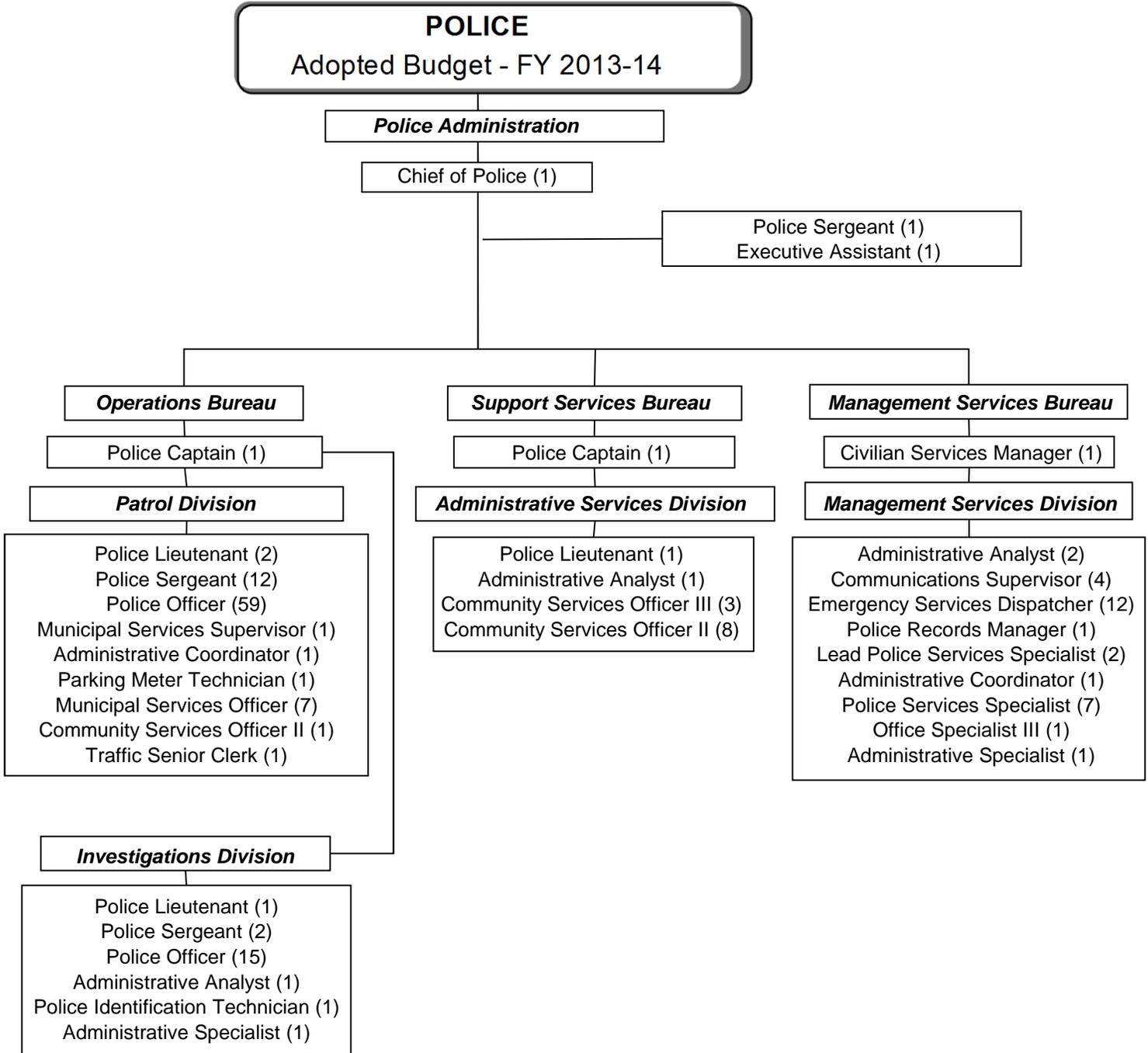


## POLICE

**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 2013-14**

**POLICE**

**Administration**

1.00	Chief of Police
2.00	Police Captain
1.00	Civilian Services Manager
1.00	Police Sergeant
1.00	Executive Assistant
<u>6.00</u>	

