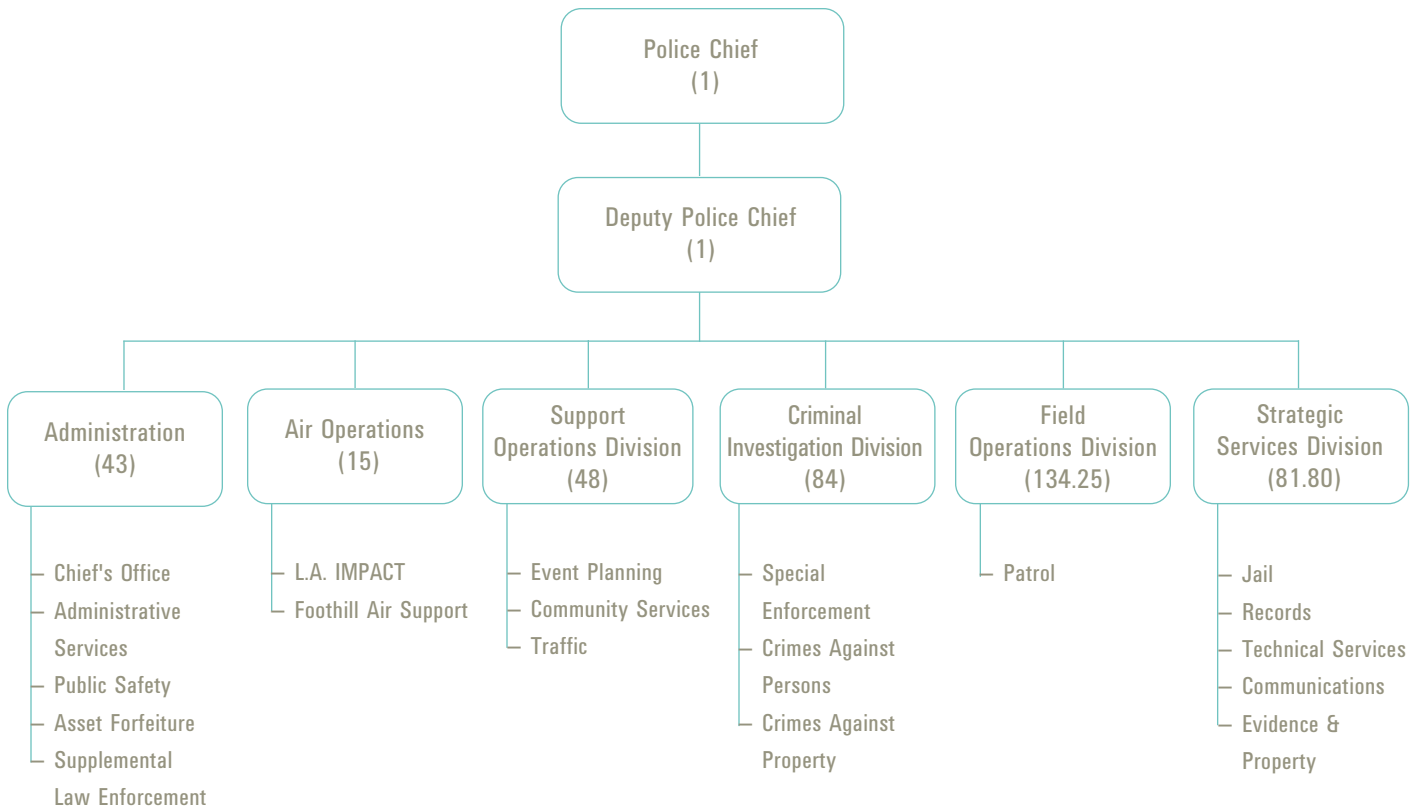


# POLICE



ADOPTED OPERATING  
BUDGET FISCAL YEAR  
**2009**

CITY OF PASADENA  
POLICE



# CITY OF PASADENA POLICE

## DEPARTMENT SUMMARY POLICE

### Mission Statement

To be a world-class public safety agency that embraces the values of excellence, innovation, and integrity; to maintain public trust, dedicating Department efforts to being a part of the community through improved communication, mutual setting of priorities and shared commitment to community policing; to seek to improve the quality of life for all residents of Pasadena through a proactive team approach to timely and innovative interventions in community problems.

### Program Description

The Police Department provides law enforcement services to the community of Pasadena. Through the Community Service Policing model, each division in the Department is focused on providing effective, quality service to assure a secure community. By using such diverse resources as the Air Operations Section, K-9 Officers, Neighborhood Action Team (NAT) and Homeless Outreach and Psychiatric Evaluation (HOPE) team, the Department has the ability to respond to calls for service in numerous dimensions. Each Section – Patrol, Community Services, Administrative Services, Event Planning, Traffic, Special Enforcement, Air Operations, Crimes Against Persons, Crimes Against Property, Communications, Technical Services, Records, Evidence and Property, Jail, and Counter Terrorism provides a distinct service, oriented to the community policing effort. In addition, these programs provide law enforcement services mandated by State and Federal agencies.

### Departmental Relationship to City Council Goals:

- **Assure a Safe and Secure Community**

The Police Department directly supports the City Council Goal to Assure a Safe and Secure Community. It is accomplishing this directive by providing effective, quality service. The Police Department is continuing to enhance Community Service Policing and decentralizing traditional law enforcement services. Problem solving and partnerships with community organizations and residents will be the focus of community safety and crime prevention efforts. In addition, regional partnerships such as Foothill Air Support Team (FAST), Los Angeles Interagency Metropolitan Police Apprehension Crime Team (LA IMPACT),

Los Angeles Regional Internet Crimes Against Children (ICAC) Task Force, and Los Angeles High Intensity Drug Traffic Area (LA HIDTA) are helping to ensure that the Department can maximize the services provided. The area of Internet crime is one the Department anticipates devoting an increased amount of time and resources to in the years ahead.

