

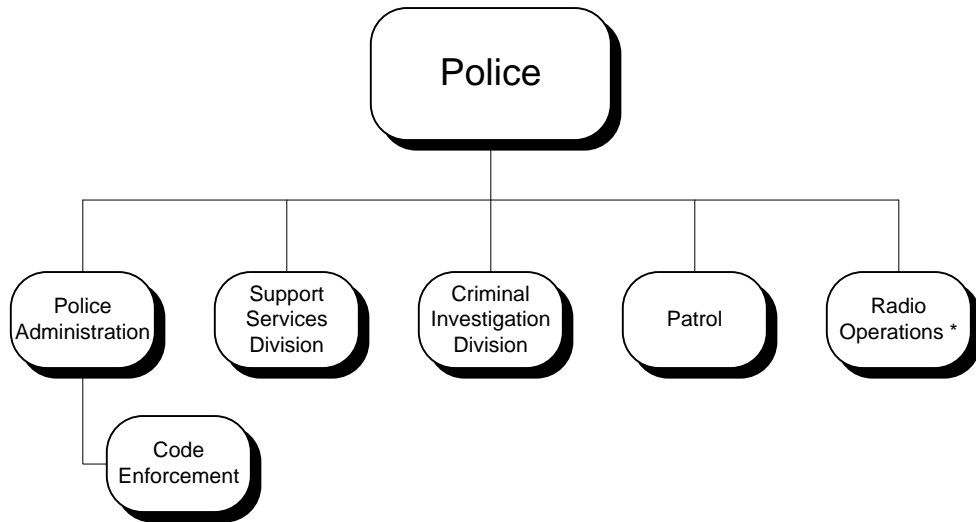
**DEPARTMENTAL  
VISION STATEMENT**

**The vision of the Missouri City Police Department is to make Missouri City the safest city in Texas.**

**DEPARTMENTAL  
MISSION STATEMENT**

**The Missouri City Police Department is a value driven organization committed to excellence and will cooperate and collaborate with the community to make Missouri City a better place to live, work, play and shop.**

<b>POLICE</b>
<ul style="list-style-type: none"><li>▪ Administration</li><li>▪ Support Services</li><li>▪ Criminal Investigation Division (C.I.D)</li><li>▪ Patrol</li><li>▪ Radio Operations</li><li>▪ Code Enforcement</li></ul>



\* Radio Operations is included in Special Revenue Funds

**DEPARTMENT: POLICE**

**FUNDING SOURCE: GENERAL FUND**

**FY 2016 DEPARTMENTAL ACCOMPLISHMENTS**

- ❑ Implementation of police officer body worn cameras.
- ❑ Transitioned part-time Detention Officers to full-time to oversee jail procedures which allows patrol officers to spend more time in the field.
- ❑ The police department received and disposed of over 980 pounds of prescription drugs far surpassing last year's total.
- ❑ Successfully passed the Texas Crime Information Center (TCIC) audit.
- ❑ Facilitated Penn State University POLEX (Police Executive Development).
- ❑ Police department received a full-time Crime Victim liaison grant.
- ❑ The department hosted the Third Annual MCPD Pride Basketball Tournament.
- ❑ The Special Crimes Unit (SCU) seized a total of \$287,067 in cash and property. Additionally, two SUV's, three Sedans, and three motor cycles were seized. Numerous quantities and types of narcotics and guns were also removed from the streets. The unit has successfully shut down illegal gambling operations at six different establishments in our area as well as made over thirty arrests.
- ❑ Missouri City names first ever Tactical Flight Officer. Detective Brad Tippit was recently selected as the Missouri city representative on the newly formed Fort Bend County Air Support Unit.
- ❑ Members of the Missouri City Police Department Command staff attended the annual Texas Police Chiefs Association Conference.
- ❑ Police Department applied for and received a Texas Department of Transportation(TXDOT) STEP grant to fund overtime for traffic officers to perform targeted traffic enforcement in an effort to reduce motor vehicle crashes.
- ❑ Lieutenant Geneane Merritt successfully completed the 16 week FBI National Academy in Quantico, Virginia.
- ❑ MCPD Assistant Chief Keith Jemison graduates from Harvard Executive Development Program.
- ❑ Missouri City Police Department receives 2015 Department of Justice COPS Hiring Program grant in the amount of \$500,000.00 to fund four police officers in support of community policing initiatives.

DEPARTMENT: POLICE

FUNDING SOURCE: GENERAL FUND

<b>DEPARTMENTAL DESCRIPTION</b>
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The Police Department is made up of the Police Administration Division, the Support Services Division, the Criminal Investigation Division, the Patrol Division, the Code Enforcement Division and Radio Operations.

STRATEGIC GOAL 2019	DEPARTMENTAL GOALS
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- |     |  |
|-----|--|
| 1   | <input type="checkbox"/> Continue partnership with FBISD to dispose of unwanted prescription medications.  |
| 4   | <input type="checkbox"/> Send one supervisor to the Federal Bureau of Investigation National Academy.  |
| 2   | <input type="checkbox"/> Pursue grant funding to maintain existing levels, contingent on availability. Obtain additional grants to enhance Police operations.  |
| 4   | <input type="checkbox"/> Achieve and maintain full staffing in the patrol division and communication division throughout the year.   |
| 1   | <input type="checkbox"/> Achieve a clearance rate on all Part I offense above the Texas average of 20%.  |
| 1   | <input type="checkbox"/> Reduce the number of traffic collisions, injuries and fatalities through the utilization of police motorcycles.   |
| 2   | <input type="checkbox"/> Explore the option of using stipends or car allowances to offset the purchase of units.   |
| 1   | <input type="checkbox"/> Assign a minimum of one cold case to each investigator per year to review and determine if any new leads or advances in forensic technology have been developed to assist in clearing the case. |
| 1   | <input type="checkbox"/> Continue supporting the “I Choose to Follow the Rules” and “Consequences” program while attempting to expand contingent on funding and manpower.  |
| 1,4 | <input type="checkbox"/> Expand participation in the National Night Out event by increasing the activities.  |
| 1   | <input type="checkbox"/> Work collaboratively with city community liaison representative to facilitate two town hall meetings.   |
| 1   | <input type="checkbox"/> Work with the parks and recreation department to implement a Police Athletic League.  |

