

POLICE

Mission Statement

The Sarasota Police Department is dedicated to providing professional law enforcement service for our community while safeguarding constitutional guarantees and forming responsible partnerships with those we serve to achieve safety, quality of life and respect for the law.

Description of Operations

The Sarasota Police Department is committed to professionally protect lives and property within our community; to prevent and detect crime; to apprehend criminals; to provide training for personnel; to supervise training of employees; 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 Headquarters are located on Adams Lane and the Department operates three community based substations: Gillespie Park on North Osprey Avenue; the South District Substation on Hillview Street; and the Rosemary Substation located on Central Avenue.

The major components of the Police Department are the Uniform Services Division, the Criminal Investigations Division, the Support Services Division and the Office of the Chief of Police.

Cost Center Expenditures By Category

	FY 2009 Actual	FY 2010 Budget	FY 2011 Continuation	FY 2011 Issues	FY 2011 Totals
Personnel	23,295,003	22,305,709	22,734,606	0	22,734,606
Operating Expenditures	3,184,536	2,972,372	3,037,278	0	3,037,278
Capital Expenditures	133,362	248,175	189,300	0	189,300
Transfer Expenditures	63	63	120,063	0	120,063
Totals	26,612,964	25,526,319	26,081,247	0	26,081,247

Personnel Summary

Actual Positions		229.00	229.00	0.00	229.00
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Revenue Summary

	FY 2009 Actual	FY 2010 Budget	FY 2011 Continuation	FY 2011 Issues	FY 2011 Totals
Intergovernmental	29,481	1,185,982	969,835	0	969,835
Charges for Services	189,347	160,455	156,015	0	156,015
Fines & Forfeitures	325,604	322,220	589,050	0	589,050
Other Miscellaneous Revenues	51,763	29,325	29,875	0	29,875
Licenses & Permits	103,654	108,000	110,000	0	110,000
Transfers	1,276,700	914,098	1,017,540	0	1,017,540
	1,976,549	2,720,080	2,892,315	0	2,892,315

CHIEF OF POLICE

Mission Statement

The Sarasota Police Department is dedicated to providing professional law enforcement service for our community while safeguarding constitutional guarantees and forming responsible partnerships with those we serve to achieve safety, quality of life and respect for the law.

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 Commission. 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:

The Internal Affairs 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.

The Office of Administration handles executive level administrative tasks, projects and communications as directed by the Office of the Chief of police, including strategic planning, operations, fiscal analysis, policies, personnel, special projects, divisional coordination, crime strategies, training and support issues as well as making recommendations to the Office of the Chief of Police.

The Planning and Inspection Unit is the unit most responsible for the department's accreditation by the Commission for Florida Law Enforcement Accreditation. This unit serves as liaison to the new Police Headquarters project. This process assures that the department is in compliance with over 300 professional standards ranging from interrogation procedures to mandatory emergency supplies in Patrol cars, to control of cash in the Fiscal Office.

CITYWIDE PRIORITIES

PRIORITY - QUALITY OF LIFE

Strategy

To preserve and promote the parts of our City that makes us a unique and desirable community to live in.

Objective

-
- Develop an allocation plan for allocating a percentage of TIF and Police seized funds for "social infrastructure" activities in the Greater Newtown Community.
 - Implement key recommendations of the Police Advisory Panel adopted by Commission for improved City of Sarasota policing efforts.
 - Continue to provide support for youth empowerment/job programs such as Yelda, Man up and the Greatness Beyond Measure Teen Summit.

PRIORITY - OPERATIONAL FOCUS

Strategy

To interact in productive partnerships with the Community in a manner that reduces citizen complaints, and to respond to those complaints as effectively and satisfactorily as possible, as viewed by the citizen.

Objective

-
- Reduce citizen complaints.

