

RESOLUTION NO. 86-70

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LODI

WHEREAS, the Lodi Police Department desires to undertake a certain project designated Lodi Police Department Community Crime Resistance Program to be funded in part from funds made available through State General Funds as authorized by Chapter 1215 of the 1985 Statutes for the California Community Crime Resistance Program, and/or federal funds as authorized under the Justice Assistance Act of 1984, Public Law 98-473, administered by the Office of Criminal Justice Planning (hereafter referred to as OCJP).

NOW, THEREFORE, BE IT RESOLVED that the City Manager of the City of Lodi is authorized, on its behalf to submit the attached Application to OCJP and is authorized to execute on behalf of the City of Lodi the attached Grant Award including any extensions or amendments thereof.

BE IT FURTHER RESOLVED that the applicant agrees to provide all matching funds required for said project under the Community Crime Resistance Program and the rules and regulations of OCJP and that cash will be appropriated as required thereby.

BE IT FURTHER RESOLVED that grant funds received hereunder shall not be used to supplant law enforcement expenditures controlled by this body.

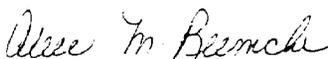
Dated: May 7, 1986

I hereby certify that Resolution No. 86-70 was passed and adopted by the City Council of the City of Lodi in a regular meeting held May 7, 1986 by the following vote:

Ayes: Council Members - Olson, Pinkerton,  
Snider, Hinchman, and  
Reid (Mayor)

Noes: Council Members - None

Absent: Council Members - None

  
Alice M. Reimche  
City Clerk



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*Alice M. Reimche*  
Alice M. Reimche  
City Clerk



ENVIRONMENTAL IMPACT  
NEGATIVE DECLARATION

GENTLEMEN:

In accordance with the procedures for the preparation of environmental impact statements, an environmental assessment has been performed on the proposed agency action below:

Lodi Police Department's Community  
Crime Resistance Program  
(Title of Project)

The assessment process did not indicate a significant environmental impact from the proposed action, and the project will not involve any of the following:

- a. New construction projects.
- b. The renovation or modification of a facility which leads to an increased occupancy of more than 25 persons.
- c. The implementation of programs involving the use of pesticides and other harmful chemicals.
- d. The implementation of programs involving microwaves or radiation.
- e. Research and technology, the anticipated or intended future application of which could be expected to have a potential effect on the environment.

Consequently, an environmental impact statement will not be prepared.

An environmental impact appraisal, which summarizes the assessment and the reasons why a statement is not required, is on file at the above office and will be available for public scrutiny upon request.

Sincerely,

Capt Larry D. Hansen  
(Signature of Project Director or  
other authorized official)

Capt. Larry D. Hansen

OFFICE OF CRIMINAL JUSTICE PLANNING  
PROJECT BUDGET

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BUDGET CATEGORY AND LINE ITEM DETAIL

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A. Personnel Services - Salaries

COST

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2 Community Service Officers	at	\$1,211.00 per month	
	or	\$2,422.00 x 12 months	\$29,064.00

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TOTAL

\$29,064.00

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OFFICE OF CRIMINAL JUSTICE PLANNING  
PROJECT BUDGET

## BUDGET CATEGORY AND LINE ITEM DETAIL

## B. Personnel Services - Benefits

COST

PERS	\$3,637.32	
Medical Insurance	2,356.64	
Dental Insurance	148.92	
Vision Care Plan	171.60	
Workers Compensation	18.35	
Deferred Compensation	305.84	
Long Term Disability and Life Insurance	229.62	
	<hr/>	
	\$6,868.29 x two positions	\$13,736.58
Uniform Allowance	(\$75.00 per quarter) \$300.00 annually x 2	600.00
		<hr/>
		\$14,336.58

TOTAL

\$14,337.00

## OFFICE OF CRIMINAL JUSTICE PLANNING

## PROJECT BUDGET

## BUDGET CATEGORY AND LINE ITEM DETAIL

## C. Travel

COST

## California Crime Prevention Officers Association

- Annual Conference -

3 days per diem (2 persons) at \$66.00 each \$ 396.00

2 round trip airfares to Los Angeles 400.00

## Governor's Conference on Crime Victims

3 days per diem (2 persons) at \$66.00 each 396.00

Mileage to Sacramento at \$.20 per mile (80 miles round trip) 16.00

## OCJP Sponsored Training

1) 3 days in Southern California per diem (2 persons) 396.00

2 round trip airfares to Los Angeles 400.00

2) 3 days in Northern California per diem (2 persons) 396.00

Mileage at \$.20 per mile (200 miles round trip) 40.00

\$2,440.00

TOTAL

\$2,440.00

OFFICE OF CRIMINAL JUSTICE PLANNING  
PROJECT BUDGET

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BUDGET CATEGORY AND LINE ITEM DETAIL

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D. Consultant Services

COST

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N/A

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TOTAL

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OFFICE OF CRIMINAL JUSTICE PLANNING  
PROJECT BUDGET

## BUDGET CATEGORY AND LINE ITEM DETAIL

E. Operating Expenses	COST
Printing \$632.00 per month	\$ 7,584.00
Postage \$60.00 per month	720.00
Office Supplies (routinely consumed clerical items)	250.00
IBM "Newsletter" Software Package	53.00
Photocopying \$30.00 per month	360.00
Videos (see attached list)	2,380.00
Engravers (for Operation Identification) 10 at \$25.00 each	250.00
Security/Locks Display	N/C
Carrying Case for Display Materials	132.00
Supplies and Materials for Crime Prevention Fair	2,500.00
	<hr/>
	\$14,229.00

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TOTAL

\$14,229.00

VIDEOS

<u>Price</u>	<u>Title</u>
\$250	The Case of Neighborhood Watch
170	Chaos to Calm
180	It Shouldn't Hurt to be a Kid
250	Crime in the Home
255	Crime on the Streets
165	Consumer Fraud: Games Con Men Play
250	Principles of Home Defense
195	Police Officer Day and Night
250	Armed Robbery: Prepare to Survive
100	Senior Crime Alert
145	Bicycle Driving Tactics
170	Senior Power
<u>-----</u>	
\$2,380	

OFFICE OF CRIMINAL JUSTICE PLANNING  
PROJECT BUDGET

BUDGET CATEGORY AND LINE ITEM DETAIL			
F. Equipment	COST		
MX 300 S Handie Talkie (with Converta-com charger)			\$3,300.00
Slide Projector and Lens			305.00
Portable Screen			80.00
Projector Stand			150.00
McGruff Costume (with fan)			720.00
IBM Computer Terminal (with shipping and tax)			1,192.00
Computer Table			200.00
File Cabinet			180.00
Calculator			70.00
Video Cassette Recorder (VHS Format)			400.00
			\$6,597.00
CATEGORY TOTAL			\$6,597.00
G. TOTAL OF CATEGORIES A-F	TOTAL BUDGET	10% LOCAL MATCH	90% STATE FUNDS
	\$ 66,667.00	\$ 6,667.00	\$ 60,000.00

PROBLEM STATEMENT  
(Use additional pages if more space is needed)

NAME OF AGENCY/ORGANIZATION: Lodi Police Department

PROBLEM STATEMENT:      1984 Population\*      41,300      1984 Crime Rate\*      6,874.1

Narrative:

The Police Department of the City of Lodi serves a population of approximately 43,000 within an incorporated area of approximately 10 square miles. The layout of the City has been well planned and there are no large unincorporated areas within its boundaries. The City has experienced a moderate growth of 8.8% in the last two years (1984 and 1985) and this rate is expected to continue. Paralleling this growth, Lodi Unified School District has experienced the greatest growth in its history with a high school population in excess of 5,000 students.

Geographically, Lodi is located between two of California's crime-prone areas, Stockton and Sacramento. Lodi is easily accessed by major transportation links; Highway 99 traverses the east portion of the City, Highway 12 traverses the south portion, and Interstate 5 lies to the west of Lodi.

(continued)

CITY/COUNTY WIDE STATISTICS

FBI Crime Index*	1983	1984	1985(if available)
Residential Burglary	350	418	414
Auto Burglary (Optional)	N/A	223	342

For those projects that are targeting crimes such as rape, armed robbery, assault, theft over \$200, youth and/or school crime, etc., include supporting information as an appendix.

