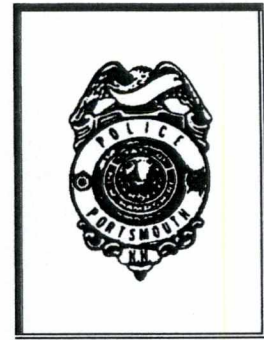


BOARD of POLICE COMMISSIONERS

of the

City of Portsmouth, N.H.



Chairman Joseph J. Onosko...Commissioner Jim Splaine...Commissioner Stefany Shaheen

"Providing Citizen Oversight of Your Police Department"

NOTICE: The Police Commission has a dedicated phone number at the police department.

You can call the Commissioners at 603-610-7471 and leave a message regarding your concerns, along with your name and a telephone number. The Commissioners will be advised of your message and someone will return your call in a timely fashion. You can also email the Commissioners directly through the Police Department webpage, by clicking on "Police Commission", and then clicking on any of the Commissioners' names.

PUBLIC NOTICE OF POLICE COMMISSION MEETING

DATE:
LOCATION &
TIME:

April 23, 2019 (Tuesday)

9:00 a.m., Wm. Mortimer Conference Room, Police Dept.
10:00 a.m., Eileen Dondero Foley Council Chambers, City Hall

Please see important note on the start time:

NOTE: The meeting will start at 9:00 a.m. in the Wm. Mortimer Conference Room. It is anticipated the Commission will go into a non-public session immediately, as provided for under RSA 91-A:3 II (a-e & i) The public session will then resume in Council Chambers whenever the non-public session is finished, which should be at or about 10:00 a.m.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ACCEPTANCE OF THE MINUTES OF THE MEETING HELD ON:

March 26th, 2019. (Anticipated Action: A motion will be made to accept the minutes of the March 26th meeting.)

IV. PUBLIC COMMENT

Individual comment is limited to five minutes.

V. NEW BUSINESS:

A. POLICE COMMISSION:

1. Commissioner Onosko:
 - a.) Update on P.D. drone acquisition, policies and procedures
 - b.) Update on body & car camera exploratory sub-committee.

B. CHIEF OF POLICE:

1. Grants & Donations:
 - a. Donation of \$55 made by West End Studio. The donation will support our Police Explorers Post.
2. Letters of Appreciation from Outside the Department
3. Accreditation Update
4. Monthly Traffic Stats
5. Financial Report – Karen Senecal
 - a. Grant Applications Update
 - b. Facilities Report

C. PATROL DIVISION:

This report is included in the commission packet.

VI. COURT OFFICE REPORT

This confidential report is included in the commission packet.

VII. MISCELLANEOUS/OTHER BUSINESS: None

VIII. NEXT REGULAR MEETING: The next Commission meeting is scheduled for Tuesday, May 28th, 2019 at the usual 4:00/5:30 start time. Please check the meetings calendar on the city's website as the date approaches for cancellations or changes to the time or meeting location.

NOTICE to members of the public who are hearing impaired: If you wish to attend a meeting and need assistance, please contact City Human Resources at 431-2000 ext. 7270 prior to the scheduled meeting. Thank You.

Kathie Levesque

(Posted on April 18th, 2019)

Tim Splaine, Clerk of the Commission

MINUTES
OF
PREVIOUS
MEETING(S)

PORTSMOUTH POLICE COMMISSION
MINUTES OF THE MARCH 26TH, 2019 POLICE COMMISSION
MEETING

5:30 p.m. Public Session – Eileen Dondero Foley Council Chambers

Joseph J. Onosko, Chair
Jim Splaine
Stefany Shaheen

- I. **CALL TO ORDER:** The March 26th, 2019 monthly Police Commission meeting was called to order at 4:30 p.m. in the Wm. Mortimer Room of the police department for the purpose of going into non-public session.

The Chair called for a motion to go into non-public session under the provisions of RSA 91:A, 3-II (a), “Dismissal, promotion or compensation of any public employee...”, (c), “Matters which, if discussed in public, would likely affect adversely the reputation of any person...”

Action: Commissioner Splaine moved to enter non-public session for the purposes delineated above.

Seconded by Commissioner Onosko.

On a Roll Call Vote: The motion passed as follows:

Commissioner Onosko:	“Aye.”
Commissioner Splaine:	“Aye.”
Commissioner Shaheen:	“Aye.”

The motion passed to go into non-public session at 4:40 p.m.

The public session was called back to order at 5:35 p.m. in the Eileen Dondero Foley Council Chambers. (An archived video of the meeting is available on the city’s website.)

