

# City of Copperas Cove Information Item No. 1

April 11, 2016

## Police Department Annual Reports

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**SUBJECT: Annual reports for calendar year 2015 for the Police Department, Animal Control Department and Code & Health Compliance.**

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### 1. PROJECT DESCRIPTION

Submittal of annual reports for the Copperas Cove Police Department, Animal Control Department and Code & Health Compliance Department for calendar year 2015.

### 2. BACKGROUND/HISTORY

The Police Department's 30<sup>th</sup> Annual Report for calendar year 2015 has been prepared to better inform the City Council and Citizens of the functions and efforts of the Police Department. In reviewing the report, aspects of the Police Department may be discovered that many have not been previously aware of. It is the Department's goal to serve the Citizens of this community in the most professional, effective and efficient manner possible.

Since 2003 an Animal Control Annual Report has been prepared to better inform the City Council and Citizens of the activities of the Copperas Cove Animal Control Department. It is also our objective and mission statement to maintain a sanitary and disease-free shelter, to improve quality of life for sheltered animals and to preserve a safe community environment by securing stray and abandoned animals.

The Code & Health Compliance Annual Report is presented to provide information and statistical data to the City Council and Citizens on the functions and efforts of the Code & Health Compliance Department. It is also our objective and mission statement to promote health and public safety through education and training ensuring compliance with Federal, State and City laws.

### 3. FINDINGS/CURRENT ACTIVITY

Attached are annual reports for calendar year 2015 for the Copperas Cove Police Department, Animal Control Department and Code & Health Compliance Department.

**4. FINANCIAL IMPACT**

There is no direct cost or impact with the attached reports.

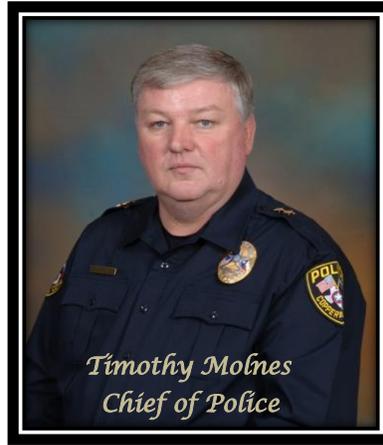
# *Copperas Cove Police Department*



*Timothy Molnes  
Chief of Police*

*2015 Annual Report*

# *Police Administration*



To the Honorable Frank Seffrood, Mayor of Copperas Cove, members of the City Council, City Manager Andrea Gardner, and to the citizens of Copperas Cove. It is my pleasure to present the Copperas Cove Police Department's Annual Report for the calendar year 2015. This is the 30<sup>th</sup> consecutive year that such a report has been completed and made available for review. The report serves to highlight areas such as crime reported and cleared, the operations of the Department, and a few of the internal accomplishments achieved.

During 2015, Copperas Cove realized a 3% decrease in the number of Part I crimes reported. Two categories of Part I Crimes showed an increase compared to 2014. These were Aggravated Assault, which increased by three reports and Rape which increased by two reports. There was one homicide in 2015. Of the total number of Part I crimes reported, 42% were cleared by the Department. Part II Crimes reported in 2015 decreased by 1% as compared to 2014. The clearance rate for all Part II Crimes in 2014 was 72%. Both Part I and Part II clearance rates are above the state average. There were 755 traffic collisions reported to the Department for 2015, this representing an 11% decrease compared to 2014 which had a 9% decrease from 2013. Highway 190 bypass began receiving traffic in January 2015 and continues to relieve traffic from Business Highway 190 which could be a contributing factor for some of the decrease in collisions.

In May of 2015, the Police Department participated in a joint operation with the Attorney General's Cyber Child Exploitation Unit to identify and arrest child predators in the area. The operation yielded the arrest of nine individual. In June of 2015, the Organized Crime Unit began an operation targeting narcotics dealers in the City. The six month operation resulted in thirty case reports and forty-five criminal indictments for the identified suspects.

On behalf of the Police Department, I would like to thank our elected officials, city management, the men and women of the Department, and the citizens of this community for their continued support of our Department. We stand together to continue serving this community and making it a great place to live.

# *Police Administration*



Multiple bills were passed by the 84th Legislature that will have some impact on Texas law enforcement. There were administrative changes, changes in existing statutes, and a few new laws that will hopefully enhance public safety within our community. Our officers are educated on all relevant legal updates so the administration of these new laws can be properly applied. This training has proven to be tedious, time consuming, and frustrating with many changes being left open to personal interpretation. Often times, this causes municipalities and counties to await legal opinions causing the application of enforcement to be delayed and managed inconsistently. In the end, we adapt to the interpretation of our prosecutors and judges to ultimately reach that necessary level of consistency.

This process becomes less challenging when the citizens of our community take the time to better understand not just the changes, but also existing laws and ordinances. The responsibility of public safety does not just rest on the shoulders of the Police Department but should be a shared effort among the entire community. In pursuit of equality in justice and ensuring public safety, it is important for citizens to increase their awareness of changes and additions in state statutes along with law enforcement. An educated community is a safer community.

Police Departments across the nation like us are trying to shake the stigma of being just a “one stop shop” for arrests and writing tickets. Preventing crime before it takes place is more productive than reacting once crime occurs. Helping to educate our public is an important key in making the difference. We are committed to doing our part in providing these resources to the community online, through public speaking engagements, and other community outlets. As always, we are also available to directly assist you with any questions or concerns. We hope you take a moment to explore the information in this report and join us in our efforts.

# *Police Administration*



I would like to commend the ones behind the scene that make it all happen, the first voice you hear when you call for help...our Telecommunication Operators (formally referred to as "Dispatchers"). In October of 1991, Congress made a formal proclamation dedicating the second week in April as the National Public Safety Telecommunications Week in an effort to recognize the importance of operators as the first point of contact with the public and the police officer's requests for help in critical times. These operators monitor the police officers radio traffic and ensure the safety of all the men and women in blue. They provide 24-7, 365 day a year service to the public and our police officers.

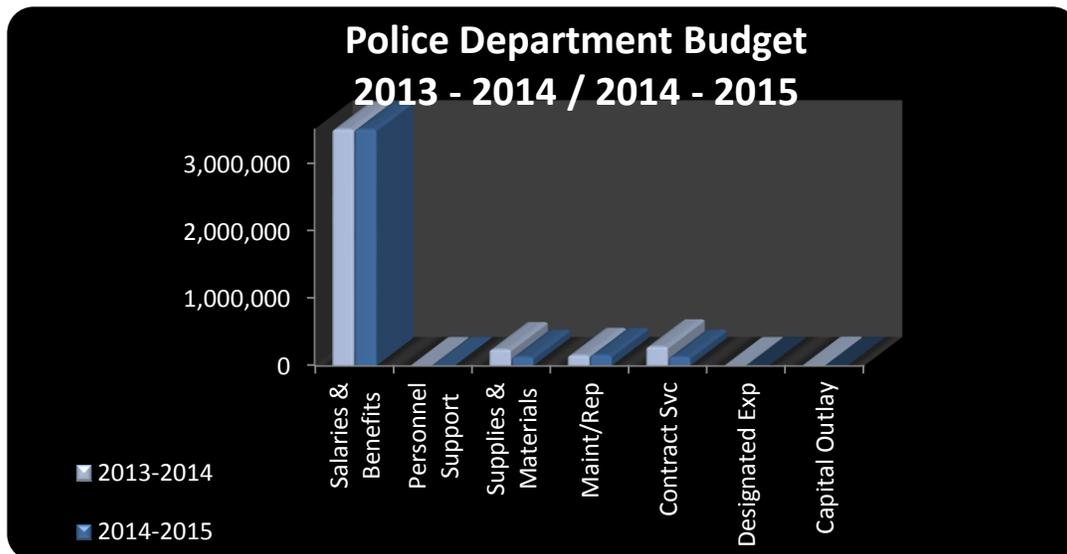
These operators have to be quick thinking and able to multitask by answering many phone calls and monitoring the radio while typing all the information into the computer. They have to relay critical information to and from officers in the field...information that can make a difference between life and death. They have to reply to the public's cry for help and remain calm while gathering information to send the ambulance and at the same time give instructions on how to administer CPR.

If you ever have been in an auto collision or called in an emergency needing medical help and you have dialed 9-1-1 you have spoken with a Telecommunications Operator. If you ever called the Police Department for a suspicious vehicle in your neighborhood or a barking dog you have spoken with a Telecommunications Operator. We should not just wait until April to recognize them and thank them, we should thank them any time we have an opportunity to speak with the courageous professionals behind the scene.

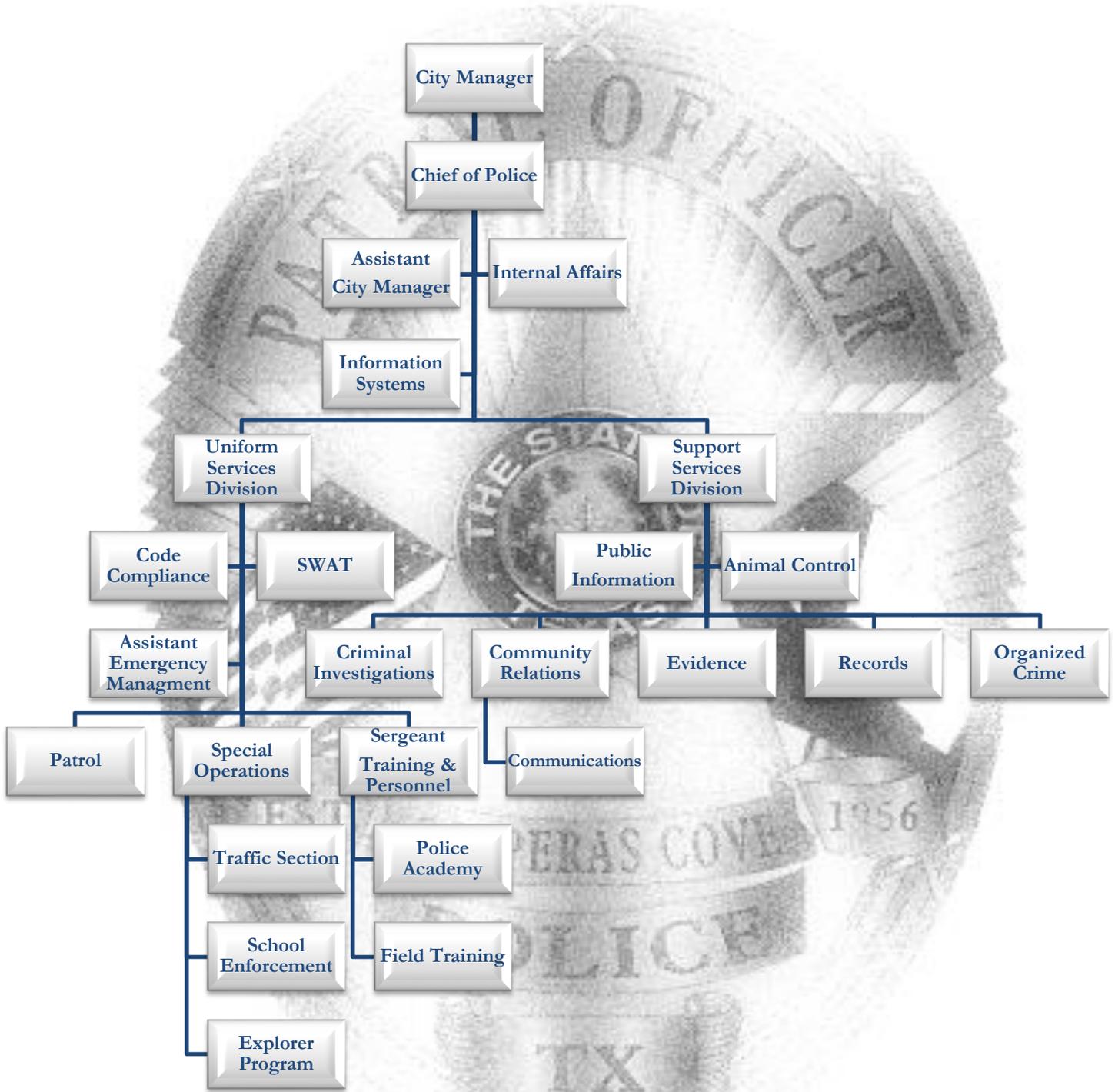
# Police Department Budget

BUDGET EXPENSES	2013 - 2014	2014 - 2015
Salaries & Benefits	4,693,119	4,484,146
Personnel Support	3,000	4,920
Supplies & Materials	245,449	131,078
Maintenance & Repair	158,975	158,975
Contractual Services	285,986	134,479
Designated Expenses	3,000	0
Capital Outlay	11,500	0
<b>TOTAL</b>	<b>\$5,401,029</b>	<b>\$4,913,598</b>

BUDGET FY 2014 - 2015	Adopted	Expenditure
Salaries & Benefits	4,484,146	4,390,170
Personnel Support	4,920	4,577
Supplies & Materials	131,078	109,775
Maintenance & Repair	158,975	135,976
Contractual Services	134,479	165,669
Designated Expenses	0	0
Capital Outlay	0	0
<b>TOTAL</b>	<b>\$4,913,598</b>	<b>\$4,806,167</b>



# Organizational Chart



# ***Department Organization***

The Copperas Cove Police Department is organized into two major divisions led by the Chief of Police. Each Division falls under the command of a Deputy Chief. The most visible division is the Uniform Services Division. The second division of the Department is the Support Services Division.

