

RESOLUTION NO. 07- 40

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
TWENTYNINE PALMS
RECOGNIZING KEVIN COLE'S HONORABLE AND OUTSTANDING SERVICE**

WHEREAS, Kevin Cole, has honorably served the City and Community of Twentynine Palms on its City Council; and

WHEREAS, Kevin Cole was elected to the City Council in 1998, he also served as our City Mayor in 2002 and 2006 and Mayor Pro Tem in 2001; and

WHEREAS, Kevin has served as a member of the San Bernardino Associated Governments (SANBAG) and the San Bernardino Associated Governments (SANBAG) Measure I Committee, an alternate on the Board of Directors of the Morongo Basin Transit Authority; and participated on several Task Forces for the City of Twentynine Palms including Neighborhood Clean Up, Circulation, Personnel, and the Park Task Force; and

WHEREAS, Kevin served as Top Vice President of Membership for 1997-98 for the Local Area Chapter of the Jaycees, Volunteer Coach and Official for Twentynine Palms Park and Recreation and Board of Directors for the Twentynine Palms Little League; and

WHEREAS, Kevin is a Twentynine Palms native holding a Bachelor of Science Degree in Business Administration from the University of California-Riverside, and his wife Korina is a Registered Nurse at Hi-Desert Medical Center. They have three sons: Michael, Austin and Morgan. The family is very active with the Twentynine Palms Park and Recreation Department; and

WHEREAS, Kevin has devotedly and determinedly dedicated himself to service his community and has tirelessly represented the City with distinction and honor as he interfaced with community, county, state and federal government officials and agencies; and

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Twentynine Palms commends Kevin Cole for his commitment and outstanding contributions, and expresses its utmost appreciation to him for his many years of dedicated public service to our nation and the Community of Twentynine Palms, and for his service as Mayor and member of the City Council.

UNANIMOUSLY, PASSED, APPROVED, AND ADOPTED, by the City Council of the City of Twentynine Palms at a regular meeting held on the 27th day of November 2007.

Joel A. Klink, Mayor

ATTEST:

Charlene L. Sherwood CMC, City Clerk

I hereby certify that the foregoing Resolution No. 07-40 was duly adopted by the City Council of the City of Twentynine Palms at a regular meeting thereof, held on the 27th day of November, 2007, by the following vote of the Council:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

Charlene L. Sherwood, CMC City Clerk



STAFF REPORT

TO: City Council via City Manager
FROM: Deputy City Clerk/Community Clean up Day Assistant Coordinator
DATE: November 27, 2007

SUBJECT: Community Clean Up Day Tonnage and Buck-A-Bag Results

BACKGROUND: Burrtec Waste and Recycling Services reported that 63.39 tons of trash was collected at the Community Clean up Day on October 27, 2007. The tonnage is higher by 16.71 tons from the spring clean up in April of this year. We would like to thank the citizens of our community and all 6 of our Buck-A-Bag team participants.

The City of Twentynine Palms and Burrtec joined efforts to present prize money for this event. Burrtec has generously offered to match the 1st, 2nd, and 3rd place prize money for each group. Prize money will be awarded as follows:

Place	Organization	Bag Counts	Prize Money	Total Winnings
18 and Over Group				
1 st	Reach Out Morongo Basin	258	\$258+\$100+\$100	\$458.00
2 nd	29 Palms Kiwanis	68	\$68+\$75+\$75	\$218.00
3 rd	29 Palms Elks	64	\$64+\$50+\$50	\$164.00
18 and Under Group				
1 st	Boy Scout Troop 229	364	\$364+\$100+\$100	\$564.00
2 nd	TPHS Boys Basketball	363	\$363+\$75+\$75	\$513.00
3 rd	Later Day Saints Church	256	\$256+\$50+\$50	\$356.00

Review of Staff Report: _____
 City Manager City Attorney City Engineer Department Head



STAFF REPORT

TO: City Council
FROM: City Manager
DATE: November 27, 2007

SUBJECT: Purchase Authorization for 2008 Ford Ranger Pickup

RECOMMENDATION: The recommendation is that the City Council authorizes the purchase of a 2008 Supercab Ford Ranger pickup in the amount of \$17,162.12.

