



**Crime Control and
Prevention District
Board of Directors
Agenda Packet**

**June 4, 2020
6:15 P.M.**

**CROWLEY CRIME CONTROL AND PREVENTION
DISTRICT BOARD OF DIRECTORS
Meeting
June 4, 2020
6:15 P.M.**

ATTENDANCE SHEET

Johnny Shotwell, Member _____

Billy P. Davis, Member _____

Jesse Johnson, Member _____

Jerry Beck, Member _____

Carl Weber, Member _____

Tina Pace, Vice President _____

Christine M. Gilbreath, President _____

Staff:

Robert Loftin, City Manager _____

Kit Long, Police Chief, Staff Liaison _____

Lori Watson, Treasurer _____

Carol Konhauser, Board Secretary _____



**AGENDA
CROWLEY CRIME CONTROL AND
PREVENTION DISTRICT
JUNE 4, 2020
REGULAR SESSION - 6:15 p.m.**

**Crowley City Hall
201 E. Main Street
Crowley TX 76028**

Citizens may address the Council by filling out a blue "Citizen Participation" card to discuss any issue that is on the Agenda. Please turn in cards to the City Secretary. Speakers are limited to three minutes (if using a translator, the time limit will be doubled).

REGULAR CALLED MEETING – June 4, 2020- 6:15 P.M.

I. CALL TO ORDER / ROLL CALL

II. PRESENTATIONS

1. Receive Crime Control and Prevention District activity report presentation by Community Resource Officer C.J. Perry.

III. PUBLIC HEARING

1. Hold a public hearing on the Fiscal Year 2020-21 Proposed Budget for the City of Crowley Crime Control and Prevention District

IV. BUSINESS

1. Discuss and consider approval of the minutes of the Crime Control and Prevention District Board of Directors meeting held on May 21, 2020.
2. Discuss and elect a President and Vice-president pursuant to the City of Crowley Code of Ordinance, Section 2-146.
3. Discuss and take action on approval and adoption of the City of Crowley Crime Control and Prevention District Budget for Fiscal Year 2020-2021; and approve submission of said budget to the City Council.

V. ADJOURNMENT

I, the undersigned authority, do hereby certify that this Agenda of the June 4, 2020 meeting of the governing body of the Crowley Crime Control and Prevention District is a true and correct copy posted on _____, 2020 at _____ am/ pm at Crowley City Hall, a place convenient and readily accessible to the public at all times.

Carol C. Konhauser, Secretary, Crime Control and Prevention District

THE EDC AND CITY COUNCIL RESERVES THE RIGHT OF THE FOLLOWING:

1. ITEMS DO NOT HAVE TO BE CONSIDERED IN THE SAME ORDER AS SHOWN ON THIS AGENDA;
 2. THE COUNCIL MAY CONTINUE OR RECESS ITS DELIBERATIONS TO THE NEXT CALENDAR DAY IF IT DEEMS IT NECESSARY.
- The Crowley City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (817) 297-2201 ext. 4000, or email ckonhauser@ci.crowley.tx.us for further information.

NOTICE: A quorum of the City Council and Economic Development Board of Directors will be present at this meeting; however neither Board will take action on any items on this posted agenda.



Crowley Crime Control and Prevention District

AGENDA REPORT

Meeting Date: June 4, 2020

Agenda Item: II-1

Staff Contact: Officer C J Perry

E-mail: cperry@ci.crowley.tx.us

Phone: 817/297-2276 x 6504

SUBJECT: Receive Crime Control and Prevention District activity report presentation by Community Resource Officer C.J. Perry.

BACKGROUND/DISCUSSION

Review activity report for the Crime Control and Prevention District - January 2019 to May 2020.

FINANCIAL IMPACT

None.

RECOMMENDATION

None

CCPD Community Outreach Report

January 1, 2019 to May 31, 2020

January 2019

Crowley Health and Safety Fair @ Rec Center

COP Volunteer Hours = 84.5

Crime Victim Letters = 6

February 2019

Assist House of Hope with CISD Penny Race

Spoke at Crescent Springs HOA meeting

Coffee with a Cop @ Starbucks

1 Police Officer given Conditional Offer

1 Police Officer Applicant Tested

COP Volunteer Hours = 42

Crime Victim Letters = 9

March 2019

Safety Presentation First United Methodist Preschool

Bicycle Safety Presentation in-home preschool Mesa Vista Addition

Assist Patrol with road closure for gas leak

Assist with CYA Baseball Parade

Participated in Touch A Truck event @ Recreation Center

Assisted with Crowley Clean-up day

Hired 1 Police Officer

COP Volunteer Hours = 105.5

Crime Victim Letters = 12

April 2019

National Drug Take Back (12 boxes @ 211 pounds)