**GENERAL FUND  
CONSOLIDATED EXPENDITURES BY LINE ITEM**

**POLICE**

	<b>FY 2015 Actual</b>	<b>FY 2016 Original Budget</b>	<b>FY 2016 Revised Budget</b>	<b>FY 2016 Year-End Estimate</b>	<b>FY 2017 Adopted Budget</b>
PERSONNEL	9,811,964	11,655,847	11,655,847	11,602,790	12,130,614
COMMODITIES	1,121,767	1,201,239	1,236,959	1,188,572	869,890
CONTRACTUAL SERVICES	192,147	272,770	272,770	270,530	268,547
OTHER SERVICES	143,025	166,020	167,290	149,939	152,389
CAPITAL OUTLAY	79,605	23,310	123,617	123,617	-
<b>TOTAL</b>	<b>11,348,508</b>	<b>13,319,186</b>	<b>13,456,483</b>	<b>13,335,448</b>	<b>13,421,440</b>
101-13-120 POLICE ADMINISTRATION	1,167,134	1,288,016	1,290,068	1,364,187	1,399,910
101-13-122 CODE ENFORCEMENT	411,446	493,031	493,031	495,974	534,664
101-13-124 SUPPORT SERVICES	1,645,943	1,690,788	1,790,858	1,752,074	1,834,548
101-13-126 CID	2,511,131	3,016,413	3,021,663	3,341,450	3,408,637
101-13-128 PATROL	5,612,855	6,830,938	6,860,863	6,381,763	6,243,682
<b>TOTAL</b>	<b>11,348,508</b>	<b>13,319,186</b>	<b>13,456,483</b>	<b>13,335,448</b>	<b>13,421,440</b>

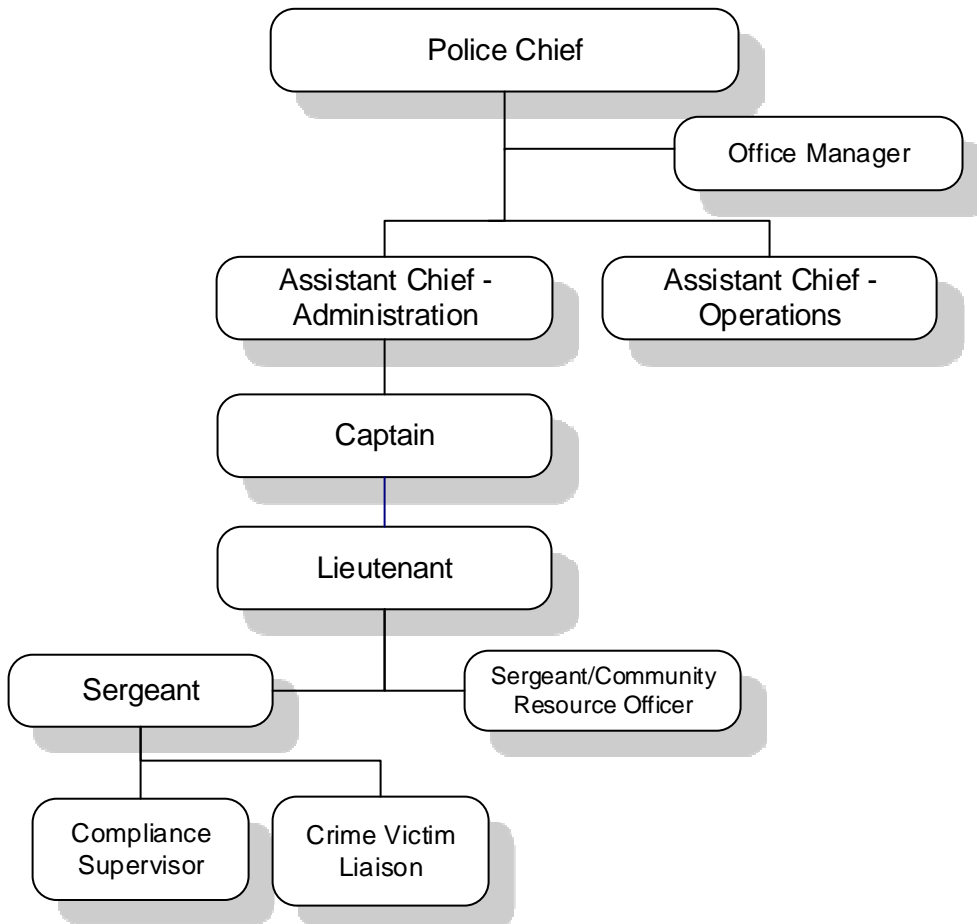
**DEPARTMENT: POLICE**  
**DIVISION: POLICE ADMINISTRATION**

**FUNDING SOURCE: GENERAL FUND**  
**FUND NUMBER: 101-13-120**

**DESCRIPTION OF DIVISIONAL OPERATIONS**

The Administrative Division of the MCPD is comprised of a total of ten (10) employees. This consists of eight (8) sworn positions and two (2) civilian employees. The sworn positions are the Chief, two (2) Assistant Chiefs, Captain, Lieutenant, Sergeant, a Community Resource Officer and a Compliance Supervisor. The two (2) civilian employees are the Command Staff Office Manager and the Crime Victim Liaison. The Chief and Assistant Chiefs provide executive leadership and oversight to the entire department.

The Captain oversees the department’s training programs, human resources, crime prevention, grants, professional standards investigations (PSI), research and planning. Research and planning include management of a written directive system and online training system for the Department. This division maintains compliance with nationally recognized accreditation standards and organizes presentation of annual award ceremonies and memorial services. Administration also partners with the Fire Department to manage the Citizen’s Police & Fire Academy.



