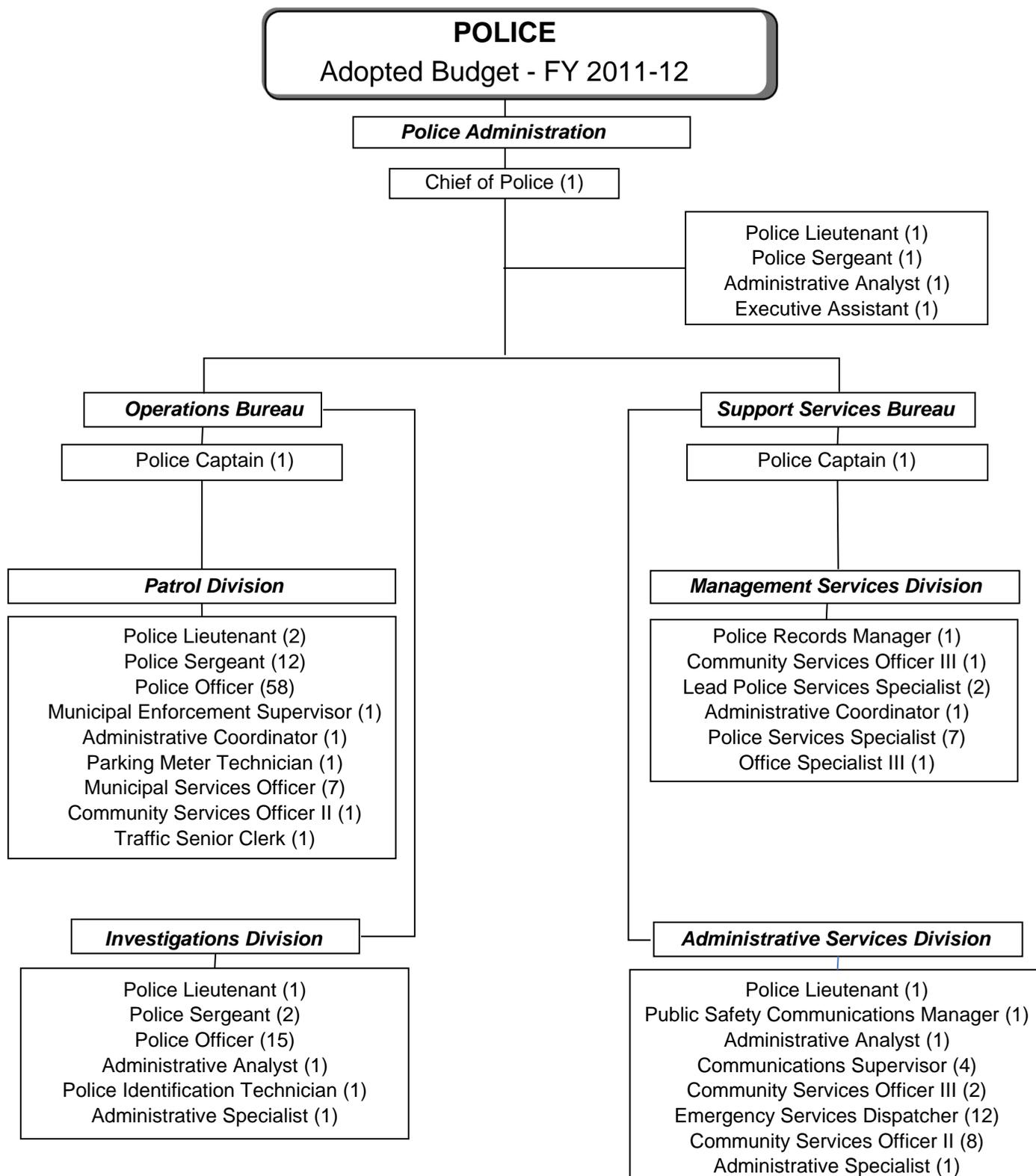


## POLICE

***Mission Statement:*** *The mission of the Redondo Beach Police Department is to forge a partnership with the community to control and prevent crime, to improve the quality of life in our neighborhoods, and to provide outstanding service in accordance with the values of our agency. We value openness and honesty, integrity and ethics, accountability, outstanding customer service, teamwork, excellence, dignity, equality and respect for all people, innovation with creative and proactive problem solving and fiscal responsibility.*