## ***Uniform Services Division***



The Uniform Services Division is led by a Lieutenant who oversees the operation of various sections under his command.



### ***Uniform Patrol Section***

The majority of the certified officers within the Copperas Cove Police Department are assigned to the Uniformed Services or Patrol Section. This section has the traditional tasks of crime suppression through aggressive patrols, responding to calls for police service from the public, enforcing the traffic laws and conducting traffic collision investigations. The patrol division consists of approximately 28 Patrol Officers, six Corporals, and five Sergeants.

This section is divided into three shifts that provide the citizens of Copperas Cove professional police coverage 24 hours a day, 365 days a year. They handled 19,123 requests for police service in 2015 compared to 20,402 calls for service in 2014, this is a six percent decrease in calls for service.

### ***Uniform Crime Reporting (UCR)***

Copperas Cove participates in the Uniform Crime Reporting (UCR) program, along with most law enforcement agencies across the country. UCR is a uniform manner of collecting information on crimes on a national basis, identifying crimes by their nature, not by what they are called in each individual state. UCR makes possible the analysis of crime trends primarily through the Crime Index.

## *The UCR Crime Index*

To track the variations in crime, the UCR data collection program uses a statistical summary tool referred to as the Crime Index. Rather than collecting reports of all crimes that were committed in a particular year, UCR collects the reports of seven index crimes. The crimes in this group are all serious, either by their very nature or because of the frequency with which they occur, and present a common enforcement problem to police agencies. Arson is an index crime in that the number of reported offenses is collected. Arson is not a part of the Crime Index. The seven Index Crimes are as follows and are listed as they appear on the list of UCR Crime Index lists, with arson being included:

(1) Murder, (2) Rape, (3) Robbery, (4) Aggravated Robbery, (5) Burglary, (6) Larceny, (7) Motor Vehicle Theft, (8) Arson

### *Part I Crimes – Overview*

	<u>REPORTED CASES</u>	<u>CLEARED</u>	<u>PERCENT CLEARED</u>	<u>PROPERTY LOSS</u>
<i>HOMICIDE</i>	1	1	100%	\$15
<i>ROBBERY</i>	15	11	73%	\$37,024
<i>AGG ASLT</i>	92	76	83%	\$0
<i>RAPE</i>	7	2	29%	\$0
<i>BURGLARY</i>	166	44	27%	\$333,451
<i>THEFT</i>	738	291	39%	\$623,248
<i>VEH THEFT</i>	21	15	71%	\$214,449
<i>ARSON</i>	2	2	100%	\$65
<b>TOTAL</b>	<b>1,042</b>	<b>442</b>	<b>42%</b>	<b>\$1,208,252</b>

<b>OFFENSE</b>	<b>2014</b>	<b>2015</b>	<b>% Inc/Dec</b>
Homicide	1	1	0%
Robbery	17	15	-12%
Agg Assault	89	92	3%
Rape	5	7	40%
Burglary	174	166	-5%
Theft	760	738	-3%
Veh Theft	23	21	-9%
Arson	5	2	-60%
<b>Total</b>	<b>1074</b>	<b>1042</b>	<b>-3%</b>

### *Part II Crimes*

Part II Crimes are other crime classifications outside those defined as Part I Crimes of the Uniform Crime Reporting. For the purposes of UCR, these crimes are not tracked for the number of crimes reported; however, UCR does track arrests on these crimes. This report will include Part II Crimes as reported to this department. For the purpose of this annual report, statistics will be reported in accordance to UCR standards. Part II Crimes are listed as follows:

## *Part II Crimes – Overview*

<b>OFFENSES</b>	<b>Reported</b>	<b>Cleared</b>	<b>Month</b>	<b>2014</b>	<b>2015</b>	<b>% Inc/Dec</b>
Other Assaults	770	702	January	258	296	15%
Forgery/Counterfeit	92	18	February	278	283	2%
Embezzlement	0	0	March	270	294	9%
Fraud	197	35	April	329	354	8%
Stolen Property	1	0	May	298	265	-11%
Criminal Mischief	344	82	June	291	257	-12%
Weapons	32	32	July	284	269	-5%
Prostitution/Vice	0	0	August	240	290	21%
Sex Offenses	34	17	September	272	253	-7%
Drug Violations	356	318	October	270	309	14%
Gambling	0	0	November	258	209	-19%
Family Offenses	28	17	December	284	228	-20%
DWI	83	83	<b>TOTAL</b>	<b>3,332</b>	<b>3,307</b>	<b>-1%</b>
Liquor Laws	30	30				
Drunkenness	73	73				
Disorderly Conduct	69	39				
Runaway	32	31				
All other offenses	1,166	903				
<b>TOTAL</b>	<b>3,307</b>	<b>2,380</b>				

## *Property Loss and Recovery*

<b><u>TYPE OF PROPERTY</u></b>	<b><u>STOLEN</u></b>	<b><u>RECOVERED</u></b>	<b><u>% RECOVERED</u></b>
CURRENCY	\$232,640	\$3,804	2%
JEWELRY & PRECIOUS METALS	\$110,825	\$1,686	2%
CLOTHING & FURS	\$86,168	\$2,469	3%
MOTOR VEHICLES (Locally)	\$284,088	\$297,136	105%
OFFICE EQUIPMENT	\$32,873	\$3,353	10%
TV, RADIOS, STEREO, ETC	\$82,141	\$10,895	13%
FIREARMS	\$21,244	\$5,335	25%
HOUSEHOLD GOODS	\$45,925	\$1,004	2%
CONSUMABLE GOODS	\$13,225	\$8,594	65%
LIVESTOCK	\$713	\$0	0%
MISCELLANEOUS	\$298,345	\$35,760	12%
<b>TOTAL</b>	<b>\$1,208,187</b>	<b>\$370,036</b>	<b>31%</b>

## *Special Operations Section*



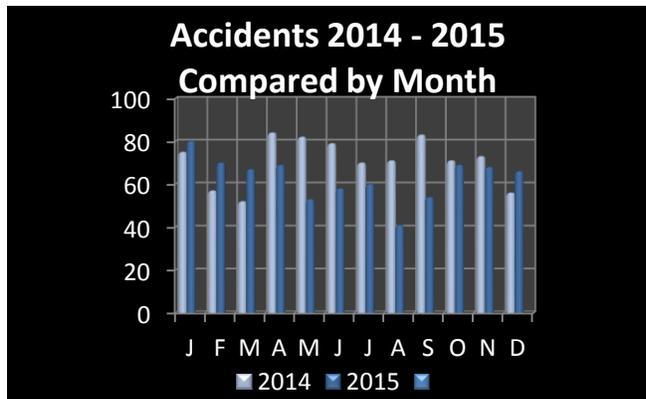
*The Special Operations Section is under the command of a Sergeant who oversees the activities of four traffic officers and two school resource officers. The traffic officer's primary responsibilities are accident investigation, traffic enforcement, and escorts. The school resource officers are stationed at the Copperas Cove High School and their primary responsibilities are to report and enforce criminal violations that occur on campus.*

### *Traffic Collisions*

#### Accidents by Day of the Week

	2014	2015
<b>Sunday</b>	77	83
<b>Monday</b>	117	100
<b>Tuesday</b>	134	112
<b>Wednesday</b>	115	112
<b>Thursday</b>	149	143
<b>Friday</b>	137	105
<b>Saturday</b>	124	100
<b>TOTAL</b>	<b>853</b>	<b>755</b>

During 2015, there were 755 reported traffic collisions in Copperas Cove. This is a 11% decrease over 2014, which had a total of 853 traffic collisions.



During 2015 there were 54 days in which there were no accidents reported. There were more accident free Sundays than any other day of the week which totaled 15, followed by Saturday with a total of 10.

## Traffic Contacts

CHARGE	TOTAL
Speeding	1,249
Ran Stop Sign	300
Ran Red Light	84
No Drivers License	183
Driving While License Invalid	142
Expired Operator's License	65
Fail to Display License	108
Fail to Control Speed	76
Expired Registration	320
MVI Sticker Exp.	175
Backed Without Safety	13
Park with wheels over 18" from the curb	93
Fail to Yield Right of Way	89
Fail to Report Change of Address	71
Disregard Traffic Control Device	18
No Seatbelt - Driver	47
Fail to Maintain Financial Responsibility	389
No Proof of Financial Responsibility	29
Unsafe Lane Change	4
Used Wireless Device in School Zone	25
<b>TOTAL</b>	<b>3,480</b>
All Other Traffic	231



CHARGE	TOTAL
Drunk in Public	66
Disorderly Conduct	40
Possession Drug Paraphernalia	117
Theft	106
Minor in Possession Alcohol	4
Consumption of Alcohol by Minor	19
Assault by Contact	102
Assault by Threat	14
Domestic Pet at Large	10
No Solicitors Permit	2
Curfew Violation	5
Curfew Violation - Parent	1
Reckless Damage	3
Criminal Mischief Inconvenience	4
Criminal Mischief under \$50	5
Illegal Dumping	2
Discharge Firearm/City	5
Enter on Property of Another	4
Unnecessary Noise	3
Minor in Possession Tobacco	9
Sale of Tobacco to minor	14
<b>Total</b>	<b>535</b>
All Other	37



## *Training and Personnel Section*



*This section is responsible for the maintenance of all department training and personnel records, including applications and hiring process documentation, and insures that all personnel have reached the state mandated requirements. The Sergeant assigned to this section also serves as the coordinator of the field training program and supervises the cadets while attending the police academy.*

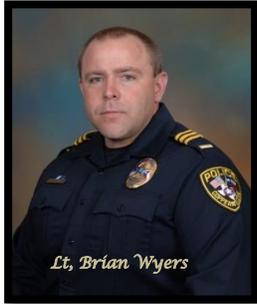
<b>HIRING PROCESS</b>	<b>TOTAL</b>
<b>TOTAL APPLICATIONS RECEIVED</b>	
Police Officer Applications	778
Civilian Applications	268
Reserve Officer Applications	0
Volunteer Applications	0
<b>TOTAL VACANCIES FILLED</b>	7
Police Officers	5
Civilian Personnel	2
Volunteer Positions	0
Reserve Officers	0
<b>CADETS ACCEPTED INTO ACADEMY</b>	5
<b>BACKGROUNDS COMPLETED</b>	16
<b>ORAL INTERVIEWS CONDUCTED</b>	51
<b>JOB INQUIRIES RECEIVED</b>	265
Police Officer Positions	253
Reserve Officer Positions	2
Civilian Positions	10
<b>PERSONAL CONTACTS</b>	114
<b>L.E.V.E.L TESTS ADMINISTERED</b>	118

<b>DEPARTMENT TRAINING HOURS</b>	<b>TOTAL</b>
<b>TOTAL IN-SERVICE TRAINING</b>	<b>2885</b>
Officer Training School Hours	2648
Civilian Training School Hours	237
<b>INTERNSHIP TRAINING HOURS</b>	<b>0</b>
<b>Officer Field Training</b>	<b>1624</b>
<b>Civilian Field Training</b>	<b>952</b>
<b>POLICE ACADEMY TRAINING HOURS</b>	<b>2810</b>

<b>CERTIFICATES</b>	<b>TOTAL</b>
Basic Certificate	13
Intermediate Certificate	2
Advanced Certificate	17
Master Peace Officer Certificate	15
Instructor Certificate	17
Crime Prevention Inspector	1
<b>INSTRUCTORS</b>	
Asp Instructor	2
Firearms Instructor	4
Driving Instructor	1
Defense Tactics Instructor	4
Taser Instructor	1
<b>SWAT TEAM</b>	
SWAT Officers	10
Tactical Medic	0
Negotiators	4
<b>TRAINING</b>	
Field Training Personnel	24
Honor Guard	8



# Support Services Division



The Support Services Division is led by a Lieutenant who oversees the operation of various sections under his command.



