

AGENDA

Notice is hereby given that the City Council of the City of La Marque, Texas will conduct a Public Hearing/Regular Meeting on Monday, August 13, 2012 at 6:00 p.m. at 1109-B Bayou Road for purpose of considering the following agenda:

(1) CALL MEETING TO ORDER

(2) ROLL CALL

(3) INVOCATION AND PLEDGE OF ALLEGIANCE

(4) MINUTES (3-6)

- a. Public Hearing/Regular City Council Meeting, July 23, 2012

(5) CITIZEN'S PARTICIPATION

Comments from the Public (At this time, any person with city-related business who has signed up may speak to Council (limited to three (3) minutes). In compliance with Texas Open Meeting Act the City Council may not deliberate on comments. Personal attacks will not be allowed, and personnel matters should be addressed to the City Manager during normal business hours.

(6) PUBLIC HEARING

a. Public Hearing -Ordinance No. **O-2012-1061** an Ordinance of the City Council of the City of La Marque, Texas, amending Chapter 26, Section 26-1 (1) Code of Ordinances of the City of La Marque, Texas, to designate the Emergency Management Coordinator

b. Public Hearing – Ordinance No. **O-2012- 1063** -a change to the zoning classification of certain tract of land described as ABST 2 SF Austin SUR S PT OF LOT 38 (38-1) Mainland Homesteads, in Galveston County, Texas, better described in "Appendix A", according to the map recorded in Volume 254-A, Page 50, in the Office of the County Clerk of Galveston County, Texas, from Public to General Commercial; amending the zoning map of the City adopted the 12th day of December 2005 by Ordinance No. 953

(7) OLD BUSINESS (7-29)

a. Discussion/possible action-Ordinance No. **O-2012-1061** an Ordinance of the City Council of the City of La Marque, Texas, amending Chapter 26, Section 26-1 (1) Code of Ordinances of the City of La Marque, Texas, to designate the Emergency Management Coordinator. This is the second reading.

b. Discussion/possible action- Ordinance No. **O-2012-1063**, an ordinance of the City Council of the City of La Marque, Texas changing the zoning classification of a tract of land described as ABST 2 SF AUSTIN SUR S PT OF LOT 38 (38-1) MAINLAND HOMESTEADS in Galveston County, Texas, better described in Exhibit "A", in Galveston County, Texas, according to the map recorded in Volume 254-A, Page 50 in the office of the County Clerk of Galveston County, Texas, from PUBLIC to GENERAL COMMERCIAL; amending the zoning map of the City adopted the 12th day of December 2005 by Ordinance No. 953. This is the second reading.

(8) NEW BUSINESS (30-83)

- a. Discussion/possible action – Memorial for Jessica Cain – recommendation Parks Board Commission
- b. Discussion- application(s) to City of La Marque Boards and Commissions –Resolution 1032
- c. Discussion/possible action-city's continued participation with Galveston County Auto Crimes Task Force (GCACTF) grant for FY 2012/2013
- d. Presentation –proposed budget FY 2012-2013
- e. Discussion/possible action – schedule a public hearing on proposed budget FY 2012-2013
- f. Discussion/possible action – maintain the current tax rate of .51436
- g. Discussion/possible action – schedule public hearings on tax rate if needed

(9) CITY MANAGER REPORT – No Council Action Necessary (84-107)

(10) REQUESTS AND ANNOUNCEMENTS

- a. Requests by Mayor and Council Members for items to be placed on future City Council agendas and announcements on city events/community interests

(11) ADJOURNMENT

CERTIFICATION:

I hereby certify that the above notice of meeting was posted at 1109-B Bayou Road, La Marque, Texas before 5:00 p.m. on this 10th day of August 2012

The City Council for the City of La Marque, Texas reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized the Texas Government Code Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.086 (Economic Development)

Zina Tedford, City Clerk

This facility is wheelchair accessible and accessible parking spaces are available. Request for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Clerk's office at (409) 938-9203, or Fax (409) 935-0401, or e-mail cityclerk@ci.la-marque.tx.us for further information.

**MINUTES
PUBLIC HEARING/REGULAR
July 23, 2012**

(1) CALL MEETING TO ORDER

Mayor Hocking called the meeting to order at 6 p.m.

(2) ROLL CALL

PRESENT:

Councilmember Brown
Councilmember Trube
Councilmember Osteen
Mayor Hocking

ABSENT

Mayor Pro-Tem Bell

STAFF:

Carol Buttler, City Manager
Ellis Ortego, City Attorney
Ana Tims, Development Services
Mike Morgan, Public Works Director
Alex Getty, EDC

(3) INVOCATION AND PLEDGE OF ALLEGIANCE

Honorary Pro-Tem Trube led the Invocation and followed with the Pledge of Allegiance to the Flag.

(4) MINUTES

- a. Workshop, July 9, 2012
- b. Regular City Council Meeting, July 9, 2012
- c. Workshop Meeting, July 16, 2012
- d. Workshop Meeting, July 17, 2012

Councilmember Osteen made a motion to approve the minutes of the Workshop, July 9, 2012, Regular City Council Meeting, July 9, 2012, Workshop Meeting, July 16, 2012 and Workshop Meeting, July 17, 2012. Councilmember Brown seconded the motion. The minutes were approved as written.

(5) CITIZEN'S PARTICIPATION

Comments from the Public (At this time, any person with city-related business who has signed up may speak to Council (limited to three (3) minutes). In compliance with Texas Open Meeting Act the City Council may not deliberate on comments. Personal attacks will not be allowed, and personnel matters should be addressed to the City Manager during normal business hours.

Geraldine Sam, 2412 Stonewall – addressed her concerns regarding city finances.

(6) PRESENTATION

- a. Introduction –City Employees

Public Works Director introduced Christopher Nugent who is assigned to the City of La Marque Utilities department.

(7) PUBLIC HEARING

- a. Public Hearing -Ordinance No. **O-2012 -1062-** an Ordinance of the City Council of the City of La Marque, Texas, amending Chapter 29, Sections 29-31 and 29-32 of the Code of Ordinances of the City of La

Marque, Texas, regarding the creation of the office of Fire Marshal and appointment, duties and service of the Fire Marshal

Mayor Hocking opened the public hearing at 6:09 p.m. No one wished to speak at this time. The public hearing closed at 6:09 p.m.

b. Public Hearing – Ordinance No. **O-2012- 1063** -a change to the zoning classification of certain tract of land described as ABST 2 SF Austin SUR S PT OF LOT 38 (38-1) Mainland Homesteads, in Galveston County, Texas, better described in “Appendix A”, according to the map recorded in Volume 254-A, Page 50, in the Office of the County Clerk of Galveston County, Texas, from Public to General Commercial; amending the zoning map of the City adopted the 12th day of December 2005 by Ordinance No. 953

Mayor Hocking opened the public hearing at 6:15 p.m.

Ms. Sam requested general information on location of the property. The property is where the “Tejas” building is located.

The public hearing closed at 6:16 p.m.

(8) OLD BUSINESS

a. Discussion/possible action-Ordinance No. **O-2012 -1062**- an Ordinance of the City Council of the City of La Marque, Texas, amending Chapter 29, Sections 29-31 and 29-32 of the Code of Ordinances of the City of La Marque, Texas, regarding the creation of the office of Fire Marshal and appointment, duties and service of the Fire Marshal. This is the second reading.

Honorary Pro-Tem Trube made a motion to approve O-2012-1062. Councilmember Osteen seconded the motion. Motion passed unanimously.

(9) NEW BUSINESS

a. Discussion -Dwight Sullivan, Galveston County Clerk, - Election

Mayor Hocking introduced Mr. Dwight Sullivan, Galveston County Clerk. Mr. Sullivan gave City Council a brief overview of the election held in May 2012.

Mr. Sullivan stated that there were a few minor issues with equipment during the election which was corrected within a reasonable amount of time. No votes were lost. There was discussion regarding maintenance of the machines, in which Mr. Sullivan assured City Council that maintenance is performed on the machines before and after every election. Councilmember Osteen asked if there are discussions on “lessons learned” from each election. Mr. Sullivan stated there are open discussions between staff and election judges regarding “lessons learned” and how to improve the process.

b. Discussion/possible action - Ordinance No. **O-2012-1063**, an ordinance of the City Council of the City of La Marque, Texas changing the zoning classification of a tract of land described as ABST 2 SF AUSTIN SUR S PT OF LOT 38 (38-1) MAINLAND HOMESTEADS in Galveston County, Texas, better described in Exhibit “A”, in Galveston County, Texas, according to the map recorded in Volume 254-A, Page 50 in the office of the County Clerk of Galveston County, Texas, from PUBLIC “P” to GENERAL COMMERCIAL “C-1”; amending the zoning map of the City adopted the 12th day of December 2005 by Ordinance No. 953. This is the first reading.

Councilmember Osteen made a motion to approve O-2012-1063. Honorary Mayor Pro-Tem Trube seconded the motion. Motion passed unanimously.

c. Discussion/possible action—authorizing the City Manager to extend the contract with Texas First Group for Interim Finance Director position

Discussion involved the need for an interim finance director after receipt of the Finance Director's resignation in early April. City Manager Buttler stated that she had reviewed several resumes from Texas First Group and felt that Mr. Wessels's experience would fit our needs. City Manager Buttler approved an agreement (within signatory authority) and expenditures are approaching the \$25,000 threshold. City Manager Buttler is requesting Council authorization to continue the contract through the budget preparation season and initial audit preparation. Councilmember Osteen made a motion to authorize the City Manager to extend the contract with Texas First Group not to exceed \$55,000. Councilmember Brown seconded the motion. Motion passed unanimously.

d. Presentation -Fire Chief Todd Weidman – City of La Marque Fire Department Assessment
Chief Weidman presented his assessment to the City Council. Chief Weidman assumed the role of Fire Chief on February 27, 2012 and was tasked with a 45 day assessment which resulted in a list of five (5) key issues that are in need of further assessment due to their magnitude.

1. Ride-a-long Visitors Guideline
2. Organization
3. Holiday pay
4. Organizational Culture Shift
5. Governing documents

Councilmember Osteen had inquiries about the legality of a waiver and whether or not it protected the city. Council Member Osteen asked staff to ensure the city insurance carrier is made aware of the policy. City Manager Buttler informed Council that staff will evaluate the policy and discuss the policy/waiver with the carrier.

(10) CITY MANAGER REPORT – No Council Action Necessary

Councilmember Osteen asked about the extent of LJA's role in the bidding process in Round 2.2 of the CDBG funds. City Manager Buttler stated that this round was preapproved approximately a year ago. Public Works Director Morgan added that in order to comply with the grant guidelines, the City had to have an Engineering firm on staff. Councilmember Osteen inquired as to the status of the meeting held with LJA regarding the street project. City Manager Buttler confirmed that staff had met with LJA and are waiting for documentation on the timeline and verification of funds remaining. A third party expert is going to come in and perform a walkthrough. Upon completion of the third party's report, it will be provided to City Council. Councilmember Osteen complimented staff on the preparation of their department reports.

Honorary Pro-Tem Trube – asked City Manager Buttler for an updated list of the completed streets. City Manager Buttler informed Council that the list is in progress. The list will include the previous list and updated with approximate costs of additional streets that citizens have requested.

(11) REQUESTS AND ANNOUNCEMENTS

- a. Requests by Mayor and Council Members for items to be placed on future City Council agendas and announcements on city events/community interests

Councilmember Osteen – thanked everyone for attending the meeting.

Honorary Pro-Tem Trube – stated that she wanted to clear up any misunderstanding regarding the cost of recycling. Honorary Pro-Tem Trube wanted to make it clear that there will NOT be any charge to residents that participate in the program. If a resident would like an additional recycling container, there will be an additional charge. Honorary Pro-Tem Trube asked if there is an inventory of all the street lights within the city. Public Works Director Morgan stated that an audit had been conducted by the power company several years ago and the city received a large rebate check (approximately \$20,000).

Councilmember Brown – thanked all for coming to the meeting. The City of La Marque is moving forward and he is very proud to be part the process.

Mayor Hocking –thanked everyone for coming out to the meeting and commended Council for a job well done.

(12) ADJOURNMENT

Councilmember Osteen made the motion to adjourn the meeting. Honorary Pro-Tem Trube seconded the motion. The meeting adjourned at 6:51 p.m.

Bobby Hocking, Mayor

Zina Tedford, City Clerk



CITY COUNCIL AGENDA FORM

Meeting Date: August 13, 2012

Agenda item: 7a

Prepared by: CJB

Reviewed by: CJB

Department: City Manager

AGENDA ITEM DESCRIPTION:

Discussion/possible action-Ordinance No. **O-2012-1061** an Ordinance of the City Council of the City of La Marque, Texas, amending Chapter 26, Section 26-1 (1) Code of Ordinances of the City of La Marque, Texas, to designate the Emergency Management Coordinator. This is the second reading.

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Attachments for Reference

1. Ordinance No. O-2012-1061
2. Copy of Chapter 26, Sec. 26-1 of the Code of Ordinances

Staff Briefing:

At the City Council Workshop to discuss the Emergency Management Plan, Council called the City Manager's attention to the conflict with existing Emergency Management ordinance and the appointment of the Emergency Management Coordinator (EMC) position.

Sec. 26-1.- Emergency management director and emergency management coordinator.

There exists the office of emergency management director of the City of La Marque, which shall be held by the mayor in accordance with state law.

(1) The emergency management coordinator shall be the fire chief of the City of La Marque.

(2) The director shall be responsible for conducting a program of comprehensive emergency management within the city and for carrying out the duties and responsibilities set forth in section 26-4 of this chapter. He may delegate authority for execution of these duties to the coordinator, but ultimate responsibility for execution shall remain with the director.

(Code 1972, § 6-1; Ord. No. 586, § 1; Ord. No. 748)

History (if applicable):

The original ordinance designated the Fire Chief as the EMC, but was not amended when the current employee was hired to serve as the EMC.

Target Implementation: August 13, 2012



CITY COUNCIL AGENDA FORM

Significant Action Dates:

July 23, 2012 – First reading of Ordinance No. O-2012-1061

Action:

- | | |
|--|---|
| ☒ Ordinance | ☐ Resolution |
| ☐ Proclamation | ☐ Special Presentation |
| ☐ Finance Report | ☐ Public Hearing |
| ☐ Other | |

Staff's Recommended Motion:

Motion to approve Ordinance No. O-2012-1061 as presented amending Chapter 26, Sec. 26-1 of the Code of Ordinances.

Cost Details:	
Budgeted	
Actual Bid	
Estimated Expenditure	
Acct. Name	
Line Item #	
Other Funding	

Fiscal Impact: n/a

ORDINANCE NO. O-2012-1061

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS, AMENDING CHAPTER 26, SECTION 26-1 (1) CODE OF ORDINANCES OF THE CITY OF LA MARQUE, TEXAS, TO DESIGNATE THE EMERGENCY MANAGEMENT COORDINATOR.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS:

That Chapter 26, Section 26-1 (1) of the Code of Ordinances of the City of La Marque, Texas, is hereby amended to read as follows:

“The Emergency Management Coordinator shall be appointed by the City Manager and shall work at the direction, control and at the will of the City Manager.”

PASSED AND APPROVED on first reading this _____ day of _____, 2012.

PASSED AND APPROVED on second and final reading this the _____ day of _____, 2012.

Bobby Hocking, Mayor
City of La Marque, Texas

ATTEST:

Zina Tedford, City Clerk



CITY COUNCIL AGENDA FORM

Meeting Date: August 13, 2012

Agenda item: 7b

Prepared by: Ana Tims

Reviewed by: *CTB*

Department: Building and Inspections

AGENDA ITEMS DESCRIPTION:

Discussion/Possible action- Ordinance 0-2012-1063 proposed rezoning of the property described as ABST 2 SF AUSTIN SUR S PT OF LOT 38 (38-1) MAINLAND HOMESTEADS; 4635 FM 1765 from "P" Public to "C-1" General Commercial. This is the second reading.



Attachments for Reference

1. Ordinance 1063 and exhibits.
2. Minutes Planning and Zoning Commission Meeting held June 12, 2012.
3. Copy of Legal notice public hearing Planning and Zoning Commission published June 2, 2012.
4. Galveston County Central Appraisal District Information Sheet on the property including map and 200 foot radius.
5. Copy of Certified Mail notices mailed out to property owners within 200 feet radius of 4635 FM 1765.

Staff Briefing:

1. The Planning and Zoning Commission held a meeting on June 12, 2012. At this meeting, the Commission agreed to propose to City Council approval for rezoning of the property described as ABST 2 SF AUSTIN SUR S PT OF LOT 38 (38-1) MAINLAND HOMESTEADS; addressed as 4635 FM 1765
2. This process has been reviewed by Ellis Ortego, City Attorney and is compliant with city and state regulations.
3. The property had previously been approved for a zoning change in 2010 through Planning and Zoning and City Council, however the minutes of the City Council meeting did not reflect the change.

History (if applicable):

May 13, 2010, the Planning and Zoning Commission recommended City Council approval of rezoning of the property from Public "P" to Light Industrial "LI".

June 2010- rezoning was approved by City Council, but was not documented in City Council minutes.

April 2012- The Economic Development Commission requested the above-mentioned property be rezoned as General Commercial "C-1".



CITY COUNCIL AGENDA FORM

May 30, 2012- Galveston County Central Appraisal District provided a list of all owners within 200 feet of the property.

June 1, 2012- certified letters were mailed to property owners within 200 feet of the property of intent to rezone.

June 2, 2012- notice of the public hearing was published in the Galveston County Daily News.

June 12, 2012- the Planning and Zoning Commission voted to forward a recommendation that City Council approve re-zoning the property from Public "P": to General Commercial "C-1".

June 14, 2012- received reviewed Ordinance 0-2012-1063 for the proposed zoning change.

Target Implementation:

August 13, 2012

Significant Action Dates:

July 23, 2012 – First reading of Ordinance No. 0-2012-1063

Action:

☒

Ordinance

☐

Resolution

☐

Proclamation

☐

Special Presentation

☐

Finance Report

☐

Public Hearing

☐

Other

Cost Details: N/A	
Budgeted	
Actual Bid	
Estimated Expenditure	
Acct. Name	
Line Item #	
Other Funding	

Staff's Recommended Motion:

Approving Ordinance No. 0-2012-1063, for the proposed rezoning of the property described as ABST 2 SF AUSTIN SUR S PT OF LOT 38 (38-1) MAINLAND HOMESTEADS; 4635 FM 1765 from "P" Public to "C-1" General Commercial.

Fiscal Impact:

Once a rezoning is approved, the building may be used for private commercial use and potentially produce tax revenue for the city.

ORDINANCE NO. O-2012-1063

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS, CHANGING THE ZONING CLASSIFICATION OF A TRACT OF LAND DESCRIBED AS ABST 2 SF AUSTIN SUR S PT OF LOT 38 (38-1) MAINLAND HOMESTEADS IN GALVESTON COUNTY, TEXAS, BETTER DESCRIBED IN EXHIBIT “A”, IN GALVESTON COUNTY, TEXAS, ACCORDING TO THE MAP RECORDED IN VOLUME 254-A, PAGE 50 IN THE OFFICE OF THE COUNTY CLERK OF GALVESTON COUNTY, TEXAS, FROM PUBLIC TO GENERAL COMMERCIAL; AMENDING THE ZONING MAP OF THE CITY ADOPTED THE 12TH DAY OF DECEMBER 2005, BY ORDINANCE NUMBER 953

WHEREAS, Alex Getty (the “Applicant”) agent of the owner **City of La Marque Economic Development Corporation** which has purchased the tract of land described as ABST 2 SF Austin SUR S PT OF LOT 38 (38-1) Mainland Homesteads , in Galveston County, Texas, better described in “Appendix A”, in Galveston County, Texas, according to the map recorded in Volume 254-A, Page 50, in the Office of the County Clerk of Galveston County, Texas (the “Property”) generally situated in the corporate city limits of the City of La Marque, Texas (the “City”); and

WHEREAS, the Property presently has a zoning classification of Public “P” under Chapter 71: Zoning of the Code of Ordinances of the City of La Marque; and

WHEREAS, the applicant has made an application to the City to change such zoning classification of said property from Public “P” to General Commercial “C-1” as authorized by the City’s Zoning Ordinance; and

WHEREAS, the City Council of the City has conducted, in time and manner and after the notice required by law and Chapter 71: Zone of the Code of Ordinances of the City of La Marque, a public hearing on such request in classification; and

WHEREAS, the council now deems it appropriate to grant such requested change in classification;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS that:

Section 1. The facts and the matters set forth in the preamble on this Ordinance are hereby found to be true and correct.

