

BOERNE POLICE DEPARTMENT 2013 ANNUAL REPORT



Mayor Michael D. Schultz

City Manager Ronald C. Bowman

Police Chief Jim Kohler



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Boerne PD 2013

The Past, The Present, and Our Future



As 2013 came to a close it marked the second full year the current administration has been in place and it seems like yesterday. It has been exciting to lead such a great department and be part of an organizational change. There is significant leadership literature that compares making changes in a police agency to the difficulty of changing the direction of a cruise ship within a short distance; not an easy task. Those changes we have been concentrating on are delivering excellent customer service to our citizens, accountability for all staff members, and mentoring officers to obtain peak performance.

In 2013, the police department added three new positions. Two of the new positions were added to our patrol division which was important due to an increase in call volume and additional shift coverage. The third position added a dispatcher to our team due to increased call volume which was approved by the communications board. Finally, an officer was promoted to sergeant and this position was to directly oversee the day to day activities of our Investigations Division.

We also completed the implementation of the 700 Mhz radio system which replaced all police radios and equipment in our 9-1-1 Dispatch Center. The project was completed in 2013 under budget and by early January 2014 all public safety within Kendall County will be on the same radio system.

There were many other accomplishments for 2013, but some of the most important ones were partnering with the City of Fair Oaks Ranch and Kendall County on the following projects: combined Emergency Response Team, obtaining a training academy, and finally placing all law enforcement on the same Records Management System.

This annual report for 2013 contains statistical and informational data about our department in an effort to keep our community informed about public safety. The data contained within this document is important; however, our police department performs many other functions that simply cannot be measured by statistical information. Overall, there has been an increase in crime in 2013, and as you will find in this document the increases are related to non-violent crimes and can be mainly associated to theft incidents. The community that we live in, and are proud of, remains a very safe place to live and raise a family.

Our community is growing and we must be responsive and proactive to those needs with a willingness to listen, understand, and offer advice to the unique problems our citizens present us with. Some of those demands will need to be met in the form of personnel, equipment inclusive of technology, and training. We have placed a high priority on training and mentoring to those that are willing to step into supervisory roles to be successful in the future.

In closing, the Boerne Police Department continues to enjoy the support of its community and we are very mindful and vigilant of never breaking that sacred trust.



A handwritten signature in black ink on a white background, reading "Jim Kohler".

Jim Kohler

Chief of Police

Mission Statement

The mission of the Boerne Police Department is to work with our citizens to protect life and property, to prevent crime and preserve the peace in our community, in an open and transparent manner, consistent with the freedoms secured by the Constitution, always treating people with dignity, fairness and respect.

Vision

The vision of the Boerne Police Department is to become a recognized leader in law enforcement in the hill country and Texas, by the efficient and effective management of personnel and resources, by providing the public with quality police service, recruitment, selection, and training of competent and ethical police officers.

Values

Integrity

For the most part, the community's trust and confidence in the Police Department will be earned by the integrity of its police officers. All Boerne Police Department officers are expected to conduct themselves in a manner that is fair, ethical, and legal, and which exhibits a sense of duty and honor for the position entrusted to them.

Justice

The administration of law and order is based upon the ideals of justice and fairness for all. These ideals require a commitment by police officers to protect citizens and to strive to ensure that citizens will be treated with respect, dignity, and fairness.

Service

As members of the law enforcement profession, the Boerne Police Department recognizes the significance of serving the public. As such, all Boerne Police Department employees are duty-bound in our pursuit of excellence.

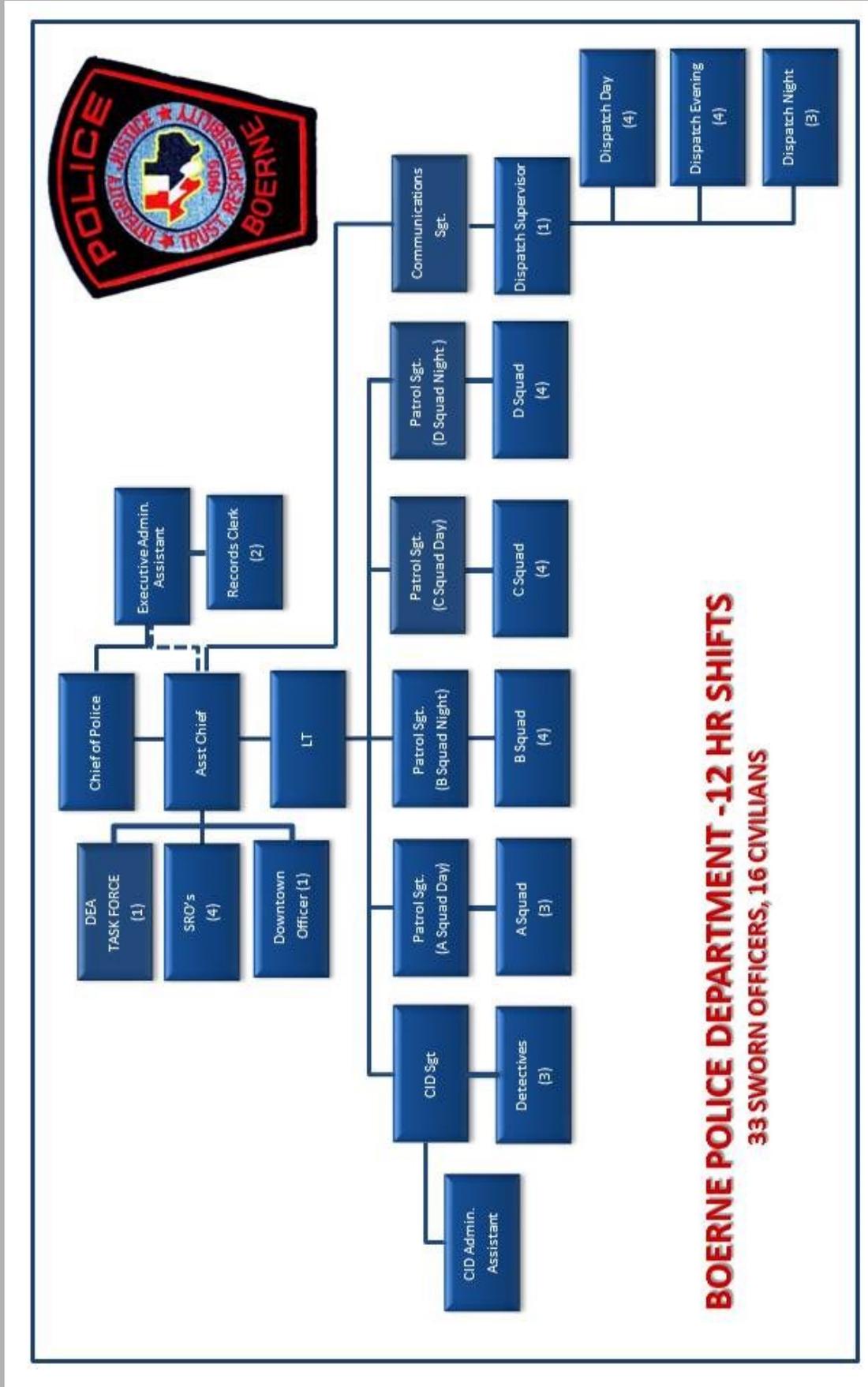
Trust

The community has entrusted the Boerne Police Department to exercise its authority with discretion, good judgment, respect, and a commitment to honesty and justice. Each member of the Boerne Police Department strives to build upon the trust and confidence of the community.

Responsibility

As members of the Boerne Police Department, we are accountable for our actions. We will exhibit self-restraint and calm in times of stress and not shy away from tough decisions that must be made.

