

# 2019 ANNUAL REPORT

## LEESBURG POLICE DEPARTMENT

*"TO PROTECT AND SERVE WITH INTEGRITY, COURAGE, COMPASSION AND INTELLIGENCE"*



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## ***OFFICE OF THE CHIEF OF POLICE***

*Chief Robert W. Hicks*

### ***COMMENTS FROM THE CHIEF***

***2019***



As your Chief of Police, I am pleased to present the 2019 Annual Report for the Leesburg Police Department. The primary purpose of this report is to provide the community with transparency in government and to show how we meet the challenges that face our community. This report offers a glimpse of the Police Department's operations and presents a detailed summary of police programs implemented, calls for service, arrest data, traffic crash data, DUI data, citation data, and includes revenues collected. In 2019, we again experienced a reduction in Part I crimes. In 2019 there was a four and a half percent decrease (-4.5%) in Part I Crimes as reported to the Federal Bureau of Investigation through the Department's Uniform Crime Report. Both Violent and Property Part I crimes, as a whole, decreased in 2019.

In 2019, data revealed a one percent (1%) increase in calls for service, with officers responding to over 46,000 calls for service. In addition to the normal policing duties such as patrol, traffic enforcement, and investigations our staff further expanded the Intelligence Led Policing model, allowing a more thorough analysis of crime data, community information and information from surrounding law enforcement jurisdictions and other criminal justice agencies. Analysis of the available information afforded staff to better understand the crime trends and provide a more focused effort in areas of concern throughout the city. This model incorporates all stakeholders within the community and further builds upon the working partnership with community members, we rely on to continue making Leesburg a better place to live and work.

As previously mentioned, community involvement has been and continues to be a cornerstone of the policing model in the City of Leesburg. Officers took part in numerous community events during the year including National Night Out, Junior Athletic Games, Christmas Bike Give A Way With Santa, Shop With A Cop, Citizens Police Academy, Coffee With A Cop, Charity Bed Race, Crime Prevention and Safety Symposiums, and Neighborhood Watch Meetings, just to name a few. These community engagement activities provide opportunities to build and maintain lasting relationships and community trust.

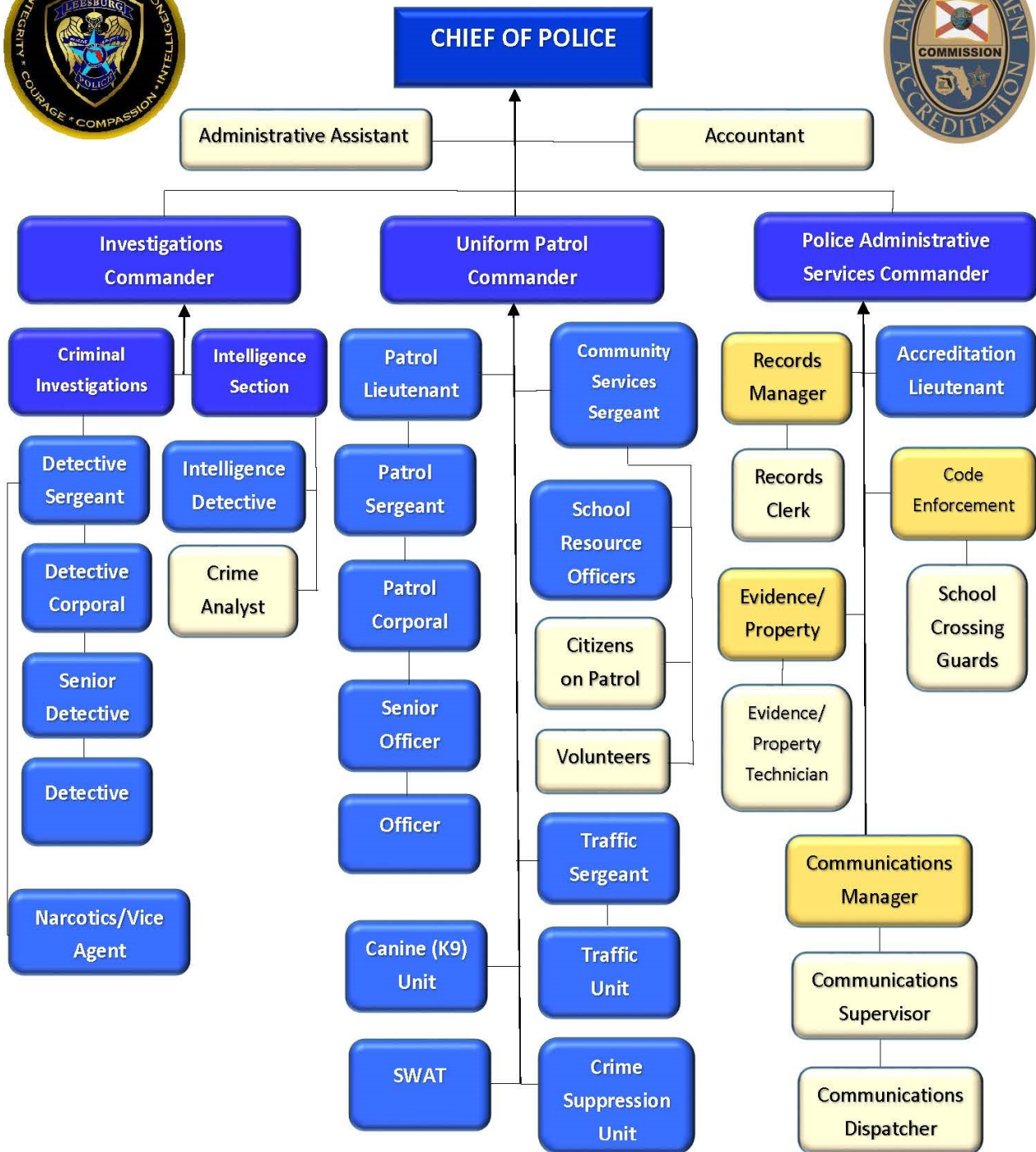
In furtherance of building community trust, provide transparency and accountability, and maintain the highest standards of professionalism, the Department achieved Accreditation through the Commission for Florida Law Enforcement Accreditation in 2018. Accreditation is achieved through demonstration of compliance with established standards of the Commission and maintaining the highest standards of professionalism. The Department continues to maintain compliance with the standards and is set for their next on-site assessment in 2020.

As a Department, we invite you to become involved with your department, to continue forging a strong cooperative partnership that is built upon mutual trust and respect. No police department can solve crime or quality of life issues alone. Effective community/police relationships, communication, and engagement are critical components to our success.

It will remain the pledge of the men and women of the Leesburg Police Department to Protect and Serve with Integrity, Courage, Compassion, and Intelligence.

**Robert W. Hicks**  
**Chief of Police**





LEESBURG POLICE DEPARTMENT  
ORGANIZATIONAL CHART  
DECEMBER 2018





## **Mission Statement**

The Leesburg Police Department exists to protect and serve its citizens. The department is committed to work in partnership with all citizens for the mutual purpose of promoting safe streets and neighborhoods, reducing the fear of crime, and improving the overall quality of life within the community.

## **Department Values**

- \* We will display honesty, integrity, and sincerity in personal conduct and interpersonal interactions.
- \* We will obey, honor, and defend the Laws of the State of Florida and the United States Constitution.
- \* We will accept full responsibility and accountability for our actions.
- \* We will do our best, no matter the complexity or simplicity of the task.
- \* We will treat people with mutual respect and dignity.
- \* We will have empathy and compassion for others.
- \* We will use sound, innovative problem-solving techniques. We will both educate and learn from our community, working together to accomplish common goals.

