

## ***Public Safety Program*** **Police Department**

Public Safety Program includes the services and activities of two City departments:

- ◆ Fire and Life Safety Department and
- ◆ Police Department.

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### **Police Department**

#### **Programs:**

**Office of the Chief**  
**Investigations and Records**  
**Patrol Bureau**  
**G.O. Capital Bonds**  
**Services Bureau**

The Police Department is \$12,604,095 or 49.13% of the Public Safety Program total operating budget of \$25,654,917.

# Police Department

## *Department Description*

The Police Department consists of the Office of the Chief, the Patrol Bureau, the Investigations and Records Bureau, and the Services Bureau. The Service Bureau was recreated during FY 2005 as part of a Departmental reorganization, restoring a bureau which had been eliminated in 1997 due to budget reductions.

The Office of the Chief manages the department's budget; recruits, selects and trains staff and develops, monitors and enforces department policies. This bureau has primary responsibility for interacting with other City departments and for representing the department in local and regional coordination efforts. Internal investigations, when necessary, are conducted by this bureau as well.

The Patrol Bureau responds to nearly 58,000 calls for service annually, including criminal matters, animal control problems and abandoned vehicles. With the addition of 8 Patrol Officers and 5 Community Service Officers from the 2002 voter approved Police Levy, the Patrol Bureau staffs 5 or more police officers on the street, 24 hours a day and 7 days a week, to respond to these calls. The Traffic Team enforces all traffic laws, and puts special emphasis on seat belt laws and drunk driving enforcement with assistance from state grants.

The Investigations and Records Bureau is responsible for follow-up investigations in criminal matters. Detectives also participate in multi-jurisdictional teams such as the multi-disciplinary child abuse team. Property Clerks are responsible for handling and tracking evidence for approximately 4800 criminal cases every year. They also work to return recovered stolen property to the rightful owners. Records staff deal with over 85,000 incoming telephone calls from the public, and handle about 16,000 calls for service over the phone, which would otherwise require Police Officers to respond. Data entry and report handling are also the responsibility of the Records unit.

The Services Bureau develops the department's budget, seeks grant funding to implement special projects, and oversees several support functions within the Department. The Communications Center dispatches officers to calls for service. A Court Security Officer provides security to the Municipal Court, and transport for prisoners to and from the county jail. A Crime Prevention Specialist provides mediation services, crime prevention education and support for Neighborhood Watch groups. A DARE Officer provides drug resistance education at each elementary school. The Services Bureau also supervises the School Resource Officer (SRO) program, which works in partnership with the school district to place an officer at each high school.

The Department works closely with the Municipal Court, the City Prosecutor, the District Attorney's Office and other local law enforcement agencies to coordinate services and provide the highest quality, lowest cost service to the citizens of Springfield. Whenever possible, the department cooperates with other public entities such as TEAM Springfield and the Springfield School District to ensure that our efforts are effective in preventing and reducing criminal activity, and responsive to the needs of the community we serve.