Section 2. The zoning classification of the certain tract of land described as ABST 2 SF Austin SUR S PT OF LOT 38 (38-1) Mainland Homesteads, in Galveston County, Texas, better described in “Appendix A”, according to the map recorded in Volume 254-A, Page 50, in the Office of the County Clerk of Galveston County, Texas, is hereby changed

from Public “P” to General Commercial “C-1” as authorized by the Chapter 71: Zoning of the Code of Ordinances of the City of La Marque.

Section 3. The zoning map of the City, adopted on the 12th day of December, 2005, by Ordinance number 953, shall be revised and amended to show the zoning reclassification of said tract of land as provided in section 2 hereof, with the appropriate reference to the number and effective date of this Ordinance and brief description of the nature of the change.

Section 4. This Ordinance shall in no manner amend, change, supplement, or revise any provision of any ordinance of the City, save and except the change in zoning classification of the tract described in Section 2 hereof.

Section 5. In the event any clause, phrase, provision, sentence or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or the provision hereof other than the part declared to be invalid or unconstitutional; and the City council of the City of La Marque, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

PASSED AND APPROVED by the City Council of the City of La Marque, Texas, on the first reading this the ____ day of _____, 2012.

PASSED AND APPROVED by the City Council of the City of La Marque, Texas, on the second and final reading this the ____ day of _____, 2012.

Bobby Hocking
City of La Marque, Texas

ATTEST:

Zina Tedford
City Clerk

APENDIX A

THE SURFACE ONLY of part of a lot Thirty Eights (38), of Mainland Homesteads, a subdivision in Galveston County, Texas, according to the map thereof recorded in Volume 254-A, Page 50, in the Office of the County Clerk of Galveston County, Texas, and more particularly being described by metes and bounds as follows;

Being 1,395 acres (60,774 square feet) of land out of Stephen F Austin League A-2, Galveston County, Texas being out of lot 38 Mainland Homesteads according to the map or plat recorded in Volume 254-A, Page 50 of the Galveston County Map records, and being that same land as recorded under Clerk's File No. 8342787 of the Official Property Records of Real Property of Galveston County (O.P.R.R.P.G.C.) Said 1,395 acre tract being more particularly described by meter and bounds as follows;

BEGINNING at ½ inch iron rod found in the northerly right-of-way line of Lawndale Street (60 feet wide) from which a 3/8 inch iron rod bears Shout 05 deg. 27 min 38 sec. East 0.53 feet, at the southeasterly corner of said Lot 38, being the most southerly southeast corner of said tract hereby described;

THENCE South 89 deg. 17 min. 00 sec. West with the southerly line of said Lot 38, same being the northerly right-of-way line of said Lawndale Street, a distance of 338 46 feet to a ½ inch iron rod found at the southwest corner of said Lot 38, being the southwest corner of said tract herein described;

THENCE North 00 deg. 43 min. 00 sec. West with the common line between said Lot 38 and Lot 39 and the easterly line of a tract of land conveyed to the Allan A Bailey, Jr. et al as recorder under Clerk's file No. 8940834 of the O.P.R.R.P.G.C, a distance of 340 06 feet to a ½ inch iron rod found in the southwesterly right-of-way of F.M. 1765 By-Pass (120 feet) wide) at the Northwest corner of said tract herein described;

THENCE South 47 deg. 14 min. 00 sec. East with the said southwesterly right-of-way line of said F.M. 1765 By-Pass, a distance of 466 47 feet to a ½ inch rod found in the easterly line of said Lot 38, same being the westerly line of Lot 37 of said Mainland Homesteads, at the northeasterly corner of said tract herein described, from which a concrete monument found bears North 05 deg. 53 min. 10 sec. West, a distance of 0 38 feet.

THENCE South 00 deg. 43 min. 00 sec. East with the common line between said Lot 38 and said Lot 37, a distance of 19 06 feet to the POINT-OF-BEGINNING, and containing 1,395 acres (60,774 square feet) of land.

**PLANING AND ZONING COMMITTEE
REGULAR MEETING
June 12, 2012**

1. CALL TO ORDER

The meeting was called to order at 4:00 p.m.

2. ROLL CALL

PRESENT:

Annette Callis
Mike Castelline
Norman Koneman

ABSENT:

Dickey Stanley

STAFF PRESENT:

Ana Tims, Building Official
Alex Getty EDC Director

3. INVOCATION AND PLEDGE OF ALLEGIANCE

The Invocation and Pledge of Allegiance were presented by Commissioner Castelline

4. APPROVAL OF MINUTES

Regular Meeting of May 8, 2012

Commissioner Castelline made a motion to approve the minutes. Commissioner Callis seconded the motion. The minutes were approved as written.

5. CITIZENS PARTICIPATION

No one participated.

6. NEW BUSINESS

- a. **Discussion/Possible action regarding rezoning of the property described as ABST 2 SF AUSTIN SUR S PT OF LOT 38 (38-1) MAINLAND HOMESTEADS; 4635 FM 1765**

The board discussed the property and made note that no one had mailed in responses or was present to make any objections on the re-zoning of the property. The Commission received an update from EDC Director Alex Getty in reference to the history and the location of the property.

Commissioner Castelline made a motion to approve the rezoning of the property described as ABST 2 SF Austin Sur S Pt of Lot 38 (38-1) Mainland Homesteads to C-1 General commercial. Commissioner Callis seconded the motion. The motion passed unanimously

7. REQUESTS AND ANNOUNCEMENTS

Commissioner Callis commented on the roll off containers and the traffic lights at Cedar and Laurel.

8. ADJOURNMENT –

Commissioner Castelline made a motion to adjourn the meeting. Commissioner. Callis seconded the motion. The meeting adjourned at 4:09 p.m.

Normann Konneman

A F F I D A V I T

Attachment

006 Legal Notices

Notice is hereby given that the La Marque Planning and Zoning Commission will conduct a Public Hearing on June 12, 2012 at 4:00 p.m. in the Council Chambers located at 1109-B Bayou Road, La Marque, TX 77568 for the purpose of considering:

A public hearing regarding rezoning of the property described as ABST 2-SF AUSTIN SUR S PT OF LOT 38 (38-1) MAINLAND HOMESTEADS: 4635 FM 1765 from Public to General Commercial.

For further information, please contact Ana Tims/ Building Official at 409.938.9206

Published: June 2, 2012
00301341

County of Galveston §
§
State of Texas §

Before me, the undersigned authority, on this day personally came and appeared Lois Colvin, to me well known (or proved to me on the basis of satisfactory evidence), and who after being duly sworn (affirmed) did depose and say that she is an AGENT for THE GALVESTON COUNTY DAILY NEWS, a newspaper of general circulation, which has been continuously and regularly published for a period of not less than one year, in the County of Galveston, and that the NOTICE, a copy of which is hereto attached was published in said newspaper on the following days, to wit:

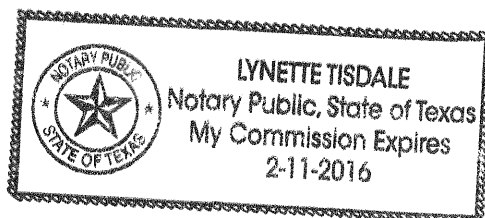
June 2, 2012

Lois Colvin
Agent Signature

Sworn and subscribed before me

On this the 2nd day of June, 2012

Lynette Tisdale
Notary for the State of Texas





GALVESTON CENTRAL APPRAISAL DISTRICT

Ken Wright, Chief Appraiser

P.O. Box 3647 (600 Gulf Freeway), Texas City, Texas 77592-3647

Telephone: (409) 935-1980 or toll free (866) 277-4725

Fax: (409) 935-4319

City Planning Packs

Check The One(s) That Apply:

☒ 200 Foot Radius

☐ Adjacent Property Owners Listing

Subject Property Address: 4635 F, 11 1765

Subject Property Acct #: 4895-0000-0038-001/R 133173

Name Of Contact Person: Erica or Anna

Phone Number Of Contact Person: 409-938-9204

Date: 5-30-12 Request Will Be Ready After Noon On
Next Day. (Some Exceptions May Apply)

* The charge for this service is between \$2.00 and \$5.00, depending on the number of property owners involved.

NO Charge

Property ID and Legal Description R133173 Tax Year: 2012 4895-0000-0038-001 ABST 2 S F AUSTIN SUR S PT OF LOT 38 (38-1) MAINLAND HOMESTEADS	Owner Information LAMARQUE ECONOMIC DEV CORP (Q559151) 1111 BAYOU LA MARQUE, TX 77568	Last Inspected 10/06/2009 (PZ)	Market Value \$307,170	Card Printed 05/30/2012	Card # 1	Map ID 260-C
		Next Inspection/Reason	Assessed Value \$307,170	Comments CITY OF LA MARQUE TO MAKE FIRE STATION HERE FOR 97.		

Property Situs Address 4635 FM 1765, LA MARQUE, TX 77568						
Linked Property						
Neighborhood 404-WB	Exemptions/Spec. Vals EX					
Taxing Unit Information C32;D02;GGA;J05;RFL;S14						
Topography ABOVE		Utilities AP	Access CONC		Other SS	
Attributes	Const Style	Foundation CS	Ext. Finish BV	Int. Finish	Roof Style MT	Flooring CO
	Heat/AC CH-CA	Plumbing	Fireplace	Rooms	Bedrooms	
	Date 11/12/2007	Price	Seller CITY-LA MARQUE CITY-LA MARQUE SOBRANTE FUNDING LTD		Book / Instrument 2007078041 011-41-2563	Page

Improvements																
Type	Description	St Cd, HS, Type	Class	Area	Area Factor	Adjusted Area	Perimeter	Unit Price	Yr. Blt / Act-Eff	Cond	% Gd	Ph %	Eco %	Fnc %	% Cmp	Value
MA	Main Area	F9 N C	ARBG+	5,600		5,600		36.75	1994-1994	1	99	100	100	100		203,740
NBH% 100																TOTAL 203,740

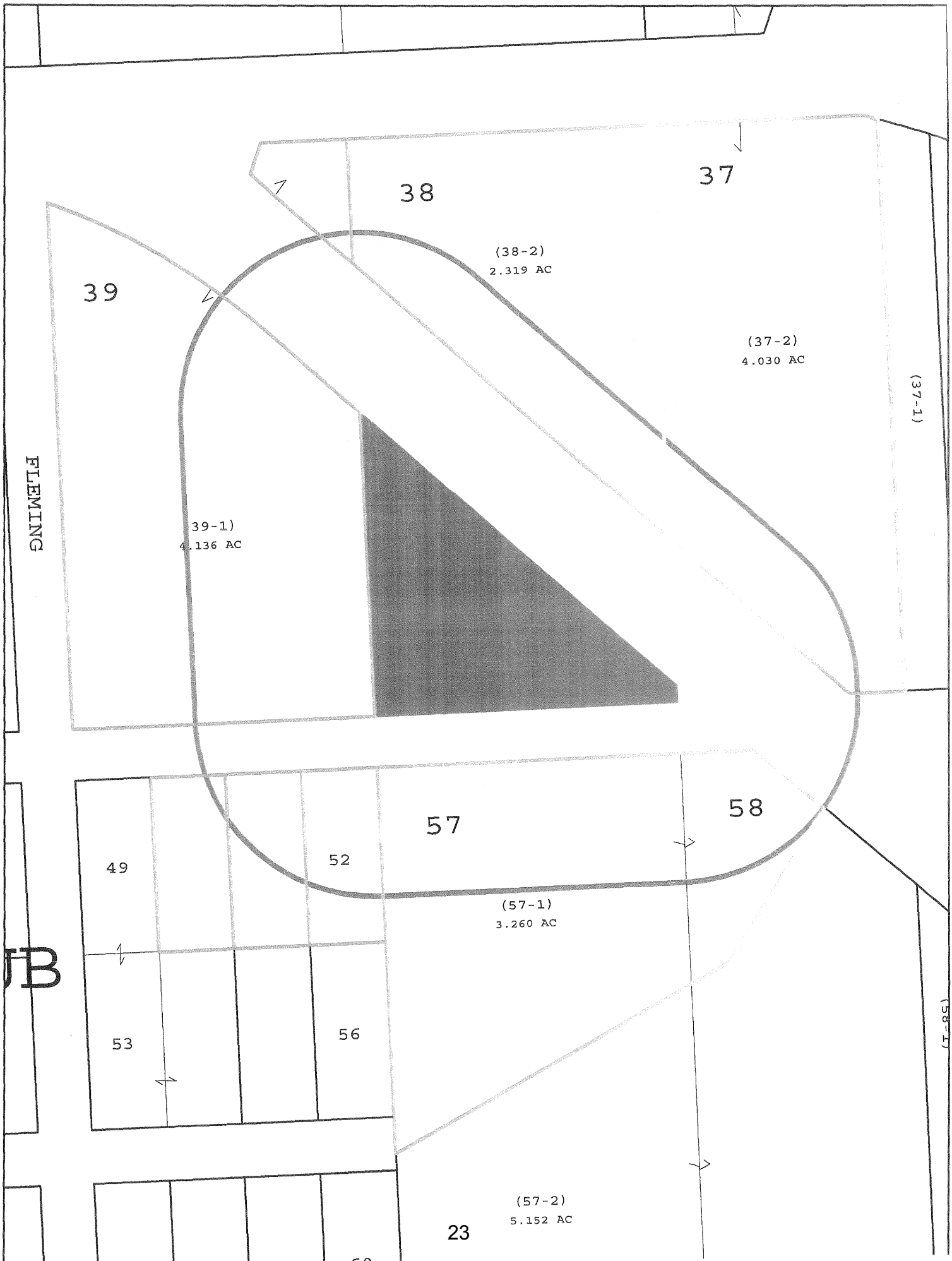
Land Information															
Type	Description	Table	ST Cd	HS	Meth	Area	Unit Price	Func %	Econ %	Adj %	Market Value	Ag Tbl	Meth	Ag Unit Pr	Ag Value
PF	Primary Frontage		F9		A	1.3960	37,026.00	100	100		51,690			0.00	0
NBH% 0		EFF. ACRES 1.3950		TOTAL		1.3960	TOTAL			51,690	TOTAL			0	

Property ID and Legal Description R133173 Tax Year: 2012 4895-0000-0038-001 ABST 2 S F AUSTIN SUR S PT OF LOT 38 (38-1) MAINLAND HOMESTEADS	Owner Information LAMARQUE ECONOMIC DEV CORP (0559151) 1111 BAYOU LA MARQUE, TX 77568	Last Inspected 10/06/2009 (PZ)	Market Value \$307,170	Card Printed 05/30/2012	Card # 2	Map ID 260-C
		Next Inspection/Reason	Assessed Value \$307,170	Comments CITY OF LA MARQUE TO MAKE FIRE STATION HERE FOR 97.		

Property Situs Address 4635 FM 1765, LA MARQUE, TX 77568						
Linked Property						
Neighborhood 404-WB	Exemptions/Spec. Vals EX					
Taxing Unit Information C32;D02;GGA;J05;RFL;S14						
Topography ABOVE		Utilities AP	Access CONC		Other SS	
Attributes	Const Style	Foundation	Ext. Finish	Int. Finish	Roof Style	Flooring
	Heat/AC	Plumbing	Fireplace	Rooms	Bedrooms	
	Date 11/12/2007	Price	Seller CITY-LA MARQUE CITY-LA MARQUE SOBRANTE FUNDING LTD		Book / Instrument 2007078041 011-41-2563	Page

Improvements																
Type	Description	St Cd, HS, Type	Class	Area	Area Factor	Adjusted Area	Perimeter	Unit Price	Yr. Bilt / Act-Eff	Cond	% Gd	Ph %	Eco %	Fnc %	% Cmp	Value
CON	Concrete	F9 N C		19,200		19,200		2.75	-		98	100	100	100		51,740
NBH% 100																
TOTAL																51,740

XREF	NAME	ADDRESS	ADDRESS2	CITY	STATE	ZIP
3575-0000-0050-000	BAUCOM, B E, JR	PO BOX 495		SANTA FE	TX	77517-0495
3575-0000-0051-000	MAMULA, ROBERT MICHAEL, Jr	4405 LAWNDALE		LA MARQUE	TX	77568
3575-0000-0052-000	MAMULA, ROBERT MICHAEL, Jr	4405 LAWNDALE		LA MARQUE	TX	77568
4895-0000-0037-002	UTILITY TRAILERS SOUTHEAST TEXAS INC	P O BOX 21402		HOUSTON	TX	77226
4895-0000-0038-002	MCJUNKIN CORP	ATTN TAX DEPT	PO BOX 513	CHARLESTON	WV	25322-0513
4895-0000-0039-001	CLEVELAND, BENNY MD	523 CORDILLERA TRACE		BOERNE	TX	78006
4895-0000-0057-001	HOUSTON TKCCP HOLDINGS LLC	ONE COMCAST CENTER	32ND FLOOR	PHILADELPHIA	PA	19103



SENDER: COMPLETE THIS SECTION		COMPLETE THIS SECTION ON DELIVERY	
■ Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired. ■ Print your name and address on the reverse so that we can return the card to you. ■ Attach this card to the back of the mailpiece, or on the front if space permits.		A. Signature X <i>[Signature]</i> ☐ Agent ☐ Addressee	
1. Article Addressed to: <i>REC'D JUN 19 2012</i> <i>Baucom GR</i> <i>P.O. Box 495</i> <i>Santa Fe, Tk. 77517</i>		B. Received by (Printed Name) <i>B. E. Baucom</i> C. Date of Delivery D. Is delivery address different from item 1? ☐ Yes ☐ No If YES, enter delivery address below:	
		3. Service Type ☐ Certified Mail ☐ Express Mail ☐ Registered ☐ Return Receipt for Merchandise ☐ Insured Mail ☐ C.O.D.	
		4. Restricted Delivery? (Extra Fee) ☐ Yes	
7011 2970 0000 5282 4219			

PS Form 3811, February 2004

Domestic Return Receipt

102595-02-M-1540

U.S. Postal Service[®]
CERTIFIED MAIL[®] RECEIPT
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For more information visit our website at www.usps.com

7011 2970 0000 5282 4219

Signature _____
Date _____
Address _____
City _____
State _____
Zip _____
Total Postage _____

7011 2970 0000 5282 4219

Baucom GR
P.O. Box 495
Santa Fe 77517

PS Form 3811, February 2004 See Reverse for Instructions

SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY
■ Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired. ■ Print your name and address on the reverse so that we can return the card to you. ■ Attach this card to the back of the mailpiece, or on the front if space permits.	A. Signature ☒ <i>Sonya Easton</i> ☐ Agent ☐ Addressee B. Received by (Printed Name) <i>Sonya Easton</i> C. Date of Delivery JUN 08 2012 D. Is delivery address different from item ☐ Yes If YES, enter delivery address below: ☐ No
1. Article Addressed to: <i>McQuinkin Corp.</i> <i>P.O. Box 513</i> <i>Charleston, TK 25322</i>	3. Service Type ☐ Certified Mail ☐ Express Mail ☐ Registered ☐ Return Receipt for Merchandise ☐ Insured Mail ☐ C.O.D. 4. Restricted Delivery? (Extra Fee) ☐ Yes
2 7011 2970 0000 5282 4240	

U.S. Postal Service™

CERTIFIED MAIL™ RECEIPT

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For more delivery information visit our website at www.usps.com

Postage paid by _____

To: _____
City _____ State _____ Zip+4 _____

Return Address: _____
City _____ State _____ Zip+4 _____

PS Form 3800, September 2006 Edition
PSN 7530-02-000-9000

McJunkin Corp.

