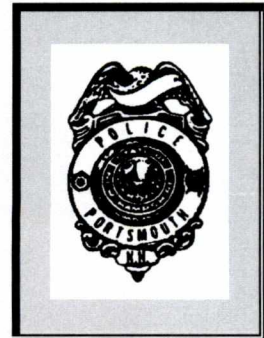


**BOARD of POLICE COMMISSIONERS**

*of the*

*City of Portsmouth, N.H.*



***Chair Brenna Cavanaugh...Commissioner Joseph J. Onosko...  
Commissioner Joe Plaia***

*"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.

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**PUBLIC NOTICE OF POLICE COMMISSION MEETING**

**DATE:** February 16<sup>th</sup>, 2016 (Tuesday)  
**LOCATION &  
TIME:** 3:30 p.m., - Meeting will open in the Wm. Mortimer Room of the PPD; it is anticipated the commission will immediately go into non-public at that time as appropriate under RSA 91-A 3, II (a) "Non Public Sessions: Personnel Matters/Promotions, and Ongoing Collective Bargaining Negotiations".

The public session will resume in THE SCHOOL BOARD CONFERENCE ROOM, Seybolt Building, at or about 5:00 p.m.

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**

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

January 12<sup>th</sup> & January 20<sup>th</sup>, 2016 (Anticipated Action: A motion will be brought forward to accept the minutes of the January 12<sup>th</sup>, and January 20<sup>th</sup> police commission meetings.)

**IV. PUBLIC COMMENT**

Individual comment is limited to three minutes.

**V. OLD BUSINESS:**

**A. Discussion of Attorney Sullivan's response to the commission's request for a legal opinion on the two questions raised by Commissioner Onosko at the December 9<sup>th</sup>, 2015 meeting.**

**VII. NEW BUSINESS:**

**A. POLICE COMMISSION:**

1. Personnel items that require action
  - a. Accept the resignation of Auxiliary Officer Dan Fuglestad (Anticipated Action: A motion will be made to accept the resignation of Auxiliary Officer Dan Fuglestad.)
  - b. Accept the notice of retirement from Auxiliary Officer Pat Boyle, who served the police department for 23 years as both a full-time and auxiliary officer. (Anticipated Action: A motion will be made to accept the resignation of Auxiliary Officer Pat Boyle.)
  - c. Accept the resignation of Officer Brian Lewis. (Anticipated Action: A motion will be made to accept the resignation of Officer Brian Lewis.)
2. Commissioner Cavanaugh – Discussion of implementation of nationwide search process for a permanent Chief of Police.
3. National Association of Civilian Oversight of Law Enforcement (NACOLE) conference – Opportunity to bring the national NACOLE conference to Portsmouth this year.

**B. CHIEF OF POLICE:**

1. Grant:
  - a. A grant in the amount of \$30,000 from the NH Department of Justice for the 2016 Violence Against Women Grant Program. This award will fund the victim witness advocate position in the prosecutor's office of the Portsmouth Police Department. (Anticipated Action: A motion will be made to accept the grant in the amount of \$30,000 from the NH Department of Justice

for the 2016 Violence Against Women Grant Program, and forward it to the city council for their action.)

2. Allocation of \$500 donation received in December from the Newburyport Five Cent Savings Bank.
3. Discussion of CALEA Accreditation Manager position
4. Discussion on Evaluations
5. Financial Report

**C. PATROL DIVISION:**

This report is included in the commission packet.

**VII. COURT OFFICE REPORT**

This report is included in the commission packet.

**VIII. MISCELLANEOUS/OTHER BUSINESS:**

1. Commissioner Plaia will address Acting Deputy Chief Frank Warchol on a matter of public interest.

**IX. NEXT REGULAR MEETING:** The annual public hearing on the Police Budget will take place on Wednesday, February 17<sup>th</sup>, 2016 in the Eileen Dondero Foley Council Chambers at 6:00 p.m. *The next police commission meeting after that will be on March 8<sup>th</sup>, at 10:00 a.m. in the Eileen Dondero Foley Council Chambers. This is a scheduled and televised work session in a series of sessions for the drafting of Rules & Order, and other governing documents of the commission. The public is welcome to attend.*

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

(Posted on February 12<sup>th</sup>, 2016)

*Kathy Louque*

Commissioner Joe Plaia, Clerk of the Commission

MINUTES  
OF  
PREVIOUS  
MEETING(S)

**PORTSMOUTH POLICE COMMISSION**  
**MINUTES OF THE JANUARY 12<sup>TH</sup>, 2016 POLICE COMMISSION MEETING**

3:30 p.m. Public Session – Eileen Foley Council Chambers, City Hall

Brenna Cavanaugh, Chair  
Joseph J. Onosko  
Joe Plaia

\*\*\*UNAPPROVED\*\*\*

- I. **CALL TO ORDER:** The January 12<sup>th</sup>, 2016 monthly police commission meeting was called to order at 3:40 p.m. in the Eileen Dondero Foley Council Chambers.

Commissioner Cavanaugh explained the provision in Roberts' Rules of Order for the conduct of business in the absence of a duly elected Chair.

**ACTION: Commissioner Onosko moved** to appoint Commissioner Cavanaugh Chairwoman pro tem for the portion of tonight's meeting up to the election of officers as provided for in the city charter.

**Seconded by Commissioner Plaia.**

**On a Voice Vote:** The motion passed to appoint Commissioner Cavanaugh Chairwoman pro tem for the portion of tonight's meeting up to the election of officers as provided for in the city charter.

**ACTION: Commissioner Onosko moved** to go into non-public session as provided for by RSA 91-A:3, II(a) and II (c).

**Seconded by Commissioner Plaia.**

**On a Roll Call Vote:** The motion passed unanimously to go into non-public session as provided for by RSA 91-A:3, II(a), and II (c) as follows:

Chair pro tem Cavanaugh: "Aye".

Commissioner Onosko: "Aye".

Commissioner Plaia: "Aye".

The commission went into non-public at 3:45 p.m.

**The chair called the public session back to order in the Eileen Dondero Foley Council Chambers at: 5:06 p. m.**

**Present during the public session:** Commissioners, Cavanaugh, Onosko, and Plaia, Mayor Jack Blalock, City Manager John Bohenko, City Attorney Robert Sullivan, City Clerk Kelli Barnaby, Chief David Mara, Acting Deputy Chief Frank Warchol, Admin. Manager Karen Senecal, Exec. Assistant Kathleen Levesque, sworn officers from the New Hampshire State Police, Portsmouth and Manchester police departments, and members of the public and the press.

**II. PLEDGE OF ALLEGIANCE:** Chief Mara led the Pledge of Allegiance.

**Action: Commissioner Onosko moved** to accept the minutes of the December 9<sup>th</sup>, 2015 meeting.

**Seconded by Commissioner Plaia.**

**On a Voice Vote:** The motion passed to accept the minutes of the December 9<sup>th</sup>, 2015 meeting, with Commissioner Plaia abstaining as he was not a sitting commissioner at the time of the meeting.

**Action: Commissioner Onosko moved** to accept the minutes of the January 4<sup>th</sup>, 2016 meeting.

**Seconded by Commissioner Plaia.**

**On a Voice Vote:** The motion passed to accept the minutes of the January 4<sup>th</sup>, 2016 meeting.

**Action: Commissioner Onosko moved** to suspend the rules to move to Item #2 under: "New Business, A. Police Commission, Swearing in of interim Chief of Police David J. Mara."

**Seconded by Commissioner Plaia.**

**On a Voice Vote:** The motion passed unanimously to suspend the rules to move to Item #2 under: "New Business, A. Police Commission, Swearing in of interim Chief of Police David J. Mara."

City Clerk Kelli Barnaby administered the oath of office to David Mara, making him the interim Chief of Police in Portsmouth.

Commissioner Onosko asked Chief Mara if he would introduce some of the visiting state and city officials from other municipalities who had come to attend Chief Mara's swearing in.

### III. PUBLIC COMMENT:

Mr. Jim Splaine – Oriental Gardens. Mr. Splaine spoke about open government. He urged the commissioners to do everything possible to conduct their business in public. He reviewed the aspects of the right-to-know law that allow for non-meetings, and urged the commission not to do it.

Brendon DuBois – Resident of Exeter – Mr. DuBois took each commissioner to task individually over public statements and actions made or taken by them in contradiction to prior statements and actions made or taken by them. Mr. DuBois also said false statements were made in the press against the previous Chief of Police, Stephen DuBois, by Commissioner Onosko. Brendan DuBois is a brother of former Chief DuBois.

### IV. NEW BUSINESS:

#### A. POLICE COMMISSION:

##### 1. Election of Officers:

**ACTION: Commissioner Onosko moved** to nominate Commissioner Cavanaugh to the position of Chair for 2016.

**Seconded by Commissioner Plaia.**

**On a Voice Vote:** The motion passed to nominate Commissioner Cavanaugh to the position of Chair for 2016. Commissioner Cavanaugh accepted the nomination.

**Commissioner Onosko moved** to nominate Commissioner Plaia as Clerk of the Commission.

**Seconded by Commissioner Cavanaugh.**

**On a Voice Vote:** The motion passed to nominate Commissioner Plaia as Clerk of the Commission for 2016.

#### **Roll Call of the Election for Chair of the Commission for 2016:**

Commissioner Onosko: "Aye".

Commissioner Plaia: "Aye".

#### **Roll Call of the Election for Clerk of the Commission for 2016:**

Commissioner Onosko: "Aye".

Commissioner Cavanaugh: "Aye".

Commissioner Cavanaugh was elected Chair of the Commission for 2016.

Commissioner Plaia was elected Clerk of the Commission for 2016.

