



NOTICE OF A MEETING

(In compliance with Sec. 551.041, Et. Seq., Tex. Gov't. Code)

NOTICE is hereby given that the Board of Directors of the Jersey Village Crime Control and Prevention District (CCPD) will hold a meeting on July 16, 2019 at 6:00 p.m. in the Civic Center Meeting Room at 16327 Lakeview Drive, Jersey Village, Texas 77040.

ITEM(S) to be discussed and acted upon by the Board at this meeting is/are listed on the attached agenda.

AGENDA

- A. Open Meeting. Call the meeting to order and the roll of appointed officers will be taken.
- B. Consider approval of the minutes of the Crime Control and Prevention District (CCPD) Meetings held on June 11, 2019. *Board Secretary*
- C. Discuss the Proposed Crime Control and Prevention District's budget for fiscal year 2019-2020. *Board President*
- D. Consider Resolution No. 2019-02, setting August 19, 2019 at 7:00 p.m. at the Civic Center at 16327 Lakeview Drive, Jersey Village, Texas 77040 as the date, time, and place for the public hearing on the proposed fiscal year 2019-2020 Crime Control and Prevention District's budget. *Board President*
- E. Adjourn

CERTIFICATION

I, the undersigned authority, do hereby certify in accordance with the Texas Open Meeting Act, the Agenda is posted for public information, at all times, for at least 72 hours preceding the scheduled time of the meeting on the bulletin board located at City Hall, 16327 Lakeview, Jersey Village, TX 77040, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: July 08, 2019 at 4:00 p.m. and remained so posted until said meeting was convened.

Lorri Coody, City Secretary

In compliance with the Americans with Disabilities Act, the City of Jersey Village will provide for reasonable accommodations for persons attending public meetings. Request for accommodations must be made to the City Secretary by calling 713 466-2102 forty-eight (48) hours prior to the meetings. Agendas are posted on the Internet Website at www.jerseyvillagetx.com.



**MINUTES OF THE MEETING OF THE JERSEY VILLAGE
CRIME CONTROL AND PREVENTION DISTRICT**

June 11, 2019 – 6:00 p.m.

The Crime Control and Prevention District (CCPD) of the City of Jersey Village, Texas, convened on June 11, 2019, at 6:00 p.m. in the Civic Center Meeting Room, 16327 Lakeview Drive, Jersey Village, Texas.

A. Open Meeting - The meeting was called to order at 6:00 p.m. by President Andrew Mitcham, with the following present:

President, Andrew Mitcham
Director, Drew Wasson
Director, Greg Holden
Director, Bobby Warren
Director, James Singleton
Director, Gary Wubbenhorst

City Manager, Austin Bless
City Secretary, Lorri Coody
City Attorney, Scott Bounds
City Attorney, Justin Pruitt

Director Drew Wasson attended via video conference.

Staff in attendance: Eric Foerster, Chief of Police.

B. Elect officers for the unexpired one-year term, which began on September 1, 2018 and will end August 31, 2019.

Director Singleton moved to nominate Andrew Mitcham as President for the unexpired term that began on September 1, 2018, and will terminate on August 31, 2019. Director Wasson seconded the nomination.

There being no other nominations for this Office, the vote follows on the motion:

Ayes: Directors Wasson, Holden, Warren, Wubbenhorst, and Singleton

Nays: None

President Mitcham did not vote.

The motion carried.

Director Holden moved to nominate Bobby Warren as Vice President for the unexpired term that began on September 1, 2018, and will terminate on August 31, 2019. Director Wasson seconded the nomination.

There being no other nominations for this Office, the vote follows on the motion:

Ayes: Directors Wasson, Holden, Wubbenhorst, and Singleton
President Mitcham

Nays: None

Abstain: Director Warren

REGULAR MEETING OF THE JERSEY VILLAGE
CRIME CONTROL AND PREVENTION DISTRICT – June 11, 2019

The motion carried.