**SUMMARY OF PERSONNEL  
Adopted Budget - FY 2011-12**

**POLICE**

**Administration**

|             |                        |
|-------------|------------------------|
| 1.00        | Chief of Police        |
| 2.00        | Police Captain         |
| 1.00        | Police Lieutenant      |
| 1.00        | Police Sergeant        |
| 1.00        | Administrative Analyst |
| 1.00        | Executive Assistant    |
| <u>7.00</u> |                        |

**Investigations Division**

|              |                                  |
|--------------|----------------------------------|
| 1.00         | Police Lieutenant                |
| 2.00         | Police Sergeant                  |
| 15.00        | Police Officer                   |
| 1.00         | Administrative Analyst           |
| 1.00         | Police Identification Technician |
| 1.00         | Administrative Specialist        |
| <u>21.00</u> |                                  |

**Patrol Division**

|              |                   |
|--------------|-------------------|
| 2.00         | Police Lieutenant |
| 9.00         | Police Sergeant   |
| 41.00        | Police Officer    |
| <u>52.00</u> |                   |

**Pier**

|             |                               |
|-------------|-------------------------------|
| 1.00        | Police Sergeant               |
| 4.00        | Police Officer                |
| 1.00        | Community Services Officer II |
| <u>6.00</u> |                               |

**Community Based Policing**

|             |                 |
|-------------|-----------------|
| 1.00        | Police Sergeant |
| 3.00        | Police Officer  |
| <u>4.00</u> |                 |

**K-9 Team**

|      |                |
|------|----------------|
| 3.00 | Police Officer |
|------|----------------|

**Traffic**

|             |                      |
|-------------|----------------------|
| 1.00        | Police Sergeant      |
| 7.00        | Police Officer       |
| 1.00        | Traffic Senior Clerk |
| <u>9.00</u> |                      |

**Parking Enforcement & Animal Control**

|              |                                  |
|--------------|----------------------------------|
| 1.00         | Municipal Enforcement Supervisor |
| 1.00         | Administrative Coordinator       |
| 1.00         | Parking Meter Technician         |
| 7.00         | Municipal Services Officer       |
| <u>10.00</u> |                                  |

**Management Services Division**

|              |                                 |
|--------------|---------------------------------|
| 1.00         | Police Records Manager          |
| 1.00         | Community Services Officer III  |
| 2.00         | Lead Police Services Specialist |
| 1.00         | Administrative Coordinator      |
| 7.00         | Police Services Specialist      |
| 1.00         | Office Specialist III           |
| <u>13.00</u> |                                 |

**Administrative Services Division**

|      |                   |
|------|-------------------|
| 1.00 | Police Lieutenant |
|------|-------------------|

**Personnel and Training**

|             |                           |
|-------------|---------------------------|
| 1.00        | Administrative Analyst    |
| 1.00        | Administrative Specialist |
| <u>2.00</u> |                           |

**Communications**

|              |                                      |
|--------------|--------------------------------------|
| 1.00         | Public Safety Communications Manager |
| 4.00         | Communications Supervisor            |
| 12.00        | Emergency Services Dispatcher        |
| <u>17.00</u> |                                      |

**Technical Services**

|             |                                |
|-------------|--------------------------------|
| 1.00        | Community Services Officer III |
| 1.00        | Community Services Officer II  |
| <u>2.00</u> |                                |

