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Tuesday, June 2, 2020

5:30 PM

Council Chambers

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**CALL TO ORDER**

**ACTION ITEMS:**

- A. Approval of Minutes** from CCPD meeting on May 28, 2019.
- B. Review and discuss the Fiscal Year 2020-2021 CCPD Budget.**
- C. Next meeting is tentatively scheduled June 4<sup>th</sup> at 5:30pm.**

**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 committee and boards may be present at this meeting; however, no other council, board or 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, and City website, on this, the 29<sup>th</sup> day of May 2020, at 5pm, in accordance with Chapter 551 of the Texas Government Code.*

  
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**Brandy G. Barrett, City Secretary**





# Westworth Village

## Crime Control & Prevention District Meeting Minutes

Municipal Complex  
311 Burton Hill Road  
Westworth Village, TX 76114  
cityofwestworth.com

May 28, 2019

7:30 PM

Council Chambers

|                   |                 |                    |
|-------------------|-----------------|--------------------|
| <b>ATTENDEES:</b> | Nick Encke      | President          |
|                   | Tiffany Aller   | Vice-President     |
|                   | Jim Norris      | Member             |
|                   | Melissa Huffman | Member             |
|                   | Nyles Nielsen   | Member             |
|                   | Melva Campbell  | Member             |
|                   | John Hendrix    | Member             |
|                   | Sterling Naron  | City Administrator |
|                   | Brandy Barrett  | City Secretary     |
|                   | Kevin Reaves    | Police Chief       |
|                   | Kelly Jones     | Councilman         |

### ABSENT:

**CALLED TO ORDER at 6:30pm by Nick Encke.**

**OPEN PUBLIC HEARING at 6:31pm by Nick Encke**

Public hearing to receive input from the citizens of Westworth Village regarding the Proposed Fiscal Year 2019-2020 CCPD Budget.

- No public comments were made

**Mr. Encke closed the Public Hearing at 6:32pm.**

### Action Items:

- A. **Approval of Minutes** from CCPD meeting on July 12, 2018 and April 9, 2019.
  - **MADE** by Melva Campbell. **SECOND** by Melissa Huffman.

**Motion passed unanimously** by a vote of 7 Ayes and 0 Nays.
- B. Review and take action to adopt Fiscal Year 2019-2020 CCPD Budget, to be submitted to the City Council.
  - Sterling Naron reviewed a proposed FY 2019-2020 CCPD Budget, which includes a 3% increase in revenue over the current year. He also stated that expenses included a 2% pay increase funding 5 full time positions, a new patrol unit, sponsorship of the community luncheons and software subscription contracts. As proposed, revenue exceeds expenses by \$6,276.

**Motion to adopt Fiscal Year 2019-2020 CCPD Budget and submitted it for City Council approval.**

  - **MADE** by Nyles Nielsen. **SECOND** by Melissa Huffman.

**Motion passed unanimously** by a vote of 7 Ayes and 0 Nays.
- C. **Next CCPD Board meeting** is scheduled as needed.

**ADJOURNED at 6:39pm.**

**MINUTES APPROVED on this day, the 2<sup>nd</sup> day of June 2020.**

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**Nick Encke, President**

**ATTESTED TO BY:**

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**Brandy G. Barrett, City Secretary**

