

FORT BRAGG POLICE DEPARTMENT

2009 Annual Report



Mark Puthuff
Chief of Police





Table of Contents

Contents

City Council	2
Message from The City Manager	3
Message from The Chief	4
Mission Statement	5
Values Statement	5
Department Summary	6
Organizational Chart	7
Department Roster	8
Divisions	
Administrative Division	9
Operations Division	10
Support Services	11
Community Involvement	12
Employee Recognition	15
Statistical Data	
City Vitals	16
Police Statistics	17
Budget Summary	22
Accomplishments and Priorities	23



City Council



**Councilmember
Meg Courtney**



**Vice Mayor
Dave Turner**



**Mayor
Doug Hammerstrom**



**Councilmember
Dan Gjerde**



**Councilmember
Jere Melo**



**City Manager
Linda Ruffing**

Fort Bragg City Council

The City of Fort Bragg is run in a Council-Manager format. **DOUG HAMMERSTROM** was elected to City Council in 2004, and selected by the Council to serve as Mayor in 2006 for a two-year term and again in 2008 for a two-year term. Mayor Pro Tempore **DAVE TURNER** was first elected to City Council in 2002 and then again in 2006.

Councilmember **MEG COURTNEY** was elected in 2006 after serving two years on the Planning Commission. Councilmember **DAN GJERDE** was first elected to City Council in 1998 and then again in 2002 and 2006. Councilmember **JERE MELO** was first elected in 1996 after serving 4 years on the Planning Commission. Councilmember Melo has also served as The City's Mayor Pro Tempore 1998-2000 and City Mayor 2000-2004.

LINDA RUFFING was appointed to the City Manager position in January 2006 after serving as Community Development Director for 6 years.



Message from The City Manager

The Fort Bragg Police Department plays a key role in protecting the quality of life in our city. Our police officers are responsible for ensuring that our community is safe, that laws are enforced with an even hand, and that complaints are dealt with promptly. In a small town like Fort Bragg with a small police force, police officers are required to perform a complex variety of tasks. Our officers respond to complaints, investigate crimes, patrol the streets, respond to emergencies, work with local youth, and collaborate with the many local agencies and institutions that serve our community.



The work of a police officer is very challenging. The officers of the Fort Bragg Police Department must contend with difficult and demanding situations on a daily basis, whether responding to a traffic accident, intervening in a domestic dispute, or investigating a serious crime. Our officers are well-trained, hard-working and dedicated to serving this community. They have earned the strong support of the Fort Bragg City Council, the City Manager, fellow city departments, and a broad cross-section of our community. This annual report summarizes the accomplishments of the Fort Bragg Police Department over the past several years and it serves as a testament to the exceptional work of our officers and employees.

Sincerely,

Linda Ruffing

Linda Ruffing
City Manager



Message from The Chief

The members of the Fort Bragg Police Department are proud of the dedicated efforts that are reflected in our 2009 Annual Report. The report identifies the many different services that are provided by the Fort Bragg Police Department. The statistical data in the report provides an overview of the crime trends in our community and captures the Police Department's accomplishments. Our many accomplishments are only possible through the shared support we receive from our City and community.



Our team is committed to a progressive vision that continually strives for a standard of excellence that is built on trust, mutual respect, accountability, and professionalism. Every member of the organizational team is mutually accountable to participate in problem solving strategies to prevent crime, safeguard our community, and provide quality service thereby fulfilling the community's expectation that our department represent the best our City has to offer.

Our model for success is built on the preventative strategies designed to foster strong community partnerships with an emphasis on prevention, education, enforcement, and collaboration.

The dedicated men and women of the Fort Bragg Police Department proudly serve a community that is supportive, involved, and passionately committed to preserving a quality of life that all community members and our coastal visitors can enjoy.

Sincerely,

Mark Puthuff

Mark Puthuff
Chief of Police



Mission Statement

“The Fort Bragg Police Department is committed to providing the highest quality of services to our community. As professionals, we strive to be responsive to all matters that impact our community. We want to preserve a quality of life standard for our citizens by establishing community partnerships built on prevention, education, enforcement, and collaboration strategies.”

Fort Bragg Police Department Core Values

Community

Teamwork

Integrity

Service

Character

Professionalism





Department Summary

The Fort Bragg Police Department is made of up 23 full-time employees and divided into 3 divisions. Chief Mark Puthuff, Captain Brian Ballard, and Administrative Secretary Kira Magness make up the Administrative Division.

The Operations Division is comprised of 3 Sergeants, 12 full-time sworn Police Officers, and 2 Community Service Officers. The Operations Division is tasked with handling all items related to Law Enforcement.

