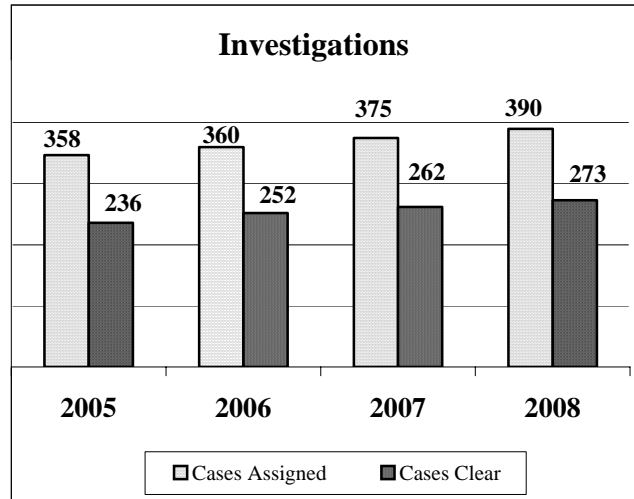


**Mission and Responsibilities:**

The Investigations Program section of the police department contains records, investigations and command & administration. The records unit is responsible for entering information from case reports into the RMS system, responding to public disclosure requests managing physical records and greeting the visiting public. The investigations section contains 4 detectives who investigate felony crimes including narcotics violations. Command manages these functions, maintains command and control protocol at major crime scenes and sets strategic goals.



**Goals and Objectives:**

**Council Goal: Review and prioritize Capital Infrastructure Needs and Implement Projects**

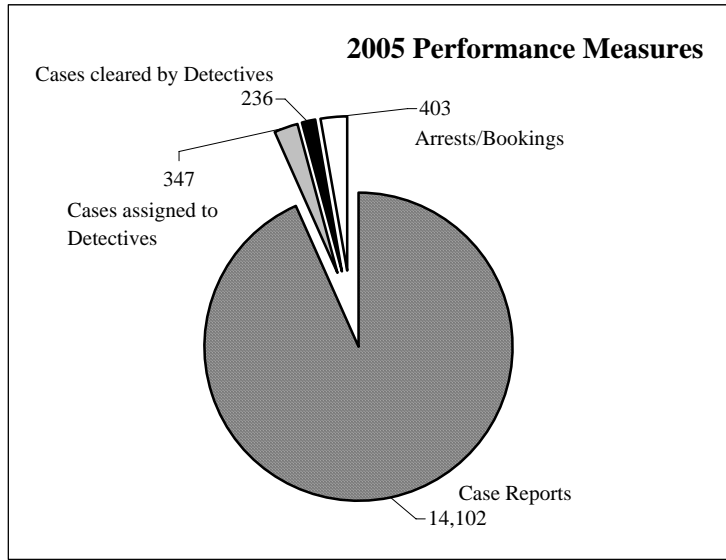
- Purchase Bar Code System for Evidence handling & tracking

**Council Goal: Maintain appropriate and essential Public Services in a Cost Effective Manner**

- The records section will seek to consistently input data from case reports in a timely manner so that information is readily available to officers, investigators and legal public disclosure
- The investigations will strive to attain a very high closure rate and developed prosecutable criminal cases
- The command section will effectively manage through clear goal setting, strong command presence at major crime scenes and consistent direction

PERFORMANCE MEASURES	2003 Actual	2004 Actual	2005 Actual	2006 Estimate	2007 Adopted	2008 Adopted
# Case Reports Processed	14,403	14,102	14,427	14,800	15,000	15,175
# Citations Process	3,580	3,193	3,204	3,650	3,775	4,125
# Cases assigned to detectives	358	317	347	360	375	390
# Cases cleared by detectives	254	233	236	252	262	273
% of Cases cleared by detectives	71%	73%	68%	73%	75%	75%
\$ Drug seizure revenue	\$3,674	\$12,217	\$18,641	\$20,000	\$26,000	\$30,000
# Warrants in system	947	784	760	750	740	740
# Weapons permits issued	116	98	104	115	120	127
# Arrests/ Bookings	343	376	403	425	465	500

**Highlights and Changes:**



- Move the investigations work area into the current central storage room
- Installation of video/audio recording equipment in Interview Room
- Evaluate and streamline the report entry process
- Implement Bar Code System for Evidence handling & tracking
- Increase case closure due to full staff beginning 2006

**Financial Summary:**

	2003	2004	2005	2006	2007	2008
<b>EXPENDITURES BY OBJECT</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries & Wages	\$ 487,970	\$ 468,925	\$ 478,607	\$ 544,779	\$ 500,404	\$ 519,465
Benefits	118,557	134,420	117,469	135,190	147,181	156,838
Supplies	7,950	10,801	14,281	12,300	14,500	14,500
Services & Charges	111,973	125,748	141,196	161,797	178,563	173,973
<b>SUB-TOTAL</b>	<b>\$ 726,450</b>	<b>\$ 739,894</b>	<b>\$ 751,553</b>	<b>\$ 854,066</b>	<b>\$ 840,648</b>	<b>\$ 864,776</b>
Equipment Rental Charges	48,833	53,347	38,337	46,065	49,664	69,827
<b>SUB-TOTAL OPERATING</b>	<b>\$ 775,283</b>	<b>\$ 793,241</b>	<b>\$ 789,890</b>	<b>\$ 900,131</b>	<b>\$ 890,312</b>	<b>\$ 934,603</b>
Capital	\$ -	45,752	13,721	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 775,283</b>	<b>\$ 838,993</b>	<b>\$ 803,611</b>	<b>\$ 900,131</b>	<b>\$ 890,312</b>	<b>\$ 934,603</b>

<b>PERSONNEL</b>	2003	2004	2005	2006	2007	2008
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised</b>	<b>Adopted</b>	<b>Adopted</b>
Assistant Police Chief	1.0	1.0	1.0	1.0	1.0	1.0
Detective Sergeant	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Sergeant	1.0	1.0	1.0	1.0	1.0	1.0
Detectives	4.0	4.0	4.0	4.0	4.0	4.0
Property Room Coordinator	1.0	1.0	1.0	1.0	1.0	1.0
Records Specialist	3.0	3.0	3.0	3.0	3.0	3.0
Cadets	1.5	1.5	1.0	1.0	1.0	1.0
<b>PERSONNEL TOTALS</b>	<b>12.5</b>	<b>12.5</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>