Support Services provides a multitude of services to the department. This division is responsible for functions of administration, criminal investigation, communications, community service, record keeping, evidence management, organized crime, and public information. This division has one Lieutenant, four Sergeants, one Corporal, six Detectives, one Communications Supervisor, one Evidence Custodian, one Administrative Assistant, 12 Communications Operators, and two Records Clerks.

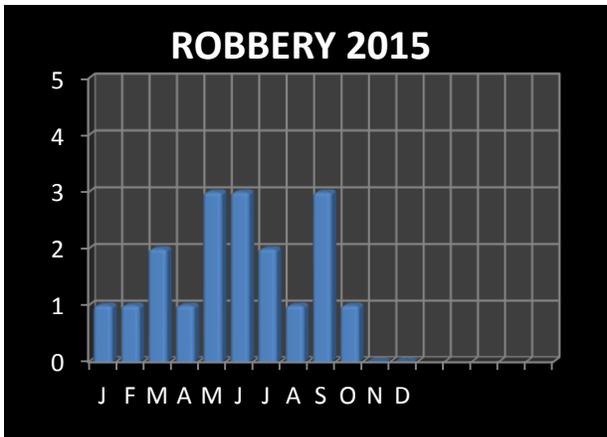
## Criminal Investigations Section

Criminal Investigations is responsible for the investigation of unsolved crimes, apprehension of offenders, and the recovery of stolen property. This service is responsible to start with an offense that has been reported to the police and has not been solved. This section has one Sergeant, one Corporal, six Detectives, and one Administrative Assistant.



Aggravated Assault 2015		
	Reported	Cleared
January	6	5
February	12	5
March	7	5
April	12	12
May	2	1
June	10	5
July	5	11
August	5	4
September	8	4
October	13	13
November	4	4
December	8	7
<b>TOTAL</b>	<b>92</b>	<b>76</b>

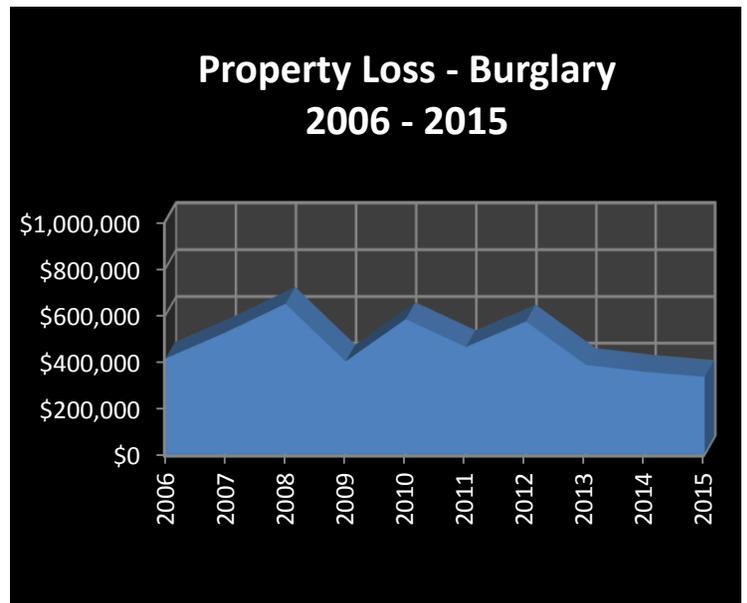
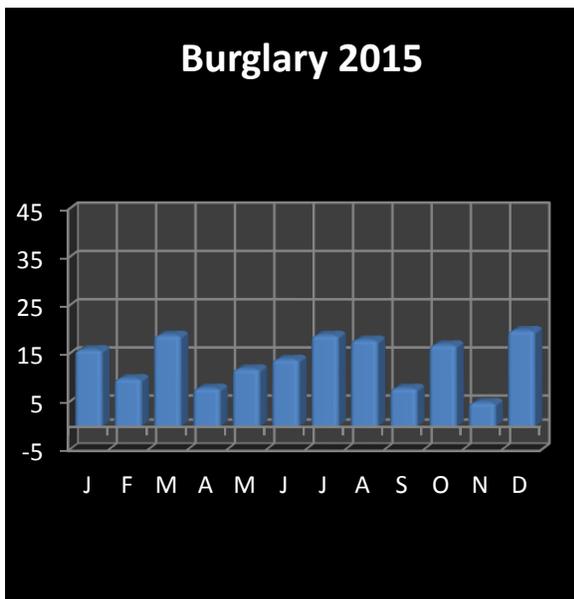
During 2015 there were 92 reported aggravated assaults. The number of aggravated assaults increased in 2015 over 2014, which had 89. This is a 3% increase in aggravated assaults. Of all reported aggravated assaults in 2015, 21 were committed with the use of firearms. Knives or cutting instruments were used in 17 of the aggravated assaults. Other dangerous weapons were used in 29 of the assaults. There were 27 assaults in which physical force was used to inflict a serious or aggravated injury.



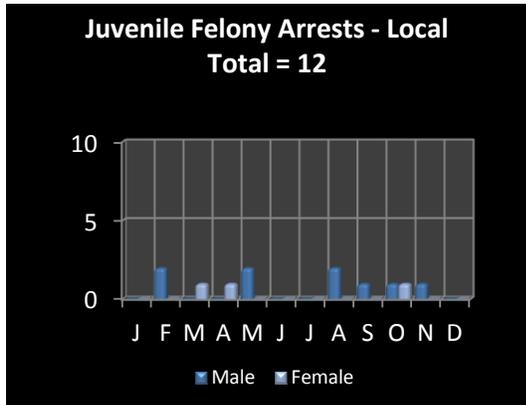
Robbery is a violent crime that frequently results in injury to the victim. Included in this category are assaults to commit actual or attempted robberies. During 2015, there were 15 reported robberies. The total property loss for 2015 for this type of crime was \$37,024, which is an increase over 2014, which had a total loss of \$16,718. Robbery, during 2015, showed a decrease over 2014, which had 17.

### *Burglary*

There were a total of 166 structure burglaries during 2015. In 84 of the cases, force was used to gain access. There was no force used to gain access in 82 of the burglaries reported. During 2015, habitation and building burglaries decreased by 5% over 2014 which had 174. During 2015 the total property loss from burglary totaled \$333,451.00 compared to \$354,938.00 in 2013, which is a 6% decrease in property loss.



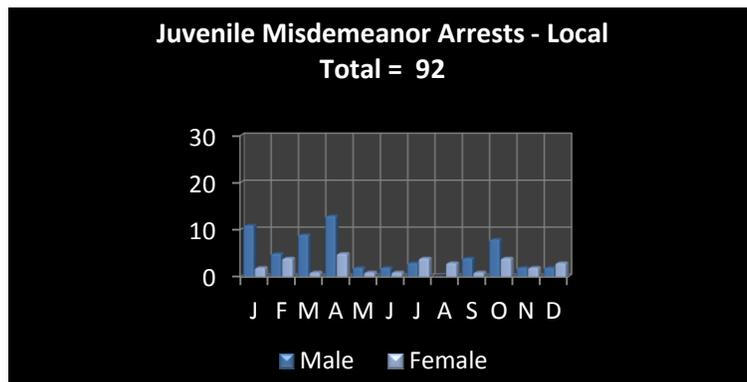
## Juvenile Statistics



Juvenile arrests are classified the same as adult arrests according to UCR standards. Juvenile arrests will calculate to the number of juveniles actually processed. There were a total of 12 local felony juvenile arrests with nine males and three females.

There were 92 local misdemeanor arrests, with 61 males and 31 females.

The total number for all juveniles held on local charges, for both felony and misdemeanor was 104. Of this total, 70 were males and 34 were females.



No juveniles were held on felony charges for another agency. During the year, a total of three juveniles were held on misdemeanor charges for other agencies. Of these three juveniles, two were male and one was female. This is a decrease over 2014, which had 13 juveniles held on misdemeanor charges for other agencies.

## *Community Services Section*



*Community Services is responsible for crime prevention programs, communications operations, public information, and many other pro-active community oriented programs. The Administrative Sergeant assigned to this section is responsible for all of the community services programs and supervises communications operations.*

Programs and Classes Taught	269
Kiddo Cards	157
Program and Class Attendance	2516
Business Contacts	11
School Contacts	78
Community Contacts	110
CCPD Tours	13
Internet Contacts	612
Television Interviews	10
Press Releases	43
Crime Hazard Letters	327



The Criminal Investigation Division works with the Crime Stoppers program for the City of Copperas Cove. This program answers the tips line for Crime Stoppers and forwards the information to investigators to follow-up on the crime. A liaison maintains contact with the investigator and forwards the results of the tip to the Board of Directors for final disposition. Crime Stoppers offers an alternate route for citizens to report crime which has been or is being committed, and allows them to remain anonymous in doing so. A civilian Board of Directors manages the day-to-day operations of Crime Stoppers and provides funds which allow the program to offer rewards up to \$1,000 for information leading to the arrest and indictment on felony, and some serious misdemeanor cases.

### *2015 Statistics*

Calls Received	136
Number Rewards Paid/Declined	6
Amount of Rewards Paid	\$1,750
Number of Offenses Cleared	7
Number Resulting in Arrests	6
Property Recovered	\$2,800
Drugs Seized	\$0
Forfeitures/Restitution	\$2,481



Crime Stoppers is a vital program to the Police Department because it allows citizens to report or provide information on crimes in a way that allows them to remain anonymous. It is important that the citizens are aware of the program so they may take advantage of the service that it provides.

### *Statistics since Inception*

Suspects Arrested	501
Offenses Cleared	623
Calls Received	930
Number of Rewards Paid/Declined	1,608
Amount of Rewards Paid	\$106,135
Stolen Property Recovered	\$193,765
Narcotics Seized	\$143,290
Forfeitures/Restitution	\$538,003

### *Communications Section*



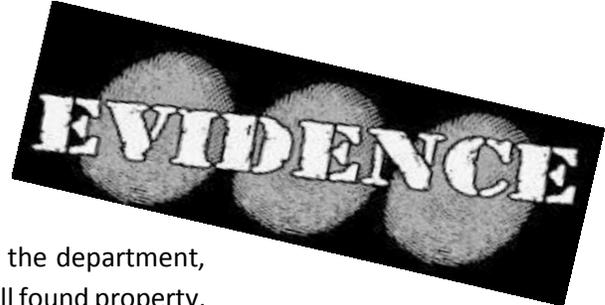
This section consists of 12 Communications Operators and one Communications Supervisor. This section is responsible for receiving all emergency and non-emergency calls for police, fire, and EMS service, including the telephone device for the deaf. Additionally, this section handles the dispatching of all calls for service for police, fire, and EMS through the use of the department's radio system.



All of the communications operators receive mandatory training given by the State of Texas regarding the use of the National Criminal History and the Texas Law Enforcement Telecommunication System.

Dispatch received 24,766 calls on the 9-1-1 system during 2015.

## *Evidence Processing Section*



This section is responsible for the Property Room for the department, which houses all evidence received on criminal cases, all found property, and any other property seized. Employees in this section are trained in evidence collection, preservation, and documentation as well as processing for additional evidence, including fingerprinting and photography. This section is also responsible for the timely transfer of evidence to the Department of Public Safety Crime Laboratory for additional processing and testing, and may be called on to assist in evidence collection, preservation, and processing at the scene of a major crime.