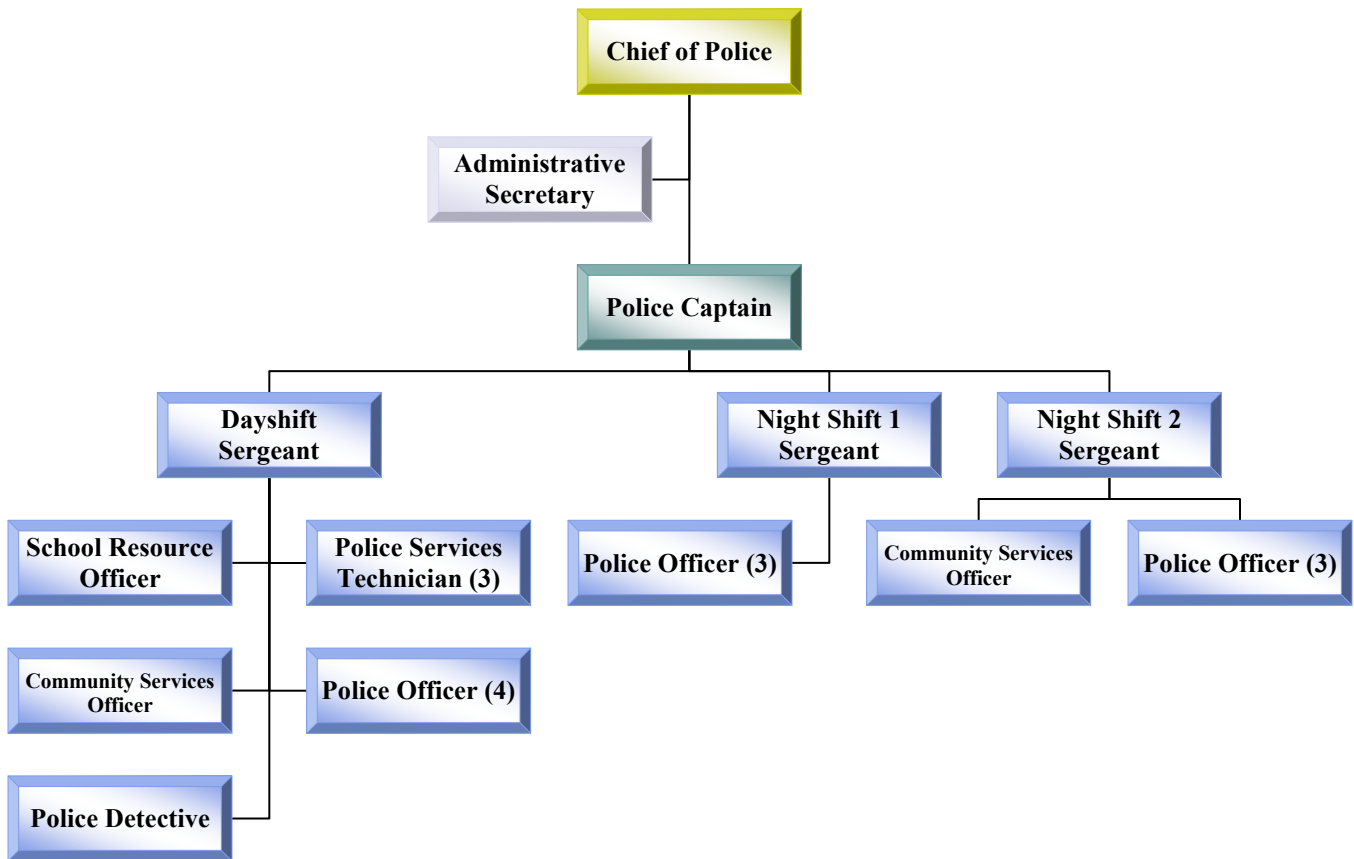
The Support Services Division consists of 3 Police Service Technicians. Police Service Technicians are responsible for records management, property and evidence management, and LiveScan services, among other things.





Organizational Chart

Structure of the Fort Bragg Police Department





Department Roster

Administration

Chief of Police

Mark Puthuff

Captain

Brian K. Ballard

Administrative Secretary

Kira Magness

Operations

Sergeants

Charles Gilchrist

Brandon Lee

Phil Ward

Police Officers

Mason Cottrell

Wesley Rafanan

Oscar Lopez

Andrew Kendl

Jeanine Gregory

Elsa Pimentel

Nicholas Shipilov

Jonathan McLaughlin

Angelica Wilder

Clarkson Bradford III

Brian Clark

Javan Clark

Community Service

Officers

Lesley Bryant

Gretchen Leinen

Support Services

Police Services

Technicians

Sally Provencher

Diane Olsen

Debbie Desmond



Administrative Division

Division Description

The Administrative Division consists of Police Chief Mark Puthuff, Police Captain Brian K. Ballard, and Administrative Secretary Kira Magness. Together, their mission is to provide other Department personnel with strategic goals and objectives, assure adequate staffing and equipment, provide training and certification in accordance with the California Peace Officers Standards and Training (POST) regulations, originate and manage the Department budget, and provide leadership direction. The Administrative Division also serves as a liaison between the Police Department, other City departments, and community members.





