo for reference is a report of the types of activities supported by SPD expenditures between June 1 and June 30, 2013 and cumulatively to date. Note that the budget and expenditure report captures discrete expenses associated with the development and implementation of new training, policies and procedures required by the Settlement Agreement; they do not attempt to capture the costs of time that personnel may spend in complying with new policies and procedures. Also, as noted in prior correspondence with Council staff, the breakdown of expenditures is based on SPD's 2012 tracking codes, and will be further refined going forward. SPD continues to focus its energies on all aspects of implementation of the Settlement Agreement, including developing a comprehensive training curriculum and policies and procedures to ensure SPD continues to reform its practices in compliance with the Settlement Agreement.

Letter to Councilmembers Burgess and Harrell
July 19, 2013
Page 3

Funding and positions provided to date in 2013 represent what SPD requires to meet Settlement Agreement requirements based on the assessment of workload capacity. This amount does not include funding that may be necessary to carry out additional tasks as requested or defined by the Monitor. To the extent these additional tasks require resources, CBO will work closely with SPD to identify the costs and will inform the Council of such developments.

We look forward to discussing this update in more detail as Council desires at upcoming meetings of the Government Performance and Finance Committee and the Public Safety, Civil Rights and Technology Committee.

If you have questions about this report, please contact Candice Livingston at 3-7274.

Attachments: Council Green Sheet 67-1-A-1
June 2013 DOJ SA SPD Expenditure Report

cc: Council President Sally J. Clark
Councilmember Nick Licata
Councilmember Mike O'Brien
Acting Chief of Police Jim Pugel
Ben Noble, Council Central Staff
Peter Harris, Council Central Staff
Dan Eder, Council Central Staff
Nate Van Duzer, Councilmember Burgess' Office
Jennifer Samuels, Councilmember Harrell's Office
Susana Serna, Council Central Staff
Carl Marquardt, Mayor's Office
Beth Hester, Mayor's Office
Hall Walker, CBO
Tom Mikesell, CBO
Candice Livingston, CBO

June 2013 DOJ SA SPD Expenditure Report

| | DoJ Item Description | 2013 Adopted Budget (Reserve Amount) | 2013 SPD Baseline Funding | 2013 Total Budget | Total June Expenses | Project to Date Expenditures |
|--|--|--------------------------------------|---------------------------|-------------------|---------------------|------------------------------|
| COMPLIANCE | | | | | | |
| | Compliance Coordinator (Executive 2) | \$195,000 | \$0 | \$195,000 | \$13,148 | \$110,363 |
| | Administrative Staff Assistant | \$87,300 | \$0 | \$87,300 | \$5,443 | \$39,073 |
| | Add new Strategic Advisor 2 position or equivalent | \$124,510 | \$0 | \$124,510 | \$9,508 | \$22,818 |
| OTHER COSTS | | | | | | |
| | Regular Time | \$0 | \$0 | \$0 | | \$95 |
| | Overtime | \$0 | \$0 | \$0 | \$1,938 | \$5,780 |
| | Purchases & Other | \$0 | \$0 | \$0 | | \$2,690 |
| TRAINING | | | | | | |
| <i>DOJ-Prep</i> | | | | | | |
| | Regular Time | \$0 | \$0 | \$0 | \$15,235 | \$28,164 |
| | Overtime | \$0 | \$0 | \$0 | \$3,833 | \$0 |
| | Purchases | \$0 | \$0 | \$0 | \$4,149 | \$0 |
| Audit, Policy, Training Sections Procedures (formerly Curriculum Development) | | | | | | |
| | 3 New Detective positions (3 re-assigned see below, 3 new) ("Policy/Training/Audit Team") Regular time. NOTE: THIS TIME MAY BE REPORTED ELSEWHERE ON THE SPREADSHEET | \$400,000 | \$400,000 | \$800,000 | | \$300,816 |
| | Overtime for Policy/Training/Audit | \$1,000,000 | \$650,000 | \$1,650,000 | | \$296,374 |
| OTHER COSTS | | | | | | |
| | Regular Time . | \$0 | \$0 | \$0 | | \$784,222 |
| | Overtime (Train Trainers) | \$0 | \$0 | \$0 | | \$55,115 |
| | Purchases | \$0 | \$0 | \$0 | | \$58,023 |
| Special Training Development | | | | | | |
| | Overtime for Crisis Intervention Training | \$100,000 | \$0 | \$100,000 | | \$0 |
| | Add Video Specialist II | \$91,100 | \$0 | \$91,100 | | \$0 |
| OTHER COSTS | | | | | | |
| | Reg time | \$0 | \$0 | \$0 | | \$97,835 |
| | Overtime | \$0 | \$0 | \$0 | | \$0 |
| | Purchases | \$0 | \$0 | \$0 | | \$1,071 |
| DATA REQUIREMENTS | | | | | | |
| | Management Systems Analyst Senior | \$109,000 | \$0 | \$109,000 | | \$0 |
| | Add IT Prof B | \$142,200 | \$0 | \$142,200 | | \$0 |
| | Consultant costs for IT | \$100,000 | \$0 | \$100,000 | | \$95,000 |
| | Reg time | \$0 | \$0 | \$0 | \$8,708 | \$65,605 |
| | Overtime | \$0 | \$0 | \$0 | | \$4,004 |
| | Purchases | \$0 | \$0 | \$0 | | \$1,891 |
| SUPERVISION | | | | | | |
| | First Line Supervisors | \$0 | \$0 | \$0 | | \$0 |
| OTHER COSTS | | | | | | |
| | Reg time | | \$0 | \$0 | | \$0 |
| | Overtime other | | \$0 | \$0 | | \$0 |
| | Purchases | | \$0 | \$0 | | \$0 |
| Force Investigations Team | | | | | | |
| | FIT Staffing | \$0 | \$0 | \$0 | | \$0 |
| | Overtime for FIT staff | \$60,000 | \$0 | \$60,000 | | \$12,724 |
| | Add 2 leased Vehicles for callouts | \$30,000 | \$0 | \$30,000 | | \$0 |
| | Reg time | \$0 | \$0 | \$0 | | \$3,985 |
| | Overtime | \$0 | \$0 | \$0 | | \$8,550 |
| | Purchases and Travel | \$0 | \$0 | \$0 | | \$62,768 |