See Reverse for Instructions

SENDER: COMPLETE THIS SECTION		COMPLETE THIS SECTION ON DELIVERY	
- Complete Items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired. - Print your name and address on the reverse so that we can return the card to you. - Attach this card to the back of the mailpiece, or on the front if space permits.		A. Signature X <u>Billy Oden</u> ☐ Agent ☐ Addressee	
1. Article Addressed to: <u>UTST</u> <u>P.O. Box 21402</u> <u>Houston, TX 77226</u>		B. Received by (Printed Name) <u>Billy Oden</u> C. Date of Delivery <u>6/11/12</u> D. Is delivery address different from item 1? ☐ Yes ☐ No If YES, enter delivery address below:	
2. <u>7011 2970 0000 5282 4257</u>		3. Service Type ☐ Certified Mail ☐ Express Mail ☐ Registered ☐ Return Receipt for Merchandise ☐ Insured Mail ☐ C.O.D. 4. Restricted Delivery? (Extra Fee) ☐ Yes	

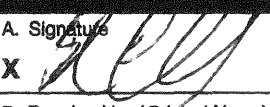
PS Form 3811, February 2004 Domestic Return Receipt 102595-02-M-1540

U.S. Postal Service™
CERTIFIED MAIL™ RECEIPT
Domestic Mail Only; No Insurance Coverage Provided
For delivery information visit our website at www.usps.com

7011 2970 0000 5282 4257

UTST
P.O. Box 21402

See Reverse Instructions

SENDER: COMPLETE THIS SECTION		COMPLETE THIS SECTION ON DELIVERY	
■ Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired. ■ Print your name and address on the reverse so that we can return the card to you. ■ Attach this card to the back of the mailpiece, or on the front if space permits.		A. Signature X  ☐ Agent ☐ Addressee	
1. Article Addressed to: Cleveland Benny 523 Cordillera Trace Boerne, Tx. 78006		B. Received by (Printed Name) BR Cleveland Benny C. Date of Delivery JUN 07 2012	
		D. Is delivery address different from item 1? ☐ Yes If YES, enter delivery address below: ☒ No	
		3. Service Type ☐ Certified Mail ☐ Express Mail ☐ Registered ☐ Return Receipt for Merchandise ☐ Insured Mail ☐ C.O.D.	
		4. Restricted Delivery? (Extra fee) ☐ Yes	
7011 2970 0000 5282 4233			
PS Form 3811, February 2004		Domestic Return Receipt	
		102595-02-M-1540	

7011 2970 0000 5282 4233

U.S. Postal ServiceTM
CERTIFIED MAILTM RECEIPT
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For delivery information visit our website at www.usps.com

Signature of Addressee
Cleveland Benny

Signature of Sender

Date of Delivery
JUN 07 2012

See Reverse for Instructions



Track & Confirm

You entered: 7011297000052824264
Your Item's Status Your item was delivered at 3:40 pm on June 04, 2012 in LA MARQUE, TX 77568.
Check Again
What's your label (or receipt) number?

Roll over the tools menu across the site to access quick, handy tools.

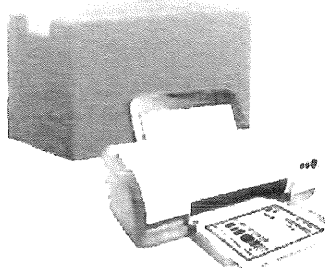
Track & Confirm

Find Locations

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Robert Mamula M.
4405 Larchdale
Cambridge, MA 02142

Village Post Office



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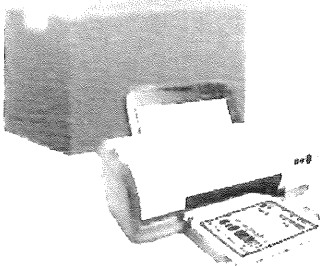
Track & Confirm

Find Locations

Calculate a Price

Look Up a ZIP Code™

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9221 2825 0000 0162 1102

You entered: 70112970000052824226
Your item's Status Your item was delivered at 5:54 am on June 06, 2012 in PHILADELPHIA, PA 19103.
Find Another Item
What's your label (or receipt) number?

to get all residence

Village Post Office



Houston T Kemp

Philadelphia PA 19103

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CITY COUNCIL AGENDA FORM

Meeting Date: 8-13-12

Agenda item: 8a

Prepared by: zt

Reviewed by: CJB

Department: Administration

AGENDA ITEM DESCRIPTION:

Discussion/possible action – Memorial for Jessica Cain – recommendation Park Board



Attachments for Reference

Staff Briefing: The Park Board held a Special Meeting, July 24, 2012 to consider a request from Jessica's friends for the placement of a commemorative tree and bench in Jessica Cain's memory at Highland Bayou Park. The tree and bench will serve as a living monument to the gentle and giving spirit of their dear friend.

The Park Board voted to forward a recommendation that City Council authorize the donation and placement of the tree and bench dedication in memory of Jessica Cain.

History (if applicable): Jessica Cain disappeared August 17, 1997 on I-45 in front of Highland Bayou Park. Jessica's friends will hold a vigil August 18, 2012 to commemorate the 15th anniversary of her disappearance.

http://www.missingkids.com/missingkids/servlet/PubCaseSearchServlet?act=viewChildDetail&caseNum=836647&orgPrefix=NCMC&seqNum=1&caseLang=en_US&searchLang=en_US

Target Implementation:

Significant Action Dates:

August 18, 2012 – Vigil at Highland Bayou Park

Action:



Ordinance



Resolution



Proclamation



Special Presentation



Finance Report



Public Hearing



Other

Cost Details:

Budgeted	
Actual Bid	
Estimated Expenditure	
Acct. Name	
Line Item #	
Other Funding	

Staff's Recommendation

Approve dedication of this memorial based on the Park Board recommendation.

Fiscal Impact: none; all labor and materials donated



CITY COUNCIL AGENDA FORM

Meeting Date: 8-13-12

Agenda item: 8b

Prepared by: zt

Reviewed by: CJB

Department: Administration

AGENDA ITEM DESCRIPTION:

Discussion- application(s) to City of La Marque Boards and Commissions – Resolution No. 1032

☒ **Attachments for Reference**

Staff Briefing:

Per Resolution 1032 - Section 3 Nominations and Appointments – please accept this as notice of vacancies on the following boards:

PLANNING AND ZONING COMMISSION ORD. #953/957 ORG SET UP BY CITY CHARTER SECTION 10.01 - CITY COUNCIL APPT. 5 MEMBERS		Two Year Terms	
Annette Callis	915 Kenneth	13	A
		14	B
Norman Koneman	2615 Meadow Lane	13	C
Dickey Stanley	1405 Bowie	14	M
Charles M. Castelline	1616 Lamar	13	D

The city council shall appoint a planning commission which shall consist of five members, each member being a resident and a real property taxpayer of the City of La Marque, and none of whom shall hold any other position in the city government. Three members of the first commission shall be appointed for a term of two years and two for a term of one year, and service shall be without pay. Councilmember Brown – has submitted an application on behalf of Christopher Lane.

CEMETERY BOARD –Ord. #1033 CITY COUNCIL APPT. 5 MEMBERS AND ONE EX-OFFICO (COUNCIL MEMBER)		Two Year Term	
1. Guadalupe (Amercia) Maldonado	627 Rosedale	13	A
2. Bart Jennings	806 Studio	14	C
3		13	B
4. Bim Crowder	401 Texas Avenue	14	D
5. David Pennington Chairman	924 Cypress	13	M
Ex-Officio (Councilmember) Clent Brown	Appointed 12-12-11		



CITY COUNCIL AGENDA FORM

There is hereby created a Cemetery Board for the City of La Marque, Texas, which shall consist of five (5) members to be appointed by the City Council.

Board members shall serve for two (2) year terms.

Councilmember Osteen submitted an application on behalf of Kurt Koopman.

History (if applicable):

Target Implementation:

Significant Action Dates:

Action:

☐

Ordinance

☐

Resolution

☐

Proclamation

☐

Special Presentation

☐

Finance Report

☐

Public Hearing

☒

Other

Cost Details:

Budgeted	
Actual Bid	
Estimated Expenditure	
Acct. Name	
Line Item #	
Other Funding	

Staff's Recommendation – Consider applications for appointments at a future Council meeting.

Fiscal Impact: none -

RESOLUTION NUMBER 1032

A RESOLUTION ESTABLISHING PROCEDURES FOR THE APPOINTMENT OF VOLUNTEERS TO VARIOUS STANDING BOARDS, COMMISSIONS AND COMMITTEES OF THE CITY

WHEREAS, The City Council of the City of La Marque has determined that an established procedure for the appointment of volunteers to the City's various standing Boards, Commissions and Committees is necessary, and

WHEREAS, The City Council wishes to establish a system for the appointment of volunteers which will provide equal opportunity for each Council Member to nominate representatives to the various standing Boards, Commissions and Committees, and

WHEREAS, The City Council believes such a system will lend harmony to the appointment process and enhance the opportunity for citizens of the community to serve,

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of La Marque that;

Section 1. Boards, Commissions and Committees addressed

Standing Boards, Commissions and Committees addressed by this policy shall be referred to as "Committees" in the interest of brevity. Those Committees addressed by this policy are:

- Building Standards Commission
- Clean City Commission
- Electrical Board
- Plumbing Board
- La Marque Economic Development Corporation
- Library Board
- Parks Board
- Planning and Zoning Commission
- Zoning Board of Adjustment
- Public Safety Committee

Section 2. Initial Assignments of Positions and Changes

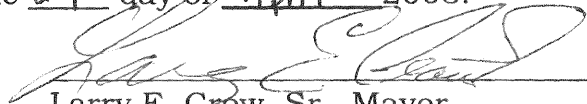
A. Each volunteer position on each of the itemized Committees are hereby assigned to a Council District or the Mayor as indicated on "Attachment A", which is attached to and made a part of this Resolution by reference. The "City Council" as used herein shall also include the position of Mayor.

B. The City Council may amend the District assignments at any time by simple motion and approval at any called City Council Meeting where the subject is posted as a part of the Agenda according to law. District assignments and future changes to those assignments shall be maintained by and kept in the Office of the City Clerk.

Section 3. Nominations and Appointments

- A. **Notice:** Sixty days prior to the expiration of an appointed term, or immediately after being notified of a mid-term vacancy on any Committee, the City Clerk shall notify the Council Member, whose District is assigned the position in question, that a vacancy will be or is open on that Committee. Included with that notice will be any candidates for nomination that the Committee itself may have recommended, any qualifications for the position that may be established by Charter or Ordinance, and the Meeting schedule of the relevant Committee. Copy of the Notice shall be provided to all Members of the City Council at the same time.
- B. **Nominations:** A Council Member shall have thirty days from receiving the City Clerk's notice of a vacancy or pending vacancy for a position assigned to that Council Member to provide the name of a nominee to the City Clerk to be presented to the full City Council for consideration of appointment at the next Regular scheduled City Council Meeting following the thirty days. The nominating Council Member shall provide, along with the name, the address, telephone number and qualifications of any nominee or nominees. If the Council Member assigned to a vacant Committee position, or a position scheduled to be vacant because of an expiring term of appointment, fails to provide the City Clerk the name and required information within the thirty days following the date of the notice or, in the case of expiring terms, thirty days prior to the term expires, nominations from any Council Member may be submitted for consideration before or during the Meeting during which appointments are to be considered.
- C. **Appointments:** The City Clerk shall place consideration of appointments to fill vacancies or pending vacancies for the relevant Committees on the next Regular City Council Meeting Agenda, following the thirty days of notice to Council Members. Appointments are made with a majority vote of Council attending a Meeting.
- D. **Committee Chair Responsibilities:** It shall be the responsibility of the Chair Person of each Committee to guide the Committee to enforce any attendance requirements for maintaining Committee membership, to notify the City Clerk of any mid-term vacancies and to provide the City Clerk a record of attendance of the Committee Members.

PASSED AND APPROVED this the 24 day of April 2006.



Larry E. Crow, Sr., Mayor

ATTEST:

Charlette Bristow

Charlette Bristow, City Clerk

APPLICATION TO BOARD OR COMMISSION
FOR APPOINTMENT BY LA MARQUE CITY COUNCIL

Board or Commission: Planning and Zoning Commison
Name: Christopher Lane
Address: 10 Clover Bend LaMarque, Tx 77568
Home Phone #: (409) 392-6167 Years you lived in La Marque 22
Marital Status: Single Number of Dependents: 0
Place of Employment: Student at University of Houston
Address: 10 Clover Bend LaMarque, Tx 77568 Houston Drive, Tx 77204
Work Phone: 409 392-6167 Can you be called at work? YES
Occupation: Student

Will your present occupation allow you sufficient time to serve on a city board? Yes

Would your appointment propose a conflict of interest with your present occupation? NO

Briefly explain why you wish to be a member of this particular board or commission: I would consider it an honor to serve my hometown in any capacity. The mutiple skill set's that I obtained during my time in the Navy, I feel will be an great asset to help the City of La Marque move forward.

Date: _____ Signature: CS

RECOMMENDATION FOR APPOINTMENT:

Serving in my capacity as COUNCIL CLINT BROWN.

I hereby recommend CHRISTOPHER LANE

For appointment/reappointment to the PLANNING AND ZONEING.

Date: JULY 23 2007 Signature: Clint Brown

(The following is for administrative use only.)

Date attended board meeting: _____

Date interviewed for appointment: _____

Date appointed/not appointed: _____ Term to expire: _____

Date Reappointed: _____ Term to expire: _____

125711C

**CANDIDATE APPLICATION FORM
FOR COUNCIL-APPOINTED BOARDS & COMMISSIONS
OF
THE CITY OF LA MARQUE**

City Council will review applicants interested in serving on a City Board and/or City Commission. Information disclosed on this application or any other attached documents may be disclosed in public meetings.

Please type or print information

Board Preference 1: Cemetery Board

Board Preference 2: _____

Name: KURT KOOPMAN N

Home Address: 1004 LILAC ST

City: LM Zip: 77568 La Marque Resident: 20 yrs

Home Telephone: 409 938-8606 Home E-mail: Koopmannk@gmail.com

Profession: Public Information Officer

Special Knowledge or Experience applicable to City Board/Commission function: _____

Other Information (Civic Activities):

Galv. Hist. Foundation Volunteer, Church Congregation President

I verify that the information I have provided on this application to be true and correct.
I also acknowledge that this information may be made available to the public.

Signature: Kurt Koopman

Date: 8-7-12

PLEASE RETURN COMPLETED APPLICATION TO THE CITY CLERK'S OFFICE, 1111 BAYOU RD,
LA MARQUE, TEXAS 77568. APPLICATIONS WILL REMAIN ON FILE FOR TWO YEARS.

Rec 8-8-12




CITY COUNCIL AGENDA FORM

Meeting Date: August 13, 2012

Agenda item: 8c

Prepared by: Chief Randall Aragon

Reviewed by: CJB

Department: Police

AGENDA ITEM DESCRIPTION:

Discussion/possible action-city's continued participation with Galveston County Auto Crimes Task Force (GCACTF) grant for FY 2012/2013



Attachments for Reference: Grant documents.

Staff Briefing:

City Council authorized LMPD's participation in this grant for FY 2011-12. The grant application for FY 2012-13 is prepared for review and consideration.

Currently, there are 9 agencies involved in the Task Force. These multi-agencies conduct investigations, both pro-active and reactive and operate both overtly and covertly in the investigation of auto crimes. Agents also conduct public awareness programs; serve as liaison to their home agency sharing and gathering information related to motor vehicle crimes.

(GCACTF) grant for FY 2012/2013, if approved, the selected officer is authorized the use of a vehicle and the salary (does not include benefits) is reimbursed to the City.

Lt. Hanson (Project Director) and Sgt. Sheppard (Commander) will be at the Council meeting to address any questions/concerns Council may have.

History (if applicable):

Target Implementation: - October 1, 2012

Significant Action Dates:

Action:

☐

Ordinance

☐

Resolution

☐

Proclamation

☐

Special Presentation

☐

Finance Report

☐

Public Hearing

☒

Other

Staff's Recommended Motion:

City Council approved continued participation with Galveston County Auto Crimes Task Force (GCACTF) grant for FY 2012/2013.

Fiscal impact - \$63,883 of which \$43,967 is reimbursed to the City.

Cost Details:

Budgeted	
Actual Bid	
Estimated Expenditure	\$19,916 (City's Fringe) \$43,967 (Grant Payment)
Acct. Name	
Line Item #	
Other Funding	

On this the 17th day of April 2012, the Commissioners' Court of Galveston County, Texas convened in a regularly scheduled meeting with the following members thereof present:

Mark A. Henry, County Judge;
Patrick F. Doyle, Commissioner, Precinct No. 1;
Kevin D. O'Brien, Commissioner, Precinct No. 2;
Stephen D. Holmes, Commissioner, Precinct No. 3;
Kenneth Clark, Commissioner, Precinct No. 4; and
Dwight D. Sullivan, County Clerk

when the following proceedings, among others, were had, to-wit:

An Order Authorizing an Application for Grant Funding from the Automobile Burglary and Theft Prevention Task Force for the Auto Theft Task Force Program
--

Whereas, Galveston County desires to apply for grant funding in the amount of \$586,601 from the **Automobile Burglary and Theft Prevention Task Force** for the **Auto Theft Task Force Program** for the grant period beginning September 1, 2012 and ending August 31, 2012. *3-19-12*

Now, Therefore be it Ordered that the **County Judge of Galveston County** be and he is hereby authorized to apply for and to execute all necessary forms on behalf of **Galveston County** for grant funding in the amount of up to \$586,601 from the **Automobile Burglary and Theft Prevention Task Force** for the **Auto Theft Task Force Program** for the grant period beginning September 1, 2012 and ending August 31, 2012.

Upon Motion Duly Made and Seconded, the above Resolution was unanimously passed on this 17th day of April, 2012.

County of Galveston, Texas

By

Mark A. Henry

Mark A. Henry
County Judge

Attest:

Dwight D. Sullivan
Dwight D. Sullivan
County Clerk



AUTOMOBILE BURGLARY & THEFT PREVENTION AUTHORITY

Form ABTPA-104
(01/12)

Application for State Assistance

1. For ABTPA Use Only	3. a. Date Submitted	b. Applicant Identifier
2. State Program Classification (For ABTPA Use Only)	4. a. Date Received by State	b. State Application Identifier
5. Applicant Information a. Legal Name: County of Galveston b. Address (give street or P. O. Box, City, County, State, and Zip Code) 722 Moody, 2nd Floor, Galveston Galveston County, Texas c. Organizational Unit: Auto Crimes Task Force d. Name and telephone number of person to be contacted on matters involving this application (give area code) Tommy Hansen - Project Director (409) 766-2358; Danny Sheppard		
6. State Payee Identification Number: FEIN: 749000608	7. Type of Applicant (enter the appropriate letter in box) B A. State H. Independent School District B. County I. State Controlled Institution of Higher Learning C. Municipal J. Private University D. Township K. Indian Tribe E. Interstate L. Individual F. Intermunicipal M. Nonprofit Organization G. Special District N. Other (specify): _____	
8. Type of Application: ☐ New ☒ Continuation ☐ Revision If Revision, check appropriate box(es). ☐ Increase Award ☐ Decrease Award ☐ Other (specify) ☐ Increase Duration ☐ Decrease Duration	9. Name of Grantor Agency: Texas Automobile Burglary & Theft Prevention Authority 4000 Jackson Avenue Austin, Texas 78731 Phone: (512) 374-5101 Fax: (512) 374-5110 Website: www.txwatchyourcar.com	
10. Title of Project: Galveston County Auto Crimes Task Force	11. Areas of Project Activities (Cities, Counties, States, etc.) Incorporated and unincorporated areas of Galveston County, and Southern Harris, Brazoria and Matagorda Counties upon request	
12. Proposed Project Start Date: 09/01/12 Ending Date: 08/31/13	13. Is application subject to review by state executive order 12372 process? ☐ YES, this application was made available to the Texas Review and Comment System (TRACS) for review on _____ Date: _____ ☐ Program is not covered by E. O. 12372 ☐ Program has not been selected by state for review ☒ NO	
14. Funding Summary: Total of a, b, & c must agree with d. Note: Please enter whole dollars for the amounts requested. a. Total State Grant Funds \$ 586,601 Requested (ABTPA) b. Cash Match \$ 327,661 c. In-Kind Match \$ 192,820 d. TOTAL(s) \$ 1,107,082	15. Is the applicant delinquent on any federal debt? ☐ YES If "Yes" attach an explanation ☒ NO	
16. To the best of my knowledge and belief, all data in this application is true and correct. The document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is awarded. a. Typed name of Authorized Official <u>Mark Henry</u> b. Title <u>County Judge</u> c. Telephone Number <u>(409) 766-2244</u> d. Signature of Authorized Official <u><i>Mark Henry</i></u> e. Date Signed <u>4/17/12</u>		



PROJECT APPROVAL INFORMATION

Item 1.