Operations Division

Division Description

The Operations Division consists of three Police Sergeants, 12 Police Officers, and two Community Service Officers. One of the Police Officer positions is a School Resource Officer that is funded by a Title II Formula Grant ending in March 2010.

The Operations Division provides public safety services to our citizens on a 24-hour a day seven days basis. They respond to calls for service, both criminal and non-criminal, and write police reports relative to those calls. They also respond to traffic collisions, traffic/parking complaints, and deliver a variety of prevention and awareness information to community members, clubs, and schools.





Support Services Division

Division Description

The Support Services Division is staffed by three Police Service Technicians whose primary responsibilities are to assure that all police records are kept, filed, and released in accordance with laws governing those matters. They also provide LiveScan fingerprint services to the public, process and forward criminal reports, provide information and assist on the intake, release, and destruction of all Department evidence.

The Support Services Division is located in the Front Lobby of the Fort Bragg Police Department, which is open to the public Monday through Friday from 9:00am until 5:00pm. They can be contacted by telephone at (707) 961-2800.



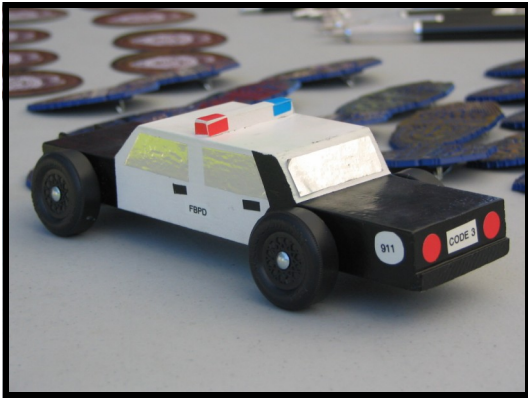


Community Involvement

Scout-O-Rama



On May 16th, 2009, The Fort Bragg Police Department in partnership with the local Boy Scouts of America and Girl Scouts of the USA hosted the annual Scout-O-Rama event. The event consisted of a raffle for attendees, a display of local wildlife, a Frisbee golf course, and a Pinewood Derby race as well as many other events for the children to participate in.



Safety Day

On May 29th, 2009, the Fort Bragg Police Department and several other public safety agencies participated in the 2009 Safety Day. The goal of the event was to educate grade school students on different aspects of safety they could learn and implement into their daily lives. The Fort Bragg Police Department chose to educate the students on bicycle safety.





Community Involvement (Continued)

Lion's Carnival



The Carnival By The Sea was held during the weekend of May 30th, 2009. During the Carnival, hosted by the Fort Bragg Lion's Club, the Fort Bragg Police Department hosted a display booth with souvenirs for carnival attendees. Officers and other staff were present to educate children and parents as well as field questions. Police patrol vehicles were also on display for children and adults to view.

Celebrate Safe Communities

On October 3rd, 2009, the Fort Bragg Police Department, as a member of the Fort Bragg Coalition for Gang Awareness, hosted the second annual Celebrate Safe Communities event. During the event staff from the Police Department served BBQ lunch to community members, hosted a pumpkin decorating booth, and held a police K-9 demonstration with newly acquired K-9 McKeaba. Additionally, there were assorted youth activities, a live DJ, and a free raffle.





Community Involvement (Continued)

Atlas Soccer Academy



The Fort Bragg Police Department, in conjunction with the Coalition for Gang Awareness sponsors the Atlas Soccer Academy. The three groups share the common goal of having children involved in an activity that would deter them from the negative influences of street gangs, drugs, and alcohol. Atlas Soccer Academy is hosted by “Professor” Carlos Gaeta.

PAL Bicycle Rodeo



On September 19th, 2009, The Fort Bragg Police Department along with the Mendocino County Sheriff’s Office, California Department of Forestry and Fire Protection, and the United States Coast Guard hosted the annual Police Activities League Bicycle Rodeo.

The event, held in mid-September allowed local youths to ride bicycles in a safe environment and obtain help in repairing their bicycles. Additionally, the Fort Bragg Police Department handed out free bicycle helmets to youths who did not have them.



The PAL Bicycle Rodeo has become an annual event where children learn about bicycle safety, test their skills on an obstacle course, and get help in proper bicycle and safety equipment. There is also a BBQ and raffle with prizes.



