



CITY OF LAKE WORTH

CRIME CONTROL & PREVENTION DISTRICT BOARD

AGENDA

3805 ADAM GRUBB

LAKE WORTH, TEXAS 76135

TUESDAY, JULY 11, 2017

REGULAR MEETING: 6:00 PM

Held in the City Council Chambers

A. CALL TO ORDER

A.1 INVOCATION AND PLEDGE OF ALLEGIANCE

A.2 ROLL CALL

A.3 REMOVAL OF ITEM(S) FROM CONSENT AGENDA

B. CONSIDER APPROVAL OF CONSENT AGENDA ITEM(S)

B.1 [Approve minutes of the June 13, 2017 Crime Control and Prevention District Board meeting.](#)

C. PUBLIC HEARING

C.1 [Public Hearing on Crime Control and Prevention District proposed FY 2017/2018 budget and authorize adoption.](#)

D. 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 July 7, 2017 at 4:00 P.M.

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.

Lake Worth Crime Control & Prevention District Board Meeting – July 11, 2017

Agenda Item No. B.1

FROM: Monica Solko, City Secretary

ITEM: Approve minutes of the June 13, 2017 Crime Control and 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 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. June 13, 2017 Crime Control and Prevention District Board meeting minutes.

RECOMMENDED MOTION OR ACTION:

Approve minutes of the June 13, 2017 Crime Control and Prevention District Board meeting.

**MINUTES OF THE REGULAR MEETING
OF THE CRIME CONTROL AND PREVENTION DISTRICT (CCPD)
BOARD OF DIRECTORS OF THE CITY OF LAKE WORTH, TEXAS
HELD IN CITY HALL, COUNCIL CHAMBERS, 3805 ADAM GRUBB
TUESDAY, JUNE 13, 2017**

REGULAR MEETING: 6:15 PM

A. CALL TO ORDER.

President Narmore called the CCPD meeting to order at 6:15 p.m.

A.1 INVOCATION AND PLEDGE OF ALLEGIANCE.

Board member White gave the invocation. Attendees recited the pledge of allegiance.

A.2 ROLL CALL.

Present:	Clint Narmore	President
	Gary Stuard	Board member / Vice-President
	Walter Bowen	Board member
	Jim Smith	Board member
	Geoffrey White	Board member
	Gene Ferguson	Board member
	Ronny Parsley	Board member
	Pat O. Hill	Board member
Staff:	Stacey Almond	City Manager
	Debbie Whitely	Assistant City Manager/Finance Director
	Monica Solko	City Secretary
	Steve Carpenter	Assistant Police Chief
	Mike Voorhies	Assistant Fire Chief

A.3 REMOVAL OF ITEM(S) FROM CONSENT AGENDA

No items were removed from the consent agenda.

**B. CONSIDER APPROVAL OF CONSENT AGENDA ITEM(S)
APPROVED**

B.1 APPROVE MINUTES OF THE APRIL 11, 2017 CRIME CONTROL & PREVENTION DISTRICT BOARD MEETING.

BOARD MEMBER SMITH MADE A MOTION, SECONDED BY BOARD MEMBER FERGUSON, TO APPROVE THE MINUTES OF THE APRIL 11, 2017 CRIME CONTROL & PREVENTION DISTRICT BOARD MEETING.

MOTION TO APPROVE CARRIED 8-0.

C. GENERAL

C.1 DISCUSS AND CONSIDER APPROVAL OF CRIME CONTROL AND PREVENTION DISTRICT BOARD RULES AND PROCEDURES.

APPROVED

City Manager Stacey Almond summarized the item. The item before Council is to approve rules and procedures for the Crime Control and Prevention District. The Rules and Procedures provide an operational framework for the District. They specify that the administration of the district, subject to the paramount authority of the Board of Directors, will be in the same manner and control as the other municipal operations of the city. The Rules and Procedures specifically address the following:

- Purpose and Powers of the District
- District Board of Directors
- Officers of the District
- District Finances

There were no questions from the board.

BOARD MEMBER BOWEN MADE A MOTION, SECONDED BY BOARD MEMBER WHITE, TO APPROVE THE CRIME CONTROL AND PREVENTION DISTRICT BOARD RULES AND PROCEDURES AND TO FORWARD TO COUNCIL FOR APPROVAL.

MOTION TO APPROVE CARRIED 8-0.

