



# Peoria Police Department Policy and Procedure Manual

Policy 1.04

Mutual Aid



## I. POLICY

It is the policy of the Peoria Police Department to cooperate with all law enforcement agencies and other related entities to the fullest extent possible when statutorily required and/or such cooperation would enhance the Peoria Police Department's mission of service and protection to the community.

## II. DEFINITIONS

- A. Primary Jurisdiction - The geographical area in which a police agency maintains responsibility for managing and executing the police function including emergency response, initial and follow-up investigation and traffic control enforcement.
- B. Secondary Jurisdiction - The geographical area in which a police agency acts in a supportive role to the primary jurisdiction agency.
- C. Concurrent Jurisdiction - The geographical area in which two (2) or more police agencies would appear to have primary jurisdiction. The City of Peoria shares concurrent jurisdiction with several law enforcement agencies. These agencies are:
  - 1. Arizona Department of Public Safety/Highway Patrol (AZ DPS).
  - 2. Federal Law Enforcement Agencies.
  - 3. Maricopa County Sheriff's Office (MCSO).
  - 4. Department of Liquor Licenses and Control.
  - 5. Maricopa County Park Rangers.
  - 6. Railroad Police Officers / Special Agents.

## III. PROCEDURES

- A. Jurisdiction – The geographical boundaries of the Peoria Police Department's law enforcement jurisdiction are established by the Peoria City limits. A detailed official map, which includes the boundaries of our jurisdiction, will be maintained in the Communications Section. (2.1.1)
- B. Terms of Cooperation - The primary mandate of the Peoria Police Department is to provide police services to the citizens of Peoria. (2.1.2)
  - 1. Officers responding to assist another agency out of the City's jurisdiction shall be under the immediate command of the requesting agency's chief law enforcement officer or designee. Officers shall remain under the ultimate command of the Peoria Police Department's Chief of Police.
  - 2. When an officer responds into another agency's geographical jurisdiction the officer shall, when practical and feasible, notify that agency of their presence and purpose. Examples would include arrest warrant and search warrant services.
- C. Requesting Federal Law Enforcement Assistance in Emergency Situations (2.1.4)
  - 1. The supervisor in charge of the emergency situation shall be responsible for making contact with the federal agency needed.
  - 2. Notification, via the chain of command, shall be made as soon as possible by the supervisor making the request for federal assistance.

“Our Community...Our Commitment”

D. Requesting National Guard Assistance in Emergency Situations (2.1.4)

1. The On Duty Patrol Supervisor in charge of the situation shall determine that all immediate available resources have been used and that the situation poses a continuing and ongoing threat or danger which would justify the use of National Guard troops. Request and notification will be made via chain of command.
2. The Chief of Police, upon determination that National Guard troops are justified, shall contact the City Manager and request authorization for their assistance.

E. Liaison with Support Agencies

1. Open channels of communication between the Peoria Police Department and support agencies are essential to the provision of efficient and effective law enforcement services. Cooperation allows problems to be identified and barriers eliminated before they become a problem.
2. Liaison with other local law enforcement agencies shall be maintained through regularly scheduled meetings of Maricopa County law enforcement agency department heads. Supervisors and employees should exchange information with area law enforcement agencies that would increase the likelihood that crimes may be solved or that fugitives may be apprehended.

F. Specialty Agencies

1. Fire Department

a. Life Threatening Medical Emergencies

- (1) Communications will provide a general radio broadcast of any life threatening medical emergency being responded to by Fire Department personnel.
- (2) Any officer who is near the vicinity of the call will acknowledge their response.
- (3) If an officer does not acknowledge a response, the call will not be assigned unless fire personnel specifically request police assistance.

b. Life threatening medical emergencies, which result from any suspicious or accidental cause, will require the dispatch of a police unit/s, such as, traffic accidents, drownings, and drug overdoses.

c. Fires

- (1) For non-life threatening fires, Communications shall dispatch, as a Priority 2 call, one (1) officer for the purpose of providing crowd and traffic control.
- (2) The on-scene officer, after assessing the situation, will determine if additional police personnel are required.

d. Other Fire Department Related Calls: Police personnel will respond to other Fire Department calls for assistance upon request of fire personnel.

2. Railroad Police (2.1.2)

- a. Employees who observe or respond to emergency situations in the area of any railroad property, on or near the tracks of any railroad, shall advise the Communications Section to notify the Burlington Northern Santa Fe Railroad Company (BNSF).
- b. Railroad Police Officers and/or Special Agents will be extended any and all privileges offered to any other law enforcement agency. These Officers have Peace Officer status under Arizona Revised Statutes (ARS) when protecting railroad property, passengers and passengers' property.
- c. The BNSF Railroad Company operates a rail through the City of Peoria.