Women's Self Defense Every Tuesday this month

Assist House of Hope with CISD Penny Race

Easter Egg Hunt @ Bicentennial Park/Recreation Center

Every Friday night Spring Concert Series

Coffee with a COP @ Starbucks

COP Volunteer Hours = 141

Crime Victim Letters = 8

May 2019

Joined partnership with Alliance for Children which is a Child Advocacy Center

Powerhouse Employee Safety Fair

Final Spring Concert

Night Under the Stars Event @ Bicentennial Park

Hired 1 Police Officer

Tested 2 other Police Officer Applicants

Tested 21 Dispatcher Applicants - Ctiticall

COP Volunteer Hours = 100

Crime Victim Letters = 5

June 2019

Every Friday night Movies in the Park

Annual Bicycle Safety Rodeo (handed out over 100 bicycle helmets)

Teen Girls Self Defense

Interview 20 for Property and Evidence Technician

COP Volunteer Hours = 119

Crime Victim Letters = 7

July 2019

Started new program called Guardian Program for Special Needs

Celebration of Freedom 1st time

Celebration of Freedom 2nd time

Tested 3 Police Officer Applicants

Hired Property and Evidence Technician

COP Volunteer Hours = 64.75

Crime Victim Letters = 10

August 2019

Walmart Re-Grand Opening

Back to School Patrols

Tested 1 Police Officer Applicant

COP Volunteer Hours = 103

Crime Victim Letters = 11

September 2019

Assist SROs with traffic control on Friday night CHS home football games

Touch-A-Truck Event at Bess Race

Crowley Car Show at Bicentennial Park

Assist with CHS Homecoming Parade

Assist with Crowley Clean Up event and Recycle Truck

Hired 1 Police Officer

COP Volunteer Hours = 176

October 2019

National Night Out held in Powerhouse parking lot

Placed 29 out of 45 within Texas Cities our size

Assist with teaching TCOLE mandated Legislative Updates

Assist with parking at Jeep Jamboree @ Crowley Tire and Auto

Attended TCOLE Conference

National Drug Take Back Event 8 boxes @ 122 pounds total

Assisted with Haunted Hayride event

Tested 1 Police Officer Applicant

Hired 1 Dispatcher

COP Volunteer Hours = 77.5

November 2019

Citizen On Patrol Training/Conference hosted by Forest Hill PD

Tested 4 Police Officer Applicants

COP Volunteer Hours = 100

December 2019

Assisted with traffic control – Christmas in Crowley @ Recreation Center

Hired 1 Dispatcher

COP Volunteer Hours = 58

January 2020

Assisted Crowley ISD with Parent Appreciation Night @ Crowley HS

Participated in Health Fair @ Recreation Center

Tested 24 Dispatcher Applicants

COP Volunteer Hours = 86

February 2020

Participated in Crowley ISD "Making Connections" Fair @ CTE (Guardian Program)

Participated in Crowley Upward Basketball League and received water donation

Participated in Crowley United Methodist Church Preschool – Safety Presentation

Attended TCOLE Strategic Planning Training @ DFW Airport

Tested 1 Police Officer Applicant

COP Volunteer Hours = 40.5

March 2020

Events cancelled due to COVID-19

COP Volunteer Hours = 33

COP suspended due to COVID-19

April 2020

Events cancelled due to COVID-19

Participated in several birthday party parades with community

Tested 3 Police Officer Applicants

COP suspended due to COVID-19

May 2020

Events cancelled due to COVID-19

Participated in several birthday party drive-by parades with community

Met with American Heritage Girls and learned about program

Placed Radar Trailer on Bean Dr to slow down traffic coming in to city from FW

COP assisted with structure fire @ Water/Skelly with traffic control

Tested 25 Dispatcher Applicants – Critical

Tested 2 Police Officer Applicants

COP Suspended due to COVID-19

COP Volunteer Hours = 3

TOTAL COP VOLUNTEER HOURS = 1,333.75 hours



Crowley Crime Control and Prevention District

AGENDA REPORT

Meeting Date: June 4, 2020

Agenda Item: III-1

Staff Contact: Kit Long

E-mail: klong@ci.crowley.tx.us

Phone: 817-297-2276

SUBJECT: Hold a public hearing on the Fiscal Year 2020-21 Proposed Budget for the City of Crowley Crime Control and Prevention District.

BACKGROUND/DISCUSSION

The Crowley Police Department presents the FY 2020-21 Annual Budget for review and consideration by the Crime Control and Prevention District Board.

