

Police Department

2018	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	YTD	YTD-LY	% change
<b>Part 1 Crimes</b>												
Homicide	0	0	0	0	0	0	0	0	0	0	0	0.000%
Rape	0	0	1	0	0	0	0	0	0	1	0	100.000%
Robbery	0	0	0	0	1	0	1	0	0	2	4	-50.000%
Aggravated Assault	1	2	1	3	1	0	0	2	2	12	19	-36.842%
Burglary	8	6	12	6	7	1	10	4	7	61	104	-41.346%
<i>Residential</i>	8	6	12	4	3	1	10	3	7	54	94	-42.553%
<i>Commercial</i>	0	0	0	2	4	0	0	1	0	7	10	-30.000%
<i>Attempt</i>	2	1	4	1	0	0	3	2	2	15	29	-48.276%
Larceny	16	12	5	9	4	13	8	16	11	94	102	-7.843%
Auto Theft	0	0	0	0	0	1	0	0	0	1	3	-66.667%
Arson	3	0	0	0	0	0	0	0	0	3	0	300.000%
<b>Total Part 1 Crimes</b>	<b>28</b>	<b>20</b>	<b>19</b>	<b>18</b>	<b>13</b>	<b>15</b>	<b>19</b>	<b>22</b>	<b>20</b>	<b>174</b>	<b>232</b>	<b>-25.000%</b>
Priority 1 CFS	25	23	18	33	23	34	25	27	22	230	173	32.948%
Priority 1 CFS Repons	2:16	2:17	2:01	2:25	2:54	1:46	1:39	2:38	1:32	2:10	2:20	-4.55%
Priority 2 CFS	478	434	508	562	597	533	596	552	474	4734	3941	20.122%
Priority 2 CFS Respon	3:20	3:03	3:27	3:22	2:37	3:26	3:17	3:21	2:57	3:12	4:00	-22.00%
Priority 3 CFS	257	233	331	236	279	269	245	325	280	2456	2058	19.339
Priority 3 CFS Respon	3:37	3:08	2:51	2:23	3:12	3:29	5:05	4:21	3:36	1:45	4:26	-65.96%
Calls for Service	2826	2549	2741	2579	2696	2933	3145	3015	2545	25118	18554	35.378%
<b>Citizen Initiated</b>	<b>1381</b>	<b>1370</b>	<b>1094</b>	<b>1024</b>	<b>1057</b>	<b>1018</b>	<b>1156</b>	<b>1121</b>	<b>933</b>	<b>10196</b>	<b>9632</b>	<b>5.86%</b>
<b>Officer Initiated</b>	<b>1154</b>	<b>1000</b>	<b>1404</b>	<b>1295</b>	<b>1340</b>	<b>1685</b>	<b>1825</b>	<b>1737</b>	<b>1424</b>	<b>12904</b>	<b>7172</b>	<b>79.92%</b>
<b>Walk In</b>	<b>291</b>	<b>179</b>	<b>243</b>	<b>260</b>	<b>299</b>	<b>229</b>	<b>164</b>	<b>157</b>	<b>188</b>	<b>2018</b>	<b>1750</b>	<b>15.314%</b>
<b>Total Arrests</b>												
<i>Adult</i>	15	10	11	12	13	12	12	16	17	118	123	-6.481%
<i>Juvenile</i>	0	1	0	0	0	0	0	0	1	2	0	100.000%
<i>Ratio crime to Arrest</i>	17.64%	13.58%	11.70%	12.76%	16.66%	16.43%	12.76%	16.66%	17.89%	15.19%	15.49	-1.936%
<b>Reports Taken All</b>												
Traffic Collisions	85	81	94	94	78	73	94	96	95	790	794	-0.50%
<i>Fatal</i>	21	20	15	27	21	19	19	22	17	181	146	23.972%
<i>Hit&amp;Run</i>	0	0	0	0	0	0	0	0	0	0	0	0.000%
<i>Injury</i>	5	2	5	0	2	1	4	6	5	30	25	20.000%
<i>Non-Injury</i>	6	9	2	13	9	9	4	6	3	61	41	48.780%
<i>Non-Injury</i>	10	9	8	14	10	9	11	10	9	90	80	12.500%
<b>Citations</b>												
<i>Moving Citations</i>	90	141	90	109	116	85	105	114	129	979	768	27.473%
<i>Hazardous/Equipr</i>	9	16	11	13	9	8	13	15	24	118	138	-14.492%
<i>Parking</i>	82	104	222	209	245	226	107	119	143	1428	666	114.414%
<b>Field Interview Cards</b>	<b>12</b>	<b>6</b>	<b>9</b>	<b>8</b>	<b>13</b>	<b>8</b>	<b>12</b>	<b>10</b>	<b>8</b>	<b>86</b>	<b>76</b>	<b>13.157%</b>
Cases Assigned to Det	60	42	64	54	48	38	64	68	65	503	508	0.984%
Cases Cleared by Det	68	20	33	48	59	34	53	36	45	396	542	-26.937%
Clearance Rate by De	80%	25%	35%	51%	76%	47%	56%	37%	47%	50%	68%	26.470%
Nixle Subscribers	1186	1208	1307	1332	1446	1467	1517	1543	1558	1558	1115	39.730%
SMS Subscribers	1045	1067	1168	1198	1316	1332	1382	1410	1421	1421	988	43.825%
Voice Subscribers	119	121	130	141	152	158	167	163	164	164	107	53.271%
Email Subscribers	599	607	630	648	675	683	704	708	710	710	111	539.630%
Coffe with Cop		1	1	0	0	1	0	0	1	4	1	300.000%

