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

City Hall
100 Main Street
Colleyville, Texas 76034
817.503.1000
www.colleyville.com

Tuesday, June 20, 2017 | City Council Chambers
4:00 p.m. | 3rd Floor, City Hall

1. CALL TO ORDER

2. DISCUSSION AND PUBLIC HEARING

2a Discussion and public hearing of the Colleyville Crime Control and Prevention District (CCCPD) Fiscal Year 2018 (FY 2018) budget

3. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards Friday, June 16, 2017 by 5:00 p.m.

Christine Loven
Assistant City Secretary

A quorum of the Colleyville City Council and/or any other Colleyville Board, Commission, or Committee may be in attendance at this meeting.

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.

Colleyville Crime Control and Prevention District Board Agenda Briefing

City Hall
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Agenda Number 2a **Agenda Date** 06/20/2017 **Number** 2a
Type Public Hearing Agenda Items
Department Police

Title

Discussion and public hearing of the Colleyville Crime Control and Prevention District (CCCPD) Fiscal Year 2018 (FY 2018) budget

Strategic Plan

Explanation

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. In order to comply with this requirement, a meeting will be held on Tuesday, July 11, 2017, for the Board to approve the proposed FY 2018 CCCPD Budget. Upon Board approval, the budget will be forwarded to the City Council for consideration.

Staff has proposed the attached FY 2018 budget for review and discussion, and is seeking direction on the proposed expenditures, prior to the meeting for the adoption of the proposed FY 2018 budget. The attached document also forecasts expenditures for the next five fiscal years, to allow for Board discussion and direction.

Attachments

1. FY 2018 CCCPD Budget Presentation
2. FY 2017 - FY 2022 CCCPD Projection

Discussion of Proposed FY 2018 Colleyville Crime Control Prevention District Budget (CCCPD)

CCCPD Budget Worksession
June 20, 2017

CCCPD History

Creation & Authorization

- The CCCPD was first established in 1999 by local voters for an initial five year period

- In 2003, voters renewed the District for an additional 20 year period

- The District will be eligible for renewal again in 2023

District Powers

- Local Government Code Chapter 363, Section 363.151

> "The district may finance all the costs of a crime control and crime prevention program, including the costs for personnel, administration, expansion, enhancement, and capital expenditures."

FY 18 Proposed Budget

Highlights: Operating Expenditures

- Funding of Salary and Benefits for nine sworn officer positions.
  - The staffing plan approved and enacted beginning in FY2012 and finalized in FY2016, included placing all new positions in the CCCPD
  - Total current authorized sworn staffing = 43
- Records Management System software (CRIMES) and maintenance
- Crime Reports Analytical Software
- Various Software Maintenance Agreements
- Participation in the Metroport Teen Court Program at one-quarter of the regional costs
- Regional Crime Scene Response Unit

FY 18 Proposed Budget

Highlights: Operating Expenditures

- New funding for the agency to begin the process of national accreditation with the Commission on Accreditation for Law Enforcement Administration, known as CALEA

FY 18 Proposed Budget

Overview:

- Execution of fleet management plan
    - Four marked police vehicles with equipment
    - One unmarked police vehicle with equipment
- After a complete review of the department's fleet needs a comprehensive program was implemented for Fiscal Year 2014
- The program immediately reduced the size of the fleet by 19%
- This reduction helped increase the utilization efficiency of the fleet by making the vehicles more multi purpose
- Placed the vehicles on a regular replacement schedule

FY 18 Proposed Budget

- Continuation of weapons replacement schedule
- New funding for SWAT training and equipment. Currently there are three members of the Colleyville Police Department on the Northeast Tarrant SWAT Team. This line item sets aside funding for all the necessary equipment and training for one member.
- New funding for safety equipment and on going replacement, these items include collapsible rubber base traffic cones for each patrol unit.
- New funding for the purchase of ballistic plate carriers and helmets for each marked patrol vehicle.
- New funding for software license for the two radar signs. This program allows for timely, effective, and accurate reporting of all data collected by our two radar signs.

