Annual Report 2019

Villa Rica
Police Department
Dedication

This year the Villa Rica Police Department would like to dedicate our Annual Report to Mrs. Shirley Marchman. Miss Shirley, as she is affectionately called, is dedicated to the citizens and employees of the city and a great proponent of the Police Department. Shirley McCain Marchman was the first African American female elected to the Villa Rica City Council in 1990 and has served continuously to the present, minus four years that she gave up to run for Mayor. She followed in her Father’s footsteps, as he was the first African American to serve on the Council from 1979 until his death in 1986. She has served as Mayor Pro-Tem for six years.

Miss Shirley always stands out in a crowd with her smile and gentle loving nature. We at the Villa Rica Police Department want her to know that her presence, work and dedication are appreciated with helping us reach our targets and goals. Miss Shirley is one that will always stand up for what she believes and supports our officers and employees like we are one of hers.
I am starting my 15th year with the Villa Rica Police Department and can honestly say that it has been a great opportunity for my family and I. I have learned so many things from this position and all the people I have had the pleasure to work with. The faces of the department have changed over the years but our mission has remained the same, to “Serve with Integrity” no matter what the circumstances. I truly believe that the people we have make this place great and they are the reason we are successful.

I have been in policing for almost 40 years, I started when I was 12, and I have done a lot of different jobs from a street cop, to traffic cop, to kindergarten cop (DARE officer), to investigator cop to as some people call it, Top Cop. I have enjoyed every challenge along the way and believe all of those opportunities prepared me to do the job I am doing now. One of the best things that I have learned in my 40 years is that the community will support you in amazing ways if you are willing to work with them and show them that you care about their needs. I taught DARE for 10 years in Carrollton and became very close to the kids, staff and the parents, so much so, that I proposed to my wife at DARE graduation, she kind of had to say yes in front of that crowd. The school staff threw us our wedding shower when we got married. I brought that attitude to Villa Rica in that I wanted the community to know that our department cared about them and through this partnership we developed and presented numerous free classes for our citizens. These classes include the Citizens Police Academy, Youth Police Academy, Ladies Self Defense Classes, Firearms safety classes, Active Shooter classes and RAD (Rape Aggression Defense) classes. Through these classes we have built a great support system in Villa Rica. Any time we ask for help on cases, fundraisers or any other PD project, the community steps up in droves to help us. We see it every year when we do the Shop with a Cop program, the Visit the Elderly program and this years “No Shave November” fundraiser for Active shooter vests.

I cannot express enough my appreciation to the Mayor and City Council in allowing me to be the Villa Rica Police Chief and I do not take this position lightly, I genuinely care about our citizens and our staff and hope to one day retire from Villa Rica. I truly believe that we have built a professional, progressive and quality department which will thrive for years to come even when I am gone. The group of men and women that work here are like a family and do a great job. They always want to do the right thing and that is what we ask of them and they come through with great success.

For more information about any of these classes or to sign up for any of these programs, contact me at the Villa Rica Police Department at (678) 840-1310 or email me at mmansour@villarica.org.

Sincerely,

[Signature]

Chief of Police
Mission

The mission of the Villa Rica Police Department is to serve and protect the entire community using effective and proven methods, with a positive and progressive attitude in every aspect of our public service. The department will be diligent in its efforts to ensure a safe environment for all individuals and businesses within the city of Villa Rica. The department will also provide assistance to other federal, state and local agencies in a manner that will reflect the most positive image of our city and department.
2020 Goals

1) Start a mentoring/career building program
2) CIT Training for an additional 25% of Department
3) Move the take home car program to 30 mile mark
4) Additional training for Customer Service
5) CPR training for civilian personnel
6) Add a 3rd certified examiner for voice stress analysis
7) Add a 2nd certified marijuana examiner
## 2019 - 2020 Budget

