

Homer Glen Police Task Force Committee Findings

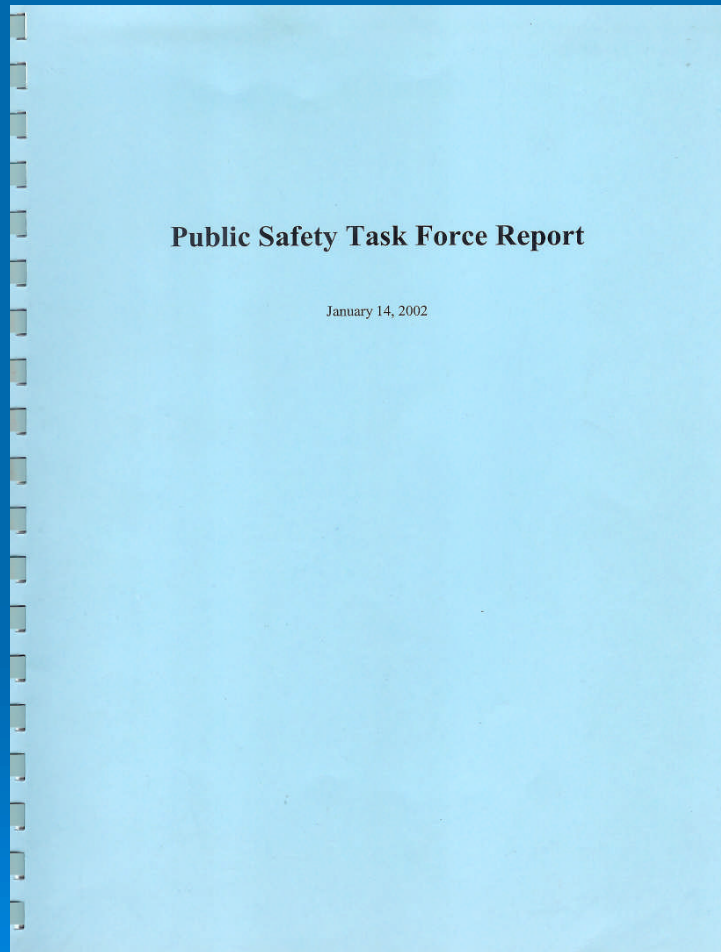


Presented February 2008

Historical Background

- In April 2001 the newly formed Village of Homer Glen was faced with a dilemma of who was going to provide police services to the 24,083 residents. Because the village was newly formed, it had to provide cost effective police protection. In order to do so at the time, the only option during the initial stages of the incorporation was through a contractual agreement with the Will County Sheriff's Department. This arrangement provided the village officials the time to build the municipal infrastructure and not lose any of the essential services. The decision to contract also afforded the village the time to assess various options and gauge the sentiments of the residents (Niemiec, 2002)

Historical Background



- In 2001 a Public Safety Task Force consisting of several law enforcement practitioners and a village trustee was formed to look into the feasibility of starting a Homer Glen Police Department.