## *Records Section*



This section is responsible for managing all of the records for the Police Department. These records include: arrest reports, offense reports, accident reports, and statistical reports. This section is staffed with two clerks that are responsible for in-taking, filing, and disseminating reports associated with the Police Department. They are also responsible for monthly reporting and processing open records requests.

### 2015 Fees Collected

### Totals

Bicycle License	\$18
Copy Machine	\$267
Fingerprints	\$5,965
Notary Fee	\$346
Background Notary	\$0
Background	\$354
<b>TOTAL</b>	<b>\$6,950</b>

# ***Department Summary***

Total Hours Worked	134,556	Back-up Calls	8,587
Police Calls For Service	19,123	Traffic Citations	3,711
Total Number Reports Taken	4,987	Class C Citations	572
Part I Crimes Reported	1,040	Warning Citations	3,425
Part I Crimes Cleared	440	Verbal Warnings	6,759
Part II Crimes Reported	3,307	Warrants Served (Felony)	215
Part II Crimes Cleared	2,380	Warrants Served (Misdemeanor)	970
Total Crimes Reported	4,347	DWI Arrests	69
Total Crimes Cleared	2,820	Trespass Warnings	198
Incident Reports Taken	1,170	Field Interviews	193
Accident Reports Taken	755	Crime Hazard Letters	327
Adults Placed in Jail	1,221	Stolen Property	\$1,208,187
Juveniles Detained	112	Recovered Property	\$370,036
Total 9-1-1 Calls	24,766	Curfew Warnings - Day	5
		Curfew Warnings - Night	17
		Curfew Citations/Child - Day	4
		Curfew Citations/Child - Night	1
		Curfew Citations/Parent	1
		False Alarms	327





# Animal Control Annual Report 2015

## Mission Statement

The mission of the Copperas Cove Animal Control is to maintain a sanitary and disease-free shelter, to improve quality of life for sheltered animals and to preserve a safe community environment by securing stray and abandoned animals.



“The City Built for Family Living”

Animal Control

## ***To The Honorable Mayor, City Council, City Manager, and Citizens of Copperas Cove:***

*This report is designed to inform you about the functions and efforts of our Animal Control Department. In reviewing this report, you may discover aspects of the Animal Control Department that you were not previously aware of. It is our intention to serve the citizens of this community in the most professional, effective and efficient manner possible. All of our Animal Control Officers receive state certification in this profession and are state certified to euthanize animals. Experience and training is the key element in maintaining a professional staff at our Animal Control Facility. We have two classification levels for Animal Control Officers an Animal Control Officer I and II. To obtain Animal Control Officer II you must have two years of service with the Copperas Cove Animal Shelter along with Advanced Animal Control Officer Training and Basic Animal Cruelty Investigation Training.*

*In January of 2016 the City once again entered into an agreement with the 43D Medical Detachment Veterinary Services Support (MDVSS), Delta Veterinary Services Support Team (DVSST) in which they provide free spay and neuter to some of our animals in the shelter. This is a great incentive and benefit for an animal to be chosen for adoption. This service has been placed temporarily on hold since this unit deployed in October 2014 but we are thankful they have returned safely.*

*In October Of 2014 the City Council approved for the Animal Shelter to hold a two day theme adoption event every month with adoption fees being waived. As of January 2016 the total number of animals that have been actually adopted out from all sixteen “Two-Day” adoption events is 253. These events have proven to be highly successful. Staff and volunteers are always so excited preparing for these and have so much fun along with the public when they are held.*

*The Animal Control Advisory Committee was approved by City Council in June of 2005. This committee is comprised of the Deputy Chief of Police, the Senior Animal Control Officer, a licensed veterinarian, three individuals who reside within the city limits, and a representative from an animal welfare organization. The primary function of the committee is to assist the Animal Control Department in communication awareness to the citizens of Copperas Cove regarding services, procedures, and compliance with city ordinances and state laws and to make recommendations for improvements on programs and services to better serve the community.*

*In 2011 the City Council approved and adopted a change to an existing ordinance (Sec. 3-43) allowing for the transfer of animals to approved non-profit animal rescue organizations. The approved organizations are allowed to rescue animals from the Copperas Cove Animal Shelter (at no charge) and assist in finding suitable homes for these unwanted animals thus reducing the possibility of having to euthanize these animals. This relationship between animal rescue organizations and the City is making a difference as you will see they removed a total of 254 dogs and cats this past year. This is a 39% decrease from the previous year in which 415 were rescued. This is unfortunate but these rescue organizations are limited on funding and space just as we are at the Copperas Cove Animal Shelter.*

*When it comes to animals located stray and impounded every effort is made to return the animal to the original owner. If this is not possible we attempt to adopt out the animal to a “forever” home or transfer it to a Humane Rescue Organization. The Humane Rescue Organization has volunteers and resources to assist in finding the animal a “forever” home as well. Always the last resort is to euthanize an animal but unfortunately at times this cannot be avoided if nobody wants to give the animal a home. We encourage everyone to come out to the shelter whether just to look around or volunteer. We encourage everyone to promote the shelter so these animals get as much exposure as possible to give them an opportunity to go to a home.*

*On behalf of the members and volunteers of the Copperas Cove Animal Control Department, I wish to thank each of you for your continued support that you have provided to us and let you know that we look forward to serving the citizens of this great community.*

*Sincerely,*

*Mike Heintzelman*

*Mike Heintzelman  
Deputy Chief of Police*

*Copperas Cove*

*Animal Control*



*2015*

*Annual Report*

*Table*

*Of*

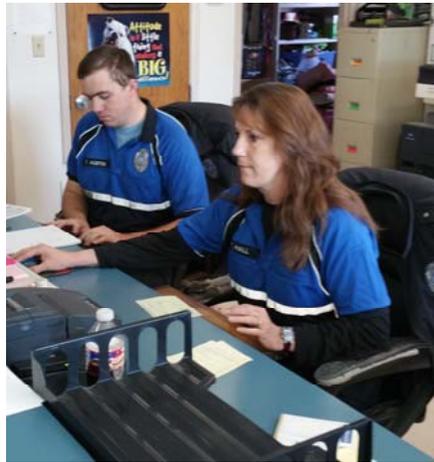
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# *Department*



# *Organization*



## *Animal Control Department Organization*

### *Organization*

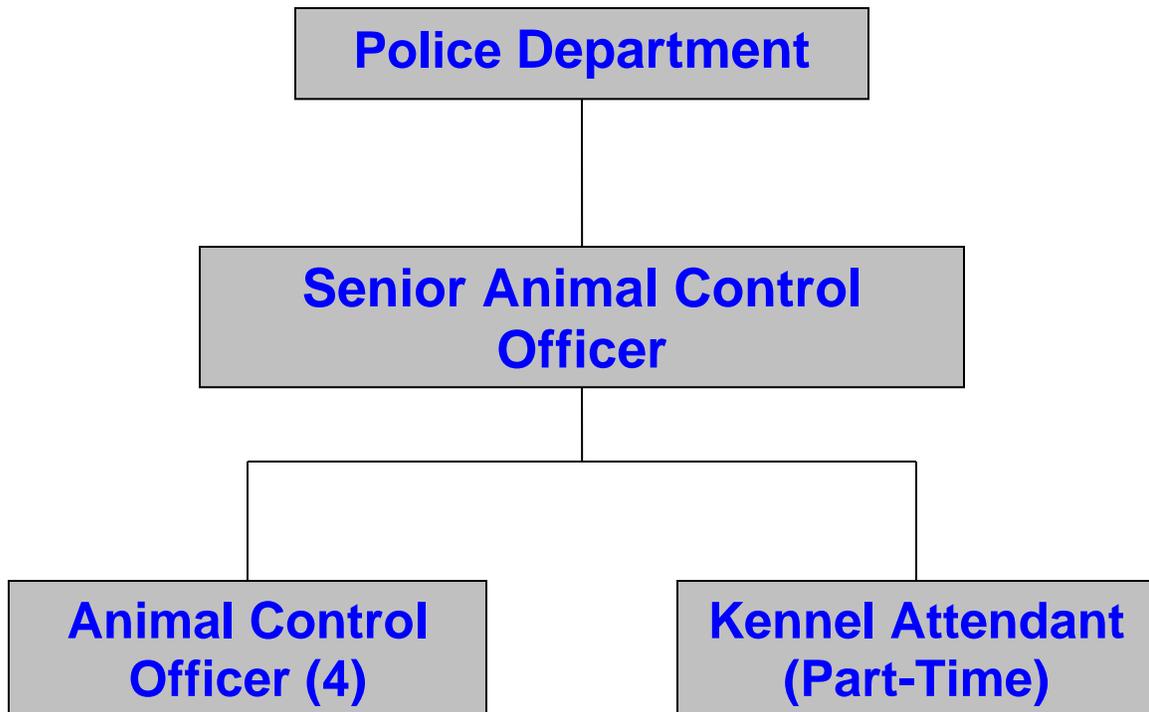
The Copperas Cove Animal Control Department consists of a total of five employees, one Senior Animal Control Officer and four Animal Control Officers. They also have one part time employee that serves as a Kennel Attendant that primarily does the cleaning of kennels and care of animals in the morning. Normal business and day to day operations are monitored and supervised by the Senior Animal Control Officer. This department falls within the umbrella and chain of command of the Police Department. The Deputy Police Chief has direct supervision over Animal Control.

Animal Control serves to provide and maintain a healthy, safe and sanitary shelter for animals housed at the facility. Equally important is patrolling the city to locate and take possession of strays, ill, injured, deceased and/or dangerous or vicious animals and transport these animals back to the facility. Once at the facility, animals are either reclaimed by the owner, adopted, held for court disposition, transferred to the Humane Organization or humanely euthanized. Animal Control Officers must also track and report animal cruelty and investigate animal bites, quarantine animals, and send suspected rabies specimens to the Texas Department of State Health Services for testing. They also track adopted animals to ensure rabies vaccinations, sterilizations, and tattoo and/or micro-chipping are completed as required by Texas law.

Animal Control Officers issue citations for failure to comply with the adoption agreement, failure to license animals, violating the leash ordinance, and all other violations of city ordinances and state laws. The department educates the public with presentations held for various civic organizations and public schools. As well the department educates the public through the media and one on one contact regarding health and safety issues relating to animals to the citizens of Copperas Cove. Animal Control also welcomes tours of the facility upon any request made by public schools or civic organizations. Their major emphasis is placed on educating the public so that animals and people live together in a safe environment.

The Animal Control facility is open six days a week to serve the community. Animal Control Officers are on call after normal business hours and respond to animal calls that require immediate action.

