



PUBLIC SAFETY

GREENBELT POLICE is committed to providing the highest quality police services while stressing the importance of respect for individual rights and human dignity. The department continually seeks to build and enhance partnerships with the community to improve public safety.

PUBLIC SAFETY

2016 In Review

BACKGROUND

Serious, or Part I, crime in Greenbelt decreased 10.5% in 2016, from 863 reported incidents to 772. Serious crimes are defined as murder, rape, robbery, aggravated assault, burglary, larceny, and auto theft. By comparison, the Washington Metropolitan region of Montgomery and Prince George's counties, known as UCR Region IV, experienced an 8.5% decrease in 2015 according to the latest published Maryland State Police Uniform Crime Report (December 12, 2016).

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. These offenses accounted for 16% of all crime in Maryland. Locally, violent crime, at 111 incidents, comprised 14.4% of all Part I crimes indicating that Greenbelt fares somewhat better than the state overall. The majority of violent crime, 58.6%, (65 incidents) occurred in Greenbelt West; 27.9% (31) in Greenbelt East and 13.5% (15) in Historic Greenbelt. There was one homicide in Greenbelt East, in which the suspect was arrested and charged.

PROPERTY CRIME

The number of property crimes declined 12% to 661 incidents and were nearly six (6) times greater than the number of violent crimes. As a group, property crime accounted for 85.6% of the total crime index in 2016 vs the State of Maryland's 84%. The majority of property crime, 59.3% (392 incidents) occurred in Greenbelt West; 26% (172) in Greenbelt East, and the remaining 14.7% (97) in Historic Greenbelt.

GEOGRAPHY OF CRIME

Geographically, the majority of crime incidents, 59% (457) occurred in Greenbelt West; Greenbelt East 26% (203); and Historic Greenbelt 15% (112). While the City experienced an overall crime decrease of 10.5%, this decline was not uniform. Greenbelt West actually experienced a crime increase of 9%, while Greenbelt East and Historic Greenbelt experienced a crime decrease of 30% and 27%, respectively.

PERFORMANCE MEASURES

The Department responded to 24,720 calls for service, a decrease of 10% from 2015.

Adult arrests decreased 30% from 532 to 372, while juvenile arrests decreased 28% from 92 to 66. Officers made 4,052 traffic stops, issued 2,591 citations and wrote a combined 4,623 warnings and equipment repair orders. Commensurate with the traffic stops were 114 driving under the influence arrests and 266 other traffic related arrests. The CAD/RMS captures foot patrol time as premise checks. Officers were out of their cruisers patrolling neighborhoods and businesses on 2,098 occasions. The number of property damage traffic crashes increased 3% from 1,035 to 1,063; personal injury crashes increased 21% from 108 to 131.

AUTOMATED TRAFFIC ENFORCEMENT

The Red Light Camera Program generated 5,800 violations, a 1% decrease from 2015. The Speed Camera Program recorded 14,007 infractions, a 20% decrease from 2015.

CRIME RATE

As reported in the latest published edition of the annual state Uniform Crime Report (December 12, 2016), the crime rate for Maryland was 28.7 victims for every 1,000 population. The rate for Prince George's County was 28.9. Greenbelt's rate was 36.2. The crime rate is calculated based on Greenbelt's resident population of approximately 23,000. It should be noted that Greenbelt's daytime population is considerably higher. In 2015, approximately 70% of Greenbelt crime reported took place between the hours of 8 AM and 8 PM. This must be considered when evaluating the reported crime rate.

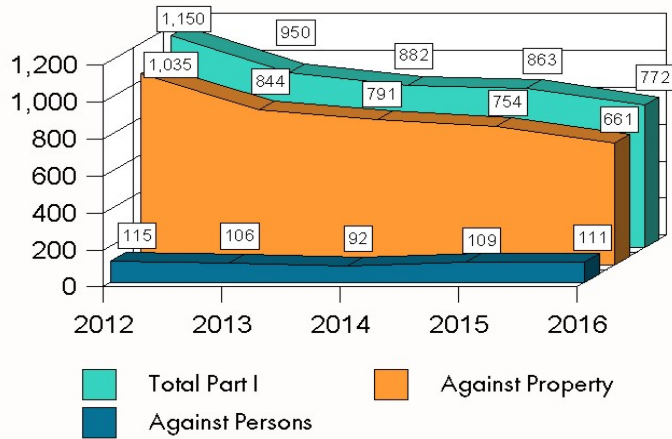
CLEARANCE RATE

The clearance rate for cases investigated by Greenbelt officers was 27% as compared to 21% in Maryland Region IV of the Washington metropolitan area (Montgomery and Prince George's County). The statewide clearance rate of all agencies in Maryland was 24%.

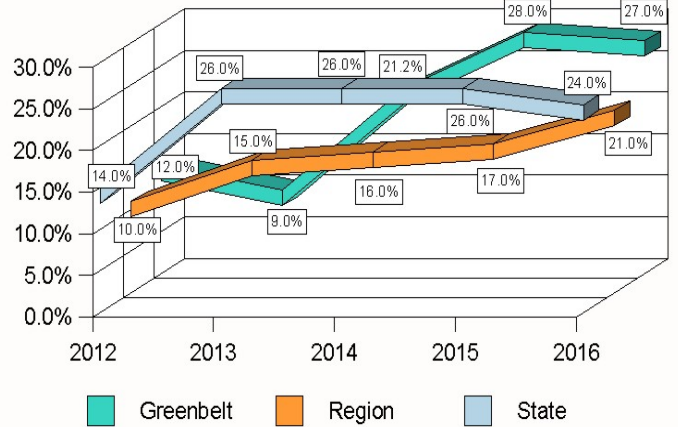
A crime is cleared when the police have identified the offender, have evidence to charge and take the offender into custody. Solutions to crimes are also recorded in exceptional circumstances where some element beyond police control precludes formal charges against the offender, such as the victim's 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.

