

POLICE

Mission Statement

To professionally protect lives and property within our community; to suppress, prevent and detect crime; to maintain the City as a safe place for people to live, work and enjoy their recreational pursuits.

Description of Operations

The Sarasota Police Department is committed to professionally protect lives and property within our community; to suppress, prevent and detect crime; to apprehend criminals; to provide training for personnel; to supervise training of recruits; and to enhance the quality of life through community involvement in the development and delivery of services that utilize all available resources. Through our commitment to community oriented policing philosophies, our goal is to maintain the City as a safe place for people to live, work and enjoy their recreational pursuits.

The Police Department is located on Ringling Boulevard in the Public Safety Building and operates four community based substations: In the Newtown neighborhood on Martin Luther King Jr. Way; at Gillespie Park on North Osprey Avenue; the South District Substation on Hillview Street; and the Rosemary Substation located on Central Avenue.

The major divisions of the Police Department are the Uniform Services Division, the Criminal Investigations Division, the Support Services Division and the Professional Standards Division.

Cost Center Expenditures By Category

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
Personal Expenditures	22,172,931	23,559,851	25,426,846	-515,558	24,911,288
Non Personal Expenditures	3,068,701	3,795,230	4,018,295	-341,502	3,676,793
Capital Expenditures	328,301	281,186	144,011	0	144,011
Transfer Expenditures	63	63	63	0	63
Totals	25,569,996	27,636,330	29,589,215	-857,060	28,732,155

Personnel Summary

Actual Positions	266.00	266.00	7.00	259.00
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Revenue Summary

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
LICENSES & PERMITS	74,875	79,790	78,000	0	78,000
INTERGOVERNMENTAL	1,316	0	0	0	0
CHARGES FOR SERVICES	90,687	77,200	106,000	0	106,000
FINES & FORFEITURES	461,612	365,000	391,000	0	391,000
OTHER MISCELLANEOUS REVENUES	171,141	57,550	58,600	0	58,600
TRANSFERS	898,379	925,330	983,090	0	983,090
INTRAGOVERNMENTAL SERVICES	3,897	1,800	0	0	0
Totals	1,701,907	1,506,670	1,616,690	0	1,616,690

CHIEF OF POLICE

Description of Operations

The Chief of Police is the executive officer of the Sarasota Police Department. The Chief is ultimately responsible for decisions regarding policy, enforcement and use of resources in conjunction with the City Manager and the City Commissioners.

The Chief of Police maintains command authority over all Police Department employees, both sworn and non-sworn. The following operating units are within the office of the Chief of Police:

Internal Affairs - The Internal Affairs Unit maintains the confidence of the public in the integrity of the employees of the Sarasota Police Department, by thoroughly investigating all complaints and inquiries of the public and the press.

Media Liaison - The Police Department's direct link with the media and creator of the program "On Patrol," the Public Information Officer informs the community of important cases and events that directly affect the community.

Fiscal Control Unit - The office involved in preparing and managing the Police Department budget; supplying needed decision-making information to the Chief, the Administrative Captain, and the Divisions; management of Grants and alternate funding sources.

Personnel Unit - The office responsible for payroll, benefits and H.I.P.P.A. issues for the entire police department.

STRATEGIC PLAN

Strategic Goal - Viable, Safe and Diverse Neighborhoods and Businesses that Work Together

Strategy - Provide a safe community.

Objective - The City of Sarasota will be safer through the reduction of felony index crimes.

Task	Current Funding	Fiscal Year Completed	Funds Required
Coordinate intelligence, planning, rapid deployment and assessment. Status - Weekly Operations Meetings review crime and quality of life trends. At these meetings, plans are developed and resources are deployed to address the current issues identified. Three years of crime reduction has occurred by 2006.	Yes	2006	\$0

Objective - Citizen quality of life will improve through the enforcement of quality of life violations.

Task	Current Funding	Fiscal Year Completed	Funds Required
Increase enforcement of Quality of Life offenses. Status - Weekly quality of life and monthly Special Unit reports reflect efforts to address quality of life violations.	Yes	2006	\$0

Objective - By analyzing and addressing neighborhood hotspots of crime, citizens will be safer in their neighborhoods.

Task	Current Funding	Fiscal Year Completed	Funds Required
Identify locations falling below standards in "safe-feeling" neighborhoods via survey, and those neighborhoods where crime rates are higher. Address concerns directly at those locations. Status - The Sarasota Police Department will review completed annual surveys and redeploy resources to address trends.	Yes	2007	\$0

CHIEF OF POLICE

Objective - Through effective communication of policing accomplishments, citizens will have increased confidence in the police department.

