

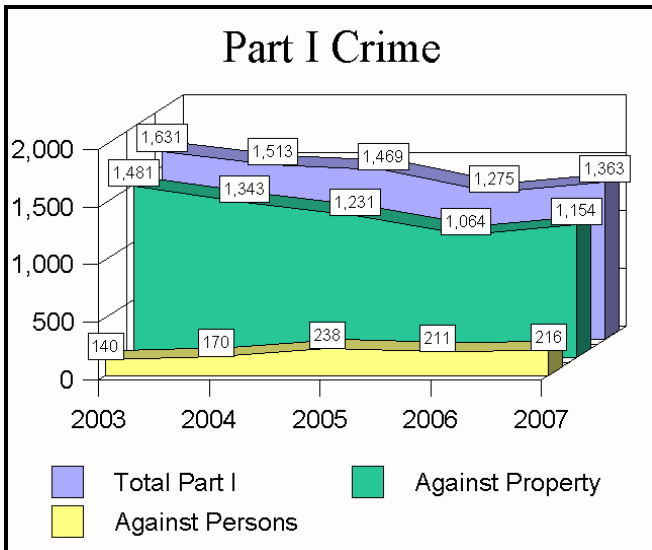
# Public safety

## 2007 In Review

Part I crime in Greenbelt increased 7% in 2007, from 1,275 reported incidents to 1,363. Part I crimes are defined as murder, rape, robbery, assault, burglary, theft, and auto theft. The Washington Metropolitan region of Montgomery and Prince George's County, known as UCR Region IV, experienced a 3.3% decrease between January and September in 2007 (Uniform Crime Reporting Program, Maryland State Police, January 10, 2008).

Crimes against persons, sometimes referred to as violent crime because it involves the element of personal confrontation between the perpetrator and the victim, remained statistically flat with 216 reported incidents compared to 211 last year. Serious crime decreased 10% in Region IV.

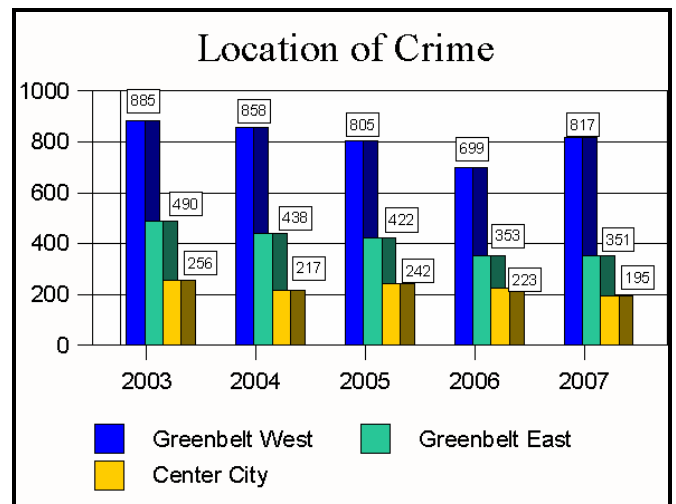
Property crimes in Greenbelt increased 8.5% from 1,064 to 1,154. A decrease of less than 1% was noted in Region IV.



Geographically, the majority of crime, 817 incidents, or 60% of the total, occurred in Greenbelt West, a 5% increase. Greenbelt East experienced 26% of the total with 351 reported

incidents, two fewer incidents than 2006. Historic Greenbelt with 195 incidents or 14% of the total, showed a decrease of 13%. These ratios are changing slightly with Greenbelt West experiencing a greater portion of overall crime while the rate is declining in Historic Greenbelt. There is no change in Greenbelt East.

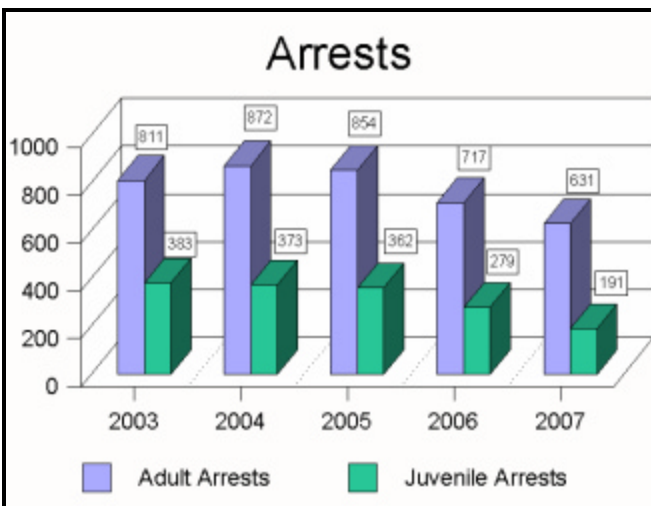
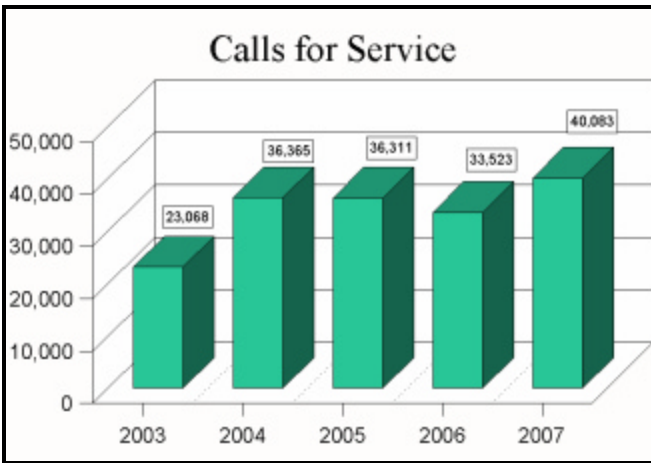
Of particular note is a 30% decrease in the number of robberies in Greenbelt West, 30 fewer than the previous year. As a result of robbery suppression details and directed patrol tactics, investigators and patrol officers made significant arrests of individuals responsible for many of the crimes.



Although the incidence of reported crime rose in 2007, it did not reach the level of any of the years between 1998 and 2005. The increase in crime in 2007 was driven by a 24% increase in property crime in Greenbelt West, particularly a 27% increase in stolen autos from the Springhill Lake area (144) and a 52% increase in breaking and entering (79) in the same area.