Historical Background

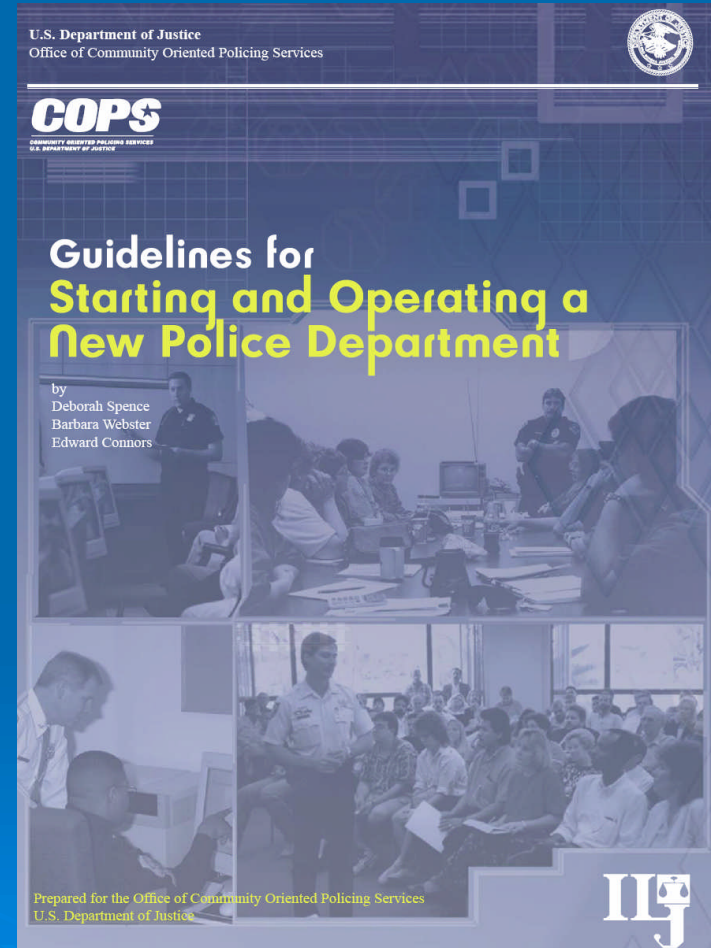
- After the study was completed it was determined that the most viable option was to continue to contract with the Will County Sheriff's Department and concentrate on building the fledgling community.
- This option was never meant to be a long term solution, rather an alternative until a municipal police department could be established.

Historical Background

- In January 2007 the Village of Homer Glen passed an ordinance creating the Police Feasibility Task Force Committee consisting of one village trustee, four village residents, and several village Ex-Officios.
- The goal of the committee was to re-visit the original 2002 Public Safety Task Force committee's findings and update the information using more current data.

Office of Community Oriented Policing Services (COPS) U.S. Dept. of Justice

- The original 2002 Public Safety Task Force Report essentially mirrors portions of an August 2006 report produced by the U.S. Department of Justice-Office of Community Oriented Policing Services. Titled Guidelines for Starting and Operating a New Police Department.



Guidelines for Starting and Operating a New Police Department-Key Points

Key Points

- (1) Gather as much information and data as possible from a variety of sources.
- (2) Analyze and interpret the information.
- (3) Translate the findings into decisions about the nature and scope of police services the community needs. (Chap 2 pg 9)

Guidelines for Starting and Operating a New Police Department-Key Points

- Involve the community (Chap 2 pg 11)
- Get help from people who know police work. (Chap 2 pg 11)
- Conduct a survey of citizens and businesses. (Chap 2 pg 13)
- Assess Current Services and Demands (Chap 2 pg 14)
- Get a Handle on Costs (Chap 2 pg 18-19)

Current Police Services

- Currently the 2007 contract with the Will County Sheriff's Department provides 15 regular duty deputies to Homer Glen. This amounts to three shifts of 24 hour coverage with a staffing of 3-4 officers per shift which includes one supervisor (typically a sergeant) and 2-3 deputies, also an additional traffic officer 40 hours per week. (2 Amend. Para.4 § i & iii)
- Additional officers are provided from time to time as needed, including, detectives and specialty units (Evidence Technicians, K9, etc) who are not permanently assigned to Homer Glen.
- Administrative support staff and dispatching is also provided.
- With 15 service units in the patrol division, Will County Sheriff's Department provides 1 officer per every 1605 residents or a ratio of 1:1605.

Current Police Services

- The Will County Sheriffs-Homer Glen detail responded to 12,006 calls for service in 2007.
- The annual cost to contract with the Will County Sheriff's Department: \$3,109,605
- Additional costs for Office Lease, Utilities, Fuel, Animal Control, School Patrol Services, Copier and Insurance: \$109,678
- Community Service Officer: \$60,188.
- Total annual cost for Public Safety Services: \$3,279,471. (FY 08 Budget)

“Model” Homer Glen Police Department

- In order to create a start-up or operating budget for a police department a municipality must first consider three key components; (1) staffing- the model size of the police agency, (2) equipment- squad cars, uniforms, office supplies and communications and (3) facilities- to house personnel, records and prisoners.
- To create a “Model” size Homer Glen Police Department, statistics from similarly situated municipalities were obtained from a 69 departmental chief’s survey which included population, annual budget, calls for service, number of sworn officers, number of civilians, salaries and benefits (South Suburban Chiefs Survey 2006).