Task	Current Funding	Fiscal Year Completed	Funds Required
Communicate Police Department accomplishments at community meetings and advisory board meetings via media such as "On Patrol" and the City web page. Status - On Patrol, a television program about the latest Police Department accomplishments and projects airs three times daily on Channel 19. In addition, District Commanders maintain attendance by officers at all community meetings to elicit feedback from citizens and police personnel do monthly interviews with Cliff Roles on WLSS Radio. The Police Department also continues to participate in and revisit new presentations for the Citizens Academy.	Yes	2006	\$0

Department Expenditures by Cost Center

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
711099 ADMINISTRATION-CHIEF	1,198,599	1,644,173	1,690,368	-302,002	1,388,366
711110 MEDIA LIAISON	68,301	73,080	77,109	0	77,109
711115 INTERNAL AFFAIRS SECTION	287,531	325,447	351,265	0	351,265
711430 FISCAL CONTROL	127,432	148,808	188,441	0	188,441
711452 PERSONNEL	106,411	116,675	124,393	0	124,393
721099 ADMINISTRATION-ADMINISTRATIVE C	217,497	194,028	195,764	0	195,764
Totals	\$2,005,771	\$2,502,211	2,627,340	-302,002	\$2,325,338

Department Expenditures By Category

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
Personal Expenditures	1,041,674	1,087,466	1,187,618	0	1,187,618
Non Personal Expenditures	963,558	1,414,145	1,439,122	-302,002	1,137,120
Capital Expenditures	539	600	600	0	600
Totals	\$2,005,771	\$2,502,211	2,627,340	-302,002	\$2,325,338

Personnel Summary

Actual Positions	14.00	14.00	0.00	14.00
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UNIFORM SERVICES DIVISION

Mission Statement

To respond to all calls for service from the community and provide for the community's safety through the delivery of professional and courteous uniformed police services.

Description of Operations

The Uniform Services Division is the largest division within the Police Department. It continually strives for law enforcement excellence through a division-wide commitment to community policing. The Division, now more than ever, is stressing zone accountability and community policing in the apprehension of criminals, supervising the training of recruits, and enhancing the quality of life through community involvement. The Uniform Services Division is responsible for patrolling the City and responding to homicides, arsons, burglaries, robberies, traffic enforcement issues, accidents, and batteries, among other calls.

There are eleven units within the Uniform Services Division as described below:

The Uniform Patrol Unit consists of 134 Patrol Officers, including one Captain, seven Lieutenants, sixteen Sergeants and 110 trained Patrol Officers. The officers work 12-hour shifts. Each shift is staffed with 21 officers during the day, and 24 officers at night, three Sergeants overseeing the three districts of the City, and a shift Lieutenant. As part of the emphasis on community policing, four community-based substations have been established.

During 2006 many areas saw record activity. The number of arrests increased by 9%, traffic citations by 2%, and calls for service increased by 3% to 79,921. With a focus on designated "hot spots" and special locations injury crashes decreased 19% and total crashes decreased by 5% and fatal crashes decreased by 17%.

The Judicial Liaison facilitates essential communication between the Police Department and the State Attorney's Office, Public Defender's Office, Judges, Hearing Officers and private counsel. The Judicial Liaison receives, logs, and monitors all upcoming subpoenas. Officer's court appearances, as well as any non-appearances are logged and transmitted to the Division Captains. The Liaison assisted in serving over 11,032 subpoenas to sworn personnel last year.

The Traffic Unit provides a safe driving, walking and bicycling environment for the citizens and visitors to the City of Sarasota. The unit operates through proactive enforcement to reduce inappropriate driving behaviors. In the prior year, the Traffic Unit alone wrote approximately 5,384 citations, handled 4,455 calls for service, made 1,169 arrests and assisted on 979 calls for service.

The School Crossing Guards get Sarasota's children safely to school through eighteen crossing and school zones during the school year.

The Canine Unit supports the Patrol Officers and Vice/Narcotics Detectives in the apprehension of fleeing or hiding suspects, detection of hidden narcotics, and the recovery of evidence. All dogs are cross-trained as patrol dogs and narcotic detection dogs. All are trained in the areas of article searches, area and building searches, tracking, felony stops and contacts, and narcotic detection. This year the unit has assisted in the discovery of narcotics and the apprehension of numerous felony suspects. The unit continues to work with the Sarasota Airport Police in their continuing efforts regarding homeland security with numerous hours of foot patrol being done at the airport. The unit also continues to work drug sweeps in the schools assisting the Sarasota Sheriffs Office and the North Port Police.

The Marine Patrol Unit's primary responsibility falls within the unique atmosphere of our waterways. The unit provides a safe boating and recreational environment on our bays, canals, and beaches through proactive education and enforcement. The Marine Patrol Unit functions with two marine Patrol Officers and two police boats.