# Copperas Cove Animal Control Department



*The mission of the Copperas Cove Animal Control is to maintain a sanitary and disease-free shelter, to improve quality of life for sheltered animals, and to preserve a safe community environment by securing stray and abandoned animals.*

5 Full Time Employees/1 Part-Time

## *Copperas Cove Animal Control Department*



\*From left to right

(642) Howard Dixon, Animal Control Officer  
(KA) Caitlin Sharbeno, Kennel Assistant  
(643) Neisha Arechiga, Animal Control Officer  
(641) Kyle Austin, Animal Control Officer  
(640) David Wellington, Senior Animal Control Officer  
(644) Tammy Hall, Animal Control Officer

***“Our goal is retaining our qualified and certified personnel to better serve the community.”***

# *Impound*



# *Report*

## Animal Control Impound Report 2015

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	TOTAL
<b>DOGS:</b>													
Impounded	65	73	109	76	116	100	89	81	97	121	98	96	1121
Adopted	28	28	26	16	28	29	24	31	44	30	31	52	367
Returned to Owner	31	36	47	31	58	42	34	27	33	37	55	29	460
Euthanized	15	14	26	12	31	13	24	0	9	32	8	12	196
Euthanize-Owner Turn in	6	8	14	6	10	7	15	7	8	11	8	9	109
Adoption Exchange	1	0	0	0	0	0	0	0	0	7	0	0	8
Safekeeping/quarantine return	0	2	5	2	4	6	1	0	3	1	1	0	25
Escape from Impound	0	0	1	0	1	1	2	0	0	0	0	0	5
Died while in Impound	0	0	0	0	0	0	1	0	0	0	2	0	3
Licensed issued by CITY	11	113	22	11	20	12	19	68	17	19	11	17	340
Licensed issued by VET	201	231	293	248	285	267	331	205	256	129	218	154	2818
Resident Surrendered	15	13	16	6	11	9	12	2	7	14	7	21	133
Non-Resident Surrendered	5	2	1	3	0	0	1	1	5	5	4	4	31
Humane Rescue	6	4	4	7	5	9	4	12	9	7	1	1	69
<b>CATS:</b>													
Impounded	42	60	48	90	76	107	83	89	109	93	55	53	905
Adopted	11	11	10	16	25	28	25	31	25	26	24	24	256
Returned to Owner	0	3	0	2	0	1	0	0	3	3	1	1	14
Euthanized	21	45	24	38	40	71	42	22	46	38	14	18	419
Euthanize-Owner Turn in	0	4	3	1	2	3	2	4	2	1	0	2	24
Adoption Exchange	0	0	0	0	0	0	0	0	0	0	0	0	0
Safekeeping/quarantine return	0	1	0	0	0	0	0	0	2	1	0	0	4
Escape from Impound	2	0	4	0	2	4	2	1	1	0	1	0	17
Died while in Impound	0	0	0	2	0	3	1	0	0	0	1	0	7
Licensed issued by CITY	2	12	1	0	0	2	7	11	4	2	2	1	44
Licensed issued by VET	32	33	49	33	43	55	41	49	64	21	54	45	519
Resident Surrendered	0	2	4	3	2	3	2	0	4	1	1	2	24
Non-Resident Surrendered	0	2	0	1	1	1	0	0	0	1	3	0	9
Humane Rescue	4	8	2	19	3	17	6	36	22	27	15	6	165

*\*Note: The category of "Euthanize-Owner Turn in" was added to show the number of animals that are euthanized by the owner for reasons of illness or other health issues.*



*In Memory of  
"Grandma"*

## Animal Control Impound Report 2015

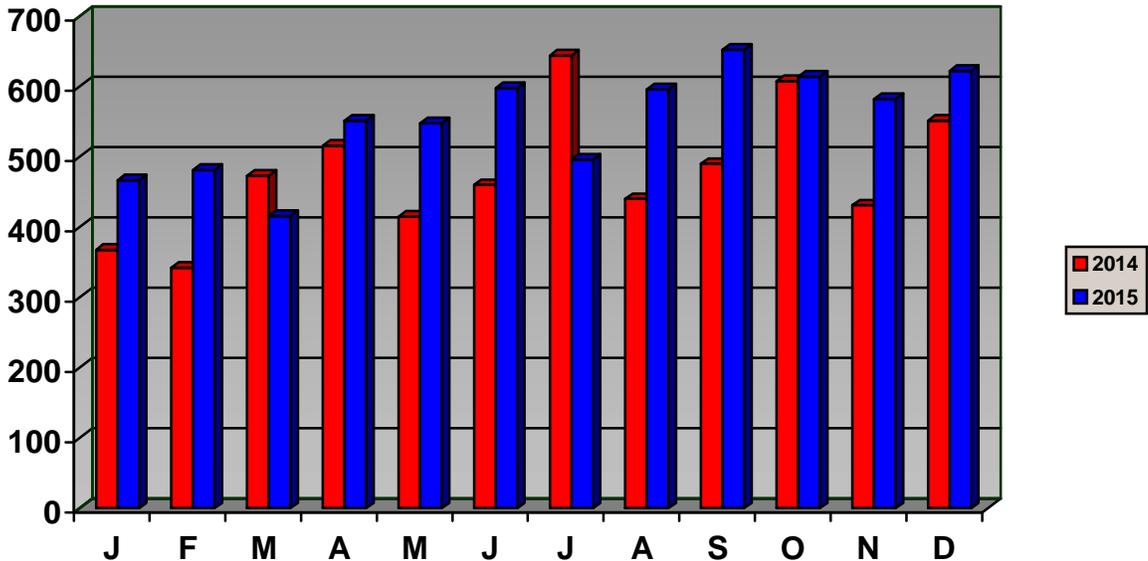
<b>FERRETS/RABBITS/OTHERS</b>													
Impounded	0	1	0	1	0	2	0	0	0	1	0	0	5
Adopted	0	1	0	0	0	2	0	0	0	0	0	0	3
Returned to Owner	0	0	0	0	0	0	0	0	1	0	0	0	1
Euthanized	0	0	1	0	0	0	0	0	0	0	0	0	1
Adoption Exchange	0	0	0	0	0	0	0	0	0	0	0	0	0
Safekeeping return	0	0	0	0	0	0	0	0	1	0	0	0	1
Escape from Impound	0	0	0	0	0	0	0	0	0	0	0	0	0
Died while in Impound	0	0	0	0	0	0	0	0	0	0	0	0	0
Licensed issued by CITY	0	0	0	0	0	0	0	0	0	0	0	0	0
Licensed issued by VET	0	0	0	0	0	0	0	0	0	0	0	0	0
Resident Surrendered	0	0	1	0	0	2	0	0	0	0	0	0	3
Non-Resident Surrendered	0	0	0	0	0	0	0	0	0	0	0	0	0
Humane Rescue	0	0	0	2	0	0	0	0	0	0	0	0	2
<b>WILDLIFE/LIVESTOCK:</b>													
Impounded	6	6	9	26	35	37	37	35	34	31	34	14	304
Reclaim	0	0	0	0	0	0	0	0	0	0	0	0	0
Returned to Nature	3	4	5	19	26	17	23	22	28	31	27	8	213
Euthanized	3	2	2	6	6	12	8	8	1	3	5	6	62
Humane Rescue	0	0	0	0	7	4	3	2	0	0	2	0	18
Permit Issued (Exotic)	0	0	0	0	0	0	0	0	0	0	0	0	0
10-45 Deer	7	13	12	1	9	14	14	17	16	20	24	10	157
10-45 All Other Animals	20	28	36	44	50	45	43	49	43	67	41	33	499
Livestock surrendered	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Bite Reports:</b>	4	5	7	11	9	6	7	4	4	4	7	5	73
<b>MONTHLY TOTALS:</b>													
<b>DOMESTIC IMPOUNDED:</b>	107	133	157	166	192	207	172	170	206	214	153	149	2026
<b>DOMESTIC ADOPTED:</b>	39	39	36	32	53	57	49	62	69	56	55	76	623
<b>DOMESTIC RETURNED:</b>	31	39	47	33	58	43	34	27	36	40	56	30	474
<b>DOMESTIC EUTHANIZED:</b>	36	59	50	50	71	84	66	22	55	70	22	30	615
<b>EUTHANIZE-OWNER TURN IN:</b>	6	12	17	7	12	10	17	11	10	12	8	11	133
<b>DOMESTIC HUMANE RESCUE:</b>	10	12	6	26	8	26	10	48	31	34	16	7	234
<b>QUARANTINE RETURNED TO OWNER</b>	0	3	1	1	1	2	1	0	0	0	0	0	9
<b>ADOPTION EXCHANGE:</b>	0	0	0	0	0	0	0	0	0	7	0	0	7
<b>SAFEKEEPING return:</b>	0	0	4	0	3	4	0	0	6	2	0	0	19
<b>ESCAPE FROM IMPOUND:</b>	2	0	5	0	3	5	4	1	1	0	1	0	22
<b>DIED WHILE IN IMPOUND:</b>	0	0	0	2	0	3	2	0	0	0	3	0	10
<b>WILDLIFE RETURNED TO NATURE:</b>	3	4	5	19	26	17	23	22	28	31	27	8	213
<b>WILDLIFE HUMANE RESCUE:</b>	0	0	0	0	7	4	3	2	0	0	2	0	18
<b>OWNER PERMISSION TO EUTHANIZE AFTER BITE:</b>	0	0	1	2	3	0	2	0	1	3	2	4	18

***Calls***

***For***

***Service***

# *Animal Control Calls For Service 2015*



The chart above compares calls for service for 2014 and 2015, and basically indicates a 14% increase in the number of calls for service this year. This is a total number of all calls that either citizens or the Police Department request Animal Control for assistance to either capture an animal, rescue an injured animal, animal attacks and bites, and any other calls for assistance pertaining to animals. After normal work hours calls for assistance for Animal Control are made only through the Police Department.

Total calls for service in the year of **2015** is **6623** as compared in the year of **2014** which was **5738**.

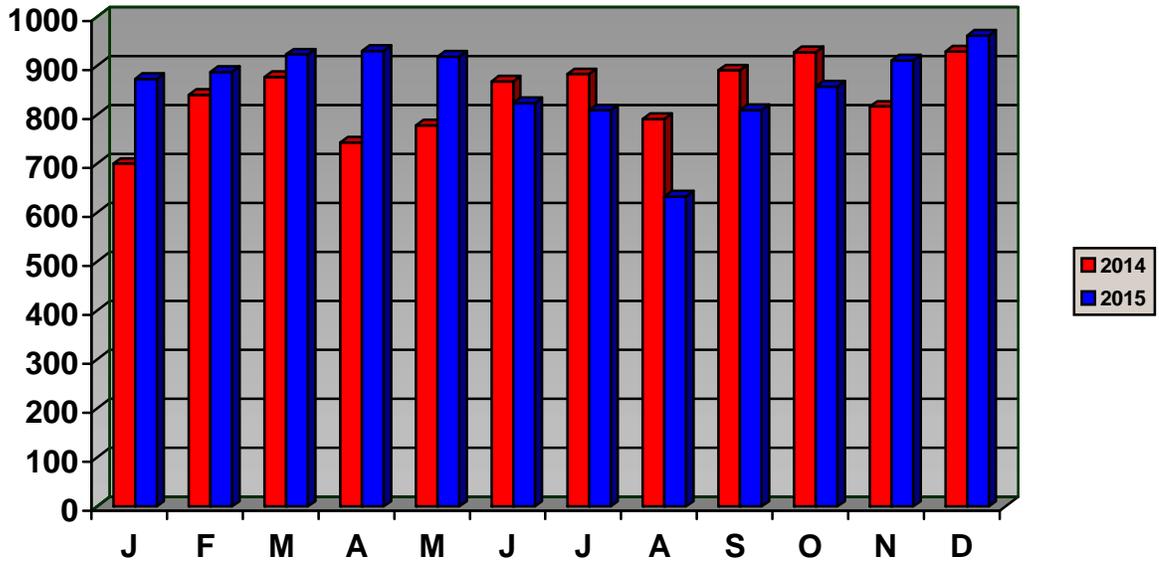


*Department*

*Hours*

*Worked*

# *Animal Control Hours Worked 2015*



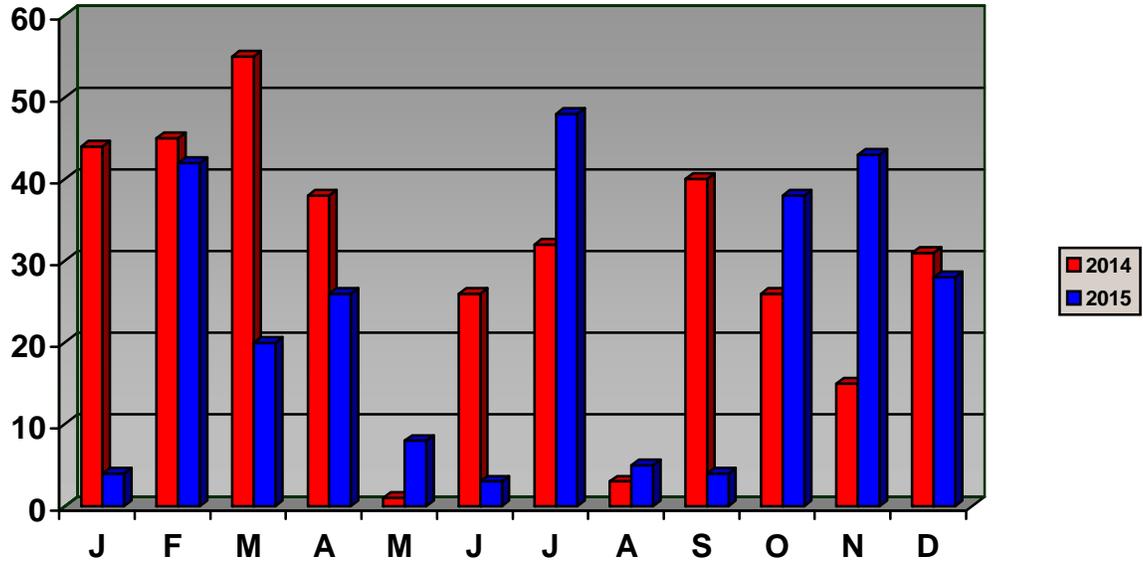
Animal Control Officers normally work a 40 hr work week but are subject to respond on a 24 hour on-call status and are called out for emergency situations by the Police Department. The chart above compares hours worked for 2014 and 2015, and indicates a 3% increase in the number of hours worked this year.