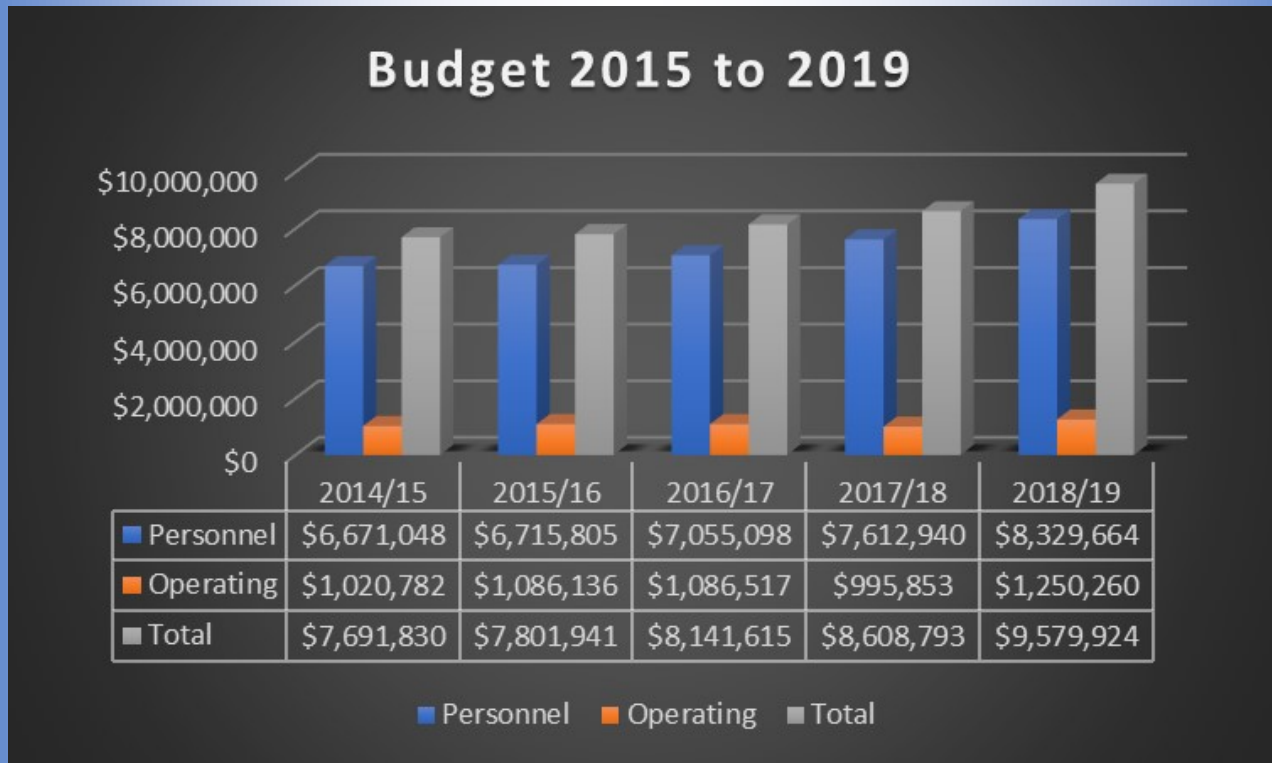
## **Vision Statement**

The Leesburg Police Department strives to serve and protect our diverse and dynamic community with fairness, integrity, and respect for the rights of the individual. We resolve to develop a creative, forward-thinking workforce, dedicated to raising our level of excellence to meet the challenges of tomorrow.

## **Department Motto**

**“To protect and serve with integrity, courage, compassion, and, intelligence.”**

## *Budget Comparison*



## *Personnel Comparison*

	<u>2016/17</u>	<u>2017/18</u>	<u>2018/19</u>
Sworn Personnel	65	71	71
911 Telecommunicators	14	14	14
Communication Managers	1	1	1
Crossing Guards	8	8	8
Crossing Guard Alternates	5	5	5
Office Specialists	1	1	1
Clerical Assistants	3	3	3
Evidence Technicians	1	1	1
Records Managers	1	1	1
Code Enforcement Officers	1	2	2
Sr. Code Enforcement Officers	1	1	1
Administrative Assistants	2	2	2
Accountants	1	1	1
Crime Analyst	0	0	1
Civilian Investigator	0	1	1
Volunteers	3	6	6

***ROTARY SERVICE ABOVE SELF and  
OFFICER OF THE YEAR - 2019  
Senior Officer (K9) John Snow***



Each year, members of the Leesburg Police Department select a sworn member of the department, who represents the best of the best. In 2019, Senior Officer (K9) John Snow was selected by his peers as the “Officer of the Year”. Senior Officer Snow is a dedicated professional, which exemplifies the Department’s Motto of “To Protect and Serve with Integrity, Courage, Compassion and Intelligence”.

Through his strong work ethic, Senior Officer Snow sets an example for others and inspires those around him. Throughout the year, he maintained a working partnership with members of the community, and through the partnership, he was able to garner vital information that led to the arrest of several violent felons, making Leesburg a safer place to work and live. He and his K9 partner, Lennox, remained very proactive throughout the year, resulting in the numerous seizures of illegal narcotics and weapons from criminals within the community. Senior Officer Snow is well-known for his volunteer service at community events, with his K9 partner, which continually fosters a positive, valuable, working partnership with members of the community. Senior Officer Snow maintains a positive attitude, regardless of the situation, inspiring those around him and improving the overall morale of his squad, therefore providing outstanding, quality service to the community. In the latter part of the year, Senior Officer Snow was selected to become a member of the Department’s Crisis Negotiations Team, who has the responsibility to resolve critical incidents through open dialogue with those involved in the critical incident. He is also a member of the Crisis Intervention Team, which provides support for his fellow officers and members of the community who may be experiencing overwhelming stress or experienced a recent traumatic event that they need assistance with to overcome. His ability to rapidly build a rapport with others is a valuable asset to the teams and assist the Department in de-escalation of critical incidents and providing direct support to those in need of services.

Senior Officer’s Snow’s dedication and professionalism have not gone unnoticed by his supervisors and peers. It is for these reasons and others that he was selected to represent the best of the best the department has to offer and is well deserving of the honor of being the “Officer of the Year for 2019” for the Leesburg Police Department.

***Congratulations Senior Officer John Snow***



# *OUTSTANDING OFFICER OF THE YEAR-2019*

## *Corporal Gustavo Escalante*



Corporal Gustavo Escalante was selected by his peers as the “Outstanding Officer of the Year” for 2019. Corporal Escalante began his career with the Leesburg Police Department in 2010, as a Uniformed Patrol Officer, and has since served the department and community in numerous and varying capacities, to include the Patrol Division, Street Crimes Unit, S.W.A.T. Team and Criminal Investigations Division.

Corporal Escalante was assigned to the Criminal Investigations Division for several years, initially as a Detective and later as the Detective Corporal, assisting with the daily supervision of division personnel. Prior to returning to the Patrol Division, he assisted with training the new Detective Corporal to take over his duties and responsibilities. Upon returning to the Patrol Division as a Corporal, he has assisted two Sergeant’s with the supervision of squad personnel. Wanting to share the knowledge and experience he has gained throughout his career thus far, he has mentored less experienced officers, to help them develop their skills, and his experience as a Detective and S.W.A.T. team member have allowed him to improve their officer safety skills, building search techniques, interview techniques, and overall investigations. Corporal Escalante has partnered with various experienced officers to develop lesson plans and present squad level training on various subjects to supplement the training received on a department level. He is actively working toward the completion of his Doctorate, is a Law Enforcement Instructor at Lake Tech Institute of Public Safety and teaches during the Leesburg Police Department Citizen’s Academy. Corporal Escalante regularly volunteers his time at a variety of community events and enjoys interacting with members of the community. He is a reliable, dedicated, professional law enforcement officer, committed to serving his community, department and fellow officers to the best of his abilities.

For these reasons and more, he was selected by his peers as the Leesburg Police Department’s “Outstanding Officer of the Year” for 2019.

## *Congratulations Corporal Gustavo Escalante*

# ***Officers of the Quarter—2019***



***1st Quarter  
Senior Detective  
Amanda Abston***



***2nd Quarter  
Officer  
Adam Digiacomo***



***3rd Quarter  
Senior Officer (K9)  
John Snow***



***4th Quarter  
Senior Officer  
Mark Johnson***

# ***CIVILIAN EMPLOYEE OF THE YEAR –2019***

## ***Crime Analyst Amanda Donovan***



Each year, all members of the Leesburg Police Department select a non-sworn member of the department, who represents the best of the best. In 2019, Crime Analyst Amanda Donovan was selected by her peers as the “Civilian Employee of the Year”. Crime Analyst Donovan is a dedicated professional, who exemplifies “Compassion and Intelligence” in everything she does.

Through her strong work ethic, Crime Analyst Donovan sets an example for others to follow. Throughout the year, she established partnerships with members of the department and surrounding agencies. Crime Analyst Donovan is able to identify crime trends and decipher vital information that directly affects the safety to our community. Crime Analyst Donovan designed a “Weekly Roll Call” to share with everyone expeditiously. Her creativity simplified sharing information, allowing officers to easily use the information while performing their duties. Crime Analyst Donovan is well-known by professionals outside this department who have made it known that Crime Analyst Donovan is the “go-to” person for Intelligence and Crime Analysis. She has established herself in the Crime Analyst sector as one of the best and continues to strive to be the best. Crime Analyst Donovan’s consistent positive attitude creates a satisfying working environment. She participates in events such as the annual Shop with a Cop, Junior Athletic Games, National Night Out and more. Her willingness to be involved with community events is admirable. She is truly an asset to the Leesburg Police Department and the City of Leesburg.

Crime Analyst Donovan’s dedication and professionalism have not gone unnoticed by her supervisors and peers. She was nominated as Employee of the 1<sup>st</sup> and 4<sup>th</sup> Quarter of 2019. It is for these reasons and many others that she was selected to represent the best of the best the department has to offer and is well deserving of the honor of being the “Civilian Employee of the Year for 2019” for the Leesburg Police Department.

## ***Congratulations Crime Analyst Amanda Donovan***



# *OUTSTANDING CIVILIAN EMPLOYEE OF THE YEAR –2019*

## *Records Clerk Kaleen Torres*

Being recognized by your peers is an honor for anyone. In 2019, Kaleen Torres was selected, by her peers, as Leesburg Police Department's "Outstanding Civilian Employee of the Year".



Kaleen is a member of the Records Section of the Leesburg Police Department and has been with the Department since 2013. Kaleen is described as a "complete package" by her supervisor, willing to lend a helping hand to anyone, and does so with a smile. As part of her normal duties, she processes numerous records for the State Attorney's Office, Public Defender's Office, Traffic Clerk, private attorney's requests, public records requests, insurance companies, and many others. The processing of records involves reviewing, scanning, attaching and routing all reports and records received by the department. This includes reports of crimes, information reports, traffic crash reports, traffic citations, traffic warning, field contact cards and any other record or document collected by members of the department during the course of their duties. She is a well-organized, efficient, competent and knowledgeable member of the Department regarding all records that are received, processed and disseminated during the normal business day. She is truly a blessing to the Records Section and a valued asset for the Department. For these reasons, she was recognized as the "Outstanding Civilian Employee of the Year for 2019".

