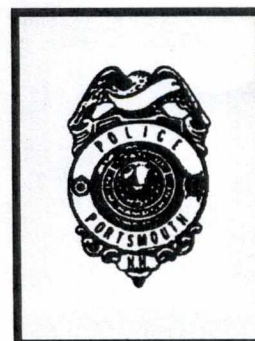


BOARD of POLICE COMMISSIONERS

of the

City of Portsmouth, N.H.



Commissioner Brenna Cavanaugh, Chair...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.

PUBLIC NOTICE OF POLICE COMMISSION MEETING

DATE: April 25th, 2017 (Tuesday)
**LOCATION &
TIME:** 4:30 p.m., Wm. Mortimer Conference Room, Police Dept.
Please see important note on the start time:

NOTE: The meeting will start at 4:30 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): Dismissal, promotion or compensation of any public employee...", (b): "Consideration of the hiring of any person as a public employee.", and (c): "Matters which, if discussed in public, would likely affect adversely the reputation of any person...this exemption cannot be used to protect the reputation of a person who is a member of the board..." 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. ROLL CALL

III. PLEDGE OF ALLEGIANCE

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

March 28th, April 12th, and April 19th, 2017 (Anticipated Action: A motion will be made to accept the minutes of the March 16th, March 28th, April 12th, and April 19th, 2017 meetings.)

V. PUBLIC COMMENT

Individual comment is limited to three minutes.

VI. UNFINISHED BUSINESS: None.

VII. NEW BUSINESS:

A. POLICE COMMISSION:

1. Commissioner Onosko:
 - a. Update on IACP Executive Search

B. CHIEF OF POLICE:

1. Accreditation Update
2. Monthly Traffic Data
3. Donations: Two donations as follows in support of Police Explorer Cadet Academy scholarships:
 - a. A donation in the amount of \$400 from Mr. & Mrs. David Brown.
 - b. A donation in the amount of \$200 from Mr. Jason Page.
(Anticipated action: A motion will be made to accept the donations of \$400 and \$200 respectively for Explorer Cadet Academy scholarships and forward to the city council for their action.)
4. Financial Report – Karen Senecal
 - a. Grant Applications Update
 - b. Facilities Report

C. PATROL DIVISION:

This report is included in the commission packet.

VIII. COURT OFFICE REPORT

This report is included in the commission packet.

IX. MISCELLANEOUS/OTHER BUSINESS: None

- X. NEXT REGULAR MEETING:** The next commission meeting is scheduled for Tuesday, May 23rd, 2017, at the usual 4:30/5:30 p.m. start time. (See note at the beginning of this agenda for a start time explanation.) Please check the meetings calendar on the city's website as the date approaches for cancellations or changes to the time or meeting location.

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

(Posted on April 22nd, 2017)

Kathy Lesique

Joe Plaia, Clerk of the Commission

MINUTES
OF
PREVIOUS
MEETING(S)

PORTSMOUTH POLICE COMMISSION

**MINUTES OF THE APRIL 19TH, 2017
SPECIAL POLICE COMMISSION MEETING**

12:30 p.m. Call to Order, Wm. Mortimer Conference Room, PPD

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

I. CALL TO ORDER

The Chair called the April 19th, 2017 special police commission meeting to order at 12:33 p.m. in Conference Room 'A', in Portsmouth City Hall. The following people were present: Commissioners Cavanaugh, Onosko, and Plaia.

II. NON PUBLIC SESSION

Action: Commissioner Onosko moved to go into a non-public session as provided for under RSA 91-A:3 II (b): "The hiring of any person as a public employee."

Seconded by Commissioner Plaia.

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

Commissioner Cavanaugh: "Aye."

Commissioner Onosko: "Aye."

Commissioner Plaia: "Aye."

The commission went into non-public session at 12:33 p.m.

The public session resumed in Conference Room 'A' in city hall at 12:47 p.m.

Present during public session: Commissioners Cavanaugh, Onosko, and Plaia.

III. MOTION TO ADJOURN

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

Action: Commissioner Onosko moved to adjourn the April 19th, 2017 special police commission meeting.

Seconded by Commissioner Plaia.

On a Voice Vote: The motion passed to adjourn the April 19th, 2017 special police commission meeting at 12:47p.m.

Kathe

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

Joe Plaia

PORTSMOUTH POLICE COMMISSION

**MINUTES OF THE APRIL 12TH, 2017
SPECIAL POLICE COMMISSION MEETING**

12:30 p.m. Call to Order, Wm. Mortimer Conference Room, PPD

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

I. CALL TO ORDER

The Chair called the April 12th, 2017 special police commission meeting to order at 12:35 p.m. in the Wm. Mortimer Conference Room in the Police Department. The following people were present: Commissioners Cavanaugh, Onosko, and Plaia, Chief Mara, and via telephone, IACP representatives Andrey Pankov and Jessise (LNU).