3. Selection by lot of a police commissioner to serve a one-year term as a member of the City's Board of Ethics, should the Board of Ethics be convened. The lot fell to Commissioner Cavanaugh to serve on the city's Board of Ethics should it be convened.
4. Discussion of a work process to craft rules and orders for commission proceedings and a framework of SOPs for the conduct of commission business. Commissioner Plaia indicated this was a priority with the commission as it has never been done. He said they hoped to have a work session next week, and will schedule as many work sessions as it takes to get this project done. There was some discussion about a regular date to meet, and the commission decided on the second Tuesday of the month, subject to the availability of the council chambers. It was also decided the deadline for the submission of agenda items would be noon on Wednesday of the week prior to the meeting date.

The commission scheduled a work session to begin work on the Rules and Regs. for Wednesday, January 20<sup>th</sup> at 1:00 p. m.

5. **Action: Commissioner Onosko moved** to accept the resignation of Communications Supervisor Gil Emery, effective December 31, 2015.  
**Seconded by Commissioner Plaia.**  
**On a Voice Vote:** The motion passed to accept the resignation of Communications Supervisor Gil Emery effective December 31, 2016.

#### **B. CHIEF OF POLICE:**

1. Recognition of Ms. Claudia LeBlanc for her many years of service doing blood draws in support of the Portsmouth Police Department's sobriety checkpoints.
2. Recognition of Portsmouth Explorer Cadet Acadia Spear, for her quick thinking response to a medical emergency that occurred during a school club function.
3. Recognition of Officer Erik Widerstrom for his work in solving the string of Mobil Mart thefts.
4. Recognition of Detectives Rochelle Jones and Rob Munson for their "Santa & Reindeer" charity work during the 2015 Christmas Season.

The Chair took this opportunity to recognize Acting Deputy Chief Warchol for coming into work on the Saturday evening of the Portsmouth Police Relief Association's Christmas Party, so that a couple of officers who were scheduled to



work could attend the party. The Portsmouth Police Relief Association is the benevolent organization of Portsmouth officers and employees.

5. Grant & Donations:

**Action: Commissioner Plaia moved** to accept a donation in the amount of \$34.77 from Dr. David Ferland in support of the Police Explorer Cadets.  
**Seconded by Commissioner Onosko.**

**On a Voice Vote:** The motion passed to accept a donation in the amount of \$34.77 from Dr. David Ferland in support of the Police Explorer Cadets.

**Action: Commissioner Plaia moved** to accept a donation in the amount of \$129 from Dr. David Ferland in support of the Police Explorer Cadets.  
**Seconded by Commissioner Onosko.**

**On a Voice Vote:** The motion passed to accept a donation in the amount of \$129 from Dr. David Ferland in support of the Police Explorer Cadets.

**Action: Commissioner Plaia moved** to accept a donation in the amount of \$850 from The Friends of the South End in support of the Police Explorer Cadets.

**Seconded by Commissioner Onosko.**

**On a Voice Vote:** The motion passed to accept a donation in the amount of \$850 from The Friends of the South End in support of the Police Explorer Cadets.

**Action: Commissioner Plaia moved** to accept a donation in the amount of \$500 from the Newburyport Five Cents Savings Bank.

**Seconded by Commissioner Onosko.**

**On a Voice Vote:** The motion passed to accept a donation in the amount of \$34.77 from Dr. David Ferland in support of the Police Explorer Cadets.

**Action: Commissioner Plaia moved** to accept the grant from New Hampshire Highway Safety in the amount of \$13,798 for DWI patrols.

**Seconded by Commissioner Onosko.**

Commissioner Cavanaugh had some questions regarding the use of the funds which were addressed by Acting Deputy Chief Frank Warchol.

**On a Voice Vote:** The motion passed to accept the grant from New Hampshire Highway Safety in the amount of \$13,798 for DWI patrols.

The Chair pointed out the motion needed to be amended to include the words, “and forward to the city council for their action.”

**Action: Commissioner Plaia moved** to accept the grant from New Hampshire Highway Safety in the amount of \$13,798 for DWI patrols and forward to the city council for their action.”

**Seconded by Commissioner Onosko.**

**On a Voice Vote:** The motion passed to accept the grant from New Hampshire Highway Safety in the amount of \$13,798 for DWI patrols and forward to the city council for their action.”

6. Financial Report: Admin. Manager Karen Senecal gave the commission an overview of our financial status at this point in the fiscal year, and a briefing on Karen’s other areas of responsibility. A discussion on our false alarm fees resulted in a decision to keep the current fee structure and revisit it at the end of this fiscal year.
7. Letters of Thanks and Appreciation from Outside the Department: Chief Mara read from the following letters of appreciation regarding the work of our officers:
  - a. A letter of thanks from Mr. Tod O’Dowd for the actions of Officer Scott Pearl.
  - b. A letter of thanks from Ms. Cynthia Shanley, the Supper Club Coordinator at Living Innovations for the dedicated service of Officers Drew, McCarthy, and Krans and Explorers Lexi McNally, Acadia Spear, Jobin Chavez, and Tyler Bartlett over the past year.

**V. PATROL DIVISION** - Contained in the commission packet.

**VI. COURT OFFICE REPORT** – Confidential report contained in the commission packet.

**VII. MISCELLANEOUS** – No Miscellaneous Items

**VIII. NEXT MEETING:** The next police commission meeting is tentatively scheduled for Wednesday, January 20<sup>th</sup>, 2016, from 1:00 p.m. to 4:00 p.m.

**IX. MOTION TO ADJOURN**

There being no further business before the commission, the chair asked for a motion to adjourn.

**Commissioner Onosko moved** to adjourn the January 12, 2016 meeting of the police commission.

**Seconded by Commissioner Plaia.**

**On a Voice Vote:** The motion passed to adjourn the January 12, 2016 police commission meeting at 5:50 p.m.

*Kathe*

*Respectfully Submitted By Kathleen Levesque, Executive Assistant  
Reviewed By Commissioner Cavanaugh, Clerk of the Commission*

*Brenna Cavanaugh*

**PORTSMOUTH POLICE COMMISSION**  
**MINUTES OF THE JANUARY 20<sup>TH</sup>, 2016 POLICE COMMISSION MEETING**

1:00 p.m. Public Session – Wm. Mortimer Conference Room, Police Department

Brenna Cavanaugh, Chair  
Joseph J. Onosko  
Joe Plaia

\*\*\*UNAPPROVED\*\*\*

I. **CALL TO ORDER:** The January 20<sup>th</sup>, 2016 special police commission meeting was called to order at 1:00 p.m. in the Wm. Mortimer Conference Room at the Police Department.

**Present during the public session:** Commissioners Cavanaugh, Onosko, and Plaia, Chief Mara, Portsmouth Herald reporter Elizabeth Dinan.

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

III. **NEW BUSINESS:**

**A. POLICE COMMISSION:**

1. Commissioner Cavanaugh asked the other commissioners if they had any points they wished to bring to the table to be addressed in this and future work sessions.
  - a. Commissioner Plaia: Rules and Order for the Police Commission
  - b. Commissioner Cavanaugh: Going through SOPs for the department; Chief Mara will have copies for the next meeting. Fixing a new regular meeting date.
  - c. Commissioner Onosko: Adding additional work sessions because of CALEA accreditation and starting the process of identifying a new permanent chief, and a number of procedural issues.

Discussion of fixing the second meeting during the fourth week of the month, for a 2-hour meeting, sometime after 5 o'clock that would included the ability to video tape or telecast the meeting. The Chair suggested fixing the time of the second meeting at the first meeting.

Commissioner Onosko indicated the tasks for the second Tuesday include determining the date and time of the meeting for the fourth week.

Discussion of:

- when the agenda should be ready for the Chief's executive assistant;
- handling direct contacts from citizens via email;
- responding to citizen issues as individuals and as a commission;
- a clear process for citizens to make a complaint;
- reviewing department SOPs.

Chief Mara briefed the commission on the visit from the NNEPAC team. NNEPAC stands for Northern New England Police Accreditation Coalition. The team did a tour of the key areas in the station, including evidence and the holding cells and dispatch, and spoke with officers and civilian employees. Chief Mara had requested this site visit as one of our first steps toward the CALEA process. The visiting team members had favorable things to say during the debrief at the conclusion of their site visit. Chief Mara went on to say that in his first month here as a transitional liaison, speaking to personnel and doing ride alongs, he was impressed with the caliber of people working here. He told the commission they have a good department here. Some things needs tweaking, but they have a good department.

Commissioner Cavanaugh returned to her concern about handling citizens' complaints properly as an individual commissioner and as a commission. There was extensive discussion on this as well as on development of an SOP addressing citizen's complaints. Chief Mara indicated there is already an SOP in place that he can bring to the next police commission meeting. All agreed there should be something up on our website that explains to the public how citizen complaints are handled, so people will know exactly what they can expect.

The next discussion covered getting emails from the public and being included on the department wide list serve so the commissioners are aware of certain civic events. Chief Mara indicated there would be certain emails that would not be appropriate to include the commission on. He said he would look into this idea.

The chief also assured the commission that when an individual is no longer employed by the department, their electronic permissions are terminated, even though their names might continue to appear in certain list serves for a period of time.

**The commission recessed for a five minute break at 1:30 P.M. The commission resumed the public session at 1:35 p.m. in the same location.**

The meeting resumed with Chief Mara returning to the matter of the handling of citizen complaints. The Chief said the responsibility for thoroughly investigating citizens' complaints is part of the work of the police department. If after an investigation is done and a finding is made, the citizen still feels he/she wants further redress, the mechanisms are already out there for a citizen to pursue, such as going to the attorney general's office. Chief Mara cautioned that providing a path for a citizen dissatisfied with the outcome of an investigation to then take the matter to the commissioner changes the police commission into a citizen review board, and he did not feel that was necessary or advisable.