FINANCIAL IMPACT

None.

RECOMMENDATION

It is the recommendation of the Police Chief that the proposed budget should be approved.

ATTACHMENTS

- Proposed Budget
- Capital Requests

Crime Control Proposed Budget 2020-21

Revenue:

Sales Tax Revenue	\$ 870,000
Interest Income	10,000

Total Income \$ 880,000

Expenses:

Bond Payments	
Principal	\$ 245,000
Interest	22,612

\$ 267,612

Recurring Costs:

Full Time Salaries	\$ 209,085
Overtime	7,800
Fica	13,447
Medicare	3,145
TMRS	24,053
Insurance	28,000

Total Personnel Costs \$ 285,529

Service Contracts

1	Motorola contract	792
2	License Plate Reader annual contract	2,500
3	Johnson County Broadband contract	49,884
4	Axon Five Year maintenance/license contract	18,321
5	VistaCom Voice Logger maintenance contract	4,578
6	Spectrum Internet	15,815
7	Mentalix (fingerprint machine)	4,590
8	Motorola contract (renews 2021-22)	-
9	Acronis (every 3 years)	-

Total Service Contracts 96,480

Materials and Supplies

10	CCPC Admin Materials	2,500
11	Recruiting/Selection Process Exams	1,650

Total Materials & Supplies 4,150

12	Mobile Phones	1,200
13	Dues and Memberships	75
14	Training and Travel	5,300
15	Ammunition (for Training)	16,184
16	City Event OverTime (includes COF)	21,000
17	Office of Community Outreach Programs	13,150

Total Other 56,909

Subtotal Programs & Recurring Costs \$ 443,067

Equipment and One Time Costs:

Dispatch upgrades	39,307
Axon Tasers	64,180

Subtotal Equipment and One Time Purchases \$ 103,487

Total Expenses \$ 814,166

Revenues over (under) expenses \$ 65,834

Detail of Programs:

2020-21

1	Citizens On Patrol Program	4,000
2	Youth Activity Center Programs	1,200
3	Crowley Area Teen Community Helpers/Adult Supervision	250
4	Citizens Police Academy	500
5	National Night Out	1,000
6	Crime Prevention Materials	1,500
7	Bicycle/Skateboard Safety Program	1,000
8	Bike/ATV Patrol	500
9	Alliance for Children	3,200
Total Programs		\$ 13,150

CITY OF CROWLEY
CAPITAL REQUEST FORM
(ITEMS OVER \$5,000)
BUDGET YEAR 2020-21

DEPARTMENT:	CCPD
DESCRIPTION:	Tasers
PRIORITY:	1

JUSTIFICATION:

The Crowley Police Department is seeking to purchase new tasers. The current tasers we utilize have been used for the past 5 years have reached their shelf life and need to be upgraded.

FINANCIAL IMPACT ON CURRENT YEAR BUDGET:

ACCOUNT NUMBER	DESCRIPTION	COST
68-30-5355	Axon Taser "7" Total amount will be split up into (5) annual payments Items included with this will be: Evidence.com License to access taser information Cartridges, battery packs, holsters, docking stations and wall mounts	\$ 64,180.00
TOTAL COST		\$ 64,180.00

FINANCIAL IMPACT ON FUTURE BUDGETS:

ACCOUNT NUMBER	DESCRIPTION	COST
68-30-5355	Tasers with Evidence.com licensing (Year 1) Year 2-5 \$12,000 each year	16,180.00 48,000.00
TOTAL COST		\$ 64,180.00

FUNDING SOURCE IF APPROVED:

CITY OF CROWLEY
CAPITAL REQUEST FORM
(ITEMS OVER \$5,000)
BUDGET YEAR 2020-21

DEPARTMENT:	CCPD
DESCRIPTION:	Dispatch Upgrades
PRIORITY:	1

JUSTIFICATION:

The Communications Center operates 24 hours a day, 7 days a week in the original work environment that was built in 2008. The implemented design for consoles consisted of a laminate kitchen countertop for a work surface. The constant use combined with the age of the countertop has left the work surface with patchwork repairs that are failing. The current design also does not protect the computers from dust which shortens their life span. One of the large costs to replacing these with dust free consoles as proposed is the cost of the labor for all the other affected areas such as the radio system and moving the 911/Dispatch to the EOC temporarily for installation. With the grant approved replacement of the radio system, these high labor costs would be covered and save the City considerable time and money.

