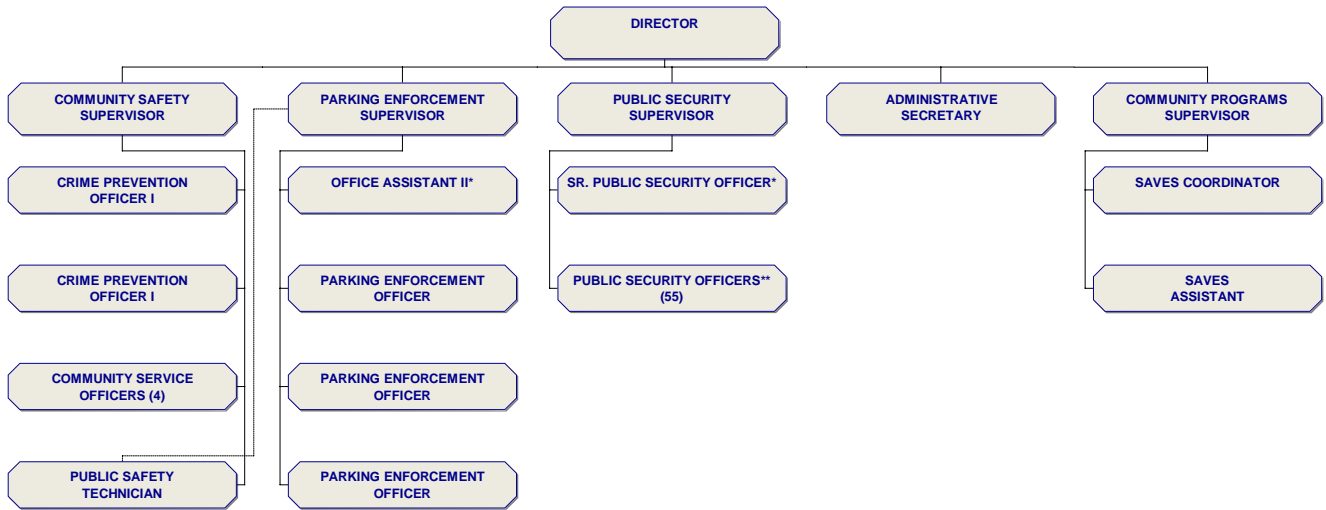


PUBLIC SAFETY AND COMMUNITY RELATIONS



*REGULAR PART TIME
 **TEMPORARY PART TIME

DEPARTMENT SUMMARY

Public Safety and Community Relations

The Public Safety and Community Relations Department creates and maintains a safe community where people can live in peace without the fear of crime.

About Public Safety and Community Relations

Public safety is the number one priority of the City. The Public Safety and Community Relations Department is responsible for the implementation of the City's public safety and community engagement strategies. Law enforcement services are provided by contract with the Los Angeles County Sheriff's Department.

The Department manages the Law Enforcement program, Public Security Officers, Parking Enforcement, Emergency Preparedness program, the Community Participation and Volunteer program, and Animal Control. The department also manages the South Antelope Valley Emergency Services, which is reported in the Community Programs budget section.

The Law Enforcement program consists of services done through contract with the Los Angeles County Sheriff's Department, the Los Angeles County Housing Authority, Los Angeles County Animal Care and Control, civilian public safety programs, and the administration of all administrative citations and graffiti restitution.

The Public Security Officers patrol the grounds and buildings of park and City sites with the City of Palmdale.

The Parking Enforcement program administers all parking citations issued within the City of Palmdale by City officers, Los Angeles County Sheriff's deputies, and California Highway Patrol Officers.

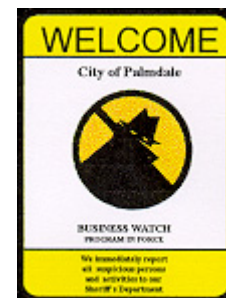
The Emergency Management program is responsible for the development and implementation of disaster mitigation, preparedness, and recovery policies and procedures for the City.