### Major Accomplishments

Once again, reported major crimes remain at or near 50-year lows. The events of September 11, 2001, continue to impact the City's policing activities. The Counter Terrorism Section maintains critical information links that will help to ensure that the Department has access to all available information from Federal, State and Local law enforcement agencies to ensure the safety and security of the community. Grant funding in the amount of \$1.7 million has been obtained to provide equipment, training, and security enhancements to better protect the community and first responders. Unprecedented levels of planning continued into this year's Tournament of Roses Parade. Parade Watch remains a viable community partnership to aid in providing for a safe environment for all along the parade route. The Community Mediation Program became operational last year. A partnership with the Pasadena Police Department, Western Justice Center, and Dispute Resolution Services aims to more effectively mediate disputes between residents and the police employees who serve them through face to face mediation facilitated by a trained neutral party. Initial reports indicate that the program is very successful. A civilian jail administrator was hired to replace a sworn lieutenant who had served in that role and expand the civilian career ladder opportunities for civilians. The cities of Sierra Madre and La Verne joined FAST as we continue to grow this regional partnership. The Police Assessment Resource Center (PARC) conducted an historic study of the Department and the community, concluding that police officers and residents have great respect for each other, the Department, and the type of services provided. Finally, the value of the Pasadena policing model and the staff that implements it was demonstrated when two of four commanders were selected by area cities to serve as the new Chief's of Police.

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| Summary of Appropriations and Revenues                  | FY 2006<br>Actual | FY 2007<br>Actual | FY 2008<br>Adopted | FY 2008<br>Revised | FY 2009<br>Adopted |
|---|-------------------|-------------------|--------------------|--------------------|--------------------|
| FTEs  | 387,050           | 394,050           | 401,050            | 405,050            | 408,050            |
| Appropriations  | 50,627,660        | 53,381,055        | 58,571,536         | 58,960,269         | 62,134,235         |
| Sources by Fund   |                   |                   |                    |                    |                    |
| General Fund  | 47,705,647        | 50,560,063        | 55,299,118         | 55,687,851         | 58,776,661         |
| Burglar Alarm Fines                                     | 245,766           | 291,878           | 256,679            | 256,679            | 256,679            |
| Old Pasadena Parking<br>Meter Fund Transfer             | 301,693           | 313,661           | 328,707            | 328,707            | 341,755            |
| Asset Forfeiture Fund                                   | 234,709           | 149,842           | 342,273            | 342,273            | 342,605            |
| L A Impact Fund   | 90,641            | 100,273           | 120,582            | 120,582            | 122,035            |
| Justice Assistance/Local Law<br>Enforcement Block Grant | 199,551           | 44,877            | 44,877             | 44,877             | 44,877             |
| Public Safety Augmentation Fund                         | 1,278,576         | 1,293,037         | 1,517,937          | 1,517,937          | 1,568,024          |
| Foothill Air Support Fund                               | 265,909           | 287,211           | 302,790            | 302,790            | 310,033            |
| Supplemental Law Enforcement Fund                       | 305,168           | 340,213           | 358,573            | 358,573            | 371,566            |
| Total Sources   | 50,627,660        | 53,381,055        | 58,571,536         | 58,960,269         | 62,134,235         |

CITY OF PASADENA  
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Departmental Results Statements

|   | Actual                                      | FY 2007<br>Target | % Target | FY 2008<br>Target | FY 2009<br>Target |
|---|---|-------------------|----------|-------------------|-------------------|
| <b>RESULT 1: A SAFE COMMUNITY FOR THOSE WHO LIVE, WORK AND PLAY IN PASADENA.</b>  |   |                   |          |                   |                   |
| Measure 1.1 Survey of residents regarding how safe they feel in Pasadena.   |   |                   |          |                   |                   |
| A. 75% of residents feel "safe" or "very safe" within the City  | 72%   | 75%               | 96%      | N/A               | 75%               |
| Measure 1.2 Survey of residents regarding satisfaction with Police services.  |   |                   |          |                   |                   |
| A. 85% of residents feel "satisfied" or "very satisfied" with the overall service provided by the Police Department                                     | 77%   | 85%               | 91%      | N/A               | 85%               |
| Measure 1.3 Number of specialized traffic enforcement programs to reduce traffic accidents throughout the City.   |   |                   |          |                   |                   |
| A. Perform 1,000 hours of specialized traffic programs to include enforcement, traffic surveys, and public education programs per quarter               | 5,229                                       | 4,000             | 100%     | 4,000             | 4,000             |
| Measure 1.4 Attend community meetings to inform residents about traffic hazards and emerging crime trends.  |   |                   |          |                   |                   |
| A. Attend one community meeting per quarter in each of the five Community Service Areas   | 61  | 20                | 100%     | 20                | N/A               |
| A. Attend two community meetings per quarter in each of the five Community Service Areas  | New measure and target beginning in FY 2009 |                   |          |                   | 40                |
| Measure 1.5 Number of Neighborhood Services programs designed to inform residents/business watches about crime prevention and Homeland Security.        |   |                   |          |                   |                   |
| A. Schedule six Neighborhood -Business Watches per quarter to discuss their assistance with crime prevention and homeland security                      | 45  | 24                | 100%     | N/A               | N/A               |
| Measure 1.5 Number of Neighborhood Services programs designed to inform residents/business watches about crime prevention and emergency preparedness.   |   |                   |          |                   |                   |
| A. Conduct 25 Neighborhood/ Business Watch programs per quarter to inform residents and/or businesses about crime prevention and emergency preparedness | New measure beginning in FY 2008            |                   |          | 100               | 100               |
| Measure 1.6 Number of Neighborhood Outreach Programs designed to enhance park safety.   |   |                   |          |                   |                   |
| A. Create one Park Watch Program per year   | 2   | 1                 | 100%     | N/A               | N/A               |
| Measure 1.6 Number of Neighborhood Outreach Programs designed to enhance park safety.   |   |                   |          |                   |                   |
| A. Maintain existing number of Park Watches and schedule one Park Watch meeting each quarter  | New measure beginning in FY 2008            |                   |          | 4                 | N/A               |
| A. Host two safety prevention programs per quarter at Pasadena parks  | New target beginning in FY 2009             |                   |          |                   | 8                 |