**Patrol Division**

2.00	Police Lieutenant
9.00	Police Sergeant
42.00	Police Officer
<u>53.00</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 Services Supervisor
1.00	Administrative Coordinator
1.00	Parking Meter Technician
7.00	Municipal Services Officer
<u>10.00</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>	

**Administrative Services Division**

1.00	Police Lieutenant
1.00	Administrative Analyst
1.00	Community Services Officer III
<u>3.00</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>	

**Management Services Division**

2.00	Administrative Analyst
1.00	Administrative Specialist
<u>3.00</u>	

**Communications**

4.00	Communications Supervisor
12.00	Emergency Services Dispatcher
<u>16.00</u>	

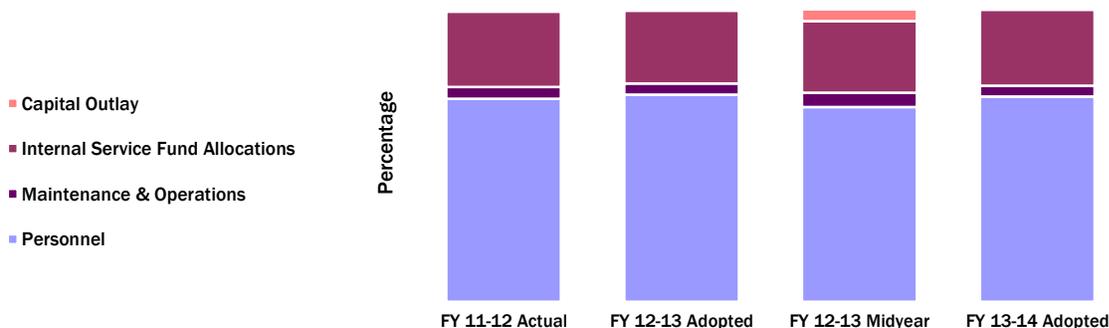
**Records**

1.00	Police Records Manager
2.00	Lead Police Services Specialist
1.00	Administrative Coordinator
7.00	Police Services Specialist
1.00	Office Specialist III
<u>12.00</u>	

**TOTAL PERSONNEL: 156**

## POLICE

<i>Operating Expenses</i>	FY 11-12 Actual	FY 12-13 Adopted	FY 12-13 Midyear	FY 13-14 Adopted	Increase/ Decrease	
Personnel	21,982,630	23,024,635	23,771,920	23,649,696	(122,224)	(1%)
Maintenance & Operations	1,269,580	1,229,850	1,749,257	1,254,600	(494,657)	(28%)
Internal Service Fund Allocations	8,186,513	8,101,841	8,769,860	8,769,860	-	0%
Capital Outlay	223,459	149,542	1,431,645	40,300	(1,391,345)	(97%)
<b>TOTAL</b>	<b>31,662,182</b>	<b>32,505,868</b>	<b>35,722,682</b>	<b>33,714,456</b>	<b>(2,008,226)</b>	<b>(6%)</b>



<i>Funding Sources</i>	FY 11-12 Actual	FY 12-13 Adopted	FY 12-13 Midyear	FY 13-14 Adopted	Increase/ Decrease	
General Fund	27,642,653	28,369,123	29,718,967	29,615,622	(103,345)	0%
Intergovernmental Grants	414,428	23,220	844,462	127,220	(717,242)	(85%)
Narcotic Forfeiture & Seizure	39,955	194,432	399,362	64,890	(334,472)	(84%)
Harbor Tidelands	-	32,000	32,000	29,475	(2,525)	(8%)
Harbor Uplands	922,547	1,458,284	1,444,899	1,411,132	(33,767)	(2%)
Emergency Communications	2,530,462	2,428,809	3,282,992	2,466,117	(816,875)	(25%)
Redevelopment Agency	112,137	-	-	-	-	0%
<b>TOTAL</b>	<b>31,662,182</b>	<b>32,505,868</b>	<b>35,722,682</b>	<b>33,714,456</b>	<b>(2,008,226)</b>	<b>(6%)</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 11-12 Actual	FY 12-13 Adopted	FY 12-13 Midyear	FY 13-14 Adopted	Increase/ Decrease
Personnel	1,224,376	1,203,318	1,238,435	1,290,492	<b>52,057 4%</b>
Maintenance & Operations	170,581	118,980	293,650	166,293	<b>(127,357) (43%)</b>
Internal Service Fund Allocations	553,517	549,693	855,504	855,504	<b>- 0%</b>
Capital Outlay	89,035	-	756,529	8,300	<b>(748,229) (99%)</b>
<b>TOTAL</b>	<b>2,037,509</b>	<b>1,871,991</b>	<b>3,144,118</b>	<b>2,320,589</b>	<b>(823,529) (26%)</b>