## *Mission*

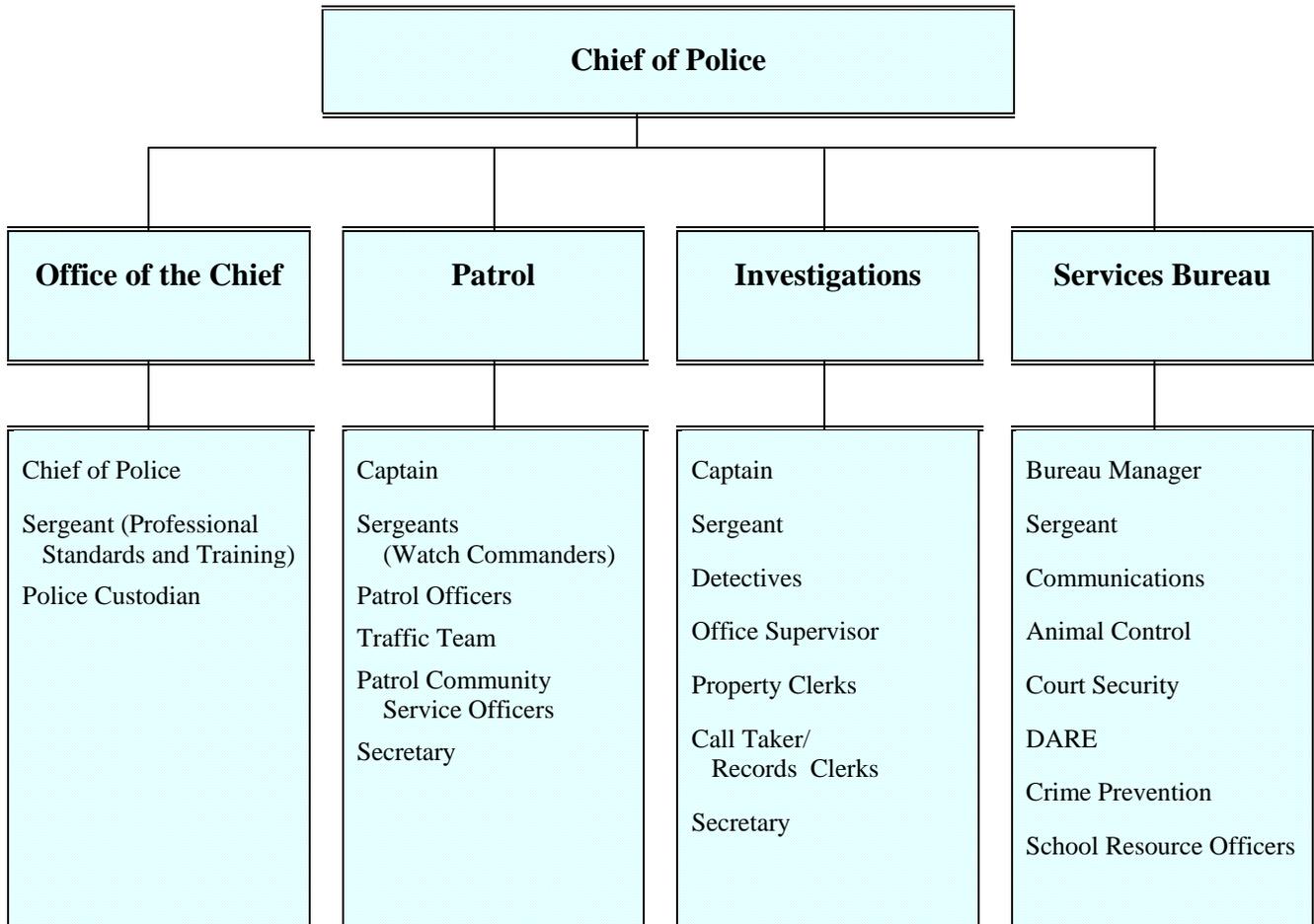
The Springfield Police Department strives to respond to the emergency and law enforcement needs of the community through response to calls for service in accordance with established priorities, visible police patrols, enforcement of traffic laws, investigation of crime and coordination with community service agencies, programs and activities.

## *Outcomes*

- ◆ Abate criminal activity by arresting offenders
- ◆ Proactive investigation of serious crimes, including narcotics
- ◆ Case management and follow up investigations to reported crimes
- ◆ Investigate traffic accidents and give aide to injured participants
- ◆ Reduce life and property loss through emphasizing public safety awareness in the community. Awareness is facilitated through outreach programs to community members
- ◆ To secure and control evidentiary items

# Police Department

## Organization Chart



**PUBLIC SAFETY PROGRAM****Police Department****Program:** Investigations and Records Bureau**Program Description:**

The Investigations and Records Bureau provides follow-up investigation and case management of reported crimes; proactive investigation of narcotics and other serious crimes; securing, identifying, storing, and controlling evidentiary items (including hazardous materials); answering citizen requests for service, preparing crime/incident reports, maintaining and distributing department records, and managing the department's data information systems.