June 2013 DOJ SA SPD Expenditure Report

| | DoJ Item Description | 2013 Adopted Budget (Reserve Amount) | 2013 SPD Baseline Funding | 2013 Total Budget | Total June Expenses | Project to Date Expenditures |
|---|---|--------------------------------------|---------------------------|--------------------|---------------------|------------------------------|
| POLICY DEVELOPMENT (or DoJ Response work by PSS) | | | | | | |
| <i>Policy Development</i> | | | | | | |
| | Regular Time | | | | \$36,625 | \$427,057 |
| | Overtime for Professional Standards Section staff Officers & Detectives | \$85,000 | \$0 | \$85,000 | \$18,985 | \$174,224 |
| OTHER COSTS | | | | | | |
| | Regular Time | \$0 | \$0 | \$0 | | \$0 |
| | Overtime | \$0 | \$0 | \$0 | | \$0 |
| | Purchases and Travel | \$0 | \$0 | \$0 | \$37,347 | \$102,778 |
| OPA/HUMAN RESOURCES WORK | | | | | | |
| | OPA Liason Officers | \$0 | \$0 | \$0 | | \$0 |
| | Overtime for OPA staff | \$100,000 | \$0 | \$100,000 | | \$0 |
| | Early Intervention System -Sergeant | \$143,000 | \$0 | \$143,000 | | \$0 |
| OTHER COSTS | | | | | | |
| | Reg time | \$0 | \$0 | \$0 | \$97 | \$1,898 |
| | Overtime | \$0 | \$0 | \$0 | | \$339 |
| | Purchases | \$0 | \$0 | \$0 | | \$0 |
| OVERLAPPING DATA REQUIREMENTS--CITY AUDITOR/SA | | | | | | |
| | IT Pro B to Develop Data Driven Policing | \$142,165 | \$0 | \$142,165 | \$8,676 | \$0 |
| | IT Consultant | \$40,000 | \$0 | \$40,000 | | \$40,000 |
| | Video Specialist II | \$91,087 | \$0 | \$91,087 | | \$5,313 |
| | Strategic Advisor 2 | \$124,511 | \$0 | \$124,511 | | \$0 |
| OTHER COSTS | | | | | | |
| | Reg time | \$0 | \$0 | \$0 | | \$31,471 |
| | Overtime | \$0 | \$0 | \$0 | | \$0 |
| | Purchases | \$0 | \$0 | \$0 | | \$2,011 |
| | TOTALS | \$3,164,873 | \$1,050,000 | \$4,214,873 | \$163,693 | \$2,842,056 |
| | Overtime Summary | | | | \$24,756 | \$513,531 |
| | Regular Time Summary | | | | \$88,765 | \$1,202,126 |