Employee Recognition

In 2009, the Fort Bragg Police Department began the quarterly Award of Excellence. This award is given to employees acknowledging exceptional performance in various aspects of Law Enforcement. The awards were given to the following employees:

Second Quarter



Officer Javan Clark joined the Fort Bragg Police Department in November 2008 and brought previous law enforcement experience from the Modesto area. During the Second Quarter of 2009, Officer Clark conducted an in-depth investigation of continued sexual abuse of a minor by an adult relative. Because of Officer Clark's diligent efforts, the suspect in the case was arrested and charged with numerous counts of sodomizing a juvenile as well as possession of child pornography. The suspect pled guilty to multiple counts of possession of child pornography, was sentenced to 10 years in State Prison, and will be deported upon his release.

Third Quarter

Officer Clarkson Bradford III joined the Fort Bragg Police Department in June 2008. During the Third Quarter of 2009, Officer Bradford was given the Award of Excellence for his motivation, positive attitude and strong interest in traffic safety issues. Officer Bradford pays close attention to community complaints regarding traffic issues and spends extra time in areas where complaints are frequently received. He also led the Department in traffic citations issued for the Third Quarter of 2009. Officer Bradford shows a consistent determination to reduce the number of traffic collisions in our community through education and enforcement.



Fourth Quarter



Officer Jeanine Gregory joined the Fort Bragg Police Department in December 2007 after experience with the Mendocino County Sheriff's Office as a corrections deputy. During the Fourth Quarter of 2009, Officer Gregory conducted several investigations regarding counterfeit currency and fraudulent checks. In addition to these investigations, she also created an educational flyer that was distributed to local businesses on how to identify counterfeit currency. Officer Gregory is a Fort Bragg local and her care and concern for her community is evident in the way she conducts herself and performs her duties.

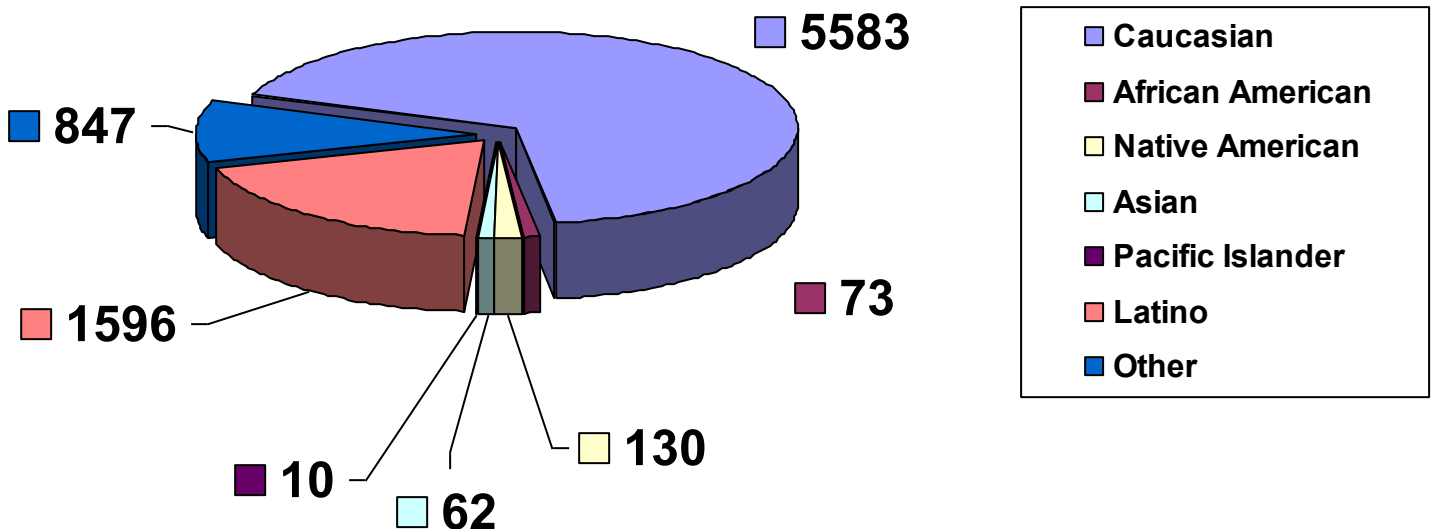


Statistical Data

City Demographics

Country:	United States	Population:	7,077 (2008 estimated)
State:	California	Households:	2,840
County:	Mendocino County	Avg. Household Size:	2.37
Incorporation Date:	August 5th, 1889	Median Age:	36.2
Government Type:	Council-Manager	0-9 Years:	958 (13.5%)
City Manager:	Linda Ruffing	10-17 Years:	718 (10.1%)
City Budget:	\$7,392,457	18-24 Years:	645 (9.1%)
Area:	2.8 square miles	25-34 Years:	1,070 (15.1%)
Elevation:	85 feet	35-44 Years:	1,019 (14.4%)
Time Zone:	Pacific (GMT -8:00)	45-64 Years:	1,704 (24.0%)
Zip Code:	95437	65+ Years:	963 (13.6%)
Area Code:	707	Income:	Average Household Income: \$41,163
			Median Household Income: \$32,127
			Per Capita Income: \$17,396

