

Mission Statement

The men and women of the Police Department are dedicated to building a strong Peoria. Through the delivery of exemplary service with a focus on problem solving, we are committed to enhancing the quality of life.

Division – Chief’s Office

The division is responsible for the overall management and direction of the Police Department and serves as liaison with other city departments, elected officials, governmental and private sector agencies and various community and neighborhood organizations.

2002 Accomplishments

- Eliminated 16 positions and 3 divisions; merged programs and responsibilities into 4 remaining divisions: Chief’s Office, Investigations, Support, and Uniformed.
- Continued community-policing initiative.
- Initiated laptop wireless project; to be completed in Spring 2003.

Desired Program Outcomes for 2003

- Reduce Part 1 Crimes by 2%
- Improve response times in all categories utilizing AVL technology, GIS mapping, and manpower allocation analysis.

Outcome Trends Table

	FY 2001	FY 2002	FY2003
Part 1 Crimes	-8.70%	-2.10%	-2.00%
Response time (from citizen call to arrival)			
Urgent	NA	4.84	4.75
Routine	NA	19.35	18.35
Backlog	NA	26.83	25.83

Activities Linked to Council Goals

Leadership and Management	Council Goals #1 and #2
Grant Management	Council Goals #1 and #2
Fiscal Affairs	Council Goals #1 and #2
Professional Standards	Council Goals #1 and #2
Planning / Crime Analysis	Council Goals #1 and #2
Public Info. / Crime Stoppers	Council Goals #1 and #2

Division Activities**1. Leadership and Management – Activity cost \$729,400**

Reduce Part I crime growth by 2% by directing and leading the oversight of all department activities. Minimize response time increases in all categories by utilizing AVL technology, GIS mapping, and a manpower allocation analysis. Implement a Geographic Non-Traditional approach to order maintenance and problem-oriented policing which will increase POP projects by 80% in specific targeted areas.

2. Grant Management – Activity cost \$73,357

This activity is directly tied to the funds received in State and Federal grant funding. Currently has applied for and anticipates receiving 90% of \$922,914 in Equipment Technology, Weed and Seed and Victim Advocate Grants in 2003. \$275,167 has been approved.

3. Fiscal Affairs – Activity cost \$54,440

Provide monthly accounting and financial reports to budget managers. Assist in preparation of department’s budget. Process 750 requisitions for purchase orders and 520 vouchers for monthly billings. Order, maintain and distribute office supplies weekly. Process and deliver employee’s time sheets to payroll weekly. Collect and distribute employee’s payroll checks 50 times per year. Field approximately 1,400 phone calls per year from payroll, purchasing, and police personnel. Count and record cash receipts for multiple miscellaneous fees collected by Police department approximately \$35,000 per year. Transport cash receipts to Treasurer’s office monthly.

4. Professional Standards – Activity cost \$94,005

Investigate all formal complaints; conduct pre-employment background investigations on all police, fire, and other applicable city employees. Complete 215 administrative investigations within 30 days of (individual) assignment. Complete a minimum of 1 property-evidence audit and 3 controlled disposals / destruction of contraband annually.

5. Strategic Planning / Crime Analysis – Activity cost \$86,785

Compile and analyze crime and police activity data monthly. Complete an annual manpower allocation analysis. Provide 175 technology reviews, monthly crime stat reporting and provide special reports as requested by management, government agencies, business and citizen groups. Provide accurate strategic data to help forecast crime trends 90% of the time. To anticipate and manage appropriate levels of police staffing in response to the forecasted crime trends. Develop GIS application.

6. Public Information & Crime Stoppers – Activity cost \$95,661

Inform the community and news media of events that are handled by or involve the department. Coordinate 81 new conferences and/ or interviews. Provide 600 referrals and tips to responsible police agencies for solving 15% of reports received by Crime Stoppers.