REPORTED INCIDENTS 1998-2007			
Year	# of Incidents	Year	# of Incidents
1998	1,862	2003	1,631
1999	1,710	2004	1,513
2000	1,688	2005	1,469
2001	1,922	2006	1,275
2002	1,736	2007	1,363

The Department responded to 40,083 calls for service in 2007, a 45% increase over five years. Police reports declined by 17%, to 10,471. Adult arrests, at 631, decreased 12% while juvenile arrests declined 31% to 191. Traffic citations, at 3,705, represented a 22% increase. Parking citations rose 79% to 945. Warnings and repair orders were up 33% to 5,871.



The Red Light Camera Program generated 4,074 citations in 2007, a 16% increase from the previous year. Most violations occurred on Fridays, 16% (651). The two most frequent locations of violation were northbound Kenilworth Avenue at the Beltway (896) and

westbound Greenbelt Road at Mandan Road (245).

The Department completed its fifth year of state-mandated traffic stop tracking. Officers made 4,106 stops in 2007, seven percent fewer than the previous year.

The change in the number of traffic accidents was statistically insignificant at 1,136 compared to 1,147 in 2006. Personal injury accidents decreased 15% from 127 to 108. For the second consecutive year, there were no fatal accidents.

Officers spent 6,071 hours on foot patrol in the community, an increase of 40% over last year.

Bike patrol within the City neighborhoods and business districts increased 48% to 644 hours.

As reported in the latest published edition of the annual state Uniform Crime Report (June 1, 2007), the crime rate for Maryland was 4.1 victims for every 1,000 population. The rate for Prince George's County was 6.9 per 1,000; Greenbelt's rate was 6.0 per 1,000. Closer inspection of all jurisdictions within the county shows generally that jurisdictions inside the Beltway have a greater crime rate than those outside. Greenbelt's rate has historically fallen in the middle reflecting the impact of regional forces.

The clearance rate for cases investigated by Greenbelt officers was 19% compared to the statewide rate of 24% for all Maryland agencies. The clearance rate for police agencies in Prince George's County was 10%. The closure rate for Greenbelt increased 6% from 2006. A crime is cleared when the police have identified the offender, have evidence to charge and actually take the offender into custody. Solutions to crimes are also recorded in exceptional incidences where some element beyond police control precludes formal charges against the offender, such as the victim's refusal to prosecute or local prosecution is declined because the subject is being prosecuted elsewhere for a crime committed in that jurisdiction. The arrest of one person can clear several crimes or several persons may be arrested in the process of committing one crime.

# ACCOMPLISHMENTS FOR FY 2008

## Administrative Initiatives

- ◆ The Department became compliant with CALEA's 5<sup>th</sup> edition by re-writing approximately three hundred standards by the October deadline. The Department was required to develop a family medical leave policy which was later adopted by the entire City.
- ◆ Sergeant Carl Schinner was certified as a CALEA assessor in March. Since then he has participated in on-site assessments in Huber Heights, Ohio and Henderson, North Carolina. Sergeant Schinner also provided assistance to six local agencies with informal mock assessments in preparation for their more formal on-sites.
- ◆ The Department reorganized and created the Office of Professional Standards to encompass accreditation, internal affairs and staff inspections. Sergeant Carl Schinner was selected for the position.
- ◆ A job task analysis was completed for all non-sworn positions. New job descriptions were developed as a result of the job task analysis.
- ◆ For the first time in nearly ten years a command position within the Department was vacated upon the retirement of Captain Michael D. Craddock. Sergeant David Buerger was subsequently promoted to Lieutenant and assigned to command the Patrol Division.
- ◆ An annual audit by the Governor's Office of Crime Control and Prevention indicated that the Department was in full compliance with the federal Juvenile Justice and Delinquency Prevention Act (JJDP) of 1974.
- ◆ An audit conducted by the Maryland Police & Correctional Training Commissions found the Department to be in compliance with state mandated selection and training standards for police officers.
- ◆ The Department took another step closer to fully implementing its automated records management system. The system provides functionality for records management for the cities of Greenbelt and Hyattsville.
- ◆ More than sixteen thousand arrest records covering 20 years have been entered into the records management system making the data available to investigators and the MOU group. The pre-existing manual file has been eliminated. Starting with calendar year 2007, approximately 7,200 master names, 2,800 incidents and data on 4,000 vehicles has been entered into the system.
- ◆ Working with the Naval Criminal Investigative Service (NCIS), through the Police Chief Subcommittee of the Metropolitan Washington Council of Governments (COG), the Department has completed the necessary requirements in order to link to the National Capital Region Law Enforcement Information Exchange (LiNX) system. This system is designed to allow a multitude of agencies throughout the National Capitol Region to exchange data.
- ◆ Crime analysis covering the crimes of murder, sex offenses, robberies and carjacking began in September 2007.
- ◆ With the contract of a new vendor for parking citations, handheld units are being introduced to improve efficiency.



- ◆ All officers were provided with in-service training covering the diverse subject matters of an all hazards plan, homicide/suicide bomber incidents, Metro subway emergencies, police ethics, dealing with mentally challenged individuals, missing children, rape and sexual assault. Officers received additional training on use of force policy and with lethal and less-lethal weapons.
- ◆ A detailed retention schedule was created outlining periods of retention for various types of documents and records held by the Department.

### Operational Initiatives

- ◆ Both homicides committed in Greenbelt were closed by investigators.



- ◆ In partnership with county, state and federal investigators, Detective Michael Lanier assisted in the arrest of a serial arsonist who confessed to 21 arson incidents associated with fires in occupied buildings in the Springhill Lake multiple fire events.
- ◆ Investigators arrested 8 people suspected of 27 different robberies in the span of five months.
- ◆ The Criminal Investigations Unit obtained a computer through a grant and established a digital photo bank (electronic mug book).
- ◆ Due to the number of armed robberies in Springhill Lake, special suppression details were fielded to address the situation. As a result, 624 extra hours of patrol were designated resulting in 45 arrests for various offenses.

- ◆ In conjunction with four neighboring municipalities, \$20,000 of federal funding was obtained for the purpose of purchasing mobile data computers. The City's IT staff assisted with the purchase and installation of units.
- ◆ In addition to the units mentioned above, a Justice Assistance Grant (JAG) was obtained to partially upgrade ten outdated mobile data computers.
- ◆ Pre-employment background screening methods were reviewed with significant changes being made. Revised methods of documenting, coordinating, tracking and investigating were implemented.
- ◆ Duty weapons were replaced with handguns incorporating more modern technology. Transitional training and qualification was provided to each officer.
- ◆ A Department representative continues to meet with the Prince George's County Office of Public Safety Communications as plans are made for the upcoming transition to the state-of-the-art county-wide radio system. This system will allow public safety agencies throughout most of Maryland, DC, and Virginia to communicate with each other in the event of a catastrophic event.