A particular email scenario that had just occurred was brought up by the Chair; in the ensuing discussion, without making any specific references, it was decided the commission needed to seek the advice of the city attorney on how to communicate among commissioners on an urgent issue that does not appropriately involve the chief of police, so as not to violate the Right-to-Know law.

The next topic was the subject of non-public meetings and non-meetings. Commissioner Plaia felt there was no reason why the public could not know what the general topics were that were going to be discussed in non-public. All the commissioners were in agreement.

Regarding media-inquiries – All commissioners felt they should be free to voice independent opinions. All agreed that a clear distinction should be made by each commissioner that they are not speaking for the commission, but as individuals. There was some discussion about drafting a position statement. It was decided such a document was not necessary.

In summary, Commissioner Plaia indicated the matter of the SOPs would be left in the hands of the Chief to manage their review, bringing the appropriate portions to the commission.

There was a general discussion on format and content for a set of Rules and Orders for the police commission. Chief Mara suggested the commission might reach out to the Nashua police commission, as they have similar powers.

Commissioner Plaia talked about the National Association for Civilian Oversight of Law Enforcement, or NACOLE. The Chair advised him the Portsmouth Police

Commission had just become members of that organization, and the other commissioners could get the login information from Kathe Levesque to gain access to their website.

The commission agreed to review and mark up the sets of Rules and Order they have from Portsmouth and from Rochester so the commission could actually begin assembling a draft document for Portsmouth.

Commissioner Onosko referenced addressing procedures for conducting a search for a permanent chief of police. The Commissioner said he is getting the feeling the citizens would like us to use an outside search firm rather than do it ourselves. Commissioner Cavanaugh said she felt that conversation should be an agenda item for the public session in February.

Onosko referred to the last item on his agenda for this meeting, saying he would like to suspend the rules so it could be discussed as part of this meeting. While not stating the actual item, the Chair said she thought it would be better if instead of suspending the rules today to take up the matter, it was on the February regular business meeting agenda.

The last item referenced pertained to steps going forward in the CALEA process. The Chair suggested this could be a standing agenda item that the commission could give a progress report to the public on every month.

**IV. NEXT MEETING:** The next police commission meeting is scheduled for Tuesday, February 9<sup>th</sup>, 2016. The regular business portion of the meeting is anticipated to begin at or about 5:30 p.m. after a non-public session.

**V. MOTION TO ADJOURN**

There being no further business before the commission, the chair asked for a motion to adjourn.

**Commissioner Onosko moved** to adjourn the January 20<sup>th</sup>, 2016 meeting of the police commission.

**Seconded by Commissioner Plaia.**

**On a Voice Vote:** The motion passed to adjourn the January 20<sup>th</sup>, 2016 police commission meeting at 2:31 p.m.

*Kathe*

*Respectfully Submitted By Kathleen Levesque, Executive Assistant  
Reviewed By Commissioner Cavanaugh, Clerk of the Commission*

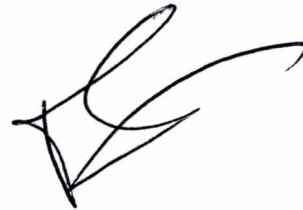
*Brenna Cavanaugh*



POLICE  
COMMISSION  
BUSINESS

**CITY OF PORTSMOUTH  
LEGAL DEPARTMENT  
MEMORANDUM**

DATE: February 3, 2016  
TO: POLICE COMMISSION  
FROM: ROBERT P. SULLIVAN, CITY ATTORNEY  
RE: RESPONSE TO QUESTIONS REFERRED



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At its meeting of December 8, 2015, the Police Commission referred two (2) questions to this office for response. Those questions are below (paraphrased for ease of review):

1. Does RSA 105-C:6 prohibit Commissioners from accepting the \$100 per month compensation voted by the City Council pursuant to Municipal Charter Amendment E?; and
2. Does RSA 105-C:4 authorize the Police Commission to fix the compensation of police personnel without any further approval by the City Council as otherwise required by Municipal Charter Amendment E and the past practice of City government in Portsmouth?

**RESPONSE**

The response to both questions turns upon the same concept. It begins with the idea that a municipal charter is the foundation document for any city or town government. This operates much like the Constitution would operate for the federal government by laying out the framework within which the municipal government operates. However, unlike the federal situation, there are at least three (3) types of municipal charters in the State of New Hampshire, along with two (2) basic forms of municipal government. These matters are discussed at length in the multi-volume treatise written by local Attorney Peter Loughlin. See, Local Government Law, New Hampshire Practice, Peter Loughlin, Volume 13, Chapter 6, et seq.

The three types of Charters are:

1. Municipal Charters created by state statute, of which the Portsmouth City Charter of 1876 was an example;
2. Municipal Charters which are adopted by municipalities operating under the inaccurately named "Home Rule" amendment to the New Hampshire constitution adopted in 1966 (see Loughlin, Section 119).
3. Hybrid municipal charters in which either a statutorily adopted municipal charter has been amended locally by a municipality or in which a locally adopted

charter has been amended by subsequent act of the legislature. The current Portsmouth municipal charter is an example of this latter type, with particular reference to the Police Commission.

As noted, the Portsmouth Municipal Charter was initially created by the legislature. By 1913 the state legislature felt it was necessary to adopt legislation unifying the laws related to Police Commissions in a number of cities and towns, including Portsmouth. See, Laws of 1913, Chapter 148.<sup>1</sup> Under that State law the City of Portsmouth was given a three (3) member Police Commission in which all members were appointed by the Governor. However, by referendum vote on November 5, 1991 the citizens of the City amended that statutory charter utilizing the so-called Home Rule provisions of state law to create the current Police Commission, in which the three (3) members are elected as described in Charter Amendment E and have the powers and duties outlined by that provision.

The questions put forward by the Commission on December 8, 2015, by contrast, rely not on the Municipal Charter but upon specific provisions taken from RSA 105-C. That law is a state statute entitled "Police Commissions" adopted by the state legislature in 1981. However, RSA 105-C relates only to **towns**, which may adopt its provisions by submission of the question to, "the voters of a town on the regular ballot for the election of town officers if a petition is presented to the selectmen...", RSA 105-C:1 and 2. In its following provisions, RSA 105-C provides a detailed discussion of how voters of a town at a town election may either elect police commissioners or the Governor might appoint that commission, for staggered terms with vacancies being, "filled by appointment by the Board of Selectmen until the next regular annual town meeting", RSA 105-C:3 Thereafter, the statute describes the operation of a police commission in some detail, using the term "town" seventeen (17) times and never using the term "city" or municipal "charter" even once. In short RSA 105-C creates a method for towns to create a statutory police commission. It does not mention and does not affect City municipal charters.

In addition to the foregoing, it is my belief that as a general statement the municipal government of the City should operate in the manner directed by the local citizens who created our current Charter by referendum vote unless there is a clear statement of law to the contrary. I find no such clear statement of law to the contrary with respect to the Police Commission.

Therefore, it is my belief that it is the provisions of Charter Amendment E, and not RSA 105-C, which govern the operation of the Portsmouth Police Commission and Department.

The two questions propounded by the Commission for response are answered by the statement that, RSA 105-C does not regulate either whether Police Commissioners may be provided with compensation by the City Council or whether Police Commissioners have the authority to fix a police officer's compensation, without reference to either Charter Amendment E or the remainder of the Municipal Charter.

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<sup>1</sup> It is this type of police commission which has given rise to much of the case law regarding Police Commissions; see for example, *Pollard v. Gregg*, 77 N.H. 190 (1914).

## FURTHER POINTS

A few further points are worth discussion. First, if RSA 105-C did regulate the Police Commission in the City of Portsmouth, then none of the current Police Commissioners, nor any of the Police Commissioners who have served since 1989, have been properly appointed. Specifically, the City never adopted the provisions of RSA 105-C, as required by that statute. Nor has there ever been a town meeting or a town election held in the City for that purpose, as required by that statute.

An important point needs to be made with regard to salaries. It is axiomatic that the entire Municipal Charter needs to be read as one complementary document, and not be read as though each section of the Municipal Charter stood alone unconnected to the remaining provisions. With this thought in mind, it should be noted that the Municipal Charter contains very detailed provisions related to budget and finance. See generally, Portsmouth Municipal Charter, Article VII. Briefly, the municipal budget is prepared by the City Manager for all departments, including police, fire and schools (Section 7.9). Under that same charter provision, "the Manager shall submit the proposed budget to the Council at last forth-five (45) days before the start of the fiscal year of the budget". All funds raised by the municipality for any purpose, including the payment of compensation to all City employees, must be accommodated in the municipal budget, Charter Section 7.10. Thus, the municipal charter in this City spells out a detailed procedure in which the cooperation of all municipal departments is mandated for ultimate approval by the City Council in the adoption of a municipal budget, including the payment of salaries.

Moreover, essentially the only meaningful revenue raising capability of the City lies in the adoption of a municipal budget by the City Council with the creation of a real estate tax rate which is derived from that budget. The Police Commission, for example, has no independent authority to raise money. Therefore, the Police Commission would have no ability to, "fix salaries" of employees without the adoption of a budget by the City Council. Rather, the Police Commission determines the salary of its employees subject to approval of funding by the City Council.

## SUMMARY

As noted by Peter Loughlin, "municipalities are free to provide [per RSA 49-B] for police commissions in their charters". The City of Portsmouth has taken that action in the adoption of Charter Amendment E, which is the law of this City.

cc: John P. Bohenko, City Manager  
Chief David Mara



## Request for Proposals

### to Host the Twenty-third Annual Conference of the National Association for Civilian Oversight of Law Enforcement Fall 2017

The National Association for Civilian Oversight of Law Enforcement's (NACOLE) Board of Directors (Board) invites proposals for the five (5) day *Twenty-third Annual NACOLE Conference* to be held in **September or October 2017** and a three-day planning meeting to be held by the Board in **January or February 2017**. Established in 1995, NACOLE is a 501(c)(3) not-for-profit association of law enforcement oversight agencies and practitioners that works to enhance accountability and transparency in policing and build community trust through civilian oversight.