C.2 DISCUSS AND CONSIDER AMENDING THE FY2016/2017 CRIME CONTROL AND PREVENTION DISTRICT BOARD BUDGET FOR THE PURCHASE OF A VEHICLE.

APPROVED

Interim Police Chief Steve Carpenter presented the item. The current fleet of vehicles assigned for administrative and utility use are old patrol vehicles that have been taken out of service and/or have been confiscated. A new vehicle would be used by the administrative staff to attend training and inter-agency meeting while also serving as a utility vehicle. Staff is requesting a budget amendment for the purchase of a Chevy Silverado truck. The requested vehicle is estimated to cost \$37,800.

BOARD MEMBER FERGUSON MADE A MOTION, SECONDED BY BOARD MEMBER PARSLEY, TO APPROVE THE PURCHASE OF A 2017 CHEVROLET TRUCK IN AN AMOUNT NOT TO EXCEED \$37,800.00.

MOTION TO APPROVE CARRIED 8-0.

D. ADJOURNMENT

There being no further business, President Narmore adjourned the meeting of the Crime Control and Prevention District at 6:21 p.m.

CITY OF LAKE WORTH

By: _____
Clint Narmore, President

ATTEST:

Monica Solko, TRMC
CCPD Secretary / City Secretary

Lake Worth Crime Control & Prevention District Board Meeting – July 11, 2017

Agenda Item No. C.1

From: Steve Carpenter, Interim Police Chief

Item: Public Hearing on Crime Control and Prevention District proposed FY 2017/2018 budget and authorize adoption.

Summary:

State law regarding the Crime Control and Prevention District (CCPD) requires the District's Board to hold a public hearing prior to the adoption of the budget.

The notice of this public hearing was published in the Star Telegram newspaper in accordance with State law. The public hearing for the FY 2017/2018 Crime Control and Prevention District budget was advertised for 6:00 p.m., July 11, 2017. The proposed FY 2016/2017 Crime Control and Prevention District annual budget was reviewed by the Crime Control Board and the City Council on July 11, 2017 at the budget workshop. The proposed budget for FY 2017/2018 is \$1,120,860 revenues and \$1,148,297 expenses. The revised budget for FY 2016/2017 is \$984,277 revenues and \$970,762 expenses. Summary and detailed reports are attached for your review.

In order to obtain the maximum input from citizens on the proposed budget, it is recommended that a public hearing be opened and public comment permitted.

Fiscal Impact:

1. FY 2017/2018 Proposed Budget: \$1,120,860 revenues and \$1,148,297 expenses
2. FY 2016/2017 Revised Budget: \$984,277 revenues and \$970,762 expenses

Attachments:

1. CCPD Summary and Detailed Reports
2. Publication Notice

Recommended Motion or Action:

To open the public hearing, receive comments on the proposed FY 2017/2018 Crime Control and Prevention District budget; close the public hearing and recommend adoption by the City Council.



**CRIME CONTROL AND PREVENTION DISTRICT
PROPOSED BUDGET FOR FISCAL YEAR
ENDING SEPTEMBER 30, 2018**



**BUDGET WORKSHOP JULY 11, 2017 AT 5:30 PM
CITY COUNCIL CHAMBERS-3805 ADAM GRUBB**

**CITY OF LAKE WORTH
CRIME CONTROL AND PREVENTION DISTRICT
PROPOSED BUDGET FOR FYE SEPTEMBER 30, 2018**

EXPENSES

The budget includes the following eight (8) positions:

- Detective (1)
- Patrol Officers (4)
- School Resource Officer (1)
- Professional Standards Officer (1)
- Telecommunicator (1)

An approved patrol officer position is being added back to the budget after being left vacant due to budget constraints for the last five (5) years.

Capital included in the budget:

- One new patrol vehicle - \$43,000 (108 805 510)
- New jail board - \$90,000 (108 802 510)

REVENUES

Included in the budget is revenue in the amount of \$42,860. This amount will be reimbursed to CCPD from LWISD and represents one-half (1/2) of the budgeted cost of the School Resource Officer. This will be the first year the school district will participate in that cost.

