

Table of Contents

What is “crime” data and how does it differ from 911 calls or incident reports?.....	3
I've found some duplicate records in the database. Is there a reason that records might be listed more than once? If not, can I delete duplicate records?	3
Why do some records not list a neighborhood? Also, some neighborhoods are labeled 88 or 87. What do they represent?.....	4
Are crimes typically reported the month they happen or is there a delay? To what agency are the crimes reported?.....	4
Some dates of occurrence fall way of the range of data we received. Is there a reason that crimes would be listed under a different year or are these just typos?	5
Is the time the actual time the crime allegedly occurred?.....	5
Could you provide more detailed descriptions of unfounded, new and administrative adjusted crimes?	5
What exactly does “count” represent? If I add up the count should it give me a total number of crimes?.....	6
The field “Crime” appears to be codes for specific types of crimes, or description of crimes. Also, is there a way to use this field (or another) to determine which crimes are Part I vs. Part II crimes?	6
How many police districts are there? Also, some records do not have a district listed. What does this mean?	7
XCoord and YCoord - what are these coordinates of/for?	7
There are several addresses associated with the crime record. Does one of the address fields tend to be more accurate than the other?.....	7
Are crimes occurring at casino boats handled by the SLMPD?	8

What is “crime” data and how does it differ from 911 calls or incident reports?

“Crime” data from the St. Louis Metropolitan Police Department (SLMPD) refers specifically to criminal acts known to the police as defined by Uniform Crime Reporting (UCR) standards.

There are several different types of law enforcement data at the SLMPD.

- Calls for service – This data primarily consists of 9-1-1 calls, but also includes self-initiated and administrative patrol activities. Some of these calls are to report criminal activity and result in the creation of an incident report; other calls are, for various reasons, closed without any further action needed from the police department (i.e. a burglar alarm that was accidentally set off).
- Incident reports – If activity comes to the attention of the police that violates the criminal code of the Missouri State Revised Statutes (RSMo) or violates ordinances of the City of St. Louis, an incident report is written. This incident report is meant to document facts and evidence regarding alleged criminal activity to be passed on for prosecution in the appropriate court.
- Crime – Every incident report at the SLMPD is read by a “UCR Technician”, a person who applies standardized definitions of crimes to the facts presented in the incident reports. The application of these standards ensures that crimes are comparable regardless of where they happen. For example, a person who is beaten and has both legs broken may be a victim of Assault 1st degree in the State of Missouri, but may be a victim of Battery in a different state (dependent on that State’s particular criminal law). Under UCR guidelines, the person is a victim of aggravated assault, regardless of the criminal law of their state or the charge that may result from prosecution.

I've found some duplicate records in the database. Is there a reason that records might be listed more than once? If not, can I delete duplicate records?

There should be no “duplicate” records. There are several situations that result in records that *look* like duplicates, but are NOT duplicates.

Records appearing to be duplicates may, in fact, be multiple crimes occurring during the same incident. The Uniform Crime Reporting (UCR) “hierarchy rule” limits most crimes to one crime per incident, with the highest, or most serious crime, occurring during the incident being counted. Exceptions to this rule include simple and aggravated assaults, which are counted *per victim*, and motor vehicle theft, which is counted *per vehicle*. Thus, if three people are victims of aggravated assault in one incident, the resulting three records may

look exactly alike. Homicides and Rapes are also counted *per victim*, and arsons are always counted, in addition to any accompanying simultaneous crime. For more information concerning the UCR “hierarchy rule” and other reporting guidelines, please refer to the Uniform Crime Reporting Handbook, which can be found on the Federal Bureau of Investigation’s (FBI) website.

Additionally, some adjustment records (explained further in this document) may appear to be very similar, but again, they are not duplicate records.

Why do some records not list a neighborhood? Also, some neighborhoods are labeled 88 or 87. What do they represent?

An attempt is made to “verify” all addresses of crimes in the City of St. Louis. Address verification is the process of confirming that the address is valid and attaching geographic information, such as neighborhood and district, to that call, incident, or crime record. In some cases, the address is not verified properly, and valid geographic boundary information is unavailable for that record. At times, due to circumstances of the particular incident, the crime victim may be unsure of the location of the crime.

