

Cottage City Police Department
3820 40th Avenue,
Cottage City, MD 20722
Phone: (301)927-9225



INTER-OFFICE MEMORANDUM

Date: 2/27/26

To: Town Counsel of Cottage City

From: Chief of Police David C. Martin 

Re: Retention Longevity Bonus

I am seeking the implementation of a Longevity Bonus program designed to reduce turnover, preserve institutional knowledge, and decrease the significant financial burden associated with recruiting and training new officers.

Retention Longevity Bonus \$500 per year. Paid at 5 year increments.

5 year anniversary \$2500
10 year anniversary \$5000
15 year anniversary \$7500
20 year anniversary \$10,000

Currently, our department faces a "revolving door" challenge. We invest heavily in the recruitment, background investigation, and academy training of new officers, only to lose them to larger neighboring agencies after 2–3 years of service. This creates a perpetual state of "rookie-heavy" staffing and high costs. The cost of replacing a single officer is far higher than the cost of retaining an experienced one. Please see the attached cost to hire a new officer.

A bonus does not affect overtime, holiday pay, retirement, cash outs, etc.

The cost is more than monetary. Veteran officers possess institutional knowledge that isn't in any manual. They understand the specific needs and nuances of our neighborhoods, which reduces liability and improves community relations. Citizens feel safer when they see familiar faces in uniform over several years rather than a rotating door of strangers.

Costs to Hire a New Officer

- Recruiting Advertising & Marketing. Job boards, social media campaigns, and career fairs.
- Psychological Evaluation
- Medical Exams
- Drug Screening
- Polygraph or Voice Stress Testing
- Background Investigations

- Academy Tuition
- Salaries While Training
- Field Training (FTO) During this time, you are essentially paying two people to do one job.

- Equipment
 - Uniforms & Apparel Duty boots, multiple sets of uniforms, and cold-weather gear.
 - Duty Belt & Tools Handcuffs, flashlight, radio, and body-worn cameras.
 - Ballistic Vest Body armor
 - Firearms & Ammunition

- Benefits Healthcare, dental, vision, and life insurance.
- Pension & Retirement

- Unemployment
- Grievances/Lawsuits