<i>Funding Sources</i>	FY 11-12 Actual	FY 12-13 Adopted	FY 12-13 Midyear	FY 13-14 Adopted	Increase/ Decrease
General Fund	1,830,569	1,841,991	2,259,462	2,282,289	<b>22,827 1%</b>
Intergovernmental Grants	72,703	-	51,666	-	<b>(51,666) (100%)</b>
Narcotic Forfeiture & Seizure	595	30,000	80,000	30,000	<b>(50,000) (63%)</b>
Emergency Communications	133,642	-	752,990	8,300	<b>(744,690) (99%)</b>
<b>TOTAL</b>	<b>2,037,509</b>	<b>1,871,991</b>	<b>3,144,118</b>	<b>2,320,589</b>	<b>(823,529) (26%)</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 11-12 Actual	FY 12-13 Adopted	FY 12-13 Midyear	FY 13-14 Adopted	Increase/ Decrease
Personnel	12,674,762	13,303,867	13,929,774	13,709,149	(220,625) (2%)
Maintenance & Operations	401,152	407,707	475,581	423,607	(51,974) (11%)
Internal Service Fund Allocations	4,943,479	4,898,140	5,087,765	5,087,765	- 0%
Capital Outlay	113,631	20,000	545,574	-	(545,574) (100%)
<b>TOTAL</b>	<b>18,133,024</b>	<b>18,629,714</b>	<b>20,038,694</b>	<b>19,220,521</b>	<b>(818,173) (4%)</b>

<i>Funding Sources</i>	FY 11-12 Actual	FY 12-13 Adopted	FY 12-13 Midyear	FY 13-14 Adopted	Increase/ Decrease
General Fund	17,060,644	17,448,868	18,222,164	18,019,699	(202,465) (1%)
Intergovernmental Grants	216,485	23,220	673,505	95,220	(578,285) (86%)
Narcotic Forfeiture & Seizure	34,100	19,990	19,990	19,990	- 0%
Harbor Tidelands	-	32,000	32,000	29,475	(2,525) (8%)
Harbor Uplands	709,658	1,105,636	1,091,035	1,056,137	(34,898) (3%)
Redevelopment Agency	112,137	-	-	-	- 0%
<b>TOTAL</b>	<b>18,133,024</b>	<b>18,629,714</b>	<b>20,038,694</b>	<b>19,220,521</b>	<b>(818,173) (4%)</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 11-12 Actual	FY 12-13 Adopted	FY 12-13 Midyear	FY 13-14 Adopted	Increase/ Decrease	
Personnel	3,283,864	3,451,673	3,533,155	3,598,257	65,102	2%
Maintenance & Operations	192,304	175,680	333,251	127,180	(206,071)	(62%)
Internal Service Fund Allocations	1,151,606	1,140,134	1,108,302	1,108,302	-	0%
Capital Outlay	-	-	-	-	-	0%
<b>TOTAL</b>	<b>4,627,774</b>	<b>4,767,487</b>	<b>4,974,708</b>	<b>4,833,739</b>	<b>(140,969)</b>	<b>(3%)</b>

<i>Funding Sources</i>	FY 11-12 Actual	FY 12-13 Adopted	FY 12-13 Midyear	FY 13-14 Adopted	Increase/ Decrease	
General Fund	4,430,663	4,518,919	4,570,033	4,581,329	11,296	0%
Intergovernmental Grants	4,109	-	-	-	-	0%
Narcotic Forfeiture & Seizure	165	3,440	158,370	3,440	(154,930)	(98%)
Harbor Uplands	192,837	245,128	246,305	248,970	2,665	1%
<b>TOTAL</b>	<b>4,627,774</b>	<b>4,767,487</b>	<b>4,974,708</b>	<b>4,833,739</b>	<b>(140,969)</b>	<b>(3%)</b>

## POLICE MANAGEMENT SERVICES

**Purpose:** The Management Services Bureau performs support service activities in emergency communications, records, budget, finance and research. The Management Services Bureau collects, processes, and disseminates law enforcement information to assist in the apprehension and prosecution of criminal offenders, to manage the department budget and resources, and to improve public safety, communication and productivity.

