

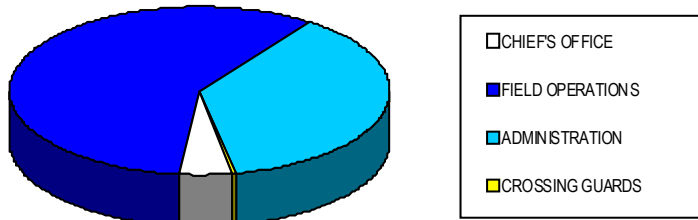
MISSION STATEMENT

We, the members of the Foster City Police Department, are dedicated to providing a professional level of public service, ensuring personal safety and the protection of property, with the continuous goal of enhancing the quality of life in our community.

PROPOSED BUDGET EXPENDITURE DISTRIBUTION

Total Department Budget: \$9,601,040

Expenditure by Division



Expenditure by Type



DEPARTMENT PERSONNEL SUMMARY (by year)							
Position	06-07	07-08	08-09	09-10	10-11	11-12	11-12
POLICE CHIEF	1	1	1	1	1	1	1
POLICE CAPTAIN	2	2	2	2	2	2	2
POLICE LIEUTENANT	0	2	2	2	2	2	2
POLICE SERGEANT	7	7	7	7	7	7	7
POLICE CORPORAL	7	7	7	7	7	7	7
POLICE OFFICER	20	20	20	22	22	22	22
SR. COMMUNITY SERV. OFFICER	4	4	4	4	4	4	4
COMM & RECORDS MGR	1	1	1	1	1	1	1
DISPATCH SPECIALIST	1	1	1	1	1	1	1
POLICE DISPATCHER	7	7	7	7	7	7	7
POLICE RECORDS SPECIALIST	3	3	3	3	3	3	3
MANAGEMENT ASSISTANT	0	0	1	1	1	1	1
EXECUTIVE ASSISTANT	1	1	0	0	0	0	0
TOTAL EMPLOYEES	54	56	56	58	58	58	58



The Police Department is comprised of two primary divisions working together in support of our mission of providing a professional level of public service.

- The **Field Operations Division** includes all uniformed personnel who patrol the streets and respond to crimes and the wide variety of calls for service we receive. This includes Patrol, Traffic, Canine, Community Service Officers, and Reserves.
- The **Administrative Service Division** is comprised of the Detective, Youth Services, Crime Prevention, Property/Evidence, Dispatch and Records Bureau personnel. It also encompasses the Department's Explorers, Amateur Radio Operators and Emergency Service Volunteers.

CURRENT ACCOMPLISHMENTS

The Department achieved several significant objectives during the year, including:

- The Department participated in various activities related to emergency preparedness, including school district drills, countywide earthquake exercises, Bay

Area wide anti-terrorism/SWAT exercises and multiple other countywide training opportunities.

- All Department members completed Federally mandated National Incident Management System training, which is supportive of our disaster preparedness efforts.
- We continued our participation in the County Gang Task Force. Law enforcement personnel from throughout the County as well as State and Federal agencies worked cooperatively to identify gang members and reduce gang related crimes and violence through high visibility patrols, probation and parole searches and regular interaction with known gang members.
- In 06/07 the Department used State funding to replace the 911 emergency telephone system. This year we fully implemented the new system and can now receive 911 calls directly from cell phones calling from most locations in Foster City.
- The Youth Services Bureau continued to present Gang Resistance Education and Training (G.R.E.A.T.) in the middle and elementary schools. About 640 students received this training during the year.
- The Department acquired and put into service a Ford Expedition as our Watch Commander vehicle. This addition to our fleet has given us the ability to set up a mobile command center during significant law



enforcement events or in operating joint command centers in support of fire operations.

