



City of Colleyville Agenda Colleyville Crime Control and Prevention District Board

City Hall
100 Main Street
Colleyville, Texas 76034
817. 503.1000
www.colleyville.com

Tuesday, June 18, 2013
5:00 p.m.

City Council Chambers

- 1. CALL TO ORDER**
- 2. CONSENT: READING AND PUBLIC HEARING - Resolution R-13-0062**
 - 2a** Approval of the minutes of the Colleyville Crime Control and Prevention District (CCCPD) Board Worksession of May 30, 2013
 - 2b** Approval of the minutes of the Colleyville Crime Control and Prevention District Board Meeting of June 19, 2012
- 3. RESOLUTION(S): READING AND PUBLIC HEARING**
 - 3a Resolution R-13-0063**
Approval of the Fiscal Year 2014 (FY 2014) Colleyville Crime Control Prevention District (CCCPD) budget
 - 3b Resolution R-13-0064**
Election of a President and Vice President of the Colleyville Crime Control and Prevention District Board of Directors
- 4. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards Friday, June 14, 2013 by 5:00 p.m.

Amy Shelley
City Secretary

Any matter on this agenda may, at the discretion of the governing body, be opened for public comment and discussion.

If you plan to attend this public meeting and have a disability that requires special accommodations, please advise the City Secretary at least 48 hours in advance at 817.503.1130, and reasonable accommodations will be made to assist you.

RESOLUTION R-13-0062

**A RESOLUTION APPROVING COLLEYVILLE CRIME CONTROL AND
PREVENTION DISTRICT BOARD OF DIRECTORS ACTION UNDER
CONSENT ITEMS AT THE MEETING OF JUNE 18, 2013**

WHEREAS, Colleyville Crime Control and Prevention District Board of Directors has taken action on certain items on the agenda under Consent Items.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF
THE COLLEYVILLE CRIME CONTROL AND PREVENTION DISTRICT:**

- Sec. 1. THAT the agenda decisions approved by the Colleyville Crime Control and Prevention District Board of Directors action under Consent Items as follows are hereby adopted:
- a. THAT the minutes of the Colleyville Crime Control and Prevention District (CCCPD) Board meeting of May 30, 2013, are hereby approved
 - b. THAT the minutes of the Colleyville Crime Control and Prevention District (CCCPD) Board meeting of June 19, 2012, are hereby approved

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____
ABSTENTIONS ON THIS THE 18TH DAY OF JUNE 2013.

ATTEST:

**COLLEYVILLE CRIME CONTROL
AND PREVENTION DISTRICT**

Amy Shelley
City Secretary

Mike Taylor
President



City of Colleyville Colleyville Crime Control and Prevention District Board Worksession Minutes - Draft

City Hall
100 Main Street
Colleyville, Texas 76034
817. 503.1000
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Tuesday, May 30, 2013
5:00 p.m.

Executive Conference Room
3rd Floor City Hall

The Colleyville Crime Control and Prevention District Board worksession was called to order on May 30, 2013, at 5:00 p.m., by President Mike Taylor.

ROLL CALL: Directors Stan Hall, Tom Hart, David Kelly, Chuck Mogged, Vice President Jody Short, and President Mike Taylor were present. City Manager Jennifer Fadden, Treasurer Terry Leake, Police Chief Mike Holder, Police Captain Robert Hinton, Finance Manager Karen Hines, Strategic Services Manager Adrienne Lothery, Human Resources Director Michelle Reyes, and City Secretary Amy Shelley were also present.

Director Carol Wollin was absent.