ORDER OF PROCEDURE:

- Request Staff Report (Michael Tree Presenting)
- Council Questions of Staff
- Request Public Comment
- Council Discussion
- Motion/Second
- Discussion of Motion
- Call the Question (roll call vote)

- | |
|-----------------------------------|
| <i>Attachments</i> |
| 1. Quote from Fiesta Ford |
| 2. Quote from Palm Springs Motors |
| 3. Quote from Yucca Valley Ford |

BACKGROUND: The City has recently budgeted for and hired a second code enforcement officer. In an effort to provide a vehicle for the additional code enforcement officer staff has requested quotes for a 2008 Supercab Ford Ranger pickup with 4X4 capabilities. Said vehicle will allow the code enforcement officer the ability to haul materials, traverse difficult roadway conditions, and have a personal storage area behind the seating. An alternative fuel or hybrid model was not available.

Three quotes were received in the following amounts:

Fiesta Ford	Palm Springs Motors	Yucca Valley Ford
\$17,162.12	\$18,396.29	\$25,036.00

Staff recommends that the City Council authorize the purchase of the 2008 Supercab Ford Ranger form Fiesta Ford in the amount of \$17,162.12.

ALTERNATIVES: The Council can provide alternate direction to staff as appropriate.

FISCAL IMPACT: The purchase of this vehicle was not funded in the City Council’s FY 2007-08 Budget. If approved, staff will include the expenditure from the general fund reserves in the mid-term budget review for ratification by the Council.

Review of Staff Report: _____
City Manager City Attorney City Engineer Department Head



STAFF REPORT

TO: City Council
FROM: City Manager
DATE: November 27, 2007

SUBJECT: Classification Review and Compensation Study

RECOMMENDATION: It is recommended that the City Council authorize the City Manager to execute a contract with Koff & Associates, Inc. for an amount not to exceed \$28,790 for performance of a classification review and compensation study.

ORDER OF PROCEDURE:

Request Staff Report (Michael Tree Presenting)
Council Questions of Staff
Request Public Comment
Council Discussion
Motion/Second
Discussion of Motion
Call the Question (roll call vote)

Attachments

1. Request for Proposals
2. Proposal from Koff & Associates
3. Proposal from Nash and Company
4. Proposal from Company of Experts

BACKGROUND: Generally speaking, most public agencies will conduct a classification review and compensation study every three to five years. The purpose of the classification review is to develop updated and objective classification descriptions for all positions that are legally compliant, internally aligned, reflective of contemporary standards, and accurately reflect current roles, responsibilities, duties and qualifications.

The purpose of the compensation study is to provide specific recommendations regarding salary schedules that will, when combined with the results of the classification review, offer employees opportunity for enhanced career opportunities and future growth. It has been eight years since the City of Twentynine Palms last conducted a classification review and compensation study.

The attached RFP was advertised both in the local paper, as well as with appropriate professional associations. Several firms requested the RFP. Staff received proposals from Koff & Associates, Nash and Company, and the Company of Experts. All are considered top tier consulting firms.

The Personnel Task Force and the City Manager, Finance Director, and Community Development Director, scored the proposals based on the recommended work plan,

Review of Staff Report:

_____ City Manager

_____ City Attorney

_____ City Engineer

_____ Department Head

understanding of scope of work, demonstrated professional skills, quality and relevance of past work, overall cost, and schedule of work plan.

Although the three firms had expertise and experience, the final consultant recommendation of Koff & Associates is based on the extensive level of the consultant's technical skill and experience, track record of success, cost of work, samples of work product (not included in this staff report due to length of information, but available to the public at the front desk of City Hall), and quality of the written proposal.

It is anticipated that Koff & Associates, if awarded the project, will work with the City Council to have agreement on the methodologies to be used in the classification review and compensation study before beginning the project. Additionally, Koff & Associates will complete the project within four months of the award to facilitate budgeting for Fiscal Year 2008-09.

ALTERNATIVES: The City Council may amend the recommendation as appropriate.

FISCAL IMPACT: The City Council has budgeted \$30,000 in the FY 2007-08 Budget for a classification review and compensation study.