FILED
CITY OF SEATTLE
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CITY CLERK

City of Seattle
City Budget Office

MEMORANDUM

DATE: June 18, 2013

TO: Councilmember Tim Burgess, Chair
Government Performance and Finance Committee

Councilmember Bruce Harrell, Chair
Public Safety, Civil Rights and Technology Committee

FROM: Beth Goldberg, Director, City Budget Office *Beth Goldberg*

VIA: Jaline Quinto, Mayor's Office

SUBJECT: **Executive Report on Department of Justice Expenditures for May 2013**

This memorandum is in response to the 2013 Adopted Budget proviso from Green Sheet 67-1-A-1, which requested that Executive submit monthly expense reports documenting any funds expended or encumbered related to the Department of Justice Settlement Agreement (DOJ SA), whether from the amount in Finance General reserves or from other City funds. The report submitted to you today is the next installment in the monthly reporting as required by the proviso. It reflects financial activity for May 2013.

The City spent \$343,509 on DOJ implementation in May, as shown in Table 1 on the following page. As shown in Table 2, cumulatively, the City has spent \$3,461,480 on Settlement Agreement related costs since the City began explicitly tracking costs in October 2012.

City Budget Office
600 4th Avenue, 6th Floor
PO Box 94747
Seattle, WA 98124

Tel (206) 615-1962
Fax (206) 223-0022

**Table 1: DOJ Expenditures by Category
 May 1 through 31, 2013 and Year-to-Date**

| | FTE adds | Budget (Reserve + Dept) | May Expenditures | YTD Expenditures | Remaining Budget |
|-----------------------------|-----------|-------------------------|------------------|--------------------|--------------------|
| Monitor | 0 | \$880,000 | \$69,387 | \$418,108 | \$461,892 |
| Community Police Commission | 3 | \$407,865 | \$14,797 | \$65,449 | \$342,416 |
| SPD Response ¹ | 7 | \$4,214,873 | \$259,325 | \$1,794,834 | \$2,420,039 |
| Unbudgeted Reserve | 0 | \$532,525 | \$0 | \$0 | \$532,525 |
| TOTAL² | 10 | \$6,035,263 | \$343,509 | \$2,278,391 | \$3,756,872 |

¹ For additional details, please refer to the attached spreadsheet.

² These positions were included in Council Bills 117727 and 117734

**Table 2: DOJ Expenditures by Category
 Project to Date**

| | Expenditures Through April 30, 2013 | May 2013 | Total Expenditures to Date |
|-----------------------------|-------------------------------------|------------------|----------------------------|
| Monitor | \$448,721 | \$69,387 | \$518,108 |
| Community Police Commission | \$86,319 | \$14,797 | \$101,116 |
| SPD Response | \$2,582,731 | \$259,325 | \$2,842,056 |
| Unbudgeted Reserve | \$0 | \$0 | \$0 |
| TOTAL | \$3,117,771 | \$343,509 | \$3,461,280 |

Attached to this memo for reference is a report of the types of activities supported by SPD expenditures between May 1 and May 31, 2013 and cumulatively to date. Note that the budget and expenditure report captures discrete expenses associated with the development and implementation of new training, policies and procedures required by the Settlement Agreement; they do not attempt to capture the costs of time that personnel may spend in complying with new policies and procedures. Also, as noted in prior correspondence with Council staff, the breakdown of expenditures is based on SPD's 2012 tracking codes, and will be further refined going forward. SPD continues to focus its energies on all aspects of implementation of the Settlement Agreement, including developing a comprehensive training curriculum and policies and procedures to ensure SPD continues to reform its practices in compliance with the Settlement Agreement.

Letter to Councilmembers Burgess and Harrell
June 18, 2013
Page 3

Funding and positions provided to date in 2013 represent what SPD requires to meet Settlement Agreement requirements based on the assessment of workload capacity. This amount does not include funding that may be necessary to carry out additional tasks as requested or defined by the Monitor. To the extent these additional tasks require resources, CBO will work closely with SPD to identify the costs and will inform the Council of such developments.

We look forward to discussing this update in more detail as Council desires at upcoming meetings of the Government Performance and Finance Committee and the Public Safety, Civil Rights and Technology Committee.

If you have questions about this report, please contact Candice Livingston at 3-7274.

