

Community Policing Officers for Powell/Hood/Hamilton-Washburn Neighborhoods

Neighborhood Project Application

La Crosse Police Department

Patrick John Hogan
400 La Crosse Street
La Crosse , WI. 54601

tischerr@cityoflacrosse.org
O: 608-789-7201
F: 608-789-7250

Patrick John Hogan

400 La Crosse Street
La Crosse , WI. 54601

hoganp@cityoflacrosse.org
O: 608-789-7208
M: 608-780-0029
F: 608-789-7250

Application Form

Report Fields

Project Name*

Name of Project

Community Policing Officers for Powell/Hood/Hamilton-Washburn Neighborhoods

Project Description*

Description of Project

The La Crosse Police Department implements the community policing philosophy into its daily corporate strategy. The department would like to add 3 Community Policing Officers in the neighborhood of Powell/Hood/Hamilton and Washburn park area. We were recently awarded a National Community Oriented Policing Services grant to finance 50% for 3 Additional police officers to the department over the next 3 years and we plan to add those officers as Community Policing Officers to our more troubled neighborhoods. We would like to use this grant money to help fund the Community Policing Officer that would work in the listed areas. For almost 20 years the La Crosse Police Department has been involved in the community policing philosophy, in which we are "a part of the community" and work with the community through the SARA model to help solve some of the community problems. The SARA (Scan, Analyze, Respond and Assess) model is a process that the officer can use to look at an issue and see what is the best way to fix these issues through the SARA process. The Community Police Officer philosophy is an idea in which we would have a neighborhood police officer that would work in that neighborhood, to help reduce the crime and issues that take place in the neighborhood. With one specific officer working that neighborhood daily, he/she would be able to get a great understanding of what is going on in the neighborhood. They would be able to meet with the neighbors in the neighborhood along with working with local businesses to see what is taking place in the neighborhood and what can be done to work on the problem. This officer would be able to spend time looking at specific issues in the neighborhood in order to try and correct or solve them instead of having to race off and take the next call that is waiting for the regular beat patrol officer. Officers would use resources to help coordinate directed patrol units, drug investigations, chronic nuisance complaints and other fixes.

Amount Requested*

Amount Requested

\$225,000.00

Geographic Area*

Powell/Hood/Hamilton Neighborhood

Total Project Cost*

\$712,164.00

Project start date*

01/01/2014

Project end date*

12/31/2016

Project Geographic area served*

Powell/Hood/Hamilton-Washburn Neighborhoods

Project Narrative

Identify the need or problem in the neighborhood/project area.*

The neighborhood of Powell/Hood/Hamilton and Washburn area has seen a decline in the amount of single family homes and has seen an increase in low cost rental units going up, which has brought in a more transient population. With that more transient population coming into the neighborhood, we have seen more disconnect with neighbors in the neighborhood. With less ownership in the neighborhood, there has been a conception of increased crime and disturbances taking place in the neighborhood. There are several very nice neighborhoods within this district, but there are also several neighborhoods that have rundown housing with ongoing issues with tenants and neighbors. There are too many rental properties that have little oversight by the owner and thus have issues going on with drugs, noise, fighting, trouble with neighbors and other disturbances that interrupt everyday life. This neighborhood no longer has a neighborhood watch program and seems to have lost some of its identity with the reduction in single family homes and increase in rental properties. The current Powell/Poage/Hamilton neighborhood association has done some outstanding work to turn the trend in this area, but more work is needed. With less ownership in the neighborhood, some of the residents do not feel as safe as they should and thus not as many single family homes are being occupied by families.

Describe how the project will provide a solution that is sustainable to the need stated above.*

With a Community Policing officer working in the neighborhood on a daily basis, he/she will be able to take ownership in the neighborhood and will be able to work with the neighbors, businesses and community leaders to work on the issues. This officer will be able to devote more time and resources towards this neighborhood to look at the issues and problems that are facing them on a daily basis. They will be able to diligently work and use the SARA problem solving model to look at what can be done to fix the issue. The officer will be able to coordinate ongoing drug investigations, chronic nuisance complaints, rental property concerns and inspection concerns that might be taking place in the neighborhood. This officer will be able to keep a close eye on troubled properties and people that might be living in the area, by concentrating their efforts on those properties and areas of concern. With this officer being highly visible and accessible in the area, both on foot and bicycle, the neighborhood will have a better sense of safety and the criminal aspect in the neighborhood will be on their toes. This officer will be able to coordinate efforts of our Drug unit to look at certain properties that are of concern. They will also be able to keep a better eye on other properties that are of concern to neighbors in the area along with people that may be causing the problems.

How will neighborhood residents/businesses be involved in planning and implementing this project?*

The LCPD has long implemented the Community Policing philosophy, in which we use the SARA (Scan, Analyze, Respond and Assess) model to work with the community to help solve problems and issues. As stated by Sir Robert Peel "the police are the public and the public are the police; the police being only members of the public who are paid to give full time attention to duties which are incumbent on every citizen in the interest of community welfare and existence". The La Crosse Police has a long history of working with the public, businesses, schools and community leaders to help solve problems and look at issues.

We will work with the neighborhood groups, associations, businesses and community leaders to help look at the problems and how to fix them. We will talk with the neighbors and see what their concerns are. We will work with the local businesses to see what their concerns are and how they might help with the issue. We will involve the local leadership and community to get their input on the issues and fixes that are needed in the neighborhood. We will work on bringing all the players together at the table to look at the issues and to work

on the problem. This community policing officer will be able to use his/her resources to bring all the groups together to look at the issue and work on the problems.

How will the neighborhood/area/residents benefit from this project?*

The neighborhood will see a more personable presence in the neighborhood, as they will see the same officer in their neighborhood daily. They will get to know this officer personally through the contacts that they make, instead of having to deal with a different officer on each incident that they have. They will have one officer that they will be able to go to with their problems or concerns and work with that officer to help resolve those issues or problems. The neighbors will start to feel more comfortable with this officer as they deal with him more often and will be able to share their concerns more openly and discuss what is going on in the neighborhood.

You will see a more focused approach in which this community policing officer will be able to work on problems in the neighborhood. With a more concentrated and coordinated effort in the neighborhood by the community policing officer to work on drug and property issues, we will see a reduction in troubled areas and better sense of security and safety in the neighborhood. You will see the officer and the community take ownership of the neighborhood and there will be a greater sense of community and pride in their neighborhood.

What is the timetable for implementation?*

The La Crosse Police Department would like to implement the neighborhood community policing officer by 01/01/2014 and have it go through 12/31/2016.

Describe the ongoing maintenance or funding plan for the life of your project.*

Describe the active involvement of constituents in defining problems to be addressed, making policy, and planning the program.

The La Crosse Common Council in October of 2013 committed to fund year 4 of this project and the 3 additional officers.

The La Crosse Police Department and the community policing officer will work with the neighborhood, businesses, community leaders and city leaders to define what areas they would like for us to concentrate on. We will work with the community to see what concerns they have in the area and what their priorities are. We will work with them to set up a plan for the best use of the community officer and what areas they would like for the officer to work on most.

During the entirety of the project, we will continue to work with the entire community to see what issues concern them and what they would like for us to be working on and helping them out on. The community policing officer will constantly be looking at calls for service reports, police reports and other crime mapping data to see where the issues might be along with talking with the community to see where the issues might be.

Budget Narrative/Justification*

Download, complete, and upload the [Grant Budget Worksheet](#).

Please explain any extraordinary budget items below. In the event that we are unable to meet your full request, please indicate priority items in the proposed grant budget.

Please see attached budget request. Priority would be the 3 officers salary and benefits.
GrantBudgetForm -La Crosse Foundation Grant- 10 15 2013.xlsx

Overhead*

Is there overhead in this grant? If yes, how was it calculated or what is included?

N/A

Project Evaluation

How will this program be evaluated and how will it prove to be successful?*

The biggest evaluation of the project will be on whether the neighbors in the neighborhood feel safer and secure in the neighborhood with the addition of the community policing officers. At the start of the program, with the implementation of the community policing officers you may see a slight increase in the crime rate in the area as they go to work on troubled spots and criminal activity that may be taking place in the neighborhood on a daily basis. However, over time you will start to see the crime rate go down a little as the community policing officer is able to work on troubled spots in the neighborhood, like drugs, chronic nuisance and other issues taking place. You will see more of a community feel in the neighborhood as people become more involved in their neighborhood and the reporting of suspicious activity and other illegal actions that might be taking place. You will see both the officer and the community take ownership in the neighborhood and come together to work on issues that are taking place in the neighborhood. You will see more people willing to spend time outside with their families and going to the neighborhood park as they get to know each other a little better and they know that they are looking out for each other and that they have a police officer that they can go to with their concerns.