CITY OF TWENTYNINE PALMS

CRIME & TRAFFIC STATISTICS

- *CRIME STATISTICS & MONTHLY MANAGER'S REPORT*
- *BURGLARY, GTA, & ROBBERY*
- *SELECTED CRIME MAP & GRAPH*
- *CITATIONS, ACCIDENTS, & CALLS FOR SERVICE*
- *ACCIDENT MAP & GRAPH*
- *SCHOOL RESOURCE OFFICER REPORT*
- *TRAFFIC OFFICER REPORT*
- *DETECTIVE MONTHLY STATISTICS*
- *DISTRICT ATTORNEY MONTHLY REPORT*
- *CITIZEN PATROL VOLUNTEER STATISTICS*



OCTOBER 2007
CRIME & TRAFFIC STATISTICS

**CITY OF TWENTYNINE PALMS
POLICE DEPARTMENT
MONTHLY MANAGER'S REPORT**

STATISTICS FOR OCTOBER 2007

	<i>Current Month</i>	<i>Previous Year</i>	<i>%Deviation</i>	<i>Avg. Month</i>	<i>FYTD</i>
PATROL STATISTICS					
CALLS FOR SERVICE	1665	1584	5.1%	1694	6774
REPORTED CRIMES					
Part I	68	80	-15.0%	72	289
Part II	140	152	-7.9%	163	653
Total	208	232	-10.3%	236	942
CASE CLEARED					
Total	86	164	-47.6%	78	311
Percentage	41.3%	70.7%	61.8%	33.1%	33.0%
ARRESTS-ADULT					
Part I	29	42	-31.0%	18	73
Part II	48	93	-48.4%	46	183
ARRESTS-JUVENILE					
Part I	2	7	-71.4%	3	11
Part II	7	22	-68.2%	11	44
TRAFFIC STATISTICS					
P.D.O	10	7	42.9%	11	44
Injury	1	2	-50.0%	3	10
Fatal	0	0	0.0%	1	2
Private Property	1	2	-50.0%	3	10
TOTAL	12	11	9.1%	16	63
TRAFFIC CITATIONS					
Hazard	137	8	1612.5%	109	435
Non-Hazard	43	98	-56.1%	34	136
TOTAL	180	106	69.8%	143	571
D.U.I. ARRESTS					
	6	4	50.0%	6	23
RESPONSE TIMES					
	CURRENT YEAR			PREVIOUS YEAR	
Emergency Response	7.18 MIN			5.05 MIN	
Non-emergency Response	9.15 MIN			7.87 MIN	
Average Handling Time	34.35 MIN			17.34 MIN	
Emergency Calls					
					3
Non Emergency Calls					
					823

VOLUNTEER HOURS:

TOTAL =

462

**CITY OF TWENTYNINE PALMS
POLICE DEPARTMENT
MONTHLY REPORT TO CITY MANAGER
OCTOBER 2007**

PATROL SUMMARY:

During the month of October, the City patrol officers responded to 1,665 calls for service. We wrote 208 reports and cleared 77 Adult crime cases and nine Juvenile crime cases by arrest.

We currently have 9.3 patrol officers assigned to the City

INVESTIGATIONS SUMMARY:

The City Investigator was assigned 60 new cases this month. In addition to these new cases, there are 71 cases being investigated. In October, 12 cases were cleared by arrest, 12 cases was cleared by exceptional means, and 37 cases were inactivated. There have been 198 year to date cases assigned to the City Investigator.

TRAFFIC SUMMARY:

City patrol officers issued 180 traffic citations and arrested six persons for driving under the influence.

The City's traffic officer wrote a total of 60 citations, to include 43 hazard citations and 17 non-hazard citations.

We investigated 12 traffic collisions; of these, ten involved property damage only and one accident occurred on private property. There was one accident involving injuries and -0- accidents with fatalities.

Our enforcement index was 143:1 based on a total of six DUI's and 137 hazard citations with a total of one injury/fatal collision.

CITY OF TWENTYNINE PALMS CITIZEN PATROL UNIT:

The Citizen Patrol Unit volunteered a total of 462 hours; 86 hours in training, 67 hours in administrative duties, 178 hours on patrol, 67 hours in community service, and 102 hours of miscellaneous duties.

SPECIAL OPERATIONS:

Eighteen grant-funded special operations were conducted in the City of Twentynine Palms in October.

