



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 August 19, 2019 at 7:00 p.m. at the Civic Center, 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 CCPD Meeting held on July 16, 2019. *Lorri Coody, City Secretary*
- C. Discuss and take appropriate action concerning any final budget changes to the proposed 2019-2020 Crime Control and Prevention District Budget. *Isabel Kato, Finance Director*
- D. Conduct a public hearing on the proposed Jersey Village Crime Control and Prevention District's Budget for the fiscal year 2019-2020. *Board President or Board Vice President*
- E. Consider Resolution No. 2019-03, adopting a budget for the ensuing fiscal year, beginning October 1, 2019, and ending September 30, 2020, in accordance with Chapter 363 of the Texas Local Government Code and the alternative procedures adopted by the District; and providing for the effective date thereof. *Board President or Board Vice President*
- F. Election and appointment of officers – President, Vice President, and Secretary for the term, which will begin on September 1, 2019 and will end August 31, 2020. *Board President or Board Vice President*
- G. 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: August 14, 2019 at 2:30 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.

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

CRIME CONTROL AND PREVENTION DISTRICT MEETING PACKET FOR AUGUST 19, 2019

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

July 16, 2019 – 6:00 p.m.

The Crime Control and Prevention District (CCPD) of the City of Jersey Village, Texas, convened on July 16, 2019, at 6:00 p.m. in the Civic Center Meeting Room, 16327 Lakeview Drive, Jersey Village, Texas. The Board President and a quorum of the Crime Control and Prevention District was physically present at the meeting.

- 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
Director, Sheri Sheppard

City Manager, Austin Bless
City Secretary, Lorri Coody

Staff in attendance: Mark Bitz, Fire Chief; Eric Foerster, Chief of Police; Isabel Kato, Director of Finance; Jason Alfaro, Director of Parks; Trelena Collins, HR Manager; and Bob Blevins, Director of Information Technology.

- B. Consider approval of the minutes of the Crime Control and Prevention District (CCPD) Meetings held on June 11, 2019.**

Director Holden moved to approve the minutes of the Crime Control and Prevention District Meeting held on June 11, 2019. Director Warren seconded the motion. The vote follows:

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

Nays: None

The motion carried.

- C. Discuss the Proposed Crime Control and Prevention District's budget for fiscal year 2019-2020.**

Chief of Police, Eric Foerster introduced the item. He explained the Crime Control and Prevention District's (CCPD) 2019-20 budget supplementals, which include the following:

**REGULAR MEETING OF THE JERSEY VILLAGE
CRIME CONTROL AND PREVENTION DISTRICT – July 16, 2019**

JERSEY VILLAGE CRIME CONTROL AND PREVENTION DISTRICT SUPPLEMENTAL EXPENDITURES FY 2019-2020									
	50-27-3585 Supplies	50-27-3523 Other Equipment	50-27-4304 Software	50-27-4599 Miscellaneous Equipment	50-27-5523 Personnel	50-27-4672 Special Equipment Account	50-27-4673 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

The Board engaged in discussion about the salary supplemental and wanted to know if it included benefits. Chief Foerster confirmed that funding for benefits was included. The Board also discussed the total supplementals for \$472,923, and wondered if overtime pay is part of the CCPD budget. Chief Foerster explained that the salaries and overtime pay for those officers included in the CCPD budget are paid from the CCPD budget. All other officers are paid from the General Fund.

With no further discussion on the 2019-2020 CCPD budget, President Mitcham called the next item on the agenda.

- D. Consider Resolution No. 2019-02, setting August 19, 2018 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.**

Director Singleton moved to approve 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,

REGULAR MEETING OF THE JERSEY VILLAGE
CRIME CONTROL AND PREVENTION DISTRICT – July 16, 2019

time, and place for the public hearing on the proposed fiscal year 2019-2020 Crime Control and Prevention District's budget. Director Holden seconded the motion. The vote follows:

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

Nays: None

The motion carried.

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. 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 CCPD BUDGET.

E. Adjourn

With no other items to be addressed by the Board, the meeting was adjourned at 6:07 p.m.