The following people were present: Commissioners Onosko, Splaine, and Shaheen, Chief Robert Merner, Admin. Manager Karen Senecal, and Exec. Assistant Kathleen Levesque.

II. **PLEDGE OF ALLEGIANCE:** Kathleen Levesque led the Pledge of Allegiance.

III. **ACCEPTANCE OF THE MINUTES:**
The Chair asked for a motion to accept the minutes.

Action: Commissioner Shaheen moved to accept the minutes of the March 7th meeting as written.

Seconded by Commissioner Splaine.

On a Voice Vote: The motion passed to accept the minutes of the March 7th, 2019 meeting as written.

Action: Commissioner Shaheen moved to accept the minutes of the March 12th meeting as written.

Seconded by Commissioner Splaine.

On a Voice Vote: The motion passed to accept the minutes of the March 12th, 2019 meeting as written.

IV. **PUBLIC COMMENT:** (The following is a brief summary of each person's comments, and represents the speaker's personal opinion. The entire meeting can be viewed online by going to the City's website and scrolling down the home page of the City's website to "Recent Meeting Broadcast", or "City YouTube Channel..." which is in the blue box just below it.)

There being no one wishing to speak, the Chair closed the public comment section.

V. **UNFINISHED BUSINESS:** None.

VI. **NEW BUSINESS:**

A. POLICE COMMISSION:

1. Commissioner Onosko:

The Commission moved to item (d) under Commissioner Onosko and addressed the building, mold, and air quality updates.

d. Karen Senecal reported there is no new data since the last meeting regarding the air quality in Capt. Warchol's office. They did test the room after the work was complete and he had moved back into his office, and found the air quality was still poor. In response, they

installed a high powered air scrubber and they will test again. Work is ongoing in Lt. Cummings' office for similar serious mold and air quality issues. They will test his office again when the work is complete. Commissioner Shaheen asked if the remediation planned to address the mold and air issues encompasses all of the areas that actually need remediation in the Department. Karen said it did, although she does not have a timetable yet for all the abatement work that has to happen before the remediation work. They will test the air quality after the abatement work has been completed.

While awaiting retrieval of the three written reports from Chief Merner's office, Commissioner Onosko asked for a motion to suspend the agenda and move to Letters of Appreciation and Recognition from the Chief's report.

Action: Commissioner Splaine moved to suspend the agenda and move to Letters of Appreciation and Recognition from the Chief's report.

Seconded by Commissioner Shaheen.

On a Voice Vote: The motion passed to suspend the agenda and move to Letters of Appreciation and Recognition from the Chief's report.

B. CHIEF'S REPORT:

2. Letters of Appreciation from Outside the Department
Chief Merner read a letter of thanks into the record from a family member of a resident whom Portsmouth Police Officers rescued from a parking lot. The resident was in the midst of a diabetic emergency and responding officers brought the resident to the emergency room. The family was so grateful for the officers' response and care.

Commissioner Shaheen stated for the record that often well-meaning people don't know how to help someone experiencing a diabetic emergency, and the informed response of the officers was most welcome.

1. Recognition – Kathleen Levesque was recognized for 20 years of service to the Portsmouth Police Department.

The Chair returned to the agenda as published.

- a. Internal Report: PD's **R**esponse **T**o **R**esistance (2017 & 2018) (formally known as 'Use-of-Force' report):
In 2018 the Portsmouth Police Department recorded 135 RTR reports compared to 2017, where there were 152 RTR reports. This is an 8% decrease in one year. Chief Merner continued to review the statistics contained in the report.
Chief Merner noted that the 20% decrease in injuries to suspects, and the 42% decrease of injuries to officers was a direct result of the training officers have received.
- b. Internal Report: PD's Biased-based Policing (2017 & 2018):
There were no complaints alleging bias in 2018. The department responded to nearly 50,000 calls for service. In 2017 we received one complaint for an officer action which the complainant felt was based on race. The complaint was investigated by Internal Affairs and deemed to be unfounded. The individual making the complaint has been pulled over for a violation of the hands-free law.
- c. Internal Report: Police Department's Vehicle Pursuit Policy & Incidents (2017 & 2018): The Portsmouth Police has an SOP that specifically governs pursuits. These are among the most dangerous of police actions. In 2018 we had 50,000 calls for service, and we had a total of 7 pursuits. Upon review, all 7 pursuits were found to be policy compliant. Two pursuits were called off by the agency. In two other cases, we made policy changes because the pursuits involved two-wheeled vehicles. In 2017, there were no pursuits.

All three of these reports will be posted to the website and available to the public.

