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Texas Department of Public Safety
Austin, Texas

Bryan E. Wilson
Director

Date: June 30, 2016

Mr. Ron Olson, City Manager
City of Corpus Christi
1201 Leopard Street
Corpus Christi, Texas 78401
Via e-mail: rono@cctexas.com

Re: **FY2017 ABTPA Statement of Grant Award and Acceptance Notice**
Grant Number: **608-17-1780200**
Grantee: **City of Corpus Christi**
Program Title: **Corpus Christi Auto Theft and Burglary Prevention**
Grant Award Amount: **\$410,973**
Grant Term: **September 1, 2016 to August 31, 2017**

Dear Mr. Olson,

I am pleased to inform you that your organization has been approved for a grant extension awarded by the Automobile Burglary and Theft Prevention Authority (ABTPA) in the amount indicated above. The extensions will be from September 1, 2016 through August 31, 2017. The grant award must be officially accepted by signing and returning the enclosed Statement of Grant Award and grantee acceptance notice to the ABTPA within 30 days from the date received.

We look forward to working with you to combat and reduce motor vehicle theft and burglary. Any questions relating to the administration of this grant should be directed to our office. Please do not hesitate to contact me should you require further assistance with this matter. I can be reached at Bryan.Wilson@txdmv.gov or (512) 465-4012.

Sincerely,

Bryan E. Wilson
Director

cc: Mr. Mike Markle, Interim Police Chief, mikema@cctexas.com
Ms. Melissa Castro, melissama@cctexas.com
Mrs. Constance Sanchez, Director of Finance, constancep@cctexas.com



FY17 Automobile Burglary and Theft and Prevention Authority Statement of Grant Award and Grantee Acceptance Notice

Grant Number: **608-17-1780200**
Grantee: **City of Corpus Christi**
Program Title: **Corpus Christi Auto Theft and Burglary Prevention**
Grant Award Amount: **\$410,973**
Cash Match Amount: **\$661,734**
In-Kind Match Amount: **\$55,985**
Grant Term: **September 1, 2016 to August 31, 2017**

That whereas, **City of Corpus Christi** (hereinafter referred to as Grantee), has heretofore submitted a grant application in response to the Request for Proposal issued on March 16, 2015 to the Automobile Burglary and Theft Prevention Authority, State of Texas, entitled **Corpus Christi Auto Theft and Burglary Prevention**, and further identified by grant number **608-17-1780200** and

Whereas, the Automobile Burglary and Theft Prevention Authority has approved the continuation of the grant application along with any approved grant adjustments, if any, as evidenced by this FY17 Statement of Grant Award and certain special requirements from the Automobile Burglary and Theft Prevention Authority dated June 30, 2016; and

Whereas, the Grantee desires to accept the FY17 grant award and use all funds for purposes and in compliance with the following requirements that are adopted in their entirety by reference:

- Texas Revised Civil Statutes Article 4413(37)
- Texas Administrative Code: Title 43; Part 3; Chapter 57;
- Uniform Grant Management Standards (UGMS) as promulgated by the Texas Comptroller of Public Accounts;
- The Request for Proposals issued on March 16, 2015;
- The current Automobile Burglary and Theft Prevention Authority Grant Administrative Manual and forms and subsequently adopted grantee instruction manuals and forms;
- The Final Adopted Application attached to this Statement of Grant Award
- The certification of compliance; and
- The Approved Grant Budget Summary:

Approved Grant Budget Summary					
		ABTPA	Cash Match	In-Kind	TOTAL
A.	Personnel	\$332,131	\$329,403	\$41,966	\$703,500
A.	Fringe	\$6,050	\$313,311	\$0	\$319,361
B.	Contractual	\$0	\$0	\$0	\$0
C.	Travel	\$8,098	\$1,020	\$0	\$9,118
D.	Equipment	\$0	\$0	\$0	\$0
E.	Supplies & DOE	\$64,694	\$18,000	\$14,019	\$96,713
F.	Indirect Funds				
	Totals	\$410,973	\$661,734	\$55,985	\$1,128,692

Now, therefore, the Grantee accepts the FY17 Statement of Grant Award under the conditions above including the special requirements in the grant application and the Statement of Grant Award as evidenced by this agreement, executed by the official authorized to sign the original grant application, or the official's designated successor, as presiding officer of and on behalf of the governing body of this grantee; and

The Texas Automobile Burglary and Theft Prevention Authority (ABTPA) has awarded the above-referenced grant subject to the availability of state funds. The approved budget is reflected in the above Approved Grant Budget Summary. This grant is subject to and conditioned upon the acceptance of the ABTPA Grant Administrative Guide promulgated for this specific program fund (referenced above) by the Automobile Burglary and Theft Prevention Authority. Applicable special conditions are listed below.