POLICE DEPARTMENT DASHBOARD

PART I CRIME

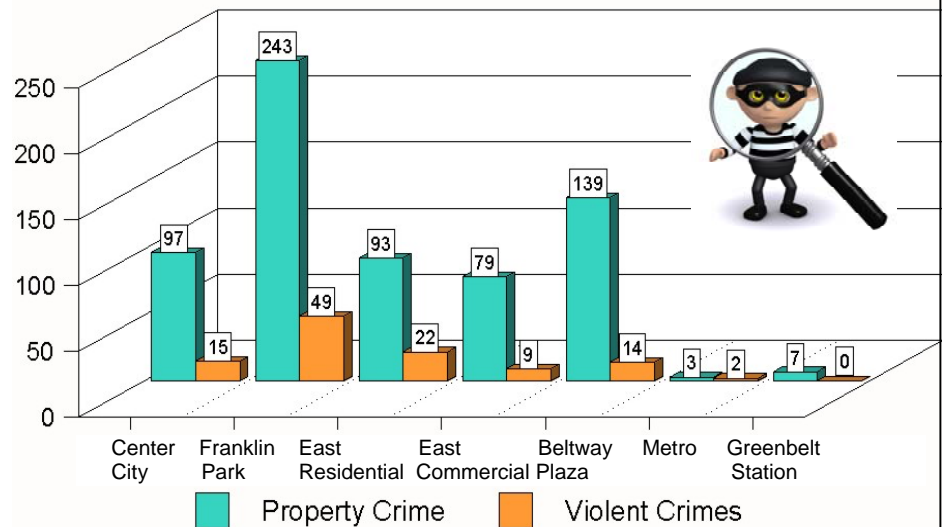


CLEARANCE RATES

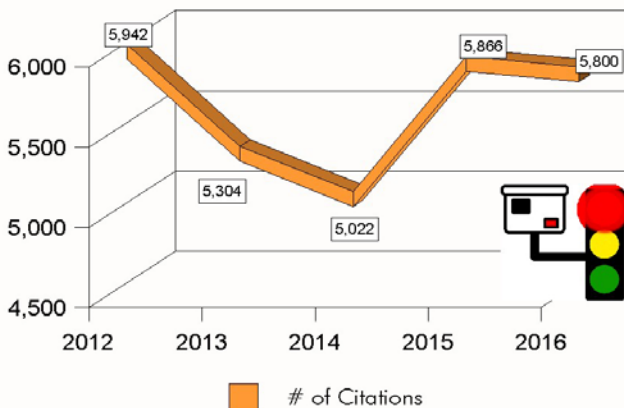


- **Crime down 10.5% - lowest in more than 20 years**
- **Clearance Rate - 27% - more than double 2012**
- **Response Time - 3 minutes 25 seconds**

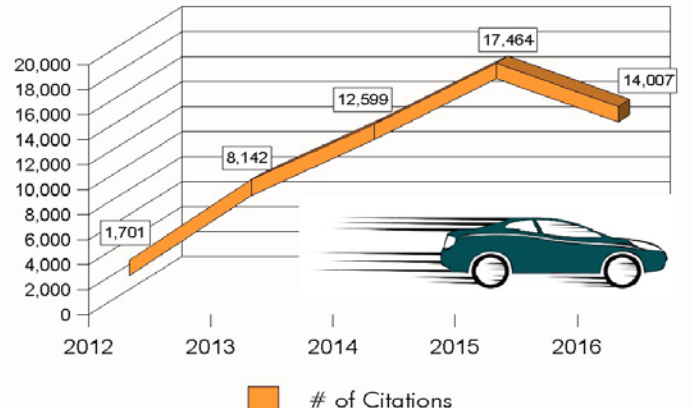
2016 CRIME ANALYSIS BY AREA



RED LIGHT CITATIONS



SPEED CAMERA CITIATIONS



FY 2017 ACCOMPLISHMENTS



MANAGEMENT OBJECTIVE ACCOMPLISHMENTS

- Body camera program implemented
- Police Explorers program established

ADMINISTRATIVE INITIATIVES

Communications Unit: Provided high quality community service answering a total of 25,109 calls for assistance during 2016. Over the course of the year, several members of the Communications Unit received departmental letters of commendation. Communications Specialists II Houle and Brown were awarded commendations for outstanding performance in handling a call for gunshots fired in the area of Springhill Lake Elementary School. The professionalism and calmness exemplified along with their efficient relay of pertinent information to the patrol officers assisted with the apprehension of two suspects. Communications Specialist II Auchter was awarded a letter of appreciation for her diligence and persistence in handling a complaint with a suicidal subject. Her dedication assisted in locating the subject unharmed. Several other commendations were received by the unit for professionalism.

Records Unit: The records section performs a plethora of tasks to include: issuing required forms, answering subpoena/court requests, issuing court summonses, coordinating vehicle impound releases, forwarding charging 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 this year, 3,826 reports were reviewed and merged into the data system in addition to a total of 5,698 red light and parking tickets being processed. All this was accomplished while being short one position.

Training: The Administrative Division continued to coordinate training with one training coordinator - Ms. Michelle Moo-Young. This initiative has resulted in more efficient scheduling, completion and documentation of all training. One member of the Division, Sgt. White, became a certified instructor to conduct all required National Crime Information Center training and subsequently trained 94 officers from our department and allied agencies in 2016. The department has met or exceeded all state training requirements as set forth by the Police Training and Standards Commission.

Red Light/Speed Camera Safety Enforcement: The Division is currently analyzing and implementing proposed upgrades for red-light photo enforcement program camera software and related technology. The proposed upgrades will produce better image/video quality, better radar technology and reduction in false events. Accompanying these upgrades will be proposed signage stating “**Photo Enforcement Ahead.**” The signage was approved by State Highway Administration (SHA). The signage will be installed at no cost to the city and placed at sites closest to the city entrances and exits. Additionally, we are exploring expanding the red light safety enforcement zones to include the following intersections:

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.