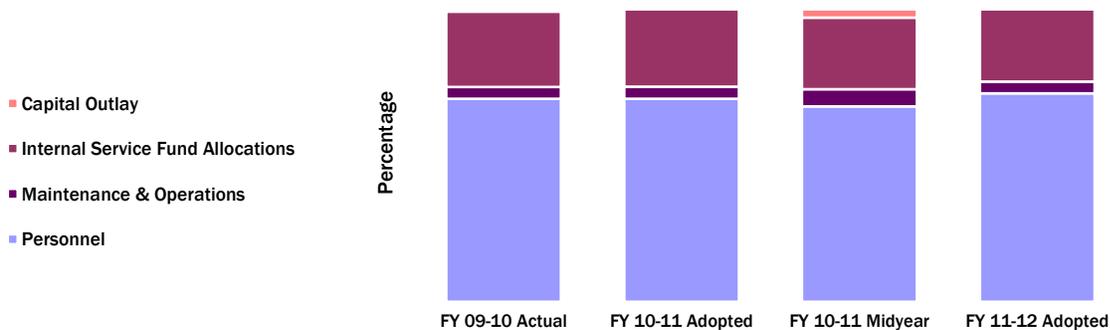
**Redondo Beach Jail**

|             |                                |
|-------------|--------------------------------|
| 1.00        | Community Services Officer III |
| 7.00        | Community Services Officer II  |
| <u>8.00</u> |                                |

**TOTAL PERSONNEL: 155.00**

## POLICE

| <i>Operating Expenses</i>         | FY 09-10<br>Actual | FY 10-11<br>Adopted | FY 10-11<br>Midyear | FY 11-12<br>Adopted | Increase/<br>Decrease |             |
|-----------------------------------|--------------------|---------------------|---------------------|---------------------|-----------------------|-------------|
| Personnel                         | 22,024,477         | 21,499,856          | 21,883,446          | 23,131,763          | 1,248,317             | 6%          |
| Maintenance & Operations          | 1,282,357          | 1,278,450           | 1,922,124           | 1,294,450           | (627,674)             | (33%)       |
| Internal Service Fund Allocations | 8,194,481          | 8,194,481           | 8,015,790           | 8,015,790           | -                     | 0%          |
| Capital Outlay                    | 231,345            | -                   | 934,575             | -                   | (934,575)             | (100%)      |
| <b>TOTAL</b>                      | <b>31,732,660</b>  | <b>30,972,787</b>   | <b>32,755,935</b>   | <b>32,442,003</b>   | <b>(313,932)</b>      | <b>(1%)</b> |



| <i>Funding Sources</i>        | FY 09-10<br>Actual | FY 10-11<br>Adopted | FY 10-11<br>Midyear | FY 11-12<br>Adopted | Increase/<br>Decrease |             |
|-------------------------------|--------------------|---------------------|---------------------|---------------------|-----------------------|-------------|
| General Fund                  | 27,247,142         | 26,815,411          | 27,097,642          | 28,272,383          | 1,174,741             | 4%          |
| Intergovernmental Grants      | 279,246            | 23,220              | 749,474             | 23,220              | (726,254)             | (97%)       |
| Narcotic Forfeiture & Seizure | 104,199            | 64,890              | 148,592             | 64,890              | (83,702)              | (56%)       |
| Disaster Recovery             | 12,906             | -                   | -                   | -                   | -                     | 0%          |
| Harbor Uplands                | 1,360,216          | 1,429,396           | 1,360,013           | 1,435,810           | 75,797                | 6%          |
| Emergency Communications      | 2,561,106          | 2,472,025           | 3,223,407           | 2,468,893           | (754,514)             | (23%)       |
| Redevelopment Agency          | 167,845            | 167,845             | 176,807             | 176,807             | -                     | 0%          |
| <b>TOTAL</b>                  | <b>31,732,660</b>  | <b>30,972,787</b>   | <b>32,755,935</b>   | <b>32,442,003</b>   | <b>(313,932)</b>      | <b>(1%)</b> |

## POLICE ADMINISTRATION

**Purpose:** Police Administration provides leadership, vision, management and strategic planning to the department's divisions to facilitate the delivery of law enforcement and community relations services to the City. Police Administration empowers personnel to accomplish the values, vision, mission, goals and objectives of the City and the department.

| <i>Operating Expenses</i>         | FY 09-10<br>Actual | FY 10-11<br>Adopted | FY 10-11<br>Midyear | FY 11-12<br>Adopted | Increase/<br>Decrease    |
|-----------------------------------|--------------------|---------------------|---------------------|---------------------|--------------------------|
| Personnel                         | 1,501,912          | 1,467,321           | 1,547,131           | 1,595,522           | <b>48,391 3%</b>         |
| Maintenance & Operations          | 232,205            | 105,980             | 534,626             | 108,980             | <b>(425,646) (80%)</b>   |
| Internal Service Fund Allocations | 143,437            | 143,437             | 366,336             | 366,336             | <b>- 0%</b>              |
| Capital Outlay                    | 36,539             | -                   | 847,297             | -                   | <b>(847,297) (100%)</b>  |
| <b>TOTAL</b>                      | <b>1,914,093</b>   | <b>1,716,738</b>    | <b>3,295,390</b>    | <b>2,070,838</b>    | <b>(1,224,552) (37%)</b> |