The Annual Conference attracts approximately 400 participants from across the United States, as well as representatives from countries such as Austria, Australia, Bahrain, Belgium, Brazil, Canada, Jamaica, Ireland, Nigeria, Northern Ireland, Norway, Russia, South Africa, Trinidad and Tobago, and Turkey. NACOLE conferences provide extensive workshops, training sessions, panel discussions, and plenary presentations to further the training and development of those involved in civilian oversight of law enforcement. NACOLE has worked to ensure that conferences are held in various regions of the United States in order to meet the needs of its geographically diverse membership and provide access to the opportunities afforded by the conference.

Some of the goals of NACOLE in holding annual conferences are to provide:

- Specific, up-to-date training workshops for oversight practitioners, members of government entities concerned with oversight of police departments, community members, members of police departments, academics, elected officials, city and county attorneys, journalists, and others
- Opportunities to meet and interact with leaders in the civilian oversight community
- Educational and organizational materials for attendees to take back to their communities
- Information for communities looking to establish or refine an oversight system
- Strategies for addressing resistance to oversight
- Dialogue between citizens, law enforcement personnel, and civilian oversight practitioners.

In addition to the expected financial and business rewards that come with bringing any conference to a locale, the NACOLE Annual Conference provides a unique opportunity for the host city to highlight its existing or emerging civilian oversight program, often involving engagement with local elected officials.

The Board is interested in amenities that will offer conference participants comfortable meeting facilities, walking-distance proximity for conference programs, common areas for relaxation and socializing, and opportunities for local dining and "tourist" activities. Easy accessibility for those arriving by air is crucial.

The Board will select the host city based on all information provided. All portions of the submitted proposal will be reviewed and evaluated. However, it is the proposal in its totality that will guide the Board in its final determination. **Please ensure that all topics in Addendum A are addressed by the hotels submitting bids. Furthermore, please also note that it is very helpful to coordinate with a local oversight agency (see Sections F1 and F4); however, this is not a requirement.**

This request for proposals provides instructions and procedures for submitting a proposal to host the 2017 Annual NACOLE Conference.

## **A. Submission Requirements**

Electronic submission is required for all proposals. To that end, there are two available options for submission.

- An online form is available at <https://form.jotform.com/cmcellhiney/2017ConferenceRFP>. This form gives you the option to fill out your contact information and then submit all proposal documentation directly to NACOLE.
- For those who choose, required information and supporting documentation can be compiled and submitted. An electronic version of this information can then be emailed directly to Cameron McEllhiney, NACOLE Director of Training and Education, at [mcellhiney@nacole.org](mailto:mcellhiney@nacole.org).

Submitters will be sent confirmation that their proposal has been received within 72 hours of receipt. If you do not receive confirmation, please contact Cameron McEllhiney directly at (317) 697-0695.

## **B. Submission Deadline**

The deadline to submit proposals is **April 1, 2016**. The NACOLE Board of Directors reserves the right to extend this deadline if it feels that it has not received an adequate number of proposals.

## **C. Selection of Host City**

All proposals properly submitted will be reviewed. The NACOLE Board of Directors will select the host city and inform, in writing, all parties submitting proposals of the Board's final decision by May 13, 2016. The Board will consider all information and items provided by the prospective host city.

## **D. Assistance**

Should you have any specific questions regarding conference logistics, content, or the proposal process, please contact Ms. Cameron McEllhiney, NACOLE Director of Training and Education directly at (317)697-0695 or [mcellhiney@nacole.org](mailto:mcellhiney@nacole.org). NACOLE Board members are also available to assist you. Contact information for Board members is available on the NACOLE website, [www.nacole.org](http://www.nacole.org).

## **E. Incomplete or Invalid Proposals**

NACOLE reserves the right to reject, in part or in whole, incomplete, or invalid proposals. Further, NACOLE may, at any time, request additional information from all parties, including any named regional representative, local committee member, or supporting organization named in the proposal to assist with the review and evaluation of proposals.

## **F. Information to be Provided in Proposal**

1. **Sponsoring Organizations:** List all organizations, associations, or persons that you propose as sponsors of the 2017 Annual NACOLE Conference. Letters of support from these organizations are suggested.
2. **Conference Location and Dates:** The conference site must have one (1) meeting room that can accommodate 500 people classroom style seating for general sessions, two (2) breakout rooms that will accommodate no fewer than 225 people in classroom style seating, and one (1) that will accommodate no fewer than 180 people in classroom style seating. In addition, five (5) break out rooms that can accommodate approximately 50 people theatre style are requested.

Furthermore, the host hotel should be able to provide no fewer than 800 (200 on peak) room nights for conference participants. Additional hotels, within walking distance of the meeting space, may be used to accommodate this requirement. All facilities to be used as part of the conference must be fully ADA compliant. (See Addendum A: Hotel, Meeting Space, and Related Requirements.)

NACOLE normally holds its Annual Conference over a five-day period (Sunday through Thursday) during the fall (typically September or October). Please list the proposed start and end date(s) of the conference should your proposal be selected. Please be advised that NACOLE traditionally avoids dates that include major religious or government holidays. We therefore ask that you avoid September 20 – October 1, 2017, when selecting dates.

Please note that while the conference has been held in hotels in the past, in recent years the use of a convention center has sometimes become necessary due to the number of attendees. Please include any information pertaining to convention center facilities along with potential hotel sites.

3. **Host City Profile:** If applicable, describe the civilian oversight mechanism of the host city. Include a listing of staff, model of oversight, and a brief history of oversight in the host city. Provide a profile of the host city and surrounding areas that may be of interest to conference attendees. Indicate if any part of the conference, excluding pre- and post-conference tours, is in another location such as an adjacent town. A video of the host city and conference facility, in addition to the profile, will be accepted, but is not necessary.
4. **Local Support and Regional Representation:** The proposal should include information about any additional organizations, government entities, or agencies equivalent to your civilian oversight system that will provide support for your effort to host the Annual Conference. Types of supporting organizations may include, but are not limited to oversight and other governmental agencies, community organizations, universities, law firms, and private foundations. Your regional representatives, including elected officials, should also support your proposal. Their support will enhance your efforts for a successful conference. Representatives of these organizations and the designated conference coordinator submitting the proposal should sign the last page of the proposal form.
5. **Financial Contribution:** Describe any financial contribution or seed money that will be made available by the host city or supporting organizations. Also describe any other donations or sponsorships, in-kind or otherwise, that will be obtained. In addition to financial contributions, please include any in-kind donations or sponsorships that you have confirmed. This includes, but is not limited to, copying and printing of materials, sponsorship of receptions or luncheons, scholarships for community members or law enforcement officers to attend all or part of the conference, sponsorship, or donation of conference materials such as bags or name badges, or the sponsorship of a Keynote Speaker. If donations and sponsorships are not outlined in this proposal, please describe, in detail, your plan to obtain additional resources for the conference from supporting organizations. These resources would include, but are not limited to, in-kind donations such as printing, photography/videography, or facility rental. Please note that the Board must approve all items and activities to be sponsored or donated.

If a financial commitment or seed money is a part of this proposal, please state whether the amount of the money proposed is ready and available to be set aside for the 2017 Annual Conference at the time of NACOLE's official announcement of the host city, or at least one year prior to the conference date. The formal announcement will be made at the 2016 Annual Conference to be held in Albuquerque, New Mexico, September 25-29, 2016.

Please indicate if your proposal requires an approval by officials other than the conference hosts. If additional approval is needed, indicate who would decide that matter and when approval would be obtained.

6. **Assumption of Responsibility for Promised Levels of Support:** NACOLE expects that cities or locales submitting proposals for consideration to host a NACOLE Annual Conference will provide NACOLE, its Board, and the Director of Training & Education proper levels of support throughout the proposal submission and review process. Further, if selected, NACOLE expects the host city, local committee, and supporting organizations to follow through on all commitments outlined in the host city's initial proposal. If an obligation cannot be met, the host city must provide a written explanation as to why it is unable to meet that particular commitment. NACOLE will not assume any responsibility for failure to meet any contractual, financial, or other commitment entered into by, or on behalf of, the host city and its representatives.
7. **Lodging and Food:** NACOLE requires that all proposals provide a detailed list of all proposed/projected hotel costs. This will include items such as price per room night, meeting space rental fees, audio/visual costs, etc. Please refer to Addendum A to complete the required information for this portion of the proposal process.
8. **Transportation:** List available transportation (e.g., accessible airport(s), major airline carriers, trains, buses, trolleys, taxis, shuttles, and hotel parking for both guests and daily visitors to the conference) in the area. Also include the distance and available transportation, as well as its cost and frequency/availability, from the nearest international airport. Providing the cost of traveling to your city from other major cities, although not required, would help the Board in its review of proposals.
9. **Additional Activities:** Please list possible tours, special events, or receptions to be offered to attendees and identify local attractions and points of interest. Traditionally, NACOLE holds at least one reception and one fundraiser for its Annual Conference Scholarship Fund at an offsite venue. Please include details of possible venues for these events – including capacity and associated costs.

In addition, if there are special events scheduled in the host city during the proposed conference dates, please list the event(s) and date(s).

10. **Promotion of the Annual Conference:** Attach an outline of your plan for the promotion of the 2017 Annual Conference. This should include any promotional ideas that may be especially appropriate for the proposed site. It should also take into consideration promotion to NACOLE's traditional audience, media, and regional attendees who might not have attended a previous NACOLE event.
11. **Signatures:** In addition to the signature, please include the name, title, date, telephone, and email of all designated local conference coordinators, and appropriate supporting organizations.



