

ST. PETERS POLICE DEPARTMENT'S 2007 ANNUAL REPORT

CHIEF OF POLICE **THOMAS A. BISHOP**



Photos of 2007
National Night Out



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Message from the Chief



My Fellow Citizens,

As Chief of Police I am honored to present to you the 2007 Annual Report for the St. Petersburg Police Department.

Throughout the past year, the employees who make up this fine organization have worked diligently to bring to our citizens the very highest quality of police services. Based upon 2007 crime statistics: our organizational goal of continuing to make this community a safe place to live and conduct business is working.

As we look to the future, we are eagerly anticipating the beginning of construction on our new Criminal Justice Center in the summer of 2008. Upon completion of that facility, this agency will be well positioned to provide for needed agency growth well into the next several decades.

The City of St. Petersburg has been and will continue to be known as a model community; and, you may rest assured that the men and women of this agency will continue to bring to our residents the very best in Law Enforcement services.

Sincerely,

A handwritten signature in black ink that reads "Thomas A. Bishop".

Thomas A. Bishop
Chief of Police



Deputy Chief's Message



Dear Citizens,

Thank you for your continuing interest in our annual reports. As the Deputy Chief, Bureau of Support Services, I am proud to serve with the men and women who operate our communications, records, and property management systems.

During 2007, we completed the installation and implementation of a countywide 911 System upgrade. The City of St. Peters participated in the initial evaluation and testing of the system, prior to its full implementation. Our Communications staff provided valuable technical assistance and feedback on systems operations during the two-year testing phase. Our Police Records Section is completing the certification phase of the Missouri Incident Based Reporting System (MIBRS). Upon successful certification, St. Peters will become one of the largest law enforcement agencies in the state authorized to submit crime data into the automated reporting system. The City-wide Radio System Rebanding Project is also progressing, with an estimated completion date of August 2008. The rebanding project will move our existing radio system to the newly allocated public safety frequencies. Our work on the new St. Peters Justice Center is continuing on schedule; in late 2007 we began developing the construction design documents for the facility. We continue to aim for project completion during the summer of 2009. Thank you again for your interest and support.

Sincerely,

Michael D. Townsend



Deputy Chief's Message



To the Residents of St. Peters,

As the Commander of the Bureau of Field Operations, I am fortunate to be responsible for all areas of enforcement. This includes the Patrol Division, Criminal Investigations Division, and the Community Services Division. The men and women of this agency are professionals dedicated to providing outstanding police services to the citizens of the City of St. Peters.

As you read through our annual report you will see the Bureau of Field Operations has worked very diligently this year to provide you with the best service possible. They have unselfishly dedicated their lives to the Citizens of the City of St. Peters for the purpose of providing a safe and healthy community. We will continue to respond to our citizens in a prompt and courteous manner, while maintaining the utmost professionalism.

Sincerely,

Jeff Finkelstein





The mission of the St. Peters Police Department is to provide quality public service based on high ethical and professional standards, attained through a sincere commitment to public service. It includes preserving the peace and order of the City through conflict management and enforcement of criminal laws and quasi-criminal laws by officers who are committed to the rule of the law and have the unique authority to investigate, arrest, search, seize, and use reasonable and necessary force. It includes being both responsive and responsible to the public we serve. Our mission is public service and we are proud of it.





Throughout the year the St. Peters Police Department strives to recognize its members for their work that goes beyond the call of duty. Those instances are called out through our Department Awards and Commendations Program.



AVAILABLE AWARDS

- **Medal of Honor.** Awarded to a Department member who has given his or her life in the line of duty, or has distinguished himself or herself by the performance of an unselfish act of courage involving imminent danger or hazard to the Department member's own life, with the full knowledge of the risks involved, and is clearly above and beyond the call of duty. Such act must be in the course furthering justice, or of saving or attempting to save the life of another. The act must be of such high caliber that it clearly distinguishes the member from a lesser form of bravery.
- **Life Saving Medal.** Awarded for an act performed in the line of duty, which through disregard of personal safety or prompt and alert action, results in saving a life.
- **Meritorious Service Medal.** Awarded for highly unusual accomplishment under adverse conditions wherein there existed some degree of hazard to life or limb of the nominee, or where death or injury to another party was clearly prevented by the actions of the nominee.
- **Exceptional Duty Medal.** Awarded for a highly creditable accomplishment as a result of the nominee's training, devotion to duty or service to the public, which is clearly in keeping with the highest standards of the law enforcement profession.
- **Chief's Letter of Commendation.** Awarded at the Chief's discretion for instances of special recognition for outstanding performance.

Life Saving Medal

Officer Dae Lederle • Officer Jeff Atkins • Officer Todd Lewis
Officer Bill Davis • Sgt. Tim Gooch

Exceptional Duty Medal

Officer Rick Meroney • Sgt. David Kuppler

Chief's Letter of Commendation

Detective Chris Shannon



- **Maintain overall Customer Satisfaction level of 95% by continuing to focus on the City's "IT" philosophy in our daily interactions with internal and external customers.**

- o Reduce the number of sustained citizen complaints against our employees.
- o Improve the timeliness and frequency of recognition for outstanding employee performance through both City and Departmental programs.



- **Continue to focus on a collaborative approach to Community problem solving issues and concerns with our residents.**

- o Identify opportunities and implement a "soft approach" with Code enforcement action, stressing education, citizen-stewardship, and neighborhood pride, rather than punitive action.
- o Encourage open communication and a more transparent organizational vision of the Police Department through increased participation in our community outreach programs, such as Neighborhood Watch, the Citizen Police Academy, and the Junior Police Academy.



