

2017 In Review

BACKGROUND

Serious, or Part I, crime in Greenbelt increased 19% in 2017, from 772 reported incidents to 920. Serious crimes are defined as murder, rape, robbery, aggravated assault, burglary, larceny and auto theft. This increase in crime raised the total to the highest since 2013.

VIOLENT CRIME

Violent crimes of murder, rape, robbery and aggravated assault involve the element of personal confrontation between the perpetrator and the victim; consequently they are considered more serious crimes than property crimes because of their very nature. The total number of violent crime was 145 incidents, an increase of 31% over last year bringing the total to the highest since 2010. The majority of violent crime, 57% (83 incidents), occurred in Greenbelt West; 27% (39 incidents) in Greenbelt East and 16% (23 incidents) in Historic Greenbelt.

PROPERTY CRIME

Property crimes comprise the majority of crime at 775 incidents, an increase of 17% from 2016. As a group, property crime accounted for 84% of the total Greenbelt crime in 2017. The majority of property crime, 53% (411 incidents), occurred in Greenbelt West; 32% (246) in Greenbelt East, and the remaining 15% (118) in Historic Greenbelt.

GEOGRAPHY OF CRIME

Geographically, the majority of crime incidents, 54% (494), occurred in Greenbelt West, 31% (285) in Greenbelt East and 15% (141) in Historic Greenbelt.

While the City experienced an overall crime increase of 19%, this increase was not uniform. Greenbelt East experienced a crime increase of 40%, while Greenbelt West and Historic Greenbelt experienced a crime increase of 8% and 5%, respectively.

PERFORMANCE MEASURES

The Department responded to 25,417 calls for service, an increase of 3% from 2016.

Adult arrests decreased 6% from 372 to 348, while juvenile arrests decreased 15% from 66 to 56.

Officers made 3,354 traffic stops, a 17% decrease from 2016. Officers issued 2,215 citations (15% decrease) and wrote a combined 3,900 warnings and equipment repair orders (16% decrease).

Commensurate with the traffic stops were 94 driving under the influence arrests (18% decrease) and 244 other traffic related arrests (8% decrease).

The CAD/RMS captures foot patrol time as premises checks. Officers were out of their cruisers patrolling neighborhoods and businesses on 3,439 occasions, a 64% increase.

The number of property damage traffic crashes remained the same at 1,063; personal injury crashes decreased 8% from 131 to 120. There was 1 fatal accident, which resulted in the death of a pedestrian on Greenbelt Road.

AUTOMATED TRAFFIC ENFORCEMENT

The Red Light Camera Program generated 5,104 violations, a 12% decrease from 2016. This decrease is a result of several enforcement sites being damaged by vehicle collisions and inoperative during repairs.

The Speed Camera Program recorded 13,778 infractions, a 2% decrease from 2016.

CLEARANCE RATE

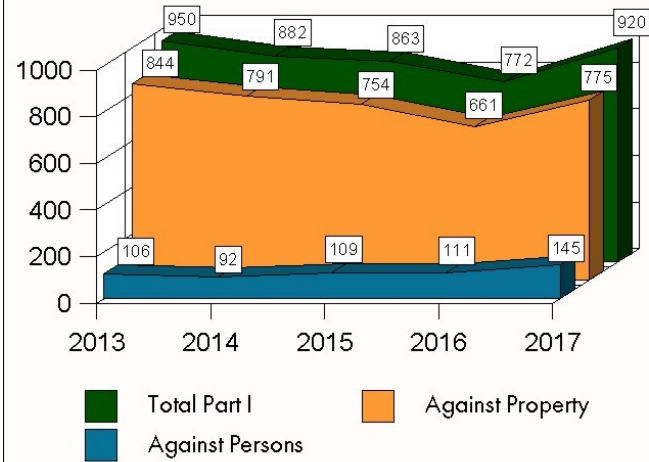
The clearance rate for cases investigated by Greenbelt officers was 23%, a 4% decrease from 2016. A crime is cleared when the police have identified the offender, have evidence to charge and actually take the offender into custody. Solutions to crimes are also recorded in exceptional circumstances where 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.

MANAGEMENT OBJECTIVE ACCOMPLISHMENTS

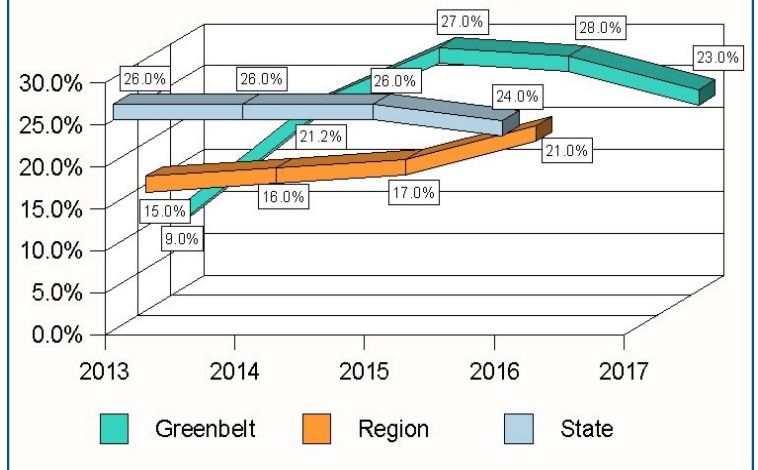
- Maintain newly established programs that have established a successful upward trend in hiring, as well as continuing to explore innovative methods to further improve the hiring and retention of quality staff.
- Develop additional community outreach programs that work to build and maintain close ties with members from every area of our community.