Organizational Chart



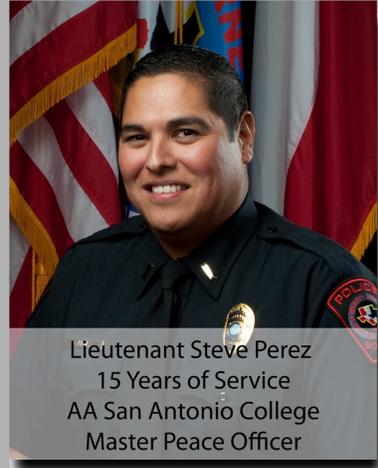
Administration



Chief Of Police James Kohler
25 Years of Service
MS American Military University
Master Peace Officer



Assistant Chief Jeff Page
32 Years of Service
MS Webster University
Master Peace Officer



Lieutenant Steve Perez
15 Years of Service
AA San Antonio College
Master Peace Officer

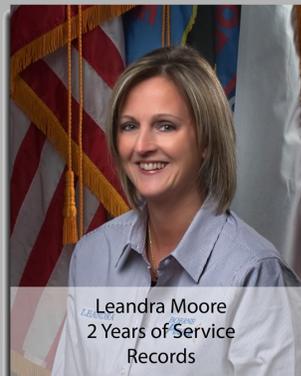
Records



Maria Guerrero
18 Years of Service
Administration



Graciela Mitchell
2 Year of Service
Records



Leandra Moore
2 Years of Service
Records



Nathanael Holliday
2 Months of Service
Records

Supervisors



Note: 36.3% of our officers have varying degrees, while many more are working hard toward this effort. Through the recently introduced career development plan, officers have clearly defined goals relating to education, further aiding in this endeavor.

Master's	Bachelor's	Associate's
3	6	3

We believe we have been successful in the retention of our officers due to the tremendous support of our citizens, mayor, counsel and city manager; along with competitive pay and benefits. Through retention, our officers have developed a long term relationship with the community and greater cohesiveness within the department.

Sworn Personnel



Jason Abbott
16 Years of Service
Advanced Peace Officer



Jon Rutledge
13 Years of Service
Advanced Peace Officer



James Vela
17 Years of Service
Advanced Peace Officer



Micah Binkley
13 Years of Service
Advanced Peace Officer



Hector Hernandez
22 Years of Service
Master Peace Officer



Detective Clint Cook
24 Years of Service
Master Peace Officer



Detective Keith Faulkner
18 Years of Service
Advanced Peace Officer



Detective Ovidio Flores
13 Years of Service
BA CJ UTSA
Master Peace Officer



Paul Bilotta
10 Years of Service
AA SAC
Advanced Peace Officer



Tom Moberly
7 Years of Service
BA MGT Park Univ
Advanced Peace Officer



Roger Faz
10 Years of Service
Intermediate Peace Officer



Michael Pease
7 Years of Service
Advanced Peace Officer

Sworn Personnel (cont.)



Ruben Trevino
4 Years of Service
Intermediate Peace Officer



Douglas Meuth
4 Years of Service
Intermediate Peace Officer



Keith Taylor
7 Years of Service
Intermediate Peace Officer



Eric Gomez
3 Years of Service
AGS NW VISTA
Basic Peace Officer



Cheyenne Weber
3 Years of Service
Basic Peace Officer



Lisa Flores
5 Years of Service
Intermediate Peace Officer



Chris Walk
2 Years of Service
Basic Peace Officer



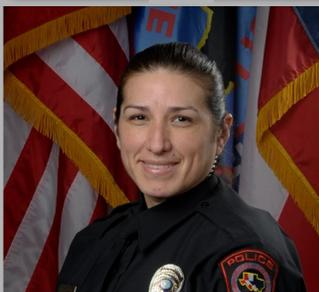
Pablo Morales
1 Year of Service
BA CJ UTSA
Basic Peace Officer



Bowen Patton
3 Years of Service
Basic Peace Officer



Brandon Rowe
1 Year of Service
Peace Officer



Rebecca Foley
3 Years of Service
Intermediate Peace Officer



Elizabeth Salomone
2 Months of Service
BSc and BScFS
Peace Officer

Peace Officer Certifications

The below certificates are accomplished through years of service, training, and/or college. In addition to this training officers are mandated to attend 40 hours of training every two years.

Currently the police department has 10 officers with a Masters Peace Officer Certificate, 10 officers with an Advanced Certificate, 6 officers with an Intermediate Certificate and 5 with a Basic Certificate.

BASIC PEACE OFFICER REQUIREMENTS

- (1) one year experience as a peace officer;
- (2) successful completion of courses currently required by Texas Occupations Code §1701.402 and the commission;
- (3) successful completion of the agency's field training program as defined in §211.1 of this title; and
- (4) successful completion of human trafficking training as required in Texas Occupations Code §1701.258.

INTERMEDIATE PEACE OFFICER REQUIREMENTS

- (1) a basic peace officer certificate;
- (2) one of the following combinations of training hours or degrees and peace officer experience:
 - (A) 400 training hours and eight years,
 - (B) 800 training hours and six years,
 - (C) 1200 training hours and four years or an associate's degree and four years, or
 - (D) 2400 training hours and two years or a bachelor's degree and two years; and
- (3) successful completion of courses currently required by Texas Occupations Code §1701.402 and the commission.

ADVANCED PEACE OFFICER REQUIREMENTS

- (1) an intermediate peace officer certificate;
- (2) successful completion of courses currently required by Texas Occupations Code §1701.402 and the commission; and
- (3) one of the following combinations of training hours or degrees and peace officer experience:
 - (A) 800 training hours and 12 years,
 - (B) 1200 training hours and nine years or an associate's degree and six years, or
 - (C) 2400 training hours and six years or a bachelor's degree and five years.

MASTER PEACE OFFICER REQUIREMENTS

- (1) an advanced peace officer certificate; and
- (2) one of the following combinations of training hours or degrees and peace officer experience:
 - (A) 1200 training hours and 20 years or an associate's degree and 12 years,
 - (B) 2400 training hours and 15 years or a bachelor's degree and nine years,
 - (C) 3300 training hours and 12 years or a master's degree and seven years, or
 - (D) 4000 training hours and 10 years or a doctoral degree and five years.

Communications



Debbie Prentiss
21 Years of Service
Telecommunications
Advanced License



Leeann Katzer
14 Years of Service
Telecommunications
Advanced License



Lety Moncada
10 Years of Service
Telecommunications
Advanced License



John Allen
11 Years of Service
Telecommunications
Advanced License



Louine Pankratz
11 Years of Service
Telecommunications
Advanced License



Brandon Esser
11 Years of Service
Telecommunications
Advanced License



Tammy Waters
8 Years of Service
Telecommunications
Advanced License



Kristen Irvin
8 Years of Service
Telecommunications
Advanced License



Lilly Robinson
3 Years of Service
Telecommunications
Basic License



Shelbie Coldway
6 Months of Service
Telecommunications



Brittany Neill
4 Months of Service
Telecommunications



Amanda Moreno
2 Weeks of Service
Telecommunications

Communications Certifications

The below certificates are accomplished through years of service and those classes required in obtaining a given certificate. This is the first year that the Texas Commission on Law Enforcement is requiring 20 hours of mandated training every 2 years for dispatchers. It is my opinion that this is long overdue when taking into account their importance within the law enforcement field. An advanced certificate is the highest level a dispatcher can currently obtain.

There are currently 8 Dispatchers that have an Advanced Certificate, 1 with a Basic Certificate, and 3 dispatchers that are training to obtain their basic certificate.

Basic Telecommunicator Proficiency Certificate 221.13(a)

Requirements

An active license or appointment 221.1(b)(2)
1 year of service

AND

1013 Basic Telecommunications Certificate Course
3812 TDD/TTY within the last six (6) months
3720 Telecommunications Operator Field Training (if reported after 06/01/2004)
2120 (24 hour) Crisis Communication (if appointed after 12/01/2011)

Intermediate Telecommunicator Proficiency Certificate 221.13(b)

Requirements

an active license or appointment 221.1(a)(2)
Basic Telecommunicator Certificate
2 years of service
120 hours of training
3812 TDD/TTY within the last six (6) months

Courses (once during career)

Must complete **all** courses or equivalents (if Telecommunicator certificate was issued or qualified on or after 01/01/2000)

3939 Cultural Diversity OR
394 Cultural Diversity Web with Exercises
3920 or 3925 Law Enforcement Ethics
2120 Crisis Communications
2109 Spanish for Law Enforcement
OR
2110 Spanish for Law Enforcement Distance
2111 Spanish for Law Enforcement Test-Out
22109 Spanish for Telecommunicators
34003 Spanish for 911/Dispatch-On Patrol
34001 Spanish for Law Enforcement-On Patrol
1 of these 3
3802 TCIC/NCIC for Full Access Operators
3809 NLETS/TLETS
3811 TLETS/NLETS and TCIC/NCIC Basic Procedures

Advanced Telecommunicator Proficiency Certificate 221.13(c)

Requirements

an active license or appointment 221.(a)(2)
Basic Telecommunicator Certificate
Intermediate Telecommunicator Certificate

AND

4 years of service
240 hours of training
3812 TDD/TTY within the last six (6) months

