



**Date of Council Meeting: June 24, 2013**

**TOWN OF LEESBURG  
TOWN COUNCIL WORK SESSION**

**Subject:** Annual Police Report and Staffing

**Staff Contact(s):** John Wells, Town Manager  
Joseph R. Price, Chief of Police

**Background:** The Town's Annual Police Report was provided to you recently and at the June 10, 2013 Work Session Chief Price provided you a detailed analysis of crime patterns that have been occurring in the community. In 2012, Part 1 crime rose by 17% primarily caused by shoplifting and as seen in the 2011 Police Annual Report, Part 1 crime rose by 12% primarily caused by larceny from autos.

In addition to the rising crime rates, it is important to note that the number of households, residents, streets and lane miles, and the number of businesses continue to grow. The most recent US Census projections (2012) put our population at almost 46,000. Our police department staffing levels continue to be far below other municipalities in the Northern Virginia region (Chart 1). When examining this information and looking to the near future, it is important to keep in mind that our police department must not only be able to respond to crime, but work proactively to help prevent or deter crime. In discussions with Chief Price, we have examined our staffing levels and found that our authorized staffing does not consistently represent our actual staffing "on the street," due to injuries incurred by officers in the performance of their jobs. Police work is dangerous and injuries are a common occurrence (Chart 2). When an officer is injured on the job a Workman's Comp Claim is submitted by the Town and after 5 days, Workman's Comp Insurance begins to pay 60% of the injured officer's salary; thus a significant portion of the Town's budgeted salary for that officer is unused. In addition to the loss of staff because of injuries, it is important to again stress the time it takes to recruit, hire and train both new and certified officers; new officers forty-two (42) weeks and certified officers fourteen (14) weeks. Based on a review of the historical trends, it is fair to conclude that the department is operating with fewer positions available for full-time police duties than are authorized and needed.

To address some specific questions raised by Council Members, Chief Price and his staff have presented the Outlet Mall Management with the crime data and requested that the Simon Corporation consider contributing to the cost of placing officers at the outlet mall. To date, the Simon Corporation has expressed no interest in contributing. Chief Price has also had discussions with senior staff from the Loudoun County Sheriff's Office. They advised that they will continue to support the Leesburg Police Department with special events and emergency situations, but that they do not have the staffing available to provide proactive patrol, traffic enforcement, and response to calls for service within the Town of Leesburg on a regular and sustained basis.

Subject: Annual Police Report and Staffing

**Conclusion and Recommendation:** Based on growth and crime trends now, and in the near future, I am recommending that an additional two full-time police officers (2 FTE) be authorized for the police department as over hires. This is a common practice used by police agencies in order to compensate for lost time due to injury, vacancies, etc. and to maintain as close to a full level of staffing as possible (Chart 3). As the department has historically experienced an average of 3 on-duty (workman's comp) injuries per month, no additional funding is anticipated due to the salary coverage provided by Workman's Comp for the injured officers.

**Attachments:** Chart 1 – NVa Municipal Dept. Comparisons – 2011  
Chart 2 - LPD Vacancy Due to On Duty Injuries Jan-Dec 2012  
Chart 3 - NVa Agencies with Over Hire  
Chart 4 - Reported Crime by Category Comparison



Date of Council Meeting: June 10, 2013

**TOWN OF LEESBURG  
TOWN COUNCIL WORK SESSION**

**Subject:** Annual Police Report and Staffing

**Staff Contact:** John Wells, Town Manager

*John*

**Background:** The Town's Annual Police Report was provided to you recently and an additional copy is attached for your review. Chief Price will be in attendance at the Work Session to review the results and discuss the trends the report presents.

In addition to the raw crime statistics, it is important to note that the number of households, residents, streets and lane miles, and the number of businesses continue to grow. When examining this information and looking to the near future, it is important to keep in mind that our police department must not only be able to respond to crime, but work proactively to help prevent or deter crime. In discussions with Chief Price, we have examined our staffing levels and found that our authorized staffing does not consistently represent our actual staffing "on the street," due to vacancies, training, employees on leave (annual, sick and worker's comp). Based on a review of the historical trends, it is fair to conclude that the department is operating with two positions less on the street than authorized.

**Conclusion and Recommendation:** Based on growth and crime trends now, and in the near future, I am recommending that an additional two permanent full-time police officers (2 FTE) be authorized for the police department. No additional funding is anticipated due to vacancies and turnover.

**Attachments:** (1) Leesburg Police Department 2012 Annual Report  
(2) 2012 Crime Analysis Report