II. NON PUBLIC SESSION

Action: Commissioner Onosko moved to go into a non-public session as provided for under RSA 91-A:3 II (b): "The hiring of any person as a public employee."

Seconded by Commissioner Plaia.

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

Commissioner Cavanaugh: "Aye."

Commissioner Onosko: "Aye."

Commissioner Plaia: "Aye."

The commission went into non-public session at 12:35 p.m.

The public session resumed in the Wm. Mortimer Conference Room at 2:13 p.m.

Present during public session: Commissioners Cavanaugh, Onosko, and Plaia, and Chief Mara.

III. MOTION TO ADJOURN

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

Action: Commissioner Plaia moved to adjourn the April 12th, 2017 special police commission meeting.

Seconded by Commissioner Onosko.

On a Voice Vote: The motion passed to adjourn the April 12th, 2017 special police commission meeting at 2:13 p.m.

Kathe

Respectfully Submitted By Kathleen Levesque, Executive Assistant

Commissioner Plaia, Clerk of the Commission

Joe Plaia

PORTSMOUTH POLICE COMMISSION

**MINUTES OF THE MARCH 28th, 2017 MONTHLY POLICE
COMMISSION MEETING**

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

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

- I. **CALL TO ORDER:** The March 28th, 2017 monthly Police Commission meeting was called to order at 3:36 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...”, (b), “Consideration of the hiring of any person as a public employee.”, and (c) “Matters which, if discussed in public would likely affect adversely the reputation of any person...”

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

Seconded by Commissioner Plaia.

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

Commissioner Cavanaugh:	“Aye.”
Commissioner Onosko:	“Aye.”
Commissioner Plaia:	“Aye.”

The motion passed to go into non-public session at 3:36 p.m.

The public session was called to back to order at 5:48 p.m. in the Eileen Dondero Foley Council Chambers. (An archived video of the meeting is available on the city’s website.)

The following people were present: Commissioners Cavanaugh, Onosko, and Plaia, Chief David Mara, Captain of Operations Frank Warchol, Admin.

Manager Karen Senecal, Exec. Assistant Kathleen Levesque, members of the public and the press.

II. **PLEDGE OF ALLEGIANCE:** Captain Warchol led the Pledge of Allegiance.

III. **ACCEPTANCE OF THE MINUTES:**

The Chair asked for a motion to accept the minutes of the February 28th and March 16th, Police Commission meetings.

Action: Commissioner Plaia moved to accept the minutes of the February 28th, and March 16th, 2017 meetings.

Seconded by Commissioner Onosko.

On a Voice Vote, the motion passed to accept the minutes of the February 28th, and March 16th, 2017 meetings.

Action: Commissioner Onosko moved to suspend the rules and proceed with the Swearing-In ceremony for Officer Conell Loughlin.

Seconded by Commissioner Plaia.

On a Voice Vote: The motion passed to suspend the rules and proceed with the swearing-in ceremony of Officer Conell Loughlin.

Chief Mara administered the oath and Conell Loughlin was sworn in as the Department's 64th full-time officer.

The Commission returned to the agenda, and the Chair opened the public comment session.

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 clicking "Channel 22", and then clicking on "Archived 2012, 2013, 2014, 2015, and 2016 meetings.")

Mr. Paul McEachern – 70 Dennett Street: Mr. McEachern said he wished to comment on the new Media Policy, although he did not read it. He reminded the Commission that under the city charter, they are the policy makers. He recommended the Commission read the charter from time to time because it contains important information about the Commission's duties of discipline as well as policy. He reminded the Commission they hire the Chief just as the council hires the manager. Mr. McEachern doesn't think the Commission should make the Chief the gatekeeper of media

relations. He said the Chief answers to the commission, not the other way around, although he thought it was a good step to have a media policy.

Mr. Mark Brighton – 285 Union Street: Mr. Brighton thanked the Commission, Chief, and Capt. Warchol for making the police department approachable again without fear of repercussions. He said he came to speak in defense of the Prescott Sisters (metaphorically), and the abuse of the beautiful park they gifted to the city. Mr. Brighton spoke about the excessive drinking in Prescott Park. It was his perception there was no enforcement taking place because it's the "beautiful people" who frequent Prescott Park and its events. He said, nothing happens there, while in other parks people are cited for drinking.

V. **UNFINISHED BUSINESS:** None.

VI. **NEW BUSINESS:**

A. POLICE COMMISSION:

1. Commissioner Cavanaugh

- a. **Electronic Device Usage During Police Commission Meetings:** Commissioner Cavanaugh said this was a proactive measure so the Commission would have something in place that dictates how Commissioners use electronic devices. If passed, this policy would become Rule #41 of the Commission's Rules & Order.