Twelve traffic safety checkpoints and/or traffic safety saturation patrols were conducted in October. Fourteen deputies conducted 43 traffic stops and issued 68 citations for various vehicle code violations. Four other special operations were conducted to include one Cop-N-Jocks program; and three other problem-oriented policing projects throughout the City.

Thirteen deputies and sergeants provided 115 hours of security for the City's Pioneer Day Parade and Carnival festivities in October.

Twentynine Palms

	Burglaries	GTA'S	Robberies
May	14	2	2
Jun	23	4	0
Jul	14	6	1
Aug	17	6	0
Sep	22	10	2
Oct	12	1	2

	May	Jun	Jul	Aug	Sep	Oct
Calls For Service	1728	1522	1690	1719	1700	1665

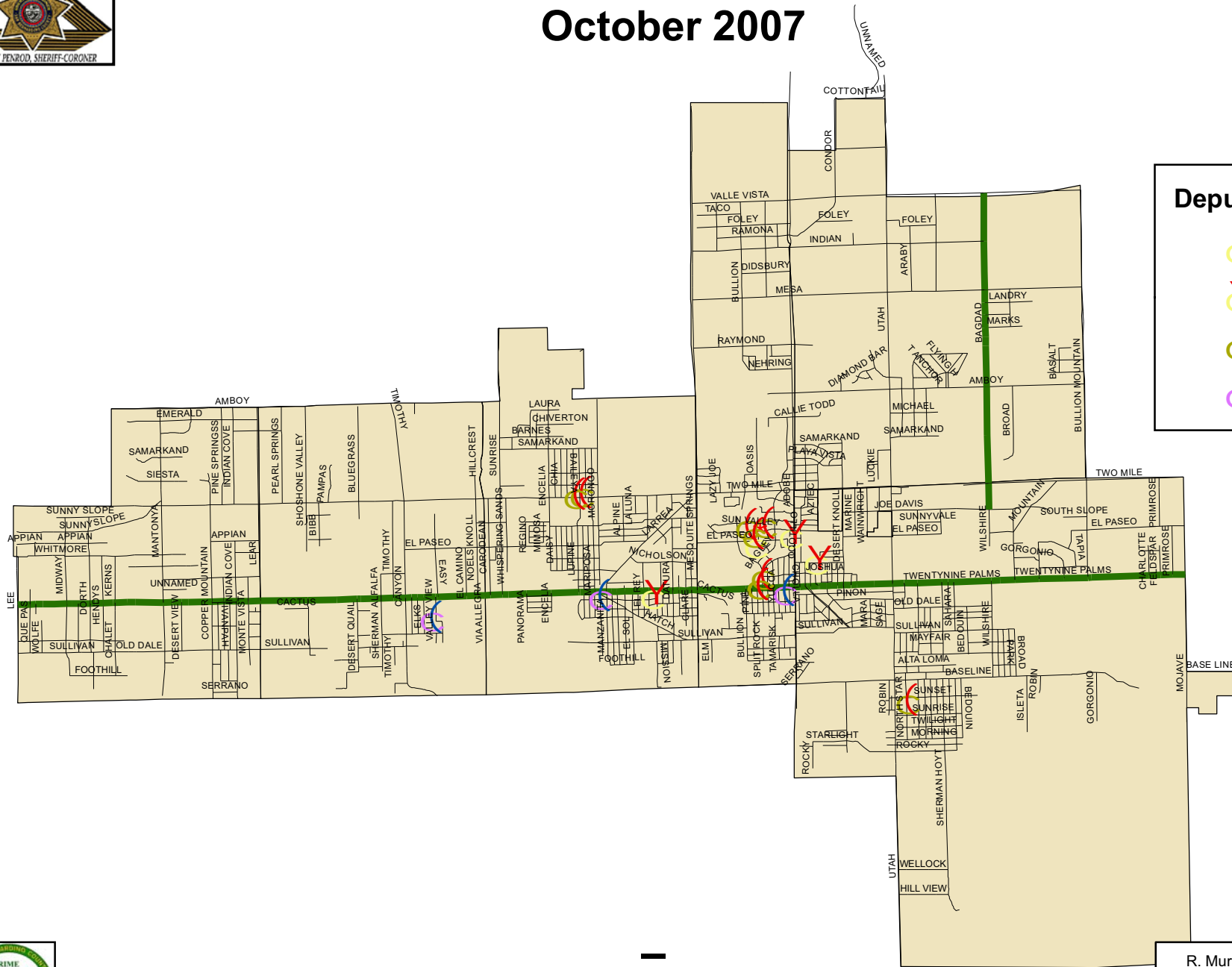
	May	Jun	Jul	Aug	Sep	Oct
Citations	166	75	194	89	108	180