## **Addendum A: Hotel, Meeting Space, and Related Requirements**

Please indicate your commitment to each requirement by checking that you have read and understand the requirement. Please provide additional information where requested or deemed appropriate. This must be done for each hotel or meeting space that you submit for consideration as part of your overall proposal. The information provided will become an integral part of the overall proposal package. Incomplete or inadequate information provided in this portion may lead to a rejection of the entire proposal.

### **A-1**

**Name of Selected Hotel(s) and Dates Being Held by the Selected Hotel(s)**

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### **A-2**

**Guest Room/Suite Block**

Hotels must have the ability to accommodate a minimum guest room block of 800 room nights for the five (5) day conference, 200 on peak.

### **A-3**

**Room Rates**

Please indicate your proposed pricing for single, double, double/twin, suites, and special rooms. We also ask that there is no additional charge for extra persons sharing rooms. Bidders should be aware that most attendees would be traveling on a government per diem.

### **A-4**

**Complimentary Accommodations**

We ask that the hotel provide one (1) complimentary room night for every forty (40) paid room nights on a cumulative basis. The complimentary allotment will be credited to the NACOLE Master Account at the program's single accommodation contracted rate (plus applicable taxes) following our group's departure, based on actual pick-up. All rooms, including those reserved after the cut-off date and over the block, will be included in the base calculation.

### **A-5**

**Additional Concessions**

NACOLE requires that the following concessions be offered as part of each hotel proposal submitted.

1.  One (1) complimentary Hospitality/Presidential Suite for the five-day period.
2.  Fifteen (15) complimentary room upgrades for length of stay of occupant.
3.  One (1) complimentary room for the NACOLE Director of Training and Education for up to seven (7) nights.
4.  One (1) complimentary room for the NACOLE Director of Operations for up to seven (7) nights.
5.  A minimum rebate of \$20 per actualized room night, including those in the room block who take advantage of the pre- and post- conference rate.
6.  Presenters will be authorized to bring in their own audio/visual equipment without additional charge.
7.  Discounted rates for both food and beverage and audio visual equipment.
8.  Complimentary wireless internet access for conference attendees in all meeting spaces and in all guest rooms.

9.  Complimentary wired internet connections in meeting spaces used for general sessions and breakouts.
10.  Late check-out for all those with reservations within the NACOLE room block.
11.  The storage and handling of NACOLE materials will be provided at no additional charge by the selected hotel.
12.  Pre- and post-room nights (three (3) days prior to and three (3) days after the original program dates) will be included in the complimentary calculation.
13.  Complimentary coffee and tea service and afternoon refreshment for the three (3) days of the winter meeting held by the Board of Directors.
14.  One (1) working lunch provided at the hotel's expense for approximately fifteen (15) participants.

#### **A-6**

##### **Reservation Procedures**

Individual attendees will be responsible for making their own individual reservations. The reservations cut-off date **shall not exceed fourteen (14) days** from the first day of the conference. However, if rooms are available after the cut-off date, they will be provided to conference attendees at the group rate. In addition, we ask that there will be no additional charges for early departure or for late checkout.

All cancellations are to be placed back into our original room block for use by attendees up until the date of the conference.

#### **A-7**

##### **Meeting and Function Room Requirements**

One room will be provided that will accommodate the general sessions of no less than 500 participants in classroom style seating. In addition, NACOLE requires three breakout rooms. Two of these will need to accommodate no less than 225 participants in classroom style seating and one will need to accommodate no less than 180 participants in classroom seating. In addition, five breakout rooms that will accommodate 50 participants theater style are also required. NACOLE asks that there is no additional charge for meeting space. All spaces and facilities to be used as part of the conference must be fully ADA compliant.

#### **A-8**

##### **Food and Beverage**

All proposals must include food and beverage policies, including attrition policies, if any, menus and costs for coffee breaks, lunches, banquets, and other services. Bidding properties are informed that our conference schedule traditionally includes four (4) continental breakfasts, one (1) plated luncheon, one (1) on-site reception or open house, morning and afternoon breaks throughout, and, occasionally, a reception for international guests.

#### **A-9**

##### **Billing Arrangements**

Conference attendees will be responsible for all their own charges (i.e., room, tax, meals, and incidental charges). We ask that the hotel does not require any deposits at the time of reservation. NACOLE will pay for only those room charges authorized by our representative to be put on the Master Account. Coffee breaks, luncheons, banquets, and other services requested by NACOLE will be placed on the NACOLE Master Account.

#### **A-10**

##### **Deposit**

All bidders must specify their deposit policy, if any.

**A-11**

**Cancellation and Room Attrition**

Please specify any relevant cancellation and attrition policies.

**A-12**

**Force Majeure**

Please share the Force Majeure provision that will be included in the final contract.

**A-13**

**Pledge Relocation Policy**

In the event that the hotel is unable to honor all guaranteed reservations for our group (for reasons that are not Force Majeure-related), provide the relocation policy.

**A-14**

**Hotel Construction or Remodeling**

Please indicate if there is any material construction or material remodeling occurring during the program dates. If so, please indicate any applicable policies or information dealing with such circumstances.

**A-15**

**Insurance**

NACOLE currently has one (1) employee for which it provides worker's compensation insurance. It does not operate or own any automobiles and therefore carries no automobile insurance. Please specify any other insurance requirements.

**A-16**

**Official Contractors**

Bidders are to provide availability and costs of a full-range of audio visual aids, including microphones, sound equipment, and videotape units. Please also indicate if there are any additional requirements for the use of contractors as related to the use of your facilities.

# CHIEF'S REPORT

ATTORNEY GENERAL  
DEPARTMENT OF JUSTICE

33 CAPITOL STREET  
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER  
ATTORNEY GENERAL



ANN M. RICE  
DEPUTY ATTORNEY GENERAL

January 22, 2016

David Mara, Interim Chief  
Portsmouth Police Department  
3 Junkins Drive  
Portsmouth, New Hampshire 03801

REC'D FEB 3 - 2016

Re: 2016 Violence Against Women Grant program

Dear Interim Chief Mara:

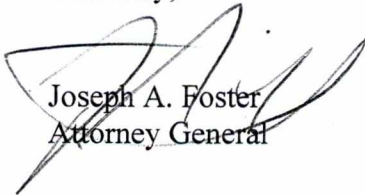
I am pleased to inform you that grant funding in the amount of \$30,000 has been approved to your agency. The time period for this funding is from January 1, 2016 through December 31, 2016.

Enclosed please find your grant award. Please sign and return the original document to Susan Dearborn at this office. We have also enclosed a copy of your expenditure report for your review and initial financial expenditure filing. Should you choose an electronic Microsoft Excel spreadsheet version of the expenditure report, it is available from this office, per your request. Expenditure reports must be submitted to this office on a quarterly basis, with a due date of 15 days beyond the previous quarter's end. For example, with an award that begins on January 1 – your first quarterly report is due on April 15<sup>th</sup> or 15 days after the close of the first quarter on March 31.



Should you have any questions concerning your grant project, please contact Susan Dearborn of the NH Department of Justice-Grants Management Unit by email at [susan.dearborn@doj.nh.gov](mailto:susan.dearborn@doj.nh.gov) or by phone at 603-271-8091.

Congratulations again on your new 2016 VAWA award, and thank you for your efforts on behalf of victims of violence crimes in New Hampshire.

Sincerely,

  
Joseph A. Foster  
Attorney General

JAF/shd  
enclosures

STATE OF NEW HAMPSHIRE DEPARTMENT OF JUSTICE GRANT AWARD		
Agency Name: Portsmouth Police Department	Vendor No.: 159594-B001	
Program Name: PD Victim Assistant	Amount: \$ 30,000.00	
Grant Start Date: 01/01/2016	State Grant Number: 2016W087	
Grant End Date: 12/31/2016	Federal Grant Number: 2014-WF-AX-0047	
Appropriation No.: 02-20-20-201510-5017-072-500574		
Head of Agency	Project Director	Fiscal Officer
David Mara Portsmouth Police Interim Chief 3 Junkins Drive Portsmouth, NH 03801 603-610-7572	Kristin Maki V/W Advocate 3 Junkins Drive Portsmouth, NH 03801 603-610-7464	Karen Senecal 3 Junkins Ave. Portsmouth, NH 03801 603-610-7416 Tammie Perez
Federal Grant Name:	Violence Against Women Act	
Federal Agency:	United States Department of Justice	
Bureau/Office:	Office on Violence Against Women	
CFDA Number:	16.588	
Purpose of Grant:	DV/SA Victim Advocate	
Program Requirements:	See signed Program Guidelines and Special Conditions.	
Match Requirements:	Match must be spent on program allowable activities.	
Program income Requirements:	Program Income must be reported and spent on program allowable activities.	
Reporting Requirements:	Monthly or quarterly Financial reports. Required Performance reports and audit. Adherence to Program Conditions and Guidelines. Completion of Monitoring forms and processes.	
Approval	Program Agency	NH Department of Justice
Name	David Mara 	 Kathleen B. Carr
Title	Portsmouth Police Interim Chief	Director of Administration
Date	2/4/16	1-25-16
All terms of this grant award are not valid unless signed by both authorized parties.		

