

CALL TO ORDER

CITIZEN COMMENTS

This is an opportunity for citizens to address the board on any matter over which they have authority, whether it is or is not posted on the agenda. The board is not permitted to discuss or take action on any presentations concerning an item not listed on the agenda. Citizens may speak up to three (3) minutes or the time limit determined by the mayor or presiding officer.

ACTION & BRIEFING ITEMS:

- A. Approval of the April 19, 2022, meeting minutes.
- B. Receive briefing, from Chief Reaves, regarding implemented safety measures and action plans at Burton Hill Elementary school, in the wake of the Uvalde shooting and related officer training. *(Note, this will not be a detailed plan review, it will be a high-level overview, to assure the public that our police department is well prepared and willing to take immediate action.)*
- C. Receive briefing on TXDOTs progress on 183 at Koldin and Casstevens.
- D. Discuss the need for public safety questions to be considered for the upcoming citywide survey.
- E. Review and discuss the proposed FY 2022-2023 CCPD budget. *(On August 23rd a Public Hearing will be held prior to the CCPD Board taking action on the proposed budget.)*
- F. The next meeting is scheduled for August 23, 2022, at 6:00pm.

ADJOURN

The board reserves the right to retire into executive session concerning any of the items listed on this agenda, whenever it is considered necessary and legally justified under the Open Meeting Act.

This facility is wheelchair accessible and handicapped parking spaces are available. Requests for accommodations for the hearing impaired must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (817) 710-2526 for assistance.

A quorum of the council or other committees may be present at this meeting; however, no council or other committee discussion or action will be taken. I certify that the above notice was posted on the bulletin board at the Westworth Village City Hall, 311 Burton Hill Road, Westworth Village, Texas on this, the 8th day of August 2022, by 5pm, in accordance with Chapter 551 of the Texas Government Code.



Brandy G. Barrett, TRMC
City Administrator/City Secretary





Thursday, April 19, 2022

6:00 PM

Council Chambers

ATTENDEES:	Abraham Elizondo	Member
	Brian Libbey	Member
	Tony Yeager	Member
	Jo Ann Rowls	Member
	Lance Rahn	Member
	Brian Libbey	Member
	L. Kelly Jones	Mayor
	Brandy Barrett	City Administrator/ Secretary
	Kevin Reaves	Police Chief
ABSENT:	Tiffany Aller	President
	J.D. Ambrose	Member
	Elisa Greubel	Board Secretary

CALLED TO ORDER at 6:01pm by Chairman Brian Libbey.

CITIZEN COMMENTS

- There were no citizen comments

ACTION ITEMS:

- A.** Approval of the June 29, 2021, meeting minutes.
MOTION to approve the minutes from June 29, 2021.
MADE by Tony Yeager. **SECOND by** Abe Elizondo.
Motion passed by a vote of 5 Ayes and 0 Nays.
- B.** Receive briefing from Chief Reaves on concerns raised by Koldin Lane residents during the March 2022, Long-Range Planning meeting.
Chief Reaves updated the board on comments from citizen on Koldin Ln. requesting that something be done to mitigate speeding and traffic on their street, as well as informing them of several options that are being explored to address the concerns.

The following citizens wrote in comments to be read into the record:

- Herbert Gabler, 113 Koldin Ln. – On the topic
- Christian Gabler, 113 Koldin Ln. – On the topic

The following citizens spoke:

- Anita Gray, 111 Koldin Ln. – On the topic
- Stacy Fetters, 120 Koldin Ln., - On the topic

C. Discuss citizen concerns regarding public safety at the pedestrian crossing on Roaring Springs Rd at Leonard Trail.

The following citizens spoke:

- Gene Dildy, 5856 Pollard Dr. – On the topic
- Margaret Long, 5837 Pollard Dr. – On the topic
- Sharon Schmitz, 1 Leonard Trl. – On the topic

F. The next meeting tentatively scheduled for June 7, 2022 at 6:00 PM.

ADJOURNED 6:48 PM.

MINUTES APPROVED on this day, the 2nd day of June 2022.

