

**CRIME CONTROL AND PREVENTION DISTRICT
MEETING AGENDA
CITY HALL, 3200 DIANA DRIVE
AUGUST 28, 2023
5:30 P.M.**

- 1. CALL TO ORDER**
- 2. PUBLIC COMMENTS**

This is the public's opportunity to address the Crime Control and Prevention District about non-agenda items. In compliance with the Texas Open Meetings Act, Crime Control and Prevention District members and city staff are prevented from discussing non-agenda items and may only respond with statements of information or existing city policy.

REGULAR AGENDA

- 3. Approve minutes from the August 14, 2023 Crime Control and Prevention District meeting**
- 4. Consider approval of the FY 2024 Crime Control and Prevention District Budget**
PUBLIC HEARING

- 5. ADJOURNMENT**

CERTIFICATE

I hereby certify that the above agenda was posted on this the 24th day of August 2023, by 5:30 p.m., on the official bulletin board at the Richland Hills City Hall, 3200 Diana Drive, Richland Hills, Texas, pursuant to the Texas Government Code, Chapter 551.

Lindsay Rawlinson
Lindsay Rawlinson
City Secretary



ACCESSIBILITY STATEMENT

The Facility is wheelchair accessible. If you plan to attend this public meeting and have a disability that requires special arrangements, please notify the City Secretary 48 hours in advance at (817) 616-3810 and reasonable accommodations will be made to assist you.

Memorandum

To: President Edward Lopez and members of the Richland Hills Crime Control and Prevention District

From: Lindsay Rawlinson, Board Secretary

Date: August 28, 2023

Subject: Minutes from the August 14, 2023 Meeting

Agenda Item:

Approval of minutes from the August 14, 2023 Crime Control and Prevention District Meeting

Background Information:

N/A

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

August 14, 2023 Draft Minutes

Board Action Requested:

Motion to approve the minutes from the August 14, 2023 Crime Control and Prevention District meeting

**RICHLAND HILLS CRIME CONTROL PREVENTION DISTRICT
BOARD MEETING
AUGUST 14, 2023
MINUTES**

Roll Call:

Directors present:

Edward Lopez, President
Travis Malone
Theresa Bledsoe
Javier Alvarez
G.W. Estep
Roland Goveas

Directors absent:

Douglas Knowlton

Staff

Candice Edmondson, City Manager
Lindsay Rawlinson, City Secretary

1. CALL TO ORDER

Board President Lopez Called to Order – Time 5:41 p.m.

2. PUBLIC COMMENTS

None

REGULAR AGENDA

3. Approve minutes from the August 22, 2022 Crime Control and Prevention District meeting

Motion: Motion was made by Director Malone and seconded by Director Estep to approve the minutes from the August 22, 2022 Crime Control and Presentation District meeting.

Motion carried by a vote of 6-0.

4. Discuss the proposed FY 2024 Crime Control and Prevention District Budget

City Manager Candice Edmondson gave a presentation on the proposed FY 2023 Crime Control and Prevention District (CCPD) Budget and advised that the CCPD fund is dedicated towards programs related to the reduction and prevention of criminal activity. The CCPD budget is split between personnel, shared services, capital expenses, and operations costs. The proposed FY 2024 budget will include purchases such as

communication equipment, protective gear, ammunition, crime prevention, criminal investigation, and public safety equipment.

The proposed budget accounts for a projected four percent increase in sales tax revenue over FY 2023 as well as a proposed one STEP (three percent) public safety pay increase. Capital expenditures include a ticket writers (\$19,506,) Spillman Solicitors Module (\$4,750,) HVAC improvements (\$81,228,) and transfer to Vehicle & Equipment Fund (\$192,828.)

For FY 2024, the estimated revenues are \$1,870,050 and the estimated expenditures are \$1,883,744, with an estimated ending fund balance of \$1,099,903.

Discussion ensued regarding relaunching a Citizens Police Academy Alumni Association.