**Financial Reports**  
**FY16 YEAR TO DATE SUMMARY**  
**January 31, 2016**

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<b>Appropriated Budget</b>	<b>YTD Expenses and Encumbrances</b>	<b>Available Balance</b>	<b>% of Budget Used</b>
9,617,688	5,928,813	3,688,875	61.64%

**Minus Annualized Expenditures**

(155,203)	(155,203)	Leave at Termination
(1,490,798)	(1,490,798)	Health Insurance
(119,147)	(119,147)	Workers Compensation

**ACTUALS**

<b>7,852,540</b>	<b>4,163,665</b>	<b>3,688,875</b>	<b>53.02%</b>
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<b>% Through FY</b>	<b>57.69%</b>
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# Administrative Services Division

## Financial Reports

### By Division - FY16 YEAR TO DATE SUMMARY

January 31, 2016

Projected

DEPARTMENT	% Through FY		Misc Recon	YEAR TO DATE EXPENSES	AVAILABLE BALANCE	% OF BUDGET USED	Minus Annualized Expenses	YTD Expenditures w/o Annualized Expenses	% of Adjusted Budget Used
	JANUARY EXPENSES	Encumbered EXPENSES							
Administration	846,705	64,178	1,235	400,418	446,287	47.29%	\$ 400,418	\$ 400,418	47.29%
Detectives-Gen/Narcotics	1,405,137	97,258	684	707,862	697,275	50.38%	\$ 707,862	\$ 707,862	50.38%
Detectives-Family Related	-	-	-	-	-	#DIV/0!	\$ -	\$ -	#DIV/0!
Patrol	3,553,478	281,244	2,795	2,044,167	1,509,311	57.53%	\$ 2,044,167	\$ 2,044,167	57.53%
Personnel & Training	419,919	24,150	-	216,976	202,943	51.67%	\$ 216,976	\$ 216,976	51.67%
Communications Center	970,954	57,296	-	521,952	449,002	53.76%	\$ 521,952	\$ 521,952	53.76%
Information Sys.	122,530	15,572	-	67,438	55,092	55.04%	\$ 67,438	\$ 67,438	55.04%
Community Relations	3,835	412	-	3,601	234	93.89%	\$ 3,601	\$ 3,601	93.89%
Records	72,971	5,172	-	39,223	33,748	53.75%	\$ 39,223	\$ 39,223	53.75%
Crossing Guards	-	-	-	-	-	0.00%	\$ -	\$ -	0.00%
Animal Control	21,170	1,397	-	11,720	9,450	55.36%	\$ 11,720	\$ 11,720	55.36%
Auxiliary	40,032	622	-	11,498	28,534	28.72%	\$ 11,498	\$ 11,498	28.72%
Canine	35,440	2,639	-	15,447	19,993	43.59%	\$ 15,447	\$ 15,447	43.59%
Emergency Response Team	34,617	527	-	6,728	27,869	19.43%	\$ 6,728	\$ 6,728	19.43%
Accident Team	-	-	-	-	-	0.00%	\$ -	\$ -	0.00%
Field Training Officer	23,412	336	-	6,375	17,038	27.23%	\$ 6,375	\$ 6,375	27.23%
Explorer	-	-	-	-	-	0.00%	\$ -	\$ -	0.00%
Fleet Maintenance	201,533	5,967	(1,106)	57,398	144,135	28.48%	\$ 57,398	\$ 57,398	28.48%
Major Benefits	1,865,955	8,468	(470)	1,818,011	47,944	97.43%	\$ (1,765,148)	\$ 52,863	2.83%
Anticipated Exp/Extm Fndng	-	-	-	-	-	#DIV/0!	\$ -	\$ -	#DIV/0!
<b>TOTALS</b>	<b>9,617,688</b>	<b>565,239</b>	<b>4,714</b>	<b>5,928,813</b>	<b>3,688,875</b>	<b>61.64%</b>	<b>\$ (1,765,148)</b>	<b>\$ 4,163,665</b>	<b>53.02%</b>

#### Annualized Exp.

Leave at Term (155,203)  
 Health Insurance (1,490,798)  
 Workers Compensation (119,147)  
 \_\_\_\_\_  
 (1,765,148)

(155,203)  
 (1,490,798)  
 (119,147)  
 \_\_\_\_\_  
 (1,765,148)

**Adjusted Budget Totals w/o Annualized Exp.**

**7,852,540**      **4,163,665**      **3,688,875**      **53.02%**





# Administrative Services Division

## Financial Reports

### By Line Item -FY16 YEAR TO DATE SUMMARY January 31, 2016

Projected

Account	Title	% Through FY	JANUARY 57.692%		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
			Budget	EXPENSES								
011001	Regular Salaries	\$ 1,079,450	\$ 73,936	\$ -	\$ -	\$ (13,692)	\$ 535,753	\$ 543,697	49.63%	0	535,753	49.63%
011041	Salaries Uniform Personnel	\$ 3,703,347	\$ 261,137	\$ -	\$ -	\$ (17,556)	\$ 1,968,044	\$ 1,735,303	53.14%	0	1,968,044	53.14%
011061	Insurance Reimbursement	\$ 3,221	\$ -	\$ -	\$ -	\$ -	\$ 1,833	\$ 1,388	56.90%	0	1,833	56.90%
011063	Shift Differential	\$ 24,499	\$ 596	\$ -	\$ -	\$ -	\$ 9,393	\$ 15,106	38.34%	0	9,393	38.34%
012001	Part Time Salaries	\$ 149,267	\$ 10,541	\$ -	\$ -	\$ 13,692	\$ 91,489	\$ 57,778	61.29%	0	91,489	61.29%
012041	Commissioner Stipend	\$ 3,600	\$ 200	\$ -	\$ -	\$ -	\$ 1,900	\$ 1,700	52.78%	0	1,900	52.78%
014041	Overtime	\$ 446,640	\$ 45,210	\$ -	\$ -	\$ -	\$ 302,107	\$ 144,533	67.64%	0	302,107	67.64%
014042	O/T Education	\$ 62,481	\$ 1,230	\$ -	\$ -	\$ -	\$ 41,925	\$ 20,556	67.10%	0	41,925	67.10%
014055	Reimbursable O/T	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
014067	O/T Background Investigation	\$ 10,302	\$ -	\$ -	\$ -	\$ -	\$ 1,256	\$ 9,046	12.19%	0	1,256	12.19%
015001	Longevity	\$ 35,963	\$ -	\$ -	\$ -	\$ (341)	\$ 33,200	\$ 2,764	92.32%	0	33,200	92.32%
016001	Leave At Termination	\$ 155,203	\$ 1,708	\$ -	\$ -	\$ -	\$ 157,338	\$ (2,135)	101.38%	(155,203)	2,135	1.38%
017001	Holiday Premium Pay	\$ 149,982	\$ 25,397	\$ -	\$ -	\$ (1,050)	\$ 114,892	\$ 35,090	76.60%	0	114,892	76.60%
018032	Training Stipend	\$ 1,125	\$ -	\$ -	\$ -	\$ -	\$ 1,467	\$ (342)	130.40%	0	1,467	130.40%
018034	Education Stipend	\$ 17,460	\$ 114	\$ -	\$ -	\$ -	\$ 7,344	\$ 10,116	42.06%	0	7,344	42.06%
018041	Court Witness Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0	0	#DIV/0!
018042	Special Detail	\$ 52,609	\$ 1,295	\$ -	\$ -	\$ (532)	\$ 25,749	\$ 26,860	48.94%	0	25,749	48.94%
019002	Anticipated Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
021001	Insurance-Health	\$ 1,490,798	\$ -	\$ -	\$ -	\$ -	\$ 1,490,798	\$ -	100.00%	(1,490,798)	0	0.00%
021101	Insurance-Dental	\$ 91,432	\$ 6,336	\$ -	\$ -	\$ (452)	\$ 45,611	\$ 45,821	49.89%	0	45,611	49.89%
021501	Insurance-Life	\$ 3,230	\$ 291	\$ -	\$ -	\$ (18)	\$ 2,137	\$ 1,093	66.17%	0	2,137	66.17%



# Administrative Services Division

## Financial Reports

### By Line Item -FY16 YEAR TO DATE SUMMARY January 31, 2016

Projected

Account	Title	% Through FY	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
			EXPENSES	EXPENSES								
		57.692%	External Funding Recon & Journal Entries (Jan)									
021601	Insurance-Disability	\$ 2,798	\$ 128	\$ -	\$ -	\$ -	\$ 1,027	\$ 1,771	36.72%	0	1,027	36.72%
021602	Insurance-A&D	\$ 126	\$ 5	\$ -	\$ (0)	\$ -	\$ 35	\$ 91	27.66%	0	35	27.66%
021701	Insurance-LTD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
022001	Social Security	\$ 86,736	\$ 5,749	\$ -	\$ -	\$ -	\$ 42,983	\$ 43,753	49.56%	0	42,983	49.56%
022501	Medicare	\$ 82,205	\$ 5,752	\$ -	\$ (253)	\$ -	\$ 43,263	\$ 38,942	52.63%	0	43,263	52.63%
023001	Retirement	\$ 133,130	\$ 8,773	\$ -	\$ -	\$ -	\$ 71,426	\$ 61,704	53.65%	0	71,426	53.65%
023002	Retirement-Officers	\$ 1,168,722	\$ 85,122	\$ -	\$ (5,061)	\$ -	\$ 636,983	\$ 531,739	54.50%	0	636,983	54.50%
025001	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
026002	Insurance-Workers Comp	\$ 119,147	\$ -	\$ -	\$ -	\$ -	\$ 119,147	\$ -	100.00%	(119,147)	0	0.00%
033001	Prof Services-Temp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
034101	Pagers	\$ 206	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 206	0.00%	0	0	0.00%
034103	Telephone	\$ 14,325	\$ 799	\$ -	\$ -	\$ -	\$ 1,164	\$ 13,161	8.13%	0	1,164	8.13%
034104	Cellular Phones	\$ 21,792	\$ 1,734	\$ -	\$ -	\$ -	\$ 11,173	\$ 10,619	51.27%	0	11,173	51.27%
034203	Computer/Software Maint.	\$ 87,223	\$ 9,078	\$ -	\$ -	\$ -	\$ 46,489	\$ 40,734	53.30%	0	46,489	53.30%
035003	Blood Alcohol Tests	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
039001	Professional Services	\$ 20,008	\$ 1,721	\$ -	\$ -	\$ -	\$ 15,312	\$ 4,696	76.53%	0	15,312	76.53%
039009	Prof/Serv-Hiring	\$ 7,760	\$ 779	\$ -	\$ -	\$ -	\$ 1,687	\$ 6,073	21.74%	0	1,687	21.74%
039070	Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
043010	Repairs-Vehicle by Outside	\$ 61,101	\$ 1,553	\$ -	\$ (1,106)	\$ -	\$ 14,289	\$ 46,812	23.39%	0	14,289	23.39%
043012	Repairs-Communication	\$ 1,706	\$ -	\$ -	\$ -	\$ -	\$ 90	\$ 1,616	5.28%	0	90	5.28%
043018	Repairs-Equipment	\$ 10,017	\$ 498	\$ -	\$ -	\$ -	\$ 1,119	\$ 8,898	11.17%	0	1,119	11.17%