\*Crime rate: See Appendix F for populations and the FBI Crime Index of reported crimes and rates per 100,000 population. Crime statistics were supplied to UCJP by the California Bureau of Criminal Statistics. The FBI Crime Index includes murder and non negligent manslaughter, forcible rape, robbery, aggravated assault, burglary, motor vehicle theft, and larceny theft.

A review of the characteristics making up our city reveals the following points of interest:

- a decrease in owner-occupied units indicative of a more transient population
- approximately 12% of the citizens are of minority extraction
- surrounded by areas rich in agricultural activity, so we are experiencing a growing presence of undocumented aliens working and residing locally
- 14% of Lodi's population are families living below the poverty line
- senior citizens (persons 65 and over) comprise 16% of the city population.

All of these factors have an impact in various degrees upon the City's crime rate. In addition, the Police Department has recorded a notable increase since 1983:

Crime Reports	Up 23%
Calls for Service	Up 23%
Arrests	Up 10%

The end result of our increase in the crime rate and calls for service has left little time for sworn police officers to participate in crime resistance activities. Approval was recently given to hire one Community Service Officer to free up Police Officer's time to address specific crime problems. We feel the success of this effort and the Community Crime Resistance program will result in a natural progression of adding additional Community Service Officers.

Our crime rate and calls for service figures are indicative of our need to educate the public in crime prevention techniques and to effectively use our patrol personnel.

Lodi Police Department has the desire to aggressively pursue crime prevention activities, but lacks the staff to do so. When a patrol shift is short of manpower, the opportunity to work in Neighborhood Watch is lost; clearly the priority must be patrol duties. However, with Community Service Officers whose primary duty will be crime prevention, Lodi Police Department can again act on its commitment to provide a variety of crime prevention activities to our community.

HISTORY OF CRIME PREVENTION ACTIVITIES

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Historically, Lodi Police Department has enjoyed positive support from the community. This is due primarily to our efforts to meet all requests from church, civic, and community groups to address specific concerns on crime related problems.

Current programs, which have been in existence for 15+ years include Operation Identification and School Resource Officers. Beginning in the early 1970s Lodi Police Department has sponsored an Explorer Post through the Boy Scouts of America. Also, in cooperation with San Joaquin County Probation Department, a program was initiated to combine the efforts of our juvenile officers and probation personnel to address juvenile crime problems. In 1977 the Women's Awareness (now called Citizen's Awareness) program was started. This 10 week series of classes is offered three times each year and has been completed by over 800 area residents. "Thumbs-Up" for fingerprinting children was started in 1984, this service has been provided for over 3,000 children.

Also, in 1985 the Neighborhood Watch program was initiated and currently has 68 established Neighborhood Watch groups. On January 1, 1985 Lodi Police Department began participating in the 4-1/2 year C-CAP program. We are nearing completion of the first phase and have established a Crime Analysis Unit supported by an automated information system and is now at the point of generating crime analysis products. Lodi Police Department personnel have received extensive training in the C-CAP strategies and are now beginning to prepare for Phase II, Managing Patrol Operations.

Lodi Area Crimestoppers was initiated in March 1984. Since its inception, 72 code numbers have been issued for anonymous tips. Thirty-eight arrests have been made on information given to Crimestoppers; 38 convictions have resulted from these arrests. \$4,250 has been paid in rewards while over \$55,000 in goods have been recovered.

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CRIME ANALYSIS CAPABILITY or  
CCR/C-CAP INTERFACE( if applicable)

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Lodi Police Department's Crime Analysis Unit is completing its initial stages of establishment and operation. The data flow, which is the core of Crime Analysis, has been refined to the point where timely Crime Analysis products are being produced and disseminated to patrol, detectives and narcotics enforcement teams. The element missing in the data gathering is timely reporting by aware and trained citizens (i.e. Neighborhood Watch Block Captains). With information gleaned from the "Watches", the most current data could be made available to patrol. In addition, with volunteer personnel to maintain frequent contacts with Block Captains, they could be informed of crime trends or patterns relevant to their area and be aware at the times most critical to the criminal activity. It is with the help of Community Service Officers and volunteers that timely information will be exchanged between the Crime Analysis Unit and Neighborhood Watches, thus enhancing the success of both and completing the department to community flow of information.

As we provide more information to Neighborhood Watch groups, they in turn will feed back more information to our Crime Analysis Unit and this full exchange of information should have an impact on our crime rate. The end result of this process will be an enhancement of our ability to identify career criminals and repeat felony offenders.

Program records and progress reports will be written and updated weekly for continuous monitoring and measuring of our objectives.

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TARGET AREA DESCRIPTION  
(Use additional pages if more space is needed)

(Refer to CCR Program Guidelines and RFP  
instructions on Target Area Description.)

Narrative:

There are 2 targeted areas identified within the City of Lodi. Both were selected based on the challenge they present for crime reduction and the feasibility of accomplishing that reduction.

Target Area #1 (Eastside) has historically had a high crime rate. Target Area #2 (Southside) is a fast-growing and recently developed residential and commercial area which surrounds one of our local high schools.

The following characteristics are present in Target Area #1:

Size:	3/8 square mile	Single Family Residences:	785
Population:	2,895	Apartment Units:	331
97% Residential		Total Family Units:	1,116
3% Commercial		Median Cost of a Home:	\$39,500

Our Eastside target area boundaries are Tokay Street (N) to Kettleman Lane (S) and Stockton Street (W) to Cherokee Lane (E).

The area is surrounded on the west by Lodi's largest industry (PCP Cannery), on the north by a residential and commercial area which has historically had a high crime rate, and on the south and east by major thoroughfares.

(continued)

TARGET AREA STATISTICS (if available)

FBI Crime Index	1983	1984	1985(if available)
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Residential  
Burglary

Commercial  
Burglary

Other Crime  
(Optional)

NOTE: The 3 years requested are prior to Lodi Police Department's Crime Analysis Unit, so the ability to extract this information did not exist at this time. Beginning in 1985 this data will be available.

This area contains the city's largest concentration of minority citizens. Residences are single-story, predominantly wood structures and although some blocks are run down, the area overall is well kept. There is some redevelopment going on with a few new apartments and condominiums recently built. The area has numerous alleys with small older homes, many of which are dilapidated.

The south portion of this target area has a private school for grades Kindergarten-12 (Lodi Academy). Although the percentage is unknown, this area has a high concentration of elderly and low income residents.

Our recently established Crime Analysis Unit shows that the first quarter of 1986 had a disproportionate number of crimes occur in this area: residential burglaries 10%, vehicle burglaries 20% and commercial burglaries 2%, for a total of 32% of these reported crimes.

#### Second Area (Southside)

The following characteristics are present in our second target area (Southside):

Size:	5/8 square mile	Single Family Residences:	879
Population:	3,319	Apartment Units:	341
98% Residential		Total Family Units:	1,220
2% Commercial		Median Cost of a Home:	\$74,700

Boundaries are Kettleman Lane (N) to Harney Lane (S) and Hutchins Street (E) to the Irrigation Canal (W).

The north portion of this target area contains Lodi's largest shopping complex which generates numerous calls for service. Our Crime Analysis Unit shows the first quarter of 1986 had a disproportionate number of crimes occur in this area: residential burglaries 6%, vehicle burglaries 18%, and commercial burglaries 1%, for a total of 25% of these report crimes.

This area is primarily white, middle income residents whose homes are well kept and retain their market value. Homes built in this area are no more than 10 years old and many are newer. This area contains large apartment developments and many condominiums. Many young families and young singles live in these developments. There are two large churches, both with Senior Housing facilities.

There are two parks and the residential area surrounds one of Lodi's two high schools. Tokay High School currently has a student population of 2,600+ with many of these being North Stockton students who are bused in. This is an open campus which has five lunch periods, so as many as 400 students may be off campus at any given time.