**Budget Highlights and Service Level Changes:****Service Level Changes:** None.

<b>Program Outcomes and Indicators:</b>	<b>Actual FY03</b>	<b>Actual FY04</b>	<b>Estimated FY05</b>	<b>Adopted FY06</b>
<b>Follow-up investigations are provided based upon the seriousness and solvability of the crime.</b>				
◆ Percent of serious crimes against persons cleared	70%	75%	75%	80%
◆ Percentage of crimes assigned "cleared" according to UCR rules	75%	80%	80%	85%
◆ Number of follow up investigations assigned per detective per month	21	18	13	15
<b>Participate in multi-agency child abuse team evaluations and participate in regional drug investigations.</b>				
◆ Number of drug arrests resulting from drug investigations	355	350	350	400
◆ Number of MDT child abuse-type investigations reviewed	115	110	100	110
<b>Calls for service from the community are handled at the most appropriate level for the situation.</b>				
◆ Calls for service answered through non-dispatched means	16,840	18,329	21,900	20,000
◆ Calls for service answered by dispatching officers	39,064	41,383	45,700	47,000
◆ Reports written by records staff	5,962	4,162	3,500	3,500
◆ Total number of reports written	14,800	14,860	14,500	14,800

**PUBLIC SAFETY PROGRAM****Police Department****Program:** Office of the Chief**Program Description:**

The Office of the Chief is responsible for providing direction for the Police Department through planning, administering and coordinating department activities. It provides for management of the budget; facilities; fleet; reporting, evaluation and treatment procedures related to employee exposure to hazardous materials and injuries; policy development; recruitment; selection; training; and internal investigations.

**Budget Highlights and Service Level Changes:**

**Highlights:** The Office of the Chief will pursue opportunities to enhance service delivery through state and federal grant opportunities.

**Service Level Changes:** None

<b>Program Outcomes and Indicators:</b>	<b>Actual FY03</b>	<b>Actual FY04</b>	<b>Estimated FY05</b>	<b>Adopted FY06</b>
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**Police services are responsive to citizens and provide maximum protection for life and property.**

◆ Percent of citizens expressing satisfaction with department service	97%	95%	95%	95%
◆ Percent of citizens who rate the department fair/good/excellent in protection of the community	93%	95%	95%	95%
◆ Percent of citizens who feel safe in their neighborhoods at night	67%	75%	75%	75%
◆ General Order Manual is reviewed and updated annually	10%	25%	25%	25%

**Seized and forfeited property is properly accounted for.**

◆ Percent of forfeited property and/or funds used only for lawful purposes	100%	100%	100%	100%
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**Recruitment and selection procedures are designed to hire highly qualified employees.**

◆ Percent of newly hired employees who remain employed in department 12 months following hire date	80%	75%	75%	70%
◆ Percent of citizens who rate department members competence level fair/good/excellent	96%	95%	95%	95%

<b>Program Outcomes and Indicators:</b>	<b>Actual FY03</b>	<b>Actual FY04</b>	<b>Estimated FY05</b>	<b>Adopted FY06</b>
◆ Percent of citizens who rate department members equal treatment of all individuals regardless of race/ethnicity fair/good/excellent	93%	95%	95%	95%

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**In-service and specialized training programs meet mandated and specialized training needs.**

◆ Percent of citizens who rate department members competence level fair/good/excellent	96%	95%	95%	95%
◆ Number of employees who attend at least one off-site training event	47	55	55	50
◆ Total number of off-site training events attended	40	50	50	40

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**PUBLIC SAFETY PROGRAM****Police Department****Program:** Patrol Bureau**Program Description:**

Members of the Patrol Bureau quickly respond to emergency calls for service. Officers abate criminal activity by arresting offenders, issuing traffic citations, reporting criminal activity and serving arrest warrants. Officers investigate traffic accidents and give aid to injured participants. Bureau members provide focused traffic enforcement and parking and abandoned vehicle enforcement or removal. Patrol Bureau members provide police response to special and/or critical events, providing a sense of community safety while interacting with community members through outreach programs.

**Budget Highlights and Service Level Changes:**

**Highlights:** Two new categories have been added this year, to show median response times to emergency and priority calls from the time a call is received until the first officer arrives on the scene.