\*CFS- The San Marino Police Department "Call for Service" information includes requests for police service made by the public, as well as officer initiated activity.

\*Priority-When a call for service is received , it is assigned a priority level based on the severity of the incident and used to prioritize the police response.

A call for service can be escalated to a higher priority before being cleared if the nature of the incident changes and more police unites are necessary.

Fire Department

Operating Metric	2016-17 Actual	2017-18 Actual	2017-18 Estimated	July	Aug	Sep	2017-18 Actual
<b>Responses</b>							
EMS Responses	1546	1554	1550	97	112	99	308
Transports	837	810	800	56	53	52	161
Fire Responses	488	436	450	38	38	22	98
Service Responses	99	66	65	4	3	5	12
Other Responses	11	4	5	0	0	0	0
Total Responses	2144	2060	2070	139	153	126	418
<b>Response Times (90th Percentile)</b>							
Primary PSAP Call Answering	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Call Transfer Time - San Marino	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Alarm Handling - Verdugo (Medical)	0:01:15	0:01:21	0:01:30	0:01:38	0:01:50	0:01:30	0:01:38
Turnout Time (Medical)	0:01:42	0:01:25	0:01:00	0:01:13	0:01:19	0:01:43	0:01:28
Total Response Time (Medical)	0:06:03	0:06:01	0:05:00	0:05:25	0:05:08	0:05:56	0:05:30
Alarm Handling - Verdugo (Fire)	0:01:08	0:00:57	0:01:04	0:01:02	0:00:20	0:01:40	0:01:40
Turnout Time (Fire)	0:01:47	0:01:40	0:01:20	0:01:35	0:01:56	0:01:47	0:01:46
Total Response Time (Fire)	0:06:56	0:06:20	0:05:20	0:05:50	0:07:05	0:07:21	0:06:40

Library

Operating Metric	2015-16 Actual	2016-17 Actual	2017-18 Actual	July	Aug	Sep
<b>Circulation</b>						
Total Yearly Circulation	272,699	256,970	240,695	n/a	n/a	n/a
Resident Adult	67,746	66,088	60,117	n/a	n/a	n/a
Non-Resident Adult	156,469	145,944	141,075	n/a	n/a	n/a
Resident Child	15,695	13,040	9,493	n/a	n/a	n/a
Non-Resident Child	32,789	31,898	30,010	n/a	n/a	n/a
Total Resident	83,441	79,128	69,610	6,947	7,328	6,358
Total Non-Resident	189,258	177,842	171,085	15,389	14,685	14,046
<b>Registered Borrowers</b>						
Total Borrowers	39,556	30,430	32,834	268	290	268
Resident	11,333	7,180	8,893	60	60	99
Non-Resident	28,223	22,620	22,941	208	230	169
Library visits	205,465	242,123	232,556	21,315	21,984	27,313
Reference questions	13,956	13,380	13,166	1,411	1,860	1,498
Programs	366	367	472	15	17	57
Program attendance	10,807	10,607	12,679	610	571	1,770
Passport acceptance fees	\$ 147	230,979	\$ 22	\$ 23,6	\$ 19,3	\$ 15,233

Recreation Department

<b><u>Operating Metric</u></b>	<b><u>2018-19 Quarter 1*</u></b>
Summer Camp Participants	784
Preschool Participants	633
Before and After School Program Participants	Reporting begins in Qtr. 2
Tot\Youth\Teen Contract Class Participants	580
Adult and Senior Class Contract Participants	254
Senior Trip Participants	65
Aquatics Participants	1607
Snow Day Participants	N/A – Event is not scheduled in 18/19
Track Meet Participants	Event occurs in Qtr. 3
Egg Hunt Participants	Event occurs in Qtr. 4
Memorial Day Participants	Event occurs in Qtr. 4
4th of July Participants	8511**
Free Recreation Day Participants	137