Organization Information

Year Founded*

1870

Total Annual Operating Budget*

\$11,225,998.00

Charitable support %*

0

Government Support %*

100

Do you receive United Way or United Fund for Arts and Humanities funds?*

No

If yes, how much?

[Unanswered]

If yes, for what purpose?

[Unanswered]

Do you have endowment resources?*

No

If yes, how much?

[Unanswered]

If yes, where?

[Unanswered]

What is the annual salary/wage of your lowest paid full-time employee?*

\$33,762.96

What is the annual salary/wage of your highest paid full-time employee?*

\$101,515.95

Are board members involved in the mission of your non-profit agency in the community?*

No

Do any staff, board members, or their families sell, convey or lease services to the agency?*

No

If yes, explain details.

[Unanswered]

Do Board members receive financial compensation?*

No

Organization's Mission*

Mission Statement: We are committed to the delivery of excellent police service to improve the quality of life within our community. The La Crosse Police Department believes that excellent police services is achieved through the following:

- *Problem Solving
- *Partnership
- *Professionalism
- *Ethical Practices

The La Crosse Police Department believes that our national recognition as a universal leader in policing has been achieved through the consistent excellent police service provided by our members.

Organization Programs and Accomplishments*

Description of current programs, activities and accomplishments.

The La Crosse Police Department is a national leader when it comes to community policing and showing initiative in solving community problems. The La Crosse Police Department on three occasions has been recognized by the Wisconsin Attorney General for having the most innovative community policing program. We are the only agency in the state of Wisconsin to receive the award three times. Most recently, we were recognized as finalist by the international Association of Chiefs of Police for our community policing efforts in preventing underage drinking and binge drinking. We were also awarded the 2008 Sir Robert Peel award for community policing programming by the Wisconsin Community Problem Oriented Policing Association. The La Crosse Police Department has worked to create numerous community partnerships with other law enforcement, public health, neighborhood groups, elected officials, businesses and citizens to effectively address community problems.

The La Crosse Police Department is an accredited agency through WILEAC and was one of the first agencies to be accredited in the state of Wisconsin. We are a regional center for the GREAT (gang resistant, education and training) program and provide training throughout the Midwest.

With 5 School Resource Officers in the La Crosse School district we are often a leader in the School District on safety programs that they are looking to implement. We also implement a Domestic Violence and Victim services program,

List any previous support from the La Crosse Community Foundation in the last five years*

N/A

Supporting Documents

IRS Determination Letter*

Upload a copy of your organization's IRS determination letter indicating 501(c)(3) tax-exempt public charity status or a government or school entity.

GOVERNMENT SALES AND USE TAX EXEMPTION CERT - LAX COMM FOUND.pdf

Board of Directors*

Provide a list of Board of Directors with affiliations.

[Unanswered]

Annual Operating Budget*

Upload a copy of your organization's current annual operating budget, including expenses and revenue.

2013 La Crosse Police Budget.pdf

Annual Financial Statement*

Upload your most recent annual financial statement.

2013 La Crosse Police Budget.pdf

Non-Discrimination Policy*

Please upload a copy of your non-discrimination policy.

Achieving a Representative Workforce and Workplace Equity 2011 -City of La Crosse-.pdf

Conflict of Interest Policy*

Upload a copy of your organization's conflict of interest policy and explain how you handle conflicts of interest.

Code of Ethics -Conflict of Interest- City of La Crosse.pdf

Letters of support from constituents

Letters should verify need and collaboration with other organizations. Please consolidate all letters of support into one file.

Recomendation Letters.pdf

Signature

Full Name*

Patrick Hogan

Title*

Lt. La Crosse Police Professional Standards/Community Services Bureau

Confirmation*

By entering your signature information above and clicking "I Agree" below you certify that the statements contained in this application are true and correct to the best of your knowledge and belief.

I Agree.

File Attachment Summary

Applicant File Uploads

- GrantBudgetForm -La Crosse Foundation Grant- 10 15 2013.xlsx
- GOVERNMENT SALES AND USE TAX EXEMPTION CERT - LAX COMM FOUND.pdf
- 2013 La Crosse Police Budget.pdf
- 2013 La Crosse Police Budget.pdf
- Achieving a Representative Workforce and Workplace Equity 2011 -City of La Crosse-.pdf
- Code of Ethics -Conflict of Interest- City of La Crosse.pdf
- Recommendation Letters.pdf

LA CROSSE COMMUNITY FOUNDATION

Below is a listing of standard budget items. Please provide the project

1. Organizational fiscal year: _____
2. Time period this budget covers: _____
3. For a **CAPITAL request**, substitute your format for listing expenses. land/building purchase, construction costs, cost of financing or debt service
4. Expenses: include a *description and total amount* for each of the following

	Amount	Total
	Requested	Project
Project Budget	from LCF	Expenses
Salaries	137,250	436,491
Payroll Taxes		
Fringe Benefits	87,750	275,673
Consultants and Professional Fees		
Insurance		
Travel		
Equipment		
Supplies		
Printing and Copying		
Telephone and Internet		
Postage and Delivery		
Rent		
Utilities		
Maintenance		
Evaluation		
Marketing		
Other (specify)		
Total Expenses:	\$ 225,000	\$ 712,164

5. Revenue: include a *description and the total amount* for each of the following and indicate which sources of revenue are committed and which are pending.

Grants/Contracts/Contributions	Committed	Pending
Local Government		
State Government		
Federal Government		
Foundations (itemize)		
Corporations (itemize)		

Individuals				
Other (specify)				
Earned Income:				
Program Fees				
Events				
Publications and Products				
Membership Income				
In-Kind Support				
Other (specify)				
Total Revenue:	\$	-	\$	-

Budget Detail worksheet for 3 officers for 3 years

	Year 1	Year 2	Year 3
Total Salary/Benefits	\$78,724.00	\$79,332.00	\$79,332.00

Total Salary & Benefits for 3 years (1 position) = $\$237,388.00$ X 3 years = $\$712,164.00$

Total Federal Share (COPS Grant) = $\$375,000.00$ 52.7%

Total Local Share = $\$337,164.00$ 47.3%

Amount Requested from LCF

	Year 1	Year 2	Year 3
Salary	\$45,750.00	\$45,750.00	\$45,750.00
Benefits	\$29,250.00	\$29,250.00	\$29,250.00
Total	\$75,000.00	\$75,000.00	\$225,000.00

WISCONSIN SALES AND USE TAX EXEMPTION CERTIFICATE

Check One Single Purchase Continuous

Purchaser's Business Name City of La Crosse, WI	Purchaser's Address 400 La Crosse St, La Crosse, WI 54601
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The above purchaser, whose signature appears on the reverse side of this form, claims exemption from Wisconsin state, county, baseball or football stadium, local exposition, and premier resort sales or use tax on the purchase, lease, license, or rental of tangible personal property, property under s.77.52(1)(b), items under s.77.52(1)(c), goods under s.77.52(1)(d), or taxable services, as indicated by the box(es) checked below.

I hereby certify that I am engaged in the business of selling, leasing, licensing, or renting: _____

Local Government – Municipal Services

(Description of property, items, goods, or services sold by purchaser.)

General description of property or services purchased (itemize property, items, or goods purchased if "single purchase"):

Seller's Name LA CROSSE COMMUNITY FOUNDATION	Seller's Address 300 2 ND ST NO, #320., LA CROSSE WI 54601
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REASON FOR EXEMPTION

Resale (Enter purchaser's seller's permit or use tax certificate number) _____

Manufacturing and Biotechnology

Tangible personal property (TPP) or item under s.77.52(1)(b) that is used exclusively and directly by a manufacturer in manufacturing an article of TPP or items or property under s.77.52(1)(b) or (c) that is destined for sale and that becomes an ingredient or component part of the article of TPP or items or property under s.77.52(1)(b) or (c) destined for sale or is consumed or destroyed or loses its identity in manufacturing the article of TPP or items or property under s.77.52(1)(b) or (c) destined for sale.

Machines and specific processing equipment and repair parts or replacements thereof, exclusively and directly used by a manufacturer in manufacturing tangible personal property or items or property under s.77.52(1)(b) or (c) and safety attachments for those machines and equipment.

