

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

MINUTES OF BOARD MEETING

JUNE 9, 2014

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 Monday, June 9, 2014, at 5:00 p.m. in the Conference Room in City Hall, 201 North Ector Drive, Euless.

Board members present included:

Mayor Pro Tem Linda Eilenfeldt
City Council Member Jeremy Tompkins
City Council Member Perry Bynum
City Council Member Glenn Porterfield
Citizen Member Don Martin
Citizen Member Ron Shields, President
Director of Finance Janina Jewell, Treasurer
City Secretary Kim Sutter, Secretary

Board member not present:

Citizen Member Iris Elliott

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. ELECTION OF OFFICERS

Upon motion by Linda Eilenfeldt and second by Don Martin, Ron Shields was reappointed to serve as the President of the Board. The motion carried by a unanimous vote.

ITEM 3. APPROVAL OF MINUTES OF MAY 30, 2013, MEETING

Upon motion by Council Member Perry Bynum and second by Don Martin the minutes of the May 30, 2013, meeting were approved as presented by unanimous vote.

ITEM 4. ACCEPTANCE OF ANNUAL AUDIT FOR EULESS CRIME CONTROL AND PREVENTION DISTRICT FISCAL YEAR ENDING SEPTEMBER 30, 2013

Director of Finance Janina Jewell referred to the Comprehensive Annual Financial Report for Fiscal Year Ending September 30, 2013, for the City of Euless, 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, sale of fixed assets and interest earnings	\$1,997,417
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Total Expenditures

Baseline Expenses – salaries, benefits, and crime prevention supplies and Capital outlay expenditures (debt payment on police radio system, imaging project, and radar units)	\$1,890,824
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Total Expenditures

Ending Fund Balance	\$604,663
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Ms. Jewell advised that the ending fund balance exceeded the FY 2013 projected fund balance by \$214,828 for the year, due mainly to the increase in sales tax revenue during the fiscal year.

Upon motion by Council Member Perry Bynum and second by Mayor Pro Tem Linda Eilenfeldt the audit for the Euless Crime Control and Prevention District budget for Fiscal Year 2013 was accepted by unanimous vote.

ITEM 5. HELD PUBLIC HEARING ON EULESS CRIME CONTROL AND PREVENTION DISTRICT PROPOSED BUDGET FOR FISCAL YEAR 2014-2015

President Ron Shields opened the public hearing at 508 p.m. to receive input on the proposed Crime Control and Prevention District (CCPD) Budget for Fiscal Year 2014-2015.

Finance Director Janina Jewell presented a summary of the current year's budget and reviewed the projected revenues and expenditures for Fiscal Year 2014, and advised that the projected fund balance for the end of the fiscal year is \$504,367, which is approximately \$150,000 over the original budget projections due to increases in revenue. Finance Director Jewell presented the proposed Fiscal Year 2014-2015 budget.

Beginning Fund Balance	\$504,367
Revenues	
Sales Tax and Interest earnings <i>(Based on a three (3) Percent increase in sales tax receipts and no significant change in interest income)</i>	\$2,183,294
Expenditures	
Salaries and benefits <i>(includes modest pay plan increase and 18 positions, which is an increase of only one position and is a result of a transfer of that one position from the general fund to the CCPD fund)</i>	\$1,924,609
Special Services, training, minor apparatus, apparel, crime prevention	\$88,500
Capital outlay expenditures (debt payment on police radio system)	<u>\$91,000</u>
Total Expenditures	\$2,104,109
Excess Revenue over Expenditures	\$79,185
Ending Fund Balance	\$583,552
Capital Request FY 2014-15	\$185,705
Estimated Ending Fund Balance (9-30-2015)	\$364,327
Required Reserves (60 days)	\$351,391
Excess Revenues	\$12,936

Ms. Jewell reviewed the CCPD financial report for the period ending April 30, 2014, and advised that revenues are exceeding budgeted projections and expenditures are in line with budget appropriations.

Police Chief Mike Brown reviewed the proposed capital expenditures items, in detail, for fiscal year 2014-2015, including funding for the following:

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| - Continued funding of part-time Detention Officers | \$71,500 |
| - Part-time Dispatchers | \$46,080 |
| - Patrol equipment | \$68,125 |
| - Mental Health Mental Retardation Liaison | \$33,520 |
| - One-third funding. Shared with the Cities of Hurst and Bedford | |

Police Chief Mike Brown addressed questions related to the proposed capital expenditure items.

Darl Easton, 1005 Fayette Drive, Euless, requested the breakdown of personnel funded in the budget, including salaries by position.

City Manager McKamie responded that the number of positions and funding is included in the proposed budget and is not broken down by position; however, a document will be provided upon request.

There being no others requesting to speak, President Shields closed the public hearing at 5:47 p.m.

ITEM 6. APPROVAL OF EULESS CRIME CONTROL AND PREVENTION DISTRICT BUDGET FOR FISCAL YEAR 2014-2015

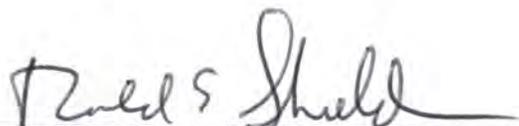
Upon motion by Citizen Member Don Martin and second by Council Member Perry Bynum, the Crime Control and Prevention District Budget for Fiscal Year 2014-2015 was approved as presented by unanimous vote.

ITEM 7. ADJOURNMENT

Upon motion by Linda Eilenfeldt and second by Perry Bynum to adjourn the meeting, President Shields adjourned the meeting at 5:51 p.m.

APPROVED:

ATTEST:



Ron Shields, President



Kim Sutter, Secretary