2. PRESENTATION AND DISCUSSION

2a Colleyville Crime Control and Prevention District (CCCPD) Fiscal Year 2013 (FY 2013) budget update

Treasurer Terry Leake presented and updated the Board members regarding the Fiscal Year 2013 (FY 2013) budget. The FY 2013 beginning fund balance was higher than anticipated, due to the higher than anticipated sales tax revenues received in three of the last five months of FY 2012. Midway through the 2013 fiscal year, sales tax revenues have totaled \$612,973, which is 3.2% above sales tax revenues received during the same time period in FY 2012. It is projected that sales tax revenues will be \$90,000 greater than the adopted budget of \$1,135,000 at the end of the fiscal year, due to increased sales tax receipts. Due to the continued lower than anticipated interest rates, income on investments is projected to be \$500 lower than the adopted budget of \$2,000. Additionally, the annual CCCPD budget incorporates the use of available cash within the fund balance, which is the utilization of the prior year's 1.40 coverage ratio for bonded debt. In most fiscal years, this annual addition to available cash within the fund balance is slightly over \$200,000. With net anticipated increased revenues totaling almost \$90,000, it is projected the ending fund balance at September 30, 2013 will be \$1,076,475.

2b Presentation and discussion of the Colleyville Crime Control and Prevention District (CCCPD) Fiscal Year 2014 (FY 2014) budget

Police Chief Mike Holder presented and updated the Board members regarding the Fiscal Year 2014 (FY 2014) budget. Staff presented a complete budget proposal that meets the needs of the Colleyville Police Department and the community. The proposed budget includes administrative and technology expenditures as well as full funding for five (5) police personnel and one (1) mid-year police personnel, four (4) marked police vehicles, one (1) unmarked police vehicle, a new radar trailer, and continuation of the weapons replacement schedule.

3. ADJOURNMENT

There being no further business before the Colleyville Crime Control and Prevention District Board of Directors, Director Hart moved to adjourn. Director Kelly seconded the motion.

The motion carried with the following vote:

Aye: President Mike Taylor, Vice President Jody Short, and Directors, Chuck Mogged, David Kelly, Stan Hall, and Tom Hart

President Taylor adjourned the meeting at 5:47 p.m.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____
ABSTENTIONS ON THIS THE _____ DAY OF _____ 2013.

Minutes taken and prepared by:

Amy Shelley
City Secretary



City of Colleyville Colleyville Crime Control and Prevention District Board Minutes - Draft

City Hall
100 Main Street
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Tuesday, June 19, 2012
5:00 p.m.

City Council Chambers

The Colleyville Crime Control and Prevention District Board meeting was called to order on June 19, 2012, at 5:00 p.m., by President Mike Taylor.

ROLL CALL: Directors Carol Wollin, Stan Hall, Jody Short, Tom Hart, David Kelly, Vice President Michael Muhm, and President Mike Taylor were present. City Manager Jennifer Fadden, Treasurer Terry Leake, Police Chief Mike Holder, Fire Chief Russell Shelley, Finance Manager Karen Hines, Strategic Services Manager Eric Ellwanger, and City Secretary Cynthia Singleton were also present.

2. CONSENT: READING AND PUBLIC HEARING - Resolution R-12-0059

2a Approval of the minutes of the Colleyville Crime Control and Prevention District (CCCPD) Board meeting of May 31, 2012

2b Approval of the minutes of the Colleyville Crime Control and Prevention District Board meeting of June 21, 2011

President Taylor read Resolution R-12-0059 in its entirety.

President Taylor opened the public hearing.

There was no one present wishing to speak concerning this item and President Taylor closed the public hearing.

President Taylor moved to approve Resolution R-12-0059.

Director Wollin seconded the motion.

The motion carried with the following vote:

Aye: President Mike Taylor, Vice President Michael Muhm, and Directors Carol Wollin, Jody Short, David Kelly, Stan Hall, and Tom Hart

3. RESOLUTION(S): READING AND PUBLIC HEARING

3a Resolution R-12-0060

Approval of the Fiscal Year 2013 (FY 2013) Colleyville Crime Control Prevention District (CCCPD) budget

President Taylor read Resolution R-12-0060 in its entirety.

Police Chief Mike Holder reviewed the changes to the Fiscal Year 2013 Colleyville Crime Control District budget, which was presented to the CCCPD Board during the CCCPD worksession on May 31, 2012, and spoke regarding vehicle and weapon needs.

President Taylor opened the public hearing.

There was no one present wishing to speak concerning this item and President Taylor closed the public hearing.