Total Full-Time Employees = 10

**DEPARTMENT: POLICE**  
**DIVISION: POLICE ADMINISTRATION**

**FUNDING SOURCE: GENERAL FUND**  
**FUND NUMBER: 101-13-120**

STRATEGIC GOAL 2019	DIVISIONAL OBJECTIVES
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- |   |   |
|---|---|
| 1 | <ul style="list-style-type: none"> <li>• Coordinate with the Fire Department, Homeowners Associations and the Police / Fire Auxiliary to conduct a Citizen Police and Fire Academy incorporating basic crime prevention and community policing information. Strive to achieve an attendance of 30.</li> </ul> |
| 1 | <ul style="list-style-type: none"> <li>• Support Fort Bend ISD in the administration of the “I choose to Follow the Rules” and the “Consequences” program.</li> </ul>   |
| 4 | <ul style="list-style-type: none"> <li>• Maintain state training mandates for all officers, including advanced training for first line supervisors and command staff.</li> </ul>  |
| 4 | <ul style="list-style-type: none"> <li>• Host a third session of the Northwestern University, “School of Police Staff and Command”.</li> </ul>  |
| 4 | <ul style="list-style-type: none"> <li>• Complete all professional standards investigations per policy requirements.</li> </ul>   |
| 4 | <ul style="list-style-type: none"> <li>• Complete all background investigations per policy requirements.</li> </ul>   |
| 4 | <ul style="list-style-type: none"> <li>• Compile data for state mandated racial profiling report. Complete and submit report to TCOLE by March 1<sup>st</sup> deadline.</li> </ul>  |
| 4 | <ul style="list-style-type: none"> <li>• Compile data and complete a yearly review of all use of force incidents, pursuits and fleet accidents.</li> </ul>  |
| 1 | <ul style="list-style-type: none"> <li>• Host 2 police community town hall meetings through the Community Resource Officer.</li> </ul>  |
| 1 | <ul style="list-style-type: none"> <li>• Continually review all policies and maintain certification as a “Recognized” agency (Re-recognition).</li> </ul>   |
| 2 | <ul style="list-style-type: none"> <li>• Maintain and finalize existing grants while seeking others.</li> </ul>   |
| 2 | <ul style="list-style-type: none"> <li>• Perform a monthly audit of Narcotics and Petty Cash drawers.</li> </ul>  |
| 1 | <ul style="list-style-type: none"> <li>• Review yearly property room inspection and monthly audits.</li> </ul>  |
| 1 | <ul style="list-style-type: none"> <li>• Perform reviews and audits of jail cameras and in-car video cameras.</li> </ul>  |
| 4 | <ul style="list-style-type: none"> <li>• Standardize in-service testing of policies utilizing Power DMS.</li> </ul>   |
| 1 | <ul style="list-style-type: none"> <li>• Enhance and improve the current Crime Prevention program.</li> </ul>   |
| 4 | <ul style="list-style-type: none"> <li>• Conduct yearly “Block Training” covering topics such as TCOLE mandated courses, legal updates, firearms, defensive tactics, empty hand defensive tactics and CPR.</li> </ul>   |
| 1 | <ul style="list-style-type: none"> <li>• Work to implement Crime Prevention through Environmental Design (CPTED) into city growth planning process.</li> </ul>  |

===== **FY 2017 ANNUAL BUDGET** =====

<b>PERSONNEL SCHEDULE</b>
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	<u>FY 2015</u> <u>Actual</u>	<u>FY 2016</u> <u>Budget</u>	<u>FY 2016</u> <u>Estimate</u>	<u>FY 2017</u> <u>Budget</u>	<u>Salary</u> <u>Grade</u>
Police Chief	1	1	1	1	Uncl.
Assistant Police Chief	2	2	2	2	P7
Captain	1	1	1	1	P6
Lieutenant	0	0	1	1	P5
Community Resource Officer	1	0	1	1	P4
Sergeant	1	2	1	1	P4
Compliance Supervisor	1	1	1	1	P3
Office Manager	1	1	1	1	15
Crime Victim Liaison	1	1	1	1	10
Crime Analyst	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	11
 Total Full-Time Employees	 10	 9	 10	 10	
 Part-Time Crime Analyst	 1	 1	 1	 0	
Part Time Victim Coordinator Liaison	<u>1</u>	<u>1</u>	<u>1</u>	<u>0</u>	
 Total Part-Time Employees	 2	 2	 2	 0	

===== FY 2017 ANNUAL BUDGET =====

**DEPARTMENT: POLICE**  
**DIVISION: POLICE ADMINISTRATION**

**FUNDING SOURCE: GENERAL FUND**  
**FUND NUMBER: 101-13-120**

**PERFORMANCE INDICATORS**

	FY 2015 <u>Actual</u>	FY 2016 <u>Budget</u>	FY 2016 <u>Estimate</u>	FY 2017 <u>Budget</u>
<input type="checkbox"/> Maintain staffing levels in all divisions through recruiting.	100%	100%	96%	100%
<input type="checkbox"/> Complete all background investigations within 30 days.	80%	80%	80%	80%
<input type="checkbox"/> Complete all Professional Standards investigations within 45 days.	85%	85%	80%	80%
<input type="checkbox"/> Maintain statutorily required police training.	100%	100%	100%	100%
<input type="checkbox"/> Percentage of reports or audits turned in on time as per Texas Police Chief's Recognition (TPCA) standards.	100%	100%	100%	100%

**ACTIVITY MEASURES**

	FY 2015 <u>Actual</u>	FY 2016 <u>Budget</u>	FY 2016 <u>Estimate</u>	FY 2017 <u>Budget</u>
<input type="checkbox"/> Calls for service	118,062	116,784	122,808	126,492
<input type="checkbox"/> Reports filed	6,543	4,062	7,008	7,218
<input type="checkbox"/> Assigned cases	3,751	3,935	3,640	3,749
<input type="checkbox"/> Cases Cleared	3,490	3,358	3,420	3,523
<input type="checkbox"/> Crash Reports	1,248	1,143	1,292	1,331
<input type="checkbox"/> Citations Police Department	10,159	11,441	10,026	10,327
<input type="checkbox"/> Arrests (Adults/Juvenile, Release to other Agency)	1,901	1,858	1,826	1,881
<input type="checkbox"/> Property Items Processed	3,020	3,724	2,874	2,960
<input type="checkbox"/> Warrants Issued	2,464	3,427	3,068	3,160
<input type="checkbox"/> HOA Presentations	324	324	384	384
<input type="checkbox"/> Children participating in youth outreach programs	1,667	1,728	2,550	2,626
<input type="checkbox"/> Calls for Service Mini Station	53	67	142	148