COORDINATION OF SERVICES AND  
WORKING RELATIONSHIPS  
INTERNAL

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<u>Agency/Organization</u>	<u>Interface Process</u>	<u>Role</u>
Floyd A. Williams, Chief of Police	Directs Lodi Police Department Personnel	Department Head
Captain Larry D. Hansen	Manages C-CAP and CCR Program	Project Director/ Patrol Division Commander.
Lieutenant Arlon Thornesberry	Coordinates CCR Program	Project Manager/ Watch Commander
Linda Porterfield	Completes CCR Program Records and Reports, Recruits Volunteers	Project Records Manager/Admin. Assistant/Volunteer Coordinator
Melissa Cole	Provides Crime Analysis Information and Products.	Crime Analyst
Officer Gary Benincasa	Neighborhood Watch Coordinator	Patrol Officer
Detective David Main	Neighborhood Watch Coordinator	Detective
Community Service Officer #1 (to be hired)	Neighborhood Watch Facilitator	Non-Sworn Service Officer
Community Service Officer #2 (to be hired)	Volunteer/School Crime Prevention Facilitator	Non-Sworn Service Officer

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COORDINATION OF SERVICES AND  
WORKING RELATIONSHIPS  
EXTERNAL

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<u>Agency/Organization</u>	<u>Interface Process</u>	<u>Role</u>
San Joaquin County District Attorney's Victim/Witness Program	Provision of victim services, participate in ride-alongs with Lodi Police Department, provide annual training updates for officers.	Diane Batres, Director
Women's Center of San Joaquin County	Victim services including Rape Crisis, Battered Women's Shelter (DAWN), Child Assault Prevention	Linda Fawcett, Executive Director
Lodi Unified School District	Participate in cooperation with Lodi Police Department in a truancy program	Ellerth Larson, Superintendent
Lodi News Sentinel	Publish weekly crime tips in local newspaper	Marty Weybret, Managing Editor

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PROJECT OBJECTIVES AND ACTIVITIES

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PROGRAM COMPONENT #1: To recruit, train and use volunteers to assist in implementing and conducting community crime resistance programs.

This is a mandatory program objective for all applicants.

Objective:

- o To recruit and train 12 volunteers to provide 624 hours quarterly assisting in crime prevention activities.

(Three will be from each target area for a total of six).

Activities:

As Neighborhood Watch meetings are conducted throughout the City, and especially in the areas targeted, volunteers will be recruited to:

1. Conduct follow-up meetings
2. Act as a liaison between group areas and the police department
3. Create awareness within the community of our crime resistance efforts and the need for such a program.
4. Assist Lodi Police Department in the distribution of special crime prevention bulletins.

Training of volunteers will be conducted by our current Crime Prevention Officers until our Community Service Officers have advanced to the level of capability to provide appropriate training.

Volunteers will be trained to conduct Home Security Inspections and assist us in maintaining all facets of the program.

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PROGRAM COMPONENT #2: To establish and/or maintain neighborhood involvement programs, such as Neighborhood Watch, which include training in home security, operation identification, and other related areas.

This is a mandatory program component for all applicants.

Project Objective(s):

1. To recruit and train an additional 50 citizen volunteers to act as Block Captains in organizing the Neighborhood Watch Program; of which 8 each will be formed in our two targeted areas.
2. Maintain 100 Neighborhood Watch groups city wide by holding one follow-up meeting per quarter, for an annual total of 4 meetings per group (400 city-wide).
3. To recruit, train and maintain the involvement of 100 Block Captains.
4. To maintain our automated system to monitor and track crimes within organized neighborhoods and provide crime alert feedback to residents on an as-needed basis, however, no less than bi-weekly.
5. Beat officers will make at least one appearance in each of the follow-up meetings during the 12 month grant period.
6. Conduct 4 quarterly meetings for Block Captains designed to reward them for their efforts, including a "Block Captain of the Quarter" award.

Activities:

1. By July 1, 1986 initiate the weekly crime tip in the Lodi News Sentinel. (Refer to attached Memorandum of Understanding).
  2. By September 1, 1986 Lodi Police Department will sponsor three general interest meetings for the purpose of recruiting potential Block Captains.
  3. Train Crime Prevention Officers and Community Service Officers in techniques of community relations and volunteer recruitment.
  4. Develop a Crime Resistance Steering Committee consisting of: a representative of Watch Commanders, Patrol Sergeants, Crime Analysis, Detectives and Dispatch for development of an in-house understanding of the Community Crime Resistance Program.
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PROGRAM COMPONENT #3: To establish crime prevention programs to provide effective and consistent services for the elderly.

Project Objective(s):

Activities:

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Program Component #4: To assist in the development of a coordinated service network including public education, information exchange and case referral specifically between law enforcement agencies and victim-witness assistance programs, as well as programs such as sexual assault and domestic violence prevention/treatment agencies.

Project Objective(s):

Activities:

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PROGRAM COMPONENT #5: To develop crime prevention programs specifically geared to youth in schools and school district personnel.

Project Objective(s):

1. To coordinate presentation of youth crime prevention curriculum in 10 schools reaching 5,000 students in grades Kindergarten thru 8th (assembly programs).
2. To maintain the School Resources Officer program in 10 schools involving one hour of student contact per week for a total of 520 hours annually.
3. To coordinate presentations to 15 PTA groups addressing vandalism prevention, truancy reduction, and abuse of drugs and alcohol.
4. By September 1, 1986 solicit funding from community groups to purchase a mini-robot for use in Crime Prevention Programs for children.

Activities:

1. Purchase "McGruff" costume.
  2. Review and select relevant video and pamphlet material from Attorney General's Crime Prevention Center.
  3. Train Community Service Officers in Crime Prevention Techniques directed at elementary school children.
  4. Train Community Service Officers in Child Assault Prevention Techniques. (Training provided through Women's Center of San Joaquin County CAP Project.)
  5. Develop Information Bulletin to announce to PTA groups Lodi Police Department's Crime Prevention programs in preparation for series of meetings in the Fall.
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PROGRAM COMPONENT #6: To develop delinquency prevention/diversion programs for teenagers and young adults.

Project Objectives(s):

Activities:

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PROGRAM COMPONENT #7: To develop child safety programs including personal safety, child abduction prevention, and "latchkey" childred security.

Project Objective(s):

Activities:

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PROGRAM COMPONENT #8: To train peace officers in crime prevention and its effect on the relationship between law enforcement and citizens.

Project Objectives(s):

1. Provide four hours of existing monthly training time for representatives of the District Attorney's Victim/Witness Program to train police officers in use of their service network.
2. Provide four hours of existing monthly training time for representatives of the Women's Center (including DAWN, CAP, and Rape Crisis program components) to train police officers in the use of their services.
3. Provide eight hours of training for line officers presenting an overview of the Community Crime Resistance program and techniques to use in drop-by visits to Neighborhood Watch groups.
4. Provide opportunities to Women's Center and Victim/Witness program staff to ride-along on patrol with Lodi police officers, thus enhancing a mutual understanding of each others roles.
5. Devote four hours of monthly staff meeting with Sergeants and Lieutenants to present overview of the Community Crime Resistance program. (They will also attend the eight hour training session and the two four-hour blocks.)

Activities:

1. Conduct follow-up meetings with representatives of Victim/Witness and Women's Center programs to formalize training agendas for Fall classes. (Refer to attached Memorandums of Understanding.)
  2. Develop a schedule for training Community Service Officers in Women's Center programs, and orientation to Victim/Witness resources for referrals.
  3. Develop outline and hand-outs for eight hour training with line officers.
  4. Set up schedule of ride-alongs for staff from Women's Center and Victim/Witness programs.
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Program Component #9: To develop and/or tailor crime prevention programs to meet the special needs and characteristics of California's cultural and ethnic minorities. (This component may overlap many of the others. Objectives listed here must be in addition to other objectives.)

Project Objective(s):

Activities:

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Program Component #10: To develop and/or tailor crime prevention programs to meet the specific needs and characteristics of California's rural communities. (This component may overlap some of the others. Objectives listed here must be in addition to other objectives.)

Project Objective(s):

Activities:

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Program Component #11: To increase citizen involvement in local crime prevention through training and educating local community groups (business, community, service clubs, etc.).

Project Objective(s):

1. To publish on a weekly basis a Crime Prevention Tip in the local newspaper (Lodi News Sentinel). Refer to attached Memorandum of Understanding.
2. Develop Public Service Announcements to be aired daily by local cablevision (King Videocable). The Public Service Announcements will also be aired on ESPN (National Sports Network).
3. To present Crime Resistance programs to 25 Community Service and Civic groups within the grant period.
4. To provide 10 Business Security Presentations, reaching a total of 100 businesses within the City.
5. To conduct 25 Residential Security Inspections per quarter, for a total of 100 annually in the target area.
6. To conduct 25 Business Security Inspections within the grant period, 10 of which are in the Target area.
7. Organize, advertise and sponsor Lodi Police Department's "1st Annual Crime Prevention Weekend" at Lodi's Grape Festival grounds.