5. ADJOURNMENT

There being no further business to come before the Board, President Lopez declared the meeting adjourned at 5:54 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, Board Secretary

Edward Lopez, President

Memorandum

To: Chairman Edward Lopez and Richland Hills Crime Control and Prevention District Members

From: Candice Edmondson, City Manager

Date: August 28, 2023

Subject: FY 2024 Crime Control and Prevention District Budget

Agenda Item:

Consider approval of the FY 2024 Crime Control and Prevention District Budget

Background Information:

The proposed FY 2024 Crime Control and Prevention District (CCPD) Budget was presented to the board for review and discussion on August 14, 2023. The proposed budget includes estimated revenues in the amount of \$1,887,848 and estimated expenses in the amount of \$1,890,765. The FY 2024 CCPD Budget includes funding for the following:

- Communication equipment
- Protective gear
- Ammunition
- Crime prevention
- Criminal investigation
- Public safety equipment
- General administrative costs
- Shared services

The budget also includes a 1 STEP or 3% salary increase for sworn police personnel, \$19,506 for additional ticket writers, \$4,750 for the Spillman solicitors module and \$81,228 for HVAC improvements at the law enforcement center. At the end of Fiscal Year 2024, staff projects an ending fund balance of \$1,110,680.

Per Local Government Code Section 363.203, the following financial information for the Crime Control and Prevention District should be presented to the Board as part of your review and consideration of the proposed FY 2024 CCPD Budget:

- The outstanding obligations of the district - \$0
- The amount of cash on hand to the credit of each fund of the district – \$881,179 as of July 31, 2023

- The amount of money received by the district from all sources during the previous year – Fiscal Year 2022 = \$1,735,427
- The estimated amount of money available to the district from all sources during the current fiscal year- Revenue – Fiscal Year 2023 = \$1,801,555 sales tax and grants
- The amount of money needed to fund programs approved for funding by the board - \$1,890,765.
- The amount of money requested for programs that were not approved for funding by the board - \$0.
- The tax rate for the next fiscal year – Sales tax rate is \$0.375 of one cent.
- The amount of the balances expected at the end of the year in which the budget is being prepared - \$1,113,597.
- The estimated amount of revenues and balances available to cover the proposed budget – Revenue: \$1,887,848 and Balance: 1,113,597

Financial Considerations:

The proposed FY 2024 CCPD Budget will go into effect on October 1, 2023 if approved by the Crime Control and Prevention District Board and City Council.

Legal Review:

N/A

Board/Citizen Input:

Crime Control and Prevention District Board consideration August 28, 2023

City Council consideration September 11, 2023 and September 25, 2023

Attachments:

FY 2024 CCPD Proposed Budget and Fund Summary

Board Action Requested:

Motion to approve the FY 2024 Crime Control and Prevention District Budget

CITY OF RICHLAND HILLS - CRIME CONTROL DISTRICT FUND (FUND 065)
DEPARTMENT

60/61 CRIME CONTROL DISTRICT

DESCRIPTION	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 ADOPTED	FY 2024 PROPOSED	FY 2024 TO FY 2023 \$ CHANGE	FY 2024 TO FY 2023 % CHANGE
SALES & USE TAX	1,380,638	1,733,824	1,779,795	1,842,088	62,293	4%
GRANTS & TRANSFERS	1,742	1,603	21,760	21,760	-	0%
INVESTMENT INCOME	-	-	-	24,000	24,000	100%
TOTAL REVENUE	\$ 1,382,380	\$ 1,735,427	\$ 1,801,555	\$ 1,887,848	86,293	5%
PERSONNEL	\$ 701,387	\$ 737,956	\$ 902,262	\$ 973,161	\$ 70,899	8%
SUPPLIES AND MAINTENANCE	\$ 64,969	\$ 80,657	\$ 112,234	\$ 137,457	\$ 25,223	22%
OTHER OPERATING	\$ 412,370	\$ 403,807	\$ 425,770	\$ 435,975	\$ 10,205	2%
CAPITAL	\$ 60,598	\$ 45,593	\$ 78,871	\$ 151,344	\$ 72,473	92%
TRANSFERS OUT	\$ -	\$ 106,872	\$ 50,000	\$ 192,828	\$ 142,828	286%
TOTAL EXPENDITURES	\$ 1,239,324	\$ 1,374,885	\$ 1,569,137	\$ 1,890,765	321,628	20%
<i>BEGINNING FUND BALANCE</i>	<i>\$ 377,581</i>	<i>520,637</i>	<i>881,179</i>	<i>1,113,597</i>		
<i>ENDING FUND BALANCE</i>	<i>\$ 520,637</i>	<i>\$ 881,179</i>	<i>\$ 1,113,597</i>	<i>\$ 1,110,680</i>		