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Departmental Results Statements

|  | Actual | FY 2007<br>Target                           | % Target | FY 2008<br>Target | FY 2009<br>Target |
|--|--------|---|----------|-------------------|-------------------|
| <b>RESULT 2: ABSENCE OF VIOLENCE BY YOUTH IN PASADENA.</b>   |        |   |          |                   |                   |
| Measure 2.1 Identify and monitor hard core gang members.   |        |   |          |                   |                   |
| A. 50 hard-core gang members per year will be identified and closely monitored   | 50     | 50  | 100%     | 50                | N/A               |
| Measure 2.1 Identify and monitor active gang members.  |        |   |          |                   |                   |
| A. 50 gang members per year will be identified and closely monitored   |        | New measure and target beginning in FY 2009 |          |                   | 50                |
| Measure 2.2 Seize unlawfully possessed firearms.   |        |   |          |                   |                   |
| A. Confiscate and recover at least 100 firearms for the year   | 134    | 100   | 100%     | 100               | N/A               |
| A. As a department, confiscate and recover at least 100 firearms for the year  |        | Verbiage change beginning in FY 2009        |          |                   | 100               |
| Measure 2.3 Number of youth participating in police sponsored programs.  |        |   |          |                   |                   |
| A. Average 125 youth per quarter to participate in the following: Youth Advisor At Risk Program, PAL, Junior Public Safety Academy, Summer Youth Leadership Conference, CPA - Teen Edition, and Police Explorer Post | 440    | 500   | 88%      | 500               | 500               |
| Measure 2.4 Number of first-time offenders referred to the Youth Accountability Board.   |        |   |          |                   |                   |
| A. 72 first-time offenders will be referred to the Youth Accountability Board per year   | 162    | 72  | 100%     | 72                | 72                |
| B. Maintain a recidivism rate of less than 20% for program graduates referred to the Youth Accountability Board  | 16%    | 20%   | 100%     | N/A               | N/A               |
| B. Maintain a recidivism rate of less than 16% for program graduates referred to the Youth Accountability Board  |        | New target beginning in FY 2008             |          | 16%               | 16%               |

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Departmental Results Statements

|  | Actual   | FY 2007<br>Target | % Target | FY 2008<br>Target | FY 2009<br>Target |
|--|--|-------------------|----------|-------------------|-------------------|
| <b>RESULT 3: HIGH QUALITY, COST-EFFECTIVE COMMUNITY SAFETY AND CRIME PREVENTION FOR THE PEOPLE WHO LIVE AND WORK IN, AND VISIT PASADENA.</b> |  |                   |          |                   |                   |
| Measure 3.1  | Neighborhood Action Team to establish Special Policing Districts to address problematic liquor stores and their impact on quality of life. |                   |          |                   |                   |
| A. Identify one non-conforming problem liquor store per quarter as a project   | 4  | 4                 | 100%     | N/A               | N/A               |
| A. Conduct quarterly audits to determine status of non-conforming liquor stores  | New measure beginning in FY 2008   |                   |          | 4                 | N/A               |
| Measure 3.1  | As a department, monitor problematic liquor stores and their impact on quality of life.  |                   |          |                   |                   |
| A. Conduct quarterly inspections of liquor stores to evaluate status and crime impact in neighborhoods                                       | New measure and target beginning in FY 2009  |                   |          |                   | 4                 |
| Measure 3.2  | Alternate service options for police responses.  |                   |          |                   |                   |
| A. Redirect 750 reports per quarter to non-sworn personnel for processing  | 3,273  | 3,000             | 100%     | 3,000             | 3,000             |
| B. Further reduce police reports through the implementation of an online citizen reporting system  | New measure and target beginning in FY 2009, specific number of reports to be reduced will be determined during FY 2009                    |                   |          |                   | TBD               |
| Measure 3.3  | Augment the organization's ability to provide services through increased use of volunteers.  |                   |          |                   |                   |
| A. Volunteers to provide 2,500 hours of services to the organization per quarter   | 14,608   | 10,000            | 100%     | N/A               | N/A               |
| A. Volunteers to provide 4,300 hours of services to the organization per quarter   | New target beginning in FY 2008  |                   |          | 17,200            | 17,200            |

Changes From Prior Year

- Cost Changes: The change from the fiscal year 2008 revised budget is \$3,173,966 primarily attributable to the following:
  1. The Personnel budget increased by \$3,314,114 due to anticipated salary and benefit rate changes including \$142,800 for two Police Specialist III positions for the Records Division and \$161,662 for one Police Sergeant to provide security for the Water and Power Department. Overtime expense decreased by (\$106,941) due to elimination of one-time STEP Grant funding..
  2. The Services and Supplies budget increased by \$293,683 including \$267,943 for annual helicopter lease payment, \$38,600 for ammunition and range clean up costs, \$30,000 for training, \$29,500 for fuel and lubricants, \$7,092 for uniforms and equipment, and \$5,000 for supplies for the Police

- Volunteer Program. A decrease of (\$53,560) is due to the transfer out of funding to the City Manager's Office for gang intervention and outreach services and a decrease of (\$30,892) is due to the elimination of one-time funding of Local Detention Facility Grant and STEP Grant.
- 3. The Equipment budget decreased (\$514,140) due to the elimination of one-time funding for in-car videos (\$374,140) and one-time funding for four vehicles (\$140,000).
- 4. The Internal Service Charges budget increased by \$80,309 for citywide cost adjustments in various internal service charges and vehicle maintenance, replacement and fuel costs.
- FTE Changes: There was an increase of 3.00 FTEs from the fiscal year 2008 revised budget. Two Police Specialist III positions were added to the Records Division to keep up with clerical handling of police reports and one Police Sergeant was