Neighborhood numbers of 80 and above represent major public areas in the city other than neighborhoods, most of which are parks. The numbers represent the following areas:

- 80 – Carondelet Park
- 81 – Tower Grove Park
- 82 – Forest Park
- 83 – Fairgrounds Park
- 84 – Penrose Park
- 85 – O’Fallon Park
- 86 – Cal-Bel Cemetery
- 87 – Botanical Garden
- 88 – Wilmore Park

Are crimes typically reported the month they happen or is there a delay? To what agency are the crimes reported?

Crime data is reported monthly to the Missouri State Highway Patrol (MSHP). The State of Missouri then sends that data to the Federal Bureau of Investigation (FBI).

In October 2004, an administrative cleanup of outstanding incomplete incident reports occurred by the order of Chief Joseph Mokwa. Prior to this time, delay in reporting the crime to the MSHP was more common than it is today.

After that cleanup and currently today, the vast majority of crimes are reported to the MSHP for the month in which the crime was reported to the SLMPD.

Some dates of occurrence fall way of the range of data we received. Is there a reason that crimes would be listed under a different year or are these just typos?

Old occurrence dates are usually caused by a delay in reporting of crime. There are often significant delays in reporting of crimes, and some of these delays can be quite surprising to those who are unfamiliar with large amounts of criminal data/activity. For instance, identity theft and other types of theft may go undiscovered for years. Additionally, SLMPD usually has at least one homicide every year in which the person expires many years after the action that causes the person's death.

An occasional typo occurs, and you can safely assume that future occurrence dates are typos.

Is the time the actual time the crime allegedly occurred?

The "Date Occurred" field is based on the "Date Occurred From" field on the Incident Report, and the time in that field is the time the incident occurred. On some incidents (often in burglaries or motor vehicle thefts), the victim may be uncertain as to the actual time of the crime. In these cases, there is a field on the incident report for the date and time that the incident "occurred to" (i.e. the victim parked her car at 11:00 p.m. and when she went outside at 8:00 a.m., the car was gone). The "Occurred to" field is not part of our standard crime dataset.

Could you provide more detailed descriptions of unfounded, new and administrative adjusted crimes?

"New crime" is straightforward – a UCR Technician reads a completed incident report, applies UCR standards, and codes the crime to the appropriate category.

"Unfounded" is when a crime has been reported to the police and then further information or investigation reveals that no crime took place (for example, a person reports their vehicle stolen, but the person discovers a family member borrowed the vehicle without notifying them).

"Administrative Adjustment" denotes some change in crime classification. For example, a person is shot; the crime would be reported as an aggravated assault. The person dies two months later from an infection of the gunshot wound. An administrative adjustment would occur to subtract (-1 in the count) the aggravated assault and add (+1 in the count) a homicide. There are common

adjustments to motor vehicle theft codes due to tracking of recoveries of the vehicles; these adjustments do not affect the bottom line figure, but are important for crime analysis purposes. Other administrative adjustments may occur if a crime has been incorrectly coded (as found via regular monthly audits).

What exactly does “count” represent? If I add up the count should it give me a total number of crimes?

The count represents how the particular record impacts the bottom line crime figure. Unfounded records are deducted from the crime total, because they mean that the original crime reported for that complaint number was NOT indeed a crime. Administrative adjustments occur usually when there has been some change to the original classification of the incident. There is a deduction of the original classification and an addition of the updated crime classification.

A sum on the “count” column will give you the total number of crimes.

The field “Crime” appears to be codes for specific types of crimes, or description of crimes. Also, is there a way to use this field (or another) to determine which crimes are Part I vs. Part II crimes?

The “crime” field shows a six-digit number that corresponds to the description. If you see only five numbers, that is because Excel has left off the leading zero. The first two digits designate the Uniform Crime Reports (UCR) category of the crime, and the last four are internal SLMPD codes.