<table>
<thead>
<tr>
<th>General Fund</th>
<th>2019 - 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries - Police</td>
<td>2,821,316</td>
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<tr>
<td>Salaries - Overtime</td>
<td>70,000</td>
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<tr>
<td>Group Insurance</td>
<td>681,194</td>
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<tr>
<td>Social Security/FICA-Medicare</td>
<td>214,010</td>
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<tr>
<td>50% Match for 457 Contributions</td>
<td>29,004</td>
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<tr>
<td>Retirement Contribution</td>
<td>121,591</td>
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<tr>
<td>Worker’s Compensation</td>
<td>54,971</td>
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<tr>
<td>Professional Services (includes technical &amp; cleaning service)</td>
<td>5,320</td>
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<tr>
<td>Technical</td>
<td>79,748</td>
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<tr>
<td>M/R Building</td>
<td>19,014</td>
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<tr>
<td>M/R Equipment</td>
<td>10,900</td>
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<tr>
<td>M/R Vehicles</td>
<td>55,000</td>
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<tr>
<td>Liability Insurance</td>
<td>91,181</td>
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<tr>
<td>Telephone/Cell Phones</td>
<td>77,538</td>
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<td>Postage</td>
<td>1,800</td>
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<tr>
<td>Advertising</td>
<td>0</td>
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<tr>
<td>Printing and Binding</td>
<td>3,900</td>
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<tr>
<td>Meals and Travel</td>
<td>10,100</td>
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<tr>
<td>Dues and Fees</td>
<td>4,055</td>
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<tr>
<td>Education and Training</td>
<td>3,500</td>
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<tr>
<td>Drug Testing and Physicals</td>
<td>2,200</td>
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<tr>
<td>Document Shredding</td>
<td>1,400</td>
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<td>Supplies</td>
<td>24,925</td>
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<td>Police Supplies</td>
<td>20,000</td>
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<tr>
<td>Water/Sewage</td>
<td>2,520</td>
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<td>Natural Gas</td>
<td>3,400</td>
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<tr>
<td>Electricity</td>
<td>21,000</td>
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<tr>
<td>Propane</td>
<td>0</td>
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<tr>
<td>Gasoline/Diesel</td>
<td>85,000</td>
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<td>Food</td>
<td>1,000</td>
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<tr>
<td>Books &amp; Periodicals</td>
<td>0</td>
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<tr>
<td>Small Equipment</td>
<td>50,200</td>
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<tr>
<td>Uniform Purchases</td>
<td>34,775</td>
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<tr>
<td>Self-Funded Claims</td>
<td>35,000</td>
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<tr>
<td>Claims</td>
<td>40,000</td>
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<tr>
<td>Intergovernmental Jail Agreement</td>
<td>11,500</td>
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<tr>
<td><strong>GRAND TOTAL</strong></td>
<td><strong>$4,687,062</strong></td>
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<tr>
<td>Organization</td>
<td>Amount</td>
</tr>
<tr>
<td>------------------</td>
<td>---------</td>
</tr>
<tr>
<td>GIRMA</td>
<td>$10,000</td>
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<tr>
<td>Justice Department</td>
<td>$4,912</td>
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<tr>
<td>Walmart</td>
<td>$2,000</td>
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Villa Rica Police Department Awarded New Car

The Villa Rica Police Department participates with the Governor’s Office of Highway Safety (GOHS) each year. This program is intended to reduce accidents and injuries on the roadways that we all share. This year the Villa Rica Police Department was able to accumulate enough points in the challenge to be included in a type of drawing for a new vehicle.

On 09-18-19 Sgt. Jacob Brown attended the GOHS banquet in Macon. Ten keys were placed in a bowl for a drawing and each person selected one key. One of the keys would activate a blue light system on the stage. Sgt. Brown was fortunate to draw the winning key. The Villa Rica Police Department has been awarded a 2019 Dodge Charger which is fully equipped with the latest police equipment.

This is the second time that Villa Rica has been awarded a new car. In 2016 Lt. Hunter Ethredge was the lucky officer selecting the correct key and bring a new Dodge Charger home.