CHIEF OF POLICE

PERFORMANCE MEASURES

Description	Unit	FY 2008	FY 2009	FY 2010	FY 2011
Input Measure					
Citizen complaints received by SPD	Number	69	72	80	80
Effectiveness Measure					
Incr/decr in citizen complaints vs 2008	Percent	Base Yr	+4.3%	+15.9%	+15.9%

Department Expenditures by Cost Center

	FY 2009 Actual	FY 2010 Budget	FY 2011 Continuation	FY 2011 Issues	FY 2011 Total
711099 ADMINISTRATION-CHIEF	1,133,261	908,442	1,136,028	0	1,136,028
711110 MEDIA LIAISON	0	0	0	0	0
711115 INTERNAL AFFAIRS SECTION	423,335	369,176	394,134	0	394,134
711122 PLANNING AND INSPECTIONS	130,075	128,668	133,559	0	133,559
711270 BACKGROUNDS & RECRUITING	3,842	7,929	70,149	0	70,149
721099 ADMINISTRATION-DEPUTY CHIEF	139,097	201,026	227,588	0	227,588
Totals	\$1,829,610	\$1,615,241	\$1,961,458	\$0	\$1,961,458

Department Expenditures By Category

	FY 2009 Actual	FY 2010 Budget	FY 2011 Continuation	FY 2011 Issues	FY 2011 Totals
Personnel	979,773	942,540	1,056,715	0	1,056,715
Operating Expenditures	849,837	672,701	784,743	0	784,743
Capital Expenditures	0	0	0	0	0
Transfer Expenditures	0	0	120,000	0	120,000
Totals	\$1,829,610	\$1,615,241	\$1,961,458	\$0	\$1,961,458

Personnel Summary

Actual Positions	9.00	9.00	0.00	9.00
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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 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.

The units within the Uniform Services Division are described below:

The Uniform Patrol Unit consists of 105 Patrol Officers, including 1 Captain, 6 Lieutenants, 12 Sergeants and 86 Patrol Officers. Of the 86 Patrol Officers, 2 have been reassigned and 3 are on military leave. The officers work 12-hour shifts. Each shift is staffed with 19/22 officers during the day, and 19 officers at night, 3 Sergeants overseeing the 3 districts of the City, and a shift Lieutenant.

The Court 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 Court Liaison receives, logs, and monitors all upcoming subpoenas. Officers' court appearances, as well as any non-appearances are logged and transmitted to the Division Captains. The Liaison assisted in serving over 8,649 subpoenas to sworn personnel last year.

The Traffic Unit, which currently consists of 1 Sergeant, 4 permanent Officers and 1 Career Development Officer, 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 4,940 citations, handled 4,401 calls for service, made 89 arrests and assisted on 105 calls for service.

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. This unit is currently staffed by 1 permanent Officer who reports to the Traffic Unit Sergeant.

The School Crossing Guards get Sarasota's children safely to school through 16 crossing and school zones during the school year.

The Canine Unit, which currently consists of 1 Sergeant and 3 permanent officers, 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 County Sheriff's Office and the City of North Port Police.

The Street Crimes Unit (SCU) is a pro-active unit which addresses crime patterns and trends. The unit currently consists of 1 Sergeant, 7 permanent Officers and 1 Career Development Officer. It is involved in conducting undercover operations to identify and arrest individuals involved in the crime of prostitution or solicitation for prostitution. It 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 Public Housing Authority relies on this unit for comprehensive law enforcement, conflict resolution, and environmental issues affecting the quality of life in public housing. It also conducts covert operations as directed by the Criminal Investigations Division.

The Citizen Volunteer Program currently administered by 1 Officer who supervises 79 volunteers and 6 vehicles. The Program is also involved in partnership with Project Lifesaver International to deploy specially trained teams with the most reliable technology available to quickly locate and return wandering Alzheimer's/other dementia afflicted adults and children to their families and care-givers.

UNIFORM SERVICES DIVISION

The Transient Coordinator Officer is charged with investigating, tracking and enforcement of State and City Ordinances as they pertain to the transient community. He maintains the Trespass Enforcement Program, assists in Crime Prevention, is a liaison for transient care-providers and any local /state governmental agency that provides like services.

CITYWIDE PRIORITIES

PRIORITY - ECONOMIC DEVELOPMENT AND RECOVERY

Strategy

To support new growth, sustain existing enterprises, and prepare the City for economic recovery.

Objective

-
- Encourage opportunities for intergovernmental cooperation in the Greater Newtown Area (including Sarasota School Board, Sarasota County, and the Sarasota Housing Authority).
 - Develop methods similar to the East Tampa CRA to advance leadership/ownership in greater Newtown area.

PRIORITY - QUALITY OF LIFE

Strategy

To preserve and promote the parts of our City that makes us a unique and desirable community to live in.