POLICE DEPARTMENT DASHBOARD

PART I CRIME



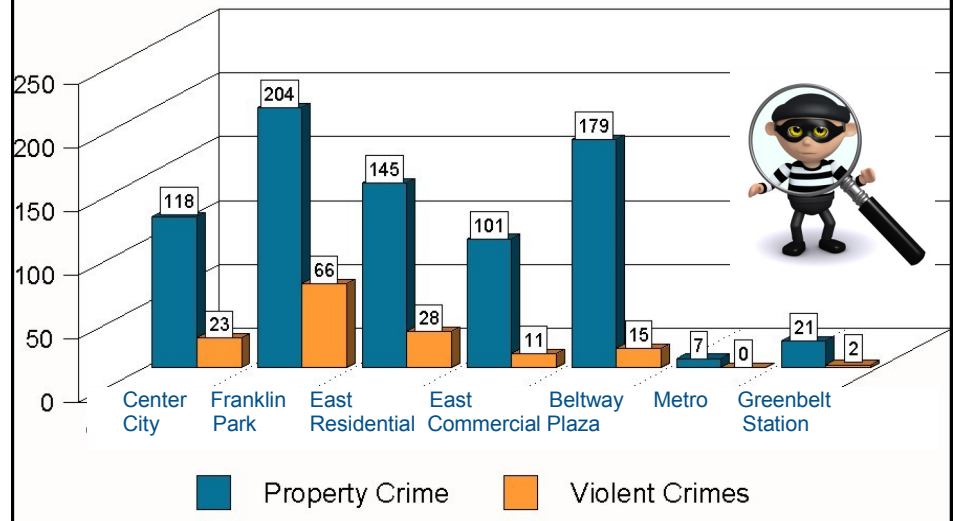
CLEARANCE RATES



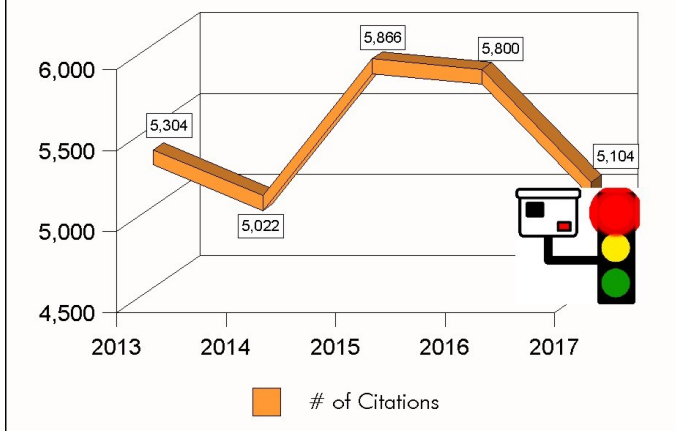
* Clearance Rates for Region and State for 2017 were not available at time of printing

- Police responded to a 3% increase in calls
- Clearance Rate - 23% - 8% higher than 2013
- Response Time - 3 minutes 28 seconds

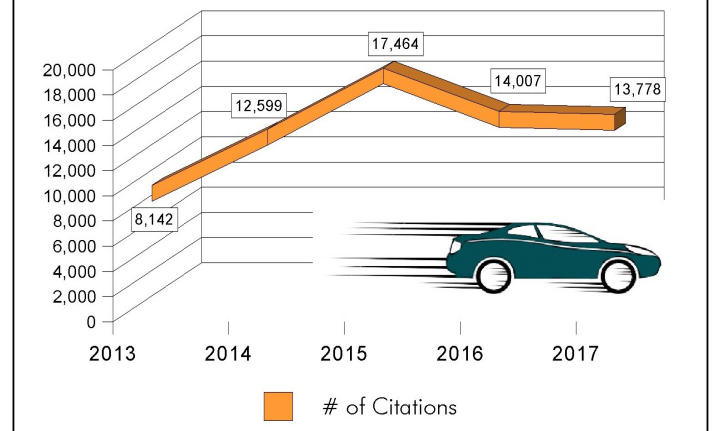
2017 CRIME ANALYSIS BY AREA



RED LIGHT CITATIONS



SPEED CAMERA CITIATIONS



FY 2018 ACCOMPLISHMENTS



ADMINISTRATIVE INITIATIVES

Communications Unit: The Communications Unit suffered a severe staffing shortage that reduced manpower from nine to three experienced Communications Specialists. In spite of the staffing challenges, quality service to officers and citizens continued to be provided. The unit continues to provide exceptional service with the assistance from other members of the police department. The unit

kept up with the demands of answering 25,791 calls for service during 2017, a 2.75% increase from the previous year. The unit successfully hired and trained one new Communication Specialist, Madison Mitchell. While this addition helps in achieving full staffing, hiring remains a primary goal for FY 2019. Achieving staffing goals will allow for additional training opportunities, better shift schedules, decreased stress and an all around better working environment to assist in retaining quality employees.

Records Unit: The unit continued to perform a wide range of tasks to include: general customer service, issuing required forms, answering subpoena/court requests, issuing court summonses, answering Maryland Public Information Act requests, coordinating vehicle impound releases, forwarding documents to the courts, processing red light and parking ticket fines, merging criminal reports, compiling crime statistics and reporting Uniformed Crime Reports to the Federal Bureau of Investigation. During 2017, 3,444 reports were reviewed and merged into the data system in addition to a total of 4,424 red light and parking tickets being processed. An online payment system for red light tickets was implemented in 2017, which has allowed greater convenience for violators, as well as a reduced workload on the records staff. In conjunction with our other online payment systems, approximately 65% of payments are now being handled electronically.

Body Worn Cameras: The purchase, configuration, training and implementation were completed March 1, 2017. Since that time, over 30,000



evidence files have been captured using a total of approximately 10 terabytes of storage. The Administrative Division continues to manage the daily operation of the program to include: release of evidence for court, monthly compliance audits, equipment maintenance and quality control of data.

Training: The Administrative Division continued to coordinate training with one training coordinator-Ms. Michelle Moo-Young. Over 430 employees were registered for over 70 different training classes along with the coordination of Police Academies for newly hired officer training in 2017. Sergeant White continues as our agency's National Crime Information Center and Computer Aided Dispatch (CAD) trainer and subsequently trained 37 employees from our and allied agencies in 2017. Of those trained, 10 officers were trained on the CAD system to offset the shortages in the Communications Unit. The department has met or exceeded all state training requirements as set forth by the Police Standards and Training Commission.

Red Light/Speed Camera Safety Enforcement: The upgrades to the system are still being implemented and awaiting approval by the State Highway Administration. Once the sites are approved, it will be approximately 8-12 months before they become operational. The proposed expansion sites are:

1. Eastbound Greenbelt Road (MD193) at Hanover Parkway;
2. Westbound Greenbelt Road (MD 193) at Hanover Parkway;
3. Eastbound Greenbelt Road (MD 193) at Kenilworth Avenue (MD 201) Southbound ramp;
4. Westbound Greenbelt Road (MD 193) at Kenilworth Avenue (MD 201) Northbound ramp.

In October 2017, the department was notified by SHA that they had inadvertently cut power lines to two sites, east and westbound Greenbelt Road at Mandan Road. The repairs were held up by cold weather, but are now being completed.

Purchasing and Procurement: Officer safety programs have continued to include the procurement of active shooter ballistic vests, outer vest carriers and the continued purchase of vehicles with ballistic doors.

