



**NOTICE OF A MEETING OF THE  
PUBLIC RELATIONS and COMMUNICATIONS COMMITTEE  
OF THE VILLAGE OF VOLENTE, TEXAS  
THURSDAY, MARCH 26<sup>th</sup>, 2015 at 6:30 P.M.  
City Hall, 16100 Wharf Cove, Volente, Texas.**

Notice is hereby given that the Public Relations Committee of the Village of Volente will hold a meeting at 6:30 PM. Thursday, the 26<sup>th</sup> day of March, 2015 in the Council Chambers at City Hall, 16100 Wharf Cove, Volente, TX at which time the following items will be discussed, to wit:

1. Open Regular Meeting.
2. Call Roll.
3. Citizen Comments. *At this time, any person with business before the Public Relations and Communications Committee not scheduled on the agenda may speak. There is a four (4) minute time limit on any communication.*
4. Approval of the February 26, 2015 meeting minutes
5. Communication Plan/Strategy -- Updates/Review
  - a. Input from the Council regarding set procedures for Julia/Barbara to follow for standing meetings and Town Hall meetings. Will submit for final approval at the April 21st Council meeting.
  - b. Status of email blast to the VNA distribution list asking citizens to sign up at the Village website.
  - c. Status of the data entry and reconciliation of the email distribution list to be used for communicating city business, emergency management, future neighborhood watch program, community events and surveys for citizen input.
  - d. Status of transferring all of the information from the 2<sup>nd</sup> website to the one we will use. David Springer has set an alert on the second website directing to the original website.
  - e. Worksheet for the other Committees & Council to use for requests to our committee
6. Construction Survey
  - a. Sharing out of the input and discussion from the March 17<sup>th</sup> Council meeting

- i. Changes to the questions suggested and approved by the Council
  - ii. Status from Linda Atwood on the email listing gathered from the past two years of construction report data gathered by City Administrator Barbara Wilson
  - iii. Secondary group of builders and property owners outside of the previous two year control group
- b. We have received approval from the council to move forward
  - i. Next steps are:
    - 1. Gather additional entities and/or property owners
    - 2. Load data into Survey Monkey
    - 3. Review and possible action on timeframe for the survey to be available

#### 7. Community Survey and Follow Up Survey

- a. Review and action to be taken on which of the three sorts of the original Community Survey (or all three) to place on the Village website?
- b. Review of input and next steps proposed by Council at the March 17<sup>th</sup> meeting
- c. Review and input on the first draft of the Follow Up Community Survey
- d. Assignment: Everyone on the committee to provide input on the first draft regarding additional questions and/or input on the ones on the first draft.

#### 8. The Volente News Newsletter

- a. Update on where the Newsletter will be hosted (website)
- b. Review and possible action on who will be assigned to assist Terry on the content on the Newsletter.
- c. Review and recommendation of the frequency of the Newsletter to give to Council for the April 21<sup>st</sup> meeting
- d. Discussion of the content for the first Newsletter to present to Council for approval by the April 21<sup>st</sup> Council meeting.

#### 9. Olive Fest

- a. Send email blast for local vendors/artists to participate in Olive Fest. Gives them one month to prepare/gather inventory.
- b. Review and possible action on assigning committee members to spearhead what we would like to have at our city booth at the event. This person will connect with the Mayor and the Olive Fest representative, Pete.
- c. Has someone touched base with Ann S to see about Anderson Mill Garden club participation?
- d. Review and possible action on the Village's booth at the event

- i. What do we need to do to get it set up? Registration, etc. (Julia)
- ii. What materials, visuals, and games we will have at our booth?

#### 10. Block Captains

- a. First draft was presented to Council at the March 17<sup>th</sup> meeting. Received approval from the Council to move forward on the program edits/refinements. Final version will need to go before Council for approval
- b. This will be a joint project between our Committee and the Public Safety Committee
- c. Review and thoughts on adding/soliciting this as a question in the Follow Up survey

#### 11. Adjourn.

**IT IS HEREBY CERTIFIED** that the above Agenda was posted on the bulletin board at the Village Offices and the Volente Fire Department Bulletin Board on this 18th day of March, 2015.