FY 18 Proposed Budget

- New funding for replacement of in-car cameras, equipment and server.
  - The current L-3 in car camera system has outlived its service life.
  - L-3 server that supports current in-car video is currently out of date and had been scheduled for replacement in FY 2017.
  - Research has revealed newer and better technology is available through other vendors.
- A complete vendor and technology switch, which includes in-car video, provides a turnkey solution that is sustainable long-term.

FY 18 Proposed Budget

In January 2017, a bid was received from WatchGuard, a leader in the public safety technology sector.

- Servers and associated software $81,000
- 13 in-car and two motorcycle cameras and hardware $82,000
- Anticipated total project cost **$163,000**
- The police department has put aside funding in previous years in the CCCPD budget in anticipation of this project.
- This is a high priority project.

CCCPD Fund 5-Year Projections

- 5-Year projection allows for longer term planning and forecasting
- Sales tax is projected flat for FY 2018 during SH26 construction
- Current expenditures funded by the CCCPD are projected to continue
- Certain equipment replacement, capital, and facility needs vary from year to year
- Debt will be paid off in FY 2019
    - Eliminates the need for the debt coverage ratio (revenues must exceed expenditures by 1.4x the current year debt payment)

Questions?

COLLEYVILLE CRIME CONTROL DISTRICT
FY 2017 THROUGH FY 2022 PROJECTION

FISCAL YEAR	*ADOPTED FY 2017*	*PROJECTED FY 2017*	*PROPOSED FY 2018*	*PROJECTED FY 2019*	*PROJECTED FY 2020*	*PROJECTED FY 2021*	*PROJECTED FY 2022*
BEGINNING FUND BALANCE	$1,381,476	$1,483,659	$1,438,234	$1,194,329	$972,451	$1,022,872	$889,441
REVENUES:							
1/2 CENT SALES TAX REVENUE*	$1,613,620	$1,700,000	$1,700,000	$1,717,000	$1,734,170	$1,751,512	$1,769,027
INTEREST INCOME	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500
USE OF AVAILABLE CASH	$343,350	$246,970	$444,643	$425,518	$0	$133,431	$0
TOTAL REVENUES	$1,958,470	$1,948,470	$2,146,143	$2,144,018	$1,735,670	$1,886,443	$1,770,527
EXPENDITURES:							
ADMINISTRATIVE BOARD/AUDIT EXPENSES:	$1,850	$1,850	$1,850	$1,850	$1,850	$1,850	$1,850
POLICE SOFTWARE ANNUAL MAINTENANCE CONTRACT	$49,500	$49,500	$49,500	$49,500	$49,500	$49,500	$49,500
REGIONAL RECRUITING AND HIRING PROCESS	$2,500	$2,500	$2,500	$2,500	$2,500	$2,500	$2,500
REGIONAL CRIME SCENE RESPONSE UNIT	$10,000	$0	$10,000	$10,000	$10,000	$10,000	$10,000
CRIME REPORTS ANALYTICAL CRIME MAPPING SOFTWARE	$5,492	$5,492	$5,492	$5,492	$5,492	$5,492	$5,492