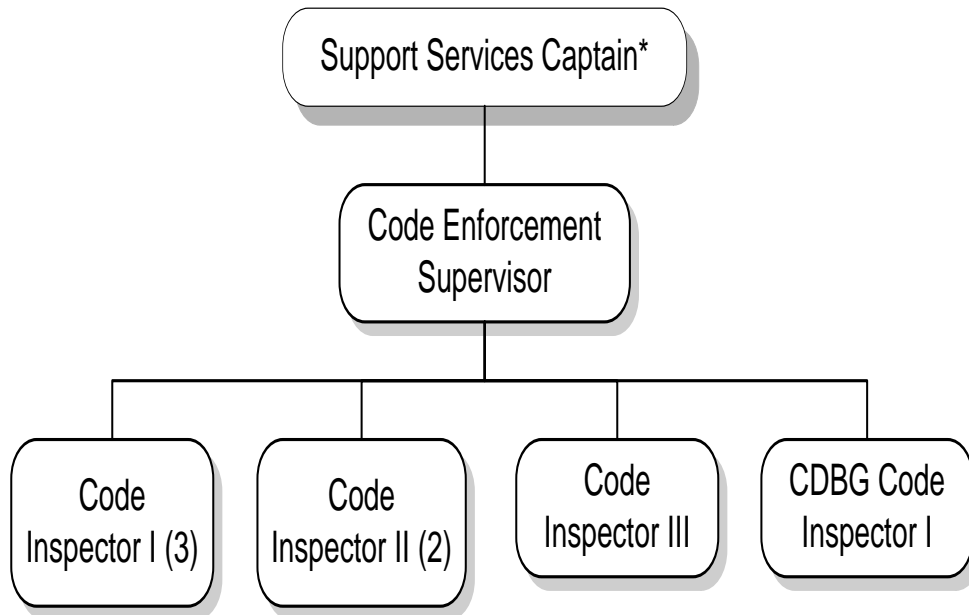
DEPARTMENT: **POLICE**  
DIVISION: **CODE ENFORCEMENT**

FUNDING SOURCE: **GENERAL FUND**  
FUND NUMBER: **101-13-122**

**DESCRIPTION OF DIVISIONAL OPERATIONS**

Under the Support Services Captain in the Police Department, the Code Enforcement Supervisor directly supervises the Code Enforcement Division. The Code Enforcement Division provides information to the public, responds to public requests for assistance and identifies and seeks corrections of code violations.

Inspectors in the Code Enforcement Division pro-actively enforce the zoning, nuisance, and housing codes, and inspect sign construction. They work closely with residential and commercial Home Owner’s Associations and Property Owner’s Associations to achieve quality maintenance standards for residential and commercial properties.



Total Full-Time Employees = 8

\*The Support Services Captain is included in the Police Support Services budget.

===== **FY 2017 ANNUAL BUDGET** =====

DEPARTMENT: **POLICE**  
 DIVISION: **CODE ENFORCEMENT**

FUNDING SOURCE: **GENERAL FUND**  
 FUND NUMBER: **101-13-122**

STRATEGIES	DIVISIONAL OBJECTIVES
1,3,4	<ul style="list-style-type: none"> <li>Continue meeting each month with HOA representatives from the HOA's to address potential violations and to discuss Code Enforcement activities within the neighborhood.</li> </ul>
1,3,4	<ul style="list-style-type: none"> <li>Continue to educate citizens on SeeClickFix to report code violations.</li> </ul>
1,3,4	<ul style="list-style-type: none"> <li>Create a database and establish a baseline of property conditions within the City and utilize the information to provide increased enforcement activity to prevent the deterioration of the condition of properties by the 3<sup>rd</sup> Quarter.</li> </ul>
1,3,4	<ul style="list-style-type: none"> <li>Increase the awareness of Code Enforcement activities to the community through four new informational clips to run on MCTV by the 4<sup>th</sup> Quarter.</li> </ul>
1,3,4	<ul style="list-style-type: none"> <li>Develop educational pamphlets to educate citizens about common Code Enforcement violations and reasonable methods to abate the violations.</li> </ul>
1,3,4	<ul style="list-style-type: none"> <li>Provide employees with training opportunities to insure knowledge and skills to provide optimum customer service.</li> </ul>
1,3,4	<ul style="list-style-type: none"> <li>Continue utilization of the Location Advisory Committee to coordinate Police, Fire and Code Enforcement information and activities to resolve enforcement problems.</li> </ul>
1,2,4	<ul style="list-style-type: none"> <li>Schedule regular inspections of commercial locations to promote proper maintenance and pleasing appearance of the commercial areas.</li> </ul>
1,3,4	<ul style="list-style-type: none"> <li>Develop a Community Resource Team to assist with code enforcement.</li> </ul>

**PERSONNEL SCHEDULE**

	FY 2015 <u>Actual</u>	FY 2016 <u>Budget</u>	FY 2016 <u>Estimate</u>	FY 2017 <u>Budget</u>	Salary <u>Grade</u>
Code Supervisor	1	1	1	1	22
Inspector III	1	1	1	1	13
Inspector II	2	2	2	2	12
Inspector I	2	2	2	3	10
CDBG Inspector I	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	10
Total Full Time Employees	7	7	7	8	

===== **FY 2017 ANNUAL BUDGET** =====

DEPARTMENT: **POLICE**  
 DIVISION: **CODE ENFORCEMENT**

FUNDING SOURCE: **GENERAL FUND**  
 FUND NUMBER: **101-13-122**

<b>PERFORMANCE INDICATORS</b>
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	FY 2015 <u>Actual</u>	FY 2016 <u>Budget</u>	FY 2016 <u>Estimate</u>	FY 2017 <u>Budget</u>
<input type="checkbox"/> Investigation of individual code complaints within 24 hours	92%	95%	89%	90%
<input type="checkbox"/> Lots mowed by City contractor	25	44	25	30
<input type="checkbox"/> Percentage of cases brought into compliance	71%	0%	78%	90%

<b>ACTIVITY MEASURES</b>
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	FY 2015 <u>Actual</u>	FY 2016 <u>Budget</u>	FY 2016 <u>Estimate</u>	FY 2017 <u>Budget</u>
<input type="checkbox"/> Code enforcement inspections	2,475	2,550	3,558	3,843
<input type="checkbox"/> Number of citations filed in Municipal Court	1,167	1,518	1,370	1,452
<input type="checkbox"/> Number of code violations cases abated	1,721	1,540	2,638	2,902
<input type="checkbox"/> Signs removed from ROW	1,167	500	1,518	1,200
<input type="checkbox"/> Junk Vehicles	351	204	400	440
<input type="checkbox"/> Tree limbs	185	306	394	426
<input type="checkbox"/> Weeds/high grass	264	275	360	400
<input type="checkbox"/> Trash can violations	678	306	625	694
<input type="checkbox"/> Attendance at HOA meetings	27	48	40	72