The Villa Rica Police Department wishes to thank Sgt. Brown for his work which allowed the department to be eligible for the drawing. The department also thanks the Governor’s Office of Highway Safety and the sponsors which donated to make this possible.
## Uniform Patrol Division Activity

<table>
<thead>
<tr>
<th>Category</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accident Reports</td>
<td>1,184</td>
</tr>
<tr>
<td>Accidents</td>
<td>1,344</td>
</tr>
<tr>
<td>Alarms</td>
<td>1,299</td>
</tr>
<tr>
<td>Assaults</td>
<td>236</td>
</tr>
<tr>
<td>Burglaries</td>
<td>58</td>
</tr>
<tr>
<td>Citations</td>
<td>5,140</td>
</tr>
<tr>
<td>Domestics</td>
<td>719</td>
</tr>
<tr>
<td>DUI Arrests</td>
<td>133</td>
</tr>
<tr>
<td>Escorts/Funerals</td>
<td>520</td>
</tr>
<tr>
<td>Felony Arrests</td>
<td>173</td>
</tr>
<tr>
<td>Incident Reports</td>
<td>2,060</td>
</tr>
<tr>
<td>Juvenile Arrests</td>
<td>20</td>
</tr>
<tr>
<td>Misdemeanor Arrests</td>
<td>752</td>
</tr>
<tr>
<td>Parking Tickets</td>
<td>0</td>
</tr>
<tr>
<td>Rapes</td>
<td>4</td>
</tr>
<tr>
<td>Robberies</td>
<td>14</td>
</tr>
<tr>
<td>Thefts</td>
<td>444</td>
</tr>
<tr>
<td>Traffic Stops</td>
<td>8,053</td>
</tr>
<tr>
<td>Warnings</td>
<td>3,581</td>
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<tr>
<td>Warrants Served</td>
<td>863</td>
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<tr>
<td>Total Calls for Service</td>
<td>13,334</td>
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## Criminal Investigations Activity

<table>
<thead>
<tr>
<th>Crime Category</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assigned Cases</strong></td>
<td>1117</td>
</tr>
<tr>
<td>Misdemeanor Assaults</td>
<td>110</td>
</tr>
<tr>
<td>Felony Assault</td>
<td>38</td>
</tr>
<tr>
<td>Homicide</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>9</td>
</tr>
<tr>
<td>Rape</td>
<td>7</td>
</tr>
<tr>
<td>Sexual Assault</td>
<td>7</td>
</tr>
<tr>
<td>Cruelty/Molestation/Sexual Exploitation of a Child</td>
<td>19</td>
</tr>
<tr>
<td>Stalking</td>
<td>24</td>
</tr>
<tr>
<td>Runaway/Missing Child</td>
<td>7</td>
</tr>
<tr>
<td>Obstruction/Disorderly Conduct</td>
<td>16</td>
</tr>
<tr>
<td>Harassing/Threat Communication</td>
<td>40</td>
</tr>
<tr>
<td>Death Investigation</td>
<td>17</td>
</tr>
<tr>
<td>Arson</td>
<td>3</td>
</tr>
<tr>
<td>Criminal Damage</td>
<td>20</td>
</tr>
<tr>
<td>Burglary</td>
<td>65</td>
</tr>
<tr>
<td>Misdemeanor Theft</td>
<td>282</td>
</tr>
<tr>
<td>Felony Theft</td>
<td>34</td>
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<tr>
<td>Vehicle Thefts</td>
<td>74</td>
</tr>
<tr>
<td>Entering Auto</td>
<td>84</td>
</tr>
<tr>
<td>Forgery</td>
<td>32</td>
</tr>
<tr>
<td>Drugs</td>
<td>15</td>
</tr>
<tr>
<td>Criminal Trespass</td>
<td>71</td>
</tr>
<tr>
<td>Fraud/Identity Theft</td>
<td>78</td>
</tr>
<tr>
<td>Other</td>
<td>112</td>
</tr>
<tr>
<td>Misdemeanor Arrests</td>
<td>107</td>
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<tr>
<td>Misdemeanor Charges</td>
<td>231</td>
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<tr>
<td>Felony Arrests</td>
<td>112</td>
</tr>
<tr>
<td>Felony Charges</td>
<td>169</td>
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<tr>
<td>Juvenile Arrests</td>
<td>28</td>
</tr>
<tr>
<td>Financial Recovery</td>
<td>$152,068</td>
</tr>
<tr>
<td>Property Recovery</td>
<td>$629,162</td>
</tr>
<tr>
<td>Total Cases Closed</td>
<td>927</td>
</tr>
<tr>
<td>Percentage of Cases Closed</td>
<td>82.9%</td>
</tr>
</tbody>
</table>
Employee Training Activities