- **Implement a problem-oriented policing program to identify crime trends, develop enforcement strategies, and demonstrate accountability for successful outcomes.**

- o Identify targeted crimes to include drug activity and underage drinking, as well as crimes against persons, property crimes, and municipal code violations.
- o Develop a strategic plan to allocate resources and account for their use within the program guidelines.
- o Implement a tactical response patrol capability tasked with implementing enforcement strategies.



- **Improve employee safety awareness. Strive to achieve and maintain a zero lost-day record and reduction in property loss and accidents through regular communication, increased personal accountability, safety training, and team action plans.**

- o Improve supervisors' focus on safety awareness and incident trends as individual employee performance indicators.
- o Increase employee awareness of safety issues using bi-weekly safety updates.
- o Increase individual accountability through counseling and progressive discipline for lost or damaged City equipment.
- o Recognize teams that attain and sustain a record of zero safety-related incidents for each quarter.



Continued from page 8

- **Establish a preventative maintenance program to protect against the failure of equipment and vehicles and to avoid accidents. The program will establish prior-to-use checklists and planned maintenance schedules that generate user responsibility.**

- o Identify or develop operational guidelines for the inspection, use, and maintenance of the equipment.
- o Consistent with the theory of unity of command, assign accountability for this function.



- **Direct the transition of police operations to the new Justice facility. The City's Justice Facility Design Team used a multidisciplinary approach in both the conceptual and construction design process. Members of every City Group and our elected officials provided their time and expertise in the design and selection of construction materials, finishes, and equipment. Thanks to all of the Groups' participation, the project remains on schedule with a completion target of summer 2009.**

- o Manage interaction with the Building Design Team to gain maximum utility from the building.
- o Effectively communicate with stakeholders to meet project milestones and deadlines.
- o Coordinate design, construction, and transition to the new facility to minimize disruptions to municipal services.

- **Conduct a staff review of the City's fine structure including Red Light Photo Enforcement Program. This project is currently underway. Members of staff are analyzing data from motor vehicle crash reports, the Municipal Court, and the vendor, Redflex Traffic Systems.**

- o Analyze current fines associated with respective violations.
- o Analyze traffic crash and enforcement activity at the Photo Enforcement locations.
- o Identify costs associated with the Red Light Photo Enforcement Program.
- o Identify measures to improve program efficiency.



- **Complete the Citywide Radio System Rebanding Project. The Citywide Radio System Rebanding Project is underway and meeting our project timelines for completion in August 2008. The project is the first in Missouri and has remained ahead of all deadlines imposed by the Transition Administrator. This project is funded entirely through the agreement negotiated by the Federal Communications Commission and Sprint Nextel.**

- o Complete all tasks assigned to the City within the timeline imposed by the Federal Communication Commission Frequency Transition Administrator.
- o Verify the like-for-like trade-out of all City-owned assets identified for replacement, and report the proposed exchange to the Purchasing Agent for proper asset control.
- o Prior to final authorization of payment to the vendor, verify, through testing and analysis, that the radio system operates at or above the level of efficiency monitored prior to the transition.



Part I Crimes

DEFINITIONS

Criminal Homicide: Murder and non-negligent manslaughter are the willful killing of one human being by another.

Rape: Sexual intercourse with another person by force without the victim's consent.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of violence and/or by putting the victim in fear.

Aggravated Assault: An unlawful attack or attempted attack by one person upon another for the purpose of inflicting bodily injury.

Burglary: The unlawful entry or attempted unlawful entry of a structure for the purpose of committing a crime.

Larceny: The unlawful taking, carrying, leading or riding away of property from the possession of another.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle.

Arson: The act of knowingly damaging a building or inhabitable structure by starting a fire.



STATISTICS

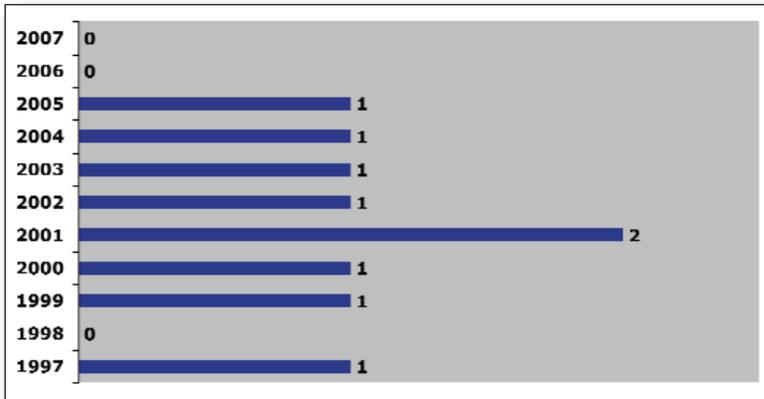
	<u>2007</u>	<u>2006</u>	<u>2005</u>	<u>2004</u>
1. Criminal Homicide	0	0	0	1
	<i>(Vehicular manslaughter—1 in 2005)</i>			
2. Rape	11	13	13	13
3. Robbery	19	11	12	18
4. Assault	581	588	544	665
Aggravated	75	79	74	81
Simple	506	509	470	584
5. Burglary	131	135	113	114
Forcible Entry	69	54	66	52
Unlawful Entry (no force)	51	74	42	58
Attempted Forcible Entry	11	7	5	4
6. Larceny	1,166	1,136	1,252	1,297
7. Motor Vehicle Theft	51	55	46	71
8. Arson (structures)	2	2	3	7