- The Department completed a transition to new firearms purchased during the past year. The new handguns, (Smith and Wesson M&P 40s) should serve our needs for the next decade.
- The Department participated in and hosted traffic and pedestrian safety enforcement operations throughout San Mateo County as well as within Foster City. Additionally we worked with other City departments to implement several significant upgrades/changes to traffic flow and control measures on “high traffic volume” residential streets
- The Department was again guided by use of the strategic planning process. This year’s plan was significantly redesigned in order to better reflect the concepts we are trying to convey and allow for greater internal accountability.
- For the fourth consecutive year, a member of Department Management coordinated the Law Enforcement and Judicial System Day for the Chamber of Commerce Leadership Program. Additionally, another member of Department Management graduated from this program.
- The Police and Fire Departments participated in a joint community open house. The public was able to tour both stations, participate in demonstrations, view equipment, and interact with Department personnel.
- Members of the Department participated in numerous community events, including those benefiting local schools, the American Cancer Society and the Special Olympics.
- Members of the Department Management Team continued their active participation in community

service and professional groups, including the Rotary Club and serving on the Boards of the Lions Club, American Red Cross and the San Mateo County Chiefs’ and Sheriff Association. We are also active in the Countywide Police Commanders Group and several other specialized associations.

- The Department made multiple promotions from within the organization and began to fully integrate the position of Lieutenant back in to our daily operations.
- Another of the Department’s sergeants was accepted into the Sherman Block Leadership Institute training program. This is an intensive, 192-hour experience over an eight month period. The course teaches front-line supervisors advanced supervisory and leadership skills.
- The Department worked with Dispatch employees and the AFSCME labor group to implement a new work schedule for our Communication Center. These changes have helped to improve our overall operations by closely mirroring the Dispatch shift schedules with those worked by Patrol teams.
- The Department has completed a major review of our policies and procedures. In an effort to further manage risk and general liability, we have implemented a new General Order management system. The entire cost of the system was funded by ABAG.

PROPOSED SERVICE LEVELS

The proposed budget maintains existing staffing within the Police Department. The overall safety of the citizens in our community will remain our highest priority. Through the maintenance of front-line staffing levels, we will strive to continue providing safety services at the high level the community has come to expect from the Police Department.

The services provided by the Police Department for the coming year will include, but are not necessarily limited to:

- Response to emergency calls for service within current response times.
- Proactive crime prevention efforts through community outreach.
- Juvenile intervention through schools and programs.
- Continued involvement in the County Gang Task Force operations.
- A proactive vehicle abatement program.
- Maintaining the level of service relative to requests for records, criminal report processing and State reporting.
- The continuation of services for arrested inebriates and improved officer processing time in handling them via the First Chance Program.
- Maintaining drug and vehicle theft investigative resources through participation in the Countywide CNTF/VTTF, Joint Powers Agreement.
- Response to non-emergency calls for service within current response times.
- Proactive investigations may continue to be limited.
- Cases involving criminal investigative follow-up may be delayed in completion.

- Investigative cases will be prioritized and lower solvability cases may be delayed or suspended.
- The Canine Program will be limited to one team.
- The Bicycle Officer Program will remain suspended.