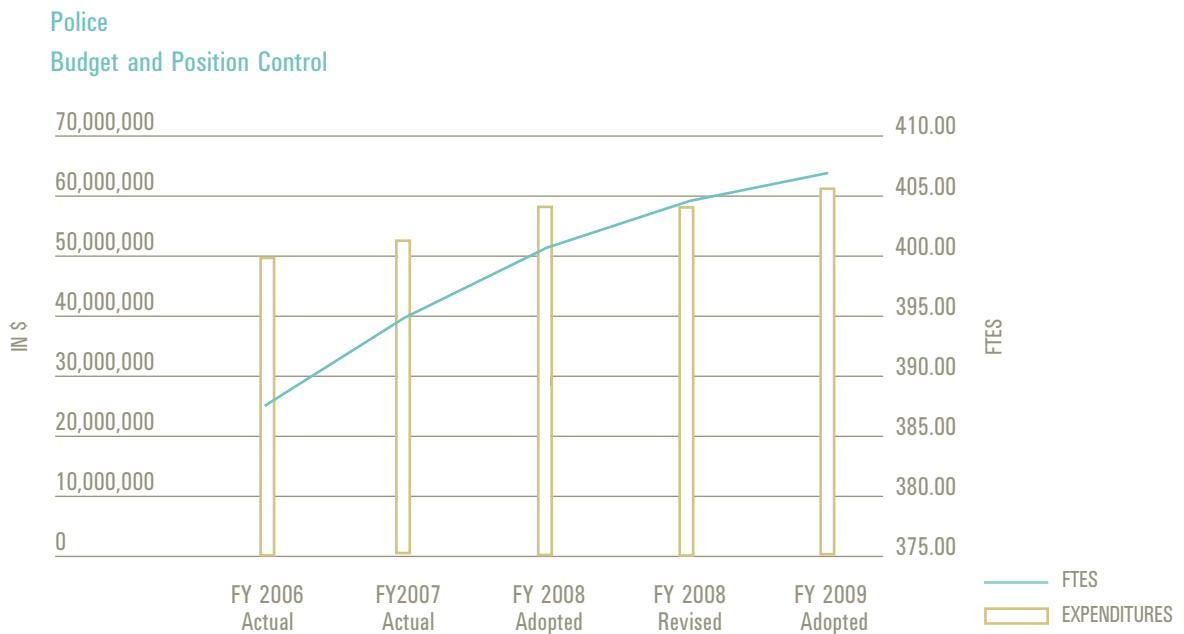
# CITY OF PASADENA POLICE

added to Patrol to enhance community policing efforts and provide additional security to the Water and Power Department.

### Future Outlook

The Police Department is addressing the future policing needs of the community by: decentralizing law enforcement service delivery in an effort to reduce crime and provide a more secure community; implementation of the third 5-year Public Safety Strategic Plan; utilizing new methods of deployment and modifying service requirements; and coordinating the total resources of the Department in implementing the Community Service Policing concept. The major goals outlined in the 5-year Strategic Plan are: Implementation of Values Based Policing, Expansion of Community Policing, Improve Traffic and Transportation Related Issues, Provide Security From Acts of Terrorism, Increase Civilian Career Development, Improve Employee Training and Development, and Pursue Effective and

Necessary Technology. In 2008, the Police Department has continued work on the next 5-year strategic plan covering the years 2008 to 2012. The Police Department is committed to providing measured public safety services, ensuring that the rights of all are respected and protected. The Department will continue to assess new and better ways to prepare for the future policing needs of the community. One of the Department's major challenges will be the review and possible reallocation of priorities given existing resources. Traffic and neighborhood quality of life issues will be at the forefront of the Department's policing efforts. The safety and security of students in the PUSD are a major concern. Regional partnerships will continue to be developed to leverage cost effective services. The Department anticipates that the use of DNA technology will allow it to revisit unsolved murder cases and bring closure to many victims' families.





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**DIVISION SUMMARY  
ADMINISTRATION**

**Mission Statement**

The mission of the Chief’s Office is to provide overall leadership, planning, staff assistance, control and management for the Pasadena Police Department. It is also responsible for maintaining effective liaison with various residents, community and civic groups and other City departments for the mutual goal of public safety. The establishment of Community Service Policing will further the ultimate mission of providing a safe community.

**Program Description**

The Chief’s Office coordinates the activities of all divisions within the Police Department. This office also provides staff support to the divisions and to the City Council Public Safety Committee.

**Major Accomplishments**

The Department strengthened its concept in the delivery of police service through Community Service Policing, which divides the City into five geographic areas each with its own Lieutenant and cadre of assigned officers. The objective of the program is to deliver optimum service and involve the community in problem solving.

Community involvement with the Department continues at high levels. Over 150 volunteers provide a total of over 14,000 hours of service to the Department in areas such as clerical support, help with special events, and patrolling and reporting quality of life issues such as abandoned vehicles and bulky trash in residential neighborhoods.

Succession planning has been facilitated through the training of all management staff. This has been invaluable as there has been significant turnover at the command and administrator levels during the past two years.

| Summary of Appropriations and Revenues | FY 2006 Actual | FY 2007 Actual | FY 2008 Adopted | FY 2008 Revised | FY 2009 Adopted |
|--|----------------|----------------|-----------------|-----------------|-----------------|
| FTEs                                   | 47.000         | 45.000         | 46.000          | 46.000          | 45.000          |
| Appropriations                         | 6,622,904      | 6,732,697      | 7,283,339       | 7,283,339       | 7,568,724       |
| Sources by Fund                        |                |                |                 |                 |                 |
| General Fund                           | 4,604,900      | 4,949,605      | 5,064,556       | 5,064,556       | 5,286,529       |
| Asset Forfeiture Fund                  | 234,709        | 149,842        | 342,273         | 342,273         | 342,605         |
| Justice Assistance Grant               | 199,551        | 0              | 0               | 0               | 0               |
| Public Safety Augmentation Fund        | 1,278,576      | 1,293,037      | 1,517,937       | 1,517,937       | 1,568,024       |
| Supplemental Law Enforcement Fund      | 305,168        | 340,213        | 358,573         | 358,573         | 371,566         |
| Total Sources                          | 6,622,904      | 6,732,697      | 7,283,339       | 7,283,339       | 7,568,724       |

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Changes From Prior Year

- Cost Changes: The Personnel budget increased by \$220,556 for anticipated salary and benefit rate changes offset by one Police Officer transferred out to the Criminal Investigation Division. The Service and Supplies budget increased by \$68,600 due to an increase of \$38,600 for ammunition and range clean up costs and \$30,000 for training not reimbursed by POST.
- FTE Changes: There was a decrease of 1.00 FTE from the fiscal year 2008 budget. One Police Officer transferred from Administration to Criminal Investigations Division.