<i>Operating Expenses</i>	FY 11-12 Actual	FY 12-13 Adopted	FY 12-13 Midyear	FY 13-14 Adopted	Increase/ Decrease
Personnel	3,318,346	3,465,554	3,468,015	3,238,624	(229,391) (7%)
Maintenance & Operations	322,226	257,223	376,515	230,250	(146,265) (39%)
Internal Service Fund Allocations	849,150	832,761	945,167	945,167	- 0%
Capital Outlay	20,793	129,542	129,542	32,000	(97,542) (75%)
<b>TOTAL</b>	<b>4,510,515</b>	<b>4,685,080</b>	<b>4,919,239</b>	<b>4,446,041</b>	<b>(473,198) (10%)</b>

<i>Funding Sources</i>	FY 11-12 Actual	FY 12-13 Adopted	FY 12-13 Midyear	FY 13-14 Adopted	Increase/ Decrease
General Fund	1,991,008	2,121,949	2,135,624	1,951,444	(184,180) (9%)
Intergovernmental Grants	121,131	-	119,291	32,000	(87,291) (73%)
Narcotic Forfeiture & Seizure	1,556	134,322	134,322	4,780	(129,542) (96%)
Emergency Communications	2,396,820	2,428,809	2,530,002	2,457,817	(72,185) (3%)
<b>TOTAL</b>	<b>4,510,515</b>	<b>4,685,080</b>	<b>4,919,239</b>	<b>4,446,041</b>	<b>(473,198) (10%)</b>

## POLICE ADMINISTRATIVE SERVICES

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

<i>Operating Expenses</i>	FY 11-12 Actual	FY 12-13 Adopted	FY 12-13 Midyear	FY 13-14 Adopted	Increase/ Decrease	
Personnel	1,481,282	1,600,223	1,602,541	1,813,174	210,633	13%
Maintenance & Operations	183,317	270,260	270,260	307,270	37,010	14%
Internal Service Fund Allocations	688,761	681,113	773,122	773,122	-	0%
Capital Outlay	-	-	-	-	-	0%
<b>TOTAL</b>	<b>2,353,360</b>	<b>2,551,596</b>	<b>2,645,923</b>	<b>2,893,566</b>	<b>247,643</b>	<b>9%</b>

<i>Funding Sources</i>	FY 11-12 Actual	FY 12-13 Adopted	FY 12-13 Midyear	FY 13-14 Adopted	Increase/ Decrease	
General Fund	2,329,769	2,437,396	2,531,684	2,780,861	249,177	10%
Narcotic Forfeiture & Seizure	3,539	6,680	6,680	6,680	-	0%
Harbor Uplands	20,052	107,520	107,559	106,025	(1,534)	(1%)
<b>TOTAL</b>	<b>2,353,360</b>	<b>2,551,596</b>	<b>2,645,923</b>	<b>2,893,566</b>	<b>247,643</b>	<b>9%</b>

## POLICE

### Core Service Activities

<b>Adopted</b>	<b>FY 2012-13</b>	<b>(80%)</b>	<b>Total Staff Hours:</b>	<b>257,881</b>
<b>Adopted</b>	<b>FY 2013-14</b>	<b>(82%)</b>	<b>Total Staff Hours:</b>	<b>263,738</b>

- Administer and manage 100 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 2,000 criminal offenders.
- Perform 6 high-risk SWAT operations.
- Complete 9,000 police reports.
- Investigate 500 traffic collisions.
- Initiate 7,200 traffic violation contacts.
- Conduct 6 DUI checkpoints.
- Conduct 14 dog bite investigations.
- Conduct 40,000 parking violation investigations.
- Conduct 420 vehicle impounds and storages.
- Review 70 film permits/noise variance requests and coordinate their security.
- Conduct 15 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.
- Deploy bait item 30 times and make 10 associated arrests.
- Investigate 75 narcotics cases.
- Arrange 100 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 15,000 9-1-1 calls within 6 seconds 95% of the time.
- Coordinate and prepare billings for 700 false alarm incidents that qualify for billings of approximately \$35,000.
- Book 4,500 pieces of evidence into police custody.
- Compile, review, duplicate, distribute, file and electronically archive 9,000 police reports.
- Process 2,200 subpoenas, including data base entry, tracking, reports and calls.
- Process 150 court cases for review, tracking, and on-calls.
- Complete 85% of all personnel evaluations within 2 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.
- Provide security and support at City Council meetings, City Council neighborhood meetings and special meetings.