Action Commission Onosko moved to consider Commissioner Cavanaugh's policy to limit the use of electronic devices at commission meetings.

Seconded by Commissioner Plaia.

On a Voice Vote: The motion passed to bring the draft policy on the use of electronic devices during Police Commission Meetings to the floor for discussion.

Commissioner Plaia felt the Commission should add, "or his or her designee" after the words, 'Chief of Police' in the last sentence of paragraph two of the draft. Both of the other Commissioners agreed.

Action: Commissioner Plaia moved to adopt Rule #41 as presented by Commissioner Cavanaugh, with one

addition at the end of paragraph two, by adding the words, “or his or her designee” after the words, “Chief of Police”,
Seconded by Commissioner Onosko.

On a Voice Vote: The motion passed unanimously to adopt Rule 41 as presented by Commissioner Cavanaugh, , with one addition at the end of paragraph two, by adding the words, “or his or her designee” after the words, “Chief of Police”.

2. Commissioner Onosko

a. Update on IACP Executive Search/Timeline:

Commissioner Onosko said we received 62 resumes from the open application period of our nationwide search. The IACP recommended 17 semi-finalists. He said one name was dropped from that list, and one name was added. In two weeks the Commission will have another conference call with our IACP representatives which will whittle the list down to six. The six final candidates will come to Portsmouth in the afternoon on April 27th for a full day of interview panels on the 28th. Within a day or two of the interviews, the list will be whittled to 2. The next step would be thorough background investigations, with an offer of employment going to one of the two candidates by mid-May. Our goal is to have the new Chief on board by mid-June. The Commissioner said there were quite a few strong resumes among those who applied. He added that on the 4/28 date, we will have four separate interview panels; the panels will spend up to an hour with each of the six candidates. Currently, the make up of the panels are as follows:

- Commissioners and Chief Mara
- IACP representatives and Chiefs-of-Police from the region
- City Leaders, including elected officials and city department heads
- Community Panel consisting of 8-12 stakeholders.

3. Commissioner Plaia

- a. Adopt additional changes to the Police Commission Rules and Order re: Media Policy: Commissioner Plaia said the Media Policy draft had been posted for public comment along with the rest of the draft, but had not been

incorporated into the final document until now. The Commissioner summarized the content of the draft as well as the intent of putting the rule in place. Commissioner Onosko added that no single commissioner can claim to represent the commission as a majority voice without some sort of public acknowledgement by the other commissioners to that effect. The Chair asked for a motion on the draft media policy.

Action: Commissioner Plaia moved to accept the media policy as written and add it to the Police Commission Rules & Order.

Seconded by Commissioner Onosko.

On a Voice Vote: The motion passed to adopt the draft policy as written and add it to the Police Commission Rules & Order.

B. CHIEF OF POLICE:

1. Swearing In of Conell Loughlin: Chief Mara added that since Officer Loughlin is already a certified officer, the Department will be able to get him out on the street a lot sooner because he doesn't have to go to the academy first.
2. Accreditation Update – Lt. Sargent and Ms. Burnett continue their intensive training, and we are still on track to become an accredited department in 2019.
3. Motor Vehicle Enforcement – Stats for December, January, and February indicate that officers have brought the activity level up and have shown creativity in their enforcement efforts.

Stats:

- # of Motor Vehicle Stops:
 - o 2016: Nov- 876, Dec- 819
 - o 2017: Jan- 1,102, Feb- 991
- # of Summonses:
 - o 2016: Nov- 210, Dec- 150
 - o 2017: Jan- 230, Feb- 216

Commissioner Cavanaugh asked if it would be possible to get a separate stat just for the undercover car. Chief Mara explained the Department did not have the data infrastructure to capture or isolate that information.

4. Grant: Chief Mara spoke about Det. Sergeant Tom Grella's work. He explained that Portsmouth is the grant manager for all the ICAC

grant funds for the state. Sgt. Grella is in charge of the Task Force, and his position is fully funded by the grant. Det. Jacques' position is 80% funded by the grant. Chief Mara briefly explained the work of the ICAC Task Force. The Task Force is in position to receive this additional funding in addition to the federal allocations as a direct result of Sgt. Grella's ongoing efforts. Both the Chief and Sgt. Grella have testified several times before committee on this matter. The Chief said Sgt. Grella is a great advocate, very knowledgeable, and every time he speaks, he educates about the true scope of cyber-child exploitation. We are in a holding pattern, waiting to see how much of the target grant amount ends up being appropriated for the task force from the state budget. The Commission would be accepting this grant, contingent upon the state's approval of funds.

Action: Commissioner Onosko moved to accept the grant in the amount of \$500,000 from the New Hampshire Department Justice for the New Hampshire ICAC Task Force Project Forensic Shield, contingent upon state approval of the funds.