Future Outlook

This Office will continue to focus on its primary objective to reduce youth violence by striving to fulfill the Chief's stated goal of "no more dead children" on the streets of Pasadena. Through Community Service Policing and a coordinated series of partnerships, that goal is attainable. The economic picture will necessitate that the Police Department continue to seek ways and means in which service delivery is not compromised. Grant funding and regional partnerships will be closely monitored toward that end. The development of our new management team and future leaders will be at the forefront of our efforts this year. The Department will continue to seek ways to enhance career opportunities for civilian personnel as well. Traffic and neighborhood quality of life issues will continue to be the focus of our field policing efforts through the year.

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**DIVISION SUMMARY**  
**AIR OPERATIONS**

**Mission Statement**

The mission of the Air Operations Section is to provide support to ground officers and to proactively identify criminal activity and problem areas from its airborne platform to the Pasadena community and its regional law enforcement partners.

**Program Description**

Air Operations, which is a component of Support Operations, provides aerial patrol and response to emergency calls for service, and is also used to monitor day-to-day traffic, as well as traffic around major events. Air Operations supports several City departments including the Pasadena Fire Department in brush surveys and fire management, Public Works, Code Compliance, Planning Division and the City Attorney’s Office with aerial photography. This Section participates in the Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force (LA IMPACT), managing and maintaining its air operations on a cost recovery basis. Additionally, the Section provides regional helicopter service to neighboring cities through the Foothill Air Support Team (FAST) and works annually with the San Gabriel Valley Mosquito Control District to eradicate standing water and the West Nile Virus. Last

year the district rented the City’s aircraft and the operation covered the entire San Gabriel Valley. This year the district will again contract with Pasadena to provide aircraft for locating dirty pools and standing water throughout the San Gabriel Valley.

**Major Accomplishments**

The Air Operations Section has completed a seventh year of providing police air patrols to the cities of Alhambra, Arcadia, Covina, Monrovia and West Covina. In the past two years the section added Glendora, La Verne, San Marino, Sierra Madre and South Pasadena to the FAST program. The regional patrol program continues to be a great success as a resource to assist these agencies in reducing crime and providing a quick response to crimes in progress. The FAST program allows for the dilution of costs for each of the cities, including Pasadena.

The section has received \$460,000 in funds that the FAST program applied for through the State Homeland Security Grant Program (SHSGP). These funds will be used to replace the aging forward looking infrared system and upgrade all the aircraft radios to support digital, trunked and multi-band communications. This new versatile communications system delivers maximum performance and the most up to date technology as may be required by Federal, Military, State and Local agencies for first responders.

| Summary of Appropriations and Revenues | FY 2006 Actual | FY 2007 Actual | FY 2008 Adopted | FY 2008 Revised | FY 2009 Adopted |
|--|----------------|----------------|-----------------|-----------------|-----------------|
| FTEs                                   | 15.000         | 15.000         | 15.000          | 15.000          | 15.000          |
| Appropriations                         | 2,488,857      | 2,788,981      | 2,867,670       | 2,867,670       | 3,304,445       |
| Sources by Fund                        |                |                |                 |                 |                 |
| General Fund                           | 2,132,307      | 2,401,497      | 2,444,298       | 2,444,298       | 2,872,377       |
| L A Impact Fund                        | 90,641         | 100,273        | 120,582         | 120,582         | 122,035         |
| Foothill Air Support Fund              | 265,909        | 287,211        | 302,790         | 302,790         | 310,033         |
| Total Sources                          | 2,488,857      | 2,788,981      | 2,867,670       | 2,867,670       | 3,304,445       |

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Changes From Prior Year

- Cost Changes: The Personnel budget increased \$139,244 for anticipated salary and benefit rate changes. The Services and Supplies budget increased by \$297,443 including \$267,943 for annual helicopter lease payment for a new helicopter, and \$29,500 for fuel and lubricants.

Future Outlook

Air Operations will continue to work towards updating its fleet by developing a strategic plan to replace its aging military and commercial helicopters. The future fleet will be structured around providing quieter, safer, and more capable aircraft.

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**DIVISION SUMMARY**  
**SUPPORT OPERATIONS**

**Mission Statement**

The Support Operations Division exists to enforce traffic related issues, planning and staffing of all outside events that require police services, and the continued effort to enlist residents to participate in proactive neighborhood crime prevention and maintain homeland security.

**Program Description**

The Support Operations Division consists of three sections: Traffic, Event Planning, and Community Services. The Air Operations Division is also a component of Support Operations.

The Traffic Section serves as the principal traffic facilitator and enforcement body relating to traffic matters for the Police Department. This Section investigates all fatal collisions and those collisions involving City property damage, and processes taxicab driver and taxi business applications. The Traffic Section is also involved in educational programs in the local high schools emphasizing driver safety.

The Event Planning Section is responsible for planning and staffing a variety of City sponsored and privately funded events, which require police services ensuring the safety of the community and a successful and trouble-free environment.

The Community Services Section implements the Department's community outreach and crime prevention programs. This Section is also responsible for youth programs, which provide a safe environment for youths to participate in after school activities. Additionally, public education is a key element to what this Section does. Keeping the public apprised in relation to current events is also a key component. The unit closely monitors racial harmony and sensitivity issues. Emergency response and disaster preparedness are offered as well.

