

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

MINUTES OF BOARD MEETING

MAY 26, 2011

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 26, 2011, at 5:00 p.m. in the Conference Room in City Hall, 201 North Ector Drive, Eules.

Board members present included:

Mayor Mary Lib Saleh
City Council Member Leon Hogg
City Council Member Perry Bynum
Citizen Member Don Martin
Citizen Member Iris Elliott
Citizen Member Ron Shields, President
Director of Finance Vicki Rodriguez, Treasurer
City Secretary Susan Crim, Secretary

Board members not in attendance:

City Council Member Glenn Porterfield

Additional staff members present included:

City Manager Gary McKamie
Deputy City Manager Loretta Getchell
Assistant City Manager Chris Barker
Deputy City Secretary Kim Sutter
Police Chief Mike Brown
Assistant Police Chief Bob Freeman
Police Captain Steve Eskew
Police Captain Steve Kockos
Police Captain Gary Landers

ITEM 2. APPROVAL OF MINUTES OF MAY 27, 2010, MEETING

Upon motion by Council Member Perry Bynum and second by Mayor Mary Lib Saleh, the minutes of the May 27, 2010, 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, 2010

Director of Finance Vicki Rodriguez referred to the Comprehensive Annual Financial Report for Fiscal Year Ending September 30, 2010, for the City of Euless, which had been previously distributed. She advised the Board of the total revenues, expenditures, and ending fund balance for the fiscal year:

Revenues

General Sales Tax and Investment Income **\$1,434,559**

Expenditures

Salaries, benefits, and crime prevention supplies **\$1,340,895**

Capital outlay expenditures (debt payment on police radio system) **\$64,609**

Total expenditures \$1,405,504

Ending Fund Balance \$327,658

Ms. Rodriguez advised that the ending fund balance exceeded the projected fund balance by \$57,515 for the year. Additionally, she reported that the external auditors, Weaver, LLP, have issued an unqualified opinion for the Fiscal Year 2010 audit, which is the highest level of assurance that can be provided.

Upon motion by Citizen Member Iris Elliott and second by Mayor Mary Lib Saleh, the audit for the Euless Crime Control and Prevention District budget for Fiscal Year 2010 was accepted by unanimous vote.

ITEM 4. HELD PUBLIC HEARING ON EULESS CRIME CONTROL AND PREVENTION DISTRICT PROPOSED BUDGET FOR FISCAL YEAR 2011-2012

President Shields opened the public hearing at 5:05 p.m. to receive input on the proposed Crime Control and Prevention District (CCPD) Budget for Fiscal Year 2011-2012.

Finance Director Vicki Rodriguez presented a summary of the current year's budget for the period ending April 30, 2011, and advised that projected fund balance for the end of the fiscal year is \$397,559.

Finance Director Rodriguez presented the proposed Fiscal Year 2011-2012 budget.

Beginning Fund Balance	\$397,559
Revenues	
General Sales Tax and Investment Income	\$1,656,712
Expenditures	
Salaries, benefits, and crime prevention supplies	\$1,548,883
Special Services, training, minor apparatus, apparel, crime prevention	\$29,900
Capital outlay expenditures (debt payment on police radio system)	<u>\$75,733</u>
	\$1,654,516
Total Expenditures	
Excess Revenue over Expenditures	\$2,196
Ending Fund Balance	\$399,755
Capital Request FY 2011-12	\$93,445
Estimated Ending Fund Balance (9-30-2012)	\$306,310
Required Reserves (60 days)	\$271,975
Excess Revenues	\$34,335

Police Chief Mike Brown reviewed the proposed capital expenditures items for fiscal year 2011-2012, including funding for a Public Safety Officer (part-time), digital imaging software upgrade, front-desk help (additional hours), police equipment, stalker radar units, and a floor cleaning machine.

There being no proponents or opponents wishing to speak, President Shields closed the public hearing at 5:30 p.m.

ITEM 5. APPROVAL OF EULESS CRIME CONTROL AND PREVENTION DISTRICT BUDGET FOR FISCAL YEAR 2011-2012

Upon motion by Council Member Leon Hogg and second by Mayor Pro Tem Linda Martin, the Crime Control and Prevention District Budget for Fiscal Year 2011-2012 was approved as presented by unanimous vote.

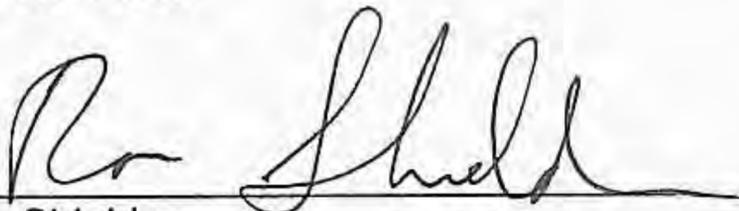
ITEM 6. ADJOURNMENT

Prior to adjournment, City Manager Gary McKamie introduced Police Captains Steve Eskew, Steve Kockos and Gary Landers.

President Ron Shields stated that he attended and appreciated the open house hosted by the Police Department as he found the visit very informative.

There being no further business, the meeting was adjourned at 5:35 p.m.

APPROVED:



Ron Shields
President

ATTEST:



Kim Sutter for Susan Crim
Secretary

EULESS CRIME CONTROL AND PREVENTION DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2011-12

	FY 2010-11 Original Budget	FY 2010-11 FYE Projection	FY 2011-12 Proposed Budget
Beginning Fund Balance	\$327,657	\$327,657	\$397,559
Revenues			
Sales Tax	\$1,585,522	\$1,606,207	\$1,656,362
Interest Income	\$500	\$200	\$350
Total Revenue	\$1,586,022	\$1,606,407	\$1,656,712
Operating Expenditures			
Salary	\$1,044,019	\$960,112	\$1,082,390
Certification Pay	\$21,700	\$21,847	\$23,260
Clothing Allowance	\$7,260	\$6,331	\$7,260
Benefits (Insurance, TMRS, Medicare, & Longevity)	\$374,006	\$392,582	\$435,973
Sub-Total - Personnel	\$1,446,985	\$1,380,872	\$1,548,883
Special Services	\$9,500	\$9,500	\$9,500
Training	\$7,500	\$7,500	\$7,500
Minor Apparatus	\$5,000	\$5,000	\$5,000
Wearing Apparel	\$3,000	\$3,000	\$3,000
Crime Prevention	\$4,900	\$4,900	\$4,900
Sub-Total - Operations	\$29,900	\$29,900	\$29,900
Radios	\$75,733	\$75,733	\$75,733
Sub-Total Capital	\$75,733	\$75,733	\$75,733
Total Operating Expenditures	\$1,552,618	\$1,486,505	\$1,654,516
Excess Revenues Over Expenditures	\$33,404	\$119,902	\$2,196
Capital Expenditures FY 2010-11			
Part Time PSO	\$50,000	\$50,000	\$0
Use of Prior Year Reserves for Capital	\$50,000	\$50,000	\$0
Ending Fund Balance	\$311,061	\$397,559	\$399,755
Capital Request FY 2011-12			
Part Time PSO			\$50,000
Digital Imaging Software Upgrade			\$11,500
Front Desk Help - Additional Hours			\$11,320
Police Equipment			\$11,425
Stalker Radar Units			\$5,000
Floor Cleaning Machine			\$4,200
Proposed Use of Excess Reserves for Capital			\$93,445
Estimated Ending Fund Balance @ 9-30-2012			\$306,310
Required Reserves (60 days)			\$271,975
Excess Reserves			\$34,335