Tiffany Aller, President

ATTESTED TO BY:

Brandy Barrett,
City Administrator/City Secretary

CITY OF WESTWORTH VILLAGE
FY 2022-2023 BUDGET DETAIL (PROPOSED)

ACCT		Actual 2017	Actual 2018	Actual 2019	Actual 2020	Budget 2021	Budget 2022	Proposed 2023	2023 Budget notes
Crime Control & Prevention Revenue									
	Revenue								
03-500-520010	Crime Control Sales Tax	\$ 506,756	\$ 526,879	\$ 592,518	\$ 612,668	\$ 570,000	\$ 647,996	\$ 652,333	Used revenue projections from FY22 Budget
	Total Revenue	\$ 506,756	\$ 526,879	\$ 592,518	\$ 612,668	\$ 570,000	\$ 647,996	\$ 652,333	
	Additional Revenue								
03-500-525003	Texpool Interest	\$ -	\$ 4	\$ 6	\$ 2	\$ -	\$ 25	\$ -	
	Total Additional Revenue	\$ -	\$ 4	\$ 6	\$ 2	\$ -	\$ 25	\$ -	
Total Crime Control Revenue		\$ 506,756	\$ 526,883	\$ 592,524	\$ 612,670	\$ 570,000	\$ 648,021	\$ 652,333	
Crime Control & Prevention Expenses									
	Payroll								
03-630-610001	Salaries	\$ 303,147	\$ 277,145	\$ 304,024	\$ 290,369	\$ 272,602	\$ 287,227	\$ 297,980	5% COLA and up to an additional 3% merit
03-630-610002	TMRS Retirement	\$ 38,292	\$ 37,943	\$ 44,145	\$ 38,480	\$ 38,632	\$ 43,339	\$ 45,586	
03-630-610003	Workers compensation	\$ 8,017	\$ 8,335	\$ 8,967	\$ 8,005	\$ 9,014	\$ 9,716	\$ 10,219	
03-630-610004	Unemployment Comp	\$ 122	\$ 45	\$ 972	\$ 45	\$ 720	\$ 720	\$ 720	
03-630-610005	Group Health Insurance	\$ 30,993	\$ 31,299	\$ 49,653	\$ 48,222	\$ 42,000	\$ 43,500	\$ 60,000	Increased from \$750 to \$1000 monthly
03-630-610006	Medicare	\$ 4,470	\$ 4,189	\$ 4,971	\$ 4,296	\$ 4,668	\$ 5,031	\$ 5,292	
03-630-610007	FICA Social Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
03-630-610008	Overtime Pay	\$ 3,748	\$ 23,119	\$ 35,292	\$ 13,814	\$ 15,727	\$ 16,571	\$ 17,191	
03-630-610009	Cell Phone Allowance	\$ 3,150	\$ 805	\$ 2,345	\$ 2,275	\$ 2,220	\$ 2,220	\$ 2,100	
03-630-610011	Certification Pay	\$ 11,839	\$ 5,373	\$ 17,061	\$ 16,123	\$ 20,400	\$ 29,400	\$ 35,700	
03-630-610013	Holiday Pay					\$ 10,984	\$ 11,573	\$ 12,007	
03-630-610015	STEP Program				\$ -				
	Total Payroll	\$ 403,778	\$ 388,253	\$ 467,431	\$ 421,630	\$ 416,967	\$ 449,297	\$ 486,795	
	Equipment								
03-630-625045	Tasers	\$ -	\$ 1,493	\$ 1,481	\$ 1,500	\$ -	\$ -	\$ -	
03-630-625046	Technology Replacement		\$ -	\$ -	\$ -	\$ -	\$ 5,400	\$ 5,400	Radio Account - ongoing replacement schedule
03-630-625049	Police Units/Camera System	\$ -	\$ 50,096		\$ 61,808	\$ 53,000	\$ 58,000	\$ 63,000	new vehicle & equipment for vehicle
	Total Equipment	\$ -	\$ 51,589	\$ 1,481	\$ 63,308	\$ 53,000	\$ 63,400	\$ 68,400	

