



Colleyville Crime Control and Prevention District Board Agenda

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

Tuesday, June 19, 2018
4:30 p.m.

Executive Conference Room
City Hall – 100 Main Street

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 2019 budget

3. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards Friday, June 15, 2018 by 5:00 p.m.

Christine Loven, TRMC
City Secretary

A quorum of any 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
100 Main Street
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Agenda Number 2a	Agenda Date 06/19/2018	Number
Type Public Hearing Agenda Items		
Department Police		

Title

Discussion and public hearing of the Colleyville Crime Control and Prevention District (CCCPD) Fiscal Year 2019 budget

Strategic Plan

2.4 Demonstrate stewardship of public resources

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 hold a public hearing on the proposed annual budget at least 100 days before the start of the fiscal year. This agenda item provides for discussion of the proposed FY 2019 CCCPD budget and a public hearing to allow for public input.

State law also requires the CCCPD Board to adopt an annual budget at least 80 days before the start of the fiscal year. In order to comply with this requirement, a meeting will be held on Monday, July 2, 2018, for the Board to approve the FY 2019 CCCPD Budget. Upon Board approval, the budget will be forwarded to the City Council for consideration.

Staff has proposed the attached FY 2019 budget for review and discussion, and is seeking direction on the proposed expenditures, prior to the meeting for the adoption of the proposed FY 2019 budget. The attached document also forecasts expenditures for the next five fiscal years, to allow for Board discussion and direction.

Attachments

1. FY 2019 CCCPD Budget Presentation
2. FY 2018 - FY 2023 CCCPD Projection



**Discussion of Proposed FY 2019
Colleyville Crime Control
Prevention District Budget
(CCCPD)**

**CCCPD Budget Worksession
June 19, 2018**

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.”

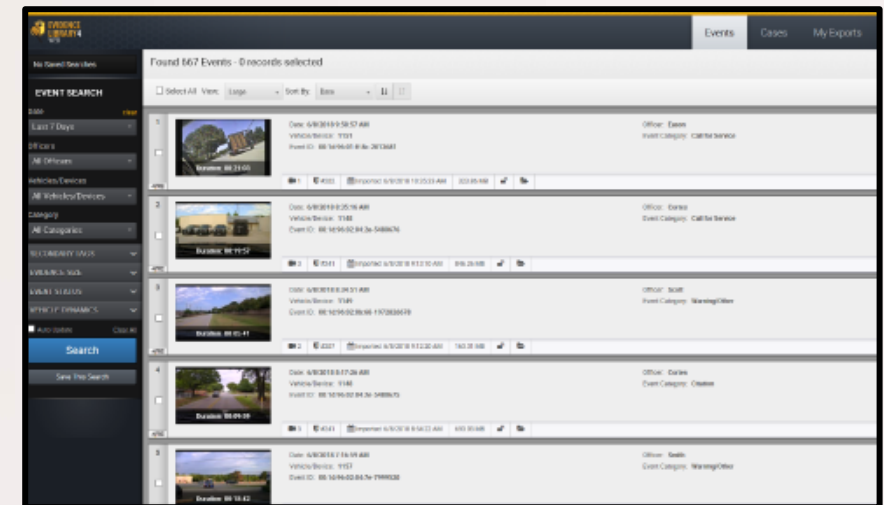
Updates on a Few FY18 Items

New In-Car Video System Deployed



WatchGuard In-Car Video System

- Budgeted in FY18 CCCPD budget
- Successfully deployed in all patrol vehicles in April of 2018
- Fees and maintenance paid in full for five years



Ballistic Rifle Plates and Carriers

- Awarded grant by the Office of the Governor for the plates and carriers
- Received more than 40 plates and carriers in May 2018
- Helmets for each vehicle will be purchased from the remaining CCCPD budget this FY
- Remaining FY18 budget intended for rifle plates will be reallocated with input and approval from the City Manager's Office



Highlights: Operating Expenditures

- Funding of Salary and Benefits for ten (10) sworn officer positions
 - This year, we are moving an existing sworn officer from the General Fund to the CCCPD
 - Total current authorized sworn staffing = 43
- New funding for two (2) part-time Public Service Officers
- Records Management System software (CRIMES) and maintenance
- Crime Reports Analytical Mapping Software
- Various Software Maintenance Agreements
- Participation in the Metroport Teen Court Program at one-quarter of the regional costs