Activities:

1. Design logo and format for Crime Prevention Tip layout in newspaper.
  2. Prepare 30 Crime Prevention Tips for newspaper publication.
  3. Select and train a department representative to record Public Service Announcements on local radio and television.
  4. Train personnel to conduct Home and Business Security Inspections.
  5. Contact the following organizations to elicit their participation in "Crime Prevention Weekend":
    - California Highway Patrol (helicopter demonstration)
    - Vallejo Police Department (robot)
-

Activities: (continued)

Sacramento County Sheriffs Department (talking car)  
San Joaquin County Sheriffs Department (boat patrol)  
Women's Center (information booth)  
District Attorney's Victim/Witness (information booth)  
California Fish and Game (information booth)

In-house participants include:

K-9 (demonstrations)  
Motor Officers (demonstrations)  
Crime Analysis (display and information booth)  
Auxiliary (recruiting and information booth)  
Explorer Post (recruiting and information booth)  
Volunteer Opportunities (recruiting and information booth)  
Operation Identification (information and sign-up booth)  
Neighborhood Watch (information and sign-up booth)  
Thumbs-Up (fingerprinting service - no charge)  
Citizen's Awareness (information and sign-up booth)

6. Develop packet and procure contents to include:

- a. "Send Help" sign
- b. 9-1-1 and Crimestoppers phone stickers
- c. Operation Identification brochures
- d. Residential Security checklist
- e. Sexual Assault and "Good Touch/Bad Touch" pamphlets
- f. Thumbs-Up information packet
- g. McGruff litter bags

7. Contact local news media including television stations to advertise and cover Crime Prevention Fair.

\*PROGRAM COMPONENT #12: To conduct statewide research into the effectiveness of local crime prevention efforts.

\*Agencies applying for the \$250,000 grant award must include this component for \$50,000 of the grant award.

Proposal:

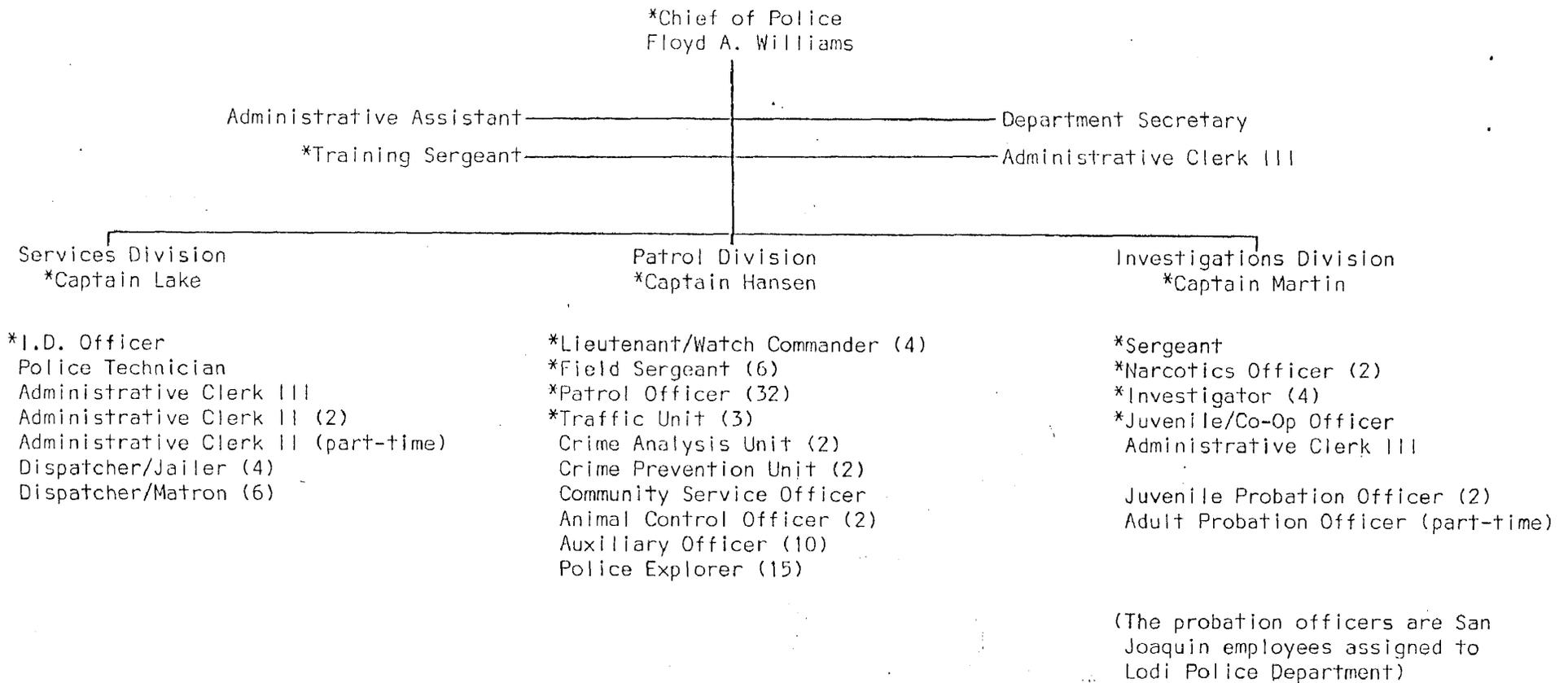
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ORGANIZATION/STAFFING CHART

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(See attached)

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\*59 Sworn

24 Non-sworn

83 full-time police employees

2 part-time police employees

10 Auxiliary Police Officers (voluntary)

15 Police Explorers, ages 14 to 18 (voluntary)

LODI POLICE DEPARTMENT ORGANIZATIONAL CHART (1986)

PROJECT STAFF TRAINING

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1. Between 9-1-86 and 1-1-87 provide Community Service Officers 12 hours of training on battered women/victims of domestic violence through the Women's Center DAWN Program.
  2. Between 9-1-86 and 1-1-87 provide Community Service Officers with 28 hours of training for crisis line volunteers (intervention in rape crisis) through the Sexual Assault Program of the Women's Center.
  3. Between 9-1-86 and 1-1-87 provide Community Service Officers with 40 hours of training and workshop observation in Child Assault Prevention through the Women's Center CAP Project.
  4. By 11-1-86 provide 8 hours of training for staff and line officers presenting an overview of the Community Crime Resistance Program and techniques to use in drop-by visits to Neighborhood Watch groups. (Fall training sessions begin in October.)
  5. By 8-1-86 provide 4 hours of training in Sergeant/Lieutenant staff meeting requesting their input and instructing them on their responsibilities for the Community Crime Resistance Program.
  6. By 12-1-86 send Community Service Officers to POST approved 80 hour Crime Prevention, POST approved 40 hour Report Writing, POST approved 24 hour PC 832.
  7. Between 8-1-86 and 11-1-86 Training Sergeant will provide 80 hour in-house training on orientation, familiarization with Lodi Police Department Policies and Procedures, report forms, and staff responsibilities.
-

WORK SCHEDULE/TIMELINE

---

see attached

---



	7/86	8/86	9/86	10/86	11/86	12/86	1/87	2/87	3/87	4/87	5/87	6/87
17. By 11-1-86 Training Sergeant will arrange 80 hours of in-house training on orientation to Lodi Police Department and the community					X							
18. By 11-1-86 provide 8 hours of training for staff and line officers on Community Crime Resistance program orientation and Neighborhood Watch techniques					X							
19. By 11-1-86 begin presentations on Youth Crime to elementary students					X							
20. By 12-1-86 send two Community Service Officers to POST approved 80 hour Crime Prevention, 40 hour Report Writing and 24 hour 832 PC courses						X						
21. By 12-1-86 sponsor initial meeting to organize Crime Prevention Weekend Fair						X						
22. By 1-1-87 second quarterly report on performance objectives due							X					
23. By 1-1-87 second quarterly report on crime data due							X					
24. By 1-1-87 Initiate Residential Security Inspections							X					
25. By 1-1-87 Community Service Officers will begin PTA presentations							X					
26. By 1-1-87 Patrol Officers will begin "drop-ins" at Neighborhood Watch follow-up meetings							X					
27. By 1-1-87 have formalized agenda for Weekend Fair							X					
28. By 1-1-87 provide Community Service Officers with 80 hours training from Women's Center and Victim/Witness programs							X					
29. By 2-1-87 Initiate Business Security Inspections								X				



EVALUATION/MEASUREMENT OF OBJECTIVES

---

Please have the Project Director sign below, indicating that the project will participate in the UCJP/CCR Program evaluation by complying with the requirements listed below:

1. Maintenance of program services, accomplishments, etc. (as described in CCR Guidelines, Section III);
2. Quarterly reporting of levels of performance/objective achievements;
3. Quarterly reporting of crime data;
4. Final program audit; and
5. Other data as required.

