

Annual Meeting
Police Department minutes
April 8, 2008

The police department's mission is to proactively build and strengthen community partnerships and reduce the fear of crime through the delivery of high quality, efficient, and consistent services to all Town businesses, residents, and visitors in a professional manner.

Our 2007 goals were:

1. Start a recruitment process and hire new officers as quickly as possible if current staff leaves.

This year was very challenging for us. We had three officers leave the department in the same month, leaving us short staffed much of the year. The department was able to hire two officers with over 10 years of experience each and one officer with very little experience at the end of 2007.

2. Increase the department's presence on the Internet with our website and make traffic crash reports available to the public from our website.

Most citizens and applicants utilize the Internet to locate information about the police department and community. The police department has increased our presence on the Internet and become as open and public as possible.

In 2007 we vastly updated our website and continued to issue press releases and provide the public with as much information regarding the criminal activity we investigated. Our website is updated on a weekly basis and we hear from our applicants how beneficial the information is for them in making their decisions on our department.

3. Determine a better way to make our department policy and procedure available to department staff and make the book readily available to our citizens.

In 2007 we searched long and hard on how to make our policy manual more accessible to our employees and citizens. A number of possibilities were tested, but the best option appeared to be a software program called Power DMS from Innovative Data Solutions. We determined that it would be fiscally responsible not to purchase the program but to have the company host our policy and procedures on their server and allow our staff to access the manual via the Internet. Due to budgetary reasons we will not implement this program until 2008.

Our 2008 goals include:

1. Install and utilize a case management program to track our criminal cases and ensure they are investigated and completed in a timely manner.

2. Create a twice yearly recruitment process for police officers.
3. Improve evidence room capacity and integrate New World RMS to automate evidence handling processes.
4. Update the department's Policy and Procedure Manual using an on-line system located in last year. Allow access to all department members and create a useable accountability system

Some activities we were involved in 2007 include:

We received grant funding for traffic enforcement through the WI DOT Bureau of Traffic Safety. We concentrated our efforts on speeding, aggressive driving, drunk driving and safety belt use primarily on the West Beltline Hwy. Those efforts and grant funding will continue into 2008 in an attempt to reduce crashes and the severity of crashes on the West Beltline Hwy and other roadways in the Town.

Our K-9 Team consists of Officer Tony Pucillo and Brando, a 5 year old Belgian Malinois. Overall, the team located more marijuana than any other drug.

The program requires the support of our community. Over \$50,000 has been donated to support the K-9 program. Our friends, the Larson Family again donated \$5,000 to support the on-going costs for the program. Pet World is continuing to donate dog food and Kayser Ford is continuing to lease the K-9 squad to the Town at a drastically reduced rate. Without the communities support we would not have been able to create the program or continue the program year to year. A special thanks to Frank & Myrna Larson who have been big supporters of the program since it started.

The police department operating budget for 2007 was \$1,840,321. The budget is split into three different categories; personnel services (\$1,701,283), contract services (\$29,700), and operating costs (\$122,150).

The Personnel category is by far the largest police department expense (92.4% of the budget) and is the department's biggest asset. These costs include; salaries (for all department employees), overtime, Medicare, Social Security, WI Retirement, health care costs, life insurance and school guard-crossing payment.

Our operating costs (6.6% of the budget) increased only \$700 from 2006 and our contractual services (1.6% of the budget) increased \$825 from 2006 to 2007.

During 2007 the department also budgeted \$66,712 in our capital equipment fund. This money was budgeted for:

1. \$27,500 for one replacement squad
2. \$4,812 for office furniture
3. \$14,000 for two mobile data computers and docking stations
4. \$6,700 for reflex lighting for department rifles
5. \$6,000 for two light bars
6. \$7,700 for a mobile video camera

Finally, our preliminary data for our Part I UCR (Uniform Crime Reports) indicate the following for 2007: Murder and arson didn't change and stayed at zero. Rape increased from 12 to 15; robbery increased from 18 to 23; assault decreased from 112 to 111; burglary decreased from 51 to 34; theft decreased from 267 to 180; and motor vehicle theft increased from 37 to 41.

Our total calls for service decreased from 8,617 to 8,032, total crashes investigated decreased from 672 to 569, and the total number of citations issued increased from 1,951 to 1,976.