New Carrollton City Police Department
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Phone 301-459-0142 • Fax 301-459-0169

Col. David G. Rice
Chief of Police

MEMORANDUM

To: Mayor Rosenberg
From: Chief David Rice
CC: Major William Everts
Tim George, City Administrative Officer
Subject: Commercial Special Taxing District Budget Input
Date: March 28, 2019

As we have discussed, it is important that the City clearly define the tangible "enhancements" that come with the commercial Special Taxing District. In order to provide a more accurate, and more defensible, calculation of cost, the recommendation is to move away from the current budget calculations and focus directly on the officers and supervisors and their daily/weekly activities within the commercial district.

After meeting with Major Everts, my command staff and patrol division on the issue, the following enhanced services were put in place, and currently being performed, when the commercial Special Taxing District was implemented. These services go above and beyond regular patrol activities and are intended to provide greater support and service to our commercial entities. Enhanced services include:

- Premise checks
- "Close up" watch
- Crime prevention visits/guidance
- Coffee with a Cop

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The table below presents a breakdown of these services by average hours for the 16 patrol officers. The additional hours of command staff, CID and admin to support these enhanced services are included in the methodology through the calculation off of the total NCPD budget. Note that the enhanced services hours presented do not include standard patrol or normal police operations.

Enhanced Services	Avg Monthly (hours)	Annualized
Premise checks	139.0	1,668
"Closing up" Visibility	15.0	180
Coffee with a Cop	2.0	24
Crime Prevention Checks	1.5	18
Other	4.0	48
Total	**161.5**	**1,938**

Based on the total annual man hours for 16 patrol officers of 33,280, (16 * 2080), this represents 5.7% percent of the patrol officer's time. Because the patrol department does not act in a vacuum and receives support from all departments and operations within the New Carrollton Police department, the ratio of costs has been applied to the full NCPD budget to calculate the share of the budget dedicated to providing enhanced services to the Special Taxing District.

Applying the 5.7% share of services to the total FY20 proposed NCPD budget of $3,565,556 yields a Special Taxing District budget share of $207,633. This represents a modest reduction from the costs detailed in the FY19 budget.