



City of Westworth Village  
311 Burton Hill Road • Westworth Village, TX 76114  
817.710.2500 • Fax 817.710.2501

**CRIME CONTROL & PREVENTION DISTRICT MEETING MINUTES**

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**DECEMBER 11, 2012**  
**TIME: 5:30 PM**

**MUNICIPAL COMPLEX**  
**COUNCIL CHAMBERS**  
**311 BURTON HILL ROAD**

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<b>ATTENDEES:</b>	Nick Encke	President
	Jill Patton	Vice President
	Ed Von Kohn	Director
	Melva Campbell	Director
	Patricia Stack	Director
	Jim Evans	Director
	George Richaud	Director
	Carol Borges	Recording Secretary
	Doug Reim	Police Chief
	Roger Unger	City Administrator
	George Staples	City Attorney
	Tony Yeager	Mayor
	Steve Beckman	Councilman
	John Rodriguez	Fire Chief

**I. CALLED TO ORDER at 5:30pm by President Encke.**

**II. Approval of Minutes from CCPD meeting on June 19, 2012.**

- **MOTION** made by Patricia Stack. **SECOND** by Melva Campbell. Motion passed unanimously, by a vote of 7 Ayes and 0 Nays.

**III. Discuss Fiscal Year End 09/30/12 Financial Reports.**

- City Administrator Roger Unger stated he expects to receive the draft audit on 12/21, or soon thereafter. It will be presented to the Finance/Audit Committee and then to Council for approval. The CCPD Board indicated they did not need to review it prior to Council approval, but wanted an update at the next regular meeting.

**IV. Discuss and take action with regard to the FY 2012-2013 Budget.**

- Roger Unger stated that the FY 11-12 budget revenue is under budget and will incur audit adjustments. He expects the final revenue numbers to be under budget by 2-3%. Current FY 12-13 revenue is already higher than budgeted. FY 11-12 expenses are on target but will also incur audit adjustments due to two new cars and final radio system payment. Current budget shows a positive

bank balance. CCPD should not carry a high bank balance. Maintenance agreements are paid early in a budget year. Gasoline prices have tapered off, which is a positive impact on expenses. CCPD budget is very stable year to year and should not see much fluctuation.

- Chief Reim discussed annual vehicle replacement program.

**V. Set 2013 meeting schedule.**

- The Board agreed on the following 2013 meeting schedule: March 12, May 14, June 11 (Adopt Budget), December 10.

**ADJOURNED at 5:43pm by President Encke.**

**MINUTES APPROVED** on this day, the 29<sup>th</sup> day of January, 2013.

Nick Encke  
Nick Encke, President

**ATTESTED TO BY:**

Carol Ann Borges  
Carol Ann Borges, City Secretary  
City of Westworth Village, TX