- (1) The BNSF Railroad Company may opt to be the primary investigatory agency on scenes such as derailments, on-board emergencies, etc.
  - (2) If there is an accident between a vehicle and the railroad or a pedestrian and the railroad, a joint investigation may be conducted.
- d. The Peoria Police Department may assist the BNSF Railroad Company in the capacity as back-up support.
3. Adult and Juvenile Probation and Parole Officers (PO)
  - a. As terms of court ordered probation and/or parole, PO's have law enforcement authority over clients they supervise.
  - b. The broad search and seizure powers held by these officers of the court are not transferable to police officers or employees assisting the probation or parole officers.
  - c. Peoria Police Department employees will maintain the peace and protect PO's during the lawful execution of their duties and may, when requested, transport prisoners to a booking facility for the PO.
  - d. When possible, Peoria Police Department employees will request to meet with the PO at a police facility or in a safe location for briefing and exchange of information. This will be accomplished prior to execution of the PO's assignment.
4. Arizona Department of Public Safety (AZ DPS) (2.1.2)
  - a. Assistance will be given to the AZ DPS upon request or when an emergency is observed within the City.
  - b. When a disagreement arises concerning jurisdiction, officers of the Peoria Police Department will make appropriate investigations. (There is concurrent jurisdiction under State law.)
  - c. AZ DPS has primary jurisdiction over Loop 101 (which runs along the western border of the City) and Grand Avenue (which runs through the City) relative to all traffic incidents. However, it should be noted that the Peoria Police Department, in an effort to expedite the situation, will handle the traffic incidents on Grand Avenue.
  - d. The Peoria Police Department will take primary jurisdiction on criminal incidents that occur on the Loop 101 with AZ DPS taking secondary jurisdiction.
  - e. AZ DPS officers may utilize district stations as needed.
5. U.S. Immigration Customs and Enforcement (ICE).
  - a. The U.S. Immigration Customs and Enforcement (ICE) as sub-units of the Justice Department have jurisdiction over all undocumented persons in the United States. Federal law provides that only ICE Agents can take undocumented persons into custody and does not specifically provide for the delegation of this authority to other law enforcement officers.
  - b. Do not arrest for illegal entry, only for a specific criminal or traffic offenses that has been charged against the subject.
  - c. The arresting officer will then contact and advise the ICE when an undocumented person is in custody and they will make the final decision on immigration status. The officer will also obtain the ICE Agent's name and will record the same on the booking sheet under "holds." The ICE agent's name shall also be recorded in the Incident Report.
  - d. ICE Agents generally are unavailable to respond to incidents after business hours. Authorization from a shift sergeant or watch commander must be obtained prior to requesting ICE for after-hours assistance.

6. Postal Service: The Postal Inspection Service has jurisdiction over the offenses which relate to the Postal establishment.
  - a. Postal jurisdiction extends to:
    - (1) Post Office burglary or robbery.
    - (2) Assaults on mail custodians.
    - (3) Theft and/or possession of mail or pouches stolen from post offices and from rural, star route, apartment, house or street letter houses.
    - (4) Obstruction of the mail and/or correspondence.
    - (5) Theft and/or possession of stolen Post Office Department property.
    - (6) Forgery of U.S. Postal Money Orders or Postal Savings Certificates.
    - (7) Fraudulent use of the mail.
    - (8) Obscene, extortionate, lottery and defamatory or libelous matter in the mail.
    - (9) Explosives, internal machines, poisons, etc., in the mail.
    - (10) Depredations (plunder) of the mail by Postal employees or others not employed by the Postal Service.
    - (11) Willful damage to letter and rural mailboxes or the theft of such boxes.
  - b. The on-duty patrol supervisor, Bureau Commander, or the Duty Commander will request that the Communications Section immediately notify the Postal Inspectors on any confirmed robberies, burglaries or arrests of Postal employees. Postal Inspectors will be afforded all privileges extended to other law enforcement authorities.
  - c. Postal authorities may take disposition on any incident involving the mail, including serious offenses; i.e., explosive devices placed in boxes, etc.
  - d. The Postal Service has an on-call inspector available 24-hours a day and may respond to any serious offense.
  - e. Citizens may be referred directly to the Postal Service for non-serious incidents; i.e., mail theft.
7. Maricopa County Health Department-Animal Control Officers and Arizona Humane Officers: Officers may provide assistance to any Animal Control Officer or Arizona Humane Society officer as requested within the City.
8. Federal Bureau of Investigation (FBI)
  - a. The FBI will be given the opportunity to take primary jurisdiction for all federally insured bank robberies and federal fugitive investigations occurring within the City.
  - b. The FBI has primary responsibility for civil rights (USC 1983) and espionage investigations and incidents of international terror.
    - (1) It shall be the responsibility of Peoria Police Department employees to respond to lawful requests when dealing with FBI personnel in these matters.
    - (2) Employees receiving these types of requests will notify the Office of the Chief of Police through the chain of command within twenty-four hours detailing the request and the action taken.
  - c. On all other matters of mutual interest, FBI personnel will be afforded all courtesies extended to all other criminal justice agencies.

