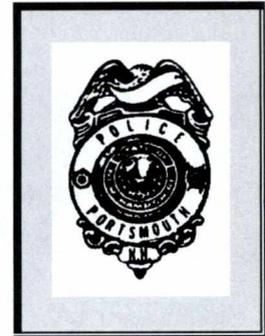


**BOARD of POLICE COMMISSIONERS**

*of the*

*City of Portsmouth, N.H.*

**Chairman Joseph J. Onosko...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.

---

**\*\*\* Amended Agenda\*\*\***  
**Added item appears in red**

**PUBLIC NOTICE OF POLICE COMMISSION MEETING**

**DATE:** February 25<sup>th</sup>, 2020 (Tuesday)  
**LOCATION &  
TIME:** 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 MEETING HELD ON:**

December 17<sup>th</sup>, 2019. (Anticipated Action: A motion will be made to accept the minutes of the December 17<sup>th</sup>, 2019 meeting as written, or with edits.)

**IV. PUBLIC COMMENT**

Individual comment is limited to five minutes.

**V. NEW BUSINESS:**

**A. POLICE COMMISSION:**

1. Accept the Resignation of Jim Splaine.
2. Election of Commission Chair and Clerk for 2020 – in accordance with City Charter Amendment ‘E’:

“The Police Commission shall, beginning January 1992, convene meeting annually in the month of January for organizational purposes. The Commission shall choose one of its members to serve as Chairperson. The Commission shall choose one of its members to serve as Clerk.” (NOTE: As a result of the 2019 City Council Election, there were only two Police Commissioners, so no Police Commission Meeting was held in January of 2020.)

3. Selection of Ethics Committee Member – in accordance with City Ordinance Chapter 1, Article VIII, Section 1.804:

“Board of Ethics”, the Police Commission will, by the casting of lots, designate a Commissioner to serve on the City’s Board of Ethics, should the board be convened. Said Commissioner will hold the designation for the 2020 calendar year.

**B. CHIEF OF POLICE:**

1. Swearing-in of new full-time and part-time officers
2. Grants & Donations:

Donations:

- a.) A donation of \$1,000 from Mr. Gormley and Ms. Iguchi in support of the Portsmouth Police Department. (Anticipated Action: A motion will be made to accept the donation of \$1,000 and forward to the City Council for their action.)

**b.) A donation in the amount of \$20 from Ms. Marchi in support of the Portsmouth Police Explorers Post. (Anticipated Action: A motion will be made to accept the donation of \$20 and forward to the City Council for their action.)**

3. Letters of Appreciation from Outside the Department
4. Accreditation Update
5. Monthly Traffic Stats
6. Financial Report – Karen Senecal
  - a. Strategic Plan
  - b. Grant Applications Update
  - c. Facilities Report

**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: The next regular meeting of the Police Commission is scheduled for Tuesday, March 24<sup>th</sup>, 2020, at the usual 4:00/5:30 start time. See the note**

**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 Levisque*

(Re-Posted on February 25<sup>th</sup>, 2020 @12:40 p.m.)

**Joe Drosko**, Chair of the Commission

MINUTES  
OF  
PREVIOUS  
MEETING(S)

## PORTSMOUTH POLICE COMMISSION

### MINUTES OF THE DECEMBER 17<sup>TH</sup>, 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 December 17<sup>th</sup>, 2019 monthly Police Commission meeting was called to order at 4:22 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 4:22 p.m.

**The public session was called back to order at 5:35 p.m. in the Eileen Dondero Foley Council Chambers.**

**The following people were present:** Commissioners Onosko, Splaine, and Shaheen, Chief Robert Merner, Lt. Christian Cummings, and Admin. Manager Karen Senecal.

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

III. **ACCEPTANCE OF THE MINUTES:**  
The Chair asked for a motion to accept the minutes of the November 20<sup>th</sup>, 2019 meeting, as written, or with edits.