Attachments: Council Green Sheet 67-1-A-1
May 2013 DOJ SA SPD Expenditure Report

cc: Council President Sally J. Clark
Councilmember Nick Licata
Councilmember Mike O'Brien
Acting Chief of Police Jim Pugel
Ben Noble, Council Central Staff
Peter Harris, Council Central Staff
Dan Eder, Council Central Staff
Nate Van Duzer, Councilmember Burgess' Office
Jennifer Samuels, Councilmember Harrell's Office
Susana Serna, Council Central Staff
Carl Marquardt, Mayor's Office
Beth Hester, Mayor's Office
Hall Walker, CBO
Tom Mikesell, CBO
Candice Livingston, CBO

2013 - 2014 Seattle City Council Green Sheet

Ready for Notebook

| Tab | Action | Option | Version |
|-----|--------|--------|---------|
| 67 | 1 | A | 1 |

Budget Action Title: Impose a proviso on the Finance General Reserves BCL for Department of Justice Settlement Agreement Public Safety Reserves

Councilmembers: Budget Committee

Staff Analyst: Christa Valles

Council Bill or Resolution:

| Date | | Total | SB | BH | TR | RC | TB | NL | JG | SC | MO |
|------|---------|-------|----|----|----|----|----|----|----|----|----|
| | Yes | | | | | | | | | | |
| | No | | | | | | | | | | |
| | Abstain | | | | | | | | | | |
| | Absent | | | | | | | | | | |

Budget Action description:

This green sheet imposes the following budget proviso:

"No more than \$300,000 appropriated in the 2013 budget for Finance General's Reserves BCL may be spent for the Department of Justice Settlement Agreement until authorized by future ordinance."

Background

The Mayor has placed approximately \$4.6 million in Finance General Reserves in both 2013 and 2014 to cover potential expenses associated with the Department of Justice (DOJ) Settlement Agreement. This proviso will require the Executive to request Council authorization before it can spend more than \$300,000 of these funds in 2013, which is approved upfront to account for possible expenditures incurred in early 2013.

To provide the information needed to monitor DOJ-related spending and to support Council's consideration of future appropriation requests, Council requests the Executive submit monthly expense reports documenting any funds expended or encumbered related to the Department of Justice Settlement Agreement, whether from the amount in Finance General Reserves or from other City funds. The report for a given month shall be sent by no later than the 20th of the following month to the Chairs of the Government Performance and Finance Committee and Public Safety, Civil Rights, and Technology Committee.

May 2013 DOJ SA SPD Expenditure Report

| DoJ Item Description | 2013 Adopted Budget (Reserve Amount) | 2013 SPD Baseline Funding | 2013 Total Budget | Total May Expenses | Project to Date Expenditures |
|--|--------------------------------------|---------------------------|-------------------|--------------------|------------------------------|
| COMPLIANCE | | | | | |
| Compliance Coordinator (Executive 2) | \$195,000 | \$0 | \$195,000 | \$15,120 | \$110,363 |
| Administrative Staff Assistant | \$87,300 | \$0 | \$87,300 | \$6,260 | \$39,073 |
| Add new Strategic Advisor 2 position or equivalent | \$124,510 | \$0 | \$124,510 | \$10,934 | \$22,818 |
| OTHER COSTS | | | | | |
| Regular Time | \$0 | \$0 | \$0 | | \$95 |
| Overtime | \$0 | \$0 | \$0 | \$714 | \$5,780 |
| Purchases & Other | \$0 | \$0 | \$0 | | \$2,690 |
| TRAINING | | | | | |
| <i>DOJ-Prep</i> | | | | | |
| Regular Time | \$0 | \$0 | \$0 | \$28,164 | \$28,164 |
| Overtime | \$0 | \$0 | \$0 | \$0 | \$0 |
| Purchases | \$0 | \$0 | \$0 | | \$0 |
| Audit, Policy, Training Sections Procedures (formerly Curriculum Development) | | | | | |
| 3 New Detective positions (3 re-assigned see below, 3 new) ("Policy/Training/Audit Team") Regular time | \$400,000 | \$400,000 | \$800,000 | \$39,326 | \$300,816 |
| Overtime for Policy/Training/Audit | \$1,000,000 | \$650,000 | \$1,650,000 | \$33,253 | \$296,374 |
| OTHER COSTS | | | | | |
| Regular Time | \$0 | \$0 | \$0 | | \$784,222 |
| Overtime (Train Trainers) | \$0 | \$0 | \$0 | \$12,291 | \$55,115 |
| Purchases | \$0 | \$0 | \$0 | | \$58,023 |
| Special Training Development | | | | | |
| Overtime for Crisis Intervention Training | \$100,000 | \$0 | \$100,000 | | \$0 |
| Add Video Specialist II | \$91,100 | \$0 | \$91,100 | | \$0 |
| OTHER COSTS | | | | | |
| Reg time | \$0 | \$0 | \$0 | | \$97,835 |
| Overtime | \$0 | \$0 | \$0 | | \$0 |
| Purchases | \$0 | \$0 | \$0 | | \$1,071 |
| DATA REQUIREMENTS | | | | | |
| Management Systems Analyst Senior | \$109,000 | \$0 | \$109,000 | | \$0 |
| Add IT Prof B | \$142,200 | \$0 | \$142,200 | | \$0 |
| Consultant costs for IT | \$100,000 | \$0 | \$100,000 | | \$95,000 |
| Reg time | \$0 | \$0 | \$0 | \$1,663 | \$65,605 |
| Overtime | \$0 | \$0 | \$0 | | \$4,004 |
| Purchases | \$0 | \$0 | \$0 | | \$1,891 |
| SUPERVISION | | | | | |
| First Line Supervisors | \$0 | \$0 | \$0 | | \$0 |
| OTHER COSTS | | | | | |
| Reg time | | \$0 | \$0 | | \$0 |
| Overtime other | | \$0 | \$0 | | \$0 |
| Purchases | | \$0 | \$0 | | \$0 |
| Force Investigations Team | | | | | |
| FIT Staffing | \$0 | \$0 | \$0 | | \$0 |
| Overtime for FIT staff | \$60,000 | \$0 | \$60,000 | \$1,147 | \$12,724 |
| Add 2 leased Vehicles for callouts | \$30,000 | \$0 | \$30,000 | | \$0 |
| Reg time | \$0 | \$0 | \$0 | | \$3,985 |
| Overtime | \$0 | \$0 | \$0 | | \$8,550 |
| Purchases and Travel | \$0 | \$0 | \$0 | \$3,045 | \$62,768 |