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Julia Vicars, City Secretary

*The Village of Volente is committed to the compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. A quorum of the City Council, Board of Adjustments or Planning and Zoning Commission may be in attendance at this meeting however, no official action by the City Council, Board of Adjustments or Planning and Zoning Commission shall be taken.*



## **Village of Volente – Construction Survey**

We are working on updating several of our city ordinances related to building projects. As you have done work or recently completed a project within the Village, we would appreciate your feedback.

### **General Information**

1. Are you a Builder/Engineer/Architect/Property Owner/Other-please explain
2. Address and/or area of the project/property.
3. Was it within the Village of Volente city limits?
4. Was your project before or after January 2013?
5. Type of project: new construction, remodel, pool, other-please explain.
6. Timeframe of the project
  - a. Start Date
  - b. End Date
  - c. Did the project stay on schedule?
  - d. If not, what were the reasons for the delay?

### **What Went Well and/or How Can We Improve?**

1. How would you rate your building experience in Volente?
2. Were your clients satisfied with the process and costs incurred building in Volente?
3. Would you choose to build again in Volente?
4. Overall, how was it working with the Village of Volente staff?
  - a. What went well about the process?
  - b. What recommendations, if any, would you recommend to make the process easier?
  - c. Did the initial information given to you by the Village regarding our requirements remain consistent throughout the building process?
5. The Village of Volente has some unique circumstances when it comes to building such as floodplain requirements, potable water requirements, drainage requirements, impervious cover requirements, septic system and well requirements, electrical service requirements to name a few.
  - a. What resources did you use to find information on and resolve any issues that may have arisen from any of the above? Please be specific.
  - b. If we were to create a Builder's Packet what would be helpful to include in it?

## Agencies and Ordinances

1. LCRA/TCEQ Guidelines
  - a. How did working with them affect your project?
  - b. What suggestions/comments would you have regarding LCRA/TCEQ?
  - c. Have you built with the LCRA guidelines in another city/county?
  - d. How do we compare to those other cities/counties?
2. PEC Guidelines
  - a. How did working with them affect your project?
  - b. What suggestions/comments would you have regarding PEC?
3. Site Ordinance
  - a. How did working with this affect your project?
  - b. What suggestions/comments would you have regarding them?
4. Landscape Ordinance
  - a. How did working with this affect your project?
  - b. What suggestions/comments would you have regarding them?
5. Tree Ordinance
  - a. How did working with this affect your project?
  - b. What suggestions/comments would you have regarding them?
6. Dark Sky Ordinance
  - a. How did working with this affect your project?
  - b. What suggestions/comments would you have regarding them?
7. Zoning Ordinance
  - a. How did working with this affect your project?
  - b. What suggestions/comments would you have regarding them?
8. 20% Impervious Cover
  - a. How did working with this affect your project?
  - b. What suggestions/comments would you have regarding them?
9. Did you file for a variance? If yes, please provide the specifics.
10. Have you built in a city/county that we could look at to model our Village ordinances after?

## Closing Comments

1. Use this space to comment on any other topic regarding building within the Village of Volente.



## **Village of Volente – Community Follow Up Survey**

We administered the Community Survey in the fall of 2014. Now that we have reviewed your results, we'd like to ask some follow up questions. The results of this follow up survey will be used in conjunction the larger survey taken in 2014 and will drive our review of the comprehensive plan, zoning districts and review of ordinances. We would appreciate your feedback.