B. CHIEF OF POLICE

- a.) Accreditation Update – Our accreditation manager, Jackie Burnett, has recently begun a review of our policies to insure we continue to be in compliance with the new CALEA standards. Jackie has identified 14 policies that need some tweaking on the wording to bring them up to the new standard.
- b.) Monthly Traffic Stats: 1539 stops for January and February

Stats for this past week:

- 250 Motor Vehicle stops
- 25 Summonses
- 60+ written warnings
- We are averaging a minimum of 250 stops per week.

We will continue to increase our traffic enforcement with the addition resources from the state highway safety grants.

- c.) Financial Report – As we near the end of the fiscal year, Karen can confirm the Department will again end the year in the black.
- d.) Facilities Update
- e.) Grants:
 - NH Highway Safety Grant Applications: These are due after the first of April.
 - Bullet-proof Vest Grant: We are still awaiting the application.
 - Drone Grant: We are currently in the bid process.
 - ICAC Granite Shield funding: We are seeking a continuation of funding from the state budget that we received last year. We are looking for \$250,000 per year.
- f.) The proposed budget is currently posted on the home page and will remain there until the budget is approved. Commissioner Shaheen asked Karen several questions on budget line items.
- g.) Strategic Plan: The plan was reviewed briefly with some highlights noted by Chief Merner. The complete report will be up on the website.

Comm. Shaheen asked the Chair when it would be possible to present the strategic plan to the city council. Chief Merner said we would get the chance to review a lot of it at the upcoming work session with the council. Commissioner Shaheen recommended we make time to review it before the city council. It would be very helpful for the current council and incoming councilors to know what is ahead for the police department in the next five years.

C. PATROL DIVISION:

- a. This report was included in the 3-26-19 commission meeting packet.

VII. COURT OFFICE REPORT:

- a. This confidential report was included in the 3-26-19 commission meeting packet.

VIII. MISCELLANEOUS/OTHER BUSINESS: None.

IX. NEXT REGULAR MEETING:

The next commission meeting is scheduled for Tuesday, April 23rd, 2019, with the public session beginning at 5:30 p.m. in the Eileen Dondero Foley Council Chambers.

X. MOTION TO ADJOURN:

There being no further business before the Commission, the Chair asked for a motion to adjourn.

Action: Commissioner Shaheen moved the March 26th, 2019 Police Commission Meeting be adjourned.

Seconded by Commissioner Splaine.

On a Voice Vote: The motion passed to adjourn the March 26th, 2019 Monthly Police Commission Meeting at 6:37 p.m.

END OF MEETING

Kathe

Respectfully Submitted By Kathleen Levesque, Executive Assistant

Reviewed By Commissioner Splaine, Clerk of the Commission

Jim Splaine

POLICE
COMMISSION
BUSINESS

POLICE COMMISSION – NEW BUSINESS

APRIL 23RD, 2019 MEETING

V. NEW BUSINESS:

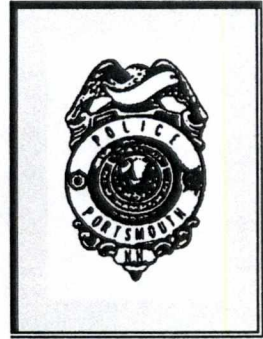
A. POLICE COMMISSION:

1. Commissioner Onosko:

- a.) Update on P.D. drone acquisition, policies and procedures
- b.) Update on body & car camera exploratory sub-committee.

BOARD of POLICE COMMISSIONERS

*of the
City of Portsmouth, N.H.
April 23rd, 2019*



**Lt. Cummings and Officer Noury will brief the Commission on
the developing drone program.**

CHIEF'S REPORT

GRANTS & DONATIONS TO BE ACCEPTED:

B. CHIEF OF POLICE:

1. Grants & Donations:

- a. Donation of \$55 made by West End Studio. The donation will support our Police Explorers Post.

(Anticipated Action: A motion will be made to accept the donation listed and forward to the City Council for their action.)

Financial Reports

FY18 YEAR TO DATE SUMMARY

March 31, 2019

Appropriated Budget	YTD Expenses and Encumbrances	Available Balance	% of Budget Used
11,280,229	8,762,356	2,517,873	77.68%
Minus Annualized Expenditures			
(130,203)	(130,203)	Leave at Termination	
(1,658,908)	(1,658,908)	Health Insurance	
(204,441)	(204,441)	Workers Compensation	
ACTUALS			
9,286,677	6,768,804	2,517,873	72.89%

% Through FY	76.92%
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Administrative Services Division

