



**Crime Control and
Prevention District
Board of Directors
Agenda Packet
June 6, 2019
6:15 P.M.**

**CROWLEY CRIME CONTROL AND PREVENTION
DISTRICT BOARD OF DIRECTORS
Meeting
June 6, 2019
6:15 P.M.**

ATTENDANCE SHEET

Christine M. Gilbreath, President	_____
Billy P. Davis, Member	_____
Jesse Johnson, Member	_____
Jerry Beck, Member	_____
Carl Weber, Member	_____
Tina Pace, Member	_____
Johnny Shotwell, Member	_____
Staff:	
Robert Loftin, City Manager	_____
Kit Long, Police Chief, Staff Liaison	_____
Lori Watson, Treasurer	_____
Carol Konhauser, Board Secretary	_____



An agenda information packet is available for public inspection in the Crowley Library and on the City website, under Agenda Packets. Citizens may fill out a "Citizen Participation" card to address the Council on any issue that is not a Public Hearing and is not listed on the agenda. Speakers are limited to three minutes.

**AGENDA
CROWLEY CRIME CONTROL AND
PREVENTION DISTRICT**

**June 6, 2019
Crowley City Hall
City Council Chambers
201 East Main Street
Crowley, Texas**

Regular Session 6:15 p.m.

June 6, 2019 – REGULAR SESSION – 6:15 P.M

I. CALL TO ORDER/ROLL CALL

II. BUSINESS

1. Discuss and consider approval of the minutes of the Crime Control and Prevention District Board of Directors meeting held on May 16, 2019.
2. Discuss Crime Control and Prevention District Proposed FY2019-2020 Budget and set date for a Public Hearing on the final budget.

III. ADJOURNMENT

I, the undersigned authority, do hereby certify that this Agenda of the June 6, 2019 meeting of the governing body of Crowley Crime Control and Prevention District is a true and correct copy posted on _____, 2019 at _____ am/ pm at Crowley City Hall, a place convenient and readily accessible to the public at all times.

Carol Konhauser
Secretary, Crime Control and Prevention District

NOTICE: A quorum of the Crowley City Council and the Economic Development Board of Directors will be present at this meeting; however neither the City Council nor EDC Board of Directors will be taking action on any items on this posted agenda.

THE CRIME CONTROL AND PREVENTION DISTRICT BOARD 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 BOARD 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 fax (817) 297-6178 for further information.

NOTICE: A quorum of the City Council and the 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 6, 2019

Agenda Item: II-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 from the meeting held on May 16, 2019 of the Crime Control and Prevention District Board of Directors as presented.

BACKGROUND/DISCUSSION

Consider approval of CCPD minutes as presented.

FINANCIAL IMPACT

None.

RECOMMENDATION

Board of Directors consideration is respectfully requested.

MINUTES OF THE CRIME CONTROL AND PREVENTION DISTRICT, REGULAR SESSION HELD on May 16, 2019. 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 Crowley City Hall, City Council Chambers, 201 East Main St., Crowley, Texas.

Present were: President Christine Gilbreath
 Member Billy Davis
 Member Jesse Johnson
 Member Jerry Beck
 Member Tina Pace
 Member Johnny Shotwell

Staff Included: City Manager Robert Loftin
 Asst City Manager/Finance Director Lori Watson
 Asst Police Chief Kit Long

Absent: Member Carl Weber

CALL TO ORDER/ ROLL CALL

President Christine Gilbreath called the Regular Session to order at 6:01 p.m. Secretary Carol Konhauser called roll and noted a quorum was present.

PRESENTATIONS

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

Community Resource Officer C.J. Perry stepped up and gave the annual activity report for the Crime Control and Prevention District. He went over various events held throughout the previous years, accomplishments of the volunteers, and upcoming events planned for the next year.