The repair, service, alteration, fitting, cleaning, painting, coating, towing, inspection, and maintenance of machines and specific processing equipment, that the above purchaser would be authorized to purchase without sales or use tax, at the time the service is performed. Tools used to repair exempt machines are not exempt.

Fuel and electricity consumed in manufacturing tangible personal property or items or property under s.77.52(1)(b) or (c) in this state.

Percent of fuel exempt: _____ % Percent of electricity exempt: _____ %

Portion of the amount of fuel converted to steam for purposes of resale. (Percent of fuel exempt _____ %)

Property used exclusively and directly in qualified research, by persons engaged primarily in manufacturing or biotechnology in Wisconsin.

Farming

(To qualify for this exemption, the purchaser must use item(s) exclusively and directly in the business of farming, including dairy farming, agriculture, horticulture, floriculture, silviculture, or custom farming services.)

Tractors (except lawn and garden tractors), all-terrain vehicles (ATV) and farm machines, including accessories, attachments, and parts, lubricants, nonpowered equipment, and other tangible personal property or items or property under s.77.52(1)(b) or (c) that are used exclusively and directly, or are consumed or lose their identities in the business of farming.

Feed, seeds for planting, plants, fertilizer, soil conditioners, sprays, pesticides, and fungicides.

Breeding and other livestock, poultry, and farm work stock.

Containers for fruits, vegetables, grain, hay, and silage (including containers used to transfer merchandise to customers), and plastic bags, sleeves, and sheeting used to store or cover hay and silage. Baling twine and baling wire.

Animal waste containers or component parts thereof (may only mark certificate as "Single Purchase").

Animal bedding, medicine for farm livestock, and milk house supplies.

Federal and Wisconsin Governmental Units

Enter CES No., if applicable
061671

The United States and its unincorporated agencies and instrumentalities and any incorporated agency or instrumentality of the United States wholly owned by the United States or by a corporation wholly owned by the United States.

Any federally recognized American Indian tribe or band in this state.

State of Wisconsin or any agency thereof; Local Exposition District, Professional Baseball Park District, or Professional Football Stadium District.

Wisconsin county, city, village, or town, including public inland lake protection and rehabilitation district, municipal public housing authorities, uptown business improvement districts, local cultural arts district, the Wisconsin Aerospace Authority, the Health Insurance Risk-Sharing Plan Authority, the Fox River Navigational System Authority, and the Wisconsin Economic Development Corporation.

Wisconsin public schools, school districts, universities, and technical college districts.

County-city hospitals or UW Hospitals and Clinics Authority.

Sewerage commission, metropolitan sewerage district, or a joint local water authority.

Other

Containers and other packaging, packing, and shipping materials, used to transfer merchandise to customers of the purchaser.

Trailers and accessories, attachments, parts, supplies, materials, and service for motor trucks, tractors, and trailers which are used exclusively in common or contract carriage under LC or IC No. (if applicable) _____

Items or services purchased directly by and used by religious, charitable, educational, scientific, or other organizations holding a Wisconsin Certificate of Exempt Status. CES No. _____

Tangible personal property and items, property and goods under s.77.52(1)(b), (c), and (d) to be resold by _____ on my behalf where _____ is registered to collect and remit sales tax to the Department of Revenue on such sales.

Tangible personal property, property, items and goods under s.77.52(1)(b), (c), and (d), or services purchased by a Native American with enrollment # _____, who is enrolled with and resides on the _____ Reservation, where buyer will take possession of such property, items, goods, or services.

Tangible personal property and items and property under s.77.52(1)(b) and (c) becoming a component of an industrial or municipal waste treatment facility, including replacement parts, chemicals, and supplies used or consumed in operating the facility.

Portion of the amount of electricity or natural gas used or consumed in an industrial waste treatment facility. (Percent of electricity or natural gas exempt _____%)

Electricity, natural gas, fuel oil, propane, coal, steam, corn, and wood (including wood pellets which are 100% wood) used for fuel for **residential** or **farm** use.

	% of Electricity Exempt	% of Natural Gas Exempt	% of Fuel Exempt
Residential _____	_____ %	_____ %	_____ %
Farm _____	_____ %	_____ %	_____ %

Address Delivered: _____

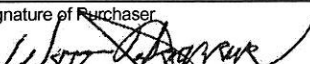
Percent of printed advertising material solely for out-of-state use. _____ %

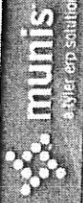
Catalogs, and the envelopes in which the catalogs are mailed, that are designed to advertise and promote the sale of merchandise or to advertise the services of individual business firms.

Property used exclusively and directly in raising animals sold for use in qualified research or manufacturing.

Other purchases exempted by law. (State items and exemption). _____

I hereby certify that if the item(s) being purchased are not used in an exempt manner, I will remit use tax on the purchase price at the time of first taxable use. I understand that failure to remit the use tax may result in a future liability that may include tax, interest, and penalty.

Signature of Purchaser 	Print or Type Name Wayne Delagrave	Title Director of Finance	Date 10/11/2013
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PG 44
b9ryrpt6

FOR PERIOD 99

11/30/2012 12:50
bransonk
CITY OF LA CROSSE
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS
PROJECTION: 2013 2013 OPERATING BUDGET
ACCOUNTS FOR:

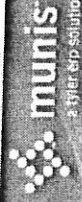
GENERAL	2011 ACTUAL	2012 ORIG BUD	2012 REVISED BUD	2012 ACTUAL	2012 PROJECTION	2013 C C ADOPT	PCT CHANGE
1008245 HIST PRES COMM-EXPENSES							
1008245 531100 OFFICE SUP	500.00	200.00	200.00	1.20	200.00	200.00	.0%
1008245 531200 POSTAGE	6.59	236.00	236.00	26.31	236.00	236.00	.0%
1008245 531400 COPIES	425.53	400.00	400.00	295.36	400.00	400.00	.0%
1008245 532502 PLAQUES	.00	2,200.00	2,200.00	295.36	400.00	400.00	.0%
1008245 536000 TRAVEL	90.00	300.00	300.00	244.80	300.00	300.00	.0%
1008245 539000 MISC	100.00	100.00	100.00	495.00	500.00	500.00	.0%
TOTAL HIST PRES COMM-EXPENSE	1,122.12	3,436.00	3,436.00	1,062.67	3,436.00	3,436.00	.0%

		POLICE				PER MONTH/HOUR		PAY PERIODS OR BIWEEKLY/HOURLY		ANNUAL	
		MONTHLY/HOURLY	PER MONTH/HOUR	HRS PER YR	HOURLY	PER MONTH	PER MONTH	PER MONTH	PER MONTH	PER MONTH	PER MONTH
1	CHIEF OF POLICE	8,450.40	PER MONTH	26.1	3,889.50	101,515.95					
1	ASSISTANT CHIEF OF POLICE	7,368.44	PER MONTH	26.1	3,391.50	94,419.36					
1	CAPTAIN	6,319.06	PER MONTH	26.1	2,908.50	80,972.64					
1	CAPTAIN	6,486.90	PER MONTH	26.1	2,985.75	83,123.28					
2	LIEUTENANT	5,686.83	PER MONTH	26.1	3,135.75	87,299.28					
2	LIEUTENANT	5,307.17	PER MONTH	27.2	2,617.50	142,392.00					
2	LIEUTENANT	5,255.02	PER MONTH	27.2	2,442.75	132,885.60					
1	LIEUTENANT (DETECTIVE)	5,255.02	PER MONTH	27.2	2,418.75	131,580.00					
1	LIEUTENANT	5,197.99	PER MONTH	27.2	2,418.75	65,790.00					
1	SERGEANT	5,255.02	PER MONTH	27.2	2,392.50	65,076.00					
4	SERGEANT	5,197.99	PER MONTH	27.2	2,392.50	65,790.00					
2	SERGEANT (DETECTIVE)	5,197.99	PER MONTH	27.2	2,392.50	260,304.00					
1	SERGEANT (DETECTIVE)	4,950.31	PER MONTH	27.2	2,392.50	130,152.00					
2	SERGEANT	4,859.06	PER MONTH	27.2	2,278.50	61,975.20					
3	SERGEANT	4,811.81	PER MONTH	27.2	2,236.50	121,665.60					
1	SERGEANT (DETECTIVE)	4,811.81	PER MONTH	27.2	2,214.75	180,723.60					
2	INVESTIGATOR	4,653.75	PER MONTH	27.2	2,142.00	60,241.20					
1	INVESTIGATOR	4,653.75	PER MONTH	27.2	2,142.00	116,524.80					
4	INVESTIGATOR	4,259.42	PER MONTH	27.2	2,142.00	58,262.40					
42	PATROL OFFICER	3,697.25	PER MONTH	27.2	1,960.50	233,049.60					
4	PATROL OFFICER	3,620.67	PER MONTH	27.2	1,701.75	185,150.40					
12	PATROL OFFICER	3,544.08	PER MONTH	27.2	1,666.50	543,945.60					
1	PATROL OFFICER	3,562.01	PER MONTH	27.2	1,631.25	44,370.00					
1	ADMINISTRATIVE ASSISTANT	18.81	PER HOUR	26.1	1,639.50	42,790.95					
3	POLICE RECORDS SPECIALIST	18.34	PER HOUR	1957.5	18.81	110,461.73					
1	CUSTOMER SERVICE SPECIALIST-POLICE	16.92	PER HOUR	2088	18.34	35,900.55					
3	CIVILIAN SERVICE EMPLOYEE	16.92	PER HOUR	2088	16.92	105,986.88					
0	CIVILIAN SERVICE EMPLOYEE	16.92	PER HOUR	2088	16.92	0.00					
0	CIVILIAN SERVICE EMPLOYEE	16.17	PER HOUR	2088	16.17	0.00					
3	CIVILIAN SERVICE EMPLOYEE	16.17	PER HOUR	2088	16.17	101,288.88					
0.8	REGIONAL ADMINISTRATOR/PROGRAMER	2,739.13	PER MONTH	26.1	1,260.75	26,324.46					
0.7	ADMINISTRATIVE SERVICES SPECIALIST - GREAT	2,784.75	PER MONTH	26.1	1,281.75	24,978.74					
10	CROSSING GUARDS	10.00	PER HOUR	2500	10.00	24,999.97					
93	TOTAL SWORN OFFICERS					5,759,615.87					
115.5	TOTAL EMPLOYEES					(106,651.20)					
						(166,650.00)					
						(174,641.60)					
						5,311,673.07					
						193,268.38					
						35,400.00					
						9,300.00					
						52,180.80					
						30,549.00					
						227,500.00					
						60,000.00					
						8,000.00					
						40,000.00					
						15,500.00					
						0.00					
						5,983,371.25					
						4,532,855.48					
						0.00					
						4,532,855.48					