### **General Information**

- Do you live or own property within the Village of Volente city limits? Choice: Yes/No.
- If yes, please advise which area would you most relate your property to? Choices – Debbie/Davy, Joy/Sharon, Lakeview/Jackson, Reed/Booth Circle, Greyson Estates, Volente Peak estates, Lime Creek estates, Village at Volente, Volente Peak I, Commercial district, other-please explain
- How are you currently using your property? Choices – (chose all that apply) commercial, residential, multi-family, home office, rental property (short and/or long term), other-please explain

### **Communication**

- The Village website has an option to register your preferred communication method. This information will be used to communicate city business, emergency management, highlight community events and seek public input such as this survey. Have you registered your preferred method of communicating with the Village? Choices – Yes/No. If no, reason for not completing it
- What is your preferred method of communication with the Village of Volente? Choices – (please rank in order of preference) NextDoor, Village website, email, Start a Village Facebook page, USPS mail, don't want to interact/communicate, other-please explain
- In order to ensure we understand your thoughts/opinions. What is your definition of?
  - Rural - Choice: free-form space
  - Country village - Choice: free-form space
  - Minimal government - Choice: free-form space
  - Privacy and individuality - Choice: free-form space
  - Environmentally friendly - Choice: free-form space
- Austin is known for "Live Music Capital", Georgetown cites "The Best Town Square". If you were choosing a brand or tag line for Volente what would it be? Choice: free-form space
- We would like to hold at least one Town Hall meeting per quarter. The purpose of a Town Hall meeting is to both educate and obtain citizen input. What topics would you find beneficial for a Town Hall meeting? Choice: free-form space
- The PR/Communication Committee will be starting up a newsletter. What would you like to see in the Newsletter?

- Would you be willing to serve as a Block Captain? The three main duties of a Block Captain are: conduit for communications, emergency management and neighborhood watch. Choices – Yes/No if Yes- please provide your information in this survey or contact Julia Vicars at the city offices
- If you were on City Council, what would be the first thing you would do? Choice: free-form space
- Please provide any other input regarding communication, Choice: free-form space

## Customized Zoning

- Would you support customized zoning to meet the needs of the different areas of Volente? Ideas being evaluated that we like your input on include:
  - Allow for small lot (under 1 acre) consolidations, choices: Yes, No, Don't Know/Not enough info
  - Allow for smaller homes on these small lots, choices: Yes, No, Don't Know/Not enough info
  - Allow trailers/RV on residents property choices: Yes, No, Don't Know/Not enough info
  - Providing a transition type zoning rating as a buffer between commercial and residential areas, choices: Yes, No, Don't Know/Not enough info
  - Customizing the current ordinances to accommodate the different subset of Volente. For example, Volente Peak estates has a need for more restrictive requirement due to their HOA and Deed restrictions whereas the Debbie/Davy area has older, smaller lots/houses. choices: Yes, No, Don't Know/Not enough info
- Please provide any other input regarding customized zoning, Choice: free-form space

## Laws and Regulating Agencies

- The Village of Volente is subject to laws and regulations by several agencies. In regards to each of the following should the Village of Volente ordinances:
  - Lower Colorado River Authority (LCRA) for well/septic, water/wastewater, pollution removal, and green space- Options: match them or be stricter, don't know/not enough information
  - Texas Commission on Environmental Quality (TCEQ) for well/septic, water/wastewater, pollution removal, and green space - Options: match them or be stricter, don't know/not enough information
  - Federal Emergency Management (FEMA) for management of the flood plain- Options: match them or be stricter, don't know/not enough information
  - Travis County construction codes, permitting process, and inspections - Options: match them or be stricter, don't know/not enough information
- Please provide any other input regarding agencies and/or regulations, Choice: free-form space

## Growth Management

- What do you think is an appropriate land use for your area? Area is defined as your property and the immediate property by you. Choices – (choose all that you would support or rank in order of importance) single family, duplex, triplex, garden homes, short-term rental, commercial, other- please explain
- What do you feel is a reasonable distance (setbacks) from your neighbor? Choice: free-form space
- How important is view as a consideration for building site location? Choices – Don't block my view! to Not that important