**Action: Commissioner Shaheen moved** to accept the minutes of the November 20<sup>th</sup>, 2019 meeting as written.

**Seconded by Commissioner Splaine.**

**On a Voice Vote:** The motion passed to accept the above captioned meeting minutes 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 Splaine:

- a. Briefing on the PPD Drone Unit: Lt. Cummings gave a comprehensive update on the Drone Unit and Equipment. (The Briefing may be viewed in its entirety via the YouTube link on the City's Home Page, near the bottom of the page.)

**Action: Commissioner Splaine moved** to name the drone "The Webber Drone", and the van, "The Geraldine".

**Seconded by Commissioner Shaheen.**

**On a Voice Vote:** The motion passed to name the drone "The Webber Drone", and the van, "The Geraldine".

**B. CHIEF OF POLICE:**

1. Grants & Donations
2. Letters of Appreciation from Outside the Department
3. Accreditation Update
4. Monthly Traffic Stats
5. Financial Report
  - a. Strategic Plan
  - b. Grant Applications Update
  - c. Facilities Report

**VII. PATROL DIVISION:**

- a. This report was included in the 12-17-19 Commission meeting packet.

**VIII. COURT OFFICE REPORT:**

- a. This confidential report was included in the 12-17-19 Commission meeting packet.

**IX. MISCELLANEOUS/OTHER BUSINESS:**

The Chair thanked Commissioner Splaine for his work on the Commission.

Commissioner Splaine thanked the Chair and spoke briefly about the need to make getting a new police building a top priority for the city. All three of the Commissioners spoke about their first-hand exposure to the working conditions of our police officers and civilian employees in the basement floors of the old hospital bldg.

**X. NEXT REGULAR MEETING:**

The next commission meeting is scheduled for Tuesday, January 21<sup>st</sup>, 2020, with the public session beginning at 5:30 p.m. in the Eileen Dondero Foley Council Chambers.

**PLEASE NOTE:** If the vacancy created by Commissioner Splaine's election to the City Council is not filled by this date, by statute, the Police Commission will not meet. The city's website will be updated as the meeting date draws closer – PLEASE CHECK THE WEBSITE FOR THE MOST CURRENT INFORMATION.

**XII. MOTION TO ADJOURN:**

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

**Action: Commissioner Splaine moved** the December 17<sup>th</sup>, 2019 Police Commission Meeting be adjourned.

**Seconded by Commissioner Shaheen.**

**On a Roll Call Vote:** The motion passed to adjourn the December 17<sup>th</sup>, 2019 Monthly Police Commission Meeting at 6:43 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

FEBRUARY 25<sup>TH</sup>, 2020 MEETING

V. NEW BUSINESS:

A. POLICE COMMISSION:

1. Accept the Resignation of Jim Splaine.
2. Election of Commission Chair and Clerk for 2020 – in accordance with City Charter Amendment ‘E’:  
“The Police Commission shall, beginning January 1992, convene meeting annually in the month of January for organizational purposes. The Commission shall choose one of its members to serve as Chairperson. The Commission shall choose one of its members to serve as Clerk.” (NOTE: As a result of the 2019 City Council Election, there were only two Police Commissioners, so no Police Commission Meeting was held in January of 2020.)
3. Selection of Ethics Committee Member – in accordance with City Ordinance Chapter 1, Article VIII, Section 1.804:  
“Board of Ethics”, the Police Commission will, by the casting of lots, designate a Commissioner to serve on the City’s Board of Ethics, should the board be convened. Said Commissioner will hold the designation for the 2020 calendar year.

December 31, 2019

To: Portsmouth Police Commissioners  
Joe Onosko, Chair; Stefany Shaheen, Commissioner  
Robert Sullivan, City Attorney  
Kelli Barnaby, Portsmouth City Clerk  
Mayor Jack Blalock and Honorable City Council  
Mayor-Elect Rick Becksted and Honorable City Councilors-Elect

RECEIVED

JAN - 2 2020

I am today submitting this letter as I resign from the Portsmouth Police Commission. I have much appreciated the opportunity during these past two years getting to know the inner workings and operations of our Police Department, and the good work it does.