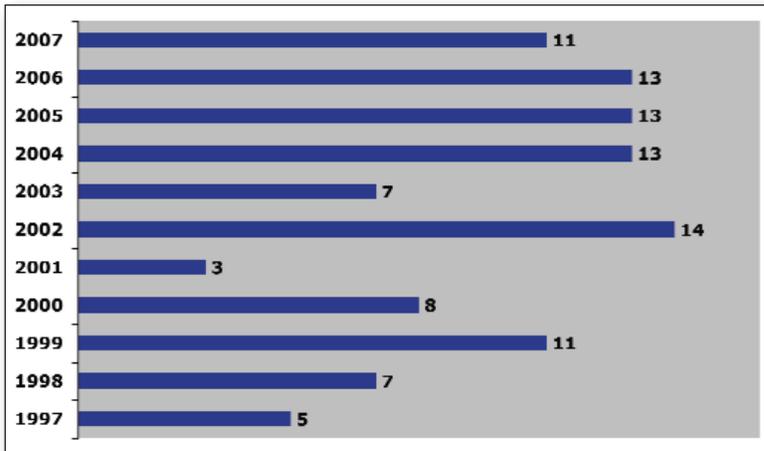
Part I Crimes

STATISTICS ~ Continued

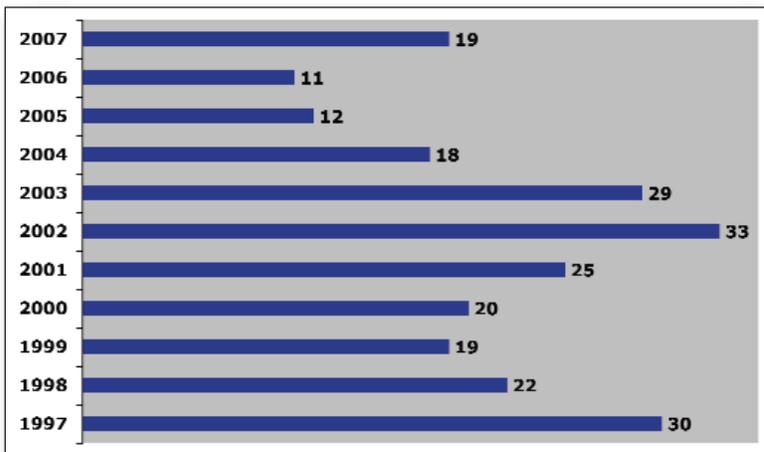
Homicides



Rape



Robbery

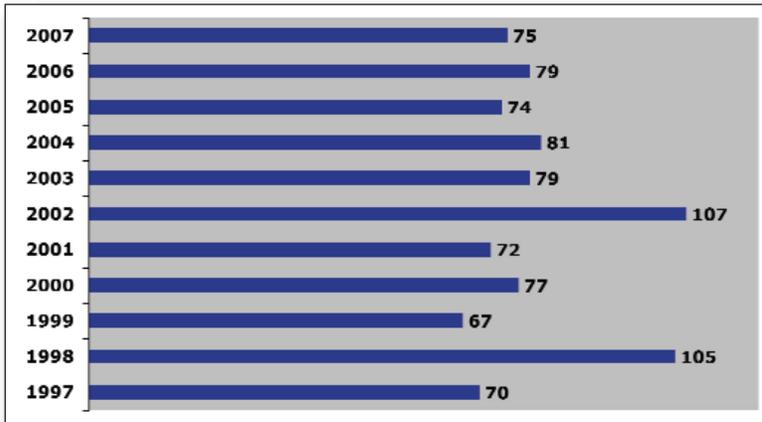




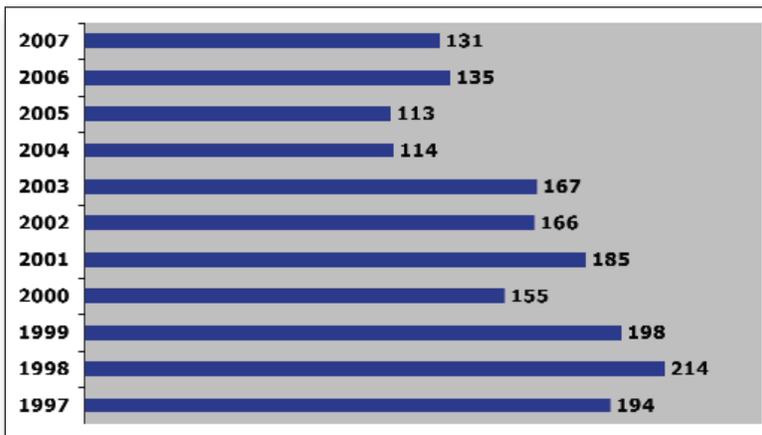
Part I Crimes

STATISTICS ~ Continued

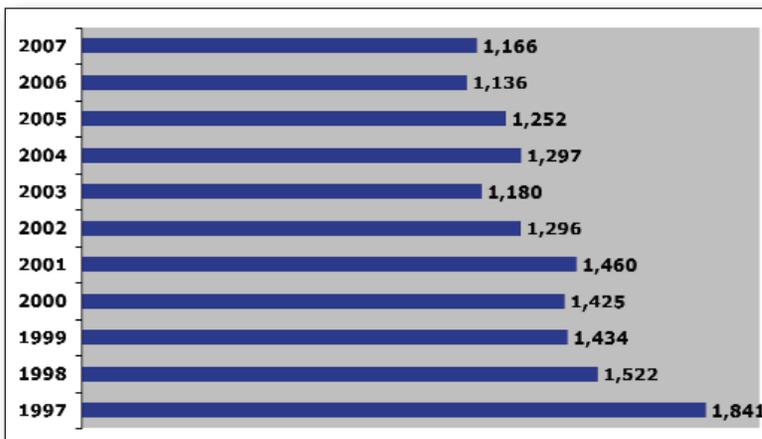
Aggravated Assault



Burglary



Larceny

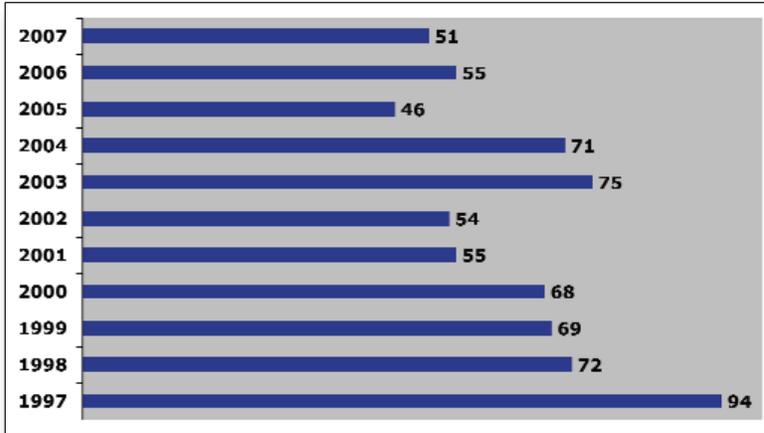




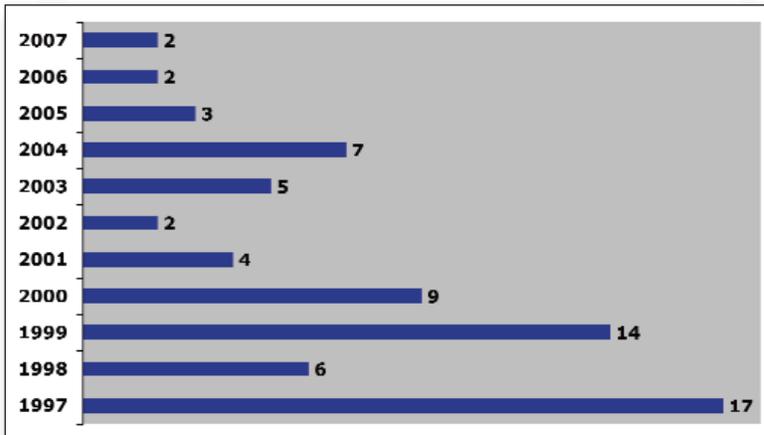
Part I Crimes

STATISTICS ~ Continued

Motor Vehicle Theft



Arson





Part II Total Crimes

	<u>2007</u>	<u>2006</u>	<u>2005</u>
Incidents Reported	4,041	4,528	4,183
Reports Taken	1,998	2,237	2,192

2007 Calls for Service

Calls Per Month

Month	Number	% of calls
January	2,349	8%
February	2,178	7%
March	2,576	8%
April	2,799	9%
May	2,965	9%
June	2,791	9%
July	3,038	10%
August	2,834	9%
September	2,543	8%
October	2,463	8%
November	2,304	7%
December	<u>2,451</u>	<u>8%</u>
TOTALS	31,291	100%



Calls Per Day

Day	Number	% of calls