Recruitment and Selection: Many new initiatives have been instituted to address the nationwide reduction of interest in Law Enforcement careers to include: a new experienced police officer hiring process, better outreach at job fairs, retired officers serving as background investigators, recruitment bonuses for employees that refer qualified candidates, a new Explorer Post established to attract potential future candidates and more outreach to interested candidates during the background phase. Hiring qualified candidates continues to be a struggle, but staff is

looking at new and innovative ideas in addressing the issue. During 2017, one new officer testing date, eight Communication Specialist testing dates, and 9 experienced police officer testing dates were completed with well over 500 applicants processed.

Safety Seat Installation Accomplishments: Records Unit staff member Robert “Jeff” Wiltrout continued as our safety seat technician. In 2017, Jeff installed 127 safety seats and attended nine community events for the safety program outreach. Jeff is in the process of advancing from technician to instructor having completed one of the necessary three levels of instructor training while maintaining his certifications with Safe Kids.

PATROL SQUADS

Staffing: Patrol Squads remain the backbone of the department. In 2017, the Patrol Division encountered continuous ongoing changes caused by retirement and the hiring of new officers to fill those positions. Shortages are still being addressed to fully staff divisions so police service does not fluctuate for citizens.



Policing Considerations in Today's Environment: With the increasing participation of special interest community groups and activity on social media, the spotlight on police procedures and conduct has never been more focused. The department has addressed these concerns by meeting with citizen groups to discuss their concerns and improve our partnership with the community. In 2017, the department also instituted a Body Worn Camera program. All uniform officers wear Body Worn Cameras and record all citizen contacts, investigations and calls for service. Having access to these recordings has allowed the department to better address citizen concerns and complaints.

Wearing Many Hats: The vast majority of patrol officers perform additional specialty duties throughout the organization. Examples of these duties include participating as team members on the Crisis Negotiation Unit, Collision Analysis Reconstruction Unit, Homeland Security Unit, Evidence and Crime Scene Investigation, Defensive Tactics Instructor and Honor Guard. Further, patrol and other officers are vital to the success of the department's in-service and firearms range training programs.

Beyond the Traffic Stop: Adhering to the philosophy that proactively enforcing traffic law not only keeps the roadways safer but also the surrounding neighborhoods, the Patrol Division con-

tinued to place a special emphasis on looking beyond the traffic stop. Officers are encouraged to use all of their senses to detect criminal activity while on traffic stops. In 2017, officers conducted 3,354 car stops. These stops yielded 189 traffic arrests, 15 criminal arrests and 40 warrant arrests.

DUI/DWI Enforcement: Understanding that an individual's quality of life can change in an instance after encountering an impaired driver in a motor vehicle crash, the Patrol Division initiated traffic stops which resulted in 94 impaired drivers being removed from the city's roadways. Officers Potts made 15 arrests, making him eligible for one of next year's MADD/MHSO Impaired Driving Performance Award.

Patrol Commander's Squad (PCS): The Patrol Commander's Squad (PCS) or "Ocean Unit," continued its efforts in fighting violent crime and intervening in quality of life issues throughout the city. The Ocean Unit's efforts and manpower were drained during the year by budgetary and manpower issues. Officers from the unit were pulled and redeployed to supplement patrol squads to accomplish the department's basic goals and respond efficiently to citizen calls for assistance. The unit anticipates returning to full strength once officer candidates who are in upcoming police academy's graduate and complete their respective field training assignments.

Intoximeter: The department has six breath technicians who conducted 158 intoximeter tests; sixty-one of the tests were for allied law enforcement agencies. Aside from basic operator's training, all operators are required to attend eight hours of annual retraining with the Maryland State Police. PFC Schurg attended and successfully completed the forty hour Basic Intoximeter Operator School.

Traffic Campaigns: The department participated in various traffic safety campaigns to include: Click It or Ticket, Smooth Operator and Street Smart Pedestrian Safety. The department also continued to conduct enforcement regarding Distracted Driving and Impaired Driving Enforcement.

Labor Day Booth: MPO Yankowy, our traffic officer, and George Mathews, the department's Crime Prevention/Public Information Liaison, staffed the Police/Traffic Safety booth at the Labor Day Festival. The booth was stocked with numerous "give away" items and safety brochures, and received several thousand visitors throughout the weekend.



Drug Recognition Expert (DRE) Program: The department's two DRE's conducted six drug evaluations. These evaluations were conducted for Greenbelt officers as well as allied agencies. The two DRE's maintained their certification throughout the year and both attended the DRE Conference at National Harbor. Sgt. Kaiser served as an instructor in two DRE schools conducted by the Maryland State Police.

Commercial Vehicle Enforcement: Sgt. Kaiser, CPL Kayton, MPO Yankow and MPO Parsley, conducted 133 inspections of commercial motor vehicles. These officers issued a total of 373 citations, warnings and equipment repair orders. They attended and successfully completed the required 16 hours of annual training to keep their certification and also took part in joint "announced" and "unannounced" enforcement operations with Maryland State Police, United States Park Police and other allied agencies.

Collision Analysis Reconstruction Unit (CARU): CARU was activated for a fatality crash and a severe injury crash. Sgt. Kaiser and MPO Yankow are members of the Maryland Crash Reconstruction Committee. The committee is responsible for determining the training needed to be a collision analyst in the State of Maryland.

Grants: The department received \$37,500 in grant funding from the Maryland Highway Safety Office (MHSO). These funds were used to defray the cost of the overtime for various traffic enforcement details.

The department also received \$5,000 in grant funding from the Motor Carrier Division of the Maryland State Highway Administration. These funds are for the performance of enforcement activities by officers certified to conduct commercial vehicle inspections.

COMMUNITY POLICING PUBLIC/PRIVATE PARTNERSHIPS

Franklin Park: MPO Carlos Torres continued to serve as the department's Franklin Park Public/Private Partnership Officer. MPO Torres' duties include meeting weekly with Franklin Park's management team, establishing proactive responses to fluid crime trends and ensuring patrol officers and detectives are kept abreast of pertinent crime information.

MPO Torres, with the assistance of Franklin Park and Beltway Plaza management, once again successfully organized a joint National Night Out event. The event was deemed a great success by both Franklin Park residents and Beltway Plaza's merchants and customers.



SPECIAL OPERATIONS DIVISION

Criminal Investigations Unit (CIU): CIU conducts all UCR Part I crime investigations in the city. The unit's personnel continuously train to remain abreast of the newest investigative techniques, methods and related legal procedures. CIU was assigned 242 cases for investigation. These cases included four homicides, four death investigations, 12 assaults, 63 robberies, 24 rapes/sex offenses, 38 frauds, 21 missing persons and 59 burglaries.