Seeing up-close-and-personal the dedication of so many of our law enforcement personnel, and the quality and competence of our command-level staff, our officers, and our administrative and support staff, has made it clear to me the gift that all of our residents, businesses, and visitors receive from their work.

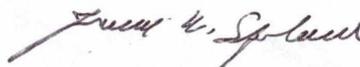
I greatly enjoyed working with my fellow Police Commissioners, our Chair Joe Onosko and Commissioner Stefany Shaheen. I loved the late Commissioner Arthur Hilson, and his passing during the first year of my term was a substantial loss. Our community and the Department was well-served by his efforts, and those of Joe and Stefany. Chief Bob Merner has proven himself to be a tremendous leader, and our community has benefited from his nationally-recognized experience and qualities.

I look forward to my new role as Portsmouth Assistant Mayor. I will return to the City Council with a new and greater awareness of our Police Department, and I expect that will help me to be even stronger in my support of the budgetary requirements of our law enforcement branch, and the need for new improved facilities to make it even more efficient and cost-effective.

Please know that I respect the work of the Portsmouth Police Commission, and the excellence of all those who work to make our Police Department the best in the State of New Hampshire. I will forever carry the good memories of our many hours of work together during the two years that I served in this position with you. Please call on me for any help I can offer in coming months and years.

Respectfully,

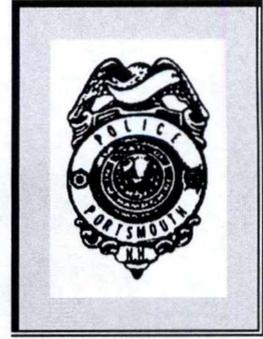
Jim Splaine  
201 Oriental Gardens  
Portsmouth, N.H. 03801



# CHIEF'S REPORT

*BOARD of POLICE COMMISSIONERS*

*of the  
City of Portsmouth, N.H.  
February 25<sup>th</sup>, 2020*



---

Chief Merner will swear in new full-time  
&  
part-time officers.

**Financial Reports**

**FY20 YEAR TO DATE SUMMARY**

**January 31, 2020**

<b>Appropriated Budget</b>	<b>YTD Expenses and Encumbrances</b>	<b>Available Balance</b>	<b>% of Budget Used</b>
11,830,799	7,596,070	4,234,729	64.21%

**Minus Annualized Expenditures**

(130,203)	(130,203)	Leave at Termination
(1,735,715)	(1,735,715)	Health Insurance
(171,274)	(171,274)	Workers Compensation

**ACTUALS**

<b>9,793,607</b>	<b>5,558,878</b>	<b>4,234,729</b>	<b>56.76%</b>
------------------	------------------	------------------	---------------