Objective

-
- Develop written community oriented police strategies that target resources and optimize visibility in most needed areas in the City.
 - Increase activity in 5 Points Park to make it a family/community gathering place. Review opportunities for a weekly or monthly community celebration in the park.
 - Research the impact of unresolved homelessness on the vitality of Downtown, identify innovative strategies to address same issues by other municipalities, identify any possible funding opportunities and strategize solutions to issues. Include in review:
 - a) Fund or support an established "Day Facility" for Homeless Adults.
 - b) Increase penalties for repeat offenders and consider adoption of a work program for same.

PRIORITY - OPERATIONAL FOCUS

Strategy

Encourage an environment for redevelopment in Newtown.

Objective

-
- Reduce crime in the Newtown Community.
 - Involve the community in cooperation with the Police Department while reducing personnel costs to the City.

PERFORMANCE MEASURES

Description	Unit	FY 2008	FY 2009	FY 2010	FY 2011
Input Measure					
Reported incidents in Newtown Community	Number	9,750	7,120	7,476	7,999
Effectiveness Measure					
Increase/decrease vs 2008	Percent	Base Yr	27%	23%	18%

PRIORITY - OPERATIONAL FOCUS

Strategy

Involve the community in cooperation with the Police Department while reducing personnel costs to the City.

UNIFORM SERVICES DIVISION

Objective

- Increase community involvement by increasing volunteers and volunteer hours.

PERFORMANCE MEASURES

Description	Unit	FY 2008	FY 2009	FY 2010	FY 2011
Input Measure					
Volunteers	Number	78	79	89	99
Output Measure					
Volunteer hours	Number	7,449	10,186	11,186	12,186

PRIORITY - OPERATIONAL FOCUS

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.

Objective

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

PERFORMANCE MEASURES

Description	Unit	FY 2008	FY 2009	FY 2010	FY 2011
Input Measure					
Officers in traffic patrol	Number	123	122	128	133
Output Measure					
Citations issued	Number	16,317	12,411	12,783	13,422
Effectiveness Measure					
Crashes at crash-prone intersections	Number	455	419	406	386
Efficiency Measure					
Citations issued per officer at crash-prone intersections	Number	3.70	3.43	3.17	2.90

PRIORITY - OPERATIONAL FOCUS

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.

Objective

- To increase foot/bicycle patrol by at least 3% each year.

PERFORMANCE MEASURES

Description	Unit	FY 2008	FY 2009	FY 2010	FY 2011
Input Measure					
Foot/bike officers in patrol	Number	10	10	10	10
Output Measure					
Walking/biking patrol hours per year	Number	9,704	10,679	11,000	11,500

UNIFORM SERVICES DIVISION

PRIORITY - OPERATIONAL FOCUS

Strategy

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

Objective

- To identify, apprehend and prosecute criminal offenders.

PERFORMANCE MEASURES

Description	Unit	FY 2008	FY 2009	FY 2010	FY 2011
Input Measure					
Street Crimes Unit staff hours	Number	12,162	25,097	20,621	20,621
Output Measure					
Part 1 felonies - public housing	Number	178	79	75	71
Part 1 felonies - City	Number	1,951	1,778	1,689	1,605
Effectiveness Measure					
Part 1 felonies (public housing vs. City)	Number	9.12/100	4.44/100	4.44/100	4.42/100
Efficiency Measure					
Part 1 felonies in pub hous'g per staff hr	Number	.014	.003	.003	.003

Department Expenditures by Cost Center

	FY 2009 Actual	FY 2010 Budget	FY 2011 Continuation	FY 2011 Issues	FY 2011 Total
723099 USD ADMINISTRATION	272,079	225,208	236,035	0	236,035
724000 UNIFORM PATROL	11,224,588	10,799,187	10,951,153	0	10,951,153
724136 COURT LIAISON	61,324	58,495	59,820	0	59,820
724137 CITIZEN VOLUNTEER PROGRAM	12,803	13,456	10,188	0	10,188
724140 TRAFFIC ENFORCEMENT	707,410	713,815	711,938	0	711,938
724146 SCHOOL CROSSING GUARDS	143,754	150,568	148,617	0	148,617
724153 CANINE	576,784	497,915	504,174	0	504,174
724167 MARINE PATROL	150,228	161,175	155,015	0	155,015
724172 NEIGHBORHOOD WATCH	-14,454	0	0	0	0
724195 TIF FUNDED	1,162,534	1,087,700	1,149,187	0	1,149,187
724196 TIF FUNDED-SPECIAL EVENTS	46,593	69,697	72,332	0	72,332
724197 STREET CRIMES	1,103,117	1,116,336	979,170	0	979,170
Totals	\$15,446,760	\$14,893,552	\$14,977,629	\$0	\$14,977,629

