



Crime Control and  
Prevention District  
Board of Directors  
Agenda Packet

June 2, 2022  
6:15 P.M.

**CROWLEY CRIME CONTROL AND PREVENTION  
DISTRICT BOARD OF DIRECTORS  
Meeting  
June 2, 2022  
6:15 P.M.**

**ATTENDANCE SHEET**

Johnny Shotwell, Member \_\_\_\_\_

Billy P. Davis, Member \_\_\_\_\_

Jesse Johnson, President \_\_\_\_\_

Jerry Beck, Vice President \_\_\_\_\_

Jim Hirth, Member \_\_\_\_\_

Jimmy McDonald, Member \_\_\_\_\_

Scott Gilbreath \_\_\_\_\_

**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 2, 2022  
REGULAR SESSION - 6:15 p.m.**

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

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*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).*

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**REGULAR CALLED MEETING – JUNE 2, 2022- 6:15 P.M.**

**I. CALL TO ORDER / ROLL CALL**

**II. PUBLIC HEARING**

1. Hold a public hearing on the Fiscal Year 2022-23 Proposed Budget for the City of Crowley Crime Control and Prevention District.

**III. BUSINESS**

1. Discuss and consider approval of the minutes of the Crime Control and Prevention District Board of Directors meeting held on May 19, 2022.
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 2022-2023; and approve submission of said budget to the City Council.

**IV. ADJOURNMENT**

**I, the undersigned authority, do hereby certify that this Agenda of the June 2, 2022 meeting of the governing body of the Crowley Crime Control and Prevention District is a true and correct copy posted on \_\_\_\_\_, 2022 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](mailto: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

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### AGENDA REPORT

**Meeting Date:** June 2, 2022

**Agenda Item:** II-1

**Staff Contact:** Lori Watson

**E-mail:** [lwatson@ci.crowley.tx.us](mailto:lwatson@ci.crowley.tx.us)

**Phone:** 817-297-2201 x4900

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**SUBJECT:** Hold a public hearing on the Fiscal Year 2022-23 Proposed Budget for the Crowley Crime Control and Prevention District.

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#### **BACKGROUND/DISCUSSION**

The Crowley Police Department presented the FY 2022-23 Annual Budget for review and consideration by the Crime Control and Prevention District Board on May 21, 2022.

#### **FINANCIAL IMPACT**

Estimated Revenues over Expenditures are expected to be \$458,653.

#### **RECOMMENDATION**

#### **RECOMMENDATION**

- 2022-23 Crime Control and Prevention District Budget and supporting documentation.

# City of Crowley

## Crime Control & Prevention District Budget Fiscal Year 2022-23

201 E. Main Street, Crowley, TX 76036   [www.ci.crowley.tx.us](http://www.ci.crowley.tx.us)

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May 19, 2022

To Members of the Crowley Crime Control & Prevention District Board:

President Jesse Johnson  
Vice President Jerry Beck  
Member Billy Davis  
Member Johnny Shotwell  
Member Jimmy McDonald  
Member Jim Hirth  
Member Scott Gilbreath

Attached is the Crowley Crime Control and Prevention District (CCPD) Fiscal Year 2022-2023 Proposed Budget. This budget supplements funding provided in the City's public safety budget to enhance the level of resources available for police services provided to the citizens of Crowley.

The CCPD budget is funded by a quarter cent (1/4 cent) sales tax as permitted by Local Government Code 363 and approved for continuation by citizens on November 3, 2020 for 10 years.

Despite the COVID-19 pandemic and reconstruction of Main Street, the district's sales tax revenue continues to increase. Fiscal Year 2021-22 revenues are projected to be \$1,163,134. This projection is an increase of 14% from the original budget. The budget has been amended accordingly. The Fiscal Year 2022-23 revenues are projected to be \$1,211,000.

Fiscal Year 2021-22 operating expenses are projected to be \$1,163,134. This includes one-time purchases including five patrol units, flooring replacement, Axon fleet system, TPCA accreditation and Report Writing Cabinets. FY 2022-23 are projected to be \$752,358, which is a decrease of \$207,831 from the prior original budget.

Currently, the district has a very healthy fund balance of \$1,591,635. The policy of the board is to retain a fund balance equal to the upcoming bond payments. Bond payments for FY2022-23 are \$267,192, leaving a fund balance of \$1,324,443.

We respectfully submit the Fiscal Year 2022-23 budget.