X STATE POLICE GRANT SALARIES
 XX SCHOOLS POLICE SALARIES
 XXX FEDERAL POLICE GRANT SALARIES
 TOTAL SALARIES
 LONGEVITY
 EDUCATION INCENTIVE
 CERTIFICATION/OTHER SPECIAL MO PYMTS
 VSAP & OTHER SHIFT DIFFERENTIALS
 YEAR END COMP
 # OVERTIME - REGULAR
 OVERTIME - TRAINING
 EXTRA POLICE HELP
 HOLIDAY @ 0.5
 OVER THE CAP SICK LEAVE PAYOUT
 SALARY ADJUST 01/01/13
 TOTAL

X STATE POLICE GRANT SALARIES
 XX SCHOOLS POLICE SALARIES
 XXX FEDERAL POLICE GRANT SALARIES
 TOTAL SALARIES
 LONGEVITY
 EDUCATION INCENTIVE
 CERTIFICATION/OTHER SPECIAL MO PYMTS
 VSAP & OTHER SHIFT DIFFERENTIALS
 YEAR END COMP
 # OVERTIME - REGULAR
 OVERTIME - TRAINING
 EXTRA POLICE HELP
 HOLIDAY @ 0.5
 OVER THE CAP SICK LEAVE PAYOUT
 SALARY ADJUST 01/01/13
 TOTAL

X STATE BEAT PATROL GRANT FUNDED SAL/BEN \$177,273.13
 XX SCHOOL DISTRICT FUNDED
 XXX FEDERAL GRANT FUNDED SAL/BEN \$266,034.61



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bgnrypts

FOR PERIOD 99

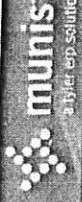
CITY OF LA CROSSE
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

11/30/2012 12:50
bransonk

PROJECTION: 2013 2013 OPERATING BUDGET

ACCOUNTS FOR:

GENERAL	2011 ACTUAL	2012 ORIG BUD	2012 REVISED BUD	2012 ACTUAL	2012 PROJECTION	2013 C C ADOPT	PCT CHANGE
1008504 POLICE-REVENUE							
1008504 462100 ENFORCEMNT	-17,500.35	-5,000.00	-5,000.00	-243.03	-5,000.00	-5,000.00	.0%
1008504 462101 ANSWERING	-3,900.00	-6,000.00	-6,000.00	-2,612.00	-6,000.00	-6,000.00	.0%
1008504 462104 IDNTIFCAIN	-625.00	.00	.00	-25.00	-50.00	.00	.0%
1008504 462106 PRKG VLTN	.00	.00	.00	-2.00	-2.00	.00	.0%
1008504 462107 REPORT CPY	-13,945.73	-15,000.00	-15,000.00	-11,887.36	-14,000.00	-13,000.00	-13.3%
1008504 462108 PISTOL RNG	-122.50	.00	.00	.00	.00	.00	.0%
1008504 462110 SALE AB VE	-4,949.50	-4,000.00	-4,000.00	-4,199.00	-4,199.00	.00	-100.0%
1008504 474016 WC WAGES	-12,908.42	.00	.00	-532.00	-600.00	.00	.0%
1008504 484000 INS RECVRY	-10,806.70	.00	.00	.00	.00	.00	.0%
1008504 489000 MISC	-20,657.23	.00	.00	-7,020.04	-6,500.00	-1,000.00	.0%
TOTAL POLICE-REVENUE	-85,415.43	-30,000.00	-30,000.00	-26,520.43	-36,351.00	-25,000.00	-16.7%

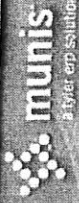


PROJECTION: 2013 2013 OPERATING BUDGET

ACCOUNTS FOR:

GENERAL

	2011 ACTUAL	2012 ORIG BUD	2012 REVISED BUD	2012 ACTUAL	2012 PROJECTION	2013 C C ADOPT	PCT CHANGE
1008505 POLICE-EXPENSE							
1008505 511100 SALARIES	5,427,967.65	5,859,648.00	5,864,658.00	4,811,485.73	5,864,658.00	5,695,872.00	-2.9%
1008505 511100 SAL FLOOD	1,077.34	.00	.00	.00	.00	.00	.0%
1008505 511200 OVERTIME	323,545.66	250,300.00	250,300.00	360,170.22	250,300.00	287,500.00	14.9%
1008505 511200 OT AIR CFR	.00	.00	.00	1,378.18	.00	.00	.0%
1008505 511200 MEGOT	17,645.28	.00	.00	1,256.95	.00	.00	.0%
1008505 511200 W0020	17,306.09	.00	.00	.00	.00	.00	.0%
1008505 511201 OT FLSA	-136.92	.00	.00	.00	.00	.00	.0%
1008505 513000 BNFTS BDGT	-99,992.78	4,199,762.00	4,201,152.00	.00	4,201,152.00	4,532,856.00	7.9%
1008505 513100 HEALTH INS	2,304,667.41	.00	.00	-66,987.04	.00	.00	.0%
1008505 513200 LIFE INS	12,425.60	.00	.00	9,470.92	.00	.00	.0%
1008505 513300 WFS	1,211,454.53	.00	.00	938,362.29	.00	.00	.0%
1008505 513400 FTCA	479,146.05	.00	.00	425,656.45	.00	.00	.0%
1008505 513500 ICI	12,402.38	.00	.00	2,160.34	.00	.00	.0%
1008505 514100 CLTHG/UNFR	56,135.00	55,250.00	55,250.00	55,245.20	55,350.00	55,350.00	.0%
1008505 514903 WELLNESS	644.00	3,000.00	3,000.00	1,237.00	3,000.00	3,000.00	.0%
1008505 521400 CNSLNG SV	1,000.00	1,000.00	1,000.00	170.00	1,000.00	1,000.00	.0%
1008505 521905 INVEST OTH	24,851.31	25,000.00	25,000.00	21,495.97	25,000.00	25,000.00	.0%
1008505 522100 TELEPHONE	33,240.39	34,600.00	34,600.00	26,275.81	34,600.00	34,600.00	.0%
1008505 522200 ELECTRICIT	5,431.27	9,000.00	9,000.00	3,837.75	7,500.00	7,500.00	.0%
1008505 522300 WATER	369.48	600.00	600.00	216.99	600.00	600.00	.0%
1008505 522550 STORM WTR	.00	115.00	115.00	21.80	115.00	115.00	.0%
1008505 524803 TIME SPRT	4,020.00	4,020.00	4,020.00	4,020.00	4,020.00	4,020.00	.0%
1008505 525000 TRNG SVCS	24,843.24	25,000.00	25,000.00	24,133.49	25,000.00	25,000.00	.0%
1008505 525009 ACCREDITAIN	500.00	500.00	500.00	500.00	1,000.00	1,000.00	100.0%
1008505 529000 OTH CON SV	34,999.96	35,000.00	35,000.00	23,987.56	35,000.00	35,000.00	.0%
1008505 529100 LANDRY SVCE	73.01	100.00	100.00	7.43	10.00	10.00	.0%
1008505 529603 BOAT PAIRL	4,500.00	4,500.00	4,500.00	4,500.00	4,500.00	4,500.00	.0%
1008505 529604 COMM CN SV	5,000.00	5,000.00	5,000.00	4,735.00	5,000.00	5,000.00	.0%
1008505 529605 CRME PREVE	4,954.40	5,000.00	5,000.00	1,537.50	5,000.00	5,000.00	.0%
1008505 529614 OKTOBERFST	1,200.00	1,200.00	1,200.00	824.37	1,200.00	1,200.00	.0%
1008505 531100 OFFICE SUP	48,500.01	45,000.00	45,000.00	42,135.51	45,000.00	45,000.00	.0%
1008505 531200 POSTAGE	4,935.78	6,180.00	6,180.00	4,338.04	6,180.00	6,180.00	.0%
1008505 531800 PHOTO SUPP	2,963.18	3,000.00	3,000.00	684.84	3,000.00	3,000.00	.0%
1008505 533100 GASOLINE	148,047.37	149,900.00	149,900.00	125,628.37	150,000.00	150,000.00	.0%
1008505 533200 OIL	.00	1,245.00	1,245.00	.00	1,245.00	1,245.00	.0%
1008505 533539 SFY EOP	9,970.00	10,000.00	10,000.00	8,610.79	10,000.00	10,000.00	.0%
1008505 534500 R/MTC VEHI	93,616.43	125,000.00	125,000.00	85,512.52	125,000.00	125,000.00	.0%
1008505 534602 R/MTC PSTL	19,990.46	20,000.00	20,000.00	17,497.53	20,000.00	20,000.00	.0%
1008505 534701 R/MTC RADI	20,048.60	23,269.00	23,269.00	20,812.28	23,269.00	23,269.00	.0%
1008505 534702 R/MTC RADR	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	.0%
1008505 534900 R/MTC OTHR	5,129.30	5,200.00	5,200.00	11,200.00	5,200.00	5,200.00	.0%



PG 47
b9ryrpts

FOR PERIOD 99

CITY OF LA CROSSE
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

11/30/2012 12:50
bransonk

PROJECTION: 2013 2013 OPERATING BUDGET

ACCOUNTS FOR:

GENERAL	2011 ACTUAL	2012 ORIG BUD	2012 REVISED BUD	2012 ACTUAL	2012 PROJECTION	2013 C C ADOPT	PCT CHANGE
1008505 536000 TRAVEL	3,847.44	4,000.00	4,000.00	1,440.09	4,000.00	4,000.00	0%
1008505 539000 MISC	7,010.88	8,000.00	8,000.00	4,317.99	8,890.00	9,306.00	16.3%
1008505 539400 SEC/PRS BD	80,008.06	78,685.00	78,685.00	76,805.00	78,685.00	98,685.00	25.4%
1008505 592299 TSFR BUDGT	28,864.06	.00	.00	.00	.00	.00	.0%
TOTAL POLICE-EXPENSE	10,383,201.92	10,999,074.00	11,005,474.00	9,624,606.86	11,005,474.00	11,225,998.00	2.0%

City of La Crosse



*“Achieving a
Representative
Workforce
and
Workplace Equity”*

2011

CITY OF LA CROSSE

POLICY ON ACHIEVING A

REPRESENTATIVE WORKFORCE AND WORKPLACE EQUITY



Section #1: Policy Statement

It is the policy of the City of La Crosse not to discriminate against any employee or any applicant for employment because of age, race, religion, color, handicap, sex, marital status, physical condition, developmental disability, sexual orientation, national origin and arrest or conviction record. This policy shall include, but not be limited to, the following: recruitment and employment, promotion, demotion, transfer, compensation, selection for training programs and advancement, layoff and termination. The City further agrees to take positive steps to ensure equal employment opportunities.

The Director of Human Resources has been appointed the City's Equal Employment Opportunity Officer and is responsible for planning and implementing the City's representative workforce program as well as for monitoring the day to day administration of all related personnel decisions and activities. All City personnel who are responsible for hiring and promoting employees and for the development and implementation of employee enhancement programs or activities are expected to support this program. All City managers shall provide leadership in achieving a representative workforce and workplace equity in each City operating department.

The City of La Crosse shall comply with Section 16.765 Wis. Stats., state regulations and federal laws relating to equal employment opportunity and workplace equity. The City of La Crosse shall continue to work cooperatively with government and community organizations to take positive steps to achieve a representative workforce and to provide equal opportunity in personnel matters for all of its employees.

Section #2: Workforce Analysis and Representative Workforce Plan

A. All Employees - 2011 EEO-4 Form

The Federal EEO-4 Form describing the number of full and part-time employees in each occupational group is summarized below and made part of this plan. This form is completed each odd number year. A summary of the report for 2011 information is as follows:

JOB CATEGORIES	FULL TIME AND PART TIME EMPLOYEES TOTAL	MALES TOTAL	FEMALES TOTAL	MINORITIES TOTAL
Officials and Managers	47	38	9	0
Professionals	62	35	27	4
Technicians	19	16	3	1
Protective Service	178	170	8	2
Para-Professionals	48	12	36	1
Administrative Support	72	12	60	3
Skilled Craft	357	182	175	9
Service/Maintenance	561	295	266	22
Total Employment	1344	760	584	42

B. Full Time Employees – Representative Workforce Plan

(1)	(2)	(3)	(4)	
EEOC Category	2010 City of La Crosse Population	2010 City of La Crosse Estimated Labor Force	Actual vs. Representative Work Force Full-Time Employees*	
			(a) Actual* (11/1/2011)	(b) Representative
White	46,072	38,483	448	418
Black	1,155	1063	3	11
American Indian Eskimo	286	255	2	3
Asian or Pacific Islander	2,502	1913	14	21
Hispanic	1012	808	2	9
Other**	1,305	691	0	7
Total	52,332	43,213	469***	469

*Excluding Library employees.

** "Other" includes 1,103 individuals coded as "2 + races" and 202 individuals coded as "some other race."

***As of 11/1/2011 there were 43 vacant positions.

Section #3: City of La Crosse Policies and Practices – in Place

A. STATEMENT OF INTENT

The City of La Crosse, as an employer, is committed to building a representative workforce which reflects the face of the community, that it serves, honors and respects the differences and abilities of all its employees

and residents, and provides its employees with the necessary opportunities, tools, and support to achieve their maximum potential.

Equitably managing a diverse workforce is at the heart of equal employment opportunity. Valuing diversity is the basis for the City's policy of inclusion. Diversity recognizes and respects the multitude of differences which individuals bring to city employment. Diversity complements organizational values that stress teamwork, leadership, empowerment, and quality public service. Managing diversity equitably means striving to maintain an environment in which City managers value the differences in their employees and taking steps to ensure that all employees know they are welcome.

Measures to ensure accountability in achieving a representative workforce and workplace equity will be incorporated into the performance evaluation system for all supervisors, managers, and City executives. The City's Director of Human Resources is responsible for evaluation of the effectiveness of the City's diversity policies and programs contained therein.

By creating a workplace where everyone can work to their maximum potential, the City of La Crosse will retain quality, productive employees who will provide excellent public services to our residents.

B. PRACTICES IN PLACE

To achieve a representative workforce and workplace equity, the City of La Crosse will observe the practices outlined below:

- The City will ensure that it does not discriminate in employment on the basis of race, color, religion, national origin, sex, age, disability, marital status, sexual orientation, creed, ancestry, medical condition, or political ideology.
- The City's Human Resources Department will conduct recruitment efforts that will ensure that applicant pools for City positions are both capable and diverse.
- All City managers will ensure a workplace free from all forms of harassment.
- All City managers will promptly report on and thoroughly investigate all discrimination or harassment complaints and will act on appropriate measures to provide remedy or relief to individuals who have been victims of illegal discrimination or harassment.