Sunday	3,697	12%
Monday	4,409	14%
Tuesday	4,589	15%
Wednesday	4,722	15%
Thursday	4,592	15%
Friday	4,862	15%
Saturday	<u>4,420</u>	<u>14%</u>
TOTALS	31,291	100%

How Call Was Received

Telephone	Citizen Report	Radio	On View	911 Call	Reported at Station
5,402	16,401	4,822	283	2,190	2,193



Arrest Data

Adult Arrest Statistics (male and female)

	2007		2006		2005		2004	
	M	F	M	F	M	F	M	F
January	88	33	142	63	112	42	115	31
February	92	28	123	50	102	28	123	35
March	120	46	153	42	96	27	143	44
April	131	36	126	48	99	44	117	69
May	132	42	112	123	137	51	112	50
June	138	26	112	38	112	56	103	41
July	129	48	101	30	122	46	159	42
August	154	63	79	33	148	56	173	53
September	147	49	117	35	122	48	153	52
October	101	51	95	35	134	62	113	44
November	82	35	88	17	118	45	90	31
December	124	46	93	37	126	49	134	40
	1,438	503	1,341	551	1,428	554	1,535	532
M & F	TOTAL	1,941	TOTAL	1,892	TOTAL	1,982	TOTAL	2,067

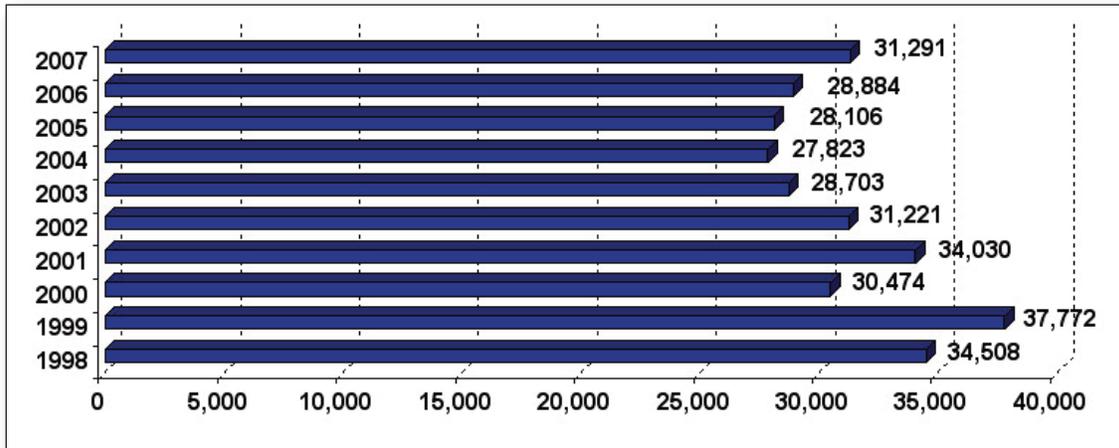
Juvenile Arrest Statistics (male and female)