| <i>Funding Sources</i>        | FY 09-10<br>Actual | FY 10-11<br>Adopted | FY 10-11<br>Midyear | FY 11-12<br>Adopted | Increase/<br>Decrease    |
|-------------------------------|--------------------|---------------------|---------------------|---------------------|--------------------------|
| General Fund                  | 1,728,147          | 1,685,738           | 2,015,889           | 2,039,838           | <b>23,949 1%</b>         |
| Intergovernmental Grants      | 89,373             | -                   | 417,085             | -                   | <b>(417,085) (100%)</b>  |
| Narcotic Forfeiture & Seizure | 8,044              | 31,000              | 31,000              | 31,000              | <b>- 0%</b>              |
| Emergency Communications      | 88,529             | -                   | 831,416             | -                   | <b>(831,416) (100%)</b>  |
| <b>TOTAL</b>                  | <b>1,914,093</b>   | <b>1,716,738</b>    | <b>3,295,390</b>    | <b>2,070,838</b>    | <b>(1,224,552) (37%)</b> |

**POLICE  
PATROL**

**Purpose:** The Patrol Division responds to calls for service, enforces laws, deters crime, makes arrests, conducts preliminary investigations of crimes and collisions, and prepares associated reports. Patrol works with the community to prevent and solve crime and to enhance the quality of life for those who live, work, visit and play in Redondo Beach.

| <i>Operating Expenses</i>         | FY 09-10<br>Actual | FY 10-11<br>Adopted | FY 10-11<br>Midyear | FY 11-12<br>Adopted | Increase/<br>Decrease |           |
|-----------------------------------|--------------------|---------------------|---------------------|---------------------|-----------------------|-----------|
| Personnel                         | 12,975,390         | 12,620,590          | 12,638,261          | 13,268,022          | 629,761               | 5%        |
| Maintenance & Operations          | 454,523            | 507,207             | 640,152             | 515,207             | (124,945)             | (20%)     |
| Internal Service Fund Allocations | 5,346,622          | 5,346,622           | 5,085,134           | 5,085,134           | -                     | 0%        |
| Capital Outlay                    | 192,286            | -                   | 87,278              | -                   | (87,278)              | (100%)    |
| <b>TOTAL</b>                      | <b>18,968,821</b>  | <b>18,474,419</b>   | <b>18,450,825</b>   | <b>18,868,363</b>   | <b>417,538</b>        | <b>2%</b> |

| <i>Funding Sources</i>        | FY 09-10<br>Actual | FY 10-11<br>Adopted | FY 10-11<br>Midyear | FY 11-12<br>Adopted | Increase/<br>Decrease |           |
|-------------------------------|--------------------|---------------------|---------------------|---------------------|-----------------------|-----------|
| General Fund                  | 17,430,373         | 17,189,260          | 16,902,185          | 17,574,352          | 672,167               | 4%        |
| Intergovernmental Grants      | 186,931            | 23,220              | 317,389             | 23,220              | (294,169)             | (93%)     |
| Narcotic Forfeiture & Seizure | 88,664             | 19,990              | 47,911              | 19,990              | (27,921)              | (58%)     |
| Disaster Recovery             | 12,906             | -                   | -                   | -                   | -                     | 0%        |
| Harbor Uplands                | 1,082,102          | 1,074,104           | 1,006,533           | 1,073,994           | 67,461                | 7%        |
| Redevelopment Agency          | 167,845            | 167,845             | 176,807             | 176,807             | -                     | 0%        |
| <b>TOTAL</b>                  | <b>18,968,821</b>  | <b>18,474,419</b>   | <b>18,450,825</b>   | <b>18,868,363</b>   | <b>417,538</b>        | <b>2%</b> |

## POLICE INVESTIGATIONS

**Purpose:** The Investigations Division proactively detects, investigates and deters crime and acts of terrorism. It prepares cases for prosecution to maintain and improve public safety and to enhance the quality of life for those who live, work, visit and play in Redondo Beach.

