



# Rapid City Police Department

## Administration

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Rapid City, South Dakota 57701-2890  
605-394-4133

An Internationally Accredited Law Enforcement Agency  
Craig Tieszen, Chief of Police      Jim Shaw, Mayor



June 7, 2007

MEMO TO: Mayor Jim Shaw and Council Members      LF061307-20  
FROM: Craig Tieszen, Chief of Police  
SUBJECT: Decision Time on New Employees

Ladies and Gentlemen,

This memo addresses two separate, but related, agenda items. It also is the result of previous Council action authorizing me to prepare this proposal.

As you will see, the request is for three new police officer positions – two paid entirely by a highway safety grant for one, and probably two years and another, partially funded by the school district for a second liaison officer at Central High School.

First of all, let me explain why any approvals you may authorize must be completed by no later than your first meeting in July. We are currently in the hiring process to fill existing vacancies. Job offers will be made in early July, starting date is July 30<sup>th</sup> and the new officers are scheduled to attend the police academy in Pierre in mid-August. Police officer training lasts approximately six months and requires a huge commitment of instructors from within the Department both in the classroom and in the field. The point is we must hire in groups to accommodate this training. We will probably not hire again until a year from now. With the grant opportunity and to some extent the liaison position, there is only this narrow window of opportunity.

I realize that this schedule does not mesh with the city budget process. I also realize there are lots of other needs in the city including employee needs in many departments to address the existing and growing infrastructure of the City. However, based on the timing issues I just outlined and the financial implications described later, I believe this is a worthy proposal to bring forward.

The first proposal is to accept a grant from the National Highway Traffic Safety Administration (NHTSA), administered by the State, to fully fund two police officers for one year, with an opportunity to apply for a second year, to enhance the drunk driving enforcement efforts of the Department (see attached document). There would be no direct budget impact associated with these employees during the grant period and NO obligation to continue these positions at the end of the grant period.

I believe this grant provides an opportunity to transition to the increased demands of the growth that is already underway in our city. Our new malls, new retail and additional real estate will all require additional policing and this grant will transition us to the time when sales tax revenues will be generated to support the services. In the meantime, this grant supports the existing drunk driving enforcement goals of the Department. If, somehow, this growth does not occur, there is no obligation to retain the staffing. Therefore, I see this as a win-win situation.

The second proposal is to add staffing to support an additional liaison officer at Central High School. The attached letter from Dr. Wharton confirms school district support for three-eighths of the officer's wages and benefits. I have carefully reviewed the situation at Central High School and determined that the circumstances there demand additional liaison services. I believe the school and the students deserve it and the community demands it. Therefore, I intend to assign a second police officer there at the beginning of the school year in the fall and accept the support funding from the school district. The issue for all of you is whether to support an additional employee and the partial funding (about \$35,000/year) for the 2008 budget and beyond. (I have adequate funding in the 2007 budget due to unfilled positions). If the new employee is not supported it will of course have some adverse effect on our operations as I will need to draw an officer from some other position. Of course, I believe that taking on the additional workload and taking the school districts money warrant the addition of an employee and I urge your support of this proposal.

Again, I understand that this request is premature in relationship to the budget process and other department's requests for staffing. Unfortunately, I don't see the budget being finalized before my early July deadline. If necessary as a compromise, you may consider authorizing the hire contingent upon your analysis of the entire budget and an agreement to reduce our staffing through attrition if other requests receive a higher priority. Basically, we would fill the position(s) but agree to reduce our authorized strength through attrition if that was the end result.

Please carefully review these proposals and contact me with any questions or concerns. I look forward to working with you to improve the services of the Rapid City Police Department to the community.

**RAPID CITY AREA  
SCHOOL DISTRICT 51/4**  
300 Sixth Street  
Rapid City, South Dakota 57701-2724



**Superintendent of Schools**  
**(605) 394-4031**

May 23, 2007

**Chief Craig Tieszen**  
**Rapid City Police Department**  
**300 Kansas City**  
**Rapid City, SD 57701**


Re: Liaison Officer at Central High School

Dear Chief Tieszen,

Please consider this letter as support from the Rapid City Area Schools District to provide an additional liaison officer at Central High School. The District is committed to fund the position to the same extent we currently fund the other liaison positions.

If you need additional information, please feel free to contact me.

Sincerely,

  
Peter M. Wharton, Ph.D.  
Superintendent of Schools