Financial Reports

By Division - FY18 YEAR TO DATE SUMMARY

March 31, 2019

DEPARTMENT	BUDGET	MARCH	Encumbered	Misc Recon	YEAR TO DATE EXPENSES	AVAILABLE BALANCE	% OF BUDGET USED	Minus Annualized Expenses	YTD Expenditures w/o Annualized Expenses	% of Adjusted Budget Used
		76.92%								
		EXPENSES	EXPENSES	External Funding Recon & Journal Entries (Mar)						
Administration	1,090,983	75,954	631	(3,347)	807,991	282,992	74.06%		\$ 807,991	74.06%
Detectives-Gen/Narcotics	1,558,599	110,994	-	(18,985)	1,136,290	422,309	72.90%		\$ 1,136,290	72.90%
Detectives-Family Related	-	-	-	-	-	-	#DIV/0!		\$ -	#DIV/0!
Patrol	4,338,459	307,724	434	-	3,273,396	1,065,063	75.45%		\$ 3,273,396	75.45%
Personnel & Training	482,769	42,755	7,513	-	316,755	166,014	65.61%		\$ 316,755	65.61%
Communications Center	1,101,482	93,515	-	-	703,600	397,882	63.88%		\$ 703,600	63.88%
Information Sys.	220,607	46,835	-	-	183,901	36,706	83.36%		\$ 183,901	83.36%
Community Relations	3,927	170	-	-	6,949	(3,022)	176.96%		\$ 6,949	176.96%
Records	79,287	5,722	-	-	56,516	22,771	71.28%		\$ 56,516	71.28%
Crossing Guards	-	-	-	-	-	-	0.00%		\$ -	0.00%
Animal Control	23,490	1,630	-	-	17,033	6,457	72.51%		\$ 17,033	72.51%
Auxiliary	43,154	837	435	-	23,203	19,951	53.77%		\$ 23,203	53.77%
Canine	40,094	3,042	-	-	24,756	15,338	61.74%		\$ 24,756	61.74%
Emergency Response Team	42,424	5,000	1,908	-	41,547	877	97.93%		\$ 41,547	97.93%
Accident Team	-	-	-	-	-	-	0.00%		\$ -	0.00%
Field Training Officer	20,429	1,524	-	-	7,160	13,269	35.05%		\$ 7,160	35.05%
Explorer	1,309	-	-	-	1,765	(456)	0.00%		\$ 1,765	0.00%
Fleet Maintenance	130,026	1,413	-	7,000	77,636	52,390	59.71%		\$ 77,636	59.71%
Major Benefits	2,103,190	12,347	-	(634)	2,083,858	19,332	99.08%	\$ (1,993,552)	\$ 90,306	4.29%
Anticipated Exp/Extrnl Fndng				-	-	-	#DIV/0!	\$ -	\$ -	#DIV/0!
TOTALS	11,280,229	709,463	10,921	(15,966)	8,762,356	2,517,873	77.68%	\$ (1,993,552)	\$ 6,768,804	72.89%

Annualized Exp.

Leave at Term	(130,203)	(130,203)
Health Insurance	(1,658,908)	(1,658,908)
Workers Compensation	(204,441)	(204,441)
	<u>(1,993,552)</u>	<u>(1,993,552)</u>

Adjusted Budget Totals w/o Annualized Exp.

