

Police Review Commission (PRC)

**POLICE REVIEW COMMISSION
REGULAR MEETING
AGENDA**

**Wednesday, June 14, 2017
7:00 P.M.**

South Berkeley Senior Center
2939 Ellis Street, Berkeley

- 1. CALL TO ORDER & ROLL CALL**
- 2. APPROVAL OF AGENDA**
- 3. PUBLIC COMMENT**
(Speakers are generally allotted up to three minutes, but may be allotted less time if there are many speakers. They may comment on items on the agenda or any matter within the PRC's jurisdiction at this time.)
- 4. APPROVAL OF MINUTES**
Special Meeting of May 24, 2017
Regular Meeting of May 24, 2017
- 5. CHAIR'S REPORT**
Introduction of new appointees; consider certificate of appreciation for former Chair.
- 6. ELECTION OF VICE-CHAIRPERSON**
- 7. PRC OFFICER'S REPORT**
Status of complaints; other items.
- 8. CHIEF OF POLICE'S REPORT**
Crime, budget, staffing, training updates, and other items.
- 9. SUBCOMMITTEE REPORTS (discussion & action)**
Report of activities and meeting scheduling for all Subcommittees, possible appointment of new members to all Subcommittees, and additional discussion and action as noted for specific Subcommittees:
 - a. Fair & Impartial Policing Subcommittee
 - b. Surveillance and Community Safety Ordinance Subcommittee

- c. General Orders C-64, etc. Subcommittee
- d. Outreach Subcommittee

Finalize volunteers for Juneteenth, Sunday, June 18th.

- e. Homeless Encampment Subcommittee

Approval for Subcommittee to meet with Homeless Commission or subcommittee, to discuss topics of mutual interest.

10. OLD BUSINESS (discussion & action)

- a. Policy Complaint #2415: Decide whether to open a policy review, and if so, how to proceed.
- b. Amending PRC Regulations for Handling Complaints Against Members of the Police Department.
 - i) Correct clerical error in Section VI.B.2. on unavailability due to Commissioner challenge.
From: PRC staff
 - ii) Consider deleting provisions for Summary Affirmation (Section VII.C.3.b.).
From: PRC staff
- c. Policy review of General Order W-1, Public Recording of Law Enforcement Activity (Right to Watch): consider draft of new policy.
From: Commissioner Prichett
- d. Discussion and potential action regarding failure of BPD to communicate with the PRC about planned police training using blank firing ammunition within city limits and that result in road closures.
From: Commissioner Perezvelez
- e. Consider amendment to PRC regulations allowing the PRC to take action against any party who knowingly submits false or misleading information to the PRC in support of a challenge to a commissioner seated on a BOI.
From: Commissioner Prichett
- f. BPD budget: Review Chief's answers to Commission's questions, and discuss timing of and resources needed to address remaining questions.
From: Commission
Additional materials to be delivered.
- g. Discussion and possible policy review of BPD's policy regarding recommendation to the Berkeley Unified School District that schools shelter in place.
From: Commissioner Pritchett

11. NEW BUSINESS (discussion & action)

- a. Prioritize tasks undertaken or under consideration by PRC.
From: PRC Officer

- b. Whether to reinstate Media Credentialing Subcommittee.
From: Commission
- c. Request that Chief provide written report of remaining steps needed to procure body-worn cameras for BPD officers and to implement the program.
From: Commissioner Lippman
- d. Consider making a recommendation to City Council regarding BPD's participation in the Urban Shield exercise.
From: Commissioner Lippman

12. ANNOUNCEMENTS, ATTACHMENTS & COMMUNICATIONS

Attached.

13. PUBLIC COMMENT

(Speakers are generally allotted up to three minutes, but may be allotted less time if there are many speakers; they may comment on items on the agenda at this time.)

14. ADJOURNMENT

Communications Disclaimer

Communications to the Police Review Commission, like all communications to Berkeley boards, commissions or committees, are public record and will become part of the City's electronic records, which are accessible through the City's website. Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to a City board, commission or committee, will become part of the public record. If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the PRC Secretary. If you do not want your contact information included in the public record, do not include that information in your communication. Please contact the PRC Secretary for further information.



Communication Access Information (A.R.1.12)

This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6342 (V) or 981-6345 (TDD) at least three business days before the meeting date. Please refrain from wearing scented products to this meeting.

SB 343 Disclaimer

Any writings or documents provided to a majority of the Commission regarding any item on this agenda will be made available for public inspection at the Police Review Commission, located at 1947 Center Street, 1st floor, during regular business hours.

Contact the Police Review Commission at (510) 981-4950 or prc@cityofberkeley.info.

PRC REGULAR MEETING ATTACHMENTS

June 14, 2017

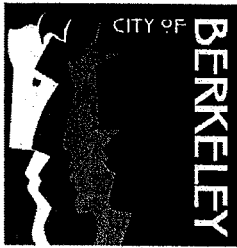
MINUTES

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AGENDA-RELATED

Item 9. – PRC Subcommittees List to be updated.	Page 17
Item 10.a. – PRC Policy Complaint #2415.	Page 19
Item 10.a. – June 3, 2017 letter from Ms. Gottschalk re her policy complaint.	Page 21
Item 10.b.i. – PRC Regulations, Section VI.B.2., on unavailability of BOI member due to Commissioner challenge.	Page 23
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Item 10.c. – San Francisco Police Department General Order 5.07, Rights of Onlookers, Rev. 2-22-95.	Page 31
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Item 10.f. – Memo from Police Chief to PRC Officer dated June 8, 2017, re Response to Commission Budget Questions, and 3 attachments.	Page 39
Item 10.f. – List of City Auditor's Reports re BPD.	Page 81
Item 11.a. – PRC Task List, updated June 7, 2017.	Page 83
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Item 11.c. – Proposed points to be raised in letter to the Police Chief.	Page 89
Item 11.d. – Withdraw Berkeley From Urban Shield – petition.	Page 91
Item 11.d. – Letter dated March 13, 2017, to the Berkeley City Council re: PRC's recommendations to the City Council regarding 2017 Agreements with Other Law Enforcement Agencies, Police Departments, and Private Security Organizations.	Page 93
<u>COMMUNICATION(S)</u>	
Memo to the Honorable Mayor and Members of the City Council, dated May 25, 2017, from the PRC, re Release of Report from Center for Policing Equity.	Page 97
May 26, 2017, Berkeleyside.com article, re Police Review Commission to Berkeley police: Show us the data.	Page 99
Email dated May 30, 2017 from a citizen, re Release of Policing Equity Report.	Page 105
Email dated May 30, 2017 from PRC Officer to Kristy van Herick, re Questions for you re confidentiality of the process for challenging BOI commissioners.	Page 107
Letter to the City Manager from the PRC, dated May 30, 2017, re Evaluation of Chief of Police.	Page 109
Memo to the City Manager from PRC Officer, dated May 31, 2017, re Revised PRC Regulations re Challenges to BOI Commissioner.	Page 111
Letter to City Manager from BPA dated June 1, 2017 requesting meet-and-confer re PRC regulation changes.	Page 119
Email from the Chief of Police, dated June 1, 2017, re Berkeley Police Department Recognition of Gay Pride Month.	Page 121
Email from a citizen, dated June 1, 2017, re Berkeley PD Stops Analysis Dashboard.	Page 123
Email from a citizen, dated June 2, 2017, re Good connections are possible at this time.	Page 125
Email from a citizen, dated June 7, 2017, re City of Oakland Privacy Advisory Commission Meeting --- To make its video public.	Page 127
A Commander's Guide to Crowd Management & Crowd Control.	Page 129



Police Review Commission (PRC)

**POLICE REVIEW COMMISSION
SPECIAL MEETING
MINUTES
(unapproved)**

**Wednesday, May 24, 2017
6:45 P.M.**

North Berkeley Senior Center
1901 Hearst Avenue, Berkeley

1. CALL TO ORDER & ROLL CALL BY VICE-CHAIR DASILVA AT 6:50 P.M.

Present: Commissioner Alison Bernstein (Chair) (arrived 6:53 p.m.)
Commissioner Kimberly DaSilva (Vice Chair)
Commissioner George Lippman
Commissioner George Perezvelez
Commissioner Andrea Prichett
Commissioner Terry Roberts
Commissioner Mary Kay Lacey (*temporary*)

Absent: Commissioner Bulmaro Vicente
Commissioner Ari Yampolsky

PRC Staff: Katherine J. Lee, PRC Officer

BPD Staff: Chief Andy Greenwood, Lt. Angela Hawk, Sgt. Rashawn
Cummings, Sgt. Sean Ross

2. PUBLIC COMMENT

There were 12 speakers.

**3. DISCUSSION AND POSSIBLE ACTION REGARDING DELAY IN
RELEASE OF CENTER FOR POLICING EQUITY (CPE) REPORT
ANALYZING BERKELEY POLICE DEPARTMENT STOP AND USE-OF-
FORCE DATA**

Motion to send a letter to the Council, Mayor, and City Manager asking them to urge the Police Department to seek a release of that part of the CPE report that addresses 2015 data related to stops, recognizing that it will not include the climate survey or a use-of-force analysis but

realizing that it is important to the community to have some portion of the data and the recommendations released; the Commission wishes to impress upon the decision-making bodies the urgency of releasing this information as expeditiously as possible.

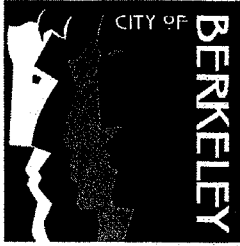
Moved/Seconded (Bernstein/Lippman) Motion Carried

Ayes: Bernstein, DaSilva, Lippman, Perezvelez, Prichett, and Roberts.

Noes: None Abstain: None Absent: Vicente, Yampolsky

4. ADJOURNMENT

By general consent, the meeting was adjourned at 8:40 p.m.



Police Review Commission (PRC)

**POLICE REVIEW COMMISSION
REGULAR MEETING
MINUTES
(unapproved)**

**Wednesday, May 24, 2017
7:00 P.M.**

North Berkeley Senior Center
1901 Hearst Avenue, Berkeley

1. CALL TO ORDER & ROLL CALL BY CHAIR BERNSTEIN AT 8:45 P.M.

Present: Commissioner Alison Bernstein (Chair)
Commissioner Kimberly DaSilva (Vice Chair)
Commissioner George Lippman
Commissioner George Perezvelez
Commissioner Andrea Prichett
Commissioner Terry Roberts
Commissioner Mary Kay Lacey (*temporary*)

Absent: Commissioners Bulmaro Vicente, Ari Yampolsky

PRC Staff: Katherine J. Lee, PRC Officer

BPD Staff: Chief Andy Greenwood, Lt. Angela Hawk, Sgt. Rashawn Cummings,
Sgt. Sean Ross

2. APPROVAL OF AGENDA

**Motion to consider Item #9.f., BPD budget review, first
Moved/Seconded (Lippman/Prichett) Motion Failed**

Ayes: Lippman, Prichett Noes: Bernstein, DaSilva, Perezvelez, and Roberts
Abstain: Lacey Absent: Vicente, Yampolsky

**Motion to approve agenda as written, except to consider 9.b., 9.f., 10.a, and
10.d, as the matters that are most time-sensitive.**

Moved/Seconded (Perezvelez/Roberts) **Motion Carried**

Ayes: Bernstein, DaSilva, Lippman, Perezvelez, Roberts, and Lacey
Noes: Prichett Abstain: None Absent: Vicente, Yampolsky

3. PUBLIC COMMENT

There were 3 speakers.

4. APPROVAL OF MINUTES

Motion to approve Regular Meeting Minutes of May 10, 2017, as amended to reflect, under #7, Chief's Report, the request that the Chief release to the PRC the April 15, 2017 operational plan and after-action report.

Moved/Seconded (Perezvelez/Bernstein) **Motion Carried**

Ayes: Bernstein, DaSilva, Lippman, Perezvelez, Prichett, Roberts, and Lacey

Noes: None

Abstain: None

Absent: Vicente, Yampolsky

5. CHAIR'S REPORT

Commissioner Perezvelez presented a Certification of Appreciation to former Commissioner William White for his numerous accomplishments during 16 years of service to the PRC.

The Chair reminded the Commissioners about the purposes of the Brown Act, to shine light on decision-making of the legislative body.

6. PRC OFFICER'S REPORT

One new complaint was filed since the last meeting. The next regular PRC meeting will be three weeks from tonight, June 14.

7. CHIEF OF POLICE'S REPORT

-- This morning, Ofc. Matt McGee was promoted to Sergeant. He is the school resource officer and will stay at BHS through this school year.

-- Recently been occupied with preparing a presentation for the UASI and NCRIC agenda items, and approval for white unmarked van, for Council.

-- Also been working on CPE issues; a CPE rep was here yesterday and today, discussing climate survey with commanders, union, and supervisors. Goal = as high participation as possible.

-- Council item to approve the purchase of 200 body-worn cameras will be on the Council's June 27 agenda. After that, will develop implementation plan with Axon; deal with IT structure; and prepare a training plan.

Questions:

-- Body cameras gone through the RFP process? Yes; piggybacking off an already-established contract, following an evaluation process.

-- Why haven't you shared body-camera info with us earlier? Can't produce a plan until contract with vendor is in place. Once that happens, will share the plan for implementing the body-worn camera program.

-- Status of Lexipol policies? Review ongoing, and still plan to be giving chunks of policy to PRC for review.

8. SUBCOMMITTEE REPORTS (discussion & action).

Report of activities and meeting scheduling for all Subcommittees, and additional discussion and action as noted for specific Subcommittees:

- a. Fair & Impartial Policing Subcommittee – will schedule meeting.
- b. Surveillance and Community Safety Ordinance Subcommittee

Comm. Roberts reported that they met on May 16th and have been making progress. Next meeting is June 21st. Subcommittee is losing two members; Comm. Vicente will be off the Commission and Comm. DaSilva has asked to step down. If no other commissioners can serve, two of the three public members need to step down.

By general consent, the Commission agreed that if two public members will not step down, Subcommittee Chair Yampolsky will pull names out of a hat.

- c. General Orders C-64, etc. Subcommittee – no report
- d. Outreach Subcommittee

Berkeley Juneteenth Festival is Sunday, June 18th. PRC Officer will be calling commissioners to staff the PRC table.

- e. Homeless Encampment Subcommittee

Comm. Prichett is trying to get representative from Homeless Commission to meet with Subcommittee. Perhaps a joint meeting of the PRC Subcommittee and a subcommittee of the Homeless Commission.

9. OLD BUSINESS (discussion & action)

- a. Policy Complaint #2415: Decide whether to open a policy review, and if so, how to proceed.

(Item postponed to the next meeting.)

- b. Amending PRC Regulations for Handling Complaints Against Members of the Police Department.

- i) Review draft language regarding Challenge of BOI Commissioner (Section VI.C.) based on concepts tentatively agreed upon at April 26, 2017 meeting, and correct clerical error in Section VI.B.2. on unavailability due to Commissioner challenge.

By consensus, the Commission accepted adding, at the beginning of Section VI.C.2.f.: “At the special meeting to hear the challenge, the party making the challenge shall, under oath, reiterate the basis the challenge to the commission.”

**Motion to approve all revisions to PRC Regulations Section VI.C, with language just added. [Attached to these minutes as Attachment 1].
Moved/Seconded (Bernstein/Perezvelez) Motion Carried**

Ayes: Bernstein, DaSilva, Lippman, Perezvelez, Prichett, Roberts, and Lacey.

Noes: None

Abstain: None

Absent: Vicente, Yampolsky

By consensus, the Commission asked the PRC Officer to forward the approved revisions to the City Manager, asking that they go into effect as quickly as possible, and requesting some indication as to when that might be.

(No action taken on clerical error in Section VI.B.2.)

- ii) Consider deleting provisions for Summary Affirmation (Section VII.C.3.b.)
(Item postponed to the next meeting.)

- c. Policy review of General Order W-1, Public Recording of Law Enforcement Activity (Right to Watch): consider draft of new policy.

(Item postponed to the next meeting.)

- d. Discussion and potential action regarding failure of BPD to communicate with the PRC about planned police training using blank firing ammunition within city limits and that result in road closures.

(Item postponed to the next meeting.)

- e. Consider further amendment to PRC regulations allowing the PRC to take action against any party who knowingly submits false or misleading information to the PRC in support of a challenge to a commissioner seated on a BOI.

(Item postponed to the next meeting.)

- f. BPD budget: Review Chief's answers to Commission's questions, and discuss timing of and resources needed to address remaining questions.

(Heard following Item #9.b.i.)

After discussion with Chief, item was postponed to the next meeting or, possibly to a special meeting.

10. NEW BUSINESS (DISCUSSION & ACTION)

- a. Proposal to ask the City Manager and/or City Council to seek to change the 120-day limit on imposition of discipline in the ongoing contract negotiations with the Berkeley Police Association.

(Item postponed to the next meeting.)

- b. Discussion and possible policy review of BPD's policy regarding recommendation to the Berkeley Unified School District that schools shelter in place.

(Item postponed to the next meeting.)

- c. Whether to review Commander's Guide in light of recent events requiring crowd management and crowd control.

(Item postponed to the next meeting.)

- d. Approval of questions to the City Attorney in advance of her appearance to discuss the scope of confidentiality requirements as to a challenge alleging bias to a PRC commissioner.

Motion to submit the questions proposed by Commissioner Bernstein to the City Attorney's Office in advance of her appearing at a PRC meeting.

Moved/Seconded (Lippman/DaSilva) **Motion Carried**

Ayes: Bernstein, DaSilva, Lippman, Perezvelez, Prichett, Roberts, and Lacey.

Noes: None

Abstain: None

Absent: Vicente, Yampolsky

11. ANNOUNCEMENTS, ATTACHMENTS & COMMUNICATIONS

Attached.

12. PUBLIC COMMENT

There were 2 speakers.

13. ADJOURNMENT

By general consent, the meeting was adjourned at 10:15 p.m.

PRC Regulations Section VI. BOARDS OF INQUIRY

C. Challenge of BOI Commissioner

1. Basis for Challenge

A Commissioner who has a personal interest, or the appearance thereof, in the outcome of a hearing shall not sit on the Board. Personal interest in the outcome of a hearing does not include political or social affiliations, attitudes, or beliefs. Examples of personal bias include, but are not limited to:

- a) a familial relationship or close friendship with the complainant or subject officer;
- b) witnessing events material to the inquiry;
- c) a financial interest in the outcome of the inquiry;
- d) a bias for or against the complainant or subject officer.

2. Procedure

- a. Within 7 calendar days from the date of mailing of the notice of a Board of Inquiry hearing that includes the names of the Commissioners constituting that Board, or 10 calendar days before the BOI hearing date, whichever occurs first, the complainant or the subject officer(s) may file with the PRC a written challenge for cause to any Commissioner. Such challenge must specify the nature of the conflict of interest accompanied by all evidence and argument supporting the challenge.
- b. The PRC Officer or his/her designee shall notify the challenged Commissioner and send him or her a copy of the challenge and supporting materials within 1 business day after receipt of the challenge.
- c. A commissioner challenge and a commissioner's response to being challenged may be filed via email to prc@cityofberkeley.info. PRC staff may serve a notice of challenge and supporting materials, and response to a challenge and supporting materials, via email.
- d. If the Commissioner agrees, the PRC Officer or his/her designee shall ask another Commissioner to serve.
- e. If the Commissioner does not agree that the challenge is for good cause, the Commissioner has 3 calendar days from the date of contact by staff to file a written response with supporting materials, if he or she desires, and PRC staff must send the response and supporting materials to the challenging party within 1 business day of receipt. The PRC Officer or his/her designee shall convene a special BOI meeting of the two other Commissioners to occur as soon as practicable to hear the challenge. For the challenge to be granted, both Commissioners must agree that the challenge is for good cause using the clear and convincing standard. If the challenge is granted the PRC Officer or his/her designee shall ask another Commissioner to serve. If there is not unanimous agreement by the two Commissioners, the challenged Commissioner will be allowed to serve.
- f. At the special meeting to hear the challenge, the party making the challenge shall, under oath, reiterate the basis of the challenge for the Commissioners. All parties will be allowed the opportunity to present arguments, witness testimony and answer

questions under oath. Testimony and argument of the special meeting shall be recorded.

- g. If a challenge to a Commissioner is rejected, and the Commissioner serves, the written challenge and the Commissioner's written response shall be part of the complaint file. If a challenge is upheld, the commissioners voting to uphold must prepare a written decision explaining their reasoning. This decision will be furnished to the challenging party and the challenged Commissioner, and is confidential.

3. Replacement of Commissioners

In cases where the full commission sits as a Board of the whole under Section VI.A., a Commissioner who agrees to a challenge or is successfully challenged will not be replaced.

4. Tolling of time

A challenge to a commissioner that is granted at the request of the subject officer shall toll any BPD disciplinary time period.

**POLICE REVIEW COMMISSION
SUBCOMMITTEES LIST
Updated 4-13-17**

*Agenda Item # 9
PRC meeting
6-14-17*

Subcommittee	Commissioners	Chair	BPD Reps / Others
General Orders on Crowd Control C-64, U-2, M-2 Formed 1-13-16 Renewed 3-22-17	Bernstein Lippman Perezvelez Prichett	Bernstein	Lt. Michael Durbin
Fair & Impartial Policing Formed 1-13-16 Renewed 3-22-17	Lippman Roberts Vicente <i>Public members:</i> Christina Murphy Paul Kealoha-Blake	Lippman	Lt. Michael Durbin
Surveillance and Community Safety Ordinance Formed 9-14-16	DaSilva Roberts Vicente Yampolsky <i>Public members:</i> Tracy Rosenberg Brian Hofer Juliet Leftwich	Yampolsky	Capt. David Reece
Outreach Formed 9-21-16	Bernstein DaSilva Vicente	DaSilva	
Homeless Encampments Formed 2-1-17	Bernstein Prichett Yampolsky	Prichett	



POLICY COMPLAINT FORM

Police Review Commission (PRC)
1947 Center Street, 1st Floor, Berkeley, CA 94704
Website: www.ci.berkeley.ca.us/prc/
E-mail: prc@ci.berkeley.ca.us
Phone: (510) 981-4950 TDD: (510) 981-6903 Fax: (510) 981-4955

Date Received:

4-4-17

PRC CASE #

2415

1

Name of Complainant: GOTTSCHALK KARLA

Last First Middle

Mailing Address: 520 Frederick St 13 SF CA 94117

Street City State Zip

Primary Phone: 808 238-4287 Alt Phone: ()

E-mail address: counsel@unseen.is

Occupation: Trustee Gender: NONE Age: 67

Ethnicity: Asian Black/African-American Caucasian
 Latino/Hispanic Multiethnic: But I have a sex Other: _____

2

Identify the Berkeley Police Department (BPD) policy or practice you consider to be improper or would like the Commission to review.

TARGETING INDIVIDUALS BY LOOK - AGE taken for poor; race, Gender, Sex, CLOTHING and other physically observable look not necessarily even behavior but which puts an individual in the victim position for violation of civil rights without legal justification and under color of Law

3

Location of Incident (if applicable) Parking across from closed business

Date & Time of Incident (if applicable) See 1A17-0014

Provide a factual description of the incident that forms the basis of your complaint. Be specific and include what transpired, and how the incident ended.

IN 1A17-0014

4

What changes to BPD policy, practice, or procedure do you propose?

To STOP TARGETING OF INDIVIDUALS BY the way they look and the abuse of discretion under color of law by making up facts and or laws - not misquoting - knowingly in order to violate CIVIL RIGHTS of people who are not the officers color, age, sex, orientation, gender or any other non-legal reasons

5

Use this space for any additional information you wish to provide about your complaint. (Or, attach relevant documentation you believe will be useful to the Commission in evaluating your complaint.)

I expect to file suit after notice of intent to sue if I cannot get these unlawful policies, procedures or lack of discipline and cover-ups of unlawful acts of abuse of discretion under color of law by Berkeley Police Officers.

6

CERTIFICATION

I hereby certify that, to the best of my knowledge, the statements made on this complaint are true.

Karla Jathchalh
Signature of Complainant

8/31/17
Date

7

How did you hear about Berkeley's Police Review Commission?

- Internet
- Publication: _____
- Referral: _____

Other: Eileen Luna, a colleague in the Bar of California & former PRC investigator.

Agenda Item #10.a.
PRC Meeting of June 14, 2017

Berkeley Police Review Commission
1947 Center St, 1st Floor
Berkeley, CA 94704

June 3, 2017

Re: 2415 etc

Delivered herewith is the recorded statement given to the Berkeley Police Department (BPD) with all correspondence in this matter under your consideration.

I note that the last meeting was devoted to targeting (selective prosecution) and the inability to protect any of the poorer people in Berkeley from the police as the BPD hasn't complied with "stop/reason for stop data" for over 2 years and gave weak responses and excuses of incomplete or misleading data.

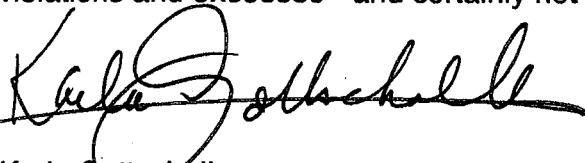
I further note that you did not accept my personal complaint for being targeted (selectively singled out) because I was unwilling to give another RECORDED statement in addition to the one I gave the BPD - not just a statement, which I did. You now have all recorded and written statements.

This third appearance is oppressive given your inability to question me 2 times earlier due to Commission details and definitions being considered.

Therefore, upon my best advice and counsel, I may not come without subpoena to your meeting of June 14, 2017, for further questioning of an unknown nature on the specious offer to investigate what you have failed to investigate enough to get any data from BPD for over 2 years.

The Commission should be questioning the BPD not me.

You are certainly not offering to employ me and I can only stand on my right to not be enticed into answering questions of an unknown nature in an obviously potentially adversarial position from a commission without the ability to curb BPD civil rights violations and excesses - and certainly not without a subpoena.



Karla Gottschalk
SBN 91651



VI. BOARDS OF INQUIRY

...

B. Designation

...

2 Unavailability of BOI Member

If any member of a Board of Inquiry becomes unavailable, s/he shall be replaced by another Commissioner. Notice of this substitution shall be made as soon as possible to the subject officer. If a Commissioner is substituted within 7 calendar days of a Board of Inquiry, the subject officer will retain the right to challenge said Commissioner for cause under Section VI.B.4.C. below. The notice of challenge of a substituted Commissioner must be made at least 3 business days prior to the convening of a Board of Inquiry and shall be deemed as just cause for a continuance of the hearing.



SUMMARY AFFIRMATION
-- PRC Regulations, section VII.C.

3. Summary Disposition

b. Summary Affirmation

After reviewing the Hearing Packet, the BOI may summarily sustain any or all of the allegations that it finds clearly meritorious, by unanimous vote, on the recommendation of the PRC Officer or Investigator, or its own motion. The subject officer shall be notified of the summary affirmation, and may appear to object to the summary affirmation, which shall not occur over the subject officer's objection.

THE RIGHT TO WATCH

PROPOSAL TO REVISE: GENERAL ORDER W-01

(revised 5-24-17)

The purpose of this General Order is to adopt policies and procedures regarding a citizen's right to observe, photograph or video record officers during the course of the officers' public duties that reflect these clarifications.

POLICY

It shall be the policy of the Berkeley Police Department to place the least possible restriction on public observation, photographing or video recording of police officers' performance of their duties, while ensuring the safety of the public and the officers. The "least possible restriction" means that the officer's mindset should be to only limit observation if necessary for law enforcement purposes.

It is Departmental policy that any restriction an officer imposes on public observation of police officer conduct should be narrowly tailored to meet legitimate law enforcement purposes. In all instances, it is expected that officers will conduct themselves in a professional manner, exercising good judgment and treating all persons courteously.

Officers should restrict the practice of requesting that onlookers withdraw only to those instances where a potential threat to safety is involved.

PROCEDURES

It is the policy of this Department that persons not involved in an incident be allowed to remain **in the immediate vicinity** to witness stops, detentions and arrests of suspects occurring in public areas, except under the following circumstances:

1. When the safety of the officer or the suspect is jeopardized.
2. When persons interfere or violate law.
3. When persons threaten by words or action, or attempt to incite others to violate the law.

Citizens also have the right to communicate with the detained person, provided, however:

1. that the observer does not interfere physically or verbally with the investigation being conducted by the officer. Penal Code Section 148 prohibits delaying or obstructing any peace officer engaged in the duties of his/her office.
2. that the observer's actions or communications do not jeopardize the safety of the officer conducting the inquiry nor the safety of the person who is the

subject of the officer's attention. An officer may instruct an observer to maintain a safe distance from the scene, with the understanding that what constitutes a "safe" distance may vary depending on the circumstances.

3. If the conditions at the scene are peaceful and sufficiently quiet, and the officer has stabilized the situation, persons shall be allowed to approach close enough to overhear the conversation between the suspect and the officer, except when:
 - i. The suspect objects to persons overhearing the conversation.
 - ii. There is a specific and articulable need for confidential conversation for the purpose of police interrogation.
4. Officers should promptly request that a supervisor respond to the scene whenever it appears that anyone recording activities may be interfering with an investigation or it is believed that the recording may be evidence. If practicable, officers should wait for the supervisor to arrive before taking enforcement action or seizing cameras or recording media.
5. Whenever practicable, officers or supervisors should give clear and concise warnings to individuals who are conducting themselves in a manner that ~~would cause their recording or behavior to become~~ **that is** unlawful. Accompanying the warnings should be clear directions on what an individual can do to be compliant; directions should be specific enough to allow compliance.
6. If an arrest or other significant enforcement activity is taken ~~as the result of a recording that interferes with law enforcement activity~~, officers shall document in a report the nature and extent of the interference or other unlawful behavior and the warnings that were issued.