Discussion ensued regarding the weapon inventory and replacement schedule and vehicle rotation schedule.

President Taylor stated the Crime Control and Prevention District was established by statute and allows the Board to supplement the Police Department General Fund budget.

Chief Holder stated the Crime Control and Prevention District budget is specific to law enforcement and is a funding resource for personnel, equipment, training, and facility needs.

Director Kelly moved to approve Resolution R-12-0060.

Director Hall seconded the motion.

Director Short spoke regarding the CCCPD funding of positions and the status of the positions when the CCCPD expires.

City Manager Jennifer Fadden stated the CCCPD was established in 1998, and renewed by voters in 2003 for 20 years, and when it expires in 2023, it will be necessary to decide whether to ask the voters for renewal of the CCCPD.

Discussion ensued whether to continue to load costs to a funding source that may or may not be available long-term, the merits of the CCCPD, and the emphasis placed on public safety by the citizens.

The motion carried with the following vote:

Aye: President Mike Taylor, Vice President Michael Muhm, and Directors Carol Wollin, Jody Short, David Kelly, Stan Hall, and Tom Hart

3b Resolution R-12-0061

Election of a President and Vice President of the Colleyville Crime Control and Prevention District Board of Directors

President Taylor read Resolution R-12-0061 in its entirety.

President Taylor opened the public hearing.

There was no one present wishing to speak concerning this item and President Taylor closed the public hearing.

Director Hart nominated Director Taylor for President and Director Muhm for Vice President and moved to approve Resolution R-12-0061 as stated.

Director Kelly seconded the motion.

Director Muhm nominated Director Short for Vice President.

Director Kelly accepted the amendment to Director Short as Vice President.

The motion carried with the following vote:

Aye: President Mike Taylor, Vice President Jody Short, and Directors Carol Wollin, Michael Muhm, David Kelly, Stan Hall, and Tom Hart

4. ADJOURNMENT

There being no further business before the Colleyville Crime Control and Prevention District Board of Directors, Director Kelly moved to adjourn.

President Taylor seconded the motion.

The motion carried with the following vote:

Aye: President Mike Taylor, Vice President Jody Short, and Directors Carol Wollin, Michael Muhm, David Kelly, Stan Hall, and Tom Hart

President Taylor adjourned the meeting at 5:24 p.m.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____
ABSTENTIONS ON THIS THE _____ DAY OF _____
2013.

Minutes taken by:
Cynthia Singleton, TRMC, CMC
City Secretary

Minutes prepared by:

Amy Shelley
City Secretary



City of Colleyville Colleyville Crime Control and Prevention District Board Agenda Briefing

City Hall
100 Main Street
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Agenda Number 3a

Agenda Date 06/18/2013

Number Resolution R-13-0063

Type Resolution

Department Police

Title

Approval of the Fiscal Year 2014 (FY 2014) Colleyville Crime Control Prevention District (CCCPD) budget

Explanation

Reading and Public Hearing

In accordance with the Local Government Code, the Colleyville Crime Control and Prevention District (CCCPD) Board, which is comprised of the City Council, must approve an annual budget at least 100 days before the start of the fiscal year. This item allows the Board to comply with this requirement by approving the proposed FY 2014 CCCPD Budget. Staff proposes the following FY 2014 budget for review and discussion, and is seeking Board approval of the proposed expenditures.

The FY 2014 CCCPD Budget was discussed at the May 30, 2013 CCCPD budget worksession. At that time, staff presented a complete budget proposal that meets the needs of the Colleyville Police Department and the community. The proposed budget includes administrative and technology expenditures as well as full funding for five (5) police personnel and one (1) mid-year police personnel, four (4) marked police vehicles, one (1) unmarked police vehicle, a new radar trailer and continuation of the weapons replacement schedule.

The following information and attachments provide estimated fund balances and revenues, as well as a detailed list of proposed expenditures.