Does this assistance request require state, local, regional, or other priority rating?

☐ Yes ☒ No

Name of Governing Body _____

Priority Rating _____

Item 2.

Does this assistance request require state, or local advisory, educational, or health clearance?

☐ Yes ☒ No

Name of Agency or Board
(Attach Documentation) _____

Item 3.

Does this assistance request require state, local, regional, or other planning approval?

☒ Yes ☐ No

Name of Approving Agency Texas ABTPA

Item 4.

Will the assistance requested serve a federal installation?

☐ Yes ☒ No

Name of Federal Installation _____

Federal Population Benefiting from Project _____

Item 5.

Will the assistance requested have an impact or effect on the environment?

☐ Yes ☒ No

See instructions for additional information to be provided.

Item 6.

Will the assistance requested cause the displacement of individuals, families, businesses or farms?

☐ Yes ☒ No

Number of Individuals _____

Families _____

Businesses _____

Farms _____

Item 7.

Is there other related assistance on this project (previous, pending, or anticipated)?

☐ Yes ☒ No

See instructions for additional information to be provided.



AUTOMOBILE BURGLARY & THEFT PREVENTION AUTHORITY

BUDGET SUMMARY

Section A—Budget Summary						
Line	Schedule	Budget Categories	(1) ABTPA Funds	(2) Cash Match	(3) In-Kind Match	(4) Total
1	A	Personnel (Direct Salaries)	413,961	61,484	0	475,445
2	A	Personnel (Fringe Benefits)	0	143,517	0	143,517
3	B	Professional and Contractual Services	0	0	8,820	8,820
4	C	Travel	10,000	2,000	0	12,000
5	D	Equipment	115,000	0	100,000	215,000
6	E	Supplies and Direct Operating Exp.	47,640	120,660	84,000	252,300
7		Total Direct Charges (Sum of 1-6)	586,601	327,661	192,820	1,107,082
8	F	Indirect Costs	0	0	0	0
9		TOTALS (Sum of 7-8)	586,601	327,661	192,820	1,107,082

Section B—Cash and/or In-Kind Match

Enter separately each source of matching funds and the amounts.

Total Match must agree with the total of Line 9, Column 2 and Column 3 above and the total of lines 14 (b) and (c) on ABTPA-1.

CASH				TOTAL 294,161
Source	Amount	Source	Amount	
Galveston County	203,339	City of Hitchcock	15,971	
City of Galveston	32,341	City of La Marque	23,202	
City of Santa Fe	19,308			
PROGRAM INCOME (To be utilized.)				TOTAL 33,500
Total Program Income (available) \$71,062 (Estimate)				
IN-KIND (Total must agree with ABTPA-1, Line 14c.)				TOTAL 192,820
Schedule	Amount	Schedule	Amount	
A	0	D	100,000	
B	8,820	E	84,000	
C	0			
				TOTAL MATCH 520,481

**AUTOMOBILE BURGLARY & THEFT PREVENTION AUTHORITY**Form ABTPA-104
(01/12)**SCHEDULE A****PERSONNEL**

1. Direct Salaries		(1)	(2)	(3)	(4)
Title or Position	% of Salary	ABTPA Funds	Cash Match	In-Kind Match	TOTAL
(A) Project Director: GCSO	100	0	5,000	0	5,000
(B) Commander: GCSO	100	59,991	0	0	59,991
(C) Asst Commander: GCSO	100	59,991	0	0	59,991
(D) Agent: Galveston PD	100	58,884	0	0	58,884
(E) Agent: Santa Fe PD	100	50,400	0	0	50,400
(F) Agent: La Marque PD	100	44,000	0	0	44,000
(G) Agent: GC Constable, Pct 8	100	43,519	0	0	43,519
(H) Agent: Hitchcock PD	100	31,500	0	0	31,500
(I) Agent: GCSO Environmental	20	11,998	47,993	0	59,991
(J) Office Manager/ Analyst	80	33,966	8,491	0	42,457
(K)					
(L)					
(M)					
(N)					
Overtime		19,712	0	0	19,712
TOTAL Direct Salaries	900	413,961	61,484	0	475,445

2. Fringe Benefits

	% of \$ Rate				
FICA	@ 3.4463	0	14,266	0	14,266
Retirement	@ 15.8059	0	65,430	0	65,430
Insurance	@ 11.7855	0	48,787	0	48,787
Other: (Explain)	@ 3.6317	0	15,034	0	15,034
TOTAL Fringe Benefits		0	143,517	0	143,517
TOTAL PERSONNEL BUDGET		413,961	205,001	0	618,962

**SCHEDULE A PERSONNEL NARRATIVE**

1. Attach a description of the duties or responsibilities of each position. (Job posting can not substitute for descriptive narrative for each position.)

- ♦ **Include only one position per line.**
- ♦ **Percentage of salary to be funded by grant funds.**
- ♦ **Should reflect employee's gross salary attributable to the project.**
- ♦ **Include percent of time on auto theft for each position. (40 hours per week)**

Project Director: Administrative and advisory position. The Project Director acts as a liaison between the Governing Board (Chiefs and Sheriff) and the Task Force. Maintains a line of communication with the Texas Automobile Burglary and Theft Prevention Authority Board and staff. Lt. Hansen's status has changed from full time to part time and the match amount is based on the estimated amount of time he will spend in FY 2013 working for the Galveston County Auto Crimes Task Force. No portion of his salary will be funded by grant funds.

Unit Commander (Galveston County Sheriffs Office): The Unit Commander supervises the daily operations of the Task Force including strategy development and case assignment / review. The Commander maintains communication with the Governing Board, Project Director, Field Agents, and office personnel. The Unit Commander stays in contact with the County Auditor and Purchasing Agent to ensure compliance with the appropriate State and County regulations. The Commander provides both tactical and strategic analytical support to all Local, County, State, and Federal Agencies. In addition the Commander coordinates with the Office Manager/Analyst concerning appointments, travel, training, and monitoring of financial records. Attends and conducts Peace Officer Training and Public Awareness Programs as needed. Unit Commander is 100% assigned to Auto Crimes Task Force. (Gross Salary: \$59,991; ABTPA Funding: \$59,991)

Agents: The Agents conduct investigations, both pro-active (self-initiated) and reactive as assigned by the Commander. Agents operate both overtly and covertly as deemed necessary by the Commander. Agents attend and conduct Peace Officer Training. They will also conduct public awareness programs as directed, serve as liaison to their home agency sharing and gathering information related to motor vehicle crimes. Agents will also assist all local, county, state, and federal agencies when requested to related Auto Crimes Task Force stated mission assignments. Agents assigned are provided by: Galveston County Sheriff's Office (Gross Salary: \$59,991, ABTPA Funding: \$59,991); Galveston Police Department (Gross Salary: \$58,884, ABTPA Funding: \$58,884); Santa Fe Police Department (Gross Salary: \$50,400, ABTPA Funding: \$50,400); La Marque Police Depart (Gross Salary: \$44,000, ABTPA Funding: \$44,000); Hitchcock Police Department (Gross Salary: \$31,500, ABTPA Funding: \$31,500); and Galveston County Precinct 8 Constables Office (Gross Salary: \$43,519, ABTPA Funding: \$43,519) These agents are 100% assigned to Auto Crimes Task Force. Their respective agencies pay for their benefits and maintain assigned vehicles. An Environmental Sheriff's Investigator assigned to Auto Crimes Task Force works 20% for Auto Crimes Task Force assisting in inspections (Gross Salary: \$59,991, ABTPA Funding: \$11,998).

Office Manager/Analyst: Manages Auto Crimes Task Force office by organizing files, paying bills, maintaining schedules, and performing intelligence analysis for Agents. The Office Manager assists in monitoring the unit funds to ensure appropriate records of expenditures and assists the Commander and Project Director with appointments, travel, itineraries, training, and the monitoring of financial records. The Office Manager maintains an accurate ledger of all expenditures and schedule balances. Office Manager performs duties for Auto Crimes Task Force 80% of time; 20% of time Office Manager performs duties for Nuisance Abatement and Environmental Crimes. (Gross Salary: \$42,457; ABTPA Funding: \$33,966)

Nuisance Abatement Officer: This position is now a licensed Texas Peace Officer housed in the same building with Galveston County Auto Crimes. Primary assignment is Nuisance Abatement and may assist during salvage yard inspections and Criminal Investigations as needed. No funding from ABTPA.

Note 1: Salaries and benefits listed are based on existing salary/benefit scales and/or contractual agreements between governmental entities and employees with respect to the percentage of their time dedicated to Auto Crimes Task Force. Potential cost of living adjustments, step increases, and potential salary increases due to contract negotiations of the varying agencies are included in the amounts estimated for FY 2013.



AUTOMOBILE BURGLARY & THEFT PREVENTION AUTHORITY

Form ABTPA-104
(01/12)

2. Fringe Benefits Narrative

(Describe fringe benefits and how expenses were calculated).

Benefits used as cash match were estimated using Fiscal Year 2012 County and City funds and do not reflect any anticipated increases which may take effect in FY 2013. These benefits include, but are not limited to, retirement, medical, incentive, unemployment, workman's compensation, supplemental death, alternate and/or Social Security, Medicare, longevity, uniform/clothing/equipment allowances. Each of the participating agencies has their own benefits packages and incentives and estimates are broken down as follows:

Commander (Galveston County Sheriff's Office): Calculated based on bi-weekly payroll deduction. Health Insurance - \$227.54; Medicare/FICA - \$0; Pension - \$214.91; Alternate Plan (retirement) - \$192.61; Unemployment Insurance: \$7.47. Total estimated annually: \$16,706

Assistant Commander (Galveston County Sheriff's Office): Calculated based on bi-weekly payroll deduction. Health Insurance - \$227.54; Medicare/FICA - \$32.03; Pension - \$214.91; Alternate Plan (retirement) - \$192.61; Unemployment Insurance: \$7.47. Total estimated annually: \$17,539

Agent (Galveston Police Department): Calculated based on annual estimated benefits letter submitted for FY 2012 by Galveston Police Department. Certificate Pay - \$2,496; Longevity Pay - \$756.08; FICA Old - \$3852.18; FICA Medicare - \$900.91; Workman's Comp - \$5,747.21; Pension - \$7,455.84; Health Insurance - \$3,705; Dental Insurance - \$288.00; Uniform Reimbursement - \$1,000. Total estimated annually: \$26,201

Agent (Santa Fe Police Department): Calculated based on averages of amounts listed on invoices submitted for FY 2012 thus far by Santa Fe Police Department. FICA /Medicare - \$756.00; Health Insurance - \$5,438; Cleaning Allowance - \$480; Longevity Pay - \$305; Retirement - \$6,189. Total estimated annually: \$13,168

Agent (La Marque Police Department): Calculated based on averages of amounts listed on invoices submitted for FY 2012 thus far by La Marque Police Department. FICA /Medicare - \$3,716.16; Health Insurance - \$4,445.88; Equipment/Cleaning - \$780; Longevity Pay - \$250; Certificate Pay - \$2,580; Retirement - \$5,289.96. Total estimated annually: \$17,062

Agent (Galveston County Constable, Pct 8): Calculated based on bi-weekly payroll deduction. Health Insurance - \$227.54; Medicare/FICA - \$23.44; Pension - \$155.90; Alternate Plan (retirement) - \$139.72; Unemployment Insurance: \$5.42. Total estimated annually: \$14,353

Agent (Hitchcock Police Department): Calculated based on averages of amounts listed on invoices submitted for FY 2012 thus far by Hitchcock Police Department. FICA /Medicare - \$2,295; Health Insurance - \$6,513; Retirement - \$1,023. Total estimated annually: \$9,831

Agent (Galveston County Sheriff's Office Environmental Crimes): Calculated based on bi-weekly payroll deduction. Health Insurance - \$227.54; Medicare/FICA - \$32.03; Pension - \$214.91; Alternate Plan (retirement) - \$192.61. Total estimated annually: \$17,344

Office Manager/Analyst (Galveston County Sheriff's Office): Calculated based on bi-weekly payroll deduction. Health Insurance - \$182.03; Medicare/FICA - \$18.11; Pension - \$121.68; Alternate Plan (retirement) - \$109.06; Unemployment Insurance: \$4.23. Total estimated annually: \$11,313

**SCHEDULE A - OVERTIME NARRATIVE**

REQUIRED NARRATIVE: Provide a brief summary on the use of overtime funds.

- 1. Include description of work activity to be conducted.**
- 2. Estimate number of hours and cost for overtime activities.**

These funds are used to pay agents and staff for investigations when actively pursuing a case beyond normal working hours, and for work on special operations (Barndoor, J-Hook, bait car surveillance, etc...), fugitive apprehension, wrecker enforcement, bait car surveillance, or events such as Mardi Gras, Beach Party Weekend and other events with high traffic, and for classes given outside of normal operating hours, including instructing other Police Agencies in Auto Theft Detection and other auto related crimes, at Citizen Police Academies, and when giving Crime Prevention Presentations at night or on weekends. Amount requested is 5% of our salary grant funds request.

To accomplish these activities Galveston County Auto Crimes anticipates the use of approximately 493 overtime hours with an average pay rate of \$40.00/hr for an estimated total cost of \$19,712.

The breakdowns of overtime activities are as follows:

1. Six Crime Prevention Programs with two agents for four hours each at an average pay rate of \$40.00/hr for a total of \$1,920.
2. Six Citizen Police Academies with two agents for four hours each at an average pay rate of \$40.00/hr for a total of \$ 1,920
3. A total of 100 hrs for Agents working Mardi Gras, Beach Party or other large high traffic events at an average pay rate of \$40.00/hr for a total of \$4000.
4. Working active cases after normal hours for a total of 297 hrs at an average pay rate of \$40.00/hr for a total of \$11,872

Galveston County Auto Crimes Task Force is a multi-agency task force. Each participant works under their own overtime pay policy. The normal policy of Auto Crimes Task Force is that any hours worked beyond 80 hours per pay period, with prior approval of the Commander, may be submitted for overtime pay. Each participant's policy determines whether the agent is eligible to receive straight time or that agent's overtime rate. Shifts are also adjusted when possible to accommodate scheduled programs.

**AUTOMOBILE BURGLARY & THEFT PREVENTION AUTHORITY**Form ABTPA-104
(01/12)**SCHEDULE B****PROFESSIONAL AND CONTRACTUAL SERVICES**

	(1)	(2)	(3)	(4)
Description of Service	ABTPA Funds	Cash Match	In-Kind Match	TOTAL
(A) Software / Hardware Maintenance	0	0	4,800	4,800
(B) Data Line Service	0	0	4,020	4,020
(C)				
(D)				
(E)				
(F)				
(G)				
(H)				
(I)				
(J)				
TOTAL PROFESSIONAL AND CONTRACTUAL SERVICES	0	0	8,820	8,820

**SCHEDULE B PROFESSIONAL AND CONTRACTUAL SERVICES NARRATIVE**

REQUIRED NARRATIVE: Briefly describe any anticipated contractual arrangement and work products expected. Describe basis for arriving at the cost of each line item. Professional services (such as consultants, trainers, counselors, evaluators, etc.) should be described by type of service, number of hours, rate per hour, and travel costs, if any.

A. Software / Hardware Maintenance **In-Kind match using Fiscal Year 2013 County Funds **

Auto Crimes Task Force maintains a local area network consisting of a server, workstations, and network printers to facilitate its operations and record keeping, multiple software packages, FAX/Modem operations, access to Texas Crime Information Center and access to the County of Galveston mainframe via connection to the County of Galveston county wide area network. The Galveston County Auto Crimes Task Force utilizes the OSSl multi-jurisdictional records management and mobile data systems. Direct and immediate access to appropriate technical and maintenance assistance is paramount in an investigative / intelligence based unit such as the Auto Crimes Task Force. Information concerning upgrades to hardware, software, and services are critical. The Galveston County Information Technology department will assist in a time of crisis or hardware failure and immediately send us a replacement until that piece of equipment is repaired.

B. Data Line Service: **In-Kind match using Fiscal Year 2013 County Funds **

Auto Crimes Task Force is connected to the County's Wide Area Network via high speed data line from our office in League City to the Galveston County Court House located in Galveston. This line provides a vital link allowing access to the jail information management system, warrant information, County and District Clerk, and financial management information system of Galveston County. Internet access is attainable for research. An Auto Crimes Task Force web site is maintained for information on vehicle thefts, prevention and other services provided by Auto Crimes Task Force is available on line at www.co.galveston.tx.us/actf. The Galveston County Auto Crimes Task Force also maintains a FACEBOOK page.

This line also provides our link to telephone service through the Galveston County Switchboard reducing our long distance costs substantially, thus removing base telephone service entirely.

**AUTOMOBILE BURGLARY & THEFT PREVENTION AUTHORITY**Form ABTPA-104
(01/12)**SCHEDULE C****TRAVEL****1. In-State Travel (Specify clearly and use continuation pages if necessary)**

		(1)	(2)	(3)	(4)
Purpose	Destination	ABTPA Funds	Cash Match	In-Kind Match	TOTAL
ABTPA Meetings/Conf	TBA	3,840	0	0	3,840
TAVTI	El Paso	1,700	0	0	1,700
Southwest NATIA	San Antonio	570	0	0	570
DPS Auto Theft Trainin	Austin	890	0	0	890
TOTAL In-State Travel		7,000	0	0	7,000

2. Out-of-State Travel (Specify clearly and use continuation pages if necessary)

		(1)	(2)	(3)	(4)
Purpose	Destination	ABTPA Funds	Cash Match	In-Kind Match	TOTAL
IAATI	Italy	2,000	2,000	0	4,000
NAEC	TBA	1,000	0	0	1,000
TOTAL Out-Of-State Travel		3,000	2,000	0	5,000
TOTAL TRAVEL BUDGET		10,000	2,000	0	12,000



SCHEDULE C TRAVEL NARRATIVE

REQUIRED NARRATIVE: Briefly describe the applicant's travel policy (i.e., mileage rates and per diem rates). Specify purposes for each item of travel. Break out costs of each in-state and each out-of-state trip to separately show the specific costs of transportation and per diem. Describe travel purposes and expense calculations (example: purpose, number of participants, number of days/nights, costs for lodging/per diem, transportation, parking, etc).

A copy of the Travel Policy for Galveston County is attached. County employees will utilize the most economical and effective means of transportation, housing and meals that are available. When evaluating travel costs, it is important to include employee costs. That is, savings from inexpensive travel agenda can more than be offset by excessive travel time that keeps the employee away from normal County duties. Saving a few dollars on airline tickets is not warranted if the employee must leave a day early and the cost of the employee's salary for that day exceeds the airline ticket savings. Nevertheless, whenever justifiable employees will utilize transportation that is the most economical in total trip cost. Hotel shuttles are preferred over taxis and taxis are preferred over rental cars, etc. The current per diem rate for the county is \$45 per day and the mileage rate is \$.555 per mile.

****ABTPA Funds for Fiscal Year 2013- \$10,000 ****

**** Program Income Funds for FY 2013 - \$2,000 ****

Investigative: Investigations will likely necessitate both In-State and Out of State travel during the fiscal year. They include participation in Operation Gate / Spider Web type projects as they develop, assisting other projects or following investigative leads.

Training: The travel expenses listed for training will be to attend the following schools and other as yet to be announced training schools to expand the level of training and knowledge of the agents assigned to Auto Crimes Task Force.

a. Texas Automobile Burglary & Theft Prevention Authority: Quarterly meetings, annual meetings and any Texas Automobile Theft Prevention Authority sponsored event or meeting.