Special Conditions and Requirements:

Approved and Accepted by:

Authorized Official

Printed Name and Title

Date Signed



Automobile Burglary and Theft Prevention Authority

FY17 Statement of Grant Award

Budget Summary and Support Schedules

Budget Category	ABTPA Funds	Cash Match	In-Kind Match	Total
Personnel (Salaries/Overtime)	\$332,131	\$329,403	\$41,966	\$703,500
Personnel (Fringe Benefits)	\$6,050	\$313,311	\$0	\$319,361
Contractual	\$0		\$0	\$0
Travel	\$8,098	\$1,020	\$0	\$9,118
Equipment		\$0	\$0	\$0
Supplies & Direct Operating Exp.	\$64,694	\$18,000	\$14,019	\$96,713
Totals	\$410,973	\$661,734	\$55,985	\$1,128,692

Sources of Match Tables

List Source(s) of Cash Match*	Amount
SALARIES AND OT	\$329,403
FRINGE BENEFITS	\$313,311
IN-STATE TRAVEL	\$1,020
SUPPLIES	\$18,000
*City of Corpus Christi 100% Source Match	
Total	\$661,734
List Source of In-Kind Match	Amount
NICB AGENT SALARY	\$41,966
*RENTAL SPACE	\$11,030
*COPIER SUPPLIES	\$2,989
*City of Corpus Christi Source of In-Kind Match	
Total	\$55,985

*List Program Income used as cash match as a separate line



Automobile Burglary and Theft Prevention Authority

FY17 Statement of Grant Award

Budget Summary and Support Schedules

Personnel - Title or Position	# of Personnel	% of Salary	ABTPA Funds	Cash Match	In-Kind	Total
LIEUTANT LERMA	1	100%	\$75,413	\$7,459		\$82,872
DETECTIVE VALDEZ	1	100%	\$76,959			\$76,959
DETECTIVE RAICHERT	1	100%	\$76,959			\$76,959
DETECTIVE BUSTAMANTE	1	100%		\$76,959		\$76,959
DETECTIVE SIMMONS	1	100%		\$76,959		\$76,959
DETECTIVE BURRIS	1	100%		\$69,812		\$69,812
DETECTIVE RODRIGUEZ	1	100%		\$69,812		\$69,812
GRANT PROJECT MANAGER	1	100%	\$33,943			\$33,943
CRIME ANALYST	1	100%	\$36,489			\$36,489
INTAKE SPECIALIST	1	50%	\$16,552	\$16,402		\$32,954
NICB AGENT	1	50%			\$41,966	\$41,966
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
Total Direct Salaries	11		\$316,315	\$317,403	\$41,966	\$675,684
Total Overtime			\$15,816	\$12,000		\$27,816
Total Requested Amounts			\$332,131	\$329,403	\$41,966	\$703,500

Budget Narrative

GRANT PERSONNEL:

- 1) LIEUTENANT: Serves as the supervisor for the task force. Coordinates all tactical investigations and communicates with police administration on all auto theft and auto burglary matters. Oversees bait program, proactive and reactive initiatives, field operations and responses. Ensures goals and objectives of grant are met. Due to previous lieutenant being committed to SWAT activities, this position reflects a 91% ABTPA funded amount. After the grant was awarded at 91% funding for this position, we experienced a change in command with the new lieutenant being committed to ABTPA at 100%. Although this grant will reflect a 91% funding level, the lieutenant will remain working 100% on ABTPA activities. 91% ABTPA FUNDED, \$82,872, 100% TIME SPENT ON ABTPA ACTIVITIES
- 2) DETECTIVE: Works on all proactive and reactive investigations, cases and tactical responses. Coordinates with other law enforcement agencies for multi-jurisdictional cases. Performs work on all goals and objectives of the grant. 100% ABTPA funded, \$76,959, 100% TIME SPENT ON ABTPA ACTIVITIES
- 3) DETECTIVE: Works on all proactive and reactive investigations, cases and tactical responses. Coordinates with other law enforcement agencies for multi-jurisdictional cases. Performs work on all goals and objectives of the grant. 100% ABTPA funded, \$76,959, 100% TIME SPENT ON ABTPA ACTIVITIES
- 4) GRANT ADMINISTRATOR: Facilitates all aspects of the auto theft grant throughout the year. Responsible for the development and regulation of the grant application and budget. Serves as a liaison to City Hall, Corpus Christi Police Department, ABPTA, area law enforcement agencies and media. Ensures ABTPA grant compliance. Develops, coordinates and delivers a full scale public awareness program. Assists in performance of grant goals and objectives. 100% ABTPA funded, \$33,943 100% TIME SPENT ON ABTPA ACTIVITIES
- 5) CRIME ANALYST: Collects crime data specific to auto burglary and auto theft to identify trends and patterns for departmental personnel. Prepares reports as requested by supervisor and auto theft personnel. Creates database of local auto crime thieves for the use of detectives. Performs work on goals and objectives of the grant. 100% ABTPA Funded, \$36,489, 100% TIME SPENT ON ABTPA ACTIVITIES
- 6) INTAKE SPECIALIST: Serves as customer service representative for the ATTF for civilians and law enforcement. Performs daily entry of all stolen and recovered vehicles. Completes offense and supplemental reports from victims. Answers calls and keeps detectives informed of leads and information. Assists in performance of grant goals and objectives. 50%ABTPA funded, \$16,552, 100% TIME SPENT ON ABTPA ACTIVITIES

CITY MATCH PERSONNEL:

- 1) DETECTIVE: Works on all proactive and reactive investigations, cases and tactical responses. Coordinates with other law enforcement agencies for multi-jurisdictional cases. Performs work on all goals and objectives of the grant. 0% ABTPA funded, 100% CITY funded, \$76,959, 100% TIME SPENT ON ABTPA ACTIVITIES
- 2) DETECTIVE: Works on all proactive and reactive investigations, cases and tactical responses. Coordinates with other law enforcement agencies for multi-jurisdictional cases. Performs work on all goals and objectives of the grant. 0% ABTPA funded, 100% CITY funded, \$76,959, 100% TIME SPENT ON ABTPA ACTIVITIES
- 3) DETECTIVE: Works on all proactive and reactive investigations, cases and tactical responses. Coordinates with other law enforcement agencies for multi-jurisdictional cases. Performs work on all goals and objectives of the grant. 0% ABTPA funded, 100% CITY funded, \$69,812, 100% TIME SPENT ON ABTPA ACTIVITIES
- 4) DETECTIVE: Works on all proactive and reactive investigations, cases and tactical responses. Coordinates with other law enforcement agencies for multi-jurisdictional cases. Performs work on all goals and objectives of the grant. 0% ABTPA funded, 100% CITY funded, \$69,812, 100% TIME SPENT ON ABTPA ACTIVITIES
- 5) INTAKE SPECIALIST: Serves as customer service representative for the ATTF for civilians and law enforcement. Performs daily entry of all stolen and recovered vehicles. Completes offense and supplemental reports from victims. Answers calls and keeps detectives informed of leads and information. Assists in performance of grant goals and objectives. 50% CITY funded, \$16,552, 100% TIME SPENT ON ABTPA ACTIVITIES

INKIND PERSONNEL:

- 1) NICB SPECIAL AGENT: In collaboration with the NICB, a Special Agent will be placed under the Auto Theft Task Force. He will assist in the recovery and tracking of stolen vehicles throughout the state of Texas and the US with his use and knowledge of ISO, Carfax, OCRA. He will assist with 68As and the research associated with the trailers we check. He will be a liaison with other agencies within Texas, the US and other NICB agents to help gather information on current trends and help disseminate information about our current trends. 50% of his salary is represented in in-kind match as he spends 50% of his time with our Auto Theft Task Force. This 50% in-kind match is paid for by NICB.



Automobile Burglary and Theft Prevention Authority

FY17 Statement of Grant Award

Budget Summary and Support Schedules

Personnel - Fringe Benefits	% or \$ Rate	ABTPA Funds	Cash Match	In-Kind	Total
Retirement	18.5%		\$122,119		\$122,119
Insurance			\$113,383		\$113,383
Life Insurance					\$0
Medicare	1.5%				\$0
FICA	6.2%	\$6,050	\$44,557		\$50,607
OTHER education/longevity			\$33,252		\$33,252
cleaning/clothing					\$0
vision, supplemental, dental					\$0
					\$0
Total Fringe Benefits		\$6,050	\$313,311	\$0	\$319,361