| 03-Crime Control                      |                               | Current FY<br>2020   | Proposed<br>FY2021   | Variance<br>(+ or -) |
|---------------------------------------|-------------------------------|----------------------|----------------------|----------------------|
| 03-630-610001                         | Salaries                      | \$ 268,324.00        | \$ 272,958.00        | \$ 4,634.00          |
| 03-630-610002                         | TMRS                          | \$ 38,311.00         | \$ 38,679.00         | \$ 368.00            |
| 03-630-610003                         | Workers Comp                  | \$ 8,939.00          | \$ 9,025.00          | \$ 86.00             |
| 03-630-610004                         | Unemployment                  | \$ 563.00            | \$ 720.00            | \$ 157.00            |
| 03-630-610005                         | Health Ins                    | \$ 40,500.00         | \$ 40,500.00         | \$ -                 |
| 03-630-610006                         | Medicare                      | \$ 4,629.00          | \$ 4,674.00          | \$ 45.00             |
| 03-630-610008                         | Overtime (CCPD)               | \$ 26,292.00         | \$ 15,748.00         | \$ (10,544.00)       |
| 03-630-610009                         | Cell Phone                    | \$ 2,340.00          | \$ 2,220.00          | \$ (120.00)          |
| 03-630-610011                         | Certification Pay             | \$ 22,300.00         | \$ 20,400.00         | \$ (1,900.00)        |
| 03-630-610012                         | Holiday Pay                   | \$ -                 | \$ 10,998.00         | \$ 10,998.00         |
| <b>CCPD Payroll Total</b>             |                               | <b>\$ 412,198.00</b> | <b>\$ 415,922.00</b> | <b>\$ 3,724.00</b>   |
| 03-630-625045                         | Tasers                        | \$ 1,500.00          | \$ -                 | \$ (1,500.00)        |
| 03-630-625049                         | Police Units                  | \$ 53,000.00         | \$ 53,000.00         | \$ -                 |
| 03-630-630014                         | Admin Services                | \$ 10,000.00         | \$ 10,000.00         | \$ -                 |
| 03-630-635008                         | Uniforms                      | \$ 7,000.00          | \$ 7,000.00          | \$ -                 |
| 03-630-635103                         | Community Relations           | \$ 13,000.00         | \$ 13,000.00         | \$ -                 |
| 03-630-635123                         | Service Fees (data card)      | \$ 6,000.00          | \$ 6,000.00          | \$ -                 |
| 03-630-650028                         | Weapon Cleaning System        | \$ 500.00            | \$ -                 | \$ (500.00)          |
| 03-630-660004                         | Third Party IT Provider       | \$ 7,400.00          | \$ 7,400.00          | \$ -                 |
| 03-630-660005                         | Maint. Contracts              | \$ 52,000.00         | \$ 56,726.00         | \$ 4,726.00          |
|                                       | Leads online                  | \$ 2,148.00          | \$ 2,150.00          | \$ 2.00              |
|                                       | CRIMES                        | \$ 15,000.00         | \$ 15,000.00         | \$ -                 |
|                                       | Ricoh (Dispatch Copier)       | \$ 3,375.84          | \$ 3,500.00          | \$ 124.16            |
|                                       | FW Radio Contract             | \$ 17,028.00         | \$ 18,000.00         | \$ 972.00            |
|                                       | TSM Consulting (Net Motion)   | \$ 2,032.73          | \$ 2,033.00          | \$ 0.27              |
|                                       | All Traffic Solutions         | \$ 1,500.00          | \$ 2,625.00          | \$ 1,125.00          |
|                                       | Mentalix                      | \$ 4,890.00          | \$ 4,890.00          | \$ -                 |
|                                       | PMAM                          | \$ 900.00            | \$ 900.00            | \$ -                 |
|                                       | Background Solutions          | \$ 195.00            | \$ 195.00            | \$ -                 |
|                                       | Vista com (Dispatch Recorder) | \$ 2,433.00          | \$ 2,433.00          | \$ -                 |
|                                       | TKM (Panasonic Updates)       | \$ -                 | \$ 5,000.00          | \$ 5,000.00          |
| <b>CCPD Expenses</b>                  |                               | <b>\$ 150,400.00</b> | <b>\$ 153,126.00</b> | <b>\$ 2,726.00</b>   |
| <b>2019-2020 FY Total CCP Expense</b> |                               | <b>\$ 562,598.00</b> | <b>\$ 569,048.00</b> | <b>\$ 6,450.00</b>   |