**Crime Control and Prevention District**  
**Proposed Budget**  
**Fiscal Year 2022-23**

	<b>2020-21 Actual</b>	<b>2021-22 Original Budget</b>	<b>2021-22 Adjusted Budget</b>	<b>2022-23 Proposed Budget</b>	<b>Difference in 2021-22 &amp; 2022-23 Budget</b>
<b>Beginning Fund Balance</b>	\$ 1,202,069				
<b>Revenues</b>					
Sales Tax	1,141,294	1,010,000	1,153,134	1,210,500	57,366
Interest Income	581	10,000	10,000	500	(9,500)
<b>Total Revenue</b>	<b>1,141,875</b>	<b>1,020,000</b>	<b>1,163,134</b>	<b>1,211,000</b>	<b>47,866</b>
<b>Debt Service</b>					
2013 GO Refunding Principal	245,000	250,000	250,000	255,000	5,000
2013 GO Refunding Interest	22,612	17,192	17,192	11,662	(5,530)
<b>Total Debt Service</b>	<b>267,612</b>	<b>267,192</b>	<b>267,192</b>	<b>266,662</b>	
<b>Operating Expenditures</b>					
Salaries	165,586	248,729	248,729	193,391	(55,338)
Benefits (Insurance, TMRS, Medicare, Social Security)	43,003	72,725	72,725	53,782	(18,943)
<b>Sub-Total - Personnel</b>	<b>208,589</b>	<b>321,454</b>	<b>321,454</b>	<b>247,173</b>	
Ammunition	16,043	16,184	16,184	16,184	-
Other Materials & Supplies	1,520	4,150	4,150	9,150	5,000
Office Furniture/Equipment	69,698	-	-	-	-
<b>Sub-Total - Materials &amp; Supplies</b>	<b>87,261</b>	<b>20,334</b>	<b>20,334</b>	<b>25,334</b>	
Mobile Telephone Svc	490	1,200	1,200	1,200	-
Professional Services	648	2,800	2,800	4,000	1,200
Service Contracts	127,337	125,737	125,737	139,445	13,708
<b>Sub-Total - Services</b>	<b>128,475</b>	<b>129,737</b>	<b>129,737</b>	<b>144,645</b>	
Buildings & Improvements	9,900	55,600	55,600	-	(55,600)
Motor Vehicles	730	135,276	338,232	-	(338,232)
Other Equipment	42,533	10,659	10,659	47,564	36,905
<b>Sub-Total - Capital Outlay</b>	<b>53,163</b>	<b>201,535</b>	<b>404,491</b>	<b>47,564</b>	
Training & Travel	56	5,300	5,300	5,300	-
Dues & Memberships	40	75	75	75	-
Youth Activity Center Programs	-	1,200	1,200	1,200	-
Crowley Teen Comm Helpers	-	250	250	250	-
Citizens Police Academy	100	55	55	500	445
National Night Out	468	2,846	2,846	2,846	-
Crime Prevention Materials	810	1,500	1,500	1,500	-
Bicycle/Skateboard Safety Prog	599	1,000	1,000	1,000	-
Citizens on Patrol	871	4,000	4,000	4,000	-
Bike/ATV Patrol	1,215	500	500	500	-
Alliance for Children	3,200	3,200	3,200	3,800	600
<b>Sub-Total - Miscellaneous &amp; Programs</b>	<b>7,359</b>	<b>19,926</b>	<b>19,926</b>	<b>20,971</b>	
<b>Total Operating Expenditures</b>	<b>484,847</b>	<b>692,986</b>	<b>895,942</b>	<b>485,686</b>	<b>(410,256)</b>
<b>Total Expenditures</b>	<b>752,459</b>	<b>960,178</b>	<b>1,163,134</b>	<b>752,347</b>	<b>(410,787)</b>
<b>Excess Revenues over Expenditures</b>	<b>389,416</b>	<b>59,822</b>	<b>-</b>	<b>458,653</b>	<b>458,653</b>
<b>Ending Fund Balance</b>	<b>1,591,485</b>				



# Personnel Counts

	<b>2020-21 Actual</b>	<b>2021-22 Original Budget</b>	<b>2021-22 Adjusted Budget</b>	<b>2022-23 Proposed Budget</b>
<b>Crime Control</b>				
Community Liason Officer	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
IT Systems Administrator	0.60	0.60	0.60	0.60

**Crime Control and Prevention District**  
**Financial Report**  
**for the seven-month period**  
**ending April 30, 2022**