## *Congratulations Kaleen Torres*

# Civilian Employee of the Quarter - 2019



*1st Quarter  
Crime Analyst  
Amanda Donovan*



*2nd Quarter  
Records Clerk  
Kaleen Torres*



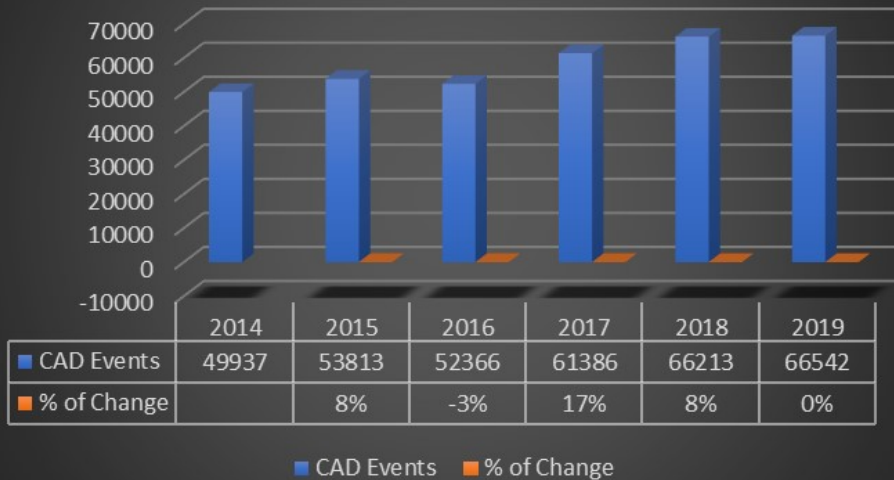
*3rd Quarter  
Communications  
Center Personnel*



*4th Quarter  
Crime Analyst  
Amanda Donovan*

# CAD Events and Calls For Service—2019

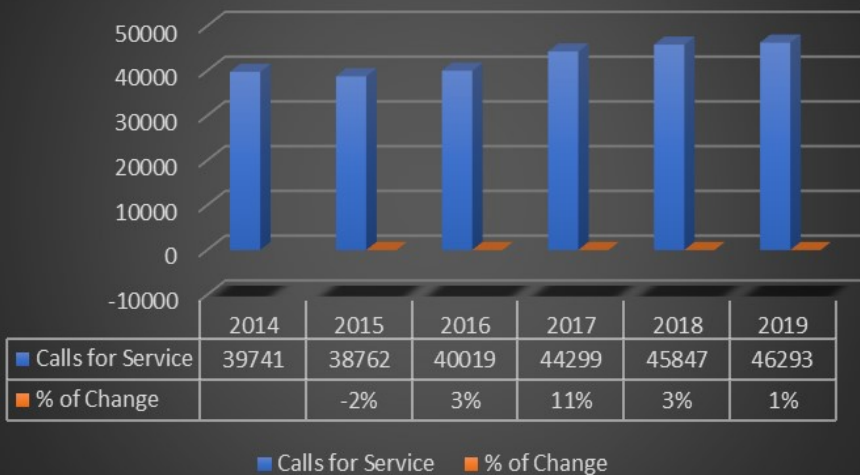
## CAD Events



**CAD (Computer Aided Dispatch) Events are all activities with the agency. Events may include routine administrative activity as well as actual police responses to public requests for service.**

**Calls for Service are actual police activities whether a response to assist the public, investigative, or enforcement activity by an officer. Calls for Service are a much more accurate measure of officer activity than CAD Events.**

## Calls For Service





# PART I CRIME SUMMARY

## Part I Crime List

**Homicide**

**Rape**

**Robbery**

**Aggravated Assault**

**Burglary**

**Larceny**

**Vehicle Theft**

**Arson**

**All Hate Crimes**

The United States Department of Justice, Federal Bureau of Investigation (FBI) publishes the Uniform Crime Report (UCR). The UCR Program is a nationwide, cooperative statistical effort of over 18,000 city, university and college, county, state, tribal, federal and other law enforcement agencies who voluntarily report data on crimes brought to their attention. Since 1930, the FBI has administered the UCR Program. The program's primary objective is to gather and report reliable information for use in law enforcement administration, operations and management. Over the years, UCR data has become one of the nation's leading social indicators. Criminologists, sociologists, legislators, municipal planners, the media and other students of criminal justice use the data for varied research and planning purposes.

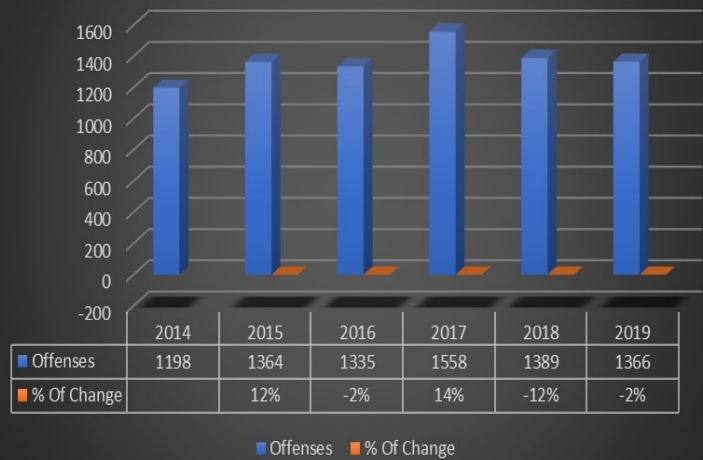
Part I Crime data represents only a summary account of crime. Consumers should not use the data for a comprehensive crime analysis and should not use it to compare one jurisdiction to another. However, students and professionals may use UCR data very effectively to analyze trends in overall criminal activity to assess how social, economic and other factors affect crime. The trend analysis is most effective for long-term, strategic

planning. Analyzing trends found in UCR data allows agencies to assess overall enforcement and crime prevention efforts by looking at the big picture.

So how much did Part I Crimes increase or decrease in the City of Leesburg during 2019? Overall, the City experienced a decrease of one and seven tenths of a percent (-1.7%) in Part I Crimes. Broken down by category, Part I Violent Crimes experienced a decrease of one and seven tenths of a percent (-1.7%) and Part I Property Crimes experienced a one and six tenths of a percent decrease (-1.6%) decrease compared to 2018.

In 2021, the United States Department of Justice, Federal Bureau of Investigations will no longer be collecting UCR data and begin utilizing a new system identified as NIBRS (National Incident Based Reporting System). The Leesburg Police Department will report their crime data through the State of Florida's system, known as FIBRS (Florida Incident Based Reporting System). The new system will provide additional data as it does not follow the hierarchy rule where only the highest/most serious crime report for each incident is reported. Under the new system, all crimes in a single incident will be reported, as well as other data points, a total of 52 data points instead of 9. The new system will provide a more detailed representation of the crimes reported within a jurisdiction. Due to the new system being utilized, the data comparison will be different and may show significant changes to the crimes reported and trends created within the jurisdiction..

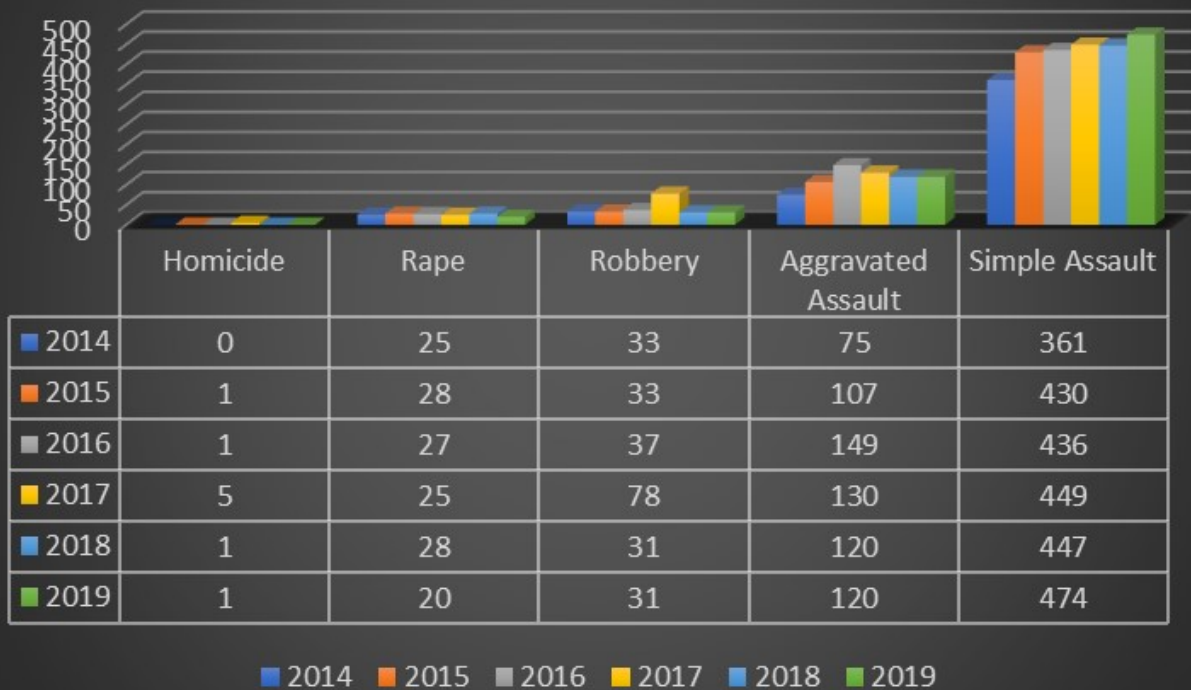
**Part I Crime Comparison**



# ***PART I VIOLENT CRIMES***

Part I Violent Crimes include Homicide, Rape, Robbery, Aggravated Assault/Battery and Simple Assault/Battery. Aggravated Assault/Battery offenses involve either the use of a weapon during the offense and/or the offense results in bodily injury to the victim. Simple Assault offenses involve the threat of violence. In 2019, Homicide, Robbery and Aggravated Assault experience no change. Rape experienced a significant decrease of thirteen percent (-13%), while Simple Assault experienced an increase of six percent (6%) as compared to 2018.