**DEPARTMENT: POLICE**  
**DIVISION: SUPPORT SERVICES**

**FUNDING SOURCE: GENERAL FUND**  
**FUND NUMBER: 101-13-124**

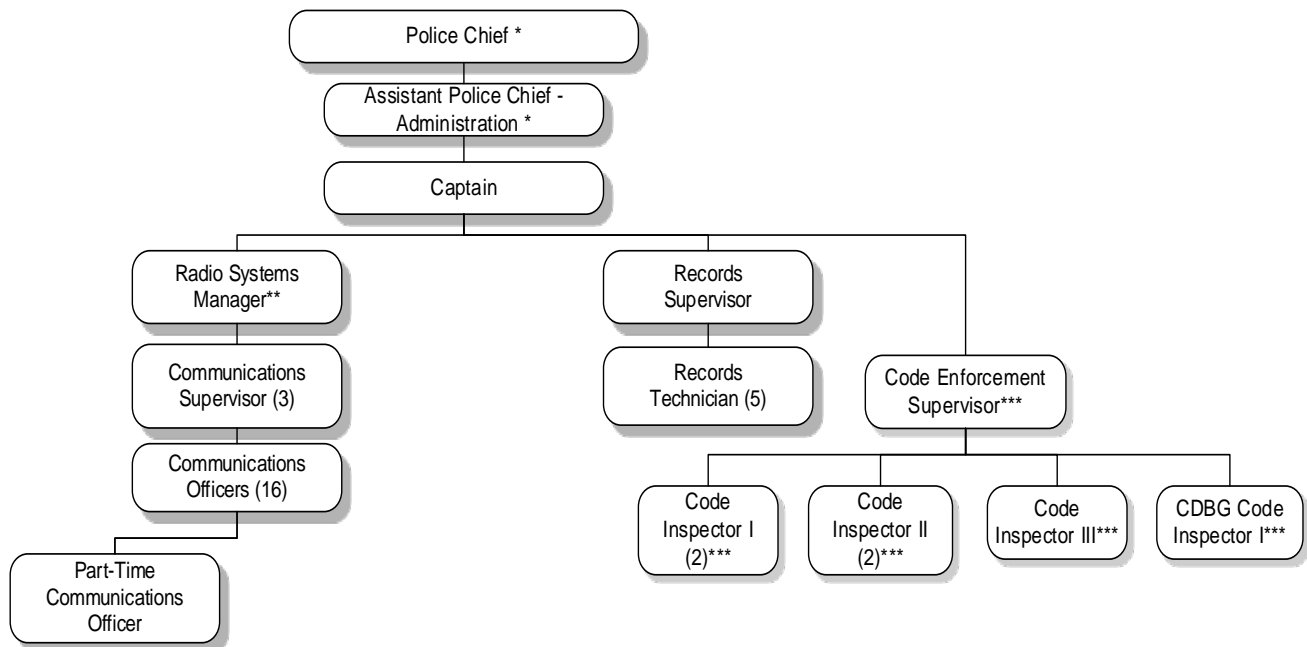
**DESCRIPTION OF DIVISIONAL OPERATIONS**

The Support Services Division consists of a Records Division, Telecommunications Division and Code Enforcement, all of which are under the daily supervision of a Captain who reports to the Administrative Assistant Police Chief.

The Records Division consists of four Records Technicians and one Records Supervisor, who report to the division Captain. This division is responsible for completing and maintaining all accident reports, offense reports and other police records and information. In addition, a Records Technician also performs receptionist duties for the police and fire department during normal business hours and answers non-emergency calls during business hours. This section also reviews, interprets, and provides statistical data for interested parties, including all police divisions and the Office of the Chief of Police.

The Code Enforcement Division consists of a Code Enforcement Supervisor and six Code Enforcement Inspectors. They have the responsibility of fielding citizen complaints regarding ordinance violations, along with monitoring SECLICKFIX and responding to those complaints in a timely manner. They also interact throughout the community with all the HOA's in order to educate them on how to expedite complaints.

The Communication Division consists of fourteen telecommunication officers and three telecommunications supervisors who report to the Radio Systems Manager. This division provides twenty-four hour services to fire and police. It handles the police/fire computers, dispatch, and the 9-1-1 system. This division is also charged with the responsibility of staff and officer/employee paging, coordinating and communicating with other host computers such as DPS-Austin, FBI-Washington, Harris County Sheriff's office, and the Fort Bend County Sheriff's office. They assist as required regarding prisoner processing and provide assistance to officers when necessary after business hours.



Total Full-Time Employees = 33  
 Total Part-Time Employees = 1

\*Police Chief and Assistant Police Chiefs are included in Police Administration Divisional Budget.

\*\* Radio Systems Manager is included in the Special Revenue Radio Communications Fund.

\*\*\*Code Enforcement employees are included in the Code Enforcement Division.

===== FY 2017 ANNUAL BUDGET =====

DEPARTMENT: POLICE  
 DIVISION: SUPPORT SERVICES

FUNDING SOURCE: GENERAL FUND  
 FUND NUMBER: 101-13-124

STRATEGIC GOAL 2019	DIVISIONAL OBJECTIVES
1,4	<ul style="list-style-type: none"> <li>• Provide accurate UCR coding, training and policy as needed.</li> </ul>
1,4	<ul style="list-style-type: none"> <li>• Achieve 100% staffing in the communications center.</li> </ul>
4	<ul style="list-style-type: none"> <li>• Record, disseminate and preserve all offense, accident and arrest reports generated by the Police Department and Fire Marshal's Office.</li> </ul>
4	<ul style="list-style-type: none"> <li>• Complete operational directives for the division.</li> </ul>
4	<ul style="list-style-type: none"> <li>• Assist the Municipal Court and police officers in the maintenance of the city jail and assist the judge in bonding prisoners with the use of jailers/bailiffs.</li> </ul>
1	<ul style="list-style-type: none"> <li>• Lower ISO rating by adding additional TCO's.</li> </ul>
1	<ul style="list-style-type: none"> <li>• Participate in the <b>Prescription Drug Take Back Day</b> as an official collection site.</li> </ul>
1,3	<ul style="list-style-type: none"> <li>• Increase the security of the Public Safety Headquarters to ensure our continued compliance with CJIS (<i>Criminal Justice Information System</i>) regulations. These security upgrades may include monitoring external and internal doors, and upgrading the current audio and recording systems. (<i>NICE</i>)</li> </ul>
4	
4	<ul style="list-style-type: none"> <li>• Monitor the OSSI software for potential upgrades.</li> </ul>
4	<ul style="list-style-type: none"> <li>• Conduct monthly COMPSTAT meetings with police supervisors from every level of the organization.</li> </ul>