C. RESULTS OF POLICIES AND PRACTICES IN PLACE

The following policies and practices currently are in place to achieve a representative workforce and to provide workplace equity for all City employees:

- Since 1992, the City has ceased reliance on word of mouth recruiting and has instituted open and competitive recruitment programs for all regular full-time positions.
- All vacant full time City positions are advertised in local newspapers and other resources, including Job Service, regional newspapers, and professional publications.
- As a result of the enactment of a comprehensive anti-nepotism policy the City has reduced the number of relatives working for the City from over 50% in 1990 to less than 12% as of December 31, 2011.
- The number of minorities employed by the City of La Crosse has increased from one in 1990 to twenty-one as of November 1, 2011, as illustrated below:

DATE	BLACK	HISPANIC	ASIAN	AMERICAN INDIAN	TOTAL
12/31/96	1	0	2	0	3
12/31/97	3	0	5	2	10
12/31/98	1	0	8	4	13
12/31/99	2	1	10	4	17
12/31/00	4	0	11	5	20
12/31/01	5	1	11	4	21
12/31/02	4	0	12	4	20
12/31/03	4	1	11	2	18
12/31/2004	3	1	11	1	16
12/31/2005	4	2	9	1	16
12/31/2006	3	3	11	1	18
12/31/2007	0	3	11	1	15
7/31/2008	0	3	13	1	17
12/31/2009	0	3	13	2	18
07/31/2010	0	2	13	2	17
11/1/2011	3	2	14	2	21

D. TRAINING AND POLICIES

All employees, including City executives, are required to attend training sessions on workplace issues covering Fair Employment Practices, Diversity, and Workplace Violence. This training program has expanded to cover the comprehensive City policy on “Workplace Environment” which states:

CITY OF LA CROSSE
WORKPLACE ENVIRONMENT POLICY

Original Publication Date 07-06-98
Amended Publication Date 04-18-01

Policy:

It is the official policy of the City of La Crosse that actions that result in a hostile work environment for City employees are prohibited. It is understood that cause based disciplinary actions do not constitute a hostile work environment as defined under this policy.

The City of La Crosse intends to provide a work environment that is respectful, healthful, comfortable and free from intimidation, hostility, or other offenses, which might interfere with work performance or the work environment. It is the policy of the City of La Crosse that a hostile work environment is counterproductive to the efficient delivery of municipal services and is a violation of work rules applicable to all City employees. Harassment of any sort, whether verbal, physical, and/or visual, will not be tolerated.

Definitions:

Hostile Work Environment refers to work place conditions or harassment by coworkers, managers, supervisors, or outside vendors consisting of conditions in which an employee cannot perform their job without feeling harassed or threatened.

1. Hostile Work Environment is work place conditions or harassment consisting of an environment in which an employee cannot perform their job without feeling harassed or threatened.
2. A hostile work environment may consist of but is not limited to:
 - * Verbal abuse and/or derogatory comments against an employee for whatever reason.
 - * Displaying derogatory or offensive materials.
 - * Physical contact, intimidation or violence against an employee.
 - * Challenges over an employee's authority.
 - * Deliberate destruction of property and/or sabotage.
 - * Jokes, horseplay, pranks, passive aggressive acts or other such acts.
 - * Disparate treatment of employees, without a reasonable basis.
 - * Imposition or enforcement of unreasonable work rules for the sole purpose of exerting power over others.

Procedure To Report and Resolve Complaints:

1. All City employees are responsible for keeping the work place environment free of harassment. Any employee who becomes aware of an incident of harassment, whether by witnessing the incident or becoming aware of it, must report it immediately to the Human Resources office or a supervisor with whom they are comfortable.
2. When a department head and/or the human resources director becomes aware that harassment may exist they are obligated to take prompt and appropriate action, whether or not the victim supports this action. All reports of harassment will be investigated by the respective Department Head and/or the Director of Human Resources with due regard for the privacy of all involved parties.

Penalties and Consequences of Hostile Actions:

Any and all employees, supervisors and/or managers of the City of La Crosse who engage in acts in violation of this policy will subject themselves to disciplinary action up to and including discharge.

RETALIATION PROHIBITED: The City of La Crosse takes all complaints seriously and, as such, will take prompt action to investigate any complaint in a fair, impartial manner. Confidentiality will be maintained to the extent possible. Any incidence of retaliation due to the filing of this complaint will not be tolerated and should be reported to the Human Resources Department immediately.

The City has a strong policy on prohibiting sexual harassment, which states:

<p style="text-align:center">CITY OF LA CROSSE <u>SEXUAL HARASSMENT POLICY</u> <u>Original Publication Date May 8th, 1990</u> <u>Amended Publication Date April 18th, 2001</u></p>

Harassment on the basis of sex is a violation of Title VII (Federal Law). It is also a violation of Wisconsin Statutes 111.36 (b). Sexual Harassment, either verbal or physical, is an unlawful employment practice and will not be tolerated by the City of La Crosse.

Definition

Sexual Harassment is defined as:

1. "Unwelcome sexual advances, unwelcome physical contact of a sexual nature or unwelcome verbal or physical conduct of a sexual nature included but is not limited to deliberate, repeated making of unsolicited gestures or comments, or the deliberate, repeated display of offensive sexual graphic material which is not necessary for business purposes."
2. "Engaging in sexual harassment; or implicitly or explicitly making or permitting acquiescence in or submission to sexual harassment the term or condition of employment or the basis of any part the basis for any employment decision affecting an employee; or permitting sexual harassment to substantially interfere with an employee's work performance or to create an intimidating, hostile work environment."

Procedure

1. Any and all concerns which any employee of the City may have, related to this issue, should be brought immediately to the attention of the Director of Human Resources or a supervisor with whom they are comfortable. The rights of an employee to raise such issues are protected under Title VII and Wisconsin Statutes.

Penalty

Any and all employees of this City, who engage in such prohibited behavior will subject themselves to disciplinary action up to and including discharge.

RETALIATION PROHIBITED: The City of La Crosse takes all complaints seriously and, as such, will take prompt action to investigate the above described complaint in a fair, impartial manner. Confidentiality will be maintained to the extent possible. Any incidence of retaliation due to the filing of this complaint will not be tolerated and should be reported to the Human Resources Department immediately.

The City has created a Complaint Form available for employees to complete if a situation arises that needs to be investigated. This form appears as attached:

**CITY OF LA CROSSE
COMPLAINT FORM**

Workplace Environment Complaint OR Sexual Harassment Complaint

Employee Name: _____ Date: _____

Department _____ Position _____

NATURE OF COMPLAINT:

What happened? (Date, time, and place of alleged incident. Please be as specific as possible. Use additional sheets of paper if necessary.)

Name and Position Title(s) of Person(s) involved:

Supportive evidence/witness(s) (Submit relevant documents, if any.)

SETTLEMENT DESIRED:

Has this complaint been discussed with your supervisor/department head? ____ Yes ____ No
When? _____

I affirm that I have prepared the above complaint and that it is true to the best of my knowledge, information, and belief. I authorize appropriate personnel to investigate this matter.

Employee Signature _____ Date _____

Address _____ City _____ State _____ Zip _____

Phone Number _____

RETALIATION PROHIBITED.

The City of La Crosse takes all complaints seriously and, as such, will take prompt action to investigate the above described complaint in a fair, impartial manner. Confidentiality will be maintained to the extent possible. Any incidence of retaliation due to the filing of this complaint will not be tolerated and should be reported to the Human Resources Department immediately.

EMPLOYEE: PLEASE SUBMIT COMPLETED FORM TO THE HUMAN RESOURCES DEPARTMENT

Section #4: Future Steps to be Taken in 2012

As part of its overall plan to ensure that more progress is made to achieve a representative workforce, the City will accomplish the following tasks in 2012:

- Continue to review job descriptions to ensure they reflect actual job duties with reasonable work related requirements for employment.
- Continue to review the City's compensation plan to ensure that the principle of equal pay for equal work is recognized.
- Review exit interview results to determine why employees transfer or leave City employment.
- Follow up on training programs on the City's policies to achieve a representative workforce and its policies on workplace equity.
- All work rules will be reviewed to ensure that all employees are treated in a fair and consistent manner.
- Review all existing personnel policies, and distribute policies to employees.
- Continue participation in the annual Martin Luther King, Jr. Day celebration in conjunction with the City employee holiday.