*Citations*

*Issued*

# *Animal Control Citations Issued 2015*



Comparing the total number of hard citations in 2014 to 2015, we can see a decrease by 24% in the number of citations issued. In **2014**, there were **356** citations issued and in **2015** there were **269** citations issued. A breakdown of specific charges filed is contained on page 9 of this Annual Report.



### Positive Rabies Cases in Coryell County:

**2014** 1 bat, 7 skunks, 1 cow, 3 raccoons \*total = 12

**2015** 8 skunks

\*total=8

***Charges***

***Filed***

# *Animal Control Charges Filed 2015*

<b>CHARGE</b>	<b>TOTAL</b>
Sec 3-9 Public Nuisance Animal	1
Sec 3-11 Tying, Staking Animals Prohibited	1
Sec 3-29 No Collar and City License	23
Sec 3-38 Domestic Pet at Large	56
Sec 3-48 No Rabies Vaccination	85
<b>Sec 3-72 Dangerous Animal (filed)</b>	<b>8</b>
Sec 3-75 Violate Administrative Order	5
THSC 828.002 Fail to Sterilize Animal	90
<b>TOTAL</b>	<b>269</b>

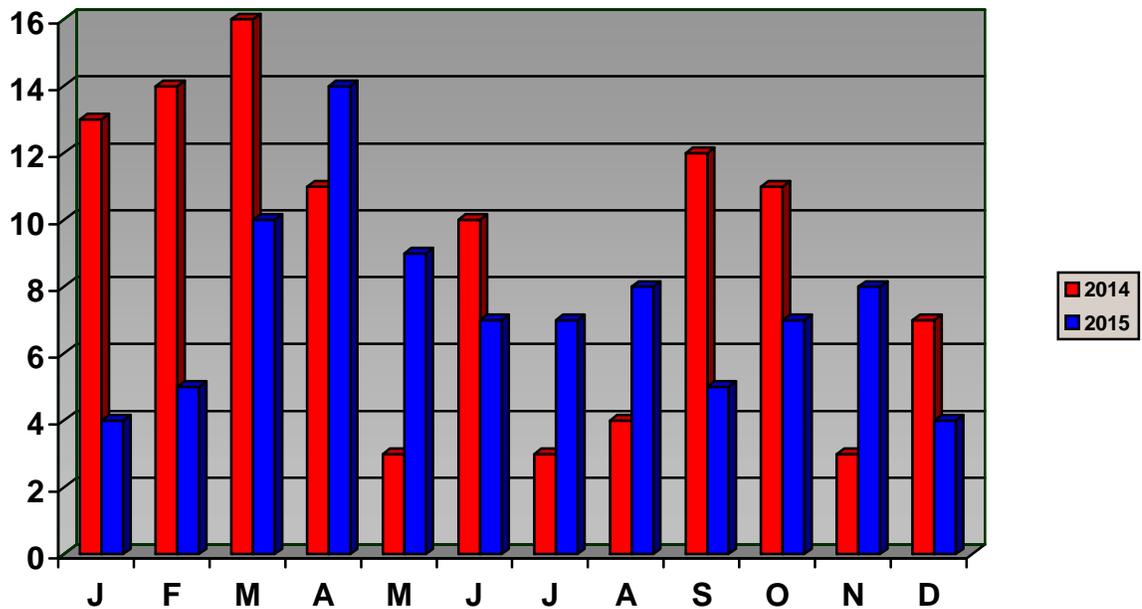
**\*Dangerous Animal are administrative cases prepared and filed.**



***Incident***

***Reports***

# *Animal Control Incident Reports 2015*



The chart above compares incident reports taken for 2014 and 2015, and indicates a decrease of 18 % this year. In **2014**, there were **107** reports taken and in **2015** a total of **88** were taken.

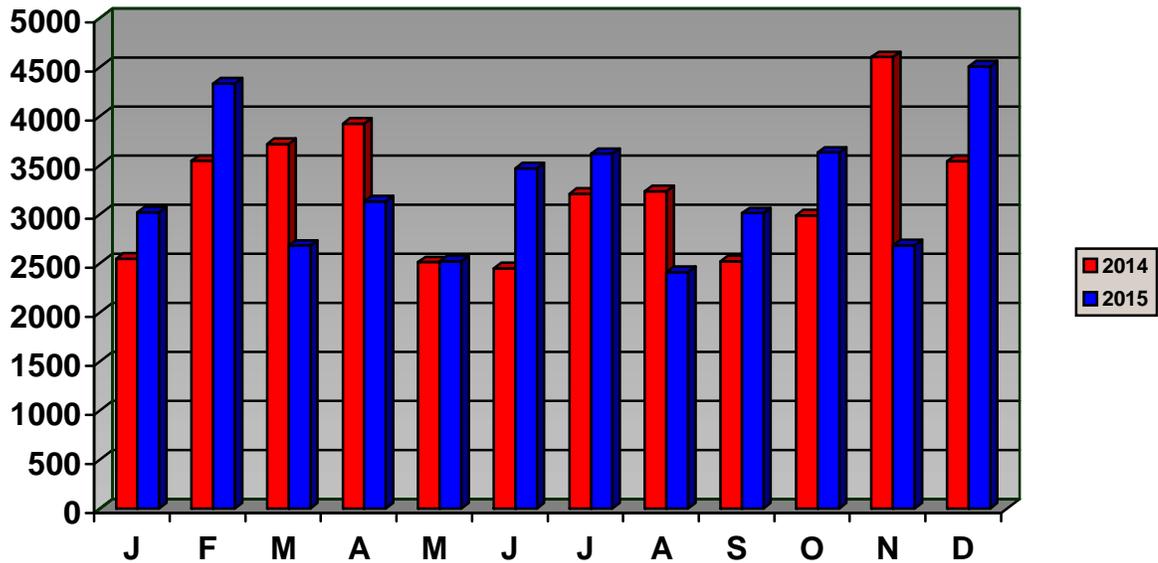
Incident reports are always filed were there is a potential of contracting rabies such as animal attacks and bites as well as cat scratches. Reports are also taken for public nuisances, cruelty to animals, and other cases deemed necessary by the Animal Control Officers.

*Cash*



*Collected*

# *Animal Control Cash Collected 2015*



The chart above compares total cash collected for 2014 and 2015, and indicates a 1% increase for this year. Cash collected for **2014** was **\$38,816.95** and **2015** was **\$39,043.00**. This money is received from impound fees, surrender fees, animal licenses, microchips and adoption fees.



*Department*

*Budget*

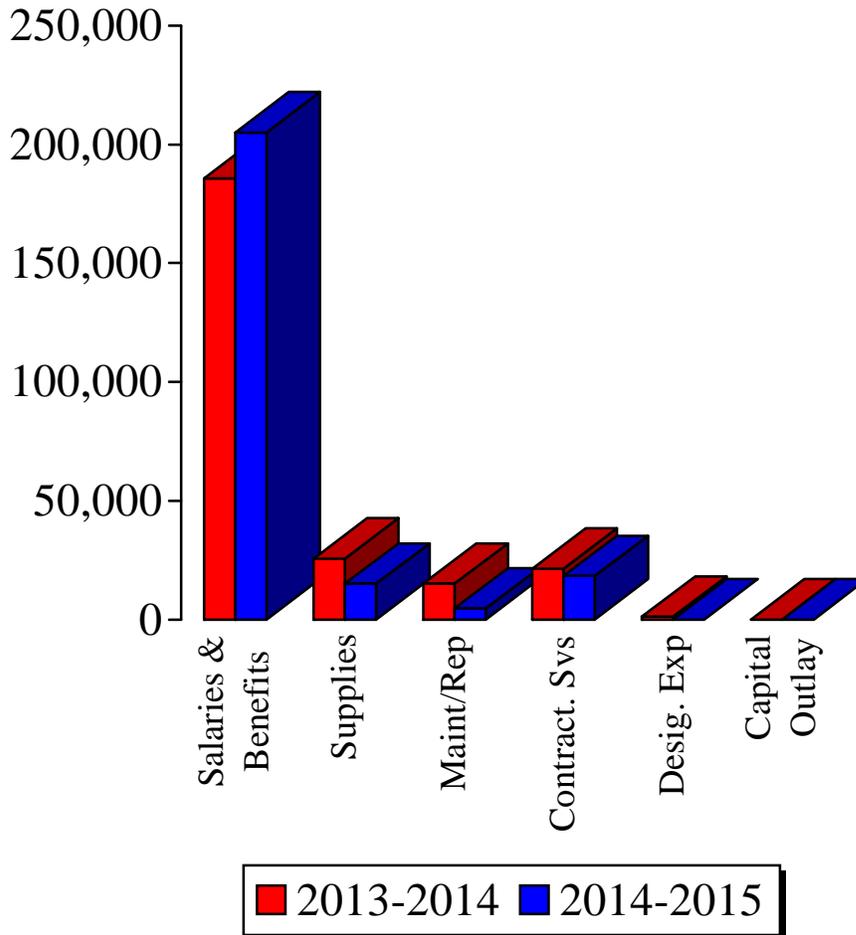
# *Animal Control Department Budget*

Budget Expenses

**BUDGET EXPENSES**

**2013 - 2014 2014-2015**

Salaries & Benefits	\$185,849	\$205,133
Supplies & Materials	25,684	15,077
Maintenance & Repair	14,996	4,600
Contractual Services	21,374	18,323
Designated Expenses	1,135	0
Capital Outlay	0	0
<b>TOTAL</b>	<b>\$249,038</b>	<b>\$243,133</b>



# *Appendix*

## **Animal Control Report Definitions**

**Impounded-** animals alive and taken into custody by an Animal Control Officer (not at owner's request). This will include situations such as domestic pets at large, safekeeping, cruelty cases, animal attacks and bites, etc. This will also include any animals that have to be euthanized at the scene by an Animal Control Officer because of exigent circumstances (vicious, injury, illness, only means of capture)

**Adopted-** animals either impounded or surrendered that are adopted by written adoption contract (currently fee \$20.00 for dogs and \$15.00 for cats)

**Adoption Exchange-** an animal that was adopted under written adoption contract from the facility and returned to the facility for an exchange of a different pet, a fee is not charged for the exchange but a new adoption contract is prepared

**Safekeeping/quarantine return-** this is an animal that was taken in by an Animal Control Officer for the animal's well being and returned to the owner normally at no cost for boarding. The owner of an animal that is taken in for a quarantine observation is charged a daily boarding fee (currently \$10.00 per day fee).

**Escape from Impound-** an animal that escapes from the custody of the Animal Control Facility (whether on its own or by another person's assistance)

**Died while in Custody-** an animal that dies at the Animal Control Facility in any manner other than an intentional euthanasia

**Licensed issued by City-** a city animal license issued out the Animal Control personnel (currently \$3.00 fee)

**Licensed issued by Vet-** a city animal license issued out by a veterinarian within the city of Copperas Cove, the veterinarian retains one half of the total fee

**Returned to Owner-** animals returned to the original owner

**Euthanized-** animals that are actually euthanized by an Animal Control Officer (whether at the facility or scene)

**Resident Surrendered-** an animal owned and turned in to the Animal Control Facility by a resident of the city of Copperas Cove or an animal located within the city limits of Copperas Cove and turned in to the Animal Control Facility by a person whether or not this person claims to be the owner

**Non-Resident Surrendered-** an animal owned and turned in to the Animal Control Facility by a non-resident of the city of Copperas Cove or an animal found outside the city limits of Copperas Cove and turned in to the Animal Control Facility by a person whether or not this person claims to be the owner

**Humane Rescue-** an animal that is transferred to an approved non-profit humane organization

**10-45's** – an animal that is not alive prior to an Animal Control Officer taking control and possession of said animal (this will include animals struck by motor vehicles)



# **CODE & HEALTH COMPLIANCE**



# **ANNUAL REPORT 2015**

# INTRODUCTION

It is with great pleasure to once again present the Code and Health Compliance Annual Report. The purpose of this report is to provide information and statistical data on the functions and efforts of the Code and Health Compliance Department. It is also our objective to promote health and public safety through education as mentioned in our Mission Statement.