CHANGES IN RESOURCES REQUIRED

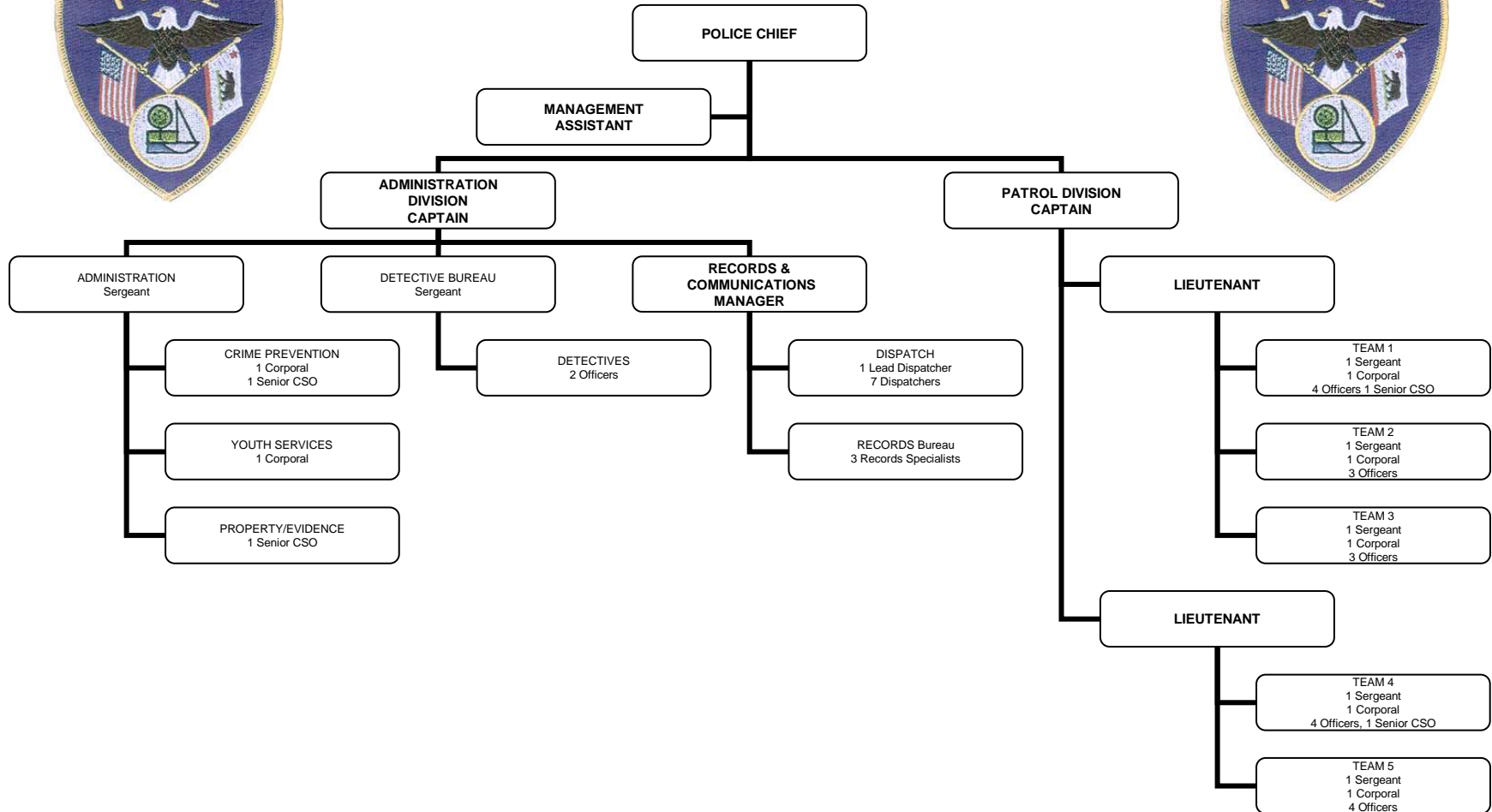
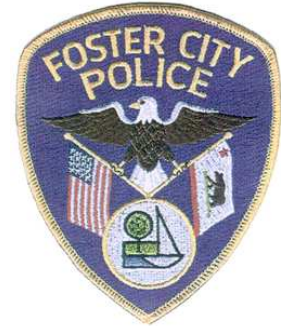
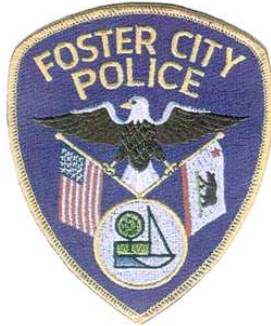
Employee Services

- SLESF/COPS Grant Funding – In previous years, the City was the recipient of \$100,000 of funding annually from the State of California under the Citizens Option for Public Safety (COPS) program, a Special Revenue Fund. For FY 2008-2009, the Governor's proposed budget recommends cutting the program by at least 10% as part of the plan to eliminate the State budget deficit. The Legislative Analysts' Office is recommending that the program be eliminated entirely. Based on the information received to date on the State budget, the City is taking a conservative approach and is assuming that no funding will be provided by the State under the SLESF/COPS program. Accordingly, an additional \$100,000 in personnel costs is being reflected in the Operations Division due to the potential elimination of this State funding.

Services and Supplies

- Increase of \$18,000 in the "Booking Fees" line item due to the proposed elimination of State reimbursement funding.