	2007		2006		2005		2004	
	M	F	M	F	M	F	M	F
January	34	17	40	18	41	19	46	24
February	56	26	63	19	30	15	60	31
March	59	25	49	10	29	8	51	33
April	49	27	42	23	19	11	43	25
May	50	19	44	32	34	32	38	24
June	40	16	43	17	46	26	36	28
July	45	15	44	36	29	22	37	27
August	34	12	56	11	55	23	53	20
September	66	20	63	21	41	26	45	27
October	56	25	59	31	47	20	29	14
November	50	19	50	10	32	23	35	24
December	32	15	39	27	37	30	38	24
	571	236	592	255	440	255	511	301
M & F	TOTAL	807	TOTAL	847	TOTAL	695	TOTAL	812

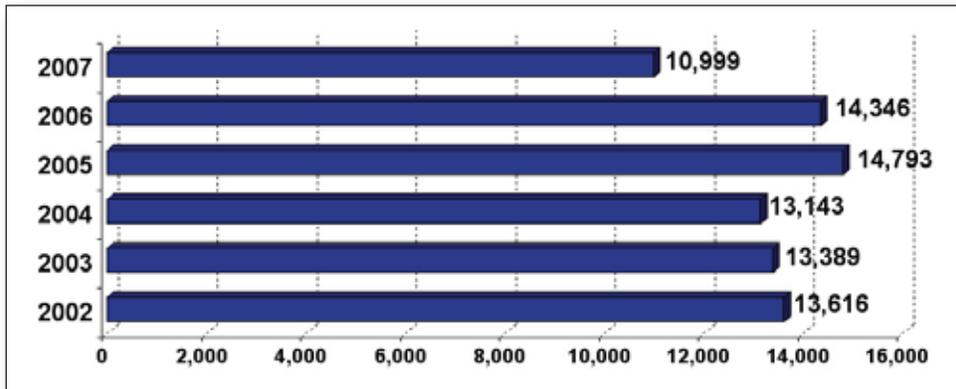


Police Response

Calls for Service



Traffic Stops & Business Checks

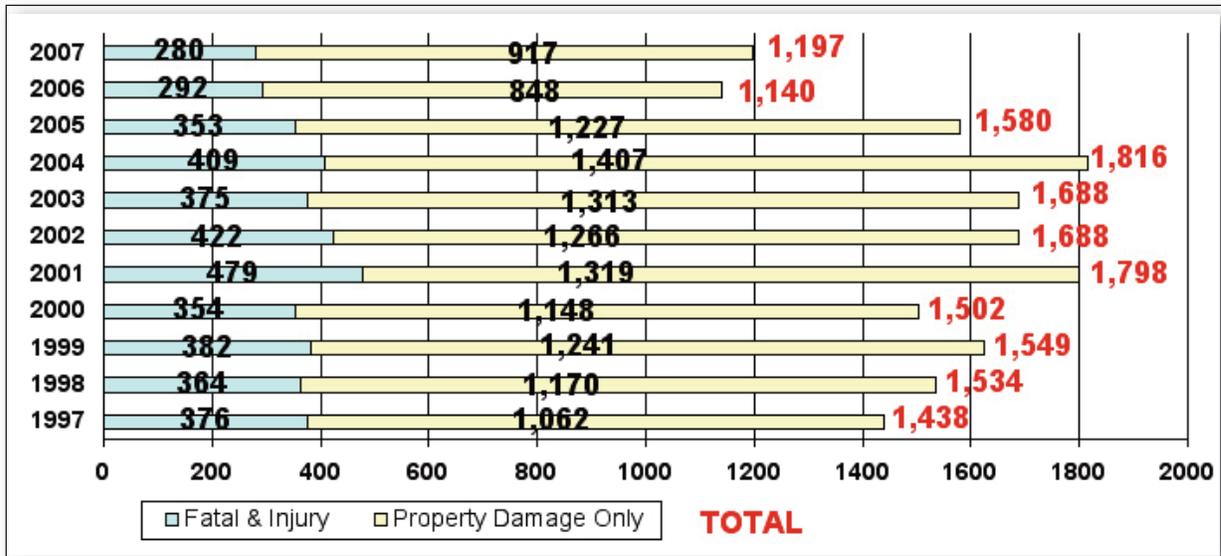


II. Traffic Analysis

2007 REPORT



Motor Vehicle Traffic Crashes



Crash Detail & Enforcement Summary (past 4 years)

2007

Traffic Accidents													Totals	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Current Year	Last Year
Fatals	0	2	0	0	1	0	0	0	0	0	0	0	3	3
Personal Injury	22	30	26	25	22	17	22	18	20	29	24	22	277	289
Property Damage	62	78	69	68	89	55	65	97	88	68	89	89	917	848
Monthly Totals	84	110	95	93	112	72	87	115	108	97	113	111	1197	1140
Enforcement Activity													Current Year	Last Year
Photo Enforcement Vio.	151	167	188	126	130	162	148	126	175	137	92	181	1783	67
D.W.I	17	28	35	28	24	26	20	49	13	26	27	24	317	391
Hazardous Violations	365	344	405	306	451	362	522	531	332	321	623	579	5141	7712
Non-Hazardous Vio.	560	440	465	461	536	516	492	531	421	329	509	449	5709	6733
Monthly Totals	1093	979	1093	921	1141	1066	1182	1237	941	813	1251	1233	12950	*14903
*Last year's total updated to include Photo Enforcement Violations														

2006

Traffic Accidents													Totals	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Current Year	Last Year
Fatals	0	0	1	0	0	0	0	0	0	0	2	0	3	3
Personal Injury	21	23	20	25	24	31	23	29	27	20	30	16	289	350
Property Damage	75	55	59	65	70	76	76	81	58	88	69	76	848	1227
Monthly Totals	96	78	80	90	94	107	99	110	85	108	101	92	1140	1580
Enforcement Activity													Current Year	Last Year
D.W.I	24	41	29	12	36	40	32	32	43	42	32	28	391	461
Hazardous Violations	848	853	899	891	883	464	589	567	556	401	387	374	7712	7797
Non-Hazardous Vio.	759	656	762	507	665	502	496	576	610	423	402	375	6733	5804
Monthly Totals	1631	1550	1690	1410	1584	1006	1117	1175	1209	866	821	777	14836	14062