May 2013 DOJ SA SPD Expenditure Report

| DoJ Item Description | 2013 Adopted Budget (Reserve Amount) | 2013 SPD Baseline Funding | 2013 Total Budget | Total May Expenses | Project to Date Expenditures |
|---|--------------------------------------|---------------------------|--------------------|--------------------|------------------------------|
| POLICY DEVELOPMENT (or DoJ Response work by PSS) | | | | | |
| <i>Policy Development</i> | | | | | |
| Regular Time | | | | \$72,700 | \$427,057 |
| Overtime for Professional Standards Section staff Officers & Detectives | \$85,000 | \$0 | \$85,000 | \$13,902 | \$174,224 |
| OTHER COSTS | | | | | |
| Regular Time | \$0 | \$0 | \$0 | | \$0 |
| Overtime | \$0 | \$0 | \$0 | | \$0 |
| Purchases and Travel | \$0 | \$0 | \$0 | \$10,668 | \$102,778 |
| OPA/HUMAN RESOURCES WORK | | | | | |
| OPA Liason Officers | \$0 | \$0 | \$0 | | \$0 |
| Overtime for OPA staff | \$100,000 | \$0 | \$100,000 | | \$0 |
| Early Intervention System -Sergeant | \$143,000 | \$0 | \$143,000 | | \$0 |
| OTHER COSTS | | | | | |
| Reg time | \$0 | \$0 | \$0 | \$532 | \$1,898 |
| Overtime | \$0 | \$0 | \$0 | | \$339 |
| Purchases | \$0 | \$0 | \$0 | | \$0 |
| OVERLAPPING DATA REQUIREMENTS--CITY AUDITOR/SA | | | | | |
| IT Pro B to Develop Data Driven Policing | \$142,165 | \$0 | \$142,165 | | \$0 |
| IT Consultant | \$40,000 | \$0 | \$40,000 | | \$40,000 |
| Video Specialist II | \$91,087 | \$0 | \$91,087 | | \$5,313 |
| Strategic Advisor 2 | \$124,511 | \$0 | \$124,511 | | \$0 |
| OTHER COSTS | | | | | |
| Reg time | \$0 | \$0 | \$0 | \$9,606 | \$31,471 |
| Overtime | \$0 | \$0 | \$0 | | \$0 |
| Purchases | \$0 | \$0 | \$0 | | \$2,011 |
| TOTALS | \$3,164,873 | \$1,050,000 | \$4,214,873 | \$259,325 | \$2,842,056 |
| Overtime Summary | | | | \$49,016 | \$488,775 |
| Regular Time Summary | | | | \$184,305 | \$1,113,361 |