Department Expenditures By Category

	FY 2009 Actual	FY 2010 Budget	FY 2011 Continuation	FY 2011 Issues	FY 2011 Totals
Personnel	14,563,244	14,043,747	14,153,691	0	14,153,691
Operating Expenditures	868,216	846,805	823,938	0	823,938
Capital Expenditures	15,300	3,000	0	0	0
Totals	\$15,446,760	\$14,893,552	\$14,977,629	\$0	\$14,977,629

UNIFORM SERVICES DIVISION

Personnel Summary

Actual Positions	136.00	134.00	0.00	134.00
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Revenue Summary

	FY 2009 Actual	FY 2010 Budget	FY 2011 Continuation	FY 2011 Issues	FY 2011 Totals
Intergovernmental	1,086	1,091,982	955,636	0	955,636
Fines & Forfeitures	290,752	290,220	580,050	0	580,050
Other Miscellaneous Revenues	21,119	8,000	9,800	0	9,800
Transfers	1,190,898	739,098	1,003,340	0	1,003,340
	\$1,503,855	\$2,129,300	\$2,548,826	\$0	\$2,548,826

CRIMINAL INVESTIGATIONS DIVISION

Mission Statement

Complete and timely follow-up investigation of assigned felony crimes and other high profile cases. Respond to felony crime scenes and to initiate investigations and process crime scenes.

Description of Operations

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

- Case review and assignment for investigations;
- Interview witnesses and victims of crimes;
- Evaluating, gathering and processing physical evidence - improve results with more DNA resources;
- Locating, interviewing, arresting and successfully prosecuting suspects;
- Preparing written documents and case reports;
- Case presentation to prosecutors, judges and juries;

The Criminal Investigations 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 is also provided within the Administration Unit.

Crimes Against Property - This unit investigates felony and high profile cases listed as burglary, grand theft, grand theft auto, scrap metal thefts, pawns and white collar crime.

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 served 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.

Crimes Against Persons - This unit investigates felony and high profile cases listed as follows: homicide, sexual battery robbery aggravated assault and aggravated battery. The Domestic Violence Investigator is a grant funded position within the Crimes Against Persons Unit. The Domestic Violence Investigator works in partnership with a Safe Place And Rape Crisis Center (SPARCC). This investigator reviews cases and coordinates efforts in reference to Domestic Violence.

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 Attorney's 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 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. This unit also seeks to return found, recovered, and safekeeping property to its rightful owner with a minimum of delay.

Intelligence Unit - The primary function of the Intelligence Unit is to collect, evaluates, and disseminates information. They also participate in regional District Six and FBI Terrorism Task Forces. Within the Intelligence Unit, a Crime Analyst provides timely analysis of developing crime trends to both Uniform Services and Criminal Investigations personnel to aid in solving and preventing crimes and a Gang Coordinator tracks all known and suspected gang members. Technology collects data on known and suspected gang members. Other obligations include graffiti eradication, gang prosecution and working with multi-agency task forces. The officer is proactive in contacts of gang members in our community.

CRIMINAL INVESTIGATIONS DIVISION

CITYWIDE PRIORITIES

PRIORITY - OPERATIONAL FOCUS

Strategy

Raise the quality of life through decreases in property crime.

Objective

- Reduce burglaries Citywide.
- Reduce robberies Citywide.

PERFORMANCE MEASURES

Description	Unit	FY 2008	FY 2009	FY 2010	FY 2011
Output Measure					
Reported burglaries in the City	Number	1,611	1,368	1,426	1,355
Reported robberies in the City	Number	172	174	165	165
Effectiveness Measure					
Increase/decrease of burglaries vs 2008	Percent	Base Yr	-15.08%	-11.48%	-15.89%
Increase/decrease of robberies vs 2008	Percent	Base Yr	+1.16	-4.07	-4.07

PRIORITY - OPERATIONAL FOCUS

Strategy

The sale of drugs from rental property is a major contributor to the decline of some of the City's 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 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.