II. Traffic Analysis

2007 REPORT



Crash Detail & Enforcement Summary - continued

2005

Traffic Accidents													Totals	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Current Year	Last Year
Fatals	1	0	1	0	0	0	0	0	0	0	0	1	3	1
* Personal Injury	29	23	28	26	35	32	39	34	32	23	25	24	350	408
Property Damage	102	83	103	94	111	108	107	128	94	84	106	107	1227	1407
Monthly Totals	132	106	132	120	146	140	146	162	126	107	131	132	1580	1816
Enforcement Activity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Current Year	Last Year
D.W.I	27	35	33	41	27	27	38	45	35	47	51	55	461	571
Hazardous Violations	296	528	735	694	831	475	506	730	841	584	593	984	7797	8133
Non-Hazardous Vio.	316	434	525	416	523	431	417	583	540	457	564	598	5804	4110
Monthly Totals	639	997	1293	1151	1381	933	961	1358	1416	1088	1208	1637	14062	12814
*Totals adjusted to show total crashes, not number of crash victims														

2004

Traffic Accidents													Totals	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Current Year	Last Year
Fatals	0	0	0	0	0	0	0	0	0	1	0	0	1	0
Personal Injury	18	28	37	42	47	30	20	43	35	41	35	32	408	375
Property Damage	123	108	107	101	106	113	112	126	109	144	126	132	1407	1313
Monthly Totals	141	136	144	143	153	143	132	169	144	186	161	164	1816	1688
Enforcement Activity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Current Year	Last Year
D.W.I	42	47	38	63	62	40	55	55	47	41	36	45	571	498
Hazardous Violations	692	760	710	1042	780	461	640	716	737	892	397	306	8133	8851
Non-Hazardous Vio.	410	437	392	440	286	325	319	334	360	284	242	281	4110	6940
Monthly Totals	1144	1244	1140	1545	1128	826	1014	1105	1144	1217	675	632	12814	16289



III. Criminal Investigations

2007 REPORT



Criminal Investigations Division

2007 Report

CASE CLASSIFICATIONS	ASSIGNED	CLEARED	CLEARANCE RATE
ARSON	1	1	100%
ASSAULTS	7	7	100%
BURGLARY	27	16	59%
CHILD ABUSE/MOLESTATION	24	24	100%
FORGERY	12	12	100%
FRAUD	24	11	46%
HOMICIDE	0	0	100%
ID THEFT	6	4	67%
MISSING PERSONS/RUNAWAY	28	28	100%
RAPE/SEX CRIMES	28	25	89%
ROBBERY	7	6	86%
STEALING	76	61	80%
SUICIDE/DEATH	8	8	100%
OTHER	29	23	79%
TOTALS	277	226	82%

2006 Report

CASE CLASSIFICATIONS	ASSIGNED	CLEARED	CLEARANCE RATE
ARSON	3	2	67%
ASSAULTS	8	6	75%
BAD CHECKS	6	5	83%
BURGLARY	39	19	49%
CHILD ABUSE/MOLESTATION	37	37	100%
FORGERY	31	20	65%
FRAUD	14	9	64%
HOMICIDE	0	0	100%
ID THEFT	4	2	50%
MISSING PERSONS/RUNAWAY	44	44	100%
RAPE/SEX CRIMES	19	18	95%
ROBBERY	12	9	75%
STEALING	91	72	79%
SUICIDE/DEATH	17	16	94%
OTHER	58	44	76%
TOTALS	383	303	79.1%

III. Criminal Investigations

2007 REPORT



Criminal Investigations Division

2005 Report

CASE CLASSIFICATIONS	ASSIGNED	CLEARED	CLEARANCE RATE
ARSON	2	2	100%
ASSAULTS	11	10	91%
BAD CHECKS	1	1	100%
BURGLARY	45	30	67%
CHILD ABUSE/MOLESTATION	26	25	96%
FORGERY	31	21	68%
FRAUD	27	14	52%
HOMICIDE (manslaughter)	1	1	100%
ID THEFT	7	4	57%
MISSING PERSONS	20	20	100%
RAPE/SEX CRIMES	17	16	94%
ROBBERY	7	4	57%
RUNAWAY	31	31	100%
STEALING	99	62	63%
SUICIDE/DEATH	14	14	100%
OTHER	57	47	82%
TOTALS	396	302	76.3%

2004 Report

CASE CLASSIFICATIONS	ASSIGNED	CLEARED	CLEARANCE RATE
ARSON	1	0	0%
ASSAULTS	7	4	57%
BAD CHECKS	12	9	75%
BURGLARY	21	11	52%
CHILD ABUSE/MOLESTATION	22	20	91%
FORGERY	26	19	73%
FRAUD	12	7	58%
HOMICIDE	1	1	100%
ID THEFT	3	3	100%
MISSING PERSONS	12	12	100%
RAPE/SEX CRIMES	25	22	88%
ROBBERY	12	6	50%
RUNAWAY	28	28	100%
STEALING	95	71	83%
SUICIDE/DEATH	10	10	100%
OTHER	31	26	84%
TOTALS	318	249	78.3%

IV. Office of Training & Professional Standards

2007 REPORT



Use of Force Report Annual Summary

- **Use of Force Reports Filed - 73**

- **Number of suspects injured during use of force incidents – 5**
 - o Breakdown of injuries: 1 Facial Injury, 1 abrasion, 1 contusion, 2 bruises
 - o Age of suspects: Range of 10 – 58 (average 32.3)
 - o Race of suspects: 14 Black, 59 White
 - o Sex of suspects: 17 Female, 56 Male