City of Seattle
City Budget Office

MEMORANDUM

DATE: February 20, 2013

TO: Councilmember Tim Burgess, Chair
Government Performance and Finance Committee

Councilmember Bruce Harrell, Chair
Public Safety, Civil Rights and Technology Committee

FROM: Beth Goldberg, Director, City Budget Office 

VIA: Jaline Quinto, Mayor's Office

SUBJECT: **Executive Report on Department of Justice Expenditures for January 2013**

This memorandum is in response to the 2013 Adopted Budget proviso from Green Sheet 67-1-A-1 which requested that Executive submit monthly expense reports documenting any funds expended or encumbered related to the Department of Justice Settlement Agreement (DOJ SA), whether from the amount in Finance General reserves or from other City funds. Since the January 22, 2013 report to the Council, the Mayor's Office has submitted two legislative packages that amend the proviso limit for payment of the DOJ monitor in 2013. The legislation also creates positions and appropriates funding from the Finance General reserve to the Seattle Police Department (SPD) and the newly created Office of the Community Police Commission and details the remaining dollar amount in the Finance General reserve that may be allocated, pending future legislative action. The report submitted to you today is the next installment in the monthly reporting as required by the proviso. It reflects financial activity for January 2013.

The City spent \$488,042 on DOJ implementation in January, as shown in Table 1 on the following page. As shown in Table 2, cumulatively, the City has spent \$1,670,931 on Settlement Agreement implementation since the City began explicitly tracking costs in October 2012.

**Table 1: DOJ Expenditures by Category
 January 1 through 31, 2013**

| | FTE adds | Budget (Reserve + Dept) | Expenditures (1/31/13) | Remaining Budget |
|--------------------------------|---------------------|--|-----------------------------------|-----------------------------|
| Monitor | 0 | \$880,000 | \$142,917 ¹ | \$737,083 |
| Community Police Commission | 0 | \$407,865 | \$12,227 | \$395,638 |
| SPD Response | 0 | \$4,214,873 | \$332,898 ² | \$3,881,975 |
| Unbudgeted Reserve | 0 | \$532,525 | \$0 | \$532,525 |
| TOTAL | 0 | \$6,035,263 | \$488,042 | \$5,547,221 |

¹ Two invoices for the monitor were paid in January – November 2012 and December 2012.

² For additional details, please refer to the attached spreadsheet.

**Table 2: DOJ Expenditures by Category
 Project to Date**

| | Expenditures Through December 31, 2012 | January 2013 | Total Expenditures to date |
|-----------------------------------|---|---------------------|---------------------------------------|
| Monitor | \$100,000 | \$142,917 | \$242,917 |
| Community Police Commission | \$35,667 | \$12,227 | \$47,894 |
| SPD Response | \$1,047,222 | \$332,898 | \$1,380,120 |
| Unbudgeted Reserve | \$0 | \$0 | \$0 |
| TOTAL | \$1,182,889 | \$488,042 | \$1,670,931 |

Attached to this memo for reference is a report of the types of activities supported by SPD expenditures between January 1 and January 31, 2013 and cumulatively to date. Note that the budget and expenditure report captures discrete expenses associated with the development and implementation of new training, policies and procedures required by the Settlement Agreement; they do not attempt to capture the costs of time that personnel may spend in complying with new policies and procedures. Also, as noted in prior correspondence with Council staff, the breakdown of expenditures is based on SPD's 2012 tracking codes, and will be further refined going forward. SPD continues to focus its energies on all aspects of implementation of the Settlement Agreement, including developing a comprehensive training curriculum and policies and procedures to ensure SPD continues to reform its practices in compliance with the Settlement Agreement.

All costs reflected for January represent costs that SPD is absorbing in its base budget. However, SPD does not have sufficient budget authority to sustain this practice, making it essential that Council approve the legislation that appropriates in the SPD budget the money held in reserve for DOJ implementation costs.

We look forward to discussing this update in more detail as Council desires at upcoming meetings of the Government Performance and Finance Committee and the Public Safety, Civil Rights and Technology Committee.

If you have questions about this report, please contact Candice Livingston at 3-7274.