The City Contracts with the Los Angeles Department of Animal Care and Control for animal control services, which include animal licensing, animal pickup, and care a boarding at the local animal shelter. The Public Safety Department manages the contract.

The Community Participation and Volunteer program provides residents with links to City resources and educational opportunities as well as the opportunity to directly serve the City and Community. It also provides resident youth with opportunities to engage in positive activities and learning experiences.

Fiscal Year 2011-12 Budget Highlights

- ✓ Provide quality law enforcement services.
- ✓ Maintain Part I Crime Rate below 300.
- ✓ Adopt an updated Emergency Operations Plan.
- ✓ Implement new information management system for Parking Enforcement.
- ✓ Expand Neighborhood House program.
- ✓ Continue to engage the community through the Neighborhood Watch program.



DEPARTMENT SUMMARY

Public Safety and Community Relations (2300, 2500, 2510, 2520, 2530, 2540, 2550, 2560, 2580)

Department Expenditures and Staffing Summary

	<u>Actual 2009-10</u>	<u>Budget 2010-11</u>	<u>Estimated 2010-11</u>	<u>Adopted 2011-12</u>
Authorized Positions (FTE)	37.89	31.34	32.04	33.57
Expenditures				
Personnel	2,310,981	1,851,090	1,928,600	2,005,170
Training and Meetings	4,702	2,000	200	100
Operating Expenditures	19,068,435	19,625,080	19,552,500	20,332,560
Capital	-	-	38,790	-
Total Department Expenditures	21,384,118	21,478,170	21,520,090	22,337,830

The Public Safety and Community Relations Department is budgeted in the General Fund, Public Safety Fund, Housing Fund, State and Federal Grants.

Summary of Law Enforcement Contract:

	<u>Actual 2009-10</u>	<u>Budget 2010-11</u>	<u>Estimated 2010-11</u>	<u>Adopted 2011-12</u>
Los Angeles County Law Enforcement Contract Cost:				
Reported in Public Safety Budget	17,370,608	18,189,150	18,189,150	19,008,330
Reported in Redevelopment Agency	155,428	159,920	159,920	164,720
Reported in Housing Authority	324,408	384,230	384,230	407,380
Total Contract Cost	17,850,444	18,733,300	18,733,300	19,580,430

PROGRAMS AND SERVICES

PUBLIC SAFETY AND COMMUNITY RELATIONS PROGRAMS

- **Animal Control**
 - Law Enforcement
 - Community Participation
 - Volunteer Program
 - Families in *Action*
 - Public Security Officers
 - Emergency Preparedness
 - Parking Enforcement

RECENT PROGRAM ACHIEVEMENTS

- ✧ Identified future site for a new Animal Shelter in Palmdale.
- ✧ Meeting with County to review proposed Shelter plans.

Animal Control (23001)

Mission Statement

To provide animal control services that promote public safety, provide humane sheltering and disposal of stray and unwanted animals, and encourage responsible pet ownership.

Program Activities

- Manage the contract with Los Angeles County Department of Animal Care and Control for animal control services.

Key Goals & Objectives for Fiscal Year 2011-12

- Ensure that calls for animal control services are handled promptly according to the guidelines established by the County of Los Angeles Department of Animal Care and Control.



OPERATING AND PERFORMANCE MEASURES

	<u>Actual 2009-10</u>	<u>Budget 2010-11</u>	<u>Estimated 2010-11</u>	<u>Adopted 2011-12</u>
Authorized Positions (FTE)	-	-	-	-
Expenditures				
Personnel	-	-	-	-
Training and Meetings	-	-	-	-
Operating Expenditures	713,928	751,100	751,100	800,000
Capital	-	-	-	-
Total Department Expenditures	713,928	751,100	751,100	800,000