Meetings: 2 people x \$45/day per Diem x 2 days x 3 meetings = \$ 540

2 hotel rooms x 2 days x \$100/night x 3 meetings= \$1200

Conference: 4 people x \$45/day per diem x 5 days= \$ 900

3 hotel rooms x 4 days x \$100/night= \$1200

Total: \$3,840.00

b. Texas Association of Auto Theft Investigators (TAVTI): South Regional Chapter of Texas Association of Auto Theft Investigators will conduct its annual seminar providing training, intelligence sharing and investigative contacts.

4 people x \$45/day per diem x 5 days= \$ 900

2 hotel rooms x 4 days x \$100/night= \$ 800

Total: \$1,700.00

c. Southwest Technical Investigators: Auto Crimes Task Force sends two agents to this school. The school/conference updates and shows new technology in surveillance technology.

2 people x \$45/day per diem x 3 days= \$270

1 hotel room x 3 days x \$100/night= \$300

Total: \$570.00

d. Advanced and Specialized Auto Theft: Auto Crimes Task Force anticipates a change of two personnel from the participating agencies due to normal rotation. New agents are sent to the schools held by Texas Department of Public Safety.

2 people x \$45/day per diem x 5 days= \$450

1 hotel room x 5 days x \$88/night= \$440

Total: \$890.00

**SCHEDULE C TRAVEL NARRATIVE**

REQUIRED NARRATIVE: Briefly describe the applicant's travel policy (i.e., mileage rates and per diem rates). Specify purposes for each item of travel. Break out costs of each in-state and each out-of-state trip to separately show the specific costs of transportation and per diem. Describe travel purposes and expense calculations (example: purpose, number of participants, number of days/nights, costs for lodging/per diem, transportation, parking, etc).

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**ABTPA Funds for Fiscal Year 2013- \$10,000 **

** Program Income Funds for FY 2013 - \$2,000 **

Investigative: Investigations will likely necessitate both In-State and Out of State travel during the fiscal year. They include participation in Operation Gate / Spider Web type projects as they develop, assisting other projects or following investigative leads.

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Total: \$570.00

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2 people x \$45/day per diem x 5 days= \$450

1 hotel room x 5 days x \$88/night= \$440

Total: \$890.00



AUTOMOBILE BURGLARY & THEFT PREVENTION AUTHORITY

Form ABTPA-104
(01/12)

e. International Association of Auto Theft Investigators (IAATI): IAATI will conduct its annual seminar providing training, intelligence sharing and investigative contacts.

**** FY 2013 Program Income Funds - \$2,000 ****

****ABTPA Funds for Fiscal Year 2013- \$2,000 ****

4 people x \$45/day per diem x 9 days= \$ 1,620

2 hotel rooms x 8 days x \$149/night= \$ 2,380

Total: \$4,000.00

f. North American Export Committee: Project Director will represent the Auto Crimes Task Force and ABTPA at the North American Export Committee meetings. Port inspections have become a major focus of the committee meetings due to homeland security. The task force has a vested interest in new trends involving importing/exporting stolen vehicles as we perform port inspections for the coastal area.

****ABTPA Funds for Fiscal Year 2013- \$1,000 ****

Total: \$1,000

Galveston County Auditor's Office

Travel Policy

Effective September 19, 2005

Galveston County

Travel Policy

This policy as adopted by Commissioners Court (CC) is meant to provide guidance as to appropriate travel methods and reimbursable expenses while traveling on County business. Whenever unusual circumstances are involved or this Policy does not provide clear guidance, please secure a written opinion from the County Auditor prior to the trip.

Overview

County employees will utilize the most economical and effective means of transportation, housing and meals that are available. When evaluating travel costs, it is important to include employee costs. That is, savings from inexpensive travel agenda can more than be offset by excessive travel time that keeps the employee away from normal County duties. Saving a few dollars on airline tickets is not warranted if the employee must leave a day early and the cost of the employee's salary for that day exceeds the airline ticket savings. Nevertheless, whenever justifiable employees will utilize transportation that is the most economical in total trip cost. Hotel shuttles are preferred over taxis and taxis are preferred over rental cars, etc.

Budgeted Funds

All travel must include a properly approved travel request. Travel requests (Exhibit I) will include a brief justification for the trip and will identify the estimated cost for the trip. It will include estimates for:

- Registration fees
- Lodging
- Air fare
- Personal auto usage
- Parking
- Shuttle
- Meals
- Incidentals

All travel requests must be approved in advance by a department head and must include an assertion that adequate travel funds are available. The approved Travel Information Form should be sent to the Purchasing Agent who will create the Purchase Order to cover the cost of the travel and forward a copy of the Travel Information Form to the County Auditor for review. Upon completion of travel, a Travel Expense Report will be completed and submitted with proper approval to the County Auditor. If the actual expenses exceed the amount estimated on the travel request, payment for the excess charges will only be made if there are additional unobligated travel funds available for that department. Prisoner transport does not require the

completion of a travel request form.

Exhibit I

Travel Information Form

Requestor _____ **Department** _____

Date _____ **Destination** _____

From Date _____ **To Date** _____

Purpose _____

Requested Transportation _____

Preferred Hotel _____

Special Request (Rental Car, Extra Travel Days, Use of Private Vehicle) _____

IFAS Account Number _____

Purchase Order Number _____ **County Auditor** _____

Comments _____

Allowable Travel Expenses

Reimbursable expenses must be reasonable and normal for the area. County policy is to consider any trip which is Out-of-County and is less than 30 miles from the employee's regular place of employment or the employee's home to be local travel and reimbursable only for mileage, parking and tolls. Mileage will be determined using Mapquest (www.mapquest.com). Questions about qualifying for this limit should be directed in writing in advance of the trip to the County Auditor whenever there is any doubt about travel meeting the 30 mile requirement. Travel which is Out-of-County and more than 30 miles from the employee's regular place of employment or the employee's home, whichever is closer to the travel destination and for more than one day is eligible for per diem, hotel, and other travel reimbursement identified in this policy. Travel that meets this definition and does not require an overnight stay will be reimbursed at the per diem rate for the meals taken while out-of-the-County.

The following examples are representative of allowable expenses:

- Hotel rooms including the night before where morning travel is not reasonable

- Per diem meals up to \$45 per day without receipts (\$10 –breakfast, \$13 - lunch and \$22 dinner). Meals provided by conferences and airlines must be utilized and per diem will be reduced accordingly.
- Travel completed before noon will receive \$23 and travel completed after noon will receive a full day's per diem. Travel beginning before noon will receive a full day's per diem and travel beginning after noon will receive \$23.
- Incidental expenses for telephone calls and cleaning where justified
- Reasonable long distance calls. Employees are requested to use phone cards rather than charge calls to the room at hotel rates. Cards should be kept by the department for future use whenever significant prepaid time is remaining.
- Out-of-town travel utilizing public airport hotel shuttle buses. Where airport shuttle busses are not available, a taxi or rental vehicle may be utilized when justified.
- Baggage storage fees
- Long-term airport parking
- Mileage from employee's home to airport and return
- Tolls
- Regular hotel guest parking

Travel Advances

Employees are encouraged to pay for their trips using their personal credit cards or may utilize approved County P-Cards. Timely filed travel expense reports should be processed so that the reimbursement checks are sent to the employee before personal credit card payments are due. Whenever an employee cannot utilize a personal credit card for travel, the County may provide a special Travel P-Card for paying travel expenses. Refer to the County P-Card Procedure for specific instructions. In some circumstances where travel by the employee is infrequent, a travel advance check may be utilized instead of a P-Card for the expenses other than airline and hotel costs.

Hotels

The County encourages the use of clean, comfortable and safe hotels but expects that the employee will be frugal in selecting a hotel. Government rates should be utilized whenever available. The use of discounted conference hotels is acceptable; but use of other more economical hotels is encouraged whenever available within walking distance of the meeting or conference. The use of room service is not allowed. Liquor, movies and spa charges will not be reimbursed. The use of concierge to store baggage is encouraged in order to avoid late checkout charges at the hotel. Use of hotel shuttles or buses is also encouraged in order to minimize transportation costs. Long-distance calls using the hotel phone are discouraged. Phone cards, which can be purchased at most convenience stores or the hotel gift shop, are the preferred method to pay for long distance calls. Phone cards should be filed with the expense report. Collect calls will be used only in emergency situations. Arrival one night before morning meetings or conferences is acceptable whenever same day travel is not reasonable. Arrival the day of the meeting or conference is encouraged whenever the meeting or conference does not begin before 10:00 AM. Return the same day that the conference or meeting ends is expected except where reasonable connections will not assure arrival at a Houston area airport before 10:00 PM. Valet parking will not be reimbursed.

Air Fare

Travel by air is acceptable whenever travel by car is longer than three hours or air travel is cheaper than travel by car. Air reservations should be placed through Purchasing so that state rates can be utilized. It is acceptable, however, for the individual to make reservations directly where the individual can secure a rate lower than the state rate. An employee wishing to make personal reservations must verify the state rate from Purchasing and attach a written verification to the expense report. The County will not reimburse costs in

excess of the state rate. Travel should be scheduled to allow for the most economical fares but should not force an employee to travel after 10:00 PM. It is acceptable to travel a day early in order to receive a discounted air fare; however, the savings in air fare should exceed any hotel, meal and incidental expenses incurred due to early travel. Please note that the County Travel Agent has agreed to secure the least expensive available fares including Fun Fares from Southwest Airlines if the Travel Information Form is processed in sufficient time to allow for posted weekly specials to be utilized. Although not refundable, these type fares can be redeemed for other Southwest travel by any County employee. Approval for early travel should be received in advance from the County Auditor and the requestor should include details such as the following exhibit:

Exhibit II

Costs for Monday through Wednesday conference:

Air Fare Sunday and return on Wednesday to Los Angeles	\$ 750.00
Hotel 3 days at \$120	360.00
Meals 4 days at \$45	180.00
Mileage to airport	30.00
Parking airport 4 days at \$7.50	30.00
Conference	800.00
Incidentals	40.00
Total trip costs	<u>\$2,190.00</u>

Costs for Saturday stay over:

Air Fare Saturday and return on Wednesday to Los Angeles	\$ 289.00
Hotel 4 days at \$120	480.00
Meals 5 days at \$45	225.00
Mileage to airport	30.00
Parking airport 5 days at \$7.50	37.50
Conference	800.00
Incidentals	50.00
Total trip costs	<u>\$1,911.50</u>
Net savings to County	<u>\$ 278.50</u>

While early travel outside of normal work hours is allowed, it is at the employee's option and is not mandatory. Travel time outside normal work hours is not compensated time.

Rental Cars

Hotel shuttle buses and taxis, in that order, are the preferable means of transportation when out-of-town. Where these options are impractical or uneconomical, use of a rental car may be justified. A Rental Car Request (Exhibit III) shall be completed by the employee and approved by the County Auditor prior to making a rental car reservation. The County self-insures and therefore the employee should waive the extra vehicle insurance. The County will not reimburse the employee for this insurance charge. The employee should ensure that the vehicle is returned with a full tank of gas. Fuel and other receipts should be retained along with the vehicle receipt for reimbursement. The use of an economy car for one person, a mid-size for two and a full-size for three or more is the recommended vehicle. The use of SUV, vans or other specialty vehicles

requires special justification. The employee should make the rental car reservation through the County travel agent. The employee can make personal reservations whenever a better rate can be obtained. A quote must be obtained from Purchasing and included on the Travel Expense Reimbursement in order to validate the lower rate. The County will not pay more than the rate quoted from Purchasing.

Exhibit III

Rental Vehicle Justification

Date of Request _____ **Date of Trip** _____

Number of Days _____ **Destination** _____

Type of Vehicle _____ **Number of Occupants** _____

Rate _____ **Rate Verification** _____

Justification: _____

Requestor _____ **Department** _____

County Auditor _____ **Approved** ? **Disapproved** ?

Comments _____

Meals

The County has determined that out-of-town meals and associated gratuities should be paid on a per diem basis at a rate established by the Commissioners' Court during the annual budget approval process. Currently, that rate is \$45 per day. This is composed of \$10- breakfast, \$13 - lunch and \$22 - dinner. The employee is not required to keep receipts to document the cost of these meals. The allowance will be prorated for partial days. Trips beginning before noon will receive a full per diem; trips beginning after noon will receive \$23. Trips completed before noon will receive \$23 and trips completed after noon will receive \$45. Meal tips are included in the per diem rate and should not be reported separately.

Whenever meals are included in a conference or event, employees are expected to use the furnished meals and the per diem rate will be reduced by the applicable per diem amount for each event meal. Meals will not be paid for travel within the 30-mile radius. Meals included in professional meetings where the meal is not billed separately from the registration will be reimbursed. Business meals where County business is conducted will be reimbursed. All business meal reimbursement requests must identify the business partners in attendance and provide an explanation of the County business that was conducted. Alcoholic beverages will not be reimbursed. Reasonable tips (15%) on business meals are acceptable.

Use of Personal Vehicles

The use of personal vehicles for County business travel is acceptable whenever a County vehicle cannot effectively be utilized. The County does not insure private vehicles so each employee is responsible to determine whether his personal automobile insurance policy coverage is adequate. Damage to the vehicle, vehicle repairs, parking fines, towing charges and theft of property are the responsibility of the employee, not the County. The County will reimburse the employee based upon beginning and ending odometer readings at the current IRS rate. In addition to mileage reimbursement, the County will reimburse parking and tolls incurred in the course and scope of County business.

The use of a personal vehicle for out-of-town travel whenever a County vehicle is not available is acceptable as long as the total cost to the County, including employee salary, does not exceed the cost of air travel. Minimum travel to restaurants and other locations will be included in the mileage reimbursed. Mileage will be computed from the employee's home or the regular work site whichever is closest to the destination.

Taxi, Hotel Shuttle, Public Transportation

Hotel shuttle service is the preferred method of travel at out-of-town locations where available. Day tickets or week tickets should be used when available. Round trip service is available at most airports to the major hotels in the area. Whenever hotel shuttle service is not available because of late arrival or an unusual destination, use of a taxi is acceptable. Receipts should be retained to document this expense. Using a taxi from a hotel or meeting site to visit a restaurant or other event site will not be reimbursed.

Long Distance Calls /Internet Service

The County will reimburse reasonable long distance charges for out-of-town travel. Phone cards, which are available at most convenience stores and hotel guest shops, are preferable. The use of hotel long distance service is discouraged. Collect calls are allowed only in an emergency.

Reasonable internet café service charges will be reimbursed, to facilitate employee remote access to County email promoting a continuation of County business from out-of-town locations.

Incidental Expenses

The County will reimburse for reasonable incidental expenses necessitated by a long trip. Customary hotel and transportation tips will be reimbursed.

Expenses Not Reimbursed

- Movie charges
- Room service
- Spas
- Health club
- Room bars
- Limousines
- Luxury rental cars

- Refueling charges by rental car companies
 - Optional Insurance
 - Entertainment expenses
 - Personal items
 - Medication or doctor's visits
 - Valet parking
-



Last Updated: 02/17/12

LaToya Jordan

**AUTOMOBILE BURGLARY & THEFT PREVENTION AUTHORITY**Form ABTPA-104
(01/12)**SCHEDULE D****EQUIPMENT PURCHASES**

	(1)	(2)	(3)	(4)
Equipment Name or Description and Quantity (Do Not List Brand Names)	ABTPA Funds	Cash Match	In-Kind Match	TOTAL
(A) Work truck equipped (2)	66,500	0	0	66,500
(B) Panasonic Tough Books laptop computers (9)	48,500	0	0	48,500
(C) Officer Safety Vehicle	0	0	35,000	35,000
(D) 800 MHz Trunk Radio System	0	0	65,000	65,000
(E)				
(F)				
(G)				
(H)				
(I)				
(J)				
(K)				
(L)				
(M)				
(N)				
(O)				
(P)				
(Q)				
TOTAL EQUIPMENT PURCHASES	115,000	0	100,000	215,000

**SCHEDULE D EQUIPMENT NARRATIVE**

REQUIRED NARRATIVE: Briefly describe the use of equipment and the cost of each line item.

A. Vehicles: **ABTPA Funds for Fiscal Year 2013- \$66,500 **

The Galveston County Auto Crimes Task Force relies on its vehicles to serve the project area. Auto Crimes Task Force currently purchases all vehicles. The maintenance and insurance of the vehicles are maintained by the assigned agent's home agency. In order to maintain a reliable fleet and minimize costs, Auto Crimes Task Force relies on a rotation schedule for the vehicles to be maintained. Galveston County currently replaces vehicles based on mileage and or age (4 years). Auto Crimes Task Force is requesting funds to replace two vehicles. The vehicles being replaced will be available for public auction and the proceeds will be placed into Program Income to be used to fund a portion of the Project in the next fiscal year. Price includes estimated vehicle price of \$28,500 each plus approximately \$4,750 per truck to fully equip the vehicle with lights, sirens, antennas, window tint, tool boxes, etc, and the installation of such and de-install from the replaced vehicles.

B. Laptop Computers (9): ** ABTPA Funds for Fiscal Year 2013 - \$48,500 **

The Panasonic Tough Books would replace our existing laptop computers to handle the graphic applications that run with our tracking and mapping devices. Our current laptop computers are several years old and the processors and memory are outdated. Price is based on quote from April 2012 and includes the Tough Book computers for durability and DVD drives, port replicators, auto adapters and AC adapters for all 9 computers.

C. Officer Safety Vehicle: ** In-Kind match using Fiscal Year 2013 County Funds **

This vehicle is provided to Auto Crimes Task Force by Galveston County to increase capabilities in providing for the safety of our agents operating in an undercover capacity and/or surveillance operation. This vehicle contains state of the art surveillance equipment that supplements and enhances equipment that Auto Crimes Task Force possesses. The officer safety vehicle was custom built and equipped based on the experience of the Audio Intelligence Devices staff and members of the Galveston County Sheriff's Office. This vehicle is operated by Auto Crimes Task Force agents who have been trained to operate this highly sophisticated piece of equipment. The Officer Safety Vehicle was upgraded during Fiscal Year 2011 with advanced technology.

D. 800 MHz Trunk Radio System: ** In-Kind match using Fiscal Year 2013 County Funds **

Galveston County has provided Auto Crimes Task Force with 10 mobile units, 11 Handi-Talkies and a base for the office, all of which were upgraded in Fiscal Year 2012. This system provides Auto Crimes Task Force with reliable communication to ensure officer safety and operational security and integrity. The system also provides Auto Crimes Task Force with rapid contact with every law enforcement agency in Galveston County. Galveston County pays for the monthly/annual fee for both mobile and handheld radios required by the Emergency 911 District. Galveston County maintains the radio system at the Smart Zone level, complete with encryption. This system allows us coverage in a large area of Southeast Texas.