CITY OF LA CROSSE

CODE OF ETHICS FOR OFFICERS AND EMPLOYEES

A. DEFINITIONS.

1. Anything of value - means any money or property, favor, service, payment, advance, forbearance, loan or promise of future employment, but does not include compensation and expenses paid by the City, fees, honorariums and expenses which are permitted and reported under Section 19.56, Wis. Stats., political contributions which are reported under Chapter 11 of the Wisconsin Statutes, or hospitality extended for a purpose unrelated to city business by a person other than an organization.
2. Public Employee - means any person excluded from the definition of a public officer who is employed by the City of La Crosse.
3. Public Officer - means all City officers as defined in Section 62.09 under Wisconsin Statutes and all members of Boards, Commissions and Agencies established or appointed by the Mayor or Common Council, whether paid or unpaid.

B. DECLARATION OF POLICY.

It is declared that high moral and ethical standards among City officers and employees are essential to the conduct of good representative government and that a Code of Ethics for the guidance of Public officers and employees will help them avoid conflicts with improved standards of public service and will promote and strengthen the confidence of the residents of this City in their public officers and employees.

C. STANDARDS OF CONDUCT.

There are certain provisions of the Wisconsin Statutes which should, while not set forth herein, be considered an integral part of any Code of Ethics.

Accordingly, the provisions of the following sections of the Wisconsin Statutes are made a part of this Code of Ethics and shall apply to public officers and public employees whenever applicable, to-wit:

- Section 946.10 - Bribery of Public Officers and Employees
- Section 946.11 - Special Privileges from Public Utilities
- Section 946.12 - Misconduct in Public Office
- Section 946.13 - Private Interest in Public Contract Prohibited

D. DISCLOSURES.

In addition to the foregoing statutory provisions, the following disclosure and related requirements are hereby established:

1. Disclosure of interest in legislation - To the extent that he knows thereof a member of the Common Council and any public officer or employee of the City of La Crosse, whenever paid or unpaid, who participates in the discussion or gives official

opinion to the Council on any legislation before the Council, shall publicly disclose the nature and extent of any direct or indirect financial or other private interest he has in such legislation.

2. Disclosure of interest in other matters - To the extent that he knows thereof a member of a Board, Commission or Agency and any other public officer or public employee of the City of La Crosse, whether paid or unpaid, who participates in discussion or gives official opinion to any such Board, Commission or Agency on any matter before it, shall publicly disclose the nature and extent of any direct or indirect financial or other private interest he has in such matters.
3. Confidential Information - No public officer or employee may intentionally use or disclose information gained in the course of or by reason of his or her official position or activities in any way that could result in receipt of anything of value for himself or herself, or his or her immediate family as defined by Section 19.42, Wisconsin Statutes, or for any other person or organization, if the information has not been communicated to the public or is not public information.
4. Special Privileges - No public officer or employee may use or attempt to use his public position to influence or gain unlawful benefits, advantages or privileges for himself or others.
5. Conduct after termination of Employment - No public officer or employee, after the termination of service or employment with the City, shall appear before any Board or Agency of the City of La Crosse in relation to any case, proceeding or application in which he personally participated during the period of his service or employment, or which was under his active consideration.

E. GIFTS AND GRATUITIES.

1. No public officer or employee shall receive or offer to receive, either directly or indirectly, any gift, gratuity, or anything of value which he is not authorized to receive from any person, if such person:
 - a. Has or is seeking to obtain contractual or other business or financial relationships with such public employee's employer or the governmental body of the public official; or
 - b. Conducts operations or activities which are regulated by such public employee's employer or the governmental body of a public official; or
 - c. Has interests which may be substantially affected by such public employee's employer or the governmental body of the public official. The receipt of any gift, gratuity, or anything of value as denoted above is contrary to the public policy of the City of La Crosse.
2. The following is the policy to be followed in determining whether or not public officer or employees of the City of La Crosse may attend as a guest:

- a. It will be the choice of the official or employee to accept or not accept guest status when such individual is the primary speaker or on the program agenda as a participant in the program;
- b. It will be the choice of the official or employee to accept or not accept guest status when such individual is honored for distinguished service;
- c. It will be the choice of the official or employee to accept or not accept guest status when he attends functions in other capacities than that as an elected official or as an employee of the City.
- d. It will be the choice of the official or employee to accept or not accept a meal at meetings which are instructional and job-related and if the employee or official chooses to accept a meal, the cost of such should be submitted to the City of La Crosse for payment.

F. DISTRIBUTION OF CODE OF ETHICS.

- 1. The City Clerk shall cause to be distributed to each public officer and employee a copy of this Code of Ethics before entering upon the duties of his office or employment.
- 2. Each public officer, the President of the Common Council, the Chairman of each Board, Commission or Agency and the Head of each Department, shall between January 1st and January 31st, each year, review the provisions of this Code himself and with his fellow Council, Board, Commission, Agency members or Subordinates as the case may be, and certify to the City Clerk by February 15th that such annual review has been undertaken. A copy of this Code shall be continuously posted on each department bulletin board wherever situated.

G. ETHICS BOARD.

- 1. Membership.
 - a. The Ethics Board shall be composed of five (5) voting members. The members shall be citizens chosen from the private sector who shall not have an affiliation with city government in any capacity. The members shall be appointed by the Mayor with the approval of the majority vote of the City Council.
 - b. Terms of office of the citizen members shall be three years, except that when the initial appointments are made, one (1) member shall be appointed for one year, two (2) for two years and two (2) for three years.
- 2. Creation and Composition of the Ethics Board.
 - a. The Ethics Board shall have its own Chair and Vice Chair.

- b. The City Attorney shall furnish the Ethics Board whatever legal assistance, which may become necessary. The Ethics Board may determine the need for private counsel.
- c. Duties and Powers.
 - i. Advisory Opinions. Any person governed by this code may apply in writing to the Ethics Board for an advisory opinion. Applicants shall present their interpretation of the facts at issue and of the applicability of the provision of this code before the advisory opinion is rendered. All opinions shall be in writing and adopted by the Ethics Board by resolution. The Ethics Board's deliberations and action upon such applications shall be in meetings not open to the public, but notice of such meetings shall be given pursuant to s. 19.84, Wis. Stats. Record of the Ethics Board opinions, opinion request and investigations of violations may be closed to public inspection, as permitted by Chapter 19, Wis. Stats. The Ethics Board, however, may make such records public with the consent of the applicant.

3. Complaints.

- a. The City Clerk shall accept from any person, except a member of the Ethics Board, a signed original complaint that states the name of the official or employee alleged to have violated this code and that sets forth the material facts involved in the allegation. The City Clerk shall forward the original complaint to the Ethics Board Chair within three (3) working days.
- b. Time Limitations. No action may be taken on any complaint that is filed more than one (1) year after a violation of the Ethics Code is alleged to have occurred.

4. Ethic Board Procedures. Following the receipt of a complaint:

- a. The Ethics Board shall notify the accused within ten (10) calendar days.
- b. The Ethics Board shall convene within 20 calendar days.
- c. The Ethics Board may make preliminary investigations with respect to alleged violation of this code. A preliminary investigation shall not be initiated unless the accused official or employee is notified in writing within ten (10) calendar days from the initial meeting. The notice shall state the purpose of the investigation and the individual's specific action or activities to be investigated.
- d. The Ethics Board shall make every effort to conclude within one hundred twenty (120) calendar days.

5. Hearings. If the Ethics Board finds that probable cause exists for believing the allegations of the complaint, the Ethics Board may issue an order setting a date for a hearing. If the Ethics Board elects to hold a hearing, the Ethics Board shall give the accused at least twenty (20) calendar days notice of the hearing date. Such hearing shall be conducted pursuant to the contested case hearing requirements of Chapter 227 Wis. Stats., at open session unless the accused petitions for a hearing closed to the public and good cause to close the hearing is shown.
6. Right of Representation. During all states of an investigation or proceeding conducted under this section, the accused or any person whose activities are under investigation is entitled to be represented by counsel of personal choice and at personal expense.
7. Due Process. The accused or his/her representative shall have an adequate opportunity to:
 - a. Examine all documents and records to be used at the hearing within a reasonable time before the date of the hearing as well as during the hearing.
 - b. Have witnesses heard.
 - c. Establish all pertinent facts and circumstances, and
 - d. Question or refute any testimony or evidence, including the opportunity to confront and cross-examine adverse witnesses.
8. Power to subpoena and administer oaths. The Ethics Board shall have the power to administer oaths and compel the attendance of witnesses by issuing subpoenas as granted other Boards and Commissions.
9. Vote of the Ethics Board. The majority vote of the Ethics Board shall be required for any action taken by the Ethics Board.
10. Evidentiary Standard. If the recommendation is that a violation of the ethics code has occurred, the Ethics Board must be convinced by clear and convincing evidence that such violation occurred.
11. Violations.
 - a. If the Ethics Board finds that a violation of the ethics code has occurred, the Ethics Board shall report their findings in writing to the City Council, complainant, and accused, through the City Clerk, within ten (10) working days after reaching a conclusion.
 - b. If the Ethics Board determines that an official or employee has violated any provision of this code, the Ethics Board may, as part of its report to the City Council, make any of the following recommendations:
 - i. In case of an official who is an elected City Council Member, that City Council considers sanctioning,

censuring or removing the person.

ii. In the case of a citizen member or other elected or appointed City officer, that the City Council consider removing the person from the committee, board or office.

iii. In the case of an employee, that the employee's appointing authority consider discipline up to and including discharge of the employee.

iv. That the City Council consider imposing a civil forfeiture in an amount not exceeding \$1,000 for each offense.

