

GROSSE ILE POLICE DEPARTMENT

FIVE -YEAR PLAN

4/01/2018 – 3/31/2023



GROSSE ILE POLICE DEPARTMENT FIVE-YEAR PLAN INDEX

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Introduction/Overview

The Five-Year Plan is devised to forecast financial activity and address requirements in the areas of manpower, healthcare, pension, safety related programs and equipment. It also provides an overview of goals, objectives and financial data for future years with continued focus on providing Grosse Ile with the very best in public safety. The department consists of 24 dedicated men and women and is served by a commission of five (5) individuals including the township board liaison. The Five-Year Plan incorporates the fiscal calendar year and begins on April 1st, of each year.

The Five-Year Plan has allowed the Grosse Ile Police Department to provide a sound strategy for addressing the necessary needs and requirements of the community and to position the department as a leader in law enforcement and public safety. As part of the continuous improvement process, the Grosse Ile Police Department has implemented many new and technically advanced programs, such as the installation of the first stationary License Plate Reader (LPR) Program in the State of Michigan. The LPR Program has allowed our law enforcement team to perform in a prevention mode in reducing crime and has also been used to exonerate innocent individuals.

The department has implemented successful culling programs to address the issues of living with wildlife in a rural setting. The Deer Culling Program has proven to be beneficial and is conducted in a safe and humane manner to insure safety at all times.

The Coyote Culling Program is the first to be implemented in the Downriver area and has been recognized by neighboring communities as an option to insure safety for humans, their property and their pets.

The department vehicles are equipped with the very latest in technical and lifesaving equipment. Equipment such as, infrared cameras to locate individuals in the dark rural areas and defibrillators to support lifesaving techniques. **Grosse Ile Police Officers are the first responders in performing law enforcement and life rescue.** These officers are trained to perform and address all emergency situations.

The Grosse Ile Police Department serves a community of approximately 10,000 residents. Of the 24 total personnel, there are 17 certified police officers, including the management team. **The National Manpower Standard** requires two (2) certified police officers for every 1,000 residents. The Grosse Ile Police Department performs well below this standard manpower requirement with an **efficiency rating of 120%**.

Manpower

The Grosse Ile Police Department is serviced by 24 dedicated individuals and provides 24-hour service, 365 days a year. The workforce performs 3 shifts every 24 hours.

The Manpower Roster includes the following:

Police Chief	1
Deputy Chief	1
Lieutenant	1
Detective Sergeant	1
Road Patrol Sergeants	2
Detective	1
DEA Officer	1
Road Patrol Officers	9
Records Clerk	1
Dispatch	4
Animal Control Officer (ACO)	1
Administrative Assistant	1
Total Personnel	24
Reserve Officers (Volunteer)	8

Retirement

The eligibility formula for Retirement is 25 Years of Service at 53 Years of Age.

Between now and the Year 2023, a total of 9 employees will be eligible for retirement. This is 38% of the total work force.

Manpower Assessment

Providing the very best Public Safety Service to the Community is our Number One Priority!

This requires a 24 hour/day, 365 day/year service commitment. The National Standard for Certified Police Officers required is 2 officers per 1,000 residents. Grosse Ile has 17 Certified Police Officers including the Chief of Police and the Deputy Chief as Members of Management. To service, 10,000 residents on Grosse Ile, puts the National Standard at 20 officers. This means that the Grosse Ile Police Department is performing well below the National Standards with an efficiency rating of 120%. (20 Standard Count Officers vs. 17 Actual Count Officers = 120%). This is further evident when we assess the total department roster as shown below:

The 17 Total Certified Officers Roster for the Grosse Ile Police Department is as follows:

Chief of Police	1
Deputy Chief	1
Detective Sergeant	1
Detective	1
DEA Officer	1
Road Patrol	12

12 total Certified Officers available to service Road Patrol and respond to medical emergencies for 10,000 residents for 3 shifts.

Road Patrol

Standard Man hours for one (1) officer = 8 hrs./day x 365 day/year = 2920 total hours/year.

Actual Man hours for one (1) officer = 2080 total hours/year.

The Grosse Ile Police Department maintains a minimum of three (3) officers per shift x 3 shifts. This requires a standard officer count of nine (9) certified officers to service 10,000 residents.

To support a 24-hour service 365 days/year requires 9 officers x 2920 standard hours/officer = 26,280 hours.