Foster City Police Department



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DEPARTMENT SUMMARY BY DIVISION
City of Foster City, California
POLICE
GENERAL FUND
Annual Budget Appropriation for Fiscal Year

	2007-2008		2008-2009
	APPROVED	REVISED	REQUESTED
ADMINISTRATIVE BUREAU	\$ 3,471,370	\$ 3,471,370	\$ 3,580,977
CHIEF'S OFFICE	409,467	409,467	419,619
CROSSING GUARDS	20,000	20,000	20,000
FIELD OPERATIONS	5,283,925	5,283,925	5,580,444
TOTAL FOR POLICE	\$ 9,184,762	\$ 9,184,762	\$ 9,601,040

DEPARTMENT SUMMARY BY DIVISION
City of Foster City, California
POLICE
GENERAL FUND
Annual Budget Appropriation for Fiscal Year

	2007-2008		2008-2009
	APPROVED	REVISED	REQUESTED
EMPLOYEES SERVICES	\$ 7,993,300	\$ 7,993,300	\$ 8,431,500
SERVICES AND SUPPLIES	311,677	311,677	333,443
CAPITAL OUTLAY	-	-	-
Subtotal (Total Department-Controlled Expenses)	8,304,977	8,304,977	8,764,943
INTERNAL SERVICES	879,785	879,785	836,097
Subtotal (Total Department Expenses before Reallocations)	9,184,762	9,184,762	9,601,040
REALLOCATIONS	-	-	-
TOTAL FOR POLICE	\$ 9,184,762	\$ 9,184,762	\$ 9,601,040

DETAIL LINE ITEM REPORT

POLICE - CHIEF'S OFFICE

Account: 001-0610-421

GENERAL FUND

<i>Employee Services</i>		Approved 2007-2008	Requested 2008-2009
001-0610-421-4110	PERMANENT SALARIES	\$252,400.00	\$260,500.00
	Subtotal	\$252,400.00	\$260,500.00
001-0610-421-4120	EMPLOYEE SERVICES/FRINGE BENEFITS	\$117,000.00	\$123,400.00
	Subtotal	\$117,000.00	\$123,400.00
	Employee Services Total	\$369,400.00	\$383,900.00
<i>Internal Services</i>		Approved 2007-2008	Requested 2008-2009
001-0610-421-4544	VEHICLE REPLACEMENT	\$10,177.00	\$10,690.00
	Subtotal	\$10,177.00	\$10,690.00
001-0610-421-4558	LONGEVITY RECOGNITION BENEFITS FUND	\$5,700.00	\$689.00
	Subtotal	\$5,700.00	\$689.00
	Internal Services Total	\$15,877.00	\$11,379.00
<i>Services and Supplies</i>		Approved 2007-2008	Requested 2008-2009
001-0610-421-4243	GENERAL OFFICE SUPPLIES	\$600.00	\$600.00
	Subtotal	\$600.00	\$600.00
001-0610-421-4251*	LEGAL SERVICES	\$4,000.00	\$4,000.00
001-0610-421-4251*	PRE-EMPLOYMENT EXAMS	\$13,000.00	\$13,000.00
	Subtotal	\$17,000.00	\$17,000.00
001-0610-421-4253	CALIFORNIA POLICE CHIEFS' ASSOCIATION	\$325.00	\$325.00
001-0610-421-4253	CALIFORNIA POLICE OFFICERS' ASSOCIATION	\$165.00	\$165.00
001-0610-421-4253	INTERNATIONAL POLICE CHIEFS' ASSOCIATION	\$100.00	\$100.00
001-0610-421-4253	SAN MATEO COUNTY CHIEFS OF POLICE	\$300.00	\$450.00

	Subtotal	\$890.00	\$1,040.00
001-0610-421-4254	CALIFORNIA POLICE CHIEFS' CONFERENCE	\$1,800.00	\$1,800.00
001-0610-421-4254*	IACP CONFERENCE	\$2,000.00	\$2,000.00
001-0610-421-4254	LOCAL MEETINGS AND TOLLS	\$1,500.00	\$1,500.00
001-0610-421-4254	SAN MATEO COUNTY POLICE CHIEFS' SEMINAR	\$400.00	\$400.00
	Subtotal	\$5,700.00	\$5,700.00
	Services and Supplies Total	\$24,190.00	\$24,340.00
	CHIEF'S OFFICE Total	\$409,467.00	\$419,619.00