- Should view exceptions require neighbor's consent? Choices – Yes, No, don't know/not enough information
- Should utilities match the area? I.E. underground where current house in the area are underground or vice versa. Choices – Yes/No, If no – please explain, don't know/not enough information
- Should we count pools are part of the impervious cover mitigation? Choices – Yes, No, don't know/not enough information
- In the 2014 survey 70% of respondents stated it was very important/important to have restrictions/ordinances on excessive outdoor noise.
  - What ways would you suggest noise be regulated? Choice: free-form space
  - Should it be different for the different areas of Volente depending on the makeup and size of the lots in that particular area? Choice: free-form space
- What are your opinions regarding medium density housing for retirement type community? Choice: free-form space
- In the 2014 survey 65% of respondents stated it was very important/important to have a plan for the future to limit residential and commercial growth? What is your definition of "limit"? Choice: free-form space
- Please provide any other input regarding growth management, Choice: free-form space

## **Miscellaneous**

- Would you support a senior tax exemption for residents over 65? Yes, No, don't know/not enough information
- How important is having the Village of Volente provide lake access? Choices: Very important to Not important
- Please write in any other comment you wish to add, Choice: free-form space

## Block Captains – Overview

The operational philosophy of a Block Captain program is to be community based, problem solving focused and data driven. Our crime prevention strategies are designed to reduce crime and the fear of crime in our community.

The role of a Neighborhood Block Captain is to be the liaison between their neighborhood and the Village and to organize meetings and activities to keep their neighbors interested and involved. The Block Captain acts as a conduit for the exchange of information with the Village to help keep community partners more informed about what is going on in a particular neighborhood. It's important for neighbors to come together to meet, plan and stay informed.

Becoming a Block Captain can be a very rewarding experience. You meet neighbors you might not have known otherwise. You serve the important functions of keeping people informed about incidents in the community and providing information about how they can secure their homes. It is a highly visible position, and vital to the success of the Neighborhood Watch program as a whole.

The key person in any Neighborhood Watch group is the Block Captain. This person is an integral component to keeping the block actively involved in crime prevention efforts as well as the important process of information exchange between neighbors. How successful they are depends on the Block Captain and the support he or she receives from neighbors.

Communication is vital in making your program a success. One of the main reasons a Block Watch program fails is the lack of communication and meetings between neighbors to discuss the concerns and remedies for the neighborhood. Keep neighbors informed as to the crime reports and other events that are taking place in the neighborhood.

### **Block Captain DO'S (not meant to be all-inclusive)**

- Responsibility for a manageable number of homes (usually 10-15). Go door-to-door and introduce yourself! Keep track of who is living in each home in your area; record the person's name, telephone number, e-mail, and their participation status in the Neighborhood Watch program.
- Develop a neighborhood communication system to distribute vital information to neighbors pertaining to criminal activity and other concerns that develop in the area.
- After receiving your neighbor's information, schedule a meeting with your neighbor's. Select a date and time that your neighbor's can make and select a meeting place that is convenient, such as your home, a park, a church, or any other neighborhood meeting place. While at this meeting, you and your neighbors can discuss the benefits of having a Block Captain/Neighborhood Watch program, the problems or concerns in the neighborhood, and how you and your neighbors would like to address these problems or concerns.
- You are also encouraged to arrange for your group to meet socially to exchange information and renew relationships as well as to get acquainted with new neighbors. People who communicate regularly will care more about each other and be more willing to keep an eye out for suspicious behavior.
- Periodically monitor the membership of your group. Contact new residents to get them involved and to obtain their support and participation. Update your membership list as needed. When new neighbors move in, have a welcoming party for them and invite them to join the Neighborhood Watch. There is no better way to get to know your neighbor's than by knocking on the front door

and introducing yourself. This lets the person moving in know that you and the neighbor's like to know what is going on in the neighborhood and that you report all suspicious activity and invite the new neighbor to the next meeting.