C. Consider approval of the minutes of the CCPD Meeting held on December 17, 2018.

Director Singleton moved to approve the minutes for the meeting held on December 17, 2018. Director Wasson seconded the motion. The vote follows:

Ayes: Directors Wasson, Holden, Warren, Singleton, and Wubbenhorst
President Mitcham

Nays: None

The motion carried.

D. Consider Resolution No. 2019-01, amending the 2018-2019 Crime Control and Prevention District's Budget in the amount of \$17,235.00 and authorizing the purchase of a 2019 Chevrolet Tahoe from the Crime Control Prevention District Fund.

Eric Foerster, Chief of Police, introduced the item. Background information is as follows: On May 4, 2019 while providing traffic control at an accident scene, unit #1503, a 2015 Chevrolet Tahoe, was struck by another vehicle and sustained damage to the frame. The Tahoe was subsequently totaled by TML, the City's insurance provider.

We are requesting funding for the emergency purchase of a replacement for unit #1503. The Police Department has located one of the few remaining 2019 Chevy Tahoe PPV's at Caldwell Country Chevrolet with HGAC pricing of \$32,860. Siddons Martin will outfit the new unit with the required equipment for \$6,850, bringing the total purchase price to \$39,710. The insurance settlement for unit #1503, currently in process by TML, will total \$22,475. The remainder of the funds, totaling \$17,235 are being requested from CCPD, which will in turn, be used to reimburse the City's General Fund.

The budget amendment moves the funds from the CCPD fund balance in to the CCPD Budget – Equipment Purchase Contribution – 50-27-9781 and is subject to the approval of the City Council.

With limited discussion on the matter, Board Member Singleton moved to approve Resolution No. 2019-01, amending the 2018-2019 Crime Control and Prevention District's Budget in the amount of \$17,235.00 and authorizing the purchase of a 2019 Chevrolet Tahoe from the Crime Control Prevention District Fund. Board Member Wubbenhorst seconded the motion. The vote follows:

Ayes: Directors Wasson, Holden, Warren, Singleton, and Wubbenhorst
President Mitcham

Nays: None

The motion carried.

E. Adjourn

REGULAR MEETING OF THE JERSEY VILLAGE
CRIME CONTROL AND PREVENTION DISTRICT – June 11, 2019

With no other items to be addressed by the Board, the meeting was adjourned at 6:03 p.m.

Lorri Coody, Board Secretary

DRAFT

CRIME CONTROL & PREVENTION DISTRICT MEETING PACKET FOR THE JULY 16, 2019 MEETING

**CRIME CONTROL AND PREVENTION DISTRICT
CITY OF JERSEY VILLAGE, TEXAS
AGENDA REQUEST**

AGENDA DATE: July 16, 2019

AGENDA ITEM: C

AGENDA SUBJECT: Discuss the Proposed 2019-2020 CCPD Budget.

Department/Prepared By: Isabel Kato, Finance Director

Date Submitted: June 28, 2019

EXHIBITS: [Proposed 2019-2020 CCPD Budget](#)

BUDGETARY IMPACT: None

CITY MANAGER APPROVAL:

BACKGROUND INFORMATION:

In accordance with § 363.203 the Board shall propose an annual budget and consider the applications for program funding in preparing the proposed budget.

RECOMMENDED ACTION:

N/A

**CRIME CONTROL AND
PREVENTION DISTRICT OF THE
CITY OF JERSEY VILLAGE**



FY 2019-20 PROPOSED BUDGET

**JERSEY VILLAGE CRIME CONTROL AND PREVENTION DISTRICT
FY 2019-2020 PROPOSED BUDGET**

DESCRIPTION	ACCOUNT	2019-2020		
		Base Budget	Supplementary	Total
ESTIMATED REVENUES				
Beginning Fund Balance		3,487,322		3,487,322
Tax Receipts		1,625,000		1,625,000
Actual Receipts:	1,554,675			
Interest		70,000		70,000
Sales Proceeds		87,787		87,787
Total Revenue		1,782,787	-	1,782,787
Revenue Including Fund Balance:		\$ 5,270,109	\$ -	\$ 5,270,109
ESTIMATED EXPENDITURES BY PROGRAM TYPE				
ADMINISTRATIVE COSTS				
Administrative Costs	27-5524	22,763		22,763
Subtotal		22,763		22,763
ENHANCED RADIO DISPATCH CENTER AND COMMUNICATIONS SYSTEM				
Telephone/Long Distance(27)	21-5020	8,000		8,000
Equipment Rental (27)	21-5022/13-5022	30,000		30,000
Subtotal		38,000		38,000
COMPUTERIZED CRIMINAL HISTORY SYSTEMS & ENHANCED INFORMATION SYSTEM PROGRAM				
Software	27-4504	15,000	1,200	16,200
Maintenance Misc Equip	27-4599	10,900	1,500	12,400
Subtotal		25,900	2,700	28,600
COMMUNITY RELATED CRIME PREVENTION STRATEGIES				
Personnel Costs	21-3000	995,427	160,000	1,155,427
Wearing Apparel	21-3504	5,000		5,000
Supplies	21-3505	1,000	1,000	2,000
LEADS Computer Program	21-3510	1,718		1,718
Other Equipment	21-3523	-	10,250	10,250
Lab Tests-Sexual Asssult	21-5015	2,400		2,400
Travel and Training	21-5029	5,000		5,000
Automobile Liability	27-6001	22,660		22,660
Office Furniture & Equipment	21-6571	-	-	-
Special Equipment	27-6572	-	34,973	34,973
Computer Equipment	27-6573	-	4,000	4,000
Repairs Police Building	27-6580	-	-	-
Interparibility Radio System	27-6581	-	-	-
Technology Purchase Contrib	21-9771	-	-	-
Transfer to Capital Improvement	27-9760	-	-	-
Vehicle Purchase	27-9781	-	260,000	260,000
Subtotal		1,033,205	470,223	1,503,428
Total Expenditures:		\$ 1,119,868	\$ 472,923	\$ 1,592,791
Projected Ending Fund Balance:		\$ 4,150,241		\$ 3,677,318

CRIME CONTROL & PREVENTION DISTRICT MEETING PACKET FOR THE JULY 16, 2019 MEETING

**JERSEY VILLAGE CRIME CONTROL AND PREVENTION DISTRICT
FIVE YEAR BUDGET PLAN**

	ACCOUNT	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
ESTIMATED REVENUES						
Fund Balance		3,487,322	3,677,318	4,098,132	4,497,221	4,891,359
Tax Receipts		1,625,000	1,670,000	1,685,000	1,718,700	1,753,074
Interest		70,000	72,100	74,263	76,491	78,786
Sales Proceed		87,787				
Total Revenue:		5,270,109	5,419,418	5,857,395	6,292,412	6,723,218
ESTIMATED EXPENDITURES BY PROGRAM TYPE						
ADMINISTRATIVE COSTS						
Administrative Costs		22,763	23,663	24,563	25,463	26,363
Subtotal		22,763	23,663	24,563	25,463	26,363
ENHANCED RADIO DISPATCH CENTER AND COMMUNICATIONS SYSTEM						
Telephone/Long Distance	21-5020	8,000	8,000	8,000	8,000	8,000
Equipment Rental	21-5022	30,000	30,900	31,827	32,782	33,765
Subtotal		38,000	38,900	39,827	40,782	41,765
COMPUTERIZED CRIMINAL HISTORY SYSTEMS AND ENHANCED INFORMATION SYSTEM PROGRAM						
Software	21-4504	16,200	16,686	17,187	17,702	18,233
Maint Misc Equip (AFIS)	21-4599	12,400	13,020	13,671	14,355	15,072
Subtotal		28,600	29,706	30,858	32,057	33,306
COMMUNITY RELATED CRIME PREVENTION STRATEGIES						
Personnel Costs	21-3000	1,155,427	1,189,250	1,224,087	1,260,810	1,298,634
Wearing Apparel	21-3504	5,000	5,150	5,305	5,464	5,628
Supplies	21-3505	2,000	2,060	2,122	2,185	2,251
LEADS Computer Program	21-3510	1,718	1,668	1,668	1,668	1,668
Other Equipment	21-3523	10,250	-	-	-	-
Lab Test	21-5015	2,400	2,400	2,400	2,400	2,400
Travel and Training	21-5029	5,000	5,150	5,305	5,464	5,628
Automobile Liability	12-6001	22,660	23,340	24,040	24,761	25,504
Office Furnitue & Equipment	27-6571					
Special Equipment	27-6572	34,973				
Computer Equipment	27-6573	4,000				
Repairs Police Building	27-6580	-	-	-	-	-
Interparibility Radio System	27-6581					
Technology Purchase	21-9771					
Transfer to Capital Imp	27-9760	-	-	-	-	-
Vehicle Purchase	27-9781	260,000				
Subtotal		1,503,428	1,229,018	1,264,926	1,302,752	1,341,712
TOTAL EXPENDITURES		\$ 1,592,791	\$ 1,321,287	\$ 1,360,174	\$ 1,401,053	\$ 1,443,146
Proposed Ending Fund Balance		\$ 3,677,318	\$ 4,098,132	\$ 4,497,221	\$ 4,891,359	\$ 5,280,072