All Code Compliance Officers are trained and have received state certifications in code enforcement and health inspections. Our officers also maintain a high expectation of professionalism to meet the needs of the citizens of Copperas Cove. Their duties include responding to complaints received from citizens and other agencies relating to alleged violations of Federal, State, and City laws. Although our Department is very proactive in seeking out violations, we consider the City's residents and business owners an important resource in terms of reporting violations.

Highlights for 2015 included;

- The City terminated its contract with DSB Worldwide for online food handler classes. The training is now managed directly by our Code Compliance Officers and is more comprehensive to those working in local food establishments. In addition, the change has generated additional revenue for the City and allows for the certification of volunteer food handlers which benefits our local non-profit entities. A total of 307 regular food handlers and 342 volunteers were certified in 2015 with the new training process.
- The Code Compliance Department established new procedures for tracking false alarms and notifying those in violation of the ordinance. Businesses not having alarm permits were identified resulting in higher compliance with the ordinance and an increase in the collection of outstanding fines.
- All three Code Compliance Officers became fully certified as Registered Code Enforcement Officers with the Texas Department of State Health Services.

Through the commitment and teamwork of the Code Compliance Department, more code violations were addressed than any previous year. Officers were able to continue their efforts in managing all of the community's health inspection needs and also provide public education through community events.

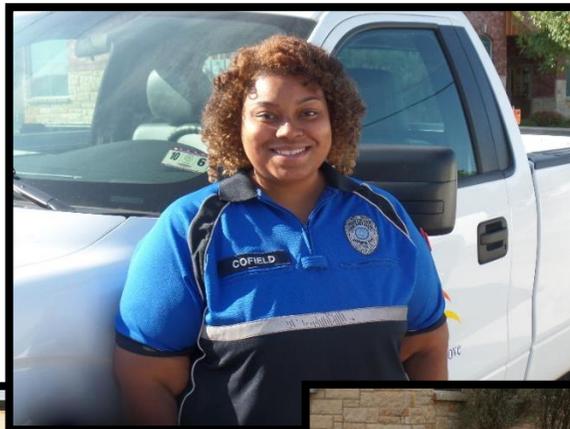
The support of City Council, City Administration, and our citizens continue to be invaluable to our success. We thank you for your continued support and look forward to serving the citizens of this great community.

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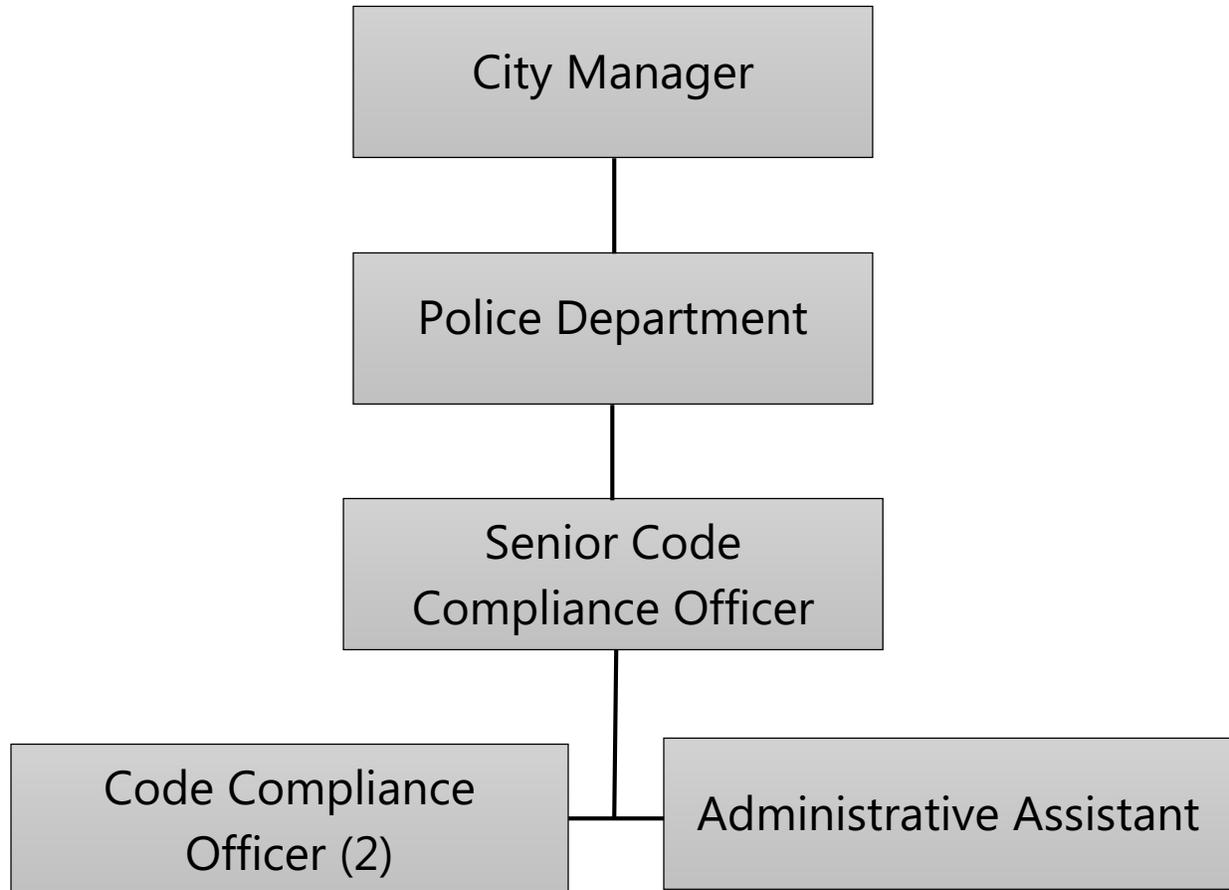
# DEPARTMENT ORGANIZATION

The Code & Health Compliance Department consists of three full-time employees; one Senior Code Compliance Officer and two Code Compliance Officers. A part-time Administrative Assistant is also on staff to assist in managing the day-to-day duties. The Department is supervised by the Senior Code Compliance Officer. Code & Health Compliance operates under the responsibility of the Police Department and is managed by the Deputy Police Chief of Uniform Services.



Code Compliance Officers work schedules that vary throughout the weekdays and weekend depending on the needs of the City. The Code Compliance Office located at 914 South Main Street Suite G is open during normal business hours, Monday through Friday from 8:00am to 5:00pm. Citizens are welcome to ask questions or make complaints by calling the office at 254-542-8966, by email, through Facebook, or by walk-in.

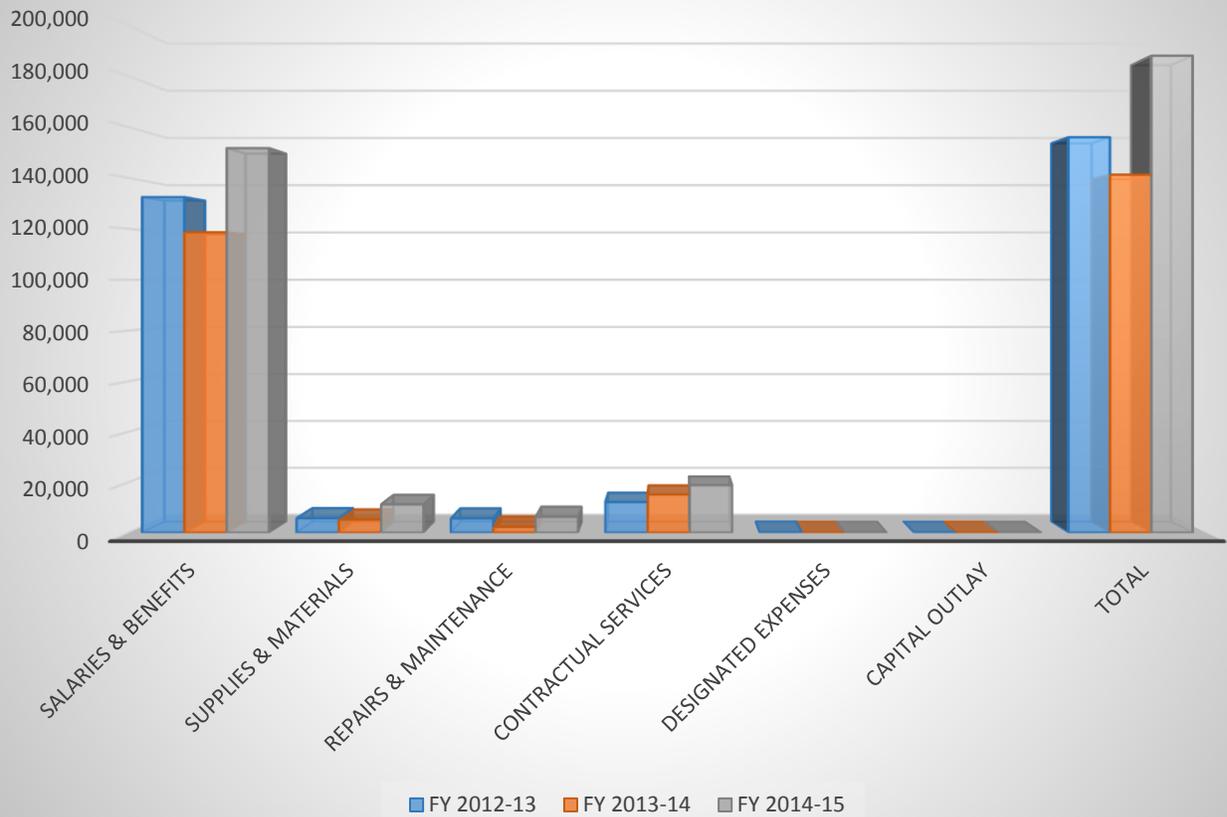
# ORGANIZATIONAL CHART



# BUDGET

BUDGET EXPENSES	FY 2012-2013	FY 2013-2014	FY 2014-2015
Salaries & Benefits	132,470	118,656	151,724
Supplies & Materials	5,722	5,193	11,200
Repairs & Maintenance	5,627	2,303	6,302
Contractual Services	12,105	15,121	18,819
Designated Expenses	85	0	0
Capital Outlay	0	0	0
<b>Total</b>	<b>156,009</b>	<b>141,273</b>	<b>188,045</b>

## Code & Health Compliance Budget



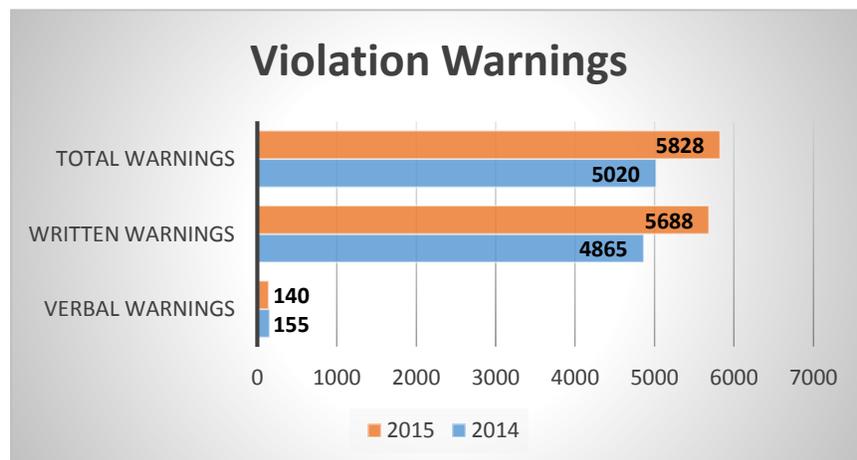
# CODE VIOLATIONS

The Code & Health Compliance Department responds to complaints received from citizens and other agencies relating to alleged violations of state and local laws. Our three Code Compliance officers provide services to 17.84 square miles within the incorporated city limits of Copperas Cove. These officers are professionally trained to meet the needs of the citizens and provide these services. Last year, 831 complaints were received from citizens and other agencies with 142 of the complaints being unfounded. It is the goal of Code Compliance to address complaints with 48 hours of receipt.