===== PERSONNEL SCHEDULE =====

	FY 2015 <u>Actual</u>	FY2016 <u>Budget</u>	FY 2016 <u>Estimate</u>	FY 2017 <u>Budget</u>	Salary <u>Grade</u>
Captain	1	1	1	1	P6
Communications Supervisor	3	3	3	3	TCS
Records Supervisor	1	1	1	1	14
Communications Officers	14	14	14	16	TCO
Records Technician	4	4	4	5	5
 Total Full-Time Employees	 23	 23	 23	 26	
Part-Time Communication Officers	0	1	1	1	TCO
Total Part-Time Employees	0	1	1	1	

===== FY 2017 ANNUAL BUDGET =====

**DEPARTMENT: POLICE**  
**DIVISION: SUPPORT SERVICES**

**FUNDING SOURCE: GENERAL FUND**  
**FUND NUMBER: 101-13-124**

<b>PERFORMANCE INDICATORS</b>
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	FY 2015 <u>Actual</u>	FY2016 <u>Budget</u>	FY 2016 <u>Estimate</u>	FY 2017 <u>Budget</u>
❑ Dispatch all priority one emergency calls within one minute of call finish. *Due to low staffing levels the dispatch center often times operates with two TCO's contributing to this decrease.	99%	99%	88%	95%
❑ Process and submission of all accident reports within 24 hours after report is submitted. *An increase in the number of accidents has contributed to a decreased in this performance indicator.	95%	95%	90%	90%
❑ Achieve 100% staffing in the Communications Center.	95%	95%	95%	100%
❑ Process all offense reports submitted to the Records Division on a daily basis. *An estimated 20% increase in reported crimes while not adding any additional records staff has created a decline in this performance indicator.	95%	90%	90%	90%
❑ Submit UCR reports to the State within (14) days following the end of the month.	99%	99%	99%	99%
❑ Run weekly quality assurance reports identifying officers and supervisors with delinquent reports.	99%	99%	99%	99%

<b>ACTIVITY MEASURES</b>
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	FY 2015 <u>Actual</u>	FY2016 <u>Budget</u>	FY 2016 <u>Estimate</u>	FY 2017 <u>Budget</u>
❑ Calls for Service *The police department implemented new reporting software (OSSI) which captures each officer's actions as a new CAD event. Traffic stops, field contacts, and security checks are now captured as a call for service. This provides a more accurate representation of the officer's activities.	118,602	116,784	122,808	126,492
❑ Fire Calls for Service	5,701	6,005	6,016	6,196
❑ Reports Filed (Reported Crimes) *To include the process of properly coding all offense reports submitted by officers, detectives and arson investigators.	5,731	4,062	7,008	7,218
❑ Crash Reports	1,248	1,143	1,292	1,331
❑ Total Arrest (Arrest Reports/Adults/Juveniles/Release other agency)	1,901	1,858	1,826	1,881

DEPARTMENT: **POLICE**  
 DIVISION: **CRIMINAL INVESTIGATION DIVISION (CID)**

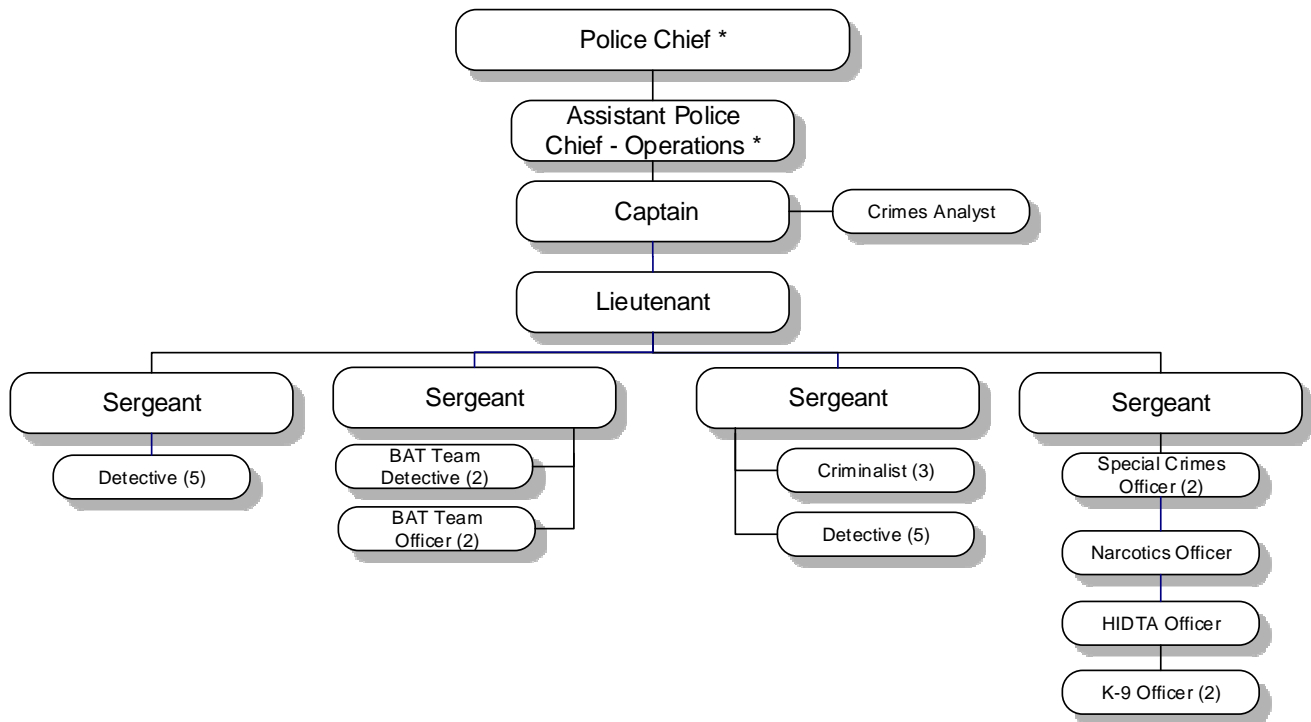
FUNDING SOURCE: **GENERAL FUND**  
 FUND NUMBER: **101-13-126**

**DESCRIPTION OF DIVISIONAL OPERATIONS**

The Criminal Investigation Division operates under the supervision of the assigned Captain who reports to the Assistant Chief of Police over Operations. A Lieutenant and 4 Sergeants manage the daily operations of the division. The purpose of the Criminal Investigation Division is to conduct investigations of reported crimes against persons and/or property through the use of 12 Detectives, 3 Criminalists, 6 Officers, 2 K-9 Officers and 1 Crimes Analyst. By doing so, each member is charged with the responsibility of preparing and completing an accurate documentation of information gathered for presentation to the County District Attorney for prosecution of the person(s) responsible, and ultimately bringing them to justice.