Project Director

Capt. Larry D. Hansen

---

PLANS FOR ASSUMPTION OF COSTS

---

The City of Lodi's support for the Community Crime Resistance program has been demonstrated by their willingness to purchase a "Crime Prevention" van for use by the Community Service Officers. Also, the City has demonstrated its desire to include non-sworn personnel by hiring one Community Service Officer in addition to the two the grant will provide.

The City is also participating in a C-CAP grant and has committed to continue the program, especially the Crime Analysis Unit, at the conclusion of the grant period.

The City will also continue the funding of three traffic officers who were recently hired on grant funds through the Office of Traffic Safety.

All personnel who participated on Lodi Police Department's Crime Prevention Fair will either appear as volunteers or be paid by the City of Lodi.

All police department personnel who will manage and be involved with the Community Crime Resistance program will be paid by the City at no cost to the grant.

---

APPENDIX

MEMORANDUM OF UNDERSTANDING

This letter serves as an agreement between the San Joaquin County District Attorney's Victim/Witness Program and the Lodi Police Department, and sets forth the understanding and working relationship between these two agencies.

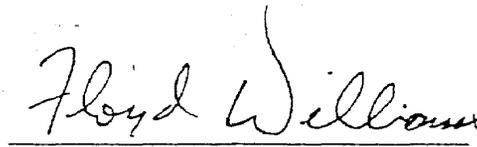
The Lodi Police Department and Victim/Witness Program share a common goal of reducing the impact of victimization; in pursuit of that goal, Lodi Police Department agrees to enhance the already supportive atmosphere which exists between these two agencies.

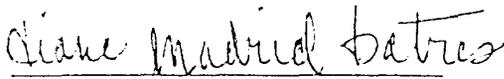
The Victim/Witness Program agrees to be available on a 24 hour basis to provide assistance to victims as needed, including crisis intervention, location of various shelters, provision of non-perishable goods and clothing, limited money (on an "as needed" basis), assistance in filing restraining orders, assistance to victims or witnesses as needed for court testimony, and domestic violence counseling, etc.

This document certifies that Lodi Police Department will provide an annual allocation of training time to representatives of the Victim/Witness program. It is also agreed that Lodi Police Department will provide opportunities for Victim/Witness volunteers to ride with patrol officers to enhance their mutual understanding of each others role.

We, the undersigned, as authorized representatives of the District Attorney's Victim/Witness Program and Lodi Police Department, do hereby approve this document with its aforementioned commitments.

  
Richard W. Eichenberger  
District Attorney  
San Joaquin County

  
Floyd A. Williams  
Chief of Police  
Project Director  
Crime Resistance Grant

  
Diane Batres, Director  
District Attorney's  
Victim/Witness Program

LDH:js

MEMORANDUM OF UNDERSTANDING  
WITH WOMEN'S CENTER

This letter serves as an agreement between Women's Center of San Joaquin County and the Lodi Police Department, and sets forth the understanding and working relationship between these two agencies.

Lodi Police Department and the Women's Center share a common goal of reducing the impact of victimization; in pursuit of that goal, Lodi Police Department agrees to provide a supportive atmosphere for the Women's Center.

The Women's Center agrees to provide victim support personnel on a 24 hour basis for women who have been physically or sexually assaulted. The Women's Center further agrees to provide crisis intervention, follow-up counseling, temporary shelter, advocacy services, and child assault prevention.

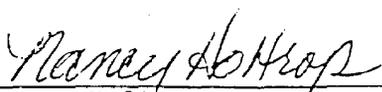
This document certifies that Lodi Police Department will provide an annual allocation of training time to representatives of the Women's Center. It is further agreed that Lodi Police Department will provide opportunities for Women's Center staff to ride with patrol officers to enhance mutual understanding.

In support of Lodi Police Department's Crime Prevention Program, the Women's Center agrees to provide training to Community Service Officers in Domestic Violence, Rape Crisis, and Child Assault Prevention.

We have a mutual commitment to provide personnel for this training within the twelve (12) month grant period (July 1, 1986 - June 30, 1987).

We, the undersigned, as authorized representatives of the Lodi Police Department and the San Joaquin County Women's Center, do hereby certify their approval of this agreement.

Signed,

  
\_\_\_\_\_  
Nancy Holtrop  
Chairman of the Board

  
\_\_\_\_\_  
Linda Fawcett  
Executive Director

  
\_\_\_\_\_  
Floyd A. Williams  
Chief of Police

May 15, 1986

MEMORANDUM OF UNDERSTANDING  
WITH LODI NEWS SENTINEL

Whereas, crime continues to be a major concern in our  
City and State,

and

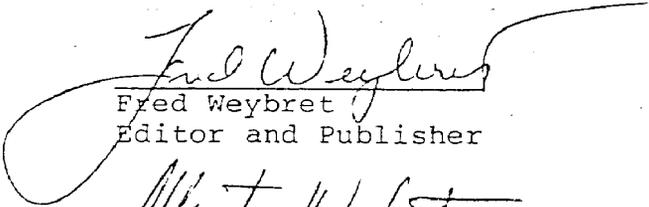
Whereas, improved law enforcement techniques,  
increased citizen involvement, and heightened media  
attention are essential to ensure a reduction in the  
incidence of crime in our community;

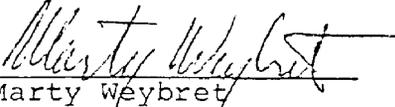
The Lodi Police Department and the Lodi News Sentinel  
do hereby certify our mutual commitment to inform the  
public of crime prevention information on a weekly basis.

To meet this goal, Lodi News Sentinel agrees to  
provide space for a weekly crime tip. Lodi Police  
Department agrees to provide the logo design and content in  
a timely manner for publication.

By supporting this public service effort, we  
demonstrate our mutual commitment to combat crime by  
educating and informing the public.

Signed,

  
Fred Weybret  
Editor and Publisher

  
Marty Weybret  
Managing Editor

  
Floyd A. Williams  
Chief of Police

NORMAN D. SHUMWAY  
14TH DISTRICT, CALIFORNIA

COMMITTEES:  
BANKING, FINANCE, AND  
URBAN AFFAIRS  
MERCHANT MARINE AND  
FISHERIES  
SELECT COMMITTEE ON AGING

Congress of the United States  
House of Representatives  
Washington, DC 20515

May 22, 1986

1203 LONGWORTH HOUSE OFFICE BUILDING  
WASHINGTON, DC 20515  
(202) 225-2511

CHRISTOPHER C. SEEGER  
ADMINISTRATIVE ASSISTANT

1150 W. ROBINHOOD DRIVE  
SUITE 1A  
STOCKTON, CA 95207  
(209) 957-7773  
TOLL FREE NUMBER:  
(800) 631-2175

LOIS SAHYOUN  
DISTRICT COORDINATOR

11899 EDGEWOOD RD., SUITE 3  
AUBURN, CA 95603  
(916) 885-3737

Mr. G. Albert Howenstein, Jr.  
Executive Director  
Office of Criminal Justice Planning  
1130 "K" Street, Suite 300  
Sacramento, CA 95814

Dear Mr. Howenstein:

I have recently been contacted by the Lodi Police Department regarding their endeavor to obtain a Community Crime Resistance Grant through your office.

As you know, the most effective efforts in combating crime involve the dedicated and enthusiastic cooperation among law enforcement agencies, community organizations, schools, and perhaps most importantly, individual citizens.

If this grant is awarded, the money will be used in three important areas: 1) enhancing the Neighborhood Watch Program, 2) enhancing the School Crime Prevention Program, and 3) developing a volunteer program. Grant money used in the aforementioned programs will not only encourage the participation of citizens in cooperative efforts with law enforcement, but will also involve citizens from distinctly separate sectors of the community, thus expanding the base of support and number of participants.