| <i>Operating Expenses</i>         | FY 09-10<br>Actual | FY 10-11<br>Adopted | FY 10-11<br>Midyear | FY 11-12<br>Adopted | Increase/<br>Decrease |           |
|-----------------------------------|--------------------|---------------------|---------------------|---------------------|-----------------------|-----------|
| Personnel                         | 3,094,772          | 2,786,273           | 3,072,432           | 3,526,444           | 454,012               | 15%       |
| Maintenance & Operations          | 146,430            | 171,680             | 242,411             | 171,680             | (70,731)              | (29%)     |
| Internal Service Fund Allocations | 1,240,496          | 1,240,496           | 1,173,256           | 1,173,256           | -                     | 0%        |
| Capital Outlay                    | -                  | -                   | -                   | -                   | -                     | 0%        |
| <b>TOTAL</b>                      | <b>4,481,698</b>   | <b>4,198,449</b>    | <b>4,488,099</b>    | <b>4,871,380</b>    | <b>383,281</b>        | <b>9%</b> |

| <i>Funding Sources</i>        | FY 09-10<br>Actual | FY 10-11<br>Adopted | FY 10-11<br>Midyear | FY 11-12<br>Adopted | Increase/<br>Decrease |           |
|-------------------------------|--------------------|---------------------|---------------------|---------------------|-----------------------|-----------|
| General Fund                  | 4,304,263          | 3,949,227           | 4,173,177           | 4,623,952           | 450,775               | 11%       |
| Intergovernmental Grants      | 2,942              | -                   | 15,000              | -                   | (15,000)              | (100%)    |
| Narcotic Forfeiture & Seizure | 3,927              | 3,440               | 59,221              | 3,440               | (55,781)              | (94%)     |
| Harbor Uplands                | 170,566            | 245,782             | 240,701             | 243,988             | 3,287                 | 1%        |
| <b>TOTAL</b>                  | <b>4,481,698</b>   | <b>4,198,449</b>    | <b>4,488,099</b>    | <b>4,871,380</b>    | <b>383,281</b>        | <b>9%</b> |

## POLICE MANAGEMENT SERVICES

**Purpose:** The Management Services Division collects, processes and disseminates law enforcement information to the public, members of the department, City staff, the courts and other government agencies to assist in the apprehension and prosecution of criminal offenders for the improvement of public safety, communication and productivity.

| <i>Operating Expenses</i>         | FY 09-10<br>Actual | FY 10-11<br>Adopted | FY 10-11<br>Midyear | FY 11-12<br>Adopted | Increase/<br>Decrease |           |
|-----------------------------------|--------------------|---------------------|---------------------|---------------------|-----------------------|-----------|
| Personnel                         | 1,158,474          | 1,280,865           | 1,289,385           | 1,303,167           | 13,782                | 1%        |
| Maintenance & Operations          | 99,996             | 114,060             | 119,043             | 114,060             | (4,983)               | (4%)      |
| Internal Service Fund Allocations | 403,987            | 403,987             | 385,146             | 385,146             | -                     | 0%        |
| Capital Outlay                    | -                  | -                   | -                   | -                   | -                     | 0%        |
| <b>TOTAL</b>                      | <b>1,662,457</b>   | <b>1,798,912</b>    | <b>1,793,574</b>    | <b>1,802,373</b>    | <b>8,799</b>          | <b>0%</b> |

| <i>Funding Sources</i> | FY 09-10<br>Actual | FY 10-11<br>Adopted | FY 10-11<br>Midyear | FY 11-12<br>Adopted | Increase/<br>Decrease |           |
|------------------------|--------------------|---------------------|---------------------|---------------------|-----------------------|-----------|
| General Fund           | 1,662,457          | 1,798,912           | 1,793,574           | 1,802,373           | 8,799                 | 0%        |
| <b>TOTAL</b>           | <b>1,662,457</b>   | <b>1,798,912</b>    | <b>1,793,574</b>    | <b>1,802,373</b>    | <b>8,799</b>          | <b>0%</b> |