**Total training hours: 7,398** (includes 6 mandate school graduates at 2,448 hours)

Average training hours per officer: 105 (47 sworn officers)

Basic Training graduates:  
- Michael Taylor  
- William Wynn  
- Rachael Seager (class president)  
- Kyle Letourneau  
- Andrew Cone  
- John Hinely

**Law Enforcement Supervisory Development Training Course Graduates; (120 hours)**

- Det. Blake Terry  
- FTO. Jason Miller  
- Cpl. Spencer Crawford  
- Court Clerk Amanda Honea

**GEORGIA CRISIS INTERVENTION TEAM (CIT) Training**

15 officers attended this specialized training targeted for handling people in mental crisis. 600 Student Contact Hours.

**POST Career Development and Specialized Certifications issued 2019**

- Sgt Lujan – Supervisory  
- Anthony Allen- LIDAR  
- Kelly Minix – LIDAR  
- Sgt Carroll - Departmental Training Officer

**Georgia Peace Officers Council Classes Hosted and coordinated by Training Unit in 2019:**

- First Responder - 1 event (Attended by 23 officers from 11 agencies)  
- Supervisory- Levels 1, 2 & 3 (Attended by 54 officers from 19 agencies)

**Active Shooter/Killer Response Training**

Six officers attended ALERRT Response to Active Shooter Events Courses.
Employee Training Activities

Agency POST Certifications on Staff:

- Executive Certificate: 1
- Management Certificate: 3
- Supervisory: 6
- Advanced Certificate: 4
- Intermediate Certificate: 8
- Departmental Training Officer: 3
- Field Training Officer: 25
- Laser Operators: 31
- Radar Operators: 19
- Senior Deputy: 2 (Requirements are Advanced and Intermediate training)

POST Instructors on Staff

- General Instructors: 12
- Master Instructor: 2
- Chemical Munitions: 1
- Firearms Instructors: 5
- Driving Instructors: 2
- Emergency Medical Instructors: 2
- Defensive Tactics Instructor: 1
- First Responder Instructors: 1
- Fire Safety Instructors: 1
- Taser Instructor: 3
- PEER Counseling Instructors: 1
- Senior Instructors: 3
- CRASE/Active Shooter: 2

Community Programs

- Citizens Academy (1) - 23 Graduates
- Ladies Handgun (3) - 38 Attendees
- Youth Academy (1) - 52 Attendees
- Business / Church Safety Assessments conducted - 2

Civilian Response to Active Shooter Events – 12 total events. 5 conducted at churches.

Required 2019 In-Service Training

Academic training was all recertification i.e. CPR/First Aid, Baton, Pepper Spray and Taser. We conducted an 8 hour day at the range. Officers participated in a live fire simulated response to multiple attacker scenario. Since the launch of PowerDMS software, officers have completed several classes including recertifying on stop sticks, school lock-down protocols and subdued lighting shooting.
Community Training Activities

- **Ladies Handgun Class (3 Classes - 38 Attendees)**
  
  ![Image of Ladies Handgun Class](image1.png)

- **Youth Academy (One class –52 Attendees (In conjunction with Douglas County Sheriff’s Office))**
  
  ![Image of Youth Academy](image2.png)

- **Citizens’ Police Academy (One class – 23 Attendees)**
  
  ![Image of Citizens’ Police Academy](image3.png)
Memorial Monument

Captain Robbin Edward Bishop
Villa Rica Police Department
End of Watch: Wednesday, January 26, 1999

Captain Bishop was shot and killed while serving in a remote Mexican
outpost that resulted in his death. Captain Bishop was in the course of
executing his duties when he was killed. Captain Bishop had been shot in the
head. Captain Bishop was shot in the head by a young teenager.