**CITY OF LAKE WORTH
CRIME CONTROL & PREVENTION DISTRICT
2017/2018 PROPOSED BUDGET**

(DETAILED LINE ITEMS ARE ATTACHED FOR REVIEW AND DISCUSSION)

CATEGORY	2012/2013 ACTUAL	2013/2014 ACTUAL	2014/2015 ACTUAL	2015/2016 ACTUAL	2016/2017 CURRENT	2016/2017 ESTIMATED	2017/2018 PROPOSED
REVENUE							
SALES TAX	(868,482)	(898,580)	(927,204)	(1,017,341)	(983,477)	(1,035,000)	(1,075,000)
INVESTMENT & MISC INCOME	(5,639)	(2,291)	(512)	(3,705)	(800)	(18,602)	(45,860)
USE OF PRIOR YEAR RESERVES							
TOTAL REVENUE	(874,121)	(900,871)	(927,716)	(1,021,046)	(984,277)	(1,053,602)	(1,120,860)
EXPENDITURES							
SALARIES (100 SERIES)	534,786	566,315	651,848	619,038	617,160	611,141	704,631
SUPPLIES (200 SERIES)	15,292	16,329	21,220	16,032	17,950	17,950	23,950
MAINTENANCE (300 & 400 SERIES)	11,069	12,731	14,720	15,989	34,175	34,175	23,175
SERVICES (500 SERIES)	48,405	55,182	62,837	60,650	64,243	64,243	60,690
MISCELLANEOUS (600 SERIES)							
EQUIPMENT (700 SERIES)				453	1,000	1,000	1,000
CAPITAL (800 SERIES)	48,437	47,845	18,349	52,418	64,920	64,920	159,000
TRANSFERS OUT (900 SERIES)	169,520	197,690	165,683	171,936	171,314	171,314	175,851
TOTAL EXPENDITURES	827,509	896,092	934,657	936,516	970,762	964,743	1,148,297
VARIANCE-(SURPLUS)/DEFICIT	(46,612)	(4,779)	6,941	(84,530)	(13,515)	(88,859)	27,437

**CITY OF LAKE WORTH
CRIME CONTROL & PREVENTION DISTRICT
BUDGET WORKSHEET
BUDGET REQUESTS FOR FISCAL YEAR ENDING SEPTEMBER 30, 2018**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 2017				FYE 2018
		ADOPTED BUDGET	CURRENT BUDGET	YTD TOTAL	ESTIMATED YR-END TOTAL	BUDGET REQUEST
108-4011-000-000	STATE SALES TAX	(970,000.00)	(983,477.00)	(703,529.09)	(1,035,000.00)	(1,075,000.00)
	Subtotal	(970,000.00)	(983,477.00)	(703,529.09)	(1,035,000.00)	(1,075,000.00)
108-4800-000-000	INTEREST INCOME	(500.00)	(500.00)	(1,477.20)	(1,900.00)	(2,500.00)
108-4804-000-000	AUCTION			(2,950.00)	(2,950.00)	
108-4805-000-000	SRO REIMBURSEMENT					(42,860.00)
108-4806-000-000	DONATIONS			(2,000.00)	(2,000.00)	
108-4825-000-000	INSURANCE PROCEEDS			(10,237.03)	(10,237.00)	
108-4880-000-000	MISCELLANEOUS INCOME	(300.00)	(300.00)	(1,515.25)	(1,515.00)	(500.00)
	Subtotal	(800.00)	(800.00)	(18,179.48)	(18,602.00)	(45,860.00)
108-4996-000-000	USE OF PRIOR YR RESTRICTED FB					
	Subtotal	0.00	0.00	0.00	0.00	0.00
	Total Revenues	(970,800.00)	(984,277.00)	(721,708.57)	(1,053,602.00)	(1,120,860.00)