- ◆ The Honor Guard participated in more than a dozen community events including the Greenbelt Labor Day opening ceremony and parade, the Beltway Plaza holiday parade, the American Legion Officer of the Year banquet, and several fallen officer burial ceremonies.

- ◆ The Emergency Response Unit conducted 14 high risk operations in support of drugs and weapons search warrants, robbery suppression details and arson investigations. Mutual aid was provided to the cities of Hyattsville and Laurel, the Montgomery/Prince George's HIDTA Initiative drug task force and the Montgomery County Police.
- ◆ The Emergency Response Unit and Crisis Negotiation Unit mission readiness was upgraded to include management of non-hostage barricade situations.

### **School Resource Officers' Activities**

- ◆ Approximately 51 high school juniors and seniors completed the Introduction to Criminal Justice class at Eleanor Roosevelt High School.
- ◆ A program was conducted to illustrate the dangers of drinking and driving for seniors at the high school. The program was presented before the prom and graduation. The program was a combined effort of the local Mothers Against Drunk Driving (MADD) chapter and the school's Students Against Destructive Decisions (SADD).
- ◆ Continued teaching DARE in the elementary schools. Approximately 200 fifth graders completed the program. Visitations were also made to kindergarten, first and third grade levels.
- ◆ The GREAT (Gang Resistance Education and Training) program was taught for the fourth straight year. Approximately 120 students from Greenbelt Middle School completed the course, along with 80 students from Greenbelt Elementary. Students from the Middle School classes raised money to plant two trees at their school to make their school a GREAT school.
- ◆ Hosted the annual year-end AAA School Safety Patrol picnic at the station. Over 50 patrols from Greenbelt Elementary and Springhill Lake Elementary attended.
- ◆ Funded by donations from AAA Mid Atlantic and the schools' PTA, Corporal Marty Parker took four elementary school students to the Montgomery County Police Department/AAA School Safety Patrol Camp in Thurmont, Maryland.
- ◆ Hosted the fourth annual regional School Safety and Security Gang Information Conference for over 200 attendees at Eleanor Roosevelt High School.
- ◆ Corporal Marty Parker had an article about the Criminal Justice class at Roosevelt published in the CALEA national magazine, *The CALEA Update*, recognizing the class as an exemplary program for other accredited agencies to follow.

### **Traffic Unit**

- ◆ MPO Kaiser coordinated the Municipal DUI Check Point Task Force this year. The Department participated in five checkpoints, two in Greenbelt, in addition to three saturation patrols in which officers patrol to specifically locate drivers under the influence.
- ◆ The Department arrested 93 people for DUI/DWI in 2007.
- ◆ Officers performed 161 tests using the Intoximeter.
- ◆ Participated in the national Smooth Operator aggressive driving campaign. 2,321 citations/warnings were written and 181 arrests were made during the four-week operation.
- ◆ Two pedestrian safety stings were conducted as well as speed monitoring being increased in crosswalks throughout the City. As a result, 12 motorists were cited for violation of the pedestrian laws, 149 motorists were stopped for speeding and 428 various other citations/warnings were issued. As part of the pedestrian safety programs, the National Walk to School programs were conducted at Springhill Lake Elementary and Greenbelt Elementary.

- ❖ Operation ABC (Always Buckle Children) and the Chiefs' Challenge safety belt campaigns were conducted. MPO Kaiser and MPO Mathews filmed Public Service Announcements for the Maryland Highway Safety Office.
- ❖ MPO Kaiser and MPO Scott Yankowy completed certification to become DOT Inspectors. MPO Kaiser conducted 99 commercial vehicle inspections and participated in National Air Brake Safety Week.



- ❖ The annual Labor Day booth received third place in the "Best Appearing Booth."
- ❖ Two hundred seventy-three child safety seat inspections were made at the Police Station. MPO Kaiser sits on the State Child Passenger Safety Board.
- ❖ MPO Kaiser developed an enforcement program for motorcycles that is being used throughout the state.
- ❖ MPO Kaiser secured more than \$31,000 from the state to facilitate traffic safety measures in town.

### **Crime Prevention Unit/Community Relations**

- ❖ Held a series of public safety meetings for residents of Springhill Lake. The meetings addressed issues ranging from personal safety, burglary prevention and lighting issues. Command Staff personnel and detectives also attended these meetings to address questions and concerns from citizens. Representatives

from the Recreation Department spoke to residents about activities available to youths. Representatives from management were present to discuss housing issues.

- ❖ Conducted a walkthrough of the Greenwood Village Community with members of the Neighborhood Watch Group for the purpose of identifying potential areas of criminal activity and places needing cleaning. The walk through was followed up with a community clean up during which an overgrown area that had been used by truants as a hiding place was cleared of brush and debris.
- ❖ Held numerous Crime Watch meetings and training sessions throughout the community.
- ❖ Coordinated National Night Out, a growing success with four events held throughout the City.



- ❖ Helped sponsor the first annual "Shop with a Cop" event in which 20 "in need" children identified by Springhill Lake Elementary school were taken to the Target Department Store to shop for Christmas presents for their family members and themselves. Generous donations were received from the Faith Baptist Church of Laurel, Maryland, the Beltway Plaza, Target, AIMCO (the management of the Springhill Lake Apartments), the Greenbelt FOP Lodge #32 and employees of the Police Department. In addition to the shopping spree, the children were treated to lunch courtesy of Three Brothers Pizza.

## Public/Private Partnerships

- ◆ MPO Jermaine Gullede, the Beltway Plaza community policing officer, built upon established good working relationships with Quantum Management, merchants and asset protection staffs of businesses. He participated in Mall sponsored or supported activities including national Walk to School Day and Shop with a Cop.



- ◆ MPO Jonathan Lowndes, the Springhill Lake community policing officer, coordinated crime prevention meetings with residents, assisted Patrol officers with the identification and location of criminal suspects living within the development, responded to many quality of life complaints from residents ranging from loud music, neighbor disputes, loitering, public intoxication and suspicious activity associated with laundry rooms, provided quick response to crimes located within the community, augmented School Resource Officers by periodically monitoring school dismissals, provided the Prince George's County Transitional Housing program a resource referral for resident concerns within the development, acted as liaison between the Police Department and management on shared sensitive issues such as evictions and displacement by fires, and completed a four-day Mountain Bike course to facilitate his patrols in the community.