Purchasing and Procurement: Worked with the City Council to improve officer safety by purchasing marked police vehicles with ballistic protection. Five vehicles have been purchased with this safety enhancement. As the program proves itself, we hope to phase in this protection for all marked police vehicles.

Recruitment and Selection: An existing staff member has been designated as a part-time Background and Training Coordinator. This initiative has yielded a greater efficiency in hiring candidates at the end of the selection process. The state mandated requirements are now accom-

plished more effectively and efficiently once a candidate has completed most of the hiring process. Attracting quality candidates at the beginning of the application process continues to be a struggle. Currently, we are looking into an expanded recruitment plan to address this nationwide issue. During the year, two Police Officer and one Communication Unit testing days were completed with well over 500 candidates testing. As is normally the case, less than 50 applicants passed the testing processes required to advance to the next level of the hiring phase.

Safety Seat Installation Accomplishments: Records Unit staff member Robert “Jeff” Wiltrout installed 186 seats in 2016. Mr. Wiltrout sits on the Maryland Child Safety Advisory Board that advises various state agencies on numerous child safety matters. Mr. Wiltrout has reached Senior Technician status and is currently working toward becoming a Safety Seat Installation Instructor. Mr. Wiltrout has maintained his certifications with Safe Kids which is the international certifying agency.



PATROL SQUADS

Staffing: Patrol squads are the backbone of the department. In 2016, the Patrol Division encountered ongoing changes caused by retirements. Shortages are being addressed in order to staff patrol squads so that police service is not compromised.

Policing Considerations in Today's Environment: Policing events that have captured the national spotlight have affected policing efforts here in Greenbelt as well. The ambush/murder of officers in New York, Dallas, Baton Rouge and other American cities has caused the law enforcement community to re-evaluate and adapt to the increasing threats. The murder rate of police officers killed by gunfire rose 56% from 2015 to 2016 with 41 officers shot to death. Nonetheless, the men and women in the Patrol Division remain vigilant and professional in improving quality of life issues and are working tirelessly to ensure the safety and security of all who live, work, visit and trade within the City.

Wearing Many Hats: The vast majority of patrol officers perform additional specialty duties throughout the agency. Examples of these duties include participating as team members on the Emergency Response Unit, Crisis Negotiation Unit, Collision Analysis Reconstruction Unit, Homeland Security Unit and the 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 laws not only keeps the roadways safer but also the surrounding neighborhoods, the Patrol Division places 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 2016, officers conducted 4,052 car stops, yielding 211 traffic arrests, 11 criminal arrests and 44 warrant arrests.

DUI/DWI Enforcement: Understanding that an individual's quality of life can change in an instant after encountering an impaired driver, the Patrol Division initiated traffic stops which resulted in 114 impaired drivers being removed from the city's roadways. Officers Potts made 20 arrests, making him eligible for one of next year's Mothers Against Drunk Driving/Maryland Highway Safety Office (MADD/MHSO) Impaired Driving Performance Awards.

Patrol Commander's Squad (PCS)/Ocean Unit: The Ocean Unit's efforts and manpower were reduced during 2016 by staffing issues. Officers from the Unit were redeployed to supplement patrol squads to accomplish the department's basic need to respond efficiently to citizen calls for assistance. It is anticipated the Unit will return to full strength once officer candidates who are currently in police academies graduate and complete their respective field training assignments.

Intoximeter: There are seven (7) breath technicians who conducted 150 intoximeter tests in 2016; forty-seven (47) of the tests were for allied law enforcement agencies. Aside from basic operator training, all operators are required to attend eight (8) hours of annual retraining with the Maryland State Police. MPO Eppard successfully completed the forty (40) hour Basic Intoximeter Operator School.

Traffic Campaigns: Throughout 2016, participated in various traffic safety campaigns to include: Click It or Ticket, Smooth Operator and Street Smart Pedestrian Safety. Due to the number of accidents caused by drivers using cell phones, a new campaign, Distracted Driving Enforcement, was initiated.

Labor Day Booth: MPO Yankowy, Traffic Officer, and George Mathews, Crime Prevention 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: Eight drug evaluations were conducted by two DRE’s. These evaluations were conducted for Greenbelt officers as well as allied agencies. The two DRE’s maintained their certification throughout the year, and one DRE attended the DRE Conference in Colorado.

Commercial Vehicle Enforcement: Sgt. Kaiser, Cpl. Kayton, MPO Yankowy and MPO Parsley conducted 140 inspections of commercial motor vehicles. These officers issued a total of 398 citations, warnings and equipment repair orders. They attended and successfully completed the required 16 hours of annual training to maintain 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 pedestrian struck by a vehicle; fortunately, the pedestrian suffered survivable injuries. Sgt. Kaiser and MPO Yankowy 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: \$51,500 in grant funding was received from the Maryland Highway Safety Office (MHSO). These funds were used to defray the cost of the overtime for various traffic enforcement details and for one of the department’s DRE’s to attend the annual DRE Conference in Colorado mentioned earlier.

\$5,000 in grant funding from the Motor Carrier Division of the Maryland State Highway Administration was also received. 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 199 cases for investigation. These cases included: one officer involved shooting, one homicide, one suspicious death,



seven death investigations, four attempted murders, five shootings, 45 robberies, 13 rapes/sex offenses, six assaults, 34 frauds, nine thefts, 32 missing persons, 30 burglaries, four child abuse, one kidnapping, one harassment, two assist citizens and three injured sick persons.

The homicide occurred within a residential unit with no witnesses. However, through a thorough investigation a suspect was identified and subsequently charged. One of the attempted murders involved several members of the Mara Salvatrucha gang, commonly known as MS 13.

After a lengthy investigation working closely with Prince George's County Police and federal agencies, three (3) MS 13 gang members were arrested and charged.