**CITY OF LAKE WORTH
CRIME CONTROL & PREVENTION DISTRICT
BUDGET WORKSHEET
BUDGET REQUESTS FOR FISCAL YEAR ENDING SEPTEMBER 30, 2018**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 2017				FYE 2018
		ADOPTED BUDGET	CURRENT BUDGET	YTD TOTAL	ESTIMATED YR-END TOTAL	BUDGET REQUEST
108-0100-510-000	SALARIES	406,112.00	413,972.00	298,334.61	413,197.00	462,253.00
108-0101-510-000	OVERTIME	30,000.00	12,880.00	7,271.24	12,152.00	17,500.00
108-0102-510-000	LONGEVITY PAY	3,665.00	4,120.00	4,120.00	4,120.00	3,670.00
108-0108-510-000	FICA EXPENSE	27,827.00	26,504.00	18,541.72	26,283.00	30,487.00
108-0109-510-000	MEDICARE EXPENSE	6,508.00	6,166.00	4,336.39	6,147.00	7,130.00
108-0110-510-000	UNEMPLOYMENT TAX	1,710.00	1,710.00	63.00	90.00	1,881.00
108-0111-510-000	TMRS EXPENSE	59,885.00	59,066.00	43,329.07	57,843.00	66,498.00
108-0112-510-000	HMO EXPENSE	87,182.00	70,182.00	51,304.99	70,097.00	89,828.00
108-0113-510-000	DENTAL BENEFITS	1,214.00	1,281.00	945.28	1,281.00	1,653.00
108-0114-510-000	LIFE INSURANCE	502.00	672.00	483.51	672.00	935.00
108-0115-510-000	WORKERS' COMPENSATION	9,892.00	10,130.00	7,452.21	9,936.00	11,544.00
108-0116-510-000	OTHER BENEFITS	960.00	960.00	608.00	912.00	1,026.00
108-0117-510-000	VISION INSURANCE	504.00	504.00	361.16	485.00	546.00
108-0118-510-000	CERTIFICATION PAY	6,800.00	6,800.00	4,175.00	5,713.00	8,300.00
108-0120-510-000	UNIFORM ALLOWANCE	2,250.00	1,313.00	1,312.50	1,313.00	
108-0122-510-000	HSA CONTRIBUTION		900.00	600.00	900.00	1,380.00
	Subtotal	645,011.00	617,160.00	443,238.68	611,141.00	704,631.00
108-0208-510-000	GAS & OIL	7,500.00	7,500.00		7,500.00	7,500.00
108-0210-510-000	MISCELLANEOUS SUPPLIES	1,000.00	1,000.00	128.18	1,000.00	1,000.00
108-0213-510-000	OFFICE SUPPLIES	500.00	500.00	486.60	500.00	500.00
108-0214-510-000	POSTAGE	300.00	200.00	9.40	200.00	200.00
108-0215-510-000	PRINTING	500.00	250.00		250.00	250.00
108-0220-510-000	UNIFORM ACCESSORIES	3,000.00	2,000.00	378.27	2,000.00	3,000.00
108-0223-510-000	TRAINING SUPPLIES	7,000.00	5,500.00	405.00	5,500.00	5,500.00
108-0295-510-000	SPECIAL EVENT SUPPLIES	2,000.00	1,000.00	955.48	1,000.00	6,000.00
	Subtotal	21,800.00	17,950.00	2,362.93	17,950.00	23,950.00

CITY OF LAKE WORTH
CRIME CONTROL & PREVENTION DISTRICT
BUDGET WORKSHEET
BUDGET REQUESTS FOR FISCAL YEAR ENDING SEPTEMBER 30, 2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 2017				FYE 2018
		ADOPTED BUDGET	CURRENT BUDGET	YTD TOTAL	ESTIMATED YR-END TOTAL	BUDGET REQUEST
108-0300-510-000	BUILDING MAINTENANCE	7,000.00	7,000.00	1,764.61	7,000.00	10,000.00
108-0320-510-000	LANDSCAPING MAINTENANCE	175.00	175.00	41.40	175.00	175.00
	Subtotal	7,175.00	7,175.00	1,806.01	7,175.00	10,175.00
108-0403-510-000	OTHER EQUIPMENT MAINTENANCE	3,000.00	7,000.00	5,528.96	7,000.00	3,000.00
108-0404-510-000	RADIO MAINTENANCE	1,000.00				
108-0406-510-000	VEHICLE MAINTENANCE	10,000.00	20,000.00	13,539.06	20,000.00	10,000.00
	Subtotal	14,000.00	27,000.00	19,068.02	27,000.00	13,000.00
108-0502-510-000	COMPUTER SOFTWARE CONTRACTS	40,000.00	35,000.00	23,523.00	35,000.00	35,000.00
108-0518-510-000	INSURANCE-BLDG & GEN LIABILITY	60.00	71.00	53.04	71.00	80.00
108-0521-510-000	INSURANCE-VEHICLES	4,625.00	4,372.00	3,278.64	4,372.00	4,810.00
108-0527-510-000	PUBLICATIONS	100.00	100.00		100.00	100.00
108-0531-510-000	SCHOOLS/DUES	1,500.00	1,000.00		1,000.00	1,000.00
108-0535-510-000	TELEPHONE	1,200.00	1,200.00	756.84	1,200.00	1,200.00
108-0537-510-000	TRAVEL/LODGING	3,000.00	1,000.00		1,000.00	2,000.00
108-0590-510-000	FW RADIO TRUNKING					11,000.00
108-0597-510-000	HUMAN RESOURCE SERVICES	500.00	500.00		500.00	500.00
108-0599-510-000	OTHER SERVICES	20,000.00	21,000.00	20,014.04	21,000.00	5,000.00
	Subtotal	70,985.00	64,243.00	47,625.56	64,243.00	60,690.00
108-0702-510-000	MINOR EQUIPMENT-OFFICE	1,000.00	1,000.00	50.27	1,000.00	1,000.00
	Subtotal	1,000.00	1,000.00	50.27	1,000.00	1,000.00