**Major Accomplishments**

The Traffic Section has continued its outreach program aimed at high school students to promote driver safety. Due to the continued housing development in the City, additional training has been provided to all officers in the Section to create a greater pool of expertise while enforcing traffic laws, investigating traffic collisions and determining hazardous traffic areas in the City. The Section was able to secure two grants through the Office of Traffic Safety. The

first grant totals \$196,000 and is The Airborne Driving Under The Influence Enforcement and Teen Education grant. Through this grant, the helicopter has been utilized to identify potential DUI drivers from the air. The Teen Education component has allowed the purchase of a trailer equipped with computers and required software to simulate driving under the influence. The second grant is for \$38,000 and is for seatbelt compliance.

The Event Planning Section continues to collaborate with Local, State and Federal law enforcement to ensure the safety of visitors to UCLA football games and the New Year's Tournament of Roses Parade and National Championship BCS Football Game. The Section has continued to provide greater security measures to all of the public events staffed, and continues to be involved in the planning and staffing of hundreds of movie filmings and other special events every year. Further, the California Police Chiefs' Association has selected Pasadena as host for its 2009 annual conference, to be held March 1 through March 5 at the Pasadena Conference Center. This is a major event and planning is already well under way.

The Community Services Section provides leadership and guidance to the successful Pasadena Police Activities League (PAL). The program is a partnership with the Salvation Army - Pasadena Tabernacle. To date, the program has directly impacted the lives of over 1,200 Pasadena area youth by providing avenues for educational, recreational, athletic and creative expression. The PAL Youth Council continues to be the voice of its members with the programs staff. This past year, members of the PAL Youth Council traveled to the State capital to get a first hand look at how our government works and to meet elected officials. There continues to be a strong partnership between the Flintridge Foundation and PAL Program. Regular and ongoing meetings are attended by members of the PAL staff and Flintridge group with the focus of those meetings being PAL youth.

The Citizen Police Academy remains a popular community outreach program. The class offers the public an insider's view of departmental operations and provides opportunities for participants to interact with, and communicate their concerns to, officers who are the instructors. To be active as a volunteer for the Police Department, one must first successfully complete the Citizen's Police Academy. The tremendously positive effect of the program is reflected by the fact that graduates of the 20 CPA classes logged 12,000 volunteer hours. The most recent edition of the Teen Citizen Police Academy concluded in April 2008, graduating 40 youth from the class.

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| Summary of Appropriations and Revenues | FY 2006 Actual | FY 2007 Actual | FY 2008 Adopted | FY 2008 Revised | FY 2009 Adopted |
|--|----------------|----------------|-----------------|-----------------|-----------------|
| FTEs                                   | 47.000         | 47.000         | 47.000          | 47.000          | 48.000          |
| Appropriations                         | 5,372,050      | 5,688,202      | 6,144,556       | 6,144,556       | 6,462,195       |
| General Fund                           | 5,372,050      | 5,688,202      | 6,144,556       | 6,144,556       | 6,462,195       |

**Changes From Prior Year**

- **Cost Changes:** The Personnel budget increased \$324,146 for anticipated salary and benefit rate changes and the transfer in of one Police Corporal from Criminal Investigation Division. The Services and Supplies budget decreased (\$6,507) due to a \$5,000 increase in materials and supplies for the Police Volunteer program offset by a (\$11,507) decrease due to the elimination of the STEP Grant for traffic safety.
- **FTE Changes:** There was an increase of 1.0 Police Corporal transferred in from Crime Investigation Division.

**Future Outlook**

The Traffic Section will work closely with neighborhood groups, public works and traffic management teams to mitigate the negative impacts of traffic and traffic violators in the community.

The Event Planning Section will continue to plan for the UCLA Football season, New Year’s 2009 celebration and provide staffing for filming in Pasadena.

Finally, the Community Services Section will facilitate residents and community involvement through outreach programs and educational opportunities. With the addition of Traffic and Community Services Sections to the Support Operations Division, the hope is to have a greater impact on neighborhood traffic problems. Since the PUSD Police Department has been disbanded, this will require a greater involvement of our School Resource Officer with the school population. this will require a greater involvement of our School Resource Officer with the school population.

# CITY OF PASADENA POLICE

## DIVISION SUMMARY CRIMINAL INVESTIGATION

### Mission Statement

The mission of the Criminal Investigation Division is to provide a coordinated investigation to all matters of criminal activity through the application of highly trained and specialized resources. The Division is responsible for follow-up investigations from initial police reports, investigation of illegal narcotics networks operating in Pasadena, reducing alcoholic beverage violations, and combating prostitution and vice related activity. The Division is also responsible for gathering information about criminals that proactively intervenes in emerging crime problems.

### Program Description

The Criminal Investigation Division is made up of the Special Enforcement, Crimes Against Persons, Crimes Against Property Sections and the Special Investigations Unit.

The Special Enforcement Section (SES) is responsible for the suppression of street level crimes, and specifically the suppression of gang and youth violence. SES also monitors serious habitual offenders and serves as the Special Weapons and Tactics (SWAT) team for barricaded suspects and high-risk search warrant service.

The Crimes Against Persons Section provides follow-up investigations for criminal activity committed against residents (homicide, rape, robbery and assaults). The objective of these investigations is to obtain as much information as possible so the District Attorney's or City Prosecutor's Office can successfully prosecute cases. This Section is also responsible for tracking and ensuring that sex registrants comply with State laws regarding residency requirements. The Forensic Unit and Photo Lab provide support for these investigations.

The Crimes Against Property Section provides follow-up investigations for criminal activity that is directed at the theft of personal property (auto theft, burglary, fraud, larceny, identity theft.) The objective of these investigations is to obtain as much information as possible so the District Attorney's or City Prosecutor's Office can successfully prosecute cases. Special Investigations Unit (SIU) operates from within this Section and is responsible for the enforcement of narcotics and vice related laws, which includes monitoring and formulating covert enforcement actions in support of this goal. SIU also provides follow-up investigation on arrests made for narcotics and vice offenses, investigates City of Pasadena applicants for new entertainment oriented businesses, conducts inspections at massage parlors and licenses taxi operators.