# Administrative Services Division

## Financial Reports

### By Line Item -FY16 YEAR TO DATE SUMMARY January 31, 2016

Projected

Account	Title	% Through FY	JANUARY		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	EXPENSES							
043024	Repairs-Vehicle	\$ -	\$ -	\$ -	\$ -	\$ -	-	#DIV/0!	0	0	#DIV/0!
044002	Rental Other Equipment	\$ 9,936	\$ 419	\$ -	\$ 2,291	\$ 7,645	23.05%	23.05%	0	2,291	23.05%
048002	Property Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	-	#DIV/0!	0	0	#DIV/0!
053001	Advertising	\$ 2,703	\$ -	\$ -	\$ 1,738	\$ 965	64.29%	64.29%	0	1,738	64.29%
054050	Training-Education	\$ 42,183	\$ 300	\$ -	\$ 20,579	\$ 21,604	48.78%	48.78%	0	20,579	48.78%
055050	Printing	\$ 5,328	\$ 1,097	\$ -	\$ 2,361	\$ 2,967	44.32%	44.32%	0	2,361	44.32%
056001	Dues Professional Organization	\$ 9,118	\$ 245	\$ 200	\$ 2,112	\$ 7,006	23.16%	23.16%	0	2,112	23.16%
057101	Travel and Conference	\$ 11,959	\$ 1,797	\$ -	\$ 6,981	\$ 4,978	58.38%	58.38%	0	6,981	58.38%
057103	Court Mileage	\$ -	\$ (80)	\$ -	\$ (82)	\$ 82	#DIV/0!	#DIV/0!	0	(82)	#DIV/0!
061002	Miscellaneous Supplies	\$ 15,388	\$ 3,751	\$ 684	\$ 9,057	\$ 6,331	58.85%	58.85%	0	9,057	58.85%
061003	Meeting Supplies	\$ 1,232	\$ 73	\$ -	\$ 328	\$ 904	26.64%	26.64%	0	328	26.64%
062001	Office Supplies	\$ 8,068	\$ 211	\$ -	\$ 1,556	\$ 6,512	19.28%	19.28%	0	1,556	19.28%
062004	Photo Supplies	\$ 216	\$ -	\$ -	\$ -	\$ 216	0.00%	0.00%	0	0	0.00%
062005	Printing Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	-	#DIV/0!	0	0	#DIV/0!
062006	Motorola Portable Batteries	\$ 2,611	\$ -	\$ -	\$ -	\$ 2,611	0.00%	0.00%	0	0	0.00%
062007	Computer/Printer Supplies	\$ 13,380	\$ -	\$ -	\$ 2,427	\$ 10,953	18.14%	18.14%	0	2,427	18.14%
062010	Copying Supplies	\$ 2,208	\$ -	\$ -	\$ (13)	\$ 2,221	-0.60%	-0.60%	0	(13)	-0.60%
062501	Postage	\$ 5,807	\$ 739	\$ -	\$ 2,261	\$ 3,546	38.93%	38.93%	0	2,261	38.93%
063001	Tires and Batteries	\$ 8,489	\$ -	\$ -	\$ 1,811	\$ 6,678	21.33%	21.33%	0	1,811	21.33%
063501	Gasoline	\$ 113,419	\$ 3,425	\$ -	\$ 30,328	\$ 83,091	26.74%	26.74%	0	30,328	26.74%
066001	Vehicle Repairs	\$ 5,430	\$ 722	\$ -	\$ 2,537	\$ 2,893	46.73%	46.73%	0	2,537	46.73%



# Administrative Services Division

## Financial Reports

### By Line Item -FY16 YEAR TO DATE SUMMARY January 31, 2016

Projected

Account	Title	% Through FY	JANUARY 57.692%		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
			Budget	EXPENSES								
066002	Vehicle Outfit	\$ 13,094	\$ 267	\$ -	\$ -	\$ -	\$ 8,433	\$ 4,661	64.40%	0	8,433	64.40%
067001	Books and Periodicals	\$ 8,591	\$ 2,117	\$ -	\$ -	\$ -	\$ 3,374	\$ 5,217	39.27%	0	3,374	39.27%
068001	Clothing Allowance	\$ 53,160	\$ -	\$ -	\$ (376)	\$ -	\$ 50,187	\$ 2,973	94.41%	0	50,187	94.41%
068002	Clothing	\$ 14,680	\$ -	\$ -	\$ -	\$ -	\$ 2,272	\$ 12,408	15.48%	0	2,272	15.48%
069004	Chief's Expense	\$ 2,208	\$ 207	\$ -	\$ -	\$ -	\$ 681	\$ 1,527	30.84%	0	681	30.84%
072006	Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
074001	Equipment	\$ 46,918	\$ -	\$ 1,235	\$ -	\$ -	\$ 2,200	\$ 44,718	4.69%	0	2,200	4.69%
074003	Software	\$ 108	\$ -	\$ -	\$ -	\$ -	\$ 449	\$ (341)	415.74%	0	449	415.74%
075001	Furniture and Fixtures	\$ 3,843	\$ 268	\$ 2,795	\$ -	\$ -	\$ 5,756	\$ (1,913)	149.78%	0	5,756	149.78%
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	\$ (80,000)	\$ -	\$ -	\$ -	\$ 33,846	\$ (46,154)	\$ (33,846)	57.69%	0	(46,154)	57.69%
091006	Transfer from School	\$ -	\$ -	\$ -	\$ 16,923	\$ -	\$ (23,077)	\$ 23,077	#DIV/0!	0	(23,077)	#DIV/0!
<b>TOTAL</b>		<b>\$ 9,617,688</b>	<b>\$ 565,239</b>	<b>\$ 4,714</b>	<b>\$ 24,225</b>	<b>\$ 5,928,813</b>	<b>\$ 3,688,875</b>	<b>\$ 61.64%</b>	<b>(1,765,148)</b>	<b>\$ 4,163,665</b>	<b>\$ 53.02%</b>	

Annualized Exp.

Leave at Term \$ (155,203)  
 Health Insurance \$ (1,490,798)  
 Workers Compensation \$ (119,147)  
 \$ (1,765,148)

Adjusted Budget Totals w/o Annualized Exp. \$ 7,852,540

\$ 4,163,665 \$ 3,688,875

53.02%

# PATROL DIVISION REPORT

Crime Comparison Report For the period ending 12/31/2015

Group A Crimes Against Persons

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Kidnaping/ Abduction	2015	1	2	3				2						8
	2014				3			1	1			2		7
	Pct	n/a	n/a	n/a	n/a			+100%	n/a			n/a		+14%
Forcible Rape	2015	1	2	2	1		1				1		2	10
	2014	3		3	2	2	2		1	1			2	16
	Pct	-67%	n/a	-33%	-50%	n/a	-50%		n/a	n/a	n/a		0%	-38%
Forcible Sodomy	2015					1								1
	2014													
	Pct					n/a								n/a
Sexual Assault with an Object	2015										1	1		2
	2014													
	Pct										n/a	n/a		n/a
Forcible Fondling	2015				1	1	2	1	1		1	1		8
	2014			2	1		1	3	2	3	1	1		14
	Pct			n/a	0%	n/a	+100%	-67%	-50%	n/a	0%	0%		-43%
Aggravated Assault	2015	7	2	3	1	2	1		4	1	2		1	24
	2014	6	1		3	1	2	1	1	2		2	2	21
	Pct	+17%	+100%	n/a	-67%	+100%	-50%	n/a	+300%	-50%	n/a	n/a	-50%	+14%
Simple Assault	2015	11	13	14	10	21	33	22	13	16	21	13	10	197
	2014	20	14	16	23	14	18	19	15	16	11	19	12	197
	Pct	-45%	-7%	-13%	-57%	+50%	+83%	+16%	-13%	0%	+91%	-32%	-17%	0%
Intimidation	2015	16	7	7	5	10	6	11	11	10	13	5	6	107
	2014	18	11	10	7	7	12	14	11	7	5	12	7	121
	Pct	-11%	-36%	-30%	-29%	+43%	-50%	-21%	0%	+43%	+160%	-58%	-14%	-12%
Incest	2015									1				1
	2014			1							1			2
	Pct			n/a						n/a	n/a			-50%
Statutory Rape	2015		1					1						2
	2014	1		2										3
	Pct	n/a	n/a	n/a				n/a						-33%
Total Crimes Against Persons	2015	36	27	29	18	35	43	37	29	28	38	20	20	360
	2014	48	26	34	39	24	35	38	31	29	18	36	23	381
	Pct	-25%	+4%	-15%	-54%	+46%	+23%	-3%	-6%	-3%	+111%	-44%	-13%	-6%