Service Level Trend Table

	FY 2001	FY 2002	FY2003
1. Leadership and Management			
Calls for services handled	88,203	89,439	90,000
On-view calls handled	52,776	57,134	60,000
Officers per 1,000 residents	2.2	2.2	2.1
Total employees per 1,000 residents	2.6	2.6	2.5
Law enforcement expenditures per capita	\$ 162.45	\$ 166.87	\$ 165.24
Formal citizen complaints per 1,000 police contacts	0.26	0.31	0.30
2. Grant Management			
Grant dollars managed, approved	\$ 533,013	\$ 484,786	\$ 275,167
Grants in system, not yet approved as of 04/28/03	NA	NA	\$ 922,914
3. Fiscal Affairs			
Provide payroll, budget, overtime, expenditure, and financial management reports	112	112	112
4. Professional Standards			
Provide citizen complaint disposition < 30 days	100%	100%	100%
Citizen complaints investigated	34	75	75
Pre-employment background investigations	100	125	125
Administrative inquiries	35	11	15
Audit Property / Evidence Room	2	1	1
Oversee weapon / drug destruction	4	3	3
5. Planning / Crime Analysis			
Develop GIS crime mapping	NA	1	1
Provide monthly / annual crime statistics & analysis	12	12	12
Provide crime reports for citizen and govt. agencies	150	162	175
Analyze manpower allocation and scheduling	NA	1	1
6. Public Info. / Crime Stoppers			
Coordinate news conferences / interviews	25	25	25
Coordinate service announcements and campaigns	NA	56	56
Crime Stoppers tips	609	608	600
Drug & asset forfeiture	\$104,925	\$66,178	\$70,000

Division – Investigations

This activity includes the coordination of investigations of all major or assigned crimes against persons or property; the apprehension of criminals; assessing and addressing the needs of victims; assess and collect criminal intelligence to address on-going problems in the community.

2002 Accomplishments

- Installed a county mug shot program on all CID computers, allowing individual officer access
- Established a computer crimes unit. Joined federal task force on computer crime.
- Drafted a training manual for officers assigned to Person and Property Crimes
- With local agencies and tri-county financial community, coordinated intelligence concerning fraud and deceptive practices

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Outcome Trends Table

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Activities Linked to Council Goals

Asset Forfeiture	Council Goal #2
Crime Scene Unit	Council Goal #2
Person Crimes	Council Goal #2
Juvenile Crimes	Council Goal #2
Liquor Investigation & Vice-Narcotics	Council Goal #2
Property / Evidence Room	Council Goal #2

Division Activities**1. Asset Forfeiture – Activity cost \$132,652**

This activity monitors and administers the asset forfeiture process and maintenance of forfeiture accounts. Review 2,000 incidents involving possible asset forfeiture, filing for

forfeiture on 200 or 10% of the cases reviewed. All cases will be review and filed within 52 days from the date of seizure.

2. Crime Scene Unit – Activity cost \$540,554

Responsible for crime scene processing, crime scene photography, and physical evidence processing. Assist detectives with homicide cases 10 times during the year. Handle trace evidence to be submitted to other labs 200 times per year. Search, classify, and file 18,000 fingerprint cards. Make 310 identifications of fingerprints from criminal files. Make 112 identifications of latent fingerprints.

3. Person Crimes – Activity cost \$957,119

Responsible for the investigation of robbery, homicide, criminal sexual assault, and aggravated assault cases. Investigate 575 assigned cases and clear 450. Interview 4,000 persons and arrest 300 suspects.

4. Property Crimes – Activity cost \$1,090,310

Responsible for the investigation of burglary, theft, and auto theft incidents, as well as arson, fraud, forgery and pawnshop investigations cases. Investigate 1950 assigned cases and clear 1,724. Interview 4,500 persons and arrest 859 suspects. Recover stolen property valued at \$100,000.

5. Juvenile Crimes – Activity cost \$1,344,962

Responsible for the investigation of all offenses involving juveniles and the design and implementation of programs to prevent and control delinquent and criminal behavior. Investigate 2,500 assigned cases and clear 2,200. Make 1,300 arrest and request juvenile petitions on 900 juveniles. Assign and investigate 600 runaway reports.

6. Liquor Investigations & Vice / Narcotics – Activity cost \$1,414,890

Investigate the possession, sale and distribution of cannabis and narcotics which will result in the execution of 70 search warrants, 140 arrests and the seizure of 40 weapons, 20 vehicles valued at \$80,000 and \$150,000 in cash. Conduct at least 7 solicitation for prostitution details resulting in 15 arrests for solicitation and 35 prostitution arrests. Conduct 12-18 Stop Illegal Liquor Sales (SILS) programs, checking 80 businesses citing 20% of the businesses checked.

Review and process 165 liquor license applications, 40 manager applications, 160 adult use applications and 248 renewals, and conduct 40 site approvals and 45 inspections which monitor sites, locations, and personnel of liquor license establishments and adult use properties in the City of Peoria. Issue, review and coordinate the prosecution of 80 liquor violations, which carry a minimum fine of \$300,000.

7. Property / Evidence Room – Activity cost \$146,834

Responsible for receiving, storing, securing, tracking and disposing of all property and evidence in the custody of the Peoria Police Department. Receive, store, secure, and track 6,000 new pieces of evidence. Dispose of 5,400 items. Conduct 2 property auctions per year.