## POLICE ADMINISTRATIVE SERVICES

**Purpose:** The Administrative Services Division strategically plans, organizes, manages and supervises the unit activities in payroll, personnel and training, jail, court liaison, technical services, property and evidence, emergency communications, and supports the field services divisions that maintain and improve public safety. The Administrative Services Division works with the Public Works Department to maintain and improve the Police Department public facility.

| <i>Operating Expenses</i>         | FY 09-10<br>Actual | FY 10-11<br>Adopted | FY 10-11<br>Midyear | FY 11-12<br>Adopted | Increase/<br>Decrease |           |
|-----------------------------------|--------------------|---------------------|---------------------|---------------------|-----------------------|-----------|
| Personnel                         | 3,293,929          | 3,344,807           | 3,336,237           | 3,438,608           | 102,371               | 3%        |
| Maintenance & Operations          | 349,203            | 379,523             | 385,892             | 384,523             | (1,369)               | 0%        |
| Internal Service Fund Allocations | 1,059,939          | 1,059,939           | 1,005,918           | 1,005,918           | -                     | 0%        |
| Capital Outlay                    | 2,520              | -                   | -                   | -                   | -                     | 0%        |
| <b>TOTAL</b>                      | <b>4,705,591</b>   | <b>4,784,269</b>    | <b>4,728,047</b>    | <b>4,829,049</b>    | <b>101,002</b>        | <b>2%</b> |

| <i>Funding Sources</i>        | FY 09-10<br>Actual | FY 10-11<br>Adopted | FY 10-11<br>Midyear | FY 11-12<br>Adopted | Increase/<br>Decrease |           |
|-------------------------------|--------------------|---------------------|---------------------|---------------------|-----------------------|-----------|
| General Fund                  | 2,121,902          | 2,192,274           | 2,212,817           | 2,231,868           | 19,051                | 1%        |
| Narcotic Forfeiture & Seizure | 3,564              | 10,460              | 10,460              | 10,460              | -                     | 0%        |
| Harbor Uplands                | 107,548            | 109,510             | 112,779             | 117,828             | 5,049                 | 4%        |
| Emergency Communications      | 2,472,577          | 2,472,025           | 2,391,991           | 2,468,893           | 76,902                | 3%        |
| <b>TOTAL</b>                  | <b>4,705,591</b>   | <b>4,784,269</b>    | <b>4,728,047</b>    | <b>4,829,049</b>    | <b>101,002</b>        | <b>2%</b> |

## POLICE

### Core Service Activities

Adopted FY 2010-11 (82%)

Total Staff Hours: 265,613

Adopted FY 2011-12 (82%)

Total Staff Hours: 270,969

- Administer and manage 250 internal project assignments.
- Investigate 30 complaints/internal affairs issues and provide training on issues derived from sustained complaints.
- Provide 100,800 hours of police patrol to the community.
- Arrest 2,500 criminal offenders.
- Perform 6 high-risk SWAT operations.
- Complete 9,000 police reports.
- Investigate 570 traffic collisions.
- Initiate 10,000 traffic violation contacts.
- Conduct 6 DUI checkpoints.
- Conduct 14 dog bite investigations.
- Conduct 40,000 parking violation investigations.
- Conduct 1,200 vehicle impounds and storages.
- Review 90 film permits/noise variance requests and coordinate their security.
- Conduct 40 vehicle impound/storage hearings.
- Respond to 3,700 animal complaint calls for service.
- Service 1,100 parking meters.
- Process, collect and verify 1,500 parking meter permits.
- Provide 23,000 hours of police investigations to the community.
- Investigate 1,300 property crime cases and serve 24 search warrants to recover evidence and victim property.
- Investigate 80 cases of aggravated assault and obtain 25 felony filings.
- Investigate and obtain the appropriate disposition of 180 juvenile cases.
- Conduct surveillance of 15 known or suspected career criminals that are believed to be operating in Redondo Beach and/or adjacent cities.
- Investigate 75 narcotics cases.
- Arrange 125 training classes for sworn and non sworn personnel.
- Oversee 25 personnel through the hiring process.
- Conduct background checks on 30 applicants.
- Manage, update and report 155 personnel training records to ensure State mandated compliance.
- Answer the 15,000 9-1-1 calls within 6 seconds 95% of the time.
- Coordinate and prepare billings for 500 false alarm incidents that qualify for billings of approximately \$42,000.