## ***Part I Violent Crimes Comparison***



Crime, particularly violent crimes, affects the community as a whole and not just where the offense occurs.

The Intelligence Led Policing Model for crime prevention, which is the model currently employed by the Department, offers law enforcement the opportunity to maximize use of available resources. Crime data is a big part of the strategy. We use it to analyze crime trends, map the incidents and project where crime activity may occur in the future. Crime data and other forms of information are the foundations upon which effective crime response strategies are developed and implemented. Action oriented strategies may rely upon the development of strike teams, targeted responses, surveillance and recidivism awareness; all are led by the reliable data.

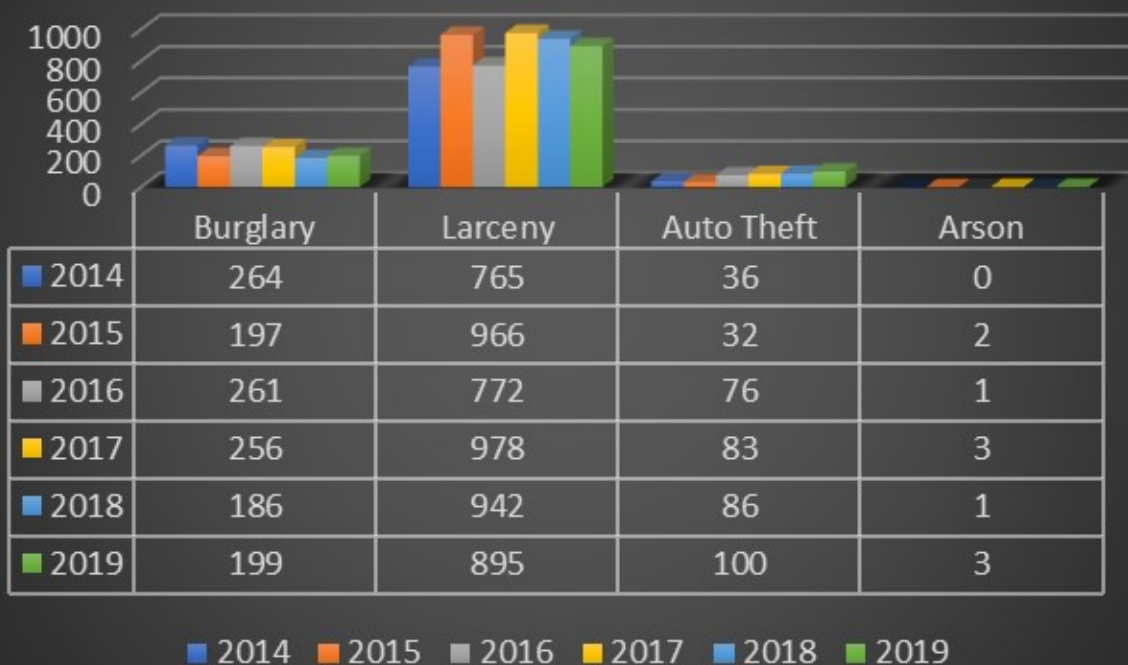
Generally, many view crime as a symptom of larger social problems. Poverty, joblessness, absentee parents, limited education and mental illness all may influence its pervasiveness. A single-handed law enforcement approach has its limits. Hence, a more effective crime prevention model should involve professionals from all disciplines. Nevertheless, regardless of the causes, all crime has an adverse impact on society, both near and far. The Department is determined to engage all parties who are willing to commit their time and effort to improve the lives of our citizens and the City of Leesburg. Our goal is to reduce crime, the fear of crime and help make the City of Leesburg a better place to live, work, raise a family and retire.

# PART I PROPERTY CRIMES

Part I Property Crimes include all crimes in which the victim suffered a loss of property or a decrease in value of their property, resulting from criminal activity. Some of these crimes include burglary, grand theft, auto theft and arson. This report does not give a complete accounting of all property crimes, but it does provide a point of reference that one may review to identify the most costly property losses as well as those occurring most frequently.

Victims reported a total of 1,197 property crimes in 2019, which represents a one and 6 tenth of a percent decrease (-1.6%) over property crimes reported in the previous year. Burglary, Auto Theft and Arson all experienced increases, while Larceny experienced a decrease of five percent (-5%).

## Part I Property Crimes Comparison

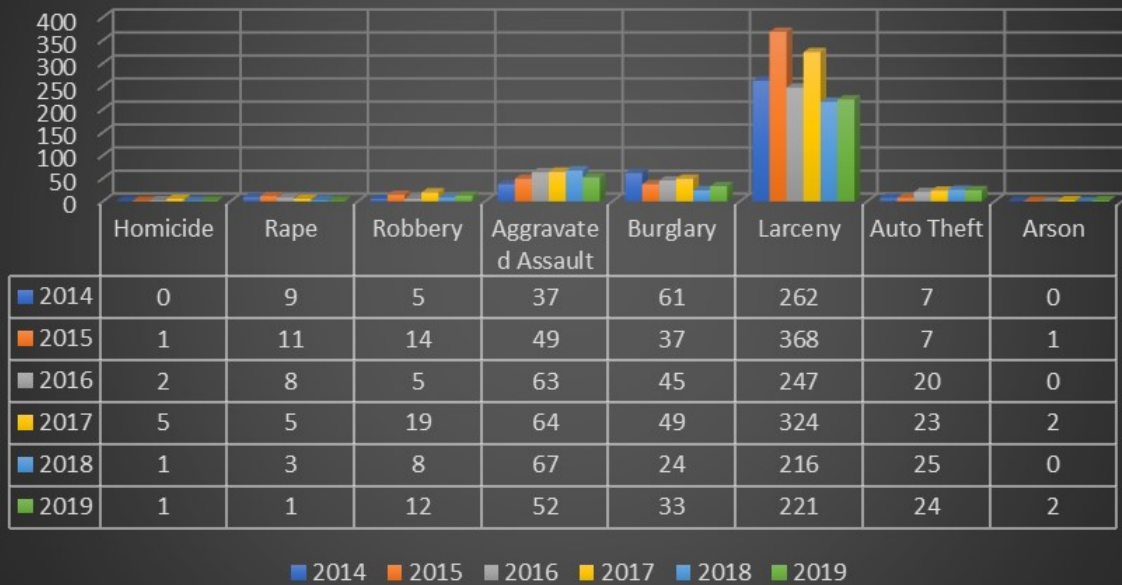


Generally, Property Crime can be dramatically affect by opportunity. The best defense against Property Crime is for everyone to be diligent in their efforts to secure their property and reduce the opportunity for these crimes to occur. Through properly securing property and diligent reporting of suspicious activity, regardless of when observed, Department personnel can respond appropriately, in an effort to reduce these types of crimes.



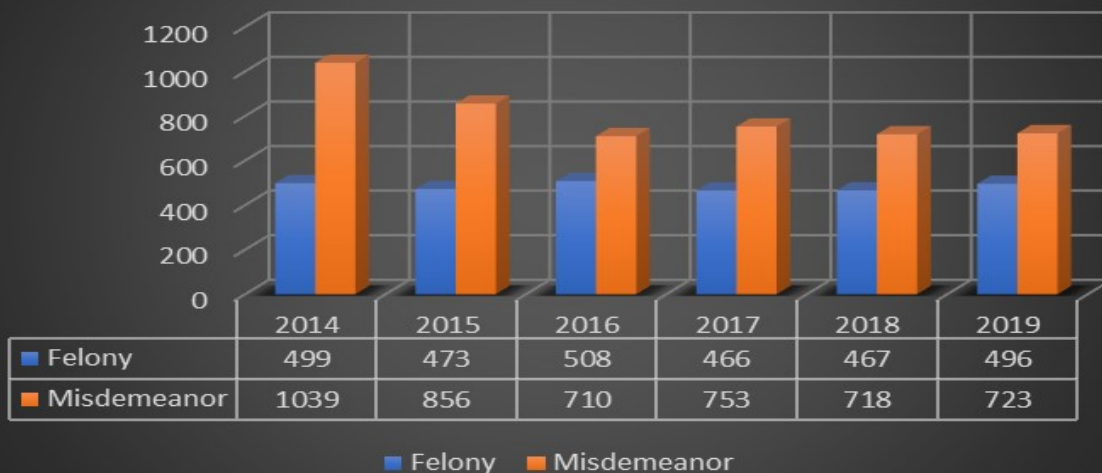
# CRIMINAL ARRESTS

## Part I Arrests Comparison



Part I arrests above correspond to the Part I Crimes reported on the Uniform Crime Report (UCR). The report depicts the number of physical arrests made in each category. The Arrest Comparison below reflects all arrests made by officers of the Department and includes those arrests not reported under UCR.