	<b>2021-22 Original Budget</b>	<b>2021-22 Adjusted Budget</b>	<b>FYTD Budget 58.33%</b>	<b>FYTD Actual</b>
<b>Revenues</b>				
Sales Tax	1,010,000	1,153,134	672,662	648,817
Interest Income	10,000	10,000	5,833	884
Donations	-	-	-	470
<b>Total Revenue</b>	<b>1,020,000</b>	<b>1,163,134</b>	<b>678,495</b>	<b>650,171</b>
<b>Debt Service</b>				
2013 GO Refunding Principal	250,000	250,000	145,833	250,000
2013 GO Refunding Interest	17,192	17,192	10,029	9,965
<b>Total Debt Service</b>	<b>267,192</b>	<b>267,192</b>	<b>155,862</b>	<b>259,965</b>
<b>Operating Expenditures</b>				
Salaries	248,729	248,729	145,092	78,866
Benefits (Insurance, TMRS, Medicare, Social Security)	72,725	72,725	42,423	28,254
<b>Sub-Total - Personnel</b>	<b>321,454</b>	<b>321,454</b>	<b>187,515</b>	<b>107,120</b>
Ammunition	16,184	16,184	9,441	15,627
Other Materials & Supplies	4,150	4,150	2,421	115
Office Furniture/Equipment	-	-	-	-
<b>Sub-Total - Materials &amp; Supplies</b>	<b>20,334</b>	<b>20,334</b>	<b>11,862</b>	<b>15,742</b>
Mobile Telephone Svc	1,200	1,200	700	240
Professional Services	2,800	2,800	1,633	-
Service Contracts	125,737	125,737	73,347	72,911
<b>Sub-Total - Services</b>	<b>129,737</b>	<b>129,737</b>	<b>75,680</b>	<b>73,151</b>
Buildings & Improvements	55,600	55,600	32,433	39,022
Motor Vehicles	135,276	135,276	78,911	34,807
Other Equipment	10,659	10,659	6,218	20,494
<b>Sub-Total - Capital Outlay</b>	<b>201,535</b>	<b>201,535</b>	<b>117,562</b>	<b>94,323</b>
Training & Travel	5,300	5,300	3,092	-
Dues & Memberships	75	75	44	40
Election Expense	-	-	-	350
Youth Activity Center Programs	1,200	1,200	700	-
Crowley Teen Comm Helpers	250	250	146	-
Citizens Police Academy	55	55	32	109
National Night Out	2,846	2,846	1,660	1,501
Crime Prevention Materials	1,500	1,500	875	-
Bicycle/Skateboard Safety Prog	1,000	1,000	583	797
Citizens on Patrol	4,000	4,000	2,333	1,660
Bike/ATV Patrol	500	500	292	-
Alliance for Children	3,200	3,200	1,867	3,200
<b>Sub-Total - Miscellaneous &amp; Programs</b>	<b>19,926</b>	<b>19,926</b>	<b>11,624</b>	<b>7,657</b>
<b>Total Operating Expenditures</b>	<b>692,986</b>	<b>692,986</b>	<b>404,242</b>	<b>297,991</b>
<b>Total Expenditures</b>	<b>960,178</b>	<b>960,178</b>	<b>560,104</b>	<b>557,955</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>59,822</b>	<b>202,956</b>	<b>118,391</b>	<b>92,216</b>
<b>Capital Expenditures</b>				
Police Vehicles		202,956	-	
<b>Total use of Excess Reserves for Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	



## Crowley Crime Control and Prevention District

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### AGENDA REPORT

**Meeting Date:** May 19, 2022

**Agenda Item:** III-1

**Staff Contact:** Carol Konhauser, Secretary

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

**Phone:** 817-297-2201-X4000

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**SUBJECT:** Discuss and consider approval of the minutes of the Crime Control and Prevention District Board of Directors meeting held on May 19, 2022.

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#### **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 19, 2022.** The Board of Directors (the “Board”) of the Crowley Crime Control and Prevention District convened in Regular Session at 6:00 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 Jim Hirth  
                                      Member Scott Gilbreath

Staff Included:                City Manager Robert Loftin  
                                      Police Chief Kit Long  
                                      CCPD Treasurer, Lori Watson

Absent:                         Member Jimmy McDonald  
                                      Member Jerry Beck

**CALL TO ORDER/ ROLL CALL**

President Jesse Johnson called the Regular Session to order at 6:02 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 21, 2022.**

Member Billy Davis made the motion to approve the minutes as presented, second by Member Jim Hirth; the Board voted unanimously to approve the minutes as presented. Motion carried 5-0.