### Major Accomplishments

The Special Enforcement Section targeted individuals and locations with a high incidence of criminal activity and made a significant number of arrests of serious offenders. Although incidents of gang violence continued sporadically in the City there were fewer major incidents of violence, while gang violence from Pasadena gangs increased in neighboring cities.

The Youth Accountability Board (YAB) continues to be successful in reducing repeat juvenile offenders, with a recidivism rate of less than 20 percent. Detective personnel continued to focus on all facets of emerging crime, aggressively track sex registrants to protect the City's population, a program that most police departments do not provide.

The Section successfully investigated and prosecuted a homicide and attempted homicide for the City of Sierra Madre. This case led to the development of a Memorandum of Understanding (MOU) between Sierra Madre and the Pasadena Police Department to investigate complex cases when needed. This MOU recovers the cost of supplying personnel and positions for additional regional services in the future.

CITY OF PASADENA  
POLICE

| Summary of Appropriations and Revenues | FY 2006 Actual | FY 2007 Actual | FY 2008 Adopted | FY 2008 Revised | FY 2009 Adopted |
|--|----------------|----------------|-----------------|-----------------|-----------------|
| FTEs                                   | 77.000         | 80.000         | 81.000          | 81.000          | 84.000          |
| Appropriations                         | 9,860,483      | 10,752,712     | 11,515,963      | 11,515,963      | 12,442,275      |
| Sources by Fund                        |                |                |                 |                 |                 |
| General Fund                           | 9,860,483      | 10,707,835     | 11,471,086      | 11,471,086      | 12,397,398      |
| Justice Assistance Grant               | 0              | 44,877         | 44,877          | 44,877          | 44,877          |
| Total Sources                          | 9,860,483      | 10,752,712     | 11,515,963      | 11,515,963      | 12,442,275      |

**Changes From Prior Year**

- **Cost Changes:** The Personnel budget increased \$979,872 for anticipated salary and benefit rate changes and the transfer out of one Police Corporal to Support Operations, the transfer in of two Police Officers and one Police Sergeant from Field Operations, and the transfer in of one Police Officer from Administration. A transfer out of \$53,560 in Contract Services to City Manager’s Office for gang intervention and outreach services.
- **FTE Changes:** There was a net increase of 3.00 FTEs from the fiscal year 2008 revised budget. One Police Corporal transferred out to Support Operations, two Police Officers and one Police Sergeant transferred in from Field Operations, and one Police Officer transferred in from Administration.

**Future Outlook**

The Criminal Investigation Division will continue to provide skilled resources in support of the mission of the Police Department. To accomplish this, each of the Division’s sections will be utilized as necessary.

The Special Enforcement Section will deploy its personnel into Pasadena neighborhoods to address chronic criminal problems and quality of life issues with the flexibility to handle any emerging crime trend that affects the City at any time.

The Crimes Against Persons Section will vigorously perform assigned duties along with the proactive tracking and updating of individuals required to register as sexual offenders. The Section will identify and adapt to changing crime trends affecting the City. The Section will increase the use of the Youth Accountability Board in an effort to deter youth criminal offenders from committing subsequent criminal offenses. The Section will also look to use emerging technology as a way to improve service and expand investigative potential. The Crimes Against Property Section strives to reduce residential and commercial burglaries, auto thefts, auto burglaries, and identity thefts.



# CITY OF PASADENA POLICE

## DIVISION SUMMARY FIELD OPERATIONS

### Mission Statement

- To solve neighborhood problems while demonstrating adherence to the core values of the Pasadena Way
- To respond rapidly and effectively to calls for service while balancing the well being and care of Pasadena's citizenry with issues of homeland security

While servicing and respecting the Constitutional rights and privileges of all, the Field Operations Division is the first responder to most calls for service and the provider of preventative patrol services. The Division is comprised of the Patrol Section, whose primary responsibility is preserving public safety. Division personnel also work to promote and develop partnerships using both public and private resources. Division personnel provide the highest levels of ethical public safety to the community and employ innovative problem solving techniques in the pursuit of achieving the Divisional mission.

### Program Description

Under the Community Service Area (CSA) policing program, personnel assigned to the Patrol Section are responsible for responding to calls for service and for working with the community to develop permanent solutions to problems that impact the quality of life in their respective neighborhoods. In addition to Patrol, specialized units including Park Safety Specialists (PSS), Neighborhood Action Team (NAT), Homeless Outreach Psychiatric Evaluation (HOPE) team, and K-9s work to support the Department's overall mission.

### Major Accomplishments

The Neighborhood Action Team was first implemented in August 2000 and has established strong community relationships since that time. NAT has successfully worked special policing

districts and projects by focusing its resources on designated problem areas. NAT accomplished excellent results by resolving neighborhood crime problems and improving the quality of life. NAT continued to work with store owners, residents and community groups to mitigate the impact of liquor stores and to ensure the continued monitoring of activity. NAT and PSS were instrumental in reducing calls for service in City parks and establishing a safe and crime-free environment for everyone.

The HOPE team achieved remarkable results in reducing the number of hours utilized by patrol officers responding to calls for service involving the mentally ill and homeless. HOPE continued to be recognized for their outreach and assistance in improving people's lives, while maintaining healthy relationships with business and community organizations.

In July of 2006, Council provided funding for police services on Pasadena Unified School District campuses located within city limits. The Safe Schools Team (SST) was created and consists of one lieutenant, one sergeant, five officers, one detective and a gang specialist. This team has continued to balance outreach and enforcement, while establishing relationships with students and partnerships with campus administrators. Accordingly, police officers assigned to the school campuses utilized the principles of community policing while functioning under the philosophy of prevention, intervention and enforcement.