City Officials

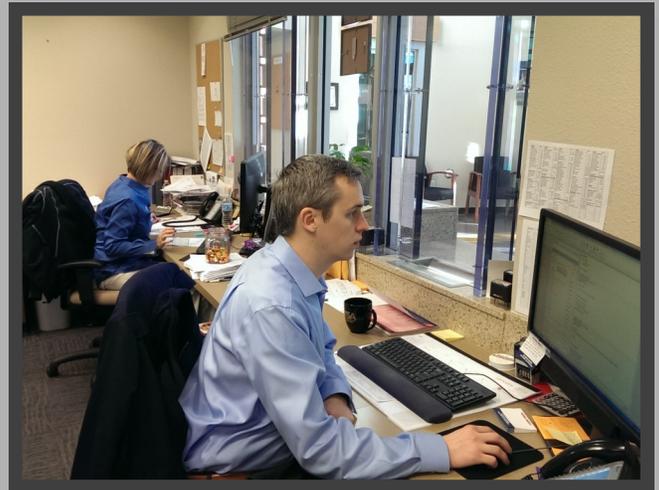


Top left: Jeff Thompson (Deputy City Manager), Jeff Haberstroh (Councilman), J. Kuper (Councilman), Ron Cisneros (Councilman), Ron Bowman (City Manager), Bottom left: Nina Woolard (Mayor Pro-Tem), Mike Schultz (Mayor), Christina Bergmann (Councilwoman), Kirsten Cohoon (City Attorney), not present for photo Linda Zartler, Asst. City Manager

Administration and Records

The records and administrative duties of the police department are performed by our administrative team, consisting of Maria Guerrero, Graciela Mitchell, Leandra Moore and Nathanael Holliday. Among many other duties, this team manages the collection, dissemination, maintenance, filing, retention, and control of all departmental reports and documents. This is accomplished utilizing a sophisticated records system and traditional hard copy filing system. This team is also tasked with fulfilling the numerous open records requests received each month by this office, which includes the following types of records:

- Incident reports/Calls for Service reports**
- Arrest reports**
- Accident reports**
- Supplemental reports**
- Case folders**
- Juvenile cases**
- Administrative & Employee records**
- Fingerprinting**



Administration duties also include the development of reports for national and state agencies including our continued requirements for the Texas Police Chiefs Recognition Program. There were changes made in 2013 and the clerks report directly to Maria Guerrero, Administrative Assistant to the Chief of Police. The decision for this change was based on the knowledge of records retention by Maria Guerrero and , once again, we felt this was more efficient.

Another critical change was the School Resource Officers (SROs) and our downtown officer directly reporting to Assistant Chief Jeff Page. This change took place because the SROs and the downtown position are critical positions; in part, the SROs working with our children and the downtown officer working with visitors and our business owners. Chief Page will now have the following officers directly reporting to him; School Resource Officers, downtown officer, Sergeant of Communications, and our officer assigned to the DEA task force. These changes will allow the officers to have a supervisor working the same hours, thus improving our efficiency with timely feedback to the officers.

Patrol Division

The Patrol Division is the largest division within our police agency that is comprised of 15 police officers and 4 sergeants assigned solely to patrol duties. In every police department across the United States this division is considered the “backbone” of the agency and we are no different in that aspect. The patrol officers are the most visible police entity within our community, answering the initial call for service when the citizen needs assistance. The types of calls an officer will answer vary in nature and may consist of;

crimes in progress, traffic violations including vehicle accidents, public assistance, suspicious persons, and anything else out of the ordinary.



Patrol is intended to prevent crime and reduce the fear of the community through their presence.

This past year we conducted a Sergeants Exam, and were able to promote two patrol officers to the rank of Sergeant; two new patrol officers were hired to take their place. In 2013, we researched changing from 10 hour shifts to 12 hour shifts to determine if our patrol coverage would be increased. The issue is the fact that we have to fill positions on patrol when officers take leave time. We cannot simply allow the shift to work with inappropriate staffing as it becomes an officer safety issue and our level of service decreases. In changing to a 12 hour shift there are four squads and each have a designated sergeant to that squad. Three of the squads have 4 officers and a sergeant while one of the squads has only 3 officers and a sergeant. In the future we will request an officer to fill the squad that is short. There are two main advantages to a 12 hour shift. The first, the ability to have an increased delivery of service to our citizens and allowing our officers to have every other weekend off to spend with their family. This change will take place in January 2014.

We have mentioned in past years the Shift Relief Factor (SRF) as it pertains to having manpower available to us when considering any leave time that an officer may take. In the 2012 report it revealed that we were 1.5 officers short when the SRF was applied. We will continue to review the SRF; however, this will be skewed since we have officers that are currently being trained and are not officially on their own yet and this can take up to 6 months.

Additional research was conducted in regards to manpower which took into account the SRF and how many officers are actually needed for a city of our size. Within that research it indicated that some cities of our size had more officers and some had less which indicates there is no simple formula when attempting to answer how many officers are needed. Often times you will hear 2 officers per 1,000 residents which has proven many times to be an inaccurate reflection on how to staff a police department. I created a 12 page document during the budgetary meetings that explained in detail staffing issues. This is important to mention because the patrol division will in all likelihood see the most staffing increases in the future.

Miles Driven

The police fleet drove 300,933 miles in 2013 averaging about 25,077 miles on a monthly basis. This is an increase of 18,427 miles over 2012, or 6.5%.

Fleet Accidents:

In 2013 we saw nine fleet accidents, which was an increase from four in 2012. On the positive side all were minor accidents, and did not involve any other vehicles. Two of these accidents were involving deer in the roadway.

Abandoned Vehicles

According to the city ordinance on abandoned and junked vehicles, a junked vehicle is considered a vehicle that displays an expired license plate or vehicle inspection, and has remained on public property for more than 72 hours or more than 30 days if on private property. An abandoned vehicle is considered a vehicle older than five years old, inoperable, left unattended on public property for more than 48 hours. The abandoned vehicle law also includes a vehicle remaining illegally on public or private property for more than 48 hours. Vehicles found to meet these requirements are “red tagged” with a sticker identifying which violation is present, and subsequently given 48 hours to correct the violation. The 2013 year to date red tag total was 35. All of the red tagged vehicles were registered/ inspected and or removed from the location where they were tagged.

Racial Profiling

The chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, is required to submit an annual report of the information collected under Subdivision (6) to:

(A) the Commission on Law Enforcement Officer Standards and Education; and

(B) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The Boerne Police Department chooses to report a **Partial Exemption** or **Tier 1** Reporting, the agency is stating it routinely performs traffic stops or motor vehicle stops and the vehicles that routinely perform these stops are equipped with video and audio equipment in which these videos are maintained 90 days after the stop as per, Texas State Code of Criminal Procedure Article 2.135.

Racial Profiling - Motor Vehicle Racial Profiling Information

Number of motor vehicle stops:

1. **2970** citation only
2. **5** arrest only
3. **4** both
4. **2979 Total** (4, 11, 14 and 17 must be equal)

Race or Ethnicity:

- 5 **32** African
6. **12** Asian
7. **2553** Caucasian
8. **379** Hispanic
9. **3** Middle Eastern
10. **0** Native American
11. **2979 Total** (lines 4, 11, 14 and 17 must be equal)

Race or Ethnicity known prior to stop?

12. **239** Yes
13. **2740** No
14. **2979 Total** (lines 4, 11, 14 and 17 must be equal)

Search conducted?

15. **87** Yes
16. **2895** No
17. **2979 Total** (lines 4, 11, 14 and 17 must be equal)

Was search consented?

18. **25** Yes
19. **59** No
20. **84 Total** (must equal line 15)

Criminal Investigations Division

The Boerne Police Department Criminal Investigations Division (CID) is comprised of 3 detectives that are supervised by Sgt. Greg Irvin. This supervisory change occurred in 2013, by filling the position that had been vacated when Sgt. Steve Perez was promoted to Lieutenant. Sgt Irvin was formerly a Patrol Sergeant and he requested the transfer to the CID Sergeant position.

The detectives are responsible for investigating crimes within our community that are reported to the patrol officers in the field. In 2012, the detectives were assigned 749 cases to investigate which averaged about 60 cases per month. In 2013 this increased to 762 cases which averaged 63.5 cases per month. This increase is approximately 2%, while significant; it is mainly contributable to an increase in reported thefts and non-violent crimes.

We have attempted to reduce this increase in the detective's workload by assigning minor crimes to the patrol officers in the field; however, this approach can become fragmented with the patrol officers attempting to solve minor crimes while still being assigned active calls.