**SCHEDULE E****SUPPLIES AND DIRECT OPERATING EXPENSES**

	(1)	(2)	(3)	(4)
Directly Charged Supplies and Other Operating Expenses	ABTPA Funds	Cash Match	In-Kind Match	TOTAL
(A) Fuel	5,000	32,760	0	37,760
(B) Vehicle Maintenance / Insurance	4,000	20,000	0	24,000
(C) Wireless Communications	19,200	0	0	19,200
(D) Departmental Supplies	4,500	0	0	4,500
(E) Registrations	2,100	0	0	2,100
(F) Crime Prevention Supplies	5,000	3,000	0	8,000
(G) Office Supplies	2,500	0	2,500	5,000
(H) Building Maintenance	1,000	0	15,000	16,000
(I) Evidence Towing	500	0	0	500
(J) Service Contracts	3,840	0	0	3,840
(K) Radio Maintenance (Program Income)	0	3,500	0	3,500
(L) Confidential Funds (Program Income)	0	25,000	0	25,000
(M) Utilities	0	24,000	0	24,000
(N) Building Alarm Service	0	2,400	0	2,400
(O) Commercial Database Services	0	5,000	0	5,000
(P) Long Distance and Telephone Services	0	5,000	0	5,000
(Q) Secured Storage Facility	0	0	65,000	65,000
(R) Printing	0	0	1,500	1,500
TOTAL SUPPLIES AND DIRECT OPERATING EXPENSES	47,640	120,660	84,000	252,300

**SCHEDULE E SUPPLIES AND DIRECT OPERATING EXPENSES NARRATIVE****REQUIRED NARRATIVE: Briefly describe the basis for arriving at the cost of each line item AND THE USE OF EACH ITEM.****(A) Fuel ** Cash match using Fiscal Year 2013 County and City Funds ********ABTPA Funds for Fiscal Year 2013- \$5,000 ****

Auto Crimes Task Force maintains two (2) major credit card accounts to be utilized by Agents who are traveling outside of Galveston County during investigations, training, Crime Prevention Programs and during emergency situations when an Agent cannot fuel his vehicle from his agency's facility. Proper documentation concerning tax exempt status has been completed to remove appropriate taxes on fuel and oil associated with the credit cards. We regularly travel at the request of Texas Automobile Burglary and Theft Prevention Authority staff and other projects outside our normal area of operation to lend our assistance to requesting agencies. Due to the rising cost of fuel, we feel that \$5,000.00 should cover fuel costs for bait vehicle, Crime Prevention vehicles, and travel expenses not covered by the cash match of the cities and county. Cash match figures based on the following calculation: \$70/tank x 1 time/week x 9 vehicles x 52 week/year

(B) Vehicle Maintenance / Insurance ** Cash match using Fiscal Year 2013 County and City Funds ******ABTPA Funds for Fiscal Year 2013- \$4,000 ****

Auto Crimes Task Force has obtained at no cost to Texas Automobile Burglary and Theft Prevention Authority, 2 bait vehicles, bait all terrain vehicles and bait personal water craft. These vehicles are used for "bait", surveillance, and other covert activities. Auto Crimes Task Force has two fully functional "Bait Vehicles" equipped with tracking devices, cameras, sound and recording system. When a theft of the "bait" has occurred Auto Crimes Task Force is alerted and goes into action. The project requests \$4000.00 to cover maintenance costs of the bait vehicle, along with our License Plate Reader vehicle, our crime prevention trailer and other trailers. Insurance for these vehicles is provided by the county. Insurance and maintenance provided by each participating agency for 8 agent's vehicles used as cash match is estimated at \$2500/year for each.

(C) Wireless Communications **ABTPA Funds for Fiscal Year 2013 - \$19,290 **

This year Galveston County Auto Crimes Task Force would like to combine two previous line items (Cellular Phones and Aircards) to one account to cover all wireless phone/data lines. Cellular telephones are used by Auto Crimes Task Force agents to support field activities, sharing information and requesting analytical assistance. With the use of cellular telephones we are able to contact and share information or request assistance from multiple agencies, local, state and federal, instantly, unlike a radio that may not have radio contact/frequencies or are out of radio range. We have recently switched providers to Verizon and our projected annual cost is \$9,600. Through Verizon, we also have cellular data links in 2 bait vehicles and other data links for our LPR and tracking units to operate our GPS system. GCACTF maintains two IP video cameras which are used for surveillance. This system utilizes two air cards. The cost for these services is approximately \$315/month for a projected total of \$3,780. We will continue to use air cards (cellular data link) with our mobile laptop computers to allow Auto Crimes Task Force agents to function in the field as in the office by sending and receiving data related to identifying motor vehicles, suspects, or relaying information in surveillance situations in a timely and secure method. This service is currently provided by Sprint and costs approximately \$436/month for a total of \$5,232 annually. Finally, we have one data line through AT&T at a cost of \$56.50/month, total of \$678 annually, which is necessary for our 980 GPS tracker. Some of the various surveillance equipment is proprietary to particular service providers so we will continue to have separate providers for FY 2013.

(D) Departmental (expendable) Supplies **ABTPA Funds for Fiscal Year 2013- \$4,500 **

This category deals with replacement of cleaners (degreasers), damaged hand tools, and many other items used by Auto Crimes Task Force Agents in the course of their assigned duties.

(E) Registration Fees **ABTPA Funds for Fiscal Year 2013 - \$2,100 **

Each of the below listed schools are discussed under Schedule C – travel in detail. Additional training seminars may become available, both in Texas and in neighboring states that provide valuable information, expertise and contacts to the attending agents.

Texas Automobile Prevention Authority & Conference: Date: TBA 2012 - 2013 \$0/person \$ 00

Texas Association of Vehicle Theft Investigators: Date: October 2012



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\$150/person x 4 people \$ 600.00

Southwest Technical Investigators: Date: February 2013

\$50/person x 2 people \$100.00

Advanced and Specialized Auto Theft: Date: TBA 2012 - 2013

\$0/person \$0.00

International Association of Auto Theft Investigators: Date: August 2013

\$300/person X 4 people \$1200.00

North American Export Committee: Date: TBA 2013

\$200/person x 1 person \$200.00

(F) Crime Prevention Supplies **ABTPA Funds for Fiscal Year 2013 - \$5,000 **

 ** Cash match using Fiscal Year 2013 Program Income Funds - \$3,000 **

Crime prevention give-aways are used to deliver the message and philosophy of Automobile Burglary and Theft Prevention Authority and Auto Crimes Task Force during crime prevention programs and presentations. The items will be embossed with the Texas Automobile Burglary and Theft Prevention Authority logo along with Auto Crimes Task Force identifiers. The give-aways may consist of pencils, koozies, notepads, fans, pens, and hats to name a few as well as all Texas Automobile Burglary and Theft Prevention Authority literature. These funds will also be used to purchase supplies such as VIN etching stencil refills and etching cream. Work clothes will be purchased utilizing Program Income funds.

(G) Office Supplies ** In-Kind match using Fiscal Year 2013 County Funds **

 **ABTPA Funds for Fiscal Year 2013 - \$2,500 **

Routine desktop supplies, computer paper, fax paper, batteries for electronics, audio/videotapes, and blank CD's/DVD's, etc. These items will be utilized to assist the agents and office manager to perform their work efficiently and professionally. Estimated cost for office supplies is approximately \$2,500.00. Galveston County Information Technology will support and maintain the black and white laser printers and provide ink cartridges.

(H) Building Maintenance ** In-Kind match using Fiscal Year 2013 County Funds **

 **ABTPA Funds for Fiscal Year 2013 - \$1,000 **

Galveston County provides building maintenance and facility support such as lawn care, custodial services and air-conditioning/heating. \$1,000.00 is requested to cover unforeseen expenditures associated with the facility.

(I) Evidence Towing **ABTPA Funds for Fiscal Year 2013 - \$500 **

Auto Crimes Task Force has a car hauler that we utilize for most recoveries, however, some circumstances, such as fully stripped vehicles with no tires, necessitate the use of a contract wrecker service. It is estimated that these instances should not exceed \$500.00 in towing fees.

(J) Service Contracts **ABTPA Funds for Fiscal Year 2013 - \$3,840 **

Auto Crimes Task Force maintains service contracts with Vigilant Video, Susteen and Bender Enterprises for continued services to our technical equipment. We will have an annual renewal with Vigilant Video of \$2,500 for upgrades to the existing License Plate Reader system and continued access to the LEARN and NVLS data servers. We will renew our contract with Susteen, \$800 annually for upgrades to the Cellular Phone Data Retrieval system which provides continued additions for the retrieval of data from new models by all makers of cell phones. Finally, we will also have an annual VINtrack software upgrade for the Homeland Security Package for our OBD and bluetooth VIN readers through Bender Enterprises. This cost is approximately \$540 per year.

(K) Radio Maintenance **Cash match using Fiscal Year 2013 Program Income Funds **

These funds provide for replacement of antennas, reprogramming expenses, and service fees associated with the maintenance of the 800 MHz Trunk Radio System and mobile data computers. Estimated maintenance costs are \$3500.00. The County is operating in the Smart Zone and has finalized the upgrade in Fiscal Year 2012.

(L) Confidential Funds ** Cash match using Fiscal Year 2013 Program Income Funds **



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This money is used for the payment of confidential informants, purchase of stolen property during covert operations and to cover expenses incurred by agents working covert operations. These funds will be utilized from our program income account.

(M) Utilities ** Cash match using Fiscal Year 2013 County Funds **

Galveston County will maintain utility services (electrical, water, sewer, garbage disposal, etc...) for the Auto Crimes Task Force.

(N) Building Alarm Service ** Cash match using Fiscal Year 2013 County Funds **

This is a 24-hour monitoring and call-out service for our office building and storage/inspection garage. Galveston County provides all fees and costs of the system for Auto Crimes Task Force.

(O) Commercial Data Base Services ** Cash match using Fiscal Year 2013 County Funds **

Auto Crimes Task Force subscribes to a commercial data base service. The system is used to identify and locate individuals and/or vehicles throughout Texas and the majority of the United States. This service provides vital background information in addition to being able to fully identify an individual or vehicle based on extremely limited information. Information from a wide variety of resources is centralized in one location saving thousand of man hours that would be required to conduct a hand search for the information.

(P) Long Distance and Telephone Service ** Cash match using Fiscal Year 2013 County Funds **

Galveston County supplies and maintains Auto Crimes Task Force's landline telephone service for our agents use.

(Q) Secured Storage Facility ** In-Kind match using Fiscal Year 2013 County Funds **

Galveston County obtained the Weather Building in League City and has given it to Auto Crimes Task Force for use. This building consists of offices for our agents, commander's office, reception area, property room, conference room, interview room and a class room area. Galveston County Auto Crimes Task Force purchased two storage containers for secured storage.

(R) Printing ** In-Kind match using Fiscal Year 2013 County Funds **

Includes business cards (standard and undercover), stationary and envelopes (standard and undercover), additional undercover support documentation and miscellaneous inventory/evidence documentation forms. Printing costs are estimated at \$1500.00. The County maintains a print shop that handles most of the printing needs of the Auto Crimes Task Force.



SCHEDULE F NARRATIVE

Currently ABTPA does not fund indirect costs, except for the Council of Governments agencies. Applicants may not use option (A) without having an official cost allocation plan developed in accordance with OMB Circular No. A-87. The amount may be entered as ABTPA funds or cash match for those applicants having such an approved plan.



PROGRAM NARRATIVE

I. To be considered for funding, a proposed grant project:

1. Must address a problem that is clearly identified, is measurable and is supported by relevant statistical evidence;
2. Must minimize duplication or overlapping of existing programs;
3. Must have a design wherein the activities and objectives are realistic and attainable;
4. Preferably should, but is not required to, be innovative in its concept/ design/operation; (a project is considered innovative if it provides a new and different strategy or approach that prevents, deters, intervenes, or stops a criminal act from occurring);
5. Must have a cost structure which is realistic when compared to its goals;
6. Must cooperate and coordinate its activities with other appropriate agencies/projects;
7. Must include a proposed evaluation design that provides relevant data to measure the effectiveness of the project and a plan for performing such evaluation; and,
8. Must include measurable objectives to reach the standard goals of the authority's mission, listed below for each category of funding:

Standard Goals for Categories Listed Below:

The categories below reflect more enforcement activity, thus the suggested goals are directed more towards similar activities.

(T01) Law enforcement, detection and apprehension; (T03) Prevention, anti-theft devices and automobile registration; (T04) Reduction of the sale of stolen vehicles and parts

Goal 1: Reduce the incident of Motor Vehicle Theft.

Goal 2: Reduce the incident of Theft from a Motor Vehicle.

Goal 3: Public Awareness methods used to educate the citizens of Texas and training of qualified personnel in the detection and prevention of auto burglary & theft.

Goal 4: Help increase the recovery rate of stolen motor vehicles

Goal 5: The number of persons arrested from motor vehicle theft.

Goal 6: The clearance rate of motor vehicle thefts

Goal 7: Prevent the incident of fraudulent titles and registration of stolen vehicles.

Goal 8: Reduce the incident of automobile insurance fraud.

(T02) Prosecution, adjudication and conviction

Goal 1: Prosecute auto burglary & theft cases as presented by law enforcement.

Goal 2: Accept referrals on at least auto burglary & theft cases as presented.

Goal 3: Obtain indictments involving organized auto theft rings and/or insurance fraud.

Goal 4: Obtain convictions on auto burglary & theft cases.

(T05) Public awareness and crime prevention

Goal 1: Public Awareness methods used to educate the citizens of Texas and training of qualified personnel in the detection and prevention of auto burglary & theft.

Goal 2: Assists ABTPA grantees with public awareness activities across the state.

Goal 3: Raise awareness of vehicle crimes and knowledge of prevention methods.

PROGRAM NARRATIVE

- II. The Program Narrative should present the information by which the eligibility and merit of the project can be assessed. Applications will be evaluated for funding consideration, according to the congruence of the project with the criteria stated above. The Program Narrative should include but is not limited to the following information:**

1. PROBLEM STATEMENT & HISTORICAL INFORMATION:

(Please limit information to 300 words)

- a. Provide an assessment of the auto theft problem in the areas of coverage and existing activities that address the problem. Identify the target population and the geographic target area.**

Since 1993 the GCACTF has provided full service to Galveston County (pop. 291,309 per 2010 Census). Additionally, Brazoria, Southern Harris and Matagorda counties have been serviced on a request basis. Recently there has been an increase in requests from Brazoria County agencies. In 2011, we saw a 72% reduction in auto theft from 1991. GCACTF was tasked with Burglaries to Motor Vehicles in 2007. Since, there has been an almost 16% reduction in BMV's. These reductions are attributed to increased public awareness, pro-active LPR patrols, surveillance and bait vehicle operations. Joining forces with Texas DMV Regional investigators and state and local law enforcement agencies has helped significantly. Providing local law enforcement training has also assisted in the decline of vehicle theft and burglary. Despite the reduction, Galveston County has experienced an increase in incidences of violence associated with motor vehicle crimes. Much of this is due to increased gang activity throughout the region.

- b. Describe the extent to which this project will duplicate or overlap existing activities, and why that (if any) is necessary.**

None

- c. Describe and document trends of the problem and the need that makes this grant necessary.**

Galveston County's tourism industry includes multiple cruise lines, entertainment venues, proximity to the beach and the Houston Metropolitan area. The Ports of Galveston and Freeport are in the program area as well and export vehicles and accessories all over the world. The north end of Galveston County continues to grow rapidly. A new outlet shopping mall will be opening in Texas City in the summer of 2012. The City of League City also has new shopping and entertainment venues that have opened in the past year. As long as Galveston County continues to grow and remains a hub for travelers, there will continue to be an increased risk for vehicle thefts and burglaries. With the downturn in the economy and increased fuel costs, Galveston County now ranks in the top five travel destinations in the State of Texas.

- d. Using the spreadsheet below, provide accurate statistical data for problem in project area. (e.g., cite 3 years of UCR data) Please provide all data that is available for your agency or agencies:**

Vehicle Theft Data	2008	2009	2010
Number of Stolen Vehicles (UCR)	716	648	617
Number of Recovered Vehicles (UCR)	164	174	142
Number of Arrests (UCR)	153	179	149
Number of Auto Theft Training Classes (FY data)	11	6	12

Theft from a Motor Vehicle Data	2008	2009	2010
Number of Burglaries of a Vehicle	2234	2497	2644
Number of Recovered Items (parts only)	28	23	40
Number of Arrests	8	23	21
Number of (other) (Value of property recovered)	\$17370	\$40000	\$7750

Other Motor Vehicle Crimes	2008	2009	2010
68A Inspections	75	70	97
Salvage Inspections	5	6	12
Number of Stolen Vehicle Inquiries (agency assists)	259	156	128



PROGRAM NARRATIVE

2. PROPOSED OBJECTIVES:

- ♦ The applicant must provide specific objectives for the project that are consistent with the proposal. The objectives should reflect the overall impact that you intend the project to attain in reaching the standard goal for the authority.
 - ♦ The objectives should explain how the goal will be accomplished. The activities described should support the goal and be Specific, Measurable, Action-oriented, Realistic, and Time-oriented.
 - ♦ The applicant must include an objective that addresses **auto theft, auto burglary, and crime prevention** that you intend the project to attain.
- a. State the standard goal and describe the specific objectives of the project. Include any quantifiable data by which activities measure.

G1: Reduce the incident of Motor Vehicle Theft

OB1: (06) Initiate keys left in vehicle operations.

OB2: (15) Initiate Bait Vehicle operations.

OB3: (50) Conduct field operations utilizing LPR

G2: Reduce the incident of Theft from a Motor Vehicle.

OB1: (15) Initiate Bait Vehicle operations.

OB2: (06) Surveillance operations during high traffic (parking lot) events I.E. Mardi Gras, Dickens on the Strand, Bike Rally, Black Friday and Spring Break.

OB3: (04) Meet with Apartment and Neighborhood associations to promote Lock, Take and Hide

G3: Public Awareness methods used to educate the citizens of Texas and training of qualified personnel in the detection and prevention of Auto Burglary and Theft.

OB1: (20) Work Public Awareness events

OB2: (25) Display Promotional Vehicle – trailer, truck and Crime Prevention Trailer.

OB3: (02) Train Crime Prevention Officers and Citizen Academy Associations on Auto Theft and Burglary prevention methods.

G4: Help Increase the recovery rate of stolen Motor Vehicles.

OB1: (50) Inspect vehicles – 68 A inspections and Salvage Yards

OB2: (50) Utilize LPR

OB3: (06) Conduct shift briefing sessions with Patrol Officers throughout the county.

G5: The number of persons arrested for Motor Vehicle Theft.

OB1: (15) Conduct Bait Vehicle Operations

OB2: (25) Conduct proactive / re – active field operations

OB3: (50) Utilize LPR

G6: The clearance rate of Motor Vehicle Thefts.

OB1: (20) Theft and recovery status verification and update.

OB2: (15) File Auto Theft cases

OB3: (10) Review unsolved local stolen reports to verify status – non referral.

G7: Prevent the incident of Fraudulent Titles and registration of stolen vehicles.

OB1: (50) Inspect vehicles 68 A and Salvage Yards

OB2: (20) Work Public Awareness events

OB3: (05) Strategic planning with Texas DMV Investigators and Regional Tax Offices(Galveston and Brazoria Counties).

G8: Reduce the Incident of Automobile Insurance Fraud.

OB1: (02) Conduct Patrol Briefings to educate Patrol Officers on signs of Insurance Fraud.

OB2: (06) Conduct suspected Insurance Fraud / False Report investigations.

OB3: (04) Collaborate with NICB on quarterly basis.

OB4: (04) Increase interaction with Insurance SIU groups.



AUTOMOBILE BURGLARY & THEFT PREVENTION AUTHORITY

Form ABTPA-104
(01/12)

b. Describe how the project will impact the stated problem.

Although our project area has been historically successful, we have to adapt to changing trends in our coverage area. There are 2 target areas in the county that have seen dramatic changes which we intend to address. The north end of Galveston County and eastern Brazoria County are ever-growing in population and retail business creating a target rich environment. The tourist industry in the southern part of Galveston County has seen record increases since the decline of the economy. Both of these areas have seen increases in the incidences of violence associated with motor vehicle crimes.

Through increased communication with law enforcement agencies and interaction directly with citizens and civic groups, along with increased visibility through the LPR and crime prevention displays, we hope to continue to see reductions in the numbers of motor vehicle thefts and burglaries. The proposed additions of increased crime prevention and education activities should have a positive impact on the changing trends as well.

c. Describe proposed plan for auto theft crime prevention, education and training.

Pro-active and re-active enforcement has always, and will always be an important part of our project. However, the changing trends in our area dictate that we must place a higher priority on crime prevention education and training initiatives to include:

- Operations targeting vehicles left with keys in them
- Apartments and neighborhood watch associations, home owners associations, etc
- Citizens police and sheriffs academy associations
- Increased communications and training of crime prevention and patrol officers
- Increased visibility through ACTF/ABTPA display vehicles



AUTOMOBILE BURGLARY & THEFT PREVENTION AUTHORITY

PROGRAM NARRATIVE

3. FUNCTIONS OF PROPOSED PROJECT:

The functions of the project should: **(Please limit information to 300 words)**

- ◆ Identify the service needs to be met by this project and the applicant's experience or qualifications.
- ◆ Describe how this project will cooperate/coordinate activities with other appropriate agencies/projects.
- ◆ Describe in what way (if any) is this project innovative and what methods taken to assure that the project demonstrates cross-cultural awareness in all project activities and in its staffing and training.