9,286,677

6,768,804

2,517,873

72.89%



Administrative Services Division

Financial Reports

By Line Item -FY18 YEAR TO DATE SUMMARY

March 31, 2019

Account	Title	Budget	% Through FY	MARCH	Encumbered	Misc Recon	Year to Date Expenses	Available Balance	% of Budget Used	Minus Annualized Expenses	YTD Expenditures w/o Annualized Expenses	% of Adjusted Budget Used
				EXPENSES (3 pay periods)	EXPENSES	External Funding Recon & Journal Entries (Mar)						
011001	Regular Salaries	\$ 1,319,499		\$ 93,041	\$ -	\$ -	\$ 900,642	\$ 418,857	68.26%	0	900,642	68.26%
011041	Salaries Uniform Personnel	\$ 4,269,943		\$ 337,532	\$ -	\$ (13,728)	\$ 3,245,462	\$ 1,024,481	76.01%	0	3,245,462	76.01%
011061	Insurance Reimbursement	\$ 12,000		\$ 4,000	\$ -	\$ -	\$ 11,333	\$ 667	94.44%	0	11,333	94.44%
011063	Shift Differential	\$ 39,637		\$ 1,373	\$ -	\$ -	\$ 18,581	\$ 21,056	46.88%	0	18,581	46.88%
012001	Part Time Salaries	\$ 119,647		\$ 6,977	\$ -	\$ -	\$ 75,719	\$ 43,928	63.29%	0	75,719	63.29%
012041	Commissioner Stipend	\$ 3,600		\$ 300	\$ -	\$ -	\$ 2,600	\$ 1,000	72.22%	0	2,600	72.22%
014041	Overtime	\$ 464,909		\$ 21,927	\$ -	\$ (2,558)	\$ 383,331	\$ 81,578	82.45%	0	383,331	82.45%
014042	O/T Education	\$ 69,005		\$ 4,703	\$ -	\$ -	\$ 42,784	\$ 26,221	62.00%	0	42,784	62.00%
014055	Reimbursable O/T	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
014067	O/T Background Investigation	\$ 8,718		\$ 739	\$ -	\$ -	\$ 5,526	\$ 3,192	63.39%	0	5,526	63.39%
015001	Longevity	\$ 41,285		\$ -	\$ -	\$ -	\$ 40,320	\$ 965	97.66%	0	40,320	97.66%
016001	Leave At Termination	\$ 130,203		\$ -	\$ -	\$ -	\$ 130,203	\$ -	100.00%	(130,203)	0	0.00%
017001	Holiday Premium Pay	\$ 186,288		\$ -	\$ -	\$ (784)	\$ 144,343	\$ 41,945	77.48%	0	144,343	77.48%
018030	Eval. Stipend	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
018032	Training Stipend	\$ 2,295		\$ -	\$ -	\$ -	\$ -	\$ 2,295	0.00%	0	0	0.00%
018034	Education Stipend	\$ 62,989		\$ 121	\$ -	\$ -	\$ 31,096	\$ 31,893	49.37%	0	31,096	49.37%
018041	Court Witness Fees	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0	0	#DIV/0!
018042	Special Detail	\$ 58,736		\$ 1,474	\$ -	\$ -	\$ 31,505	\$ 27,231	53.64%	0	31,505	53.64%
019002	Anticipated Expenses	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
021001	Insurance-Health	\$ 1,658,908		\$ -	\$ -	\$ -	\$ 1,658,908	\$ -	100.00%	(1,658,908)	0	0.00%
021101	Insurance-Dental	\$ 91,689		\$ 7,671	\$ -	\$ (628)	\$ 73,630	\$ 18,059	80.30%	0	73,630	80.30%
021501	Insurance-Life	\$ 4,143		\$ 325	\$ -	\$ (6)	\$ 3,177	\$ 966	76.70%	0	3,177	76.70%



Administrative Services Division

Financial Reports

By Line Item -FY18 YEAR TO DATE SUMMARY

March 31, 2019

			MARCH	Encumbered	Misc Recon							
		% Through FY	76.92%									
Account	Title	Budget	EXPENSES (3 pay periods)	EXPENSES	External Funding Recon & Journal Entries (Mar)	Year to Date Expenses	Available Balance	% of Budget Used		Minus Annualized Expenses	YTD Expenditures w/o Annualized Expenses	% of Adjusted Budget Used
021601	Insurance-Disability	\$ 1,652	\$ 157	\$ -	\$ -	\$ 1,551	\$ 101	93.87%		0	1,551	93.87%
021602	Insurance-A&D	\$ 154	\$ 13	\$ -	\$ -	\$ 119	\$ 35	77.30%		0	119	77.30%
021701	Insurance-LTD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!		0	0	#DIV/0!
022001	Social Security	\$ 99,360	\$ 6,693	\$ -	\$ -	\$ 65,651	\$ 33,709	66.07%		0	65,651	66.07%
022501	Medicare	\$ 97,246	\$ 6,676	\$ -	\$ (239)	\$ 69,606	\$ 27,640	71.58%		0	69,606	71.58%
023001	Retirement	\$ 165,488	\$ 10,978	\$ -	\$ -	\$ 107,914	\$ 57,574	65.21%		0	107,914	65.21%
023002	Retirement-Officers	\$ 1,507,950	\$ 107,385	\$ -	\$ (5,024)	\$ 1,143,243	\$ 364,707	75.81%		0	1,143,243	75.81%
025001	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!		0	0	#DIV/0!
026002	Insurance-Workers Comp	\$ 204,441	\$ -	\$ -	\$ -	\$ 204,441	\$ -	100.00%		(204,441)	0	0.00%
033001	Prof Services-Temp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!		0	0	#DIV/0!
034101	Pagers	\$ 527	\$ -	\$ -	\$ -	\$ -	\$ 527	0.00%		0	0	0.00%
034103	Telephone	\$ 27,335	\$ 2,405	\$ -	\$ -	\$ 27,144	\$ 191	99.30%		0	27,144	99.30%
034104	Cellular Phones	\$ 24,066	\$ 2,479	\$ -	\$ -	\$ 15,810	\$ 8,256	65.70%		0	15,810	65.70%
034203	Computer/Software Maint.	\$ 130,380	\$ 57,955	\$ -	\$ -	\$ 96,891	\$ 33,489	74.31%		0	96,891	74.31%
035003	Blood Alcohol Tests	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!		0	0	#DIV/0!
039001	Professional Services	\$ 29,233	\$ 1,995	\$ -	\$ -	\$ 16,024	\$ 13,209	54.82%		0	16,024	54.82%
039009	Prof/Serv-Hiring	\$ 8,468	\$ 26	\$ -	\$ -	\$ 2,788	\$ 5,680	32.93%		0	2,788	32.93%
039070	Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!		0	0	#DIV/0!
043010	Repairs-Vehicle by Outside	\$ 46,379	\$ (4,841)	\$ -	\$ -	\$ 15,182	\$ 31,197	32.73%		0	15,182	32.73%
043012	Repairs-Communication	\$ 1,862	\$ -	\$ -	\$ -	\$ 428	\$ 1,434	22.99%		0	428	22.99%
043018	Repairs-Equipment	\$ 8,514	\$ -	\$ -	\$ -	\$ 1,837	\$ 6,677	21.58%		0	1,837	21.58%
043024	Repairs-Vehicle	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!		0	0	#DIV/0!