In addition, a suspect that was wanted for a 2003 homicide was finally captured in New York. In 2003, the suspect stabbed two victims' in a residential house, one of the victims died as a result. The suspect fled and eluded capture until 2017 when he was located in New York. With the assistance of the FBI, US Marshalls and the NYPD, the suspect was captured and extradited back to Maryland where he is currently being held until trial.

Also, in 2017 the detectives in the Criminal Investigations Unit were part of a federal task force that was investigating a series of robberies of CVS and 7-Eleven stores. A multitude of CVS and 7-Eleven stores were robbed in several counties and Virginia. The suspects were eventually apprehended in a nearby county. The suspects confessed to the robberies, including the ones in the city, and due to the case involving several counties, the case was taken by the federal prosecutor.

Evidence Unit: During calendar year 2017, the Evidence Unit and Squad Level Evidence Technicians responded to 45 crime scenes and retrieved vital pieces of evidence, such as bodily fluids, DNA and firearms, to assist in the successful prosecution of criminal cases. Members of the Evidence Unit continued to attend forensic training opportunities to enhance their knowledge and skills. Members received certifications through the International Association for Identification (IAI) and the International Association for Property and Evidence (IAPE). Evidence Technicians collaborated with other forensic scientists from federal, state and local law enforcement agencies to share knowledge, procedures and techniques.

Work continues in the project of updating and reorganizing the Evidence Lab to make it more fully functional. This is an ongoing project.

The Evidence Unit acquired needed room for expansion to comply with mandated standards from the International Association for Property and Evidence. This will allow for more efficient storage of evidence that is required to be held for many years. This is a work in progress.

The Evidence Unit maintains the 'Lost & Found' page located on the Police Department's section of the City's website to help reunite people with their property. The website also fulfills requirements mandated by City Code. Various social media sites are also utilized in those efforts.

The Evidence Unit continued participation with the Drug Enforcement Administration (DEA) in their National Take Back Initiative (NTBI). Twice yearly, prescription medications are collected and these items are then delivered to the DEA's facility in Baltimore for destruction. This year,



we collected over 500 pounds of unused/unwanted prescription medication, which is instrumental in assisting with the opioid crisis occurring in the State of Maryland.

The Evidence Unit is responsible for the Prescription Drug Drop Off box (Drug Box). They are responsible for maintenance of the Drug Box and the removal and destruction of collected items. The Drug Box officially opened on May 12, 2017. During the 2017 calendar year, 210.11 pounds of unused/unwanted medication was collected.

School Resource Officer: MPO Charles Wooten continued to serve as the department's School Resource Officer. He initiated an extended effort to reduce the number of traffic safety hazards that occur during the morning hours on school campus. This was a collaborated operation involving Patrol and the Traffic Officer. MPO Wooten also conducts checks of the surrounding area to address citizens' concerns of truants, and quality of life issues involving students. He has assisted other officers in cases where the subjects involved are students. He continues to meet and work with school faculty, staff and security to ensure a safe and productive learning environment.

K9 Unit: One-hundred and nineteen searches were conducted throughout the year. The unit was responsible for the seizure of over 11 kilos of marijuana. The unit was also directly responsible for finding nine suspects during criminal searches and deployed 13 times to prevent the escape of suspects being detained for various serious crimes. The K9 Unit also continued to provide public service demonstrations throughout the community including numerous events where they are requested to return year after year.

HIDTA Metropolitan Area Drug Task Force: The Metropolitan Area Drug Task Force continued to provide resources and assistance to the Greenbelt Police Department for the investigation of all vice type crimes (to include drugs, gambling and prostitution). The task force



conducted investigations of several suspected drug dealing locations in various areas of the city. In 2017, Task Force investigators teamed up with Prince George's County Vice Units to investigate a number of prostitution businesses in Greenbelt, some of which remain active cases. Surveillance was used which observed "Johns" entering and exiting the establishments. Information received was used for probable cause to obtain search warrants for each location. Several charges related to prostitution were filed against violators.

Using Task Force resources, the Task Force Officer was able to assist the Criminal Investigation Unit with several burglaries, fraud and theft investigations by analyzing electronic equipment and obtaining investigative intelligence from other law enforcement databases that the Task Force has access to.

The Metropolitan Area Drug Task Force provides training and valuable networking information to our agency and remains a stalwart partner in combating vice type criminal activities within the city.

Office of Public Information and Crime Prevention: George Mathews continued his work as the department's information liaison. Mr. Mathews is currently working with the law firm Greenwald, Joseph and Laake to help put in place an Active Shooter Evacuation/Shelter-in-Place plan. Sergeant Lauer is now on board to lend his Homeland Security experience to further the



process.

Mr. Mathews again partnered with the department's Traffic Officer, MPO Scott Yankowy, to operate the Police/Traffic Booth at the annual Labor Day Festival.

Two separate updated Con Games and Fraud presentations were held at several locations in the city in response to an increase in computer fraud cases. The presentation, sponsored by the de-

partment and the Greenbelt Citizen's Police Academy, has been updated to reflect the latest attempts to defraud residents.

In April, Mr. Mathews was invited for a third consecutive year to speak during the annual Safety Week at the Goddard Space Flight Center. Mr. Mathews gave a presentation on Con Games and Fraud. There were approximately 200 attendees.

Mr. Mathews again coordinated the annual International Walk to School Day for Greenbelt Elementary School.

Mr. Mathews continued working with the Crisis Intervention Counselors and School Psychologist at Springhill Lake Elementary School overseeing the school's 'Eagle All-Stars' a twice-monthly meeting of "special needs" 4th and 5th graders. The program is designed as a mentoring program focusing on team-building, respect, community service and making healthy life decisions. George started this program in the school after his retirement in 2010 in partnership with Crisis Intervention Counselor Elaine Hutchison and Psychologist Lora Mercer. The program is now in its 8th year. Plans are being made for the group to have their first field trip in early 2018 - a day at the Terrapin Adventure Park.

Mr. Mathews has been working with members of the Greenbelt deaf community to address interaction and communications challenges between law enforcement and the deaf community.

This has been an ongoing process, with future meetings to take place in 2018.



PART TIME SPECIAL OPERATIONS DIVISION UNITS

Crisis Negotiation Unit (CNU): The Crisis Negotiation Unit (CNU) currently consists of eight members, two of which are Spanish speaking officers. The CNU continued to train on a monthly basis to stay proficient and ready for any critical incidents. Five of the CNU members attended the Baltimore County Police Department 38th Annual Hostage Negotiation Seminar in Hunt Valley Maryland.