- 2. Discuss and receive guidance on the Continuation Referendum for the Crowley Crime Control and Prevention District.**

Secretary Carol Konhauser explained the CCPD was set to expire in 2020 and therefore a Continuation Referendum would need to be conducted to continue the CCPD. She further explained that currently there was a Local Option Petition being circulated and there might be a required election the end of Oct if the petitioner is able to get enough of the required signatures. Therefore, the City could conduct the CCPD election at the same time as the Local Option election and staff was requesting guidance on whether the Board wanted to do so if this was an option. By conducting the election at the same time as the Local Option election, it may save the City money if there is not a need to hold a municipal General Election in May 2020. The Board also discussed the need to get information out to the citizens on the benefits of the CCPD so that they would have the necessary information to make an informed vote. The Board was in favor of holding the CCPD Continuation Referendum in conjunction with the Local Option Election if one should need to be held in Oct-Nov 2019.

BUSINESS

- 1. Discuss and consider approval of the minutes of the Crime Control and Prevention District Board of Directors meeting held on Jun 21, 2018.**

Member Billy Davis 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 ratify the appointment of Carol Konhauser as Secretary, second by Member Tina Pace, the CCPD Board of Directors voted unanimously to approve the motion as presented. Motion carried 6-0.

- 3. Discuss and consider Budget Amendment #1 for FY 2018-2019 Crime Control and Prevention District, and consider and approve the purchase of equipment and materials in the amount of \$239,035.00.**

Chief Kit Long stepped up and discussed the need for a new CRIMES Server, Microsoft and SQL Software license which is required by the State of Texas by Sep 2019 in order to be in compliant with hardware and software requirements. He also requested three (3) new patrol units to replace three (3) vehicles that are being decommissioned. The last request he discussed was for an annual membership with Alliance for Children. He then introduced Ms Julie Evans from the Alliance for Children who further explained the organization.

Member Tina Pace made the motion to approve Budget Amendment #1 to the Crime Control and Prevention District Budget for Fiscal Year 2018-2019 in the amount of \$239,035.00, second by Member Billy Davis, 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 6:33 p.m.

ATTEST:

Christine Gilbreath, President

Carol Konhauser, Board Secretary



Crowley Crime Control and Prevention District

AGENDA REPORT

Meeting Date: June 6, 2019

Agenda Item: II-2

Staff Contact: Kit Long

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

Phone: 817-297-2276

SUBJECT: Discuss Crime Control and Prevention District Proposed FY2019-2020 Budget and set date for a Public Hearing on the final budget.

BACKGROUND/DISCUSSION

The Crowley Police Department presents the FY 2019-20 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 and that a date for a Public Hearing to discuss and approve the final budget should be set for June 20, 2019.

RECOMMENDATION

- Proposed Budget with supporting documentation

Crime Control Proposed Budget 2019-20

Revenue:

Sales Tax Revenue	\$	815,000
Interest Income		8,900

Total Income **\$ 823,900**

Expenses:

Bond Payments		
Principal	\$	240,000
Interest		27,923

\$ 267,923

Recurring Costs:

Full Time Salaries	\$	149,929
Overtime		7,340
Fica		9,296
Medicare		2,174
TMRS		21,254
Insurance		21,925
<i>Total Personnel Costs</i>	\$	211,918

Service Contracts

1	Motorola contract	23,092	
2	License Plate Reader annual contract	2,500	
3	Johnson County Broadband contract	48,000	
4	Axon Year Three maintenance/license contract	19,938	
5	VistaCom Voice Logger maintenance contract	4,309	
6	Spectrum Internet	5,016	
7	Mentalix (fingerprint machine)	4,590	
8	Motorola contract (renews 2021-22)	-	
9	Acronis (every 3 years)	546	
	<i>Total Service Contracts</i>		107,991

Materials and Supplies

9	CCPC Admin Materials	2,500	
10	Recruiting/Selection Process Exams	1,650	
	<i>Total Materials & Supplies</i>		4,150

11	Mobile Phones	1,200	
12	Dues and Memberships	75	
13	Training and Travel	5,300	
14	Ammunition (for Training)	16,184	
15	City Event OverTime (includes COF)	21,000	
16	Office of Community Outreach Programs	13,150	
	<i>Total Other</i>		56,909

Subtotal Programs & Recurring Costs **\$ 380,967**

Equipment and One Time Costs:

Subtotal Equipment and One Time Purchases **\$ -**

Total Expenses **\$ 648,890**

Revenues over (under) expenses **\$ 175,011**

Detail of Programs:

	2019-20
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