Seconded by Commissioner Plaia.

On a Voice Vote: The motion passed to accept the grant in the amount of \$500,000 from the New Hampshire Department Justice for the New Hampshire ICAC Task Force Project Forensic Shield, contingent upon state approval of the funds.

NOTE: Chief Mara informed the public about the Women's Public Safety Clinic being held at the Police Department tomorrow evening. He said although this class is full, he would like to make this class a permanent thing that we do every six months to a year.

5. Financial Report & Facility Update – Karen Senecal

Commissioner Cavanaugh asked if, for next month's meeting, Chief Mara could have ideas about what the Department may be thinking of purchasing with the donations received from the Webber Estate. The Chief indicated he has already spoken with command staff on this subject.

VII. MISCELLANEOUS BUSINESS:

1. Litigation Update: The Chair briefly updated the public regarding a demand letter for \$21,000,000 received by the commission last year. The city attorney has advised that no lawsuit has subsequently been filed, and the attorney's are in discussion.

2. Commissioner Cavanaugh asked about clothing for the commissioners that could be worn at official functions that identifies them as Police Commissioners. Executive Assistant Kathe Levesque said a vendor had been identified and the Commissioners could now order the garments.

VIII. MOTION TO ADJOURN:

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

Action: Commissioner Plaia moved the March 28th, 2017 Police Commission meeting be adjourned.

Seconded by Commissioner Onosko.

On a Voice Vote: The motion passed to adjourn the March 28th Police Commission meeting at 6:40 p.m.

END OF MEETING

MONTHLY POLICE COMMISSION MEETING

PUBLIC COMMENT PORTION

DATE OF MEETING: 3-28-17

Name & Address: Paul McEachern
70 DENNETT

Topic: New Policy re Media

Name & Address: Mark Brighton
285 Union

Topic: Prescott Park

Name & Address: _____

Topic: _____

Name & Address: _____

Topic: _____

Name & Address: _____

Topic: _____

Name & Address: _____

Topic: _____

POLICE
COMMISSION
BUSINESS

**POLICE COMMISSION – NEW BUSINESS
APRIL 25TH, 2017 MEETING**

VII. NEW BUSINESS:

A. POLICE COMMISSION:

- 1. Commissioner Onosko:**
 - a. Update on IACP Executive Search/timeline**

CHIEF'S REPORT

****IN THE INTEREST OF PERSONAL AND BUSINESS I.D. SECURITY, WE DO NOT PHOTOCOPY PERSONAL AND BUSINESS CHECKS TO SHOW GRANTS, DONATIONS, ETC. RECEIVED BY THE DEPARTMENT.**

1. Donations:

- a. A donation in the amount of \$400 from Mr. & Mrs. David Brown for Explorer Cadet Academy scholarships.
- b. A donation in the amount of \$200 from Mr. Jason Page for Explorer Cadet Academy scholarships.

Financial Reports

FY17 YEAR TO DATE SUMMARY

3 Pay Periods

March 31, 2017

Appropriated Budget	YTD Expenses and Encumbrances	Available Balance	% of Budget Used
10,382,847	7,856,851	2,525,996	75.67%

Minus Annualized Expenditures

(155,203)	(155,203)	Leave at Termination
(1,560,866)	(1,560,866)	Health Insurance
(187,175)	(187,175)	Workers Compensation

ACTUALS

8,479,603	5,953,607	2,525,996	70.21%
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% Through FY	76.92%
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Administrative Services Division

