



CITY OF LAKE WORTH
CRIME CONTROL & PREVENTION
DISTRICT BOARD AGENDA
3805 ADAM GRUBB
LAKE WORTH, TEXAS 76135
TUESDAY, APRIL 11, 2017

REGULAR MEETING: 6:00 PM

Held in the City Council Chambers

A. CALL TO ORDER

A.1 ROLL CALL

A.2 INVOCATION AND PLEDGE OF ALLEGIANCE

A.3 [Approve minutes of the August 9, 2016 Crime Control & Prevention District Board meeting.](#)

A.4 [Discuss and consider amending the FY 2016/2017 Crime Control & Prevention District Board budget for Police Department employee pay plans.](#)

A.5 ADJOURNMENT

All items on the agenda are for discussion and/or action.

Certification

I do hereby certify that the above notice of the meeting of the Lake Worth Crime Control & Prevention District Board was posted at City Hall, City of Lake Worth, Texas in compliance with Chapter 551, Texas Government Code on April 7, 2017 at 3:00 P.M.

Monica Solko, City Secretary

This facility is 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 the City Secretary's office at 817-237-1211 ext. 105 for further information.

The Board may confer privately with its attorney to seek legal advice on any matter listed on the agenda or on any matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551, Texas Government Code.

Crime Control & Prevention District Board Meeting – April 11, 2017

Agenda Item No. A.3

FROM: Monica Solko, City Secretary

ITEM: Approve minutes of the August 9, 2016 Crime Control & Prevention District Board meeting.

SUMMARY:

The minutes of the Crime Control and Prevention District Board are approved by majority vote of the board at the Crime Control and Prevention District Board meeting.

The City Secretary's Office prepares action minutes for each Crime Control and Prevention District Board meeting. The minutes for the previous meeting are placed on the consent agenda for review and approval by the board, which contributes to a time efficient meeting. Upon approval of the minutes, an electronic copy will be uploaded to the City's website.

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. August 9, 2016 Special City Council minutes

RECOMMENDED MOTION OR ACTION:

Approve minutes of the August 9, 2016 Crime Control and Prevention District Board meeting.

**CITY OF LAKE WORTH
MINUTES FOR
CRIME CONTROL AND PREVENTION DISTRICT (CCPD) BOARD
PUBLIC HEARING/MEETING
TUESDAY, AUGUST 9, 2016
6:00 P.M. – COUNCIL CHAMBERS
3805 ADAM GRUBB • LAKE WORTH, TEXAS**

1. CALL TO ORDER.

President Clint Narmore called the CCPD meeting to order at 6:01 p.m.

President Narmore then acknowledged that all CCPD board members were present.

2. INVOCATION AND PLEDGE OF ALLEGIANCE.

Invocation was given by Geoffrey White. Attendees recited the Pledge of Allegiance.

3. ROLL CALL.

Members present were President Clint Narmore, Jim Smith, Geoffrey White, Gene Ferguson, Walter Bowen, Ronny Parsley, Pat O. Hill and Gary Stuard.

Staff present was Brett McGuire, City Manager; Debbie Whitley, Assistant City Manager/Director of Finance; Linda Rhodes, City Secretary; and Jimmy Womack, Chief of Police.

4. CONSENT AGENDA.

a. Approval of the Crime Control and Prevention District (CCPD) Board meeting minutes for July 12, 2016.

Pat Hill made a motion, seconded by Gene Ferguson, to approve the consent agenda. Motion passed with all voting in favor and none opposed.

5. PUBLIC HEARING/ACTION ITEM(S):

a. Public Hearing/Action on the CCPD Proposed Budget for FY 2016/2017.

President Clint Narmore opened the CCPD Public Hearing at 6:03 p.m.

Chief of Police Jimmy Womack noted that this is the second and final public hearing for the CCPD proposed budget and that there have been no changes to the proposed budget since the last public hearing.

There were no persons present in the audience wishing to speak on this public hearing item.

President Clint Narmore closed the CCPD Public Hearing at 6:04 p.m.

Gene Ferguson made a motion, seconded by Walter Bowen, to approve the CCPD proposed budget for FY 2016/2017. Motion passed with all in favor and none opposed.

6. ADJOURN

There being no further business, President Clint Narmore closed the CCPD meeting at 6:04 p.m.

APPROVED:

Clint Narmore, President

ATTEST:

Monica Solko, TRMC
CCPD Secretary/City Secretary

Crime Control & Prevention District Board Meeting – April 11, 2017

Agenda Item No. A.4

From:

Debbie Whitley, ACM/ Director of Finance & Stacey Almond, City Manager

Item:

Discuss and consider amending the FY 2016/2017 Crime Control & Prevention District (CCPD) budget for Police Department employee pay plans.