FY19 Proposed Budget



Bottom Line Up Front for FY19

- No big changes in the CCCPD budget proposed for FY19

New Initiatives Proposed for FY19:

- Two new part-time Public Safety Officers
- Started the CALEA accreditation process

Part-time Public Service Officers

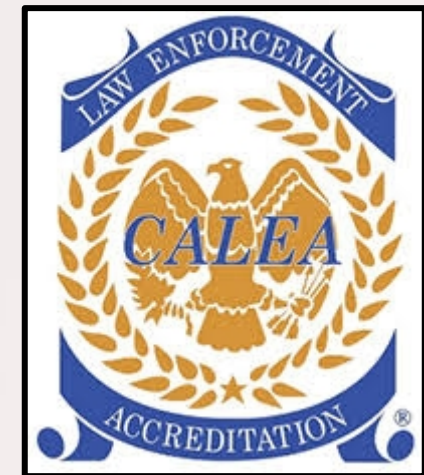


Two Part-time Public Service Officers Requested for FY19

- Non-sworn part-time employees of the Police Department
- Perform non-emergency duties now being performed by Police Officers
 - Assist with traffic direction
 - Assist School crossing guards
 - Take minor reports
 - Added presence / additional eyes and ears in our neighborhoods
- Will free up our Police Officers to spend more time patrolling our neighborhoods, building relationships and solving community issues

CALEA Accreditation

- Started the process in November 2017
- Three year initial accreditation timeline
- We intend to continue with Texas Police Chiefs Best Practices Recognition Program
 - Texas standards originally based on CALEA standards and there is overlap and synergy
- Only approximately 1.7% of Texas Law Enforcement Agencies are accredited by CALEA
 - Many of that group are in North Texas and are neighbors – Southlake, Keller, Hurst, etc.



Goals of CALEA Accreditation

- Strengthen crime prevention and control capabilities
- Formalize essential management procedures
- Establish fair and nondiscriminatory personnel practices
- Improve service delivery
- Solidify interagency cooperation and coordination
- Increase community and staff confidence in the agency



Benefits of CALEA Accreditation

- Greater accountability within the agency
- Reduced risk and liability exposure
- Stronger defense against civil lawsuits
- Staunch support from government officials
- Increased community advocacy
- Continuous pursuit of professional excellence



Ongoing Initiatives:

- Execution of fleet management plan – All Police Department vehicles funded through CCCPD budget
 - Vehicles are on a regular replacement schedule
 - Budgeted for four marked police vehicles with equipment and two police motorcycles in FY19
 - Keep best of older fleet for new PSO positions and Citizens on Patrol
- Continuation of weapons replacement schedule
- Funding for SWAT training and equipment. We fill up to three slots on the Northeast Tarrant SWAT Team. This line item sets aside funding for all the necessary equipment and training for our members of the team.

Ongoing Initiatives:

- Funding for safety equipment and on going replacement, these items include collapsible rubber base traffic cones for each patrol unit.
- 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.
- New capital funding identified for a dumpster enclosure to ensure the enclosure at the Police Department meets city code requirements.
 - This is a worse case estimate and may be able to be done in-house at a reduced cost.
- Decrease funding for Crime Scene Response to better align with current expenditures.

CCCPD Fund 5-Year Projections



- 5-Year projection allows for longer term planning and forecasting
- 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 and Discussion