- **Number of officers injured during use of force incidents – 0**

- **Resistance used by suspects:**
 - o Resisting by flight
 - o Resisting by active aggression: hands, feet, teeth
 - o Resisting by passive resistance: failure to comply or to be handcuffed
 - o Spitting
 - o Knife
 - o Flourishing weapon

- **Breakdown of officers' defensive weapons by type:**
 - o Displayed Taser – 6
 - o Deployed Taser – 7
 - o Displayed handgun – 14
 - o Displayed shotgun/rifle – 4
 - o OC spray – 2
 - o Soft empty hand techniques – 12
 - o Straight arm/punch/control holds – 22
 - o Hobble restraint – 2
 - o Hard empty hand technique – 4

- **Internal Affairs complaints filed on use of force incidents: 2**
 - o Number of complaints sustained: 0
 - o Number of complaints unfounded: 2



IV. Office of Training & Professional Standards

2007 REPORT



Internal Affairs

Investigations/Complaints

In accordance with Departmental General Order 10.1 the following statistical information is being provided based upon records of the Professional Standards.

- **Number of Internal Affairs Investigations – 16**

NOTE: 25% of Internal Affairs Investigations in 2007 originated from the department's employees/supervisors.

- **Number of Employees Complained Against – 14**

- **Investigative Findings*:**

Unfounded:	10
Exonerated:	3
Not Sustained:	1
Sustained:	2
Policy Failure:	0

***DEFINITIONS**

Unfounded: Allegation is false or not factual.

Exonerated: Incident complained of occurred but was lawful and proper.

Not Sustained: Insufficient evidence to either prove or disprove the allegation.

Sustained: The allegation is supported by sufficient evidence.

Policy Failure: The allegation is true; however, the action of the employee was consistent with Department or City policy.



Police Staffing Report

Commissioned Personnel

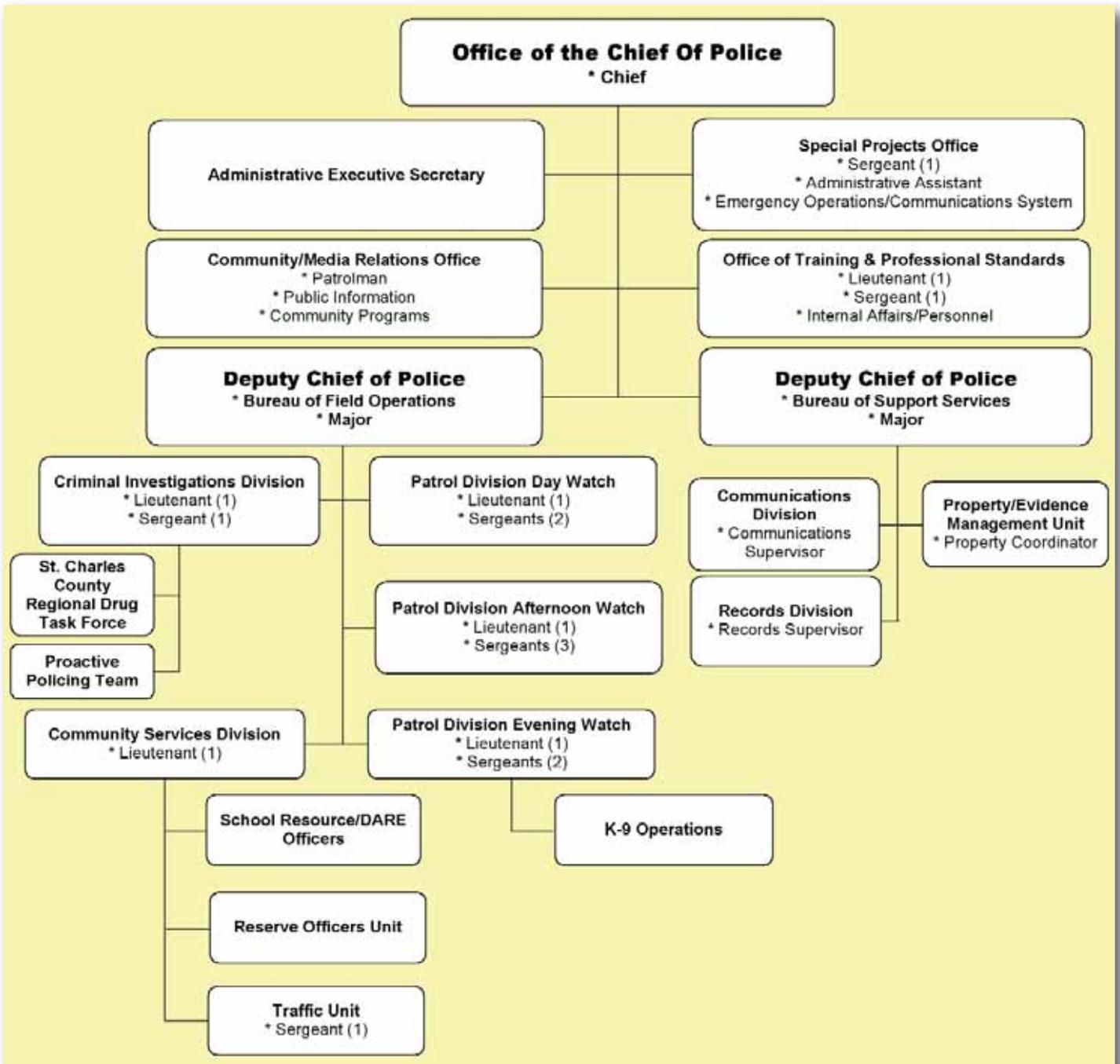
Colonel	Chief of Police	1
Major	Deputy Chief of Police	2
Lieutenant	Patrol Division	3
Lieutenant	Community Services Division	1
Lieutenant	Criminal Investigation Division	1
Lieutenant	Training & Professional Standards Unit	1
Sergeant	Special Projects Office	1
Patrolman	Media/Community Relations	1
Sergeant	Investigations Division	1
Sergeant	Patrol Division	7
Sergeant	Traffic/DWI Unit	1
Sergeant	Training & Professional Standards Unit	1
Detective	Investigations Division	6
Detective	St. Charles Co. Regional Drug Task Force	2
Patrolman	Patrol Officers	45
Patrolman	Traffic Officers	5
Patrolman	School Resource Officer	3
Patrolman	D.A.R.E. Officer	1
Patrolman	In-House Officer	2
Patrolman	Code Enforcement Officer	1
	TOTAL FULL-TIME COMMISSIONED	86
Patrolman	Reserve Patrolman	1
	TOTAL RESERVE PATROLMEN	1