## Bike Unit

- ◆ The Bike Unit, under the direction of Corporal Thomas Moreland, primarily assisted the Patrol Squads with staffing shortages and

addressed community policing concerns throughout the City, particularly Roosevelt Center and the Spellman Overpass.

- ◆ Attended various community group meetings such as the Golden Age Club, the Greenbriar Home Owners Association, the Roosevelt merchants meeting, GHI meetings and the Senior Citizen Advisory Committee meeting.
- ◆ Conducted a bike demonstration for the Girl Scouts of America, attended Career Day at Springhill Lake Elementary and participated in the National Walk to School Day.



- ◆ Held the first two International Police Mountain Bike Association (IPMBA) bike training classes for Greenbelt officers and other allied agencies. Assisted and instructed other area departments with bike training classes.



- ◆ Participated in National Night Out, 4<sup>th</sup> of July celebration, the Labor Day Festival, and the City's Christmas tree lighting.

- ◆ Provided significant assistance to the design and implementation of the video cameras in Roosevelt Center.

### Police Canine Unit



- ◆ MPO Mike Dewey completed training to become the Department's first certified K9 trainer.
- ◆ All four K9 teams were certified in "Patrol Dog 1" by the United States Police Canine Association (USPCA).
- ◆ Two of the K9 teams were awarded the Triple Crown Award by the USPCA.
- ◆ Police K9 "Duke" was retired and replaced by Police K9 "Rambo."



### Special Awards and Recognition

- ◆ Detective Edward Holland was recognized as the 2007 Greenbelt Police Officer of the Year

by the American Legion Post #136 for his outstanding investigation of a murder.

- ◆ For the eighth consecutive year, the Department was awarded the Governor's Award for first place in the Maryland Chiefs' Challenge safety belt program.
- ◆ For his superior performance as a K9 handler, Corporal Robert Musterman, supervisor of the K9 Unit, was selected from among hundreds of officers from dozens of departments within the Mid-Atlantic region as the "Canine Officer of the Year" by the USPCA.

### Departmental Promotions

- ◆ David Buerger was promoted to the rank of Lieutenant and assigned as the Patrol Division Commander.
- ◆ John Barrett and Marie Triesky were promoted to Sergeant within the Patrol Division. Sergeant Triesky is the first woman to attain the rank in the history of the Department.
- ◆ Marty Parker, Mark Sagan and Robert Dowling were promoted to the rank of Corporal and assigned to the Patrol Division.



- ◆ Christopher Bladzinski, Jermaine Gullede, Tammy Harris and Kelly Lawson were promoted to the rank of Master Police Officer.
- ◆ Ryan Peck was promoted to the rank of Patrolman First Class.
- ◆ Ms. Stephanie Janifer was promoted to Police Records Specialist II.



# ISSUES AND SERVICES FOR FY 2009

The Department received initial national accreditation in November of 2006 through the Commission on Accreditation for Law Enforcement Agencies, Inc (CALEA). The voluntary program is a joint effort between CALEA, the International Association of Chiefs of Police (IACP), the National Organization of Black Law Enforcement Executives (NOBLE), the National Sheriffs' Association and the Police Executive Research Forum (PERF). CALEA mandated that in 2007 accredited agencies comply with over three hundred new standards as set forth by their 5<sup>th</sup> Edition of Standards for Law Enforcement Agencies. The Department achieved that goal in October. Reaccreditation will be sought in the fall of 2009.

The Department received high praise for the services provided to the community during the initial accreditation process. One weakness was noted, the lack of a computer aided dispatching (CAD) capability in Communications. Site visits have been made to various police agencies to observe communications devices and to seek guidance with the selection of a product for Greenbelt. Based on the information garnered from the site visits, a Request for Proposal (RFP) was developed and jointly published with Hyattsville to obtain proposals from police information technology vendors. Once a suitable vendor is selected, financing options will be researched to acquire the equipment.

A compatible records management system (RMS) is required to make full use of the CAD system. It is unknown as of this writing if the current RMS in use will need to be replaced. An assessment will be made during the selection process for the CAD.

For several years planning and research has been underway to form a joint Law Enforcement Regional Communications and Data Center with the jurisdictions of Hyattsville, Riverdale Park, Mount Rainier, Bladensburg and Greenbelt. The purpose of the center is to develop police radio interoperability between the agencies. These agencies are independent from the county police radio system that provides communications to other municipalities within the county. The rationale for having a central data center is to share the cost of purchasing and staffing – that it would be more efficient to run one system for the five municipalities than for each one to bear the cost of individual systems.

The work plan for the center began with the identification and procurement of a records management system, or in some cases an interface between systems, which is in operation between all five agencies. One major area of concern during the selection of the CAD will be the effect of migrating from the current RMS due to cost, efficiency, or compatibility issues with the CAD. This is a matter of priority in the selection process.

Relating to the overall communications aspect, the Department is in the process of replacing the first generation of mobile data computers in patrol cars with an industry standard product that is proving far more durable than the predecessors. Funding is being sought to complete the transition; between \$140,000 and \$210,000 is needed.

With the advent of collective bargaining, recruiting and selection for police officers has been less a problem than in previous years. Although competition between law enforcement organizations remains fierce, staffing is nearly 100% given the salary and benefit package now being offered. The Department has been able to attract seasoned certified officers from other departments thereby bringing a more experienced person into the ranks at a lesser overall cost compared to a new recruit. A new recruit's salary, benefits and training costs are encumbered by the City for approximately one year before the officer is prepared for assignment.

Conversely, recruitment efforts for Communications Specialists and Cadets are not producing the qualified applicants we would like to see. This is puzzling given the salary range offered for Communications Specialists and the success of the Cadet program in the past. Emphasis will be placed on filling these critical positions by reassessing recruitment strategies.