Administrative Services Division

Financial Reports

By Line Item -FY18 YEAR TO DATE SUMMARY

March 31, 2019

Account	Title	Budget	% Through FY	MARCH	Encumbered	Misc Recon	Year to Date Expenses	Available Balance	% of Budget Used	Minus Annualized Expenses	YTD Expenditures w/o Annualized Expenses	% of Adjusted Budget Used
				EXPENSES (3 pay periods)	EXPENSES	External Funding Recon & Journal Entries (Mar)						
			76.92%									
044002	Rental Other Equipment	\$ 10,844		\$ 907	\$ -	\$ -	\$ 7,120	\$ 3,724	65.66%	0	7,120	65.66%
048002	Property Insurance	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
053001	Advertising	\$ 3,450		\$ -	\$ -	\$ -	\$ 892	\$ 2,558	25.85%	0	892	25.85%
054050	Training-Education	\$ 53,638		\$ 22,932	\$ -	\$ -	\$ 35,206	\$ 18,433	65.64%	0	35,206	65.64%
055050	Printing	\$ 5,816		\$ 20	\$ -	\$ -	\$ 2,671	\$ 3,145	45.93%	0	2,671	45.93%
056001	Dues Professional Organization	\$ 16,526		\$ 5,630	\$ -	\$ -	\$ 8,814	\$ 7,712	53.33%	0	8,814	53.33%
057101	Travel and Conference	\$ 25,031		\$ 3,213	\$ -	\$ -	\$ 20,255	\$ 4,776	80.92%	0	20,255	80.92%
057103	Court Mileage	\$ -		\$ (53)	\$ -	\$ -	\$ (232)	\$ 232	#DIV/0!	0	(232)	#DIV/0!
061002	Miscellaneous Supplies	\$ 19,404		\$ 2,755	\$ 631	\$ -	\$ 14,930	\$ 4,474	76.94%	0	14,930	76.94%
061003	Meeting Supplies	\$ 1,346		\$ 251	\$ -	\$ -	\$ 2,592	\$ (1,246)	192.55%	0	2,592	192.55%
062001	Office Supplies	\$ 9,521		\$ 953	\$ -	\$ -	\$ 4,936	\$ 4,585	51.84%	0	4,936	51.84%
062004	Photo Supplies	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
062005	Printing Supplies	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
062006	Motorola Portable Batteries	\$ 8,908		\$ -	\$ -	\$ -	\$ -	\$ 8,908	0.00%	0	0	0.00%
062007	Computer/Printer Supplies	\$ 13,748		\$ 928	\$ -	\$ -	\$ 4,700	\$ 9,048	34.19%	0	4,700	34.19%
062010	Copying Supplies	\$ 2,410		\$ (6)	\$ -	\$ -	\$ (6)	\$ 2,416	-0.27%	0	(6)	-0.27%
062501	Postage	\$ 6,337		\$ 361	\$ -	\$ -	\$ 2,473	\$ 3,864	39.02%	0	2,473	39.02%
063001	Tires and Batteries	\$ 9,264		\$ -	\$ -	\$ -	\$ 794	\$ 8,470	8.57%	0	794	8.57%
063501	Gasoline	\$ 55,759		\$ 6,135	\$ -	\$ 7,000	\$ 57,009	\$ (1,250)	102.24%	0	57,009	102.24%
066001	Vehicle Repairs	\$ 4,336		\$ 120	\$ -	\$ -	\$ 1,914	\$ 2,422	44.15%	0	1,914	44.15%
066002	Vehicle Outfit	\$ 14,288		\$ -	\$ -	\$ -	\$ 2,754	\$ 11,534	19.27%	0	2,754	19.27%
067001	Books and Periodicals	\$ 9,923		\$ 1,036	\$ -	\$ -	\$ 4,205	\$ 5,718	42.38%	0	4,205	42.38%



