

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

MINUTES OF BOARD MEETING

JUNE 8, 2015

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 8, 2015, at 5:00 p.m. in the Conference Room in City Hall, 201 North Ector Drive, Eules.

Board members present included:

City Council Member Linda Eilenfeldt
City Council Member Jeremy Tompkins
City Council Member Perry Bynum
City Council Member Eddie Price
Citizen Member Iris Elliott
Citizen Member Don Martin
Citizen Member Ron Shields, President
Director of Finance Janina Jewell, Treasurer
City Secretary Kim Sutter, Secretary

Additional staff and Council members present included:

Mayor Linda Martin
Council Member Harry Zimmer
City Manager Loretta Getchell
Deputy City Manager Bob Freeman
Assistant City Manager Chris Barker
Police Chief Mike Brown
Police Captain Gary Landers

ITEM 2. ELECTION OF OFFICERS

Upon motion by Citizen Member Martin and second by Council Member Bynum, 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 JUNE 9, 2014 MEETING

Upon motion by Council Member Bynum and second by Council Member Eilenfeldt the minutes of the June 9, 2014 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, 2014

Director of Finance Jewell referred to the Comprehensive Annual Financial Report for Fiscal Year Ending September 30, 2014, for the City of Euless, which had been previously distributed. She advised that the external auditors, Weaver, LLP, conducted the audit and issued an unmodified 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 interest earnings **\$2,169,577**

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) **\$2,088,064**

Ending Fund Balance

\$686,176

Ms. Jewell advised that the ending fund balance exceeded the FY 2014 projected fund balance by \$331,750 for the year, due mainly to the increase in sales tax revenue and a reduction in expenditures during the fiscal year.

Upon motion by Council Member Eilenfeldt and second by Citizen Member Martin the audit for the Euless Crime Control and Prevention District budget for Fiscal Year 2014 was accepted by unanimous vote.

ITEM 5. HELD PUBLIC HEARING ON EULESS CRIME CONTROL AND PREVENTION DISTRICT PROPOSED BUDGET FOR FISCAL YEAR 2015-2016

President Shields opened the public hearing at 5:06 p.m. to receive input on the proposed Crime Control and Prevention District (CCPD) Budget for Fiscal Year 2015-2016.

Finance Director Jewell presented a summary of the current year's budget and reviewed the projected revenues and expenditures for Fiscal Year 2015, and advised that the projected fund balance for the end of the fiscal year is \$572,832, which is \$26,696 over the original budget projections due to increases in revenue.

Finance Director Jewell presented the proposed Fiscal Year 2015-2016 budget.

Beginning Fund Balance	\$572,832
Revenues	
Sales Tax and Interest earnings <i>(Based on 2.5 Percent increase in sales tax receipts and a known adjustment for anticipated growth as well as decreases as a result of highway construction)</i>	\$2,290,945
Expenditures	
Salaries and benefits <i>(includes modest pay plan increase and 18 positions)</i>	\$1,989,506
Special Services, training, minor apparatus, apparel, crime prevention. <i>(Funding for MHMR position moved to baseline budget)</i>	\$122,020
Capital outlay expenditures (Northeast Tarrant County Radio Consortium (NETCO) and debt payment on police radio system)	<u>\$142,110</u>
Total Expenditures	\$2,253,636
Excess Revenue over Expenditures	\$37,309
Ending Fund Balance	\$610,141
Capital Request FY 2015-16	\$237,825
Estimated Ending Fund Balance (9-30-2015)	\$372,316
Required Reserves (60 days)	\$370,461
Excess Revenues	\$1,855

Police Chief Mike Brown reviewed the proposed capital expenditures items, in detail, for fiscal year 2015-2016, including funding for the following:

- Continued funding of part-time Detention Officers	\$71,500
- Building Security Scrambler Pads (16)	\$19,200
- Police Department Training Room Remodel	\$23,000
- L3 Video Camera System (5)	\$43,200
- Application Extender Upgrade	\$9,000
- Server Software	\$8,530
- Assorted Police Equipment	\$13,725
- Part-time Dispatcher	\$49,670

Police Chief Brown addressed questions related to the proposed capital expenditure items. He advised that the department has applied for a grant to assist with the funding

needing for the purchase of body cameras, and should the grant not be awarded the department will attempt to identify another funding source.

President Shields asked for any comments from the audience.

Darl Easton, 1005 Fayette Drive, Euless, Texas, requested an explanation as to how the revenue projections are determined, and also questioned the year end beginning and balances being the same. He stated that it appears the proposed expenditures will exceed the projected revenues.

Finance Director Jewell responded that the projections include a 2.5 percent normal growth increase as well as consideration for known new development and any anticipated decreases due to the reconstruction of State Highway 183 (SH 183).

City Manager Getchell responded that expenditures are kept within the budget appropriations and if revenue is not meeting the projections then expenditures are held. She explained that sometimes savings are used to cover the cost of capital expenditure items.

Darl Easton, 1005 Fayette Drive, Euless, Texas, inquired as to what percent of the police department budget is funded by the CCPD.

Finance Director Jewell responded that the police department budget includes funds from the general fund in the amount of \$12,516,012 and \$2.2 million from the CCPD budget.

There being no others requesting to speak, President Shields asked for a motion to close the public hearing.

Upon motion by Council Member Bynum and second by Council Member Tompkins, President Shields closed the public hearing at 5:48 p.m.

ITEM 6. APPROVAL OF EULESS CRIME CONTROL AND PREVENTION DISTRICT BUDGET FOR FISCAL YEAR 2015-2016

Upon motion by Citizen Member Martin and second by Citizen Member Elliott, the Crime Control and Prevention District Budget for Fiscal Year 2015-2016 was approved as presented by unanimous vote.

ITEM 7. ADJOURNMENT

Upon motion by Council Member Eilenfeldt and second by Citizen Member Martin to adjourn the meeting, President Shields adjourned the meeting at 5:50 p.m.

APPROVED:

ATTEST:

Ron Shields, President

Kim Sutter, Secretary