Evidence Unit: The Evidence Unit and Patrol Squad Evidence Technicians responded to sixty-five (65) crime scenes and retrieved vital pieces of evidence, such as DNA and firearms, to help identify suspects. A 100% inventory was conducted of the Evidence Room and Loft, an extension of the Evidence Room. This involved the entry of thousands of items of evidence into the department's central records system. The Evidence Unit has responsibility for the Property Room with items of non-custodial property being stored in the Evidence Room. A 'Lost & Found' page was created on the Police Department's section of the City's website to help reunite people with their property.

The Evidence Unit participated in the Drug Enforcement Administration's (DEA) National Take Back Initiative (NTBI) by collecting over five hundred (500) pounds of unused/unwanted prescription medication which is instrumental in assisting with the opioid crisis occurring in the State of Maryland. They also provided input on the Public Safety Advisory Committee's "Drug Box" project as well as participating in the department's Citizens Academy.

School Resource Officer: This program is one of the longest and most successful of the Department's ongoing Community Policing outreach programs. MPO Charles Wooten was selected as the new School Resource Officer last year and works closely with school administrators and security. MPO Wooten has developed a Criminal Justice related curriculum that he teaches daily to students. Additionally, MPO Wooten addresses community concerns by attending meetings, monitoring the Spellman Overpass and has sent a letter to the students and parents regarding trespassing in nearby neighborhoods and pedestrian/traffic safety along Greenbelt Road.

K9 Unit: One-hundred sixty-nine (169) searches were conducted throughout the year. The Unit was responsible for the seizure of over 2 kilos of cocaine and over 42 kilos of marijuana. They were also directly responsible for finding four (4) suspects during criminal searches and deployed 17 times to prevent the escape of suspects being detained for various serious crimes. The K9 Unit provides public service demonstrations throughout the community including numerous events where they are requested to return year after year. They are currently understaffed by two (2) teams due to staffing shortages.

HIDTA Metropolitan Area Drug Task Force: The Metropolitan Area Drug Task Force provides 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. The investigations are either ongoing or resulted in search warrants being obtained.

Task Force investigators teamed up with Greenbelt patrol officers and 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 assisted CIU with several burglary, fraud and theft investigations by providing covert surveillance operations pertaining to these investigations. The Task Force Officer assisted CIU with the search for a critical missing child, the execution of a search warrant for a firearm involved in a Reckless Endangerment Case and incidents involving four (4) heroin overdose fatalities.

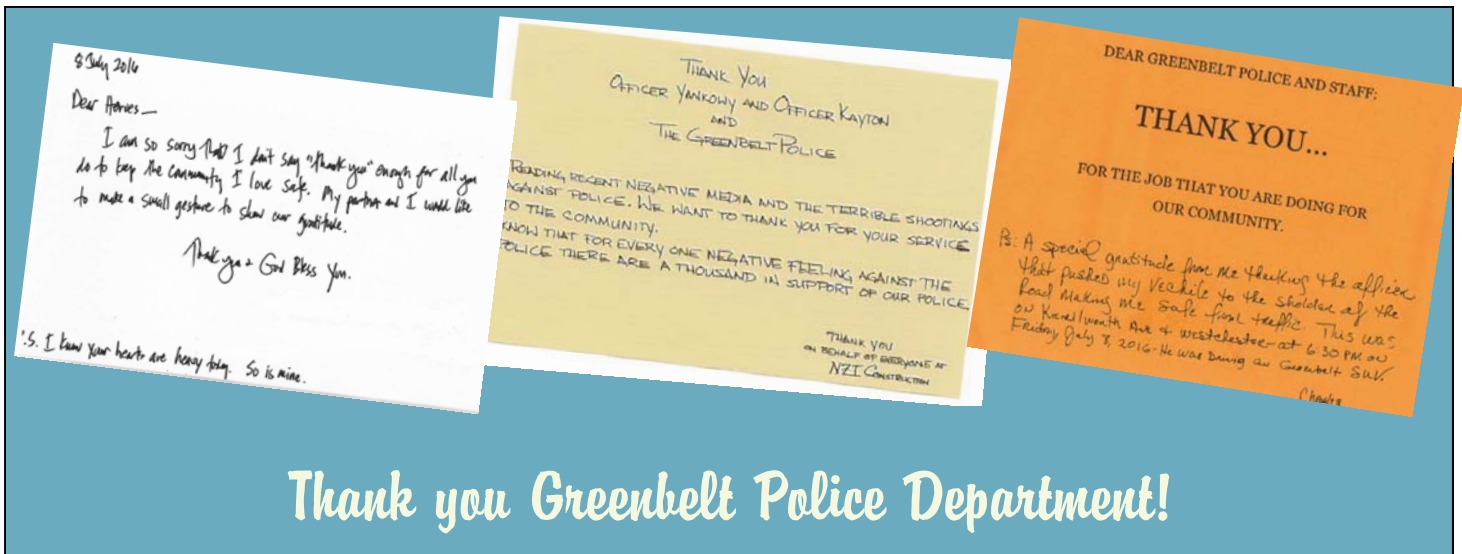
The Metropolitan Area Drug Task Force provides training and valuable networking information to our agency and remains a stalwart partner in combating vice type criminal activities within the city.

Office of Public Information and Crime Prevention: George Mathews continued his work as the department's information liaison. In April, Mr. Mathews was invited for a second consecutive year to speak during the annual Safety Week at the Goddard Space Flight Center. He gave a presentation on the Dangers of Sexting and Social Media. There were approximately 200 attendees.

Mr. Mathews partnered with MPO Christine Peters in re-establishing the Department's Citizen Academy after a 17 year hiatus. The Academy is an eight week program designed to increase communication and understanding between members of the community and the Police Department. It is an excellent opportunity for individuals living, working or attending school in Greenbelt to gain a better understanding of how their law enforcement agency works. The Academy combines classroom and hands on instruction in a wide variety of police functions. Two sessions were held. Spring Session (16-01) was held in April and May and had twenty attendees. Fall Session (16-02) was held during September and October and had 14 attendees.