In view of the Lodi Police Department's well thought out plan to maximize use of the funds in enhancing and developing programs involving many citizens, I am pleased to offer my support to the application and I am confident that the money will be used effectively.

Sincerely,

  
NORMAN D. SHUMWAY  
Member of Congress

NDS:jas



# Senator John Garamendi

May 23, 1986

G. Albert Howenstein, Jr.  
Executive Director  
Office of Criminal Justice Planning  
1130 'K' Street, Suite 300  
Sacramento, CA 93514

Dear Al:

I understand that the Lodi Police Department has made application to your office for a \$60,000 grant to support the Community Crime Resistance program.

The grant will permit the Lodi Police Department to develop and provide a crime resistance program based on the effective and cooperative participation of citizens and law enforcement officials of the Lodi community. Further, the grant will allow the Lodi Police to enhance the Neighborhood Watch Program, to improve the School Crime Prevention program, and establish a community volunteer program. Additional efforts by the Lodi Police will be directed toward placing priority police service in areas of the city that reflect the need for increased support based on crime analyses.

Lodi is a community that invites new settlement because of its attractive and pleasant quality of life. With this appeal is the attendant growth in population and the corresponding increase of criminal activity. Community Crime Resistance programs become essential for the well-being of the citizens.

Without reservation, I respectfully request your favorable consideration and approval of the \$60,000 grant to support the Lodi Police Department.

Sincerely,

A large, stylized handwritten signature in black ink, appearing to read "John Garamendi".

John Garamendi

JG:hos

# California Legislature

PHILLIP ISENBERG

ASSEMBLYMAN

STATE CAPITOL, SACRAMENTO 95814

(916) 445-1611

May 22, 1986

G. Albert Howenstein, Jr., Executive Director  
Office of Criminal Justice Planning  
1130 J Street, Suite 300  
Sacramento, CA 95814

Dear Mr. Howenstein:

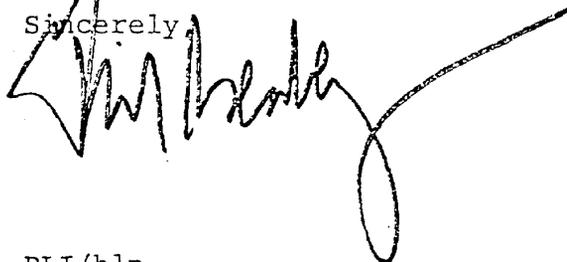
The Lodi Police Department is in the process of applying for a Community Crime Resistance grant from your office. I would like to take this opportunity to express my support for their application.

In a city where a high percentage of residents are senior citizens (an age bracket that is susceptible to crime), the Lodi Police Department has been a model in the development of Neighborhood Watch Crime Prevention programs. These programs have been established with limited resources and unlimited determination.

In my last letter to the San Joaquin residents updating them on crime legislation, I included a paragraph on Lodi's Crime Prevention Programs to encourage citizen participation.

I have always found the Lodi Police Department to be cooperative and efficient when our office or the local residents have needed its help or guidance. I sincerely hope that you give the Lodi Police Department's application the utmost consideration. It will be a wise investment.

Sincerely,



PLI/hlp

DISTRICT OFFICE  
1215 15TH ST., STE 102  
SACRAMENTO, 95814  
(916) 324-4676

DISTRICT OFFICE  
4 N. HUTCHINS ST.  
LODI, 95240  
(209) 334-4945

DISTRICT OFFICE  
625 W. FOURTH ST., ROOM 5  
ANTIOCH, 94509  
(415) 778-4510





CHAMBERS OF  
**The Superior Court**  
THIRD FLOOR COUNTY COURTHOUSE  
STOCKTON, CALIFORNIA 95202

STEPHEN G. DEMETRAS  
JUDGE

TELEPHONE  
(209) 944-2101

May 20, 1986

G. Albert Howenstein, Jr.  
Executive Director  
Office of Criminal Justice Planning  
1130 "K" Street, Suite 300  
Sacramento, California 95814

Dear Mr. Howenstein:

I am writing to express my unequivocal support for the grant application of the Lodi Police Department for the development of a Community Crime Resistance Program.

As a member of the Lodi Community for nearly thirty years, I have a vested interest in the public safety of this area. I firmly believe in, and practice, that citizen involvement is essential to the effectiveness of the criminal justice system.

As a Superior Court Judge assigned to the Criminal Department, I have daily contact with the challenges facing the judicial system. I can see the great potential for coordination that this program promises for companion agencies in the system. I am well aware of the average citizens lack of knowledge in crime prevention techniques which could reduce their chances of victimization.

As a member of this community and County Judiciary, I support Lodi Police Department's application and urge you to approve it.

Very truly yours,

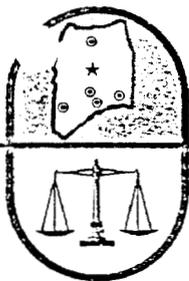
STEPHEN G. DEMETRAS  
Superior Court Judge

SGD:jg

San Joaquin County

Office of the District Attorney

San Joaquin County Courthouse, Rm. 202  
222 E. Weber Ave., Stockton, CA 95202



Richard W. Eichenberger, District Attorney

P.O. Box 990, Stockton, CA 95201  
Telephone: (209) 944-3811

May 20, 1986

Mr. G. Albert Howenstein, Jr.  
Executive Director  
Office of Criminal Justice Planning  
1130 "K" Street, Suite 300  
Sacramento, CA 95814

Dear Mr. Howenstein:

As the representative of the District Attorney's Office of San Joaquin County I wish to express our full support for the application by the Lodi Police Department to obtain a Community Crime Resistance Grant from the Office of Criminal Justice Planning.

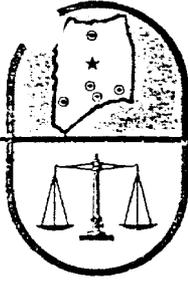
San Joaquin County has been the beneficiary of several grants from the Office of Criminal Justice Planning designed to improve the effectiveness of our law enforcement agencies. For example, the District Attorney's Office currently is receiving assistance through State grant programs for its Career Criminal Project and Gang Violence Suppression Unit. Our experience has proven that the additional resources available through these grants have a significant positive impact on efforts to control crime in our community. In particular, our experience with the Gang Violence Suppression Unit has proven to us that a coordinated effort by various individuals and institutions under the leadership made possible by such a grant is extremely beneficial to attaining our common goals in the suppression of crime.

The Community Crime Resistance Program designed by the City of Lodi Police Department appears to have the ingredients necessary to achieve its objectives. The city has already established a Crime Analysis Unit which has substantially enhanced the department's capability to carry out an effective crime prevention program. The three strands inherent in the department's application for this grant, namely the enhancement of the Neighborhood Watch Program, the enhancement of the School Crime Prevention Program and the development of a volunteer program, appear to be a well planned and efficacious means to achieving the objectives contemplated by OCJP in providing for programs such as these.

San Joaquin County

Office of the District Attorney

San Joaquin County Courthouse, Rm. 202  
222 E. Weber Ave., Stockton, CA 95202



Richard W. Eichenberger, District Attorney

P.O. Box 990, Stockton, CA 95201  
Telephone: (209) 944-3811

Mr. G. Albert Howenstein, Jr.  
Executive Director  
May 20, 1986  
Page 2

The County of San Joaquin in general and the City of Lodi in particular are among the fastest growing areas in the State of California. It has been necessary to establish a second Court in the Lodi Judicial District and for our office to establish a branch office in that area due to the rising volume of criminal cases. Therefore, there is a compelling need for programs such as the one proposed by the Lodi Police Department to curb the rising crime rate in the most efficient and economical manner possible. My experience with the Lodi Police Department over a sustained period of time has proven to me that it has an efficient, well run administration that is amply capable of making the most effective use of State money derived from programs such as these. For these reasons I urge you to give favorable consideration to the application of the Lodi Police Department for this grant.

If there is any further information which I can provide you, please do not hesitate to contact me.

Yours very truly,

RICHARD W. EICHENBERGER,  
District Attorney

A handwritten signature in cursive script that reads "Terrence R. Van Oss".