National Origin Makeup 2000 Census





Statistical Data (Continued)

Police Calls for Service

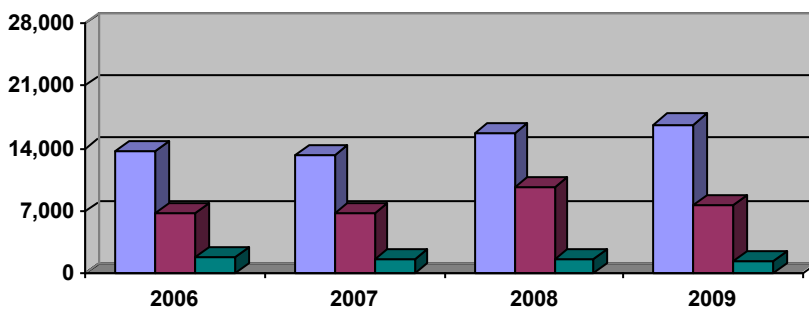
The Fort Bragg Police Department is the only law enforcement agency on the California coast between Eureka and the San Francisco Bay Area with sworn law enforcement officers on duty 24 hours per day. This means the Police Department is divided into 4 teams, each working 12-hour shifts. Each shift consists of a Police Sergeant, and 3-4 Police Officers.

Police Officers respond to a variety of different calls for service, including criminal and non-criminal incidents. Examples of criminal incidents include assault/battery, domestic violence, burglaries, and public intoxication. Examples of non-criminal incidents include non-DUI traffic collisions, civil disputes, and landlord-tenant disputes.

In 2009, Fort Bragg Police Officers responded to a total of 16,674 calls for service and wrote 1,469 Crime Reports associated with those calls for service. 7,696 of those incidents were Officer Initiated. Fort Bragg Police Officers also made 612 arrests in 2009. 115 of those arrests were felony and 497 were misdemeanor or other.



Fort Bragg Police Officer Activity



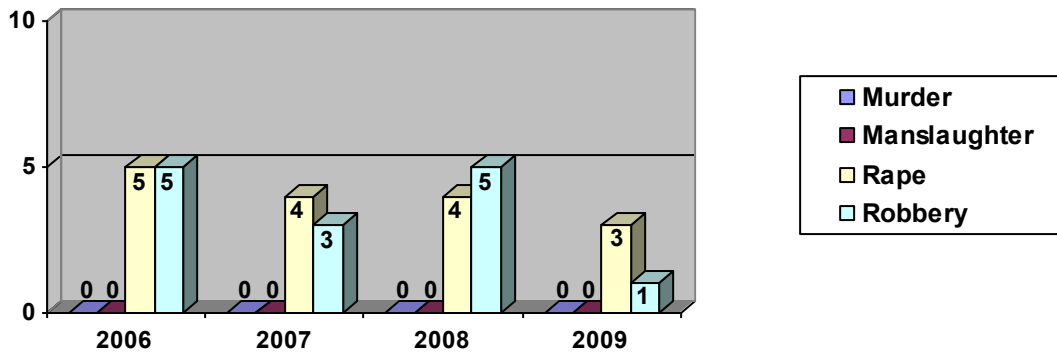
<u>LEGEND</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
<u>Calls For Service</u>	13,588	13,249	15,744	16,674
<u>Officer Initiated Activity</u>	6,850	6,705	9,673	7,696
<u>Reports Taken</u>	1,836	1,560	1,598	1,469
<u>Arrests</u>	552	613	696	612



Statistical Data (Continued)

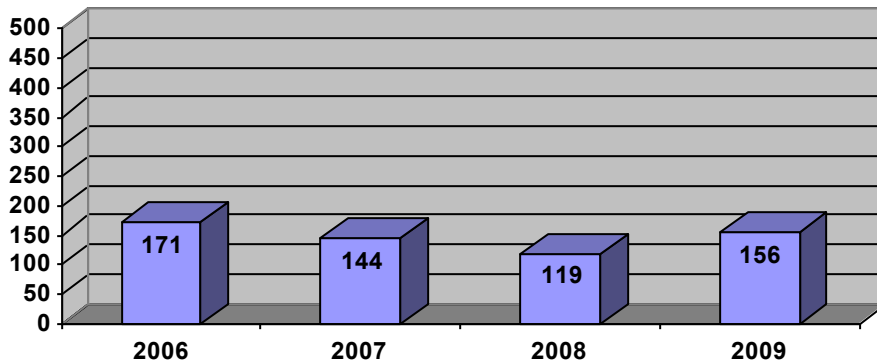
Crimes Against Persons

Over the last four years, The City of Fort Bragg remained a safe city to live, with violent crimes against persons remaining at low levels. The City of Fort Bragg has not had a homicide in over 10 years. Reports taken for **Murder**, **Manslaughter**, **Rape**, and **Robbery** from the year 2006 to 2009 are as follows:



Assaults can refer to many different types of crimes against persons, including but not limited to gang fighting, simple or aggravated battery, and domestic violence assaults. The year 2009 showed a slight increase in Assaults from the previous three years, but still remained comparatively low. Reports taken for assaults from years 2006 to 2009 are as follows:

Assaults



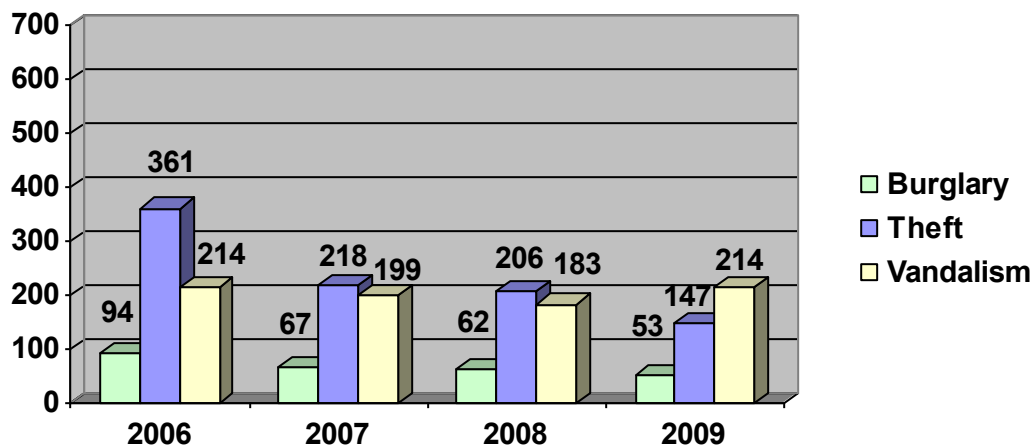


Statistical Data (Continued)

Property Crime

The Fort Bragg Police Department retains a list of problem areas and areas where community members show concern for criminal activity. Fort Bragg Police Officers conduct frequent patrols of these areas throughout their shifts and when time permits. These “Extra Patrols” serve as a proactive method for catching in-progress crimes and deterring would-be criminals. Reports taken for Burglaries, Thefts, and Vandalisms from years 2006 through 2009 are as follows:

Property Crimes in Fort Bragg





Statistical Data (Continued)

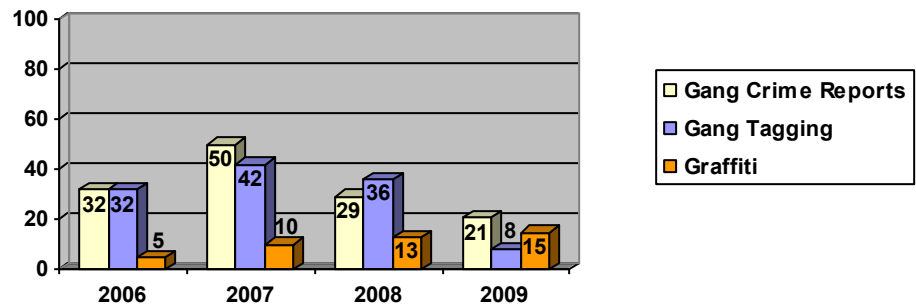
Criminal Street Gangs

Criminal Street Gangs present a threat to the safety of law enforcement and the community alike. Examples of the type of criminal activities Criminal Street Gangs participate in include, but are not limited to drug sales and trafficking, weapons violations, property crime for the benefit of the gang, violence against citizenry, law enforcement and rival gang members, rape, and murder.

The Fort Bragg Police Department, in conjunction with local allied agencies participate in the **Multi-Agency Gang Suppression Unit (MAGSU)**. With the increased efforts of these agencies, the City of Fort Bragg has seen a trend in decreased gang activity. Statistics of reports taken for gang tagging and graffiti and gang related crimes from years 2006 through 2009 are as follows:



Gang Crimes in Fort Bragg



Assistance for The Community

The Fort Bragg Police Department has officers trained as Criminal Street Gang experts. If you have a friend or family member who you suspect to be involved in Criminal Street Gang activity and are concerned, feel free to contact the Fort Bragg Police Department for guidance.