Since 1993 the GCACTF has continually thought outside the box to enact new and innovative programs to combat motor vehicle theft and burglary. Currently, GCACTF agents are specially trained in vehicle fire investigations, cellular phone examinations, and standard and electronic surveillance measures in addition to traditional auto theft and burglary investigation methods.

All operations and services are provided to all law enforcement agencies in Galveston County as well as the counties serviced on a request basis.

The applicant's experience originated before the first task force was ever formed. The ABTPA concept originated in Galveston County and we were one of the first projects in 1993.

The GCACTF was the first to have a stripped vehicle display; crime prevention trailer; to integrate environmental crimes into auto theft; and hosted the first 3 grantee conferences. A 4th was hosted in 2010.

GCACTF was one of the first programs to initiate bait vehicle operations and has one of the most active LPR programs.

The GCACTF has continued to produce statistics comparable to much larger areas. GCACTF has remained innovative and vigilant in the legislative process.

4. EVALUATION DESIGN:

- ◆ The program evaluation should indicate how the applicant will assess the success of the project and the extent to which the strategy achieved the project's goals and objectives.

a. Describe the design of a plan for local evaluation of this project.

- goals and objectives to be evaluated monthly,
- design and implement an in-house long term calendar to tentatively schedule operations, crime prevention activities, and special projects outlined in our grant objectives
- utilize monthly report as a measuring stick to evaluate the status of our goals to allow for adjustment of objectives if needed

b. Cite relevant data that will be used to measure the effectiveness of this project.

The obvious measurable data that will evaluate our effectiveness include UCR statistics, local theft, recovery, and arrest statistics, and the values of recovered properties. However, the ultimate compliment to our program is receiving repeated calls requesting assistance from law enforcement agencies worldwide, prosecuting agencies, other government departments/agencies, and the community. We will continue to document these on our monthly progress reports.

c. Describe the mechanism to evaluate the program's progress.

The GCACTF will continue to document vehicle theft and burglary statistics in an excel spreadsheet that allows for easy and quick identification of statistical trends and comparisons to previous periods and/or locations.

**AUTOMOBILE BURGLARY & THEFT PREVENTION AUTHORITY**Form ABTPA-104
(01/12)**DESIGNATION OF GRANT OFFICIALS**

ABTPA rules require that three persons be designated to the positions of Authorized Official, Project Director, and Financial Officer for the purposes of administering a grant. The Project Director and the Financial Officer may not be the same person, but under extenuating circumstances, one person may otherwise fill two positions. In accordance with the criteria and definition of responsibilities set forth in the Financial and Administrative Requirements section of the ABTPA Grant Application and Administration Guidelines governing submission of this application, the following designations are made:

APPLICANT: County of Galveston**PROJECT TITLE:** Galveston County Auto Crimes Task Force**Project Director**

Tommy	Hansen
First Name	Last Name
Lt, Galveston County Sheriff's Office	
Title and Agency	
601 54th St, #2104	
Business Address (Street or P.O. Box)	
Galveston	Texas 77551
City	State Zip
(409) 766-2358 (409) 766-2600	
Telephone and Fax Numbers	
Tommy.Hansen@co.galveston.tx.us	
E-Mail	

Project Manager

Danny	Sheppard
First Name	Last Name
Sgt, Galveston County Sheriff's Office	
Title and Agency	
1620 Gill Rd	
Business Address (Street or P.O. Box)	
Dickinson	Texas 77539
City	State Zip
(409) 766-4507 (409) 766-4510	
Telephone and Fax Numbers	
Sheppard.Danny@co.galveston.tx.us	
E-Mail	

Financial Officer

Cliff	Billingsly
First Name	Last Name
County Auditor, County of Galveston	
Title and Agency	
722 Moody, 4th Floor	
Business Address (Street or P.O. Box)	
Galveston	Texas 77550
City	State Zip
(409) 770-5301 (409) 770-5397	
Telephone and Fax Numbers	
Cliff.Billingsly@co.galveston.tx.us	
E-Mail	

Authorized Official

The Authorized Official is the Chief Executive Officer, or designee of the Agency.

Mark	Henry
First Name	Last Name
County Judge, County of Galveston	
Title and Agency	
722 Moody, 2nd Floor	
Business Address (Street or P.O. Box)	
Galveston	Texas 77550
City	State Zip
(409) 766-2244 (409) 766-4590	
Telephone and Fax Numbers	
Mark.Henry@co.galveston.tx.us	
E-Mail	



SPECIAL CONDITION

AMERICANS WITH DISABILITIES ACT CERTIFICATION

The Grantee hereby assures and certifies compliance with Subchapter II, Part A of the Americans with Disabilities Act (ADA), 42 U.S.C., Sections 12131-12134, and Department of Justice ADA regulations, 28 CFR Part 35.

Mark Henry

Authorized Official

04/17/12

Date

County of Galveston

Grantee

Galveston County Auto Crimes Task Force

Project Title



SPECIAL CONDITION

Non Supplanting Certification

I certify that the programs proposed in this application meet all the requirements of the Texas Civil Statutes, Article 4413(32a), §6(a)(7), (a) Texas Civil Statutes, Article 4413(32a), §6(a)(7), requires that state funds provided by this Act shall not be used to supplant state or local funds. Public Law 98-473 requires that federal funds provided by that Act shall not be used to supplant state or local funds.

I further certify that ABTPA funds have not been used to replace state or local funds that would have been available in the absence of ABTPA funds. The certification shall be incorporated in each grantee's report of expenditure and status of funds referred to under §57.3(6) of this title (relating to Adoption by Reference).



Authorized Official04/17/12

DateCounty of Galveston

Grantee



SPECIAL CONDITION

COMPLIANCE REQUIREMENT

The attached digest of your grant application represents the Automobile Burglary & Theft Prevention Authority Board's approved amount. The digest represents budgeted amounts only and does not approve any items that conflict with the participating agency's personnel, procurement, travel, or local government code policies and procedures.

The grantee will be responsible in determining that the following requirements are being met prior to the release of funds:

- 1) Salaries are in accordance with local policy of the participating agencies.
- 2) Personnel are classified in accordance with the needed qualification for the position.
- 3) Fringe Benefits are in accordance with local policy of the participating agencies.
- 4) Travel Policy is in accordance with the travel policy of the participating agencies.



Authorized Official

04/17/12

Date

County of Galveston

Grantee



AUTOMOBILE BURGLARY & THEFT PREVENTION AUTHORITY

Form ABTPA-104
(01/12)

SPECIAL CONDITION

EQUAL EMPLOYMENT OPPORTUNITY PROGRAM CERTIFICATION

I, _____, certify that:

This agency employs fewer than 50 people; therefore, the _____
(Agency)

is not required to file an equal opportunity program in accordance with 28 CFR 42.301 et seq., Subpart E.

or

This agency employs 50 or more people and has received or applied to the Automobile Burglary & Theft Prevention Authority for total funds in excess of \$25,000; therefore, the
County of Galveston _____
(Agency) has formulated an equal employment opportunity

program in accordance with 28 CFR 42.301 et seq., Subpart E and that it is on file in the office of:

Jan Pivalar _____
(name)

Human Resources Director _____
(title)

722 Moody, 3rd Floor, Galveston, Texas 77550 _____
(address)

for review or audit by an official of the Automobile Burglary & Theft Prevention Authority as required by relevant laws and regulations.

PROJECT TITLE: Galveston County Auto Crimes Task Force _____

Authorized Official (signature)

Project Director (signature)

04/17/12 _____
Date

04/17/12 _____
Date



SPECIAL CONDITION

ASSURANCES

A Grantee and the Applicant hereby makes and certifies that as grantee, it and any subgrantee shall comply with the following conditions:

- 1. A grantee and subgrantee must comply with ABTPA grant rules and UGMS.**
- 2. A grantee and subgrantee must comply with Texas Government Code, Chapter 573, by ensuring that no officer, employee, or member of the applicant's governing body or of the applicant's contractor shall vote or confirm the employment of any persons related within the second degree of affinity or the third degree of consanguinity to any member of the governing body or to any other officer or employee authorized to employ or supervise such person. This prohibition shall not prohibit the employment of a person who shall have been continuously employed for a period of two years, or such period stipulated by local law, prior to the election or appointment of the officer, employee, or governing body member related to such person in the prohibited degree.**
- 3. A grantee and subgrantee must insure that all information collected, assembled or maintained by the applicant relative to a project will be available to the public during normal business hours in compliance with Texas Government Code, Chapter 552, unless otherwise expressly prohibited by law.**
- 4. A grantee and subgrantee must comply with Texas Government Code, Chapter 551, which requires all regular, special or called meeting of governmental bodies to be open to the public, except as otherwise provided by law.**
- 5. A grantee and subgrantee must comply with Section 231.006, Texas Family Code, which prohibits payments to a person who is in arrears on child payments.**
- 6. No health and human services agency or public safety or law enforcement agency may contact with or issue a license, certificate or permit to the owner, operator or administrator of a facility if the license, permit or certificate has been revoked by another health and human services agency or public safety or law enforcement agency.**
- 7. A grantee and subgrantee that is a law enforcement agency regulated by Texas Government Code, Chapter 415, must be in compliance with all rules adopted by the Texas Commission on Law Enforcement Officer Standards and Education pursuant to Chapter 415, Texas Government Code or must provide the grantor agency with a certification from the Texas Commission on Law Enforcement Officer Standards and Education that the agency is in process of achieving compliance with such rules.**



SPECIAL CONDITION

ASSURANCES (continued)

8. When incorporated into a grant award or contract, these standards assurances contained in the application package become terms or conditions for receipt of grant funds. Administering state agencies and local subrecipients shall maintain an appropriate contact administration system to insure that all terms, conditions, and specifications are met. (See Section _____.36 for additional guidance on contract provisions.)
9. A grantee and subgrantee must comply with the Texas Family Code, Section 261.101 which requires reporting of all suspected cases of child abuse to local law enforcement authorities and to the Texas Department of Child Protective and Regulatory Services. Grantees and subgrantees shall also ensure that all program personnel are properly trained and aware of this requirement.
10. Grantees and subgrantees will comply with all federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps and the Americans With Disabilities Act of 1990; (d) the Age Discrimination Act of 1974, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to the nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
11. Grantees and subgrantees will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§ 276a to 276a-7), the Copeland Act (40 U.S.C. §§ 276c and 18 U.S.C. §§ 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333), regarding labor standards for federally assisted construction subagreements.
12. Grantees and subgrantees will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.



SPECIAL CONDITION

ASSURANCES (continued)

- 13. Grantees and subgrantees will comply with the provisions of the Hatch Political Activity Act (5 U.S.C. § 7321-29) which limit the political activity of employees whose principal employment activities are funded in whole or in part with Federal funds.**
- 14. Grantees and subgrantees will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act and the Intergovernmental Personnel Act of 1970, as applicable.**
- 15. Grantees and subgrantees will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA. (EO11738)**
- 16. Grantees and subgrantees will comply with Article IX, Section 5 of the state appropriations act which prohibit the use of state funds to influence the outcome of any election or the passage or defeat of any legislative measure.**



SPECIAL CONDITION

ASSURANCES (continued)

13. Grantees and subgrantees will comply with the provisions of the Hatch Political Activity Act (5 U.S.C. § 7321-29) which limit the political activity of employees whose principal employment activities are funded in whole or in part with Federal funds.
14. Grantees and subgrantees will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act and the Intergovernmental Personnel Act of 1970, as applicable.
15. Grantees and subgrantees will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA. (EO11738)
16. Grantees and subgrantees will comply with Article IX, Section 5 of the state appropriations act which prohibit the use of state funds to influence the outcome of any election or the passage or defeat of any legislative measure.



SPECIAL CONDITION

ASSURANCES CERTIFICATION

I certify that the programs proposed in this application meet all the requirements of the Texas Automobile Burglary & Theft Prevention Authority Program, that all the information presented is correct, and that the applicant will comply with the provisions of the Automobile Burglary & Theft Prevention Authority and all other federal and state laws, regulations, and guidelines. By appropriate language incorporated in each grant, subgrant, or other document under which funds are to be disbursed, the undersigned shall assure that the applicable conditions above apply to all recipients of assistance.

Mark Henry**Authorized Official**

04/17/12**Date**



SPECIAL CONDITION

INDEPENDENT ANNUAL AUDIT CERTIFICATION

The grantee hereby assures compliance by itself and its applicable sub-recipients (contractors) with the Single Audit Act Amendments of 1996, PL 104 - 156 and, particularly, with the requirements of OMB Circular A-133 as follows (check one):

- ☐ 1. Grant(s) expenditures of \$300,000 or more in federal funds - An annual single audit by an independent auditor made in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133.
- ☒ 2. Grant(s) expenditures of \$300,000 or more in state funds - An annual single audit by an independent auditor made in accordance with the Uniform Grant and Contract Management Standards (UGCMS).
- ☐ 3. Grant(s) expenditures of less than \$300,000 in federal funds - Exempt from the Single Audit Act. However, ABTPA may require a limited scope audit as defined in OMB Circular A-133.
- ☐ 4. Grant(s) expenditures less than \$300,000 but \$50,000 or more in state funds - A program-specific audit.
- ☐ 5. Grant(s) expenditures less than a total of \$50,000 in state funds - Financial Statements audited in accordance with Generally Accepted Auditing Standards (GASS).

NOTE: Grantees exempt from the Single Audit Act requirements (i.e. those expending less than \$300,000 in total federal financial assistance) are prohibited from charging the cost of a Single Audit to a Federal Award.


Authorized Official (signature)


Financial Officer (signature)

04/17/12
Date

04/17/12
Date

County of Galveston
Grantee Organization

SA-T01-10051-13
Grant Number

Regardless of items checked above, the grantee should, within 60 days following the date of the grant award, furnish the following information:

1. The identity of the organization conducting the audit.
2. Approximate time audit will be conducted.
3. Audit coverage to be provided.



CITY COUNCIL AGENDA FORM

Meeting Date: 8-13-12

Agenda item: 8d, e, f, & g

Prepared by: zt

Reviewed by: CJB

Department: Administration

AGENDA ITEM DESCRIPTION:

- d. Presentation – proposed budget FY 2012-2013
- e. Discussion/possible action – schedule a public hearing on proposed budget FY 2012-2013
- f. Discussion/possible action – maintain the current tax rate of 0.51436
- g. Discussion/possible action – schedule public hearings on tax rate if needed

☐

Attachments for Reference

Staff Briefing: Council has received an electronic copy and binder copy of the proposed budget for FY2013. A balanced budget was prepared without including a tax increase as directed by Council. The tax rate is an agenda item because it must be discussed even if no increase is proposed. The public may speak on the budget at the meeting as long as limited to 3 minutes. At the public hearing later in August the public will have another opportunity to speak about the budget.

History (if applicable):

Target Implementation:

October 1, 2012

Significant Action Dates:

July 16 and 17, 2012 – Work Sessions with City Council to discuss a draft of budget for FY2013

☐

Ordinance

☐

Resolution

☐

Proclamation

☐

Special Presentation

☐

Finance Report

☐

Public Hearing

☒

Other

Cost Details:

Budgeted	
Actual Bid	
Estimated Expenditure	
Acct. Name	
Line Item #	
Other Funding	

Staff's Recommendation:

Fiscal Impact:

CITY OF LA MARQUE INTER-DEPARTMENTAL COMMUNICATION

TO: Honorable Mayor Hocking and City Councilmembers
FROM: Carol Buttler, City Manager
DATE: August 13, 2012
SUBJECT: City Manager Report – July 2012

Council indicated a preference to receive a report at both Council meetings each month. At the first meeting of the month, staff will provide you narratives of information acquired since the previous meeting. At the second meeting of the month, staff will continue to provide you the data charts plus narratives of information that occurred between Council meetings.

a. Development Services

- **Inspections**

The Development Services Department staff concentrated its efforts on finding innovative ways to heal our fractured budget.

- **Code Enforcement**

Code Enforcement continues to emphasize abatement of violations. 1901 Rosalee is scheduled for demolition on August 6, 2012. 1903 Rosalee is scheduled for demolition on August 7, 2012. 1732 Thompson is scheduled for demolition on August 8 & 9, 2012.

Code Enforcement Officer Fannie Bouldin has submitted her resignation effective August 24, 2012.

b. Public Safety

- **Personnel:**

- **LMPD:**

No vacancies exist.

- **LMFD:**

One (1) Firefighter vacancy exists. Position is posted and applications being received.

- **Training:**

- **LMPD:**

Chief Aragon attended the nation's leading anti-drug training conference (in Nashville, Tennessee) sponsored by CADCA. Chief Aragon was invited (on a fully-funded basis) by Galveston County's anti-drug/alcohol coalition (BACODA) to represent our county's law enforcement network. Lieutenant Kirk Jackson: *Legal Update* training class; Telecommunicator Justin Williams: *TCIC/NCIC Full Access Class*; Sergeant Richard Garcia: *Weapons of Mass Destruction* training class.

- **LMFD:**

Chief Weidman attended sessions at Fire Rescue International.

- **Operations:**

- **LMPD:**

Officer Forrest Gandy began work as the department's Narcotics Officer.

To ease the city's budgetary position, Citizens Police Academy (Class #6) was cancelled and will be rescheduled for the spring of 2013. It appears that at least 15 citizens are prepared to attend the course.

LMFD:

Hydrant flows resumed. 10 hydrants flowed: 1 hydrant reported broken.

c. EDC

- Director Getty has been working with the developers (Five Tyler, LLC) that have roughly 2 acres under contract (fronts on FM 2004).
The survey was completed on our behalf by Derrick Engineering on June 15, 2012 and sent to their real estate agent.
Mr. Derrick also completed a topographic map at the developer's request.
EDC will pay Mr. Derrick up front for the map (\$500) and be reimbursed at closing.
Developer Chris Mahan indicated the EDC paying up front would be of great help to him. Mr. Bob Derrick is now working on the plat.
- Mrs. Buttler and Director Getty met with the founders of the Battle Drag custom car and truck show. The event will be held the second weekend in October at Gulf Greyhound Park. They reserved 1,000,000 square feet of the parking lot. They typically have 2,500-3000 people attend the show. There may be some revenue opportunities available for La Marque businesses.
- There may also be some opportunities to advertise and expand Bayou Fest.
- Director Getty hand delivered a \$20,000 grant payment to A&A Machine on July 31, 2012. The grant was in connection with the new high bay fabrication facility.
- The city limit line on the west side near Wal-Mart has been corrected.
David Arnold, Galveston County Appraisal District, stated he was able to get the change made in time for roll certification.
- Sam's Club building permit fees have been paid and the plans have been picked up. Clearing of the site has begun.