	May	Jun	Jul	Aug	Sep	Oct
Accidents	26	11	20	20	11	12



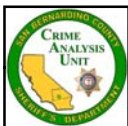
CITY OF TWENTYNINE PALMS SELECTED CRIMES

October 2007



Deputy Reports

-  10851
-  211SA
-  459
-  459C



0 0.5 1 2 Miles

R. Murrieta, Crime Analyst
(909) 387-0331
Created On: 11/13/07
Fow Law Enforcement Use Only



City of Twentynine Palms

Selected Crimes

10/01/2007 - 10/31/2007



Date	Time	Beat	RD	Location	Crime Type	Crime Description	DR
CRIME: GTA JUST OCC							
10/1/2007	5:06:31PM	TW1	TW004	73429 EL PASEO DR,TNP	10851	GTA JUST OCC	TWR0702240
Total For Crime Type:		10851	1				
CRIME: ROBBRY STRNG ARM							
10/31/2007	9:13:53PM	TW1	TW006	AZTEC AVE / CASITA DR,TNP	211SA	ROBBRY STRNG ARM	
10/20/2007	4:44:36PM	TW1	TW004	ADOBE RD / SUN VALLEY DR,TNP	211SA	ROBBRY STRNG ARM	TWR0702364
10/3/2007	9:59:52PM	TW1	TW003	72562 TWENTYNINE PALMS HWY,TNP	211SA	ROBBRY STRNG ARM	TWR0702253
Total For Crime Type:		211SA	3				
CRIME: BURGLARY J/O							
10/8/2007	1:51:39PM	TW1	TW003	5666 CAHUILLA AVE,TNP	459	BURGLARY J/O	TWR0702287
10/10/2007	9:40:00PM	TW1	TW004	73502 SUNNYVALE DR,TNP	459	BURGLARY J/O	TWR0702299
10/10/2007	10:23:38PM	TW1	TW004	73358 SUNNYVALE DR,TNP	459	BURGLARY J/O	TWR0702300
10/31/2007	9:07:18PM	TW1	TW003	5671 LUPINE AVE,TNP	459	BURGLARY J/O	TWR0702443
10/14/2007	12:41:00PM	TW1	TW006	74633 SUNSET DR,TNP	459	BURGLARY J/O	TWR0702314
10/22/2007	9:27:23PM	TW1	TW004	6356 DESERT QUEEN AVE,TNP	459	BURGLARY J/O	
10/26/2007	6:26:15PM	TW1	TW004	6443 SPLIT ROCK AVE,TNP	459	BURGLARY J/O	TWR0702414
10/22/2007	7:00:44PM	TW1	TW004	6443 SPLIT ROCK AVE,TNP	459	BURGLARY J/O	TWR0702382
10/22/2007	7:33:05PM	TW1	TW004	73419 SUN VALLEY DR,TNP	459	BURGLARY J/O	TWR0702381
Total For Crime Type:		459	9				