- 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 Jim Hirth made the motion to appointment Carol Konhauser as Secretary for the CCPD Board, second by Member Scott Gilbreath, the Board voted unanimously to approve the motion as presented. Motion carried 5-0

- 3. Discuss Crime Control and Prevention District Proposed FY2022-2023 Budget and set date for a Public Hearing on the final budget.**

Member Jim Hirth made the motion to approve the proposed budget for FY2022-23 for the Crime Control and Prevention District and to set the date for the Public Hearing to Jun 2, 2022; second by Member Johnny Shotwell, the Board voted unanimously to approve the motion as presented. Motion carried 5-0.

As there was no further business, President Jesse Johnson adjourned the meeting at 6:10 p.m.

ATTEST:

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Jesse Johnson, President

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Carol Konhauser, Board Secretary



## Crowley Crime Control and Prevention District

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### AGENDA REPORT

**Meeting Date:** June 2, 2022

**Agenda Item:** III-2

**Staff Contact:** Carol Konhauser, Secretary

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

**Phone:** 817-297-2201 ext 4000

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

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#### **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 Jesse Johnson and the Vice President is Jerry Beck.

#### **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

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### AGENDA REPORT

**Meeting Date:** June 2, 2022

**Agenda Item:** III-3

**Staff Contact:** Lori Watson

**E-mail:** [lwatson@ci.crowley.tx.us](mailto:lwatson@ci.crowley.tx.us)

**Phone:** 817-297-2201 x4900

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**SUBJECT:** Discuss and approve the Crowley Crime Control and Prevention District Fiscal Year 2022-23 Budget; and approve submission of said budget to the City Council for approval.

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#### **BACKGROUND/DISCUSSION**

The Crowley Police Department presented the FY 2022-23 Annual Budget for review and consideration by the Crime Control and Prevention District Board on May 21, 2022. The Public Hearing was set and held for June 3, 2021.

Not later than the 10<sup>th</sup> 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.

#### **FINANCIAL IMPACT**

#### **RECOMMENDATION**

Staff respectfully requests the FY 2022-23 CCPD Budget be approved and submitted to City Council for consideration.

#### **RECOMMENDATION**

- 2022-23 Crime Control and Prevention District Budget and supporting documentation.

## Crime Control & Prevention District Budget 2022-23

**Revenue:**

Sales Tax Revenue	\$ 1,210,500
Interest Income	500

**Total Income**
**\$ 1,211,000**
**Expenses:**

Bond Payments	
Principal	\$ 255,000
Interest	11,662

**\$ 266,662**
**Recurring Costs:**

Full Time Salaries	\$ 164,391
Overtime	8,000
Fica	11,990
Medicare	2,804
TMRS	21,447
Insurance	17,541

**Total Personnel Costs**
**\$ 226,173**
**Service Contracts**

Motorola Solutions Software	23,450
License Plate Reader annual contract	-
Johnson County Broadband contract	45,000
Axon Five Year maintenance/license contract	44,367
VistaCom Voice Logger maintenance contract	4,578
Spectrum Internet	17,000
Mentalix (fingerprint machine)	5,050
Personnel Background Investigations Services	4,000
Motorola contract (renews 2023-24)	-
Acronis (every 2 years)	-

**Total Service Contracts**
**143,445**
**Materials and Supplies**

CCPC Admin Materials	2,500
Recruiting/Selection Process Exams	5,650
ID cards	1,000

**Total Materials & Supplies**
**9,150**

Mobile Phones	1,200
Dues and Memberships	75
Training and Travel	5,300
Ammunition (for Training)	16,184
City Event OverTime (includes COF)	21,000
Office of Community Outreach Programs	15,596

**Total Other**
**59,355**
**Subtotal Programs & Recurring Costs**
**\$ 438,122**
**Equipment and One Time Costs:**

Ballistic Shields (4)	16,155
Flock Safety LPR	19,250
Projector for EOC and TV for Briefing Room	3,600
Thermal Camera	3,490
Office Chairs	5,069

**Subtotal Equipment and One Time Purchases**
**\$ 47,564**
**Total Expenses**
**\$ 752,348**
**Revenues over (under) expenses \$ 458,653**
**Detail of Programs:**
**2022-23**

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	2,846
6	Crime Prevention Materials	1,500
7	Bicycle/Skateboard Safety Program	1,000
8	Bike/ATV Patrol	500
9	Alliance for Children	3,800
<b>Total Programs</b>		<b>\$ 15,596</b>