In October, Mr. Mathews coordinated the International Walk to School Day, with approximately 200 children taking part at Springhill Lake Elementary School and approximately 150 children taking part at Greenbelt Elementary School.

Mr. Mathews also 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 grade students. The program is designed as a mentoring program focusing on team-building, respect, community service and making healthy life decisions. The program is now in its 7th year.



Thank you Greenbelt Police Department!

PART TIME SPECIAL OPERATIONS DIVISION UNITS

Emergency Response Unit: Completed nine operations which included assisting the Hyattsville and Bladensburg Police Departments, and the Maryland State Police. Unit supervisors continued as active members on the COG SWAT Subcommittee. The Unit assisted with both sessions of the Citizens Academy. They continued to train monthly in order to remain prepared to respond to and resolve any extraordinary incidents that may arise in the Greenbelt community.

Crisis Negotiation Unit (CNU): There are currently eight members, which include two Spanish speaking officers. CNU trains on a monthly basis in order to stay proficient and ready for any critical incident. Officer Konetta Brown has rejoined CNU after resigning from her civilian position as a Communications Specialist and becoming a sworn officer with the department. In February, five members attended the Baltimore County Police Department's 37th Annual Hostage Negotiation Seminar in Hunt Valley, Maryland. In March, MPO Charles Wooten successfully completed Hostage Negotiator School hosted by the FBI field office in Baltimore City. In April, CNU was notified and responded to assist with an active shooter incident in the Franklin Park apartment complex.

Homeland Security Unit: The Homeland Security Unit attended Instructor-Level training regarding building entry and response to active threats. They reviewed recent and notable terrorist events with Range Instructor staff regarding similar scenarios within the city and made recommendations for future training and response protocols. In-Service training was provided by the Unit regarding management of Civil Disturbances and Riots.

The Unit continues to receive, review and analyze public domain, private industry and law enforcement sensitive information concerning terrorist threats, health-related events, such as pan-

demics and other medical issues, as well as following and critiquing mass-casualty events, trends and training world-wide. They review and test specialized protective equipment and make recommendations to the department for the protection of its work force. This year the Unit was called upon to make recommendations and oversee implementation of various target hardening measures related to the city's Annual Greenbelt Labor Day Festival.

Honor Guard: The Greenbelt Police Department Honor Guard provided ceremonial services for the city, allied police departments and other venues. They served with distinction in a number of events, including: opening ceremonies for the Greenbelt Labor Day Festival and leading the Labor Day Parade; joining members of the United States Park Police Honor Guard Unit in a combined colors presentation at the Greenbelt American Legion's Police Officer and Firefighter of the Year Awards Banquet; presenting colors for the Prince George's County Chiefs of Police Association Awards Breakfast; presenting and posting the colors for the Naturalization Oath Ceremony at the Greenbelt Community Center; the Unit's first commercially-sanctioned Opening Ceremony of Mission Barbeque at Beltway Plaza; and attending funeral services for fallen officers of other area agencies.

Also, 2016 saw the inclusion of the Unit's second female Honor Guard Officer, MPO Sharnise Hawkins-Graham, as well as the adoption of departmentally-issued commemorative badges for tenured members.

Hiring and retention continue to be the top challenge. This matter is not only a challenge for the Greenbelt Police Department. Currently most all law enforcement agencies within the Balti-



ISSUES AND SERVICES FOR FY 2018

more/Washington Metropolitan Region are facing similar personnel recruitment experiences. While the pace of retirements is finally slowing for our agency, we continue to feel the adverse impact of an unprecedented number of retirements over the past few years. In 2016, these retirements included long serving, venerable Chief James R. Craze after having served 45 years as a Greenbelt Officer - the last 30 as Chief of Police.

Along with Chief Craze, 2016 also found the Department losing three of its newer officers. These officers left to join larger, county agencies. While more common in the 1980's and 90's, few Greenbelt Officers have left to join county police departments in recent years up until this past year. When the loss of officers due to retirements plus officers leaving to join other agencies is combined with a half dozen officers on light duty, this adds up to being approximately 12 officers short – or about 20 percent below full operating strength. Officers from specialty support units have been redeployed to fill patrol squads in order to sufficiently maintain our core police service function. However, the impact on the officers and support staff is apparent, as they are asked to work more shifts and overtime in order to maintain all of the Department's normal complement of full service duties.

To address this staffing shortage, the department has engaged with Human Resources to undertake a variety of new measures and strategies to increase hiring and decrease attrition. These new steps include:

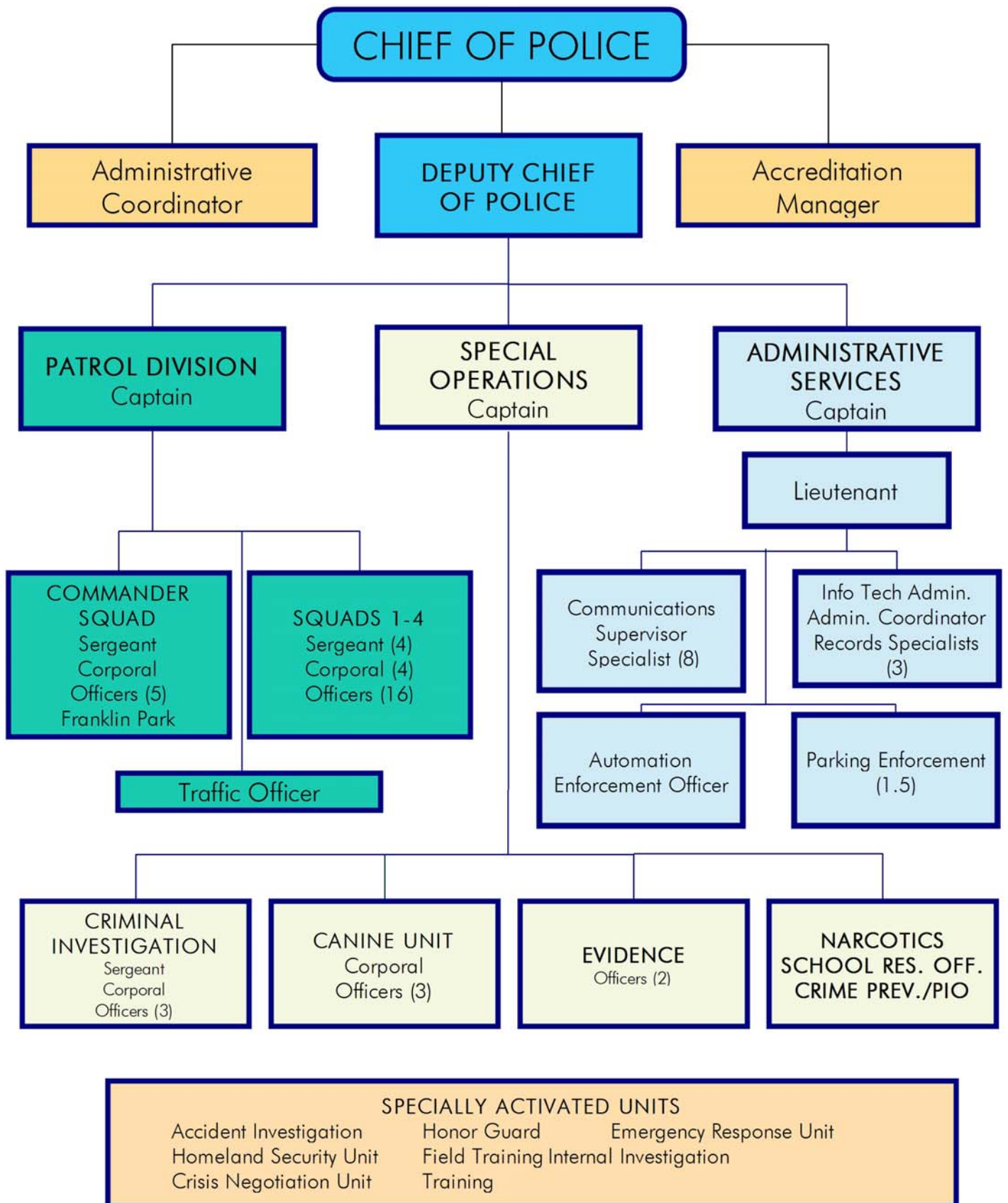
- * Advertising for experienced police officers (EPO's) separate from entry level officer candidates;
- * Processing EPO's immediately by testing and interviewing them shortly after they apply instead of having them wait to test during the normal testing cycle;
- * Hiring retired Greenbelt officers to assist with background investigations;
- * The city's newly instituted \$500 police hiring referral award program;
- * Proposed off-sight, targeted traveling recruitment efforts; and
- * Further development and use of internet and social media recruitment tools.

The Police Department, Human Resources Department and city staff remain ever vigilant and are constantly exploring further innovative techniques in order to more effectively recruit and retain the high quality police officers and police support staff the citizens of Greenbelt deserve.

PERSONNEL STAFFING

	Grade	Auth. FY 2016	Auth. FY 2017	Prop. FY 2018	Auth. FY 2018
Police Officers					
Chief	n/a	1	1	1	1
Deputy Chief	n/a	0	0	1	1
Captain	n/a	3	3	3	3
Lieutenant	n/a	2	2	1	1
Sergeant	n/a	6	6	6	6
Corporal	n/a	10	10	10	10
Master Patrol Officer}	n/a	31	31	31	31
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
Crime Prevention/Public Information Liaison	GC-16	1	1	1	1
Accreditation Manager	GC-16	1	1	1	1
IT Administrator	GC-14	0	0	1	1
Administrative Coordinator	GC-14	1	1	2	2
Administrative Assistant II	GC-13	2	2	0	0
Communications Specialist I & II	GC-13 & 14	8	8	8	8
Records Specialist I & II	GC-12 & 13	3	3	3	3
Parking Enforcement Officer I & II	GC-9 & 10	-	1.5	1.5	1.5
Total FTE		17	18.5	18.5	18.5
Total Public Safety FTE		70	71.5	71.5	71.5

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>2009</u>	<u>2011</u>	<u>2013</u>	<u>2015</u>
Police Presence		4.00	4.07	4.21	4.18
Police Responsiveness		4.18	4.20	4.27	4.25
Dispatcher Responsiveness		4.00	4.00	4.14	4.13
Parking Enforcement		3.67	3.80	3.75	3.74
Overall Performance		4.08	4.10	4.22	4.19
<u>Class I Offenses</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Homicide	1	0	1	1	1
Rape	6	5	10	6	5
Robbery	69	66	55	50	54
Assault	39	35	26	52	51
B & E Burglary	247	192	130	138	88
Theft	651	545	576	551	500
Auto Theft	137	107	84	65	73
Total Offenses	1,150	950	882	863	772
Criminal Arrests - Adults	930	796	599	532	372
Criminal Arrests - Juveniles	165	112	80	92	66
Clearance Rate	11%	16%	21%	27%	27%
Calls for Service	33,840	31,526	25,654	27,445	24,720
Response Rate - High Priority	3:27	3:14	3:25	3:29	3:25
Police Reports	3,131	3,345	3,165	3,281	2,867
Motor Vehicle Accidents	1,040	1,045	972	1,144	1,194
Traffic Summons	7,882	7,778	4,269	3,997	2,591
Parking Tickets	303	232	129	193	139
Full Time Equivalents (FTE)	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>
	70	70	70	71.5	71.5

MANAGEMENT OBJECTIVES

- Expand Red Light Camera enforcement program to four additional locations on Greenbelt Road (MD 193).
- Continue focus on hiring efforts to address staffing shortage.