The first two digits of the six-digit crime code represent Uniform Crime Reports (UCR) Part I crimes:

- 01 – Homicide (Keep in mind that Excel will, by default, cut off the leading zero, so the number will look like 10000).
- 02 – Rape (i.e. 20000 – 29999)
- 03 – Robbery (i.e. 30000 – 39999)
- 04 – Aggravated Assault
- 05 – Burglary
- 06 – Larceny
- 07 – Vehicle Theft
- 08 – Arson

All other codes are Part II, ranging from 09 (Simple Assault) to 26 (All Other Part II, a “catch all” category). Again, the first two digits represent the general UCR category, and you can look at the description field to determine those categories.

How many police districts are there? Also, some records do not have a district listed. What does this mean?

There are nine police districts, as designated by a single-digit number (1 – 9).

Crimes in which an address is unavailable or unverified will not have an assigned district. Refer to the answer to the question regarding missing/null neighborhoods; the address validation process described therein is also how District is assigned to the record.

XCoord and YCoord - what are these coordinates of/for?

The XCoord and YCoord fields are X- and Y-coordinates of the I/Leads incident location and in State Plane North American Datum 1983 (NAD83) format. This is a standard coordinate system for displaying regional/local geographic data in any desktop mapping application.

There are several addresses associated with the crime record. Does one of the address fields tend to be more accurate than the other?

The I/Leads address would be the more accurate address to use in examining location of crime. A 911 caller may have a general idea of where an emergency is happening, but the police officer must determine, while on the scene, where the incident actually happened. The Computer-Aided Dispatch (CAD) address comes from where the 911 caller has said the incident is located, while the I/Leads address comes from the official police incident report.

If there is a zero in the I/Leads street number field, it is usually because the incident occurred at an intersection. In these cases, the street number will be zero, and the street names for the intersection will be in the “ILEADS-Street” field, separated by a “/”.

The I/Leads system for police incident reports was put in place in September 2003. Crime records from prior to this time may have a greater incidence of addresses with a “0” in the street number field due to the loading of data from the newer CAD system to the older Police Incident Reporting System (PIRS).

Any common “Location Name” (i.e. Zoo, Scottrade Center, etc.) is also included to assist in understanding crime data.

Are crimes occurring at casino boats handled by the SLMPD?

The Missouri State Highway Patrol has jurisdiction over gambling-related incidents that occur on casino boats. This means that they would be compiling statistics and reporting those crimes instead of the St. Louis Metropolitan Police Department.

Non-gambling related crimes occurring on casino boats would be reported to and by the SLMPD, provided that the casino, the MSHP, or the victim notified the SLMPD that a crime occurred.

SLMPD NEIGHBORHOOD TO DISTRICT LISTING
BY NEIGHBORHOOD NUMBER
As of 06/05/08



Neighborhood Number	Neighborhood Name	Neighborhood Primary District	Neighborhood Addl District
1	Cardonlet	1	
2	Patch	1	
3	Holly Hills	1	
4	Boulevard Heights	1	
5	Bevo Mill	1	
6	Princeton Heights	1	2
7	South Hampton	2	
8	St. Louis Hills	2	
9	Lindenwood Park	2	
10	Ellendale	2	
11	Clifton Heights	2	
12	The Hill	2	
13	Southwest Garden	2	3
14	North Hampton	2	
15	Tower Grove South	3	
16	Dutchtown	1	
17	Mount Pleasant	1	
18	Marine Villa	1	3
19	Gravois Park	3	
20	Kosciusko	3	
21	Soulard	3	
22	Benton Park	3	
23	McKinley Heights	3	
24	Fox Park	3	
25	Tower Grove East	3	
26	Compton Heights	3	
27	Shaw	3	
28	McRee Town	9	
29	Tiffany	9	
30	Benton Park West	3	
31	The Gate District	9	
32	Lafayette Square	4	
33	Peabody-Darst-Webbe	4	
34	Lasalle	4	
35	Downtown	4	
36	Downtown West	4	
37	Midtown	9	
38	Central West End	7	9
39	Forest Park SE	9	
40	Kings Oak	2	
41	Cheltenham	2	
42	Clayton-Tamm	2	
43	Franz Park	2	
44	Hi-Point	2	
45	Wydown-Skinker	2	
46	Skinker-DeBaliviere	7	
47	DeBaliviere Place	7	
48	West End	7	
49	Visitation Park	7	
50	Wells-Goodfellow	7	