## POLICE

- Book 6,200 pieces of evidence into police custody.
- Compile, review, duplicate, distribute, file and electronically archive 9,000 police reports.
- Process 2,700 subpoenas, including data base entry, tracking, reports and calls.
- Process 300 court cases for review, tracking, and on-calls.
- Complete 85% of all personnel evaluations within two months of the end of the rating period.
- Investigate 175 graffiti cases and file 6 graffiti cases for prosecution.
- Conduct 4 juvenile curfew and/or truancy sweeps.

### Key Projects and Assignments

Adopted FY 2010-11 (9%)

Total Staff Hours: 27,979

Adopted FY 2011-12 (9%)

Total Staff Hours: 23,295

|   | <b>Hours</b> |
|---|--------------|
| ▪ Initiate 6 bi-monthly Sergeants' patrol performance meetings by June 2012.  | 2010         |
| ▪ Revise the Police Department website to make it more accessible and to provide increased customer service through the internet by June 2012.                                  | 2841         |
| ▪ Create a procedural manual to facilitate and support succession planning and training for Management Services Division-Records Unit by June 2012.                             | 2641         |
| ▪ Complete 50 dog licensing investigation and citation details by June 2012.  | 3302         |
| ▪ Create a juvenile helmet law compliance program with public education, media outreach and at least 2 enforcement details by June 2012.  | 659          |
| ▪ Research and create a Request for Proposal (RFP) and selection process for the City's vehicle towing contract by December 2011.   | 228          |
| ▪ Comply with all certification, assurances and audit requirements of recovery stimulus grants received by the Redondo Beach Police Department by June 2012.                    | 850          |
| ▪ Create a marketing plan to develop staff and community support for the construction of a new Police station by June 2012.   | 900          |
| ▪ Research, purchase and institute the DMS employee training tracking system by June 2012.  | 412          |
| ▪ Research, develop and publish an RFP for a mobile surveillance trailer for the 9 South Bay cities by June 2012.   | 460          |
| ▪ Purchase patrol vehicles according to the Vehicle Replacement Schedule and install electronics and computer technology by June 2012.  | 160          |
| ▪ Organize and implement a training program coordinated with community support/help groups concerning the physical and financial abuse of elders by September 2011.             | 652          |
| ▪ Continue the design and implementation of the Telestaff scheduling/call-out system, including the overtime distribution, task manager, and reporting components by June 2012. | 2000         |

## POLICE

- |  |      |
|--|------|
| ▪ Working with information from State Parole, implement process that tracks parolee releases into our community and assigns officers to monitor them and hold them accountable for acceptable community behavior over a period of time sufficient to ensure that individual recidivism is not an issue by December 2011. | 480  |
| ▪ Complete quality control and destroy 2004 crime reports by June 2012.  | 2800 |
| ▪ Research and update Missing Person entries in MUPS by June 2012.   | 2000 |
| ▪ Research, design and implement a video and audio surveillance system for the jail and investigations division interview rooms by June 2012.  | 300  |
| ▪ Organize and initiate a massage parlor reverse sting operation by December 2011.   | 400  |
| ▪ Explore the feasibility of creating and implementing a portable trailer mounted ALPR system by June 2012.  | 200  |

### Customer Service and Referrals

|                |                        |                           |               |
|----------------|------------------------|---------------------------|---------------|
| <b>Adopted</b> | <b>FY 2010-11 (9%)</b> | <b>Total Staff Hours:</b> | <b>28,808</b> |
| <b>Adopted</b> | <b>FY 2011-12 (9%)</b> | <b>Total Staff Hours:</b> | <b>28,136</b> |

- Conduct 200 contacts with citizen groups and organizations.
- Complete 75 community Police service questionnaires.
- Respond to 75 traffic hotline citizen complaints.
- Conduct 4 animal awareness safety classes for elementary school students.
- Conduct 4 community awareness presentations on identity theft and/or parent-teacher narcotic education.
- Receive and dispose of 100,000 telephone calls to Communications for assistance.
- Provide 24 hour citizen access to City services via the Records Unit.
- Conduct 5 community awareness presentations on crime prevention and graffiti.
- Respond to Comcate requests within 3 business days 90% of the time.