



# Scottsdale Police Department

## Police Bike Unit

### After-Hours Security Plan for Sanctuary

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identification include the following: 1) An unexpired state driver license with photo from any U.S. state or Canada. 2) A valid Arizona identification card with photo. 3) A valid unexpired passport. 4) An armed forces identification card. 5) A valid Mexican voter's identification card with photo and date of birth. 6) A valid unexpired border crossing identification card which is issued by a government."

**Omit Section V.3.c. entirely.**

**Change Section V.6.b., to the following;** "On-duty employees, agents, and management, except law enforcement officers, shall wear clothing that readily identifies them as employees of the Permittee."

**Change Addendum #1, A.1.a., to the following;** "There shall be a general manager and one assistant manager on duty during peak nights (Friday and Saturday or when there are special events)."

**Change Addendum #1, B.1., to include** "Two security officers will be responsible for checking identifications at the front door. All identifications must meet the minimum criteria for Scottsdale Revised Code Section 16-586 during the time period of After-Hours. Additional duties will be as follows; access control, counting of patrons, prevention of intoxicated or impaired persons from entering Sanctuary."

**Change Addendum #1, B.2. to the following;** "Off-Peak Nights (Sunday through Thursday, inclusive)."

**Change Addendum #1, B.3.c., to include the following;** "Exterior and parking lots 2 security officers."

**Insert the following after Addendum #1, B.1.b.;** "Report all acts of violence to management personnel and contact Scottsdale Police Department immediately."

**Insert the following after Addendum #1, B.3.c.;** "Sworn officers may be assigned according to the discretion of Sanctuary, but the Scottsdale Police Department Bike Unit Supervisor may mandate additional uniformed sworn officers at his discretion. Sworn officers will be assigned the following responsibilities."

I have the following recommendations:

**Change Section II.10.b., to read as follows;** "Permittee, managing agents, on-duty managers, supervisors, employees, and security personnel will cooperate closely with Scottsdale Police and other law enforcement officers, and neighbors in addressing and investigating complaints and concerns."

**Change Section II.10.c., to read as follows;** "Permittee's managing agent(s) shall meet with *Scottsdale Police Department* when requested by the *Scottsdale Police Bike Unit Supervisor*, or his designee, or District Commander on matters related to this plan."

**Change Section III.2., to read as follows;** "Prior to the first day of operation, the interior and exterior of the premises (including the parking area) the *Scottsdale Police Department Bike Unit Supervisor*, or his designee. Such approval is required to insure that appropriate crime prevention measures are in place including sufficient lighting, video cameras if required and adherence to the existing security plan, etc. Any changes required by the *Scottsdale Police Department Bike Unit Supervisor* or his designee must be instituted within 45 days of notice to Club Management."

**Change Section III.3.c), to read as follows;** "The proposed establishment shall establish and maintain an accurate log of all reportable incidents. The log shall be available to any law enforcement officer for inspection upon demand."

**Change Section III.4.c), to read as follows;** "The disorderly patrol will be turned over to the custody and care of law enforcement officers for disposition."

**Change Section III.6., to read as follows;** "The Permittee, managers, employees and sub-contracted employees will reasonably cooperate with police investigations and subsequent prosecutions regarding arrests made on or relating to the premises resulting from a need to maintain the peace or public order, or resulting from a request by the establishments employees to investigate any potentially criminal act. In cases where an arresting officers acts on information received from an employee of the establishment, all involved employees will provide, to a law enforcement officer, written statements detailing their observations and involvement."

**Change Section IV.2.b., to omit the words** "when the primary use is spirituous liquor in violation of state law."

**Change Section IV.2.b., to the following;** "Acceptable forms of identification and log verifying receipt of such identification shall conform with the requirements of state law and *Scottsdale City Code*. Acceptable forms of



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- a. Maintain radio communication with Sanctuary security officers and management.
- b. Conduct traffic control as needed.
- c. Assist civilian security officers in removal of disorderly and/or intoxicated guests.
- d. Maintain the peace outside of the liquor establishment until 0500 hours or until all patrons have left the area, whichever occurs last.
- e. At 0400 hours, patrol the exterior portions of Sanctuary to maintain the peace, as well as prevent criminal acts. All acts of violence must be reported to the Department of Liquor Licenses and Control, even when a victim is not available.
- f. If a valet is incorporated in the After-Hours plan, maintain the peace in the area of the valet.
- g. Assist Security Officers with maintaining order in the entrance line.
- h. Customers will be discouraged from committing criminal offenses in the area after closing.

Report all acts of violence to management personnel and contact Scottsdale Police Department for assistance, if necessary."

#### **Insert the following Addendum #2; "Refuse Plan**

Citizen surveys and calls for service both indicate that businesses in the vicinity of Sanctuary are concerned about the applicant's responsibility for cleaning the area.

Refuse areas are on the east and west side of the existing building in city-approved refuse containers that the existing business uses. Refuse containers will be emptied within twenty-four hours of an After-Hours event.