Honor Guard: The Greenbelt Police Department Honor Guard continued to provide ceremonial services for the city and allied police departments at a number of events, including the opening ceremonies for the Greenbelt Labor Day Festival and leading the Labor Day Parade; joining members of the United States Park Po-

lice Honor Guard Unit in a combined colors presentation at the Greenbelt American Legion’s Police Officer and Firefighter of the Year Awards Banquet.

Homeland Security Unit: The Homeland Security Unit continued to gather and analyze information related to active threats. The unit reviews recent and notable terrorist and active shooter events with range instructor staff and makes recommendations for future training and response protocols. The unit continues to receive, review and analyze public domain, private industry and law enforcement sensitive information concerning terrorist threats, health-related events and other medical issues as well as following and critiquing mass-casualty events, trends and training world-wide. The unit reviews and tests specialized protective equipment and makes recommendations to the department for the protection of its work force. The unit supervisor provided information and guidance when the agency was seeking and selecting a vendor for the purchase of active shooter response ballistic vests for the department’s officers as well as once again partnering with the Public Works Department to strategically place safety barriers at the Labor Day Festival. The unit also researched potential threats and provided mass casualty pre-

ventative

rec-



ommendations to Command Staff for both the 4th of July Labor Day Parade events.

Some of Greenbelt’s newest Police Officers.

and

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.

OPERATE A MODEL MUNICIPAL ANIMAL CONTROL PROGRAM WHICH ENCOURAGES RESPONSIBLE PET OWNERSHIP THROUGH EDUCATION EVENTS AND PROGRAMS. CONTINUE OPERATION OF A NO-KILL SHELTER, EMPHASIZING THE PRACTICES OF SPAY/NEUTER AND ADOPTION OF HOMELESS ANIMALS AND MANAGEMENT OF FREE ROAMING CAT



POPULATIONS.

Accomplishments

- Partnered with Well-Wishers for the Animals of Greenbelt Shelter (WAGS) on various special events including a kitten shower and bake sale.
- Held a successful Pet Expo.
- Continued with the city's Trap, Neuter and Release (TNR) program.
- Worked with WAGS on plans to improve the shelter.
- Continued to support a successful volunteer program.
- Completed work to upgrade the cat rooms with the assistance of WAGS.
- Completed upgrades to the play yard.
- Hosted a shelter open house.
- Provided free microchips to city residents.
- Arranged for the availability of low cost vaccines during this year's Pet Expo.

- Assisted in locating lost animals with the use of specialized equipment.
- Applied for a grant through Jackson Galaxy Foundation to improve the shelter.
- One staff member attended HSUS annual conference.
- Participated in the planning of a second dog park in Greenbelt.
- Assisted with enforcement at the dog park.

Action Steps/Management Objectives

- Continue to sponsor public outreach and educational programs throughout the year.
- Apply for a State of Maryland spay/neuter grant to focus on the spay and neuter of feral cats. Enlist the support of the Four Cities Coalition as was done with the 2014 spay/neuter grant.
- Continue working with CART volunteers.
- Continue to work closely with WAGS to bring positive change to the Animal Control Program and shelter.
- Assist with enforcement efforts at the dog park.
- Provide more opportunities for low cost vaccines and training to increase pet ownership retention.
- Secure grant funding for the TNR program, including acquiring new trapping technology.
- Attend the HSUS education expo.

CONTINUE INVESTMENT IN THE PROFESSIONAL DEVELOPMENT OF THE STAFF. KEEP THE STAFF WELL TRAINED AND UP TO DATE ON PROFESSIONAL AND TECHNOLOGICAL ADVANCES. ENCOURAGE PROFESSIONAL RECOGNITION THROUGH DESIGNATION BY ACCREDITATION ORGANIZATIONS AND BODIES.

Accomplishments

- Animal Control Officers attended Humane Society of the United States (HSUS) Expo.
- Two Animal Control Officers completed cruelty and fighting investigating training.

Action Steps/Management Objectives

- Participate in HSUS training and certification for Animal Control staff.

ISSUES AND SERVICES FOR FY 2019

Hiring and retention continue to be a significant challenge for the Police Department. This matter is not only a concern for the Greenbelt Police Department. Currently most all law enforcement agencies within the Baltimore/Washington Metropolitan Region are facing similar personnel recruitment challenges. This said, the number of retirements within the department has finally slowed. In fact, for the first time in several years Police Department staffing is trending upwards as the department is hiring officers and staff at an increased rate. Patrol squads are back to full strength and specialty/support units are being restaffed and reactivated. These steps forward and improvements are the direct result of a number of new programs put into place to reverse the loss of personnel that has plagued the Police Department for a number of years. These programs have included a more responsive and streamlined process in order to better attract experienced and certified police officers which has yielded positive results. Recruitment efforts targeting new police officer candidates and staff have also been increased to include more and farther reaching recruiting activities now being utilized in adjoining states and beyond. A program in which retired Greenbelt officers have been rehired on a part-time basis to assist with the lengthy and technical process of conducting prospective police and staff candidate background investigations has proven to be another important new element that has benefited and accelerated the hiring process. Additionally, the city employee Police Officer Referral Hiring Bonus Program passed by the City Council has met with positive results.



This said, the Police Department certainly still has a substantial distance to go in order to reach optimum staffing levels. As in 2016, in 2017 and early 2018 the Police Department lost both officer and civilian staff to nearby county police agencies. The Communications Unit was particularly hard hit in 2017, losing approximately a third of its staffing to a county agency. In an attempt to address the situation, Police Department staff took the lead and greatly

increased the number of testing and interviewing dates for prospective Communication Specialists. This has resulted new Communications Specialists being hired recently. Of course, the process of selecting a permanent Police Chief also remains an important priority.

So even taking into account these continuing recruitment and retention concerns, with the efforts listed above, combined with a Police Department workforce that consistently projects



pride, professionalism and dedication, it very much appears that Police Department staffing is currently moving in the correct direction. Along with its innovative recruiting and hiring programs, the Police Department has also excelled recently in its outreach efforts to connect and interact with the citizens it serves through a number of new initiatives. Starting in late 2017, the well-received monthly “Coffee With The Chief” program was begun, being held at dif-

ferent times and locations throughout the city. The Police Department partnered with the Franklin Park Community to hold a joint “Spring Fling/Meet the Police” event which included several community groups, music, food and police demonstrations.

