
Tuesday, July 14, 2020

5:30 PM

Council Chambers

Notice is hereby given as required by Title 5, Chapter 551.041 of the Government Code that the Westworth Village City Council will hold its regular meeting on Tuesday, July 14, 2020 at 5:30 pm by telephone conference. An electronic copy of the agenda packet has been made available on the City's website and a recording of the meeting will be made available through the City Secretary's office.

**THE CCPD BOARD MEMBERS INTEND TO PARTICIPATE IN THE MEETING VIA VIDEO
TELECONFERENCE.**

Members of the public may dial the following number to join the meeting starting at 5:00 pm 1-866-899-4679, when prompted enter access code 203 326 597#. Please deliver or email all comments related to the action items posted on the agenda to the City Secretary at: bbarrett@cityofwestworth.com prior to noon on the day of the meeting, Tuesday, July 14. All comments submitted must include the item number to which it pertains. All comments submitted are subject to being included in the council packet and/or read aloud during the Citizen Comments portion of the meeting.

CALL TO ORDER

OPEN PUBLIC HEARING

Public hearing to receive input from the citizens of Westworth Village regarding the **Proposed Fiscal Year 2020-2021 CCPD Budget.**

CLOSE PUBLIC HEARING

CITIZEN COMMENTS *(This is an opportunity for citizens to address the board on any matter posted on the agenda or over which the board has authority. Citizens may speak up to three (3) minutes or the time limit determined by the presiding officer.)*

ACTION ITEMS:

- A. Approval of Minutes** from CCPD meeting on June 2, 2020.
- B. Discuss and take action on the Fiscal Year 2020-2021 CCPD Budget.**
- C. Next meeting will be scheduled as needed.**

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 10th day of July 2020, at 5pm, in accordance with Chapter 551 of the Texas Government Code.



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

June 2, 2020

5:30 PM

Council Chambers

ATTENDEES:	John Hendrix	Member
	Tiffany Aller	Vice-President (<i>*arrived late</i>)
	Melissa Huffman	Member
	Nyles Nielsen	Member
	Melva Campbell	Member
	Brandy Barrett	City Secretary
	Kevin Reaves	Police Chief
	Kelly Jones	Mayor
ABSENT:	Nick Encke	President
	Barbara Deakins	Member

CALLED TO ORDER at 5:37pm by John Hendrix.

Action Items:

- A. Approval of Minutes** from CCPD meeting on May 28, 2019.
- **MADE** by Nyles Nielsen. **SECOND** by Melissa Huffman.
- Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

** Vice-President Aller arrived.*

- B.** Review and take action to adopt Fiscal Year 2020-2021 CCPD Budget.
- Mayor Jones reviewed the initial draft of the CCPD budget revenue and expenses, explaining the multiple variables at this point in the process and the delays due to COVID in receiving the revenue numbers. Overall budget expenses are expected to remain in line with the current fiscal year expenses.
 - No action was taken.
- C.** **Next CCPD Board meeting** is scheduled on July 9th at 5:30pm.

ADJOURNED at 6:01pm.

MINUTES APPROVED on this day, the 14th day of July 2020.

Tiffany Aller, Vice President

ATTESTED TO BY:

Brandy G. Barrett, City Secretary

CRIME CONTROL & PREVENTION DISTRICT FUND

This account is funded by a ½ cent sales tax. The current sales tax is scheduled to expire on September 30, 2024 and must be placed on the ballot for a vote every 20 years. Expenses are restricted, but this account typically funds 5 FTEs police officer positions, police vehicle purchases, uniforms, community relations activities and various equipment maintenance contracts.

At A Glance:

CITY OF WESTWORTH VILLAGE FY 2020-2021 BUDGET							
	Actual 2017	Actual 2018	Actual 2019	Adopted 2020	YTD June	Projected 2020	Proposed 2021
CCPD Fund Revenue							
Revenue	\$ 506,756	\$ 526,879	\$ 592,518	\$ 568,869	\$ 440,147	\$ 568,869	\$ 570,000
Additional Revenue	\$ -	\$ 4	\$ 6	\$ 5	\$ 2	\$ 5	\$ -
Total Revenue	\$ 506,756	\$ 526,883	\$ 592,524	\$ 568,874	\$ 440,148	\$ 568,874	\$ 570,000
CCPD Fund Expenses							
Payroll	\$ 403,778	\$ 388,253	\$ 467,431	\$ 412,198	\$ 306,293	\$ 412,198	\$ 415,921
Equipment	\$ -	\$ 51,589	\$ 1,481	\$ 54,500	\$ 43,888	\$ 54,500	\$ 53,000
Professional Service	\$ 4,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ 10,000
Misc	\$ 17,580	\$ 23,518	\$ 22,617	\$ 26,000	\$ 21,477	\$ 26,000	\$ 26,000
Capital Expense	\$ -	\$ 448	\$ 418	\$ 500	\$ -	\$ 500	\$ -
Information Tech	\$ 52,565	\$ 55,711	\$ 59,126	\$ 59,400	\$ 53,678	\$ 59,400	\$ 64,126
Total CCPD Expense	\$ 477,923	\$ 529,519	\$ 561,073	\$ 562,598	\$ 425,335	\$ 562,598	\$ 569,047

Budget Highlights:

0% Increase in Sales Tax (Revenue)
 2% Cost of Living Adjustment (Payroll)
 Funding for 1 Police Vehicle (03-630-625049)