## POLICE

### Key Projects and Assignments

Adopted FY 2012-13 (11%)

Total Staff Hours: 36,383

Adopted FY 2013-14 (9%)

Total Staff Hours: 30,526

	<b>Hours</b>
▪ Initiate 6 bi-monthly Sergeants' patrol performance meetings by June 2014.	2010
▪ Enhance the procedural manual to facilitate and support succession planning and training for Management Services Division-Records Unit by June 2014.	2645
▪ Complete 50 dog licensing investigation and citation details by June 2014.	3302
▪ Complete 2 juvenile helmet law compliance program with public education, media outreach and enforcement details by June 2014.	659
▪ Research and create a Request for Proposal (RFP) and selection process for the City's vehicle towing contract by June 2014.	230
▪ Create a marketing plan to develop staff and community support for the construction of a new Police station by June 2014.	900
▪ Continue the implementation of Telestaff scheduling/call-out system reporting components by June 2014.	1000
▪ Continue a parolee probationer tracking program for persons released into our community and assign 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 through June 2014.	480
▪ Complete quality control and destroy 2006 and 2007 crime reports by June 2014.	2800
▪ Train 2 emergency services dispatch supervisors on Fire Department Run Cards by June 2014.	350
▪ Improve the collections process for outstanding debt for adult misdemeanor bookings by June 2014.	200
▪ Initiate two drug destructions and one fire arm destruction by June 2014.	150
▪ Determine the feasibility of integrating ESupoena, Telestaff and Munis by June 2014.	700
▪ Present to the City Council for consideration an update to the 1987 Redondo Beach Bail Schedule by June 2014.	200
▪ Make recommendations to the City Council for action to revise the City's Animal Control Codes by June 2014.	200
▪ Coordinate and have installed an emergency generator at the Main Library for Emergency Operations Center (EOC) expansion by September 2013.	1500
▪ Ensure installation, implementation and training for the jail surveillance video camera system by January 2014.	1500
▪ Conduct an annual audit of Data Ticket services working with Financial Service by December 2013.	1000
▪ Complete the purchase of replacement SWAT rifles by August 2013.	200
▪ Create a funding source to replace the City's parking meters by June 2014.	700

## POLICE

▪ Send a Police Sergeant to the Supervisory Leadership Institute for professional development by June 2014.	800
▪ Provide instruction to 3 field officers to assume ancillary field supervisory capabilities by June 2014.	900
▪ Provide citizen academy instruction to at least 22 citizens on police operations and activities by June 2014.	1500
▪ Conduct community outreach to business and non-profit organizations to mitigate the attraction of homeless issues within the City by June 2014.	900
▪ Conduct up to 3 narcotics detection operations at Redondo Union High School as requested by School District personnel by June 2014.	900
▪ Provide security and traffic control for 4 <sup>th</sup> of July City sponsored signature event by July 2013.	1000
▪ Provide security and traffic control for the 10K Race City sponsored signature event by February 2014.	700
▪ Provide personnel resources necessary to staff the annual public safety fair event by October 2013.	200
▪ Provide active shooter training to all sworn police officers by June 2014.	600
▪ Continue to coordinate a maritime safety program with the Redondo Beach Harbor Patrol, Coastguards and Customs Border Protection by June 2014.	1000
▪ Implement an automated stolen vehicle notification system for stationary Automated License Plate Recognition Systems by June 2014.	100
▪ Implement the DMS content management system for distribution of training, evaluations and training history by June 2014.	300
▪ Transfer background and historic training files from paper to electronic copies in the Personnel and Training Unit by June 2014.	500
▪ Initiate the process to re-serialize sworn personnel badges to officers' serial number by June 2014.	400

### Customer Service and Referrals

<b>Adopted</b>	<b>FY 2012-13</b>	<b>(9%)</b>	<b>Total Staff Hours:</b>	<b>28,136</b>
<b>Adopted</b>	<b>FY 2013-14</b>	<b>(9%)</b>	<b>Total Staff Hours:</b>	<b>28,136</b>

- Complete 40 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.