SUPERVISOR RESPONSIBILITIES

7. A supervisor should respond to the scene when requested or any time the circumstances indicate a likelihood of interference or other unlawful behavior. The supervisor should review the situation with the officer and:
 - (a) Request any additional assistance as needed to ensure a safe environment
 - (b) Take a lead role in communicating with individuals who are observing and recording regarding any appropriate limitations on their location or behavior. When practical, the encounter should be recorded.
 - (c) When practicable, allow adequate time for individuals to respond to requests for a change or location or behavior.
 - (d) Ensure that any enforcement, seizure or other actions are consistent with this policy and constitutional and state law.

- (e) Explain alternatives for individuals who wish to express concern about the conduct of Department members, such as how and where to file a complaint

RIGHTS OF ONLOOKERS

This order establishes policies regarding when persons are permitted to remain as onlookers, their right to overhear conversations between the officer and suspect, and their right to act as a witness.

I. POLICY

A. WITNESSING STOPS, DETENTIONS, ARRESTS. It is the policy of this Department that persons not involved in an incident be allowed to remain in the immediate vicinity to witness stops, detentions and arrests of suspects occurring in public areas, except under the following circumstances:

1. When the safety of the officer or the suspect is jeopardized.
2. When persons interfere or violate law.
3. When persons threaten by words or action, or attempt to incite others to violate the law.

B. OVERHEARING CONVERSATION. If the conditions at the scene are peaceful and sufficiently quiet, and the officer has stabilized the situation, persons shall be allowed to approach close enough to overhear the conversation between the suspect and the officer, except when:

1. The suspect objects to persons overhearing the conversation.
2. There is a specific and articulable need for confidential conversation for the purpose of police interrogation.

C. INQUIRIES

1. Persons shall be permitted to make a short, direct inquiry as to the suspect's name and whether the officer or the suspect wishes a witness. The suspect shall be allowed to respond to the inquiry.
2. If a citizen is a witness to the activity for which the suspect was detained or arrested, the officer may request his/her name; however, the citizen is not compelled to disclose such information.

D. BYSTANDER FILMING OF OFFICER-SUSPECT CONTACTS. It is increasingly common for bystanders, who are not involved in any criminal

activity, to record contacts between officers and citizens, during which officers are detaining, citing or arresting a suspect or engaging in crowd control at a demonstration. Bystanders have the right to record police officer enforcement activities by camera, video recorder, or other means (except under certain narrow circumstances as set forth in Sections A and B above).

1. An officer shall not seize, compel or otherwise coerce production of these bystander recordings by any means without first obtaining a warrant. Without a warrant, an officer may only request, in a non-coercive manner, that a bystander voluntarily provide the film or other recording. These requests should be made only if the officer has probable cause to believe that a recording has captured evidence of a crime and that the evidence will be important to prosecution of that crime. If a bystander refuses to voluntarily provide the recording, an officer may request the person's identity as provided in Section C., 2., above.

2. If a bystander voluntarily provides his or her recording and/or equipment, the officer shall provide the bystander with a receipt (SPFD 315). The receipt shall contain a written statement verifying that the recording and/or equipment has been voluntarily provided to the Department and shall be signed by the bystander.

E. VIOLATIONS/COMPLIANCE. As an alternative to arresting an onlooker who is in violation of Penal Code Section 148 or other related offenses (e.g., 647 c P.C., 22 Municipal Police Code) officers may order onlookers to "move on"; however, the person shall not be ordered to move any farther distance than is necessary to end a violation (see DGO 5.03, Investigative Detentions and DGO 6.11, Obstruction of Streets and Sidewalks). Persons who believe that an officer did not comply with the provisions of this order shall be referred to an appropriate supervisor or to the Office of Citizen Complaints.

References

- DGO 5.03, Investigative Detentions
- DGO 6.02, Physical Evidence
- DGO 6.11, Obstruction of Streets and Sidewalks
- DGO 6.15, Property Processing

Finally, we strongly recommend you carefully review the relevant San Francisco Police Department General Order 5.07, "Rights of Onlookers," which can be found at <http://www.scorcher.org/screed/pdf/copwatching.pdf>.

BERKELEY POLICE DEPARTMENT

DATE ISSUED: November 10, 2016

GENERAL ORDER W-1

SUBJECT: PUBLIC RECORDING OF LAW ENFORCEMENT ACTIVITY

PURPOSE AND SCOPE

- 1- This policy provides guidelines for handling situations in which members of the public photograph or audio/video record law enforcement actions and other public activities that involve members of this department. In addition, this policy provides guidelines for situations where the recordings may be evidence.

POLICY

- 2- The Berkeley Police Department recognizes the right of persons to lawfully record members of this department who are performing their official duties. Members of this department will not prohibit or intentionally interfere with such lawful recordings. Any recordings that are deemed to be evidence of a crime or relevant to an investigation will only be collected or seized lawfully.
- 3- Officers should exercise restraint and should not resort to highly discretionary arrests for offenses such as interference, failure to comply or disorderly conduct as a means of preventing someone from exercising the right to record members performing their official duties.

RECORDING LAW ENFORCEMENT ACTIVITY

- 4- Members of the public who wish to observe and / or record law enforcement activities are limited only in certain aspects.
 - (a) Recordings may be made from any public place or any private property where the individual has the legal right to be present (Penal Code § 69; Penal Code § 148).
 - (b) Beyond the act of photographing or recording, individuals may not interfere with the law enforcement activity. Examples of interference include, but are not limited to:
 1. Tampering with a witness or suspect.
 2. Inciting others to violate the law.
 3. Being so close to the activity as to present a clear safety hazard to the officers.
 4. Being so close to the activity as to interfere with an officer's effective communication with a suspect or witness.
 - (c) The individual may not present an undue safety risk to the officers, him/herself or others.

BERKELEY POLICE DEPARTMENT

DATE ISSUED: November 10, 2016

GENERAL ORDER W-1

OFFICER RESPONSE

- 5- Officers should promptly request that a supervisor respond to the scene whenever it appears that anyone recording activities may be interfering with an investigation or it is believed that the recording may be evidence. If practicable, officers should wait for the supervisor to arrive before taking enforcement action or seizing any cameras or recording media.
- 6- Whenever practicable, officers or supervisors should give clear and concise warnings to individuals who are conducting themselves in a manner that would cause their recording or behavior to be unlawful. Accompanying the warnings should be clear directions on what an individual can do to be compliant; directions should be specific enough to allow compliance. For example, rather than directing an individual to clear the area, an officer could advise the person that he/she may continue observing and recording from the sidewalk across the street.
- 7- If an arrest or other significant enforcement activity is taken as the result of a recording that interferes with law enforcement activity, officers shall document in a report the nature and extent of the interference or other unlawful behavior and the warnings that were issued.

SUPERVISOR RESPONSIBILITIES

- 8- A supervisor should respond to the scene when requested or any time the circumstances indicate a likelihood of interference or other unlawful behavior. The supervisor should review the situation with the officer and:
 - (a) Request any additional assistance as needed to ensure a safe environment.
 - (b) Take a lead role in communicating with individuals who are observing or recording regarding any appropriate limitations on their location or behavior. When practical, the encounter should be recorded.
 - (c) When practicable, allow adequate time for individuals to respond to requests for a change of location or behavior.
 - (d) Ensure that any enforcement, seizure or other actions are consistent with this policy and constitutional and state law.
 - (e) Explain alternatives for individuals who wish to express concern about the conduct of Department members, such as how and where to file a complaint.

SEIZING RECORDINGS AS EVIDENCE

- 9- Officers should not seize recording devices or media unless (42 USC § 2000aa):
 - (a) There is probable cause to believe the person recording has committed or is committing a crime to which the recording relates, and the recording is reasonably

BERKELEY POLICE DEPARTMENT

DATE ISSUED: November 10, 2016

GENERAL ORDER W-1

necessary for prosecution of the person.

1. Absent exigency or consent, a warrant should be sought before seizing or viewing such recordings. Reasonable steps may be taken to prevent erasure of the recording.
- (b) There is reason to believe that the immediate seizure of such recordings is necessary to prevent serious bodily injury or death of any person.
- (c) The person consents.
1. To ensure that the consent is voluntary, the request should not be made in a threatening or coercive manner.
 2. If the original recording is provided, a copy of the recording should be provided to the recording party, if practicable. The recording party should be permitted to be present while the copy is being made, if feasible. Another way to obtain the evidence is to transmit a copy of the recording from a device to a department-owned device.

BERKELEY POLICE DEPARTMENT

DATE ISSUED: July 21, 2015

GENERAL ORDER W-01

SUBJECT: THE RIGHT TO WATCH

PURPOSE

- 1 - The purpose of this General Order is to adopt policies and procedures regarding a citizen's right to observe, photograph or video record officers during the course of the officers' public duties.

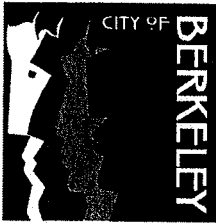
POLICY

- 2 - It shall be the policy of the Berkeley Police Department to minimize restrictions on public observation, photographing or video recording of police officers' performance of their duties, while ensuring the safety of the public and the officers.

In all instances, it is expected that officers will conduct themselves in a professional manner, exercising good judgment and treating all persons courteously. Officers should restrict the practice of requesting that onlookers withdraw only to those instances where a potential threat to safety is involved.

PROCEDURES

- 3 - At the scene of an arrest or other inquiry being conducted by police officers in public, citizens have the right to observe; photograph and video record the officers from a safe distance. Citizens also have the right to communicate with the detained person, provided, however:
 - a. that the observer does not interfere physically or verbally with the investigation being conducted by the officer. Penal Code Section 148 prohibits delaying or obstructing any peace officer engaged in the duties of his/her office.
 - b. that the observer's actions or communications do not jeopardize the safety of the officer conducting the inquiry nor the safety of the person who is the subject of the officer's attention. An officer may instruct an observer to maintain a safe distance from the scene, with the understanding that what constitutes a "safe" distance may vary depending on the circumstances.
 - c. that the confidentiality of the matter being discussed with a suspect, victim, witness, or reporting party is not compromised except with concurrence of the citizen and the officer involved.



Police Department

June 8, 2017

To: K. Lee, Police Review Commission
From: A. Greenwood, Chief of Police
Subject: **Response to Commission Budget Questions**

Ms. Lee,

Below are our responses to the budget questions posed by the Police Review Commission.

I have included in this communication the Police Department pages (218-223) from the FY18-19 Proposed Budget, see pages 218-223. For additional context, please note that numerous budget presentations are made to Council (available in video stream on the City's site), and the biennial Proposed Budget document is available here:

Attachment
①

<https://www.cityofberkeley.info/uploadedFiles/Manager/Budget/FY%202018%20%20FY%202019%20Proposed%20Budget%20Book.pdf>

(In our response below, I retained the references as originally noted in they request: "AP" indicates the question from Cmsr. Andrea Prichett, "GP" indicates Cmsr. George Perez-Velez, and "TR" indicates Cmsr. Terry Roberts)

Question 1 (AP-1): Has there ever been an audit? When was the last one?

I understand this question as: "Has the entire Police Department budget been audited?" We are not aware of an audit of the complete Department budget. This question may be best suited to the Auditor's Office, as it relates to that component of City governance, and their work is broad and complex. The Auditor's Office *has* completed several Berkeley Police Department-specific audits, including:

- 2014: Injury Prevention Audit
- 2011: Property and Evidence Audit
- 2008: Overtime Audit

These audits are accessible at the Auditor's site:

http://www.cityofberkeley.info/Auditor/Home/Audit_Reports.aspx

Question 2 (AP-2): Can we see the bank balance for asset forfeiture accounts? Does the police department control or have access to any asset forfeiture or other accounts that they can withdraw money from?

There are two asset forfeiture accounts, one from the State process and one from the Federal process. As of June 8, 2017 their respective balances are \$183,339.39, and \$199,527.49.

The Police Department can only spend money from these accounts after requesting and receiving City Manager approval on a case-by-case basis for each expenditure. Berkeley PD does not have the authority or ability to make withdrawals or spend money from these monies outside of this process. Once a purchase is approved at the CM level, the purchase is carried out through normal procurement/purchasing processes. As part of this process, the City Department of Finance transfers funds from the Asset Forfeiture account to the City account.

An Informational Report regarding Asset Forfeiture is going to Council and will be available in the June 27 Council packet, due to be published on Thursday June 15. General Order A-61 governs Asset Forfeiture policy.

Question 3 (AP-4): How do you analyze the effectiveness of your expenditures?

This is an extremely broad, subjective question. Are there existing objective standards that you are aware of relating to police department budget analysis and interpretation?

As with all our resources, we work to be effective and efficient with our spending, most of which is non-discretionary. From the Proposed Budget document, one can see that in FY18, of the BPD's FY18 \$66.7M million budget, nearly \$2.9M is for Services and Materials (see line 2, under "By Type"). That number includes numerous contracts and operating costs which are not optional, with the remaining yet smaller amount consisting of available discretionary monies.

(There is no "AP-4")

Question 4 (AP-5): Can you provide us with the itemized/detailed list of expenditures?

Please see the attached report, which shows a two year listing of all expenditures across all funds, and within each division, in order by element object codes. We have attached the most recent "chart of accounts" which provides information on the codes shown. The column "FY2015 Actuals" shows FY 2015 expenditures. The column "Y-T-D Actual" (with the handwritten notation FY2016) shows FY 2016 expenditures.

Attachment
②
Attachment
③

Please note that the City's aged Finance system ("FUND\$") is not conducive to ease of use and data access. FUND\$ is being replaced over the next couple of years, and it's hoped the new, modern system, will make access to these data far easier.

Question 5 (AP-6): How many trainings or professional development workshops, events, etc., are done each year and how much do we spend on them?

We provide the Police Review Commission with copies of all Training Orders. The Training Orders don't show the cost, and gathering information costs specific to all training orders would take significant staff time.

Question 7 (AP-8): After personnel, what organizational priorities or goals are reflected in next year's budget? How do you establish department priorities?

See the attached pages from the proposed FY 2018 & 2019 budget, which lay out our priority initiatives for the two year budget cycle.

Question 8 (AP-9): How much of the budget supports mental health calls?

This is also a complex question. Mental Health issues are often present in calls for service where officers are needed to ensure safety. It is not specifically tracked, so difficult to say how much of our budget supports responses to mental-health-related calls.

Question 9 (AP-11):

- a. Can we get a tour of the jail?
- b. Can we get a tour of the evidence theft locker?
- c. Can we understand how you maintain the security of evidence?

The jail closes for 3 days every August for staff training; we should be able to arrange a tour during that period.

While we don't have an "evidence theft locker," it appears the interest is to see our Property Room, and gain greater understanding of the process of booking and storing evidence. We would be glad to arrange a visit with those goals in mind.

Question 10 (AP-12): How much of our funding comes from federally controlled sources?

Funding from federally controlled sources is limited to grants. Currently we get an approx. \$35,000 Justice Assistance Grant (JAG), and we've been getting Office of Traffic Safety (OTS) Grants in the \$200K range, but are awaiting approval for the next cycle. The use of these grant monies is narrowly conscribed, and generally funds overtime costs—not the cost of a full-time employee (FTE).

Finally, we have been awarded a \$125,000 grant from Bay Area UASI for purchase of a ballistic panel van. Council will vote on an item to move forward with procuring the van on June 20, 2017.

Question 11 (GP-3): How is OT calculated and allocated in the budget? Is it as a percentage of the total labor or as an extrapolation from last year's cost?

The Budget Office establishes the allocation of overtime monies. The base overtime budget has been carried over for over 5 years \$2,252,065, and we expect the carryover to remain consistent at this time.

Question 12 (GP-6). What amount of the budget is allocated to training?

Training costs are generally reflected in these lines, which can be found under several Department divisions in the expenditure report:

- 40-61 Commercial Travel
- 40-62 Meals & Lodging
- 40-63 Registration/Admin Fees
- 40-64 Transportation

In FY2016, these expenditures totaled approx. \$470,000.

Question 13 (GP-8): What discretion does the Chief have in allocating funds from one part of the budget to others?

Portions of the budget assigned to personnel and internal services charges are not discretionary, and the Chief/Department does not have discretionary authority to move monies in personnel and internal service charges to non-personnel/internal service charges categories. There is no unilateral authority to either increase or decrease the number of staff in the department, nor to use funds allocated for personnel and internal service charges for other purposes.

With regards to non-personnel and non-internal services, funds can be moved from one category to another as needed to cover costs.

Question 14 (GP-10): What amount of the budget is allocated for special units and operations? Is this included in the overall overtime allocations or as a separate entry?

Budget is allocated for personnel across each division. There are no dedicated allocations for any "special units" or "operations."

New questions:

A. Are parking funds generated as an estimate or as a percentage based on previous years? (GP)

The Budget Office allocates monies to BPD from the Parking Fund. Funds allocated to BPD show in the 840 Parking Fund, pays for some parking-related staff costs, and for some expenses (part of the substation lease, GO-4/vehicle costs, and fuel costs) related to parking enforcement.

B. Does BPD spend its full budget every year, if not, how much is left? (TR)

On an overall basis, BPD spends its entire budget allocation every year.

C. What are your performance standards, and are they linked to your budget? (TR)

I'm not aware of performance standards that are linked to budget. If the commission has examples of performance standards linked to police department budgets from other agencies, we'd be interested to review them.

D. Where is the funding for body cameras? (TR)

We anticipate Council allocated funding for the body-worn camera program from elsewhere in the General Fund. I understand those funds will be placed in the FY18 Police Department budget. I understand the Clerk's Office will publish the Body Worn Camera item will be published as part of the full council packet on Thursday afternoon, June 15.

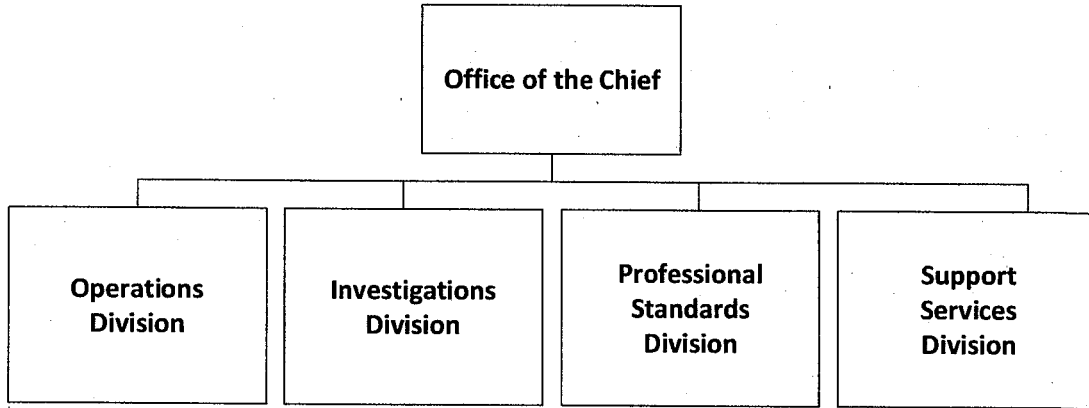
I trust this information will be helpful to the Commission. If you have any questions, please let me know, and I will also be available at the next meeting to answer any questions as well.

POLICE DEPARTMENT

MISSION STATEMENT

United in service, our mission is to safeguard our diverse community through proactive law enforcement and problem solving, treating all people with dignity and respect.

ORGANIZATION CHART



POLICE DEPARTMENT

DEPARTMENT OVERVIEW

The vision of the Berkeley Police Department is to be a team of leaders at every level. We will foster strong relationships with our community, inspiring trust through our service, building on our historic tradition of progressive policing, and dedicated to the safety of all.

Service is our calling. As members of this community, the Berkeley Police Department team is committed to proactive law enforcement and problem solving, holding these as our core values:

- **Integrity:** We are ethical, fair, and trustworthy in all we do.
- **Safety:** We strive to keep our community and each other safe.
- **Respect:** We fulfill our duties with dignity, compassion, and empathy.
- **Diversity:** We value the strength of a diverse workplace and community. We endeavor to reflect the community we serve, promoting inclusion and fairness.
- **Professionalism:** We commit to organizational excellence through progressive training, positive attitude, and superior performance.

The Police Department is organized into four divisions, in addition to the Office of the Chief, to deliver the following services:

Office of the Chief

The Office of the Chief provides overall leadership and administrative oversight for the Police Department. The Office includes the Chief of Police, the Internal Affairs Bureau and the Fiscal Services Unit.

Operations Division

The Operations Division supports the BPD mission by responding to calls for service, conducting initial criminal investigations, making arrests, issuing citations, providing crime prevention services and proactive problem solving efforts, all focused on safeguarding our community. The Operations Division includes Patrol Teams, Bicycle Officers, the Community Services Bureau (the Area Coordinators, Public Information Officer, Police Reserve Program, Special Events Coordinator, and Crisis Intervention Training Coordinator), the Special Response Team, and the Explosive Ordinance Disposal Team.

Investigations Division

The Investigations Division supports the BPD mission through the work of several bureaus and units.

The Detective Bureau conducts follow-up felony investigations, including homicides, felony assaults, robberies, sexual assaults, domestic violence assaults, sexual assaults on children and minors, residential and commercial burglaries, identity theft, fraud, forgery, and elder abuse, among other offenses.

POLICE DEPARTMENT

The Special Enforcement Unit focuses on serial narcotics and weapons offenders and supports fellow detectives' efforts through focused investigation efforts. The Traffic and Parking Enforcement Bureau consists of two units: the Traffic Unit's Motorcycle Officers focus on community safety through traffic law enforcement; investigation of serious injury traffic collisions, including fatalities; driving under the influence (DUI) enforcement; and coordinating grant-funded focused enforcement efforts. The Parking Unit's Parking Enforcement Officers enforce applicable State and Local codes, which regulate parking in the City of Berkeley, and further provide traffic control and support as needed for other Department divisions, e.g., through working on planned special events, or in assisting with major incident scene management.

The Crime Analysis Unit provides BPD personnel with relevant data and analysis to inform enforcement and problem solving efforts.

The Crime Scene Unit is responsible for properly identifying, seizing and documenting forensic crime scene evidence.

Professional Standards Division

The Professional Standards Division supports the BPD mission through the administration of the Department's hiring and training efforts, policy review and maintenance, and systems review, auditing, and project coordination. The Division includes the Personnel and Training Bureau, Policy Sergeant, and Audit Sergeant, as well as professional administrative staff.

Support Services Division

The Support Services Division supports the BPD mission through a variety of essential operational and administrative activities. The Support Services Division is comprised of the Public Safety Communications Center (which receives and dispatches calls for Police, Fire, and Medical services), the Berkeley City Jail, Records and Front Counter Units, the Police Property Room, Public Safety Technology System Unit, Warrant Unit, and Court Liaison Officer. The Division provides fundamental structural support across all BPD Divisions.

Priority Initiatives for Fiscal Years 2018 - 2019

In addition to providing the services described above, the Police Department will implement the following priority initiatives:

Priority Initiative	Support Departments/Divisions
<i>Hire, Train, and Retain Excellent Police Personnel:</i> In order to continue to provide excellent service to the community, expediently fill any position vacancies due to retirement, injury retirement, or employees who do not	Human Resources Department

POLICE DEPARTMENT

satisfactorily complete required training programs	
<i>Body-Worn Cameras:</i> Improve incident documentation by deploying body-worn cameras for Berkeley Police Officers and implementing a clear policy to govern their use	Department of Information Technology
<i>Community Engagement Strategy:</i> Enhance the Police Department's existing efforts to engage and inform community members about public safety by developing a Police Department Community Engagement Strategy	City Manager's Office
<i>Community Safety During Demonstrations:</i> Increase Police Department capacity, resources, tools and training, including training a bike-officer response unit, to effectively protect and facilitate free speech and maintain community safety when demonstrations and protests occur	Fire Department
<i>Public Safety Building Improvements:</i> Update signage and remodel the welcome-area of the Public Safety Building to improve service to community members and enhance the safety of Police Department personnel	Department of Public Works
<i>Management System for Residential and Commercial Burglar Alarms:</i> Implement a system to reduce the need for Police response to false burglar alarms, thus increasing available officer time to address other community needs	Department of Finance & Department of Information Technology
<i>Comprehensive Review of Police Department Equipment and Technology Needs:</i> Conduct a needs assessment and prioritization of tools and technology that would better enable the Police Department to safeguard the community	Department of Information Technology
<i>Comprehensive Police Department Policy Review:</i> Revise and update Police Department policies to ensure full compliance with current law, case law, and incorporate best practices	City Attorney's Office

Significant Changes from Prior Year's Budget

The Police Department has reorganized from three divisions into four divisions to reduce span-of-control concerns and enhance departmental decision-making efficiencies. A Police Officer position was converted to a Police Captain position. The resulting annual increase of \$79,517 to support the Police Captain was funded using an offset from the Citizens' Option for Public Safety Trust for Front-

POLICE DEPARTMENT

line Law Enforcement Fund. As a result, this reorganization did not increase staffing nor impact the General Fund.