- Keep information up to date for your block watch program. Know who the older adults, working parents, and those with younger children in the family are in the neighborhood. Assist older adults that need special attention. Consider exchanging information such as the vehicles that your neighbor's have, their work hours, if they have children or pets, and scheduled deliveries or repairs. You will get to know your neighbors habits and belongings and help you recognize if anything is suspicious or unusual.
- Serve as the contact person for people on your street to notify about crime or suspicious activity. Promptly notify the Village of Volente office of this information. It is the victim's responsibility to contact the police. However, you can keep a record of break-ins, vandalism, graffiti, and/or any activity that becomes a concern for you and your neighbors. Your position as a Block Captain does not give you any law enforcement authority. You are simply the person who facilitates the unity of the group, distributes information, and coordinates activities. The job you are doing is important and appreciated by the Village of Volente but it carries no authority.

#### **Block Captain DON'TS**

- Use your position in any way to receive special consideration from any city entity or employee.
- Act in a capacity of a police officer in any way.
- Attempt to handle a situation in any way which may be hazardous to you or others.

Depending on your level of organizational skills and the amount of time available to you, you may want to delegate some duties to other members of the group. Some examples of duties that you may want to delegate to other members are:

- New member recruitment
- Vacation home watch
- Secretarial duties
- Developing and maintaining block maps
- Writing and distributing newsletters and other materials

Once your Neighborhood Watch program is organized, be sure that all members of the program understands and observes the following guidelines:

- Be alert to unusual or suspicious activity.
- Tell a trusted if you are going on vacation or when your home is going to be vacant for an extended period of time and tell that person how to contact you in case of an emergency.
- Look after a neighbor's home when they are away and ask them to do the same for you. Take in their mail, newspapers, or other deliveries. Make their home looked "lived in" by cutting the grass, shoveling the drive or walkway and park an extra vehicle in the driveway.
- Attend Neighborhood Watch meetings often. The Crime Prevention Officer will let you know of crime patterns in your area.
- GET INVOLVED! Neighborhood Watch is the most effective way to reduce or eliminate crime in your neighborhood
- Remember, your job is to report crime. The responsibility for making arrests lies with your local law enforcement.
- Communication is the key to having a successful block watch program. Don't lose touch with your neighbor's

### **Suggested Programs**

Home Security Survey-Here is a Home Security Survey [Home Security Survey](#) that is free of charge and can be used by a homeowner to analyze their homes security and how to upgrade to make it securer. You can also review the [Crime Prevention through Environmental Design Strategies](#) evaluation.

Operation ID— this program is designed to reduce the likelihood that member's property will be stolen and to aid in its recovery in the event that it is. Engravers will be made available by the Police Department so that members can mark their property with their driver's license number. **NEVER USE YOUR SOCIAL SECURITY NUMBER TO IDENTIFY YOUR PROPERTY!**

Block Parents -- you may want to develop a system of having block parents. Houses where children know they can go if they need help and their parents are not at home or their home is too far away to be immediately available in an emergency.

### **Be a good witness**

Most arrests can be made because a witness gave the information to the police. Remember these questions will be asked of you:

- What, when, and where it occurred?
- How many were there and if known, who did it?
- What did they do?
- What did they say?
- What did they take?
- Which way did they go?
- Were there any other witnesses?
- Any other information you feel is important?
- Describe the suspects or the vehicle information?

### **Mapping your neighborhood**

- A map will assist you and your neighbor's and the police if there is a situation comes up in your neighborhood. When mapping your neighborhood, first identify the block watch captain's home. Continue by placing diagrams of home's in your block watch area and identify who lives in the home, their address, telephone number(s), and vehicle's that are usually kept at the home. Along with this information, include the following:
  - Identify older adults or neighbors with health problems
  - Include emergency contact numbers and a file of life folder for your refrigerator
  - Include the numbers of other city departments such as water, street and refuse
  - Update and reissue this map when information changes to all members in your group