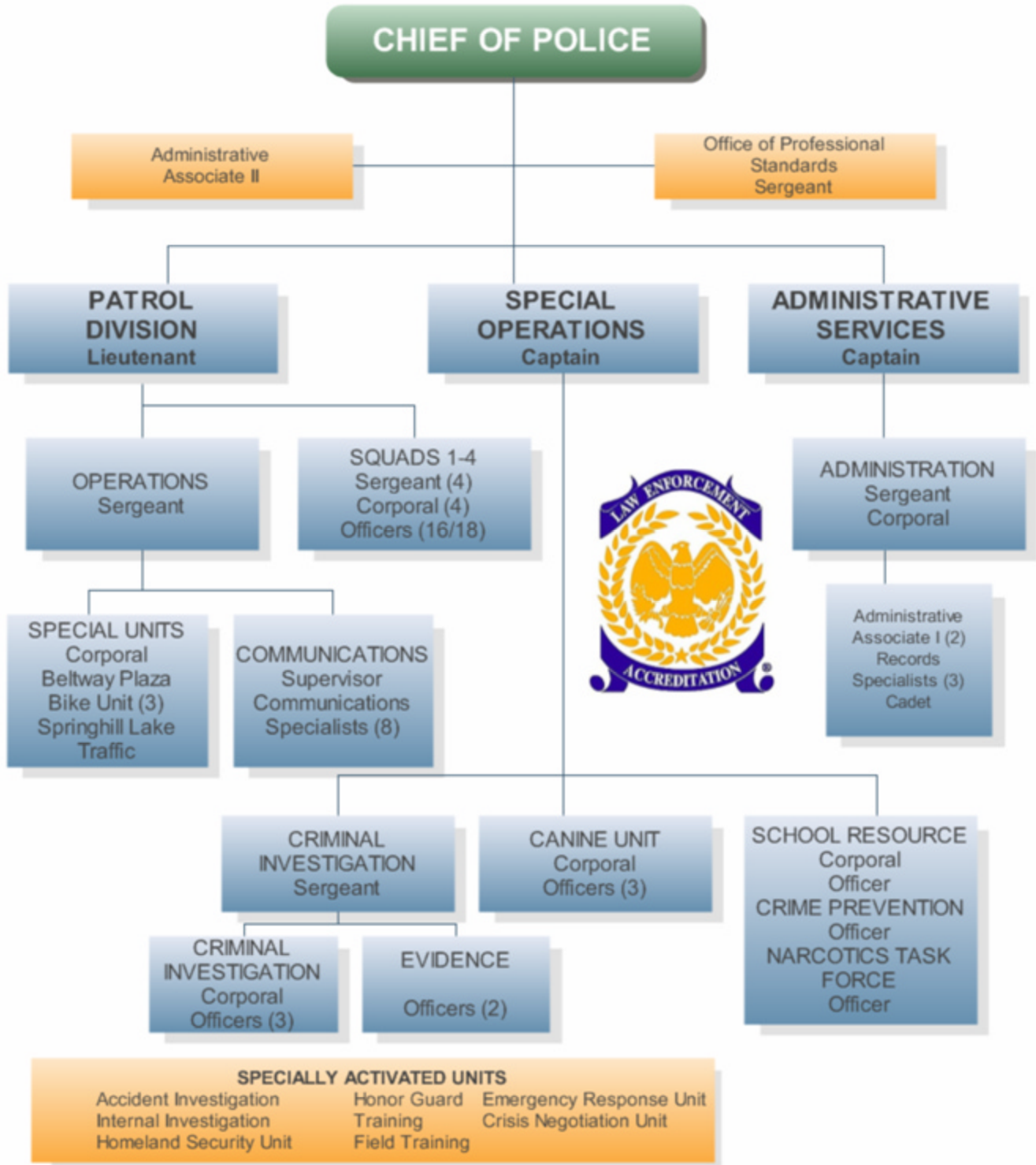
The Department has enjoyed a re-invigoration of citizen partnership in addressing quality of life issues in all areas of the City. Crime Watch groups and individual citizens have joined in addressing not only incidents of crime but also the fear of crime in areas around the Spellman Overpass, the Roosevelt Center, the neighborhoods surrounding Eleanor Roosevelt High School and the Springhill Lake community. The Department will build upon this activity to help engender even more discussion and involvement by continuing to attend meetings with homeowners associations, fraternal organizations and business contacts.

Since the Police Station was occupied in 1990, the department has evolved as many specialized units (SRO, Bike Unit, Accreditation, ERU, and Homeland Security) have been created and new demands on space at the station have developed. In addition, records storage has also increased, with department paper records created since 1990 being quadruple the volume of files created in the first 50 years of the Police Department.

This combination of factors has resulted in a significant space shortage. The Greenbelt Station Development Agreement includes a provision that the developer contribute \$500,000 for construction of a new police facility, or improvements to the existing police facility. Due to the cost of new construction, which ranges from \$250 - \$350 per square foot, if this developer contribution were used for facility expansion, no more than a 2000 square foot addition could be funded. This will not alleviate the space needs for the department.

A space study of the Police Station indicates that a majority of the existing space needs can be addressed if the existing space in the station is used more efficiently. This will require that storage areas be redesigned to make maximum use of the available volume of the room. Offices which have been taken over by storage need to be returned to office use. Storage of non-critical materials, such as historic records, should be moved off-site to a commercial storage facility. Modular furniture systems which allow for partitioning of larger rooms will result in greater use of available space. The space study which is underway will make recommendations to utilize the Greenbelt Station contribution to implement these recommendations, as well as funding site improvements and building upgrades. Recommendations arising from the space study should be ready for action at the end of the current fiscal year and into the next fiscal year.

# police



# Personnel staffing

PERSONNEL STAFFING	Grade	Auth. FY 2007	Auth. FY 2008	Prop. FY 2009	Auth. FY 2009
<b>Police Officers</b>					
Chief		1	1	1	1
Captains/Lieutenants		3	3	3	3
Sergeants		8	8	8	8
Corporals		9	9	9	9
Master Patrol Officers		33	35	35	35
Police Officer 1 <sup>st</sup> Class					
Police Officer					
Police Officer Candidate					
Total FTE		54	56	56	56
<b>Other Personnel</b>					
Communications Supervisor	GC-12	-	1	1	1
Communications Supervisor	GC-10	1	-	-	-
Administrative Associate II	GC-9	1	1	1	1
Administrative Associate I	GC-8	2	2	2	2
Communications Specialist I & II	GC-8 & 10	-	8	8	8
Communications Specialist I & II	GC-7 & 8	8	-	-	-
Records Specialist I & II	GC-6 & 8	3	3	3	3
Public Safety Aide/Police Cadet	GC-4	-	1	1	1
Total FTE		15	16	16	16
Total Public Safety - FTE		69	72	72	72

The increase in Police Officer staffing reflects the addition of two officer slots funded in FY 2008 by a required contribution from Greenbelt Metropark LLC due to development proceeding on the South Core of the Greenbelt Station project. An additional four officers are to be funded when the North Core development proceeds. These funds are one-time only funds and the City will absorb all future costs. Land preparation has been taking place in the South Core, but no construction has begun yet. Given the state of the housing market, the construction and sale of any homes here may be sometime. As such, it is proposed to not fund the two positions in FY 2009, but rather use that money (\$80,000 in Salaries and \$40,000 in Benefits) for a new police computer system. This money is shown in line item 91, New Equipment.