SLMPD NEIGHBORHOOD TO DISTRICT LISTING
BY NEIGHBORHOOD NUMBER
As of 03/17/03

Neighborhood Number	Neighborhood Name	Neighborhood Primary District	Neighborhood Addl District
49	Visitation Park	7	
50	Wells-Goodfellow	7	
51	Academy	7	
52	Kingsway West	7	
53	Fountain Park	8	
54	Lewis Place	8	
55	Kingsway East	8	
56	The Great Ville	8	
57	The Ville	8	
58	Vandeventer	8	
59	Jeff Vanderlou	5	9
60	St. Louis Place	4	5
61	Carr Square	4	
62	Columbus Square	4	
63	Old North St. Louis	4	5
64	Near N. Riverfront	4	5
65	Hyde Park	5	
66	College Hill	5	
67	Fairground Neighborhood	5	
68	O'Fallon	5	6
69	Penrose	6	
70	Mark Twain I-70 Ind.	6	
71	Mark Twain	6	
72	Walnut Park East	6	
73	North Point	6	
74	Baden	6	
75	Riverview	6	
76	Walnut Park West	6	
77	Covenant Blu - Grand Center	9	
78	Hamilton Heights	7	
79	North Riverfront	6	
80	Carondelet Park	1	
81	Tower Grove Park	3	
82	Forest Park	2	
83	Fairgrounds Park	5	
84	Penrose Park	6	
85	O'Fallon Park	6	
86	Calvary-Bellefontaine Cemeteries	6	

Sort a range

▼ Sort rows in ascending order (A to Z, or 0 to 9) or descending order (Z to A, or 9 to 0)

1. Click a cell in the column you would like to sort by.
2. Click **Sort Ascending**  or **Sort Descending** .


▼ Sort rows by two or three criteria (columns)

For best results, the range you sort should have column labels, or headers.

1. Click a cell in the range you want to sort.
2. On the **Data** menu, click **Sort**.
3. In the **Sort by** and **Then by** boxes, click the columns you want to sort, starting with the most important.
4. Select any other sort options you want, and then click **OK**.

▼ Sort rows by four criteria (columns)

1. Click a cell in the range you want to sort.
2. On the **Data** menu, click **Sort**.
3. In the first **Sort by** box click the column of least importance.
4. Click **OK**.
5. On the **Data** menu, click **Sort**.
6. In the **Sort by** and **Then by** boxes, click the other three columns you want to sort, starting with the most important.
7. Select any other sort options you want, and then click **OK**.

If the results are not what you want, click **Undo** .

Notes

- To exclude the first row of data from the sort, because it is a column header, on the **Data** menu, click **Sort**, and then under **My data range has**, click **Header row**.
- To do a case-sensitive sort, on the **Data** menu click **Sort**, click **Options**, and then select **Case sensitive**.
- To find the top or bottom values in a range, such as top 10 grades or bottom 5 sales amounts, use AutoFilter. For more information, see [Filter a range](#).

MICROSOFT EXCEL HELP TEXT

HOW TO SORT AND SUBTOTAL THE DATASET



Insert subtotals

▼ Insert individual subtotals

	A	B	C
1	Region	Sport	Sales
2	East	Golf	\$5,000
3	East	Golf	\$2,000
4	East	Golf	\$1,500
5		Golf Total	\$8,500
6	East	Safari	\$9,000
7	East	Safari	\$4,000
8		Safari Total	\$13,000