FINANCIAL IMPACT ON CURRENT YEAR BUDGET:

ACCOUNT NUMBER	DESCRIPTION	COST
	2 Position Vented Consoles	\$ 34,563.73
	Flooring - Floating Vinyl Plank & Covebase	\$ 2,743.76
	IT - internal	\$ 1,000.00
	Room Remodel - Internal	\$ 1,000.00
TOTAL COST		\$ 39,307.49

FINANCIAL IMPACT ON FUTURE BUDGETS:

ACCOUNT NUMBER	DESCRIPTION	COST
TOTAL COST		\$ -

FUNDING SOURCE IF APPROVED:

CITY OF CROWLEY
CAPITAL REQUEST FORM
(ITEMS OVER \$5,000)
BUDGET YEAR 2020-21

DEPARTMENT:	CCPD
DESCRIPTION:	Spectrum Fiber Radios (Internet Upgrade)
PRIORITY:	1

JUSTIFICATION:

Motorola has recently extended out a new contract with all new equipment. This upgrade is required to fulfill the components necessary with using the new radios.

FINANCIAL IMPACT ON CURRENT YEAR BUDGET:

ACCOUNT NUMBER	DESCRIPTION	COST
68-30-5355	Spectrum Internet upgrade for radios (price for one year)	\$ 10,800.00
TOTAL COST		\$ 10,800.00

FINANCIAL IMPACT ON FUTURE BUDGETS:

ACCOUNT NUMBER	DESCRIPTION	COST
68-30-5355	Spectrum	10,800.00
TOTAL COST		\$ 10,800.00

FUNDING SOURCE IF APPROVED:



Crowley Crime Control and Prevention District

AGENDA REPORT

Meeting Date: Jun 4, 2020

Agenda Item: IV-1

Staff Contact: Carol Konhauser, Secretary

E-mail: ckonhauser@ci.crowley.tx.us

Phone: 817-297-2201-X4000

SUBJECT: Discuss and consider approval of the minutes of the Crime Control and Prevention District Board of Directors meeting held on May 21, 2020.

BACKGROUND/DISCUSSION

Consider approval of CCPD minutes.

FINANCIAL IMPACT

None.

RECOMMENDATION

Board of Directors consideration is respectfully requested.

MINUTES OF THE CRIME CONTROL AND PREVENTION DISTRICT, REGULAR SESSION HELD on May 21, 2020. The Board of Directors (the “Board”) of the Crowley Crime Control and Prevention District convened in Regular Session at 6:15 p.m., in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

Present were: Member Johnny Shotwell
 Member Billy Davis
 Member Jesse Johnson
 Member Jerry Beck
 Member Carl Weber
 Preside Christine Gilbreath

Staff Included: City Manager Robert Loftin
 Asst Police Chief Kit Long

Absent: Member Tina Pace

CALL TO ORDER/ ROLL CALL

President Christine Gilbreath called the Regular Session to order at 6:15 p.m. Secretary Carol Konhauser called roll and noted a quorum was present.

BUSINESS

1. Discuss and consider approval of the minutes of the Crime Control and Prevention District Board of Directors meeting held on April 16, 2020.

Member Jesse Johnson made the motion to approve the minutes as presented, second by Member Jerry Beck, the Board voted unanimously to approve the minutes as presented. Motion carried 6-0.

2. Crime Control and Prevention District (CCPD) Board of Directors to ratify the appointment of Carol Konhauser as Secretary of the CCPD; Pursuant to Chapter 2 Administration, Article IV. Boards and Commissions, Division 7 Crime Control and Prevention District Board, Section 2-146 Officers.

Member Jesse Johnson made the motion to approve the ratification of Carol Konhauser, second by Member Billy Davis, the Board voted unanimously to approve the minutes as presented. Motion carried 6-0.

3. Discuss and consider Budget Amendment #1 for FY 2019-2020 Crime Control and Prevention District in the amount of \$74,316.00.

Member Jerry Beck made the motion to approve the Budget Amendment #1 for FY2019-20 for the Crime Control and Prevention District in the amount of \$74,316.00, second by Member Carl Weber, the Board voted unanimously to approve the minutes as presented. Motion carried 6-0.

4. Discuss Crime Control and Prevention District Proposed FY2020-2021 Budget and set date for a Public Hearing on the final budget.

Member Jesse Johnson made the motion to approve the proposed budget for FY2020-21 for the Crime Control and Prevention District and to set the date for the Public Hearing to Jun 4, 2020; second by Member Carl Weber, the Board voted unanimously to approve the motion as presented. Motion carried 6-0.

As there was no further business, President Christine Gilbreath adjourned the meeting at 6:20 p.m.