Additionally, the Fort Bragg Police Department assists community members within the City of Fort Bragg who are victims of graffiti of any type. Offered is a reimbursement claim form that can be filed upon reporting an incident of graffiti. The voucher entitles the victim to reimbursement for graffiti removal tools consisting of items such as paint, brushes, drop cloth, “Wet Paint” signage, paint rollers, trays, and tape. The voucher covers items up to \$30.00 in value and can be turned in to the Finance Department at the Fort Bragg City Hall located at 416 N. Franklin Street.



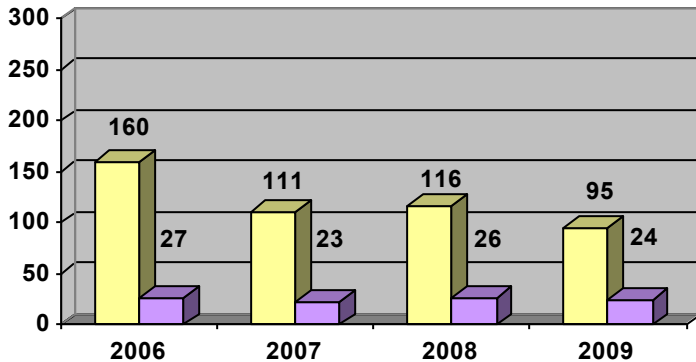
Statistical Data (Continued)

Traffic Safety

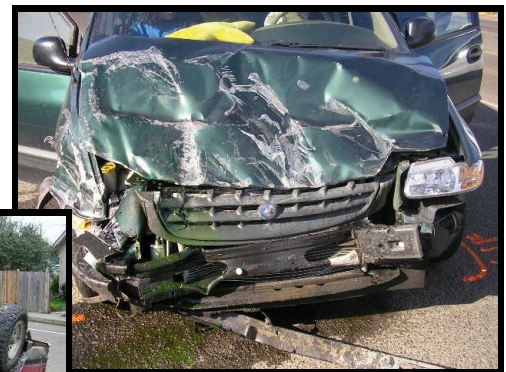
A major concern for the Fort Bragg Police Department and community alike is traffic safety. There have been many revisions to traffic control in recent years increasing the safety of motorists traveling within Fort Bragg city limits.

In addition to these modifications, the Fort Bragg Police Department initiates traffic stops on traffic safety violators with the purpose of education and enforcement. These two aspects combined lead to greater driver awareness and an ultimate goal of decreasing traffic collisions, thus increasing traffic safety in our community. Below are statistics for the number of traffic collision reports taken and traffic violation citations issued by Fort Bragg Police Officers from years 2006 through 2009:

Traffic Collisions



YEAR	CITATIONS
2006	417
2007	666
2008	968
2009	583





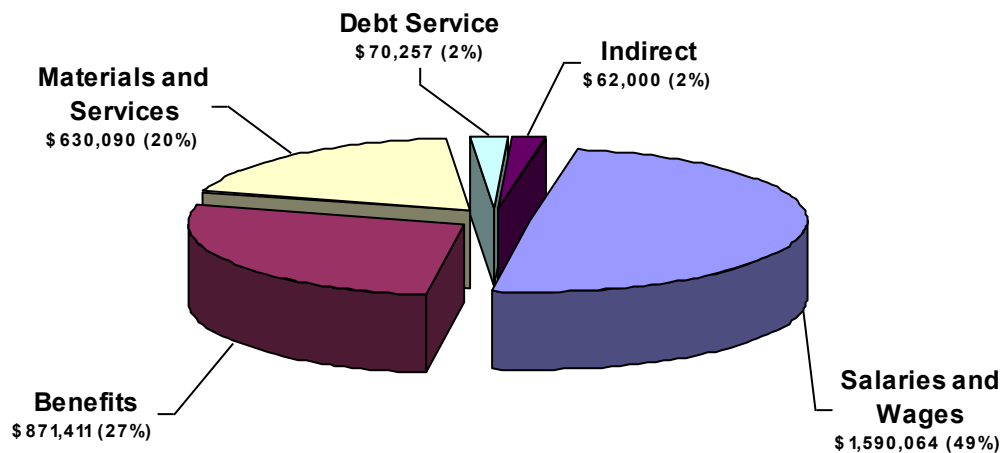
Statistical Data (Continued)

Fort Bragg Police Department Budget

The Fort Bragg Police Department had an annual budget for the 2009 - 2010 Fiscal Year of \$3,223,822. This figure accounts for 44.9% of the City of Fort Bragg's annual budget. The majority of the Police Department budget (49%) is used in Salary and Wages for the 23 full-time employees.