The Crime Prevention Unit also manages the Neighborhood Watch Program and the Citizen Volunteer Program. The Citizen Volunteer Program currently has 55 volunteers and 6 vehicles. The Crime Prevention Unit also manages the Sexual Predator/Offender Tracking Program. Last year this resulted in the issuing of 22 warrants. The Florida Department of Law Enforcement has asked SPD's Crime Prevention Unit to assist FDLE in creating new standards for tracking sexual offenders in Florida.

The Community Resource Team (CRT) addresses quality of life issues and ensures that a drug-free environment exists in the areas where residents are trying to live a productive lifestyle in public housing. The CRT officers provide special and particular service to the Public Housing Authority of the City of Sarasota. The Public Housing Authority relies on the CRT

UNIFORM SERVICES DIVISION

for comprehensive law enforcement, conflict resolution, environmental issues affecting the quality of life in public housing, crime prevention and intervention, youth and sporting activities, and after school programs. CRT interacts with many local agencies and neighborhood and community associations.

The Neighborhood Enforcement Team (NET) is responsible for operations and investigations dealing with street crimes. The NET unit is a pro-active street crimes unit attacking pattern crimes. It is involved in conducting undercover operations to identify and arrest individuals involved in the crime of prostitution or solicitation for prostitution. It also conducts covert operations as directed by the Criminal Investigations Division.

STRATEGIC PLAN

Strategic Goal - Viable, Safe and Diverse Neighborhoods and Businesses that Work Together

Strategy - Provide a safe community.

Objective - The City will work with other social service providers to assist homeless individuals and reduce transient crime throughout the City.

Task	Current Funding	Fiscal Year Completed	Funds Required
Continue liaison with Suncoast Partnership to End Homelessness. Status - The Central District Lieutenant and the Transient Coordinator work regularly with this group and others to resolve problems and provide better services.	Yes	2007	\$0
The Transient Coordinator identifies and addresses homelessness issues and other services required. Status - The Transient Coordinator is working in the field to locate all illegal camp sites. He is also working with the Salvation Army to coordinate services.	Yes	2007	\$0

Objective - The City will use traffic engineering methods, visibility, education, enforcement and up-to-date technology to continue to promote safe driving.

Task	Current Funding	Fiscal Year Completed	Funds Required
Use highway checkpoints to increase safe driving. Status - The Sarasota Police Department's Traffic Unit works with other agencies such as the Florida Highway Patrol and the Sarasota County Sheriff's Office during ongoing special operations.	Yes	2006	\$0
Conduct targeted enforcements. Status - Over one hundred citations have been issued during any one of the Police Department's operations that address specific issues and areas such as speeding on Fruitville Road.	Yes	2006	\$0
Educate drivers through community meetings, the television program "On Patrol" and other public announcements. Status - Members of the Sarasota Police Department's Traffic Unit appear regularly on the program "On Patrol" to promote safe and defensive driving.	Yes	2006	\$0

OPERATIONAL FOCUS

Strategy

Communications between the Patrol Officers and the communities they serve is important in reducing crime and enhancing the quality of life in those communities. In addition to meetings attended routinely by Crime Prevention and the Community Resource Team, the Uniform Services Division strives to improve police-community relations by having patrol officers attend meetings with various community groups throughout the City. Each of the District Lieutenants attend about 50 community meetings per year.

Task

Patrol officers shall attend at least 24 community meetings per year.

UNIFORM SERVICES DIVISION

Description	Unit	FY 2005	FY 2006	FY 2007	FY 2008
Input Measure					
Patrol officers	Number	114	110	110	110
Output Measure					
Community meetings attended	Number	195	280	280	280
Effectiveness Measure					
Community meetings resulting in issues	Number	106	280	280	280
Efficiency Measure					
Issues from meetings resolved	Number	118	279	279	279

Strategy

To identify those locations and related traffic violations within the City that have a high propensity for contributing to traffic crashes. Once identified, the Traffic and Patrol Units seek to reduce the number of injury accidents by concentrating enforcement efforts on those locations where these crashes are likely to occur.

Task

To identify crash-prone locations, their causes, and selectively enforce those violations to reduce the number of injury crashes.

Description	Unit	FY 2005	FY 2006	FY 2007	FY 2008
Input Measure					
Officers in traffic patrol	Number	105	110	110	110
Output Measure					
Citations issued	Number	20,228	21,475	22,722	23,969
Effectiveness Measure					
Crashes at crash-prone intersections	Number	423	513	603	693
Efficiency Measure					
Citations issued per officer, at crash-prone intersections	Number	4.02	12.17	13.39	14.73

Strategy

To cover areas that cannot be patrolled by traditional methods. Foot and bicycle patrol is an excellent way to put City officers in contact with the public. Foot/bike patrol also lends itself to open communication between the officers and the citizens for information on potential crimes or neighborhood problems.

Task

Patrol seeks to increase foot/bicycle patrol by at least 3% during each year.