The division has two specialized units. **The Tri-City Special Crimes Unit (SCU)**, and **The Burglary and Auto Theft Unit (BAT)**. The SCU unit targets areas with high crime rates and areas with unusual criminal activity. The BAT team focuses on crimes involving motor vehicles such as a burglary of motor vehicles and motor vehicle thefts. The division also consists of one officer assigned to the Fort Bend County Narcotics Task Force, and one officer assigned to the Harris County HIDTA Task Force. These officers investigate narcotics related complaints in an effort to disrupt and deter drug related crimes.

The division frequently works with federal, state, and local law enforcement agencies in an effort to make Missouri City a Great Place to Live: Safe, Beautiful, and Active.



Total Full-Time Employees = 30

\*Police Chief and Assistant Police Chief are included in Police Administration Divisional Budget

===== **FY 2017 ANNUAL BUDGET** =====

DEPARTMENT: **POLICE**

FUNDING SOURCE: **GENERAL FUND**

DIVISION: **CRIMINAL INVESTIGATION DIVISION (CID)**

FUND NUMBER: **101-13-126**

<b>STRATEGIC GOAL 2019</b>	<b>DIVISIONAL OBJECTIVES</b>
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- 1 • Achieve a clearance rate on all Part I offenses, i.e. murder, rape, robbery, aggravated assaults, burglary, larceny and auto theft, 5% above the Texas average of 20%.
- 1,4 • Maintain a secure evidence/property room and conduct monthly audits accounting for 100% of received and stored property. Ensure property is continually “purged” abiding by Federal and State guidelines to eliminate overcrowding and the possible need for additional storage space.
- 1,4 • Attempt to serve criminal warrants within 48 hours to improve crime clearance rates.
- 1,4 • Work with our Federal, State, and local jurisdictions to facilitate the criminal investigative process. Continue monthly regional criminal investigation division meetings to share criminal intelligence and participate in multi-jurisdictional narcotics and special crimes task forces.
- 1,4 • Assign a minimum of one cold case to each investigator per year to review and determine if any new leads or advances in forensic technology have been developed to assist in clearing a case.
- 1,4 • Maintain and update the “Most Wanted” postings on departments’ website.
- 3,4 • Train additional detectives in fraud and cybercrimes to improve investigative capabilities.
- 1,4 • Contact all reporting parties within 48 hours after receiving offense report.

<b>PERSONNEL SCHEDULE</b>
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	<u>FY 2015 Actual</u>	<u>FY 2016 Budget</u>	<u>FY 2016 Estimate</u>	<u>FY 2017 Budget</u>	<u>Salary Grade</u>
Captain	1	1	1	1	P6
Lieutenant	1	2	1	1	P5
Sergeant	4	4	4	4	P4
Detective	12	12	12	12	P3
Criminalist	3	3	3	3	P3
Police Officer	7	8	8	8	P2
Crimes Analyst	0	1	1	1	11
 Total Full-/Time Employees	 28	 31	 30	 30	



===== **FY 2017 ANNUAL BUDGET** =====

DEPARTMENT: **POLICE**

FUNDING SOURCE: **GENERAL FUND**

DIVISION: **CRIMINAL INVESTIGATION DIVISION (CID)**

FUND NUMBER: **101-13-126**

<b>PERFORMANCE INDICATORS</b>
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	FY 2015 <u>Actual</u>	FY 2016 <u>Budget</u>	FY 2016 <u>Estimate</u>	FY 2017 <u>Budget</u>
❑ Maintain a clearance rate of Part I crimes, i.e. murder, rape, robbery, aggravated assaults, burglary, larceny, and auto theft 5% above the Texas average of 20%. These are actual Clearance Rates	24%	28%	28%	30%
❑ Complete 20 hours of specialized training annually for each person assigned to the division to aid in their investigative technique/processes.	100%	100%	100%	100%
❑ Conduct eleven (11) monthly audits and one (1) annual inventory of all evidence in the property room as required by Department Recognition Standards. As well as 3 unannounced audits at the direction of the division Captain.	79%	100%	100%	100%
❑ Average less than 15 open cases per month per detective annually.	80%	80%	80%	90%

<b>ACTIVITY MEASURES</b>
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	FY 2015 <u>Actual</u>	FY 2016 <u>Budget</u>	FY 2016 <u>Estimate</u>	FY 2017 <u>Budget</u>
❑ Reports Filed	6,543	N/A	7,008	7,218
❑ Part I Crimes Reported	1,415	N/A	1,532	1,578
❑ Assigned Cases	3,751	N/A	3,640	3,749
❑ CID Cases Cleared	3,490	3,358	3,420	3,523
❑ Property Items Processed	3,020	3,724	2,874	2,960
❑ Property Items Purged	3,516	N/A	4,814	4,958