**Service Level Changes:** None

<b>Program Outcomes and Indicators:</b>	<b>Actual FY03</b>	<b>Actual FY04</b>	<b>Estimated FY05</b>	<b>Adopted FY06</b>
<b>Provide police visibility and accessibility to citizens.</b>				
◆ Citizen numeric rating of speed of response on a scale of 1 - 5	2.8	3.0	3.0	3.2
◆ Median Response Time to Emergency Calls (in minutes)			3.6	3.0
◆ Median Response Time to Priority Calls (in minutes)			7.8	7.5
◆ % of shifts with more than minimum staffing on patrol	18%	20%	20%	25%
◆ Hours spent on special enforcement/community events	300	300	300	300
<b>Laws and Ordinances regulating the safety and livability of the community are adequately enforced.</b>				
◆ Percentage of reported abandoned vehicles removed within 30 days	82%	85%	84%	85%
◆ Number of traffic citations issued	9,650	10,000	10,000	10,000
◆ DUII arrests	360	400	400	425
◆ Major traffic arrests	1,760	1,800	1,800	1,800
◆ Number of responses to traffic complaints from citizens	241	250	250	250
◆ Injury accidents	390	350	350	350
◆ Non-injury accidents	600	600	600	600

**PUBLIC SAFETY PROGRAM****Police Department****Program:** Services Bureau**Program Description:**

Members of the Services Bureau provide support services for Patrol and Investigations Bureaus. Bureau members provide dispatch services, municipal court security, prisoner transport, crime prevention services, animal control services and school liaison programs. The Services Bureau is also responsible for the development and implementation of budgets and grants, monitoring fiscal activities; and the procurement of vehicles and specialized equipment.

**Budget Highlights and Service Level Changes:**

**Highlights:** This Bureau was recreated during FY 05, and will continue to provide support services to the rest of the Department

**Service Level Changes:** None

<b>Program Outcomes and Indicators:</b>	<b>Actual FY03</b>	<b>Actual FY04</b>	<b>Estimated FY05</b>	<b>Adopted FY06</b>
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**Laws and Ordinances regulating the safety and livability of the community are adequately enforced.**

◆ Dog Licenses issued	1,200	2,000	1,600	2,000
◆ Animals impounded	10	100	206	250
◆ Animal related reports taken	134	130	125	130

**Employees engage in positive interactions with the community in order to promote public safety and involve citizens in the problem solving process.**

◆ Number of students participating in summer DARE activities	120	120	120	120
◆ Number of students participating in summer SRO activities	50	50	50	50
◆ Number of students provided classroom instruction	1,100	1,100	1,100	1,100
◆ Citizen Police Academy Graduates	25	25	25	25
◆ Kiwanis Safety Town Graduates	100	100	100	100
◆ Security inspections conducted	73	80	28	30
◆ Chronic nuisance locations abated	200	225	45	50
◆ Neighborhood Watch membership	1,500	2,000	2,000	2,000
◆ Educational presentations	175	175	65	70
◆ Crime prevention through environmental design (CPTED) consultations	25	25	9	10

# Police Department

## *FTE Summary by Fund*

Number of Full-Time Equivalents	Adopted FY04	Adopted FY05	Adopted FY06
General	89.00	89.00	89.00
Police Local Option Levy	20.00	20.00	20.00
Special Revenue (Grant) Fund	.00	.50	1.00
<b>Total</b>	<b>109.00</b>	<b>109.50</b>	<b>110.00</b>

## *Position Summary*

Job Title/Classification:	Adopted FY03	Adopted FY04	Adopted FY05	Adopted FY06
Animal Control Officer (CSO I)	.00	1.00	1.00	1.00
Captain	2.00	2.00	2.00	2.00
Chief of Police	1.00	1.00	1.00	1.00
Parking Control (Community Services Officer 1)	1.00	.00	.00	.00
Community Services Officer 2	4.00	7.00	6.50	7.00
Court Officer	1.00	1.00	1.00	1.00
Management Analyst, Senior	1.00	1.00	1.00	.00
Police Call Taker/Records Clerk	8.00	12.00	12.00	10.00
Police Custodian	1.00	1.00	1.00	1.00
Police Dispatcher	7.00	10.00	11.00	13.00
Police Dispatcher Trainee	1.00	1.00	0.00	0.00
Police Officer	50.00	57.00	58.00	58.00
Police Office Supervisor	1.00	1.00	1.00	1.00
Police Property Clerk	1.00	.00	.00	.00
Police Records Clerk, Senior	1.00	1.00	1.00	1.00
Police Secretary	2.00	2.00	2.00	2.00
Police Technical Specialist	1.00	.00	.00	.00
Services Bureau Manager	.00	.00	.00	1.00
Property Controller	1.00	2.00	2.00	2.00
Sergeant	9.00	9.00	9.00	9.00
<b>Total FTE</b>	<b>93.00</b>	<b>109.00</b>	<b>109.50</b>	<b>110.00</b>