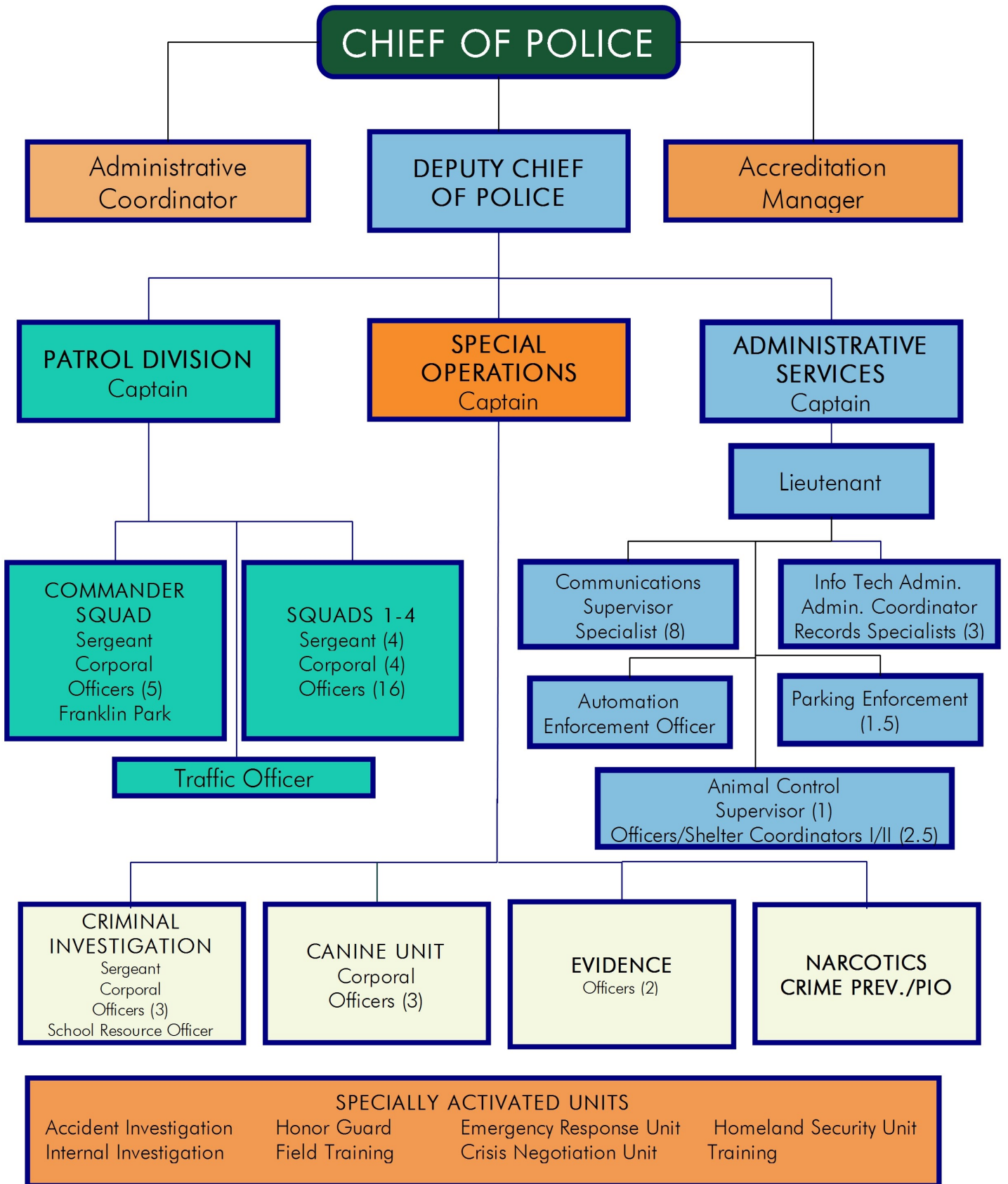
Importantly, methods to further engage and increase understanding between our city’s youth and law enforcement have included increased implementation of the Department’s Police Explorer Post #1937 - teaching young men and women between the ages of 14 and 20 about policing in today’s society. Also, one of last year’s Community-Police Relations Forums was held at Eleanor Roosevelt High School with many students attending specifically in order to further strengthen and improve the relationship between Greenbelt Officers and our city’s youth – therefore further building trust with those who are our city’s future.

More such forums and opportunities to engage with citizens and continue to build trust, which is very important as the foundation of Community Policing, are being formulated at this time.

PERSONNEL STAFFING

	Grade	Auth. FY 2017	Auth. FY 2018	Prop. FY 2019	Auth. FY 2019
Police Officers					
Chief	n/a	1	1	1	1
Deputy Chief	n/a	0	1	1	1
Captain	n/a	3	3	3	3
Lieutenant	n/a	2	1	1	1
Sergeant	n/a	6	6	6	6
Corporal	n/a	10	8	8	8
Master Patrol Officer}	n/a	31	33	33	33
Police Officer 1st Class}	n/a				
Police Officer}	n/a				
Police Officer Candidate}	n/a				
Total FTE		53	53	53	53
Civilian Personnel					
Communications Supervisor	GC-18	1	1	1	1
Animal Control Supervisor	GC-17	0	0	0	1
Crime Prevention/Public Information Liaison	GC-16	1	1	1	1
Accreditation Manager	GC-16	1	1	1	1
IT Administrator	GC-14	0	1	1	1
Administrative Coordinator	GC-14	1	2	2	2
Administrative Assistant II	GC-13	2	0	0	0
Communications Specialist I & II	GC-13 & 14	8	8	8	8
Records Specialist I & II	GC-12 & 13	3	3	3	3
Animal Control/Shelter Coordinator I & II	GC-11 & 12	2.5	2.5	2.5	2.5
Parking Enforcement Officer I & II	GC-9 & 10	1.5	1.5	1.5	1.5
Total FTE		21	21	21	22
Total Public Safety FTE		74	74	74	75

POLICE DEPARTMENT



POLICE



The city provides a full-service Police Department, unlike most municipalities in the county. Services include around-the-clock patrol, K9 patrol, communications support, criminal investigation, narcotics investigation, crime prevention, traffic enforcement and school resource officer.