The suspect was captured near T chooser. Convicted in February 1999.

Night Marshal Pleasant Eugene Hoke
Villa Rica Police Department
End of Watch: Saturday, May 18, 1908

Night Marshal Hoke was shot and killed by an individual who he
had observed firing a gun at the store. The man that
Night Marshal Hoke shot ran at the officers and attempted to escape.
The suspect was taken into custody but died of injuries before
being brought to trial.
Uniform Patrol Division

Sergeant Jay Sims
“A” Shift

Sergeant Meredith Williams
“B” Shift

Sergeant Drew Fowler
“C” Shift

K-9 Officer Bono

Sergeant Steven Lujan
“D” Shift

Sergeant Jacob Brown
Traffic/Special Operations

Sergeant Michelle Moore
SRO/Explorer Advisor

Corporal Tommy King
Patrol
Uniform Patrol Division

Officer Sam Short
SRO

Officer Michael Taylor
Patrol

Officer Chiquita Thomasson
Patrol

Officer Thomas Thornhill
Patrol

Officer Kai Waldo
Patrol

Officer William Walton
Patrol

Officer Matthew Weingarten
Patrol

Officer Christian Woods
Patrol

Officer Will Wynn
Patrol
Uniform Patrol Division

Officer Alyssa Hyatt
Court Services

Officer Jeff Shelton
Court Services

Officer Larry Waters
Court Services

Officer Tim McKinnon
Reserve
Criminal Investigations Division (CID)

Sergeant Brian Finley
Detective

Chris Bertera
Detective

Lynn Seagraves
Detective

Blake Terry
Detective
Chaplain

Noah Tolbert
Detective

Andrea Harmon
I.D. Technician

Sgt. Kevin Carroll
Training

Officer Christine Baxter
Training/Certification

Officer Perry Baxter
Training
2019 New Hires

Officer Rachel Seager

Officer Andrew Cone

Officer John Hinely

Officer Michael Taylor

Officer Kyle Letourneau

Officer Will Wynn

Allani Turner
Receptionist

Cathy Geter
Receptionist

Angela Pressley
Assistant Court Clerk

Victoria Hurst
Receptionist
2019 Promotions

Officer Justin Lipscomb
Promoted to Corporal
January

Corporal Drew Fowler
Promoted to Sergeant
October

Officer Wesley Paine
Promoted to Corporal
October
Employee Recognition

Kevin Carroll – 20 Years

Michelle Moore – 10 Years

Blake Terry – 10 Years

Wesley Paine – 5 years
United States Armed Forces

Anthony Allen
Marine Corps
2010-2015

Perry Baxter
Air Force
1975-1976

Chris Bertera
Army
1996-2000

Kevin Carroll
Marine Corps
1984-1992

Drew Fowler
Marine Corps
2008-2011

John Hinely
Air Force
1997 - 2003

Kyle Letourneau
Army
2015 to 2019 Active
2019 to present - Reserves

Paul Lewis
Air Force
1995-2005

Justin Lipscomb
Marine Corps
2010-2013
No Shave November

The Villa Rica community noticed a change in the appearance of our officers starting November 1st. In an effort to raise funds for additional equipment, specifically active shooter response kits, our department sponsored a “No Shave November”. The month long event allowed VRPD officers to forego a usual grooming standard once they meet the buy-in requirement. For the donation of $50.00, male officers were permitted to grow beards – within reason – during the month of November. Additionally, female officers were able to wear their hair down instead of up for the same $50.00 donation value. Don’t be alarmed, beneath their rugged exteriors these are the same VRPD officers you know and love. Our look was a bit different, but the commitment to serving with integrity remained the same.
Community Outreach
Shop with a Cop®

128 kids @ $125 each
Senior Blankets and Cookies

110 Seniors
Frequently Asked Questions/Police

How do I get a copy of a police/accident report?
• All accident/incident reports can be picked up at the Villa Rica Police Department, 101 Main Street, Villa Rica, Georgia 30180. Please allow at least three days from the date of the accident or incident to allow time for processing. There is a $5.00 charge for accident reports but all incident reports can be obtained free of charge. Accident reports can also be purchased at www.buy.crash.com.