## IF YOU OBSERVE ANY OF THESE SUSPICIOUS ACTIVITIES, CALL THE POLICE

<p><b>SUSPICIOUS ACTIVITY CONCERNING VEHICLES CIRCUMSTANCE</b></p> <ul style="list-style-type: none"> <li>• Slow moving vehicle, with out lights at night, around schools, residential streets, or playgrounds.</li> <li>• Parked or occupied vehicle containing one or more persons, especially significant if observed at an unusual hour.</li> <li>• Vehicles being loaded with valuables if parked by a closed business or unoccupied residence.</li> <li>• Abandoned vehicle in your block.</li> <li>• Vehicle containing weapons.</li> <li>• Vehicle where someone is being forced into it, especially females or juveniles.</li> <li>• Vehicle where a business transaction is being conducted, around schools or parks.</li> <li>• Locked vehicle that someone is attempting to forcibly enter, especially in a parking lot.</li> <li>• Objects thrown from a vehicle.</li> </ul>	<p><b>POSSIBLE CRIME</b></p> <ul style="list-style-type: none"> <li>• Possible drug dealer, sex offender, or burglar.</li> <li>• Possible lookouts for a burglary or robbery.</li> <li>• Possible burglary or theft in progress.</li> <li>• Possible stolen car.</li> <li>• Owner may engage in illegal activity</li> <li>• Possible assault, kidnapping, attempted rape or child sex offender.</li> <li>• Possibly selling stolen items or drugs.</li> <li>• Possible theft of a car or its contents.</li> <li>• Possible disposal of contraband.</li> </ul>
<p><b>SUSPICIOUS ACTIVITY CONCERNING PERSONS CIRCUMSTANCE</b></p> <ul style="list-style-type: none"> <li>• Going door to door in a residential area, especially if one or more persons goes to rear of residence.</li> <li>• Waiting or loitering in front of a house or business, if business is closed or unoccupied.</li> <li>• Forcing entrance or entering you neighbor's house, when it is unoccupied.</li> <li>• Person running, especially if something of value is being carried.</li> <li>• Person carrying property that is not wrapped, at an unusual hour.</li> <li>• Pedestrian traffic to and from a certain residence and occurs on a regular basis.</li> <li>• Person screaming.</li> <li>• Person loitering around cars or going car to car peering into the cars.</li> <li>• Persons offering items for sale at low prices.</li> <li>• Persons loitering around schools, parks, or secluded areas.</li> <li>• Strangers loitering or driving</li> </ul>	<p><b>POSSIBLE CRIME</b></p> <ul style="list-style-type: none"> <li>• Possible burglary suspects or trespassers.</li> <li>• Possible burglary suspects.</li> <li>• Possible burglary, theft, or trespassing.</li> <li>• Possible suspect fleeing the scene of a crime.</li> <li>• Possible suspect fleeing the scene of a burglary or robbery.</li> <li>• Possible drug house or stolen property being sold for drugs.</li> <li>• Possible assault taking place.</li> <li>• Possible car thief.</li> <li>• Possibly selling stolen property.</li> <li>• Possible sex offenders or drug dealers.</li> <li>• Possible burglar suspects or vandals.</li> </ul>

## SUSPECT DESCRIPTION FORM

Sex: \_\_\_\_\_ Race: \_\_\_\_\_ Age: \_\_\_\_\_ Height: \_\_\_\_\_ Weight: \_\_\_\_\_

Hair Color: \_\_\_\_\_ Length: \_\_\_\_\_ Style: \_\_\_\_\_ Sideburns: \_\_\_\_\_