Financial Reports

By Division - FY17 YEAR TO DATE SUMMARY

March 31, 2017

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
	MARCH 76.92%	APRIL 84.62%	MAY 92.31%	JUNE 100.00%	ENCUMBERED EXPENSES	EXPENSES							
Administration	1,089,221	-	-	-	-	-	753,278	335,943	69.16%		\$ 753,278	69.16%	
Detectives-Gen/Narcotics	1,382,681	-	-	-	375	(48,723)	911,617	471,064	65.93%		\$ 911,617	65.93%	
Detectives-Family Related	-	-	-	-	-	-	-	-	#DIV/0!		\$ -	#DIV/0!	
Patrol	3,894,147	-	-	-	427	(62,618)	2,929,369	964,778	75.22%		\$ 2,929,369	75.22%	
Personnel & Training	441,253	-	-	-	4,281	-	255,800	185,453	57.97%		\$ 255,800	57.97%	
Communications Center	1,000,639	-	-	-	624	-	674,815	325,824	67.44%		\$ 674,815	67.44%	
Information Sys.	140,235	-	-	-	-	-	122,921	17,314	87.65%		\$ 122,921	87.65%	
Community Relations	3,835	-	-	-	-	-	5,119	(1,284)	133.49%		\$ 5,119	133.49%	
Records	75,155	-	-	-	-	-	53,918	21,237	71.74%		\$ 53,918	71.74%	
Crossing Guards	-	-	-	-	-	-	-	-	0.00%		\$ -	0.00%	
Animal Control	21,762	-	-	-	-	-	15,568	6,194	71.54%		\$ 15,568	71.54%	
Auxiliary	41,531	-	-	-	-	-	30,355	11,176	73.09%		\$ 30,355	73.09%	
Canine	36,228	-	-	-	-	-	25,335	10,893	69.93%		\$ 25,335	69.93%	
Emergency Response Team	34,599	-	-	-	4,660	-	31,247	3,352	90.31%		\$ 31,247	90.31%	
Accident Team	-	-	-	-	-	-	-	-	0.00%		\$ -	0.00%	
Field Training Officer	23,448	-	-	-	-	-	13,610	9,838	58.04%		\$ 13,610	58.04%	
Explorer	1,278	-	-	-	-	-	-	1,278	0.00%		\$ -	0.00%	
Fleet Maintenance	184,257	-	-	-	-	(747)	59,352	124,905	32.21%		\$ 59,352	32.21%	
Major Benefits	2,012,578	-	-	-	-	(487)	1,974,548	38,030	98.11%		\$ 1,974,548	98.11%	
Anticipated Exp/Extrnl Fndng	-	-	-	-	-	-	-	-	#DIV/0!		\$ -	#DIV/0!	
TOTALS	10,382,847						7,856,851	2,525,996	75.67%		\$ (1,903,244)	\$ 5,953,607	70.21%

Annualized Exp.

Leave at Term (155,203)

Health Insurance (1,560,866)

Workers Compensation (187,175)

(1,903,244)

8,479,603

Adjusted Budget Totals w/o Annualized Exp. 8,479,603

5,953,607 2,525,996 70.21%



Administrative Services Division

Financial Reports By Line Item -FY17 YEAR TO DATE SUMMARY March 31, 2017

Account	Title	% Through FY	MARCH		APRIL		MAY		JUNE		Encumbered	Misc Recon	Year to Date Expenses	Available Balance	% of Budget Used	Minus Annualized Expenses	YTD Expenditures w/o Annualized Expenses	% of Adjusted Budget Used
			EXPENSES (3 pay periods)	EXPENSES	EXPENSES	EXPENSES	EXPENSES	EXPENSES	External Funding Recon & Journal Entries (Mar)									
011001	Regular Salaries	\$ 1,184,183	\$ 134,216	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 772,094	\$ 412,089	65.20%	0	772,094	65.20%
011041	Salaries Uniform Personnel	\$ 3,934,140	\$ 437,320	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (13,686)	\$ 2,765,968	\$ 1,168,172	70.31%	0	2,765,968	70.31%
011061	Insurance Reimbursement	\$ 10,222	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,944	\$ 2,278	77.72%	0	7,944	77.72%
011063	Shift Differential	\$ 31,798	\$ 2,890	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,122	\$ 17,676	44.41%	0	14,122	44.41%
012001	Part Time Salaries	\$ 117,103	\$ 25,790	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 183,942	\$ (66,839)	157.08%	0	183,942	157.08%
012041	Commissioner Stipend	\$ 3,600	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,700	\$ 900	75.00%	0	2,700	75.00%
014041	Overtime	\$ 450,640	\$ 54,647	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (9,567)	\$ 376,291	\$ 74,349	83.50%	0	376,291	83.50%
014042	O/T Education	\$ 62,481	\$ 4,084	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 49,061	\$ 13,420	78.52%	0	49,061	78.52%
014055	Reimbursable O/T	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
014067	O/T Background Investigation	\$ 10,302	\$ 486	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,207	\$ 6,095	40.84%	0	4,207	40.84%
015001	Longevity	\$ 34,232	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,894	\$ 338	99.01%	0	33,894	99.01%
016001	Leave At Termination	\$ 155,203	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 155,203	\$ -	100.00%	(155,203)	0	0.00%
017001	Holiday Premium Pay	\$ 169,559	\$ 15,238	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (734)	\$ 147,937	\$ 21,622	87.25%	0	147,937	87.25%
018030	Eval. Stipend	\$ 65,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (600)	\$ 64,650	\$ 1,250	98.10%	0	64,650	98.10%
018032	Training Stipend	\$ 1,125	\$ 234	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,614	\$ (2,489)	321.20%	0	3,614	321.20%
018034	Education Stipend	\$ 63,520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,353	\$ 37,167	41.49%	0	26,353	41.49%
018041	Court Witness Fees	\$ -	\$ (1,170)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,326)	\$ 1,326	0.00%	0	(1,326)	#DIV/0!
018042	Special Detail	\$ 51,402	\$ 2,052	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,168	\$ 23,234	54.80%	0	28,168	54.80%
019002	Anticipated Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
021001	Insurance-Health	\$ 1,560,866	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,560,866	\$ -	100.00%	(1,560,866)	0	0.00%
021101	Insurance-Dental	\$ 94,842	\$ 6,967	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (457)	\$ 59,604	\$ 35,238	62.85%	0	59,604	62.85%
021501	Insurance-Life	\$ 4,532	\$ 314	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (29)	\$ 2,623	\$ 1,909	57.87%	0	2,623	57.87%
021601	Insurance-Disability	\$ 1,905	\$ 84	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1)	\$ 749	\$ 1,156	39.34%	0	749	39.34%
021602	Insurance-A&D	\$ 167	\$ 6	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55	\$ 112	32.93%	0	55	32.93%
021701	Insurance-LTD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!
022001	Social Security	\$ 89,922	\$ 10,453	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 63,585	\$ 26,337	70.71%	0	63,585	70.71%
022501	Medicare	\$ 90,299	\$ 9,666	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (349)	\$ 62,339	\$ 27,960	69.04%	0	62,339	69.04%