POLICE DEPARTMENT FINANCIAL SUMMARY

	FY 2015 Actual	FY 2016 Actual	FY 2017 Adopted	FY 2018 Proposed	FY 2019 Proposed
EXPENDITURES					
By Type:					
Salaries and Benefits	55,910,628	58,069,378	59,490,815	61,397,646	63,315,852
Services and Materials	2,345,071	2,687,704	2,896,073	2,896,073	2,896,073
Capital Outlay	102,423	94,066	194,817	194,817	194,817
Internal Services	2,473,932	2,264,282	2,571,576	2,258,468	2,258,588
Indirect Cost Transfer					
	60,832,054	63,115,430	65,153,281	66,747,004	68,665,330
By Division:					
Office of the Chief	1,422,275	1,455,348	993,859	789,110	820,091
Professional Standards	5,678,114	5,896,754	5,712,791	5,760,257	5,898,711
Support Services	4,248,815	3,968,232	4,390,069	4,164,230	4,213,334
Operations	34,781,350	37,050,106	38,381,092	40,994,823	42,301,991
Investigations	14,701,500	14,744,990	15,675,470	15,038,584	15,431,203
	60,832,054	63,115,430	65,153,281	66,747,004	68,665,330
By Fund:					
General Fund	57,057,838	59,074,465	60,684,425	61,378,677	63,187,683
Asset Forfeiture	148,600	100,392	201,000	201,000	201,000
Federal Grants	119,409	194,751	173,500	173,500	173,500
State/County Grants	944,929	1,165,016	1,123,573	1,961,935	2,006,984
Parking Funds	2,561,278	2,580,806	2,970,783	3,031,892	3,096,163
Other Funds					
	60,832,054	63,115,430	65,153,281	66,747,004	68,665,330
General Fund FTE					
	249.00	244.00	252.00	249.00	249.00
Total FTE					
	279.20	275.20	280.20	280.20	280.20

POLICE DEPARTMENT FINANCIAL SUMMARY

	FY 2015 Actual	FY 2016 Actual	FY 2017 Adopted	FY 2018 Proposed	FY 2017 Proposed
DIVISION/ACTIVITY SUMMARY					
Office of the Chief					
Police Administration	572,715	606,044	44,038	83,006	92,325
Public Information	230,307	177,478	256,629	1,416	1,416
Internal Affairs	619,253	671,826	693,192	704,688	726,350
Division Total	1,422,275	1,455,348	993,859	789,110	820,091
FTE Total	6.00	6.00	6.00	5.00	5.00
Professional Standards					
Policy & Accreditation	1,254,190	1,290,994	1,325,661	1,366,904	1,410,137
Personnel and Training	2,160,174	2,220,808	1,998,852	2,024,371	2,056,480
Jail Unit	2,263,750	2,384,952	2,388,278	2,368,982	2,432,094
Division Total	5,678,114	5,896,754	5,712,791	5,760,257	5,898,711
FTE Total	25.00	26.00	26.00	25.00	25.00
Police Support Services					
Administration	2,684,538	2,565,969	2,950,826	2,670,797	2,674,694
City Jail Operations	186				
Central Communications	71,866				
Police Services	1,492,225	1,402,263	1,439,243	1,493,433	1,538,640
Division Total	4,248,815	3,968,232	4,390,069	4,164,230	4,213,334
FTE Total	12.00	12.00	12.00	12.00	12.00
Operations					
Patrol	29,282,228	31,476,089	32,865,657	35,305,684	36,481,500
Police Reserves	372,071	359,084	212,099	213,129	213,398
Central Communications	5,127,051	5,214,933	5,303,336	5,476,010	5,607,093
Division Total	34,781,350	37,050,106	38,381,092	40,994,823	42,301,991
FTE Total	159.00	158.00	163.00	171.00	171.00
Investigations					
Detectives Bureau	5,171,874	5,416,574	5,198,264	5,519,096	5,699,040
Traffic Bureau	2,212,989	2,420,864	2,450,098	2,521,223	2,589,999
Parking Enforcement	3,473,190	3,429,787	4,216,879	4,301,733	4,384,356
Special Enforcement Unit	2,803,829	2,302,001	2,771,533	1,722,418	1,767,364
Crime Analysis	395,284	415,354	427,965	193,399	195,809
Community Service/Field Support	65,653	69,638	50,554	50,554	50,554
Crime Scene Unit	578,681	690,772	560,177	730,161	744,081
Division Total	14,701,500	14,744,990	15,675,470	15,038,584	15,431,203
FTE Total	77.20	73.20	73.20	67.20	67.20
Department Total	60,832,054	63,115,430	65,153,281	66,747,004	68,665,330
FTE Total	279.20	275.20	280.20	280.20	280.20

Attachment (2)