Eye Color: \_\_\_\_\_ Glasses: \_\_\_\_\_ Style: \_\_\_\_\_

Face Complexion: \_\_\_\_\_ Mustache: \_\_\_\_\_ Beard: \_\_\_\_\_

Ski Mask: \_\_\_\_\_ Color: \_\_\_\_\_ Stocking/Mask: \_\_\_\_\_

Other: \_\_\_\_\_ Tattoos: \_\_\_\_\_

Amputation: \_\_\_\_\_ Scars/Marks: \_\_\_\_\_

Distinguishable Gait/Limp: \_\_\_\_\_ Speech/Accent: \_\_\_\_\_

Bag/Backpack: \_\_\_\_\_ Clothing: \_\_\_\_\_ Cap/Hat: \_\_\_\_\_

Coat/Jacket: \_\_\_\_\_ Shirt/Tie or Blouse: \_\_\_\_\_ Pants/Skirt: \_\_\_\_\_

Shoes: \_\_\_\_\_ Gloves: \_\_\_\_\_ Jewelry: \_\_\_\_\_

Weapon: Handgun/Knife, etc. \_\_\_\_\_

## VEHICLE DESCRIPTION FORM

LICENSE PLATE (STATE): COLOR: NUMBER: \_\_\_\_\_

MAKE: MODEL: YEAR: \_\_\_\_\_

BODY STYLE (2 DOOR, CONVERTIBLE, ETC): \_\_\_\_\_

COLOR: \_\_\_\_\_

IDENTIFYING MARKS OR EQUIPMENT (DENTS, SCRATCHES, BUMPER STICKERS, DECALS, ETC.):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**\*\*BEFORE USING THIS FORM, MAKE COPIES AND  
KEEP THIS AS AN ORIGINAL\*\***

# SUSPICIOUS ACTIVITY RECORD

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

LOCATION: \_\_\_\_\_

TIME POLICE CALLED: \_\_\_\_\_

DESCRIPTION OF SUSPICIOUS INCIDENT: \_\_\_\_\_

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SUSPECT INFORMATION COMPLETED?: \_\_\_\_\_

VEHICLE INFORMATION COMPLETED?: \_\_\_\_\_

POLICE REPORT NUMBER: \_\_\_\_\_

POLICE ACTION TAKEN: \_\_\_\_\_

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KEEP THIS AS AN ORIGINAL\*\***



# BLOCK CAPTAIN'S MEETING REPORT

BLOCK REPRESENTED \_\_\_\_\_ AREA \_\_\_\_\_

BLOCK CAPTAIN'S NAME \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

CO-CAPTAIN'S NAME PHONE \_\_\_\_\_

DATE OF MEETING \_\_\_\_\_ TIME STARTED \_\_\_\_\_ END \_\_\_\_\_

NO. OF HOUSEHOLDS INVITED \_\_\_\_\_ NO. IN ATTENDANCE \_\_\_\_\_

HOST'S NAME ADDRESS \_\_\_\_\_

TOPIC'S DISCUSSED: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SPECIAL CONCERNS OR QUESTIONS RAISED: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NEXT SCHEDULED MEETING: DATE \_\_\_\_\_ TIME \_\_\_\_\_