Estimated Beginning Fund Balance for FY 2014	\$1,072,545
Revenues:	
½ Cent Sales Tax	\$1,275,000
Interest Income	\$ 1,500
Use of Available Cash	\$ 235,687
TOTAL REVENUES	\$1,512,187
Expenditures:	

Administrative Board/Audit Expenses	\$ 1,850
Police Records Management System Annual Maintenance Contract	\$ 45,000
Regional Recruiting and Hiring Process (PACT Test)	\$ 2,000
Crime Reports Crime Mapping Software	\$ 1,200
Crime Reports Analytical Crime Mapping Software	\$ 3,588
NetMotion Wireless Maintenance Agreement	\$ 3,219
L-3 In-Car Video System Server Maintenance	\$ 3,768
Personnel:	
Five (5) Police Officer Positions	\$ 420,082
Add one (1) Additional Police Officer Position in April 2014	\$ 36,975
Metroport Teen Court	\$ 33,750
Capital:	
Vehicles: Replacement – 4 Patrol vehicles including in-car video system	\$ 206,600
Replacement – CID Vehicle	\$ 24,000
Equipment:	
Weapons Replacement	\$ 8,500
Radar Trailer Replacement	\$ 10,000
Debt Service:	
2006 Series Refunding Debt	\$ 501,182
Transfers:	
Capital Equipment Replacement Fund - In-Car Mobile Digital Computer System	\$ 10,000
TOTAL EXPENDITURES	\$1,311,714
*EXCESS REVENUES OVER EXPENDITURES	\$ 200,473
ENDING FUND BALANCE	\$1,037,331
*Must have a 1.4 times coverage ratio (\$200,473) for debt service payment in FY 2014.	

Attachments

1. Proposed Fiscal Year 2014 CCCPD Budget
2. Resolution R-13-0063

COLLEYVILLE CRIME CONTROL DISTRICT FY 2014 PROPOSED BUDGET

FISCAL YEAR	ADOPTED FY 2013	PROJECTED FY 2013	PROPOSED FY 2014
BEGINNING FUND BALANCE	\$953,023	\$1,072,545	\$1,072,545
REVENUES:			
1/2 CENT SALES TAX REVENUE	\$1,135,000	\$1,225,000	\$1,275,000
INTEREST INCOME	\$2,000	\$1,500	\$1,500
USE OF AVAILABLE CASH	\$287,940	\$198,440	\$235,687
TOTAL REVENUES	\$1,424,940	\$1,424,940	\$1,512,187
EXPENDITURES:			
ADMINISTRATIVE BOARD/AUDIT EXPENSES:	\$1,850	\$1,850	\$1,850
POLICE SOFTWARE ANNUAL MAINTENANCE CONTRACT	\$45,000	\$45,000	\$45,000
REGIONAL RECRUITING AND HIRING PROCESS (PACT TEST)	\$2,000	\$2,000	\$2,000
CRIME REPORTS CRIME MAPPING SOFTWARE	\$1,200	\$1,200	\$1,200
CRIME REPORTS ANALYTICAL CRIME MAPPING SOFTWARE	\$4,000	\$4,000	\$3,588
NETMOTION WIRELESS MAINTENANCE AGREEMENT	\$3,219	\$3,219	\$3,219
L-3 IN-CAR VIDEO SYSTEM SERVER MAINTENANCE	\$3,768	\$3,768	\$3,768
PERSONNEL:			
POLICE OFFICERS:			
(FY 2013 - FIVE OFFICERS)	\$404,641	\$404,641	\$420,082
(FY 2014 - ADD ONE ADDITIONAL OFFICER IN APRIL 2014)	\$0	\$0	\$36,975
TEEN COURT	\$33,750	\$33,750	\$33,750
CAPITAL -			
VEHICLES:			
REPLACEMENT - PATROL VEHICLE AND EQUIPMENT (FY 2014 - 4 VEHICLES INCLUDING IN-CAR VIDEO SYSTEM) (REPLACE UNITS 1114,1116,1120,1121)	\$154,950	\$154,950	\$206,600
REPLACEMENT - CID VEHICLE (REPLACE UNIT 190)	\$0	\$0	\$24,000
EQUIPMENT:			
CONDUCTED ENERGY DEVICE (TASER) EQUIPMENT	\$36,668	\$36,668	\$0
WEAPONS REPLACEMENT	\$9,600	\$9,600	\$8,500
RADAR TRAILER REPLACEMENT	\$0	\$0	\$10,000
DEBT SERVICE:			
2006 SERIES REFUNDING DEBT	\$505,924	\$505,924	\$501,182
TRANSFERS:			
CAPITAL EQUIPMENT REPLACEMENT FUND - IN-CAR MOBILE DIGITAL COMPUTER SYSTEM	\$16,000	\$16,000	\$10,000
TOTAL EXPENDITURES	<u>\$1,222,570</u>	<u>\$1,222,570</u>	<u>\$1,311,714</u>
EXCESS REVENUES OVER EXPENDITURES	\$202,370 **	\$202,370 **	\$200,473 ^^
ENDING FUND BALANCE	<u>\$867,453</u>	<u>\$1,076,475</u>	<u>\$1,037,331</u>