Description	Unit	FY 2005	FY 2006	FY 2007	FY 2008
Input Measure					
Foot/bike officers in patrol	Number	8	8	8	8
Output Measure					
Walking/biking patrol hours per year	Number	10,200	8,953	9,222	9,498

Strategy

To provide for an improved quality of life through the aggressive enforcement of state and local criminal laws.

Task

To identify, apprehend and prosecute criminal offenders.

UNIFORM SERVICES DIVISION

Description	Unit	FY 2005	FY 2006	FY 2007	FY 2008
Input Measure					
Staff hours	Number	8,580	10,725	10,725	10,725
Output Measure					
Part 1 crimes - public housing	Number	120	49	50	45
Part 1 crimes - City	Number	1,800	1,980	2,000	1,900
Effectiveness Measure					
Part 1 crimes (public housing vs. City)	Number	6.66/100	2.47/100	2.5/100	2.37/100
Efficiency Measure					
Part 1 Crimes in pub hous'g per staff hr	Number	.014	.005	.005	.004

Department Expenditures by Cost Center

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
723099 ADMINISTRATION-PATROL UNIT	165,643	176,798	188,149	0	188,149
724000 UNIFORM PATROL	10,806,835	10,747,160	11,359,786	55,981	11,415,767
724136 COURT LIAISON	53,509	49,549	55,057	0	55,057
724137 VOLUNTEER PROGRAM	5,624	6,020	4,975	0	4,975
724140 TRAFFIC ENFORCEMENT	740,776	843,399	906,581	-212,693	693,888
724146 SCHOOL CROSSING GUARDS	151,254	174,650	173,750	0	173,750
724153 CANINE	322,281	451,321	550,464	0	550,464
724167 MARINE PATROL	212,390	248,680	251,985	0	251,985
724171 CRIME PREVENTION	104,751	106,467	115,337	0	115,337
724172 NEIGHBORHOOD WATCH	92,984	104,442	110,434	0	110,434
724180 COMMUNITY RESOURCE TEAM	403,333	473,553	662,153	0	662,153
724192 GANG COORDINATOR	0	91,994	99,837	0	99,837
724195 DOWNTOWN TIF FUNDED	0	686,682	772,011	0	772,011
724197 NEIGHBORHOOD ENFORCEMENT TEAM	487,896	535,781	621,095	0	621,095
724198 CIVIL SEIZURES	109	0	3,600	0	3,600
Totals	\$13,547,385	\$14,696,496	15,875,214	-156,712	\$15,718,502

Department Expenditures By Category

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
Personal Expenditures	12,846,561	13,971,183	15,101,667	-156,712	14,944,955
Non Personal Expenditures	664,284	688,713	741,547	0	741,547
Capital Expenditures	36,540	36,600	32,000	0	32,000
Totals	\$13,547,385	\$14,696,496	15,875,214	-156,712	\$15,718,502

Personnel Summary

Actual Positions	149.00	149.00	-4.00	145.00
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UNIFORM SERVICES DIVISION

Revenue Summary

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
INTERGOVERNMENTAL	1,316	0	0	0	0
CHARGES FOR SERVICES	48	0	0	0	0
FINES & FORFEITURES	395,493	340,000	365,000	0	365,000
OTHER MISCELLANEOUS REVENUES	48,022	6,000	6,000	0	6,000
TRANSFERS	898,379	925,330	953,090	0	953,090
INTRAGOVERNMENTAL SERVICES	3,897	1,800	0	0	0
	\$1,347,155	\$1,273,130	\$1,324,090	\$0	\$1,324,090

CRIMINAL INVESTIGATIONS DIVISION

Mission Statement

To provide timely follow-up investigation of reported felony crimes and other high profile cases. To respond to felony crime scenes and to initiate investigations and process crime scenes.

Description of Operations

The Criminal Investigations Division provides follow-up investigations of reported felony crimes and other high profile cases. Follow-up efforts utilize the following techniques:

- . Case review and assignment for investigation;
- . Interviewing witnesses and victims of crimes;
- . Evaluating, gathering and processing physical evidence;
- . Locating, interviewing, arresting and successfully prosecuting suspects;
- . Preparing written documents and case reports;
- . Case presentation to prosecutors, judges and juries.

The Criminal Investigation Division is divided into the following units to effectively carry out its duties:

Administration: Provides planning - both tactical and strategic - organizing, budgeting, allocation of resources and general management of the investigators. Secretarial and clerical support are also provided within the Administration Unit.

Nuisance Abatement Program: consists of one detective dedicated to investigating both commercial and residential properties suspected of being involved in the use and sale of drugs, prostitution, or gang activity. Properties involved in these activities are cited and referred to the Nuisance Abatement Board. This Board has the legal authority to force landlords and property owners to abate such nuisances.