Administrative Services Division

Financial Reports By Line Item -FY17 YEAR TO DATE SUMMARY March 31, 2017

Account	Title	% Through FY	EXPENSES (3 pay periods)				EXPENSES	EXPENSES	EXPENSES	Misc Recon	Year to Date Expenses	Available Balance	% of Budget Used	Minus Annualized Expenses	YTD Expenditures w/o Annualized Expenses	% of Adjusted Budget Used
			MARCH 76.92%	APRIL 84.62%	MAY 92.308%	JUNE 100.000%										
023001	Retirement	\$ 145,820	\$ 16,222	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 98,178	\$ 47,642	67.33%	0	98,178	67.33%	
023002	Retirement-Officers	\$ 1,266,268	\$ 134,228	\$ -	\$ -	\$ -	\$ (6,328)	\$ -	\$ -	\$ 900,452	\$ 365,816	71.11%	0	900,452	71.11%	
025001	Unemployment Compensation	\$ 444	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 444	0.00%	(187,175)	0	0.00%	
028002	Insurance-Workers Comp	\$ 187,175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 187,175	\$ -	100.00%	0	0	0.00%	
033001	Prof Services-Temp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!	
034101	Pagers	\$ 497	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 497	0.00%	0	0	0.00%	
034103	Telephone	\$ 25,801	\$ 2,367	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,243	\$ 8,558	66.83%	0	17,243	66.83%	
034104	Cellular Phones	\$ 22,716	\$ 1,709	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,914	\$ 7,802	65.65%	0	14,914	65.65%	
034203	Computer/Software Maint.	\$ 92,384	\$ 19,979	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,423	\$ 6,961	92.47%	0	85,423	92.47%	
035003	Blood Alcohol Tests	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!	
039001	Professional Services	\$ 22,738	\$ 3,112	\$ -	\$ -	\$ -	\$ 1,990	\$ -	\$ -	\$ 23,878	\$ (1,140)	105.01%	0	23,878	105.01%	
039009	Prof/Serv-Hiring	\$ 7,993	\$ 1,198	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,321	\$ 672	91.60%	0	7,321	91.60%	
039070	Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!	
043010	Repairs-Vehicle by Outside	\$ 57,934	\$ 919	\$ -	\$ -	\$ -	\$ (5,747)	\$ -	\$ -	\$ 14,056	\$ 43,878	24.26%	0	14,056	24.26%	
043012	Repairs-Communication	\$ 1,757	\$ 115	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 678	\$ 1,079	38.59%	0	678	38.59%	
043018	Repairs-Equipment	\$ 8,037	\$ 215	\$ -	\$ -	\$ -	\$ 375	\$ -	\$ -	\$ 1,763	\$ 6,274	21.94%	0	1,763	21.94%	
043024	Repairs-Vehicle	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!	
044002	Rental Other Equipment	\$ 10,235	\$ 572	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,910	\$ 4,325	57.74%	0	5,910	57.74%	
048002	Property Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!	
053001	Advertising	\$ 2,784	\$ 199	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,961	\$ (177)	106.34%	0	2,961	106.34%	
054050	Training-Education	\$ 47,495	\$ 4,372	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,342	\$ 31,153	34.41%	0	16,342	34.41%	
055050	Printing	\$ 5,489	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,859	\$ 2,630	52.09%	0	2,859	52.09%	
056001	Dues Professional Organization	\$ 19,383	\$ 349	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,403	\$ 16,980	12.40%	0	2,403	12.40%	
057101	Travel and Conference	\$ 19,950	\$ 2,929	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,014	\$ 2,936	85.28%	0	17,014	85.28%	
057103	Court Mileage	\$ -	\$ (115)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (172)	\$ 172	#DIV/0!	0	(172)	#DIV/0!	
061002	Miscellaneous Supplies	\$ 18,315	\$ 2,213	\$ -	\$ -	\$ -	\$ 185	\$ -	\$ -	\$ 12,172	\$ 6,143	66.46%	0	12,172	66.46%	
061003	Meeting Supplies	\$ 1,271	\$ 204	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 699	\$ 572	55.03%	0	699	55.03%	