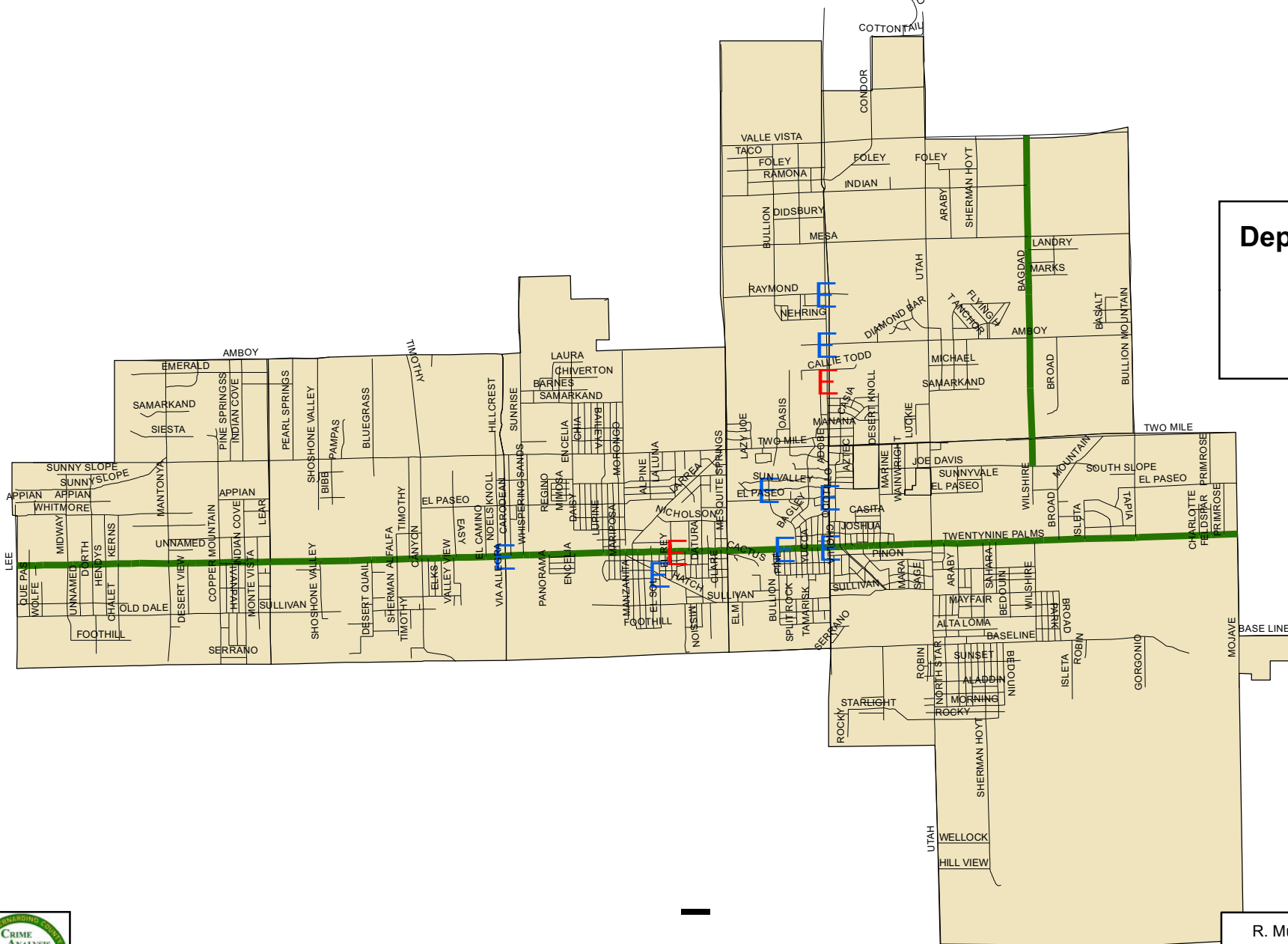
Date	Time	Beat	RD	Location	Crime Type	Crime Description	DR
CRIME: COMMERCL BURG JO							
10/1/2007	10:51:54AM	TW1	TW002	6636 VALLEY VIEW DR,TNP	459C	COMMERCL BURG JO	TWR0702235
10/2/2007	8:30:32AM	TW1	TW004	73643 TWENTYNINE PALMS HWY,TNP	459C	COMMERCL BURG JO	TWR0702242
10/29/2007	3:24:28AM	TW1	TW003	72132 TWENTYNINE PALMS HWY,TNP	459C	COMMERCL BURG JO	TWR0702431