Objective

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

PERFORMANCE MEASURES

Description	Unit	FY 2008	FY 2009	FY 2010	FY 2011
Input Measure					
Detective hours worked per year	Number	1,832	1,832	1,832	1,832
Output Measure					
Abatement cases handled	Number	62	56	55	55
Effectiveness Measure					
Abatement cases invest' by adjudication	Percent	15%	15%	15%	15%
Efficiency Measure					
Abatement cases adjudicated	Number	9	8	9	9

PRIORITY - OPERATIONAL FOCUS

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.

CRIMINAL INVESTIGATIONS DIVISION

Objective

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

PERFORMANCE MEASURES

Description	Unit	FY 2008	FY 2009	FY 2010	FY 2011
Input Measure					
Detectives	Number	17	18	18	18
Output Measure					
Cases handled	Number	1,419	1,448	1,500	1,500
Effectiveness Measure					
Case clearance rate	Percent	31%	32%	35%	35%
Efficiency Measure					
Caseload per Detective	Number	84	80	84	84

Department Expenditures by Cost Center

	FY 2009 Actual	FY 2010 Budget	FY 2011 Continuation	FY 2011 Issues	FY 2011 Total
722175 NUISANCE ABATEMENT	144,683	181,223	184,941	0	184,941
722211 ADMINISTRATION V/N	309,530	287,382	283,047	0	283,047
722212 TACTICAL NARCOTICS	689,297	574,489	688,220	0	688,220
722213 STRATEGIC NARCOTICS	641,697	684,252	573,758	0	573,758
729099 CID ADMINISTRATION	430,633	408,403	341,025	0	341,025
729190 CRIMES AGAINST PROPERTY	944,367	796,778	935,380	0	935,380
729193 CRIMES AGAINST CHILDREN	753,729	728,600	666,255	0	666,255
729194 VICTIM ADVOCATE	74,854	71,310	71,275	0	71,275
729199 CRIMINALISTICS	426,238	447,729	462,357	0	462,357
729201 CRIMES AGAINST PERSONS	867,255	728,806	871,201	0	871,201
729202 PROPERTY & EVIDENCE	223,993	211,609	208,498	0	208,498
729207 INTELLIGENCE	279,902	271,540	268,856	0	268,856
Totals	\$5,786,178	\$5,392,121	\$5,554,813	\$0	\$5,554,813

Department Expenditures By Category

	FY 2009 Actual	FY 2010 Budget	FY 2011 Continuation	FY 2011 Issues	FY 2011 Totals
Personnel	5,437,451	5,007,816	5,186,855	0	5,186,855
Operating Expenditures	341,798	377,305	360,958	0	360,958
Capital Expenditures	6,929	7,000	7,000	0	7,000
Totals	\$5,786,178	\$5,392,121	\$5,554,813	\$0	\$5,554,813

Personnel Summary

Actual Positions	53.00	55.00	0.00	55.00
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CRIMINAL INVESTIGATIONS DIVISION

Revenue Summary

	FY 2009 Actual	FY 2010 Budget	FY 2011 Continuation	FY 2011 Issues	FY 2011 Totals
Intergovernmental	28,395	94,000	14,199	0	14,199
Charges for Services	142,699	113,655	112,115	0	112,115
Fines & Forfeitures	4,008	2,000	2,000	0	2,000
Other Miscellaneous Revenues	30,282	21,250	20,000	0	20,000
Transfers	85,802	175,000	14,200	0	14,200
	\$291,186	\$405,905	\$162,514	\$0	\$162,514

SUPPORT SERVICES DIVISION

Mission Statement

To ensure that Police 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 provide high quality law enforcement services to the citizens of Sarasota. It is also responsible for processing, filing, and retaining 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. Finally, 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 four sections that are distinctly separate, but work in constant coordination and communication with each other, supervised by a Police Captain who also oversees an Administrative Assistant who works directly with the Civil Seizure Program and the Parking Collections Unit supervisor.

The Civil Seizure Program began in 1997 as a means to combat prostitution and drug related crimes, via City Ordinance No., 08-4816, Section 33-271. In recent years, the Program has expanded to include the effective enforcement of many quality of life issues in the city.

A Police Lieutenant is responsible for certain support functions which enable the Police Department to operate in an efficient and professional manner. The Off Duty and Special Events Section coordinates outside requests for the services of off-duty officers. The Section provides administrative support for all city-approved special events. The Management Information (M.I.S.) Unit is comprised of an Information Technology Coordinator, a Technical Support Technician II, a Technical Support Technician I, a Network Analyst II, and a terminal Agency Coordinator.