Attachments: Council Green Sheet 67-1-A-1
January 2013 DOJ SA SPD Expenditure Report

cc: Council President Sally J. Clark
Councilmember Nick Licata
Councilmember Mike O'Brien
Chief of Police John Diaz
Ben Noble, Council Central Staff
Peter Harris, Council Central Staff
Christa Valles, Council Central Staff
Nate Van Duzer, Councilmember Burgess' Office
Jennifer Samuels, Councilmember Harrell's Office
Susana Serna, Council Central Staff
Carl Marquardt, Mayor's Office
Beth Hester, Mayor's Office
Hall Walker, CBO
Candice Livingston, CBO

2013 - 2014 Seattle City Council Green Sheet

Ready for Notebook

| Tab | Action | Option | Version |
|-----|--------|--------|---------|
| 67 | 1 | A | 1 |

Budget Action Title: Impose a proviso on the Finance General Reserves BCL for Department of Justice Settlement Agreement Public Safety Reserves

Councilmembers: Budget Committee

Staff Analyst: Christa Valles

Council Bill or Resolution:

| Date | | Total | SB | BH | TR | RC | TB | NL | JG | SC | MO |
|------|---------|-------|----|----|----|----|----|----|----|----|----|
| | Yes | | | | | | | | | | |
| | No | | | | | | | | | | |
| | Abstain | | | | | | | | | | |
| | Absent | | | | | | | | | | |

Budget Action description:

This green sheet imposes the following budget proviso:

“No more than \$300,000 appropriated in the 2013 budget for Finance General’s Reserves BCL may be spent for the Department of Justice Settlement Agreement until authorized by future ordinance.”

Background

The Mayor has placed approximately \$4.6 million in Finance General Reserves in both 2013 and 2014 to cover potential expenses associated with the Department of Justice (DOJ) Settlement Agreement. This proviso will require the Executive to request Council authorization before it can spend more than \$300,000 of these funds in 2013, which is approved upfront to account for possible expenditures incurred in early 2013.

To provide the information needed to monitor DOJ-related spending and to support Council’s consideration of future appropriation requests, Council requests the Executive submit monthly expense reports documenting any funds expended or encumbered related to the Department of Justice Settlement Agreement, whether from the amount in Finance General Reserves or from other City funds. The report for a given month shall be sent by no later than the 20th of the following month to the Chairs of the Government Performance and Finance Committee and Public Safety, Civil Rights, and Technology Committee.

JANUARY 2013 DOJ EXPENDITURE REPORT FOR COUNCIL (DUE: 02/20/13)