“Model” Homer Glen Police Department

- From the South Suburban Chiefs Survey, statistics were gathered using twelve police departments, with an average of 12,212 annual calls for service per department.
- Based on the number of calls for service, the average number of sworn officers per department was 27.
- Using these statistics it was determined that the model size Homer Glen Police Department should be no less than 27 sworn officers.

Calls for Service-Number of Sworn Officers

<u>Departments</u>	<u>Population</u>	<u>Calls for Serv.</u>	<u>Budget</u>	<u>F/T</u>	<u>P/T</u>	<u>Civ.</u>	<u>CSO</u>	<u>Xing Guard</u>
Alsip	19,725	11,389	6,300,000	42	0	18	Y	Y
Calumet Park	9,000	12,500	2,175,995	23	10	2	N	N
Clarendon Hills	8,700	12,665	2,119,558	15	0	3	Y	N
College of Du Page	30,000	13,414	2,310,000	15	6	18	Y	N
Crete	8,000	12,427	1,480,000	18	3	4	N	Y
Hinsdale	17,940	11,465	4,499,232	28	0	29	Y	Y
Lemont	16,800	11,414	6,219,462	30	5	5	Y	Y
Lisle	23,484	12,472	5,243,750	41	0	19	Y	Y
River Forest	11,483	11,681	3,897,825	31	0	3	Y	Y
Richton Park	13,000	11,307	2,711,920	27	0	12	Y	N
Summit	10,000	13,661	2,641,669	29	22	11	N	Y
Winfield	10,000	12,158	2,484,568	24	0	2	N	Y
Average	14,844	12,212	3,506,998	27				

Homer Glen Police Department Organizational Chart

- The Homer Glen Police Department would be a full service agency consisting of 1-Chief, 2-Commanders, 3-Patrol Sergeants, 3-Patrol Corporals, 2- Detectives, 1-Traffic Officer, 15-Patrol Officers, 2-Clerks, and 1-Community Service Officer, totaling 30 full-time employees.
- The patrol division alone will consist of 21 police officers including 3 sergeants, 3 corporals and 15 patrol officers.
- With 21 officers in the patrol division, Homer Glen Police Department provides 1 officer per every 1,147 residents or a ratio of 1:1147.
- The local average of officers in the patrol division to 1,000 residents based on population is a ratio of roughly 1:961.

Homer Glen Pro-Forma Annual Operating Budget

Using the 27 sworn officers and 3 non-sworn administrative personnel as a baseline. The committee was then able to proceed with creating a Pro-Forma budget. Below is a synopsis of the Homer Glen Police Department annual budget.

- Personnel Salaries: \$2,268,062
- Benefits: \$925,249
- Contractual Services: \$354,767
- Commodities: \$127,100
- Other Services: \$201,640
- Capital Replacement Fund: \$67,000
- Proposed Annual Operating Budget: \$3,943,818.

Annual Operating Budget

- Personnel costs (\$3,191,311) make up approximately 81% of the total annual operating budget. These costs include salaries and benefits such as health insurance and pension contributions.
- The second largest single expenditure (7%) is dispatching services at a cost of approx. \$264,000.

Homer Glen Pro-Forma Start-up Budget

- Once the Police Task Force Committee agreed that the annual operating budget closely represents the true annual costs to run a police department, the next step was to create a pro-forma start-up budget.

Homer Glen Pro-Forma Start-up Budget

Excerpts from the pro-forma Start-Up Budget include:

- Six months worth of salaries and benefits: \$765,719 (includes hiring phase and preparation of new department).
- Buy-in cost for dispatching: \$64,000
- Police Commission Budget: \$30,000
- Commodities: \$443,562 (includes squad cars, radio equipment, uniforms, office supplies)
- Proposed Start-up Budget: \$1,332,989

Citizens Survey Highlights

In 2006 a resident satisfaction survey of current and future police services was conducted as part of a masters thesis.