We utilize solvability factors to enhance apprehension, clearance, and/or closing of a case with no further action being taken. The FBI reports the national average for clearing a case by arrest is about 47% for serious crimes which are Part I crimes (FBI Uniform Crime Report, 2012, most recent figures). Our clearance rate for serious crimes (Part 1 crimes) was 45% for 2012.

Prior to 2011, our annual report only reported crimes reported to the FBI under the Uniform Crime Reporting (UCR) requirements to the Federal Bureau of Investigations (FBI). This is referred to as Part I crimes, which consists of 8 separate offenses. These offenses include the following: Murder, Rape, Robbery, Aggravated Assault, Burglary, Theft, Auto Theft, and Arson. The other crimes not tracked under UCR are referred to as Part II crimes that include the following: Simple Assault, Forgery, Fraud, Embezzlement, Stolen property (receiving), Vandalism, Weapons, Prostitution, Drug laws, gambling, Offenses against the family (non-support), DWI, Liquor Law violations, Public Intoxication, Disorderly Conduct, Vagrancy, Curfew/Loitering, Runaways, and all other state and local laws.

The inclusion of Part II crimes in our annual report presents a more realistic assessment of the job that the detectives are tasked with on a daily basis. Our community is fortunate that these Part II crimes while more prevalent than Part I crimes are considered less serious. There are graphs and data that will further explain crimes reported to the police department.



Communications Division

The Communications Division operates with a board, with members from the City of Boerne, Kendall County, and the City of Fair Oaks Ranch. The board members are in contact throughout the year but formally meet 3-4 times to discuss the upcoming year's budget based on calls for service. The budget for each entity is based on a percentage of usage that is calculated by the respective agencies' calls for service and documented traffic stops. This board has been in place for over 10 years now and has functioned quite well using this criteria when determining their budget. There are many public safety jurisdictions seeking to combine services as a unified multi-agency dispatch center in an attempt to reduce costs within their respective communities. The City of Boerne is the host for communications and is responsible for the day to day operations and personnel.

In 2013, the communications board met and it was unanimously voted on that 1 additional dispatcher would be added to this department based upon the call volume. The call volume revealed that since our last hiring of a dispatcher it would take 3 additional dispatchers based on the ratio of calls that we currently respond to county wide. The supervisor of communications, Sgt. Lackey, will monitor the call volume and the Shift Relief Factor

(SRF) for future staffing needs. The Shift Relief Factor (SRF) is to having manpower available to us when considering any leave time that a dispatcher may take. In the future one of our goals would be to staff each shift with 3 dispatchers and add an additional supervisor to this division which coincides with our 5 year personnel plan.

One significant change within this division is that required training is now mandated by the Texas Commission on Law Enforcement (TCOLE). This change will take affect in 2014 and requires that each dispatcher attend 20 hours of training every two years. An issue that has been well documented is the fact that training classes for dispatchers are often difficult in locating and usually require them to travel great distances to attend training.

Finally, the Communications Division provides public safety communications for all public safety organizations in Kendall County, which includes seven fire departments, emergency medical services, the Kendall County Sheriff's Department, the Fair Oaks Ranch and the Boerne Police Departments, Texas Parks and Wildlife, Texas Department of Public Safety, along with utilities personnel.



Communication (Cont.)

In 2013, the Communications Division answered approximately 23,223 emergency 911 calls which increased 1.3% from 2012. This increase is a result of more citizens utilizing the 911 number versus the non-emergency line. Another factor affecting the number of 911 calls received is the staffing of a third console enabling us to answer more calls on a particular emergency. The third console is utilized when staffing presents that opportunity.

The Communications Division dispatched 42,803 calls for service, which includes citizen reported and officer initiated activity. These calls are not police specific and include the varying other entities dispatched for. The number of calls for service increased 13.43% from 2012.

COMMUNICATIONS CENTER STATISTICS

	2012	2013	
Landline	6,426	5,987	-6.83%
Cellular	16,499	17,236	+4.46%
911 Calls	22,925	23,223	+1.3%

The communications board has approved that all calls for service will be counted in determining the percentage each entity is responsible for in regards to budgets. This includes actual calls, traffic stops, animal control calls, and fire calls. On page 38 you will find that the police department responded to 10,876 calls for service; however, including our traffic stops there were 16,624 contacts with our citizens by the Boerne Police Department. This may help explain on how we reach the percentage cost within our dispatch center for the three entities.

Community Policing

The entire community is responsible for public safety and crime prevention. We must work together to solve problems. Community Policing is oriented toward problem-solving. Boerne Police Officers are encouraged to become familiar with the community, listen to citizens' concerns, and assist them with problem-solving. Community Policing works to enhance public safety and improve the quality of life within the community.

The Boerne Police Department's community policing programs include scheduled programs such as Citizen's Police Academy, National Night Out, Safety Town, HOA meetings, support of the *Hide, Lock, Take* program, tours of the police department, community meetings, child finger printing events, requested house or business checks, and other activities upon request, just to name a few.



National Night Out

National Night Out is a nationwide effort to bring communities together in an effort to combat crime. 2013 saw the National Night Out campaign celebrate its 30th year. In conjunction with the Boerne Fire Department, Kendall County EMS, Kendall County Sheriff's Office, TP&W's Game Wardens, and most importantly members of our community, we saw an increase in both the number of block parties and the number of participants. Still further, and more importantly, this event saw neighbors reaching out to others in true National Night Out fashion. Additionally, the block parties ranged from games and bounce houses for the kids, to bar-b-q's, and everything in between. Congratulations to all those who participated, and to the Herff Ranch neighborhood in particular, which received this year's award for block parties with participation exceeding 100 attendees! Thanks to all the agencies that make this event a success and a special thanks to all those in our community who participated. This event is one more reason Boerne remains the envy of the Texas Hill Country and surrounding areas. We look forward to 2014!

Downtown Bike Patrol

In 2008, the Boerne Police Department recognized a need to decrease crime and increase police presence in the downtown area. At the same time, this new



Officer Pease is currently assigned to bike patrol

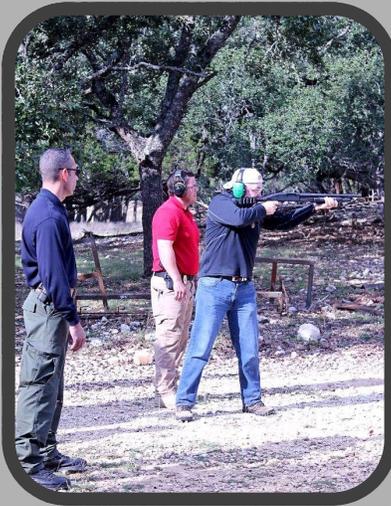
and innovative concept in Community Policing was shown to be incredibly successful in downtown areas across the country. The bike officer is not only an excellent crime deterrent, but an icon within the community due to his ability to have close contact with citizens on a daily basis. This officer also performs a community service by hosting bike rodeos for children, participating in many local community events such as National Night Out, and assisting with traffic control for parades and community events.

The Downtown Police Bicycle Patrol Unit currently consists of 1 officer while forecasting the addition of another bike officer within our five year personnel plan. This additional officer would be utilized in our area parks while assisting the downtown officer with special events. The bike officer patrols four days a week on a ten-hour shift. He patrols businesses and residential areas gliding silently down streets and alleys to better catch criminals and protect the citizens of Boerne. In addition to patrolling the Boerne downtown area, the bike officer patrols the library, local parks, hike and bike trails, and Boerne Lake. Currently, the department issues the unit Trek 21 speed mountain bike and the officer wears a special lighter weight uniform that consists of a royal blue “polo” style shirt, black pants or shorts, and a silver helmet.

In 2013, the bike patrol position became the driving force behind the “Hide, Lock and Take” Crime Prevention Program in Boerne. The program’s main goal is to help spread awareness throughout the community about the dangers of vehicle burglaries. This program encourages citizens to hide their valuables, lock their vehicle and take their keys.



Citizen's Police Academy



The Citizen's Police Academy is designed to provide a new understanding of law enforcement through open lectures, demonstrations, practical exercises and participation with citizens of the community. For the first time ever the Boerne Police Department teamed up with Kendall County and Fair Oaks Ranch and created a combined academy. Those in attendance are provided hands-on training in dealing with many of the challenges officer's face, while in an atmosphere that not only allows for class input, but one that places an emphasis on this very aspect. The academy includes, but is not limited to, blocks of instruction on Investigations, Patrol, Traffic, Courts, Emergency Response Team, DWI's, Taser, and Firearms (with a day at the range incorporating all the firearms available to our officers). Additionally, those in attendance are able and encouraged to ride along with officers at their convenience. In this capacity, officers will forge an even stronger relationship with those we serve.

