

**CITY OF EULESS
CRIME CONTROL AND PREVENTION DISTRICT**

MINUTES OF BOARD MEETING

MAY 30, 2013

ITEM 1. CALL TO ORDER

A meeting of the Crime Control and Prevention District (CCPD) Board was called to order by President Ron Shields on Thursday, May 30, 2013, at 5:00 p.m. in the Conference Room in City Hall, 201 North Ector Drive, Euleess.

Board members present included:

Mayor Mary Lib Saleh
City Council Member Leon Hogg
City Council Member Glenn Porterfield
Citizen Member Don Martin
Citizen Member Iris Elliott
Citizen Member Ron Shields, President
Director of Finance Janina Jewell, Treasurer
City Secretary Kim Sutter, Secretary

Board member not present:

City Council Member Perry Bynum

Additional staff members present included:

City Manager Gary McKamie
Deputy City Manager Loretta Getchell
Assistant City Manager Chris Barker
Police Chief Mike Brown
Assistant Police Chief Bob Freeman
Police Captain Gary Landers

ITEM 2. APPROVAL OF MINUTES OF MAY 24, 2012, MEETING

Upon motion by Council Member Leon Hogg and second by Mayor Mary Lib Saleh, the minutes of the May 24, 2012, meeting were approved as presented by unanimous vote.

ITEM 3. ACCEPTANCE OF ANNUAL AUDIT FOR EULESS CRIME CONTROL AND PREVENTION DISTRICT FISCAL YEAR ENDING SEPTEMBER 30, 2012

Director of Finance Janina Jewell referred to the Comprehensive Annual Financial Report for Fiscal Year Ending September 30, 2012, for the City of Eules, which had been previously distributed. She advised that the external auditors, Weaver, LLP, conducted the audit and issued an unqualified opinion, which is the highest level of assurance that can be provided.

Ms. Jewell presented the total revenues, expenditures, and ending fund balance for the fiscal year:

Revenues

General Sales Tax and Investment Income **\$1,827,268**

Expenditures

Baseline Expenses – Salaries, benefits, and crime prevention supplies **\$1,657,049**

Capital outlay expenditures (debt payment on police radio system, imaging project, and radar units) **\$90,097**

Total Expenditures **\$1,747,146**

Ending Fund Balance **\$498,070**

Ms. Jewell advised that the ending fund balance exceeded the FY 2012 projected fund balance by \$171,371 for the year, due mainly to the increase in sales tax revenue during the fiscal year.

Upon motion by Council Member Glenn Porterfield and second by Council Member Leon Hogg, the audit for the Eules Crime Control and Prevention District budget for Fiscal Year 2012 was accepted by unanimous vote.

ITEM 4. HELD PUBLIC HEARING ON EULESS CRIME CONTROL AND PREVENTION DISTRICT PROPOSED BUDGET FOR FISCAL YEAR 2012-2013

President Shields opened the public hearing at 5:04 p.m. to receive input on the proposed Crime Control and Prevention District (CCPD) Budget for Fiscal Year 2013-2014.

Finance Director Janina Jewell presented a summary of the current year's budget and reviewed the projected revenues and expenditures for Fiscal Year 2013, and advised

that the projected fund balance for the end of the fiscal year is \$580,387, which is \$192,851 over the original budget projections due to increases in revenue.

Finance Director Jewell presented the proposed Fiscal Year 2013-2014 budget.

Beginning Fund Balance	\$580,387
Revenues	
Sales Tax and Investment Income	\$1,969,802
Expenditures	
Salaries and benefits	\$1,774,767
Special Services, training, minor apparatus, apparel, crime prevention	\$88,433
Capital outlay expenditures (debt payment on police radio system)	<u>\$78,733</u>
Total Expenditures	\$1,941,933
Excess Revenue over Expenditures	\$27,869
Ending Fund Balance	\$608,256
Capital Request FY 2013-14	\$278,106
Estimated Ending Fund Balance (9-30-2014)	\$330,150
Required Reserves (60 days)	\$319,222
Excess Revenues	\$10,928

Ms. Jewell advised that the increase to special services is to fund the Crime Victim Liaison position that has previously been paid by grant funds. The City has applied for grant funding, but will not be notified until August of the availability of the funding. Additionally, the increase in training, apparatuses, apparel, and crime prevention is primarily for equipping and training new and promoted officers.

Additionally, Ms. Jewell reviewed the CCPD financial report for the period ending April 30, 2013, and advised that revenues are exceeding budgeted projections and expenditures are in line with budget appropriations.

In response to questions raised by Council Member Porterfield, staff advised that the miscellaneous revenues of \$3,500 identified in the FY13 budget is a result of the auction of retired assets, and the increase to the operation expenditures outlined in the

proposed FY14 budget are a result of restoring funding for training that had previously been eliminated due to the downturn in the economy.

In response to a question raised by President Ron Shields related to the proposed revenue projections for FY14, Deputy City Manager Loretta Getchell advised that the projected revenues are conservative despite an 11 percent increase seen in the current fiscal year to date. The 11 percent increase is attributed to a turnaround in the overall economy.

Police Chief Mike Brown reviewed the proposed capital expenditures items for fiscal year 2013-2014, including police facility security upgrades, continuance of funding for a Public Safety Officer (part-time), patrol equipment and security software, jail appliances, part-time dispatcher, jail tower control room furniture, and Euless' portion of funding for training related to a 32-person Regional Tactical Swat Team.

Darl Easton, 1005 Fayette, asked for clarification regarding the distribution of funds for officer pay.

City Manager Gary McKamie responded that a set number of dollars and positions are funded through the CCPD budget directly, as the funds cannot be comingled with other funds.

There being no others requesting to speak, President Shields closed the public hearing at 5:41 p.m.

ITEM 5. APPROVAL OF EULESS CRIME CONTROL AND PREVENTION DISTRICT BUDGET FOR FISCAL YEAR 2013-2014

Upon motion by Mayor Saleh and second by Citizen Member Iris Elliott. the Crime Control and Prevention District Budget for Fiscal Year 2013-2014 was approved as presented by unanimous vote.

ITEM 6. ADJOURNMENT

Upon motion by Council Member Hogg and second by Mayor Saleh, to adjourn the meeting, President Shields adjourned the meeting at 5:42 p.m.

APPROVED:

ATTEST:

Ron Shields, President

Kim Sutter, Secretary