CRIME CONTROL & PREVENTION DISTRICT MEETING PACKET FOR THE JULY 16, 2019 MEETING

JERSEY VILLAGE CRIME CONTROL AND PREVENTION DISTRICT
PROJECTED SALARY AND BENEFITS

DESCRIPTION	ACCOUNT	2019-2020	2020-2021	2021-2022
<u>EXISTING SALARY AND BENEFIT PROGRAM</u>				
CURRENT EMPLOYEE AND BENEFIT COVERAGE				
Greg Brandon		101,526	104,572	107,709
Ron Dooley		141,908	146,165	150,550
Jason Boughter		86,840	89,445	92,129
Mark Zatzkin		95,819	98,694	101,654
Bobby Ferguson		123,788	127,502	131,327
Danny Keele		107,659	110,889	114,215
Albert Lopez		100,788	103,812	106,926
Devron Limerick		107,728	110,960	114,289
Irvin Guzman		75,724	77,996	80,336
ADDITIONAL OFFICER		80,000	82,400	84,872
ADDITIONAL OFFICER		80,000	82,400	84,872
Subtotal		1,101,780	1,134,833	1,168,878
OTHER PERSONNEL RELATED PROGRAMS				
Police Overtime	21-3007	28,000	28,000	28,000
S.T.E.P.	21-3014	25,647	26,416	27,209
Subtotal		53,647	54,416	55,209
Existing Program Total:		<u>\$ 1,155,427</u>	<u>\$ 1,189,250</u>	<u>\$ 1,224,087</u>

**JERSEY VILLAGE CRIME CONTROL AND PREVENTION DISTRICT
SUPPLEMENTAL EXPENDITURES
FY 2019-2020**

	50-27-3505 Supplies	50-27-3523 Other Equipment	50-27-4504 Software	50-27-4599 Miscellaneous Equipment	50-27-5523 Personnel	50-27-6572 Special Equipment Account	50-27-6573 Computer Hardware	50-27-9781 Equipment Purchase Contribution	TOTAL
Medical Supplies	\$ 1,000.00								\$ 1,000.00
Taser Supplies		\$ 3,500.00							\$ 3,500.00
Thermo Handhelds		\$ 5,000.00							\$ 5,000.00
Binoculars		\$ 1,750.00							\$ 1,750.00
Oxygen Detective Software			\$ 1,200.00						\$ 1,200.00
Audio Recorders				\$ 1,000.00					\$ 1,000.00
LED Strobe Lights				\$ 500.00					\$ 500.00
2 Additional Full Time Patrol Officers					\$ 160,000.00				\$ 160,000.00
Laser Shot Training Simulator						\$ 25,373.00			\$ 25,373.00
Bulletproof Vest					\$ 9,600.00				\$ 9,600.00
Dispatch Radio Control Computers						\$ 4,000.00			\$ 4,000.00
5 Vehicles							\$ 260,000.00		\$ 260,000.00
Total	\$ 1,000.00	\$ 10,250.00	\$ 1,200.00	\$ 1,500.00	\$ 160,000.00	\$ 34,973.00	\$ 4,000.00	\$ 260,000.00	\$ 472,923.00