The Academy consists of three hours of instruction per topic, one night each week for 10 weeks. The primary goal of this academy is not only to expose citizens to the law enforcement arena, but more importantly, expose the department to the needs and desires of the citizens in an effort to improve the service we provide. 2013 Citizen's Academy graduates are as follows: *Robert Beckwith, Kevin Beichman, Josephine Below, Arlene Bogert, Harold Bogert, Brian Cowan, Glenn Damstra, Brett D'Spain, Sheryl D'Spain, Dale Flashberg, Melody Hansen, Deborah Hill, James Manzo, Paul Matheney, Dave Neighbor, Sam Roberts, Allan Schmidt, Michele Segura, Susan Starr-Taylor, Melvin Starr, Johnnie Storm, Dana Storm, Kassen Taff, Robert Trott*



Boerne Police Officer's Association



The Boerne Police Officer's Association is a non-profit organization that is comprised of sworn and non-sworn Boerne Police Department personnel. The association strives to improve the community and the citizen's quality of life. This is accomplished by remaining involved with the community by participating in fundraisers, local events for non-profit, and much more. For example, the yearly Blue Santa Event, the BPOA "Share the Warmth" yearly cold weather clothing drive, the city wide Easter Egg Hunt in conjunction with the City of Boerne Parks Department and much more. The BPOA is dedicated to having positive contacts with our citizens outside of a law enforcement capacity.

Current BPOA Board Members:

**Sgt. Pedro Moncada #317 – President
Officer Michael Pease #332 – Treasurer**

The BPOA has made many friends with several local non-profits such as The Hill Country Family Services, The Kendall County Women's Shelter, and the Cibolo Nature Center. Below are several examples of events the BPOA has participated in for 2013:

Food Drive with the Hill Country Family Services

This past year we have helped Hill Country Family Services with their food drives and unloading of the SA Food Bank trucks. Dispatcher LeeAnn Katzer, Lety Moncada, Officers Paul Bilotta and Michael Pease can be found hard at work during these events. The HCFS has been very appreciative of our helping hand and stated they will be having an extra open pantry this year because of BPOA efforts.

MDA Lock Up

2013 was the first year the BPOA took part in the MDA Lock Up. Residents and business owners donated their time and money by being "picked up" by officers, and taken to jail; where they were able to raise money for their bail. All proceeds went to benefit MDA, for muscular dystrophy research. This year's event included over 100 participants, and was a success. We hope to grow the numbers in 2014.



The BPOA Blue Santa Event

The annual BPOA Blue Santa Event this year was a collective effort between the BPOA and the Kendall County Sheriff's Office Association. We work with the Kendall County CPS, YMCA, Hill Country Family Services, and other organizations to develop a list of needy families in the area. Toys are donated or purchased new and handed out during the event. This year's event was made possible by community business donations.



The Festival of Trees and "Share the Warmth" Coat Drive

The BPOA decorated and donated a Christmas Tree to Hill Country Family Services. The tree was auctioned off, with all proceeds going to help families through Hill Country Family Services. The BPOA collected and donated over 100 new and used coats in the Boerne area. These coats were donated to Hill Country Family Services, and were distributed to needy families in Kendall County.



Annual City Wide Easter Egg Hunt

The annual Easter Egg Hunt is a popular event in Boerne, with the BPOA and Boerne Parks Department working together to sponsor the event. In doing so, costs and responsibilities are shared allowing for this event to be more manageable on all fronts. This past event enjoyed approximately 2,000 to 2,500 attendees. The event has been relocated to the Boerne City Lake to accommodate an increase in attendance. It continues to grow yearly and the BPOA looks forward to working with the City of Boerne Parks Department once again.

Boerne Police Department Honor Guard

The Boerne Police Department is proud to boast our own Honor Guard unit, consisting of officers from various ranks and assignment. Being a member of the Honor Guard is a respected and privileged calling and one that is not taken lightly. As such, Honor Guard members must adhere to a stringent set of guidelines. Good moral character and exemplary conduct is required both in and out of uniform. In this capacity, the Honor Guard not only represents the department, but the city as a whole, bringing a level of pride that is reflected in everything the Guard stands for and ever present in their actions.



Honor Guard members left to right, Officer Faz, Detective Flores, Officer Bilotta, and Officer Moberly

The BPD Honor Guard has participated in numerous events including parades, funerals, Veteran appreciation ceremonies, City Council meetings, 9-11 memorials, and many other functions to include the sobering duty of showing respect for one of our own fallen brothers since its inception. Being able to represent the department in these highly visible occasions is a unique opportunity. Regardless of event, the Honor Guard exemplifies the qualities and professionalism levied on all department members and is evident in their demeanor.

In 2013, the honor guard provided their services to the City of Fredericksburg when Chief Paul Oestreich passed away. In knowing Chief Oestreich, he would have been proud and honored knowing that the Boerne Police Department was there.

School Resource Officer Program

School Resource Officers (SRO's)

Four Boerne Police Department officers are assigned full-time

to the Boerne Independent School District (BISD) campuses located in our city:

Officer Hector Hernandez - assigned to Boerne-Samuel V. Champion High School

Officer Roger Faz - assigned to Boerne High School

Officer Cheyenne Webber - assigned to Boerne Middle School North

Officer Micah Binkley - assigned to Boerne Middle School South

In the fall of 1998 in the City of Boerne, an initiative to protect and educate the youth of our city was implemented at Boerne High School. In a partnership created by the City of Boerne, the Boerne Independent School District, and the State of Texas, our city's first School Resource Officer was selected. The creation of this program was a multipronged effort to provide a safe and secure learning environment for our children and young adults.



The idea at its inception was simple. Provide a pathway to educate, counsel, and protect our school communities. With these goals in mind we set out to provide resources to school staff and create positive relationships with our students. Our School Resource Officers coordinated their efforts with school officials to establish educational programs like an “Introduction to Criminal Justice” and proactive programs to resist drugs and gang violence.

Our School Resource Officers are all seasoned patrol officers who have received hundreds of additional hours of specialized training. The training and experience has allowed the officers to become subject matter experts in the field of juvenile law as well as the criminal enforcement portions of the Texas Education Code. The SRO's are also responsible for creating and maintaining youth projects and services throughout the city. They help to coordinate bicycle safety programs and other general safety events including Boerne's “Safety Town” project.

Safety town has been awarded “Best Public Safety Program in the State of Texas” for cities under 25,000. The program takes place during the summer when the school resource officers are away from their campuses. The program deals exclusively with kinder age children and introduces them to emergency personnel and services like police, fire, and EMS. The children are also introduced to other public services that they will encounter as children which includes school bus safety, stray animals and electrical safety. The SROs have consistently received outstanding cooperation and support from the various speakers and entities involved with the program.

School Resource Officer Program (cont.)

The school resource officer program that we have in the City of Boerne has time and again proven its effectiveness and success. It continues to be part of the many valuable services offered by the Boerne Police Department. 2013 saw the SRO's, along with the Emergency Response Team, conduct extensive tactical training on Boerne School Campuses. The department looks forward to even more training in 2014.

Duties

- Being involved with Campus Crime Stoppers**
- Providing a safe environment for our kids**
- Responding to calls for service**
- Serving as speakers in many classes**
- Investigating crimes that occur on campus**



Community Relationships

Our relationship with the teachers and staff of BISD has been strengthened by the presence of these officers. Most importantly, the relationship our department has with the young people of our community has been solidified through the SRO's and the program as a whole.

Additional Community Services

In addition to the aforementioned community related areas of interest, our officers conduct business and house checks on a regular basis, as well as provide Texas State Insurance Inspections. The business and house checks are for those going out of town or some other specific reason and requires registering with the police department in person or online. Subsequently, these addresses receive directed patrol-bys until the date of return. BPD also employs two officers certified to perform business and residential Texas State Insurance Inspections. Upon passing and complying with the requirements, the home owner can receive up to a 5% discount on their homeowner's insurance premium by meeting the State's minimum standards. From the City of Boerne's website, interested citizens can complete a form to request an appointment for a Home Inspection.