TERRENCE R. VAN OSS,  
Chief Deputy District Attorney

T  
R  
V  
/  
S



CITY OF STOCKTON

POLICE DEPARTMENT  
22 EAST MARKET STREET  
STOCKTON, CA 95202

May 19, 1986

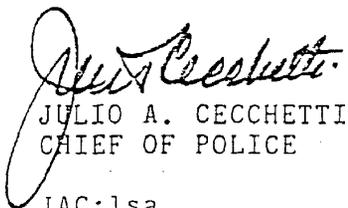
G. Albert Howenstein, Jr.  
Executive Director  
Office of Criminal Justice Planning  
1130 "K" Street, Suite 300  
Sacramento, CA 95814

LODI POLICE DEPARTMENT -  
COMMUNITY CRIME RESISTANCE GRANT

It is my understanding the Lodi Police Department is applying for a Community Crime Resistance Grant from your office. It gives us great pleasure to submit this letter of support for Lodi Police Department's program. It is our belief this program will assist not only the City of Lodi and its residents but will have a positive impact on all the cities in San Joaquin County. Any program that protects citizens against criminal acts will have a benefit beyond the city limits of Lodi.

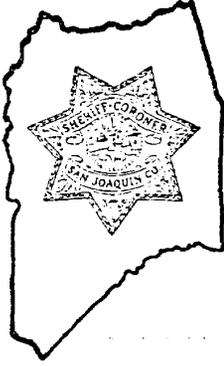
It is on this basis the Stockton Police Department supports this Community Crime Resistance Grant project in Lodi. The Stockton Police Department has been involved in similar grants in the past. We have found them to be helpful, not only from a financial standpoint but also in the development of new ways to deal with crime in a community.

If you have any questions regarding this letter of support, please do not hesitate to contact me.

  
JULIO A. CECCHETTI  
CHIEF OF POLICE

JAC:lsa

(209) 944-8217



JOHN ZUNINO  
Sheriff-Coroner

OFFICE OF  
**SHERIFF-CORONER**

COUNTY OF SAN JOAQUIN  
COURTHOUSE  
STOCKTON, CALIFORNIA  
TELEPHONE (209) 944-2181

May 21, 1986

G. Albert Howenstein, Jr.  
Executive Director  
Office of Criminal Justice Planning  
1130 "K" Street, Suite 300  
Sacramento, California 95814

Dear Mr. Howenstein:

This letter is in support of Lodi Police Department's application for a Community Crime Resistance Grant from the Office of Criminal Justice Planning. We are pleased to report that the relationship between our agencies is one of cooperation and coordination in our efforts to reduce crime in our respective jurisdictions. You can be assured that this relationship will continue in the future.

Sincerely,

*K. R. Stewart*  
KENNETH R. STEWART  
Undersheriff

WILLIAM L. JONES  
Chief Probation Officer  
MALCOLM R. CURRY  
Assistant Chief Probation Officer



Juvenile Services (209) 944-3611  
Adult Services ..... 944-3511  
Administration ..... 944-3511

## PROBATION DEPARTMENT

COURTHOUSE

STOCKTON, CALIFORNIA 95202

May 16, 1986

G. Albert Howenstein, Jr.  
Executive Director  
Office of Criminal Justice Planning  
1130 "K" Street, Suite 300  
Sacramento, CA 95814

Dear Mr. Howenstein:

The Lodi Police Department will be submitting a request for a Community Crime Resistance Grant funded by your office. This is to advise you that I support and endorse that effort.

The City of Lodi is a rapidly expanding community and, as a result, is experiencing the attendant crime problems. In order for that department to provide adequate protection for the community, it is essential that existing programs be enhanced and new ones developed.

During the many years that I have been associated with the justice system in this county, I have found that Lodi Police Department to be actively responsive to community needs and very progressive in its approach to solving identified problems.

Therefore, I fully support the grant request and will offer every cooperation and assistance by my department that may be required in the implementation of the programs.

Very truly yours,

  
WILLIAM L. JONES  
Chief Probation Officer

WLJ:bgf

**DEPARTMENT OF CORRECTIONS**

Parole & Community Services Division  
Room 161, State Building  
31 East Channel Street  
Stockton, California 95202

May 16, 1986

Mr. G. Albert Howenstein, Jr.  
Executive Director  
Office of Criminal Justice Planning  
1130 "K" Street, Suite 300  
Sacramento, CA 95814

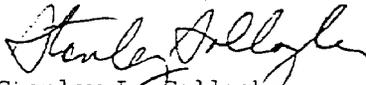
Dear Mr. Howenstein:

The Stockton district office of the Parole and Community Services Division supports the Lodi Police Department in their efforts to obtain a Community Crime Resistance Grant from the Office of Criminal Justice Planning.

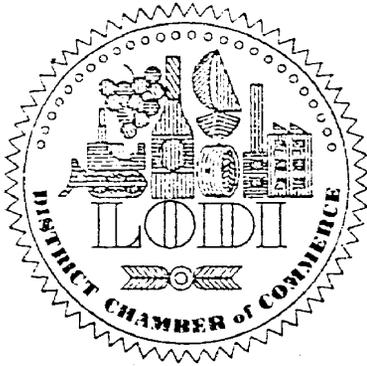
We have close contact with the Lodi Police Department, and we are sure that the three components that are outlined in the grant proposal are consistent with the goals of our agency and the citizens of the City of Lodi.

The establishment of the Crime Analysis Unit will provide benefit not only to the Lodi Police Department, but also to ourselves, as I am sure it would provide us with some insight as to the involvement of our parolees in law violations in that community.

Very truly yours,

  
Stanley L. Gallagher  
Unit Supervisor

SLG/wmg



*Lodi Country*  
PREMIUM WINES

May 22, 1986

G. Albert Howenstein, Jr.  
Executive Director  
Office of Criminal Justice Planning  
1130 "K" Street, Suite 300  
Sacramento, CA 95814

Dear Sir:

At the May 21, 1986 meeting of the Lodi District Chamber of Commerce Board of Directors, it was their unanimous decision to support our Police Departments efforts in obtaining the Community Crime Resistance Grant from the office of Criminal Justice Planning.

We recognize that if this grant is achieved, our Police Department will be able to hire two full-time community service officers as well as the purchase of necessary equipment.

It is our hope that through their efforts our Neighborhood Watch Program will be strengthened, in addition to the possible implementation of other such programs designed to minimize crime in our City.

We are a City that joins hands in a spirit of cooperation to achieve a common goal: A crime free environment for all in Lodi.

Sincerely,

John Borelli  
President

JB/wg



LODI DISTRICT CHAMBER OF COMMERCE

215 W. OAK ST. • P. O. BOX 386 • LODI, CA 95241 • PHONE (209) 334-4773



# Lodi Unified School District

815 W. LOCKEFORD ST., LODI, CA. 95240  
(209) 369-7411 - 466-0353

May 22, 1986

Mr. G. Albert Howenstein, Jr.  
Executive Director  
Office of Criminal Justice Planning  
1130 "K" Street, Suite 300  
Sacramento, CA 95814

Dear Mr. Howenstein:

On behalf of Lodi Unified School District, I am pleased to forward this letter to you in support of the Lodi Police Department's application for a Community Crime Resistance Grant from the Office of Criminal Justice Planning.

LUSD can attest to the consistently high level of cooperation and effective working relationship it enjoys with the Lodi Police Department when staff members have found it necessary to call for assistance. The Lodi Police Department's response time is short, and officers have been most helpful by providing information and advice, and in making arrests when necessary. The police department has also been of considerable assistance in crowd and traffic control at both of our high schools.

A Police Services Department was established a few years ago in our school district. The Lodi Police Department extended every courtesy to the staff of that department as operational procedures were developed.

In summary, Lodi Unified School District appreciates the services of the Lodi Police Department. Its police officers show real concern for the prevention of crime within the district and for the personal safety of every student and employee and the protection of school property.

We trust the Lodi Police Department will be the recipient of a grant from your agency. It is well deserved.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Ellerth E. Larson'.

Ellerth E. Larson  
Superintendent

EEL:kt

## JOB SPECIFICATION

### COMMUNITY SERVICE OFFICER

#### Definition

Under supervision, carries out assignments that assist Sworn Police Officers in investigations, crime prevention activities, community relations and other related work as required.

#### Supervision Received and Exercised

General supervision is provided by the Police Captain assigned to the Patrol Division. Technical and/or functional supervision is provided by the on-duty Watch Commander.