Total For Crime Type: **459C** **3**

TOTAL SELECTED CRIMES: **16**



CITY OF TWENTYNINE PALMS TRAFFIC ACCIDENTS October 2007



Deputy Reports

E 1181

E 1182



0 0.250.5 1 Miles

R. Murrieta, Crime Analyst
 (909) 387-0331
 Created On: 11/13/07
 Fow Law Enforcement Use Only



City of Twentynine Palms

Traffic Collisions

10/01/2007 - 10/31/2007



Date	Time	Beat	RD	Location	Crime Type	Crime Description	DR
CRIME: MINOR INJ TC							
10/8/2007	4:43:40PM	TW1	TW004	5182 ADOBE RD,TNP	1181	MINOR INJ TC	TWR0702290
10/19/2007	7:02:51PM	TW1	TW003	TWENTYNINE PALMS HWY / LA BUENA TIERRA AVE,TNP	1181	MINOR INJ TC	TWR0702353
Total For Crime Type:		1181	2				
CRIME: NON INJ TC							
10/31/2007	1:37:26PM	TW1	TW006	ADOBE RD / TWENTYNINE PALMS HWY,TNP	1182	NON INJ TC	TWR0702438
10/2/2007	9:00:18PM	TW1	TW004	HILLSIDE AVE / SUN VALLEY DR,TNP	1182	NON INJ TC	TWR0702247
10/20/2007	1:47:04AM	TW1	TW004	HWY 62 / PINE AVE,TNP	1182	NON INJ TC	TWR0702358
10/23/2007	11:03:43AM	TW1	TW004	ADOBE RD / RAYMOND DR,TNP	1182	NON INJ TC	TWR0702385
10/19/2007	11:15:35AM	TW1	TW006	ADOBE RD / EL PASEO DR,TNP	1182	NON INJ TC	TWR0702349
10/27/2007	1:52:21PM	TW1	TW003	VIA ALLEGRA / TWENTYNINE PALMS HWY,TNP	1182	NON INJ TC	TWR0702419
10/15/2007	7:37:27AM	TW1	TW005	AMBOY RD / ADOBE RD,TNP	1182	NON INJ TC	TWR0702317
10/7/2007	2:09:11AM	TW1	TW002	HWY 62 / ELKS TRL,TNP	1182	NON INJ TC	TWR0702281
10/31/2007	3:38:33PM	TW1	TW003	72401 HATCH RD,TNP	1182	NON INJ TC	TWR0702439
Total For Crime Type:		1182	9				

TOTAL COLLISIONS:

11

**MONTHLY STATISTICS FOR THE SCHOOL RESOURCE OFFICER
CITY OF TWENTYNINE PALMS**

October-07

Jeff McDaniel, Deputy Sheriff

CATEGORIES	29 PALMS
NEW CASES	28
ACTIVE CASES	98
CASES CLEARED BY: CITATION	
<i>ARREST</i>	4
<i>EXCEPTIONAL MEANS</i>	
<i>UNFOUNDED</i>	13
<i>INACTIVE</i>	
PARENT CONTACTS	171
CASES TO JUVENILE PROBATION/ADULT D.A.	8
CLEAN SWEEP	17
CITATIONS: JUVENILE TRAFFIC	1
CITATIONS: LOITERING VIOLATIONS	8
CITATIONS: TOBACCO VIOLATIONS	3
CITATIONS: MARIJUANA/PARAPHERNALIA	1
CITATIONS: OTHER	
CITATIONS: PARENTS PER WI 660.5	1
DEPUTY/DEP. AOD HOUR	
COURT (HOURS)	2
WARRANT ARRESTS	3
BUSINESS / CITIZEN CONTACTS	104
SARB CITATIONS	
RUNAWAY JUVENILES	
STUDENT CONTACTS	2695
SEARCH WARRANT	
MET POP	
SARB MEETING	
COPS 'N JOCKS	2

TWENTYNINE PALMS MONTHLY STATS
TRAFFIC OFFICER
Oct-07
Deputy J. McDaniel #C4845

TRAFFIC COLLISIONS:		
1180		
1181		
1182	3	
1144-Fatal (MAIT)		
<u>TOTAL:</u>		3
CITATIONS:		
Hazard	96	
Non-Hazard	2	
<u>TOTAL:</u>		98
DUI		
Arrests	4	
Tows	3	
Special Events	1	
<u>OTHER:</u>		
Training	2	
Use of Force	1	
Other:		
<u>TOTAL:</u>		11