Service Level Trend Table			
	FY 2001	FY 2002	FY2003
1. Asset forfeiture			
Vehicles seized	21	15	20
Cash seizures, entire department	\$120,930	\$281,859	\$150,000
2. Crime Scene Unit			
Homicide cases aided by Crime Scene Unit	15	8	10
Trace evidence to other labs	256	250	200
Fingerprints searched and filed	17,833	17,566	18,000
Identifications made from criminal files	302	219	310
Latent identifications	111	116	112
3. Person Crimes			
Cases assigned	518	112	575
Cases cleared	437	487	450
Interviews	4043	3960	4,000
Arrests	301	286	300
4. Property Crimes			
Cases assigned	1,867	1,831	1,859
Cases cleared	1,714	1,816	1,724
Arrests	546	518	859
Property recovered	\$ 86,169	\$151,571	\$100,000
5. Juvenile Crimes			
Cases assigned	3,078	2,477	2,500
Cases cleared	2,553	2,220	2,200
Arrests	1,786	1,540	1,300
Petitions requested	900	831	900
Runaways assigned	902	425	600

Service Level Trend Table (Cont)

	FY 2001	FY 2002	FY2003
6. Liquor Investigations & Vice / Narcotics			
Search warrants	67	77	70
Drug arrests	134	154	140
Cash seized	\$106,650	\$220,071	\$150,000
Guns seized	14	42	40
Vehicles seized	21	15	20
Value of vehicles seized	\$ 80,843	\$ 90,300	\$ 80,000
Prostitution arrests	53	40	35
Solicitation arrests	23	18	15
Other arrests	65	36	40
Stop Illegal Liquor Sales (SILS) checks	83	76	80
Tobacco sales enforcement business checks	NA	100	20
Liquor license applications	115	158	165
Manager applications	41	29	40
Site approvals	40	38	40
Meetings / interviews	611	550	550
Court / hearings	48	49	50
Tavern liquor violations	78	78	80
Adult Use applications	159	150	160
Inspections	55	39	45
7. Property / Evidence Room			
Release / dispose items	5,400	10,548	5,400
Unclaimed property auctions	2	2	2
Property / evidence tags issued	NA	6,000	6,000

Division – Support Services

Comprised of records, training, police facilities, vehicles, department radio & video, command post operations, information office, traffic and parking enforcement, accident investigation, crossing guards, community services, recruiting and court sgt.'s office.

2002 Accomplishments

- Instituted citywide digital ID and security access card system.
- Implemented DUI saturation patrol strategy.
- Implemented new training for 1st responders to Weapons of Mass Destruction. Trained 270 city and local area officers.
- Instituted web based certification for LEADS Law Enforcement Agency Data System.

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Activities Linked to Council Goals

Building and Fleet Maintenance	Council Goal #1 and #2
Community Services	Council Goal #1 and #2
Information Office	Council Goal #1 and #2
Parking Enforcement	Council Goal #1 and #2
Personnel Administration	Council Goal #1 and #2
Records and Data Entry	Council Goal #1 and #2
Training	Council Goal #1 and #2
Traffic	Council Goal #1 and #2

Division Activities**1. Building and Fleet Maintenance – Activity cost \$537,483**

Maintenance of monthly fees for the statewide police lap top computer system and a department wide emergency paging/notification system allows unlimited access and use of these systems. Replacement of outdated and or damaged police vehicle equipment, specific to police related services, (radios, sirens, protective bumpers, prisoner cages, radio consoles, and automatic external defibrillators). Will refurbish 15 police vehicles per year.

2. Community Services – Activity cost \$124,705

Responsible for coordinating crime prevention, drug awareness education and public safety programs, Police Department tours, Citizen Police Academy, Police Week activities, career fairs, youth summer camp, and coordinating the Neighborhood Watch. Recruit 25% of applicants for the position of police officer by attending 55 College and Community Job Fairs. Provide a police officer to attend and speak at 400 community events which is 58% of requests received. Sponsor one citizens police academy per year.

3. Information Office – Activity cost \$1,019,988

The first point of contact for citizens entering the building, the Information Office also provides information to citizens who contact the department by phone. Complete 4,000 telephone and walk-in reports and process 18,000 bookings for arrests per year. Provide access to Records and criminal history information during period when Records is not staffed. Answer and direct 30 telephone calls from citizens between 00:00 hours – 07:00 hours per day.

4. Parking Enforcement – Activity cost \$299,593

Includes three components 1) daytime enforcement of on-street parking regulations, including meters; 2) parking enforcement officers serving as substitute crossing guards when absences occur; and 3) provision of interdepartmental mail distribution once a day, and council agenda delivery once a week. Issue 40,000 parking violation tickets per year generating \$400,000 in revenue.