NETMOTION WIRELESS MAINTENANCE AGREEMENT	$3,219	$3,219	$3,219	$3,219	$3,219	$3,219	$3,219
L-3 IN-CAR VIDEO SYSTEM SERVER MAINTENANCE	$3,949	$3,949	$3,949	$3,949	$3,949	$3,949	$3,949
TICKET WRITER REPLACEMENT	$4,700	$4,700	$4,700	$4,700	$4,700	$4,700	$4,700
CALEA ACCREDITATION	$0	$0	$11,000	$6,000	$6,000	$6,000	$6,000
PERSONNEL:							
9 POLICE OFFICERS	$770,103	$770,103	$841,350	$883,418	$927,589	$973,968	$1,022,667
ADDITIONAL OFFICER IN FY 2019	$0	$0	$0	$85,000	$89,250	$93,713	$98,398
ADDITIONAL SERGEANT IN FY 2021	$0	$0	$0	$0	$100,000	$105,000	$110,250
TEEN COURT	$33,750	$33,750	$33,750	$33,750	$33,750	$33,750	$33,750
CAPITAL -							
FACILITY NEEDS ASSESSMENT	$30,000	$30,000	$0	$0	$0	$0	$0
UPS BATTERY BACKUP REPLACEMENT	$85,000	$85,000	$0	$0	$0	$0	$0
JUSTICE CENTER DUMPSTER ENCLOSURES	$0	$0	$0	$10,000	$0	$0	$0
HVAC REPLACEMENT - JUSTICE CENTER	$0	$0	$0	$0	$0	$237,000	$0
METAL ROOF COATING - JUSTICE CENTER	$0	$0	$0	$0	$167,200	$0	$0
CARPET & VCT TILE REPLACEMENT - JUSTICE CENTER	$0	$0	$0	$0	$0	$88,052	$0
VEHICLES:							
REPLACEMENT - PATROL VEHICLE AND EQUIPMENT	$113,000	$113,000	$206,600	$206,600	$206,600	$206,600	$206,600
REPLACEMENT - MOTORCYCLE (TWO)	$0	$0	$0	$12,500	$12,500	$0	$0
REPLACEMENT - ADMINISTRATIVE VEHICLES	$121,500	$121,500	$27,000	$27,000	$27,000	$27,000	$27,000
NEW VEHICLE (FOR NEW OFFICERS)	$0	$0	$0	$51,650	$0	$0	$0
EQUIPMENT:							
ANNUAL WEAPONS REPLACEMENT	$8,500	$8,500	$10,000	$10,000	$10,000	$10,000	$10,000
SWAT EQUIPMENT AND TRAINING	$0	$0	$6,150	$6,150	$6,150	$6,150	$6,150
SAFETY EQUIPMENT AND REPLACEMENT	$0	$0	$5,000	$5,000	$5,000	$5,000	$5,000
BALLISTIC TAC PLATE CARRIERS AND HELMETS	$0	$0	$13,500	$0	$0	$0	$0
TWO RADAR SIGNS- LICENSES	$0	$0	$3,000	$3,000	$3,000	$3,000	$3,000
IN CAR CAMERAS & SERVER	$0	$0	$195,000	$0	$0	$0	$0
DEBT SERVICE:							
2006 SERIES REFUNDING DEBT	$503,862	$503,862	$501,845	$509,100	$0	$0	$0
TRANSFERS:							
CAPITAL EQUIPMENT REPLACEMENT FUND - IN-CAR MOBILE DIGITAL COMPUTER SYSTEM	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000
TOTAL EXPENDITURES	$1,756,925	$1,746,925	$1,945,405	$1,940,378	$1,685,249	$1,886,443	$1,620,025
EXCESS REVENUES OVER EXPENDITURES ^^	$201,545	$201,545	$200,738	$203,640	$50,421	$0	$150,502
ENDING FUND BALANCE	$1,239,670	$1,438,234	$1,194,329	$972,451	$1,022,872	$889,441	$1,039,943

^^ MUST HAVE A 1.4 TIMES COVERAGE RATIO ($201,545) FOR DEBT SERVICE PAYMENT IN FY 2017

^^ MUST HAVE A 1.4 TIMES COVERAGE RATIO ($200,738) FOR DEBT SERVICE PAYMENT IN FY 2018

^^ MUST HAVE A 1.4 TIMES COVERAGE RATIO ($203,640) FOR DEBT SERVICE PAYMENT IN FY 2019

*NOTE: SALES TAX GROWTH PROJECTION OF 0% IN FY 2018, 1% IN FY 2019 - FY 2022