Lorri Coody, Board Secretary



CRIME CONTROL AND PREVENTION DISTRICT MEETING PACKET FOR AUGUST 19, 2019

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

AGENDA DATE: August 19, 2019

AGENDA ITEM: C

AGENDA SUBJECT: Discuss and take appropriate action concerning any final budget changes to the proposed 2019-2020 Crime Control and Prevention District Budget.

Department/Prepared By: Isabel Kato

Date Submitted: August 14, 2019

EXHIBITS:

BACKGROUND INFORMATION:

The Crime Control and Prevention District Board met on July 16, 2019 in a budget work session to review and discuss the proposed 2019-2020 budget.

After the meeting, it was discovered that several changes to the proposed budget are necessary before adopting the District's 2019-2020 budget.

The changes are as follows:

- **Increase the Tax Receipts Revenues line item 50-10-7623 by \$280,000 from \$1,625,000 to \$1,905,000.**
- **Increase the Personnel Cost line item 50-27-5523 by \$9,796 from \$1,155,427 to \$1,165,223.**

Should the Crime Control and Prevention District Board desire to include these changes in the 2019-2020 proposed Crime Control and Prevention District's 2019-2020 Budget, the following motion has been prepared to accomplish the same.

RECOMMENDED ACTION:

MOTION: To Increase the Tax Receipts Revenues line item 50-10-7623 by \$280,000 from \$1,625,000 to \$1,905,000 and Increase the Personnel Cost line item 50-27-5523 by \$9,796 from \$1,155,427 to \$1,165,223.

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

AGENDA DATE: August 19, 2019

AGENDA ITEM: D

AGENDA SUBJECT: Conduct Public Hearing on the Crime Control and Prevention District's FY 2019-2020 Budget

Department/Prepared By: Lorri Coody **Date Submitted:** July 9, 2019

EXHIBITS: [Public Hearing Notice](#)
[Proposed FY 2019-2020 CCPD Budget WITH CHANGES FROM ITEM C](#)
[Public Hearing Script](#)

BUDGETARY IMPACT:	Required Expenditure:	\$
	Amount Budgeted:	\$
	Appropriation Required:	\$

CITY MANAGER APPROVAL:

BACKGROUND INFORMATION:

The alternative budget procedures adopted by the Board of Directors of the Jersey Village Crime Control and Prevention District require that the Board conduct a public hearing on the proposed annual budget for the upcoming fiscal year no later than the 21 days prior to the first month of each fiscal year of the District.

The purpose of the hearing is to give all interested parties the right to appear and be heard on the proposed fiscal year 2019-2020 Crime Control and Prevention District budget.

A draft of the Proposed FY 2019-2020 CCPD Budget with the changes suggested under Item C has been included in the Meeting Packet for review purposes only and is subject to changes resulting from the public hearings.

RECOMMENDED ACTION:

Conduct Public Hearing and receive public comments.

**CITY OF JERSEY VILLAGE
NOTICE OF PUBLIC HEARINGS FOR AUGUST 19**

NOTICE is hereby given that public hearings will be conducted on August 19, 2019 at 7:00 p.m. by the Board of Directors for the Jersey Village Crime Control and Prevention District (CCPD) and at 7:00 p.m. by the City of Jersey Village City Council in the Civic Center at 16327 Lakeview Drive, Jersey Village, Texas. The purpose of the CCPD public hearing is to give all interested parties the right to appear and be heard on the fiscal year 2019-2020 Crime Control and Prevention District proposed budget, and the purpose of the City Council public hearing is to give all interested parties the right to appear and be heard on the fiscal year 2019-2020 Crime Control and Prevention District adopted budget.

The City of Jersey Village public facilities are wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact ADA Coordinator at (713) 466-2102 or FAX (713) 466-2177 for further information.

s/Lorri Coody, City Secretary
City of Jersey Village, Texas

Posted: July 18, 2019
Time: 9:15 a.m.