Administrative Services Division

Financial Reports

By Line Item -FY18 YEAR TO DATE SUMMARY

March 31, 2019

			MARCH	Encumbered	Misc Recon							
		% Through FY	76.92%									
Account	Title	Budget	EXPENSES (3 pay periods)	EXPENSES	External Funding Recon & Journal Entries (Mar)	Year to Date Expenses	Available Balance	% of Budget Used		Minus Annualized Expenses	YTD Expenditures w/o Annualized Expenses	% of Adjusted Budget Used
068001	Clothing Allowance	\$ 61,897	\$ -	\$ -	\$ -	\$ 58,301	\$ 3,596	94.19%		0	58,301	94.19%
068002	Clothing	\$ 14,700	\$ 195	\$ -	\$ -	\$ 7,457	\$ 7,243	50.73%		0	7,457	50.73%
069004	Chief's Expense	\$ 2,410	\$ -	\$ -	\$ -	\$ 1,229	\$ 1,181	51.00%		0	1,229	51.00%
072006	Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!		0	0	#DIV/0!
074001	Equipment	\$ 79,753	\$ (350)	\$ 10,290	\$ -	\$ 22,910	\$ 56,843	28.73%		0	22,910	28.73%
074003	Software	\$ 6,730	\$ 1,367	\$ -	\$ -	\$ 9,802	\$ (3,072)	145.65%		0	9,802	145.65%
075001	Furniture and Fixtures	\$ 7,641	\$ 67	\$ -	\$ -	\$ 5,760	\$ 1,881	75.38%		0	5,760	75.38%
076002	Vehicles Police	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!		0	0	#DIV/0!
078001	Miscellaneous Costs (External)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!		0	0	#DIV/0!
081031	FEMA Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!		0	0	#DIV/0!
091005	Transfer from Parking	\$ (60,000)	\$ (5,000)	\$ -	\$ -	\$ (45,000)	\$ (15,000)	75.00%		0	(45,000)	75.00%
091006	Transfer from School	\$ -	\$ (4,102)	\$ -	\$ -	\$ (36,919)	\$ 36,919	#DIV/0!		0	(36,919)	#DIV/0!
TOTAL		\$ 11,280,229	\$ 709,463	\$ 10,921	\$ (15,966)	\$ 8,762,356	\$ 2,517,873	77.68%		(1,993,552)	6,768,804	72.89%

Annualized Exp.

Leave at Term	\$ (130,203)	\$ (130,203)
Health Insurance	\$ (1,658,908)	\$ (1,658,908)
Workers Compensation	\$ (204,441)	\$ (204,441)
	\$ (1,993,552)	\$ (1,993,552)

Adjusted Budget Totals w/o Annualized Exp. \$ 9,286,677 \$ 6,768,804 \$ 2,517,873 72.89%

PATROL DIVISION REPORT

Crime Comparison Report For the period ending 03/31/2019

Group A Crimes Against Persons

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Forcible Rape	2019													
	2018	3	1	1										5
	Pct	n/a	n/a	n/a										n/a
Forcible Sodomy	2019	1												1
	2018													
	Pct	n/a												n/a
Forcible Fondling	2019	1		2										3
	2018			2										2
	Pct	n/a		0%										+50%
Aggravated Assault	2019	2		3										5
	2018	2		4										6
	Pct	0%		-25%										-17%
Simple Assault	2019	14	8	18										40
	2018	14	11	22										47
	Pct	0%	-27%	-18%										-15%
Intimidation	2019	8	15	10										33
	2018	11	9	6										26
	Pct	-27%	+67%	+67%										+27%
Statutory Rape	2019	1												1
	2018													
	Pct	n/a												n/a
Total Crimes Against Persons	2019	27	23	33										83
	2018	30	21	35										86
	Pct	-10%	+10%	-6%										-3%