BUDGET COMMENTS

- 1) The transition in the department due primarily to retirements has caused the salary line item to drop since FY 2015. However, increased Overtime and Employee Benefits costs, primarily health insurance, have exceeded those savings.
- 2) In line item 30, Professional Services, an additional \$30,000 is set aside here to fund a nationwide search for Chief of Police.
- 3) The expense in Other Services, line 34, is for CrimeReports.com, the crime reporting software.
- 4) 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.
- 5) Motor Equipment Repair & Maintenance, line 50, are estimated higher in FY 2017 due to costs related to two blown engines and repairs for the civilian rescue vehicle. The amount budgeted in FY 2018 (\$137,500) calculates to just under \$2,000 per Police vehicle. If the cost for radio maintenance (\$20,800) and tires (\$20,000) are deducted, the maintenance and repair cost is \$1,400 per vehicle.
- 6) In Special Programs, line 58, expenses in FY 2015 include two grants of \$46,973 and \$12,250. Also included is \$500 for the CERT (Community Emergency Response Team) in FY 2018.
- 7) In New Equipment, line 91, it is proposed to purchase seven police vehicles for replacement in FY 2018 at a total cost of \$262,300. The Police Department is recommending the purchase of three Ford Interceptors with replacement laptops, three Ford Fusion Hybrids and one Chevy Tahoe.

REVENUE SOURCES	FY 2015 Actual Trans.	FY 2016 Actual Trans.	FY 2017 Adopted Budget	FY 2017 Estimated Trans.	FY 2018 Proposed Budget	FY 2018 Adopted Budget
Grants for Police Protection						
State Police	\$491,791	\$459,309	\$452,000	\$480,000	\$450,000	\$450,000
State Highway Administration	71,971	28,479	25,000	25,000	25,000	25,000
Federal (e.g. - HIDTA)	15,657	6,965	10,000	10,000	10,000	10,000
Franklin Park Partnership	66,996	68,496	70,000	45,000	70,000	70,000
School Resource Officer	80,000	0	80,000	80,000	80,000	80,000
Parking Citations/Late Fees	86,249	160,501	150,000	138,000	138,000	138,000
Red Light Camera Fines	323,132	376,091	360,000	330,000	350,000	350,000
Speed Camera Fines	608,179	483,619	420,000	400,000	360,000	360,000
General City Revenues	8,003,378	8,277,640	8,610,500	8,321,000	8,714,900	8,856,300
Total	\$9,747,353	\$9,861,100	\$10,177,500	\$9,829,000	\$10,197,900	\$10,339,300

POLICE DEPARTMENT Acct. No. 310	FY 2015 Actual Trans.	FY 2016 Actual Trans.	FY 2017 Adopted Budget	FY 2017 Estimated Trans.	FY 2018 Proposed Budget	FY 2018 Adopted Budget
PERSONNEL EXPENSES						
03 Police Officers	\$4,021,384	\$3,820,601	\$3,976,100	\$3,670,500	\$3,816,200	\$3,926,200
04 Records & Communications	806,404	804,402	949,800	822,600	907,000	936,000
06 Repair/Maintain Building	69,920	75,084	70,400	70,400	72,000	72,000
25 Repair/Maintain Vehicles	93,506	90,922	86,000	134,000	70,000	70,000
27 Overtime	696,035	815,902	725,000	960,000	805,000	805,000
28 Employee Benefits	2,371,026	2,476,897	2,620,900	2,421,600	2,702,300	2,702,300
Total	\$8,058,275	\$8,083,808	\$8,428,200	\$8,079,100	\$8,372,500	\$8,511,500
OTHER OPERATING EXPENSES						
30 Professional Services	\$20,372	\$21,318	\$38,500	\$36,600	\$53,000	\$53,000
33 Insurance - LGIT	86,473	96,682	101,300	92,300	98,700	98,700
34 Other Services	(789)	5,293	7,500	7,800	7,800	7,800
38 Communications	56,787	56,515	54,900	58,700	58,700	58,700
39 Utilities						
Electrical Service	40,902	38,430	41,100	40,000	40,000	40,000
Gas Service	6,829	5,331	6,500	5,500	5,200	5,200
Water & Sewer	3,211	6,962	3,000	3,000	3,000	3,000
43 Equipment Rental	575	739	1,200	500	500	500
45 Membership & Training	54,254	63,581	56,000	63,500	56,000	56,000
46 Maintain Building & Structures	39,764	65,807	41,400	40,600	41,700	41,700
48 Uniforms	55,901	50,435	66,000	50,000	63,000	63,000
49 Tools	3,467	3,457	4,800	4,800	4,800	4,800
50 Motor Equipment						
Repairs & Maintenance	140,150	137,287	137,800	149,800	137,500	137,500
Vehicle Fuel	143,103	95,615	83,400	102,000	126,000	126,000
52 Departmental Equipment	64,870	112,496	71,000	70,300	71,000	71,000
52 Body Cameras	0	0	0	0	61,000	61,000
53 Computer Expenses	99,296	105,887	100,600	106,600	105,600	105,600
55 Office Expenses	48,510	54,976	43,700	50,000	47,300	47,300
57 K-9 Expenses	11,660	11,860	21,600	8,800	21,600	21,600
58 Special Program Expenses	70,610	14,866	17,400	15,900	17,000	19,400
69 Awards	2,447	2,427	2,500	2,500	2,500	2,500
76 Red Light Camera Expenses	203,697	276,460	270,600	241,600	241,200	241,200
77 Speed Camera Expenses	282,166	314,127	300,000	300,000	300,000	300,000
Total	\$1,434,255	\$1,540,551	\$1,470,800	\$1,450,800	\$1,563,100	\$1,565,500
CAPITAL OUTLAY						
91 New Equipment	\$254,823	\$236,741	\$278,500	\$299,100	\$262,300	\$262,300
Total	\$254,823	\$236,741	\$278,500	\$299,100	\$262,300	\$262,300
TOTAL POLICE DEPARTMENT	\$9,747,353	\$9,861,100	\$10,177,500	\$9,829,000	\$10,197,900	\$10,339,300