Summary:

Staff has identified the need for a Market Adjustment in pay for Police Department employees (Sworn and Non-Sworn), and made a presentation to the Council on March 28, 2017. During the research phase, there were seven (7) local municipalities surveyed. The agencies surveyed are local market competitors with the City of Lake Worth and are listed below.

-Azle	-Saginaw
-Benbrook	-Weatherford
- Hudson Oaks	-White Settlement
- Richland Hills	

When making a comparison analysis, staff used range midpoint and market averages with the above listed municipalities (see attached PowerPoint presentation). With the proposed adjustments, we are still below the market average in the Police positions. The last market adjustment was presented/approved in FY 2008/09.

City of Lake Worth			
Estimated Cost of Pay Adjustments			
for Police Department Personnel			
(Proposed Effective Date May 1, 2017)			
Current Year Budget Impact			
May through September 2017			
		CCPD	
		13,477.22	
Annual Budget Impact			
		CCPD	
		32,345.32	

Crime Control & Prevention District Board Meeting – April 11, 2017

Agenda Item No. A.4

Fiscal Impact:

CCPD - Increase in Police Salaries - \$13,477.22

(Note: this amount is offset by an increase in Sales Tax Revenue)

Attachments:

1. Power Point presentation from the March 28, 2017 Special Meeting
2. Spreadsheet showing line-item detail of proposed budget amendment

Recommended Motion or Action:

Move to approve amending the FY 2016/2017 Crime Control & Prevention District (CCPD) budget for Police Department employee pay plans.



CITY OF LAKE WORTH

MARKET ADJUSTMENT & BUDGETARY SUMMARY



Stacey Almond, City Manager
Debbie Whitley, ACM & Director of Finance

MARKET ADJUSTMENT OUTLINE

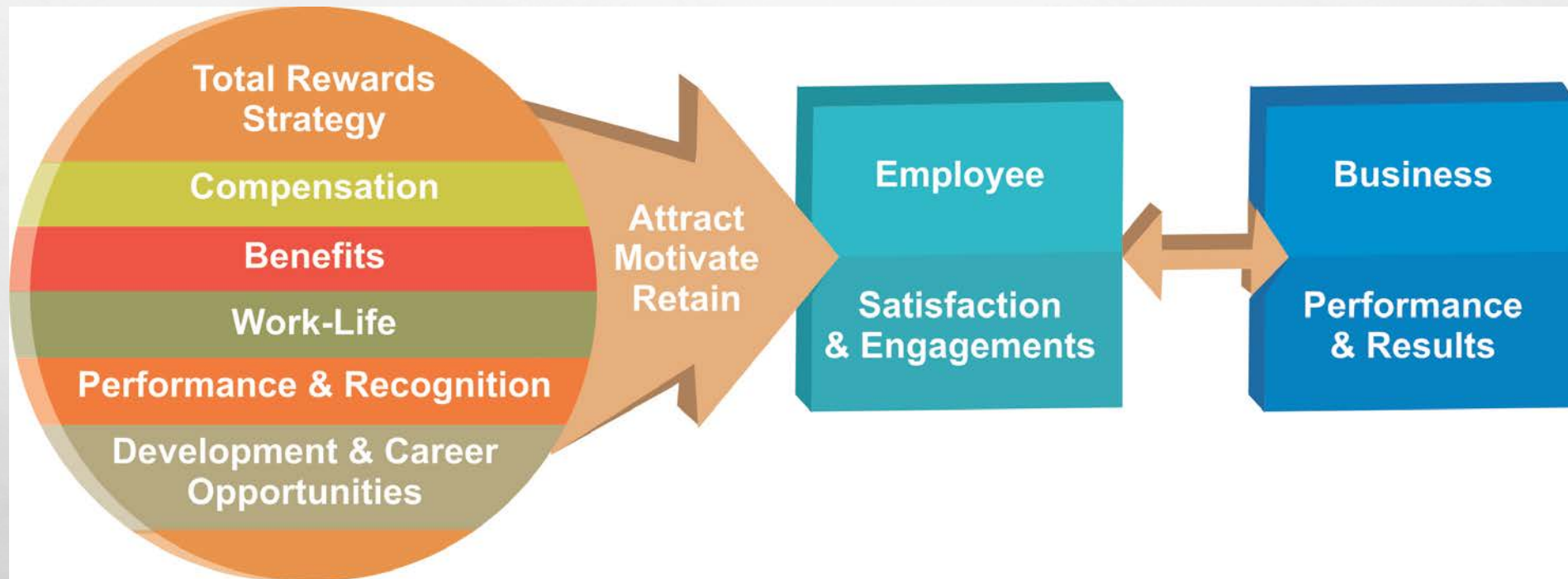
- OVERVIEW AND APPROACH
- HISTORY
- FY 2017 AND PLANNING FOR THE FUTURE
- BUDGET
- QUESTIONS

MARKET ADJUSTMENT OVERVIEW

- Strategy: attract, hire, develop, and retain the best people and compensate them for the value they create.
- Tactics include establishing and consistently administering a competitive compensation program based on performance results.