Emergency Response Team

The Boerne Police Department Emergency Response Team is commanded by Lt. Steve Perez and is a sixteen person team consisting of members from all ranks. The purpose of the team is to preserve life through negotiations when possible, to ensure the safety of hostages, bystanders, and officers, and to act should the situation warrant such response. Team members train regularly as a unit in the areas of firearms, team movements, breaches/entries, clearing buildings, searches, hostage negotiations, planning/intelligence gathering, active shooter, officer retrieval, warrant service, and many other areas surrounding potential deployment. In 2013, Boerne PD began training with surrounding agencies, spearheading an effort to implement a multi-jurisdictional joint-tactical unit as part of a mutual aid effort. This joint effort will come to fruition in 2014.

The Boerne Police Department, Kendall County Sheriff's Office, Fair Oaks Ranch Police Department, and the local Texas Game Wardens train once a month in various locations. Some of the training locations in 2013 included the Kendall County Courthouse, Boerne Middle Schools and an abandoned trailer park in San Antonio. All the trainings were conducted in safe environments and in full tactical uniform. The combined agencies are still in the process of finding a joint tactical uniform and patches. Thus far, we have corroborated on fitness requirements as well as shooting competency requirements for all officers on the team. Additionally, we initiated and sponsored a hostage situation exercise held at Boerne Middle School South with upward of 50 participants. This training exercise included representatives from all emergency service agencies, Boerne EMS, Boerne Fire, School Resource Officers, Kendall County Sheriff's Office, Fair Oaks Ranch PD, locally assigned TP&W Game Wardens, Bexar County SWAT members, and numerous volunteer actors. This training exercise is but one example of the efforts currently being taken by the Boerne PD to better provide exceptional service to our community and surrounding residents.



Awards and Recognition

Beyond the recognition the department has received this year, the administration has continued to recognize and acknowledge many of its members in various arenas. Several of these awards include Officer of the Year, Dispatcher of the Year, Safe Driver certificate, Fit for Duty, and Top Gun. Two of these areas include recognition for physical fitness and performance at the firing range. 2013 saw a repeat of 2012 with nine employees receiving the BPD "Fit for Duty" award, those honored include the following: Sgt. Lackey (2 year recipient), Sgt. Scoggins, Sgt. Padilla, Officer Bilotta (six year recipient), Officer Gomez, (2 year recipient), Officer Flores, (2 year recipient), Officer Morales.(2 year recipient), Bowen Patton, Officer Meuth. This award is given to those members capable of maximizing their respective physical fitness assessments based on the Coopers Institute of Dallas. No doubt, a direct result of the emphasis administration places on mental and physical readiness to better serve our community, coupled with the ever increasing use of the police department workout facility. This year we chose the winner based on their own "FIT for Duty" percentage and Officer Lisa Flores took the honor. In addition to the yearly physical fitness assessment, the BPD also incorporates a "Top Gun" competition annually. This competition encompasses a pre-determined course of fire and is held immediately after annual range training. This year's award winner goes to three time "TOP GUN" winner Sgt. Cody Lackey. The "Safe Driver" certificate was awarded to all but two officers for an incident free year. Congratulations to all!

Finally, the Police Officer of the Year for 2013 is Senior Officer Jon Rutledge who has been with the police department for 13 years. This recognition was selected by his peers and other staff members and one that anybody would be proud of. The Dispatcher of the Year for 2013 is Louine Pankratz who has been with the police department for 11 years. The same process is utilized in selecting the officer of the year. I am very proud to have both of them on the team serving our community.

2013 Officer of the Year, Jon Rutledge and Dispatcher of the Year, Louine Pankratz! Also, pictured Officer Lisa Flores, receiving highest score on "Fit for Duty", and Sgt. Cody Lackey, "Top Gun".



Jon Rutledge
13 Years of Service
Advanced Peace Officer



Louine Pankratz
11 Years of Service
Telecommunications
Advanced License



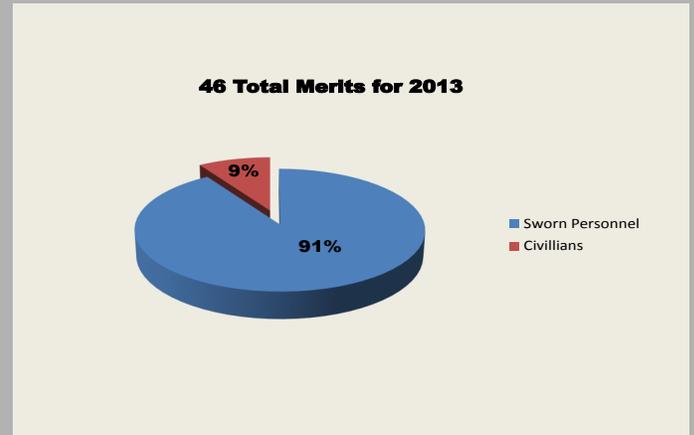
Lisa Flores
5 Years of Service
Intermediate Peace Officer



Sergeant Cody Lackey
9 Years of Service
Advanced Peace Officer

Commendation/Merits/Complaints

In 2013, 46 merits for outstanding service were issued; 42 to our sworn personnel and another 4 to our civilian staff. Many of these merits were initiated by those we serve, lending further credit to the caliber of employees that makeup the Boerne Police Department and a direct result of administrations effort to provide unparalleled service. Congratulations to all and keep up the good work!



In an effort to ensure accountability within the department, we track all complaints. This includes origin as it relates to an internal or external complaint. In 2013 we documented 27 complaints. In the handling of complaints, a supervisor will follow up with the complainant and exhaust all avenues to ensure our department maintains the level of professionalism our citizens and this community deserves. Of the 27 complaints, 13 were unfounded and 3 were inconclusive after thorough investigation. The remaining 11 were sustained, and as such, resulted in disciplinary action. There was a 32% decrease in complaints from 2012 to 2013.



Definitions:

A. The Chief of Police will classify completed internal affairs investigations as:

1. **Unfounded** - no truth to allegations or allegations true, but are the result of adherence to departmental policy or procedure. Exonerated complaints will be reviewed by the Chief of Police for policy issues.
2. **Inconclusive** - unable to verify the truth of the matters under investigation.
3. **Sustained** - allegations are true.

Municipal Courts

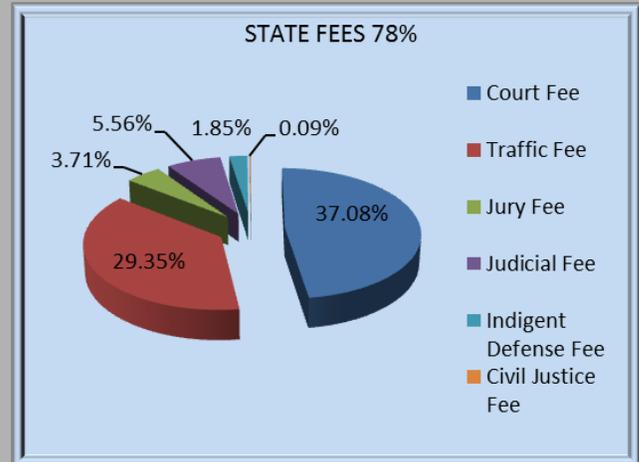
Under the leadership and direction of Municipal Judge Ed Phillips, the municipal court has issued a breakdown of the finance allocation upon collection of a fine for a citation.