FY 2016
Y-T-D
ACTUAL, CURRENT
ENCUMBRANCES

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 ACTUALS	ADJUSTED BUDGET	FY 2016 Y-T-D ACTUAL, CURRENT ENCUMBRANCES	UNPOSTED
010-6901-420.11-01	MONTHLY RATED EMPLOYEES	78,002.25	77,703	79,916.66	0
010-6901-420.11-10	UNIFORM POLICE	206,190.00	205,400	216,530.87	0
010-6901-420.13-59	REG RETRO GROSS ADJUST.	.00	0	1,088.86	0
010-6901-420.13-01	OT-MONTHLY RATED EMPLOYEE	.00	310	.00	0
010-6901-420.20-11	MEDICAL INSURANCE	35,339.62	37,330	24,595.32	0
010-6901-420.20-12	DENTAL INSURANCE	3,928.62	3,896	2,741.64	0
010-6901-420.20-13	LIFE INSURANCE	56.12	56	105.99	0
010-6901-420.20-21	CASH-IN-LIEU	.00	0	4,399.71	0
010-6901-420.20-31	PERS/MISC OTHER	25,274.93	26,880	27,999.30	0
010-6901-420.20-32	PERS/POLICE	96,803.88	101,827	105,278.65	0
010-6901-420.20-36	SRIP	4,912.87	4,791	4,764.48	0
010-6901-420.20-40	MEDICARE TAX	3,939.45	3,926	4,182.25	0
010-6901-420.20-63	MISC. EMP MEDICAL TRUSTS	17,257.33	22,174	23,343.12	0
010-6901-420.20-71	WORKERS COMPENSATION CHAR	5,149.75	5,865	6,228.47	0
010-6901-420.20-81	UNIFORM ALLOWANCE	1,000.00	1,000	1,000.00	0
010-6901-420.20-84	AUTO USE ALLOWANCE	4,840.00	4,800	4,880.00	0
010-6901-420.20-87	TERMINAL PAYOUTS-MISC.EMP	5,356.50	5,336	5,609.03	0
010-6901-420.20-90	OTHER EMPLOYEE BENEFITS	6,651.86	6,591	7,621.55	0
010-6901-420.20-91	COMMUTER CHECK	242.00	240	244.00	0
010-6901-420.20-99	SALARY SAVINGS	.00	527,342.00	.00	0
010-6901-420.30-38	MISC PROF SVCS	15,358.33	19,313	18,792.70	0
010-6901-420.40-10	PROFESSIONAL DUES AND FEE	3,740.00	5,632	5,400.00	0
010-6901-420.40-61	COMMERCIAL TRAVEL	.00	1,227	1,226.20	0
010-6901-420.40-62	MEALS & LODGING	.00	3,543	3,473.12	0
010-6901-420.40-63	REGISTRATION/ADMIN FEES	.00	1,167	975.00	0
010-6901-420.40-64	TRANSPORTATION	.00	909	891.08	0
010-6901-420.55-11	OFFICE SUPPLIES	.00	96	96.00	0
010-6901-420.55-70	MISC.	4,008.90	0	.00	0
010-6901-420.71-10	SMALL EQUIPMENT	.00	700	688.75	0
010-6901-420.71-44	COMPUTERS AND PRINTERS	486.04	0	.00	0
010-6901-420.75-25	PC REPLACEMENT	53,676.00	53,671	53,671.00	0
010-6901-420.75-60	CITY PARKING PERMITS	500.00	500	500.00	0
010-6902-420.11-10	UNIFORM POLICE	126,138.83	126,169	95,741.18	0
010-6902-420.11-58	OT RETRO GROSS ADJUSTMENT	.00	0	31.25	0
010-6902-420.11-59	REG RETRO GROSS ADJUST.	.00	0	44.44	0
010-6902-420.13-01	OT-MONTHLY RATED EMPLOYEE	85.27	915	567.50	0
010-6902-420.13-05	OT-HOLIDAY PAY	1,031.18	501	616.14	0
010-6902-420.20-11	MEDICAL INSURANCE	13,697.56	14,034	9,866.01	0
010-6902-420.20-12	DENTAL INSURANCE	2,067.01	2,068	1,413.73	0
010-6902-420.20-13	LIFE INSURANCE	110.96	113	77.55	0
010-6902-420.20-32	PERS/POLICE	60,078.84	62,936	46,872.77	0
010-6902-420.20-36	SRIP	517.03	648	513.92	0
010-6902-420.20-40	MEDICARE TAX	1,728.93	1,685	1,313.49	0
010-6902-420.20-63	MISC. EMP MEDICAL TRUSTS	8,408.05	11,145	8,308.85	0
010-6902-420.20-71	WORKERS COMPENSATION CHAR	8,591.53	11,022	6,628.79	0
010-6902-420.20-81	UNIFORM ALLOWANCE	1,400.00	1,400	700.00	0
010-6902-420.20-85	TERMINAL PAYOUTS-POLICE	4,367.04	4,333	3,242.82	0
010-6902-420.20-90	OTHER EMPLOYEE BENEFITS	2,084.45	2,057	1,539.42	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 ACTUALS	ADJUSTED BUDGET	Y-T-D ACTUAL	CURRENT ENCUMBRANCES	UNPOSTED
010-6903-420.11-01	MONTHLY RATED EMPLOYEES	68,228.83	69,158	69,315.39	0	0
010-6903-420.11-10	UNIFORM POLICE	283,910.89	277,148	293,150.51	0	0
010-6903-420.11-59	REG RETRO GROSS ADJUST.	.00	0	102.50	0	0
010-6903-420.13-01	OT-MONTHLY RATED EMPLOYEE	553.97	2,706	2,279.20	0	0
010-6903-420.13-05	OT-HOLIDAY PAY	1,932.05	825	5,491.06	0	0
010-6903-420.20-11	MEDICAL INSURANCE	22,800.07	28,068	32,775.67	0	0
010-6903-420.20-12	DENTAL INSURANCE	4,665.98	5,964	4,190.27	0	0
010-6903-420.20-13	LIFE INSURANCE	254.69	254	258.96	0	0
010-6903-420.20-21	CASH-IN-LIEU	4,508.10	0	7,782.76	0	0
010-6903-420.20-31	PERS/MISC OTHER	22,107.78	23,924	24,021.83	0	0
010-6903-420.20-32	PERS/POLICE	134,839.36	138,113	145,424.62	0	0
010-6903-420.20-36	SRIP	3,481.83	3,584	3,518.02	0	0
010-6903-420.20-40	MEDICARE TAX	4,910.14	4,701	5,229.19	0	0
010-6903-420.20-63	MISC. EMP MEDICAL TRUSTS	20,172.82	26,377	27,009.79	0	0
010-6903-420.20-71	WORKERS COMPENSATION CHAR	24,953.58	25,591	27,403.87	0	0
010-6903-420.20-81	UNIFORM ALLOWANCE	2,800.00	2,800	2,800.00	0	0
010-6903-420.20-85	TERMINAL PAYOUTS-POLICE	10,132.93	9,993	10,258.65	0	0
010-6903-420.20-87	TERMINAL PAYOUTS-MISC.EMP	1,261.09	1,276	1,317.00	0	0
010-6903-420.20-90	OTHER EMPLOYEE BENEFITS	7,431.53	7,355	8,291.28	0	0
010-6903-420.20-91	COMPUTER CHECK	14.00	0	244.00	0	0
010-6903-420.30-38	MISC PROF SVCS	291.66	658	500.00	0	0
010-6903-420.71-10	SMALL EQUIPMENT	.00	500	459.85	0	0
010-7002-420.11-10	UNIFORM POLICE	663,702.09	657,561	679,825.69	0	0
010-7002-420.11-30	TEMP. DISABILITY PMTS	3,497.67	0	3,522.50	0	0
010-7002-420.11-58	OT RETRO GROSS ADJUSTMENT	.00	0	20.71	0	0
010-7002-420.11-59	REG RETRO GROSS ADJUST.	.00	0	234.70	0	0
010-7002-420.13-01	OT-MONTHLY RATED EMPLOYEE	47,261.90	2,426	9,173.32	0	0
010-7002-420.13-05	OT-HOLIDAY PAY	4,253.98	2,150	15,864.42	0	0
010-7002-420.13-11	POLICE/FIRE SPECIAL EVENT	.00	0	708.24	0	0
010-7002-420.13-12	POLICE/FIRE TRAINING	1,139.98	886	6,601.83	0	0
010-7002-420.13-13	POLICE/FIRE-VAC RELIEF	.00	0	1,008.89	0	0
010-7002-420.20-11	MEDICAL INSURANCE	43,728.85	44,347	34,077.71	0	0
010-7002-420.20-12	DENTAL INSURANCE	8,349.84	8,272	6,328.57	0	0
010-7002-420.20-13	LIFE INSURANCE	449.67	451	460.58	0	0
010-7002-420.20-21	CASH-IN-LIEU	6,991.57	7,017	12,222.79	0	0
010-7002-420.20-32	PERS/POLICE	318,407.45	329,390	342,320.69	0	0
010-7002-420.20-36	SRIP	2,687.09	2,592	2,582.30	0	0
010-7002-420.20-40	MEDICARE TAX	6,905.26	6,105	6,884.31	0	0
010-7002-420.20-63	MISC. EMP MEDICAL TRUSTS	44,652.67	58,819	61,002.14	0	0
010-7002-420.20-71	WORKERS COMPENSATION CHAR	55,127.30	58,292	58,717.48	0	0
010-7002-420.20-81	UNIFORM ALLOWANCE	10,100.00	10,100	10,100.00	0	0
010-7002-420.20-85	TERMINAL PAYOUTS-POLICE	23,111.35	22,867	23,697.52	0	0
010-7002-420.20-90	OTHER EMPLOYEE BENEFITS	11,031.56	10,854	11,249.08	0	0
010-7002-420.30-38	MISC PROF SVCS	551.50	4,808	2,289.20	0	0
010-7002-420.40-10	PROFESSIONAL DUES AND FEE	1,750.00	2,780	1,870.00	0	0
010-7002-420.71-10	SMALL EQUIPMENT	.00	500	229.56	0	0
010-7002-420.71-47	SOFTWARE	589.00	0	.00	0	0
010-7003-420.11-01	MONTHLY RATED EMPLOYEES	263,514.32	147,458	150,979.63	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 ACTUALS	ADJUSTED BUDGET	Y-T-D ACTUAL ENCUMBRANCES	UNPOSTED
010-7003-420.11-03	HOURLY AND DAILY RATED EM	.00	92,365	.00	0
010-7003-420.11-10	UNIFORM POLICE	439,133.91	616,775	447,426.79	0
010-7003-420.11-59	REG RETRO GROSS ADJUST.	.00	0	157.21	0
010-7003-420.13-01	OT-MONTHLY RATED EMPLOYEE	91,290.65	44,944	131,223.75	0
010-7003-420.13-05	OT-HOLIDAY PAY	11,686.43	5,854	12,807.19	0
010-7003-420.13-11	POLICE/FIRE SPECIAL EVENT	450.42	0	270.25	0
010-7003-420.13-12	POLICE/FIRE TRAINING	107,117.99	55,734	130,639.20	0
010-7003-420.13-15	MISC./ POLICE BUSINESS	3,101.15	1,395	1,147.12	0
010-7003-420.13-17	MISC LEAVE / POLICE	172,625.00	117,568	193,030.35	0
010-7003-420.20-11	DEENTAL INSURANCE	51,264.67	55,995	52,726.81	0
010-7003-420.20-12	DENTAL INSURANCE	8,546.58	8,032	7,219.25	0
010-7003-420.20-13	LIFE INSURANCE	451.72	536	434.15	0
010-7003-420.20-21	CASH-IN-LIEU	20,717.81	21,898	17,275.73	0
010-7003-420.20-31	PERS/MISC OTHER	72,321.54	51,010	52,323.21	0
010-7003-420.20-32	PERS/POLICE	211,648.12	307,789	225,531.52	0
010-7003-420.20-34	PARS (3.75%)	.00	3,464	.00	0
010-7003-420.20-36	SRIP	15,710.11	7,178	7,639.49	0
010-7003-420.20-40	MEDICARE TAX	12,628.87	9,367	13,490.28	0
010-7003-420.20-63	MISC. EMP MEDICAL TRUSTS	36,239.84	57,058	43,056.24	0
010-7003-420.20-71	WORKERS COMPENSATION CHAR	69,396.50	57,853	70,918.04	0
010-7003-420.20-81	UNIFORM ALLOWANCE	5,000.00	7,100	7,200.00	0
010-7003-420.20-85	TERMINAL PAYOUTS-POLICE	15,811.30	21,325	15,745.68	0
010-7003-420.20-87	TERMINAL PAYOUTS-MISC.EMP	4,875.31	2,733	2,788.62	0
010-7003-420.20-90	OTHER EMPLOYEE BENEFITS	17,579.56	15,717	14,632.89	0
010-7003-420.20-91	COMUTER CHECK	484.00	480	468.00	0
010-7003-420.27-20	FRINGE BENEFITS (BUDGET)	.00	3,214	.00	0
010-7003-420.30-37	MEDICAL	90,569.36	108,831	91,364.83	0
010-7003-420.30-38	MISC PROF SVCS	42,576.04	43,615	41,101.33	0
010-7003-420.40-10	PROFESSIONAL DUES AND FEE	.00	216	.00	0
010-7003-420.40-61	COMMERCIAL TRAVEL	6,965.81	7,587	7,563.92	0
010-7003-420.40-62	MEALS & LODGING	197,145.83	223,024	220,571.93	0
010-7003-420.40-63	REGISTRATION/ADMIN FEES	76,860.74	109,902	105,104.24	0
010-7003-420.40-64	TRANSPORTATION	12,378.71	18,973	18,964.35	0
010-7003-420.40-70	ADVERTISING	2,547.85	11,150	6,741.84	0
010-7003-420.40-80	BOOKS AND PUBLICATIONS	3,003.97	0	.00	0
010-7003-420.50-10	RENTAL OF LAND/BUILDINGS	16,070.72	12,505	12,368.12	0
010-7003-420.51-20	MESSENGER/DELIVERY	5.33	0	.00	0
010-7003-420.55-11	OFFICE SUPPLIES	119.82	1,000	542.89	0
010-7003-420.55-20	FIELD SUPPLIES	12,090.13	13,699	9,666.71	0
010-7003-420.55-21	AMMUNITIONS & EXPLOSIVES	17,812.49	40,939	34,014.76	0
010-7003-420.55-40	CLOTHING	34,066.43	62,992	62,523.59	0
010-7003-420.55-50	FOOD	8,807.10	3,864	3,549.17	0
010-7003-420.55-50	MISC	7,556.74	2,840	2,267.24	0
010-7003-420.70-41	MACHINERY AND EQUIPMENT	.00	1,500	1,199.03	0
010-7003-420.70-43	FURNITURE AND FIXTURES	.00	4,133	1,657.50	0
010-7003-420.71-43	FURNITURE AND FIXTURES	.00	0	2,474.70	0
010-7004-420.11-01	MONTHLY RATED EMPLOYEES	931,862.27	898,793	923,810.74	0
010-7004-420.11-03	HOURLY AND DAILY RATED EM	.00	470	46.51	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 ACTUALS	ADJUSTED BUDGET	Y-T-D ACTUAL	CURRENT ENCUMBRANCES	UNPOSTED
010-7004-420.11-10	UNIFORM POLICE	142,364.59	138,574	151,084.39	0	0
010-7004-420.11-51	RETRO PAY NO PERS & SRIP	3,473.88	0	.00	0	0
010-7004-420.11-59	REG RETRO GROSS ADJUST.	.00	0	151.82	0	0
010-7004-420.13-01	OT-MONTHLY RATED EMPLOYEE	144,703.50	110,905	220,616.63	0	0
010-7004-420.13-05	OT-HOLIDAY PAY	52,555.78	18,425	41,561.29	0	0
010-7004-420.13-12	POLICE/FIRE TRAINING	83,643.14	7,714	4,852.66	0	0
010-7004-420.13-13	POLICE/FIRE-VAC RELIEF	83,643.14	50,124	85,548.62	0	0
010-7004-420.13-15	MISC./ POLICE BUSINESS	170.49	0	2,163.13	0	0
010-7004-420.13-16	SICK RELIEF/POLICE-FIRE	29,301.43	5,104	51,376.93	0	0
010-7004-420.13-17	MISC LEAVE / POLICE	.00	223	.00	0	0
010-7004-420.20-01	MEDICAL INSURANCE	204,861.97	211,671	191,250.64	0	0
010-7004-420.20-12	DENTAL INSURANCE	25,763.21	25,833	24,169.32	0	0
010-7004-420.20-13	LIFE INSURANCE	484.96	479	467.18	0	0
010-7004-420.20-21	CASH-IN-LIEU	3,638.37	0	11,793.31	0	0
010-7004-420.20-31	PERS/MISC OTHER	302,433.14	311,024	316,860.23	0	0
010-7004-420.20-32	PERS/POLICE	68,403.26	69,056	74,691.20	0	0
010-7004-420.20-34	PARS (3.75%)	.00	18	1.74	0	0
010-7004-420.20-36	SRIP	34,256.57	30,257	30,720.25	0	0
010-7004-420.20-40	MEDICARE TAX	16,621.29	13,135	18,926.95	0	0
010-7004-420.20-63	MISC. EMP MEDICAL TRUSTS	18,654.87	21,783	22,045.42	0	0
010-7004-420.20-71	WORKERS COMPENSATION CHAR	49,551.62	53,604	59,829.36	0	0
010-7004-420.20-81	UNIFORM ALLOWANCE	19,384.62	19,600	18,253.84	0	0
010-7004-420.20-85	TERMINAL PAYOUTS-POLICE	5,100.00	4,997	5,138.89	0	0
010-7004-420.20-87	TERMINAL PAYOUTS-MISC. EMP	16,552.87	16,967	16,430.38	0	0
010-7004-420.20-90	OTHER EMPLOYEE BENEFITS	36,633.55	37,109	45,255.98	0	0
010-7004-420.20-91	COMPUTER CHECK	272.00	0	230.00	0	0
010-7004-420.27-20	FRINGE BENEFITS (BUDGET)	.00	16	.00	0	0
010-7004-420.30-38	MISC PROF SVCS	12,072.80	11,496	2,791.00	0	0
010-7004-420.30-43	BLDG & STRUCTURES MTCS SV	.00	1,000	.00	0	0
010-7004-420.30-44	FIELD EQUIP MTC SVCS	712.50	4,000	434.50	0	0
010-7004-420.40-61	COMMERCIAL TRAVEL	.00	1,050	.00	0	0
010-7004-420.40-62	MEALS & LODGING	467.88	1,304	.00	0	0
010-7004-420.40-63	REGISTRATION/ADMIN FEES	3,595.00	3,100	2,952.00	0	0
010-7004-420.40-64	TRANSPORTATION	.00	2,000	.00	0	0
010-7004-420.50-10	RENTAL OF LAND/BUILDINGS	465.00	500	405.72	0	0
010-7004-420.55-50	FOOD	39,213.78	60,760	37,339.43	0	0
010-7004-420.55-70	MISC.	8,222.91	11,655	7,147.02	0	0
010-7004-420.70-41	MACHINERY AND EQUIPMENT	.00	16,580	16,605.42	0	0
010-7004-420.71-10	SMALL EQUIPMENT	.00	1,500	.00	0	0
010-7004-420.75-15	NON-ROUTINE FACILITY MTC	4,223.15	0	.00	0	0
010-7101-420.11-01	MONTHLY RATED EMPLOYEES	183,577.93	196,473	149,208.89	0	0
010-7101-420.13-01	OT-MONTHLY RATED EMPLOYEE	33,307.84	88	4,686.06	0	0
010-7101-420.20-11	MEDICAL INSURANCE	9,374.70	14,034	23,489.85	0	0
010-7101-420.20-12	DENTAL INSURANCE	2,601.62	3,656	3,534.68	0	0
010-7101-420.20-13	LIFE INSURANCE	104.26	85	99.17	0	0
010-7101-420.20-21	CASH-IN-LIEU	2,968.50	0	.00	0	0
010-7101-420.20-31	PERS/MISC OTHER	59,399.07	64,934	51,731.38	0	0
010-7101-420.20-36	SRIP	4,967.76	4,673	5,694.09	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 ACTUALS	ADJUSTED BUDGET	Y-T-D ACTUAL	CURRENT ENCUMBRANCES	UNPOSTED
010-7101-420.20-40	MEDICARE TAX	3,116.90	2,867	2,202.00	0	0
010-7101-420.20-63	MISC. EMP MEDICAL TRUSTS	6,562.35	7,092	4,862.86	0	0
010-7101-420.20-71	WORKERS COMPENSATION CHAR	4,951.42	3,988	3,320.06	0	0
010-7101-420.20-87	TERMINAL PAYOUTS-MISC.EMP	3,456.68	3,704	2,805.74	0	0
010-7101-420.20-90	OTHER EMPLOYEE BENEFITS	7,113.35	7,583	7,190.38	0	0
010-7101-420.20-91	COMMUTER CHECK	44.60	240	317.40	0	0
010-7101-420.30-38	MISC PROF SVCS	47,846.00	61,513	60,963.15	0	0
010-7101-420.30-42	OFFICE EQUIP MTC SVCS	300.00	0	.00	0	0
010-7101-420.30-43	BLDG & STRUCTURES MTC SVCS	2,975.46	11,755	3,000.00	0	0
010-7101-420.30-44	FIELD EQUIP MTC SVCS	15,651.20	22,200	20,287.94	0	0
010-7101-420.40-31	TELEPHONES	14,383.90	4,509	3,964.45	0	0
010-7101-420.40-33	CELLULAR	11,964.21	87,614	66,582.19	0	0
010-7101-420.40-50	PRINTING AND BINDING	18,588.67	22,351	22,574.73	0	0
010-7101-420.50-30	Lease of offc equip/furn	36,563.58	39,519	30,712.29	0	0
010-7101-420.51-10	POSTAGE	73.39	7,547	1,257.95	0	0
010-7101-420.55-11	OFFICE SUPPLIES	82,734.80	79,713	72,318.35	0	0
010-7101-420.55-70	MISC.	995.90	596	99.05	0	0
010-7101-420.70-44	COMPUTERS & PRINTERS	.00	1,500	.00	0	0
010-7101-420.71-10	SMALL EQUIPMENT	463.18	698	.00	0	0
010-7101-420.71-44	COMPUTERS AND PRINTERS	1,871.53	2,000	1,839.38	0	0
010-7101-420.75-10	FACILITIES MTC SVCS	474,288.00	404,030	404,030.00	0	0
010-7101-420.75-11	1947 CENTER ST. FAC MTC.	61,392.00	61,391	61,391.00	0	0
010-7101-420.75-15	NON-ROUTINE FACILITY MTC	626.68	3,054	262.83	0	0
010-7101-420.75-20	CITY RADIO MAINT./REPLACE	309,277.44	300,960	309,277.44	0	0
010-7101-420.75-40	CITY VEHICLES/REPLACE CON	456,213.82	412,483	524,115.02	0	0
010-7101-420.75-50	CITY VEHICLES/FUEL & MAIN	738,240.82	929,758	658,114.44	0	0
010-7102-420.13-01	OT-MONTHLY RATED EMPLOYEE	173.31	0	.00	0	0
010-7102-420.20-40	MEDICARE TAX	1.94	0	.00	0	0
010-7102-420.20-71	WORKERS COMPENSATION CHAR	11.43	0	.00	0	0
010-7103-420.11-01	MONTHLY RATED EMPLOYEES	34,462.84	0	.00	0	0
010-7103-420.11-03	HOURLY AND DAILY RATED EM	565.66	0	.00	0	0
010-7103-420.13-01	OT-MONTHLY RATED EMPLOYEE	6,814.42	0	.00	0	0
010-7103-420.13-05	OT-HOLIDAY PAY	1,137.76	0	.00	0	0
010-7103-420.13-13	POLICE/FIRE-VAC RELIEF	971.00	0	.00	0	0
010-7103-420.13-15	MISC./ POLICE BUSINESS	79.39	0	.00	0	0
010-7103-420.13-16	SICK RELIEF/POLICE-FIRE	224.66	0	.00	0	0
010-7103-420.20-11	MEDICAL INSURANCE	11,425.75	0	.00	0	0
010-7103-420.20-12	DENTAL INSURANCE	1,500.81	0	.00	0	0
010-7103-420.20-13	LIFE INSURANCE	29.86	0	.00	0	0
010-7103-420.20-21	CASH-IN-LIEU	155.58	0	.00	0	0
010-7103-420.20-31	PERS/MISC OTHER	10,746.05	0	.00	0	0
010-7103-420.20-34	PARS (3.75%)	21.22	0	.00	0	0
010-7103-420.20-36	SRIP	181.68	0	.00	0	0
010-7103-420.20-40	MEDICARE TAX	625.61	0	.00	0	0
010-7103-420.20-63	MISC. EMP MEDICAL TRUSTS	380.17	0	.00	0	0
010-7103-420.20-71	WORKERS COMPENSATION CHAR	626.36	0	.00	0	0
010-7103-420.20-87	TERMINAL PAYOUTS-MISC.EMP	620.29	0	.00	0	0
010-7103-420.20-90	OTHER EMPLOYEE BENEFITS	1,276.63	0	.00	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 ACTUALS	ADJUSTED BUDGET	Y-T-D ACTUAL	CURRENT ENCUMBRANCES	UNPOSTED
010-7103-420.20-91	COMMUTER CHECK	19.47	0	.00	0	0
010-7104-420.11-01	MONTHLY RATED EMPLOYEES	616,432.65	607,620	577,350.14	0	0
010-7104-420.11-02	WAGE CONTINUATION PAYMENT	119.42	0	.00	0	0
010-7104-420.11-03	HOURLY AND DAILY RATED EM	.00	0	7,897.71	0	0
010-7104-420.11-10	UNIFORM POLICE	120,738.80	120,161	120,107.36	0	0
010-7104-420.11-51	RETRO PAY NO PERS & SRIP	.00	0	366.46	0	0
010-7104-420.11-59	REG RETRO GROSS ADJUST.	.00	0	79.85	0	0
010-7104-420.13-01	OT-MONTHLY RATED EMPLOYEE	12,320.31	5,254	1,538.26	0	0
010-7104-420.13-05	OT-HOLIDAY PAY	924.30	239	1,211.28	0	0
010-7104-420.13-12	POLICE/FIRE TRAINING	.00	476	1,657.87	0	0
010-7104-420.13-13	POLICE/FIRE-VAC RELIEF	.00	0	1,353.98	0	0
010-7104-420.20-11	MEDICAL INSURANCE	149,055.42	135,212	148,486.43	0	0
010-7104-420.20-12	DENTAL INSURANCE	17,856.78	14,865	17,512.25	0	0
010-7104-420.20-13	LIFE INSURANCE	378.71	367	357.94	0	0
010-7104-420.20-21	CASH-IN-LIEU	9,803.22	15,513	7,030.75	0	0
010-7104-420.20-31	PERS/MISC OTHER	200,662.93	211,643	201,049.43	0	0
010-7104-420.20-32	PERS/POLICE	57,470.27	59,972	59,252.49	0	0
010-7104-420.20-34	PARS (3.75%)	.00	0	297.89	0	0
010-7104-420.20-36	SRIP	21,208.47	21,207	19,322.34	0	0
010-7104-420.20-40	MEDICARE TAX	10,949.51	10,745	10,557.83	0	0
010-7104-420.20-63	MISC. EMP MEDICAL TRUSTS	14,524.82	17,134	16,680.23	0	0
010-7104-420.20-71	WORKERS COMPENSATION CHAR	24,569.28	28,414	24,979.10	0	0
010-7104-420.20-81	UNIFORM ALLOWANCE	4,900.00	5,600	4,200.00	0	0
010-7104-420.20-85	TERMINAL PAYOUTS-POLICE	4,386.81	4,333	4,277.92	0	0
010-7104-420.20-87	TERMINAL PAYOUTS-MISC.EMP	11,533.57	11,379	10,857.27	0	0
010-7104-420.20-90	OTHER EMPLOYEE BENEFITS	25,827.75	25,353	30,768.31	0	0
010-7104-420.20-91	COMPUTER CHECK	1,242.20	1,200	1,648.01	0	0
010-7104-420.30-38	MISC PROF SVCS	68,894.71	60,890	57,628.72	0	0
010-7104-420.30-42	OFFICE EQUIP MTC SVCS	41,214.18	8,000	7,137.29	0	0
010-7104-420.30-43	BLDG & STRUCTURES MTC SV	.00	500	50.98	0	0
010-7104-420.30-47	Software Maintenance	279.00	0	.00	0	0
010-7104-420.30-51	BANK CREDIT CARD FEES	248.19	1,000	354.44	0	0
010-7104-420.40-10	PROFESSIONAL DUES AND FEE	75.00	0	.00	0	0
010-7104-420.40-43	REFUSE	339.60	0	349.80	0	0
010-7104-420.40-61	COMMERCIAL TRAVEL	949.00	437	436.90	0	0
010-7104-420.40-62	MEALS & LODGING	3,275.16	3,725	3,509.62	0	0
010-7104-420.40-63	REGISTRATION/ADMIN FEES	4,020.00	7,835	7,835.00	0	0
010-7104-420.40-64	TRANSPORTATION	1,037.34	2,000	1,962.28	0	0
010-7104-420.40-70	ADVERTISING	153.60	500-	.00	0	0
010-7104-420.50-20	RENTAL OF EQUIP/VEHICLES	16,248.48	600	.00	0	0
010-7104-420.51-10	POSTAGE	4,726.36	3,000	5,680.34	0	0
010-7104-420.51-20	MESSENGER/DELIVERY	3,931.34	6,500	6,395.31	0	0
010-7104-420.55-11	OFFICE SUPPLIES	2,688.13	0	78.30	0	0
010-7104-420.55-50	FOOD	.00	500	135.77	0	0
010-7104-420.55-70	MISC.	31,396.43	34,205	33,910.10	0	0
010-7104-420.71-10	SMALL EQUIPMENT	354.66	802	757.08	0	0
010-7104-420.71-43	FURNITURE AND FIXTURES	1,246.93	2,800	2,626.66	0	0
010-7104-420.71-44	COMPUTERS AND PRINTERS	2,715.24	1,100	1,049.00	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 ACTUALS	ADJUSTED BUDGET	Y-T-D ACTUAL ENCUMBRANCES	UNPOSTED
010-7104-420.75-35	MAIL SERVICES	3,528.00	3,528	3,528.00	0
010-7202-420.11-01	MONTHLY RATED EMPLOYEES	98,604.34	132,847	157,055.74	0
010-7202-420.11-10	UNIFORM POLICE	13,475,740.51	14,339,413	13,804,681.21	0
010-7202-420.11-30	TEMP. DISABILITY PMTS	524,070.21	0	895,042.33	0
010-7202-420.11-51	RETRO PAY NO PERS & SRIP	.00	0	33.36	0
010-7202-420.11-58	OT RETRO GROSS ADJUSTMENT	100.42	0	1,063.49	0
010-7202-420.11-59	REG RETRO GROSS ADJUST.	232.02	0	7,812.84	0
010-7202-420.13-01	OT-MONTHLY RATED EMPLOYEE	1,093,041.82	234,966	620,228.54	0
010-7202-420.13-05	OT-HOLIDAY PAY	360,110.55	173,193	352,307.53	0
010-7202-420.13-11	POLICE/FIRE SPECIAL EVENT	89,230.66	77,624	108,987.99	0
010-7202-420.13-12	POLICE/FIRE TRAINING	209,335.80	172,220	303,492.77	0
010-7202-420.13-13	POLICE/FIRE-VAC RELIEF	156,279.22	110,906	401,512.69	0
010-7202-420.13-15	MISC. / POLICE BUSINESS	7,062.83	6,651	720.67	0
010-7202-420.13-16	SICK RELIEF/POLICE-FIRE	280,570.65	94,230	329,473.49	0
010-7202-420.13-17	SICK LEAVE / POLICE	.00	860	771.97	0
010-7202-420.13-38	WORK FOR PRIVATE PARTIES	.00	12,521	.00	0
010-7202-420.20-11	MEDICAL INSURANCE	1,486,956.67	1,552,699	1,632,458.65	0
010-7202-420.20-12	DENTAL INSURANCE	225,015.49	233,213	230,937.98	0
010-7202-420.20-13	LIFE INSURANCE	12,483.71	13,254	13,267.27	0
010-7202-420.20-21	CASH-IN-LIEU	104,407.63	102,674	114,008.77	0
010-7202-420.20-31	PERS/MISC OTHER	39,563.61	39,081	45,932.32	0
010-7202-420.20-32	PERS/POLICE	6,751,078.91	7,255,456	7,329,403.44	0
010-7202-420.20-34	PARS (3.75%)	20.98	0	.00	0
010-7202-420.20-36	SRIP	79,007.65	80,357	83,832.76	0
010-7202-420.20-40	MEDICARE TAX	211,413.99	187,528	218,294.90	0
010-7202-420.20-63	MISC. EMP MEDICAL TRUSTS	981,711.82	1,330,148	1,347,703.85	0
010-7202-420.20-71	WORKERS COMPENSATION CHAR	1,218,832.92	1,282,137	1,327,016.66	0
010-7202-420.20-72	TEMP DISABILITY PAYMENTS	252.18	0	.00	0
010-7202-420.20-81	UNIFORM ALLOWANCE	192,287.51	204,300	203,918.28	0
010-7202-420.20-85	TERMINAL PAYOUTS-POLICE	507,641.09	516,656	523,332.61	0
010-7202-420.20-87	TERMINAL PAYOUTS-MISC.EMP	2,795.66	2,195	2,823.39	0
010-7202-420.20-90	OTHER EMPLOYEE BENEFITS	248,062.09	249,736	256,655.40	0
010-7202-420.20-91	COMMUTER CHECK	351.55	720	1,289.67	0
010-7202-420.30-38	MISC PROF SVCS	14,076.26	12,087	12,085.00	0
010-7202-420.30-44	FIELD EQUIP MTC SVCS	.00	880	324.10	0
010-7202-420.30-47	Software Maintenance	1,583.94	3,168	3,167.88	0
010-7202-420.40-33	CELLULAR	.00	2,600	2,590.88	0
010-7202-420.40-61	COMMERCIAL TRAVEL	1,046.80	2,400	2,203.18	0
010-7202-420.40-62	MEALS & LODGING	586.31	6,342	6,318.18	0
010-7202-420.40-63	REGISTRATION/ADMIN FEES	5,995.00	12,310	12,180.00	0
010-7202-420.40-64	TRANSPORTATION	311.20	1,500	1,470.17	0
010-7202-420.40-80	BOOKS AND PUBLICATIONS	672.71	0	.00	0
010-7202-420.50-10	RENTAL OF LAND/BUILDINGS	4,754.00	7,700	6,705.13	0
010-7202-420.50-20	RENTAL OF EQUIP/VEHICLES	1,466.42	1,800	1,430.27	0
010-7202-420.51-10	POSTAGE	43.70	0	46.56	0
010-7202-420.55-11	OFFICE SUPPLIES	42.75	0	43.65	0
010-7202-420.55-20	FIELD SUPPLIES	3,657.49	3,327	2,660.62	0
010-7202-420.55-21	AMMUNITIONS & EXPLOSIVES	.00	2,438	2,429.43	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 ACTUALS	ADJUSTED BUDGET	Y-T-D ACTUAL	CURRENT ENCUMBRANCES	UNPOSTED
010-7202-420.55-40	CLOTHING	894.63	400	.00	0	0
010-7202-420.55-50	FOOD	14,420.43	7,286	3,330.37	0	0
010-7202-420.55-70	MISC.	16,041.55	61,561	60,392.79	0	0
010-7202-420.70-41	MACHINERY AND EQUIPMENT	.00	7,636	4,679.70	0	0
010-7202-420.70-44	COMPUTERS & PRINTERS	.00	1,600	1,685.76	0	0
010-7202-420.71-10	SMALL EQUIPMENT	1,744.98	6,775	6,753.59	0	0
010-7202-420.71-41	MACHINERY AND EQUIPMENT	3,959.49	0	980.99	0	0
010-7202-420.71-43	FURNITURE AND FIXTURES	2,222.51	0	.00	0	0
010-7202-420.71-44	COMPUTERS AND PRINTERS	.00	650	644.60	0	0
010-7202-420.75-15	NON-ROUTINE FACILITY MTC	22,725.78	0	.00	0	0
010-7202-420.99-01	APPROPRIATIONS ORD #1	.00	4,307-	.00	0	0
010-7202-420.99-11	APPROP ORD #1 OFFSET	.00	4,307	.00	0	0
010-7203-420.11-03	HOURLY AND DAILY RATED EM	183,801.30	196,406	185,138.84	0	0
010-7203-420.11-59	REG RETRO GROSS ADJUST.	.00	0	633.76	0	0
010-7203-420.13-01	OT-MONTHLY RATED EMPLOYEE	6,855.92	6,786	8,150.50	0	0
010-7203-420.13-11	POLICE/FIRE SPECIAL EVENT	.00	870	.00	0	0
010-7203-420.13-13	POLICE/FIRE-VAC RELIEF	.00	0	29.67	0	0
010-7203-420.13-38	WORK FOR PRIVATE PARTIES	148,633.45	148,615	132,547.20	0	0
010-7203-420.20-34	PARS (3.75%)	2,673.87	1,740	2,527.37	0	0
010-7203-420.20-40	MEDICARE TAX	4,722.66	0	4,615.96	0	0
010-7203-420.20-71	WORKERS COMPENSATION CHAR	25,384.23	0	25,373.48	0	0
010-7203-420.27-20	FRINGE BENEFITS (BUDGET)	.00	4,682	.00	0	0
010-7203-420.40-20	INSURANCE	.00	1,500	.00	0	0
010-7203-420.55-70	MISC.	.00	260	67.14	0	0
010-7206-420.11-01	MONTHLY RATED EMPLOYEES	2,631,340.72	2,776,471	2,578,341.35	0	0
010-7206-420.11-02	WAGE CONTINUATION PAYMENT	.00	0	1,556.36	0	0
010-7206-420.11-03	HOURLY AND DAILY RATED EM	32,686.25	81,475	47,443.92	0	0
010-7206-420.11-30	TEMP. DISABILITY PMTS	.00	0	3,088.96	0	0
010-7206-420.11-51	RETRO PAY NO PERS & SRIP	705.65	0	152.29	0	0
010-7206-420.13-01	OT-MONTHLY RATED EMPLOYEE	456,643.76	202,980	478,765.36	0	0
010-7206-420.13-05	OT-HOLIDAY PAY	50,171.08	15,471	46,747.76	0	0
010-7206-420.13-11	POLICE/FIRE SPECIAL EVENT	.00	0	910.70	0	0
010-7206-420.13-12	POLICE/FIRE TRAINING	11,696.93	1,531	15,848.31	0	0
010-7206-420.13-13	POLICE/FIRE-VAC RELIEF	96,148.66	82,724	179,769.03	0	0
010-7206-420.13-15	MISC./ POLICE BUSINESS	207.66	4,279	4,097.67	0	0
010-7206-420.13-16	SICK RELIEF/POLICE-FIRE	77,385.23	42,763	80,956.13	0	0
010-7206-420.13-17	MISC LEAVE / POLICE	.00	0	106.75	0	0
010-7206-420.20-11	MEDICAL INSURANCE	423,428.60	426,695	388,221.30	0	0
010-7206-420.20-12	DENTAL INSURANCE	52,593.36	55,082	48,447.36	0	0
010-7206-420.20-13	LIFE INSURANCE	867.34	959	858.03	0	0
010-7206-420.20-21	CASH-IN-LIEU	11,649.20	7,757	19,853.67	0	0
010-7206-420.20-31	PERS/MISC OTHER	863,398.55	965,742	887,499.66	0	0
010-7206-420.20-34	PARS (3.75%)	1,225.75	3,055	1,784.85	0	0
010-7206-420.20-36	SRIP	80,613.40	76,348	69,881.53	0	0
010-7206-420.20-40	MEDICARE TAX	47,737.24	36,435	50,128.99	0	0
010-7206-420.20-63	MISC. EMP MEDICAL TRUSTS	28,378.75	30,965	28,252.37	0	0
010-7206-420.20-71	WORKERS COMPENSATION CHAR	55,083.28	68,548	64,770.97	0	0
010-7206-420.20-81	UNIFORM ALLOWANCE	41,030.76	40,600	37,584.61	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 ACTUALS	ADJUSTED BUDGET	Y-T-D ACTUAL	CURRENT ENCUMBRANCES	UNPOSTED
010-7206-420.20-87	TERMINAL PAYOUTS-MISC.EMP	47,305.00	52,421	46,526.74	0	0
010-7206-420.20-90	OTHER EMPLOYEE BENEFITS	97,369.79	107,319	116,229.94	0	0
010-7206-420.20-91	COMPUTER CHECK	2,096.50	2,640	2,718.53	0	0
010-7206-420.27-20	FRINGE BENEFITS(BUDGET)	.00	8,221	.00	0	0
010-7206-420.30-44	FIELD EQUIP MTC SVCS	.00	500	.00	0	0
010-7206-420.30-47	Software Maintenance	8,997.99	7,200	7,008.99	0	0
010-7206-420.40-10	PROFESSIONAL DUES AND FEE	2,670.00	1,650	1,633.25	0	0
010-7206-420.40-50	PRINTING AND BINDING	.00	195	.00	0	0
010-7206-420.40-63	REGISTRATION/ADMIN FEES	.00	300	70.00	0	0
010-7206-420.40-80	BOOKS AND PUBLICATIONS	.00	430	.00	0	0
010-7206-420.55-11	OFFICE SUPPLIES	156.00	1,000	339.24	0	0
010-7206-420.55-70	MISC.	2,074.80	1,055	549.76	0	0
010-7206-420.70-41	MACHINERY AND EQUIPMENT	.00	2,114	1,693.22	0	0
010-7206-420.71-10	SMALL EQUIPMENT	.00	500	460.33	0	0
010-7206-420.71-43	FURNITURE AND FIXTURES	2,458.30	3,105	2,634.80	0	0
010-7206-420.75-15	NON-ROUTINE FACILITY MTC	929.03	900	.00	0	0
010-7301-420.11-10	UNIFORM POLICE	2,592,102.51	2,563,951	2,603,747.35	0	0
010-7301-420.11-58	OT RETRO GROSS ADJUSTMENT	.00	0	222.41	0	0
010-7301-420.11-59	REG RETRO GROSS ADJUST.	.00	0	911.13	0	0
010-7301-420.13-01	OT-MONTHLY RATED EMPLOYEE	186,376.78	173,495	247,666.05	0	0
010-7301-420.13-05	OT-HOLIDAY PAY	26,579.55	16,517	38,022.93	0	0
010-7301-420.13-11	POLICE/FIRE SPECIAL EVENT	240.22	322	1,536.40	0	0
010-7301-420.13-38	WORK FOR PRIVATE PARTIES	99,907.47	17,895	74,667.47	0	0
010-7301-420.20-11	MEDICAL INSURANCE	282,445.92	296,393	287,797.48	0	0
010-7301-420.20-12	DENTAL INSURANCE	37,542.05	39,294	36,379.55	0	0
010-7301-420.20-13	LIFE INSURANCE	2,211.44	2,256	2,169.81	0	0
010-7301-420.20-21	CASH-IN-LIEU	18,613.73	14,773	17,702.50	0	0
010-7301-420.20-32	PERS/POLICE	1,240,079.99	1,283,920	1,286,638.26	0	0
010-7301-420.20-36	SRIP	12,265.97	12,960	11,416.36	0	0
010-7301-420.20-40	MEDICARE TAX	39,080.19	33,333	39,986.86	0	0
010-7301-420.20-63	MISC. EMP MEDICAL TRUSTS	177,458.50	233,914	231,157.71	0	0
010-7301-420.20-71	WORKERS COMPENSATION CHAR	210,283.07	226,128	226,417.90	0	0
010-7301-420.20-81	UNIFORM ALLOWANCE	38,600.00	38,500	35,258.66	0	0
010-7301-420.20-85	TERMINAL PAYOUTS-POLICE	91,872.90	90,936	89,921.64	0	0
010-7301-420.20-90	OTHER EMPLOYEE BENEFITS	43,852.81	43,164	42,706.93	0	0
010-7301-420.20-91	COMPUTER CHECK	242.51	240	511.24	0	0
010-7301-420.30-38	MISC PROF SVCS	39,611.90	93,511	94,890.59	0	0
010-7301-420.30-47	Software Maintenance	21,351.19	10,667	13,161.98	0	0
010-7301-420.40-61	COMMERCIAL TRAVEL	510.18	3,871	2,274.15	0	0
010-7301-420.40-62	MEALS & LODGING	2,524.02	4,330	4,288.70	0	0
010-7301-420.40-63	REGISTRATION/ADMIN FEES	4,050.00	4,115	4,052.00	0	0
010-7301-420.40-64	TRANSPORTATION	213.42	1,633	10,077.70	0	0
010-7301-420.40-80	BOOKS AND PUBLICATIONS	.00	100	.00	0	0
010-7301-420.55-11	OFFICE SUPPLIES	800.83	43	38.38	0	0
010-7301-420.55-40	CLOTHING	.00	4,657	4,288.72	0	0
010-7301-420.55-70	MISC.	1,393.80	1,565	1,386.55	0	0
010-7301-420.70-41	MACHINERY AND EQUIPMENT	.00	90	.00	0	0
010-7301-420.70-47	COMPUTER SOFTWARES & LIC	.00	2,915	2,495.00	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 ACTUALS	ADJUSTED BUDGET	Y-T-D ACTUAL	CURRENT ENCUMBRANCES	UNPOSTED
010-7301-420.71-10	SMALL EQUIPMENT	949.39	4,800	4,781.12	0	0
010-7301-420.71-44	COMPUTERS AND PRINTERS	713.49	10	.00	0	0
010-7302-420.11-01	MONTHLY RATED EMPLOYEES	60,882.38	60,849	62,774.42	0	0
010-7302-420.11-03	HOURLY AND DAILY RATED EM	154,018.43	203,415	162,984.40	0	0
010-7302-420.11-10	UNIFORM POLICE	912,916.27	911,724	920,239.39	0	0
010-7302-420.11-30	TEMP. DISABILITY PMTS	5,726.70	0	26,456.45	0	0
010-7302-420.11-51	RETRO PAY NO PERS & SRIP	.00	0	806.83	0	0
010-7302-420.11-58	OT RETRO GROSS ADJUSTMENT	.00	0	105.62	0	0
010-7302-420.11-59	REG RETRO GROSS ADJUST.	.00	0	339.79	0	0
010-7302-420.13-01	OT-MONTHLY RATED EMPLOYEE	29,037.82	8,275	29,461.52	0	0
010-7302-420.13-05	OT-HOLIDAY PAY	14,956.39	5,374	18,365.70	0	0
010-7302-420.13-11	POLICE/FIRE SPECIAL EVENT	.00	1,118	.00	0	0
010-7302-420.13-12	POLICE/FIRE TRAINING	.00	0	333.29	0	0
010-7302-420.20-11	MEDICAL INSURANCE	94,209.73	95,710	99,305.22	0	0
010-7302-420.20-12	DENTAL INSURANCE	14,359.50	14,237	14,393.72	0	0
010-7302-420.20-13	LIFE INSURANCE	814.75	818	833.52	0	0
010-7302-420.20-21	CASH-IN-LIEU	7,651.79	7,757	7,677.74	0	0
010-7302-420.20-31	PERS/MISC OTHER	19,727.38	20,980	21,665.00	0	0
010-7302-420.20-32	PERS/POLICE	442,283.48	457,594	472,520.92	0	0
010-7302-420.20-34	PARS (3.75%)	5,775.92	7,628	6,142.18	0	0
010-7302-420.20-36	SRIP	6,044.01	6,808	6,444.59	0	0
010-7302-420.20-40	MEDICARE TAX	16,014.18	13,059	16,298.81	0	0
010-7302-420.20-63	MISC. EMP MEDICAL TRUSTS	64,869.18	94,583	87,151.36	0	0
010-7302-420.20-71	WORKERS COMPENSATION CHAR	82,915.12	82,039	90,500.83	0	0
010-7302-420.20-81	UNIFORM ALLOWANCE	15,712.50	15,800	14,300.00	0	0
010-7302-420.20-85	TERMINAL PAYOUTS-POLICE	33,327.68	32,658	33,661.60	0	0
010-7302-420.20-87	TERMINAL PAYOUTS-MISC.EMP	1,101.67	1,097	1,136.07	0	0
010-7302-420.20-90	OTHER EMPLOYEE BENEFITS	18,174.99	17,749	19,036.44	0	0
010-7302-420.20-91	COMMUTER CHECK	242.00	240	244.01	0	0
010-7302-420.27-20	FRINGE BENEFITS (BUDGET)	.00	20,525	.00	0	0
010-7302-420.30-38	MISC PROF SVCS	80.51	21,200	14,126.98	0	0
010-7302-420.30-44	FIELD EQUIP MTC SVCS	712.00	0	.00	0	0
010-7302-420.40-41	WATER	3,840.43	2,992	2,139.73	0	0
010-7302-420.40-42	GAS/ELECTRICITY	7,516.03	8,281	7,822.55	0	0
010-7302-420.40-43	REFUSE	2,947.80	0	3,024.00	0	0
010-7302-420.40-46	MISCELLANEOUS	.00	494	.00	0	0
010-7302-420.40-50	PRINTING AND BINDING	.00	4,075	.00	0	0
010-7302-420.40-61	COMMERCIAL TRAVEL	.00	200	40.00	0	0
010-7302-420.40-62	MEALS & LODGING	.00	1,000	551.17	0	0
010-7302-420.40-63	REGISTRATION/ADMIN FEES	5,560.00	0	.00	0	0
010-7302-420.40-80	BOOKS AND PUBLICATIONS	.00	110	.00	0	0
010-7302-420.50-10	RENTAL OF LAND/BUILDINGS	107,524.07	88,535	78,000.00	0	0
010-7302-420.55-11	OFFICE SUPPLIES	.00	1,000	400.20	0	0
010-7302-420.55-40	CLOTHING	3,108.34	4,000	3,410.46	0	0
010-7302-420.55-70	MISC.	894.74	2,558	1,706.22	0	0
010-7302-420.70-43	FURNITURE AND FIXTURES	.00	2,000	1,835.23	0	0
010-7302-420.71-10	SMALL EQUIPMENT	.00	253	.00	0	0
010-7302-420.75-10	FACILITIES MTC SVCS	.00	442	442.00	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 ACTUALS	ADJUSTED BUDGET	Y-T-D ACTUAL ENCUMBRANCES	UNPOSTED
010-7303-420.11-01	MONTHLY RATED EMPLOYEES	261,207.64	320,133	162,107.93	0
010-7303-420.11-02	WAGE CONTINUATION PAYMENT	1,501.99	0	.00	0
010-7303-420.11-30	TEMP. DISABILITY PMTS	39,411.55	0	1,920.10	0
010-7303-420.11-51	RETRO PAY NO PERS & SRIP	.00	0	45.99	0
010-7303-420.13-01	OT-MONTHLY RATED EMPLOYEE	23,623.12	20,454	15,038.43	0
010-7303-420.13-05	OT-HOLIDAY PAY	6,960.70	4,312	3,270.47	0
010-7303-420.13-38	WORK FOR PRIVATE PARTIES	.00	2,066	.00	0
010-7303-420.20-11	MEDICAL INSURANCE	65,672.57	80,002	39,979.36	0
010-7303-420.20-12	DENTAL INSURANCE	9,432.20	9,140	5,533.70	0
010-7303-420.20-13	LIFE INSURANCE	143.02	141	85.77	0
010-7303-420.20-21	CASH-IN-LIEU	1,143.86	0	.00	0
010-7303-420.20-31	PERS/MISC OTHER	96,322.08	113,163	59,880.52	0
010-7303-420.20-36	SRIP	10,990.31	11,290	3,082.93	0
010-7303-420.20-40	MEDICARE TAX	4,833.36	4,762	2,830.05	0
010-7303-420.20-63	MISC. EMP MEDICAL TRUSTS	3,203.10	3,135	1,686.37	0
010-7303-420.20-71	WORKERS COMPENSATION CHAR	15,024.74	17,731	9,398.17	0
010-7303-420.20-72	TEMP DISABILITY PAYMENTS	18,249.56	0	.00	0
010-7303-420.20-81	UNIFORM ALLOWANCE	7,484.62	7,000	3,392.31	0
010-7303-420.20-87	TERMINAL PAYOUTS-MISC.EMP	5,830.79	5,956	3,173.63	0
010-7303-420.20-90	OTHER EMPLOYEE BENEFITS	11,999.68	12,195	10,113.65	0
010-7303-420.20-91	COMPUTER CHECK	93.97	720	438.00	0
010-7303-420.30-38	MISC PROF SVCS	365,357.63	670,825	517,217.72	0
010-7303-420.30-43	BLDG & STRUCTURES MISC SV	.00	7,800	5,209.01	0
010-7303-420.55-70	MISC.	.00	5,000	3,496.94	0
010-7303-420.65-80	OTHER INFRASTRUCTURE	.00	8,000	.00	0
010-7303-420.70-47	COMPUTER SOFTWARES & LIC	.00	1,200	1,080.00	0
010-7304-420.11-10	UNIFORM POLICE	1,291,349.54	1,362,540	990,014.96	0
010-7304-420.11-30	TEMP. DISABILITY PMTS	50,183.64	0	83,477.53	0
010-7304-420.11-58	OT RETRO GROSS ADJUSTMENT	.00	0	183.88	0
010-7304-420.11-59	REG RETRO GROSS ADJUST.	.00	0	466.87	0
010-7304-420.13-01	OT-MONTHLY RATED EMPLOYEE	118,568.63	133,809	105,604.35	0
010-7304-420.13-05	OT-HOLIDAY PAY	17,456.59	10,497	17,063.03	0
010-7304-420.13-11	POLICE/FIRE SPECIAL EVENT	4,703.68	15,792	.00	0
010-7304-420.20-11	MEDICAL INSURANCE	133,189.49	144,829	110,247.98	0
010-7304-420.20-12	DENTAL INSURANCE	18,267.91	20,681	13,855.01	0
010-7304-420.20-13	LIFE INSURANCE	1,195.94	1,241	934.21	0
010-7304-420.20-21	CASH-IN-LIEU	13,095.52	7,757	11,628.28	0
010-7304-420.20-32	PERS/POLICE	644,308.36	682,027	533,744.35	0
010-7304-420.20-36	SRIP	5,847.88	7,128	4,743.42	0
010-7304-420.20-40	MEDICARE TAX	19,793.12	18,867	15,391.30	0
010-7304-420.20-63	MISC. EMP MEDICAL TRUSTS	94,219.36	125,896	98,627.42	0
010-7304-420.20-71	WORKERS COMPENSATION CHAR	105,010.42	120,113	84,122.50	0
010-7304-420.20-81	UNIFORM ALLOWANCE	20,700.00	19,900	14,838.46	0
010-7304-420.20-85	TERMINAL PAYOUTS-POLICE	48,856.70	48,943	36,444.48	0
010-7304-420.20-90	OTHER EMPLOYEE BENEFITS	23,320.25	23,232	18,260.57	0
010-7304-420.30-38	MISC PROF SVCS	21,320.00	38,432	32,361.37	0
010-7304-420.30-47	Software Maintenance	.00	1,070	1,069.89	0
010-7304-420.40-61	COMMERCIAL TRAVEL	.00	500	151.96	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 ACTUALS	ADJUSTED BUDGET	Y-T-D ACTUAL	CURRENT ENCUMBRANCES	UNPOSTED
010-7304-420.40-62	MEALS & LODGING	.00	3,000	421.54	0	0
010-7304-420.40-63	REGISTRATION/ADMIN FEES	575.00	2,575	.00	0	0
010-7304-420.40-64	TRANSPORTATION	225.00	300	250.00	0	0
010-7304-420.50-20	RENTAL OF EQUIP/VEHICLES	21,227.75	28,768	27,341.00	0	0
010-7304-420.55-40	CLOTHING	1,500.08	1,540	.00	0	0
010-7304-420.55-70	MISC.	312.92	680	321.30	0	0
010-7304-420.70-47	COMPUTER SOFTWARES & LIC	.00	0	2,495.00-	0	0
010-7304-420.71-10	SMALL EQUIPMENT	.00	6	.00	0	0
010-7304-420.71-47	SOFTWARE	.00	594	540.00	0	0
010-7305-420.11-01	MONTHLY RATED EMPLOYEES	95,335.24	94,970	95,999.04	0	0
010-7305-420.11-10	UNIFORM POLICE	120,738.80	120,161	125,048.43	0	0
010-7305-420.11-58	OT RETRO GROSS ADJUSTMENT	.00	0	19.25	0	0
010-7305-420.11-59	REG RETRO GROSS ADJUST.	.00	0	44.58	0	0
010-7305-420.13-01	OT-MONTHLY RATED EMPLOYEE	.04-	246	1,022.98	0	0
010-7305-420.13-05	OT-HOLIDAY PAY	2,195.23	0	2,490.26	0	0
010-7305-420.20-11	MEDICAL INSURANCE	36,787.21	37,330	39,360.28	0	0
010-7305-420.20-12	DENTAL INSURANCE	4,174.93	4,136	4,181.59	0	0
010-7305-420.20-13	LIFE INSURANCE	168.57	169	172.49	0	0
010-7305-420.20-31	PERS/MISC OTHER	30,891.35	32,853	33,270.05	0	0
010-7305-420.20-32	PERS/POLICE	58,801.68	59,972	62,905.58	0	0
010-7305-420.20-36	SRIP	2,863.24	2,980	2,842.82	0	0
010-7305-420.20-40	MEDICARE TAX	3,060.92	2,983	3,155.61	0	0
010-7305-420.20-63	MISC. EMP MEDICAL TRUSTS	13,067.70	15,609	16,083.68	0	0
010-7305-420.20-71	WORKERS COMPENSATION CHAR	9,916.05	12,431	11,091.90	0	0
010-7305-420.20-81	UNIFORM ALLOWANCE	2,900.00	1,400	2,900.00	0	0
010-7305-420.20-85	TERMINAL PAYOUTS-POLICE	4,432.67	4,333	4,471.26	0	0
010-7305-420.20-87	TERMINAL PAYOUTS-MISC.EMP	1,811.35	1,804	1,823.97	0	0
010-7305-420.20-90	OTHER EMPLOYEE BENEFITS	5,843.40	5,751	6,581.75	0	0
010-7305-420.20-91	COMPUTER CHECK	115.01	240	244.99	0	0
010-7305-420.40-50	PRINTING AND BINDING	.00	2,860	.00	0	0
010-7305-420.55-11	OFFICE SUPPLIES	746.07	0	.00	0	0
010-7305-420.55-20	FIELD SUPPLIES	.00	2,060	823.74	0	0
010-7305-420.55-70	MISC.	87.18	0	.00	0	0
010-7305-420.70-41	MACHINERY AND EQUIPMENT	.00	1,300	.00	0	0
010-7305-420.70-43	FURNITURE AND FIXTURES	.00	1,200	.00	0	0
010-7305-420.71-10	SMALL EQUIPMENT	1,347.76	1,215	819.06	0	0
010-7307-420.11-01	MONTHLY RATED EMPLOYEES	302,791.58	291,653	358,078.52	0	0
010-7307-420.13-01	OT-MONTHLY RATED EMPLOYEE	10,712.04	6,785	35,541.46	0	0
010-7307-420.13-05	OT-HOLIDAY PAY	16,048.97	6,056	18,525.01	0	0
010-7307-420.13-12	POLICE/FIRE TRAINING	746.29	0	683.64	0	0
010-7307-420.13-13	POLICE/FIRE-VAC RELIEF	16,340.48	4,191	5,145.53	0	0
010-7307-420.13-16	SICK RELIEF/POLICE-FIRE	.00	300	1,447.92	0	0
010-7307-420.13-17	MISC LEAVE / POLICE	1,479.61	605	1,415.81	0	0
010-7307-420.20-11	MEDICAL INSURANCE	34,393.46	35,085	43,701.68	0	0
010-7307-420.20-12	DENTAL INSURANCE	5,503.29	5,484	7,202.86	0	0
010-7307-420.20-13	LIFE INSURANCE	139.91	141	168.40	0	0
010-7307-420.20-21	CASH-IN-LIEU	7,198.60	7,124	7,124.40	0	0
010-7307-420.20-31	PERS/MISC OTHER	99,927.75	102,827	119,598.88	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 ACTUALS	ADJUSTED BUDGET	Y-T-D ACTUAL	CURRENT ENCUMBRANCES	UNPOSTED
010-7307-420.20-36	SRIP	9,314.94	9,177	11,576.61	0	0
010-7307-420.20-40	MEDICARE TAX	5,355.55	4,677	6,481.13	0	0
010-7307-420.20-63	MISC. EMP MEDICAL TRUSTS	6,078.50	5,984	6,550.73	0	0
010-7307-420.20-71	WORKERS COMPENSATION CHAR	14,750.05	16,497	20,180.89	0	0
010-7307-420.20-81	UNIFORM ALLOWANCE	5,600.00	5,600	7,000.00	0	0
010-7307-420.20-87	TERMINAL PAYOUTS-MISC.EMP	5,535.00	5,515	6,598.53	0	0
010-7307-420.20-90	OTHER EMPLOYEE BENEFITS	11,389.91	11,292	16,402.20	0	0
010-7307-420.20-91	COMPUTER CHECK	.00	0	58.00	0	0
010-7307-420.30-38	MISC PROF SVCS	10,340.00	998	.00	0	0
010-7307-420.55-20	FIELD SUPPLIES	1,894.32	9,075	7,575.55	0	0
010-7307-420.55-70	MISC.	.00	4,500	4,414.90	0	0
010-7307-420.70-41	MACHINERY AND EQUIPMENT	4,542.40	5,000	4,585.65	0	0
010-7307-420.70-47	COMPUTER SOFTWARES & LIC	3,495.00	0	.00	0	0
010-7307-420.71-10	SMALL EQUIPMENT	3,550.33	0	.00	0	0
010-7307-420.71-44	COMPUTERS AND PRINTERS	1,552.83	750	710.66	0	0
014-7304-410.30-38	MISC PROF SVCS	121.28	0	.00	0	0
014-7304-420.30-38	MISC PROF SVCS	202.74	13,000	.00	0	0
014-7304-420.30-43	BLDG & STRUCTURES. MTCs SV	7,627.71	0	.00	0	0
014-7304-420.30-47	Software Maintenance	.00	23,500	23,498.88	0	0
014-7304-420.40-61	COMMERCIAL TRAVEL	2,064.90	1,000	.00	0	0
014-7304-420.40-62	MEALS & LODGING	13,876.20	26,000	15,091.74	0	0
014-7304-420.40-63	REGISTRATION/ADMIN FEES	12,931.90	10,500	9,349.90	0	0
014-7304-420.40-64	TRANSPORTATION	595.53	2,500	.00	0	0
014-7304-420.55-21	AMMUNITIONS & EXPLOSIVES	50,170.11	46,018	.00	0	0
014-7304-420.55-40	CLOTHING	5,075.09	23,815	23,789.19	0	0
014-7304-420.55-70	MISC.	30.00	3,238	1,722.08	0	0
014-7304-420.70-41	MACHINERY AND EQUIPMENT	33,951.39	62,500	.00	0	0
014-7304-420.70-44	COMPUTERS & PRINTERS	.00	5,000	.00	0	0
014-7304-420.71-10	SMALL EQUIPMENT	21,952.71	30,000	26,939.88	0	0
014-7304-420.71-43	FURNITURE AND FIXTURES	.00	3,000	.00	0	0
017-7302-420.13-01	OT-MONTHLY RATED EMPLOYEE	66,588.90	287,372	170,977.35	0	0
017-7302-420.20-36	SRIP	726.80	0	671.97	0	0
017-7302-420.20-40	MEDICARE TAX	906.56	0	2,346.89	0	0
017-7302-420.20-71	WORKERS COMPENSATION CHAR	4,111.69	0	10,589.80	0	0
017-7302-420.30-38	MISC PROF SVCS	.00	150	.00	0	0
017-7302-420.40-50	PRINTING AND BINDING	.00	1,200	213.53	0	0
017-7302-420.40-61	COMMERCIAL TRAVEL	.00	1,000	656.84	0	0
017-7302-420.40-62	MEALS & LODGING	.00	3,250	2,864.12	0	0
017-7302-420.40-63	REGISTRATION/ADMIN FEES	580.00	1,400	1,400.00	0	0
017-7302-420.40-64	TRANSPORTATION	462.67	2,150	763.49	0	0
017-7302-420.55-40	CLOTHING	108.62	0	.00	0	0
017-7302-420.55-70	MISC.	1,321.81	4,580	1,592.56	0	0
017-7302-420.70-41	MACHINERY AND EQUIPMENT	3,569.75	2,550	1,203.41	0	0
017-7302-420.71-10	SMALL EQUIPMENT	1,586.72	950	905.54	0	0
017-7302-420.99-02	APPROPRIATIONS ORD #2	.00	180,000	.00	0	0
017-7302-420.99-12	APPRO ORD #2 OFFSET	.00	180,000	.00	0	0
072-7306-420.13-01	OT-MONTHLY RATED EMPLOYEE	55,958.61	61,210	60,029.15	0	0
072-7306-420.20-36	SRIP	136.87	200	162.26	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 ACTUALS	ADJUSTED BUDGET	Y-T-D ACTUAL	CURRENT ENCUMBRANCES	UNPOSTED
072-7306-420.20-40	MEDICARE TAX	766.82	800	831.88	0	0
072-7306-420.20-71	WORKERS COMPENSATION CHAR	3,157.67	3,300	3,505.68	0	0
072-7306-420.30-38	MISC PROF SVCS	0	0	.00	0	0
072-7306-420.40-61	COMMERICAL TRAVEL	231.00	0	.00	0	0
072-7306-420.40-62	MEALS & LODGING	1,278.50	1,430	1,429.24	0	0
072-7306-420.40-63	REGISTRATION/ADMIN FEES	450.00	450	450.00	0	0
072-7306-420.40-64	TRANSPORTATION	306.00	190	189.95	0	0
072-7306-420.50-20	RENTAL OF EQUIP/VEHICLES	778.20	1,200	1,182.42	0	0
072-7306-420.55-70	MISC.	57.43	620	315.15	0	0
072-7306-420.70-41	MACHINERY AND EQUIPMENT	.00	1,500	1,542.52	0	0
072-7306-420.70-44	COMPUTERS & PRINTERS	1,251.44	0	.00	0	0
072-7306-420.71-10	SMALL EQUIPMENT	180.34	0	.00	0	0
072-7306-420.99-01	APPROPRIATIONS ORD #1	.00	20,446	.00	0	0
072-7306-420.99-11	APPROP ORD #1 OFFSET	.00	20,446	.00	0	0
367-7202-420.11-01	MONTHLY RATED EMPLOYEES	59,869.66	0	233,204.87	0	0
367-7202-420.11-03	HOURLY AND DAILY RATED EM	.00	51,246	.00	0	0
367-7202-420.11-10	UNIFORM POLICE	175,015.22	622,563	146,504.02	0	0
367-7202-420.11-58	OT RETRO GROSS ADJUSTMENT	.00	0	194.00	0	0
367-7202-420.11-59	REG RETRO GROSS ADJUST.	.00	0	1,202.45	0	0
367-7202-420.13-01	OT-MONTHLY RATED EMPLOYEE	.00	50,000	12,325.75	0	0
367-7202-420.13-05	OT-HOLIDAY PAY	7,371.07	14,486	6,001.83	0	0
367-7202-420.20-11	MEDICAL INSURANCE	29,306.70	53,749	40,860.72	0	0
367-7202-420.20-12	DENTAL INSURANCE	5,798.14	12,408	9,070.71	0	0
367-7202-420.20-13	LIFE INSURANCE	242.54	677	261.01	0	0
367-7202-420.20-21	CASH-IN-LIEU	.00	0	545.26	0	0
367-7202-420.20-31	PERS/MISC OTHER	10,842.74	0	54,470.35	0	0
367-7202-420.20-32	PERS/POLICE	90,921.12	311,286	78,029.76	0	0
367-7202-420.20-34	PARS (3.75%)	.00	1,922	.00	0	0
367-7202-420.20-36	SRIP	4,979.28	3,888	14,343.29	0	0
367-7202-420.20-40	MEDICARE TAX	3,236.64	5,749	5,387.08	0	0
367-7202-420.20-63	MISC. EMP MEDICAL TRUSTS	15,468.28	59,243	22,419.47	0	0
367-7202-420.20-71	WORKERS COMPENSATION CHAR	18,445.57	54,515	30,933.27	0	0
367-7202-420.20-81	UNIFORM ALLOWANCE	1,884.61	8,400	2,261.55	0	0
367-7202-420.20-85	TERMINAL PAYOUTS-POLICE	7,231.25	23,031	5,995.18	0	0
367-7202-420.20-87	TERMINAL PAYOUTS-MISC.EMP	926.13	0	4,303.38	0	0
367-7202-420.20-90	OTHER EMPLOYEE BENEFITS	5,357.62	10,932	14,549.18	0	0
367-7202-420.27-20	FRINGE BENEFITS(BUDGET)	.00	5,171	.00	0	0
367-7202-420.30-38	MISC PROF SVCS	100,795.55	92,402	92,397.50	0	0
367-7202-420.30-42	OFFICE EQUIP MTC SVCS	40,000.00	50,000	50,000.00	0	0
367-7202-420.30-43	BLDG & STRUCTURES MTC SV	3,003.00	0	.00	0	0
367-7202-420.30-47	Software Maintenance	9,000.00	8,601	8,601.00	0	0
367-7202-420.40-31	TELEPHONES	131,805.16	112,748	170,810.68	0	0
367-7202-420.40-33	CELLULAR	64,000.00	36,000	22,595.28	0	0
367-7202-420.40-61	COMMERICAL TRAVEL	1,012.40	1,300	1,260.03	0	0
367-7202-420.40-62	MEALS & LODGING	.00	1,600	812.34	0	0
367-7202-420.40-64	TRANSPORTATION	.00	200	.00	0	0
367-7202-420.55-70	MISC.	1,272.74	0	.00	0	0
367-7202-420.70-41	MACHINERY AND EQUIPMENT	.00	3,299	.00	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 ACTUALS	ADJUSTED BUDGET	Y-T-D ACTUAL	CURRENT ENCUMBRANCES	UNPOSTED
367-7202-420.71-43	FURNITURE AND FIXTURES	2,950.33	0	.00	0	0
840-7302-420.30-38	MISC PROF SVCS	76.68	0	.00	0	0
840-7303-420.11-01	MONTHLY RATED EMPLOYEES	1,093,662.42	1,176,033	1,134,228.42	0	0
840-7303-420.11-02	WAGE CONTINUATION PAYMENT	5,553.77	0	1,708.96	0	0
840-7303-420.11-30	TEMP. DISABILITY PMTS	30,449.00	0	32,549.90	0	0
840-7303-420.11-58	OT RETRO GROSS ADJUSTMENT	88.82	0	.00	0	0
840-7303-420.11-59	REG RETRO GROSS ADJUST.	1,315.84	0	.00	0	0
840-7303-420.13-01	OT-MONTHLY RATED EMPLOYEE	53,059.43	49,244	48,578.49	0	0
840-7303-420.13-05	OT-HOLIDAY PAY	11,879.79	0	12,095.79	0	0
840-7303-420.20-11	MEDICAL INSURANCE	242,575.23	250,473	236,833.88	0	0
840-7303-420.20-12	DENTAL INSURANCE	33,864.15	34,974	33,342.31	0	0
840-7303-420.20-13	LIFE INSURANCE	529.85	564	520.73	0	0
840-7303-420.20-21	CASH-IN-LIEU	11,485.96	7,017	14,061.50	0	0
840-7303-420.20-31	PERS/MISC OTHER	361,870.69	415,534	402,375.49	0	0
840-7303-420.20-36	SRIP	41,761.31	43,246	44,514.78	0	0
840-7303-420.20-40	MEDICARE TAX	17,655.65	18,018	18,316.28	0	0
840-7303-420.20-63	MISC. EMP MEDICAL TRUSTS	12,987.41	14,723	11,593.85	0	0
840-7303-420.20-71	WORKERS COMPENSATION CHAR	52,235.29	62,740	64,069.44	0	0
840-7303-420.20-81	UNIFORM ALLOWANCE	24,284.62	25,200	26,600.00	0	0
840-7303-420.20-87	TERMINAL PAYOUTS-MISC.EMP	21,427.14	22,275	21,963.26	0	0
840-7303-420.20-90	OTHER EMPLOYEE BENEFITS	44,097.52	45,605	57,263.23	0	0
840-7303-420.20-91	COMPUTER CHECK	2,376.09	3,360	3,305.72	0	0
840-7303-420.30-38	MISC PROF SVCS	1,677.75	30,638	23,319.74	0	0
840-7303-420.30-42	OFFICE EQUIP MTC SVCS	.00	600	.00	0	0
840-7303-420.30-43	BLDG & STRUCTURES MTC SV	26,453.29	21,727	21,561.66	0	0
840-7303-420.30-44	FIELD EQUIP MTC SVCS	559.50	0	.00	0	0
840-7303-420.40-41	WATER	.00	5,000	5,000.00	0	0
840-7303-420.40-50	PRINTING AND BINDING	.00	165	.00	0	0
840-7303-420.40-63	REGISTRATION/ADMIN FEES	1,200.00	725	725.00	0	0
840-7303-420.40-70	ADVERTISING	274.00	0	.00	0	0
840-7303-420.50-10	RENTAL OF LAND/BUILDINGS	114,440.14	174,635	117,327.24	0	0
840-7303-420.55-20	FIELD SUPPLIES	343.84	1,790	.00	0	0
840-7303-420.55-40	CLOTHING	.00	3,000	.00	0	0
840-7303-420.55-70	MISC.	2,062.36	0	.00	0	0
840-7303-420.70-43	FURNITURE AND FIXTURES	2,719.12	1,260	.00	0	0
840-7303-420.71-10	SMALL EQUIPMENT	.00	7,185	.00	0	0
840-7303-420.75-10	FACILITIES MTC SVCS	41,244.00	41,242	41,242.00	0	0
840-7303-420.75-40	CITY VEHICLES/REPLACE CON	151,726.78	175,863	94,272.65	0	0
840-7303-420.75-50	CITY VEHICLES/FUEL & MAIN	146,687.53	180,000	104,785.84	0	0
840-7303-420.80-10	OPERATING TRANSFER OUT	8,652.00	8,650	8,650.00	0	0
952-7202-420.13-01	OT-MONTHLY RATED EMPLOYEE	36,723.64	50,000	519.93	0	0
952-7202-420.20-36	SRIP	.44	0	.00	0	0
952-7202-420.20-40	MEDICARE TAX	494.25	0	6.97	0	0
952-7202-420.20-71	WORKERS COMPENSATION CHAR	2,224.99	0	37.87	0	0
961-7101-420.11-03	HOURLY AND DAILY RATED EM	70,680.16	79,283	55,967.30	0	0
961-7101-420.11-59	REG RETRO GROSS ADJUST.	.00	0	132.42	0	0
961-7101-420.13-01	OT-MONTHLY RATED EMPLOYEE	135.86	1,529	.00	0	0
961-7101-420.20-34	PARS (3.75%)	754.92	2,973	1,243.52	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 ACTUALS	ADJUSTED BUDGET	Y-T-D ACTUAL	CURRENT ENCUMBRANCES	UNPOSTED
961-7101-420.20-40	MEDICARE TAX	1,015.91	0	795.46	0	0
961-7101-420.20-71	WORKERS COMPENSATION CHAR	4,527.29	0	2,651.06	0	0
961-7101-420.27-20	FRINGE BENEFITS (BUDGET)	.00	8,000	.00	0	0
961-7101-420.30-38	MISC PROF SVCS	3,280.00	9,438	5,250.00	0	0
961-7101-420.40-63	REGISTRATION/ADMIN FEES	4,645.00	0	.00	0	0
961-7101-420.55-70	MISC.	3,500.00	0	.00	0	0
		60,832,035.07	62,612,902	63,115,429.38	0	0