CRIME CONTROL DISTRICT SALES TAX REVENUE BY MONTH

Month	FY 2008 - 09	FY 2009-2010	FY 2010-2011	FY 2010-2011	FY 2011-2012
October	\$ 56,037.64	\$ 61,202.93	\$ 63,466.02	\$ 63,466.02	\$ 66,957.86
November	70,438.49	65,682.80	73,764.96	73,764.96	70,745.82
December	71,389.48	55,851.70	59,682.98	59,682.98	69,982.28
January	66,107.63	55,974.72	61,288.12	61,288.12	55,829.65
February	80,274.13	70,349.38	74,833.25	74,833.25	77,487.70
March	63,141.50	54,675.90	56,753.38	56,753.38	68,945.28
April	58,033.64	55,804.90	56,924.68	56,924.68	68,061.51
May	78,973.28	69,658.72	95,100.73	95,100.73	115,532.60
June	63,679.65	64,177.95	67,669.87	67,669.87	71,109.69
July	65,020.02	68,875.77	68,365.63	68,365.63	74,043.22
August	69,825.27	71,088.64	75,756.35	75,756.35	98,262.66
September	66,422.49	69,020.31	67,056.68	67,056.68	78,560.77
Total	\$ 809,343.22	\$ 762,363.72	\$ 820,662.65	\$ 820,662.65	\$ 915,519.04

Month	FY 2012-2013	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017
October	\$ 85,063.54	\$ 74,349.19	\$ 101,635.20	\$ 81,898.39	\$ 125,119.47
November	99,639.23	76,746.11	97,736.80	89,402.10	135,477.66
December	76,361.06	76,400.51	90,560.91	83,579.18	136,487.39
January	87,270.38	92,284.82	87,656.13	81,672.02	133,655.39
February	92,366.99	89,415.24	109,570.24	102,702.56	125,453.92
March	65,022.32	69,164.90	80,815.23	237,966.16	124,665.35
April	69,097.85	87,084.51	78,886.80	148,691.62	119,401.21
May	95,656.96	86,588.79	94,986.38	143,466.06	136,833.22
June	75,548.67	66,467.70	87,548.84	123,768.17	111,793.58
July	89,268.13	86,684.17	82,658.62	132,471.72	126,333.34
August	91,168.60	87,385.98	98,512.86	149,965.79	134,321.42
September	44,461.76	44,487.47	155,974.32	229,081.63	97,150.54
Total	\$ 970,925.49	\$ 937,059.39	\$ 1,166,542.33	\$ 1,604,665.40	\$ 1,506,692.49

PROJECTED CRIME CONTROL DISTRICT SALES TAX REVENUE BY MONTH

Month	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022
October	\$ 108,126.35	\$ 128,875.03			
November	127,015.62	112,276.52			
December	141,917.52	130,087.79			
January	130,572.84	119,052.16			
February	154,205.89	127,333.77			
March	113,130.47	114,560.07			
April	103,745.04	118,852.85			
May	141,866.36	173,304.29			
June	128,123.08	147,257.06			
July	137,989.09				
August	133,475.59				
September	134,507.09				
Total	\$ 1,554,674.94				

**CRIME CONTROL AND PREVENTION DISTRICT (CCPD)
CITY OF JERSEY VILLAGE, TEXAS - AGENDA REQUEST**

AGENDA DATE: July 16, 2019 **AGENDA ITEM:** D

AGENDA SUBJECT: Set the time, date, and place for a public hearing on the proposed fiscal year 2019-2020 CCPD budget.