## Arrests by Type Comparison



# NON-CRIMINAL ENFORCEMENT

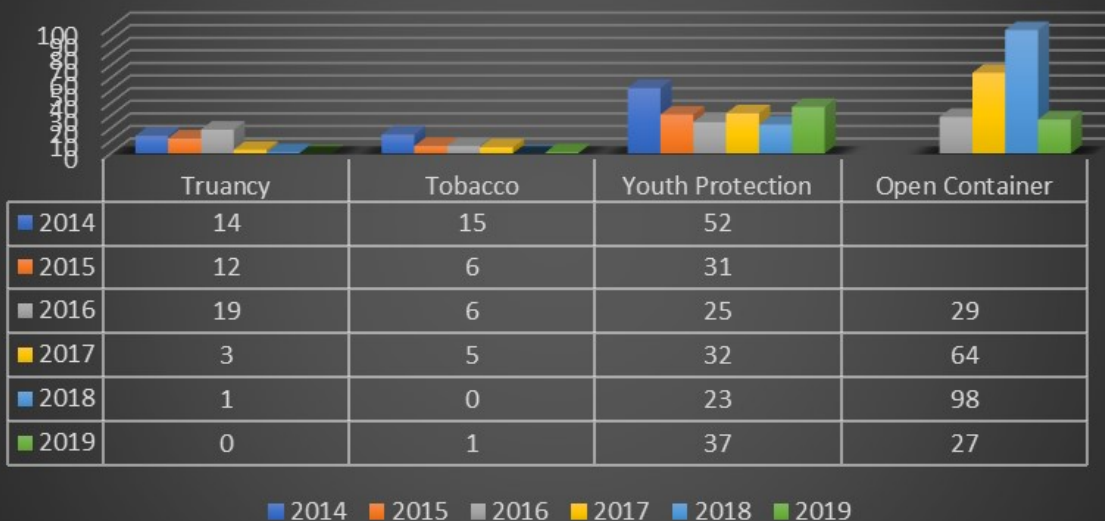
The specific cases indicated below are tracked in response to citizen complaints expressed to department personnel in combination with proactive policing strategies in known problem locations. Specific non-criminal enforcement involves status offenders who have not committed a crime per say. Nevertheless, by focusing on youthful offenders and others who commit infractions, police officers become an important part of the early intervention process and a factor for behavior modification that helps minimize the possibility of status offenders becoming a larger social problem.

In an effort to promote a safer environment for juveniles, the city of Leesburg codified section 15-14, Youth Protection Ordinance, in 1999. This ordinance prohibits minors from remaining, lingering, staying, congregating, moving about, wandering or strolling in any public or semi-public place in the city, either on foot or upon any vehicle, during restricted hours. This is a good fit for our proactive policing strategies.

Enforcing non-criminal ordinances is only a small part of the Community Oriented Policing model, whose ultimate goals are to discourage, interrupt and redirect destructive types of youthful exuberance that often leads to larger problems.

Another part of it involves activities like Junior Athletic Games, Shop with a Cop and National Night Out, which we will discuss later. These activities do more than just give youths sometime to do; they provide opportunities to interact with the expanded community in a way that may not otherwise occur.

*Non-Criminal Enforcement Comparison*



# UNIFORM PATROL DIVISION



The Uniform Patrol Division is the largest division of the Leesburg Police Department, with a Captain as the Division Commander, supported by a Lieutenant who provides oversight and other administrative assistance as needed. The Division is comprised of four patrol squads and multiple specialized units, including Traffic, Canine (K-9), Crime Suppression Unit, Training, Community Services, SWAT and Crisis Negotiations. Each patrol squad is made up of a team of uniformed officers who are led by a Sergeant, with the support of a Corporal. The officers within this Division are the first responders in most police related activity occurring within the City and they are assigned to geographical patrol sectors, having the

primary responsibility for police activity in those sectors during their tours of duty. These uniformed officers respond to a multitude of calls for service, including traffic crashes, general traffic complaints, business checks, neighborhood patrols, in addition to any criminal activity and other non-criminal related complaints that may occur within the City. Additionally, Patrol Sergeants may assign officers special duties to focus attention in areas of concern and crime trends identified through the Intelligence Led Policing model.

During 2019, the Uniform Patrol Division continued to work toward enhancing its Intelligence Led Policing methods through training and information sharing efforts. Officers are encouraged to use their training and experience to identify problem areas, develop plans to address identified concerns, implement the plan and evaluate their effectiveness. These efforts provide officers the confidence, understanding, and opportunity to address identifiable crime trends, through smart and effective deployment of personnel and resources. Combined with strong community partnerships, the Division is able to use these methods to address and prevent crime, including quality of life issues within the City.



During 2019, the Patrol Division responded to 58,944 calls for service, which included proactive activity such as property checks and suspicious persons or vehicles. The Division has many moving parts, working in concert to effectively and efficiently Protect and Serve our community with Integrity, Courage, Compassion, and Intelligence.



# CRIMINAL INVESTIGATIONS DIVISION

The Criminal Investigation Division is responsible for all felony investigations and criminal intelligence information for the Department. In addition to felony investigations, division members investigate missing person, domestic violence, and child/elder abuse cases. The Division is led by a Captain, who manages the division and conducts Internal Affairs Investigations for the Department. They are supported by a Lieutenant and a Corporal, who oversee the daily operations of the division and supervise the remaining Detectives. Members of this division receive advanced specialized training, such as crime scene and evidence processing, to assist them in carrying out their mission and conduct varying types of investigations, employing a variety of investigative techniques.



In 2019, the division investigated many high profile criminal incidents as well as others that did not get media attention. These crimes vary in nature from frauds, thefts, sex offenses, robberies, assaults, on to the most serious, homicide. During 2019, the Criminal Investigations Division investigated one homicide.



Anyone information regarding the below listed homicides may be reported to the Leesburg Police Department at 352-787-2121. Tipsters may also report information to Crimeline at 800-423-TIPS(8477). Any information you provide that leads to an arrest of the perpetrator may make you eligible for up to a \$5000.00 reward when reported to Crimeline.

## **Unsolved Homicides**

Ronald Banks  
Fredrick Felton  
Chris Taylor

Tanza Bradley  
Wilson George  
Josephine Williams

Jeffrey Brown  
Harvell Golden

Leavell Daniels  
Ernest Heggs

## **Missing Persons**

Janice Wynn

Trenton Duckett

Bernadine Montgomery

Andrea Kitchen

# SPECIALIZED UNITS

## TRAFFIC UNIT

The Traffic Unit is comprised of a Sergeant and four Officers who specialize in traffic crash investigation, traffic homicide investigation, traffic enforcement, traffic escorts, and special event planning. Members of this unit receive advanced specialized training related to motor vehicle traffic, the most important being traffic homicide investigation and advanced investigative techniques, which qualifies them to investigate all traffic related deaths.

One of the riskiest undertakings of daily life is driving on America's roads. Thousands perish every year behind the wheel of an automobile. According to the most recent data published by the National Highway Traffic Safety Administration (NHTSA), 36,560 people died in traffic crashes during 2018.

The Traffic Unit utilizes both marked and unmarked vehicles, as well as police motorcycles to accomplish its mission, which is to promote traffic safety in and around the City of Leesburg. As in the past, traffic enforcement continues to be one method the department uses to achieve traffic safety and provide high visibility in areas of concern.

In order to identify streets with high traffic volumes and/or speed violators, the unit uses state-of-the-art traffic data collectors. This equipment compiles data to aid the Traffic Unit when assessing traffic problems and finding solutions by identifying locations for selective traffic monitoring and proactive enforcement. The Traffic Unit also has a speed measurement trailer which provides drivers with a visual indication of their speed in an effort to gain voluntary compliance.



The Traffic Unit participates in numerous traffic safety events throughout the year such as Click it or Ticket, Law Enforcement Challenge, and DUI Challenge, which are all statewide events funded by Florida Department of Transportation (FDOT). During 2019, there were 77 DUI arrests

made. Members of the traffic unit accounted for 38 of those arrests, approximately 50%.

During 2019, Officers issued 3,556 traffic citations department-wide. The Traffic Unit issued 1,438 of those citations, roughly 40%. The Department responded to 1,359 traffic crash investigations with 339 crashes with reported injuries to 477 individuals. Furthermore, the unit investigated 9 crash investigations resulting in 11 fatalities and conducted 4 additional preliminary traffic homicide investigations. Preliminary traffic homicide investigations are crashes that cause severe injury with potential for death.