- 600 surveys were sent to random Homer Glen households. Three hundred and thirteen (313) responses were returned.
- If no tax increase is necessary, 68.4 % of the respondents would favor establishing a Homer Glen Police Department.
- Nearly 40% feel there is a lack of ownership when contracting for police services.
- Twenty-eight point three percent (28.3%) felt better service should be a deciding factor.

Homer Township Chamber of Commerce

At the December 18th 2007 meeting of the Homer Chamber of Commerce the issue of whether the Chamber would support the creation of a Homer Glen Police Department was discussed. The members attending the meeting agreed that a responsive Homer Glen Police Department could be beneficial to the business community.

Homer Glen Police Department

- If the Village Board of Trustees does decide to go forward with the creation of a Homer Glen Municipal Police Department, it is recommended that it be done incrementally using a six month time line, starting with hiring the Police Chief and two Commanders.
- The chief and his/her command staff will be responsible for establishing a timeline for ordering equipment, creating a mission statement, establishing rules and regulations, creating an abbreviated staff training program, registering with state agencies, ordering state and local citations, reports, etc.

Homer Glen Police Department

During the six month process a number of additional steps have to be taken by the village board.

1. Establish a Police Commission to hire the remaining police officers (Sergeants and Patrol Officers).
2. Establish a Police Pension Board and Police Pension Fund.
3. Locate adequate spacing for housing a full service police department.

Fines and Fee's

Although a police department should not be considered a source of revenue for the general fund, a survey of some municipalities projected an annual revenue stream of over \$200,000 in court, ordinance and parking fines.

State law requires that 47% of all fines collected by the circuit court go back to the municipality. This means that for every \$75.00 traffic ticket written a minimum of \$35.25 should be dispersed back to the municipality.

Fines and Fee's

Municipality	Fines
WCSD Homer Glen Detail	\$ 33,912 (FY 2006)
Channahon *	\$ 71,646 (FY 2007)
Crest Hill *	\$ 142,334 (FY 2007)
Frankfort *	\$ 205,589 (FY 2007)
Lockport *	\$ 195,837 (FY 2007)
Mokena *	\$ 191,766 (FY 2007)
Shorewood *	\$ 158,288 (FY 2007)
Montgomery	\$ 199,954 (FY 2006)
La Grange	\$ 172,000 (FY 2006)
St. Charles	\$ 255,600 (Proposed 06/07)
Riverside	\$ 221,000 (FY 2006)
River Forest	\$ 316,850 (Proposed 07/08)
Average	\$ 180,398

* Reported by the Will County Circuit Court and does not include municipal parking and local ordinance fines generated directly by the municipality

Homer Glen Police Department

- Other sources of potential funding once a municipal police department is established include grants.

Potential Grant Sources

DHS preparedness and response: <http://www.dhs.gov/xopnbiz/grants/>

DHS state contacts & grant award information:
<http://www.dhs.gov/xgovt/grants/index.shtm>

FEMA grants and assistance programs:
<http://www.fema.gov/government/grant/index.shtm>

Grants.gov federal system for posting grant announcements and online grant submissions: <http://www.grants.gov/>

DHS research grants: <http://www.dhs.gov/xres/grants/index.shtm>

DOJ, BJA guide to grants: <http://bj.ncjrs.org/g2g/>

DOJ/BJA grantee toolbox: <http://www.ojp.usdoj.gov/BJA/resource/toolbox.html>

DOJ/COPS funding opportunities:
<http://www.copsusdoj.gov/Default.asp?Item=240>

DOJ/COPS grant management resources:
<http://www.cops.usdoj.gov/ric/ResourceMain.aspx?search=Series&pn=1&st=1&sid=4>

Department of Education grants: <http://www.ed.gov/fund/landing>.

Police Task Force Committee Members

Trustee Chris Locacius	Co-Chair
Gregory Weiss	Co-Chair
Bob Schmidt	Member
Todd Fonfara	Member
Ann Holtz	Member
Ray Horwath	Ex-Officio
Ron Svara	Advisor