26,280 standard hours/year divided by 2080 actual man hours/year = 12.6 actual manpower. This means that Grosse Ile requires 12.6 actual officers to support the 9 officer standard count to meet our road patrol requirements.

The Grosse Ile Police Department is currently performing with 12 Certified Road Patrol Officers. This is below the 12.6 standard requirement.

Summary:

The Grosse Ile Police Department is supplying the very best service with minimum manpower.

Dispatch

The Grosse Ile Police Department employs four (4) dispatchers to service our community.

This service requires 24 hour/day x 365 days/year = 8760 total required standard hours/year.

8760 standard hours/year divided by 2080 actual hours/year = 4.21 required manpower.

Summary:

The Grosse Ile Police Department is performing the dispatch services well below the required standard with only four (4) dispatchers.

Dispatch personnel handle, on average, more than 900 calls each month, ranging from lockouts to alarms, fires to lost pets, traffic stops to directing first responders. They are trained in the following critical areas: emergency medical responses, natural and man-made disaster response, lifesaving, rescue, vehicle accidents, suicide calls, water accidents, interacting with lay persons attempting to render emergency medical assistance, coordination of first responders to the proper hospitals, etc. They are the front-line response to all calls for assistance and are the heart of each response.

Fast and accurate communication is essential in performing their duties. Grosse Ile roads are not a simple grid pattern with easy north, south, east and west direction and much of the community is dark at night. If support from other agencies is required, it is the dispatcher that directs outside responders to the correct location. Having dispatchers armed with experience, critical knowledge and talent enhances communication and allows them to work efficiently and in harmony with our road patrol officers and fire department personnel. This team concept is essential in saving lives and providing the level of service our community has come to expect. They play an integral and essential role in providing the community with state and national recognition.

Records Clerk

The Records Clerk position encompasses many responsibilities to maintain proper distribution and maintenance of all legal documents and department records. The Records Clerk is responsible for entering records into the department computer database. Through the department database, the clerk is able to communicate with other law enforcement organizations at Local, State and Federal levels. Files include officer reports, licenses, registrations, subpoenas and miscellaneous correspondence, in addition to both video and audio files. In accordance with the court docket guidelines, the Records Clerk assists the detective bureau in preparation of all court cases. Grosse Ile Police Department processes over 200 cases per year through the 33rd District Court. Other records such as daily dispatch logs, fingerprinting, child protective services, firearms, mugshots, sex offenders, accident reports, additional registrations and other records. Data must be kept in an organized fashion and ready format. The Records Clerk also prepares discovery orders for defense attorneys upon request.

The Records Clerk maintains and updates all necessary training and certifications for the dispatch center. To fill the standard manpower void in the dispatch center (only 4 dispatchers), the Records Clerk performs as a scheduled dispatcher one day a week. This consumes 20% of the Records Clerk's time. The clerk is called upon to fill in and maintain communications at the front desk throughout the course of the day. This further burdens the necessary time required to perform the Record Clerk's primary duties.

Detective Bureau

The Grosse Ile Police Detective Bureau is supported by two detectives. In addition to addressing their detective responsibilities, the Sergeant Detective assumes all supervisor duties while the second detective acts as the IT Specialist for the department. The IT Specialist has been mentored by Deputy Chief Robert Bow, who has been performing all technical duties for the department. Responsibilities include updating departmental cell phones, servicing and repairing department computers, updating and maintaining all department camera systems, maintaining all control center equipment, servicing all department and vehicle technical equipment, in addition to monitoring and servicing the LPR System.

The Detective Bureau spends two days (32 hours per week), at the 33rd District Court. This is 40% of the work week. In addition to investigations, road reports, complaints, surveillance programs and much more, these detectives are on 24-hour call to address any emergencies that may arise. A minimum of two detectives are necessary to properly service our community of 10,000 residents. Past attempts to reduce manpower in this area have failed.

Departmental Statistics:

Last year members of the Grosse Ile Police Department addressed:

12,499 Calls of Service

420 Written Reports filed by Officers

94 Accident Reports

476 Traffic Citations

20 OWI

503 Notices to Appear

1743 Verbal Warnings for Traffic Offenses

174 Arrests Made

79 Misdemeanor Arrests

14 Felony Arrests

81 Warrant Arrests

351 Courtesy Security Notices

137 Detective Bureau Complaints to Investigate

190,887 Miles Driven/Patrol Vehicles

Summary:

This manpower assessment is provided as part of the Five-Year Plan and verifies that the Grosse Ile Police Department is providing the very best service with minimal manpower.