## CANINE (K9) UNIT

The police canine, often referred to as a "K-9", is a dog specially trained to assist police officers and other law enforcement personnel in their work. Common uses of police canines include narcotics detection, tracking, article searches, and suspect apprehension. The most commonly used breed is the German Shepherd, but several other breeds are also used dependent upon the specific purpose of the canine team and their work environment. Law enforcement personnel recognize their value to such an extent that there are thousands utilized in various police agencies throughout the United States and around the world.

The Leesburg Police Department Canine Unit works both independently and as a direct support unit of the Uniform Patrol Division. The unit

consists of four K-9 teams, each team comprised of a certified handler and K9. The dual-purpose canine teams are trained and certified for narcotics detection, tracking, article/evidence recovery and suspect apprehension. The dual-purpose canine teams are continually available to enhance the capability of the Uniform Patrol Division and the Department as a whole.

During 2019, the unit collectively search 551 vehicles, made 41 canine apprehensions (only 3 involved force), 22 building/area searches, 9 tracks and 3 article searches. The unit made 114 controlled substance arrests, 107 arrests for other offenses, issued 56 criminal citations and 253 traffic citations. The unit also collectively seized approximately \$53,549.00 worth of controlled substances consisting of Marijuana, Methamphetamine, Powder Cocaine, Crack Cocaine and MDMA.



## CANINE (K9) TRAINING



The Leesburg Police Department K-9 unit trains continuously in order to maintain the highest caliber dogs. During 2019, the unit conducted 1,897 hours of documented training. The department's K9 Teams regularly train with surrounding police agencies in Lake County, conduct training during their normal tour of duty and network with K-9 based organizations throughout the country and world. The training includes all aspects of their jobs, providing "real world" scenarios to evaluate and validate team proficiency. Primarily, the continual training is conducted locally, to minimize expenses associated with K9 Team maintenance and proficiency. All K9 Teams are required to re-certify through the Florida Department of Law Enforcement and receive their certification for narcotics detection through the National Police Canine Association. The certification process is a demanding and independent assessment of the team's knowledge, skills, and abilities.



# HONOR GUARD

An Honor Guard is a ceremonial unit with the primary role to provide honors for fallen comrades who made the ultimate sacrifice in their service to others. Members of the Honor Guard provide services as guardians of the fallen comrade during funeral services, escorts to the final resting place and during internment. While paying respects and honoring the fallen comrade, the Honor Guard folds the flag, which is presented to the Chief of Police, for presentation to the fallen comrade's survivors. This responsibility may be one of the most challenging duty any officer may be called upon to perform during their career.



Honor Guards also serve as “Guardians of the Colors” or Color Guard during ceremonies in which the national, state or local flag, also referred to as colors, is present or presented. In this capacity, the Honor Guard may serve in parades, open ceremonies, and other public functions as designated by the Chief of Police.

In 2017, the Leesburg Police Department re-established the Honor Guard for the department. The unit is comprised of nine police officers who volunteer for the duty and service as a member of the unit. They believe being a member of the Honor Guard unit is both an honor and privilege.

In 2019, members of the Honor Guard represented the Leesburg Police Department by attending the funeral of Sergeant Shayne Toler and Lieutenant Dovie Smith, both former sworn members of the Leesburg Police Department. Representatives also attended three other funerals of fallen officers in the State of Florida in 2019.

Members of the Honor Guard also participated in several city-sponsored events to include leading the annual Martin Luther King Jr. parade and annual Christmas Parade, and the presentation of colors at the Salvation Army's 911 Ceremony. On a national level, members of the unit attended the National Police Week at the National Law Enforcement Memorial in Washington, D.C.



IT IS NOT HOW THESE OFFICERS DIED  
THAT MADE THEM HEROES  
- IT IS HOW THEY LIVED.



# ***SPECIAL WEAPONS AND TACTICS UNIT***

The Leesburg Police Department Special Weapons and Tactics (SWAT) Team is a group of highly motivated and trained individuals, tasked with resolving life-threatening and high-risk situations within the City, that fall outside the scope of our general patrol officers. The SWAT Team is utilized primarily to serve high-risk search/arrest warrants for all divisions/units within the department and less frequent incidents, including barricaded subjects, sniper situations, dignitary protection and other specialized assignments. Each SWAT Team member is fully equipped and capable to respond to any critical incident within the City. Upon request, team members may also assist other agencies in the local area. When necessary, SWAT works hand in hand with the department's Crisis Negotiations Team (CNT) to safely resolve the most volatile and dangerous situations we face.



The SWAT team is comprised of 14 members who train on a monthly basis to sharpen their skills and hone their tradecraft. Members train a minimum of six hours a month during SWAT in-service training and attend numerous advanced and specialized training courses, specific to tactical operations, throughout the year. SWAT training topics include, but are not limited to, combat firearms proficiency, building entry/search, search warrant operations, rural operations, rappelling, vehicle assaults, hostage rescue, linear rescue, combat medicine, less-lethal

force options, violent crime mitigation, various instructor based courses and integrated K9 operations.

SWAT Team members may be called upon to serve as instructors within the department and community, including Active Shooter Response for officers and citizens at locations such as schools, churches, and other venues where people may gather.

When openings occur on the SWAT Team, officers may voluntarily participate in a rigorous selection process. A SWAT team candidate must possess many traits and attributes to serve on the team, requiring a great deal of personal motivation, dedication and sacrifice. Upon selection, candidates must successfully complete a basic SWAT Operator training course and serve on the team in a probationary status for one year prior to permanent assignment.



The Leesburg Police Department SWAT team is an invaluable asset to the citizens of Leesburg and surrounding law enforcement agencies and communities. The availability of these highly trained individuals has proven to reduce the risk of injury and loss of life to citizens, police officers and suspects alike.

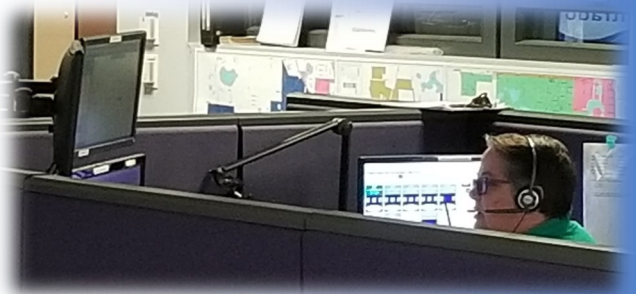
## COMMUNICATIONS SECTION



Always heard and rarely seen, the Communications Section personnel are the department's first line of defense against criminal activity, the life-line for officers in the field and often the first contact with law enforcement by citizens of the community.

The communications staff fields numerous telephone calls, requests for law enforcement assistance by citizens and requests for information by officers in the field. In 2019, approximately 107,084 telephone calls came into the communications center. These calls

consisted of 911 emergency requests for help, TDD calls/test calls, and administrative calls. Additionally, the section handled 66,542 police call events, which may or may not have resulted from a telephone call but required a 911 Telecommunicator to communicate with officers in the field. Communication by radio resulted in 1,340,172 radio transmissions during the year.



In 2019, there were 3,515 hours of training completed by the Communications Center staff members. A large portion of the training was for New Hire OJT, which accounted for 3,063 hours. The other 452 hours of training included topics such as Mutual Aid, Enhanced Location, Callers with Disabilities, De-Escalation, Hazardous Materials, Crisis Negotiations, Officer Involved Shootings, Active Shooter and several others.

## RECORDS SECTION



The Records Section consists of a supervisor, three full-time clerical assistants, and one full-time office specialist. The section provides a host of records management services ranging from data entry of uniform traffic citations and traffic warnings to quality control and processing of police incident reports. The section processes approximately 100 requests for public records from the State Attorney's Office, Public Defender's

Office, private attorneys, insurance companies, and individuals each week. They provide a variety of other services to the public, including local records checks for employment and LiveScan fingerprinting services.

In 2019, the section processed 5,241 incident reports, 1,143 criminal arrest reports, 5,106 investigative supplements, 3,629 traffic citations, and 2,989 written traffic warnings. The section also served 4,578 citizen walk-ins and accepted 1,744 subpoenas for court appearances. Additionally, the records section conducted 2,551 local records checks, provided fingerprinting services to 99 citizens, processed 1,258 State Attorney and Public Defender requests and 1351 Insurance requests related to traffic crashes. Staff members attended over 63 hours of in-house and continuing educational training in 2019. Training included a variety of topics including Uniform Crime Reporting, report review and processing, public records, and mandatory city training.



# CODE ENFORCEMENT

The appearance of any property affects the overall image of the community. As a means of ensuring property owners maintain their property in good condition, the City of Leesburg Code of Ordinances specify minimum standards for housing, yards, parking, etc. These standards benefit the community by requiring minimum standards of upkeep for real estate, which also minimizes the potential for property degradation and devaluation, which is an unfortunate event that benefits no one.



The Code Enforcement Section currently consists of one Code Enforcement Supervisor, two Officers and one Administrative Assistant. Code Enforcement Officers respond to citizen complainants, provide a comprehensive inspection of properties, and investigate a wide variety of citizen concerns.

Complaints may involve:

- ♦ Minimal housing standards;
- ♦ Grass and weeds;
- ♦ Parking of recreational vehicles, boats, trucks and trailers;
- ♦ The accumulation of garbage, trash and debris;
- ♦ Abandoned property (including vehicles, furniture, machinery, etc.);
- ♦ Business licenses/Tax Receipts, and
- ♦ Zoning approvals for both commercial and home occupancy.