**CITY OF WESTWORTH VILLAGE
FY 2022-2023 BUDGET DETAIL (PROPOSED)**

ACCT		Actual 2017	Actual 2018	Actual 2019	Actual 2020	Budget 2021	Budget 2022	Proposed 2023	2023 Budget notes
	Professional Services								
03-630-630014	Admin Services	\$ 4,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 15,000	proportional increase in benefit administration cost
	Total Professional Services	\$ 4,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 15,000	
	Miscellaneous								
03-630-635008	Uniforms	\$ -	\$ 6,910	\$ 4,667	\$ 8,910	\$ 7,000	\$ 7,000	\$ 7,000	Citywide events 2 at MCP, Santa Day, HC Fall Festival
03-630-635103	Community Relations	\$ 11,672	\$ 10,758	\$ 12,023	\$ 8,682	\$ 13,000	\$ 13,000	\$ 13,000	
03-630-635123	Service Fees (Data cards)	\$ 5,908	\$ 5,850	\$ 5,926	\$ 5,651	\$ 6,000	\$ 5,000	\$ 5,000	
	Total Miscellaneous	\$ 17,580	\$ 23,518	\$ 22,617	\$ 23,242	\$ 26,000	\$ 25,000	\$ 25,000	
	Capital Expense								
03-630-650028	Weapon Cleaning	\$ -	\$ 448	\$ 418	\$ -	\$ -	\$ -	\$ -	
	Total Capital Expense	\$ -	\$ 448	\$ 418	\$ -	\$ -	\$ -	\$ -	
	Information Technology								
03-630-660004	Third Party Provider	\$ 6,963	\$ 7,305	\$ 7,317	\$ 9,226	\$ 7,400	\$ 7,400	\$ 7,400	anticipated price increases
03-630-660005	Maintenance Contracts	\$ 45,602	\$ 48,406	\$ 51,809	\$ 52,009	\$ 56,726	\$ 58,226	\$ 60,000	
	Total Information Technology	\$ 52,565	\$ 55,711	\$ 59,126	\$ 61,235	\$ 64,126	\$ 65,626	\$ 67,400	
Total Crime Control Expenses		\$ 477,923	\$ 529,519	\$ 561,073	\$ 579,414	\$ 570,093	\$ 613,323	\$ 662,595	
Net Crime Control & Prevention District		\$ 28,833	\$ (2,636)	\$ 31,451	\$ 33,255	\$ (93)	\$ 34,698	\$ (10,262)	Will pull from reserves



Crime Control and Prevention District Budget Proposal FY22-23



Crime Control and Prevention District Fund

Crime Control and Prevention District (CCPD) is funded by a ½ cent citizen authorized sales tax. The current sales tax is scheduled to expire on September 30th, 2024, and must be placed on the ballot for a reauthorization vote every 20 years.

The expenses in this fund are restricted and this account typically funds (5) five-full time police positions, a police vehicle purchase, uniforms, community related activities and various equipment maintenance contracts.

The CCPD budget is an integral part of the overall Police Department operating budget which is a goal-based budget. The goals for FY22-23 CCPD budget are part of the Police Departments General Fund Budget.

Payroll expenses includes a 5% cost of living adjustment as well as salary adjustments for FY 22-23, 12.49% TMRS rate and 1000/month city paid insurance benefit.

Crime Control and Prevention District Fund Overview

	Actual 2020	Actual 2021	Adopted 2022	Projected 2022	Proposed 2023
Revenue	\$612,668	\$6570	\$570,000	\$647,996	\$647,996
Additional Revenue	\$2	\$6	0	0	\$ 5
Total Revenue	\$612,670	\$606,015	\$570,000	\$647,996	\$648,021
Payroll	\$421,630	\$416,967	\$449,297	\$449,297	\$449,297
Equipment	\$ 63,308	\$53,000	\$58,000	\$63,400	\$68,400
Professional Service	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Misc.	\$23,242	\$26,000	\$26,000	\$25,000	\$26,000
Capital Expense	-	-	-	-	-
Information Tech	\$61,235	\$64,126	\$65,626	\$65,626	\$ 65,626
Total Expenses	\$579,414	\$570,093	\$570,093	\$613,323	\$619,323

