



Office of the Town Manager
Frank Cassidy

Warrenton Town Council

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STAFF REPORT

Council Meeting Date:	September 9, 2025
Agenda Title:	Police Department Overview
Requested Action:	Receive the report from the Police Department
Department / Agency Lead:	Police
Staff Lead:	Timothy M. Carter, Chief of Police

EXECUTIVE SUMMARY

This staff report provides an overview of the Police Department, including highlights of recent accomplishments and current initiatives.

BACKGROUND

The mission of the Warrenton Police Department is to work in partnership with the residents and businesses of our community to provide a safe and secure environment. With community service as our foundation, we are driven to enhance the quality of life by providing effective law enforcement services through transparent and impartial policing.

STAFF RECOMMENDATION

Receive the information provided. I encourage all constructive feedback.

Service Level/Collaborative Impact

The Warrenton Police Department has an authorized strength of 28 sworn officers and 4 civilian personnel, two full-time and two part-time. Currently sworn staffing is at 24 officers, two of which are in field training and two who are attending a basic law enforcement academy. Recruitment efforts are ongoing. The recruitment team is focused on hiring qualified candidates while prioritizing character over credentials, community connection, long-term mindset, and diverse skills.

Our goals are defined by our strategic plan and include:

- Proactive Public Safety Strategies
- Community Partnerships and Collaboration
- Staffing and Recruitment
- Internal Resources
- Training and Development

We continue to develop strategies to reduce crime and improve the quality of life for those who reside in and visit Warrenton. Our Traffic Safety Officer performs proactive traffic enforcement on a rotating basis in problem areas and in response to complaints, develops public safety announcements in partnership with our Public Information Office, and provides traffic safety education services to citizens, schools and businesses. We are upgrading our aging duo of police motorcycles and will be staffing a second motor unit to increase our traffic safety effectiveness. We have utilized our motor officer to supplement our patrol division during lean staffing periods and to bolster our public safety initiatives and details when necessary. We use GIS, crime data, and police officer deployment towards hot spot policing strategies to address current and emerging crime trends in our community. This includes identifying key times for calls for service and moving resources to address those times. By doing so, we were able to reduce our reportable traffic crashes and Part 1 crimes last year.

In our efforts to build community policing strategies that promote meaningful partnerships and opportunities for productive interaction with the community, we have continued to create and strengthen avenues of communication between the police department and the community. Our Community Action Team and Faith Coalition groups are vital components of our community outreach philosophy. We have expanded our Community Action Team to include local business owners.

We are developing creative ways to attract and retain qualified candidates from across the country, while still focusing close to home, who represent the diverse community we serve. We recently hired a career law enforcement professional who retired after 22 years in a metropolitan area in the mountain west region of the U.S. Having also served with a small law enforcement agency, this new hire brings valuable experience, skills, and training along with a community engagement mindset to our agency. We have continued working with the Human Capital Department to develop a career development plan designed to help our employees achieve their career goals. This plan benefits the Police Department and the Town by helping to retain top talent and foster a culture of life-long learning. As part of that plan, we recently implemented incentive pay for higher education and for foreign language skills in need by the department. Doing so will help us to recruit and retain talent and stay competitive with other law enforcement agencies.

We have worked to identify, develop, and enhance our internal programs as well, adding an internal policy review committee and a drone team. We have updated our procedures to conduct annual staff inspections, up from the accreditation standard of three years, which has the effect of helping us more frequently evaluate performance, identify deficiencies, improve operations, ensure compliance, and ensure efficient use of resources.

We have continued developing our succession planning strategy through the identification of additional key areas where the potential for lost knowledge is high, and created plans to address these areas including reimagining staffing and assigned duties to more efficiently meet our objectives. We continue to build upon our existing peer support program by adding members and increasing training opportunities while working to maintain a proper work-life balance for our employees to include adjusting scheduling while mandating employees stay within established leave caps to ensure they get sufficient time off each year.

We have further identified and developed strategies for a well-trained workforce including continual development of leadership plans for all supervisors, training tracks for all disciplines, and field training standards for newly promoted sergeants. We have also identified key training personnel to fill specialty instructor roles such as Taser, firearms, defensive tactics, baton, and Project Lifesaver, to name a few.

Having instructors trained in these specialties enhances their development, increases efficiency for the department vs. having to send our employees elsewhere for training, and helps fulfill our commitment to our regional law enforcement academy to assist them with training new recruits.

In 2024 the police department saw an increase of 28% in total calls for service. A 47% increase in self-initiated activity was mostly a by-product of filling sworn vacancies, completing field training activities, and officers gaining more experience. Through our proactive traffic safety efforts, we saw a 3% decrease in reportable traffic accidents but have already seen an increase in 2025 in this category, partially due to the effects of roadway construction activities and increased traffic volume. As a result, we redoubled our traffic safety efforts leading to a 27% increase in traffic summons issued, a 48% increase in written warnings issued, and a 58% decrease in DUIs. These efforts are significant given the PD's loss of eight officers since January 2024, a 29% reduction in sworn staffing, after a loss of six officers in 2023, a 21% reduction.

The Police Department has also increased its use of technology to accomplish its public safety goals. To be more fiscally responsible, we upgraded our Taser electronic control devices to a contract plan which provides warranty and maintenance services, periodic upgrading of our equipment, and save thousands of dollars over the life of the contract. We moved to an electronic field training program for our personnel, while repurposing existing computer equipment, to more effectively and efficiently train our officers while spending less staff time and less money vs. old pen and paper methods.

Policy Direction/Warrenton Plan 2040

The Police Department is focused on accomplishing the goals set forth in Plan Warrenton 2040. In particular, the Police Department meets goal CF-2 by its responsive nature, community engagement, and the effectiveness of its programs. Goal CF-2.1 is met through the Department providing an acceptable level of service through the proper staffing and acceptable response times. And Goal CF-2.5 is met through the Department's continued cooperative agreements with the Fauquier County Sheriff's Office, Fauquier County Department of Social Services, and other County agencies to meet the public safety needs of the community.

Fiscal Impact

There is no fiscal impact to the Town at this time. The Warrenton Police Department is implementing the aforementioned programs and initiatives using current funding sources.

Legal Impact

There is no legal impact to the Town at this time.

ATTACHMENTS

None