Criminal Investigations: This unit is divided into two squads of detectives, Crimes Against Persons and Crimes Against Property. The unit is focused on the investigative functions of the Division. With the exception of certain juvenile offenses, felony cases and other high profile cases are assigned to this unit for investigation.

Youth Services/Crimes Against Children: In addition to acting as the liaison between the various Juvenile Justice agencies, members of this unit provide assistance to the youth of our community through the teaching of Drug Abuse Resistance Education and Gang Resistance Education and Training. Personnel assigned serve as liaisons with various schools in the City. They also investigate juvenile on juvenile crimes and crimes where juveniles are victims. This is especially true when juveniles are the victims of adult sexual offenders. This unit continues to work with the U.S. Department of Justice Computer Crimes Against Children Program.

The Victim Advocate provides services to the victims of serious crimes and their family members. The Victim Advocate serves as a liaison between the Police Department, the State's Attorney and various community groups dedicated to helping preserve the rights of crime victims.

The Criminalistics Unit is the forensic arm of the Police Department. They are responsible for the evaluation, collection, preservation and analysis of physical evidence gathered in the course of a criminal investigation. In addition, they provide identification services of criminal suspects by maintaining the Department's fingerprint files and submit D.N.A. samples for comparison to existing databanks.

The Crime Analysis Unit provides timely analysis of developing crime trends to both Uniform Services and Criminal Investigations personnel to aid in solving and preventing crimes.

OPERATIONAL FOCUS

Strategy

The sale of drugs from rental property is a major contributor to the decline of some of the City's older neighborhoods. Often, prostitution activity accompanies the sale of drugs. In addition to the increase in vehicular and foot traffic narcotics sales create, criminal activity from nuisance crimes to thefts, robberies and even homicides can be a result. Therefore the Police Department seeks to actively decrease such nuisances by aggressively enforcing drug and prostitution laws and abating them through civil and criminal prosecution.

CRIMINAL INVESTIGATIONS DIVISION

Task

Actively abate nuisance properties within the City through investigation and prosecution.

Description	Unit	FY 2005	FY 2006	FY 2007	FY 2008
Input Measure					
Detective hours worked per year	Number	1,832	1,832	1,832	1,832
Output Measure					
Abatement cases handled	Number	25	44	50	50
Effectiveness Measure					
Abatement cases invest' by adjudication	Percent	88	23	24	24
Efficiency Measure					
Abatement cases adjudicated	Number	22	10	12	12

Strategy

In order to maximize investigative resources, the Police Department will continue to assign investigations to detectives based on whether the offense is a crime against property or a crime against persons. The goal is to aggressively investigate felony criminal offenses, identify and apprehend the perpetrator and assist in their prosecution.

Task

Maintain the clearance rate for Part I crimes at or above the average clearance rate for the prior three years.

Description	Unit	FY 2005	FY 2006	FY 2007	FY 2008
Input Measure					
Detectives	Number	16	19	16	16
Output Measure					
Cases handled	Number	1,830	1,970	2,100	2,250
Effectiveness Measure					
Case clearance rate	Percent	18	23	28	28
Efficiency Measure					
Caseload per Detective	Number	114	104	131	135

Department Expenditures by Cost Center

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Total
722211 ADMINISTRATION V/N	358,973	344,339	350,235	0	350,235
722212 TACTICAL NARCOTICS	597,134	822,194	876,159	0	876,159
722213 STRATEGIC NARCOTICS	670,255	664,744	735,345	-1,000	734,345
729099 ADMINISTRATION-CRIMINAL INVES'	346,328	384,860	419,415	-800	418,615
729175 NUISANCE ABATEMENT	182,478	184,252	189,929	0	189,929
729190 CRIMES AGAINST PROPERTY	1,074,650	998,042	1,064,448	-1,130	1,063,318
729193 CRIMES AGAINST CHILDREN	798,494	843,146	869,574	-154,001	715,573
729194 VICTIM ADVOCATE	21,351	51,971	65,814	0	65,814
729199 CRIMINALISTICS	455,096	486,435	488,376	-4,800	483,576
729201 CRIMES AGAINST PERSONS	422,054	485,320	519,617	-1,530	518,087
729205 CRIME ANALYSIS	60,252	61,429	67,879	0	67,879
729207 INTELLIGENCE	219,559	204,198	224,908	0	224,908
Totals	\$5,206,624	\$5,530,930	\$5,871,699	(\$163,261)	\$5,708,438

CRIMINAL INVESTIGATIONS DIVISION

Department Expenditures By Category

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
Personal Expenditures	4,871,719	5,126,354	5,503,123	-154,001	5,349,122
Non Personal Expenditures	332,043	372,040	361,040	-9,260	351,780
Capital Expenditures	2,862	32,536	7,536	0	7,536
Totals	\$5,206,624	\$5,530,930	\$5,871,699	(\$163,261)	\$5,708,438

Personnel Summary

Actual Positions	56.00	56.00	-1.00	55.00
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Revenue Summary

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
FINES & FORFEITURES	34,869	0	0	0	0
OTHER MISCELLANEOUS REVENUES	215	300	1,300	0	1,300
TRANSFERS	0	0	30,000	0	30,000
	\$35,084	\$300	\$31,300	\$0	\$31,300

SUPPORT SERVICES DIVISION

Mission Statement

To ensure that the officers have the necessary equipment and support to provide high quality law enforcement services to our citizens.