TOTAL REWARDS



*From World at Work

COMPENSATION APPROACH

- Competitive compensation – in order to maintain a competitive pay scale, the City is working to adopt a Competitive Employee Compensation Maintenance Program to address market factors and other issues impacting compensation. The program consists of:
 - Annual pay plan review – To ensure the City's pay system is accurate and competitive within market and annually review for potential market adjustments to maintain competitive pay plans. (**Market**)
 - Pay for Performance – Each year the City will fund performance based pay adjustments. The merit-based program aids in retaining quality employees by rewarding their performance. Pay for Performance adjustments are based on the employee's most recently completed performance evaluation. (**Merit**)

FY 2017 AND PLANNING FOR THE FUTURE

- Plan and implement the Competitive Employee Compensation Maintenance Program in order to attract and retain the best people including:
 - Market increases; and
 - Merit increases
 - Specific recommendation will be developed as a part of the city manager's proposed FY 2018 budget

HISTORY

FY 08/09 – CURRENT

- Increases approved by fiscal year
 - FY 08/09 – New Market Adjustment Pay Plan implemented
 - FY 09/10 – Furlough (3 days)
 - FY 10/11 – 5% COLA (cost of living allowance)
 - FY 11/12 - \$700 merit (December)
 - FY 12/13 – 2.5% merit
 - FY 13/14 – 16/17 – 5% merit

BUDGET: ESTIMATED COST OF MARKET ADJUSTMENTS

City of Lake Worth			
Estimated Cost of Pay Adjustments			
for Police and Fire Department Personnel			
(Proposed Effective Date May 1, 2017)			
Current Year Budget Impact			
May through September 2017			
	General Fund	CCPD	Total
Police	42,769.08	13,477.22	56,246.29
Fire	32,984.67		32,984.67
Total	75,753.75	13,477.22	89,230.96
Annual Budget Impact			
	General Fund	CCPD	Total
Police	102,645.78	32,345.32	134,991.10
Fire	79,163.21		79,163.21
FD Addtl	38,000.00		38,000.00
Total	219,808.99	32,345.32	252,154.31

- Proposed adjustments are based upon a 7% increase for all Police (sworn/non-sworn) and Fire employees.
 - This adjustment would affect 23 Fire employees and 30 Police employees (sworn/non-sworn).
- Proposed adjustments effective May 1, 2017



WHERE WILL THE FUNDING COME FROM?

City of Lake Worth			
Mid – Year Sales Tax Revenue Projections			
General Fund and CCPD			
Estimated Excess Over Budgeted Amount			
For FYE 9/30/17			
General Fund			\$119,174
CCPD			\$36,459

- Sales tax projections for the General Fund and CCPD. Estimated excess amounts based on actual receipts through March 2017 and remaining months at FY 2015 amounts plus 5%.
- Staff is confident the annual impact will be sustained through the following:
 - Continued Sales Tax growth;
 - FY 17 is up 6.25% over FY 16 and 13% over FY 15; and
 - Increase in permits and new construction



QUESTIONS?



**CITY OF LAKE WORTH
CRIME CONTROL & PREVENTION DISTRICT
PROPOSED BUDGET AMENDMENT
FOR FISCAL YEAR ENDING 09/30/17**

ACCT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET	AMENDMENT AMOUNT	REVISED BUDGET
108-4011-000-000	STATE SALES TAX	(970,000)	(13,477)	(983,477)
108-0100-510-000	SALARIES	406,112	11,860	417,972
108-0120-510-000	UNIFORM ALLOWANCE	2,250	(937)	1,313
108-0108-510-000	FICA EXPENSE	27,827	677	28,504
108-0109-510-000	MEDICARE EXPENSE	6,508	158	6,666
108-0111-510-000	TMRS EXPENSE	59,885	1,481	61,366
108-0115-510-000	WORKERS' COMPENSATION	9,892	238	10,130
TOTAL		(457,526)	0	(457,526)