ATTEST:

Christine Gilbreath, President

Carol Konhauser, Board Secretary



Crowley Crime Control and Prevention District

AGENDA REPORT

Meeting Date: June 4, 2020

Agenda Item: IV-2

Staff Contact: Carol Konhauser, Secretary

E-mail: ckonhuaser@ci.crowley.tx.us

Phone: 817-297-2201 ext 4000

SUBJECT: Discuss and elect a President and Vice-president pursuant to the City of Crowley Code of Ordinance, Section 2-146.

BACKGROUND/DISCUSSION

Pursuant to the City of Crowley Code of Ordinances, Section 2-146, the Board shall elect, from among its members, officers to serve as President and Vice-president for a 1-yr term. The current Board President is Christine Gilbreath and the Vice President is Tina Pace.

FINANCIAL IMPACT

None.

RECOMMENDATION

Board action is required by nomination and voting for a President and Vice-president.

ATTACHMENTS

- None



Crowley Crime Control and Prevention District

AGENDA REPORT

Meeting Date: June 4, 2020

Agenda Item: IV-3

Staff Contact: Kit Long

E-mail: klong@ci.crowley.tx.us

Phone: 817-297-2276 ext 6203

SUBJECT: Discuss and take action on approval and adoption of the City of Crowley Crime Control and Prevention District Budget for Fiscal Year 2020-2021; and approve submission of said budget to the City Council.

BACKGROUND/DISCUSSION

This item is for the Board of Directors to consider and take action on approving and adopting FY 2020-2021 Crowley Crime Control and Prevention District Budget. This proposed budget was presented at the May 21, 2020 CCPD meeting, and made available at the public hearing on June 4, 2020.

Not later than the 10th day after the date the budget is approved by the Board, the Board shall submit the budget to the City Council. The City Council must hold a public hearing on the budget. After the public hearing the Council may approve or reject the budget submitted by the Board. If the Council rejects the budget submitted by the Board, the Council and the Board shall meet and together amend and approve the budget before the beginning of the fiscal year.

FINANCIAL IMPACT

None.

RECOMMENDATION

It is recommended the FY 20-21 Budget be approved, adopted and submitted to City Council for consideration.

ATTACHMENTS

- Budget

Crime Control Proposed Budget 2020-21

Revenue:

Sales Tax Revenue	\$ 870,000
Interest Income	10,000

Total Income \$ 880,000

Expenses:

Bond Payments	
Principal	\$ 245,000
Interest	22,612
	<u>267,612</u>
	\$ 267,612

Recurring Costs:

Full Time Salaries	\$ 209,085	
Overtime	7,800	
Fica	13,447	
Medicare	3,145	
TMRS	24,053	
Insurance	28,000	
	<u>285,529</u>	
	<i>Total Personnel Costs</i>	\$ 285,529
Service Contracts		
1 Motorola contract	792	
2 License Plate Reader annual contract	2,500	
3 Johnson County Broadband contract	49,884	
4 Axon Five Year maintenance/license contract	18,321	
5 VistaCom Voice Logger maintenance contract	4,578	
6 Spectrum Internet	15,815	
7 Mentalix (fingerprint machine)	4,590	
8 Motorola contract (renews 2021-22)	-	
9 Acronis (every 3 years)	-	
	<u>96,480</u>	
	<i>Total Service Contracts</i>	96,480
Materials and Supplies		
10 CCPC Admin Materials	2,500	
11 Recruiting/Selection Process Exams	1,650	
	<u>4,150</u>	
	<i>Total Materials & Supplies</i>	4,150
12 Mobile Phones	1,200	
13 Dues and Memberships	75	
14 Training and Travel	5,300	
15 Ammunition (for Training)	16,184	
16 City Event OverTime (includes COF)	21,000	
17 Office of Community Outreach Programs	13,150	
	<u>56,909</u>	
	<i>Total Other</i>	56,909
	Subtotal Programs & Recurring Costs	\$ 443,067

Equipment and One Time Costs:

Dispatch upgrades	39,307	
Axon Tasers	64,180	
	<u>103,487</u>	
	Subtotal Equipment and One Time Purchases	\$ 103,487

Total Expenses \$ 814,166

Revenues over (under) expenses \$ 65,834

Detail of Programs:

	2020-21
1 Citizens On Patrol Program	4,000
2 Youth Activity Center Programs	1,200
3 Crowley Area Teen Community Helpers/Adult Supervision	250
4 Citizens Police Academy	500
5 National Night Out	1,000
6 Crime Prevention Materials	1,500
7 Bicycle/Skateboard Safety Program	1,000
8 Bike/ATV Patrol	500
9 Alliance for Children	3,200
	<u>13,150</u>
Total Programs	\$ 13,150