<b>% Through FY</b>	<b>61.54%</b>
---------------------	---------------



# Administrative Services Division

## Financial Reports

### By Division - FY20 YEAR TO DATE SUMMARY

January 31, 2020

DEPARTMENT	BUDGET	JANUARY	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
		61.54%	EXPENSES	External Funding Recon & Journal Entries (Jan)						
Administration	1,137,027	93,549	-	(31,755)	638,189	498,838	56.13%		\$ 638,189	56.13%
Detectives-Gen/Narcotics	1,636,594	131,461	-	(18,364)	1,011,270	625,324	61.79%		\$ 1,011,270	61.79%
Detectives-Family Related	-	-	-	-	-	-	#DIV/0!		\$ -	#DIV/0!
Patrol	4,535,653	320,463	2,530	-	2,618,375	1,917,278	57.73%		\$ 2,618,375	57.73%
Personnel & Training	512,063	31,268	2,073	-	274,959	237,104	53.70%		\$ 274,959	53.70%
Communications Center	1,142,553	67,114	1,295	-	591,375	551,178	51.76%		\$ 591,375	51.76%
Information Sys.	282,251	19,380	-	-	118,861	163,390	42.11%		\$ 118,861	42.11%
Community Relations	13,898	333	-	-	4,331	9,567	31.16%		\$ 4,331	31.16%
Records	81,263	5,656	-	-	47,105	34,158	57.97%		\$ 47,105	57.97%
Crossing Guards	-	-	-	-	-	-	0.00%		\$ -	0.00%
Animal Control	37,012	1,735	-	-	13,833	23,179	37.37%		\$ 13,833	37.37%
Auxiliary	49,950	4,732	-	-	26,157	23,793	52.37%		\$ 26,157	52.37%
Canine	40,582	2,151	-	-	22,551	18,031	55.57%		\$ 22,551	55.57%
Emergency Response Team	44,646	215	-	-	33,559	11,087	75.17%		\$ 33,559	75.17%
Accident Team	-	-	-	-	-	-	0.00%		\$ -	0.00%
Field Training Officer	20,349	637	-	-	7,080	13,269	34.79%		\$ 7,080	34.79%
Explorer	4,299	-	-	-	1,477	2,822	0.00%		\$ 1,477	0.00%
Fleet Maintenance	138,926	13,777	520	6,000	73,465	65,461	52.88%		\$ 73,465	52.88%
Major Benefits	2,153,733	11,075	-	(857)	2,113,484	40,249	98.13%	\$ (2,037,192)	\$ 76,292	3.54%
Anticipated Exp/Extrnl Fndng					-	-	#DIV/0!	\$ -	\$ -	#DIV/0!
<b>TOTALS</b>	<b>11,830,799</b>	<b>703,547</b>	<b>6,418</b>	<b>(44,976)</b>	<b>7,596,070</b>	<b>4,234,729</b>	<b>64.21%</b>	<b>\$ (2,037,192)</b>	<b>\$ 5,558,878</b>	<b>56.76%</b>

**Annualized Exp.**

Leave at Term	(130,203)	(130,203)
Health Insurance	(1,735,715)	(1,735,715)
Workers Compensation	(171,274)	(171,274)
	<u>(2,037,192)</u>	<u>(2,037,192)</u>

Adjusted Budget Totals w/o Annualized Exp.

9,793,607

5,558,878

4,234,729

56.76%



# Administrative Services Division

## Financial Reports

### By Line Item -FY20 YEAR TO DATE SUMMARY January 31, 2020

Account	Title	Budget	JANUARY	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	61.538%	EXPENSES						
			EXPENSES (3 Pay Periods)								
011001	Regular Salaries	\$ 1,388,227	\$ 96,657	\$ -	\$ (24,765)	\$ 762,063	\$ 626,164	54.89%	0	762,063	54.89%
011041	Salaries Uniform Personnel	\$ 4,466,488	\$ 335,555	\$ -	\$ (11,802)	\$ 2,587,282	\$ 1,879,206	57.93%	0	2,587,282	57.93%
011061	Insurance Reimbursement	\$ 14,000	\$ -	\$ -	\$ -	\$ 9,335	\$ 4,665	66.68%	0	9,335	66.68%
011063	Shift Differential	\$ 39,304	\$ 1,367	\$ -	\$ -	\$ 16,909	\$ 22,395	43.02%	0	16,909	43.02%
012001	Part Time Salaries	\$ 139,229	\$ 9,458	\$ -	\$ -	\$ 70,622	\$ 68,607	50.72%	0	70,622	50.72%
012041	Commissioner Stipend	\$ 3,600	\$ 200	\$ -	\$ -	\$ 2,000	\$ 1,600	55.56%	0	2,000	55.56%
014041	Overtime	\$ 486,197	\$ 45,496	\$ -	\$ (5,445)	\$ 333,170	\$ 153,027	68.53%	0	333,170	68.53%
014042	O/T Education	\$ 75,005	\$ 5,420	\$ -	\$ -	\$ 70,755	\$ 4,250	94.33%	0	70,755	94.33%
014055	Reimbursable O/T	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
014067	O/T Background Investigation	\$ 10,718	\$ 2,105	\$ -	\$ -	\$ 7,431	\$ 3,287	69.33%	0	7,431	69.33%
015001	Longevity	\$ 43,810	\$ -	\$ -	\$ (405)	\$ 41,808	\$ 2,002	95.43%	0	41,808	95.43%
016001	Leave At Termination	\$ 130,203	\$ -	\$ -	\$ -	\$ 130,377	\$ (174)	100.13%	(130,203)	174	0.13%
017001	Holiday Premium Pay	\$ 195,417	\$ 16,270	\$ -	\$ (800)	\$ 146,451	\$ 48,966	74.94%	0	146,451	74.94%
018030	Eval. Stipend	\$ 5,000	\$ -	\$ -	\$ -	\$ 4,750	\$ 250	95.00%	0	4,750	95.00%
018032	Training Stipend	\$ 2,500	\$ -	\$ -	\$ -	\$ 2,493	\$ 7	99.74%	0	2,493	99.74%
018034	Education Stipend	\$ 74,993	\$ 123	\$ -	\$ (200)	\$ 34,829	\$ 40,164	46.44%	0	34,829	46.44%
018041	Court Witness Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0	0	#DIV/0!
018042	Special Detail	\$ 60,100	\$ 1,529	\$ -	\$ (939)	\$ 28,586	\$ 31,514	47.56%	0	28,586	47.56%
019002	Anticipated Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
021001	Insurance-Health	\$ 1,735,715	\$ -	\$ -	\$ -	\$ 1,735,715	\$ -	100.00%	(1,735,715)	0	0.00%