Filters/Options Applied

Date Used Report Date used

Time Period

Crime Comparison Report For the period ending 03/31/2019

Group A Crimes Against Property

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Robbery	2019	1												1
	2018													
	Pct	n/a												n/a
Burglary/ Breaking and Entering	2019	2	3	4										9
	2018		2											2
	Pct	n/a	+50%	n/a										+350%
Extortion/ Blackmail	2019		1	1										2
	2018													
	Pct		n/a	n/a										n/a
Larceny (shoplifting)	2019	10	10	4										24
	2018	12	9	9										30
	Pct	-17%	+11%	-56%										-20%
Larceny (from building)	2019	6	2	3										11
	2018	9	8	5										22
	Pct	-33%	-75%	-40%										-50%
Larceny (from motor vehicles)	2019	4	1	2										7
	2018	3	3	1										7
	Pct	+33%	-67%	+100%										0%
Larceny (of motor vehicle parts)	2019		1											1
	2018		1											1
	Pct		0%											0%
Larceny (all other)	2019	8	10	15										33
	2018	6	10	9										25
	Pct	+33%	0%	+67%										+32%
Motor Vehicle Theft	2019	1		2										3
	2018		5	2										7
	Pct	n/a	n/a	0%										-57%
Counterfeit/ Forgery	2019	4	3	3										10
	2018	4	1	2										7
	Pct	0%	+200%	+50%										+43%
Fraud (false pretense;swindle)	2019	8	9	5										22
	2018	7	3	11										21
	Pct	+14%	+200%	-55%										+5%
Fraud (credit/debit card;ATM)	2019	1		2										3
	2018	2	3	3										8
	Pct	-50%	n/a	-33%										-63%

Filters/Options Applied

Date Used Report Date used

Time Period

Crime Comparison Report For the period ending 03/31/2019

Group A Crimes Against Property

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Fraud (impersonation)	2019	10	6	3										19
	2018	5	3	4										12
	Pct	+100%	+100%	-25%										+58%
Fraud (wire)	2019			1										1
	2018			2										2
	Pct			-50%										-50%
Embezzlement	2019													
	2018		1	1										2
	Pct		n/a	n/a										n/a
Stolen Property	2019	1		2										3
	2018	2	1	2										5
	Pct	-50%	n/a	0%										-40%
Destruction of Property/Vandalism	2019	5	5	13										23
	2018	10	9	14										33
	Pct	-50%	-44%	-7%										-30%
Total Crimes Against Property	2019	61	51	60										172
	2018	60	59	65										184
	Pct	+2%	-14%	-8%										-7%

Filters/Options Applied

Date Used

Report Date used

Time Period

Crime Comparison Report For the period ending 03/31/2019

Group A Crimes Against Society

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Drug/ Narcotic Violations	2019	17	13	17										47
	2018	23	15	8										46
	Pct	-26%	-13%	+113%										+2%
Pornography/Obscene Material	2019		1	3										4
	2018		1	1										2
	Pct		0%	+200%										+100%
Prostitution	2019													
	2018	1												1
	Pct	n/a												n/a
Weapon Law Violations	2019	1	1	1										3
	2018		1											1
	Pct	n/a	0%	n/a										+200%
Total Crimes Against Society	2019	18	15	21										54
	2018	24	17	9										50
	Pct	-25%	-12%	+133%										+8%

Filters/Options Applied

Date Used

Report Date used

Time Period

Crime Comparison Report For the period ending 03/31/2019

Group B Crimes

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Bad Checks	2019	2	4	1										7
	2018		2											2
	Pct	n/a	+100%	n/a										+250%
Disorderly Conduct	2019	5	10	3										18
	2018	1	6	6										13
	Pct	+400%	+67%	-50%										+38%
Driving under Influence	2019	6	9	7										22
	2018	5	4	6										15
	Pct	+20%	+125%	+17%										+47%
Drunkenness	2019	8	8	8										24
	2018	10	11	5										26
	Pct	-20%	-27%	+60%										-8%
Family Non Violent Offenses	2019	3												3
	2018	1		1										2
	Pct	+200%		n/a										+50%
Liquor Law Violations	2019	2	2	3										7
	2018	3	2	1										6
	Pct	-33%	0%	+200%										+17%
Runaways (under 18yr old)	2019		1	3										4
	2018		1	1										2
	Pct		0%	+200%										+100%
Trespass of Real Property	2019	6	2	2										10
	2018	6	1	5										12
	Pct	0%	+100%	-60%										-17%
All Other Offenses	2019	28	26	21										75
	2018	30	24	30										84
	Pct	-7%	+8%	-30%										-11%
Total Group B Crimes	2019	60	62	48										170
	2018	56	51	55										162
	Pct	+7%	+22%	-13%										+5%

Filters/Options Applied

Date Used Report Date used

Time Period