DEPARTMENT: **POLICE**  
 DIVISION: **PATROL**

FUNDING SOURCE: **GENERAL FUND**  
 FUND NUMBER: **101-13-128**

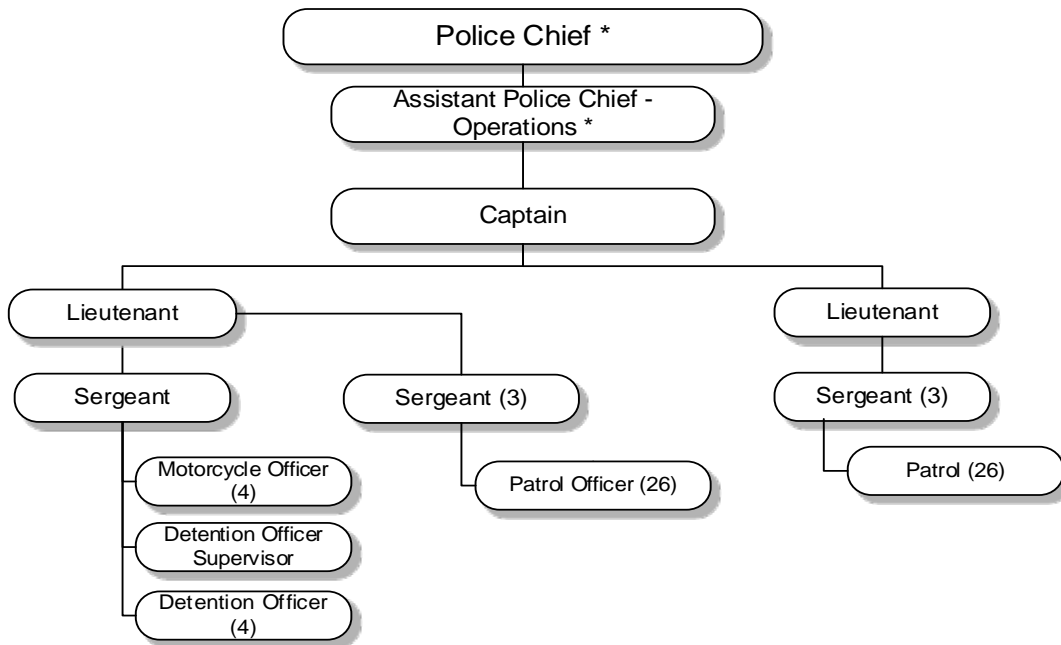
**DESCRIPTION OF DIVISIONAL OPERATIONS**

The Missouri City Police Department (MCPD) Patrol Division is under the supervision of a captain. Other supervisors include a patrol lieutenant and three sergeants assigned to each shift, a sergeant assigned to the traffic unit and a Detention Supervisor for a total of twelve (12) supervisors. There are fifty-one (51) officers assigned to the patrol division that also staffs the following specialized units:

- Traffic Unit
- Motorcycle Unit
- Bike Patrol Unit
- All-Terrain Vehicle (ATV Unit)
- Special Weapons & Tactical (SWAT) Unit
- Hostage Negotiations Unit (HNU)
- Traffic/Commercial Vehicle Enforcement
- Home Owners Association (HOA) Program

MCPD Specialized Units are used to respond to emergencies, staff special events, community policing/public relations, crime deterrence, and enforcement. The SWAT unit actively participates and provides managers for the East Fort Bend County Regional SWAT Team. Patrol also employs four (4) full-time Detention Officers.

The Patrol Division works closely with other city departments; e.g. Public Works, Administration, Legal, and Parks and Recreation, to ensure a coordinated and informed effort on projects and tasks.



Total Full-Time Employees = 71

\*Police Chief and Assistant Police Chief are included in Police Administration Divisional Budget.

===== **FY 2017 ANNUAL BUDGET** =====

DEPARTMENT: **POLICE**  
 DIVISION: **PATROL**

FUNDING SOURCE: **GENERAL FUND**  
 FUND NUMBER: **101-13-128**

GOALS	DIVISIONAL OBJECTIVES
1	<ul style="list-style-type: none"> <li>Deter and detect criminal activity by striving to have the officers provide proactive preventive and directed patrols at least 50 percent of the time. This is time that the officer is not obligated to other duties and can focus on community outreach and other community related activities.</li> </ul>
1	<ul style="list-style-type: none"> <li>Reduce vehicle accidents city wide by 5 percent through directed traffic enforcement based on statistical data obtained from ATAC Raids. This will be accomplished through education, high visibility and enforcement actions.</li> </ul>
1,4	<ul style="list-style-type: none"> <li>Continue to practice Community Oriented Policing through bike patrols. These patrols are directed at areas obtained or identified from ATAC Raids. Additional patrols are conducted focusing on commercial areas around holidays. These are typically high crime times.</li> </ul>
1,4	<ul style="list-style-type: none"> <li>Ensure patrol officers assist the police department's Community Liaison Officer with the "I Choose to Follow the Rules" and "Consequences" program throughout the year.</li> </ul>
1,4	<ul style="list-style-type: none"> <li>Continue Police Department HOA Liaison program and solicit "Crime Watch" volunteers to increase the number of "Crime Watch" programs from 8 to 12.</li> </ul>

**PERSONNEL SCHEDULE**

	FY 2015 <u>Actual</u>	FY 2016 <u>Budget</u>	FY 2016 <u>Estimate</u>	FY 2017 <u>Budget</u>	Salary <u>Grade</u>
Captain	1	1	1	1	P6
Lieutenant	3	2	2	2	P5
Sergeant	7	7	7	7	P4
Police Officers	48	47	51	52	P2
Motorcycle Officers	4	4	4	4	P2
Detention Supervisor (full-time)	1	1	1	1	9
Detention Officer (full-time)	<u>0</u>	<u>4</u>	<u>4</u>	<u>4</u>	9
Total Full Time Employees	64	66	70	71	

===== **FY 2017 ANNUAL BUDGET** =====

DEPARTMENT: **POLICE**  
 DIVISION: **PATROL**

FUNDING SOURCE: **GENERAL FUND**  
 FUND NUMBER: **101-13-128**

<b>PERFORMANCE INDICATORS</b>
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	FY 2015 <u>Actual</u>	FY2016 <u>Budget</u>	FY 2016 <u>Estimate</u>	FY 2017 <u>Budget</u>
<input type="checkbox"/> Respond, on average, to all non-emergency calls in fifteen (15) minutes or less.	87%	87%	85%	95%
<input type="checkbox"/> Respond, on average, to all emergency calls (priority 1) in three (3) minutes or less.	43%	41%	38%	75%
<input type="checkbox"/> Distribute 4000 auto burglary prevention report cards	90%	90%	90%	90%
<input type="checkbox"/> Conduct at least 25,000 traffic contacts throughout the year.	81%	80%	82%	90%
<input type="checkbox"/> Conduct 30,000 premise checks within the year.	92%	91%	90%	95%
<input type="checkbox"/> Reduce Motor Vehicle Collisions through Proactive Traffic Enforcement of moving violations and education by 5% utilizing the newly formed Motorcycle Unit.	80%	50%	0%	100%

<b>ACTIVITY MEASURES</b>
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	FY2015 <u>Actual</u>	FY2016 <u>Budget</u>	FY 2016 <u>Estimate</u>	FY 2017 <u>Budget</u>
<input type="checkbox"/> Calls For Service	118,062	116,784	122,808	126,492
<input type="checkbox"/> Crash Reports	1,248	1,143	1,292	1,331
<input type="checkbox"/> Citations	10,159	11,441	10,026	10,327
<input type="checkbox"/> Arrests	1,901	1,664	1,826	1,881
<input type="checkbox"/> Alarms	5,993	5,640	6,066	6,248