After employee salaries, the Department's biggest cost is Employee Benefits followed by Materials and Services. The Materials and Services category includes Dispatch Services contracted with the Ukiah Police Department, equipment and the maintenance and repair costs associated, and continued professional training for Police Officers and other staff members. The smallest portion of the Police Department budget is allotted to Debt Services and Indirect costs.

Police Department Budget Fiscal Year 2009 - 2010



<u>EXPENDITURE</u>	<u>FISCAL YEAR '06-'07</u>	<u>FISCAL YEAR '07-'08</u>	<u>FISCAL YEAR '08-'09</u>	<u>FISCAL YEAR '09-'10</u>	<u>% INCREASE / DECREASE</u>
Salaries / Wages	\$1,250,454	\$1,437,780	\$1,526,414	\$1,590,064	4.2%
Benefits	\$726,893	\$742,838	\$864,178	\$871,411	0.8%
Materials / Services	\$532,473	\$713,052	\$593,828	\$630,090	6.1%
Capital	\$36,750	\$10,968	\$0	\$0	0.0%
Debt Services	\$106,636	\$84,546	\$70,257	\$70,257	0.0%
Indirect			\$50,500	\$62,000	22.8%
TOTAL:	\$2,653,206	\$2,989,184	\$3,105,177	\$3,223,822	3.8%



Accomplishments

2009 Accomplishments

Here is a list of Accomplishments by the Fort Bragg Police Department for 2009:

- ✓ Provide professional law enforcement service with a commitment to excellence.
- ✓ Provide safety and security at community events
 - Fourth of July Celebration
 - Paul Bunyan Days
 - Homecoming Parade
 - Holiday Tree Lighting Parade
 - Whale Festival
- ✓ Provide support for our community with programs such as:
 - Gang Resistance is Paramount (G.R.I.P.)
 - Coalition for Gang Awareness and Prevention (CGAP)
 - Teen Court
 - After School Activity Programs
 - School Resource Officer (SRO)
 - Crime Awareness and Prevention Lectures
 - Safe Communities Celebration in the Park
- ✓ Establish participation and support of:
 - Big Brothers, Big Sisters of Mendocino County
 - Atlas Youth Soccer Academy
 - Scout-O-Rama
 - Safety Day at the Schools
 - Lion's Carnival
 - PAL Bicycle Rodeo
 - Job Fairs
- ✓ Maintain staffing levels
- ✓ Develop a comprehensive training plan for personnel
- ✓ Obtained full complement of officer staffing
- ✓ Property and Evidence reorganization
- ✓ Update Police Department with new furniture, paint and carpet
- ✓ Enhance security at Police Department
- ✓ Participation in the Mendocino County Major Crimes Task Force



Accomplishments (Continued)

Priorities for Accomplishments during 2009-2010 Fiscal Year

- Continue efforts for recruitment and retention of police department employees, while providing a professional and respectful work environment.
- Continue to develop the skills of our staff through training, employee development, coaching and mentoring.
- Continue to provide safety and security at community events such as Fourth of July Celebration, Paul Bunyan Days, Homecoming Parade, Holiday Tree Lighting Parade, and the Whale Festival.
- Identify “quality of life issues” and proactively resolve them through code enforcement, parking violations, vehicle abatement, responding to crime trends in the city.
- Continue to research and identify grant funding opportunities.
- Continue to aggressively respond to illegal gang and drug activity.
- Manage the expenses of the department by operating within the approved fiscal year budget.
- Implement a restorative justice approach on habitual offender issues.
- Assist training and planning efforts to increase our disaster response/management and community preparedness.
- Implement, expand Neighborhood Watch, Citizen Academy, Police Explorer, and more volunteer programs,
- Create an Annual Report that will highlight organizational services, achievements and yearly statistics.
- Re-classify Lieutenant Position to Captain, conduct recruitment and hire for Captain’s position.



Accomplishments (Continued)

Priorities for Accomplishments during 2009-2010 Fiscal Year

- ☑ Maintain support for our community with programs such as:
 - Gang Resistance is Paramount (G.R.I.P.)
 - Coalition for Gang Awareness and Prevention (CGAP)
 - Teen Court
 - After School Activity Programs
 - School Resource Officer (SRO)
 - Crime Awareness and Prevention Lectures
 - Safe Communities Celebration in the Park

- ☑ Continue participation and support of:
 - Big Brothers, Big Sisters of Mendocino County
 - Atlas Youth Soccer Academy
 - Scout-O-Rama
 - Safety Day
 - Lion's Carnival
 - PAL Bicycle Rodeo
 - Job Fairs

- ☑ P.O.S.T. Management Study for Property and Evidence Storage

- ☑ P.O.S.T. Team Building Workshop for Leadership Team