Budget Narrative

RETIREMENT @ 18.46 %

ABTPA FUNDED SALARIES (\$61,311) CITY CASH MATCH SALARIES (\$60,808) = **\$122,119 RETIREMENT TOTAL CITY CASH MATCH 100%**

INSURANCE- CITY CASH MATCH 100%

GROUP INSURANCE (\$91,377) SELF INSURANCE (\$22,006.80)= **\$113,383 INSURANCE TOTAL CITY CASH MATCH**

MEDICARE (1.5%)

FICA (6.2%) ABTPA FUNDED \$6,050 CITY CASH MATCH \$44,557 = **\$50,607 FICA TOTAL**

ABTPA FUNDED SALARIES \$332,131 X 7.65% = \$25,408 CITY CASH MATCH SALARIES \$329,403 X 7.65% = \$25,199

OTHER CITY CASH MATCH 100%

CLOTHING ALLOWANCE \$900/YEAR X 7 DETECTIVES = \$6300 + CLEANING ALLOWANCE \$720/YEAR X 7 DETECTIVES = \$5040 **TOTAL= \$11,340**

EDUCATION *PAY VARIES BY DETECTIVE X 7 DETECTIVES = \$9108 + LONGEVITY * X 7 DETECTIVES = \$7176 **TOTAL = \$16,284**

VISION (\$7 X 12 MONTHS) X 7 DETECTIVES = **\$588**

SUPPLEMENTAL (\$15 X 12 MONTHS) X 7 DETECTIVES = **\$1260**

DENTAL (\$45 X 12 MONTHS) X 7 DETECTIVES = **\$3780**

\$33,252 OTHER TOTAL CITY CASH MATCH 100%

Professional & Contract Description of Service	ABTPA Funds	Cash Match	In-Kind	Total
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
Total Professional & Contract	\$0	\$0	\$0	\$0

Budget Narrative



Automobile Burglary and Theft Prevention Authority

FY17 Statement of Grant Award

Budget Summary and Support Schedules

Travel

In-State Travel - Purpose	Destination	# of Travelers	ABTPA Funds	Cash Match	In-Kind	Total
ABTPA BRD MEETINGS	AUSTIN, TX	3	\$1,692			\$1,692
TAVTI CONFERENCE	DALLAS, TX	5	\$5,380			\$5,380
TCPA CONFERENCE	NEW BRAUNFELS, TX	1	\$1,026			\$1,026
GRANT ADMIN MILEAGE				\$1,020		\$1,020
2000 X .51						\$0
						\$0
						\$0
In-State Travel Total			\$8,098	\$1,020	\$0	\$9,118

Budget Narrative

ABTPA BOARD MEETINGS - AUSTIN, TX 3 PARTICIPANTS TOTAL: \$1692

(2) BOARD MEETINGS

HOTEL: 140 x 3 ROOMS x 1 NIGHTS = \$420

MEALS: 71 x 3 x 2 DAYS = \$426

*DUE TO GRANT EXTENSION AWARDED TO GRANTEEES AND NO GRANT WORKSHOP BEING HELD IN MARCH AND GRANT REVIEW IN JUNE (2) BOARD MEETINGS WERE BUDGETED BUT UNKNOWN DATES AT THE PRESENT TIME

TEXAS ASSOCIATION OF VEHICLE THEFT INVESTIGATORS CONFERENCE - DALLAS, TX (OCTOBER)

5 PARTICIPANTS TOTAL: \$5380

HOTEL: 130 x 5 ROOMS x 5 NIGHTS = \$3250

MEALS: 71 x 5 x 6 DAYS = \$213

TCPA CONFERENCE -NEW BRAUNFELS (JANUARY)

1 PARTICIPANT TOTAL: \$1026

HOTEL: 120 x 1 ROOM X 5 NIGHTS = \$600

MEALS: 71 x 1 x 6 DAYS = \$426

GRANT ADMIN/PROJECT MGR MILEAGE FOR ABTPA BOARD MEETINGS & CONFERANCES

2000 X .51 = \$1020



Automobile Burglary and Theft Prevention Authority

FY17 Statement of Grant Award

Budget Summary and Support Schedules

Equipment

Equipment Description and Quantity	ABTPA Funds	Cash Match	In-Kind Match	Total
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
Total Equipment		\$0	\$0	\$0