# Administrative Services Division

## Financial Reports

### By Line Item -FY20 YEAR TO DATE SUMMARY

January 31, 2020

Account	Title	Budget	JANUARY	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	61.538%	EXPENSES						
			EXPENSES (3 Pay Periods)								
021101	Insurance-Dental	\$ 96,437	\$ 9,973	\$ -	\$ (830)	\$ 61,561	\$ 34,876	63.84%	0	61,561	63.84%
021501	Insurance-Life	\$ 4,267	\$ 905	\$ -	\$ (25)	\$ 4,535	\$ (268)	106.29%	0	4,535	106.29%
021601	Insurance-Disability	\$ 1,693	\$ 185	\$ -	\$ -	\$ 1,221	\$ 472	72.12%	0	1,221	72.12%
021602	Insurance-A&D	\$ 144	\$ 12	\$ -	\$ (2)	\$ 82	\$ 62	56.67%	0	82	56.67%
021701	Insurance-LTD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
022001	Social Security	\$ 105,934	\$ 6,455	\$ -	\$ (46)	\$ 57,634	\$ 48,301	54.41%	0	57,634	54.41%
022501	Medicare	\$ 103,041	\$ 7,317	\$ -	\$ (274)	\$ 58,251	\$ 44,790	56.53%	0	58,251	56.53%
023001	Retirement	\$ 171,480	\$ 11,837	\$ -	\$ (83)	\$ 98,642	\$ 72,838	57.52%	0	98,642	57.52%
023002	Retirement-Officers	\$ 1,539,968	\$ 113,325	\$ -	\$ (5,358)	\$ 906,032	\$ 633,936	58.83%	0	906,032	58.83%
025001	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
026002	Insurance-Workers Comp	\$ 171,274	\$ -	\$ -	\$ -	\$ 170,418	\$ 856	99.50%	(171,274)	(856)	-0.50%
033001	Prof Services-Temp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
034101	Pagers	\$ 542	\$ -	\$ -	\$ -	\$ -	\$ 542	0.00%	0	0	0.00%
034103	Telephone	\$ 28,155	\$ 2,439	\$ -	\$ -	\$ 16,357	\$ 11,798	58.10%	0	16,357	58.10%
034104	Cellular Phones	\$ 26,789	\$ 2,817	\$ -	\$ -	\$ 10,933	\$ 15,856	40.81%	0	10,933	40.81%
034203	Computer/Software Maint.	\$ 180,310	\$ 6,045	\$ -	\$ -	\$ 35,600	\$ 144,710	19.74%	0	35,600	19.74%
035003	Blood Alcohol Tests	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
039001	Professional Services	\$ 30,611	\$ 507	\$ 1,295	\$ -	\$ 7,801	\$ 22,810	25.48%	0	7,801	25.48%
039009	Prof/Serv-Hiring	\$ 8,722	\$ 4,123	\$ -	\$ -	\$ 10,287	\$ (1,565)	117.95%	0	10,287	117.95%
039070	Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!



# Administrative Services Division

## Financial Reports

### By Line Item -FY20 YEAR TO DATE SUMMARY

January 31, 2020

Account	Title	Budget	JANUARY	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	61.538%	EXPENSES						
043010	Repairs-Vehicle by Outside	\$ 47,770	\$ 3,806	\$ -	\$ -	\$ 19,200	\$ 28,570	40.19%	0	19,200	40.19%
043012	Repairs-Communication	\$ 1,917	\$ -	\$ -	\$ -	\$ -	\$ 1,917	0.00%	0	0	0.00%
043018	Repairs-Equipment	\$ 8,769	\$ -	\$ -	\$ -	\$ 1,143	\$ 7,626	13.04%	0	1,143	13.04%
043024	Repairs-Vehicle	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
044002	Rental Other Equipment	\$ 1,800	\$ 2,824	\$ -	\$ -	\$ 6,772	\$ (4,972)	376.22%	0	6,772	376.22%
044006	Printing Lease/Maint	\$ 9,369	\$ 602	\$ -	\$ -	\$ 4,358	\$ 5,011	46.52%	0	4,358	46.52%
048002	Property Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
053001	Advertising	\$ 3,553	\$ -	\$ -	\$ -	\$ 633	\$ 2,920	17.82%	0	633	17.82%
054050	Training-Education	\$ 68,247	\$ 3,640	\$ -	\$ -	\$ 22,601	\$ 45,646	33.12%	0	22,601	33.12%
055050	Printing	\$ 5,989	\$ 904	\$ -	\$ -	\$ 3,235	\$ 2,754	54.02%	0	3,235	54.02%
056001	Dues Professional Organization	\$ 17,020	\$ 589	\$ -	\$ -	\$ 2,768	\$ 14,252	16.26%	0	2,768	16.26%
057101	Travel and Conference	\$ 30,281	\$ 450	\$ -	\$ -	\$ 10,877	\$ 19,404	35.92%	0	10,877	35.92%
057103	Court Mileage	\$ -	\$ (8)	\$ -	\$ -	\$ (68)	\$ 68	#DIV/0!	0	(68)	#DIV/0!
061002	Miscellaneous Supplies	\$ 20,896	\$ 2,214	\$ -	\$ -	\$ 8,941	\$ 11,955	42.79%	0	8,941	42.79%
061003	Meeting Supplies	\$ 1,387	\$ 138	\$ -	\$ -	\$ 724	\$ 663	52.17%	0	724	52.17%
062001	Office Supplies	\$ 9,803	\$ 737	\$ -	\$ -	\$ 3,360	\$ 6,443	34.27%	0	3,360	34.27%
062004	Photo Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
062005	Printing Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
062006	Motorola Portable Batteries	\$ 9,176	\$ -	\$ -	\$ -	\$ -	\$ 9,176	0.00%	0	0	0.00%
062007	Computer/Printer Supplies	\$ 14,162	\$ 1,731	\$ -	\$ -	\$ 7,735	\$ 6,427	54.62%	0	7,735	54.62%



# Administrative Services Division

## Financial Reports

### By Line Item -FY20 YEAR TO DATE SUMMARY January 31, 2020

Account	Title	Budget	JANUARY	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	61.538%							
			EXPENSES (3 Pay Periods)	EXPENSES	External Funding Recon & Journal Entries (Jan)						
062010	Copying Supplies	\$ 2,483	\$ -	\$ -	\$ -	\$ 140	\$ 2,343	5.62%	0	140	5.62%
062501	Postage	\$ 6,527	\$ 270	\$ -	\$ -	\$ 2,113	\$ 4,414	32.38%	0	2,113	32.38%
063001	Tires and Batteries	\$ 9,542	\$ -	\$ -	\$ -	\$ -	\$ 9,542	0.00%	0	0	0.00%
063501	Gasoline	\$ 62,432	\$ 20	\$ -	\$ 6,000	\$ 40,702	\$ 21,731	65.19%	0	40,702	65.19%
066001	Vehicle Repairs	\$ 4,466	\$ 70	\$ -	\$ -	\$ 1,291	\$ 3,176	28.90%	0	1,291	28.90%
066002	Vehicle Outfit	\$ 14,716	\$ 9,881	\$ 520	\$ -	\$ 12,273	\$ 2,443	83.40%	0	12,273	83.40%
067001	Books and Periodicals	\$ 10,220	\$ 1,046	\$ -	\$ -	\$ 1,914	\$ 8,306	18.73%	0	1,914	18.73%
068001	Clothing Allowance	\$ 64,837	\$ -	\$ -	\$ -	\$ 62,275	\$ 2,562	96.05%	0	62,275	96.05%
068002	Clothing	\$ 17,733	\$ 3,310	\$ -	\$ -	\$ 13,213	\$ 4,520	74.51%	0	13,213	74.51%
069004	Chief's Expense	\$ 2,483	\$ 92	\$ -	\$ -	\$ 184	\$ 2,299	7.39%	0	184	7.39%
072006	Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
074001	Equipment	\$ 90,546	\$ -	\$ 4,603	\$ -	\$ 3,814	\$ 86,732	4.21%	0	3,814	4.21%
074003	Software	\$ 6,932	\$ 215	\$ -	\$ -	\$ 4,605	\$ 2,327	66.43%	0	4,605	66.43%
075001	Furniture and Fixtures	\$ 7,870	\$ -	\$ -	\$ -	\$ 1,052	\$ 6,818	13.36%	0	1,052	13.36%
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)	\$ -	\$ -	\$ (35,000)	\$ (25,000)	58.33%	0	(35,000)	58.33%
091006	Transfer from School	\$ -	\$ (4,102)	\$ -	\$ -	\$ (28,715)	\$ 28,715	#DIV/0!	0	(28,715)	#DIV/0!
<b>TOTAL</b>		<b>\$ 11,830,799</b>	<b>\$ 703,547</b>	<b>\$ 6,418</b>	<b>\$ (44,976)</b>	<b>\$ 7,596,070</b>	<b>\$ 4,234,729</b>	<b>64.21%</b>	<b>(2,037,192)</b>	<b>5,558,878</b>	<b>56.76%</b>



# Administrative Services Division

## Financial Reports

### By Line Item -FY20 YEAR TO DATE SUMMARY January 31, 2020

Account	Title	Budget	JANUARY	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	61.538%							
			EXPENSES (3 Pay Periods)	EXPENSES	External Funding Recon & Journal Entries (Jan)						

Annualized Exp.

Leave at Term	\$	(130,203)		\$	(130,203)
Health Insurance	\$	(1,735,715)		\$	(1,735,715)
Workers Compensation	\$	(171,274)		\$	(171,274)
	\$	(2,037,192)		\$	(2,037,192)

<b>Adjusted Budget Totals w/o Annualized Exp.</b>	<b>\$</b>	<b>9,793,607</b>		<b>\$</b>	<b>5,558,878</b>	<b>\$</b>	<b>4,234,729</b>	<b>56.76%</b>
---	-----------	------------------	--	-----------	------------------	-----------	------------------	---------------

