



CITY OF WASILLA

290 E. HERNING AVE.
WASILLA, ALASKA 99654-7091
PHONE: (907) 373-9050
FAX: (907) 373-0788

COUNCIL MEMORANDUM NO. 92-93

From: Mayor Stein
Date: August 20, 1992
Subject: Draft Wasilla Police Department Conceptual Design

Council is respectfully asked to review and consider for approval the attached conceptual design for the proposed Wasilla Police Department. While suggestions have been received for organizations ranging from a lone town marshal to a force of some 13 officers, the administration believes that this design is most responsible and best suited for Wasilla. A copy of the budget prepared by Jeff Wadman and a critique by the State Trooper staff are included for your information.

It is important that a consensus on the scope of the police department be reached so that information can be given to the voters.

We request that Council review, amend and approve a conceptual design for Wasilla police.

John C. Stein, Mayor

JCS/sbh

APPROVED
DATE: 8/24/92
BY: [Signature]

DRAFT WASILLA POLICE DEPARTMENT CONCEPTUAL DESIGN

Revised 8-24-92

The following is a draft of the conceptual design for the Wasilla Police Department, in the belief that the citizens of Wasilla need to know the type of police department a sales tax would provide, in order that they can be adequately informed to vote on these issues.

A conceptual design is, by its very nature, a broad philosophical overview, and therefore does not include the many details that would have to be developed if a police department is created.

This paper does not address the reason a police department is needed or the issues pertaining to a sales tax.

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Wasilla has the unique opportunity to develop a modern police department attuned to the needs and desires of its citizens, unhampered by ingrained attitudes of an existing department. It is able to adopt the best attributes of the many local departments and the State Troopers throughout the state. In short, Wasilla has the opportunity to develop a model police department. While no police department anywhere can prevent all crimes and apprehend all criminals, a community with a modern police department is better served and far more secure than a city without a police department.

The Wasilla Police Department will be guided by the following concepts in its development and future direction:

- (1) The department's mission, simply stated, is to provide the best possible law enforcement and crime prevention services, staffed by experienced, educated officers utilizing the most modern equipment and facilities.

- (2) The department will establish a cooperative working relationship with other local, state and federal law enforcement agencies as well as all other area emergency services organizations.
- (3) The department will initially be staffed with nine commissioned officers and a chief. Since six officers and a chief are needed to provide one full-time officer 24-hours per day, 365 days per year, the nine person department is viewed as the minimum staffing needed considering leave, illness and training time. Any future expansion will be based upon proven need and community support.
- (4) Qualifications for commissioned personnel will place high emphasis upon academic achievement and prior law enforcement experience and training. They should also be computer literate and possess exceptional communications skills. Prior Alaska experience is helpful. All candidates will be subject to an extensive background investigation.
- (5) Department personnel will be APSC certified or be certifiable by the Alaska Police Standards Council within one year of hire.
- (6) The department's commissioned personnel will be well trained to effectively work with and develop empathy for the issues and concerns of minority groups.
- (7) To render the broadest scope of services, the department's officers will also be trained in emergency medical services, basic fire suppression techniques and other emergency response actions. This multidisciplinary training will enable the officers, if first on the scene, to take the immediate actions necessary until the arrival of the professional EMS and firefighting personnel. Written protocol will be developed with each of these emergency services that defines the role of the police officer when involved in a medical or firefighting emergency situation.
- (8) The department will develop written mutual assistance agreements with law enforcement and other emergency services organizations. These

agreements will include Palmer Police Department, the State Troopers, the state fire marshal, the borough fire and emergency medical services organizations and area private security services.

- (9) The department's uniform will be of a conservative style with a minimum of decorations. The chief, at his discretion, may determine that a business suit or a blazer jacket is appropriate for certain personnel.
- (10) The primary emphasis of the department is to prevent criminal activity coupled with enforcement of local, state and federal laws. Special emphasis will be upon youthful violators, but in a compassionate manner. The department will work with and support school activities and community youth organizations to channel youthful energies into lawful pursuits.
- (11) The department will develop a set of standard operating procedures to guide and ensure uniformity by the officers in the performance of their duties. The procedures will include, as examples, the methods of handling juvenile offenders, female suspects, involvement in crime prevention, and the numerous other aspects of law enforcement.
- (12) The department will initiate and support crime prevention and programs such as Neighborhood Watch, Crime Stoppers, Juvenile Court and related programs.
- (13) The department will develop an auxiliary police program to both create additional manpower for unusual community events and to develop a cadre of potential police employees.
- (14) The department will place high emphasis upon continued professional development of its commissioned personnel. The annual budgets will provide funds for training personnel both at in-state and out-of-state training courses.
- (15) The department will utilize up-to-date automated programs for records management and retention, crime analysis and forecasting, and related

law enforcement uses.

- (16) To the extent permitted by personnel staffing, the department will utilize a foot patrol in the downtown area, to develop rapport with the community and better understand the nature of unlawful activities. The patrolmen will also offer suggestions about "site hardening" to merchants to reduce burglary.
- (17) The City and the department will be amenable to discuss expansion into areas adjacent to the City where the majority of the residents wish to obtain police services. Such expansion may be accomplished through voluntary annexation.
- (18) The City and the department will be amenable to discuss consolidation of law enforcement services with other municipalities to reduce costs, increase efficiency and improve service. Consolidation may require voter approval and involve future Borough-wide or service area police departments and existing City departments.
- (19) The chief of the department will report directly to and receive instructions from the City Manager, in an effort to keep the functions of the department separate from the City Council.
- (21) The budget of the department will be determined annually, open to public review and then approved by the Council.
- (22) The City is an equal opportunity employer and encourages applications from women and minorities.
- (23) A selection committee consisting of representatives from the business community, the City Council, the Alaska State Troopers and the public will be convened to assist in the selection of the Chief for the department. The final selection will be confirmed by Council pursuant to WMC 3.80.030B.

- (24) The department will contract with the Palmer Police Department, the Borough and the State Troopers for such services and dispatching and related functions to keep duplication of effort and expenses to the absolute minimum.
- (25) While law enforcement will be the primary function of the department, the officers will be broadly knowledgeable about related justice and public safety programs such as the availability of women's shelters, drug treatment programs, etc. in the firm belief that passing this information on during contacts with the public can prevent future criminal acts.

Drafted this 30th day of July, 1992

Jim Messick

Ray McCarthy

John C. Stein

Approved by Council August 24, 1992 by unanimous vote.