Administrative Services Division

Financial Reports

By Line Item - FY17 YEAR TO DATE SUMMARY March 31, 2017

Account	Title	% Through FY	EXPENSES (3 pay periods)					External Funding Recon & Journal Entries (Mar)	Available Balance	% of Budget Used	Minus Annualized Expenses	YTD Expenditures w/o Annualized Expenses	% of Adjusted Budget Used
			MARCH 76.92%	APRIL 84.62%	MAY 92.308%	JUNE 100.000%	ENCUMBERED						
062001	Office Supplies	\$ 8,511	\$ 1,149	\$ -	\$ -	\$ -	\$ -	\$ 2,094	75.39%	0	6,417	75.39%	
062004	Photo Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!	
062005	Printing Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!	
062006	Motorola Portable Batteries	\$ 3,689	\$ -	\$ -	\$ -	\$ 624	\$ -	\$ 3,065	16.92%	0	624	16.92%	
062007	Computer/Printer Supplies	\$ 12,977	\$ 344	\$ -	\$ -	\$ -	\$ -	\$ 5,653	56.43%	0	7,324	56.43%	
062010	Copying Supplies	\$ 2,275	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,275	0.00%	0	0	0.00%	
062501	Postage	\$ 5,981	\$ 59	\$ -	\$ -	\$ -	\$ -	\$ 2,304	61.48%	0	3,677	61.48%	
063001	Tires and Batteries	\$ 8,744	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,894	9.72%	0	850	9.72%	
063501	Gasoline	\$ 100,000	\$ 19	\$ -	\$ -	\$ -	\$ 5,000	\$ 60,500	39.50%	0	39,500	39.50%	
066001	Vehicle Repairs	\$ 4,093	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,266	20.20%	0	827	20.20%	
066002	Vehicle Outfit	\$ 13,486	\$ 1,171	\$ -	\$ -	\$ -	\$ -	\$ 9,335	30.78%	0	4,151	30.78%	
067001	Books and Periodicals	\$ 9,367	\$ 197	\$ -	\$ -	\$ -	\$ -	\$ 5,444	41.89%	0	3,923	41.89%	
068001	Clothing Allowance	\$ 57,080	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,359	87.11%	0	49,721	87.11%	
068002	Clothing	\$ 13,402	\$ 1,430	\$ -	\$ -	\$ -	\$ -	\$ (8,553)	163.82%	0	21,955	163.82%	
069004	Chief's Expense	\$ 2,275	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,100	51.63%	0	1,175	51.63%	
072006	Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	0	0	#DIV/0!	
074001	Equipment	\$ 60,920	\$ -	\$ -	\$ -	\$ 7,193	\$ -	\$ 48,348	20.64%	0	12,572	20.64%	
074003	Software	\$ 1,161	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 825	28.92%	0	336	28.92%	
075001	Furniture and Fixtures	\$ 6,457	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,262	3.01%	0	195	3.01%	
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)	\$ -	\$ -	\$ -	\$ -	\$ (61,538)	\$ (18,462)	76.92%	0	(61,538)	76.92%	
091006	Transfer from School	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (30,769)	\$ 30,769	#DIV/0!	0	(30,769)	#DIV/0!	
TOTAL		\$ 10,382,847	\$ 902,242	\$ -	\$ -	\$ 10,367	\$ (124,805)	\$ 2,525,996	75.67%	(1,903,244)	5,953,607	70.21%	

Annualized Exp.

Leave at Term \$ (155,203)

\$ (155,203)



Administrative Services Division

Financial Reports

By Line Item - FY17 YEAR TO DATE SUMMARY

March 31, 2017

Account	Title	% Through FY	MARCH 76.92% EXPENSES (3 pay periods)	APRIL 84.62% EXPENSES	MAY 92.308% EXPENSES	JUNE 100.000% EXPENSES	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
	Health Insurance	\$	(1,560,866)						\$ (1,560,866)					
	Workers Compensation	\$	(187,175)						\$ (187,175)					
		\$	(1,903,244)						\$ (1,903,244)					
Adjusted Budget Totals w/o Annualized Exp.		\$	8,479,603						\$ 5,953,607	\$ 2,525,996	70.21%			