POLICE - FIELD OPERATIONS Account: 001-0620-421 GENERAL FUND

Employee Services		Approved 2007-2008	Requested 2008-2009
001-0620-421-4110	PERMANENT SALARIES	\$3,057,300.00	\$3,144,100.00
001-0620-421-4110	REALLOCATION TO SLESF/COPS GRANT	(\$100,000.00)	\$0.00
	Subtotal	\$2,957,300.00	\$3,144,100.00
001-0620-421-4112	FOURTH OF JULY OVERTIME	\$4,600.00	\$4,600.00
001-0620-421-4112	OVERTIME	\$135,400.00	\$135,400.00
	Subtotal	\$140,000.00	\$140,000.00
001-0620-421-4117	HOLIDAY IN-LIEU PAY	\$150,000.00	\$154,200.00
	Subtotal	\$150,000.00	\$154,200.00
001-0620-421-4120	FRINGE BENEFITS	\$1,688,200.00	\$1,783,800.00
	Subtotal	\$1,688,200.00	\$1,783,800.00
	Employee Services Total	\$4,935,500.00	\$5,222,100.00

Internal Services		Approved 2007-2008	Requested 2008-2009
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001-0620-421-4544	VEHICLE REPLACEMENT	\$189,313.00	\$212,804.00
	Subtotal	\$189,313.00	\$212,804.00
001-0620-421-4556	EQUIPMENT REPLACEMENT	\$19,741.00	\$20,600.00
	Subtotal	\$19,741.00	\$20,600.00
001-0620-421-4558	LONGEVITY RECOGNITION BENEFITS FUND	\$68,800.00	\$36,489.00
	Subtotal	\$68,800.00	\$36,489.00
	Internal Services Total	\$277,854.00	\$269,893.00

Services and Supplies		Approved 2007-2008	Requested 2008-2009
001-0620-421-4240	BADGE REFURBISHING	\$400.00	\$400.00
001-0620-421-4240	EVIDENCE SUPPLIES	\$3,200.00	\$3,200.00
001-0620-421-4240	FIRST AID KIT SUPPLIES	\$100.00	\$100.00
001-0620-421-4240	FLARES	\$500.00	\$500.00
001-0620-421-4240*	FLASHLIGHT EQUIPMENT	\$1,000.00	\$1,000.00
001-0620-421-4240*	LEATHER AND SAFETY EQUIPMENT	\$2,500.00	\$2,500.00
001-0620-421-4240*	MISCELLANEOUS SAFETY EQUIPMENT FOR VOLUNTEERS	\$1,000.00	\$1,000.00
001-0620-421-4240	MOTOR OFFICER EQUIPMENT	\$1,000.00	\$1,000.00
001-0620-421-4240	RANGE/FIREARM PROGRAM	\$11,295.00	\$11,295.00
001-0620-421-4240*	TRAINING SUPPLIES	\$1,000.00	\$1,000.00
	Subtotal	\$21,995.00	\$21,995.00
001-0620-421-4246	RADAR/PAS DEVICE REPAIR	\$600.00	\$600.00
001-0620-421-4246	VEHICLE FIRE EXTINGUISHERS	\$250.00	\$250.00
	Subtotal	\$850.00	\$850.00
001-0620-421-4251	BOOKING FEES	\$2,000.00	\$20,000.00
001-0620-421-4251	CANINE PROGRAM	\$6,400.00	\$6,400.00
001-0620-421-4251	COMMUNITY OVERCOMING RELATIONSHIP ABUSE	\$4,261.00	\$4,261.00
001-0620-421-4251*	CRITICAL REACH SUPPORT FEE	\$700.00	\$350.00
001-0620-421-4251	FIRST CHANCE FACILITY	\$23,000.00	\$23,230.00
001-0620-421-4251	RANGE FEES	\$3,000.00	\$3,000.00

	Subtotal	\$39,361.00	\$57,241.00
001-0620-421-4253	CALIFORNIA PEACE OFFICERS' ASSOCIATION (1CPT)	\$65.00	\$65.00
001-0620-421-4253	CALIFORNIA POLICE CHIEFS' ASSN. ASSOCIATE MEMBER	\$75.00	\$75.00
001-0620-421-4253	NATIONAL SAFETY COUNCIL MEMBERSHIP	\$350.00	\$350.00
001-0620-421-4253	SAN MATEO COUNTY TRAINING MANAGERS' ASSOCIATION	\$75.00	\$75.00
	Subtotal	\$565.00	\$565.00
001-0620-421-4254*	ARPOC CONFERENCE	\$4,500.00	\$4,500.00
001-0620-421-4254*	CPCA CONFERENCE - CAPTAIN	\$1,800.00	\$1,800.00
001-0620-421-4254*	LOCAL MEETINGS AND TOLLS	\$1,500.00	\$1,500.00
	Subtotal	\$7,800.00	\$7,800.00
	Services and Supplies Total	\$70,571.00	\$88,451.00
	FIELD OPERATIONS Total	\$5,283,925.00	\$5,580,444.00