**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	2018-2019		
		Base Budget	Supplementary	Total
ESTIMATED REVENUES				
Beginning Fund Balance		3,487,322		3,487,322
Tax Receipts		1,905,000		1,905,000
Actual Receipts:	1,554,675			
Interest		70,000		70,000
Sales Proceeds		87,787		87,787
Total Revenue		2,062,787	-	2,062,787
Revenue Including Fund Balance:		\$ 5,550,109	\$ -	\$ 5,550,109
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	1,005,223	160,000	1,165,223
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 Assult	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	-	-	-
Interoperability Radio System	27-6581	-	-	-
Technology Purchase Contrib	21-9771	-	-	-
Transfer to Capital Improvement	27-9760	-	-	-
Vehicle Purchase	27-9781	-	260,000	260,000
Subtotal		1,043,001	470,223	1,513,224
Total Expenditures:		\$ 1,129,664	\$ 472,923	\$ 1,602,587
Projected Ending Fund Balance:		\$ 4,420,445		\$ 3,947,522

CRIME CONTROL AND PREVENTION DISTRICT MEETING PACKET FOR AUGUST 19, 2019

**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	3,947,522	4,650,396	5,375,107	6,101,275
Tax Receipts		1,905,000	1,962,150	2,021,015	2,061,435	2,102,663
Interest		70,000	72,100	74,263	76,491	78,786
Sales Proceed		87,787				
Total Revenue:		5,550,109	5,981,772	6,745,674	7,513,033	8,282,725
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	1,165,223	1,199,340	1,234,480	1,271,514	1,309,660
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	-	-	-	-	-
Interoperability Radio System	27-6581					
Technology Purchase	21-9771					
Transfer to Capital Imp	27-9760	-	-	-	-	-
Vehicle Purchase	27-9781	260,000				
Subtotal		1,513,224	1,239,107	1,275,319	1,313,456	1,352,738
TOTAL EXPENDITURES		\$ 1,602,587	\$ 1,331,376	\$ 1,370,566	\$ 1,411,758	\$ 1,454,172
Proposed Ending Fund Balance		\$ 3,947,522	\$ 4,650,396	\$ 5,375,107	\$ 6,101,275	\$ 6,828,553

CRIME CONTROL AND PREVENTION DISTRICT MEETING PACKET FOR AUGUST 19, 2019

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>				
<u>CURRENT EMPLOYEE AND BENEFIT COVERAGE</u>				
Greg Brandon		102,567	105,644	108,813
Ron Dooley		143,425	147,728	152,160
Jason Boughter		87,773	90,407	93,119
Mark Zatzkin		96,793	99,696	102,687
Bobby Ferguson		125,008	128,758	132,621
Danny Keele		108,689	111,950	115,308
Albert Lopez		101,886	104,942	108,091
Devron Limerick		108,908	112,175	115,541
Irvin Guzman		76,527	78,822	81,187
ADDITIONAL OFFICER		80,000	82,400	84,872
ADDITIONAL OFFICER		80,000	82,400	84,872
Subtotal		1,111,576	1,144,923	1,179,271
<u>OTHER PERSONNEL RELATED PROGRAMS</u>				
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:		\$ 1,165,223	\$ 1,199,340	\$ 1,234,480

CRIME CONTROL AND PREVENTION DISTRICT MEETING PACKET FOR AUGUST 19, 2019

**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 Contrib	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				

PRESIDENT OF CCPD

Script for CCPD Public Hearing on the 2019-2020 Proposed Annual Budget

Read Item D on the CCPD agenda - then say:

I now call to order this public hearing on the City of Jersey Village Crime Control and Prevention District's proposed annual budget for fiscal year 2019-2020. Everyone desiring to speak at this hearing should complete a public hearing comment card and present the card to the City Secretary.

Each speaker will have 5 minutes to present information concerning the District's proposed fiscal year 2019-2020 budget.

Chief of Police, Eric Foerster will summarize the subject of this public hearing.

(Once Chief Foerster completes his summary, call the first person signing up to speak).