PATROL DIVISION REPORT

Crime Comparison Report For the period ending 02/28/2017

Group A Crimes Against Persons

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Kidnaping/ Abduction	2017													
	2016		1											1
	Pct		n/a											n/a
Forcible Rape	2017		1											1
	2016	2	1											3
	Pct	n/a	0%											-67%
Forcible Fondling	2017		1											1
	2016	1												1
	Pct	n/a	n/a											0%
Aggravated Assault	2017	1	1											2
	2016	1	1											2
	Pct	0%	0%											0%
Simple Assault	2017	12	12											24
	2016	10	13											23
	Pct	+20%	-8%											+4%
Intimidation	2017	10	14											24
	2016	13	11											24
	Pct	-23%	+27%											0%
Total Crimes Against Persons	2017	23	29											52
	2016	27	27											54
	Pct	-15%	+7%											-4%

Filters/Options Applied

Date Used Report Date used

Time Period

Crime Comparison Report For the period ending 02/28/2017

Group A Crimes Against Property

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Robbery	2017	2												2
	2016													
	Pct	n/a												n/a
Arson	2017													
	2016	2												2
	Pct	n/a												n/a
Burglary/ Breaking and Entering	2017	1												1
	2016	5	3											8
	Pct	-80%	n/a											-88%
Larceny (pick-pocket)	2017													
	2016		1											1
	Pct		n/a											n/a
Larceny (shoplifting)	2017	5	1											6
	2016	7												7
	Pct	-29%	n/a											-14%
Larceny (from building)	2017	8	1											9
	2016	4	4											8
	Pct	+100%	-75%											+13%
Larceny (from motor vehicles)	2017	1	4											5
	2016	9	4											13
	Pct	-89%	0%											-62%
Larceny (of motor vehicle parts)	2017	1												1
	2016													
	Pct	n/a												n/a
Larceny (all other)	2017	5	7											12
	2016	5	6											11
	Pct	0%	+17%											+9%
Motor Vehicle Theft	2017													
	2016	2												2
	Pct	n/a												n/a
Counterfeit/ Forgery	2017	2	2											4
	2016	2	3											5
	Pct	0%	-33%											-20%
Fraud (false pretense;swindle)	2017	3	5											8
	2016	2	6											8
	Pct	+50%	-17%											0%

Filters/Options Applied

Date Used	Report Date used
Time Period	

Crime Comparison Report For the period ending 02/28/2017

Group A Crimes Against Property

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Fraud (credit/debit card;ATM)	2017	3	1											4
	2016	5	2											7
	Pct	-40%	-50%											-43%
Fraud (impersonation)	2017	2	1											3
	2016	3	4											7
	Pct	-33%	-75%											-57%
Fraud (wire)	2017													
	2016	1												1
	Pct	n/a												n/a
Stolen Property	2017													
	2016	1	2											3
	Pct	n/a	n/a											n/a
Destruction of Property/Vandalism	2017	13	15											28
	2016	18	14											32
	Pct	-28%	+7%											-13%
Total Crimes Against Property	2017	46	37											83
	2016	66	49											115
	Pct	-30%	-24%											-28%

Filters/Options Applied

Date Used Report Date used

Time Period

Crime Comparison Report For the period ending 02/28/2017

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	2017	19	21											40
	2016	11	4											15
	Pct	+73%	+425%											+167%
Pornography/Obscene Material	2017	1	1											2
	2016													
	Pct	n/a	n/a											n/a
Prostitution	2017		1											1
	2016													
	Pct		n/a											n/a
Total Crimes Against Society	2017	20	23											43
	2016	11	4											15
	Pct	+82%	+475%											+187%

Filters/Options Applied

Date Used	Report Date used
Time Period	

Crime Comparison Report For the period ending 02/28/2017

Group B Crimes

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Bad Checks	2017	1	3											4
	2016	3	1											4
	Pct	-67%	+200%											0%
Disorderly Conduct	2017	3	2											5
	2016	5	4											9
	Pct	-40%	-50%											-44%
Driving under Influence	2017	6	5											11
	2016	2	2											4
	Pct	+200%	+150%											+175%
Drunkness	2017	12	10											22
	2016	12	7											19
	Pct	0%	+43%											+16%
Family Non Violent Offenses	2017													
	2016		2											2
	Pct		n/a											n/a
Liquor Law Violations	2017	2	3											5
	2016	1	2											3
	Pct	+100%	+50%											+67%
Runaways (under 18yr old)	2017	2												2
	2016	4												4
	Pct	-50%												-50%
Trespass of Real Property	2017	2	3											5
	2016	1	1											2
	Pct	+100%	+200%											+150%
All Other Offenses	2017	29	18											47
	2016	22	16											38
	Pct	+32%	+13%											+24%
Total Group B Crimes	2017	57	44											101
	2016	50	35											85
	Pct	+14%	+26%											+19%

Filters/Options Applied

Date Used Report Date used

Time Period