Non-Commissioned Personnel

Police Property Coordinator	1
Office Clerk (Property Management)	1
Office Clerk (Bureau of Criminal Investigations)	1
Executive Secretary	1
Police Records Supervisor	1
Police Records Clerk	3
Communication Supervisor	1
Dispatcher (full-time)	10
TOTAL FULL-TIME CIVILIANS	19
Dispatcher (part-time)	1
Police Records Clerk (part-time)	5
Resident Youth (part-time)	2
TOTAL PART-TIME CIVILIANS	8

AUTHORIZED STRENGTH: 113

RESERVE PATROLMAN: 1





St. Peters Police Department Organization

OFFICE OF THE CHIEF OF POLICE

The Office of the Chief of Police is responsible for the management, direction, and administration of the Department. The Chief of Police shall be accountable for ensuring that the general functions of the Department are carried out effectively and efficiently.

Special Projects Office

The Special Projects Office is staffed by a Sergeant who reports to the Chief of Police and whose duties include special projects management, research coordination, policy development, risk management, emergency management, all-hazards planning, and coordination of the citywide radio system.

Community & Media Relations Office

The Community/Media Relations Office is staffed by a Patrolman, who reports to the Chief of Police and whose duties include media and public relations, administration of crime prevention programs, management and administrative reporting and Citizen Police Academies.

Training & Professional Standards Unit

The Training & Professional Standards Unit is staffed by a Lieutenant and Sergeant, who report to the Chief of Police and are responsible for the professional development of the members of the Department as well as the creation and maintenance of the standards of conduct for the Department's internal investigations, complaint review/investigation, inspections, promotional process, training, hiring and background investigations.

BUREAU OF FIELD OPERATIONS

Deputy Chief of Police (with the assignment rank of Major) who reports to the Chief of Police commands the Bureau of Field Operations. Lieutenants, Sergeants, Detectives, Patrolmen and civilian clerical personnel constitute the staff of this unit. The Bureau commander is responsible for the intelligent, coordinated, and effective deployment and management of the Department's patrol, uniformed, and investigative resources.

Patrol Operations Division

Composed of three shifts, each commanded by a Lieutenant, supervised by one or more Sergeants, and reports to the Bureau of Field Operations Commander. This Division provides 24-hour uniformed police services.

Community Services Division

Commanded by a Lieutenant who supervises various units providing specialized service to the community, and reports to the Commander, Bureau of Field Operations. Included within this Division are the following functions:

Reserve Officers Unit serves as a flexible unit that can be deployed in response to various situations requiring temporary or additional uniformed manpower.

Traffic/DWI Enforcement Unit serves as a flexible enforcement and investigative unit with regard to traffic-related incidents/concerns. A Sergeant, who reports to the Community Services Division Commander, supervises this element.

School Resource Officer and D.A.R.E. Unit serves as a flexible enforcement or teaching unit assigned to public or private parochial schools and is responsible for the general policing or D.A.R.E. activities within the schools to which they are assigned.

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Criminal Investigations Division

Commanded by a Lieutenant, who reports to the Commander, Bureau of Field Operations, and is supervised by a Sergeant. This division is responsible for specialized investigations of those types of crimes requiring time and/or expertise beyond the capacity of the patrol force. The Investigations Division is responsible for general investigations including property crimes/crimes against persons, special investigations and youth crimes.

The **Proactive Policing Team (PPT)** became a full-time detail in May 2007. The PPT serves as a special assignment enforcement and investigative unit, specializing in a proactive response to selected crime problems. The team conducted 526 investigations involving drugs and liquor violations, outstanding warrants, traffic and miscellaneous offenses.

The **St. Charles County Regional Drug Task Force** serves as a special assignment unit specializing in investigating drug crimes in the St. Charles County area.



BUREAU OF SUPPORT SERVICES

Deputy Chief of Police (with the assignment rank of Major) who reports to the Chief of Police commands the Bureau of Support Services. The Bureau is responsible for providing general administrative and operational support to all other elements of the Department as well as other City Government units as directed. In addition, the Bureau Commander shall exercise direct supervisory control of all budgetary issues, purchasing, and other fiscal management issues subject to the approval of the Chief of Police.

Police Records Division

A civilian Records Supervisor who reports to the Commander, Bureau of Support Services, supervises the division, which is staffed by civilian personnel and is responsible for the collection, preservation, and distribution of official reports generated by this agency as the result of calls for service.

Communications Division

A civilian Lead Dispatcher, who reports to the Commander, Bureau of Support Services, supervises this division, which is staffed by civilian personnel. The division is responsible for departmental telecommunications and records system data entry on a 24-hour-per-day basis.

Property Management Unit

A civilian Property Management Coordinator, who reports to the Commander, Bureau of Support Services, supervises the Property Management Unit, which is staffed by civilian employees. The unit is responsible for evidence and property control, photographic services, facility and fleet management, as well as assistance in budget preparation and procurement



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