## 9. United States Secret Service

- a. The United States Secret Service has primary jurisdiction on all counterfeit U.S. currency cases occurring in the City of Peoria.
- b. Officers who come into possession of counterfeit U.S. currency will impound the instrument for safekeeping with a notation on the impound form to release to the U.S. Secret Service. An Incident Report (IR) will be written documenting the facts of the incident and the report will be exceptionally cleared.
- c. In counterfeit cases where a suspect is present and probable cause exists for an arrest for passing or possessing the forged instrument, the suspect will be taken into custody and the U.S. Secret Service will be notified for disposition.
- d. Under exigent circumstances, (the Secret Service is unable to respond in a timely manner) the suspect shall be booked for passing or possession of a forged instrument under ARS.

## 10. Salt River Project

- a. The Salt River Project allows the public to utilize canal rights-of-way for hiking, horseback riding, fishing, farming operations and any other use authorized by permit or license.
- b. Unauthorized activities include swimming, water skiing, surf boarding, acts of vandalism, interference with irrigation control structures, loitering and unauthorized vehicular traffic. Violators will be considered trespassers.
- c. Enforcement action will conform to the requirements for arrest on private property. Property jurisdiction questions will be referred to the Salt River Project Office. Officers MAY deviate in the following aggravated situations:
  - (1) At the discretion of the officer, warn and release for swimming, skiing, surf boarding, loitering and unauthorized vehicle traffic after the completion of an IR.
  - (2) Arrest or detain when a felony is committed or where malicious mischief involves considerable damage or when continual minor offenses occur by the same person after previous warnings have been ignored. When it becomes necessary to make an arrest, a supervisor will be notified.
  - (3) When Salt River Project employees make citizens' arrests, established procedures will be followed.

## 11. Maricopa County Sheriff's Office (MCSO)

- a. There are several county islands throughout the City of Peoria, as are depicted on the City Index Maps.
- b. Non-emergency calls to these areas shall be handled by MCSO.
- c. Emergency calls to these areas shall be handled by MCSO. The Peoria Police Department will respond to stabilize the emergency, with the primary investigation being the responsibility of MCSO.
- d. In reference to the Lake Pleasant Annex, MCSO will retain primary jurisdiction over the Waterways, including the floating Marina. The Peoria Police Department has secondary jurisdiction and will provide support and back-up, as needed, to these areas.

## 12. City Park Rangers (2.1.2)

- a. The City of Peoria Park Rangers have responsibility for:
  - (1) Patrolling and observing the activities of park patrons and
  - (2) Identifying inappropriate, unsafe or suspicious behavior and
  - (3) Tactfully resolving issues with the individual(s) involved.

- b. The City of Peoria Park Rangers do not have enforcement authority regarding City Ordinance violations within the city parks and must summon an officer from the Peoria Police Department to take the appropriate enforcement action.

G. Court Jurisdictions (2.1.2)

1. If a civil or criminal incident occurs within the City of Peoria on property governed by the City, the case will be referred to the proper Peoria City Court (civil/misdemeanor) or Lake Pleasant Justice Court (felony).
2. If a civil or criminal incident occurs and it is on the southern side of West Northern Avenue west of 91st Avenue, the case will be referred to the Estrella Mountain Justice Court.
3. If a civil or criminal incident occurs and it is on the southern side of West Northern Avenue between 67th Avenue and 91st Avenue, the case will be referred to the Lake Pleasant Justice Court.
4. If a civil or criminal incident occurs on 67th Avenue, the case will be referred to the Manistee Justice Court.
5. If a civil or criminal incident occurs on SR 74 west of the Lake Pleasant entrance, the case will be referred to the Hassayampa Justice Court.
6. Misdemeanor incidents occurring in Yavapai County and within two miles of the county line may cite into Lake Pleasant Justice Court.
7. All felony incidents occurring in Yavapai County must be charged into the Yavapai County Attorney's office without a court ordered change of venue.

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