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XXX - XXXX – XXX – XXXX**

DEPARTMENT (DIVISION) XX
DIVISION (ACTIVITY) XX

Mayor & Council

01	Mayor	
	01	Mayor's Office
	02	Council Offices
02	Council	
	11	Councilmember Maio
	23	Councilmember Moore
	32	Councilmember Anderson
	42	Councilmember Arreguin
	53	Councilmember Capitelli
	62	Councilmember Wengraf
	72	Councilmember Worthington
	82	Councilmember Droste

Auditor

05	Auditor	
	01	Administration
	02	General Audit
	03	Payroll Audit

City Manager

07	Executive Management	
	01	Administration
	02	Neighborhood Services
	04	Animal Care Services
	05	Budget & Fiscal Management
	07	2020 Vision

Police Review Commission

14	Police Review Commission	
	01	Administration

City Attorney

17	City Attorney	
	01	Administration
	02	Legal Advice & Litigation

City Clerk

20	City Clerk	
	02	Operations
	03	Records Management

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**CHART OF ACCOUNTS – DEPARTMENT/DIVISION (DIVISION/ACTIVITY)
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**DEPARTMENT DIVISION
 (DIVISION) (ACTIVITY)
 XX XX**

21	Elections 01	Regular Elections
<u>Information Technology</u>		
27	Information Technology	
	01	Administration
	03	Application Development
	04	Network Operations
	06	Cable TV
	08	Public Safety Systems
	09	Customer Service 311
	50	Capital Improvements
	51	Telecommunications
<u>Finance</u>		
28	General Services	
	02	Procurement
	03	Mail Services
31	Office of the Director	
	01	Administration
	02	Systems Support
32	Accounting	
	01	Administration
	07	Accounts Payable
33	Treasury	
	01	Administration
	02	Counter/Call Center
	07	Operations
34	Parking	
	01	Administration
36	Revenue Collection	
	01	Billing
	02	Collection
	03	Customer Service
	04	Licensing

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**CHART OF ACCOUNTS – DEPARTMENT/DIVISION (DIVISION/ACTIVITY)
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**DEPARTMENT DIVISION
 (DIVISION) (ACTIVITY)
 XX XX**

Human Resources

38	Human Resources	
	01	Office of the Director
	02	Training & Organizational Development
	03	Personnel & Administrative Services
	04	Employee Relations
	05	Equal Employment Opportunity & Diversity

Health Services

41	DHS Administration	
	01	Office of the Director
42	DHS Admin Services	
	01	Financial Admin Services
	02	Special Events
43	Environmental Health	
	01	Office of the Manager
	02	Environmental Health
	03	Abandoned Auto Abatement
	04	Vector Control
	05	Sewer Emergencies
	06	Waste Tire Enforcement
44	Mental Health	
	01	Office of the Manager
	02	PCEI
	03	CSS Administration
	05	CSS System Development
	06	Medi-Cal FSP
	07	CSS MCO
	08	W.E.T.
	09	Innovations
	10	Capital Facilities
	12	Prevention & Early Intervention
	31	FYC Treatment
	33	TAY - FSP
	36	FYC - FSP
	45	Crisis Services
	55	Tier 1 IST

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**CHART OF ACCOUNTS – DEPARTMENT/DIVISION (DIVISION/ACTIVITY)
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DEPARTMENT (DIVISION) XX	DIVISION (ACTIVITY) XX	
45	Public Health	
	00	Office of Health Officer
	01	Office of the Chief
	02	Targeted Case Management
	03	Targeted Case Management - Match
	05	Public Health Realignment
	06	Public Health Infrastructure Tobacco
	08	Vital Statistics
	09	Response/Preparedness Team
	10	Measure GG Preparedness
	13	Pandemic Flu Preparedness
	15	Field Services
	16	I.R.C.A Outreach Education
	19	PHEP - CRI
	20	Field Services
	23	Nut/Phy Activity State PG
	24	Hypertension
	25	Foster Care – PHN
	28	Public Health Nursing/Clinic Services
	30	Health Disparities
	34	E.P.S.D.T - P.H.N – Match
	35	E.P.S.D.T - P.H.N
	37	Women, Infants, & Children
	40	Comprehensive Family Planning
	42	C.H.D.P
	43	M.C.H/C.P.S.P – Match
	44	M.C.H/C.P.S.P
	47	School Based Clinics
	51	SBHC – Screening
	52	Lead Screening Assessment
	53	Domestic Violence
	57	C.F.P. Title X – Federal
	59	Health Clinic Services
	60	MCH/BUSD High Hlt Ctr.
	61	Childhood Lead Poison Prevention
	64	Measure A – School Nurse
	72	Tuberculosis
	75	Adult Health Program
	79	A.I.D.S. Block Grant
	80	A.I.D.S. Health Education
	81	Smoking Tobacco Act
	83	Maternal Child Health

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**CHART OF ACCOUNTS – DEPARTMENT/DIVISION (DIVISION/ACTIVITY)
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**DEPARTMENT DIVISION
 (DIVISION) (ACTIVITY)
 XX XX**

45 (Cont.)	84	Tuberculosis (CDCP)
	95	Tobacco Cessation

Public Works

49	Transportation	
	10	Administration
	20	Transportation Planning
	30	Traffic Engineering
	40	Parking Services
	41	Center Street Garage
	42	Telegraph/Channing Garage
	43	Telegraph/Channing Mall
	45	Surface Parking Lots
	47	Brower Center/Oxford Garage
	50	Capital Projects
	80	Berkeley Way Lot
	87	Elmwood Parking Lot
50	Office of PW Director	
	01	Administration
	13	Disability Services
51	Administration	
	02	Administration & Fiscal Services
	11	Corp Yard: Administration
	12	Customer Service
52	General Engineering	
	01	Administration
	02	Gen Engineering Services
	03	Inspections and Permits
	07	Program Development
	12	Streets
	13	Sewers
	14	Park/Marina
	15	Buildings
	16	Sidewalks
	17	Housing
	18	Clean Storm
	19	Environmental
	50	Capital Projects - Other

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**CHART OF ACCOUNTS – DEPARTMENT/DIVISION (DIVISION/ACTIVITY)
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DEPARTMENT (DIVISION) XX	DIVISION (ACTIVITY) XX	
53	Capital Improvement Project (Budget Only)	
	02	Street Projects
	03	Sewer Projects
	04	Parks & Recreation
	05	Buildings
	06	Sidewalk Projects
	07	Transportation
	08	Clean Storm Water
	09	Environmental Projects
54	Facilities Management	
	01	Administration
	02	Routine Building Maintenance
	03	Environmental Compliance
	05	Communication System Main
	06	Street Light Maintenance
	07	Traffic Signal Maintenance
	08	Corporation Yard Shared OH Costs
	09	General Electrical
	11	Janitorial Services
	12	Property Management
	13	ADA Building Improvements
	14	Internal Non-Routine Maintenance
	15	External Non-Routine Maintenance
55	Streets and Sanitation	
	01	Administration
	02	Clean Cities
	03	Sanitary Sewer Maintenance
	04	Storm Drain Maintenance
	05	Traffic Maintenance
	06	Street Maintenance
	07	Parking Meter Maintenance
	08	Sidewalk Maintenance
	09	Parking Meter Collection
56	Zero Waste	
	01	Administration
	02	Residential Refuse Collection Service
	03	Commercial Refuse Collection Service
	04	Roll-Off Container Service
	05	Container/Cart Maintenance

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**CHART OF ACCOUNTS – DEPARTMENT/DIVISION (DIVISION/ACTIVITY)
 XXX - XXXX – XXX – XXXX**

**DEPARTMENT DIVISION
 (DIVISION) (ACTIVITY)
 XX XX**

56 (Cont.)	06	Litter Collection Service
	07	Transfer & Disposal Service
	09	Customer Service
	10	Special Collections
	12	Residential Recycling
	13	Commercial Recycling
	14	Residential Organics
	15	Commercial Organics
	50	Capital Improvement Project

57	Equipment Maintenance	
	01	Administration
	02	Equip - MTC - Corp Yard
	03	Equipment Replacement
	04	Equip – MTC - Transfer Station

Parks Recreation & Waterfront

58	Parks	
	01	Administration
	02	Forestry Service
	03	Landscaping Services
	05	Corp Yard Administration
	08	Parks Bldgs & System Maintenance
	09	Fire Fuel Management
	13	Gilman Sports Field
	14	Harrison Sports Field
	49	Parks CIP Planning - Soft
	50	Parks CIP Planning - Hard

59	Marina	
	01	Marina Administration
	02	Marina Maintenance
	03	Marina Operations
	04	Marina Recreation Program
	05	Marina Landscaping
	49	Marina CIP Planning - Soft
	50	Capital Improvements
	64	Summer Youth Lunch
	65	Recreation Special Fee Class
	68	James Kenney Rentals
	69	Live Oak Rentals
	70	Francis Albrier Rentals

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**CHART OF ACCOUNTS – DEPARTMENT/DIVISION (DIVISION/ACTIVITY)
 XXX - XXXX – XXX – XXXX**

**DEPARTMENT DIVISION
 (DIVISION) (ACTIVITY)
 XX XX**

59 (Cont.)	73	King Swim Center
	74	West Campus Swim Center
	75	Willard Swim Center
	76	Swim Administration
	78	Tennis Program
	79	Inclusion Program
	80	James Kenney
	81	Live Oak Recreational Center
	82	Francis Albrier Center
	83	Willard Recreation Center
	84	Recreation Administration
	86	City Wide Athletics
	89	Playground Program
	90	Young Adult Program
	91	YAP Summer Program
	94	Teen Program
	95	Cazadero Camp
	96	Echo Lake Camp
	98	Tuolumne Camp
	99	Day Camp

Fire

62	Office of Fire Chief	
	01	Administration
	02	Disaster Preparedness
63	Fire Admin Services	
	01	Financial Admin Services
64	Fire Operations	
	01	Administration
	02	Suppression/Rescue/Hazard
	03	Fire Prevention
	04	Fire Training
	05	Emergency Medical Service

Police

69	Office of the Police Chief	
	01	Police Administration
	02	Public Information
	03	Internal Affairs

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**CHART OF ACCOUNTS – DEPARTMENT/DIVISION (DIVISION/ACTIVITY)
 XXX - XXXX – XXX – XXXX**

DEPARTMENT (DIVISION) XX	DIVISION (ACTIVITY) XX	
70	Professional Standards	
	02	Policy & Accreditation
	03	Personnel and Training
	04	Jail Unit
71	Police Support Services	
	01	Administration
	04	Police Services
72	Operations	
	02	Patrol
	03	Police Reserves
	06	Central Communication
73	Investigations	
	01	Detective Bureau
	02	Traffic Bureau
	03	Parking Enforcement
	04	Special Enforcement Unit
	05	Crime Analysis
	06	Community Services/Field Support
	07	Crime Scene Unit

Housing & Community Services

79	Community Services & Admin	
	01	Administration
	02	Community Agency
	03	Program Planning
	04	Budget & Fiscal
	05	Program Management
	06	Homeless Services
	08	Community Facilities
	12	Employment Programs
	16	South Berkeley Senior Center
	17	Paratransit
	18	North Berkeley Senior Center
	19	West Berkeley Senior Center
	21	Aging Services Administration
	22	Meals Program
	23	Targeted Case Management
	24	Title III Meals
	26	Information & Assistance

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**CHART OF ACCOUNTS – DEPARTMENT/DIVISION (DIVISION/ACTIVITY)
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DEPARTMENT (DIVISION) XX	DIVISION (ACTIVITY) XX	
79 (Cont.)	27	Family Caregiver
	28	Rentals
	29	Senior Programs
80		Housing Development & Redevelopment
	02	Housing Development Program
	05	Condo Conversion Prog Del
81		Capital Improvements
	51	Housing Trust Fund Projects
82		Housing Rehabilitation
	10	Housing Rehabilitation
<u>Planning & Development</u>		
83		Office of Planning & Dev Dir
	01	Administration
	02	Permit Service Center
	04	Toxics Mgmt.
	05	Toxics & Poll Prev/CUPA
	06	Toxics Mgmt/Stormwater
	07	PSC Support
	08	Energy & Sustainability
85		Land Use
	01	Administration
	02	Land Use Planning
86		Building & Safety
	01	Administration
	02	Building and Safety
	03	Engineering Permits
	04	Fire Plan Checks
	05	Housing Code Enforcement
<u>Economic Development</u>		
87		Business & Econ Develop.
	01	Administration
	03	Economic Development
	04	Arts Coordination
	05	South Berkeley Revitalization

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DEPARTMENT (DIVISION) XX	DIVISION (ACTIVITY) XX	
87 (Cont.)	06	Sustainable Development
<u>Rent Board</u>		
89	Rent Stabilization Board 01	Administration
<u>Library</u>		
91	Library Administration 01 02 03 50	Administration Library Information Systems Facilities Library Capital Projects
92	Central Library 01 02 03 04 05	Circulation Services Children's & Teen Services Art and Music Reference Literacy Programs
93	Branch Libraries 01 02 03 04 05 07	Administration North Branch South Branch West Branch Claremont Branch Tool Lending
94	Technical Services 01 02	Technical Services Collections Management
<u>Non-Departmental</u>		
97	Misc. & Fixed Expenses 01 03	Operational Overhead Community Agencies
98	Benefits and Pensions 01	Pensions
99	Debt Service/Transfers 02	Debt Service

Version Date: 7/1/16

CHART OF ACCOUNTS – DEPARTMENT/DIVISION (DIVISION/ACTIVITY)
XXX - XXXX – XXX – XXXX

DEPARTMENT (DIVISION)	DIVISION (ACTIVITY)
XX	XX

99 (Cont.)