- c. If the Ethics Board finds that no violation has occurred, the Ethics Board shall notify the complainant, the accused, and City Clerk in writing within five (5) working days.

12. Penalties.

- a. If the Ethics Board files a report with the City Council finding that an official or employee has violated the Ethics Code, such report shall be referred to the Judiciary and Administration Committee for a report. The Judiciary and Administration Committee may recommend to the City Council a penalty for the violation and/or recommendation that a hearing be held on the issue of the penalty. If a hearing is recommended by the Judiciary and Administration Committee, then the Mayor shall schedule a hearing before the City Council and cause notice to be mailed to the interested parties including the person or persons accused of the violation at least ten (10) days prior to the date set for the hearing. At the hearing, the evidence in support of the penalty recommendations by the Ethics Board an/or Judiciary and Administration Committee shall be presented by the City Attorney or by a member of the City Attorney's staff. The accused, who may appear in person or who may be represented by an attorney, shall be entitled to present the City Council such evidence as may be relevant, competent and material in regard to the penalty for the violation.
- b. Upon completion of the hearing or other proceeding by the City Council, judgment shall be entered by the City Council determining the penalty for the Ethics Code violation found by the Ethics Board and may include a recommendation of discipline of the person to his/her appointing authority up to and including discharge from employment or removal from office, in accordance with Chapter 17 of the Wisconsin Statutes.
- c. Any person violating the Code of Ethics may be subject to a forfeiture of not less than \$100 nor more than \$1,000 for each offense. (3rd Am. Ord. #4324 recreated 3/9/06)

TAMMY BALDWIN
WISCONSIN

SUITE SR-C1
RUSSELL BUILDING
WASHINGTON, DC 20510-4906
(202) 224-5653

United States Senate

May 20, 2013

The Honorable Eric Holder, Attorney General
US Dept. of Justice
950 Pennsylvania Avenue, NW
Washington, D.C. 20530

Dear Mr. Holder:

I am pleased to write in support of the La Crosse Police Department's application for the COPS Hiring Grant Program. The CFDA Number is 16.710 and the Funding Opportunity Number is COPS-HIRING-PROGRAM-APPLICATION-2013.

The La Crosse Police Department located in La Crosse, Wisconsin serves an estimated population of 51,719. The challenges of policing a metropolitan area are ever growing especially when understaffed. COPS funding would be used to hire 5 additional officers to help reduce the high volume of drug trafficking and the rise in heroin use in low economic neighborhoods. Grant funds would allow the La Crosse Police to have an enhanced police presence in areas where higher than normal incidents of crime is occurring to effectively address this problem. Additionally, funding would continue the La Crosse Police Department's community partnerships amongst law enforcement, public health, neighborhood groups, elected officials, businesses and citizens to respond more proactively to the current drug related problems and by creating safer neighborhoods for the residents of La Crosse.

I proudly offer my support to the La Crosse Police Department's efforts to address the growing needs of the community in which they serve. I ask that you give full and fair consideration of the La Crosse Police Department's application for grant funding. Please do not hesitate to contact me at (608) 264-5338 if you have any additional questions. Thank you in advance for your time and consideration.

Sincerely,



Tammy Baldwin
United States Senator

TB:th



OFFICE OF THE DISTRICT ATTORNEY
Tim Gruenke, District Attorney

Crystal Jensen Deputy District Attorney
Jessica Skemp Assistant District Attorney
Julio Nelson Assistant District Attorney
Emily B Hynek Assistant District Attorney
Michelle A Keller Assistant District Attorney
Edward Muser Assistant District Attorney
John W Kellis Assistant District Attorney
Pam Mitchell Office Manager
Donna Walters Victim Witness Coordinator
Maureen Hickey Deferred Prosecution Coordinator
Robert Muth Investigator

May 17, 2013

Re: COPS Funding Committee – City of La Crosse Police Department


Dear Reader:

On behalf of the La Crosse County District Attorney's Office, I strongly encourage you to consider the City of La Crosse Police Department's grant proposal to target their request for funding from Community Oriented Policing Services to employ 5 additional police officers for increased investigation and accountability for offenders involved with illegal controlled substances.

The City of La Crosse has seen an increase in extreme violent crimes that often have to a link to controlled substances and/or alcohol. The District Attorney's Office works closely with law enforcement and this proposal would enhance the police department's ability patrol, enforce, and investigate drug trafficking offenses in high risk areas. Increased vigilance and accountability for high risk offenders can only help to improve the quality of life for the La Crosse community.

Thank you for your time and attention.

Sincerely,


Crystal L. Jensen
La Crosse County
Deputy District Attorney
State Bar No. 1055645

GUNDERSEN HEALTH SYSTEM®

May 15, 2013

To Whom it May Concern,

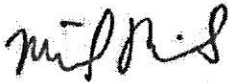
As a community partner, I am writing on behalf of Gundersen Health System to fully support the La Crosse Police Department's application for a Community Oriented Policing Services (COPS) grant.

Headquartered in La Crosse, Wisconsin, Gundersen takes pride in not only caring for the nearly one million patients who come to us each year across our system, but also for the health and safety of our 6,300 employees and the communities in which they live. The La Crosse Police Department has long been a partner in our efforts to make La Crosse a healthier, safer city, particularly within the Powell-Hood-Hamilton Neighborhood, which directly surrounds our main tertiary teaching hospital and headquarters.

Recently, the Powell-Hood-Hamilton neighborhood and other neighborhoods in La Crosse have seen an increase in drug-related crime. The COPS grant would allow La Crosse Police to deploy additional officers to directly address this problem, and in turn improve the health and safety of our neighborhoods.

Please do not hesitate to contact me if you would like to further discuss the positive impact the La Crosse Police Department has on the quality of life for La Crosse residents.

Sincerely,



Michael D. Richards
Executive Director of External Affairs
Gundersen Health System



May 15, 2013

Members of the COPS Funding Committee:

As Chair of the City of La Crosse Neighborhood Revitalization Commission, I welcome the opportunity to partner with the La Crosse Police Department in their effort to address the growing problems of drug trafficking and heroin in our community. I am, further, honored to write in support of their request for funding from Community Oriented Policing Services to employ 5 additional police officers specifically to focus on these drug concerns that have negatively impacted residents of La Crosse's neighborhoods.

The Neighborhood Revitalization Commission was charged by the La Crosse Common Council with implementing recommendations produced by an ad hoc Joint City County Housing Task Force. Creating safe neighborhoods and crime prevention emerged as the "number one priority" agreed upon by a diverse group of community members. As a result, *Crime and Safety* became a major category in the NRC's action plan. Identifying high crime areas that would benefit from increased police presence and advocating for more staff for the Police Department are two specific items designated by current commissioners as critical to revitalization of La Crosse's neighborhoods. At our March NRC meeting, Chief Tischer joined the commission to share his ideas about how the Police Department and the commission can join forces in reducing crime in La Crosse and altering perceptions of safety in La Crosse neighborhoods, thereby initiating the process of collaboration between the two entities. This Police Department proposal to address two major drug-related problems which undermine the safety of La Crosse residents is perfectly consistent with the goals of the Neighborhood Revitalization Commission. This plan creates the vehicle through which the Neighborhood Revitalization Commission can actually partner with the Police Department to achieve out mutual goals related to crime prevention and the creation of safe neighborhoods.

This proposal to collaboratively address major threats to the real and perceived safety in La Crosse neighborhoods has my wholehearted endorsement.

Sincerely,

Sara Sullivan