# police



The City provides a full-service Police Department, unlike most municipalities in the County. Services include around-the-clock patrol, K-9 patrol, communications support, criminal investigation, narcotics investigation, crime prevention, traffic enforcement and two school resource officers. As a result, Greenbelt taxpayers pay a lower tax rate to the county and the City does not rely upon the County Police Department to respond to police calls except when backup support is needed.

## Performance Measures

Election Survey Scores (Last 4 Elections)	<u>2001</u>	<u>2003</u>	<u>2005</u>	<u>2007</u>
Police Presence	2.96	3.09	3.86	3.80
Responsiveness	3.16	3.26	4.11	4.04
Traffic	2.74	2.84	3.73	3.79
Parking Enforcement	2.74	2.88	3.67	3.63

## Five Year Statistics

<u>Class I Offenses</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
Homicide	3	3	2	2	2
Rape	11	9	11	6	10
Robbery	80	105	139	158	132
Assault	46	53	86	45	65
B & E Burglary	140	151	126	102	130
Theft	952	800	809	715	768
Auto Theft	399	392	292	247	256
Total Offenses	1,631	1,513	1,465	1,275	1,363
Criminal Arrests					
Adults	811	872	854	717	631
Juveniles	383	373	362	279	191
Closure Rate	14%	18%	10%	13%	19%
Calls for Service	27,642	36,365	36,311	33,523	40,083
Police Reports	14,416	15,680	15,092	12,562	10,471
Motor Vehicle Accidents	1,240	1,210	1,199	1,147	1,136
Traffic Summons	2,430	3,350	3,702	3,039	3,705
Parking Tickets	730	1,002	1,244	527	945
Full Time Equivalent (FTE)	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>	<u>FY 2009</u>
	69	69	69	72	72

## Management Objectives

- ☐ Implement Computer Aided Dispatch (CAD) in conjunction with Hyattsville including seeking State grant assistance.
- ☐ Plan for new Prince George's County Regional Interoperable Radio communications system. Installation is expected in summer/fall 2009.
- ☐ Develop plan to implement speed cameras if approved by the State.
- ☐ Monitor results of Public Safety action plan for Gardenway/ overpass area.
- ☐ Develop a feasibility analysis for a Reserve Officer program.

## Budget Comments

- ① The decrease in Employee Benefits, line 28, is due to a reduction in the rate the Maryland State Retirement Agency charges for police officer retirement benefits. As a result, the cost of retirement benefits is approximately \$220,000 lower in FY 2009.
- ② Overtime, line 27, has been dropped to reflect full-staffing of officers in the department and reducing the extra overtime (\$20,000) allocated to Beltway Plaza by half as a way to balance the costs of the partnership.
- ③ Initial funding for a computer aided dispatch and records management (CAD & RMS) system has been established in New Equipment, line 91. The amount is \$120,000 which is estimated to be 20-25% of the total system cost. These funds have been taken from Salary, line 03, and Benefits, line 28. Using these funds as proposed means delaying the hiring of the two officers called for in the Greenbelt Station agreement since development there appears to be delayed by the real estate down turn. Future funding possibilities include the Public Safety surcharge related to Greenbelt Station development.
- ④ New Equipment, line 91, also includes funds to replace eight (8) vehicles and radios for the vehicles. It is proposed to purchase seven (7) sedans and one (1) SUV for the traffic safety unit.
- ⑤ Beginning in FY 2007, the Red Light Camera Program Expenses, line 76, have exceeded the citation revenue. The expenses do not include the personnel for supporting the program. An in-depth report on the program will be prepared at the end of FY 2008.
- ⑥ Savings that have been identified by the Department include: reduction in vehicle fleet costs (\$17,000), training costs have been reduced to the level of expected FY 2008 expenses (\$6,000) and funding for testing is lower (\$13,000) as less testing for promotions is expected due to staffing.

<b>REVENUE SOURCES</b>	<b>FY 2006 Actual Trans.</b>	<b>FY 2007 Actual Trans.</b>	<b>FY 2008 Adopted Budget</b>	<b>FY 2008 Estimated Trans.</b>	<b>FY 2009 Proposed Budget</b>	<b>FY 2009 Adopted Budget</b>
Grants for Police Protection						
State	\$508,541	\$493,248	\$492,100	\$450,700	\$458,700	\$458,700
HIDTA	9,342	10,487	10,000	10,000	10,000	10,000
School Resource Officer	80,000	80,000	80,000	60,000	80,000	60,000
Parking Citations/Late Fees	267,772	191,662	185,000	200,000	200,000	200,000
Red Light Camera Fines	305,011	297,297	290,000	290,000	290,000	290,000
Greenbelt West Development	0	60,000	180,000	180,000	0	0
General City Revenue	6,909,904	7,264,636	8,355,500	8,242,500	8,666,600	8,660,100
Total	\$8,080,570	\$8,397,330	\$9,592,600	\$9,433,200	\$9,705,300	\$9,678,800