	<u>Actual 2009-10</u>	<u>5-Year Target</u>	<u>Estimated 2010-11</u>	<u>Projected 2011-12</u>
Program Performance Measures				
Licenses issued	10,102	7,240	8,000	11,072
Animals returned to owner	377	200	200	417
Animals placed in new home	1,702	800	900	1,702

PROGRAMS AND SERVICES

PUBLIC SAFETY AND COMMUNITY RELATIONS PROGRAMS

Animal Control

➤ **Law Enforcement**

Community Participation Volunteer Program

Families in *Action*

Public Security Officers

Emergency Preparedness

Parking Enforcement

RECENT PROGRAM ACHIEVEMENT

- ❖ Total number of Part I crimes down 5.49%.
- ❖ Property crime down 7.11%.
- ❖ Part 1 crime rate down 6.28%.
- ❖ Part I crime rate at 274 crimes per 10,000
- ❖ Increased Neighborhood Watch participation by 25%.
- ❖ Held two successful Community Graffiti Clean up Events – removed over 1,500 sq ft. graffiti.
- ❖ Revised noticing procedures for Administrative Citations.

Law Enforcement (2500, 2510, 2520, 2580)

Mission Statement

To provide a safe community through appropriate enforcement, investigation, and prevention efforts.

Program Activities

- Manage Law Enforcement contract with the Los Angeles County Sheriff's Department and Los Angeles County Housing Authority to provide general patrol, traffic enforcement, graffiti investigation and community relations, activities.
- Crime Prevention: provide community safety programs to help maintain residents' and businesses sense of safety and empowering them to take a proactive approach in solving community problems.
- Community Service Officers: to provide support services to the Palmdale Sheriff's Station such as responding to citizen calls for services, take reports, conduct focused enforcement, and issue parking citations.
- Manage graffiti tracking; abatement and investigations; processing all claims for restitution and coordinating the Adopt-a-Wall program.
- Administer all administrative citations issued and provide for adjudication of appeals.
- Provide for Sheriff's overtime for City special events, holiday patrols of the City's retail areas, and specialized enforcement as needed.
- Manage State and Federal Grant applications and use of funds to further the public safety missions of the City.

Key Objectives for Fiscal Year 2011-12

- Provide quality law enforcement services.
- Promote community participation, partnerships, and mutual responsibility for crime prevention.
- Revise noticing and collection procedures for unpaid court ordered graffiti restitution.
- Partner with Palmdale Sheriff Station to provide a youth bicycle and pedestrian safety fair at the annual Public Safety Expo.
- Implement administrative citation online payment processing.

OPERATING AND PERFORMANCE MEASURES

	<u>Actual 2009-10</u>	<u>Budget 2010-11</u>	<u>Estimated 2010-11</u>	<u>Adopted 2011-12</u>
Authorized Positions (FTE)	10.60	9.60	9.70	9.70
Expenditures				
Personnel	1,043,962	925,570	956,460	1,029,320
Training and Meetings	3,474	-	-	-
Operating Expenditures	18,103,993	18,557,880	18,464,320	19,287,880
Capital	-	-	-	-
Total Department Expenditures	19,151,429	19,483,450	19,420,780	20,317,200

	<u>Actual 2009-10</u>	<u>5-Year Target</u>	<u>Estimated 2010-11</u>	<u>Projected 2011-12</u>
Program Performance Measures				
Crime rate below 300 crimes per 10,000 population	275	Less than 300	270	270
Number of Crimes	4,201	4,400	4,300	4,100
Number of Arrests	10,737	11,500	10,500	10,500
Emergency Response Time	5.1 Min	Less than 5 Min	4.9 Min	5 Min
Priority Response Time	13.5	Less than 10 Min	12.5 Min	12 Min
DUI Index (# of DUI injury/fatal collisions)	16:7	10:1	13:1	10:1
Traffic Collision Index (# of non-injury collisions to injury/fatal collisions)	2.2:1	2.5:1	2.2:1	2.2:1
Enforcement Index (# of hazardous citations & DUI arrests made to injury/fatal collisions)	23:1	20:1	27:1	20:1
Expand Active Neighborhood Watch groups	425	500	475	475
Promote Crime Prevention Programs	6	6	6	6
Conduct Safe Moves School Programs	2	6	2	4
Increase Adopt-A-Wall Participants	69	100	80	80
Conduct Graffiti Clean-up projects	2	2	2	2