The majority of the 5828 investigated code violations in 2015 were generated by Code Compliance officers through proactive enforcement. Proactive enforcement entails a regular patrol of all streets and alleyways within the City. In most cases, a written warning is generated giving a ten day time period for a violation to be corrected. An attempt to serve the warning in person is always made to provide an opportunity to educate the citizen. In many cases, the violator is unaware of the City ordinance and a higher degree of success is achieved when getting to interact with a citizen. Some violations require a citation to be issued immediately in gaining compliance.

If contact cannot be established with a violator, the warning is posted at the location and a violation letter is sent to the property owner on record or any person having care or control over the property. These letters are sent within one to two business days.

In some instances and at the discretion of the officer, some violations are managed with a verbal warning. Of the 5828 violations, 5688 written warnings were issued and 140 were managed with a verbal warning.



# ENFORCEMENT ACTIVITY

The following chart represents a breakdown of the 5828 warnings along with the State laws and City ordinances that were violated.

Violations	2014	2015
Alleyway Obstructions	267	305
Unsafe Appliances	24	34
Basketball Goals	99	77
Bulk/Brush on Curb	101	117
Care of Premise	32	21
Construction Debris	3	0
Dumping	5	2
Fence Maintenance	40	34
Fluid Spills	12	17
Graffiti	9	1
Handbills	18	5
Health Code	6	2
High Grass	1707	1744
Home Occupations Code	12	10
House Numbers	178	204
International Property Code	19	2
Junk Vehicles	74	140
Junk Vehicle Parts	121	162
Junk/Rubbish/Trash	956	1221
Right of Way	515	462
Rodents/Vector	15	24
Sewage	15	26
Signs	83	84
Smoking	0	0
Stagnant Water	15	15
Swimming Pools	37	44
Trash Can-Early/Late	95	349
Vehicle on Grass	344	318
Visual Obstructions	27	30
Water Connections	21	55
Yard Sales	19	16
All Other Violations	150	307
<b>Totals</b>	<b>5019</b>	<b>5828</b>

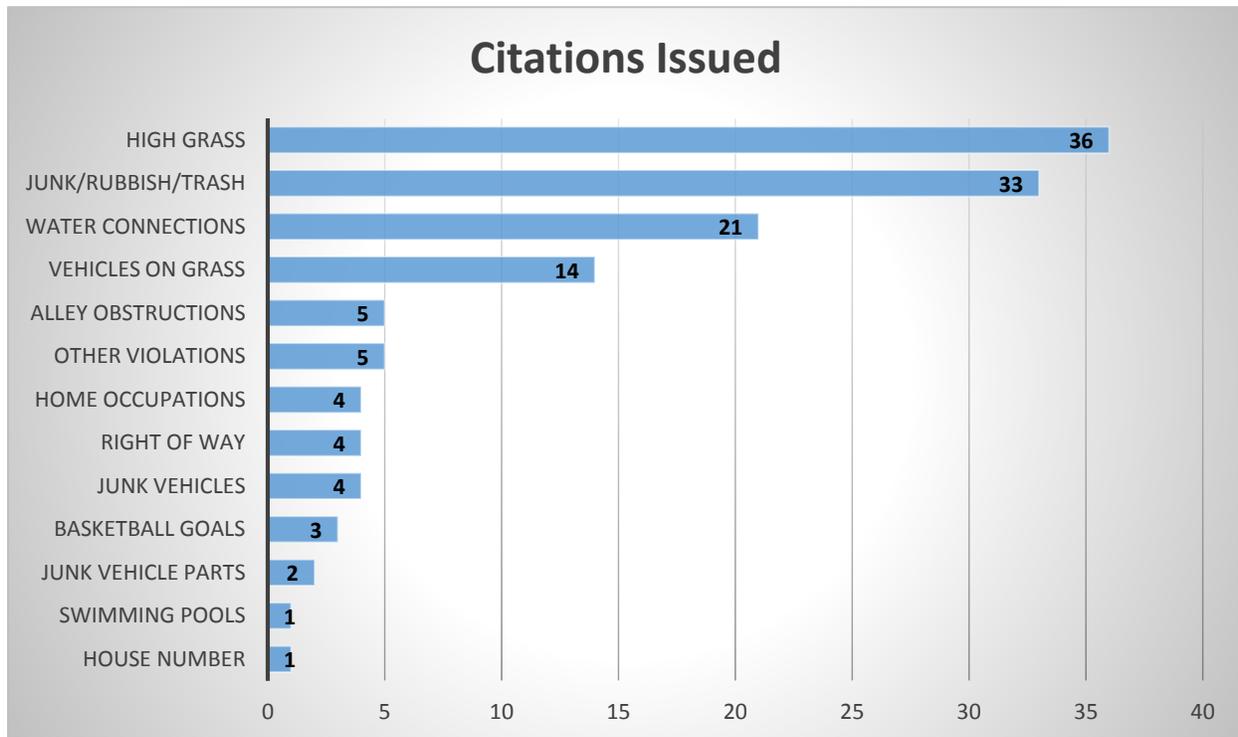
## 2015 Top Five Most Common Violations

1. High Grass
2. Junk/Rubbish/Trash in Yard
3. Vegetation in Right of Way
4. Trash Can Left Out Early/Late
5. Vehicles Parked on Grass

An abatement is performed at the City's expense when all other means of getting a violation corrected fails. The City provided abatement services for 35 properties in 2015 at a cost of \$3335. Of the 35 abatements, 26 liens were filed against properties where the expenses could not be recovered.

# CITATIONS ISSUED

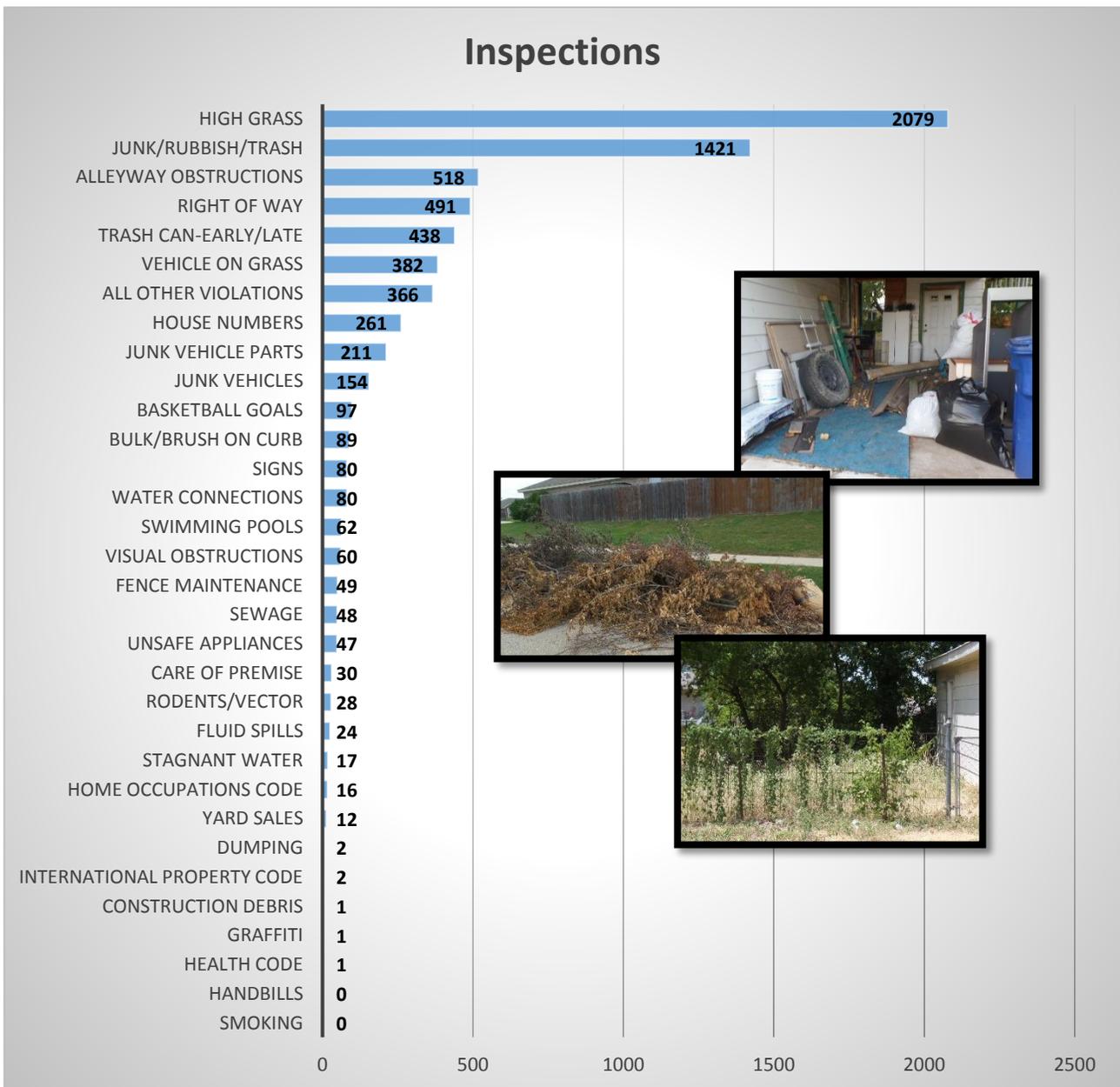
Voluntary compliance is the ultimate goal in resolving violations of State and local laws. Code Compliance officers must resort to issuing citations in extreme cases of code violations or in cases when voluntary compliance cannot be achieved. In 2015, 133 citations were issued in these cases. The following graph reflects which violations were cited and their frequency.



Citations could have been issued in more cases in 2015 but the location and identification of many violators were unknown. Citations were issued approximately once in every 44 violations.

# INSPECTIONS

In most cases, ten days will be given to make the necessary correction(s) and comply with the ordinance once a violation has been established. After ten days, a Code Compliance Officer will return to the property of the violation and conduct an inspection to determine if further enforcement is necessary. Some violations may require multiple follow-up inspections. A total of 7067 inspections were performed in 2015 with the most common being for high grass and trash.



# FOOD SANITATION

In accordance with Chapter 8, Article II of the Code of Ordinances, the Code & Health Compliance Department is tasked with handling the inspections of all food establishments, mobile food vendors, schools, and foster/adoption homes. The inspection sets forth a weighted point value for all requirements which is subtracted from 100 to determine an overall score.

When the rating score of the establishment is less than 70, the establishment shall initiate corrective action on all identified violations within forty-eight (48) hours. One or more re-inspections will be conducted at reasonable time intervals to assure correction. In the case of temporary food service establishments and mobile food vendors, all violations shall be corrected within twenty-four (24) hours. If violations are not corrected within twenty-four (24) hours, the establishment shall immediately cease food service operations until authorized to resume by the regulatory authority.



365 health inspections were conducted in 2015 with 30 inspections being conducted for foster/adoption homes.



Any person working or employed as a food manager or food handler must obtain a certification. It is unlawful for any food handler or manager to work in a food establishment after their certification has expired.

The Code & Health Department is responsible for the regulation and issuance of certifications for volunteer food handlers, food handlers, and managers. Certification for food handlers and volunteers are obtained through training conducted by the Code Compliance officers and food managers can obtain certification online through the City's website.

- ✓ 307 Food Handlers certified by Code Compliance staff.
- ✓ 430 Food Handlers certified by online web service.
- ✓ 8 Food Managers certified by online web service.
- ✓ 342 volunteer Food Handlers trained by Code Compliance staff.
- ✓ 6 Blue Plate Awards presented to local businesses.

# CONTACT INFORMATION

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<p>Copperas Cove Code &amp; Health Compliance Department 914 South Main Street Suite G Copperas Cove, TX 76522 www.copperascovetx.gov</p>	
<p>Autumn Downing Code Compliance Officer (254) 542-8966 ext. 6272 adowning@copperascovetx.gov</p> 	<p>Tre Cofield Code Compliance Officer (254) 542-8966 ext. 6270 tcofield@copperascovetx.gov</p> 



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IS ALSO ON FACEBOOK**



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INFORMATION AND EVENTS** 