# PATROL DIVISION REPORT

Crime Comparison Report For the period ending 01/31/2020

**Group A Crimes Against Persons**

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Forcible Rape	2020	1												1
	2019													
	Pct	n/a												n/a
Forcible Sodomy	2020													
	2019	1												1
	Pct	n/a												n/a
Forcible Fondling	2020	1												1
	2019	1												1
	Pct	0%												0%
Aggravated Assault	2020	3												3
	2019	2												2
	Pct	+50%												+50%
Simple Assault	2020	10												10
	2019	14												14
	Pct	-29%												-29%
Intimidation	2020	16												16
	2019	8												8
	Pct	+100%												+100%
Incest	2020	1												1
	2019													
	Pct	n/a												n/a
Statutory Rape	2020	1												1
	2019	1												1
	Pct	0%												0%
Total Crimes Against Persons	2020	33												33
	2019	27												27
	Pct	+22%												+22%

**Filters/Options Applied**

Date Used Report Date used

Time Period

Crime Comparison Report For the period ending 01/31/2020

**Group A Crimes Against Property**

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Robbery	2020													
	2019	1												1
	Pct	n/a												n/a
Burglary/ Breaking and Entering	2020	1												1
	2019	2												2
	Pct	-50%												-50%
Larceny (shoplifting)	2020	5												5
	2019	9												9
	Pct	-44%												-44%
Larceny (from building)	2020	1												1
	2019	6												6
	Pct	-83%												-83%
Larceny (from motor vehicles)	2020	1												1
	2019	4												4
	Pct	-75%												-75%
Larceny (all other)	2020	15												15
	2019	8												8
	Pct	+88%												+88%
Motor Vehicle Theft	2020	1												1
	2019	1												1
	Pct	0%												0%
Counterfeit/ Forgery	2020	1												1
	2019	4												4
	Pct	-75%												-75%
Fraud (false pretense;swindle)	2020	7												7
	2019	8												8
	Pct	-13%												-13%
Fraud (credit/debit card;ATM)	2020	1												1
	2019	1												1
	Pct	0%												0%
Fraud (impersonation)	2020	4												4
	2019	10												10
	Pct	-60%												-60%
Stolen Property	2020	2												2
	2019	1												1
	Pct	+100%												+100%

**Filters/Options Applied**

Date Used Report Date used

Time Period

Crime Comparison Report For the period ending 01/31/2020

**Group A Crimes Against Property**

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Destruction of Property/Vandalism	2020	18												18
	2019	5												5
	Pct	+260%												+260%
Total Crimes Against Property	2020	57												57
	2019	60												60
	Pct	-5%												-5%

**Filters/Options Applied**

Date Used Report Date used

Time Period

Crime Comparison Report For the period ending 01/31/2020

**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	2020	8												8
	2019	16												16
	Pct	-50%												-50%
Pornography/Obscene Material	2020	1												1
	2019													
	Pct	n/a												n/a
Prostitution	2020	1												1
	2019													
	Pct	n/a												n/a
Weapon Law Violations	2020	1												1
	2019	1												1
	Pct	0%												0%
Total Crimes Against Society	2020	11												11
	2019	17												17
	Pct	-35%												-35%

**Filters/Options Applied**

Date Used	Report Date used
Time Period	

Crime Comparison Report For the period ending 01/31/2020

**Group B Crimes**

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Bad Checks	2020													
	2019	2												2
	Pct	n/a												n/a
Disorderly Conduct	2020	2												2
	2019	5												5
	Pct	-60%												-60%
Driving under Influence	2020	3												3
	2019	6												6
	Pct	-50%												-50%
Drunkenness	2020	4												4
	2019	8												8
	Pct	-50%												-50%
Family Non Violent Offenses	2020													
	2019	3												3
	Pct	n/a												n/a
Liquor Law Violations	2020	4												4
	2019	2												2
	Pct	+100%												+100%
Runaways (under 18yr old)	2020	1												1
	2019													
	Pct	n/a												n/a
Trespass of Real Property	2020	4												4
	2019	6												6
	Pct	-33%												-33%
All Other Offenses	2020	21												21
	2019	28												28
	Pct	-25%												-25%
Total Group B Crimes	2020	39												39
	2019	60												60
	Pct	-35%												-35%

**Filters/Options Applied**

**Date Used** Report Date used

**Time Period**