HOST'S NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

ALTERNATE HOST'S NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

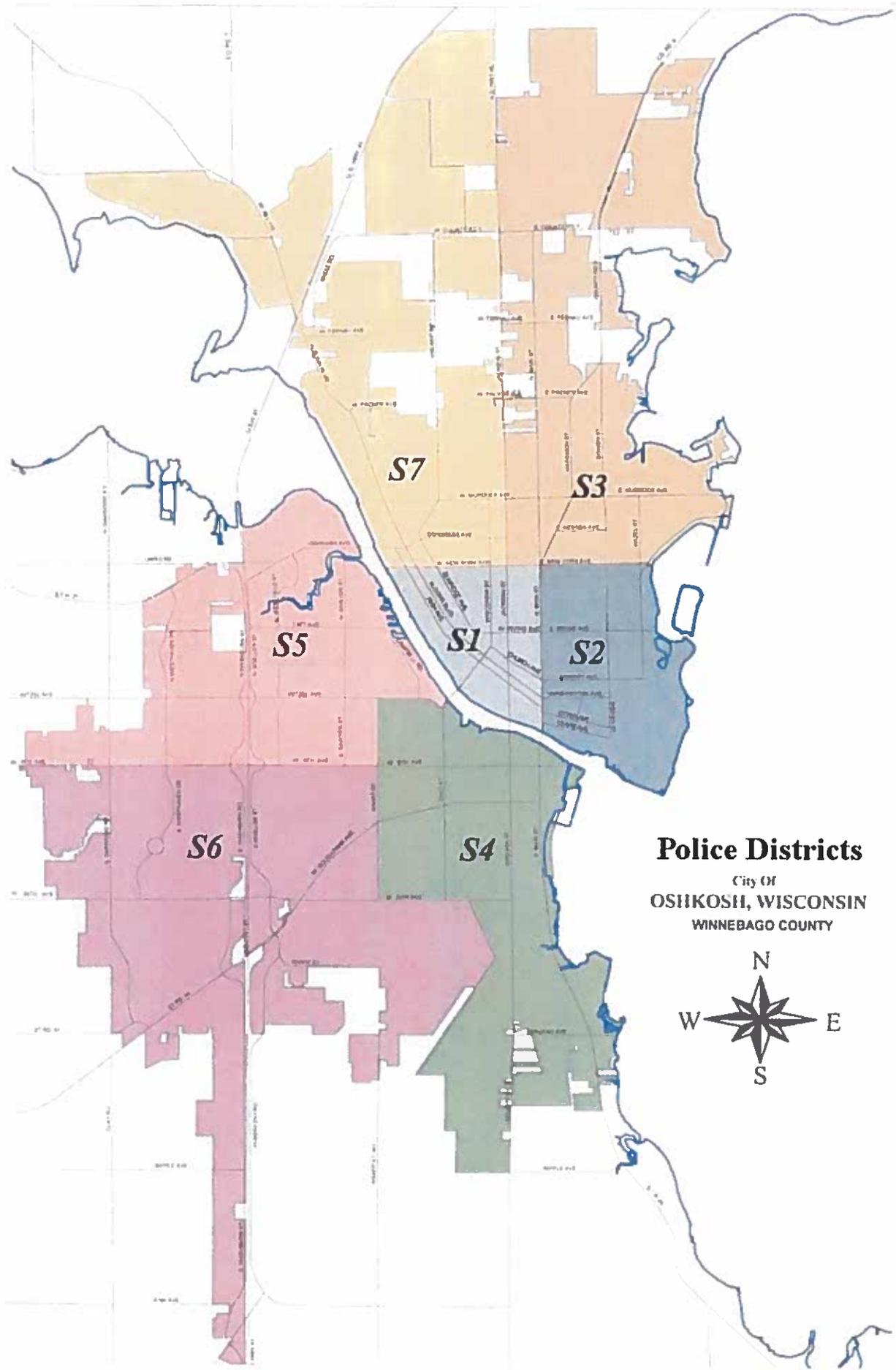
**\*\*BEFORE USING THIS FORM, MAKE COPIES AND  
KEEP THIS AS AN ORIGINAL\*\***



# MAP OF NEIGHBORHOOD WATCH HOMES

<p>Name: _____</p> <p>Address/Apt #: _____</p> <p>_____</p> <p>Email: _____</p> <p>Cell Phone: _____</p> <p>Home phone: _____</p> <p>Work phone: _____</p> <p>Vehicles: _____</p> <p>_____</p> <p># of children in the home: _____</p> <p># of pets in the home: _____</p> <p>Special Needs: _____</p> <p>_____</p> <p>Emergency Packet Delivered: Y/N</p> <p>Okay to provide info to the Village: Y/N</p> <p>Block Parent info given: Y/N</p>	 <p style="font-size: small;">Indicate NORTH with arrow</p>	<p>Name: _____</p> <p>Address/Apt #: _____</p> <p>_____</p> <p>Email: _____</p> <p>Cell Phone: _____</p> <p>Home phone: _____</p> <p>Work phone: _____</p> <p>Vehicles: _____</p> <p>_____</p> <p># of children in the home: _____</p> <p># of pets in the home: _____</p> <p>Special Needs: _____</p> <p>_____</p> <p>Emergency Packet Delivered: Y/N</p> <p>Okay to provide info to the Village: Y/N</p> <p>Block Parent info given: Y/N</p>
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**\*\*BEFORE USING THIS FORM, MAKE COPIES AND  
KEEP THIS AS AN ORIGINAL\*\***



**Police Districts**  
City Of  
**OSHKOSH, WISCONSIN**  
WINNEBAGO COUNTY