04

Interfund Transfers Out

06

Interfund Loan Repayments

Version Date: 7/1/16

Audit reports by City of Berkeley Auditor's Office regarding Berkeley Police Department. Accessible from:

http://www.cityofberkeley.info/Auditor/Home/Audit_Reports.aspx

Title	Date
Injury Prevention: Better Investigations and Data Use will help the Berkeley Police Department and the City (Audit Report)	10-28-14
Audit: Police Property and Evidence Room: Further Improvements	3-29-11
Property and Evidence Room POST Study: Follow-Up Audit	1-18-11
Audit of Police Overtime and Lost Time: Cost and Risk Can Be Reduced	11-18-08
Audit: Controls and Accountability For Police Asset Forfeiture Deposit Accounts Need Improvement	9-11-07
Parking Enforcement Operations Audit	3-8-05
Fleet Vehicle Management Audit	5-13-03
Police Staffing Audit	4-30-02
Police Department Special Enforcement Unit Cash Fund Audit	9-25-01

Director>Audit Reports

PRC Task List

Updated June 7, 2017

Subcommittees	Notes
General Orders C-64, U-2, M-2	Review Commander's Guide. Also, 2 issues from Dec. 7 & 8 Subcommittee.
Fair & Impartial Policing	Work continuing, pending release of CPE report.
Surveillance & Community Safety Ordinance	Work continuing.
Outreach	Work continuing. (Table at Summer of Love Anniversary event, 4.29. Next event Berkeley Juneteenth Festival, 6.18.)
Homeless Encampments	Work continuing.

Other activities	
Review G.O. W-1, Public Recording of Law Enforcement Activity (Right to Watch)	Discussion of draft revised policy begun 5.10.17; discussion of revised draft on 6.14.17 agenda
Review BPD budget	Questions for Chief answered so far to be written up and agendaized for 6.14.17 meeting.
BPD's policy for shelter-in-place directive to schools.	On 6.14.17 agenda.
Policy Review Complaint #2415	On 6.14.17 agenda.
Deleting PRC Regulations re Summary Affirmation	On 6.14.17 agenda.
Amending PRC Regulations to address knowingly submitting false or misleading information in support of a BOI commissioner challenge.	On 6.14.17 agenda.
BPD failure to communicate with PRC re training exercise using blank ammo and requiring road closures.	On 6.14.17 agenda.
Ask to change 120-day limit on imposition of discipline of officers under BPA MOU	On 6.14.17 agenda.
Consideration of informal complaints	Discussion of how to handle, per City Attorney's opinion, begun 4.26.17; to be continued 6.28.17.
Regional radio interoperability for common encrypted channels (Dec. 2014 post-incident recommendation #1)	At 2.8.17 meeting, determined only this and Recommendation #14 (re technology, which will be addressed by Surveillance Ord.) remain to be considered by PRC.

PRC Task List

Updated June 7, 2017

Pending from City staff	
MOU with Dept. of Homeland Security (UASI)	At 1.25.17 meeting, PRC requested from BPD: a report on UASI trainings; invite PRC to trainings; advise re date of Urban Shield; account for all funds received by UASI and expenditures associated with participation in UASI, including Urban Shield. [Pending Council action.]
MOU with NCRIC	At 3.8.17 meeting, asked BPD: within the next 90 days come up with a system for the PRC to receive an audit as to when and how often the NCRIC database is accessed and the cases for which it is accessed (by description not name), and come up with a protocol for other access of information received from NCRIC, that would include an audit component. [Pending Council action.]
Excusing officers from BOIs	PRC Officer to write to Council on this topic per 2.1.17 closed session.
Policy for seizure of property	On 2.7.17, wrote to Council and CM to encourage development of a policy that protects people's property rights. On 5.2.17, wrote to CM with more direct request.
Commission Work Plan	PRC Officer to present draft for review.
Police Chief evaluation	On 5.30.17 sent letter asking City Manager to explain process for evaluating Police Chief; how to receive PRC input; how to involve public. (per 5.10.17 action.)
Confidentiality of BOI commissioner challenge	On 5.10.17, approved asking City Attorney's office to attend meeting to discuss legal basis for confidentiality requirements; on 5.24.17 approved specific questions. Forwarded Qs on 5.30; meeting appearance TBA.

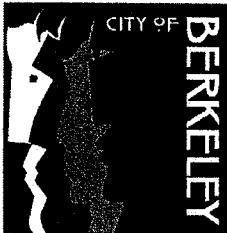
Remaining items	
Commissioner training on law and police procedures	Tactical de-escalation training presented 8.10.16. Additional training? (PRC Officer suggests one on reading CAD reports.)
BPD preparedness and capacity	Comm. Roberts' item.
Commissioner training on how to write a findings report	Comm. Bernstein's item.
Media Credentialing Subcommittee	Dissolved 4.12.17; possible resurrection agendized for 6.14.17.

PRC tasks completed

Updated June 1, 2017

Completed since last update (2.2.17)	
Policy review: citations to bicyclists running stop signs.	Accepted policy complaint 10.14.15. <i>Admin. closure</i> 2.8.17.
NCRIC – Suspicious Activity Reports	At 1.25.17 meeting, requested staff to find out how much, if any, info BPD gets from NCRIC. Done and reported 3.8.17.
City Council directive of 1.26.16 to work with BPD on recommendations from reports re response to Dec. 2014 protests.	At 2.8.17 meeting, PRC decided it was done with all items except #1- common encrypted channels; and #14- explore technology, which will be addressed by Surveillance Ord.
Achieving agreement with BPD regarding consultation on all new and changes to G.O.s	Protocol about considering Lexipol policies agreed to with Chief 3.8 and 3.22 meetings.
Policy review: search of vehicle and person based on marijuana smell when driver is authorized user.	Staff report given; PRC closed 3.22.17.
Body-worn camera policy	At 4.26.17 meeting, approved final two proposed changes and forwarded to CM/Council.
Revise Regulations regarding summary dismissal	Approved at 4.26.17 meeting.
Revise procedures for challenge of BOI Commissioner (PRC Regulations)	Approved at 5.24.17 meeting. (To meet-and-confer process.)

Agenda Item # 11. b.
PRC Meeting of June 14, 2017



*Background Information Regarding
a Media Credentialing Subcommittee*

October 6, 2016

To: Media Credentialing Subcommittee

From: Katherine J. Lee, PRC Officer

Re: Background Information and Materials for Subcommittee Work

In its post-incident review of the BPD's response to the December 6, 2014 protests, the Department made the following recommendations under the heading of "Media":

• **Recommendation #29**

We recommend the BPD Public Information Officer investigate the viability of establishing a regional media credentialing system.

• **Recommendation #30**

We recommend the Department develop a collaborative training for press to enhance their safety and safeguard the First Amendment right of a free press.

The PRC responded to both recommendations as follows:

This is a complicated issue that requires input from all stakeholders. It is the PRC's position that no policy should be implemented until the matter has been referred back to the PRC to establish a subcommittee to allow for a full discussion and formulation of a policy.

The Commission adopted this recommendation at its October 8, 2015 meeting. It received written comment from representatives of the Media Alliance and the National Lawyers Guild; then-Commissioner Ann Rogers submitted a response; they are enclosed in this packet for your information.

Finally, I am enclosing BPD General Order P-29 Public/Media Relations, for your reference.

Proposed points to be raised in letter to the Police Chief:

Request that the Chief provide written report of remaining steps needed to procure body-worn cameras for BPD officers and implement the program.

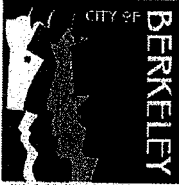
Ask him to specify which activities are dependent on others (vendor, other departments, etc.) and which can be conducted in parallel. Ask that he indicate a general timeline for each activity and the goal for start and completion of the actual camera rollout.

Withdraw Berkeley From Urban Shield

To the Mayor and City Council of Berkeley,

We the undersigned, residents of Berkeley, respectfully request that the Mayor and City Council direct Berkeley city employees to withdraw from Urban Shield and re-direct funding and attention to public safety programs that will enable our communities to be resilient in the face of disaster. We believe that we must take both a principled stand, as well as practical action, to focus our efforts on community programs that promote safety for all of our citizens, and resilience in the face of disaster. We object to the further militarization of the Berkeley Police force and Fire Department for the following reasons:

- Urban Shield is a highly militarized police training exercise that endangers Berkeley residents. The militarized tools in Urban Shield are going to a police department that has a demonstrated pattern of racial bias and profiling.
- The increased militarization of police has led to unnecessary use of force against vulnerable communities.
- Policing in our communities has resulted in a disproportionate number of people of color being targeted, detained, incarcerated, injured, and in too many cases, killed.
- The Federal Justice Department, under Attorney General Jeff Sessions, is actively pursuing aggressive and outdated policies of mass incarceration, "get tough" policing tactics, mandatory sentencing guidelines, and programs to militarize police forces.
- The Department of Homeland Security, under Secretary John Kelly, is actively targeting hard-working immigrant families, detaining and deporting them without due process.
- The same programs which fund Urban Shield also fund regional and national surveillance systems that have been historically linked to mass surveillance and political repression.
- The risk of the types of attacks that Urban Shield trains for are very low. Time and money spent training for these types of attacks is time and money not spent on the real safety and resilience needs of our city.
- The men and women of the Berkeley Police and Fire departments deserve policies that actually support and enhance effective response to emergencies and natural disasters.



Police Review Commission (PRC)

March 13, 2017

Berkeley City Council
Civic Center Building
2180 Milvia Street
Berkeley, CA 94704

Re: PRC's recommendations to the City Council regarding 2017 Agreements with Other Law Enforcement Agencies, Police Departments, and Private Security Organizations

Dear Mayor and Members of the City Council,

Each year, the Police Review Commission forms a Mutual Aid Pacts Subcommittee, which is tasked with reviewing the year's annual compendium of the Berkeley Police Department's agreements with other law enforcement agencies, police departments, and private security organizations. Working with representatives from BPD, the subcommittee reviews all new agreements, and any existing agreements that any member of the subcommittee wishes to address. The Subcommittee's recommendations are then presented to the full Commission for consideration.

This year, the Mutual Aid Pacts Subcommittee made recommendations on the four new or revised agreements only.

New or revised agreements

The PRC passed the following motion on January 11, 2017:

Accept the recommendation of the Mutual Aid Pacts Subcommittee to approve the new or revised agreements with: Alameda County DA's Office – Victim/Witness Assistance Division to serve victims of elder abuse; Hayward Police Department and other agencies for Avoid the 21 DUI Program; Bay Area Women Against Rape (BAWAR) to serve survivors of sexual assault; and BNSF Railway for consent to enter property to enforce grade crossing and trespassing laws.

Moved/Seconded (Bernstein/Prichett) - **Motion Carried.** Ayes: Bernstein, DaSilva, Lippman, Perezvelez, Prichett, Roberts, and Yampolsky. Noes: None. Abstain: Vicente. Absent: None

Agreement with the Dept. of Homeland Security, Urban Area Security Initiative (UASI) program

As in past years, the full Commission had a robust debate about the problematic aspects of the UASI program, such as the perceived militarization of local policing, versus the advantages of this relationship, which include significant amounts of officer training. At its January 25, 2017 meeting, the PRC ultimately voted to:

- 1) Support the Berkeley Police Department's continued participation in UASI programs, with a more robust requirement for the BPD to report back to the PRC after each UASI-sponsored training; such report is to include, but not be limited to, an accounting of all the money with BPD gets from UASI for equipment and training, and all the costs to BPD associated with BPD's participation in training, including the Urban Shield exercise;**
- 2) Request the inclusion of a PRC member in all UASI-sponsored training; and**
- 3) Request that the BPD inform the PRC when the BPD becomes aware of when the next Urban Shield exercise will take place.**

Moved/Seconded (DaSilva/Bernstein) – **Motion Carried.** Ayes: Bernstein, DaSilva, Perezvelez, Roberts, and Yampolsky. Noes: Lippman, Vicente. Abstain: Prichett. Absent: None.

Agreement with the Northern California Regional Intelligence Center (NCRIC)

The City's relationship with NCRIC is likewise a subject of ongoing concern. The Mutual Aid Pacts Subcommittee did not make a recommendation to the full Commission, but did report that the single Suspicious Activity Report submitted to NCRIC last year was appropriate in that it met the requirements of General Order N-17: there was predicate criminal activity and the SAR was not based on speech alone.

Interim Chief Greenwood informed the Commission that the only NCRIC database the police department accesses is license plate reader data, and that officers regularly use that database as an investigatory resource; occasionally, other information from NCRIC is obtained by telephone. At its March 8, 2017 meeting, the PRC heard from a staff attorney from the ACLU Northern California, who urged the Commission to weigh the privacy and civil liberties concerns implicated by data-sharing through NCRIC against its benefits. (A NCRIC representative was invited, but was unable to attend.)

At its March 8, 2017 meeting, the PRC voted to:

Mayor and Members of the City Council
PRC's recommendations to the City Council regarding the 2017 Agreements with Other Law
Enforcement Agencies, etc.

March 13, 2017

Page 2

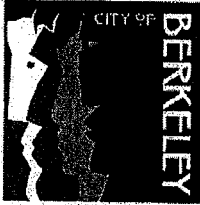
Inform the Council that: we approve the MOU with NCRIC based on our understanding that the only information we put into NCRIC are the Suspicious Activity Reports, which are drafted and submitted pursuant to General Order N-17; and, based on the recognition that the Department has been vigilant in the last few years in following G.O. N-17; and, based on our understanding that the license plate reader database maintained by NCRIC is useful to the Department; and, based on an agreement with Department that we will, within the next 90 days, come up with a system for the PRC to receive an audit as to when and how often the NCRIC database is accessed and the cases for which it is accessed (by description not name), and come up with a protocol for other access of information received from NCRIC, that would include an audit component.

Moved/Seconded (Bernstein/Roberts) - **Motion Carried.** Ayes: Bernstein, DaSilva, Perezvelez, Roberts, and Yampolsky. Noes: Lippman, Prichett, Vicente. Abstain: None. Absent: None.

Sincerely,



Alison Bernstein, Chair
Police Review Commission



Police Review Commission (PRC)

May 25, 2017

To: Honorable Mayor and Members of the City Council
City Manager Dee Williams-Ridley

From: Alison Bernstein, Chair, Police Review Commission

Re: Release of Report from Center for Policing Equity

As you know, the Center for Policing Equity has undertaken an analysis of pedestrian and vehicle stop data collected by the Berkeley Police Department, under a Research Agreement between the CPE and BPD that was effective September 30, 2015. The members of the Police Review Commission, and the community at large, have been eagerly awaiting the CPE's report of its data analysis. Police Chief Andy Greenwood had committed to presenting a report draft, with Dr. Phillip Goff of the CPE, to the PRC at its May 24, 2017 meeting.

Last week, however, Chief Greenwood informed the PRC that they would not be ready to present on May 24. In addition to his concerns about certain aspects of how CPE had broken down the data, Chief Greenwood explained that he wanted the full report to include analysis of both 2015 and 2016 stop data, and an analysis of the Department's use of force, which includes a climate survey.

The members of the Police Review Commission urge you to ask the Police Department to seek a release of that part of the CPE report that addresses 2015 data related to stops. While the Commission recognizes that such a report will not include a climate survey or the use-of-force analysis, it realizes that it is important to the community to have some portion of the data and the recommendations released. The Commission wishes to impress upon you the urgency of releasing this information as expeditiously as possible.

The members of the PRC voted unanimously at its May 24, 2017 meeting to communicate these concerns to you (M/S/C Bernstein/Lippman): Ayes – Bernstein, DaSilva, Lacey (temporary), Lippman, Perezvelez, Prichett, Roberts; Noes – None; Abstain – None; Absent – Vicente, Yampolsky.

cc: Andrew Greenwood, Police Chief
Jovan Grogan, Deputy City Manager
PRC Commissioners

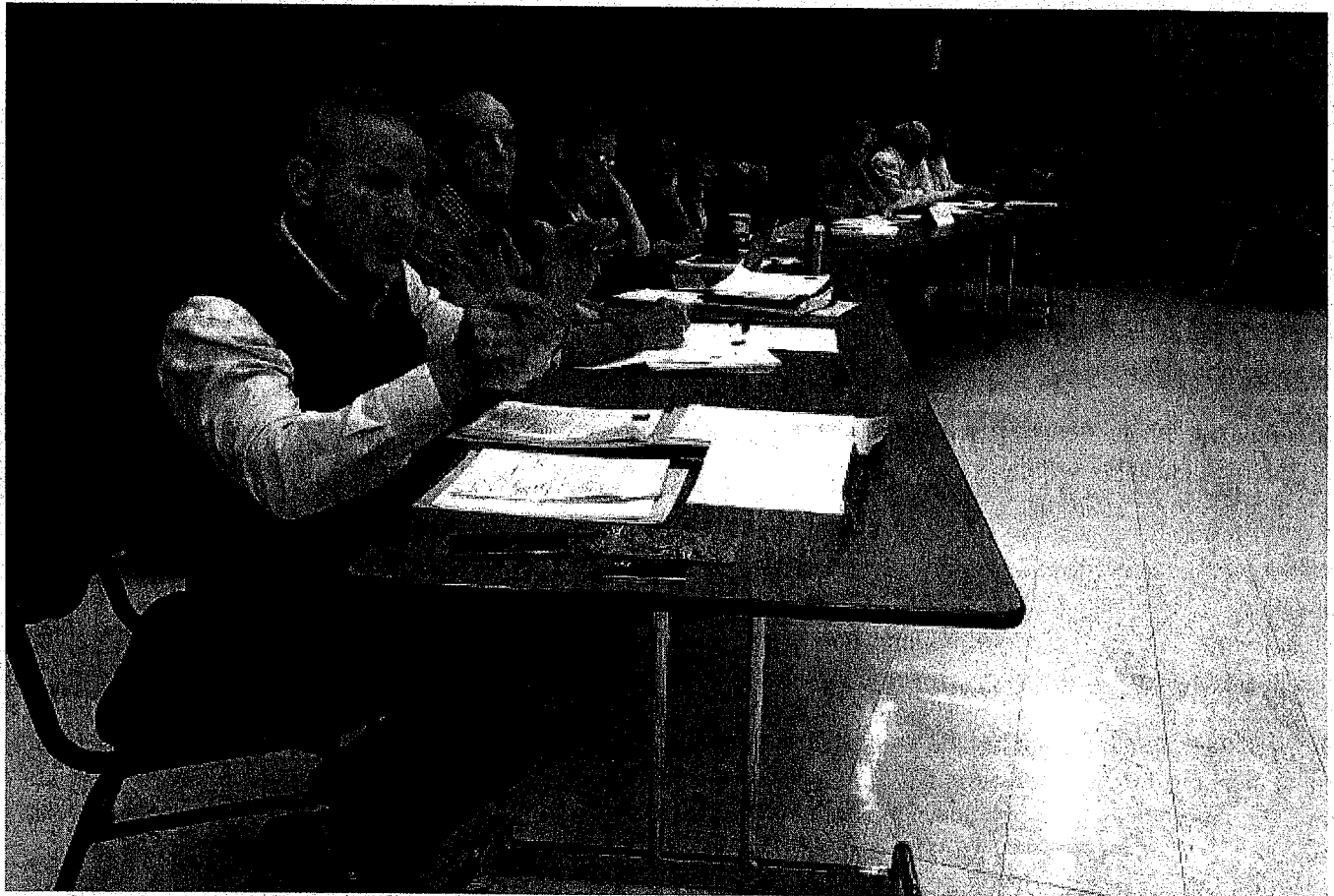
1947 Center Street, 1st Floor, Berkeley, CA 94704 Tel: 510-981-4950 TDD: 510-981-6903 Fax: 510-981-4955
e-mail: prc@cityofberkeley.info website: www.cityofberkeley.info/prc/

Police Review Commission to Berkeley police: Show us the data

berkeleyside.com/2017/05/26/prc-berkeley-police-show-us-data/

Emilie Raguso

The Police Review Commission voted Wednesday night to ask the city to require Berkeley police to hand over an incomplete draft analysis from a think tank trying to take a nuanced look at racial



The Police Review Commission says the Berkeley Police Department should turn over a draft analysis of long-awaited data that looks at the racial breakdown of vehicle and pedestrian stops. Photo: Emilie Raguso

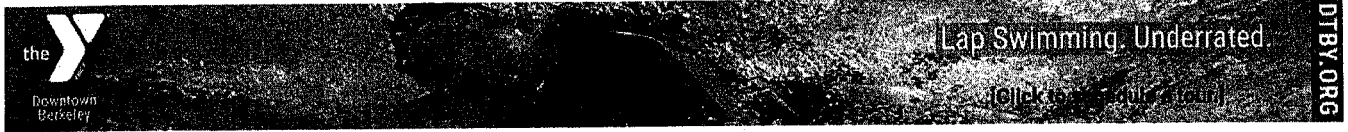
disparities in local law enforcement stops of pedestrians and motorists.

The citizen watchdog group, made up of council appointees, is an advisory body that can only make recommendations. But members were united Wednesday in their request that the mayor, city manager and City Council do whatever they can to get BPD to release the draft.

"I truly appreciate how impactful it can be to release data that is incomplete and sends a message that ultimately is not correct," Chair Alison Bernstein said at the meeting. "But it is clearly impactful to not have it released."

Some members of the public have been clamoring for answers since September 2015, when a coalition including the Berkeley NAACP, Berkeley Copwatch, UC Berkeley Black Student Union, National Lawyers Guild and American Civil Liberties Union said BPD officers pull over black and Hispanic motorists much more often than white ones. They held a press conference to present their data and said BPD needed to change its ways. In response, then-Police Chief Michael Meehan pledged to give a year of data to the Center for Policing Equity (CPE) for an in-depth analysis. The organization, which describes itself as a "research and action think tank promoting

police transparency and accountability,” has been working to collect and analyze police stop data on a national scale.



All across the nation, many communities have expressed concern, anger and frustration about racial disparities often found in police stops, with black motorists getting stopped and searched more often than white ones despite being a smaller percentage of the population. Police critics have said the data prove clear bias and discrimination on the part of officers, while police say the numbers don't take into account important factors that justify the gap.

The long-awaited analysis had been scheduled to go before the Police Review Commission on Wednesday night. But last week, Police Chief Andrew Greenwood said that would not happen. That prompted an outcry from local activists who said there should be no more delays. A handful of speakers told the commission that the report should be made available as a step toward making important policy changes and improving relations between the community and BPD.

"In Berkeley, the family members still give their young male children 'the talk': how to comport themselves in front of police," said Elliot Halpern of the ACLU. "Releasing this report and working on this data is a step toward building trust in this community and all of Berkeley."

The full dataset, going back to January 2015, was posted online by the city in October 2015, and has been continuously updated since then. So anyone can actually do an analysis. But the think tank had agreed to look at 12 months of data, analyze the department's existing practices and procedures, and make recommendations for future data collection, analysis and reporting standards.

Greenwood said Wednesday night he was concerned about a number of issues that came up in the draft report, including possibly missing data from 2015, an incomplete analysis of the reasons for police stops, and no information about police force, because that piece of the report and data collection began more recently and is still underway.

He said BPD already tracks and separates "officer-initiated stops from stops where the officer was making a stop due to a previous event/description/previous information, like stopping a person known to be wanted," Greenwood told the PRC earlier this month. And he said that's important information to have. In fact, that was one of the primary questions former Chief Meehan wanted answered as part of the think tank analysis.

Greenwood said he had also been concerned to learn, too late in the process, that only data from 2015 was analyzed. He said he wants 2016 data included in the report too. His goal is to offer a similar report each year to help the community better understand the data and dynamics of police stops, he said.

Members of the Police Review Commission said Wednesday they were frustrated about all the delays, and that it's time to make the report available, one way or another. They also said, given the changes the chief hopes to see, they weren't confident the final report would be complete anytime soon. The chief estimated it might take three more months, though he said he did not know what timeline would be realistic for the Center for Policing Equity. That won't work, commissioners said.

"We need to take extra steps to try to heal this problem," said Commissioner George Lippman. "Three months is way too long."

Lippman said the PRC isn't interested in singling out individual officers, but just wants to look at the overall analysis and recommendations as they are. Commissioners said they were worried that BPD might be weighing in too much, and said they simply want to get the draft interim report, as written, as soon as possible.

And, while commissioners acknowledged the perils of inaccurate data, they said, essentially, the clock has run out.

"Of course it's your job to want good, clean information," said Commissioner Andrea Prichett. "But as a community we need to see some action."

Other commissioners agreed about the importance of publication now, though they also expressed some reticence about the potential impacts.

"There's a trap to releasing information that's preliminary," said Commissioner Terry Roberts. "Everybody is going to read the information the way they read it, and it really hasn't been vetted the way it should be. I think that really is a trap."

