

NOTICE OF PUBLIC MEETING & AGENDA
CITY OF CASTLE HILLS
CRIME CONTROL & PREVENTION DISTRICT (CCPD) BOARD MEETING
WEDNESDAY, SEPTEMBER 5, 2018 at 5:30 P.M.
Community Room, 209 Lemonwood Drive, Castle Hills, TX 78213

- I. **Oath of Office/ Welcome New Members.**
 - a) Robert Riley (*two-year term*)
 - b) Sylvia Gonzales (*two-year term*)
 - c) Sean Baker (*two-year term*)
 - d) George Booth (*one-year term to fill unexpired term of Mr. Poole*)
- II. **Call to Order.** Call the CCPD Board of Directors Meeting to order, and determine a quorum is present.
- III. **Election of Officers.**
 - a) President
 - b) Vice-President
 - c) Secretary
- IV. **Minutes.** Due to a lack of a quorum no meeting was held on May 30, 2018.
- V. **Review 2nd Quarter Financials.**
- VI. **Conduct a PUBLIC HEARING and act upon a recommendation to the City Council for the adoption of the FY2019 CCPD Budget.**

Open Public Hearing
Close Public Hearing
- VII. **Staff Reports, Updates and Presentations.**
 - a) Set Meeting Dates for 2019.
 - b) National Night Out.
- VIII. **Board Member Comments.**
- IX. **Adjourn.**

THIS NOTICE IS GIVEN PURSUANT TO THE TEXAS GOVERNMENT CODE, TITLE 5, AND SECTION 551-OPEN MEETINGS.

Certification: I hereby certify that the above public meeting notice and agenda of the Castle Hills CCPD Board was posted on the bulletin board at 209 Lemonwood Dr., Castle Hills, TX and the city's website at www.cityofcastlehills.com on **August 31, 2018 by 5 p.m.** and remained continuously posted until after the meeting hereby posted. The City of Castle Hills City Hall 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 (210) 342-2341 or by Fax (210) 342-4525.


Minerva Gonzales, City Secretary

Crime Control Prevention District

* The CCPD Board will be meeting over the next two months to review and approve a budget that will be submitted to the City Council for final acceptance. The proposed City Manager budget included is a culmination of work with staff and includes requests from the Police Department that will be presented to the Board.

50 -CRIME CONTROL PREVENTION DISTRICT

Crime Control Prevention District is allowed under the Local Government Code Public Safety Chapter 363 to finance costs of crime control and crime prevention programs. Sales tax revenue of one-fourth of one percent is collected to finance programs, including personnel, administration, expansion, enhancement, and capital expenditures. This tax expires every five years after it takes effect, voters must vote to continue in an election held for that purpose.

	2018 ADOPTED BUDGET	2018 PROJECTED ENDING	2019 CM PROPOSED BUDGET	CHANGE
BEGINNING TOTAL FUND BALANCE	<u>\$ 656,181</u>	<u>\$ 656,181</u>	<u>\$ 700,181</u>	
ACTUAL REVENUE TOTAL	\$ 240,700	\$ 250,700	\$ 329,500	\$ 78,800
ACTUAL EXPENSE TOTAL	<u>\$ 206,700</u>	<u>\$ 206,700</u>	<u>\$ 393,500</u>	\$ 186,800
UNASSIGNED FUND BALANCE	\$ 268,606	\$ 278,606	\$ 295,106	
ASSIGNED - PATROL CARS	\$ 177,500	\$ 177,500	\$ 48,500	
ASSIGNED - TRAFFIC VEHICLES	\$ 30,000	\$ 30,000	\$ 45,000	
ASSIGNED - CID VEHICLES	\$ 125,000	\$ 125,000	\$ 150,000	
ASSIGNED - RADIOS	\$ -	\$ -	\$ 20,000	
ASSIGNED - VIDEO EQUIPMENT	\$ 50,000	\$ 50,000	\$ 62,500	
ASSIGNED - MOBILE DATA COMPUTERS	<u>\$ 39,075</u>	<u>\$ 39,075</u>	<u>\$ 15,075</u>	
ENDING TOTAL FUND BALANCE	\$ 690,181	\$ 700,181	\$ 636,181	

EXPENSES

No major increases to expenses included

CAPITAL

Purchase of 8 replacement patrol units

Purchase of 11 replacement MDT's

City of Castle Hills	Audited 12/31/2013	Audited 12/31/2014	Audited 12/31/2015	Audited 12/31/2016	Audited 12/31/2017	5 Year Average	2018 Annual Budget	Un-Audited YTD June 30, 2018	2019 CM Proposed Budget	Change
Crime Control and Prevention District (50)										
BEGINNING FUND BALANCE										
50-00-4060 Miscellaneous	-	2,250.00	-	-	-	-	656,181	656,181	700,181	-
50-00-4090 Interest	693.74	1,602.12	738.73	961.32	3,742.84	1,547.75	700.00	5,045.54	4,000.00	3,300
50-00-4095 Interest - CD	554.77	-	-	-	-	110.95	-	-	-	-
50-00-4300 Sales and Use Tax	224,504.42	233,930.20	249,550.32	254,079.62	253,262.22	243,065.36	240,000.00	125,402.87	256,250.00	16,250
50-00-4600 Sale of Equipment	23,100.00	30,700.00	-	79,000.00	-	26,560.00	-	-	69,250.00	69,250
50-00-4890 Transfer in From Fund Balance	-	-	-	-	-	-	90,000.00	-	208,500.00	118,500
	<u>248,852.93</u>	<u>268,482.32</u>	<u>250,289.05</u>	<u>334,040.94</u>	<u>257,005.06</u>	-	<u>330,700.00</u>	<u>130,448.41</u>	<u>538,000.00</u>	<u>207,300</u>
50-00-5070 Miscellaneous	372.00	988.00	19,833.02	35.16	368.78	4,319.39	500.00	-	500.00	-
50-00-8105 Patrol Cars - Future	204,900.00	-	43,355.00	255,411.00	21,821.60	105,097.52	60,000.00	-	60,000.00	*
50-00-8106 Purchase - Patrol Cars	-	-	-	-	-	-	-	-	256,000.00	256,000
50-00-8107 Traffic Vehicle -Future	-	-	-	-	-	-	10,000.00	-	15,000.00	* 5,000
50-00-8108 Purchase - Traffic Vehicle	-	-	-	-	-	-	-	-	-	-
50-00-8110 CID Vehicles - Future	51,009.00	93,183.25	-	-	-	28,838.45	25,000.00	-	25,000.00	*
50-00-8111 Purchase - CID Vehicles	-	-	-	-	-	-	-	-	20,000.00	*
50-00-8115 Radios - Future	-	-	17,453.50	-	-	3,490.70	20,000.00	-	20,000.00	*
50-00-8116 Purchase - Radios	-	-	-	-	-	-	110,000.00	-	-	-
50-00-8117 Software Upgrade	14,950.00	-	-	-	-	2,990.00	-	-	-	-
50-00-8120 Video Equipment - Future	-	44,000.00	27,087.00	3,075.16	-	14,832.43	12,500.00	-	12,500.00	*
50-00-8121 Purchase - Video Equipment	-	-	-	-	-	-	-	-	-	(110,000)
50-00-8125 Mobile Data Computers - Future	35,856.32	-	18,708.12	38,476.44	-	18,608.18	12,000.00	-	12,000.00	*
50-00-8126 Purchase - Mobile Data Computers	-	-	-	-	-	-	-	-	36,000.00	36,000
50-00-9011 Equip/Fuel/Maint	13,212.57	7,506.47	-	-	5,309.72	5,205.75	25,000.00	1,542.50	25,000.00	-
50-00-9012 Personnel	-	-	-	-	200.00	40.00	-	-	-	-
50-00-9014 Admin Support	-	200.00	16,006.31	26,558.41	-	8,552.94	500.00	-	500.00	-
50-00-9015 IT Support	38,299.96	45,911.63	1,000.00	-	12,635.47	19,569.41	30,000.00	5,943.40	30,000.00	-
50-00-9021 CID Training	-	1,000.00	-	1,000.00	1,000.00	600.00	1,000.00	-	2,000.00	1,000
50-00-9022 SWAT Training	-	-	87.63	-	1,000.00	217.53	2,000.00	1,000.00	2,000.00	-
50-00-9023 Dispatch Training	-	282.24	943.06	494.00	-	343.86	500.00	-	500.00	-
50-00-9024 Community Programs	2,012.74	852.79	24,968.39	26,122.94	362.60	10,863.89	1,200.00	474.46	5,000.00	3,800
50-00-9025 Software Support	16,201.50	24,070.00	-	-	2,631.51	8,580.60	36,000.00	25,475.84	36,000.00	-
	<u>376,814.09</u>	<u>217,994.38</u>	<u>169,442.03</u>	<u>351,173.11</u>	<u>45,329.68</u>	-	<u>346,200.00</u>	<u>34,436.20</u>	<u>538,000.00</u>	<u>191,800</u>
Excess Revenue/(Loss)	(127,961.16)	50,487.94	80,847.02	(17,132.17)	211,675.38	(15,500.00)	(15,500.00)	96,012.21	-	-
TOTAL ENDING FUND BALANCE	330,303	380,791	461,638	444,506	656,181	640,681	640,681	752,193	700,181	
ENDING COMMITTED FUND BALANCE										
Assigned - Patrol Cars						268,606			295,106	
Assigned - Traffic Vehicle						177,500			48,500	
Assigned - CID Vehicle						30,000			45,000	
Assigned - Radios						125,000			150,000	
Assigned - Video Equipment						-			20,000	
Assigned - Mobile Data Computers						50,000			62,500	
						39,075			15,075	
						<u>690,181</u>			<u>636,181</u>	*

* These line items are not actual expenses but funds being set aside/used for equipment. The true effect on ending fund balance.