INTEROFFICE MEMO



DATE: November 5, 2007

PHONE: 6-4183

FROM: **Paul Wynn**, Sergeant
Morongo Basin Sheriff's Station

TO: **Jim Williams**, Captain
Morongo Basin Sheriff's Station

SUBJECT: **Monthly Detective Stats - OCTOBER 2007**

CATEGORIES	COUNTY AREA	29 PALMS	YUCCA VALLEY	GRAND TOTALS
FISCAL YEAR TO DATE :	194	198	186	578
CASES ASSIGNED:	51	60	42	153
CLEARED BY ARREST:	1	11	0	12
WARRANT ARREST:	0	1	1	2
ACTIVE CASES:	34	71	65	170
CASES TO D.A.:	5	1	5	11
CLEARED BY EX. MEANS:	15	12	5	32
INACTIVATED:	39	37	25	101
UNFOUNDED:	1	2	1	4
SELF-INITIATED:	0	0	0	0
SEARCH WARRANTS:	0	1	2	3
AMOUNT RECOVERED:	\$25,000.00	\$1,000.00	\$5,000.00	\$31,000.00

AOD HOURS:

WILSON (YV)

R. MILLARD (CO)

THORNBURG (TW)

PW/cm

SBSD VOLUNTEER UNIT MONTHLY STAT SHEET

VOLUNTEER UNIT # 415 NAME OF UNIT 29 PALMS COP'S FOR MONTH OF OCTOBER 2007

TOTAL UNIT MEMBERS 17 TOTAL HOURS 462 TOTAL POV MILES 980

UNIT COORDINATOR DALE DYER PREPARED BY LORRAINE CHAMBERLAIN

UNIT COMMANDER ERNIE BAKER PREPARER'S PHONE NUMBER 760-362-4565

UNIT MEETING DATE AND TIME 1ST WED @ 1700 HOURS LOCATION OF MEETING CITY HALL

<u>CODE</u>	<u>DUTY</u>	<u>DESCRIPTION</u>	<u>HOURS</u>
100	ADMINISTRATION	Time spent on administrative or clerical work for unit . . .	<u>29</u>
101	ARREST	Time spent working an arrest	_____
102	AUTOMOTIVE	Time spent cleaning or repairing unit automotive equip. . .	<u>10</u>
103	CORONER DUTY	Coroner Unit volunteer hours	_____
104	COMMAND POST	Time spent in command post operations	_____
105	COMMUNITY SERVICE	Time spent on parades, traffic or parking control, etc. . .	<u>67</u>
106	COURT TIME	Time spent on court activities as a volunteer	_____
107	CRIME PREVENTION	Neighborhood Watch, Home Security, McGruff	_____
108	FRONT DESK DUTY	Time spent working at station/division desk	<u>3</u>
109	DUI CHECKPOINTS	Time spent working DUI checkpoints or ADD Task Force	_____
110	EQUIPMENT UPKEEP	Repair or maintenance of team equipment or your own . .	_____
111	FIREARMS TRAINING	Classroom or range training	_____
112	FLIGHT PATROL	Hours as pilot, observer, crew chief, extradition	_____
113	FUND RAISING	Any fund-raising activity	_____
114	INTERUNIT SUPPORT	Aid or assist any team, post, or agency	<u>35</u>
115	JAIL DUTY	Time spent working in a jail facility	_____
116	MOUNTED PATROL	Time spent on mounted patrol	_____
117	PHYSICAL FITNESS	Time spent maintaining physical fitness	<u>34</u>
118	PATROL – COP, Res, Exp	Car, plane, helo, second person, vacation checks, etc. . .	<u>178</u>
119	PUBLIC RELATIONS	Hours of community events, demos, public speaking . .	_____
120	RESCUE OPERATIONS	Hours spent on actual rescue	_____
121	RESCUE STANDBY	Hours spent on standby duty	_____
122	SEARCH OPERATIONS	Hours spent on actual search	_____
123	SECURITY	Any security-related activity	_____
124	TRAINING	Seminar, conference, or levels of training related to unit .	<u>86</u>
125	UNIT / STAFF MEETING	Hours spent at unit or staff meetings	<u>20</u>
126	CHAPLAIN DUTY	Hours spent on call-outs or other chaplain duties	_____
127	OTHER ACTIVITY	Describe _____	_____
TOTAL UNIT HOURS			<u>462</u>
128	VEHICLE MILES	Personal vehicle miles for any unit function	<u>980</u>

LIST ADDITIONAL UNIT COORDINATORS:
