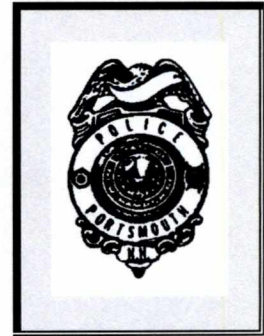


BOARD of POLICE COMMISSIONERS

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:

May 28, 2019 (Tuesday)

4:00 p.m., Wm. Mortimer Conference Room, Police Dept.
5:30 p.m., Eileen Dondero Foley Council Chambers, City Hall

Please see important note on the start time:

NOTE: The meeting will start at 4:00 p.m. in the Wm. Mortimer 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 5:30 p.m.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

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

March 26th, April 23rd, and May 20th, 2019. (Anticipated Action: A motion will be made to accept the minutes of the March 26th, April 23rd, and May 20th meetings.)

IV. PUBLIC COMMENT

Individual comment is limited to five minutes.

V. POLICE COMMISSION:

OLD BUSINESS: From the April 23rd, 2019 Meeting

1. Commissioner Onosko:
 - a.) Update on Body & Car Camera Exploratory Sub-Committee.

NEW BUSINESS:

1. Commissioner Onosko:
 - a.) Promotion Procedures for Ranking Officers

VI. CHIEF OF POLICE:

OLD BUSINESS: From the April 23rd, 2019 Meeting

1. Grants & Donations:
 - a. Donation of \$55 made by West End Studio. The donation will support our Police Explorers Post. (Anticipation Action: A motion will be made to accept the donation of \$55 from West End Studio and forward to the City Council for their action.)

NEW BUSINESS:

1. Recognitions
2. Accreditation Update
3. Monthly Traffic Stats
4. Financial Report – Karen Senecal
 - a. Strategic Plan
 - b. Grant Applications Update
 - c. Facilities Report
5. Letters of Appreciation from Outside the Department:
 - b. Portsmouth Catholic Share Fund
 - c. Granite State Defense Options LLC
 - d. Hive

C. PATROL DIVISION:

This report is included in the commission packet.

VI. COURT OFFICE REPORT

This report is included in the commission packet.

VII. MISCELLANEOUS/OTHER BUSINESS: None

VIII. NEXT REGULAR MEETING: THERE WILL BE NO POLICE COMMISSION MEETING IN JUNE. The next Commission meeting is scheduled for Tuesday, July 23rd, 2019 at the usual 4:00/5:30 start time. (See note at the beginning of this agenda for a start time explanation.) 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.

Kathy Levesque

(Posted on Wednesday, May 22nd, 2019)
Jim Splaine, Clerk of the Commission

MINUTES
OF
PREVIOUS
MEETING(S)

PORTSMOUTH POLICE COMMISSION

**MINUTES OF THE MAY 20TH, 2019
SPECIAL POLICE COMMISSION MEETING**

8:00 a.m. Call to Order, Wm. Mortimer Conference Room, PPD

Commissioner Joseph J. Onosko, Chair

Commissioner Jim Splaine

Commissioner Stefany Shaheen

I. CALL TO ORDER

The Chair called the May 20th, 2019 special police commission meeting to order at 8:20 a.m. in the Wm. Mortimer Conference Room, in the Portsmouth Police Department. The following people were present: Commissioners Onosko, Splaine, and Shaheen, Chief Merner, and Attorney Tom Closson.

II. NON PUBLIC SESSION

Action: Commissioner Shaheen moved to go into a non-public session as provided for under RSA 91-A:3 II (a).

Seconded by Commissioner Onosko.

On a Roll Call Vote: The motion passed unanimously to enter non-public session as provided for under RSA 91-A:3 II (a) as follows:

Commissioner Onosko: "Aye."

Commissioner Splaine: "Aye."

Commissioner Shaheen: "Aye."

The Commission went into non-public session at 8:20 a.m.

The public session resumed in the Wm. Mortimer Conference Room at 9:18 a.m.

Present during resumed public session: Commissioners Onosko, Splaine, and Shaheen, Chief Merner and Attorney Tom Closson.

III. ADJOURNMENT

There being no further business before the Commission, the Chair asked for a voice vote to adjourn the May 20th, 2019 special Police Commission meeting.

The Voice Vote was unanimous to adjourn the meeting at 9:18 a.m.

Kathe

*Respectfully Submitted By Kathleen Levesque, Executive Assistant to the Chief of Police
Commissioner Jim Splaine, Clerk of the Commission*

Jim Splaine

PORTSMOUTH POLICE COMMISSION

MINUTES OF THE APRIL 23rd, 2019 POLICE COMMISSION MEETING

10:00 a.m. Public Session – Eileen Dondero Foley Council Chambers

Joseph J. Onosko, Chair
Jim Splaine
Stefany Shaheen

- I. **CALL TO ORDER:** The April 23rd, 2019 monthly Police Commission meeting was called to order at 9:10 a.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...”.

Action: Commissioner Shaheen 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 9:10 a.m.

The public session was called back to order at 10:13 a.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 and Splaine; Commissioner Shaheen was present via telephone. Also present were Chief Robert Merner, Admin. Manager Karen Senecal, Exec. Assistant Kathleen Levesque, Lt. Cummings, Det. Widerstrom, Officer Noury, Portsmouth Herald reporter Beth Dinan.

II. **PLEDGE OF ALLEGIANCE:** Commissioner Splaine led the Pledge of Allegiance.

III. **ACCEPTANCE OF THE MINUTES:**

Commission Shaheen indicated she had not had the opportunity to review the minutes of the March 26th meeting. Approval of the March minutes was tabled until the May 28th Commission meeting.

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:

a.) Update on the Police Department's drone acquisition, policies and procedures.

a. Lt. Cummings gave the Commission an overview of the program. The program has been funded by a roughly \$70,000 grant from the Department of Homeland Security. Lt. Cummings introduced Officer Noury, who is already a licensed drone pilot; the Lieutenant said he and Detective Widerstrom will be licensed shortly as well, after completing a rigorous and comprehensive testing procedure.

b. Lt. Cumming's presentation went into detail answering the questions, "Why are drones a good idea?", "What are the capabilities of a drone?", and, "What administrative actions are required?" The full presentation is available on the City's YouTube channel, which can be accessed through the city webpage. The Commission also reviewed the two Standard Operating Procedure documents that govern the Department's

use of sUAS which include our transparency steps and the collection and use of information.

- c. Lt. Cummings said all the hardware, software, and training are covered by the Homeland Security Grant. He said the team will have to train throughout the year to maintain readiness.

The phone connection with Commissioner Shaheen was then lost. All remaining business before the Commission was tabled until the May 28th, 2019 meeting, and the meeting was adjourned at 11:13 a.m. by the Chair, after announcing May 28th, 2019 as the date of the next scheduled Police Commission Meeting.

B. PATROL DIVISION:

- a. This report was included in the 4-23-19 commission meeting packet.

VII. COURT OFFICE REPORT:

- a. This confidential report was included in the 4-23-19 commission meeting packet.

VIII. MISCELLANEOUS/OTHER BUSINESS:

None.

IX. NEXT REGULAR MEETING:

The next commission meeting is scheduled for Tuesday, May 28th, 2019, with the public session beginning at 5:30 p.m. in the Eileen Dondero Foley Council Chambers.

END OF MEETING

Kathe

Respectfully Submitted By Kathleen Levesque, Executive Assistant

Reviewed By Commissioner Splaine, Clerk of the Commission

Jim Splaine

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 **Response To Resistance** (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



Portsmouth Police Commission

Old Business: Carried Over from the April 23, 2019 Meeting

Old Business Before the Commission:

1. Commissioner Onosko:

- a.) Update on body & car camera exploratory sub-committee**

POLICE COMMISSION – NEW BUSINESS

MAY 28TH, 2019 MEETING

V. NEW BUSINESS:

A. POLICE COMMISSION:

- 1. Commissioner Onosko:
 - a.) Promotional Procedures for Ranking Officers****

CHIEF'S REPORT

Financial Reports

FY18 YEAR TO DATE SUMMARY

April 30, 2019

Appropriated Budget	YTD Expenses and Encumbrances	Available Balance	% of Budget Used
11,280,229	9,422,676	1,857,553	83.53%
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	7,429,124	1,857,553	80.00%

% Through FY	84.62%
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Administrative Services Division

Financial Reports

By Division - FY18 YEAR TO DATE SUMMARY

April 30, 2019

DEPARTMENT	BUDGET	APRIL	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
		84.62%								
		EXPENSES	EXPENSES	External Funding Recon & Journal Entries (Apr)						
Administration	1,090,983	99,780	3,147	(3,832)	908,653	182,330	83.29%		\$ 908,653	83.29%
Detectives-Gen/Narcotics	1,558,599	118,511	547	(5,259)	1,250,087	308,512	80.21%		\$ 1,250,087	80.21%
Detectives-Family Related	-	-	-	-	-	-	#DIV/0!		\$ -	#DIV/0!
Patrol	4,338,459	310,947	1,310	(352)	3,584,867	753,592	82.63%		\$ 3,584,867	82.63%
Personnel & Training	482,769	37,621	560	-	347,423	135,346	71.96%		\$ 347,423	71.96%
Communications Center	1,101,482	58,365	-	-	763,200	338,282	69.29%		\$ 763,200	69.29%
Information Sys.	220,607	17,645	-	-	201,546	19,061	91.36%		\$ 201,546	91.36%
Community Relations	3,927	-	-	-	6,949	(3,022)	176.96%		\$ 6,949	176.96%
Records	79,287	5,907	-	-	62,423	16,864	78.73%		\$ 62,423	78.73%
Crossing Guards	-	-	-	-	-	-	0.00%		\$ -	0.00%
Animal Control	23,490	2,020	-	-	19,053	4,437	81.11%		\$ 19,053	81.11%
Auxiliary	43,154	862	-	-	23,630	19,524	54.76%		\$ 23,630	54.76%
Canine	40,094	3,028	-	-	27,783	12,311	69.30%		\$ 27,783	69.30%
Emergency Response Team	42,424	5,723	-	-	45,362	(2,938)	106.92%		\$ 45,362	106.92%
Accident Team	-	-	-	-	-	-	0.00%		\$ -	0.00%
Field Training Officer	20,429	-	-	-	7,160	13,269	35.05%		\$ 7,160	35.05%
Explorer	1,309	169	-	-	1,934	(625)	0.00%		\$ 1,934	0.00%
Fleet Maintenance	130,026	7,268	-	11,055	88,958	41,068	68.42%		\$ 88,958	68.42%
Major Benefits	2,103,190	-	-	(211)	2,083,646	19,544	99.07%	\$ (1,993,552)	\$ 90,094	4.28%
Anticipated Exp/Extrnl Fndng				-	-	-	#DIV/0!	\$ -	\$ -	#DIV/0!
TOTALS	11,280,229	667,845	5,564	1,401	9,422,676	1,857,553	83.53%	\$ (1,993,552)	\$ 7,429,124	80.00%

Annualized Exp.

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

(130,203)
 (1,658,908)
 (204,441)
 (1,993,552)

Adjusted Budget Totals w/o Annualized Exp.

9,286,677

7,429,124

1,857,553

80.00%



Administrative Services Division

Financial Reports

By Line Item -FY18 YEAR TO DATE SUMMARY

April 30, 2019

Account	Title	Budget	APRIL	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
			% Through FY								
			84.62%								
			EXPENSES	EXPENSES	External Funding Recon & Journal Entries (Apr)						
011001	Regular Salaries	\$ 1,319,499	\$ 96,654	\$ -	\$ (3,356)	\$ 993,940	\$ 325,559	75.33%	0	993,940	75.33%
011041	Salaries Uniform Personnel	\$ 4,269,943	\$ 339,085	\$ -	\$ (4,274)	\$ 3,580,274	\$ 689,669	83.85%	0	3,580,274	83.85%
011061	Insurance Reimbursement	\$ 12,000	\$ -	\$ -	\$ -	\$ 11,333	\$ 667	94.44%	0	11,333	94.44%
011063	Shift Differential	\$ 39,637	\$ 1,396	\$ -	\$ -	\$ 19,976	\$ 19,661	50.40%	0	19,976	50.40%
012001	Part Time Salaries	\$ 119,647	\$ 6,133	\$ -	\$ -	\$ 81,852	\$ 37,795	68.41%	0	81,852	68.41%
012041	Commissioner Stipend	\$ 3,600	\$ 300	\$ -	\$ -	\$ 2,900	\$ 700	80.56%	0	2,900	80.56%
014041	Overtime	\$ 464,909	\$ 26,193	\$ -	\$ (364)	\$ 408,595	\$ 56,314	87.89%	0	408,595	87.89%
014042	O/T Education	\$ 69,005	\$ 3,662	\$ -	\$ -	\$ 46,446	\$ 22,559	67.31%	0	46,446	67.31%
014055	Reimbursable O/T	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
014067	O/T Background Investigation	\$ 8,718	\$ 760	\$ -	\$ -	\$ 6,286	\$ 2,432	72.10%	0	6,286	72.10%
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	\$ 8,101	\$ -	\$ (98)	\$ 152,346	\$ 33,942	81.78%	0	152,346	81.78%
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	\$ -	\$ -	\$ 31,217	\$ 31,772	49.56%	0	31,217	49.56%
018041	Court Witness Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0	0	#DIV/0!
018042	Special Detail	\$ 58,736	\$ 1,474	\$ -	\$ -	\$ 32,979	\$ 25,757	56.15%	0	32,979	56.15%
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	\$ -	\$ -	\$ (202)	\$ 73,450	\$ 18,239	80.11%	0	73,450	80.11%
021501	Insurance-Life	\$ 4,143	\$ -	\$ -	\$ (8)	\$ 3,150	\$ 993	76.03%	0	3,150	76.03%



Administrative Services Division

Financial Reports

By Line Item -FY18 YEAR TO DATE SUMMARY

April 30, 2019

Account	Title	Budget	APRIL	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
			% Through FY								
			84.62%		External Funding Recon & Journal Entries (Apr)						
			EXPENSES	EXPENSES							
021601	Insurance-Disability	\$ 1,652	\$ -	\$ -	\$ -	\$ 1,551	\$ 101	93.87%	0	1,551	93.87%
021602	Insurance-A&D	\$ 154	\$ -	\$ -	\$ (1)	\$ 116	\$ 38	75.22%	0	116	75.22%
021701	Insurance-LTD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
022001	Social Security	\$ 99,360	\$ 6,533	\$ -	\$ -	\$ 72,175	\$ 27,185	72.64%	0	72,175	72.64%
022501	Medicare	\$ 97,246	\$ 6,809	\$ -	\$ (61)	\$ 76,344	\$ 20,902	78.51%	0	76,344	78.51%
023001	Retirement	\$ 165,488	\$ 11,643	\$ -	\$ -	\$ 119,541	\$ 45,947	72.24%	0	119,541	72.24%
023002	Retirement-Officers	\$ 1,507,950	\$ 111,418	\$ -	\$ (1,290)	\$ 1,253,244	\$ 254,706	83.11%	0	1,253,244	83.11%
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	\$ 460	\$ -	\$ -	\$ 27,604	\$ (269)	100.98%	0	27,604	100.98%
034104	Cellular Phones	\$ 24,066	\$ 1,893	\$ -	\$ -	\$ 17,703	\$ 6,363	73.56%	0	17,703	73.56%
034203	Computer/Software Maint.	\$ 130,380	\$ 9,929	\$ -	\$ -	\$ 110,979	\$ 19,401	85.12%	0	110,979	85.12%
035003	Blood Alcohol Tests	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
039001	Professional Services	\$ 29,233	\$ 5,442	\$ -	\$ -	\$ 21,466	\$ 7,767	73.43%	0	21,466	73.43%
039009	Prof/Serv-Hiring	\$ 8,468	\$ 39	\$ -	\$ -	\$ 2,827	\$ 5,641	33.39%	0	2,827	33.39%
039070	Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
043010	Repairs-Vehicle by Outside	\$ 46,379	\$ 6,455	\$ -	\$ (2,288)	\$ 19,350	\$ 27,029	41.72%	0	19,350	41.72%
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

April 30, 2019

			APRIL	Encumbered	Misc Recon							
		% Through FY	84.62%									
Account	Title	Budget	EXPENSES	EXPENSES	External Funding Recon & Journal Entries (Apr)	Year to Date Expenses	Available Balance	% of Budget Used		Minus Annualized Expenses	YTD Expenditures w/o Annualized Expenses	% of Adjusted Budget Used
044002	Rental Other Equipment	\$ 10,844	\$ 844	\$ -	\$ -	\$ 7,964	\$ 2,880	73.44%		0	7,964	73.44%
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	\$ 6,969	\$ -	\$ -	\$ 42,175	\$ 11,464	78.63%		0	42,175	78.63%
055050	Printing	\$ 5,816	\$ 297	\$ 1,467	\$ -	\$ 4,435	\$ 1,381	76.26%		0	4,435	76.26%
056001	Dues Professional Organization	\$ 16,526	\$ 125	\$ -	\$ -	\$ 8,939	\$ 7,587	54.09%		0	8,939	54.09%
057101	Travel and Conference	\$ 25,031	\$ 5,194	\$ -	\$ -	\$ 25,449	\$ (418)	101.67%		0	25,449	101.67%
057103	Court Mileage	\$ -	\$ (26)	\$ -	\$ -	\$ (258)	\$ 258	#DIV/0!		0	(258)	#DIV/0!
061002	Miscellaneous Supplies	\$ 19,404	\$ 3,244	\$ 560	\$ -	\$ 18,102	\$ 1,302	93.29%		0	18,102	93.29%
061003	Meeting Supplies	\$ 1,346	\$ 1,098	\$ -	\$ -	\$ 3,690	\$ (2,344)	274.14%		0	3,690	274.14%
062001	Office Supplies	\$ 9,521	\$ 154	\$ -	\$ -	\$ 5,089	\$ 4,432	53.45%		0	5,089	53.45%
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	\$ 1,466	\$ -	\$ -	\$ 6,166	\$ 7,582	44.85%		0	6,166	44.85%
062010	Copying Supplies	\$ 2,410	\$ -	\$ 1,680	\$ -	\$ 1,673	\$ 737	69.43%		0	1,673	69.43%
062501	Postage	\$ 6,337	\$ 788	\$ -	\$ -	\$ 3,261	\$ 3,076	51.46%		0	3,261	51.46%
063001	Tires and Batteries	\$ 9,264	\$ 391	\$ -	\$ -	\$ 1,185	\$ 8,079	12.79%		0	1,185	12.79%
063501	Gasoline	\$ 55,759	\$ 22	\$ -	\$ 13,342	\$ 63,373	\$ (7,614)	113.65%		0	63,373	113.65%
066001	Vehicle Repairs	\$ 4,336	\$ 400	\$ -	\$ -	\$ 2,314	\$ 2,022	53.37%		0	2,314	53.37%
066002	Vehicle Outfit	\$ 14,288	\$ -	\$ -	\$ -	\$ 2,754	\$ 11,534	19.27%		0	2,754	19.27%
067001	Books and Periodicals	\$ 9,923	\$ 137	\$ -	\$ -	\$ 4,342	\$ 5,581	43.76%		0	4,342	43.76%



Administrative Services Division

Financial Reports

By Line Item -FY18 YEAR TO DATE SUMMARY

April 30, 2019

Account	Title	Budget	% Through FY	APRIL 84.62%	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
						External Funding Recon & Journal Entries (Apr)						
068001	Clothing Allowance	\$ 61,897	\$ -	\$ -	\$ -	\$ -	\$ 58,301	\$ 3,596	94.19%	0	58,301	94.19%
068002	Clothing	\$ 14,700	\$ 139	\$ 1,310	\$ -	\$ -	\$ 8,905	\$ 5,795	60.58%	0	8,905	60.58%
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	\$ 10,290	\$ 547	\$ -	\$ -	\$ 23,457	\$ 56,296	29.41%	0	23,457	29.41%
074003	Software	\$ 6,730	\$ -	\$ -	\$ -	\$ -	\$ 9,802	\$ (3,072)	145.65%	0	9,802	145.65%
075001	Furniture and Fixtures	\$ 7,641	\$ 918	\$ -	\$ -	\$ -	\$ 6,678	\$ 963	87.40%	0	6,678	87.40%
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)	\$ -	\$ -	\$ -	\$ (50,000)	\$ (10,000)	83.33%	0	(50,000)	83.33%
091006	Transfer from School	\$ -	\$ (4,102)	\$ -	\$ -	\$ -	\$ (41,021)	\$ 41,021	#DIV/0!	0	(41,021)	#DIV/0!
TOTAL		\$ 11,280,229	\$ 667,845	\$ 5,564	\$ 1,401	\$ 9,422,676	\$ 1,857,553	83.53%		(1,993,552)	7,429,124	80.00%

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 \$ 7,429,124 \$ 1,857,553 80.00%

PATROL DIVISION REPORT

Crime Comparison Report For the period ending 04/30/2019

Group A Crimes Against Persons

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Kidnaping/ Abduction	2019													
	2018				1									1
	Pct				n/a									n/a
Forcible Rape	2019				1									1
	2018	3	1	1										5
	Pct	n/a	n/a	n/a	n/a									-80%
Forcible Sodomy	2019	1												1
	2018													
	Pct	n/a												n/a
Forcible Fondling	2019	1		2										3
	2018			2	1									3
	Pct	n/a		0%	n/a									0%
Aggravated Assault	2019	2		3										5
	2018	2		4										6
	Pct	0%		-25%										-17%
Simple Assault	2019	14	8	22	13									57
	2018	14	11	22	4									51
	Pct	0%	-27%	0%	+225%									+12%
Intimidation	2019	8	15	11	12									46
	2018	11	9	7	7									34
	Pct	-27%	+67%	+57%	+71%									+35%
Statutory Rape	2019	1												1
	2018													
	Pct	n/a												n/a
Total Crimes Against Persons	2019	27	23	38	26									114
	2018	30	21	36	13									100
	Pct	-10%	+10%	+6%	+100%									+14%