5. Personnel / Administration – Activity cost \$109,026

Provide for the maintenance and security of Police Department Personnel records. Insure the coordination and review of I.O.D./medical benefits with Human Resources and Police Personnel. Institute, administer and monitor mandatory drug testing for 59 (25%) of our commissioned police officers annually. Assist in the administration of promotional examinations for police sergeants and lieutenants. Update and maintain 451 police

employee records on a daily basis.

6. Records and Data Entry – Activity cost \$939,294

Responsible for the receiving, storage, and retrieval of police reports, traffic citations and municipal ordinance documents. Process information for 17,871 arrests; enter information for 88,084 forms into the computer. Process more than 5,750 false alarms, 550 city licenses, fingerprint 1,000 local government applicants and provide sex offender information to 400 local agencies. Process 9,378 insurance report requests and 2,250 request through the F.O.I. and 32 subpoenas. Generate \$150,000 through false alarm billings and various fees.

7. Training – Activity cost \$779,462

Responsible for purchasing and issuing police gear and uniforms, coordinating and evaluating training for all police employees, maintaining training records, firearms / range training and orientation of newly hired officers. Provide 40 hours of mandatory “Core” training for 236 commissioned officers. Equip, orient and train 8 entry-level officers per year. Provide range equipment, uniforms and essential police equipment maintenance for all police officers. Provide 12,000 hours specialty training for 128 officers requiring certification and maintenance for critical specialty skills including “in-house” instructor certification training.

8. Traffic Activity cost \$1,367,262

Responsible for review of traffic citations, accident reports, all traffic related reports, investigation of all fatal traffic accidents, most accidents involving hit and run and private property, and photography for accident and crime scenes. Investigate 5,700 accidents annually of which six are “fatal accidents”. Each fatal requires accident reconstruction services. Issue 26,234 traffic citations per year of which 385 are in DUI arrest. Sponsor and participate in 3 “DUI Saturation Patrols” per year.

Service Level Trend Table

	FY 2001	FY 2002	FY2003
1. Building and Fleet Maintenance			
Annual replacement of vehicles	19	18	0
Installation of in-car cameras	5	25	15
Finalize laptop wireless report writing project	NA	15%	85%
2. Community Services			
Public speaking requests (personnel reduction)	577	685	400
Conduct Citizen Academy	2	1	1
College and university recruitment / attend or provide	16	95	50
Community job fairs, career days	5	5	5
3. Information Office			
Reports completed	3,908	3,971	4,000

POLICE DEPARTMENT**DIVISION – SUPPORT SERVICES****Service Level Trend Table (Cont)**

	FY 2001	FY 2002	FY2003
4. Parking Enforcement			
Tickets issued	41,000	40,187	40,000
Warrants issued	547	480	500
5. Personnel Administration			
Update civilian & commissioned personnel records			451
Monitor PPBA and COPMEA contract compliance			100%
Coordinate & monitor police hiring / promotion testing			100%
Administer and monitor police drug testing			59
6. Records and Data Entry			
Arrests processed	17,866	17,474	18,250
Reports received	40,516	40,577	46,000
Total licenses issued	438	461	550
False alarms processed	5,143	5,192	5,750
Freedom of Information requests processed	1,852	2,109	2,250
Subpoenas processed	28	22	32
Sex offenders registered	402	406	450
Mandatory mailings	622	661	700
Discretionary mailings	194	176	210
Accident reports processed	7,530	8,078	8,600
Accident reports revenue generated	37,660	40,390	43,000
Reports forms entered	45,228	48,725	55,300
Tickets and Ordinance Violation Notices entered	20,254	33,620	33,250
	FY 2001	FY 2002	FY2003
7. Training			
Provide +40 hours training each officer	100%	100%	100%
Provide +4 hours of training for each civilian	100%	80%	100%
Training hours - basic recruit training at PTI	2,880	3,360	1,920
Training hours - all other	22,609	23,693	22,000
8. Traffic			
Accidents investigated	5,234	5,675	5,700
Fatal accidents investigated	8	3	6
Citations issued	28,082	27,922	27,000
DUI arrests	471	484	400

Division – Uniformed Services

Responsible for the apprehension of criminal offenders, maintenance of order, response to calls for service, peacekeeping, protection of life and property, and emergency community intervention. The division's focus is on reducing citizen fear and enhancing neighborhood quality of life.