This further supports our National Standard Rating of 120% efficiency and the department's continued commitment to providing Public Safety in the most efficient manner.

The Grosse Ile Police Department remains our First Response in addressing Public Safety!

Our department participates in various Mutual Aid Organizations such as the Downriver Mutual Aid Dive Team and the Downriver Hostage Negotiations Team.

Training/Sworn Officers:

- Annual Drug Initiative
- Confronting the Toxic Officer
- Emergency Vehicle Operation
- Hostage Negotiators
- Medicolegal Death Investigation
- Mental First Aid
- Michigan Coalition on Law Enforcement Standards (MCOLES) Firearms
- Michigan Radar Operator Certification
- Naloxone 101
- PPCT Instructor Recertification
- Pressure Point Control and Defensive Tactics
- Purchase Permit
- Taser - Electronic Control Devices

Training/Clerk Dispatchers:

- Call Assessment Recertification
- Emergency Medical Dispatch Recertification
- Fire Service Dispatch Recertification
- Foundation Recertification
- Law Enforcement Dispatch Recertification

Animal Control answered:

869 Calls of Service

64 Cats were sheltered

62 Cats adopted

3 Cats returned to their owner

21 Dogs were picked up

13 Dogs returned to their owner

8 Dogs adopted

46 Verbal warnings

2 Violations were issued

\$4,293.90 in donations

TAILS contributes to medical expenses for the animal shelter.

Community Policing Programs:

D.A.R.E. Program

New World Computer Data Update

Operation Chill-Bicycle Safety

Police Department Facebook Page

Police Department Open House

Safety Town

Stranger Danger Fingerprint Program

School Emergency Response Program

Grant Programs:

Operation Stonegarden Homeland Security
Grant

Party Patrol Grant: Underage Drinking
Education and Enforcement

Safe Communities Grant: Occupant Protection
and Impaired, Speed and Distracted Driving

SEMCA - Tobacco Compliance Grant

Partnerships:

33rd District Court – Sobriety Court Program

AAA Michigan: Wayne County Traffic Safety
Committee

Downriver Guidance Center

Office of Highway Safety Planning

Prosecuting Attorneys Association of Michigan

SUDDs Coalition

In addition, the Grosse Ile Police Department and its officers have received numerous awards and commendations from the Downriver Community.

Their accomplishments include everything from addressing hostage negotiations to saving lives!

Vehicles and Equipment

Vehicles:

The Grosse Ile Police Department service fleet contains a total of 16 vehicles. The fleet consists of the following:

• Management Vehicles (Available for 24-hour service)	2
• Road Patrol Vehicles (<u>3 - 4-wheel drive vehicles</u> and <u>5 - 2-wheel drive vehicles</u>)	8
• Animal Control Vehicle	1
• Detective Bureau Vehicles	2
• Utility Vehicle (Utilized for deer cull, boat transfer, etc.)	1
• DEA Vehicle (Canine)	1
• ATV (Special Use where full sized vehicles cannot access)	1
Total Vehicles	16

			VEHICLE
VEHICLE	MODEL	YEAR	ASSIGNMENT
16-0	Dodge Durango	2013	Chief
16-1	Dodge Charger	2017	Deputy Chief
16-2	Dodge Charger	2015	Road Patrol
16-3	Ford Expedition	2014	Road Patrol
16-4	Dodge Charger	2017	Road Patrol
16-5	Dodge Charger	2016	Road Patrol
16-6	Dodge Charger	2017	Road Patrol
16-7	Dodge Charger	2016	Road Patrol
16-8	Ford Expedition	2010	Road Patrol
16-9	Ford F150	2008	Animal Control
16-10	Dodge Charger	2017	Investigation
16-11	Dodge Charger	2017	Investigation
16-12	Ford F150	2009	Utility
16-13	Ford Expedition	2016	Road Patrol
16-23	Ford Expedition	2017	DEA

All road patrol vehicles contain the latest safety and lifesaving equipment. These vehicles are equipped to support our first responders (our police officers).

Vehicles are kept in service for approximately 90,000 miles. In order to maintain proper fleet rotation, an average of three (3) new vehicles are purchased every year. Funds (estimated \$90,000.00) are made available from the Police Department Forfeiture Account. Studies have shown it to be financially advantageous to rotate vehicles at the 90,000 mile point. Road Patrol vehicles average approximately 50,000 miles/year usage.