<b>POLICE DEPARTMENT Acct. No. 310</b>	<b>FY 2006 Actual Trans.</b>	<b>FY 2007 Actual Trans.</b>	<b>FY 2008 Adopted Budget</b>	<b>FY 2008 Estimated Trans.</b>	<b>FY 2009 Proposed Budget</b>	<b>FY 2009 Adopted Budget</b>
<b>PERSONNEL EXPENSES</b>						
03 Police Officers	\$3,202,094	\$3,265,822	\$3,929,300	\$3,695,600	\$3,913,700	\$3,913,700
04 Police Records & Communications	452,263	434,955	527,900	477,600	559,700	580,400
05 Police Cadet	0	0	24,300	2,000	24,300	24,300
06 Repair/Maintain Buildings	62,273	61,948	64,000	42,000	60,000	60,000
25 Repair/Maintain Vehicles	74,746	79,528	78,000	79,000	82,000	82,000
27 Overtime	693,222	759,713	650,000	844,000	690,000	710,000
28 Employee Benefits	1,910,233	1,990,808	2,320,600	2,308,600	2,196,100	2,189,400
Total	\$6,394,831	\$6,592,773	\$7,594,100	\$7,448,800	\$7,525,800	\$7,559,800
<b>OTHER OPERATING EXPENSES</b>						
30 Professional Services	\$42,082	\$45,708	\$41,000	\$45,900	\$30,000	\$30,000
33 Insurance	492,796	564,823	622,000	576,700	626,100	516,100
34 Other Services	2,062	3,953	2,800	2,800	2,400	2,400
38 Communications	59,594	64,521	70,100	66,900	71,000	71,000
39 Utilities						
Electrical Service	35,582	50,524	47,500	60,000	55,000	55,000
Gas Service	12,902	10,782	11,800	8,000	8,000	8,000
Water & Sewer	3,115	1,992	4,000	4,000	4,000	4,000
43 Equipment Rental	7,015	5,068	3,200	3,000	3,000	3,000
45 Membership & Training	57,848	61,943	58,800	55,000	55,000	55,000
46 Maintain Building & Structures	40,416	32,600	40,200	44,100	38,600	38,600
48 Uniforms	61,295	67,346	65,200	67,100	67,100	67,100
49 Tools	3,965	3,746	4,000	4,000	4,000	4,000
50 Motor Equipment Maintenance						
Repairs & Maintenance	136,556	142,835	159,700	141,800	141,800	141,800
Motor Vehicle Fuel	150,093	117,517	184,000	200,000	240,000	240,000
52 Departmental Equipment	78,476	68,097	82,600	81,600	79,500	79,500
53 Computer Expenses	38,355	38,298	33,900	29,400	31,800	31,800
55 Office Expenses	46,525	42,437	48,300	47,600	47,000	47,000
57 K-9 Expenses	9,016	13,453	10,200	16,300	10,300	10,300
58 Special Program Expenses	21,957	-2,001	13,600	10,800	10,800	13,300
69 Awards	1,037	1,843	1,500	1,500	1,500	1,500
76 Red Light Camera Expenses	210,517	308,818	303,900	324,100	322,600	322,600
Total	\$1,511,204	\$1,644,302	\$1,808,300	\$1,790,600	\$1,849,500	\$1,742,000
<b>CAPITAL OUTLAY</b>						
91 New Equipment	\$169,825	\$160,255	\$190,200	\$193,800	\$330,000	\$377,000
93 Major Maintenance	4,710	0	0	0	0	0
Total	\$174,535	\$160,255	\$190,200	\$193,800	\$330,000	\$377,000
<b>TOTAL POLICE DEPARTMENT</b>	<b>\$8,080,570</b>	<b>\$8,397,330</b>	<b>\$9,592,600</b>	<b>\$9,433,200</b>	<b>\$9,705,300</b>	<b>\$9,678,800</b>

# Traffic control



In this budget, the City provides for the lining of City streets, crosswalks, stop lines, and parking stalls on City streets.

On newly paved or surfaced streets, plastic tape is being used for centerlines where feasible. This material is more expensive, but lasts longer than paint and retains its reflective quality. By reducing labor cost, it is more cost-effective in the long run. The City has other centerline work that is painted. This work is typically contracted out.

Crosswalks and some centerline painting are being done with a hot paint that has reflective beads in the paint. This machine is relatively slow, but the finished lines are superior to traffic paint.

<b>Performance Measures</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Actual</b>	<b>FY 2008 Estimated</b>	<b>FY 2009 Estimated</b>
Miles of streets center-lined	6.0	6.0	6.0	6.0
Miles of shoulder lined	8.4	8.4	8.4	8.4
Number of Crosswalks				
# Painted Annually	22	22	22	22
# Thermo-taped	36	12	20	20
Full Time Equivalents (FTE)	3	3	3	3

## Management Objectives

- ☐ Annually repaint centerlines, bike lanes, stop lines, and crosswalks that are not thermoplastic.
- ☐ Complete Crosswalk Study work by 2010. (Currently about 80% complete)
- ☐ Undertake a pilot program on unique street signs. (Visioning 2008)



## Budget Comments

- ❶ The increases in Salaries, line 01, from FY 2006 reflect a greater workload and emphasis in this area by the Public Works department including implementing the Greenbelt East traffic calming and recommendations called for by the Crosswalk Study.
- ❷ Other Services, line 34, accounts for center line painting provided by a contractor.
- ❸ The Utilities cost, line 39, covers the electricity for crosswalk flashers and the traffic signal on Ridge Road.
- ❹ Pedestrian and traffic control bollards are funded in Traffic Signs & Paints, line 59. There are funds budgeted for four pedestrian bollards.

<b>TRAFFIC CONTROL Acct. No. 320</b>	<b>FY 2006 Actual Trans.</b>	<b>FY 2007 Actual Trans.</b>	<b>FY 2008 Adopted Budget</b>	<b>FY 2008 Estimated Trans.</b>	<b>FY 2009 Proposed Budget</b>	<b>FY 2009 Adopted Budget</b>
<b>PERSONNEL EXPENSES</b>						
01 Salaries	\$60,608	\$78,754	\$82,000	\$70,000	\$80,000	\$80,000
Total	\$60,608	\$78,754	\$82,000	\$70,000	\$80,000	\$80,000
<b>OTHER OPERATING EXPENSES</b>						
33 Insurance	\$643	\$256	\$700	\$200	\$200	\$200
34 Other Services	15,867	4,293	6,000	6,000	6,000	6,000
39 Utilities						
Electrical Service	6,519	842	3,000	3,000	3,000	3,000
49 Tools	2,194	2,482	3,000	3,000	2,400	2,400
58 Special Programs	0	0	0	0	0	0
59 Traffic Signs & Paints	14,007	16,928	15,900	15,900	15,900	30,900
Total	\$39,230	\$24,801	\$28,600	\$28,100	\$27,500	\$42,500
<b>TOTAL TRAFFIC CONTROL</b>	<b>\$99,838</b>	<b>\$103,555</b>	<b>\$110,600</b>	<b>\$98,100</b>	<b>\$107,500</b>	<b>\$122,500</b>

# Animal control



Animal control provides regular patrol and on-call services in order to enforce City animal regulations as well as sheltering for the care of lost or abandoned, but adoptable animals. The City no longer issues licenses for dogs or cats, but enforces county licensing regulations.