Filters/Options Applied

Date Used Report Date used

Time Period

Crime Comparison Report For the period ending 04/30/2019

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	3									12
	2018		2		2									4
	Pct	n/a	+50%	n/a	+50%									+200%
Extortion/ Blackmail	2019		1	1										2
	2018													
	Pct		n/a	n/a										n/a
Larceny (shoplifting)	2019	10	10	4	4									28
	2018	12	9	9	3									33
	Pct	-17%	+11%	-56%	+33%									-15%
Larceny (from building)	2019	6	2	3	2									13
	2018	9	8	6	6									29
	Pct	-33%	-75%	-50%	-67%									-55%
Larceny (from coin operated machines)	2019				1									1
	2018													
	Pct				n/a									n/a
Larceny (from motor vehicles)	2019	4	1	2	4									11
	2018	3	3	1	4									11
	Pct	+33%	-67%	+100%	0%									0%
Larceny (of motor vehicle parts)	2019		1											1
	2018		1											1
	Pct		0%											0%
Larceny (all other)	2019	8	10	15	18									51
	2018	6	10	9	9									34
	Pct	+33%	0%	+67%	+100%									+50%
Motor Vehicle Theft	2019	1		2	4									7
	2018		5	2										7
	Pct	n/a	n/a	0%	n/a									0%
Counterfeit/ Forgery	2019	4	3	3	4									14
	2018	4	1	2	5									12
	Pct	0%	+200%	+50%	-20%									+17%
Fraud (false pretense;swindle)	2019	8	9	5	4									26
	2018	7	4	11	5									27
	Pct	+14%	+125%	-55%	-20%									-4%

Filters/Options Applied

Date Used Report Date used

Time Period

Crime Comparison Report For the period ending 04/30/2019

Group A Crimes Against Property

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Fraud (credit/debit card;ATM)	2019	1		2	1									4
	2018	2	3	4	5									14
	Pct	-50%	n/a	-50%	-80%									-71%
Fraud (impersonation)	2019	10	6	3	1									20
	2018	5	3	5	2									15
	Pct	+100%	+100%	-40%	-50%									+33%
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	2									5
	2018	2	1	2										5
	Pct	-50%	n/a	0%	n/a									0%
Destruction of Property/Vandalism	2019	5	5	13	9									32
	2018	10	9	14	11									44
	Pct	-50%	-44%	-7%	-18%									-27%
Total Crimes Against Property	2019	61	51	60	57									229
	2018	60	60	68	52									240
	Pct	+2%	-15%	-12%	+10%									-5%

Filters/Options Applied

Date Used Report Date used

Time Period

Crime Comparison Report For the period ending 04/30/2019

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	14	16	7									54
	2018	23	15	8	12									58
	Pct	-26%	-7%	+100%	-42%									-7%
Pornography/Obscene Material	2019		1	3	1									5
	2018		1	1										2
	Pct		0%	+200%	n/a									+150%
Prostitution	2019				1									1
	2018	1												1
	Pct	n/a			n/a									0%
Assisting/Promoting Prostitution	2019				1									1
	2018													
	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	16	20	10									64
	2018	24	17	9	12									62
	Pct	-25%	-6%	+122%	-17%									+3%

Filters/Options Applied

Date Used Report Date used

Time Period

Crime Comparison Report For the period ending 04/30/2019

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	2									9
	2018		2		2									4
	Pct	n/a	+100%	n/a	0%									+125%
Disorderly Conduct	2019	5	10	5	6									26
	2018	1	6	6										13
	Pct	+400%	+67%	-17%	n/a									+100%
Driving under Influence	2019	6	9	7	7									29
	2018	5	4	6	5									20
	Pct	+20%	+125%	+17%	+40%									+45%
Drunkenness	2019	8	8	8	7									31
	2018	10	11	5	8									34
	Pct	-20%	-27%	+60%	-13%									-9%
Family Non Violent Offenses	2019	3												3
	2018	1		1	1									3
	Pct	+200%		n/a	n/a									0%
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	1									3
	Pct		0%	+200%	n/a									+33%
Trespass of Real Property	2019	6	2	2	3									13
	2018	6	1	5	5									17
	Pct	0%	+100%	-60%	-40%									-24%
All Other Offenses	2019	28	27	21	24									100
	2018	30	24	30	16									100
	Pct	-7%	+13%	-30%	+50%									0%
Total Group B Crimes	2019	60	63	50	49									222
	2018	56	51	55	38									200
	Pct	+7%	+24%	-9%	+29%									+11%

Filters/Options Applied

Date Used Report Date used

Time Period