New Technology Programs

License Plate Reader (LPR) Program

The Grosse Ile Police Department was the first in the State to implement the LPR Program. Both Phase 1 (Wayne County Bridge) and Phase II (Grosse Ile Toll Bridge) have been completed. The LPR has proven instrumental in identifying vehicles and exonerating innocent individuals. This program was also purchased through the Grosse Ile Police Department Forfeiture Account.

Additional camera surveillance programs have been installed at our Sunrise Park location and the Playscape Park to further monitor security. Forfeiture funds are used to support and maintain these programs.

Additional cameras have been installed at both bridge locations to monitor traffic flow and aide in addressing emergency situations.

New Technology will remain an important part of our Continuous Improvement Program for the future.

Healthcare Program

The present Healthcare Program encompasses 24 employees and 12 retirees. Overall coverage includes healthcare, prescriptions, vision and dental care. A portion of the expense is paid by the employees and retirees with the remainder paid by the township. Although, increases in healthcare costs are difficult to forecast, a 3% increase is factored in annually to address healthcare for the police department.

Pension Program

The present Pension Program encompasses 24 employees and 12 retirees. The township has contracted the Municipal Employees Retirement System of Michigan (MERS) to address this benefit for the entire township roster. Payment for this program is based on factors such as Actuarial Accrued Liability, Valuation Assets, Funded Percentage and Required Annual Contribution. MERS has recently accelerated the Annual Required Contribution portion of the program. A 7% annual increase is factored in to address the future budget forecast.

FINANCIAL OVERVIEW

The Grosse Ile Police Department is funded through two (2) separate accounts. The Millage Account supports department payroll, healthcare, pension and additional miscellaneous departmental expenses. This account supports the majority of the department expenses and is funded by our annual millage tax dollars received.

The Forfeiture Account evolves from our DEA Program and supports Vehicles/Equipment costs and other miscellaneous departmental expenditures. Forfeiture monies cannot be used for payroll or benefit expenses. This account is funded by monies retrieved in the field by the DEA service we provide in conjunction with the State and Federal government.

MILLAGE ACCOUNT

Millage Package for the Police Department:

General	2.0 mills
Allocated	1.2 mills (reduced from 1.85 due to Headlee)
Oper. 1	1.0 mills
Oper. 2	1.0 mills
Oper. 3	.75 mills
Total	5.95 mills (was 6.6 mills prior to Headlee reduction)

Projected Department Cost

2018	\$3,324,817.00	5.6 mills
2019	\$3,410,491.00	5.6 mills
2020	\$3,496,087.00	5.7 mills
2021	\$3,593,516.00	5.8 mills
2022	\$3,695,595.00	5.9 mills

Summary:

If the Grosse Ile Police Department is allowed to use the total 2.0 mills from the General fund, as in the past, the present program will carry to the end of the Year 2022. Due to the continued rise in the general payroll, healthcare, pension and additional department expenses, the police department will incur an average accumulative annual cost of approximately \$92,000.00.