POLICE - ADMINISTRATIVE BUREAU Account: 001-0630-421

GENERAL FUND

Employee Services		Approved 2007-2008	Requested 2008-2009
001-0630-421-4110	INVESTIGATOR ON-CALL PAY	\$26,000.00	\$26,000.00
001-0630-421-4110	PERMANENT SALARIES	\$1,785,400.00	\$1,839,100.00
	Subtotal	\$1,811,400.00	\$1,865,100.00
001-0630-421-4111	HOURLY AND PART TIME SALARY	\$25,000.00	\$25,000.00
	Subtotal	\$25,000.00	\$25,000.00
001-0630-421-4112	FOURTH OF JULY OVERTIME	\$2,300.00	\$2,300.00
001-0630-421-4112	OVERTIME	\$55,700.00	\$55,700.00
	Subtotal	\$58,000.00	\$58,000.00
001-0630-421-4117	HOLIDAY IN-LIEU PAY SWORN PERSONNEL	\$30,900.00	\$31,900.00

001-0630-421-4117	HOLIDAY PREMIUM PAY DISPATCH	\$30,000.00	\$30,000.00
	Subtotal	\$60,900.00	\$61,900.00
001-0630-421-4120	FRINGE BENEFITS	\$733,100.00	\$815,500.00
	Subtotal	\$733,100.00	\$815,500.00
	Employee Services Total	\$2,688,400.00	\$2,825,500.00

Internal Services

		Approved 2007-2008	Requested 2008-2009
001-0630-421-4544	VEHICLE REPLACEMENT	\$49,928.00	\$56,865.00
	Subtotal	\$49,928.00	\$56,865.00
001-0630-421-4556	EQUIPMENT REPLACEMENT	\$30,644.00	\$25,185.00
	Subtotal	\$30,644.00	\$25,185.00
001-0630-421-4557	INFORMATION TECHNOLOGY SERVICES	\$349,578.00	\$347,706.00
	Subtotal	\$349,578.00	\$347,706.00
001-0630-421-4558	LONGEVITY RECOGNITION BENEFITS FUND	\$40,200.00	\$7,299.00
	Subtotal	\$40,200.00	\$7,299.00
001-0630-421-4569	BUILDING MAINTENANCE	\$115,704.00	\$117,770.00
	Subtotal	\$115,704.00	\$117,770.00
	Internal Services Total	\$586,054.00	\$554,825.00

Services and Supplies

		Approved 2007-2008	Requested 2008-2009
001-0630-421-4240	BALLISTIC VEST REPLACEMENT	\$3,600.00	\$3,600.00
001-0630-421-4240*	FILM/PHOTO PROCESSING	\$200.00	\$200.00
001-0630-421-4240*	PENAL CODES/PUBLICATIONS	\$975.00	\$975.00
	Subtotal	\$4,775.00	\$4,775.00
001-0630-421-4242	POSTAGE	\$2,200.00	\$2,200.00
	Subtotal	\$2,200.00	\$2,200.00
001-0630-421-4243*	CITATIONS	\$1,500.00	\$1,500.00
001-0630-421-4243*	OFFICE SUPPLIES	\$17,800.00	\$17,800.00