JUDICIAL DEPARTMENT

Beginning Date.....: 07/01/2012
Ending Date.....: 07/31/2012
by Citation date

Agency.....: POLICE DEPARTMENT
Officer.....: All

Type of Offense.....: All

Special Flag.....:

Total by Race/Sex.....: Yes

PD

POLICE DEPARTMENT

532 MONTANEZ, DOMINGO

Totals for Officer

Number of Citations for Officer.....:	1
Number of Violations for Officer.....:	2
Amount of Fines/Fees Assessed.....:	\$494.00
Amount of Paid/Bond Applied.....:	\$0.00
Amount Outstanding.....:	\$494.00
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	0
Number of Citations by Sex	
Male	1
Female	0
Unknown	0
Number of Citations by Race	
HISPANIC	1

520 PRICE, GEFFORY

Totals for Officer

Number of Citations for Officer.....:	30
Number of Violations for Officer.....:	37
Amount of Fines/Fees Assessed.....:	\$8,503.00
Amount of Paid/Bond Applied.....:	\$327.00
Amount Outstanding.....:	\$8,176.00
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	2
Number of Citations by Sex	
Male	22
Female	8
Unknown	0
Number of Citations by Race	
HISPANIC	2
White	20
Black	7
Unknown	1

538 WALTON, H

Totals for Officer

Number of Citations for Officer.....:	9
Number of Violations for Officer.....:	10
Amount of Fines/Fees Assessed.....:	\$3,395.00

Amount of Paid/Bond Applied.....:	\$0.00
Amount Outstanding.....:	\$3,395.00
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	1
Number of Citations by Sex	
Male	3
Female	5
Unknown	1
Number of Citations by Race	
White	5
Black	4

548 CAMPBELL,J

Totals for Officer

Number of Citations for Officer.....:	4
Number of Violations for Officer.....:	4
Amount of Fines/Fees Assessed.....:	\$1,956.00
Amount of Paid/Bond Applied.....:	\$0.00
Amount Outstanding.....:	\$1,956.00
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	3
Number of Citations by Sex	
Male	4
Female	0
Unknown	0
Number of Citations by Race	
Black	4

530 KELEMEN,MIKE

Totals for Officer

Number of Citations for Officer.....:	18
Number of Violations for Officer.....:	24
Amount of Fines/Fees Assessed.....:	\$8,072.00
Amount of Paid/Bond Applied.....:	\$1,189.00
Amount Outstanding.....:	\$6,883.00
Number of Citations to Juveniles.....:	1
Number of Citations to Minors.....:	2
Number of Citations by Sex	
Male	14
Female	4
Unknown	0

Number of Citations by Race

White	4
Black	13
Asian	1

544 LIVELY, AMBER

Totals for Officer

Number of Citations for Officer.....:	15
Number of Violations for Officer.....:	16
Amount of Fines/Fees Assessed.....:	\$4,310.00
Amount of Paid/Bond Applied.....:	\$404.00
Amount Outstanding.....:	\$3,906.00
Number of Citations to Juveniles.....:	1

Number of Citations to Minors.....:	2
-------------------------------------	---

Number of Citations by Sex

Male	7
Female	8
Unknown	0

Number of Citations by Race

White	9
Black	6

543 RODRIGUEZ, G

Totals for Officer

Number of Citations for Officer.....:	6
Number of Violations for Officer.....:	6
Amount of Fines/Fees Assessed.....:	\$2,717.00
Amount of Paid/Bond Applied.....:	\$0.00
Amount Outstanding.....:	\$2,717.00
Number of Citations to Juveniles.....:	0

Number of Citations to Minors.....:	0
-------------------------------------	---

Number of Citations by Sex

Male	4
Female	2
Unknown	0

Number of Citations by Race

White	2
Black	4

550 BEST, A

Totals for Officer

Number of Citations for Officer.....:	21
Number of Violations for Officer.....:	32
Amount of Fines/Fees Assessed.....:	\$9,178.91
Amount of Paid/Bond Applied.....:	\$479.91
Amount Outstanding.....:	\$8,699.00
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	0
Number of Citations by Sex	
Male	14
Female	7
Unknown	0
Number of Citations by Race	
White	11
Black	10

545 SAMUELSON, SHELBY

Totals for Officer

Number of Citations for Officer.....:	39
Number of Violations for Officer.....:	74
Amount of Fines/Fees Assessed.....:	\$20,376.21
Amount of Paid/Bond Applied.....:	\$1,602.21
Amount Outstanding.....:	\$18,774.00
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	5
Number of Citations by Sex	
Male	22
Female	17
Unknown	0
Number of Citations by Race	
HISPANIC	3
White	13
Black	20
Unknown	2
Asian	1

531 RAMER, M

Totals for Officer

Number of Citations for Officer.....:	11
Number of Violations for Officer.....:	15
Amount of Fines/Fees Assessed.....:	\$5,590.00
Amount of Paid/Bond Applied.....:	\$0.00
Amount Outstanding.....:	\$5,590.00
Number of Citations to Juveniles.....:	0

Number of Citations to Minors.....:	2
Number of Citations by Sex	
Male	3
Female	8
Unknown	0
Number of Citations by Race	
White	4
Black	7

551 CLARK, JESSICA

Totals for Officer

Number of Citations for Officer.....:	2
Number of Violations for Officer.....:	2
Amount of Fines/Fees Assessed.....:	\$594.00
Amount of Paid/Bond Applied.....:	\$0.00
Amount Outstanding.....:	\$594.00
Number of Citations to Juveniles.....:	1
Number of Citations to Minors.....:	0
Number of Citations by Sex	
Male	0
Female	2
Unknown	0
Number of Citations by Race	
White	2

516 CAGNON, KENNETH

Totals for Officer

Number of Citations for Officer.....:	5
Number of Violations for Officer.....:	7
Amount of Fines/Fees Assessed.....:	\$1,914.00
Amount of Paid/Bond Applied.....:	\$0.00
Amount Outstanding.....:	\$1,914.00
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	0
Number of Citations by Sex	
Male	1
Female	4
Unknown	0
Number of Citations by Race	
White	4
Black	1

534 KING, CONAN

Totals for Officer

Number of Citations for Officer.....:	3
Number of Violations for Officer.....:	4
Amount of Fines/Fees Assessed.....:	\$1,336.00
Amount of Paid/Bond Applied.....:	\$0.00
Amount Outstanding.....:	\$1,336.00
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	0
Number of Citations by Sex	
Male	3
Female	0
Unknown	0
Number of Citations by Race	
White	1
Black	1
OTHER	1

540 GUZMAN, JESSE

Totals for Officer

Number of Citations for Officer.....:	19
Number of Violations for Officer.....:	30
Amount of Fines/Fees Assessed.....:	\$8,254.30
Amount of Paid/Bond Applied.....:	\$1,458.09
Amount Outstanding.....:	\$6,796.21
Number of Citations to Juveniles.....:	1
Number of Citations to Minors.....:	2
Number of Citations by Sex	
Male	10
Female	9
Unknown	0
Number of Citations by Race	
White	11
Black	7
Asian	1

536 HUNTER, DAVID

Totals for Officer

Number of Citations for Officer.....:	69
Number of Violations for Officer.....:	89
Amount of Fines/Fees Assessed.....:	\$25,475.40

Amount of Paid/Bond Applied.....:	\$2,801.40
Amount Outstanding.....:	\$22,674.00
Number of Citations to Juveniles.....:	1
Number of Citations to Minors.....:	6
Number of Citations by Sex	
Male	44
Female	25
Unknown	0
Number of Citations by Race	
HISPANIC	3
White	22
Black	44

539 DAY, J

Totals for Officer

Number of Citations for Officer.....:	56
Number of Violations for Officer.....:	69
Amount of Fines/Fees Assessed.....:	\$21,900.24
Amount of Paid/Bond Applied.....:	\$1,655.02
Amount Outstanding.....:	\$20,245.22
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	11
Number of Citations by Sex	
Male	40
Female	16
Unknown	0
Number of Citations by Race	
White	30
Black	25

542 JACKSON, STEPHANIE

Totals for Officer

Number of Citations for Officer.....:	2
Number of Violations for Officer.....:	3
Amount of Fines/Fees Assessed.....:	\$743.23
Amount of Paid/Bond Applied.....:	\$598.23
Amount Outstanding.....:	\$145.00
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	1
Number of Citations by Sex	
Male	1
Female	1

Unknown	0
Number of Citations by Race	
White	2
Totals for Agency	
Number of Citations for Agency.....:	310
Number of Violations for Agency.....:	424
Amount of Fines/Fees Assessed.....:	\$124,809.29
Amount of Paid/Bond Applied.....:	\$10,514.86
Amount Outstanding.....:	\$114,294.43
Number of Citations to Juveniles.....:	5
Number of Citations to Minors.....:	37
Number of Citations by Sex	
Male	193
Female	116
Unknown	1
Number of Citations by Race	
HISPANIC	9
White	140
Black	153
Unknown	3
Asian	3
OTHER	1
Grand Totals	
Total Number of Citations.....:	310
Total Number of Violations.....:	424
Total Amount of Fines/Fees Assessed:	\$124,809.29
Total Amount of Paid/Bonds Applied..:	\$10,514.86
Amount Outstanding.....:	\$114,294.43
Total Number of Citations Juveniles..:	5
Total Number of Citations Minors.....:	37
Total Number of Citations by Sex	
Male	193
Female	116
Unknown	1
Total Number of Citations by Race	
HISPANIC	9
White	140
Black	153
Unknown	3
Asian	3
OTHER	1

Beginning Date.....: 07/01/2012
Ending Date.....: 07/31/2012
by Citation date

Agency.....: POLICE DEPARTMENT
Officer.....: All

Type of Offense.....: All

Special Flag.....:

Total by Race/Sex.....: Yes

PD POLICE DEPARTMENT

544 LIVELY, AMBER

Totals for Officer

Number of Citations for Officer.....:	2
Number of Violations for Officer.....:	2
Amount of Fines/Fees Assessed.....:	\$0.00
Amount of Paid/Bond Applied.....:	\$0.00
Amount Outstanding.....:	\$0.00
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	0
Number of Citations by Sex	
Male	2
Female	0
Unknown	0
Number of Citations by Race	
Black	2

550 BEST, A

Totals for Officer

Number of Citations for Officer.....:	9
Number of Violations for Officer.....:	10
Amount of Fines/Fees Assessed.....:	\$0.00
Amount of Paid/Bond Applied.....:	\$0.00
Amount Outstanding.....:	\$0.00
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	1
Number of Citations by Sex	
Male	6
Female	3
Unknown	0
Number of Citations by Race	
Black	5
White	4

545 SAMUELSON, SHELBY

Totals for Officer

Number of Citations for Officer.....:	4
Number of Violations for Officer.....:	5
Amount of Fines/Fees Assessed.....:	\$0.00
Amount of Paid/Bond Applied.....:	\$0.00
Amount Outstanding.....:	\$0.00

Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	0
Number of Citations by Sex	
Male	1
Female	3
Unknown	0
Number of Citations by Race	
Black	2
White	2

540 GUZMAN, JESSE

Totals for Officer

Number of Citations for Officer.....:	1
Number of Violations for Officer.....:	1
Amount of Fines/Fees Assessed.....:	\$0.00
Amount of Paid/Bond Applied.....:	\$0.00
Amount Outstanding.....:	\$0.00
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	0
Number of Citations by Sex	
Male	1
Female	0
Unknown	0
Number of Citations by Race	
White	1

536 HUNTER, DAVID

Totals for Officer

Number of Citations for Officer.....:	1
Number of Violations for Officer.....:	1
Amount of Fines/Fees Assessed.....:	\$0.00
Amount of Paid/Bond Applied.....:	\$0.00
Amount Outstanding.....:	\$0.00
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	0
Number of Citations by Sex	
Male	1
Female	0
Unknown	0
Number of Citations by Race	
Black	1

539 DAY,J

Totals for Officer

Number of Citations for Officer.....:	1
Number of Violations for Officer.....:	1
Amount of Fines/Fees Assessed.....:	\$0.00
Amount of Paid/Bond Applied.....:	\$0.00
Amount Outstanding.....:	\$0.00
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	1
Number of Citations by Sex	
Male	0
Female	1
Unknown	0
Number of Citations by Race	
White	1

Totals for Agency

Number of Citations for Agency.....:	18
Number of Violations for Agency.....:	20
Amount of Fines/Fees Assessed.....:	\$0.00
Amount of Paid/Bond Applied.....:	\$0.00
Amount Outstanding.....:	\$0.00
Number of Citations to Juveniles.....:	0
Number of Citations to Minors.....:	2
Number of Citations by Sex	
Male	11
Female	7
Unknown	0
Number of Citations by Race	
Black	10
White	8

Grand Totals

Total Number of Citations.....:	18
Total Number of Violations.....:	20
Total Amount of Fines/Fees Assessed:	\$0.00
Total Amount of Paid/Bonds Applied..:	\$0.00
Amount Outstanding.....:	\$0.00
Total Number of Citations Juveniles..:	0
Total Number of Citations Minors.....:	2

Total Number of Citations by Sex

Male	11
Female	7
Unknown	0

Total Number of Citations by Race

Black	10
White	8

PUBLIC SAFETY

City of La Marque
Monthly and Year
To Date

Police Department
Month: July
Year: 2012

	CURRENT MONTH (July12)	CURRENT MO. PREV. YR. (July11)	PREV. MONTH (June12)	YR. TO DATE 2012	PREV. YR. TO DATE 2011
<u>PART I CRIMES:</u>					
Homicide	0	0	0	0	2
Rape	0	0	4	8	3
Robbery	3	2	1	10	13
Assault (*includes simple)	39	30	41	241	213
Burglary	12	16	18	104	118
Theft	45	36	39	272	273
M.V. Theft	4	6	8	25	23
<u>PART II CRIMES:</u>	197	215	159	1,315	1,327
<u>CALLS FOR SERVICE:</u>	2,131	1,999	1,679	13,321	13,073
<u>ACCIDENTS:</u>	39	37	28	183	173
Injuries	13	12	5	52	52
Non-injury	26	25	23	131	121
Fatalities	0	0	0	0	1
Alcohol Related	0	1	0	2	5
<u>ADULT ARRESTS:</u>	133	150	134	987	1,127
<u>JUVENILE DETENTIONS:</u>	0	1	2	9	12
<u>TRAFFIC STOPS:</u>	381	335	182	1,998	2,022
Citations	310	246	135	1,486	1,630
Violations	424	362	183	2,066	2,263
Warnings	18	10	0	59	78
<u>DISTURBANCES:</u>	90	113	139	778	703

This month, the Police Department arrested **54** people on municipal warrants, serving **117** warrants.

To date, the Police Department has arrested **333** people on municipal warrants, serving **869** warrants.



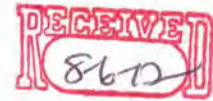
2012 LA MARQUE POLICE DEPT.
CRIME STATS



	2008				2009				2010				2011				2012							
	January - December				January - December				January - December				January - December				January - July							
	OFF	% +/-	CL	% CL	OFF	% +/-	CL	% CL	OFF	% +/-	CL	% CL	OFF	% +/-	CL	% CL	Offense 2011	Offense 2012	% +/-	Clearance 2011	Clearance 2012	% CL 2011	% CL 2012	
Murder	1	-67%	1	100%	4	400%	2	50%	3	-25%	2	67%	2	-33%	2	100%	2	0	-200%	2	0	100%	100%	
Rape	26	24%	13	50%	22	-15%	10	45%	6	-73%	3	50%	5	-17%	2	40%	3	8	166%	0	4	0%	50%	
Robbery	44	69%	17	37%	39	-11%	11	28%	34	-13%	16	47%	28	-18%	12	43%	13	10	-23%	7	4	54%	40%	
Aggravated Assault	74	4%	39	53%	98	32%	53	54%	39	-60%	23	59%	29	-26%	18	62%	15	17	13%	7	13	47%	76%	
La Marque Violent Crime Total	145	20%	70	48%	163	12%	76	47%	82	-50%	44	54%	64	-22%	34	53%	33	35	6%	16	21	48%	60%	
Texas Violent Crime Total	123,621	#DIV/0!	52,303	41%	121,789	-2%	53,587	44%	113,300	-7%	49,852	44%	*	*	*	*	*	*	*	*	*	*	*	
Burglary	241	-17%	35	15%	236	-2%	26	11%	202	-16%	77	38%	203	0%	16	8%	118	104	-12%	9	13	8%	13%	
Theft	337	25%	96	28%	382	13%	112	29%	478	23%	159	33%	443	-7%	97	22%	273	272	0%	52	96	19%	35%	
Motor Vehicle Theft	49	0%	23	47%	45	-8%	27	60%	29	-37%	15	52%	33	18%	8	24%	23	25	9%	7	10	30%	40%	
Arson	7	40%	1	14%	9	29%	1	11%	4	400%	0	0%	2	-50%	1	50%	0	7	700%	0	0	0%	0%	
La Marque Property Crime Total	634	3%	155	24%	672	6%	166	25%	713	5%	251	35%	681	-4%	122	18%	414	408	-3%	68	119	16%	29%	
Texas Property Crime Total	969,807	-2%	146,350	15%	995,150	3%	149,272	15%	951,971	-4%	142,796	15%	*	*	*	*	*	*	*	*	*	*	*	
	RATE		% +/-		RATE		% +/-		RATE		% +/-		RATE		% +/-		RATE		% +/-					
La Marque Violent Crime Rate	1,164		12%		1,182		2%		594		-50%		441		-26%		241		6%					
Texas Violent Crime Rate	508		-1%		491		-3%		451		-8%		*		*		*		*					
La Marque Property Crime Rate	4,800		6%		4,872		1%		5,169		5%		4,894		-5%		2,812		-1%					
Texas Property Crime Rate	3,987		-3%		4,016		1%		3,786		-6%		*		*		*		*					
Calls For Service	24,209				28,249				25,017				22,549				13,321							
Population Estimate	14,236				13,794				13,794				14,509				14,509							
Officers per 1,000 pop.	2.0				2.0				2.1				2.0				2.0							
DWI	46				23				39				69				57							
Traffic Citations	3,413				3,872				1,917				2,874				1,486							
Drug Arrests	106				115				90				198				109							

*Data unavailable

LA MARQUE POLICE DEPARTMENT
USE OF FORCE / DEFENSIVE ACTION REPORT



Incident / Case No.: 12-1339

Date of Incident: 07/24/2012 Time: 1644

Location: 1922 Magnolia

REPORTING OFFICER: A. Best ID#: 550

Assignment: Patrol

TYPE OF DEFENSIVE ACTION:

☒ Physical Control Techniques / "Hard Hands" ☐ Baton ☐ OC Spray ☐ Firearm Discharge
☐ TASER ☐ Other (describe): _____

PERSON(S) ARRESTED:

Name: _____ DOB: _____
Name: _____ DOB: _____
Name: _____ DOB: _____

WITNESSES:

Name: _____ Address: _____
Name: _____ Address: _____
Name: _____ Address: _____

***Note: Defensive Action Report:**

1. Will be completed by each Officer involved in a reportable incident (as per Written Directive 700-2).
2. Will be stapled (as cover pages) to a copy of the applicable Incident Report.
3. Will be reviewed and signed by the Officer's immediate Shift Leader: prior to departing from shift duty (see Written Directive 700-2 for exceptions). Completed packet will be hand carried by Shift Leader to reporting Officer's applicable Division Commander. If incident is serious/sensitive Shift Leader will immediately provide oral/telephonic briefing to appropriate Division Commander and Chief of Police.
4. Applicable Division Commander will review packet then hand deliver packet to the Office of Professional Responsibility (OPR) Manager.
5. OPR Manager will review packet and hand deliver packet to the Chief of Police.

SUMMARY OF INCIDENT (Specifically address the type of defensive action used):

During an attempt to serve a felony warrant for the arrest of the above listed person the suspect refused to comply with verbal commands to place her hands behind her back. Suspect attempted to pull away and appeared to be attempting to enter the kitchen area of the residence while still unhandcuffed. Suspect continued to ignore verbal commands and "soft hand" tactics were used to control suspects movements so that the suspect could be placed in handcuffs.

Explain why it was necessary to use defensive action specified above:

If the suspect had not been physically restrained the suspect could have possibly entered into the kitchen area of residence where numerous potential weapons were available.

Explain why defensive action used was reasonable:

The amount of force used was only the minimal amount of force necessary to affect an arrest.

Explain consequences (injury, damage, etc.) that resulted from the use of defensive action:

Subject was not injured- no need for care.

Post Care Action Performed by Reporting Officer:

Subject was not injured-No post care needed.

If subject was not injured, document observations and/or any statements made by suspect, that indicate subject was not injured:

Subject did not display any injuries, did not complain of any injuries, and did not request any medical attention.

(Attach copies of Incident Reports, Arrest Reports, statements, and other documentation as necessary)

Chain of Command Review

WAS REPORTED USE OF DEFENSIVE ACTION JUSTIFIED? ☒ YES ☐ NO

Shift Leader's Name R. Garcia Signature R. Garcia Date 8/1/12

Comments:

2. WAS REPORTED USE OF DEFENSIVE ACTION JUSTIFIED? ☒ YES ☐ NO

Applicable Division Cdr's Name LT. G. Givens Signature [Signature] Date 08/01/2012

Comments:

3. WAS REPORTED USE OF DEFENSIVE ACTION JUSTIFIED? ☒ YES ☐ NO

OPR Name Sgt Wagner Signature [Signature] Date 08/02/12 Manager's

Comments: The actions of Officer Best were consistent with LMPD written directives.

Review by Chief of Police

Comments:

Actions taken by E. Officer appear to be aligned w/ W.D. [Signature]
Chief of Police Name Kane/H. [Signature] Signature [Signature] Date 8-2-12