GROSSE ILE POLICE DEPARTMENT FIVE YEAR PLAN - MILLAGE ACCOUNT - 4/1/18 TO 3/31/23

	A	B	C	D	E	F	G
	1.75%	3%	7%			Mills	1%
	Wages	Health	MERS	Misc.	Total	Needed	Taxable value 1 mill
ACTUAL							
2012	\$ 1,503,392.00	\$ 474,030.00	\$ 442,312.00	\$ 430,837.00	\$ 2,850,571.00	5.048	\$ 564,700.00
2013	\$ 1,564,707.00	\$ 467,188.00	\$ 448,368.00	\$ 472,414.00	\$ 2,952,677.00	5.341	\$ 552,800.00
2014	\$ 1,585,557.00	\$ 479,392.00	\$ 526,627.00	\$ 565,786.00	\$ 3,157,362.00	5.661	\$ 557,700.00
2015	\$ 1,645,989.00	\$ 496,237.00	\$ 590,362.00	\$ 548,050.00	\$ 3,280,638.00	5.819	\$ 563,800.00
2016	\$ 1,702,258.00	\$ 465,961.00	\$ 626,319.00	\$ 474,690.00	\$ 3,269,228.00	5.692	\$ 574,400.00
2017	\$ 1,753,153.00	\$ 486,971.00	\$ 575,297.00	\$ 506,765.00	\$ 3,322,186.00	5.723	\$ 580,500.00
FORECAST							
2018	\$ 1,615,574.00	\$ 506,289.00	\$ 645,214.00	\$ 557,740.00	\$ 3,324,817.00	5.643	\$ 589,200.00
2019	\$ 1,638,073.00	\$ 516,818.00	\$ 698,154.00	\$ 557,446.00	\$ 3,410,491.00	5.684	\$ 600,000.00
2020	\$ 1,666,739.00	\$ 532,323.00	\$ 747,025.00	\$ 550,000.00	\$ 3,496,087.00	5.769	\$ 606,000.00
2021	\$ 1,695,907.00	\$ 548,292.00	\$ 799,317.00	\$ 550,000.00	\$ 3,593,516.00	5.871	\$ 612,060.00
2022	\$ 1,725,586.00	\$ 564,741.00	\$ 855,269.00	\$ 550,000.00	\$ 3,695,595.00	5.978	\$ 618,180.60
2023	\$ 1,755,783.00	\$ 581,683.00	\$ 915,137.00	\$ 550,000.00	\$ 3,802,604.00	6.09	\$ 624,362.41
2024	\$ 1,786,510.00	\$ 599,134.00	\$ 979,197.00	\$ 550,000.00	\$ 3,914,840.00	6.208	\$ 630,606.03
2025	\$ 1,817,773.00	\$ 617,108.00	\$ 1,047,741.00	\$ 550,000.00	\$ 4,032,622.00	6.332	\$ 636,912.09

GROSSE ILE POLICE DEPARTMENT BUDGET FORECAST - FIVE YEAR PLAN								
Description	2018	2019	2020	2021	2022	Total	AE	PP
Dept. vehicles to support vehicle rotation program - purchase 3 vehicles a year	90,000.00	90,000.00	90,000.00	90,000.00	90,000.00	450,000.00		
Ammunition - Dept. Certification Program, 17 officers, 1 animal control officer and 12 reserve officers	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	150,000.00		
Gun Range - Trenton 5 year lease	2500.00	2,500.00	2,500.00	2,500.00	2,500.00	12,500.00		
Office equipment updates, maintenance, computers, cell phones, misc.	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	50,000.00		
Vehicle equipment updates/maintenance	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	100,000.00		
LPR Program updates/maintenance	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	17,500.00		
Dept. security cameras - updates/maint.	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	5,000.00		
Dept. file serve update - 5 yr. frequency		10,000.00				10,000.00		
Arsenal Weapon Program Update - 5 year frequency (vests).			17,000.00			17,000.00		
Perimeter security system - foot fence w/2 electric gates - enclose back half of public safety facility - secure police and fire vehicles and equipment, total estimate \$200,000. to be shared with fire and police				100,000.00		100,000.00		
Dept. miscellaneous expenditures, office equipment, furniture, carpet, etc.	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	25,000.00		
DEA backfill position	120,000.00	120,000.00	120,000.00	120,000.00	120,000.00	600,000.00		
Overtime - DEA program	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	100,000.00		
Additional storage facility - ATV, motorcycle, boat, radar equipment, etc.			50,000.00			50,000.00		
Motorcycle purchase				25,000.00		25,000.00		
Police boat replace					250,000.00	250,000.00		
Future camera surveillance program	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	10,000.00		
Wildlife management	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	5,000.00		
Off duty weapon program		8,000.00				8,000.00		
Body cameras		8,500.00				8,500.00		
Total	305,000.00	331,500.00	372,000.00	430,000.00	555,000.00	1,993,500.00		
AE = Annual Expense PP = Projected Project								

Fund Balance as of 3/31/2018	\$603,000.00
Annual Estimated Revenue	\$300,000.00
Annual Expense (AE) Cost - 5 year	\$1,525,000.00
Projected Project (PP) Cost - 5 year	\$468,500.00
Total Program Cost - 5 year	\$1,993,500.00

Conclusion:

The Grosse Ile Police Department has positioned itself as one of the leading law enforcement organizations in the State of Michigan. The department performs with minimal manpower and delivers a high degree of efficiency. Each of the 24 dedicated men and women take pride in their work ethic and delivers a service second to none. Their outstanding performance has won the Grosse Ile Police Department the **“Safest Community in Michigan Award”**, seven of the last nine years. Grosse Ile was recently ranked **“5th Safest Community in the Country”!**

PUBLIC SAFETY IS PRIORITY ONE!