This Section has the following Units:

The Off-Duty Coordinator and Special events - The Sarasota Police Department allows, under certain conditions, its officers to work off-duty assignments. These off-duty assignments must meet the criteria set by the Sarasota Police Department. Off-duty assignments must meet the guidelines set forth by the Police Department and City Rules, in addition to Florida State Statutes 493, 112, and 561.

The Management Information Systems (MIS) Unit - MIS is responsible for the latest hardware and software technology as it relates to Police Department activities. MIS is responsible for Terminal Agency Agreements with both FCIC/NCIC and FDLE, and the Crimes Statistics Recorder. MIS also provides professional level technical support to the Police Department for telecommunications, and has primary technical cognizance over Police Department data communications and mobile computer systems and equipment.

A Police Lieutenant is responsible for the efficient and timely Response of Special Weapons (S.W.A.T.) Unit, Crisis Negotiation Team, Hazardous Devices Unit, Underwater Rescue, and Field Force Units in emergency situations.

This Section has the following Units:

The Special Weapons and Tactics Unit - The main objective of the S.W.A.T. Unit is to respond to critical incidents and provide for the safety and protection of hostages, innocent citizens, responding police officers and perpetrators.

The Explosive Materials Unit - The Sarasota Police Department provides for the availability of specially trained Units capable of responding to emergencies involving explosives or the threat of explosives and other situations within the City of Sarasota.

The Underwater Search and Recovery Unit - Provides for the availability of specially trained Unit capable of responding to emergencies and other situations occurring within jurisdictional waterways where the use of underwater divers may be

SUPPORT SERVICES DIVISION

needed.

The Crisis Negotiation Unit - Consists of police personnel who are highly trained and specially equipped to respond to critical incidents involving hostage takers, barricaded subjects, suicidal persons, or other crisis intervention situations in which the skills of a negotiator would be beneficial.

The Emergency Management Unit - A Unit dedicated to maintaining the supplies and equipment needed to respond to any type of local emergency situations.

The Administrative Services Section is comprised of a Civilian Manager responsible for supervision of the five Service Units in the section listed below. In addition, the Manager oversees the order, title and tracking of the Department's fleet of vehicles, tracks Department Asset inventory, is tasked with most Grant Reporting, and oversees the creation and submission of the Department's budget.

This Administrative Services Section consists of the following Units:

The Building Maintenance Unit is responsible for maintaining the Police Department building 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 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 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 alarm within the City of Sarasota is required to obtain an annual permit.

The Payroll and Personnel Unit is responsible for payroll, benefits and HIPPA for the entire Police Department, and maintains the personnel files.

The Fiscal Office assists in preparing and managing the Police Department budget, supplies decision-making information to employees and management, submits purchases and payments, and assists in grant reporting.

A Civilian Manager is responsible for the Training Unit which ensures that all officers have the training necessary to provide quality service to the community. They oversee the Armory and they are commissioned with the responsibility of providing mandated continuing professional training and education ensuring that all officers maintain their Law Enforcement State Certification. The Training Unit is responsible for training recruits and involved with the Less Lethal Weapons Program Training for assigned Sergeants of the Police Department.

CITYWIDE PRIORITIES

PRIORITY - OPERATIONAL FOCUS

Strategy

Use City Ordinances and new License Plate Recognition System to identify violations, improve quality of life in Neighborhoods, while positively impacting City revenue.

Objective

- Increase community policing and support City revenue through Civil Seizure program.

SUPPORT SERVICES DIVISION

PERFORMANCE MEASURES

Description	Unit	FY 2008	FY 2009	FY 2010	FY 2011
Input Measure					
Civil seizures per year	Number	323	485	160	160
Output Measure					
Seizure revenue per year	Dollars	\$125,985	\$171,604	\$80,000	\$80,000
Effectiveness Measure					
Increase/decrease in seizure revenue vs 2008	Percent	Base Yr	+36%	-37%	-37%

PRIORITY - 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.