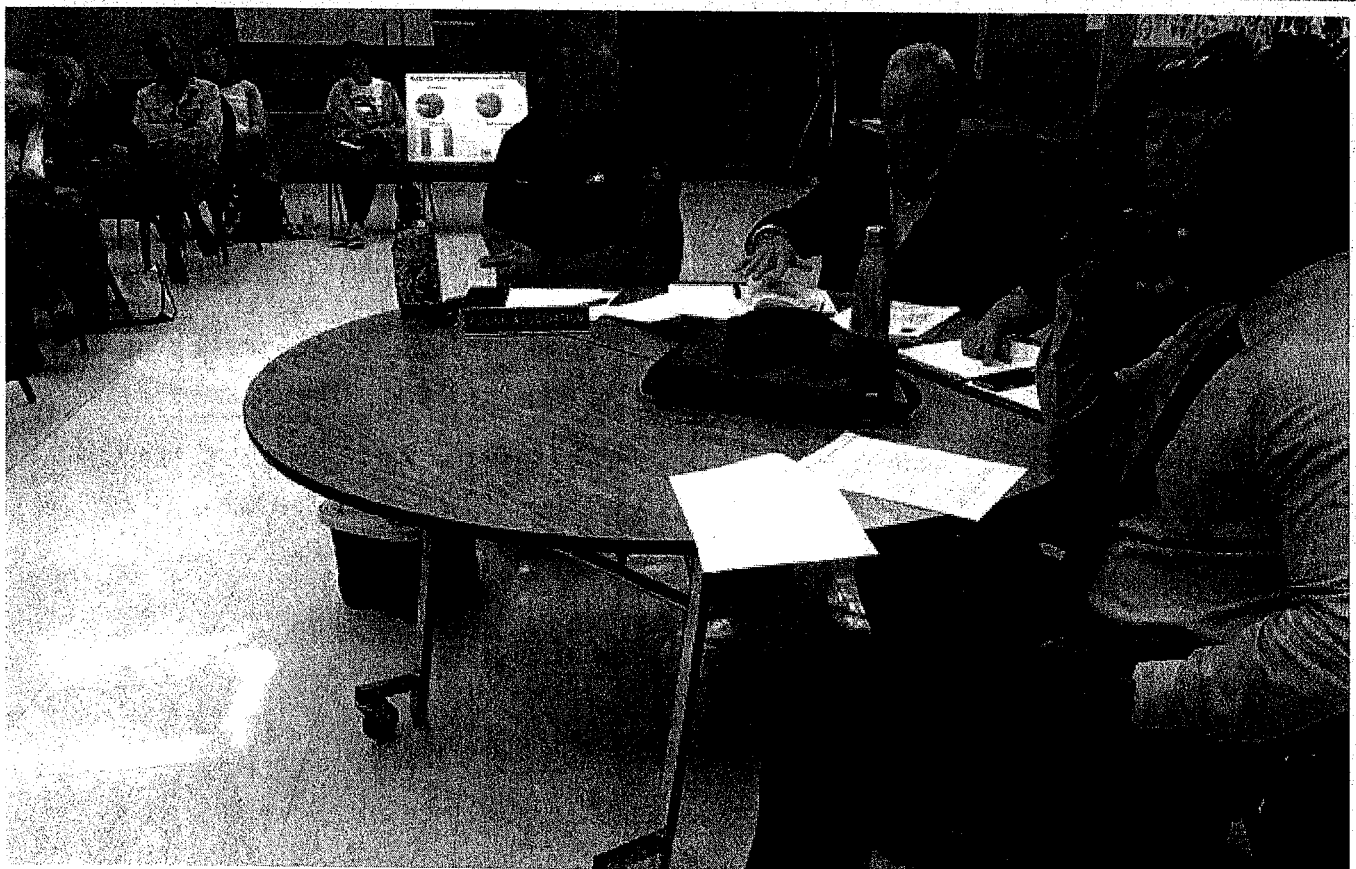
Roberts said commissioners might want to sit down with the chief in a subcommittee once the report is out to make sure they have an understanding of the issues. Other commissioners said the chief could simply write his own supplement to the think tank report that explains any deficiencies, errors or other issues that crop up.

Ultimately, the commission voted to send a letter to council, the mayor and the city manager to urge the police department to release the report as soon as possible.

Just before the vote, Lippman tried to make a friendly amendment to put a three-week deadline on the request. But there wasn't enough support to get it done. He said the omission was disappointing.

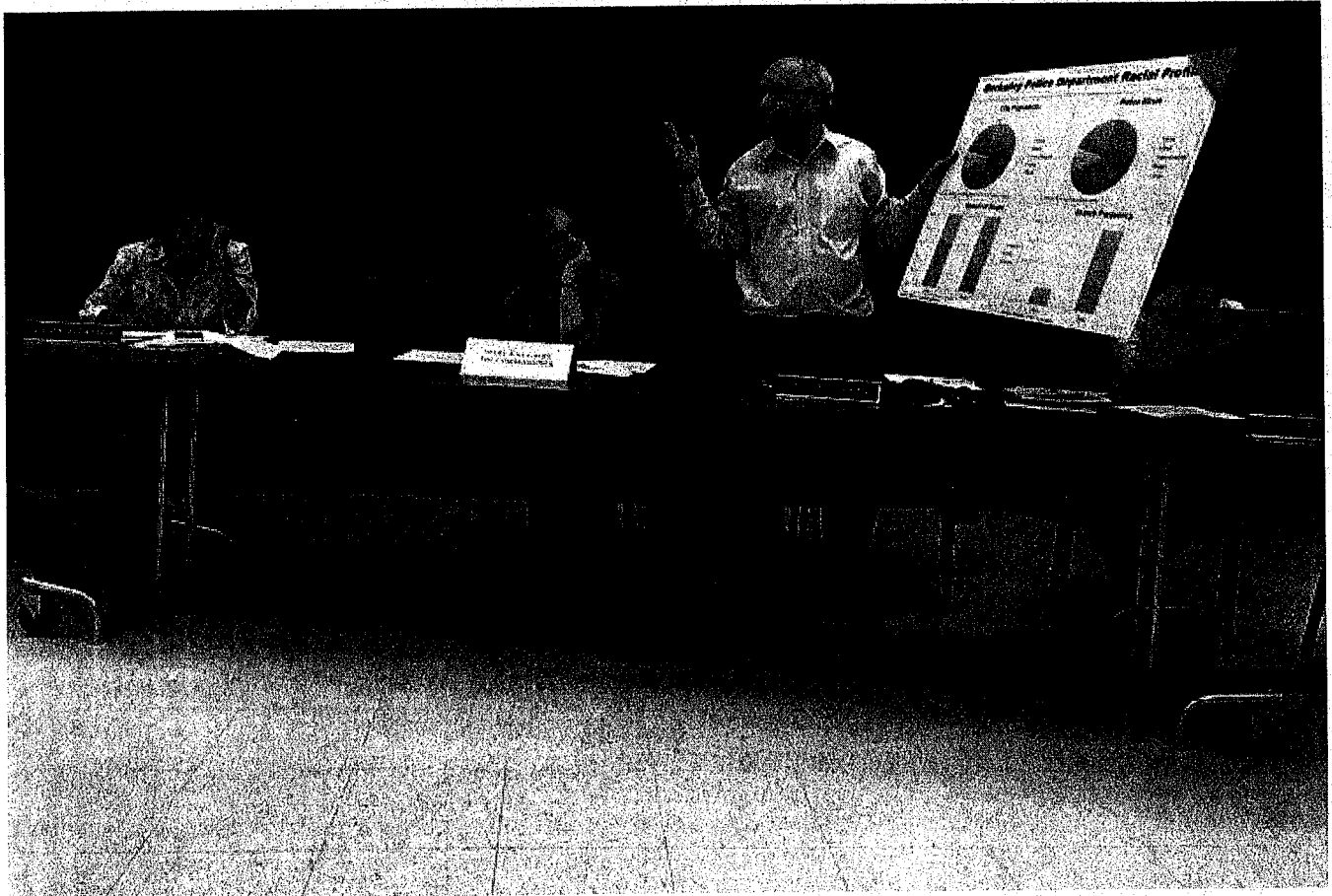
"We haven't really gained anything then," he said.

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Berkeley Police Chief Andrew Greenwood, in the dark suit jacket, said there are good reasons to hold back the police stop data report. Photo: Emilie Raguso



The Police Review Commission says the Berkeley Police Department should turn over long-awaited data that looks at the racial breakdown of vehicle and pedestrian stops. Photo: Emilie Raguso

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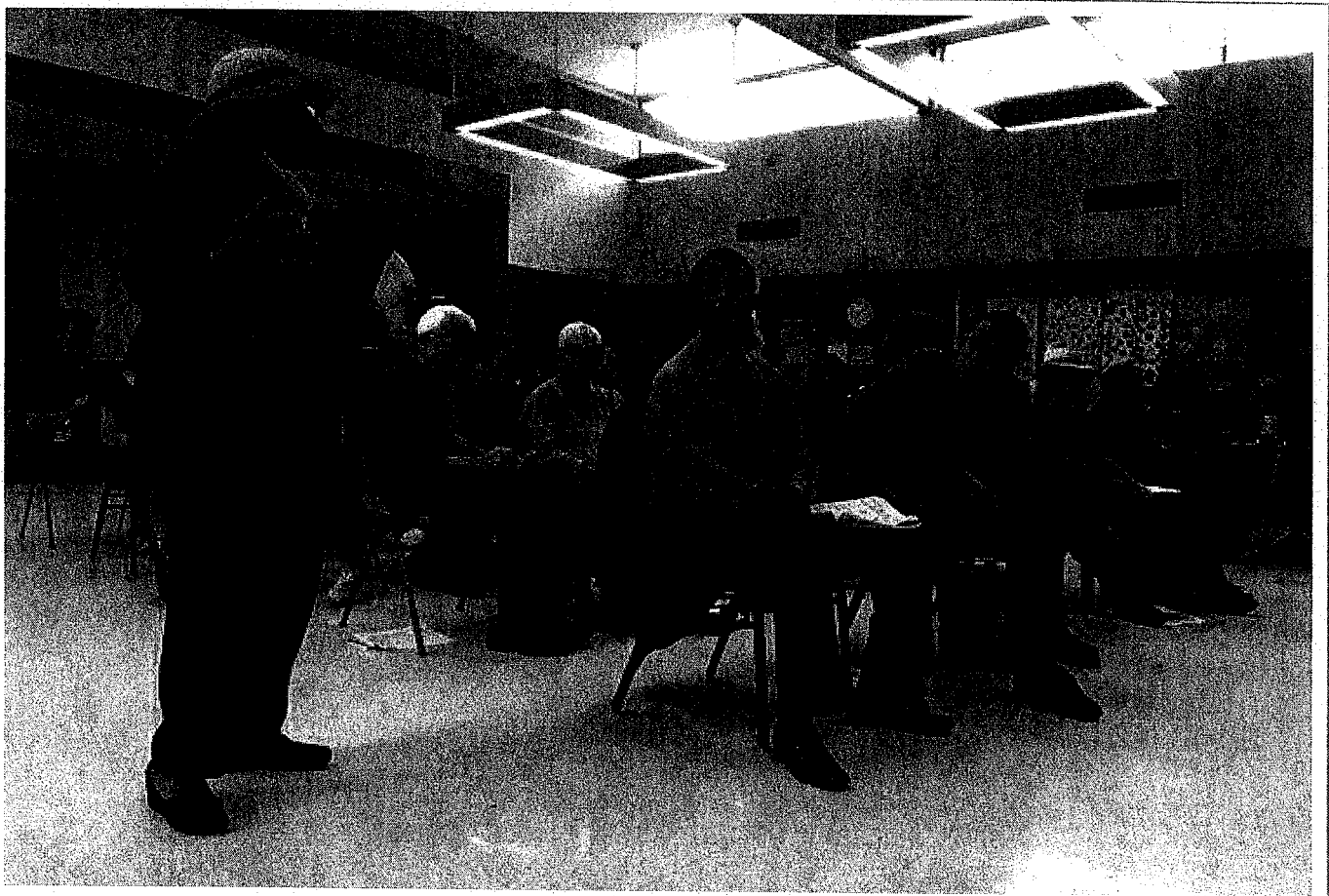
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Community members said BPD needs to be transparent about its data and want to see a draft analysis about police stops. Some speakers Wednesday said black drivers are stopped too often by police, and for no apparent reason. Photo: Emilie Raguso

Lee, Katherine

From: PRC (Police Review Commission)
Sent: Tuesday, May 30, 2017 8:35 AM
To: Lee, Katherine
Cc: Norris, Byron
Subject: FW: Release of Policing Equity Report

From: drob707@gmail.com [mailto:drob707@gmail.com] **On Behalf Of** Dan Robinson
Sent: Friday, May 26, 2017 9:05 AM
To: Berkeley Mayor's Office; Worthington, Kriss; Maio, Linda; Droste, Lori; Wengraf, Susan; Davila, Cheryl; Bartlett, Ben; Hahn, Sophie; Harrison, Kate
Cc: PRC (Police Review Commission)
Subject: Release of Policing Equity Report

Dear Mayor and Members of the City Council,

My name is Dan Robinson and I have been a resident of Berkeley (district 5) for over 20 years. On Wednesday I attended the Police Review Commission board meeting. During the special meeting before the regular meeting the commission dealt with the issue of the release of the pending "Center for Policing Equity Report".

I am concerned that there may be some confusion regarding the motion that was passed at the meeting to encourage the City Council to urge the Police Department to release the report as soon as possible. There was a long-discussion, however, as an observer I would note the following:

- Every public speaker and each of the Council Members made strong, direct comments regarding their frustration that the report has not been released so far.
- It was the strong, unanimous recommendation of the PRC to encourage the immediate release of the report, acknowledging a series of potential issues with its completeness, but clearly weighing out a countervailing imperative to shine a light on whatever issues the report outlines.
- Chief Greenwood, to my memory, outlined a series of issues that were factoring into his delay of releasing the report. They were:
 - 1) That there was an issue regarding the "hit rate" - both the definition, which he feels needs to be updated in the data collection itself, as well as a possible problem with the data set that was used by the CPE for one "column" of police stop data.
 - 2) That 2016 data was not integrated into the report.
 - 3) That there were minor edits and inconsistencies throughout the report that Chief Greenwood was concerned would devalue the overall authority and trust in the report to members of his department. He expressed that his people may read something they feel is inaccurate and as a result disregard the report as a whole.

After a long discussion and comments from all but one of the PRC members a vote was taken. The clear, unambiguous, intention of that vote:

- Acknowledged the potential issues.
- Weighed these issues against a far greater problem of not releasing the report as soon as possible - citing a growing lack of community trust in this process.
- Specifically rejected the need to include the 2016 data in this report.
- Suggested that the report should be released with a strong bias to getting it out, potential issues and all, as soon as possible. The PRC was strongly in favor of annotating the report clearly to call out the potential issues regarding data problems.

I would frankly question and challenge anyone who was at that meeting who did not have a generally parallel interpretation of both the content and the intent of the PRCs will at the end of the meeting. Hopefully there is no such "alternative" fact narrative and the recommendation you received was as clear as my understanding having been at the meeting.

It was clear that the PRC very much values the inclusion of the 2016 data, the correction of any data problems within the report, the addition of the "Climate" study, and a future in-person presentation by CPE of their findings - however *none of this, in the clearly expressed opinion of the PRC members as I understood it at this meeting, should be used as a reason for delaying the release of the report.* It was the clear desire of the of the PRC members that the report should be released in the next few weeks *at the outside.*

As a citizen of Berkeley I would be extremely disappointed if any of what I understood coming out of that meeting was in dispute. It would signal to me a disregard of appropriate process, as well as poor intent of those involved. I believe that any fair observer of the meeting would take a different interpretation of the clear intent of the PRC as being a deliberate obfuscation and use of procedure to manipulate the recommendation. I'm sure that my concerns are unwarranted and that the City Council and the Mayor will understand what the clear intent and decision was at the end of the meeting. I look forward to seeing this matter resolved, and the report released, as quickly as possible and with the highest priority.

Sincerely,

Dan Robinson

Lee, Katherine

From: Lee, Katherine
Sent: Tuesday, May 30, 2017 12:15 PM
To: van Herick, Kristy
Subject: Questions for you re confidentiality of the process for challenging BOI commissioners

Dear Ms. van Herick,

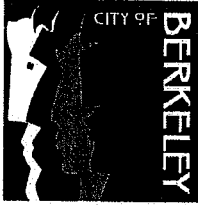
The members of the Police Review Commission voted at its May 24, 2017 meeting to ask you the following set of questions:

- 1) Is it the opinion of the City Attorney that the fact that an officer (or her or his representative) has challenged a commissioner sitting on a BOI confidential? If so, what is the authority for this information being confidential?
- 2) Is it the opinion of the City Attorney that the outcome of the challenge is confidential? If so, what is the authority for the outcome of the challenge being confidential?
- 3) Is it the opinion of the City Attorney that the basis for the challenge is confidential regardless of whether it is related to the subject officer? In other words, if the basis for the challenge is to alleged conduct by the challenged commissioner, having no connection to the subject officer, is the basis for the challenge confidential? If so, what is the authority for the basis of the challenge being confidential?

Please let me know when you'll be able to attend a PRC meeting to address these questions. Our next three regular meeting dates are June 14, June 28, and July 12.

Thanks,
Kathy

Katherine J. Lee
Police Review Commission Officer
City of Berkeley
510.981.4960



Police Review Commission (PRC)

May 30, 2017

Dee Williams-Ridley, City Manager
City of Berkeley
2180 Milvia Street
Berkeley, CA 94704

Re: Evaluation of Chief of Police

Dear Ms. Williams-Ridley,

The members of the Police Review Commission are interested in knowing about and participating in the process for evaluating the job performance of our Chief of Police, especially as we are lacking any information about this.

For that reason, the Commission requests that you explain the current process for evaluating the Chief of Police, and to explain when and in what manner you would like to receive the PRC's input on the Chief's performance. Also, the Commission would like to know if you intend to solicit input from the public in the Chief's evaluation and, if so, how the PRC might assist you in doing so.

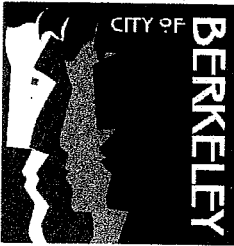
The Commission voted unanimously at its May 10, 2017 meeting to request this information from you: M/S/C (Prichett/Lippman) Ayes: Bernstein, DaSilva, Lippman, Prichett, Roberts, and Vicente; Noes: None; Abstain: None; Absent: Perezvelez, Yampolsky.

Sincerely,

A handwritten signature in black ink that reads "Alison Bernstein" followed by a date "1/19/17".

Alison Bernstein
Chairperson, Police Review Commission

cc: Andrew Greenwood, Police Chief
Jovan Grogan, Deputy City Manager
PRC Commissioners



Police Review Commission (PRC)

May 31, 2017

To: Dee Williams-Ridley, City Manager
From: Katherine J. Lee, PRC Officer
Re: Revised PRC Regulations re Challenges to BOI Commissioner

In March 2017, the two subject officers in a complaint scheduled for a Board of Inquiry (BOI) hearing challenged a member of the Police Review Commission assigned to the BOI, for bias. Such challenges are governed by Section VI.C. of the PRC Regulations for Handling Complaints Against Members of the Police Department.

When Investigator Byron Norris I handled this commissioner challenge, it became evident that the Regulations on this subject lacked sufficient detail, and we had to seek advice from the City Attorney's Office to fashion a fair procedure from the minimal guidance provided. All parties involved in the challenge agreed that this section of the Regulations is in dire need of revision.

Accordingly, after discussing possible revisions at two meetings, the PRC voted to approve changes to the Regulations governing commissioner challenges at its May 24, 2017 meeting. Attached are: a copy of Section VI.C. of the Regulations as revised, the current section in effect, and a document comparing the two.

The Commission understands that elements of the revised commissioner challenge procedure may, in the opinion of the Berkeley Police Association, trigger the meet-and-confer procedure. The Commission asks that you resolve any such issues as expeditiously as possible, and would greatly appreciate knowing your approximation of how long it might take. Thank you.

Attachments:

- 1) PRC changes to Section VI.C. approved May 24, 2017
- 2) Current Section VI.C
- 3) Comparison document

cc: Christian Stines, President, Berkeley Police Association
Jovan Grogan, Deputy City Manager
Andrew Greenwood, Chief of Police
PRC Commissioners

PRC Regulations Section VI. BOARDS OF INQUIRY

C. Challenge of BOI Commissioner

1. Basis for Challenge

A Commissioner who has a personal interest, or the appearance thereof, in the outcome of a hearing shall not sit on the Board. Personal interest in the outcome of a hearing does not include political or social affiliations, attitudes, or beliefs. Examples of personal bias include, but are not limited to:

- a) a familial relationship or close friendship with the complainant or subject officer;
- b) witnessing events material to the inquiry;
- c) a financial interest in the outcome of the inquiry;
- d) a bias for or against the complainant or subject officer.

2. Procedure

- a. Within 7 calendar days from the date of mailing of the notice of a Board of Inquiry hearing that includes the names of the Commissioners constituting that Board, or 10 calendar days before the BOI hearing date, whichever occurs first, the complainant or the subject officer(s) may file with the PRC a written challenge for cause to any Commissioner. Such challenge must specify the nature of the conflict of interest accompanied by all evidence and argument supporting the challenge.
- b. The PRC Officer or his/her designee shall notify the challenged Commissioner and send him or her a copy of the challenge and supporting materials within 1 business day after receipt of the challenge.
- c. A commissioner challenge and a commissioner's response to being challenged may be filed via email to prc@cityofberkeley.info. PRC staff may serve a notice of challenge and supporting materials, and response to a challenge and supporting materials, via email.
- d. If the Commissioner agrees, the PRC Officer or his/her designee shall ask another Commissioner to serve.
- e. If the Commissioner does not agree that the challenge is for good cause, the Commissioner has 3 calendar days from the date of contact by staff to file a written response with supporting materials, if he or she desires, and PRC staff must send the response and supporting materials to the challenging party within 1 business day of receipt. The PRC Officer or his/her designee shall convene a special BOI meeting of the two other Commissioners to occur as soon as practicable to hear the challenge. For the challenge to be granted, both Commissioners must agree that the challenge is for good cause using the clear and convincing standard. If the challenge is granted the PRC Officer or his/ her designee shall ask another Commissioner to serve. If there is not unanimous agreement by the two Commissioners, the challenged Commissioner will be allowed to serve.
- f. At the special meeting to hear the challenge, the party making the challenge shall, under oath, reiterate the basis of the challenge for the Commissioners. All parties will be allowed the opportunity to present arguments, witness testimony and answer

questions under oath. Testimony and argument of the special meeting shall be recorded.

- g. If a challenge to a Commissioner is rejected, and the Commissioner serves, the written challenge and the Commissioner's written response shall be part of the complaint file. If a challenge is upheld, the commissioners voting to uphold must prepare a written decision explaining their reasoning. This decision will be furnished to the challenging party and the challenged Commissioner, and is confidential.
3. Replacement of Commissioners
In cases where the full commission sits as a Board of the whole under Section VI.A., a Commissioner who agrees to a challenge or is successfully challenged will not be replaced.
4. Tolling of time
A challenge to a commissioner that is granted at the request of the subject officer shall toll any BPD disciplinary time period.

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2. Procedure

- a. Within 7 calendar days from the date of mailing of the Board of Inquiry hearing packet, which includes the names of the Commissioners constituting that Board, the complainant or the subject officer(s) may file a written challenge for cause to any Commissioner. Such challenge must specify the nature of the conflict of interest.
- b. The PRC Officer or his/her designee shall contact the challenged Commissioner as soon as possible after receipt of the challenge.
- c. If the Commissioner agrees, PRC Officer or his/her designee shall ask another Commissioner to serve.
- d. If the Commissioner does not agree that the challenge is for good cause, PRC Officer or his/her designee shall poll the other members of the Board and, if both agree that the challenge is for good cause, shall inform the challenged Commissioner and ask another to serve.
- e. If a challenge to a Commissioner is rejected, and the Commissioner serves, the written challenge and the Commissioner's written response shall be part of the record of the complaint.

3. Replacement of Commissioners

Any Commissioner who is unable to serve for any reason shall be replaced by another Commissioner, except in cases involving a death.

PRC Regulations Section VI. BOARDS OF INQUIRY

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4. Tolling of time

A challenge to a commissioner that is granted at the request of the subject officer shall toll any BPD disciplinary time period.



BERKELEY POLICE ASSOCIATION

1834 University Avenue • Berkeley, Ca. 94703-1516
510-843-4319

June 1, 2017

Dee Williams-Ridley
City Manager
2180 Milvia
Berkeley, CA 94704

Dear Mrs. Williams-Ridley:

On behalf of the members of the Berkeley Police Association (BPA), I am submitting this formal request for a Meet and Confer as provided for by the Collective Bargaining statutes of the State of California. It has been brought to our attention the Police Review Commission (PRC) voted to request that the City Manager's office implement their proposed changes to their rules.

Copies of their proposed changes were provided to the BPA via the PRC officer, but upon informing the PRC officer that the BPA did not agree with the majority of the proposed changes, and that we would likely be seeking a Meet and Confer with the City Manager, the PRC soon after approved the above motion.

As is established past practice, we are requesting to Meet and Confer with a designee of the City Manager, as the proposed regulation changes clearly impact the working conditions of members of the BPA, their ability to be provided an unbiased hearing, and to be afforded due process as required by the Peace Officer Bill of Rights, and the United States Constitution.

Sincerely,

Chris Stines
President

CC: City Manager Dee Williams-Ridley, Human Resources Director Sarah Reynoso, Rocky Lucia Esq.,

Lee, Katherine

From: Greenwood, Andrew
Sent: Thursday, June 01, 2017 2:01 PM
To: SET
Cc: Lee, Katherine
Subject: FW: Berkeley Police Department Recognition of Gay Pride Month

Greetings,

I just wanted to let you know that BPD is showing visible support of June, 2017, Nat'l LGBTQ Pride month, through several measures, as noted below...

Copying PRC Secretary Lee, for distribution to PRC.

Andrew Greenwood
Chief of Police
Berkeley Police Department
(510) 981-5700

From: Greenwood, Andrew
Sent: Thursday, June 01, 2017 1:58 PM
To: All Police <dlPolice@cityofberkeley.info>
Subject: Berkeley Police Department Recognition of Gay Pride Month

Greetings,

Across our nation, the month of June is officially recognized as national LGBTQ Pride month, a time to recognize and support the LGBTQ community. This year, we seek to affirm the Berkeley Police Department's commitment to, and support of, the LGBTQ community within our city, and within our Department, in accordance with our dedication to safeguarding our diverse community, and treating all with dignity and respect.

We are proud to express our support of the LGBTQ community through the following activities in June:

Starting next Monday, we will display the Pride flag in our lobby, to convey our Department's support of, and service to, our LGBTQ community. This display will complement the Pride flag being flown from the main standard in Civic Center Park, which is occurring as a result of our efforts as well.

All employees, sworn and professional staff, may optionally wear a Pride lapel pin, either on their uniform, or their plainclothes wear. These pins are being provided at no cost to all employees who would like them. Uniformed employees are authorized to wear a rainbow strip Pride pin above their name bar (Class A or B) or embroidered name (Class C). Employees assigned to the Detective Division and professional and non-uniformed personnel are authorized to wear a rectangle Pride flag pin. Please contact Personnel and Training staff if you would like either of these pins.

Finally, BPD will be participating in the San Francisco Pride Parade on Sunday, June 25, 2017 at 1030 hours. All employees are welcome and encouraged to attend this event, and employees' family members and children are welcome to accompany us as well. We will have a BPD vehicle in the parade with our marchers, and everyone attending is encouraged to wear your uniform. You will be allowed to flex your schedule so that you can attend this event. Please speak to your direct supervisor to get

permission to do so. Please contact Sgt. Turner if you would like to attend, or you can help out with coordination for this event.

Thanks for your support and participation in this important effort, and for your dedication to making our community safe,

Andrew Greenwood
Chief of Police
Berkeley Police Department
(510) 981-5700

Lee, Katherine

From: PRC (Police Review Commission)
Sent: Friday, June 02, 2017 8:08 AM
To: Lee, Katherine
Cc: Norris, Byron
Subject: FW: Analysis of Berkeley PD Stops
Attachments: Berkeley PD Stops Analysis Dashboard.jpg

From: bob@policestrategies.com [mailto:bob@policestrategies.com]
Sent: Thursday, June 01, 2017 10:29 PM
To: PRC (Police Review Commission) <prcmailbox@cityofberkeley.info>
Cc: Maio, Linda <LMaio@cityofberkeley.info>; Davila, Cheryl <CDavila@cityofberkeley.info>; Harrison, Kate <KHarrison@cityofberkeley.info>; Hahn, Sophie <SHahn@cityofberkeley.info>; Wengraf, Susan <SWengraf@cityofberkeley.info>; Worthington, Kriss <KWorthington@cityofberkeley.info>; Droste, Lori <ldroste@cityofberkeley.info>; d3info <d3info@cityofberkeley.info>; Manager, C <CManager@cityofberkeley.info>; BPD Webmail <bpdwebmail@cityofberkeley.info>
Subject: Analysis of Berkeley PD Stops

Dear Berkeley Police Review Commission,

I read about your interest in receiving an analysis of stops made by the Berkeley Police Department. Our company, Police Strategies, has conducted a preliminary analysis of 24,800 stops made by Berkeley PD officers from 2015 to 2016 using data obtained from the City of Berkeley's Open Data Portal. You can access the 5 dashboards that we created here:
<https://public.tableau.com/profile/policestrategies#!/vizhome/BerkeleyPoliceDepartment-StopsAnalysis2/LocationTime>

The dashboards are fully interactive and allow users to conduct unlimited queries to better understand how, when, where and why police are making stops. Queries can be launched by clicking on any element of a dashboard which will filter the results for the remaining dashboard elements. These analytical tools are designed to be used by law enforcement, policy makers, review boards and the community. Our mission is to use data and technology to support data-driven decision making, develop evidence-based best practices and promote transparency.

The dashboards we developed are very basic given the limited amount of data available on the city's website. When we work with cities and police departments, we extract many more data fields from the incident reports in order to fully understand context behind each police interaction. Our analyses go beyond simplistic comparisons of police activity with community demographics to provide a full and complete picture of what is happening during police encounters as well as an in-depth examination using applicable legal standards.

If you would like to learn more about our preliminary analysis of the Berkeley PD stops and how we could help the Commission develop a deep understanding of the department's policing activities, feel free to contact me.