** MUST HAVE A 1.4 TIMES COVERAGE RATIO (\$202,370) FOR DEBT SERVICE PAYMENT IN FY 2013

^^ MUST HAVE A 1.4 TIMES COVERAGE RATIO (\$200,473) FOR DEBT SERVICE PAYMENT IN FY 2014

RESOLUTION R-13-0063

**A RESOLUTION ADOPTING AN ANNUAL BUDGET FOR
FISCAL YEAR 2014 FOR THE
COLLEYVILLE CRIME CONTROL AND PREVENTION DISTRICT**

WHEREAS, the laws of the State of Texas require an annual budget be adopted by the Board of Directors; and

WHEREAS, the laws require the budget includes projected revenues and proposed expenditures, cash on hand at the start of the year, the amount of money received during the prior year, the tax rate, and the projected ending fund balance.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS
OF THE COLLEYVILLE CRIME CONTROL AND PREVENTION DISTRICT:**

Sec. 1. THAT the Fiscal Year 2014 budget amounts for the Colleyville Crime Control and Prevention District with a sales and use tax rate of .5°/o are as follows:

Projected Revenue Received in Fiscal Year 2013	\$1,424,940
Projected Cash on Hand as of October 1, 2013	\$1,072,545
Revenues	\$1,512,187
Expenditures	\$1,311,714
Ending Fund Balance at September 30, 2014	\$1,037,331

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____
ABSTENTIONS ON THIS THE 18TH DAY OF JUNE 2013.

ATTEST:

**COLLEYVILLE CRIME CONTROL
AND PREVENTION DISTRICT**

Amy Shelley
City Secretary

Mike Taylor
President



City of Colleyville Colleyville Crime Control and Prevention District Board Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 3b

Agenda Date 06/18/2013

Number Resolution R-13-0064

Type Resolution

Department City Secretary

Title

Election of a President and Vice President of the Colleyville Crime Control and Prevention District Board of Directors

Explanation

Reading and Public Hearing

In accordance with the Local Government Code, the Colleyville Crime Control and Prevention District Board of Directors shall elect from among its members a President and Vice President. Each officer of the Board serves for a term of one year.

Attachments

1. Resolution R-13-0064

RESOLUTION R-13-0064

**A RESOLUTION APPOINTING A PRESIDENT AND VICE PRESIDENT
TO THE COLLEYVILLE CRIME CONTROL PREVENTION DISTRICT
BOARD OF DIRECTORS**

WHEREAS, the Colleyville Crime Control and Prevention District Board of Directors shall elect, from among its members, a President and Vice President in accordance with the Local Government Code.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS
OF THE COLLEYVILLE CRIME CONTROL AND PREVENTION DISTRICT:**

Sec. 1. THAT Director _____ is elected President and
_____ is elected Vice President for a one-year term.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _____AYES, _____ NAYS, AND _____
ABSTENTIONS, THIS THE 18th DAY OF JUNE 2013.

ATTEST:

**COLLEYVILLE CRIME CONTROL
AND PREVENTION DISTRICT**

Amy Shelley
City Secretary

Mike Taylor
President