1 Column to subtotal

2 Subtotals

1. Make sure the data you want to subtotal is in the following format: each column has a label in the first row and contains similar facts, and there are no blank rows or columns within the range.
2. Click a cell in the column to subtotal. In the example above, you'd click a cell in the Sport column, column B.
3. Click **Sort Ascending**  or **Sort Descending** .
4. On the **Data** menu, click **Subtotals**.
5. In the **At each change in** box, click the column to subtotal. In the example above, you'd click the Sport column.
6. In the **Use function** box, click the **summary function** (summary function: A type of calculation that combines source data in a PivotTable report or a consolidation table, or when you are inserting automatic subtotals in a list or database. Examples of summary functions include Sum, Count, and Average.) you want to use to calculate the subtotals.
7. In the **Add subtotal to** box, select the check box for each column that contains values you want to subtotal. In the example above, you'd select the Sales column.
8. If you want an automatic page break after each subtotal, select the **Page break between groups** check box.
9. If you want the subtotals to appear above the subtotaled rows instead of below, clear the **Summary below data** check box.
10. Click **OK**.

Note You can use the **Subtotals** command again to add more subtotals with different summary functions. To avoid overwriting the existing subtotals, clear the **Replace current subtotals** check box.

► Tip

To display a summary of just the subtotals and grand totals, click the outline symbols  next to the row numbers. Use the  and  symbols to display or hide the detail rows for individual subtotals.

► Insert nested subtotals

MICROSOFT EXCEL HELP TEXT HOW TO SORT AND SUBTOTAL THE DATASET

	A	B	C
1	Region	Sport	Sales
2	East	Golf	\$5,000
3	East	Golf	\$2,000
4		Golf Total	\$7,000
5	East	Tennis	\$1,500
6	East	Tennis	\$500
7		Tennis Total	\$2,000
8	East Total		\$9,000
9	West	Golf	\$3,500
10	West	Golf	\$2,500
11		Golf Total	\$6,000
12		Tennis Total	\$9,200
13	West Total		\$13,000

1 Outer subtotals

2 Nested subtotals

1. Make sure the data you want to subtotal is in the following format: each column has a label in the first row and contains similar facts, and there are no blank rows or columns within the range.
2. Sort the range by multiple columns, sorting first by the outer subtotal column, then by the next inner column for the nested subtotals, and so on. In the example above, you'd sort the range first by the Region column, and then by the Sport column.

► How?

For best results, the range you sort should have column labels.

1. Click a cell in the range you want to sort.
2. On the **Data** menu, click **Sort**.
3. In the **Sort by** and **Then by** boxes, click the columns you want to sort.
4. Select any other sort options you want, and then click **OK**.

3. Insert the outer subtotals.

► How?

1. On the **Data** menu, click **Subtotals**.
2. In the **At each change in** box, click the column for the outer subtotals. In the example above, you'd click Region.
3. In the **Use function** box, click the **summary function** (summary function: A type of calculation that combines source data in a PivotTable report or a consolidation table, or when you are inserting automatic subtotals in a list or database. Examples of summary functions include Sum, Count, and Average.) you want to use to calculate the subtotals.
4. In the **Add subtotal to** box, select the check box for each column that contains values you want to subtotal. In the example above, that column would be Sales.
5. If you want an automatic page break after each subtotal, select the **Page break between groups** check box.
6. If you want the subtotals to appear above the subtotaled rows instead of below, clear the **Summary below data** check box.
7. Insert the nested subtotals.


MICROSOFT EXCEL HELP TEXT

HOW TO SORT AND SUBTOTAL THE DATASET

► How?

1. On the **Data** menu, click **Subtotals**.
2. In the **At each change in** box, click the nested subtotal column. In the example above, that column would be Sport.
3. Select the **summary function** (summary function: A type of calculation that combines source data in a PivotTable report or a consolidation table, or when you are inserting automatic subtotals in a list or database. Examples of summary functions include Sum, Count, and Average.) and other options.
4. Clear the **Replace current subtotals** check box.
5. Repeat the previous step for more nested subtotals, working from the outermost subtotals in.

► Insert a total row in a list

1. Make sure that the **list** (list: A series of rows that contains related data or a series of rows that you designate to function as a datasheet by using the **Create List** command.) is active by selecting a cell in the list.
2. Click **Toggle Total Row**  on the **List** toolbar.