001-0630-421-4243	PRINTING	\$3,000.00	\$3,000.00
	Subtotal	\$22,300.00	\$22,300.00
001-0630-421-4246	COMMUNICATIONS CENTER EQUIPMENT	\$1,000.00	\$1,000.00
001-0630-421-4246	FIXED RADIO EQUIP (TEA)	\$16,500.00	\$19,824.00
001-0630-421-4246	HAINES CROSS DIRECTORY	\$650.00	\$650.00
001-0630-421-4246	MOBILE RADIO MAINTENANCE CONTRACT	\$5,400.00	\$5,400.00
001-0630-421-4246	MOBILE RADIO REPAIR	\$1,100.00	\$1,100.00
001-0630-421-4246	PLAIN PAPER COPIERS (6765 AND 6632)	\$6,000.00	\$6,000.00
001-0630-421-4246	SHREDDER AND FAX	\$500.00	\$500.00
001-0630-421-4246	UPS (BEST POWER INC.)	\$1,000.00	\$1,000.00
001-0630-421-4246	VEHICLE EQUIPMENT MAINTENANCE	\$2,000.00	\$2,000.00
	Subtotal	\$34,150.00	\$37,474.00
001-0630-421-4249	ADVERTISING	\$200.00	\$200.00
001-0630-421-4249	COMMUNITY OUTREACH	\$3,000.00	\$3,000.00
	Subtotal	\$3,200.00	\$3,200.00
001-0630-421-4251	AT & T LANGUAGE LINE	\$700.00	\$700.00
001-0630-421-4251	COPWARE (SOFTWARE UPDATES)	\$2,500.00	\$2,500.00
001-0630-421-4251	RISK PREVENTION PROGRAM	\$20,750.00	\$20,750.00
001-0630-421-4251	SAN MATEO COUNTY CHAPLAINCY PROGRAM	\$4,000.00	\$4,000.00
001-0630-421-4251	SAN MATEO COUNTY CRIME LAB FEES	\$19,000.00	\$19,000.00
001-0630-421-4251	SAN MATEO COUNTY INFORMATION SERVICES DIVISION	\$28,600.00	\$28,600.00
001-0630-421-4251*	SAN MATEO COUNTY NARCOTICS TASK FORCE	\$43,500.00	\$43,647.00
	Subtotal	\$119,050.00	\$119,197.00
001-0630-421-4253	ASSN OF PUBLIC SAFETY COMMUNICATIONS OFFICIALS	\$66.00	\$66.00
001-0630-421-4253	CA CRIMINAL JUSTICE WARRANT SERVICE ASSN.	\$50.00	\$50.00
001-0630-421-4253	CA LAW ENF. ASSN. OF RECORDS SUPERVISORS	\$50.00	\$50.00
001-0630-421-4253	CA POLICE CHIEFS' ASSN ASSOCIATE MEMBER	\$75.00	\$75.00
001-0630-421-4253	CALIFORNIA ASSN OF PROPERTY & EVIDENCE OFFICERS	\$35.00	\$35.00
001-0630-421-4253	CALIFORNIA PEACE OFFICERS' ASSOCIATION (1 CPT)	\$65.00	\$130.00

001-0630-421-4253	INTERNATIONAL ASSN. OF PROPERTY AND EVIDENCE OFCS.	\$50.00	\$50.00
001-0630-421-4253	SAN MATEO CO. COMMUNICATIONS MANAGERS ASSOC	\$50.00	\$50.00
	Subtotal	\$441.00	\$506.00
001-0630-421-4254	CAPE CONFERENCE (1 SR CSO)	\$1,100.00	\$1,100.00
001-0630-421-4254	CPOA CONFERENCE (1 Capt)	\$1,500.00	\$1,500.00
001-0630-421-4254	LOCAL MEETINGS AND TOLLS	\$2,400.00	\$2,400.00
001-0630-421-4254	RIMS USERS GROUP CONFERENCE (2 ATTENDEES)	\$2,300.00	\$2,500.00
	Subtotal	\$7,300.00	\$7,500.00
001-0630-421-4265	ADMINISTRATIVE INVESTIGATIVE FUND	\$3,500.00	\$3,500.00
	Subtotal	\$3,500.00	\$3,500.00
	Services and Supplies Total	\$196,916.00	\$200,652.00
	ADMINISTRATIVE BUREAU Total	\$3,471,370.00	\$3,580,977.00

POLICE - CROSSING GUARDS

Account: 001-0650-421

GENERAL FUND

Services and Supplies		Approved 2007-2008	Requested 2008-2009
001-0650-421-4251	CROSSING GUARDS	\$20,000.00	\$20,000.00
	Subtotal	\$20,000.00	\$20,000.00
	Services and Supplies Total	\$20,000.00	\$20,000.00
	CROSSING GUARDS Total	\$20,000.00	\$20,000.00

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