**CITY OF LAKE WORTH
CRIME CONTROL & PREVENTION DISTRICT
BUDGET WORKSHEET
BUDGET REQUESTS FOR FISCAL YEAR ENDING SEPTEMBER 30, 2018**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 2017				FYE 2018
		ADOPTED BUDGET	CURRENT BUDGET	YTD TOTAL	ESTIMATED YR-END TOTAL	BUDGET REQUEST
108-0801-510-000	COMPUTER HARDWARE	6,000.00	6,265.00	783.15	6,265.00	6,000.00
108-0802-510-000	EQUIPMENT	10,000.00	10,000.00	8,742.64	10,000.00	100,000.00
108-0805-510-000	MOTOR VEHICLES		37,800.00	32,125.25	37,800.00	43,000.00
108-0811-510-000	BUILDING IMPROVEMENTS	10,000.00	10,000.00	3,864.00	10,000.00	10,000.00
108-0820-510-000	DONATION EXPENDITURES		855.00	855.09	855.00	
	Subtotal	26,000.00	64,920.00	46,370.13	64,920.00	159,000.00
108-0904-510-000	TRANSFER OUT - GF SALARIES	105,197.00	105,197.00	52,598.00	105,197.00	105,197.00
108-0905-510-000	TRANS OUT - ADMIN FEE	66,117.00	66,117.00	33,060.00	66,117.00	70,654.00
	Subtotal	171,314.00	171,314.00	85,658.00	171,314.00	175,851.00
	Total Expenses	957,285.00	970,762.00	646,179.60	964,743.00	1,148,297.00
	Deficit/(Surplus)	(13,515.00)	(13,515.00)		(88,859.00)	27,437.00

**CITY OF LAKE WORTH
CRIME CONTROL & PREVENTION DISTRICT
ESTIMATED FUND BALANCE
AS OF 09/30/18**

Fund Balance as of 10/01/16

Unrestricted	391,636	
Non-Spendable	1,908	
Restricted-Sr Thanksgiving	104	
Restricted-Nat'l Night Out		
Total		393,648

Fund balance is 40.80% of 2017 estimated expenses

Estimated Activity for FYE Setpember 2017

Revenues	1,053,602	
Expenses	964,743	
Effect on Fund Balance	88,859	

Estimated Fund Balance 09/30/17 482,507

Estimated fund balance is 42.02% of 2018 budgeted expenses

Estimated Activity for FYE Setpember 2018

Revenues	1,120,860	
Expenses	1,148,297	
Effect on Fund Balance	-27,437	

Estimated Fund Balance 09/30/17 455,070

Estimated fund balance is 39.63% of 2018 budgeted expenses

**CITY OF LAKE WORTH
CRIME CONTROL AND PREVENTION
DISTRICT (CCPD)
NOTICE OF PUBLIC HEARINGS**

Public Hearings/Meetings have been scheduled regarding the City of Lake Worth's Crime Control and Prevention District (CCPD) Budget on the 2017-2018 proposed annual budget and 2016-2017 revised budget during a meeting to be held:

- Public Hearing/Meeting of the CCPD Board for the CCPD Budget:
CCPD Public Hearing/Meeting on
Tuesday, July 11, 2017 at 6:00 pm located at the
Council Chambers, 3805 Adam Grubb
- City Council Public Hearing/Meeting for the CCPD Budget:
City Council Public Hearing/Meeting on
Tuesday, August 8, 2017 at 6:30 pm located at the
Council Chambers, 3805 Adam Grubb

The proposed budget is available for review in the office of the City Secretary at City Hall between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday. It is also available for review online at www.lakeworthtx.org.

Written comments from interested persons should be received no later than one week prior to each Public Hearing/Meeting date. Please submit written comments to: Monica Solko, City Secretary, City of Lake Worth, 3805 Adam Grubb, Lake Worth, Texas 76135.