PROGRAMS AND SERVICES

PUBLIC SAFETY AND COMMUNITY RELATIONS PROGRAMS

Animal Control
Law Enforcement

➤ **Community
Participation Volunteer
Program**

Families in *Action*
Public Security Officers
Emergency Preparedness
Parking Enforcement

RECENT PROGRAM ACHIEVEMENT

- ✧ Hosted Global Youth Day Event
- ✧ Hosted Celebrate Youth 2010 Youth Summit
- ✧ Implemented Youth Leadership Institute
- ✧ Developed Manual and Coordinator Training for Adopt-a-Plane Program
- ✧ Collaborated with Public Works on development of Adopt-a-Landscape Program
- ✧ Expanded Neighborhood House Programming

Community Participation / Volunteers (25014)

Mission Statement

To provide City residents links to City resources and educational opportunities as well as the opportunity to directly serve the City and Community.

Program Activities

- Conduct the Partners Academy and Community Engagement programs for residents and City employees.
- Recruit, screen, and place Community Volunteers.
- Provide youth residents with opportunities to volunteer within the City and Community programs.
- Collaborate with community work resources and conduct Job Academy Classes.
- Link youth with City and Community Resources and activities.
- Supervise Neighborhood House Programming

Key Goals & Objectives for Fiscal Year 2011-12

- Implement Youth Master Plan Process
- Implement centralized tracking system for City volunteers.
- Maintain and Expand the Community Resource Guide for Youth Services.
- Develop Programming for Manzanita Neighborhood House
- Continue Volunteer Recognition Program.
- Expand Youth Council activities



OPERATING AND PERFORMANCE MEASURES

	<u>Actual 2009-10</u>	<u>Budget 2010-11</u>	<u>Estimated 2010-11</u>	<u>Adopted 2011-12</u>
Authorized Positions (FTE)	1.00	1.00	1.00	1.00
Expenditures				
Personnel	135,460	96,340	98,170	106,890
Training and Meetings	70	2,000	200	100
Operating Expenditures	19,255	27,920	32,210	34,170
Capital	-	-	-	-
Total Program Expenditures	154,786	126,260	130,580	141,160
	<u>Actual 2009-10</u>	<u>5-Year Target</u>	<u>Estimated 2010-11</u>	<u>Projected 2011-12</u>
Program Performance Measures				
Quarterly enhancement: Youth Guide	100%	Continue	100%	Continuous
Plan/Host one youth event/training per quarter	3	Maintain	5	5
Conduct Quarterly Job Training	4	Continue	4	4
Central resource for community volunteer opportunities	100%	Maintain	Maintain	Maintain
Develop Centralized Training System for volunteers	N/A	Maintain	50%	75%

PROGRAMS AND SERVICES

**PUBLIC SAFETY AND
COMMUNITY
RELATIONS
PROGRAMS**

- Animal Control
- Law Enforcement
- Community Participation Volunteer Program
- **Families in Action**
- Public Security Officers
- Emergency Preparedness
- Parking Enforcement

Families In *Action* (25301)

Mission Statement

Families in *Action* provided education, development, and support programs as well as general support services for parents, youth, adolescents, and couples to strengthen and unite families. Due to budget restraints the program was discontinued in July 2010.