Bob Scales

Police Strategies
13197 Madison Ave NE

Bainbridge Island, WA 98110
Phone: (206) 915-8683
Email: bob@policestrategies.com
Website: www.policestrategies.com

Lee, Katherine

From: Lee, Katherine
Sent: Friday, June 02, 2017 4:03 PM
To: Lee, Katherine
Subject: FW: a letter from Blair-1. Friday June 2, 2017. _____ Good connections are possible, at this time.

From: bob tom [mailto:cranberrysauce23@gmail.com]
Sent: Friday, June 02, 2017 3:43 PM
Subject: a letter from Blair-1. Friday June 2, 2017. _____ Good connections are possible, at this time.

Dear cities of San Jose, and Berkeley, and the counties of Santa Clara and Alameda,

Hi this is Blair Beekman, in San Jose. There was an important item, during a public city meeting, in San Jose, this past Wednesday.

No matter how things proceed, I hope San Jose's own questions of law, can be of help and inspiration, to the city of Berkeley, working on these similar issues.

I have addressed this letter, to the two cities and their counties.

There is simply good ideas, cooperation, and overall better reasoning, with more people involved, in thinking of the undocumented, and immigration issue. And, how work today, can help set a course, for this country's, collective future.

The city of San Jose, is trying to create, a simple, reasonable set of 'Shield Laws'.

Among other things, it will include how the federal government can respect, local city needs and ideas, and in how to practice, laws, pacts, and MOU's, on local terms, with the federal government, around the issues, of undocumented people, living in their city.

One of its legal ideas, will include, a list of several places, where ICE agents, may not make their detainments and arrests, in the future of the city of San Jose.

There is not much surprising or fancy, about a few legal ideas, wanted to be practiced in San Jose, at this time. San Jose, would like to keep this process, as low key, and as simple, as possible.

Good, recent ideas, are being based, from a well understood, and well-established, 2011 ICE directive, based on Obama Admin. ideas, along with helpful advocacy ideas, of the time, as well.

It is neat, simple, and familiar. And, in a small way, it can help a lot to answer, what the city of Berkeley is looking for, in its legal questions, with federal MOU's, NCRIC and the ideas of data collecting.

And, the legal questions, of how exactly, should NCRIC be included, in the future of Berkeley.

Our two Bay Area cities, are more connected, than I have thought.

It will be looked over, in the next few weeks, by the city of San Jose, and its city attorneys, will be looking over, their new legal ideas, for their city, in the next few weeks. It was introduced by Councilperson, Lan Diep, of District 4.

It will get some help, from the local, u.s. Rep., from the area, Zoe Lofgren.

Its legal ideas, overall neatness, and familiarity, should be a lot of help, and can actually be like a beacon, a lighthouse, or a map, with simple instructions, to help with the questions, and the confusion there can be, for the city of Berkeley, and in its own MOU questions, with the federal government, at this time.

There can be an overall sense, of friendship, camaraderie, and a sharing of good ideas, between these two cities and counties, on these issues, at this time.

I have tried to offer below, both the video and agenda, with the memo, of this item.

It is from the city of San Jose, Rules and Open Government, agenda item, G2. for Wednesday, May 31, 2017.

Look it up, on their public, city website, if what below isn't working.

Thank you to everyone, involved with this work.

Good luck to everyone, who will be continuing with this work.

Sincerely,
Blair Beekman

city of San Jose, Rules and Open Government agenda item, G2, and memo. Wed. May 31, 2017.

<http://sanjoseca.gov/index.aspx?nid=3851>

Video, accompanying agenda and memo.

http://sanjose.granicus.com/MediaPlayer.php?view_id=51&clip_id=9761&meta_id=638187.

Lee, Katherine

From: Lee, Katherine
Sent: Thursday, June 08, 2017 8:52 AM
To: Lee, Katherine
Subject: FW: a letter from Blair Beekman. Wednesday June 7, 2017. _____
thurs. June 1. city of Oakland, Privacy Advisory Commission Meeting. _____
To make its video, public.

From: bob tom [mailto:cranberrysauce23@gmail.com]
Sent: Wednesday, June 07, 2017 4:17 PM
To: PRC (Police Review Commission); Brenman, Eric
Subject: Re: a letter from Blair Beekman. Wednesday June 7, 2017. _____ thurs. June 1. city of
Oakland, Privacy Advisory Commission Meeting. _____ To make its video, public.

This is an important letter, I have just written. Not the whole world. But important.

I think it could make, for some fun, interest, and accountability, for your PRC public meeting public agenda, as a public letter, if you can.

-blair.

Dear city of Oakland,

It was a very important, city of Oakland, Privacy Advisory Commission Meeting. Thursday, June 1 2017.

A report, with the names, and the types of practices, of the many Data Collection companies, the Oakland Police Department uses,

was to be handed in, during the OPAC Commission Meeting, on this day.

And a following, open discussion, was supposed to take place.

There are some important decisions. for the everyday people, and the city government of Berkeley, culminating at a June 20, 2017, city council meeting.

Based on the Ideas, of how the city of Berkeley, will want to work, with the future of NCRIC, the federal, data collecting agency.

Making the study session, and learning process, of the Oakland Privacy Advisory Commission, and its work with the OPD, on ideas around local data collecting, very relevant and important, at this time.

And, that can nicely be of help, to the people, of more than one east bay city, at this time.

There is a bit of a time constraint, for the people of Berkeley, at this time. This June 1, OPAC meeting, can be of help, and offer valuable, background, depth, meaning, and insight, to what Berkeley is working on, at this time.

Its academic value, can be immeasurable.

The entire east bay, and the city of San Francisco, will then be very interested to hear what decisions, will come out of Berkeley and NCRIC around June 20, with the help and access, to information like this.

With this in mind, I hope your city of Oakland, can find a way, for the video, of this June 1. OPAC public meeting, to make it onto, your city public website, very, very soon.

National Security and safety, may be a concern. Study, learning, and respecting good ideas of local democracy, may be more important, at this time.

It would simply offer, needed help and information, to good people, studying this issue.

Please look into, how the video, of the June 1, OPAC meeting, can be on the city's public website, soon.

If the National Security questions, are worrisome. for the city public website,

Please plan, to make this video available, to the public soon, if asked on an individual basis.

Please write back if you can, to speak of any dilemmas, you may be in.

We can work toward answers.

I simply have to speak, to the importance, that this video needs to be available, to the public, at this time.

Sincerely,

Blair Beekman
San Jose, Ca

learning accountability and transparency,
for surveillance and technology

A Commander's Guide to Crowd Management & Crowd Control

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Digital copies of appendices 5-8 are also available on the gDrive

Mission

The Mission of the Berkeley Police Department in crowd situations is to facilitate free expression, de-escalate violence, and resolve conflict peacefully with the overall goal of ensuring public safety and protecting First Amendment rights of free speech and assembly.

Establishing an Incident Command Structure and strong lines of communication are critical in ensuring a successful resolution to a crowd situation.

Tactical Command

In many instances, situational awareness begins with intelligence before the incident and continues to develop throughout. Command should be aware of the number of anticipated participants and the actual size of the crowd. Regular updates regarding the crowd's composition, movement, and actions should be provided for situational awareness.

The Chief's intent via the Incident Commander (IC) will be captured in the Incident Action Plan and briefed. Based on the needs of an incident, the IC has the discretion to delegate overall tactical control of an incident to one or more Field Commanders. That person(s) will be responsible for communicating with the Operations Section Chief to coordinate squad objectives that will fulfill that intent.

Command should provide clear and specific objectives to Field Commanders. For example, proceed to MLK and Addison and block all northbound traffic on MLK, reroute the crowd eastbound on Addison. Do not give vague directions, e.g., Go there and find somebody in charge to figure out what is needed.

Field Commanders should make redeployment decisions proactively based on known situational awareness. (If a task is accomplished or not needed by the time the Commander and his/her squad arrives, go back in service. Look for work).

Whenever possible, tactical command decision making should be made in the field (e.g., Responsibility for squad movements).

Opportunities for the police to deescalate from crowd control to crowd management tactics needs to be recognized and seized.

Communication

Law Enforcement

When working with Mutual Aid responders, use embedded BPD liaisons to communicate with the Department Operations Center (DOC) on an encrypted channel or have all involved agencies use a non-encrypted mutual aid channel.

Public

To enhance two-way communication and facilitate peaceful demonstrations, BPD will, whenever practical, communicate with crowd leadership before and during the event. SRT Negotiators, crisis intervention trained officers, or others with a similar skill set should be considered for this role first.

Look for opportunities to give clear directions to the crowd. Directions should include acceptable and unacceptable behavior that can potentially lead to a dispersal order. Record and document these public addresses.

Directions may also include a medical admonishment describing what to do if exposed to gas ("Get to fresh air and flush the skin and eyes with water") as well as the location of a first aid station or eye wash station (in the event one is established). Social media can also be used to accomplish this objective.

Consider using the mini-PA on the Polaris Ranger to communicate with the crowd (i.e. directions, dispersal orders). Caution – Giving prolonged dispersal orders without enforcement action may empower the crowd or cause the crowd to grow dramatically.

Limit the amount of radio traffic on the primary radio channel.

Media

Review pertinent parts of BPD General Order P-29 – Public/Media Relations during the briefings with officers, reminding them to attempt to identify members of the press in the crowd. Identified members of the press shall be allowed behind the skirmish lines.

The Press Information Officer (PIO) should be in the field, accessible to the media. The PIO should advise members of the press to wear their credentials, verbally identify themselves to officers but not get too close to them when on skirmish lines.

During large scale incidents the Press Information Officer should provide periodic press updates.

Social Media

When practical BPD will use social media proactively before and during the event to communicate with participants, clearly identifying all communications as coming from BPD.

Types of messages:

- *Communicate that we want protesters to have a safe event and give tips on how to express their views lawfully.
- * Attempt to affect behavior before it escalates to the level of disorder that requires a dispersal order.
- * Coordinate in the field press conferences to inform media of dangerous situations.
- * Advise the public regarding areas to avoid during protests.
- * Explain why police are issuing dispersal orders and that dispersal orders apply to everyone in earshot.
- *Explain potential consequences of failure to disperse, including exposure to CS gas (Get to fresh air and rinse skin and eyes).
- *Warn the public at large to shelter in place to avoid CS Gas exposure.

The following checklists may be used to prepare an Incident Commander for a pre-planned or spontaneous crowd situation.

Pre-Planned Events

- Write Incident Action Plan – (Designate Field Commander(s), Squads, Arrest Teams, Booking Teams, Videographers, PIO, PSB/Staging Security, Staging Liaison, Scouts, Tactical Dispatcher). Assign Sergeant to ensure all criminal reports are completed and reviewed.
- Staffing-Possibly cancel days off.
- Create contingency staffing plan for extended Operational Periods (12 on/off).
- Recognize the need for a potential regional response early and get the stakeholders together as soon as possible for planning. Alert the Alameda County Law Enforcement Mutual Aid Coordinator that a potential need exists. ACSO LEMA Coordinator: Daytime (925) 803-7800 / Night (925) 667-7721
If mutual aid is required, request how many and any specialized equipment and location of staging area.
- For large scale crowd management events, increase staffing of bicycle officers, motorcycle officers and parking enforcement officers, dispatchers and jailer positions.
- Designate Incident Command System (ICS) positions to prepare for event.
- If there is a strong likelihood of mass arrests, request ACSO prisoner transport vehicles. Commanders should consider options and additional means for how to safely process individuals who may be eligible to be cited and released.
- Designate a staging area and Mutual Aid Liaison Officer-Refer to Appendix 1.
- Contact crowd leadership if possible.
- Set up Department Operations Center (DOC) or Field Command Post (FCP).
If a DOC is used, have IT and Public Works staff on hand.
Ensure Tactical Channel is recorded.
Assign a Tactical Dispatcher.
If staffing allows, use social media to communicate with the crowd.
- Inventory munitions and ensure that sign in/out sheets are utilized.
- Conduct Briefing for all Law Enforcement (LE) participants.
Convey community concerns such as; use of armored vehicles and use of chemical agents to all personnel.

Review no baton strike areas on the human body.
Brief media policy.
If issued, outline use of body worn cameras.

- Inventory Mutual Aid munitions
- Review rules of engagement with Less Lethal (LL) operators prior to deployment.
- Use BPD liaisons if necessary.
- Consider deploying joint police and fire scout teams to manage small fires and scout medical calls.
- If IC changes, broadcast the change of command over the radio.
- At the end of the event, prior to releasing mutual aid, re-inventory their munitions. Mutual Aid should be released first followed by phased release of BPD squads.
- At the conclusion of the incident, have Squad Leaders submit use of force reports to the Incident Commander (IC).
- Have Logistics turn in munitions sign in/out sheets to the IC.
- The IC in charge when the incident ends has 72 hours to submit the After Action Report (AAR). If due to the length of the incident, i.e. multiple operational periods, the IC shall write a summary report. Use of less lethal and chemical munitions should be recorded in the AAR.

Spontaneous Events – Watch Commander is the IC

- Evaluate resources.
- Communicate current situation to BFD, making them aware of potential impacts.
- Request mutual aid if necessary.
If mutual aid is required, request how many of what you need and any specialized equipment and location of staging area.
Do not split up your mutual aid personnel.
Use BPD forces to contact the crowd whenever possible.
- Designate a staging area and Mutual Aid Liaison Officer-Refer to Appendix 1.
- Notify Chain of Command, PIO.
- Put officers in squads.
- Develop Incident Action Plan.
- Designate videographers and scribe.
- Broadcast initial objectives and update as the situation progresses.
- Brief Officers: Time permitting, convey community concerns such as; use of armored vehicles and use of chemical agents to all personnel.
Review no baton strike areas on the human body.
Brief media policy.
If issued, outline use of body worn cameras.
- Time permitting, review rules of engagement with Less Lethal Operators.
- Utilize munitions sign in/out sheet.
- Deploy officers to the field.
- Designate a FCP or depending on need/staffing, activate a DOC.
- Consider staffing contingency plan if operational period becomes extended.
- IC may command from the field or have Squad Leader(s) designated as Field Commander(s).
- If IC changes, broadcast the change of command over the radio.

- At the end of the incident, release mutual aid first followed by phased release of BPD squads.
- At the conclusion of the incident, have Squad Leaders submit use of force reports and munitions sign in/out sheets to IC for the After Action Report (AAR). If possible determine if Mutual Aid responders fired any munitions or chemical agents, quantity, location and circumstances. Use of less lethal and chemical munitions should be recorded in the after action report.
- The IC in charge when event ends has 72 hours to submit the AAR. If due to the length of the incident, i.e. multiple operational periods, the IC shall write a summary report.

Tactical Considerations:

Deployment

Deploy resources at the beginning of an event in preventative crowd management roles designed to keep events peaceful. Examples-Bikes monitoring from the front, sides and rear of crowd. Officers walking with the crowd. Motors and PEOs to facilitate traffic control. If possible, additional resources should be held in reserve in case crowd control becomes necessary, e.g. Squads paralleling crowd on side streets.

Crowd Control strategies are used at events that have become unlawful or violent and may require arrests and/or the dispersal of the crowd. These strategies include but are not limited to: skirmish lines, mobile field force techniques, targeted and mass arrests and the use of force generally.

Load Plans

Use ICS 211E Forms and Munitions Inventory Forms to track equipment and personnel.

Maneuver

Have a contingent of officers to move with the crowd, so that violent elements in the crowd will see a continuous police presence.

Deploy squads with dedicated drivers who remain **in/with** the vehicles to increase squad mobility and facilitate vehicle security.

BPD/BFD Scout Teams

Unmarked vehicle with BPD officer, Paramedic and one other firefighter. Scout team responds to put out small fires in the streets. Also responds to incidents, conducts scene assessment and plans fire response to medical emergencies impacted by the crowd proximity.

Force Protection

Be prepared to combine officers and Fire/EMS to move into an area together to start casualty collection point and/or get medical aid started. Consider if the area is "hot" – no Fire/EMS, "warm" – Fire/EMS with cover officer(s), or "cold" – Fire/EMS without need for cover officer(s).

Dispersal Orders

A dispersal order can be declared in the case of a riot, rout or unlawful assembly. The Incident Commander at any crowd situation shall make the determination as to when or if a crowd whose behavior poses a clear and present danger of imminent violence will be declared an unlawful assembly. (General Order C-64)

Dispersal orders = potential use of force or CS gas.

If the IC is not ready to enforce such an order in a deliberate fashion, then he/she should consider not issuing the order until they are ready. Dispersal orders should not be given until officers are in a position to support crowd movement.

A dispersal order should not be issued where arrests are not possible unless the IC is willing to disperse the crowd with reasonable and appropriate force.

Issue fewer dispersal orders and record evidence that the crowd was able to hear the orders. Give exit route(s) and reasonable time to comply. When the determined time has lapsed, officers need to be ready to enforce the order.

Give plain English explanations/instructions to make sure the message is understood. As dispersal orders are given over the loud speaker, social media will be used when practical to communicate more detailed information to the crowd.

Timing and strategy play a key role in deciding when and where to issue amplified dispersal orders.

If a crowd forms but their composition may have changed, reissue dispersal orders before making arrests for failure to disperse per California Penal Code Section 409.

Skirmish Lines

Skirmish lines should be deployed only in situations where the use of force that may be necessary to enforce the line is warranted by the objective of deploying the line.

Have enough officers in place to support isolated arrests. Keep in mind that the need for isolated arrests often originate from the rear and sides of the crowd.

Officers or Squad Leaders on a skirmish line should not get into a debate or argument with crowd members but may answer reasonable questions.

CS Gas

Only to be used as a last resort when other means have failed or are not possible. Per BPD GO U-2, CS gas shall not be used without the prior approval of the Chief of Police, or his/her designee, unless exigent circumstances prevent the request from

being made and the delay would likely risk injury to citizens or police personnel (e.g., rocks, bottles, or other projectiles are being thrown and immediate crowd dispersal is necessary).

In the event immediate use is necessary, notification to the Chief of Police, or his/her designee, should be made as soon as possible after the deployment.

If possible, give preparatory orders warning officers of the impending use of chemical agents over the radio prior to their use.

Prior to the planned deployment of CS Gas, medical aid should be on scene and available to respond to treat people who might be affected by CS Gas.

Give direction for every volley of gas, including the type of gas to be used, the quantity of gas to be used, and the intended location for release. For instance, two canisters of gas and two canisters of smoke released at the southwest corner of MLK and Addison. The commander may consider starting with one canister of gas and/or smoke to ascertain the wind direction and effect on the crowd. After each use of chemical agent and/or gas, the commander shall re-evaluate to determine if additional chemical agents and/or smoke are necessary. Efforts should be made to document each use of chemical agent and/or gas, including the crowd behavior necessitating its use, quantity, location, and time.

If a determination is made that the use of hand thrown chemical agents is necessary, the preferred method of delivery is to roll canisters.

Arrests

When possible make targeted arrests of law breakers before they coopt the event.

If Mobile Field Force tactics are used and bicyclists are obstructing police advancement, consider arresting for PC 148 and VC violations.

If a dispersal order will lead to mass arrests, begin with the front of the crowd and have officers and vehicles in place to receive arrestees.

Arresting officer needs to complete bottom of CAR and be photographed with arrestee prior to handing off arrestee to booking team.

Evidence

Have officers collect projectiles and book as evidence into the BPD property room

Appendix 1

Staging Area-Excerpted from BPD General Order U-4

STAGING SITE CONSIDERATIONS

1. Lengthy, large-scale events may require the establishment of additional staging sites, outside of the Public Safety Building and its secure parking lots.
2. Planners shall consider multiple sites not solely the 2100 block of McKinley Avenue when determining the most suitable location for staging resources and personnel through a lengthy event or series of events. When considering sites, planners shall consider the impact and effects of an anticipated prolonged presence on local residents, businesses, and institutions.
3. Planners shall consider the time and duration(s) of the scheduled events, and consider the availability and security of alternative sites including but not limited to City of Berkeley properties, parking lots, and city streets, Berkeley Unified School District sites, University of California sites, and other commercial sites and parking lots.
4. Planners shall consider likely negative impacts to any area selected as an alternative staging area, including the impacts to residents in or adjacent to the potential staging area. Planners shall consider mitigating impact through less-than full use of a street, e.g. using only one side of a street, and/or using the site for parking only, so that personnel activities and presence on site are minimized.
5. Planners shall establish a communication plan assigning specific personnel to provide information to residents of the affected area. For scheduled events, assigned personnel shall contact residents and provide information prior to the onset of the event. Information shall be provided to residents upon any posting of parking or site access restrictions, and where possible residents should be provided with information before restrictions are posted. Assigned personnel shall ensure information is also shared with the City Manager's Office. Information provided to residents and the City Manager's Office shall include, but not be limited to:
 - a) The reason for the need of a staging site;
 - b) Description of site selected
 - c) Discussion of alternative sites considered
 - d) The anticipated duration of the operation
 - e) The anticipated parking and street closure restrictions, including tow-away

zones if needed.

- f) A designated point-of-contact in BPD's Community Services Bureau, or other personnel as designated.
 - g) Establishment of a regular, daily, on-site meeting for residents and assigned staff.
 - h) Specific plans to provide access to residents, to be applied fairly and consistently to all residents.
 - i) An invitation to be added to an email contact list for updates
6. Planners shall establish a site-support plan, to include measures to mitigate negative impacts on residents, including traffic controls, placement of portable toilets, scheduling City clean-up crews, and inspecting the area post-event upon event conclusion and resource demobilization, and final debrief meeting for residents.
7. Planners shall establish a site-management plan assigning specific personnel to manage and staff the staging site during operational periods. A Sergeant or designee shall be responsible for supervising staff on scene, and providing liaison with non-agency personnel. Non-agency personnel shall be provided with information regarding the site, impacts to residents, and access to briefing sites, and restroom facilities.
- a. The BPD Site manager or designee shall be responsible for:
 - i. Oversight of BPD personnel assigned to traffic control and security.
 - ii. On-site liaison with affected residents, including daily meetings as scheduled.
 - iii. Supporting visiting non-agency personnel while in the staging area.
 - b. The BPD Site manager or designee(s) shall ensure all non-agency personnel are provided with information regarding the site, impacts to residents, and access to briefing locations and restroom facilities.

Appendix 2

Critical Infrastructure-Excerpted from City of Berkeley Emergency Operations Plan

<u>Facility Name</u>	<u>Location</u>	<u>Phone</u>	<u>Function</u>
Public Safety Building	2100 MLK	981-5900	Primary EOC
Civic Center Building	2180 Milvia	981-2489	Primary City Operations
Corporation Yard	1326 Allston	981-6620	Primary PW, Parks, DOC
Permit Service Center	2120 Milvia	981-7400	Primary Safety Assess.
Central Library	2090 Kittredge	981-6100	Volunteer Center
1947 Center	1947 Center		Primary City Operations
North Berk. Sr. Center	1901 Hearst	981-5190	HHS DOC
Firehouse #1	2442 Eighth		Fire OPS
Firehouse #2	2029 Berkeley Way		Fire OPS
Firehouse #3	2710 Russell		Fire OPS
Firehouse #4	1900 Marin		Fire OPS
Firehouse #5	2680 Shattuck		Fire OPS
Firehouse #6	999 Cedar		Fire OPS
Firehouse #7	2931 Shasta		Fire OPS

Appendix 3

Dispersal Order-Excerpted from BPD General Order U-4

The Incident Commander at any crowd situation shall make the determination as to when or if a crowd, whose behavior poses a clear and present danger of imminent violence, will be declared an unlawful assembly.

Unless otherwise directed or required, the following dispersal order text shall be used by Berkeley Police Department personnel in crowd control situations:

"I am (*rank*) (*name*) with the Berkeley Police Department. I hereby declare this to be an unlawful assembly, and in the name of the people of the State of California, command all those assembled at (*location*) to leave the area immediately. If you do not leave, you are in violation of section 409 of the California Penal Code, and may be arrested or subject to other police action. Other police action may include the use of less lethal projectiles, baton strikes, or use of tear gas, which may pose a risk of serious injury. The following routes of dispersal are available: (*state options available*) You have (*state time expectation*) to leave the area."

Except when exigent circumstances exist and doing so would place officers or the public at risk, a dispersal order shall be issued prior to forcibly dispersing a crowd.

The Incident Commander, or his/her designee, shall issue a dispersal order:

- (a) As close to the crowd as practical;
- (b) In a manner clearly audible to persons in the crowd;
 - (1) Use sound amplification systems when necessary;
 - (2) When practical, shall record the dispersal order to establish that the orders were audible to the crowd.
 - (3) When practical, employ officers stationed around the perimeter of the crowd to ensure the dispersal order is clearly audible.
- (c) In more than one language if possible, depending on the needs of the crowd.

Additional dispersal orders may be given following a reasonable period of time to allow for crowd dispersal. (Ongoing dispersal orders should be avoided)

If after a dispersal order is given, a crowd is discovered in a different location, the new location should be evaluated to determine if it is an ongoing unlawful assembly.

Appendix 4

Less Lethal Operator Rules of Engagement

Less Lethal

Per General Order U-2 Less-than-lethal **force** shall only be used in the following situations, and, where feasible, **after** some warning has been given:

- (a) When an act of violence is occurring, or is about to occur;
- (b) To overcome the resistance of a physically combative person, or to gain compliance from a non-compliant person reasonably believed to be armed;
- (c) To deter a person who is reasonably believed to be armed and is threatening to harm him-/herself, another person, or an officer; or,
- (d) To resolve a potentially violent incident not otherwise described above, when deemed reasonable by the authorizing sergeant or commander.

Impact Rounds – recommended distance is no closer than 10 feet to max 100 feet for the 40mm CTS 4557 rounds or CTS 4550 marking rounds. Less Lethal Impact weapons are on the high end of the force model/continuum, higher than hands and below lethal force.

The target areas are the same as if using a straight baton or collapsible baton. Avoid areas such as the head/face, groin, spine and heart as intentional impact points as they may cause death or serious bodily injury to the subject, particularly at close range.

Deployment – The Less Lethal team member should alert other officers of the description of the person and reason for the detention. The LL operator should not fire from behind the line of officers unless they do so from an elevated position, or unless they can be certain no officer will be struck accidentally by the LL rounds. Individual warnings are only given if feasible in a tactical situation. For example, if the subject is preparing to throw projectile(s) at police officers with the intention of causing injury, a warning is not feasible.

Medical handling of persons after LL engagement – if a person was engaged with a LL impact round and was detained by police, a medical evaluation and clearance are necessary before jail booking or release on citation.

Documentation – complete a report and where possible, have photographs taken of the subject's impact areas. Rounds and casings do not have to be collected

after use if the tactical situation does not allow for it; however, if they are collected they should be photographed and booked as evidence related to the event. Also record LL engagements of subjects who are not detained by police, by noting the description and actions of the subject that led to the LL engagement.

Hand Held Smoke and Chemical Agent Munitions

Chemical agents shall not be used without prior approval of the Chief of Police, or his/her designee, unless exigent circumstances prevent the request from being made and the delay would likely risk injury to citizens or police personnel. Always consider that when CS/Smoke is deployed, it may flow into nearby homes, buildings, vehicles as an unintended consequence.

Recommended ratio is one smoke canister to one CS canister, or two smoke canisters to one CS canister. Consider deploying one smoke canister behind the skirmish line to check wind direction and the response from crowd before deploying CS. Continually assess the situation and adjust accordingly.

“Look before you throw” is required by law and is common sense during deployment. Rolling the canister is the preferred method of deployment. Once the pin is pulled, the fuse generally burns from 1 to 1.5 seconds (+/- .3 sec) before initiating.

Many smoke and CS canisters burn very hot and produce smoke, heat and flames in excess of 400 degrees. The canister will remain very hot to the touch well after it has burned out. Avoid picking up spent canisters with bare hands. Be aware that the canister may cause serious injury and burns.

Medical handling of persons – Medical aid should be staged nearby. Persons affected by CS should be directed to medical personnel for assistance and evaluation if requested.

Documentation – Use of CS/Smoke should be recorded as to time/location, quantity and reason. Deployed cartridges do not have to be collected after use if the tactical situation does not allow for it. If they are collected, photograph and then place in a chemical agent can and marked “used” and place in the chemical agent storage room.

Launchable CS/Smoke

CTS 4630 muzzle blast CS rounds can be launched via the 40 mm single launcher or multi- launcher. The recommended range is no closer than 10 feet to max 30 feet, while 15-20 feet is most effective. Do not aim/deploy into the face or head of a subject as it may cause injury.

Medical handling of persons – Medical aid should be staged and persons affected by muzzle blast CS should be directed to medical personnel for assistance and evaluation if requested.

Documentation – Use of muzzle blast CS should be recorded as to time/location, quantity and reason. Deployed canisters do not have to be collected after use if the tactical situation does not allow for it. If they are collected, photograph and then place in a chemical agent can marked "used" and place in the chemical agent storage room for later disposal.

Appendix 5

Crowd Management P.O.S.T Guidelines
Crowd Management, Intervention, and Control
Appendix B, Page 51

2012 California Commission on Peace Officer Standards and Training.

See attached.

Appendix 6

ICS 211 E Forms
Check-In Lists for Personnel and Equipment

See attached.

Appendix 7

Munitions Inventory Form

See attached.

Appendix 8

East Bay Regional Communications Systems Radio Guide

See attached.

Digital copies of appendices 5-8 are available on the gDrive