Objective

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

PERFORMANCE MEASURES

Description	Unit	FY 2008	FY 2009	FY 2010	FY 2011
Input Measure					
Alarms registered with SPD	Number	3,096	3,041	3,000	3,000
Output Measure					
Alarm activations within City	Number	2,352	2,082	2,000	2,000
Effectiveness Measure					
Alarms registered in the City, over activations	Percent	132%	146%	150%	150%
Efficiency Measure					
Alarm revenue generated	Dollars	\$121,640	\$134,595	\$137,075	\$137,075

PRIORITY - OPERATIONAL FOCUS

Strategy

To introduce more fuel-efficient vehicles into the Police Department Fleet, primary objectives being fuel cost savings and lower carbon emissions.

Objective

- To replace all unmarked vehicles in the Police Department Fleet with more fuel-efficient vehicles.

PERFORMANCE MEASURES

Description	Unit	FY 2008	FY 2009	FY 2010	FY 2011
Input Measure					
Average number of unmarked vehicles in SPD	Number	90	90	90	90
Output Measure					
Fuel-efficient vehicles	Number	0	4	4	8
Effectiveness Measure					
Fuel-efficient vehicles in unmarked fleet	Percent	0.00%	4.4%	4.4%	8.9%

SUPPORT SERVICES DIVISION

Department Expenditures by Cost Center

	FY 2009 Actual	FY 2010 Budget	FY 2011 Continuation	FY 2011 Issues	FY 2011 Total
731099 SUPPORT SERVICES ADMINISTRATIO	208,313	196,775	199,016	0	199,016
731198 CIVIL SEIZURES	24,062	24,923	24,713	0	24,713
731441 COMPUTER OPERATIONS	1,063,165	1,097,814	1,096,908	0	1,096,908
732161 OFF-DUTY COORDINATOR	51,476	49,426	51,646	0	51,646
732168 SPECIAL EVENTS	112,175	202,088	195,936	0	195,936
732231 COMMUNICATIONS - POLICE	9,174	0	0	0	0
733156 S.W.A.T.	145,283	185,503	167,397	0	167,397
733159 EXPLOSIVE MATERIALS UNIT	15,340	10,477	14,923	0	14,923
733162 UNDERWATER SEARCH AND RECOV	4,173	9,650	8,674	0	8,674
733165 CRISIS NEGOTIATION UNIT	3,839	8,862	8,425	0	8,425
733420 EMERGENCY MANAGEMENT UNIT	10,091	13,178	11,000	0	11,000
735099 ADMINISTRATIVE SERVICES	133,270	101,158	104,923	0	104,923
735241 RECORDS	511,760	530,576	505,844	0	505,844
735411 BUILDING MAINTENANCE	389,042	444,286	439,949	0	439,949
735412 QUARTERMASTER	77,280	73,084	76,522	0	76,522
735430 FISCAL OFFICE	121,138	116,512	124,412	0	124,412
735452 PAYROLL & PERSONNEL	136,037	128,488	132,335	0	132,335
735455 ALARM ENFORCEMENT	74,887	67,848	60,163	0	60,163
736099 TRAINING ADMINISTRATION	116,469	101,169	102,062	0	102,062
736250 IN-SERVICE TRAINING	286,926	183,938	205,299	0	205,299
736290 ARMORY	56,516	79,650	57,200	0	57,200
Totals	\$3,550,416	\$3,625,405	\$3,587,347	\$0	\$3,587,347

Department Expenditures By Category

	FY 2009 Actual	FY 2010 Budget	FY 2011 Continuation	FY 2011 Issues	FY 2011 Totals
Personnel	2,314,535	2,311,606	2,337,345	0	2,337,345
Operating Expenditures	1,124,685	1,075,561	1,067,639	0	1,067,639
Capital Expenditures	111,133	238,175	182,300	0	182,300
Transfer Expenditures	63	63	63	0	63
Totals	\$3,550,416	\$3,625,405	\$3,587,347	\$0	\$3,587,347

Personnel Summary

Actual Positions	31.00	31.00	0.00	31.00
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SUPPORT SERVICES DIVISION

Revenue Summary

	FY 2009 Actual	FY 2010 Budget	FY 2011 Continuation	FY 2011 Issues	FY 2011 Totals
Charges for Services	46,648	46,800	43,900	0	43,900
Fines & Forfeitures	30,844	30,000	27,000	0	27,000
Other Miscellaneous Revenues	362	75	75	0	75
Other Licenses & Permits	103,654	108,000	110,000	0	110,000
	\$181,508	\$184,875	\$180,975	\$0	\$180,975