The Safe Schools Team has been highly praised by students, teachers, administrators and the PUSD Board of Directors for its high level of services and engagement with the students. The team was successful in reducing crime on campus and providing other elements of the department such as investigations, outreach and mediation. Safe Schools Team established ongoing communication channels with all PUSD campuses that enhanced relationships with parents and staff.

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| Summary of Appropriations and Revenues   | FY 2006 Actual | FY 2007 Actual | FY 2008 Adopted | FY 2008 Revised | FY 2009 Adopted |
|--|----------------|----------------|-----------------|-----------------|-----------------|
| FTEs                                     | 125.250        | 131.250        | 132.250         | 136.250         | 134.250         |
| Appropriations                           | 15,828,909     | 16,475,458     | 19,052,207      | 19,398,940      | 20,045,974      |
| Sources by Fund                          |                |                |                 |                 |                 |
| General Fund                             | 15,527,216     | 16,161,797     | 18,723,500      | 19,070,233      | 19,704,219      |
| Old Pasadena Parking Meter Fund Transfer | 301,693        | 313,661        | 328,707         | 328,707         | 341,755         |
| Total Sources                            | 15,828,909     | 16,475,458     | 19,052,207      | 19,398,940      | 20,045,974      |

**Changes From Prior Year**

- **Cost Changes:** The Personnel budget increased \$1,154,082 for the addition of one Police Sergeant and for anticipated salary and benefit rate changes offset by the transfer out of two Police Officers and one Police Sergeant to the Criminal Investigation Division. Service and Supplies budget increased \$7,092 due to uniforms and a taser for the additional Police Sergeant. The Equipment budget decreased (\$514,140) including (\$374,140) for the elimination of one-time purchase of the in-car video systems and (\$140,000) for the elimination of one-time funding for four vehicles included in the fiscal year 2008 budget.

- **FTE Changes:** There was a net decrease of 2.00 FTEs from the fiscal year 2008 revised budget. Two Police Officers and one Police Sergeant were transferred out to the Criminal Investigation Division and one Police Sergeant was added to Patrol to enhance community policing efforts and provide additional security to the Water and Power Department.

**Future Outlook**

The Patrol Section will continue to analyze and improve the concept of Community Service Area policing. Service Area Commanders will continue to refine and interpret crime data within their respective areas in the ongoing effort to more effectively utilize and deploy available resources.

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**DIVISION SUMMARY  
STRATEGIC SERVICES**

**Mission Statement**

The mission of the Strategic Services Division is to ensure that all essential support functions of policing are provided expeditiously, concentrating on a high level of customer service in order to meet the needs of residents, businesses and the criminal justice system. This Division is responsible for a wide range of services including crime analysis, maintenance and storage of evidence and property, information, evidence and property processing, information systems management, data entry and retrieval, receiving and dispatching 9-1-1 calls, as well as receiving other calls for police service and assigning the appropriate police resource. The Division maintains custody of prisoners in a safe and humane environment, managing a court sanctioned inmate worker program within standards established by the California State Board of Corrections. This Division serves as an emerging hub for high technology systems and regional services.

**Program Description**

The Strategic Services Division is responsible for property and evidence management, computer information services to 300 Police Department users of a Computer Aided Dispatch (CAD) Records Management System (RMS) along with desktop support and other non-emergency police services; provides for the booking, process-

ing, detention and transportation of 10,000 arrestees per year, serving as a regional Type I Jail booking and housing facility for other agencies which generates in excess of \$500,000 in revenue per year. The Division provides data entry to State and Federal mandated police records systems as well as oversight of warrant and extradition systems, dissemination of police records information pursuant to the Public Records Act, while it processes and distributes over 100,000 incoming records, police reports and citations each year. The Communications Section processes approximately 360,000 incoming and outgoing emergency and non-emergency telephone calls including over 50,000 9-1-1 calls.

**Major Accomplishments**

The Technical Services Section continues the CAD/RMS/MDC Replacement project implementation with an anticipated implementation date in the third quarter of fiscal year 2008. The Jail Section increased its revenues from the previous year and has already benefited from the State's new revenue replacement fund for Type I jail facilities. Additionally, the Jail Section has become a certified DNA collection point for the County of Los Angeles. Replacement of the Department's digital radios continues as Homeland Security funds become available.

| Summary of Appropriations and Revenues | FY 2006 Actual | FY 2007 Actual | FY 2008 Adopted | FY 2008 Revised | FY 2009 Adopted |
|--|----------------|----------------|-----------------|-----------------|-----------------|
| FTEs                                   | 75.800         | 75.800         | 79.800          | 79.800          | 81.800          |
| Appropriations                         | 10,454,457     | 10,943,005     | 11,707,801      | 11,749,801      | 12,310,622      |
| Sources by Fund                        |                |                |                 |                 |                 |
| General Fund                           | 10,208,691     | 10,651,127     | 11,451,122      | 11,493,122      | 12,053,943      |
| Burglar Alarm Fines                    | 245,766        | 291,878        | 256,679         | 256,679         | 256,679         |
| Total Sources                          | 10,454,457     | 10,943,005     | 11,707,801      | 11,749,801      | 12,310,622      |

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Changes From Prior Year

- Cost Changes: The Personnel budget increased \$496,214 for anticipated salary and benefit rate changes and the addition of two Police Specialist III's for the Records Division. The Services and Supplies budget decreased (\$19,385) due to the elimination of one-time funding of Local Detention Facility Grant. The Internal Service Charges budget increased \$83,992 for Citywide cost adjustments in various internal service charges including \$56,091 for vehicle maintenance, replacement, and fuel costs.
- FTE Changes: Two Police Specialist III positions were added for the Records Division to efficiently disseminate the amount of incoming workload that is generated by department personnel,

thereby relieving the burden of overtime monies paid out to stay current with the clerical handling of police reports.

Future Outlook

The Strategic Services Division will continue to pursue regional police services by enhancing the technology within the Department and engaging in partnerships with other public and private agencies to reduce the cost of services. The Division will continue to pursue systems interoperability, including emergency preparedness, particularly for radio systems and technology transfer opportunities with Federal, State and Local agencies.