

Memorandum



DATE: August 15, 2008

TO: Members of the Public Safety Committee

SUBJECT: **Criminal Trespass Affidavit Program**

Attached is briefing material on the "Criminal Trespass Affidavit Program" to be presented to the Members of the Public Safety Committee on Monday, August 18, 2008.

A handwritten signature in blue ink that reads "Ryan S. Evans".

Ryan S. Evans
First Assistant City Manager

alb

Attachment



CRIMINAL TRESPASS Affidavit Program



August 18, 2008

Concept

- Business/Property Owners and Managers will be able to give authority to the Dallas Police Department to act on their behalf to issue Criminal Trespass (C.T.) Warnings
- Once a signed Affidavit for a C. T. Warning is received it will be entered into the Police Dispatch computer system.
 - This information will automatically notify officers when they are at a location where they will have the authority to issue C.T. warnings

Concept

- Once a person has been given a C.T. Warning that information will also be entered into the computer system
 - Officers will immediately know that a person has been given a C.T. Warning every time that person is stopped and checked for warrants.
- Once warned, individuals will be arrested if they return.

Criminal Trespass Affidavit Documentation Process

- An Affidavit is provided to, and completed by, a property owner or representative
- The Affidavit is received by the patrol division and then forwarded to Communications Division
- Communications enters the Affidavit information into the CAD system
- The Affidavit is then forwarded to the records section where the information is entered into the FORTIS System

Criminal Trespass Affidavit Enforcement Process

- Officer receives a call to a location (or marks out) where an affidavit is on file and checks a subject
 - If a BOLO (Be On the Look Out) is alerted to the officer
 - Officer verifies the location and expiration of the C.T. Warning issued to the subject on the BOLO
 - Officer then arrests the subject in violation of the C.T. Warning
 - If there is NOT a BOLO on the subject
 - Officer issues the subject a C.T. Warning
 - Officer completes an “incident report” and “C.T. Data Form” and turns it in with activity at the station
 - The patrol station enters the subjects information into computer as a BOLO

Benefits

- This will help reduce the number of people that are in places where they are not authorized and may be committing offenses.
- Potentially this will impact the number of Robberies, Burglaries and BMV's.

Questions?