Description of Operations

The Support Services Division of the Sarasota Police Department is responsible for most non-operational support activities that allow the Police Department to provide law enforcement services to the community. The Support Services Division is responsible for ensuring that officers have the necessary equipment and support to accomplish their missions. It is also responsible to process, file and retain the official police reports received by the agency and to make them available to the public in accordance with applicable state laws. The Support Services Division coordinates outside requests for the services of off-duty officers and provides administrative support for all city-approved special events. Lastly, the Support Services Division is responsible for the efficient and timely response of the Special Weapons and Tactics Unit, the Crisis Negotiations Unit, the Explosive Materials Unit, the Underwater Search and Recovery Unit, and Field Force Units in emergency situations. To carry out these activities the department maintains facilities in a clean, attractive and aesthetically pleasing manner to provide a safe, pleasant working environment.

The Support Services Division consists of the following units:

The Communications Liaison works directly in the Public Safety Communications Center as a liaison between the Sarasota Police Department, the Sarasota Sheriff's Office, and the County Fire Department. The liaison handles all issues and any problems that may occur as they relate to the Police Department dispatchers.

The Services Administration Unit is comprised of a Sergeant responsible for overseeing and maintaining the Department's fleet of vehicles. The Sergeant assigned to this Section is also responsible for tracking the Department inventory and overseeing the Quartermaster, Supply Services, and the Building Maintenance Manager.

The Fleet Maintenance Unit is responsible for the maintenance of all vehicles within the Police Department. They also deal with vendors in ordering all needed parts and maintaining vehicle work orders.

The Building Maintenance Unit is responsible for maintaining Police facilities and grounds in a clean, attractive, and aesthetically pleasing manner to provide a safe, pleasant working environment for both employees and the general public.

The Department Supply Room is responsible for ordering, maintaining, and issuing uniforms, equipment, and general supplies for the Police Department.

The Support Services Division Administrative Unit is represented by one Lieutenant overseeing the activities of the Property and Evidence Unit, Alarm Enforcement, Fleet Services, the Records Unit, the Management Information Systems Unit, the Quartermaster, and Building Maintenance.

The Property and Evidence Unit is charged with receiving, logging maintaining and disposing of all property and/or evidence received during the course of police operations. Their major responsibility is to track evidence through the criminal justice process to ensure its integrity, preserving the evidence for criminal prosecution via chain of custody requirements. They also seek to return found, recovered, and safekeeping property to its rightful owner with a minimum of delay.

The Records Unit is responsible for the data entry of all police reports. The unit also provides copies and criminal background checks to the public and various law enforcement related agencies.

The Management Information Systems (MIS) Unit is comprised of Computer Information Systems, the Terminal Agency Coordinator, and the Statistics Reporter. MIS incorporates and is responsible for the latest hardware and software technology as it relates to Police Department activities. MIS is also responsible for Terminal Agency Agreements with both FCIC/NCIC and FDLE.

The Telecommunications Unit provides professional level technical support to the Police Department and has primary technical cognizance over Police Department data communications and mobile computer systems and equipment.

The Alarm Enforcement Unit oversees compliance of all alarm systems (commercial and residential) within the City of Sarasota. In accordance with City Ordinance 97-3971, any individual or business owning, possessing, or operating a burglar

SUPPORT SERVICES DIVISION

alarm within the City of Sarasota is required to obtain an annual permit.

STRATEGIC PLAN

Strategic Goal - Viable, Safe and Diverse Neighborhoods and Businesses that Work Together

Strategy - Provide a safe community.

Objective - Completion and annual update of a Continuity of Operations (COOP) Plan to ensure government operations during a state of emergency.

Task	Current Funding	Fiscal Year Completed	Funds Required
Critique and improve COOP plan after each event. Update plan continually. Status - Presented most recent updates for the Comprehensive Emergency Plan to the City Commission on May 16, 2006 for approval. Currently working on another update and will be doing so on a continuing basis.	Yes	2006	\$0

OPERATIONAL FOCUS

Strategy

The purpose of registering security alarms with the Police Department is to 1) establish standards relating to the use of security systems; 2) establish and maintain emergency contact numbers so premises can be properly secured in the event of an activation; 3) provide for the peace and quiet of neighborhoods by limiting the amount of time an external sounding device can remain active; 4) provide for an efficient use of police resources regarding alarm activations by identifying those alarms subject to repeated malfunction and by forcing the alarm owners to take corrective action.