# Police Department

## Financial Summary

	Actual FY03	Actual FY04	Adopted FY05	Adopted FY06
<b>Expenditures by Category:</b>				
Personal Services	\$ 7,600,777	\$ 8,489,559	\$ 9,615,877	\$ 10,746,426
Materials and Services	\$ 1,344,431	\$ 1,549,993	\$ 1,693,572	\$ 1,745,669
Capital Outlay	\$ 275,094	\$ 249,015	\$ 246,984	\$ 112,000
<b>Total</b>	<b>\$ 9,220,302</b>	<b>\$ 10,288,567</b>	<b>\$ 11,556,433</b>	<b>\$ 12,604,095</b>
<b>Expenditures by Fund:</b>				
General	\$ 8,680,552	\$ 8,923,000	\$ 9,487,382	\$ 10,408,663
Development Projects	\$ 917	\$ -	\$ -	\$ -
Special Revenue	\$ 263,154	\$ 261,696	\$ 282,428	\$ 369,815
Police Local Option Levy	\$ -	\$ 928,545	\$ 1,539,639	\$ 1,706,417
Vehicle and Equipment	\$ 159,265	\$ 32,928	\$ 246,984	\$ 119,200
G. O. Bond Capital Projects	\$ 116,414	\$ 142,398	\$ -	\$ -
<b>Total</b>	<b>\$ 9,220,302</b>	<b>\$ 10,288,567</b>	<b>\$ 11,556,433</b>	<b>\$ 12,604,095</b>
<b>Expenditures by Sub-Program:</b>				
<b>Office of the Chief</b>				
Office of the Chief	\$ 893,727	\$ 1,022,934	\$ 1,017,241	\$ 909,717
Federal Confiscations	\$ -	\$ -	\$ -	\$ -
Professional Standards	\$ 239,980	\$ 266,897	\$ 218,445	\$ 228,546
State Confiscations/DEQ	\$ 13,764	\$ 9,816	\$ -	\$ -
<b>Patrol Bureau</b>				
Patrol	\$ 3,918,824	\$ 4,335,474	\$ 5,030,412	\$ 5,379,764
Traffic Enforcement	\$ 422,087	\$ 418,629	\$ 459,291	\$ 502,317
Patrol Community Services	\$ -	\$ -	\$ -	\$ 381,840
<b>Investigations</b>				
Investigations	\$ 1,525,508	\$ 1,594,381	\$ 1,732,554	\$ 1,938,803
Property Control	\$ 128,866	\$ 77,682	\$ 147,020	\$ 184,708
Records	\$ 554,751	\$ 614,560	\$ 743,729	\$ 810,397
<b>Services Bureau</b>				
Community Services	\$ 97,027	\$ 369,423	\$ 476,290	\$ 238,058
Communications	\$ 716,194	\$ 891,434	\$ 1,155,761	\$ 1,351,908
Animal Control	\$ 30,810	\$ 93,819	\$ 77,817	\$ 111,196
Court Security	\$ 64,094	\$ 69,894	\$ 79,190	\$ 86,582
D. A. R. E.	\$ 191,697	\$ 96,284	\$ 115,000	\$ 127,522
Crime Prevention	\$ 145,261	\$ 229,471	\$ 103,571	\$ 139,919
School Resource Program	\$ 195,124	\$ 197,870	\$ 200,112	\$ 212,818
Safe Schools Program	\$ 82,588	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 9,220,302</b>	<b>\$ 10,288,567</b>	<b>\$ 11,556,433</b>	<b>\$ 12,604,095</b>

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