How do I obtain a criminal background check?
• A formal request must be made in person at the Villa Rica Police Department and official photo ID must be provided. There is a $15 fee for all background checks.

How do I get a server's ID?
• Server's IDs can be requested on Monday thru Thursday from 9:00 AM – 11:00 AM or 1:00 PM – 4:00 PM. You must provide a seven year driver's history and official photo ID. There is a $25 fee for a first-time server's ID and renewals are $10.

Can I get security checks at my house when I am away for an extended period?
• You can request a special patrol request by phone or in person.

Who do I contact to report suspected drug activity?
• Contact the West Metro Regional Drug Enforcement Office at 1-800-249-7331.
How/where do I pay a fine/citation?
• Fines can be paid in person or by mail at the Villa Rica Police Department, 101 Main Street, Villa Rica, Georgia 30180. Forms of payment accepted are cash, personal check, money order, credit or debit card. A 5% fee is charged by the credit card processing company for use of a credit or debit card. Fines can also be paid online at www.villarica.org or using the toll-free automated phone system at 1-844-317-8348.

When can I pay a citation?
• Payments are accepted 24 hours a day, seven days a week, based on the guidelines below.

What is the latest time I can pay prior to my court date?
• Payments will be accepted up to one hour before your scheduled court time if you are paying in person. On-line payments and phone payments must be paid by midnight the day prior to your court date.

Can I discuss my case with the judge or solicitor prior to court?
• No. The judge or solicitor will only discuss your case when you appear in court.

Where is court held?
• The Villa Rica Municipal Court is located at 101 Main Street, Villa Rica, Georgia 30180, next to the Villa Rica Police Department.

Do I have to have an attorney?
• No. However, no legal advice can be given by the court clerk or any other court personnel.

How do I get a public defender?
• You can make application for a public defender at your arraignment hearing. All applications require a non-refundable $50 application fee.
Can I get an extension on my court date?
• You can request to have an arraignment hearing rescheduled ONE TIME ONLY by calling the Villa Rica Police Department at (770) 459-5149. You must call at least 24 hours before your scheduled court date/time to request an extension. Extensions will not be granted on the day you are scheduled to appear in court. If you miss your court date because you are incarcerated, in the hospital or had to appear in another court on the same date and time you may provide documentation of that and request that your court date be rescheduled.

Will I be subject to a security check before entering the courtroom?
• Anyone entering the courtroom is subject to a security check at any time. The security check will include all property on your person at that time.

What is the proper attire for court?
• Proper business attire is suggested and encouraged. All hats must be removed and shoes are required at all times. If you are dressed inappropriately, you will not be allowed to enter the courtroom under any circumstances.
Chief Michael Mansour 678-840-1310 mmansour@villarica.org

Captain Scott Parker 678-840-1312 sparker@villarica.org
Uniform Patrol Division

Captain Keith Shaddix 678-840-1315 kshaddix@villarica.org
Criminal Investigation Division (CID)

Lt. Hunter Ethredge 678-840-1313 hethredge@villarica.org
Uniform Patrol Division

Sgt. Brian Finley 678-840-1314 bfinley@villarica.org
Investigations

Chris Bertera 678-840-1320 cbertera@villarica.org
Investigations

Noah Tolbert 678-840-1317 ntolbert@villarica.org
Investigations

Lynn Seagraves 678-840-1321 lseagraves@villarica.org
Investigations

Blake Terry 678-840-1322 bterry@villarica.org
Investigations

Sgt. Kevin Carroll 678-840-1319 kcarroll@villarica.org
Training

Perry Baxter 678-840-1319 pbaxter@villarica.org
Training Officer

Christine Baxter 678-840-1319 cbaxter@villarica.org
Certification Officer