Filters/Options Applied

Date Used	Report Date used
Time Period	

Crime Comparison Report For the period ending 12/31/2015

Group A Crimes Against Property

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Robbery	2015	1	1				3		2		2			9
	2014						2					1	2	5
	Pct	n/a	n/a				+50%		n/a		n/a	n/a	n/a	+80%
Arson	2015					1				1				2
	2014					1					1			2
	Pct					0%				n/a	n/a			0%
Burglary/ Breaking and Entering	2015	2	3			6	2	7		4	3	5	6	38
	2014	3	1	5	2	5	5	4	5	6	5	4		45
	Pct	-33%	+200%	n/a	n/a	+20%	-60%	+75%	n/a	-33%	-40%	+25%	n/a	-16%
Extortion/ Blackmail	2015			1										1
	2014													
	Pct			n/a										n/a
Larceny (pick-pocket)	2015	1				1								2
	2014										1			1
	Pct	n/a				n/a					n/a			+100%
Larceny (purse snatching)	2015													
	2014		1			1						1		3
	Pct		n/a			n/a						n/a		n/a
Larceny (shoplifting)	2015	14	10	5	10	6	6	3	8	2	3	6	2	75
	2014	10	8	9	4	5	8	7	9	10	6	8	4	88
	Pct	+40%	+25%	-44%	+150%	+20%	-25%	-57%	-11%	-80%	-50%	-25%	-50%	-15%
Larceny (from building)	2015	13	6	12	13	10	9	8	12	6	9	9	5	112
	2014	20	7	12	15	14	7	13	12	12	13	11	21	157
	Pct	-35%	-14%	0%	-13%	-29%	+29%	-38%	0%	-50%	-31%	-18%	-76%	-29%
Larceny (from coin operated machines)	2015													
	2014									1				1
	Pct									n/a				n/a
Larceny (from motor vehicles)	2015	5	2	4	7	7	5	10	5	3		4	26	78
	2014	6	9	12	7	5	7	18	7	15	8	5	5	104
	Pct	-17%	-78%	-67%	0%	+40%	-29%	-44%	-29%	-80%	n/a	-20%	+420%	-25%
Larceny (of motor vehicle parts)	2015		1	1	3	3		1	2	1		1		13
	2014	2		1	1	2	1	1	3	2	1	1	1	16
	Pct	n/a	n/a	0%	+200%	+50%	n/a	0%	-33%	-50%	n/a	0%	n/a	-19%
Larceny (all other)	2015	6	2	7	2	5	5	10	8	7	8	17	18	95
	2014	5	6	6	12	12	12	7	9	10	5	8	6	98
	Pct	+20%	-67%	+17%	-83%	-58%	-58%	+43%	-11%	-30%	+60%	+113%	+200%	-3%

Filters/Options Applied

Date Used	Report Date used
Time Period	

Crime Comparison Report For the period ending 12/31/2015

Group A Crimes Against Property

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Motor Vehicle Theft	2015	2	1	2	2	2	3	1	2	1	1		1	18
	2014			2	1		4	1	1	1	4	1	1	16
	Pct	n/a	n/a	0%	+100%	n/a	-25%	0%	+100%	0%	-75%	n/a	0%	+13%
Counterfeit/ Forgery	2015	1		1	1	1	3	4	2	1	1	4	1	20
	2014	4	1	4	4	1	2	2	1	4	4	1	1	29
	Pct	-75%	n/a	-75%	-75%	0%	+50%	+100%	+100%	-75%	-75%	+300%	0%	-31%
Fraud (false pretense;swindle)	2015	4	3	4	5	7	5	3	4	6	6	4	5	56
	2014	6	3	4	3	2	3		5	3	2	2	5	38
	Pct	-33%	0%	0%	+67%	+250%	+67%	n/a	-20%	+100%	+200%	+100%	0%	+47%
Fraud (credit/debit card;ATM)	2015	4	1	4	1	5	3	6	3	6	2	5	5	45
	2014	2	2	5	1		4	10	1	8	4	4	4	45
	Pct	+100%	-50%	-20%	0%	n/a	-25%	-40%	+200%	-25%	-50%	+25%	+25%	0%
Fraud (impersonation)	2015	3	1	8	18	5	4	4	5	2	2		2	54
	2014	1			3	3	2	1	1	1	1	1		14
	Pct	+200%	n/a	n/a	+500%	+67%	+100%	+300%	+400%	+100%	+100%	n/a	n/a	+286%
Fraud (wire)	2015						1			1				2
	2014													
	Pct						n/a			n/a				n/a
Embezzlement	2015			1				2	2					5
	2014				1	2				2	1	1	1	8
	Pct			n/a	n/a	n/a		n/a	n/a	n/a	n/a	n/a	n/a	-38%
Stolen Property	2015	1		2	1	2		1	1	2	4	2	3	19
	2014	4	3	4	4	1		2	3	1	3		1	26
	Pct	-75%	n/a	-50%	-75%	+100%		-50%	-67%	+100%	+33%	n/a	+200%	-27%
Destruction of Property/Vandalism	2015	11	5	17	16	25	31	24	23	22	7	15	14	210
	2014	34	17	18	18	19	30	23	20	18	20	9	13	239
	Pct	-68%	-71%	-6%	-11%	+32%	+3%	+4%	+15%	+22%	-65%	+67%	+8%	-12%
Total Crimes Against Property	2015	68	36	69	79	86	80	84	79	65	48	72	88	854
	2014	97	58	82	76	73	87	89	77	94	79	58	65	935
	Pct	-30%	-38%	-16%	+4%	+18%	-8%	-6%	+3%	-31%	-39%	+24%	+35%	-9%

Filters/Options Applied

Date Used	Report Date used
Time Period	



Crime Comparison Report For the period ending 12/31/2015

**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	2015	5	9	9	10	4	6	10	12	5	13	12	11	106
	2014	6	6	13	9	10	16	19	10	13	19	6	7	134
	Pct	-17%	+50%	-31%	+11%	-60%	-63%	-47%	+20%	-62%	-32%	+100%	+57%	-21%
Drug Equipment Violations	2015				1									1
	2014		2											2
	Pct		n/a		n/a									-50%
Pornography/Obscene Material	2015							1	1		1	1	1	5
	2014							1	1			1		3
	Pct							0%	0%		n/a	0%	n/a	+67%
Prostitution	2015		1						2			1		4
	2014		1	1										2
	Pct		0%	n/a					n/a			n/a		+100%
Assisting/Promoting Prostitution	2015											1		1
	2014							1			1			2
	Pct							n/a			n/a	n/a		-50%
Weapon Law Violations	2015			1	1					1		1		4
	2014	2								1		1		4
	Pct	n/a		n/a	n/a					0%		0%		0%
Total Crimes Against Society	2015	5	10	10	12	4	6	11	15	6	14	16	12	121
	2014	8	9	14	9	10	16	21	11	14	20	8	7	147
	Pct	-38%	+11%	-29%	+33%	-60%	-63%	-48%	+36%	-57%	-30%	+100%	+71%	-18%

**Filters/Options Applied**

**Date Used** Report Date used

**Time Period**

Crime Comparison Report For the period ending 12/31/2015

Group B Crimes

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Bad Checks	2015	1		2	1		1		1	2	1		2	11
	2014			3		1				2	1	1		8
	Pct	n/a		-33%	n/a	n/a	n/a		n/a	0%	0%	n/a	n/a	+38%
Curfew/Loitering/Vagrancy	2015								1		2			3
	2014							1		1				2
	Pct							n/a	n/a	n/a	n/a			+50%
Disorderly Conduct	2015	7	2	7	2	3	8	3	5	3	8	2	4	54
	2014	5	2	4	10	6	9	6	6	5	5	5	5	68
	Pct	+40%	0%	+75%	-80%	-50%	-11%	-50%	-17%	-40%	+60%	-60%	-20%	-21%
Driving under Influence	2015	2	5	3	4	6	5	5	3	8	4	1	6	52
	2014	3	4	7	6	3	2	4	6	3	2	3	6	49
	Pct	-33%	+25%	-57%	-33%	+100%	+150%	+25%	-50%	+167%	+100%	-67%	0%	+6%
Drunkenness	2015	8	7	11	14	11	10	16	17	11	21	10	12	148
	2014	4	12	6	11	20	12	12	9	11	17	14	15	143
	Pct	+100%	-42%	+83%	+27%	-45%	-17%	+33%	+89%	0%	+24%	-29%	-20%	+3%
Family Non Violent Offenses	2015	1	2	3	2	2	1			1	1	4	4	21
	2014	1		1		1	2	3	1		1	2	3	15
	Pct	0%	n/a	+200%	n/a	+100%	-50%	n/a	n/a	n/a	0%	+100%	+33%	+40%
Liquor Law Violations	2015	1	4		2	1	4	4	6	3	3	3	1	32
	2014	2	2	2	2	1		4	5	3	1	5		27
	Pct	-50%	+100%	n/a	0%	0%	n/a	0%	+20%	0%	+200%	-40%	n/a	+19%
Runaways (under 18yr old)	2015	3	2	1				1	4		2	2	3	18
	2014	3		3	2	2	3	3	8	8	3		5	40
	Pct	0%	n/a	-67%	n/a	n/a	n/a	-67%	-50%	n/a	-33%	n/a	-40%	-55%
Trespass of Real Property	2015	1	3	1	8	6	3	4	5	5	5	2	1	44
	2014	7	2	3	8		3	7	2	4	2	5	6	49
	Pct	-86%	+50%	-67%	0%	n/a	0%	-43%	+150%	+25%	+150%	-60%	-83%	-10%
All Other Offenses	2015	34	16	18	27	20	15	17	27	21	20	15	18	248
	2014	29	20	28	22	16	31	27	19	29	25	22	18	286
	Pct	+17%	-20%	-36%	+23%	+25%	-52%	-37%	+42%	-28%	-20%	-32%	0%	-13%
Total Group B Crimes	2015	58	41	46	60	49	47	50	69	54	67	39	51	631
	2014	54	42	57	61	50	62	67	56	66	57	57	58	687
	Pct	+7%	-2%	-19%	-2%	-2%	-24%	-25%	+23%	-18%	+18%	-32%	-12%	-8%

Filters/Options Applied

Date Used	Report Date used
Time Period	