*\*This quarter's report represents Summer 2018 program participation*

*\*\*This does not include 1479 complimentary wristbands given to event participants, working staff and contractors.*

Planning and Building Department

	<b>Total</b>
<b>1st Q - 7/1/18 - 10/2/18</b>	
<b>Inspection Activity</b>	
Number of inspections	1152
Number passed	803
Inspection passed %	69.70%
% completed on sched date	88.00%
Avg inspections per inspector	115.2
<b>Permit Activity</b>	
Applications filed	309
Permits issued	251
Avg days submit to issue	1.2
<b>Plan Reviews</b>	
Received	148
Approved	125
Avg days to first comments	2.6
Residential - New	
Single Family - New	2

Parks and Public Works Department

<b>Operating Metric</b>	<b>Quarter 1 Actual</b>
<b>City Engineer Division</b>	
Number of private development D/G/EC inspections performed	7
Number of private development plan checks performed	6
Percent of budgeted street rehabilitation segments completed	0%
<b>Right-of-Way Division</b>	
Linear feet of sewer lines cleaned	n/a
Number of sewer manholes cleaned of gunk and cockroaches	573
Number of storm drain inlets cleaned	60
Number of street signs replaced	50
Square footage of sidewalk replaced	7,495
Square footage of sidewalk inspected by volunteers	n/a
<b>Parks and Grounds Division</b>	
Number of dead/diseased trees removed	23
Number of new trees planted	35
Number of trees trimmed in Lacy Park	20
Number of trees trimmed in medians and parkways	73
Percent of Lacy Park roses trimmed by volunteers	-
<b>Fleet Maintenance Division</b>	
Number of vehicles serviced (Fire)	10
Number of vehicles serviced (Police)	91
Number of vehicles serviced (PW)	26

**FINANCE DEPARTMENT**

<b>Operating and Performance Metrics</b>	2017-18 Actual	2018-19 Estimated	1st Qtr 2018
Number of Accounts Payable Payments by Check	2,145	2,145	603
Number of Accounts Payable Payments by ACH	715	715	222
Number of Payroll Payments by Check	300	300	162
Number of Payroll Payments by Direct Deposit	2,200	2,200	1,020
Number of Monthly Financial Reports Published	10	10	3
Number of MidYear Financial Reviews Published	1	1	N/A
Distribution of GL Reports to Departments by 15th of Month?	0%	75%	0%
Number of City Financial Statement Audits Published	1	1	N/A
Publication of Financial Statements by December 31st?	No	Yes	N/A
Audit Opinion With "Material Weakness" Findings?	Yes	No	N/A
Audit Opinion With "Significant Deficiencies" Finding?	No	No	N/A
Full Compliance with METRO Audit?	No	Yes	N/A
Full Compliance with LACDC Reporting Requirements?	No	Yes	N/A
Number of Investment Reports Published	12	12	3
Revision of Investment Policy?	No	No	N/A
Bank Reconciliations Completed (3 Accounts)	36	36	9
Bank Reconciliations Completed by 15th of Month?	17%	100%	100%
Quarterly Contracts Reports Published	0	2	No
Achieve Citywide Contracts Compliance?	No	Maybe	No
Achieve IT Network Security?	No	Yes	No
Achieve IT Systems Backup and Restoration Practice?	No	Yes	No
GFOA Award for Financial Statements	N/A	N/A	N/A
CSMFO Award for Budget	No	Yes	Pending
Compliance with Citywide Financial Policies	No	Maybe	No

Human Resources Department

Operating Metric	2018-19			
	July	August	Sept	Estimated
<b>Investigations</b>	1	1	1	3
Discipline	0	0		
<b>Recruitment</b>				
Applicants	12	165		177
Promotional				0
new hire	1	3	2	6
POA				0
FFA				0
CEA				0
superv/conf		2		2
mgmt		1		1
PT	1			1
<b>Separations:</b>	1	0	3	4
voluntary	1		3	4
involuntary				0
FT Sworn				0
FT N-Sworn	1		1	2
PT			1	1
retirement			1	1
Evaluations:				
expected 100%				
<b>Absenteeism:</b>	1	0	0	1
FMLA/CFRA/PDL	1			1
Parental Lv.				0
other protect				0