| | DoJ Item Description | 2013 Adopted Budget (Reserve to be moved) | 2013 SPD Baseline Funding | 2013 Total Budget | Total January Expenses | Project to Date Expenditures | NOTES |
|---|---|--|---------------------------|-------------------|------------------------|------------------------------|-------|
| COMPLIANCE | | | | | | | |
| | Compliance Coordinator (Executive 2) | \$195,000 | \$0 | \$195,000 | \$9,988 | \$54,051 | |
| | Administrative Staff Assistant | \$87,300 | \$0 | \$87,300 | \$6,679 | \$14,395 | |
| | Add new Strategic Advisor 2 position or equivalent | \$124,510 | \$0 | \$124,510 | | \$0 | |
| OTHER COSTS | | | | | | | |
| | Regular Time | \$0 | \$0 | \$0 | \$95 | \$95 | |
| | Overtime | \$0 | \$0 | \$0 | \$1,675 | \$1,675 | |
| | Purchases | \$0 | \$0 | \$0 | \$690 | \$690 | |
| TRAINING | | | | | | | |
| <i>Curriculum Development</i> | | | | | | | |
| | 3 New Detective positions (3 re-assigned see below, 3 new) ("Policy/Training/Audit Team") | \$400,000 | \$400,000 | \$800,000 | \$27,382 | \$27,382 | |
| | Overtime for Policy/Training/Audit | \$1,000,000 | \$650,000 | \$1,650,000 | \$74,392 | \$74,392 | |
| OTHER COSTS | | | | | | | |
| | Regular Time | \$0 | \$0 | \$0 | \$141,284 | \$784,222 | |
| | Overtime | \$0 | \$0 | \$0 | | \$41,894 | |
| | Purchases | \$0 | \$0 | \$0 | \$608 | \$608 | |
| Training Development | | | | | | | |
| | Overtime for Crisis Intervention Training | \$100,000 | \$0 | \$100,000 | | \$0 | |
| | Add Video Specialist II | \$91,100 | \$0 | \$91,100 | | \$0 | |
| OTHER COSTS | | | | | | | |
| | Reg time | \$0 | \$0 | \$0 | | \$97,835 | |
| | Overtime | \$0 | \$0 | \$0 | | \$0 | |
| | Purchases | \$0 | \$0 | \$0 | | \$0 | |
| DATA REQUIREMENTS | | | | | | | |
| | Management Systems Analyst Senior | \$109,000 | \$0 | \$109,000 | | \$0 | |
| | Add IT Prof B | \$142,200 | \$0 | \$142,200 | | \$0 | |
| | Consultant costs for IT | \$100,000 | \$0 | \$100,000 | | \$95,000 | |
| | Reg time | \$0 | \$0 | \$0 | \$8,414 | \$36,328 | |
| | Overtime | \$0 | \$0 | \$0 | | \$1,300 | |
| | Purchases | \$0 | \$0 | \$0 | \$955 | \$955 | |
| SUPERVISION | | | | | | | |
| | First Line Supervisors | \$0 | \$0 | \$0 | | \$0 | |
| OTHER COSTS | | | | | | | |
| | Reg time | | \$0 | \$0 | | \$0 | |
| | Overtime other | | \$0 | \$0 | | \$0 | |
| | Purchases | | \$0 | \$0 | | \$0 | |
| Force Investigations Team | | | | | | | |
| | FIT Staffing | \$0 | \$0 | \$0 | | \$0 | |
| | Overtime for FIT staff | \$60,000 | \$0 | \$60,000 | | \$2,925 | |
| | Add 2 leased Vehicles for callouts | \$30,000 | \$0 | \$30,000 | | \$0 | |
| | Reg time | \$0 | \$0 | \$0 | | \$3,985 | |
| | Overtime | \$0 | \$0 | \$0 | | \$8,550 | |
| | Purchases and Travel | \$0 | \$0 | \$0 | \$6,037 | \$6,037 | |
| POLICY DEVELOPMENT (or DoJ Response work by PSS) | | | | | | | |
| <i>Policy Development</i> | | | | | | | |
| | Regular Time | | | | \$47,660 | \$56,313 | |
| | Overtime for Professional Standards Section staff Officers & Detectives | \$85,000 | \$0 | \$85,000 | \$5,572 | \$12,921 | |
| OTHER COSTS | | | | | | | |
| | Regular Time | \$0 | \$0 | \$0 | | \$0 | |
| | Overtime | \$0 | \$0 | \$0 | | \$0 | |

JANUARY 2013 DOJ EXPENDITURE REPORT FOR COUNCIL (DUE: 02/20/13)

| | DoJ Item Description | 2013 Adopted Budget (Reserve to be moved) | 2013 SPD Baseline Funding | 2013 Total Budget | Total January Expenses | Project to Date Expenditures | NOTES |
|---|--|--|---------------------------------|----------------------|---------------------------|---------------------------------|-------|
| | Purchases | \$0 | \$0 | \$0 | \$508 | \$508 | |
| | Travel Training | \$0 | \$0 | \$0 | | \$13,593 | |
| OPA/HUMAN RESOURCES WORK | | | | | | | |
| | OPA Liason Officers | \$0 | \$0 | \$0 | | \$0 | |
| | Overtime for OPA staff | \$100,000 | \$0 | \$100,000 | | \$0 | |
| | Early Intervention System -Sergeant | \$143,000 | \$0 | \$143,000 | | \$0 | |
| OTHER COSTS | | | | | | | |
| | Reg time | \$0 | \$0 | \$0 | \$959 | \$959 | |
| | Overtime | \$0 | \$0 | \$0 | | \$0 | |
| | Purchases | \$0 | \$0 | \$0 | | \$0 | |
| OVERLAPPING DATA REQUIREMENTS--CITY AUDITOR/SA | | | | | | | |
| | IT Pro B to Develop Data Driven Policing | \$142,165 | \$0 | \$142,165 | | \$0 | |
| | IT Consultant | \$40,000 | \$0 | \$40,000 | | \$40,000 | |
| | Video Specialist II | \$91,087 | \$0 | \$91,087 | | \$0 | |
| | Strategic Advisor 2 | \$124,511 | \$0 | \$124,511 | | \$0 | |
| OTHER COSTS | | | | | | | |
| | Reg time | \$0 | \$0 | \$0 | | \$3,507 | |
| | Overtime | \$0 | \$0 | \$0 | | \$0 | |
| | Purchases | \$0 | \$0 | \$0 | | \$0 | |
| | TOTALS | \$3,164,873 | \$1,050,000 | \$4,214,873 | \$332,898 | \$1,380,120 | |