Task

To register every known alarm system in the City and to continue to educate owners and reduce false alarms.

Description	Unit	FY 2005	FY 2006	FY 2007	FY 2008
Input Measure					
Alarms registered with SPD	Number	3,157	3,118	3,130	3,145
Output Measure					
Alarm activations within City	Number	3,567	3,077	3,100	3,140
Effectiveness Measure					
Alarms registered in the City	Percent	88	101	101	100
Efficiency Measure					
Alarm revenue generated	Dollars	\$110,900	\$104,800	\$104,900	\$105,000

Department Expenditures by Cost Center

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Total
725161 OFF DUTY COORDINATOR	37,134	41,439	46,607	0	46,607
725168 SPECIAL EVENTS UNIT	331,882	133,612	132,321	-66,000	66,321
727156 SPECIAL WEAPONS AND TACTICS UT	200,543	170,698	214,180	0	214,180
727159 EXPLOSIVE MATERIALS UNIT	2,579	10,116	10,438	0	10,438
727162 UNDERWATER SEARCH AND RECOV	11,281	6,645	8,726	0	8,726
727165 CRISIS NEGOTIATIONS UNIT	3,607	11,007	11,445	0	11,445
727420 EMERGENCY MANAGEMENT	3,293	72,000	2,700	0	2,700
731099 ADMINISTRATION-BUREAU COMMA	183,910	194,283	227,314	0	227,314
732231 COMMUNICATIONS - POLICE	118,400	121,089	129,879	0	129,879
734099 ADMINISTRATION-SUPPLY SERVICE	122,736	113,122	102,047	0	102,047
734400 FLEET MAINTENANCE	458,661	494,888	530,320	-88,430	441,890

SUPPORT SERVICES DIVISION

734411	BUILDINGS & GROUNDS	420,812	427,685	418,229	0	418,229
734412	DEPARTMENT SUPPLY ROOM	64,505	70,325	74,854	0	74,854
735099	ADMINISTRATION-ADMINISTRATIVE	130,164	126,193	118,061	0	118,061
735202	PROPERTY & EVIDENCE UNIT	201,336	246,173	253,609	-800	252,809
735206	CRIME STATISTICS	40,254	46,787	51,047	-50,872	175
735241	RECORDS	436,797	472,731	510,885	0	510,885
735441	COMPUTER OPERATIONS	659,851	750,665	809,452	-1,500	807,952
735442	TELECOMMUNICATIONS	417,887	389,707	405,944	0	405,944
735455	ALARM ENFORCEMENT	107,900	114,497	125,100	0	125,100
Totals		\$3,953,532	\$4,013,662	\$4,183,158	(\$207,602)	\$3,975,556

Department Expenditures By Category

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals	
Personal Expenditures	2,702,976	2,704,687	2,934,648	-204,845	2,729,803	
Non Personal Expenditures	968,405	1,108,462	1,156,072	-2,757	1,153,315	
Capital Expenditures	282,088	200,450	92,375	0	92,375	
Transfer Expenditures	63	63	63	0	63	
Totals		\$3,953,532	\$4,013,662	\$4,183,158	(\$207,602)	\$3,975,556

Personnel Summary

Actual Positions	40.00	40.00	-2.00	38.00
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Revenue Summary

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals	
LICENSES & PERMITS	74,875	79,790	78,000	0	78,000	
CHARGES FOR SERVICES	90,639	77,200	106,000	0	106,000	
FINES & FORFEITURES	31,250	25,000	26,000	0	26,000	
OTHER MISCELLANEOUS REVENUES	122,654	51,250	51,300	0	51,300	
Totals		\$319,418	\$233,240	\$261,300	\$0	\$261,300

PROFESSIONAL STANDARDS DIVISION

Mission Statement

To ensure that the highest standards of professionalism and ethics are met and maintained in the hiring, training, and performance of Sarasota Police Department employees.

Description of Operations

The Professional Standards Division is responsible for some of the non-operational functions, which facilitate the Police Department to operate in an efficient and professional manner. The recruitment of qualified police applicants and the completion of background investigations that are required by local and state law, are handled by this division. Professional Standards is also responsible for the development and maintenance of department procedures, and to conduct research and analysis of departmental needs. Further, the division ensures that all officers have the training necessary to provide quality service to the community.

The Professional Standards Division consists of the following units:

The Planning and Inspections Unit is the unit most responsible for the Department's accreditation by the Commission for Florida Law Enforcement Accreditation. This process involved assuring that the department be in exact compliance with over 270 professional standards ranging from interrogation procedures to mandatory emergency supplies in Patrol cars, to control of cash in the Fiscal Unit.