EXAMPLE

COURT COSTS COLLECTED FOR SPEEDING (\$97.10)

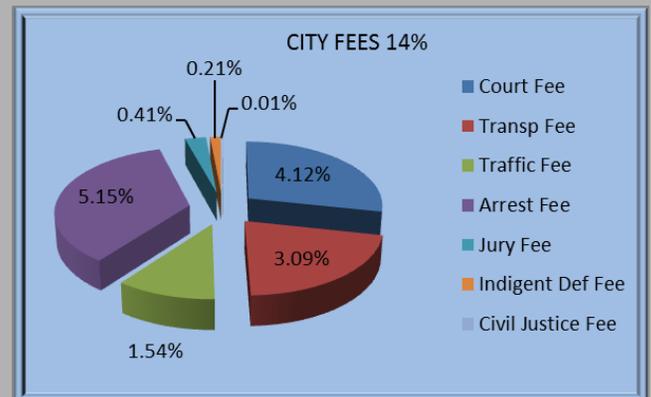
78% OF COURT COSTS GO TO THE STATE OF TEXAS

\$36.00	Consolidated court fee
\$28.50	State traffic fee
\$ 3.60	Jury fee
\$ 5.40	Judicial fee
\$ 1.80	Indigent defense fee
\$ 0.09	Civil justice fee
\$75.39	Remitted to the State of Texas



14% OF COURT COSTS GO TO THE CITY OF BOERNE GENERAL REVENUE FUND

\$ 4.00	Consolidated court fee
\$ 3.00	Transportation fee
\$ 1.50	State traffic fee
\$ 5.00	Arrest fee
\$.40	State jury fee
\$.20	Indigent fees
\$.01	Civil justice fees

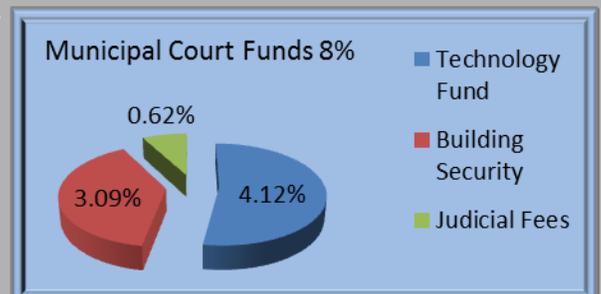


\$14.11 Placed in City of Boerne General Fund

8% OF COURT COSTS GO TO MUNICIPAL COURT FOR LIMITED USES SET BY LAW

\$ 4.00	technology fund
\$ 3.00	Building security fund
\$.60	Judicial fees – for judicial efficiency expenses

\$ 7.60 Placed in special dedicated funds for municipal court use only



FINE RANGE FOR MOST TRAFFIC VIOLATIONS IS: \$1.00 - \$200.00, WHERE DO THESE MONIES GO?

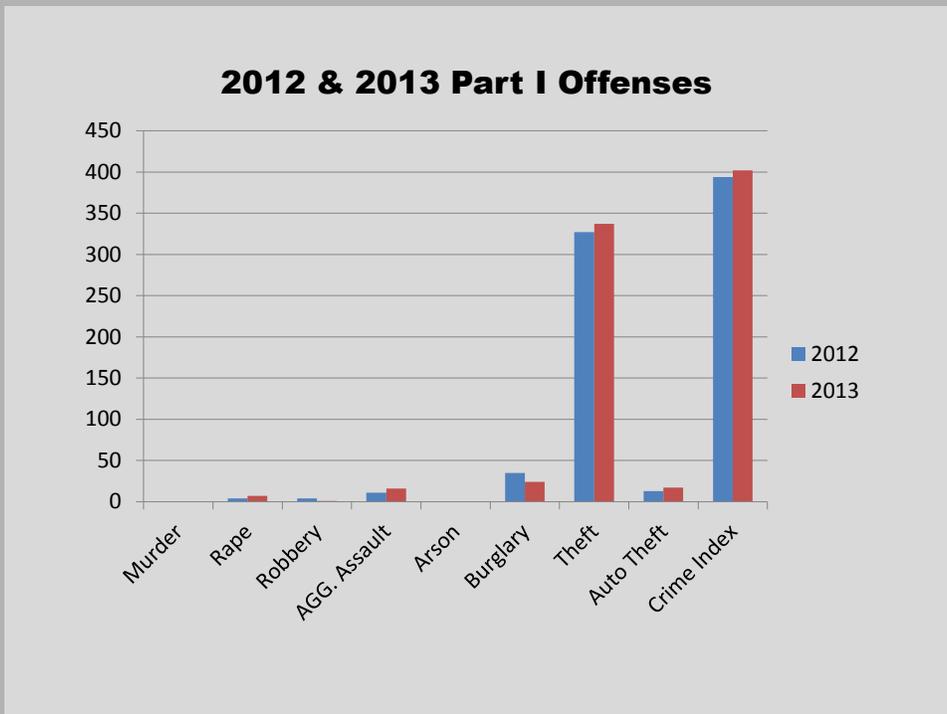
100% OF ALL FINE MONEY RECOVERED ON MOVING TRAFFIC VIOLATIONS (SPEEDING, RAN STOP SIGN, ETC.) MUST BE USED BY CITY FOR ROAD/BRIDGE MAINTENANCE OR FOR LAW ENFORCEMENT EXPENSES AS DICTATED IN TRAFFIC CODE 542.402 – DISPOSITION OF FINES

Thank you Judge Phillips, Claudia Lemon, Jennifer Castillo, and Jordan Frantzen for your effective and efficient efforts!

Statistics

UNIFORM CRIME REPORT PART I OFFENSES COMPARISON

	2012	2013	Difference
MURDER	0	0	0.00%
RAPE	4	7	+75.00%
ROBBERY	4	1	-75.00%
AGG. ASSAULT	11	16	+45.45%
ARSON	0	0	0.00%
BURGLARY	35	24	-31.43%
THEFT	327	337	+3.06%
AUTO THEFT	13	17	+30.77%
CRIME INDEX	394	402	+2.03%



UNIFORM CRIME REPORT 5 YEAR STATISTICS

The Uniform Crime Reports (UCR) are official data on crime in the United States, published by the Federal Bureau of Investigation (FBI). UCR is a nationwide, cooperative statistical effort of nearly 18,000 city, university and college, county, state, tribal, and federal law enforcement agencies voluntarily reporting data on crimes brought to their attention.

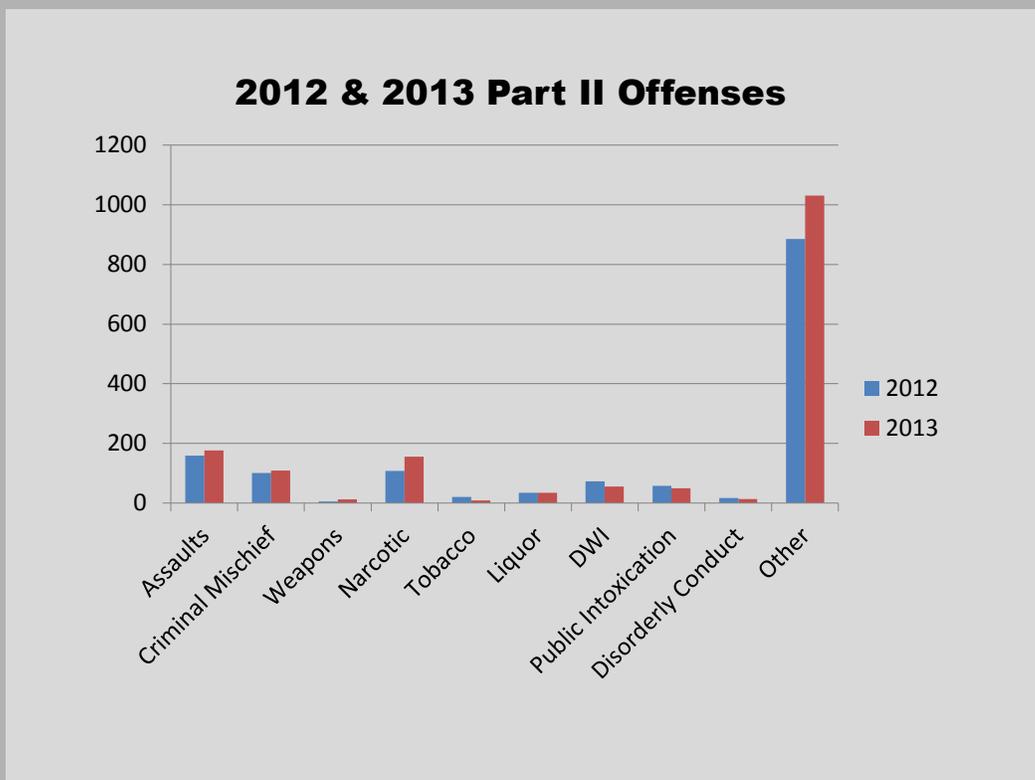
	2009	2010	2011	2012	2013
MURDER	0	0	0	0	0
RAPE	1	2	4	4	7
ROBBERY	3	1	5	4	1
AGG. ASSAULT	9	17	5	11	16
ARSON	0	1	0	0	0
BURGLARY*	42	28	31	35	24
THEFT	253	228	254	327	337
AUTO THEFT	6	4	6	13	17
CRIME INDEX	314	280	305	394	402

(*Burglary of Habitation and Building only. Burglary of Vehicle is included with theft).

As the statistics show, the offense of Burglary of a Motor Vehicle has continued to rise along the IH-10 corridor.