#### Examples of Duties

Duties may include, but are not limited to the following:

Receives training in the application of regulations, investigation techniques, interviewing, report writing, oral presentations and other related activities. Gathers information and completes report of thefts, minor noise complaints, malicious mischief, abandoned vehicles, lost and found property, and other non-hazardous situations requiring the attention of the Police Department. May be called upon to assist in traffic and crowd control, to take counter/phone reports, or to present Crime Prevention programs to community groups. May be called upon to answer questions from the public regarding law enforcement issues and make referrals as appropriate.

#### Qualifications

##### Knowledge of:

English usage, spelling, grammar and punctuation in simple records and reports; basic mathematics, social problems, and basic working knowledge of audio/visual equipment.

##### Ability to:

Give oral presentations on a variety of topics to community groups; think clearly, quickly and accurately in emergencies; learn Police Department Policies and Procedures; compile, analyze and report information; establish and maintain cooperative relationships with those contacted during the course of work; act resourcefully with minimum supervision; understand and carry out oral and written instructions; read and write at a level required for successful job performance.

Special Requirements

License:

Possession of a valid California Class 3 Drivers License

Background:

Prior to appointment, applicants must successfully complete a thorough background investigation

Age:

Must be 18 or over at the time of appointment

Experience and Education

Any combination equivalent to experience and education that could likely provide the required knowledge and ability would be qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

One year of public contact experience.

Education:

Equivalent to the completion of twelfth grade.

EMPLOYMENT ANNOUNCEMENT FOR  
COMMUNITY SERVICE OFFICER

SALARY: \$1,211.00 / \$1,271.00 / \$1,335.00 / \$1,402.00 / \$1,472.00  
(Plus employer paid retirement)

FINAL FILING DATE:

THE POSITION: Under direction the Community Service Officer performs a variety of non-peace officer tasks in the field and in the office. Operates an automobile; takes crime and incident reports not involving suspect contact; directs traffic; marks and writes towing authorization reports and has vehicles towed; receives evidence; uses a variety of equipment and machines; retrieves recovered bicycles; provides information to the public; provides general assistance to police officers in non-emergency response situations; and performs other duties as required.

DESIRABLE QUALIFICATIONS

Age - Must be 18 years old at time of appointment.

Education - Equivalent to graduation from high school

Height/Weight - weight in proportion to height

Hearing - Normal in each ear

Vision - No color blindness or functional impairment

Driver's License - Possession of a valid California Driver's License and an acceptable driving record as determined by the City of Lodi

Physical and Mental Health - Ability to pass a rigid medical exam; freedom from any mental, emotional or physical conditions which could impair the effective performance of assigned duties.

PERSONAL CHARACTERISTICS: Must be of outstanding character; must be able to communicate effectively with all members of the community; must demonstrate good judgement, tact, integrity and the ability to work with minimum supervision. Must be able to act with resourcefulness, courtesy and initiative.

SKILL TO: Follow oral and written instructions, write legibly in completing forms and written reports, prepare and maintain accurate records, and given oral presentations on a variety of topics.

SELECTION PROCESS: Applicants with the most desirable qualifications will be invited to participate in a written test (weight 40% - passing score 70\*). Those candidates who are successful on the written examination will be invited to participate in an oral interview (weight 60% - passing score 70\*). Those candidates successful in the oral interview will be invited to give an oral presentation before a panel to assess the candidate's communication skills.

\*The rating of 70 referred to may be the same or other than an arithmetic 70% of the total possible score.

CAPTAIN LARRY D. HANSEN  
PATROL DIVISION COMMANDER

Military Experience: 1964-1968: Petty Officer 2nd Class, United States Navy, held top secret clearance, worked in photographic intelligence, and was honorably discharged.

Work Experience: Employed by the Lodi Police Department for the past 16 years:  
1970 - 1974: Patrolman  
1974 - 1976: Detective  
1976 - 1978: Sergeant  
1978 - 1983: Lieutenant  
1983 - Present: Captain

Education: 1970: AA Degree Sierra Junior College, Rocklin, California  
1975: BA Degree (with honors) California State University, Sacramento  
1981: 27 units of graduate work completed  
1986: Attending P.O.S.T Command College

Teaching Credential: Emergency teaching credential for grades Kindergarten thru 12  
Life Time Vocational Teaching Credential in Police Science for Community College level  
1980: P.O.S.T. Certificate for Chemical Agents Instruction

Teaching Experience: Semester classes for San Joaquin Delta College, i.e. Introduction to Police Science and Juvenile Law Procedures.  
P.O.S.T. approved Hostage Negotiation classes for San Jose State University  
P.O.S.T. approved Juvenile Law and Procedure classes for San Joaquin Delta College Police Academy  
P.O.S.T. approved classes in Private Citizen use of Chemical Agents sponsored by San Joaquin Delta College in cooperation with the Lodi Police Department.

Relevant Projects: Manager of the Career Criminal Apprehension Program since January 1985  
Manager of the Office of Traffic Safety Traffic Unit since January 1986

Professional Affiliations: California Peace Officers Association  
Rotary International

ARLON M. THORNESBERRY  
LIEUTENANT/WATCH COMMANDER

Work Experience: Employed by Lodi Police Department for 28 years:  
8 years as Patrolman  
10 years as Sergeant  
10 years as Lieutenant

Education: P.O.S.T. Intermediate Certificate  
P.O.S.T. Advanced Certificate

Significant Achievements: Initiator of the Women's Awareness Program  
Instructor on various personal safety topics including "Self-Protection"  
Director of school Safety Patrol Program  
Departmental Rangemaster

Training: Has completed P.O.S.T. Supervisory and Mid-Management Course  
Completed numerous schools on Sexual Assault  
Has attended various Police Management schools

LINDA S. PORTERFIELD  
2431 W. Elm Street  
Lodi, California 95240  
(209) 333-6722 day  
(209) 369-6912 evening

EMPLOYMENT EXPERIENCE:

11/82 - Present. Administrative Assistant, City of Lodi Police Department, Lodi, California. Conduct ongoing analysis of area crime patterns including monthly crime statistics, implement State grant projects including the Career Criminal Apprehension Program and the Traffic Unit, coordinate the Citizen's Awareness Program, complete research projects as required for the City Council, Chief of Police and Patrol Division Commander.

1/82 - 10/82. Youth Counselor, California Youth Authority, Sacramento, California. Completed ward evaluation reports for the Parole Board, and Custody/Security reports for all wards assigned to my caseload. Facilitated individual counseling sessions and weekly small group meetings. Co-leader of crisis intervention team and wrote behavior reports as needed.

10/81 - 1/82. Administrative Assistant, Office of Criminal Justice Planning, Sacramento, California. Provided technical assistance to the Executive Director of the Commission on Violence Prevention. Served as a research consultant, implemented an ongoing literature review to update Commission findings. Coauthored the Annual Report to the Legislature.

9/80 - 10/81. Research Coordinator, Department of Corrections, Sacramento, California. Created and implemented a research design for evaluation of pre-release programs, coordinated data collection and monitoring of parolees. Completed client assessments and developed casework plans. Developed program modules for training workshops, provided direct services to inmates.

10/79 - 9/80. Public Relations Director, Conception, Inc., Sacramento, California. Created a comprehensive public relations component including arrangement of Public Service Announcements with local media. Designed instructional workshops for the Employment Development Lab. Assessed client needs during intake and provided direct services. Coordinated community services for client referrals and developed a resource directory.

6/78 - 7/79. Counselor/Caseworker, Arbutus Youth Association, San Jose, California. Arranged placement of juveniles referred by County Probation Departments. Planned and directed activities of residents including assessment and arrangement of medical, dental, and psychiatric care as required. Counseled clients individually and facilitated group sessions. Identified specific problem areas and developed individual treatment plans. Responsible for management of program funds and coordination of supplementary services.

EDUCATIONAL BACKGROUND:

Master of Public Administration, December 1981, California State University, Sacramento.

Master of Social Work, May 1981, California State University, Sacramento.

Bachelor of Arts (Social Science Major), May 1978, Westmont College, Santa Barbara, California.

PROFESSIONAL AFFILIATIONS:

Member, Association for Criminal Justice Research.

Member, National Association of Social Workers.

Member, Association of Police Planning and Research Officers.

REFERENCES:

Excellent references furnished upon request.