2002 Accomplishments

- Neighborhood Enforcement Action Team (NEAT) fully operational
- Neighborhood Police Officers (NPOs) deployed into Weed & Seed area
- Initiated Gang / Narcotics loitering enforcement

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Activities Linked to Council Goals

K-9	Council Goal #2
Patrol	Council Goal #2
Neighborhood Police Officers (NPO)	Council Goal #2
Street Crimes	Council Goal #2

Division Activities**1. K-9 – Activity cost \$315,162**

Responsible for riot / crowd control, building searches, narcotics and bomb detection, and district patrol. K-9 officers will participate in 105 narcotic searches, 75 building searches, 60 area searches, 95 attempts to track fleeing suspects, search for evidence 25 times, be utilized in crowd or riot situations 18 times, and be utilized for 7-10 explosives detection. Using these dogs will result in 10 apprehensions for the K-9 officer themselves. The utilization of the K-9 teams will result in increased officer and civilian safety during dangerous situations, increase the chances of recovering evidence and narcotics, as well as serve as a public relations tool.

2. Patrol – Activity cost \$11,233,470

Responsible for responding to calls for service, conducting preliminary investigations, enforcing traffic laws, conducting crime prevention activities, providing first aid and maintaining public order. Continue to deliver police service delivery with a 1% increase in calls for police assistance. Maintain delivery of emergency response to approximately 25 critical incidents with the use of Special Response Team and Explosive Ordinance Disposal Unit to ensure public safety when events overwhelm traditional police service. Utilize a geographic non-traditional problem-oriented policing response for order maintenance problems within neighborhoods to reduce the number of calls back to neighborhood problems by 33%.

3. Neighborhood Police Officers (NPOs) – Activity cost \$332,436

Activity focused on problem oriented aspects of neighborhoods. NPOs will focus on problem-oriented aspects of neighborhoods by increasing NEAT team activities by 200% and will increase community meeting attendance by 50%. Will inspect/reinspect 2,000 properties, tag 1,600 abandoned vehicles, tow 3,600 abandoned vehicles. Attend 26 neighborhood meetings and service 26 administrative search warrants.

4. Street Crimes – Activity cost \$528,407

The Street Crimes Unit provides uniformed, plainclothes, bicycle, walking and other types of patrol and surveillance to address crime issues in neighborhoods and at public events. The Street Crimes Unit will address crime issues in neighborhoods and public events by increasing bicycle patrol hours by 200%; Problem-Oriented policing projects by 80%; and Gang/Drug Dispersal notices by 50%. The Street Crimes Unit makes 510 arrests, issues 150 O.V.T's, 1,200 traffic tickets and issues 85 dispersal notices, 480 hours of bicycle patrol and will institute 40 POP projects.

Service Level Trend Table

	FY 2001	FY 2002	FY2003
1. K-9			
Narcotic Searches			
Building	NA	29	30
Vehicle	NA	70	75
Patrol Searches			
Building	NA	74	75
Area	NA	55	60
Tracking	NA	94	95
Evidence / article	NA	21	25
Apprehensions	NA	10	10
Riot / crown control	NA	18	18
Explosive Detection	NA	5	7
2. Patrol			
Calls for service	88,203	89,439	90,000
On-view	52,776	57,134	59,000
	FY 2001	FY 2002	FY2003
3. Neighborhood Police Officers (NPOs)			
Problem Oriented Police (POP) Projects	NA	4	16
Neighborhood meetings	NA	8	20
NPOs on Neighborhood Enforcement Action Team			
Properties inspected	NA	776	1,500
Properties re-inspected	NA	291	500
Abandoned cars tagged	NA	1,530	1,600
Abandoned cars towed	NA	3,500	3,600
Administrative search warrants	NA	6	15
Neighborhood meetings	NA	19	26
4. Street Crimes			
Arrests	NA	492	510
Ordinance violation tickets	NA	133	150
Traffic Tickets	NA	1,148	1,200
Gang / Drug Dispersal Notices	NA	NA	85
Bicycle Patrol Hours	NA	NA	480
POP Projects	NA	NA	20

POLICE DEPARTMENT**DIVISION –N/A****Department by Major Object**

	Personnel Services	Employee Benefits	Contractual	Supplies	Total
Chief's Office	\$531,810	\$176,675	\$388,980	\$36,183	\$1,133,648
Investigations	\$4,140,698	\$1,375,603	\$97,148	\$13,873	\$5,627,321
Support Services	\$3,164,793	\$1,051,393	\$647,212	\$313,415	\$5,176,813
Uniformed Services	\$9,281,390	\$3,083,420	\$17,480	\$28,935	\$12,411,225
Totals	\$17,118,691	\$5,687,091	\$1,150,820	\$392,406	\$24,349,007