UCR PART II OFFENSES COMPARISON

	2012	2013	Difference
ASSAULTS	159	176	+10.69%
CRIMINAL MISCHIEF	101	109	+7.92%
WEAPONS	5	12	+140.00%
NARCOTIC	108	156	+44.44%
TOBACCO	21	9	-57.14%
LIQUOR	35	35	0.00%
DRIVING WHILE INTOX	73	55	-24.66%
PUBLIC INTOXICATION	58	50	-13.79%
DISORDERLY CONDUCT	17	14	-17.65%
OTHER	308	415	+34.74%
TOTAL Part II	885	1,031	+16.50%



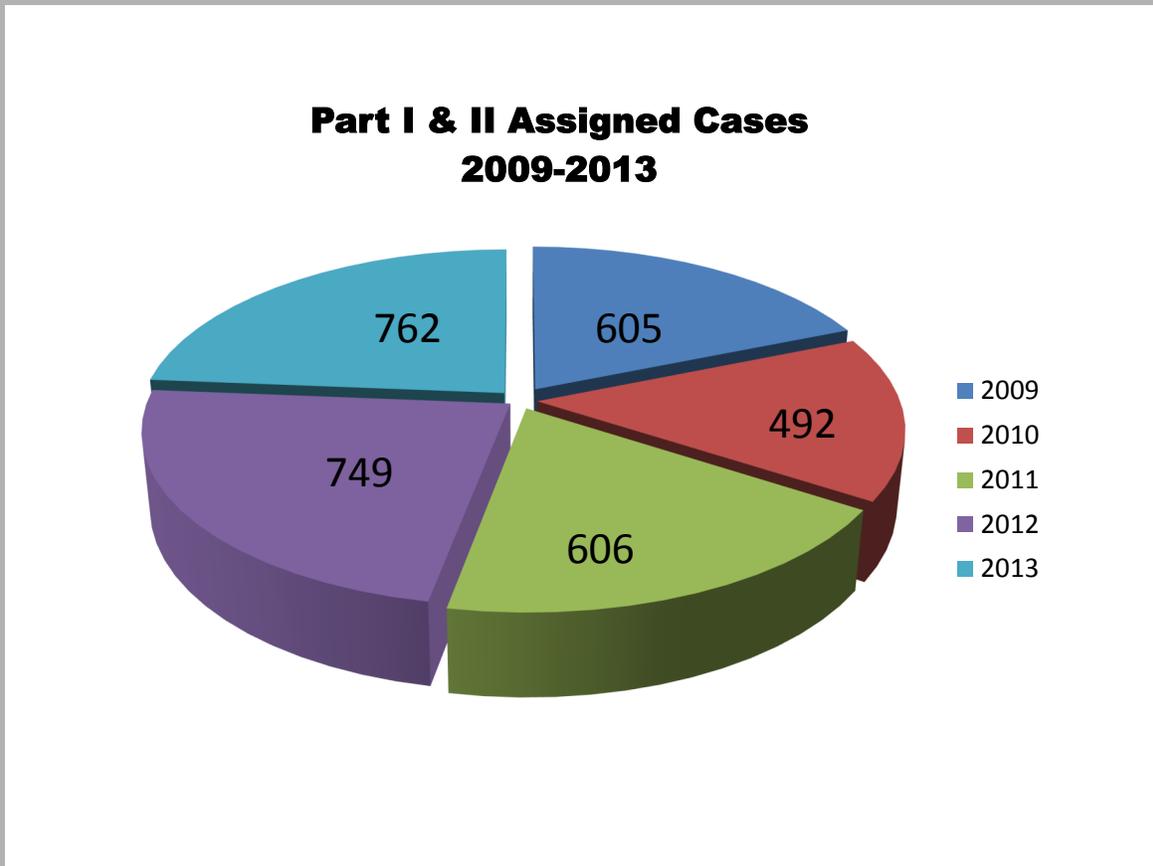
PART II OFFENSES-- 5 YEAR COMPARISON

	2009	2010	2011	2012	2013
ASSAULTS	159	141	162	159	176
CRIMINAL MISCHIEF	139	122	88	101	109
WEAPONS	5	4	9	5	12
NARCOTIC	118	127	166	108	156
TOBACCO	24	26	24	21	9
LIQUOR	63	50	25	35	35
DWI	76	102	73	73	55
PUBLIC INTOXICATION	36	44	49	58	50
DIS. CONDUCT	38	10	18	17	14
OTHER	288	238	208	308	415
<hr/>					
TOTAL Part II	946	864	822	885	1,031

Since 2011 there has been an overall increase within Part II crimes of 24.16%. The 2013 figures are the highest overall reported incidents in the past 5 year period. This increase is attributed to an increase in assaults, narcotic violations, and the category of other which are non-Part I crimes such as; runaway, criminal trespass.

TOTAL ASSIGNED CASES FOR 2009-2013

(INCLUDES BOTH PART I & PART II UCR CRIMES)



- ◆ **2013's total assigned case load of 762 cases was a 2% increase from the 749 assigned cases in 2012.**

ACTIVITY STATISTICS-- 2 YEAR COMPARISON

	2012	2013	Difference
CITATIONS	2,664	3,393	+27.36%
WARNINGS	2,550	3,127	+22.63%
FELONY ARREST	54	72	+33.33%
MISD. ARREST	439	398	-9.34%
<hr/>			
TOTAL ARREST	493	470	-4.66%

ACCIDENT STATISTICS-- 2 YEAR COMPARISON

FATAL	0	3	+300.00%
INJURY	42	57	+35.71%
DAMAGE ONLY	359	439	+22.28%
PRIVATE PROPERTY	236	239	+1.27%
<hr/>			
TOTAL	637	738	+15.86%

CALLS FOR SERVICE-- 2 YEAR COMPARISON

TOTAL CFS	10,691	10,876	+1.73%
(Calls for Service)			

ACTIVITY STATISTICS-- 5 YEAR COMPARISON

	2009	2010	2011	2012	2013
CITATIONS	3,208	2,927	2,843	2,664	3,393
WARNINGS	2,558	2,647	2,475	2,550	3,127
FELONY ARREST	43	43	62	54	72
MISD. ARREST	380	353	366	439	398
<hr/>					
TOTAL ARREST (FELONY & MISD.)	423	396	428	493	470

ACCIDENT STATISTICS-- 5 YEAR COMPARISON

FATAL	0	0	0	0	3
INJURY	88	85	83	42	57
DAMAGE ONLY	325	279	302	359	439
PRIVATE PROP.	210	207	283	236	239
<hr/>					
TOTAL	623	571	668	637	738

CALLS FOR SERVICE-- 5 YEAR COMPARISON

TOTAL CFS	10,255	10,118	10,462	10,691	10,876
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(Calls for Service)

The Year in Review

Records Management System (RMS)

While technology does not replace the need for officers to interact with the community it should compliment our overall mission and vision to police smarter and seek ways to become more efficient. The RMS implemented in 2012 is going through another enhancement and we have volunteered to be one of the BETA test agencies. While this can be frustrating for the users, it will pay off dividends in allowing us the ability to have input in the finished product. As mentioned, there will be one server located at the police department that will be utilized by the Boerne Police Department, Fair Oaks Ranch Police Department and the Kendall County Sheriff's Department which will then allow all agencies to share information. Furthermore, we plan on testing IPADS in the patrol cars to see if they offer any added benefits to the officer in the field. From an administrative standpoint the IPAD configuration in the car is about a third of the cost as the conventional laptop. We hope the IPADS will be the future in mobile RMS.

Personnel

We added several positions that were desperately needed. A sergeants position was filled with current staffing and placed back into the investigations division. There were two patrol officer positions added to better serve the community. An additional dispatcher was approved by the Communications Board.

Physical Fitness

Once again we had 9 officers obtain their "Fit For Duty" status based on the Coopers Institute of Dallas. The Coopers Institute has done extensive research and development in creating physical standards for law enforcement.

Equipment

We continue our journey in obtaining protective gear for the Emergency Response Team (ERT) which for the most part is being funded through our seizure monies that we obtain through people who commit certain crimes. We have also forecasted when a vehicle needs to be replaced based on mileage and the service record of that given vehicle. Typically our units are replaced around 100,000 miles; however, we hope to utilize the Chevy Tahoe for at least 125,000 miles based on today's research. Being mindful that these are not your typical miles being driven is important.

Five Year Plan

We will continue to update our 5 year plan as it pertains to equipment and personnel. We have to be mindful of future growth patterns to better serve our community.

Special Thanks to:

**Officer Christopher Walk, Officer Jason Abbott, and staff with their assistance
in preparing this document.**