In 2019, Code Enforcement Officers opened 1,372 new cases, some of which were repeat offenders. In addition to proactively seeking code violations within the City, the Code Enforcement Section investigated 827 outside complaints, 497 of which they referred to other agencies. There were 11 Special Magistrate meetings, during which the Code Enforcement Officers presented 82 cases to the Magistrate, after which they worked with the property owners to achieve compliance with the City's Code of Ordinances.



# COMMUNITY RELATIONS/CRIME PREVENTION



The Community Relations/Crime Prevention Unit consists of a sergeant, two School Resource Officers and six volunteer Citizens on Patrol Officers. The mission of the unit is to foster community relationships and partnerships that create a safe and desirable place to live. This principle not only adds purpose to the unit, but it is a driving force for strategic development and serves as a tool for measuring progress. The mission promotes collaborative working relationships between the police and all others who have a personal

or professional interest in the welfare and betterment of the community. By jointly working on community issues, we all become resources for each other, providing for a better city through problem identification, ownership and resolution.

In 2019, the Community Relations Unit conducted and participated in numerous presentations and activities for local businesses, schools, churches, civic groups, and community action teams in and around the Leesburg area. The presentations and activities included, but were not limited to impromptu neighborhood cookouts, Community Safety Fairs, Back to School Bashes and Back Pack/School Supply Drive, Crime Prevention Symposiums, Facility Security Assessments, Neighborhood Watch Meetings, Career Days, Bikefest Fundraiser, Dine and Donate Fundraiser, Mardi Gras Festivities, Reading to Elementary School Classes, Day Care Meet & Greets, Blood Drives, Senior Safety Presentations, Youth Mentor Programs, Story Time at the Library, Church Safety and Security Seminars, Painting With the Blues, Roll With Patrol, Bowl With Patrol, ELC Day At the Park, Junior Athletic Games, National Night Out, Community Helper Day, Super Hero Day, Chili Cook Off, Special Olympic Torch Run, Coffee Talk Events, Bike Helmet Giveaway, Black Heritage Festival, Nam Knights Bed Race, Facility Tours, Halloween Festivities, Christmas Parade, Christmas Bike and Gift Give-a-way, Shop With A Cop, Citizens Academy, Citizens On Patrol Academy, and Local, State & Federal Victims' Rights Events.



By networking with a variety of community groups, the unit continues to support established programs, such as Neighborhood Watch Programs, within the community and fosters a cooperative effort between those programs, allowing for pooling of community resources toward common objectives.



The Unit has helped keep the public informed about topics related to current crime trends and various city events. These learning opportunities included training concerning a variety of fraudulent scams, which are major problems, victimizing much of our elder population. Additionally, the unit has given assistance to citizen's establishing new neighborhood watch groups while maintaining cohesive relationships with pre-existing groups within our communities.



# CITIZEN'S ACADEMY

In 2018, the Department hosted a Citizen's Academy in which there were 20 participants. The program is a seven (7) week program, meeting one evening per week for four hours. This program permits members of the community to have a better understanding of the duties performed by various members of the Department. Through classroom instruction, presented by members of the Department, citizens learn about the functions of patrol officers, detectives, SWAT team members, traffic unit members and other sections of the Department. Some of the activities are hands-on and allow members of the community to perform some of



the daily tasks performed by Department members. The academy program is a valued learning environment and awareness program, permitting an opportunity for education through positive interaction between the officers of the Department and members of the community. Upon completion of the academy, graduates are afforded the opportunity to volunteer as members of the Citizens On Patrol, which requires additional training for the duties they perform.



# CITIZENS ON PATROL



The COP Unit is an integral part of the department comprised of volunteers that assist with some of the non-enforcement related duties of department members. In 2019, six (6) volunteers staff the unit donating their time and effort not only to the police department but also to the community. Unit members support organizational objectives in a variety of ways. This hard working group of volunteers help with everything from traffic control to fingerprinting children. Their roles help reduce police workloads allowing police officer to focus more on other

tasks such as crime reduction, offender apprehension, investigations, traffic issues, and numerous other neighborhood patrol responsibilities. The support they provide serves as a personnel multiplier, maximizing the use of current police staffing levels, and freeing up officers to concentrate on other objectives. 2019 marked a milestone for Citizens on Patrol who celebrated their 10 year anniversary for the program.

During 2019, the COP Unit donated over 731 hours and logged in over 7000 miles of patrol. Without their support, the department simply would not be able to maintain the current level of service.





# NATIONAL NIGHT OUT - 2019

*National Night Out* is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, more caring places to live. National Night Out began in 1984 and it is sponsored by the National Association of Town Watch in the United States and Canada. It began simply with community residents across the country sitting on their front porches with their porch lights on in support



of law enforcement and community partnerships. Over the years, it has grown and includes block parties, community fairs, and other celebrations in over 16 thousand communities across the country, with the goal being to build relationships and partnerships between law enforcement agencies and the communities they serve. Initially, in support of the National Night Out campaign, the Leesburg Police Department would host neighbor walks during the campaign periods. In 2015, the Department began to host an annual National Night Out Community Event that involves civic organizations and support groups from the community, coming together to provide an



opportunity to build partnerships and relationships to better the community. Through donations of funds and time, the community and Department have made this event a success.



The Leesburg National Night Out Community Event allows members of the community to observe services and many supportive programs, other than law enforcement, available to them within their own community while having fun and enjoying camaraderie with members of the Department and their neighbors. The event involves live entertainment, games, giveaways, food and most importantly positive interaction between the officers of the Department, organizations of the community and the community itself. Since the first event, attendance by the

community has grown each year. The event also has grown by involving not only members of the Leesburg Police Department, but members of surrounding law enforcement agencies and other services in support of fostering a better Police-Community partnership, which can be built upon to make Leesburg a better, safer community to live.





# JUNIOR ATHLETIC GAMES

The department held the annual Junior Athletic Games (JAG) April of 2019 at Leesburg High School. This unique program gave elementary school students from area schools a chance to compete in several different events.

- Football Throw
- Softball Throw
- Soccer ball Kick
- 50 yard dash
- 100 yard dash
- Half Mile Run (4th & 5th grade)
- School Spirit Relay
- Long Jump



The event reinforces the principles of good sportsmanship and provides the opportunity to interact in friendly competition. Students placing 1st, 2nd, and 3rd receive medals for their accomplishment with the remaining participants receiving a letter of participation. This has been a great annual event, instrumental to helping mold strong bodies, minds, and building esteem and self-confidence, while reinforcing good sportsmanship.





## SHOP WITH A COP

What is Shop with a Cop? The purpose of this program is to foster positive relationships between youths and officers. Kids, 6<sup>th</sup> through 8<sup>th</sup> grade are selected each year during the end-of-the-year holiday season to shop at one of the local area stores to purchase gifts for members of their immediate family. Each child is given \$100 to spend. Program organizers assign 1 or 2 children to each police officer, who escorts them around the store and assists in selecting appropriate gifts. In 2019, this event was conducted at the Leesburg Walmart. Our department provided \$100 gift cards for 15 children from our community.

2018 marked the first year Leesburg officers had the opportunity to shop with high school students. With the help of a grant received from Walmart, 17 high school students selected to participate with the officer in this program. Each were given \$150 gift cards for the store.

The recipient selection process is the same as the Bicycle Give-Away, utilizing information obtained from schools within our City. Another important part of the program is the dedicated police officers and citizens who volunteer their time and effort. We thank them for their dedication to community.



## BICYCLE GIVE-AWAY



This important program began approximately 27 years ago and has become a long-standing tradition at the Department. In its infancy, officers would donate time to repair abandoned and unclaimed bicycles, to give-away to families in need. The program has since evolved to involve many civic organizations, local charities and businesses in the program, who provide funding to help spread a little cheer during the Christmas Holiday. Their donations not only fund the purchase of new bicycles, but allows the Department to purchase other small gifts to provide to other

children within the home. Potential recipients are children, identified by members of the community, based upon their individual level of need. In 2018, the Department, with the assistance of the community, was able to provide approximately 90 bicycles and over 100 wrapped gifts to children within the community. Over the years, this program has provided hundreds of bicycles and gifts to community children, involved the community in identifying community needs and partnered the Department and the community in a positive, working relationship to meet the needs. 2018 marked the second year that recipients were all gathered for a Christmas Get-Together which was held at the new City of Leesburg Resource Center. The gathering hosted several holiday related activities, food and Santa, as well as positive interaction between members of the community, department members and a host of volunteers.





## BACKPACK DRIVE



In 2019, members of the Leesburg Police Department partnered with Mojo's Grille to provide backpacks for children in need for the upcoming school year. There was music, free hair trims, face painting, art studio activities, balloon artist, and a bounce house for the kids. Patrons attending were asked to bring in a backpack containing school supplies in exchange for a raffle ticket to win prizes that were donated by various businesses from the community. ( Sign Crafters, EyeCare of Leesburg, Sherwood Storage, Michaels Couture hair Salon – Rod Motgomery, Walgreens, Edward Jones – Jeff Sustarsic, Alada's Gifts, Leesburg Center for the Arts, Brown & Brown Insurance, and Fun Inflatable Rentals) In addition, officers assisted with serving patrons who then “tipped” the officers for a contribution toward Community Services.