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 2015 Actual	FY 2016 Actual	FY 2017 Estimated	FY 2018 Estimated
Community Questionnaire Scores	<u>2009</u>	<u>2011</u>	<u>2013</u>	<u>2015</u>
Animal Control Services	3.88	3.91	3.87	3.91
Animals Running at Large	147	131	250	120
Adoptions/Placed Animals	183	211	220	230
Adoption Shows	8	11	9	9
Events Sponsored	7	4	4	5
Animals impounded and returned to owner	28	28	40	45
Cruelty reports handled and corrected	35	30	35	40
Dog Park complaints about dogs	4	6	7	8
Bite reports	55	50	55	50
Injured animals taken to Wildlife Sanctuary	70	76	80	85
Dead Animals Collected	570	200	210	220
Criminal Neglect/Animal Cruelty cases	14	20	25	30
Trap, Neuter & Release (Cats)	30	15	10	10
Noise Complaints	37	5	10	15
Wildlife calls	564	500	510	515
Volunteers	30	60	70	80
Volunteer Hours	2,000	3,000	5,000	7,000
Full Time Equivalents (FTE)	2.5	2.5	2.5	2.5

MANAGEMENT OBJECTIVES

- Obtain National Animal Care & Control Association (NACA) or Humane Society of the United States (HSUS) training and certification for animal control staff.
- Sponsor public outreach and educational programs.

- 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.
- Work with CART volunteers on the creation of the CART program.

BUDGET COMMENTS

- 1) Staffing the animal shelter seven days a week throughout the year is the largest cause of the Overtime cost, line 27. Each city holiday generates overtime hours as does needing to cover the shift hours when one of the Animal Control Officers is on leave.
- 2) Special Program Expenses, line 58, are higher in FY 2016 due to purchasing two additional Pet Expo banners.

ANIMAL CONTROL Acct. No. 330	FY 2015 Actual Trans.	FY 2016 Actual Trans.	FY 2017 Adopted Budget	FY 2017 Estimated Trans.	FY 2018 Proposed Budget	FY 2018 Adopted Budget
PERSONNEL EXPENSES						
01 Salaries	\$106,541	\$121,178	\$106,600	\$124,800	\$111,600	\$111,600
06 Repair/Maintain Building	0	0	0	0	0	0
25 Repair/Maintain Vehicles	139	2,259	1,500	1,000	1,000	1,000
27 Overtime	24,262	18,378	20,000	18,000	18,000	18,000
28 Employee Benefits	39,369	49,917	47,200	47,600	52,500	52,500
Total	\$170,311	\$191,732	\$175,300	\$191,400	\$183,100	\$183,100
OTHER OPERATING EXPENSES						
30 Professional Services	\$0	\$360	\$0	\$200	\$200	\$200
33 Insurance	438	439	500	500	500	500
38 Communications	978	1,559	1,100	1,100	1,100	1,100
39 Utilities						
Electrical Service	4,379	2,724	3,600	3,000	3,000	3,000
Water & Sewer	398	562	400	400	400	400
45 Membership & Training	10	606	1,000	500	500	500
46 Maintain Building & Structures	2,604	2,893	1,700	1,000	1,700	1,700
48 Uniforms	1,209	1,349	500	1,200	1,200	1,200
50 Motor Equipment						
Repairs & Maintenance	654	6,188	700	700	700	700
Vehicle Fuel	2,116	1,541	1,700	1,700	2,400	2,400
57 K-9 Expenses	38,250	42,358	38,500	36,000	37,700	37,700
58 Special Program Expenses	2,306	2,111	3,500	2,500	2,500	2,500
Total	\$53,342	\$62,690	\$53,200	\$48,800	\$51,900	\$51,900
TOTAL ANIMAL CONTROL	\$223,653	\$254,422	\$228,500	\$240,200	\$235,000	\$235,000
REVENUE SOURCES						
Animal Licenses	\$50	\$0	\$100	\$100	\$100	\$100
Pet Adoption	880	3,413	2,000	2,000	2,000	2,000
Animal Control Contribution	3,317	2,265	3,000	500	500	500
Dog Park Fees	170	155	100	100	100	100
Total	\$4,417	\$5,833	\$5,200	\$2,700	\$2,700	\$2,700

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>2009</u>	<u>2011</u>	<u>2013</u>	<u>2015</u>
Fire & Rescue	4.37	4.35	4.32	4.42

BUDGET COMMENTS

- 1) The City contributes, in line 68, funds to the Berwyn Heights and West Lanham Hills Fire Departments (\$5,000 each) in recognition of their service to Greenbelt.
- 2) Since FY 1991, the City has set aside \$1,680,700, including the FY 2018 proposed transfer, to an agency fund to assist the GVFD purchase equipment. It is projected that the balance of the GVFD agency fund at the end of FY 2018 will be \$440,773.
- 3) The GVFD projects that the next two equipment purchases will be an ambulance (\$250,000) in FY 2019 and an engine (fire truck-\$600,000) in FY 2021.

FIRE & RESCUE SERVICE Acct. No. 340	FY 2015 Actual Trans.	FY 2016 Actual Trans.	FY 2017 Adopted Budget	FY 2017 Estimated Trans.	FY 2018 Proposed Budget	FY 2018 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	\$88,000	\$88,000
Total	\$88,000	\$88,000	\$88,000	\$88,000	\$88,000	\$88,000
TOTAL FIRE & RESCUE SERVICE	\$98,000	\$98,000	\$98,000	\$98,000	\$98,000	\$98,000