Department/Prepared By: Isabel Kato, Finance Director **Date Submitted:** June 28, 2019

EXHIBIT: Resolution 2019-02

BACKGROUND INFORMATION:

In accordance with Sec. 363.204 (f) of the Local Government Code, the CCPD Board adopted the following procedures for adopting the annual budget:

1. Public hearing before the Board required. No later than the 21st day prior to the first month of each fiscal year of the District, the Board of Directors 'Board' shall hold a public hearing on the proposed annual budget for the upcoming fiscal year."
2. Publication of time, date, and place of public hearing. The Board shall publish notice of the time, date, and place of the public hearing on the proposed budget in a newspaper with general circulation in the District not later than the 7th day before the date of the hearing.
3. Public hearing before the Board held. At the public hearing conducted by the Board, all residents of the District are entitled to be present and participate in the hearing.
4. Adoption of budget by the Board. After the public hearing on the proposed budget, the Board shall adopt a budget for the upcoming fiscal year.
5. Submission of budget to the City Council of the City of Jersey Village. Within ten 10 days after the budget is adopted or deemed adopted by the Board, the Board shall submit the budget to the City Council of the City of Jersey Village, Texas the "City Council".
6. Public hearing before the City Council required. Not later than the 10th day prior to the first month of each fiscal year of the District, the City Council shall hold a public hearing on the budget adopted by the Board for the upcoming fiscal year.
7. Publication of time, date, and place of public hearing. The City Council shall publish notice of the time, date, and place of the public hearing on the budget adopted by the District in a newspaper with general circulation in the District not later than the 7th day before the date of the hearing.
8. Public hearing before the City Council held. At the public hearing conducted by the City Council of the City of Jersey Village, all residents of the District are entitled to be present and participate in the hearing.
9. Approval of budget by the City Council. After the public hearing on the District's budget, the City Council shall approve or reject the budget submitted by the Board. The City Council may not, on its own accord, amend the submitted budget. If the City Council rejects the submitted budget, the City Council and the Board shall meet and together approve a budget for the District.
10. Amendment of the budget. The Board may amend the District's budget after the beginning of the fiscal year with approval of the City Council.

RECOMMENDED ACTION:

MOTION: To approve Resolution No. 2019-02, setting the 19th day of August at 7:00 p.m. in the Civic Center at 16327 Lakeview Drive, Jersey Village, Texas 77040 as the date, time, and place for the public hearing on the proposed fiscal year 2019-2020 CCPD budget.

RESOLUTION NO. 2019-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRIME CONTROL AND PREVENTION DISTRICT OF THE CITY OF JERSEY VILLAGE, TEXAS, THE 19TH DAY OF AUGUST AT 7:00 P.M. IN THE CIVIC CENTER AT 16327 LAKEVIEW DRIVE, JERSEY VILLAGE, TEXAS 77040 AS THE DATE, TIME, AND PLACE FOR THE PUBLIC HEARING ON THE PROPOSED FISCAL YEAR 2019-2020 CCPD BUDGET.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CRIME CONTROL AND PREVENTION DISTRICT OF THE CITY OF JERSEY VILLAGE, TEXAS:

Section 1: On the 19th day of August 2019, at 7:00 p.m., in the Civic Center at 16327 Lakeview Drive, Jersey Village, Texas, the Board of Directors will hold a public hearing giving all interested parties the right to appear and be heard on the proposed fiscal year 2019-2020 Crime Control and Prevention District budget.

Section 2: The City Secretary of the City of Jersey Village is hereby authorized and directed to cause notice of such public hearing to be published once in the newspaper having general circulation in the District not later than the 7th day before the date of the hearing.

PASSED AND APPROVED this the **16th day of July, 2019.**

Andrew Mitcham, Board President

ATTEST:

Lorri Coody, City Secretary