Budget Narrative

Supplies and Department Operating Expense

Supplies and Department Operating Expense - Description	ABTPA Funds	Cash Match	In-Kind	Total
Office Supplies	\$8,690			\$8,690
Communications	\$7,405			\$7,405
Public Awareness	\$20,229			\$20,229
Postage	\$500			\$500
Fuel	\$20,000			\$20,000
Rental Space			\$11,030	\$11,030
Move It Storage	\$1,620			\$1,620
Copier Supplies			\$2,989	\$2,989
Confidential Funds	\$500			\$500
Misc. Tools	\$3,000			\$3,000
Vehicle Maintenance		\$18,000		\$18,000
Registration Fees	\$1,550			\$1,550
Covert Tracker Equipment	\$1,200			\$1,200
Total Supplies & DOE	\$64,694	\$18,000	\$14,019	\$96,713



Automobile Burglary and Theft Prevention Authority

FY17 Statement of Grant Award

Budget Summary and Support Schedules

- A) OFFICE SUPPLIES: (\$8,690) - OFFICE SUPPLIES UTILIZED THROUGHOUT THE YEAR TO COVER USE WILL CONSIST OF, BUT NOT LIMITED TO: INK AND TONERS FOR ALL ATTF PRINTERS, PRINTER PART REPLACEMENTS, FAX MACHINE TONER, PENS, PENCILS, MARKERS, BINDERS, SMALL DESK EQUIPMENT, PAPER, FOLDERS, STAPLES, PAPERCLIPS, PADDOLIOS, DIVIDERS, SHEET PROTECTORS, LABELS, ETC.
- (B) COMMUNICATIONS: (\$7405) - TO COVER CELL PHONE AND AIRCARD CHARGES NEEDED TO UTILIZE PHONES, LAPTOPS AND BAIT SOFTWARE.
- (C) PUBLIC AWARENESS: (\$15,177) - PUBLIC AWARENESS FUNDS COVER ADDITIONAL PROMOTIONAL ITEMS NEEDED THROUGHOUT THE YEAR, ADDITIONAL PAMPHLETS, MEDIA BUYS, BOOTH FEES AND PUBLIC AWARENESS SHIRTS.
- (D) POSTAGE: (\$500) - POSTAGE NEEDED FOR REPORT MAILINGS AS WELL AS FLYER AND PAMPHLET MAILINGS.
- (E) FUEL: (\$20,000) - PROJECTED FUEL COSTS AND INCREASES FOR THE YEAR BETWEEN ALL DETECTIVE VEHICLES, PROMOTIONAL WRAP VEHICLE AND BAIT PROGRAM.
- (F) RENTAL SPACE: (\$11,030) - INKIND MATCH OF OFFICE SPACE .6128 x 1520 SQFT x 12 MONTHS
- (G) MOVE IT STORAGE: (1,620) - STORAGE UNIT UTILIZED OFF SITE TO MAINTAIN ALL ABTPA INVENTORY OF ALL ABPTA ITEMS.
- (H) COPIER SUPPLIES: (\$2,989) - INKIND MATCH OF COPIER SUPPLIES UTILIZED BY ATTF THROUGHOUT THE YEAR
- (I) CONFIDENTIAL FUNDS: (\$500) - FUNDS TO BE UTILIZED FOR CONFIDENTIAL INFORMANT INFORMATION USED FOR AUTO THEFT AND AUTO BURGLARY CASES.
- (J) MISC TOOLS: (\$3,000) - TOOLS TO BE PURCHASED FOR USE BY DETECTIVES DURING FIELD OPERATIONS, INVESTIGATIONS AND ASSESSMENTS.
- (K) VEHICLE MAINTENANCE: (\$18,000) CASH MATCH – CITY OF CORPUS CHRISTI PROVIDES AN ESTIMATED BUDGET OF \$500 PER NEW VEHICLE 2016 FORD TRUCKS (4) AND \$4000 PER EXISTING UNITS (2012 JEEP WRANGLER, 2009 FORD F150, 2010 CHEVY TAHOE AND 2003 DODGE RAM) TO COVER MAINTENANCE COSTS FOR EVERY VEHICLE IN FLEET (8 VEHICLES ASSIGNED TO AUTO THEFT TASK FORCE)
- (L) REGISTRATION AND MEMBERSHIP FEES: (\$1550) TAVTI: $\$150 \times 9 = \1350
TCPA: $\$200 \times 1 = \200
- (M) COVERT TRACKER :(\$1200) - 2 MAINTENANCE MAPPING AGREEMENT FOR 12 MONTHS.