



# MILWAUKEE POLICE DEPARTMENT

## STANDARD OPERATING PROCEDURE

### 310 – FOOT / BICYCLE PATROL

**GENERAL ORDER:** 2023-XX  
**ISSUED:** May 22, 2023

**EFFECTIVE:** May 22, 2023

**REVIEWED/APPROVED BY:**  
Assistant Chief Steven Johnson  
**DATE:** April 29, 2023

**ACTION:** Amends General Order 2022-28 (August 8, 2022)

**WILEAG STANDARD(S):** NONE

#### **310.00 PURPOSE**

The mission of the department's Neighborhood Foot Patrol Program is to improve the quality of life in city neighborhoods by reducing or preventing crime, fear, and disorder. Residents and police will develop mutual trust and confidence in working together to keep neighborhoods safe by intensely involving individual officers in an extended commitment to individual neighborhoods.

#### **310.05 GOALS OF PROGRAM**

- A. Reduction in actual or perceived criminal activity.
- B. Increase in the personal safety of the citizens.
- C. Increase citizen participation in reporting suspicious or criminal activity.
- D. Increase community awareness of actual or potential problems and citizen participation in correcting the problems.
- E. Upgrade overall quality of life within the community.

#### **310.10 OBJECTIVES OF PROGRAM**

- A. Open lines of communication with the various community based organizations, block clubs, business groups, fraternal organizations, social, youth, elderly agencies, and any other service related agencies.
- B. Ongoing exchange of information between the foot patrol officers, the area squad officers and other units within the department.
- C. Develop community awareness of the problems of crime by analyzing crime trends and reporting same to individuals or to groups who reside in the beat squad areas.
- D. Conduct security surveys for residential and business premises, making recommendations to "target harden" these premises.
- E. Attend block club meetings and other neighborhood activities as a resource person regarding law enforcement procedures and activities.

- F. Act as a resource person directing inquiries, problems or questions to the appropriate local, county, or state agencies.
- G. Develop and maintain line of communication with youth agencies and local youths.
- H. Collect and distribute pertinent information to the various department work locations concerning criminal or illegal activities.

### **310.15 PARK AND WALK**

An extension of the Neighborhood Foot Patrol – park and walk will facilitate communication between patrol officers and residents, thereby enhancing the relationship between the department and the community it protects. Park and walk will improve public perception of how officers are deployed and will allow the opportunity for residents to become more involved in improving the quality of life in their neighborhood. Park and walk may be conducted by area patrol officers during their regular tour of duty as outlined below:

- A. Officers shall perform a park and walk assignment within their assigned squad area.
- B. Park and walk shall be conducted in those areas requiring dedicated patrol.
- C. Crime trends / patterns, events, and any other reason of significance will be used to determine the geographical location and time of day or night for park and walk.
- D. The area and time of day or night is to be authorized by the district commanding officer or designee.
- E. Any member conducting a park and walk assignment shall advise the dispatcher via the department radio.
- F. Park and walk assignments should be completed in one to two hour increments. Such assignments should not be more than two hours in length without the authorization of their commanding officer or designee.
- G. Personnel assigned to park and walk can be preempted by the night watch commander or higher authority, but only when deemed necessary due to exigent circumstances. Personnel preempted from a park and walk assignment shall be returned to their previous duties as soon as practicable.
- H. Any deviation from this procedure will require authorization from the park and walk member's commanding officer or designee.

### **310.20 BICYCLE PATROL**

An extension of the Neighborhood Foot Patrol, bicycle patrol units enhance police presence with superior mobility and response time.

#### A. ASSIGNMENT

Bicycles shall be assigned to work locations as directed by the Chief of Police.

#### B. COMMANDING OFFICERS RESPONSIBILITIES

Commanding officers of work locations where bicycles are assigned will select the member(s) who shall be authorized to operate a bicycle, and shall ensure:

1. That members who are authorized to operate a bicycle are properly trained and equipped.
2. The secure storage of bicycles assigned to their locations.
3. That quarterly bicycle equipment inspections are conducted.
4. That an entry is made in the department's SharePoint and quarterly bicycle report reflecting which officer is assigned to which bicycle.
5. That, upon a transfer of a bicycle officer, the SharePoint site be updated reflecting the change.

#### C. ADMINISTRATION

1. Members shall only use a department owned bicycle with permission of their commanding officer.
2. The Technical Communications Division shall be notified whenever an officer is using a bicycle for patrol.

#### D. OFFICER'S RESPONSIBILITIES

1. Bicycle patrol officers shall only use department approved equipment.
2. Bicycle patrol officers will patrol in the approved bicycle uniform unless otherwise directed by their commanding officer.
3. Members assigned to bicycle patrol duty shall conduct a safety inspection before patrol, and perform minor maintenance and adjustments as needed. Members shall maintain their bicycles in a clean and safe operating condition.
  - a. Members shall not add or affix any equipment, stickers, emblems, or other items not provided by the department to their bicycle without the approval of the department bicycle supervisor.
  - b. Members shall be responsible for keeping issued items (e.g., Guardian Angels, BRRT gear, helmet, hex tool, tire wrenches) that are not directly attached to the bicycle in a safe and secure manner so that the equipment does not go

missing.

- c. Members shall ensure their emergency lighting system (including assigned Guardian Angel) is charged prior to their tour of duty to ensure several hours of continuous operation.
4. Members who are no longer assigned to bicycle patrol or listed as a designated bicycle member shall turn in all designated equipment and uniforms including:
    - a. The nylon duty belt (including nylon magazine pouches, nylon expandable baton holder, nylon Oleoresin Capsicum canister holster, etc.) to the Police Academy quartermaster;
    - b. The bicycle and its associated equipment (to include bicycle tools, air tubes, patch kits, tire levers, and multi-tools) to the department bicycle mechanic.
  5. Members shall promptly report to their shift commander and work location bicycle sergeant any missing, stolen, defective, or damaged bicycle equipment or uniforms.
    - a. Members shall complete a maintenance request on the MPD Bicycle Unit SharePoint [site](#) so that any defective or damaged bicycle equipment can be repaired or replaced.
    - b. Members shall follow the procedures in SOP 340 Uniforms, Equipment, and Appearance related to missing, stolen, defective, or damaged bicycle uniforms.
    - c. The work location bicycle sergeant shall notify the department bicycle supervisor via department email of any missing, stolen, defective, or damaged bicycle equipment or uniforms.
  6. Members shall promptly report any accident involving a department bicycle to their shift commander and work location bicycle sergeant.
  7. Members are prohibited from storing their department issued bicycle at any location other than their assigned work location without the permission of the department bicycle supervisor.

**Note: An exception to this policy can be made if the member is not reporting back to their work location after the assignment from which the bicycle was used (e.g., extra-duty or special event employment). The member must immediately bring the bicycle back for the next tour of duty at the member's assigned work location.**



JEFFREY B. NORMAN  
CHIEF OF POLICE