The Training Unit is commissioned with the responsibility of providing mandated continuing professional training and education and insuring that all officers maintain their Law Enforcement State Certification. The unit is responsible for the training of recruits and is involved in the Less Lethal Weapon Program Training for assigned Sergeants of the Police Department.

The Recruiting and Backgrounds Unit is faced with the task of maintaining the Department's level of officers during a period of high numbers of retirements in the ranks. In the 2007-2008 budget year, this unit will be actively seeking qualified candidates to maintain staffing levels at or near 95% of the Department's authorized strength, while upholding the high standards required for participation as an officer.

OPERATIONAL FOCUS

Strategy

To provide proactive training to Department personnel and supervise the training of recruit officers.

Task

To ensure that 100% of all officers maintain their Law Enforcement State Certification.

To provide additional training to enhance the knowledge, skills and abilities of all personnel.

To ensure the successful completion of field training by as many recruit officers as possible by employing remedial training techniques based on the identified deficient areas.

<u>Description</u>	<u>Unit</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>
Input Measure					
Field training hours for officers	Number	9,408	9,724	14,960	7,480
Output Measure					
Recruits trained	Number	18	13	20	10
Effectiveness Measure					
Recruits passing field training	Number	17	10	16	8
Efficiency Measure					
Field training hrs per retained recruit	Number	553	748	748	748

Strategy

To maintain the current staffing level of sworn police officers for the City of Sarasota at or near 95% of its budgeted strength.

PROFESSIONAL STANDARDS DIVISION

Task

To actively seek qualified applicants for the position of sworn police officer for the City of Sarasota.

To actively seek to recruit minority applicants for the position of sworn police officer in order to more accurately reflect the City of Sarasota's minority population.

Description	Unit	FY 2005	FY 2006	FY 2007	FY 2008
Input Measure					
Background Investigator's man-hours	Number	1,880	1,880	1,880	1,880
Output Measure					
Sworn officers hired	Number	18	13	20	10
Effectiveness Measure					
Officers retained	Number	17	10	16	8
Efficiency Measure					
Background hrs per retained applicant	Number	111	118	118	235

Department Expenditures by Cost Center

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
736099 ADMINISTRATION-PROFESSIONAL STA	199,990	210,725	276,012	0	276,012
736122 PLANNING	132,786	111,502	135,158	-1,800	133,358
736250 IN-SERVICE TRAINING	318,878	362,856	370,981	-11,000	359,981
736270 BACKGROUNDS	160,670	172,148	177,003	-14,683	162,320
736290 ARMORY	44,360	35,800	72,650	0	72,650
Totals	\$856,684	\$893,031	1,031,804	-27,483	\$1,004,321

Department Expenditures By Category

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
Personal Expenditures	710,001	670,161	699,790	0	699,790
Non Personal Expenditures	140,411	211,870	320,514	-27,483	293,031
Capital Expenditures	6,272	11,000	11,500	0	11,500
Totals	\$856,684	\$893,031	1,031,804	-27,483	\$1,004,321

Personnel Summary

Actual Positions	7.00	7.00	0.00	7.00
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Revenue Summary

	FY 2006 Actual	FY 2007 Budget	FY 2008 Continuation	FY 2008 Issues	FY 2008 Totals
OTHER MISCELLANEOUS REVENUES	250	0	0	0	0
	\$250	\$0	\$0	\$0	\$0

POLICE

Police Department Budget Reduction

In order to achieve the requested reduction to the Police Department budget, the Department will be forced to remove 7 positions. The cuts will involve three sworn officers and four civilians. Also, the funding for four sworn officer positions that had been frozen has been removed. The level of sworn officers reflect 1998 sworn staffing levels. The civilian staff will be cut to 1995 levels, taking into account adjustments such as removal of the reserve officer program and the Communication Center being consolidated into the County.

Funds for Promotional Testing for existing officers will be removed, and relocation funds set aside to attract new recruits will be cut in half. Funding for Police Officer training will be decreased. These things are taking place at the same time a nationwide increase in demand for Law Enforcement officers is forcing many agencies to actively compete for officers.

Funding for Police Department participation in City Special Events will be cut by more than 50%.

Police vehicles from 1991 with 200,000 plus miles will remain in the fleet and on the road as long as possible, with minimal rotation or replacement of these older cruisers available.

The Sarasota Police Department is a respected agency all over the state and has accomplished more with less for the past five years:

Comparing 2002 to 2006, there have been 275 less violent crimes annually, 2,541 more arrests made annually, 14,000 more calls for service annually, 8,159 more citations written, 2,908 more field interviews carried out.

Cost of Issue

Personal	-515,558
Operating	-341,502
Capital	0
Transfers	0
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Total	-857,060

Net Cost of Issue **-857,060**