**CITY OF WESTWORTH VILLAGE
FY 2020-2021 PROPOSED BUDGET**

ACCT		Actual 2017	Actual 2018	Actual 2019	Adopted 2020	YTD June	Projected 2020	Proposed 2021
Crime Control								
Revenue								
03-500-520010	Crime Control Sales Tax	\$ 506,756	\$ 526,879	\$ 592,518	\$ 568,869	\$ 440,147	\$ 568,869	\$ 570,000
	Total Revenue	\$ 506,756	\$ 526,879	\$ 592,518	\$ 568,869	\$ 440,147	\$ 568,869	\$ 570,000
Additional Revenue								
03-500-525003	Texpool Interest	\$ -	\$ 4	\$ 6	\$ 5	\$ 2	\$ 5	\$ -
	Total Additional Revenue	\$ -	\$ 4	\$ 6	\$ 5	\$ 2	\$ 5	\$ -
Total Crime Control Revenue		\$ 506,756	\$ 526,883	\$ 592,524	\$ 568,874	\$ 440,148	\$ 568,874	\$ 570,000
Crime Control Expenses								
Payroll								
03-630-610001	Salaries	\$ 303,147	\$ 277,145	\$ 304,024	\$ 268,324	\$ 204,543	\$ 268,324	\$ 272,958
03-630-610002	TMRS Retirement	\$ 38,292	\$ 37,943	\$ 44,145	\$ 38,311	\$ 27,850	\$ 38,311	\$ 38,679
03-630-610003	Workers compensation	\$ 8,017	\$ 8,335	\$ 8,967	\$ 8,939	\$ 8,005	\$ 8,939	\$ 9,025
03-630-610004	Unemployment Comp	\$ 122	\$ 45	\$ 972	\$ 563	\$ 45	\$ 563	\$ 720
03-630-610005	Group Health Insurance	\$ 30,993	\$ 31,299	\$ 49,653	\$ 40,500	\$ 36,094	\$ 40,500	\$ 40,500
03-630-610006	Medicare	\$ 4,470	\$ 4,189	\$ 4,971	\$ 4,629	\$ 3,129	\$ 4,629	\$ 4,674
03-630-610007	FICA Social Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
03-630-610008	Overtime Pay	\$ 3,748	\$ 23,119	\$ 35,292	\$ 26,292	\$ 9,546	\$ 26,292	\$ 15,748
03-630-610009	Cell Phone Allowance	\$ 3,150	\$ 805	\$ 2,345	\$ 2,340	\$ 1,645	\$ 2,340	\$ 2,220
03-630-610011	Certification Pay	\$ 11,839	\$ 5,373	\$ 17,061	\$ 22,300	\$ 12,684	\$ 22,300	\$ 20,400
03-630-610012	Holiday Pay					\$ -		\$ 10,998
03-630-610015	STEP Program					\$ 2,751		
	Total Payroll	\$ 403,778	\$ 388,253	\$ 467,431	\$ 412,198	\$ 306,293	\$ 412,198	\$ 415,921
Equipment								
03-630-625045	Tasers	\$ -	\$ 1,493	\$ 1,481	\$ 1,500	\$ 1,500	\$ 1,500	\$ -
03-630-625049	Police Units/Camera System	\$ -	\$ 50,096		\$ 53,000	\$ 42,388	\$ 53,000	\$ 53,000
	Total Equipment	\$ -	\$ 51,589	\$ 1,481	\$ 54,500	\$ 43,888	\$ 54,500	\$ 53,000
Professional Services								
03-630-630014	Admin Services	\$ 4,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ 10,000
	Total Professional Services	\$ 4,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ 10,000
Miscellaneous								
03-630-635008	Uniforms	\$ -	\$ 6,910	\$ 4,667	\$ 7,000	\$ 10,252	\$ 7,000	\$ 7,000
03-630-635103	Community Relations	\$ 11,672	\$ 10,758	\$ 12,023	\$ 13,000	\$ 6,980	\$ 13,000	\$ 13,000
03-630635123	Service Fees (Data cards)	\$ 5,908	\$ 5,850	\$ 5,926	\$ 6,000	\$ 4,244	\$ 6,000	\$ 6,000
	Total Miscellaneous	\$ 17,580	\$ 23,518	\$ 22,617	\$ 26,000	\$ 21,477	\$ 26,000	\$ 26,000
Capital Expense								
03-630-650028	Weapon Cleaning	\$ -	\$ 448	\$ 418	\$ 500	\$ -	\$ 500	\$ -
	Total Capital Expense	\$ -	\$ 448	\$ 418	\$ 500	\$ -	\$ 500	\$ -
Information Technology								
03-630-660004	Third Party Provider	\$ 6,963	\$ 7,305	\$ 7,317	\$ 7,400	\$ 7,264	\$ 7,400	\$ 7,400
03-630-660005	Maintenance Contracts	\$ 45,602	\$ 48,406	\$ 51,809	\$ 52,000	\$ 46,414	\$ 52,000	\$ 56,726
	Total Information Technology	\$ 52,565	\$ 55,711	\$ 59,126	\$ 59,400	\$ 53,678	\$ 59,400	\$ 64,126
Total Crime Control Expenses		\$ 477,923	\$ 529,519	\$ 561,073	\$ 562,598	\$ 425,335	\$ 562,598	\$ 569,047
Net Crime Control & Prevention District		\$ 28,833	\$ (2,636)	\$ 31,451	\$ 6,276	\$ 14,813	\$ 6,276	\$ 953