PAYROLL EXPENSE		FY 21-22	Proposed FY 22-23	Increase
03-630-610001	Salaries	\$287,227	\$297,980	\$10,753
03-630-610002	TMRS	\$43,339	\$45,586	\$2,247
03-630-610003	Workers Comp	\$9,716	\$10,219	\$503
03-630-610004	Unemployment	\$720	\$720	-
03-630-610005	Health Insurance	\$43,500	\$60,000	\$16,500
03-630-610006	Medicare	\$5,031	\$5,292	\$261
03-630-610008	Overtime (CCPD)	\$16,571	\$17,191	\$620
03-630-610009	Cell Phone	\$2,220	\$2,100	-\$120
03-630-610011	Certification Pay	\$29,400	\$35,700	\$6,300
03-630-610012	Holiday Pay	\$11,573	\$12,007	\$434

The current projected FY 2021-22 includes 5 officers at an average salary of **\$57,445.4**. The proposed budget includes 5 officers at an average salary of **\$59,596**. The FY 2022-2023 budget includes funds for a 5% (**\$10,753**) cost of living pay increase, merit raise as well as a salary adjustment. The remainder of the increase is on the fringe benefits. The increase in these accounts is based upon the salary increases. The proposed total payroll portion for the FY22-23 CCPD budget is **\$486,795**.

Equipment Expense		FY21-22	FY22-23	Increase
03-630-625046	Technology Replacement	5,400	5,400	0
03-630-625045	Tasers	0	0	0
03-630-635008	Uniforms	7,000	7,000	0
03-630-650028	Weapons Cleaning Sys.	0	0	0

The CCPD budget is used to replace aging police technology such as the police handheld and vehicle radio systems. The Police Departments radios are reaching the end of life and replacement parts are no longer available for our existing models. Currently, the plan is to purchase two radios per year at a cost of approx. 5,400 per year until all of radios have been upgraded.

Community Relations		FY21-22	FY 22-23	Increase
03-630-635103	Community Relations	13,000	13,000	0

In FY2022-23, the Police Department will continue to support the Christmas in the Village event as well as a citywide picnics throughout the year.

Administration Services		FY 21-22	FY 22-23	Increase
03-630-630014	Administration Services	10,000	15,000	5,000

Admin Services is a fee paid by CCPD to the city for services provided such as accounts payable and budgetary assistance.

Capital Expense		FY 21-22	FY 22-23	Increase
03-630-625049	Police Unit	58,000	63,000	5,000

This account covers the cost of purchasing a new police unit and purchasing/ upgrading the equipment contained in the vehicle for officers to perform their duties. The life span of the vehicles is approx. 10 years of service to the city.

Service Fees		FY 21-22	FY 22-23	Increase
03-630-635123	Data Cards	6,000	6,000	0
03-630-660004	Third-Party Provider	7,400	7,400	0

The data card is used to provide cell service in police Mobile Data terminals. The third-party provider fees are the CCPD share of the IT support for the Police Department.

Maintenance Contracts		FY 21-22	FY 22-23	Increase
03-630-660005	Maint. Contracts	58,226	58,924	698

This section covers all the technology maintenance contracts and technology services for the police department. There is a minor increase with several of the vendors. Below is the breakdown of the services covered by this account:

FY 21-22			FY-22-23	
Leads online	\$2,150		Leads online	\$2,150
CRIMES	\$16,500		CRIMES	\$16,500
Ricoh	\$3,500	<i>Copier in Dispatch</i>	Ricoh	\$3,500
FW Radio Contract	\$18,000		FW Radio Contract	\$18,000
TSM Consulting	\$2,033	<i>Net Motion</i>	TSM Consulting	\$2,033
All Traffic Solutions	\$2,625		All Traffic Solutions	\$3,000
Mentalix	\$4,890		Mentalix	\$4,890
PMAM	\$900		PMAM	\$927
Background Solutions	\$195		Background Solutions	\$195
TKM	\$5,000	<i>Panasonic Updates</i>	TKM	\$5,000
Vista Com	\$2,433	<i>Dispatch Voice Recorder</i>	Vista Com	\$2,729
Total	\$58,226		Total	\$58,924