Performance Measures					
Community Questionnaire Scores		<u>2011</u>	<u>2013</u>	<u>2015</u>	<u>2017</u>
Police Presence		4.07	4.21	4.18	4.04
Police Responsiveness		4.20	4.27	4.25	4.19
Dispatcher Responsiveness		4.00	4.14	4.13	4.07
Parking Enforcement		3.80	3.75	3.74	3.64
Overall Performance		4.10	4.22	4.19	4.13
<u>Class I Offenses</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Homicide	0	1	1	1	4
Rape	5	10	6	5	9
Robbery	66	55	50	54	78
Assault	35	26	52	51	54
B & E Burglary	192	130	138	88	98
Theft	545	576	551	500	610
Auto Theft	107	84	65	73	67
Total Offenses	950	882	863	772	920
Criminal Arrests - Adults	796	599	532	372	348
Criminal Arrests - Juveniles	112	80	92	66	56
Clearance Rate	16%	21%	27%	27%	23%
Calls for Service	31,526	25,654	27,445	24,720	25,417
Response Rate - High Priority	3:14	3:25	3:29	3:25	3:28
Police Reports	3,345	3,165	3,281	2,867	3,054
Motor Vehicle Accidents	1,045	972	1,144	1,194	1,184
Traffic Summons	7,778	4,269	3,997	2,591	2,215
Parking Tickets	232	129	193	139	2,686
Police Full Time Equivalent (FTE)	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>
	70	70	71.5	71.5	71.5

MANAGEMENT OBJECTIVES

- Maintain current, newly established programs that have recently established a successful upward trend in hiring plus continue to explore even more innovative methods to further improve the hiring and retention of quality, professional and effective staff .
- Develop additional ongoing community outreach programs that work to build and maintain close ties with members from every area of our community which are built on a foundation of trust, cooperation and respect .

BUDGET COMMENTS

- 1) Salary and benefits in the Police Department have not increased at the same pace as in other departments as a result of retirements. In FY 2019, the salary and benefit line items reflect full staffing in the Police Department.
- 2) Line item 30, Professional Services, includes \$26,000 for applicant background investigations and \$27,000 for the promotional process that determines eligibility
- 3) The expense in Other Services, line 34, is for CrimeReports.com, the department’s crime reporting software.
- 4) The training budget, line item 45, in FY 2019 includes \$40,000 for an implicit bias training class developed by the University of Maryland.
- 5) Maintain Building & Structure, line 46, was increased in FY 2016 due to the replacement of a transfer switch on the emergency generator and a new compressor for the HVAC system.
- 6) The amount budgeted in FY 2018 for Motor Equipment Repair & Maintenance, line 50, (\$139,500) calculates to just under \$2,000 per police vehicle which includes maintenance of police radios.
- 7) In New Equipment, line 91, the Police Department requested the purchase of eight police vehicles in FY 2019. It is proposed to “advance purchase” two of these vehicles in FY 2018 to fill an immediate need and the remaining six police vehicles in FY 2019 at a cost of \$283,000.

REVENUE SOURCES	FY 2016 Actual Trans.	FY 2017 Actual Trans.	FY 2018 Adopted Budget	FY 2018 Estimated Trans.	FY 2019 Proposed Budget	FY 2019 Adopted Budget
Grants for Police Protection						
State Police	\$459,309	\$481,125	\$470,000	\$465,000	\$465,000	\$450,000
State Highway Administration	28,479	47,426	25,000	25,000	25,000	25,000
Federal (e.g. - HIDTA)	6,965	10,904	8,000	8,000	8,000	8,000
Franklin Park Partnership	68,496	40,831	70,000	40,831	70,000	70,000
School Resource Officer	80,000	40,000	80,000	80,000	80,000	80,000
Parking Citations/Late Fees	160,501	123,998	138,000	117,500	125,000	125,000
Red Light Camera Fines	376,091	351,894	350,000	220,000	360,000	360,000
Speed Camera Fines	483,619	383,867	360,000	400,000	420,000	420,000
General City Revenues	8,197,640	8,334,715	8,838,300	8,478,269	9,251,300	9,232,300
Total	\$9,861,100	\$9,814,760	\$10,339,300	\$9,834,600	\$10,804,300	\$10,770,300

POLICE DEPARTMENT Acct. No. 310	FY 2016 Actual Trans.	FY 2017 Actual Trans.	FY 2018 Adopted Budget	FY 2018 Estimated Trans.	FY 2019 Proposed Budget	FY 2019 Adopted Budget
PERSONNEL EXPENSES						
03 Police Officers	\$3,820,601	\$3,628,314	\$3,926,200	\$3,787,900	\$4,251,800	\$4,251,800
04 Records & Communications	804,402	845,773	936,000	826,500	969,000	969,000
06 Repair/Maintain Building	75,084	62,839	72,000	80,000	83,600	83,600
25 Repair/Maintain Vehicles	90,922	133,566	70,000	50,000	80,000	80,000
27 Overtime	815,902	937,299	805,000	950,000	830,000	830,000
28 Employee Benefits	2,476,897	2,410,341	2,702,300	2,292,700	2,729,800	2,689,800
Total	\$8,083,808	\$8,018,133	\$8,511,500	\$7,987,100	\$8,944,200	\$8,904,200
OTHER OPERATING EXPENSES						
30 Professional Services	\$21,318	\$49,821	\$53,000	\$42,000	\$64,000	\$64,000
33 Insurance - LGIT	96,682	94,297	98,700	102,900	111,900	111,900
34 Other Services	5,293	5,509	7,800	7,900	7,900	7,900
38 Communications	56,515	59,437	58,700	58,600	58,600	58,600
39 Utilities						
Electrical Service	38,430	36,654	40,000	42,000	42,800	42,800
Gas Service	5,331	6,515	5,200	6,200	6,000	6,000
Water & Sewer	6,962	1,962	3,000	4,000	4,000	4,000
43 Equipment Rental	739	64	500	500	500	500
45 Membership & Training	63,581	44,288	56,000	47,000	96,000	96,000
46 Maintain Building & Structures	65,807	42,580	41,700	40,800	44,800	44,800
48 Uniforms	50,435	49,432	63,000	56,000	65,000	65,000
49 Tools	3,457	3,159	4,800	4,000	4,000	4,000
50 Motor Equipment						
Repairs & Maintenance	137,287	165,736	137,500	137,200	139,500	139,500
Vehicle Fuel	95,615	94,266	126,000	97,000	109,000	109,000
52 Departmental Equipment	112,496	76,596	71,000	76,000	74,000	74,000
52 Body Cameras	0	64,893	61,000	64,000	64,000	70,000
53 Computer Expenses	105,887	103,963	105,600	111,300	110,400	110,400
55 Office Expenses	54,976	43,292	47,300	47,300	47,300	47,300
57 K-9 Expenses	11,860	9,197	21,600	22,100	22,600	22,600
58 Special Program Expenses	14,866	16,396	19,400	20,500	20,600	20,600
69 Awards	2,427	2,155	2,500	3,000	3,000	3,000
76 Red Light Camera Expenses	276,460	269,622	241,200	226,200	241,200	241,200
77 Speed Camera Expenses	314,127	291,200	300,000	240,000	240,000	240,000
Total	\$1,540,551	\$1,531,034	\$1,565,500	\$1,456,500	\$1,577,100	\$1,583,100
CAPITAL OUTLAY						
91 New Equipment	\$236,741	\$265,594	\$262,300	\$391,000	\$283,000	\$283,000
Total	\$236,741	\$265,594	\$262,300	\$391,000	\$283,000	\$283,000
TOTAL POLICE DEPARTMENT	\$9,861,100	\$9,814,760	\$10,339,300	\$9,834,600	\$10,804,300	\$10,770,300

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.