**COLLEYVILLE CRIME CONTROL DISTRICT
FY 2018 THROUGH FY 2023 PROJECTION**

FISCAL YEAR	ADOPTED FY 2018	PROJECTED FY 2018	PROPOSED FY 2019	PROJECTED FY 2020	PROJECTED FY 2021	PROJECTED FY 2022	PROJECTED FY 2023
BEGINNING FUND BALANCE	\$1,438,234	\$1,550,950	\$1,194,329	\$961,019	\$957,881	\$830,462	\$1,002,399
REVENUES:							
1/2 CENT SALES TAX REVENUE (+2% PROJECTED)	\$1,700,000	\$1,711,496	\$1,745,726	\$1,780,640	\$1,816,253	\$1,852,578	\$1,889,630
INTEREST INCOME	\$1,500	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
USE OF AVAILABLE CASH	\$444,643	\$426,647	\$436,950	\$80,000	\$200,000	\$0	\$0
TOTAL REVENUES	\$2,146,143	\$2,146,143	\$2,190,676	\$1,868,640	\$2,024,253	\$1,860,578	\$1,897,630
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
RECRUITING AND HIRING PROCESS	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
CRIME SCENE RESPONSE UNIT	\$10,000	\$10,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
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
IN-CAR VIDEO SYSTEM SERVER MAINTENANCE	\$3,949	\$3,949	\$0	\$0	\$0	\$0	\$25,000
OFF-DUTY WEBSITE ANNUAL FEES/MAINTENANCE	\$0	\$0	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
TICKET WRITER REPLACEMENT	\$4,700	\$4,700	\$4,700	\$4,700	\$4,700	\$4,700	\$4,700
CALEA ACCREDITATION	\$11,000	\$11,000	\$11,325	\$16,825	\$11,450	\$11,450	\$16,825
PERSONNEL:							
9 POLICE OFFICERS	\$841,350	\$841,350	\$883,418	\$927,589	\$973,968	\$1,022,667	\$1,073,800
MOVE OFFICER FROM GENERAL FUND FY 2019	\$0	\$0	\$100,000	\$105,000	\$110,250	\$115,763	\$121,551
ADDITIONAL 2 PT PUBLIC SAFETY OFFICERS	\$0	\$0	\$46,432	\$48,754	\$51,191	\$53,751	\$56,438
ADDITIONAL SERGEANT IN FY 2020	\$0	\$0	\$0	\$100,000	\$105,000	\$110,250	\$115,763
TEEN COURT	\$33,750	\$33,750	\$33,750	\$33,750	\$33,750	\$33,750	\$33,750
EQUIPMENT:							
ANNUAL WEAPONS REPLACEMENT	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
SWAT EQUIPMENT AND TRAINING	\$6,150	\$6,150	\$6,150	\$6,150	\$6,150	\$6,150	\$6,150
SAFETY EQUIPMENT AND REPLACEMENT	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
BALLISTIC TAC PLATE CARRIERS AND HELMETS	\$13,500	\$13,500	\$0	\$0	\$0	\$0	\$0
TWO RADAR SIGNS- LICENSES	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
IN CAR CAMERAS & SERVER	\$195,000	\$195,000	\$0	\$0	\$0	\$0	\$0
VEHICLES:							
REPLACEMENT - PATROL VEHICLE AND EQUIPMENT	\$206,600	\$206,600	\$206,600	\$206,600	\$206,600	\$206,600	\$206,600
REPLACEMENT - MOTORCYCLE (TWO)	\$0	\$0	\$44,000	\$0	\$0	\$0	\$0
REPLACEMENT - ADMINISTRATIVE VEHICLES	\$27,000	\$27,000	\$0	\$27,000	\$27,000	\$27,000	\$27,000
NEW VEHICLE (FOR NEW SERGEANT)	\$0	\$0	\$0	\$51,650	\$0	\$0	\$0
DEBT SERVICE:							
2006 SERIES REFUNDING DEBT	\$501,845	\$501,845	\$509,100	\$0	\$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
CAPITAL -							
JUSTICE CENTER DUMPSTER ENCLOSURES	\$0	\$0	\$45,000	\$0	\$0	\$0	\$0
HVAC REPLACEMENT - JUSTICE CENTER	\$0	\$0	\$0	\$0	\$237,000	\$0	\$0
METAL ROOF COATING - JUSTICE CENTER	\$0	\$0	\$0	\$167,200	\$0	\$0	\$0
CARPET & VCT TILE REPLACEMENT - JUSTICE CENTER	\$0	\$0	\$0	\$0	\$88,052	\$0	\$0
TOTAL EXPENDITURES	\$1,945,405	\$1,945,405	\$1,987,036	\$1,791,778	\$1,951,672	\$1,688,641	\$1,784,137
EXCESS REVENUES OVER EXPENDITURES ^^	\$200,738	\$200,738	\$203,640	\$76,862	\$72,581	\$171,937	\$113,492
ENDING FUND BALANCE	\$1,194,329	\$1,325,041	\$961,019	\$957,881	\$830,462	\$1,002,399	\$1,115,891

^^ 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