The backpacks and school supplies were distributed to families in need and elementary schools located in Leesburg.



## CHARITY BED RACE

In 2018, members of the Department participated in the 1<sup>st</sup> Annual Great American Swamp Rat Bed Race, sponsored by the Nam Knights of America Motorcycle Club, Green Swamp Chapter. The Bed Race was a fundraiser event of the club with the proceeds to benefit veterans and law enforcement officers. Participants were required to decorate their racing bed and then race it along the course. As you can see...the Department's team performed well.



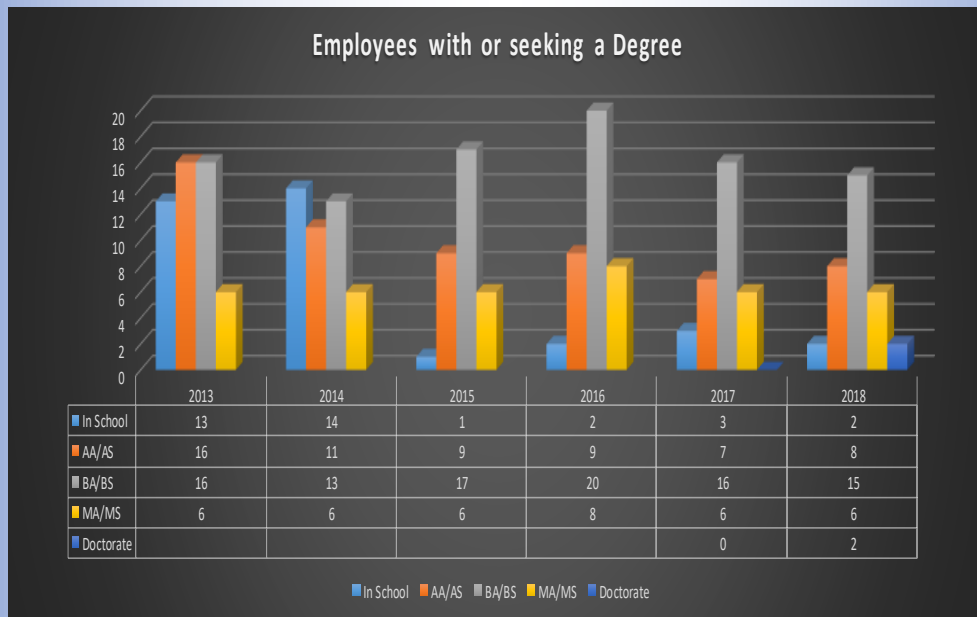
# TRAINING AND EDUCATION

In the law enforcement profession, training and education are a vital aspect for continued growth of the department, it's members and for the department to better serve the needs of the community. Each year, department members must attend various types of training to maintain proficiency and further develop their skills and abilities. Some of the training is mandatory for the members, both sworn and non-sworn, to maintain certain certifications they hold, such as sworn member certifications, 911 Telecommunicator certifications and instructor certifications. Other training courses are attended to improve both effectiveness and efficiency, as well as keeping current with changes in laws and current trends of the profession. In 2019, members of the Department attended a total of 9,882 hours of training to enhance and improve their skills, to better meet the needs of the community.



## 2019 Training Hours

911 Telecommunicator Training	3,063 hours
Sworn Members Training	6,819 hours
Total Training Hours	9,882 hours



\*\*\*The two listed with Doctorate Degree are currently seeking and are not included in the "In School" section of this table\*\*\*



# LEADERSHIP DEVELOPMENT

In 2019, to develop future leadership of the Leesburg Police Department, members of the Department attended leadership training. The training was presented by several different schools and provided a broad spectrum of leadership and management training. Members of the department attended the following courses of instruction:

## **FBI-LEEDA Supervisor Leadership Institute**

Sergeant Chris Parsons  
Sergeant Dave Robison  
Corporal Jonathan Williams



## **FBI-LEEDA Command Leadership Institute**

Lieutenant Scott Mack  
Lieutenant Nicholas Romanelli  
Sergeant Chris Parsons

## **Caliber Press - Woman In Command**

Senior Officer Shannon Walsh  
Senior Detective Amanda Abston



## **Caliber Press - Tactical Leadership**

Corporal Brandon Brinkman  
Corporal Gustavo Escalante  
Senior Officer John Snow  
Senior Officer Dalton Buxton  
Senior Officer Gary Herrero



## **Institute of Police Technology and Management**

### **Managing the Detective Unit**

Detective Corporal Scott Sparkman

## **Institute of Police Technology and Management**

### **Managing the Canine Unit**

Senior Officer Dave Foster  
Senior Officer Gary Herrero



## **Florida SWAT Association**

### **Training Management and Risk Mitigation for SWAT**

Sergeant Travis Whitley  
Corporal Ryan Abston



Lake Technical College

## **Lake Technical College - Institute of Public Safety**

### **Line Supervision**

Senior Officer John Scheer  
Officer Kyle Hobbs

## **Lake Technical College - Institute of Public Safety**

### **Middle Management**

Senior Officer Dalton Buxton

## NEW HIRES

**Sworn Law Enforcement Personnel:** During 2019, the Leesburg Police Department welcomed two new sworn members to the department family. The officers were hired to fill existing vacant positions within the department. Each new sworn member must successfully complete a fourteen (14) week Field Training program, administered by trained Field Training Officers within the Department. Each new officer receives training that is designed to expand upon the basic law enforcement training received in the academy and acclimate them to the City of Leesburg. The new officers for 2019 are:

Officer Lina Hart

Officer Dilon Dolcharran

**Non-Sworn Personnel:** During 2019, The Leesburg Police Department welcomed eight new non-sworn member to the department family. Non-sworn members serve the department in numerous positions, performing duties ranging from clerical duties to service as 911 Telecommunicators. The non-sworn position filled in 2019 were for existing vacancies in the Department. Similar to the sworn members, non-sworn personnel receive training within their areas of responsibility. 911 Telecommunicators must complete a Field Training Program, administered by training officers of the Communications Section and School Crossing Guards must complete a Florida Department of Transportation approved training course, administered by a certified School Crossing Guard Instructor of the Department. Both training programs are designed to provide the members with the necessary skills to receive certification in their area of responsibility and acclimate the trainee to the department's Communication Center and School Crossing Guard Program. The new member for 2019 are:

Douglas Beale – School Crossing Guard  
Shyann Hubbard - 911 Telecommunicator  
Julissa Purvis - 911 Telecommunicator  
Neveah Serrano - Records

Amanda Blomquist - 911 Telecommunicator  
Frank Hutchinson - School Crossing Guard  
Phillip Sarno - School Crossing Guard  
Jorden Weddle - 911 Telecommunicator

**Volunteers:** During 2019, the Leesburg Police Department re-instituted the Chaplaincy Program for the Department. The purpose of the Chaplaincy Program is to make available pastoral services to department personnel, their families and victimized individuals of the community when needed or upon request. Chaplains are responsible for providing on-call spiritual guidance, counseling, consultation and other forms of human crisis intervention to those in need. The goal of the Chaplaincy Program is to provide a trusted individual in whom departmental personnel, as well as citizens of the community, may confide or seek assistance concerning problem areas. The new member(s) of the Chaplaincy Program for 2019 are:

Chaplain Mike Matheny



# RETIREMENTS

Retirement is something that we all look forward to, but often comes with some reservations. It is a time to celebrate the accomplishments one made during their career and look forward to new adventures in life. A time to reflect on the many friendships made with co-workers, the citizen contacts made on a daily basis and the memorable moments one will cherish forever. It also creates an empty spot in one's life for the daily contact with friends and family you have cared for and cared with, the constant interaction with those you were sworn to protect and the adventures of "the job".



In 2019, the Leesburg Police Department celebrated one retirement, Senior Emergency Services Telecommunicator Glynnis (Lynn) Kendall.

Senior Emergency Services Telecommunicator Kendall began her career with the Leesburg Police Department in the Communications Center in 1998, as an Emergency Services Telecommunicator, providing daily contact with members of the community and the officers of the Department for 21 years. She served the Department as a Telecommunicator, Telecommunicator Trainer and shift supervisor. Throughout her career, she answered numerous 911 calls, routine calls from citizens, and sent officers to locations and members of the community in need, providing vital information to officers, necessary for them to perform their assigned tasks.

Emergency Services Telecommunicators are often referred to as the life-line for the officers in the field and they are dedicated to preserving their safety, as well as the safety of the community the department serves. They are usually the first contact members of the community have with the department in times of crisis and distress. Their dedication and service to the community, officers and department is greatly appreciated and worthy of recognition. Thank you Lynn for your 21 years of dedication and service to the citizens of Leesburg and the Leesburg Police Department.

Congratulations Lynn in your career accomplishments and enjoy your new adventures in life.

## ***DISCLAIMER***

This report enables the user to obtain information on crime statistics, work productivity, and services available at the Leesburg Police. Information contained in it is intended for general information purposes only. It should not be used to predict long-term stability for a neighborhood, nor to determine the level of safety of the City.

If you have any questions about the information contained in this report, please call the Leesburg Police Department.



***“TO PROTECT AND SERVE WITH INTEGRITY,  
COURAGE, COMPASSION AND  
INTELLIGENCE”***