(After everyone has spoken . . . or if no one desires to speak, finish the meeting with the following)

There being no one (else) desiring to speak, I now close this public hearing on the City of Jersey Village Crime Control and Prevention District's proposed annual budget for fiscal year 2019-2020.

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

AGENDA DATE: August 19, 2019

AGENDA ITEM: E

AGENDA SUBJECT: Consider Resolution No. 2019-03, adopting a budget for the ensuing fiscal year, beginning October 1, 2019, and ending September 30, 2020, in accordance with Chapter 363 of the Texas Local Government Code and the alternative procedures adopted by the District; and providing for the effective date thereof.

Department/Prepared By: Lorri Coody **Date Submitted:** July 09, 2019

EXHIBITS: [Resolution No. 2019-03](#)
[Exhibit A](#) - Adopted FY 2019-2020 CCPD Budget

BUDGETARY IMPACT:	Required Expenditure:	\$
	Amount Budgeted:	\$
	Appropriation Required:	\$

CITY MANAGER APPROVAL:

BACKGROUND INFORMATION:

The alternative budget procedures adopted by the Board of Directors of the Jersey Village Crime Control and Prevention District require that the Board conduct a public hearing on the proposed annual budget for the upcoming fiscal year no later than the 21 days prior to the first month of each fiscal year of the District.

After the public hearing on the proposed budget, the Board shall adopt a budget for the upcoming fiscal year.

The adopted budget shall be submitted to the Jersey Village City Council within ten 10 days after it is adopted or deemed adopted by the Board.

A draft of the Adopted FY 2019-2020 CCPD Budget is included in the Meeting Packet for review purposes only and is subject to changes resulting from the public hearings.

RECOMMENDED ACTION:

MOTION: To approve Resolution No. 2019-03, adopting a budget for the ensuing fiscal year, beginning October 1, 2019, and ending September 30, 2020, in accordance with Chapter 363 of the Texas Local Government Code and the alternative procedures adopted by the District; and providing for the effective date thereof.

RESOLUTION NO. 2019-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRIME CONTROL AND PREVENTION DISTRICT OF THE CITY OF JERSEY VILLAGE, TEXAS, ADOPTING A BUDGET FOR THE ENSUING FISCAL YEAR, BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020, IN ACCORDANCE WITH CHAPTER 363 OF THE TEXAS LOCAL GOVERNMENT CODE AND THE ALTERNATIVE PROCEDURES ADOPTED BY THE DISTRICT; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

WHEREAS, the Jersey Village Board of Directors of the Crime Control and Prevention District have received budget estimates of the revenues of the District and the expense of conducting the affairs of the District for the ensuing fiscal year beginning October 1, 2019, and ending September 30, 2020, and which said estimate contains all the information as required by Chapter 363 of the Texas Local Government Code; and

WHEREAS, the Board of Directors of the District (“the Board”) has received the estimate and held a public hearing thereon as provided by both Chapter 363 of the Texas Local Government Code and the alternative procedures adopted thereunder; and

WHEREAS, after full and final consideration of the information contained in the proposed budget and the input received at the public hearing, it is the opinion of the Board that the budget attached hereto should be approved and adopted. **NOW THEREFORE;**

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

Section 1: That the Board hereby adopts the budget for the District’s 2019-2020 fiscal year, which is attached hereto as Exhibit “A” and incorporated herein for all intents and purposes.

Section 2: This resolution shall take effect immediately from and after its passage by the Board.

INTRODUCED, READ, and PASSED by affirmative vote of the Board of Directors of the Jersey Village Crime Control and Prevention District, this the **19th day of August, 2019.**

Andrew Mitcham, Board President

ATTEST:

Lorri Coody, City Secretary



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



FY 2019-20 ADOPTED BUDGET

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

DESCRIPTION	ACCOUNT	2018-2019		
		Base Budget	Supplementary	Total
ESTIMATED REVENUES				
Beginning Fund Balance		3,487,322		3,487,322
Tax Receipts		1,905,000		1,905,000
Actual Receipts:	1,554,675			
Interest		70,000		70,000
Sales Proceeds		87,787		87,787
Total Revenue		2,062,787	-	2,062,787
Revenue Including Fund Balance:		\$ 5,550,109	\$ -	\$ 5,550,109
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	1,005,223	160,000	1,165,223
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 Assult	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	-	-	-
Interoperability Radio System	27-6581	-	-	-
Technology Purchase Contrib	21-9771	-	-	-
Transfer to Capital Improvement	27-9760	-	-	-
Vehicle Purchase	27-9781	-	260,000	260,000
Subtotal		1,043,001	470,223	1,513,224
Total Expenditures:		\$ 1,129,664	\$ 472,923	\$ 1,602,587
Projected Ending Fund Balance:		\$ 4,420,445		\$ 3,947,522

CRIME CONTROL AND PREVENTION DISTRICT MEETING PACKET FOR AUGUST 19, 2019

**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	3,947,522	4,650,396	5,375,107	6,101,275
Tax Receipts		1,905,000	1,962,150	2,021,015	2,061,435	2,102,663
Interest		70,000	72,100	74,263	76,491	78,786
Sales Proceed		87,787				
Total Revenue:		5,550,109	5,981,772	6,745,674	7,513,033	8,282,725
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	1,165,223	1,199,340	1,234,480	1,271,514	1,309,660
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	-	-	-	-	-
Interoperability Radio System	27-6581					
Technology Purchase	21-9771					
Transfer to Capital Imp	27-9760	-	-	-	-	-
Vehicle Purchase	27-9781	260,000				
Subtotal		1,513,224	1,239,107	1,275,319	1,313,456	1,352,738
TOTAL EXPENDITURES		\$ 1,602,587	\$ 1,331,376	\$ 1,370,566	\$ 1,411,758	\$ 1,454,172
Proposed Ending Fund Balance		\$ 3,947,522	\$ 4,650,396	\$ 5,375,107	\$ 6,101,275	\$ 6,828,553

CRIME CONTROL AND PREVENTION DISTRICT MEETING PACKET FOR AUGUST 19, 2019

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>				
<u>CURRENT EMPLOYEE AND BENEFIT COVERAGE</u>				
Greg Brandon		102,567	105,644	108,813
Ron Dooley		143,425	147,728	152,160
Jason Boughter		87,773	90,407	93,119
Mark Zatzkin		96,793	99,696	102,687
Bobby Ferguson		125,008	128,758	132,621
Danny Keele		108,689	111,950	115,308
Albert Lopez		101,886	104,942	108,091
Devron Limerick		108,908	112,175	115,541
Irvin Guzman		76,527	78,822	81,187
ADDITIONAL OFFICER		80,000	82,400	84,872
ADDITIONAL OFFICER		80,000	82,400	84,872
Subtotal		1,111,576	1,144,923	1,179,271
<u>OTHER PERSONNEL RELATED PROGRAMS</u>				
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:		\$ 1,165,223	\$ 1,199,340	\$ 1,234,480

CRIME CONTROL AND PREVENTION DISTRICT MEETING PACKET FOR AUGUST 19, 2019

**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 Contrib	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
CITY OF JERSEY VILLAGE, TEXAS
AGENDA REQUEST**

AGENDA DATE: August 19, 2019

AGENDA ITEM: F

AGENDA SUBJECT: Election and Appointment of Officers

Department/Prepared By: Lorri Coody

Date Submitted: July 09, 2019

EXHIBITS: None

BUDGETARY IMPACT: None

CITY MANAGER APPROVAL:

BACKGROUND INFORMATION:

In accordance with § 363.103(a), the board shall elect from among its members a president and vice president. Additionally, the board shall appoint a secretary. The secretary need not be a director. The person who performs the duties of auditor for the political subdivision shall serve as treasurer for the district.

Currently, Andrew Mitcham is serving as President and Bobby Warren is serving as Vice President. The City Secretary serves as secretary for the District. The current term for these offices will end August 31, 2019.

RECOMMENDED ACTION:

Elect officers for the one-year term, which will begin September 1, 2019 and will end August 31, 2020.