



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Sara L. Hensley  
Larry D. Lisenbee

**SUBJECT:** SEE BELOW

**DATE:** 03-29-04

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Approved

Date

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**COUNCIL DISTRICT:** Citywide  
**SNI AREA:** N/A

**SUBJECT: ADOPTION OF APPROPRIATION ORDINANCE AND FUNDING  
SOURCES RESOLUTION AMENDMENTS IN THE GENERAL FUND IN  
THE AMOUNT OF \$46,882 FOR DEVELOPING COMMUNITY SAFETY  
PROTOCOLS**

## **RECOMMENDATION**

It is recommended that the City Council:

1. Adopt an Appropriation Ordinance and Funding Source Resolution Amendments in the General Fund:
  - a. Establish a Citywide appropriation for Parks, Recreation and Neighborhood Services in the amount of \$46,882 for the Community Services Division–Community Safety Protocols.
  - b. Increase the estimate for Earned Revenue by \$46,882.

## **BACKGROUND**

As outlined in the Mayor’s June 6, 2001 Budget Message, City Council set aside \$150,000 to develop a comprehensive critical response protocol on school campuses, and provide training to school personnel, community agencies, Parks, Recreation and Neighborhood Services (PRNS) staff and Police Department staff on responding to incidents of violence occurring in schools. PRNS contracted with the East Side Union High School District’s Office of Safety (“East Side”) to provide these services. By the end of FY 2002-2003, East Side completed the services, leaving leftover funds of \$46,882 from the original contracted amount.

Over the last few months, there have been several incidents of youth and gang-related crimes near or around community centers. Because of existing partnerships with community-based organizations, we have been able to quickly develop a community response that includes organized late night activities, and alerting the surrounding community of existing resources. However, the need for a structured and linked community response to address any other potential

incidents of youth and/or gang activities in our neighborhoods is evident. Additionally, the Mayor's Gang Prevention Task Force is assessing and improving its current structure to strengthen community representation and involvement and ensure representation and involvement from the various State, County and City institutions in discussions around creating a youth-safe environment.

This effort will ensure that the City takes further steps to maintain the Safest Big City in America designation. Particularly in these budgetary times where partnerships are essential, coordinated responses are necessary and effective communication with other partners can make a significant difference in our effective response. The appropriation of these funds allows us to establish these mechanisms.

The original allocation was set aside specifically to deal with school and community safety issues to better prepare to respond to incidents of youth violence. Allocation of these funds for the purposes of the development of a Safe Community Response model and training is in alignment with the original intent of these funds.

## **ANALYSIS**

The unspent funds will be used to expand the scope of services originally intended in the Budget message. If approved, the funds will be used to develop a Safe Community Response Model based on the Safe School Response protocol, which was established by the Mayor's Gang Prevention Task Force pursuant to a rise in youth violence in and around high school campuses. This new model is intended to extend beyond the boundaries of school campuses and involve PRNS staff and community members in helping to prevent further escalation of youth violence.

If approved, PRNS will seek consultant services from qualified consultant or consultants, to develop a Safe Community Response Model to establish a community safety protocol in our community centers and neighborhoods, to plan and facilitate a retreat, to provide orientation and training for PRNS, Police, and schools on the new Safe Community Model; establish the protocol in relation to PRNS' new multi-service delivery model and the Mayor's Gang Prevention Task Force structure; and to develop a comprehensive training plan. The PRNS new multi-service delivery model is an approach to better respond to community needs within each council district by fully engaging community center staff, Strong Neighborhoods Initiative staff, and youth intervention staff. The model will focus on integrating staff resources in each council district and improve how services are provided. The strategy is to cross-train all staff to respond to the varying needs of the community. The scope of consultant services is outlined below:

- Utilize the Safe School Initiative Model as a base to develop a Safe Community Response Model to establish a community safety protocol in our community centers and neighborhoods. This protocol will facilitate and help manage critical incidents of youth violence, crime, or criminal gang activity occurring in neighborhoods. This is particularly important in light of the recent gang-related and youth crimes that occurred over the last few months;

- Plan and facilitate a retreat to include PRNS, Police, and school representatives to review new protocols and establish a communication system to facilitate implementation of this Safe Community Response Model;
- Ensure the new Safe Community Response Model is linked with PRNS' Multi-service Delivery "Hub" Structure. Assess the current PRNS organizational structure, the Police Department's regional structure, and establish a communication protocol;
- Develop a comprehensive training plan on the Safe Community Response Model to train PRNS staff on how to facilitate mobilization of all community partners in responding to a critical incident in their community;
- Work with PRNS staff to evaluate and recommend organizational linkages to the Mayor's Gang Prevention Task Force, including establishment of Regional Safety Teams which are tied to PRNS and Police Department's Regional Structure; and
- Develop and implement training with PRNS and Police Department staff on critical incident responses, and the integration and utilization of the new Safe Community Response Model for an improved youth-safe environment.

### **PUBLIC OUTREACH**

The need for these services came out of the feedback and direction received from the members of the Mayor's Gang Prevention Task Force.

### **COORDINATION**

This memorandum has been coordinated with the City Attorney's Office and the Police Department.

### **COST IMPLICATIONS**

The \$46,882 of funds returned by East Side Union High School District will be used to pay for these services. No additional impact to the General Fund will be incurred for these services.

HONORABLE MAYOR AND CITY COUNCIL

03-29-04

**Subject: Community Safety Protocols**

Page 4

**CEQA**

Not a project.

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SARA L. HENSLEY  
Director, Parks, Recreation  
and Neighborhood Services

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LARRY D. LISENBEE  
Budget Director

I hereby certify that there will be available for appropriation in the General Fund in the FY 2003-2004, moneys in excess of those heretofore appropriated therefrom, said excess being at least \$46,882.

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LARRY D. LISENBEE  
Budget Director