<b>Performance Measures</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Actual</b>	<b>FY 2008 Estimated</b>	<b>FY 2009 Estimated</b>
Election Survey Scores (Last 4 Elections)	<u>2001</u>	<u>2003</u>	<u>2005</u>	<u>2007</u>
Animal Control Services	2.58	2.99	3.85	4.07
Animals Running at Large	33	53	30	35
Adoptions/Placed Animals	35	61	97	75
Impounded animals kept in the City	42	68	123	50
Animals impounded and returned to owner	3	6	4	14
Vicious Animal complaints	6	3	7	10
Cruelty reports handled and corrected	17	19	20	25
Dog Park complaints about dogs	0	0	0	0
Bite reports	25	23	20	30
Pit Bulls removed	5	5	5	20
Injured animals taken to Wildlife Sanctuary	37	28	45	50
Dead animals collected	184	211	200	200
Noise complaints	28	36	34	30
Unsanitary yard complaints	4	5	7	5
Wildlife calls	160	174	156	150
Full Time Equivalents (FTE)	1.5	1.5	1.5	2

## Management Objectives

- Establish procedures for “same day” animal adoptions.
- Establish policy and procedures to address feral and stray cats in the community.

## Budget Comments

- ❶ The proposed staffing for Animal Control is 2 FTE's, and the Salary and Benefits (line items 01 and 28) shown in this budget have been adjusted accordingly. At least two people are necessary to operate the City's program as currently structured.
- ❷ The Uniforms budget, line 48, is over budget in FY 2007 due to the expense of outfitting two animal control officers. The amount has been continued in FY 2008 to accommodate a change in uniform to a less formal, more comfortable style.
- ❸ Animal Control Expenses, line 57, reflect the cost of operating a program that places an emphasis on caring for and finding homes for animals that come into the City's possession.
- ❹ Animal Control either hosts or participates in three major community events on an annual basis, the Pet Expo, Pooch Plunge and Labor Day. Special Programs, line 58, reflects actual costs for these events.

<b>ANIMAL CONTROL Acct. No. 330</b>	<b>FY 2006 Actual Trans.</b>	<b>FY 2007 Actual Trans.</b>	<b>FY 2008 Adopted Budget</b>	<b>FY 2008 Estimated Trans.</b>	<b>FY 2009 Proposed Budget</b>	<b>FY 2009 Adopted Budget</b>
<b>PERSONNEL EXPENSES</b>						
01 Salaries	\$37,304	\$35,709	\$35,500	\$28,000	\$76,000	\$93,700
27 Overtime	156	919	1,000	700	700	700
28 Employee Benefits	11,388	9,153	14,300	9,000	28,800	27,900
<b>Total</b>	<b>\$48,848</b>	<b>\$45,782</b>	<b>\$50,800</b>	<b>\$37,700</b>	<b>\$105,500</b>	<b>\$122,300</b>
<b>OTHER OPERATING EXPENSES</b>						
30 Professional Services	\$0	\$306	\$700	\$700	\$300	\$300
33 Insurance	864	1,012	1,100	900	900	900
34 Other Services	0	0	0	1,100	0	0
38 Communications	0	801	700	500	600	600
39 Utilities						
Electrical Service	1,228	4,073	2,800	4,500	4,500	4,500
Water	34	218	300	500	500	500
45 Membership & Training	1,214	2,138	1,500	1,700	1,700	1,700
46 Building Maintenance	793	467	900	1,000	1,000	1,000
48 Uniforms	344	2,278	200	800	800	800
50 Motor Equipment Maintenance	1,245	2,443	2,400	3,000	3,400	3,400
52 Departmental Equipment	80	70	500	0	0	0
57 Animal Control Expense	9,470	21,387	14,300	26,800	16,800	16,800
58 Special Programs	3,040	9,266	3,200	3,200	3,200	3,200
<b>Total</b>	<b>\$18,312</b>	<b>\$45,143</b>	<b>\$27,900</b>	<b>\$44,700</b>	<b>\$33,700</b>	<b>\$33,700</b>
<b>TOTAL ANIMAL CONTROL</b>	<b>\$67,160</b>	<b>\$90,925</b>	<b>\$78,700</b>	<b>\$82,400</b>	<b>\$139,200</b>	<b>\$156,000</b>
<b>REVENUE SOURCES</b>						
Animal Control Licenses	\$290	\$1,495	\$500	\$500	\$500	\$500
Dog Park Fees	85	100	100	100	100	100
General City Revenue	66,785	89,330	78,100	81,800	138,600	155,400
<b>Total</b>	<b>\$67,160</b>	<b>\$90,925</b>	<b>\$78,700</b>	<b>\$82,400</b>	<b>\$139,200</b>	<b>\$156,000</b>

# Fire and rescue



Funds are included in this account to establish a reserve to assist with the replacement of fire and rescue equipment for the Greenbelt Volunteer Fire Department and Rescue Squad, Inc. These funds may be used when other funding sources are determined by the City Council to be insufficient. The funds are held by the City until approved for expenditure by the City Council.

## Performance Measures

Election Survey Scores (Last 4 Elections)	<u>2001</u>	<u>2003</u>	<u>2005</u>	<u>2007</u>
Fire & Rescue	3.48	3.58	4.52	4.46

## Budget Comments

- ❶ In past years, the allocation in this fund was equal to the amount generated by one (1) cent on the City's tax levy. With the change in the assessment process in 2001, the method of budgeting was changed to a dollar amount. \$58,000 is proposed for FY 2009.
- ❷ Once approved, the funds budgeted here are transferred to the City's Agency Funds. In FY 2006, the City paid out \$329,500, the entire balance, towards the purchase of a new vehicle.
- ❸ In adopting the FY 2007 budget, an additional \$20,000 was authorized. With the proposed FY 2009 set aside, there is a total of \$191,000 available.

<b>FIRE &amp; RESCUE SERVICE Acct. No. 340</b>	<b>FY 2006 Actual Trans.</b>	<b>FY 2007 Actual Trans.</b>	<b>FY 2008 Adopted Budget</b>	<b>FY 2008 Estimated Trans.</b>	<b>FY 2009 Proposed Budget</b>	<b>FY 2009 Adopted Budget</b>
<b>CAPITAL OUTLAY</b>						
68 Contributions	\$0	\$0	\$0	\$0	\$0	\$10,000
94 Interfund Transfer – Agency Fund	55,000	76,000	57,000	57,000	58,000	88,000
<b>TOTAL FIRE &amp; RESCUE SERVICE</b>	<b>\$55,000</b>	<b>\$76,000</b>	<b>\$57,000</b>	<b>\$57,000</b>	<b>\$58,000</b>	<b>\$98,000</b>