OPERATING AND PERFORMANCE MEASURES

	<u>Actual 2009-10</u>	<u>Budget 2010-11</u>	<u>Estimated 2010-11</u>	<u>Adopted 2011-12</u>
Authorized Positions (FTE)	3.32	-	-	-
Expenditures				
Personnel	308,499	76,880*	95,260*	-
Training and Meetings	1,158	2,100	-	-
Operating Expenditures	42,316	69,740	-	-
Capital	-	-	-	-
Total Department Expenditures	351,973	76,880	95,260	-

*The Families in *Action* program will not be offered beginning FY2010-11. The personnel costs are the result of the incentive buyout program and accrued bank payout program.

PROGRAMS AND SERVICES

PUBLIC SAFETY AND COMMUNITY RELATIONS PROGRAMS

Animal Control
Law Enforcement
Community
Participation Volunteer
Program
Families in *Action*
➤ **Public Security Officers**
Emergency Preparedness
Parking Enforcement

RECENT PROGRAM ACHIEVEMENTS

- ✧ Provided security for Palmdale Transportation Center and Park and Ride lots.
- ✧ Provided security for all City special events.
- ✧ Provided security for City Library, Playhouse, Airpark and Water Park.
- ✧ Conducted security patrol of all park sites and at all City facilities.

Public Security Officers (25401)

Mission Statement

To provide evening and night surveillance of the City's office buildings, Library, Cultural Center, parks, recreation facilities, Water Park and transportation facilities. To promote public safety and positive awareness of City codes and policies and serve as a deterrent of possible crime and vandalism.

Program Activities

- Maintain high visibility at the City parks, transportation facilities, and other City property.
 - Provide for communication with Sheriff's Department in the event of an emergency at the City parks or transportation facilities.
 - Observe and report suspicious activity or behavior.
 - Enforce designated smoking areas/no alcoholic beverages within the City parks or facilities.
 - Be the eyes and ears of the Sheriff's Department in cases of emergency.
 - Provide information of City codes, park rules and regulations for the safety of all patrons.
- ### Key Goals & Objectives for Fiscal Year 2011-12
- Maintain security at the Palmdale Transportation Center and City Park and Ride lots.
 - Maintain current level of security of City buildings by providing regular nightly patrol.
 - Engage community partners in crime prevention.
 - Reduce graffiti and incidents of vandalism to park and facilities.
 - Heighten public awareness of City rules and regulations regarding parks usage.
 - Train current staff and hire additional staff to meet the needs of the department.

OPERATING AND PERFORMANCE MEASURES

	<u>Actual 2009-10</u>	<u>Budget 2010-11</u>	<u>Estimated 2010-11</u>	<u>Adopted 2011-12</u>
Authorized Positions (FTE)	17.97	16.30	16.30	17.83
Expenditures				
Personnel	497,162	463,430	469,260	537,290
Training and Meetings	-	-	-	-
Operating Expenditures	19,538	24,950	24,950	24,950
Capital	-	-	-	-
Total Department Expenditures	516,700	488,380	494,210	562,240
	<u>Actual 2009-10</u>	<u>5-Year Target</u>	<u>Estimated 2010-11</u>	<u>Projected 2011-12</u>
Program Performance Measures				
Increase positive public contacts	68,000	70,000	77,000	80,000

PROGRAMS AND SERVICES

PUBLIC SAFETY AND COMMUNITY RELATIONS PROGRAMS

Animal Control
Law Enforcement
Community
Participation Volunteer
Program
Families in *Action*
Public Security Officers
➤ **Emergency Preparedness**
Parking Enforcement

RECENT PROGRAM ACHIEVEMENTS

- ❖ Participated on CERT executive committee to give leadership to AV CERT organization.
- ❖ Conducted emergency preparedness workshop for the public.



Emergency Preparedness (25501)

Mission Statement

To ensure the City is able to prepare for, respond to, and recover from all manner of disasters. To provide for the development and execution of the City's emergency operations plan, coordination with all relevant public safety and community agencies responsible for disaster response, and providing education to staff and community members.

Program Activities

- Ensure readiness to respond to and recover from disasters.
- Update and maintain emergency operations plans.
- Provide staff training to ensure understanding of their role in the City's emergency response activities.
- Participate in annual county-wide emergency preparedness exercises.
- Coordinate with regional agencies.