Performance Measures	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimated	FY 2019 Estimated
Community Questionnaire Scores	<u>2011</u>	<u>2013</u>	<u>2015</u>	<u>2017</u>
Animal Control Services	3.91	3.87	3.91	3.90
Animals Running at Large	131	106	100	90
Adoptions/Placed Animals	211	176	200	250
Average Length of Stay in Shelter	n/a	13.9	10.0	10.0
Adoption Shows	11	14	5	10
Events Sponsored	4	4	4	4
Animals impounded and returned to owner	28	11	10	10
Cruelty reports handled and corrected	30	25	40	50
Dog Park complaints about dogs	6	4	2	2
Bite reports	50	45	40	40
Injured animals taken to Wildlife Sanctuary	76	30	30	30
Dead Animals Collected	200	156	200	200
Trap, Neuter & Release (Cats)	15	10	20	30
Noise Complaints	5	3	3	3
Wildlife calls	500	410	400	400
Volunteers	60	60	65	70
Volunteer Hours	3,000	3,000	4,000	5,000
Animal Control Full Time Equivalents (FTE)	2.5	2.5	2.5	3.5

MANAGEMENT OBJECTIVES

- Continue to sponsor public outreach and educational programs throughout the year.

BUDGET COMMENTS

- 1) The cost of Overtime, line 27, has been lowered in FY 2018 and 2019 by reducing the overlap of full-time employee schedules.
- 2) Expenditures in FY 2016, Special Program Expenses, line 58, include the one-time purchase of Pet Expo banners.

ANIMAL CONTROL Acct. No. 330	FY 2016 Actual Trans.	FY 2017 Actual Trans.	FY 2018 Adopted Budget	FY 2018 Estimated Trans.	FY 2019 Proposed Budget	FY 2019 Adopted Budget
PERSONNEL EXPENSES						
01 Salaries	\$121,178	\$128,160	\$111,600	\$123,500	\$0	\$180,200
06 Repair/Maintain Building	0	0	0	0	0	0
25 Repair/Maintain Vehicles	2,259	571	1,000	1,000	0	1,000
27 Overtime	18,378	17,536	18,000	15,000	0	15,000
28 Employee Benefits	49,917	49,325	52,500	54,600	0	56,100
Total	\$191,732	\$195,592	\$183,100	\$194,100	\$0	\$252,300
OTHER OPERATING EXPENSES						
30 Professional Services	\$360	\$155	\$200	\$200	\$0	\$200
33 Insurance	439	446	500	500	0	500
38 Communications	1,559	1,011	1,100	1,100	0	1,100
39 Utilities						
Electrical Service	2,724	2,351	3,000	3,000	0	3,100
Water & Sewer	562	693	400	500	0	500
45 Membership & Training	606	1,240	500	500	0	500
46 Maintain Building & Structures	2,893	1,048	1,700	1,700	0	1,700
48 Uniforms	1,349	1,839	1,200	1,200	0	1,200
50 Motor Equipment						
Repairs & Maintenance	1,035	394	700	700	0	700
Vehicle Fuel	1,541	966	2,400	1,200	0	1,400
57 K-9 Expenses	42,358	38,242	37,700	39,500	0	39,500
58 Special Program Expenses	2,111	68	2,500	200	0	200
Total	\$57,537	\$48,454	\$51,900	\$50,300	\$0	\$50,600
TOTAL ANIMAL CONTROL	\$249,269	\$244,047	\$235,000	\$244,400	\$0	\$302,900
REVENUE SOURCES						
Animal Licenses	\$0	\$0	\$100	\$100	\$0	\$100
Pet Adoption	3,413	2,550	2,000	4,000	0	3,000
Animal Control Contribution	2,265	325	500	200	0	200
Dog Park Fees	155	90	100	100	0	100
Total	\$5,833	\$2,965	\$2,700	\$4,400	\$0	\$3,400

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. (GVFD). 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				
Community Questionnaire Scores	<u>2011</u>	<u>2013</u>	<u>2015</u>	<u>2017</u>
Fire & Rescue	4.35	4.32	4.42	4.42

BUDGET COMMENTS

- 1) The city contributes, in line 68, Contributions, funds to the Berwyn Heights and West Lanham Hills Fire Departments (\$5,000 each) in recognition of their service to Greenbelt. Council directed that funding to West Lanham Hills be redirected to the Branchville Volunteer Fire Department.
- 2) Since FY 1991, the city has set aside \$1,800,700, including the FY 2019 proposed transfer, to an agency fund to assist the GVFD purchase equipment. The FY 2019 set aside for the GVFD was increased \$32,000 or 36%. This is the first increase since FY 2009. The balance of the fund as of June 30, 2018 will be \$440,773. The GVFD projects that the next two equipment purchases will be an ambulance (\$280,000) in FY 2019 and an engine (fire truck-\$600,000) in FY 2021.

FIRE & RESCUE SERVICE Acct. No. 340	FY 2016 Actual Trans.	FY 2017 Actual Trans.	FY 2018 Adopted Budget	FY 2018 Estimated Trans.	FY 2019 Proposed Budget	FY 2019 Adopted Budget
OTHER OPERATING EXPENSES						
68 Contributions	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Total	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
CAPITAL OUTLAY						
94 Interfund Transfer - Agency Fund	\$88,000	\$88,000	\$88,000	\$88,000	\$120,000	\$120,000
Total	\$88,000	\$88,000	\$88,000	\$88,000	\$120,000	\$120,000
TOTAL FIRE & RESCUE SERVICE	\$98,000	\$98,000	\$98,000	\$98,000	\$130,000	\$130,000