Sanctuary management will be responsible for cleaning and refuse pick-up for any refuse found within five hundred feet of the business and it's designated off-site patron parking lot including the parking garage. All bottles, trash, and related refuse found on streets, sidewalks, private property, and empty lots within the above-designated area will be placed in Sanctuary refuse container."

#### **Insert the following Addendum #3; "Safety Plan**

a. Entry will be refused for any patrons wearing any type of criminal street gang membership indicia, including the following:



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1. Self-proclamation, i.e. claiming membership in a criminal street gang.
2. Paraphernalia, i.e. hand signs.
3. Tattoos indicating or claiming gang membership.
4. Clothing or colors, i.e. bandanas, headwear, sports teams that may indicate membership in a criminal street gang.
5. Any other indicia of street gang membership.
  - a. Duration of Security Responsibilities; Responsibility for providing security to patrons, employees and the public will extend to the established parking areas as identified in the parking plan from at least one hour before opening to at least one hour after the end of business on Thursday, Friday, or Saturday nights or on any other day when conducting After-Hours operations.
  - b. Reporting Acts of Violence: All acts of violence inside and outside within five hundred feet of Sanctuary (including the parking area designated for valet services) shall be reported to an on duty manager and/or owner immediately. Scottsdale Police Department will be called immediately and an Arizona Department of Liquor Licenses and Control (DLLC) Licensee's Report of Act of Violence form will be completed. This report will be completed and forwarded to the DLLC and Scottsdale Police Department Bike Unit regardless of the action taken by the police department.
  - c. Sanctuary will maintain a current log of all acts of violence, disorderly conduct or other criminal activity that occurs on the premises. This log will be titled, "Incident Log" and will include date, time, and law enforcement incident number. The Incident Log will be available for inspection by any sworn law enforcement officer. Failure to maintain the Incident Log, failure to provide access to the Incident Log, or failure to provide written notification to the DLLC or Scottsdale Police Department Bike Unit will all be considered independent foundation for revocation of the After Hours Permit.



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- d. Assistance to Police Investigations; It is mandatory that any employee, including owners, managers, assistant managers, and staff will reasonably cooperate with any police investigation, and the subsequent prosecution regarding arrests made on or relating to the premises resulting from a need to maintain the peace or public order, or resulting from a request by our establishment to investigate any potential criminal act.
- e. Incidents of Criminal Trespass; During investigation and complaints of Criminal Trespass where the establishment is a victim, Sanctuary manager will act as an arresting citizen if uniformed sworn officers are not available.
- f. Disorderly patrons; Disorderly patrons will be safely escorted from the establishment by security officers and/or uniformed sworn officers. Disorderly patrons will be turned over to uniformed sworn officers for disposition."

#### **Insert the following Addendum #4; "Promoters**

Promoters have been a source of frustration and disorder for liquor establishments throughout the city. Promoter licensing and record checks will discourage illegal activities, such as flyers on unoccupied vehicles, and other illicit solicitations.

- a. All promoters will complete an application, a copy of which will be submitted to the Scottsdale Police Department Bike Unit, 3700 North 75<sup>th</sup> Street, Scottsdale, AZ 85251. The application will include the full name, present address, date of birth, social security number, driver license state and driver license number.
- b. Promoters will be licensed to operate, and must provide a copy of their City of Scottsdale Privilege License prior to employment.
- c. The Scottsdale Police Department will conduct a criminal records check of the promoter.
- d. The promoter must maintain current logs of employees and all employees must be a minimum of nineteen years old. Failure of a promoter to maintain a current employee log will result in immediate revocation of the promoter's City of Scottsdale Privilege License. The employee log must



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include full legal name, date of birth, address, responsibilities, and driver license number.

**Insert the following Addendum #5; "Dates of Operation**

Sanctuary has not identified which days it intends to operate thereby reducing police department abilities for planning and preparation for increased calls for services during After-Hours events. Sanctuary management and/or ownership will, within ten days of receipt of the final approval and for the entire period that the After Hours Permit allows, provide the Scottsdale Police Department Bike Unit with a specific written list of the dates that After-Hours will be conducted for the following reasons:

- a. Preparation: After-Hours events often tax police resources more than liquor establishments during regular hours. Prior notice will allow police to prepare for the events.
- b. Inspections: Police inspections can be performed of the After-Hours events.

Operation of After-Hours on dates not identified by Sanctuary list of dates for the upcoming year will result of immediate closure of the After-Hours operation, as well as place Sanctuary in noncompliance. Upon renewal of the Permit, Sanctuary will within ten days, provide a schedule of After Hours dates.

**Insert the following Addendum #6; "Enforcement of Security Plan by City of Scottsdale**

- a. Violations of this Security Plan will be enforceable by City of Scottsdale Police Officers and Code Enforcement employees.
- b. A violation of this Security Plan will have the effect of immediately suspending all After-Hours operations by Sanctuary.

All elements of this Security Plan are enforceable independently, and cannot be changed by Sanctuary, it's management, or it's owners without a written request to the Scottsdale Police Department."