Key Goals & Objectives for Fiscal Year 2011-12

- Improve emergency preparedness efforts by developing communications with businesses to improve earthquake readiness, developing relationships with CERT groups to better coordinate their role in response plan and developing MOU's with businesses and other agencies.
- Adopt updated Emergency Operations Plan.
- Continue to outreach to local residents and businesses to ensure their disaster readiness.



OPERATING AND PERFORMANCE MEASURES

	<u>Actual 2009-10</u>	<u>Budget 2010-11</u>	<u>Estimated 2010-11</u>	<u>Adopted 2011-12</u>
Authorized Positions (FTE)	-	0.04	0.04	0.04
Expenditures				
Personnel	-	1,540	1,540	1,540
Training and Meetings	-	-	-	-
Operating Expenditures	124,156	195,330	190,940	114,040
Capital	-	-	-	-
Total Department Expenditures	124,156	196,870	192,480	115,580

	<u>Actual 2009-10</u>	<u>5-Year Target</u>	<u>Estimated 2010-11</u>	<u>Projected 2011-12</u>
Program Performance Measures				
Participate in annual countrywide emergency Preparedness exercises.	-	Yes	No	Yes
MOU's developed with businesses	-	as needed	5	as needed
Staff Training Exercises	-	3	3	2

PROGRAMS AND SERVICES

PUBLIC SAFETY AND COMMUNITY RELATIONS PROGRAMS

Animal Control
Law Enforcement
Community
Participation Volunteer
Program
Families in *Action*
Public Security Officers
Emergency Preparedness
➤ **Parking Enforcement**

RECENT PROGRAM ACHIEVEMENTS

- ✧ Responded to 835 calls for service.
- ✧ Impounded 403 vehicles.
- ✧ Implemented successful noticing protocols.



Parking Enforcement (25601)

Mission Statement

To improve the quality of life for the people of the City by providing quality service through diligent enforcement of vehicular regulations with integrity and empathy.

Program Activities

- Patrol within the City limits to enforce violations of municipal ordinances and vehicle codes.
- Respond to citizen concerns and address referrals from other City personnel, outside agencies, and Sheriff's department.
- Identify vehicles with the potential of being stolen, abandoned, inoperative, and unregistered on public streets and take appropriate enforcement action by storing or impounding those vehicles.
- Report suspicious activities to the Sheriff's department to help prevent crime.

Key Goals & Objectives for Fiscal Year 2011-12

- Respond to service calls for parking related concerns within 36 hours.
- Enforce City municipal codes and California vehicle code laws.
- Implement the installation of a web-based parking enforcement citation management program with the capability to provide on-line payment services and inquiries.
- Be visible while on patrol to be accessible to the members of our community.
- Report any suspicious activities to help reduce crime.
- Educate parents, encourage safe parking practices, and increase parking enforcement at schools to maintain the safety of children.

OPERATING AND PERFORMANCE MEASURES

	<u>Actual 2009-10</u>	<u>Budget 2010-11</u>	<u>Estimated 2010-11</u>	<u>Adopted 2011-12</u>
Authorized Positions (FTE)	5.00	4.40	5.00	5.00
Expenditures				
Personnel	325,896	287,330	311,100	330,130
Training and Meetings	-	-	-	-
Operating Expenditures	45,250	67,900	85,790	71,520
Capital	-	-	38,790	-
Total Department Expenditures	371,146	355,230	435,680	401,650
	<u>Actual 2009-10</u>	<u>5-Year Target</u>	<u>Estimated 2010-11</u>	<u>Projected 2011-12</u>
Program Performance Measures				
48 hour response rate	85%	80%	80%	85%
Parking vehicle impounds	403	490	400	420
Parking calls for service	835	1,200	1,000	1,000
Vehicle storage/impound releases	1,308	1,600	1,600	1,600