WATAUGA
TEXAS
"A GREAT PLACE TO LIVE"

AGENDA
WATAUGA CRIME CONTROL AND PREVENTION DISTRICT
BOARD MEETING
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
MONDAY, JUNE 15, 2020
6:00 PM

COVID-19 PRECAUTIONS

The operation of a municipality is an Essential Service. The Texas Governor's Order, with the guidance of DSHS Commissioner Dr. Hellerstedt, allows all persons in Texas to obtain essential services, but directs the public to do so by minimizing in-person contact with people who are not in the same household and direct the implementation of social distancing, good hygiene, environmental cleanliness and sanitation. Therefore, the following social distancing rules apply to the public attending this meeting:

1) Any member of the public attending the meeting shall maintain a six-foot distance from others (except for those you live in the same household). City Staff and City Officials shall practice social distancing to the extent able without interfering in the ability to carry out the essential governmental functions to be conducted at this meeting.
2) To enter City Hall to attend this meeting all persons must wear a face covering (i.e. a cloth mask that effectively covers the mouth and nose with more than one layer of fabric) or equivalent device.
3) Attendance in the Council Chamber will be limited to allow for the public in attendance to practice social distancing. Seating may be assigned.
4) Coughs and sneezes must be covered with a cloth or tissue, which should then be properly disposed of or washed, and shall not be exposed to others.
5) Public courtesies such as handshakes or other greetings shall be respectfully avoided.
6) Any member of the public approaching city representatives, whether they be city staff or elected or appointed officials must maintain six-foot social distancing.

Any person who fails to comply with the COVID-19 Precautions may be removed from the meeting.

EXPANDED OPPORTUNITY FOR PUBLIC COMMENT OR PUBLIC TESTIMONY:

The City shall continue to allow expanded opportunities for members of the public who do not attend to participate in Public Comment and Public Testimony. Such participation will be allowed when recognized upon the Mayor's announcement.

ANYONE WHO DOES NOT ATTEND BUT DESIRES TO COMMENT ON A MATTER NOT ON THE AGENDA OR TESTIFY ON A MATTER ON THE AGENDA AT THIS MEETING MUST SEND THEIR COMMENT IN WRITING USING THE FORM AT www.cowtx.org/publiccomment NO LATER THAN ONE (1) HOUR PRIOR TO THE MEETING.

All written comments must comply with applicable decorum rules for comments made during a public meeting of the Watauga City Council to be read into the record. Up to three minutes shall be allotted for each written or oral comment to be read/spoken into the record of the meeting. All timely written comments will be read into the record of the meeting at the appropriate time during the meeting. While reasonable efforts will be taken to gather comments received within the hour prior to the meeting or received during the meeting, all such comments are considered untimely and may not be recognized and read during the meeting.

CALL TO ORDER

PUBLIC TESTIMONY Members of the public are invited and encouraged to attend all public meetings of the Watauga Crime Control & Prevention District Board that are not closed to the public in accordance with the Texas Open Meetings Act. It is the desire of the Board that citizens actively participate in the City's governance system and processes. Public input to the Board is encouraged during the Public Testimony, Public Hearings, or Action Item sections of a meeting agenda. Individuals desiring to speak during Public Testimony shall be called upon to speak only after completing a Request to Speak form attached hereto as Annex E. The Request to Speak form for Public Testimony shall be submitted to the administrative staff prior to speaking. Individuals desiring to speak on an agenda item or during a public hearing shall submit the Request to Speak form prior to the introduction of that respective item by the Chair. Once the form is received by administrative staff, the individual shall be recognized and called upon by the Chair prior to speaking. Any public testimony must occur prior to formal action being taken by the City Council. The Chair shall have the power to suspend citizen comments at any time during the meeting to preserve the order and efficiency of the meeting. Reasonable time limitations may be placed on public testimony by the presiding officer in order to conduct an efficient and effective public meeting.

APPROVAL OF MINUTES

1. Consideration of minutes of the June 1, 2020 Watauga Crime Control and Prevention District Board meeting.

PUBLIC HEARING

1. Public Hearing on the Watauga Crime Control and Prevention District Proposed Budget for Fiscal Year 2020-2021

NEW BUSINESS

1. Consideration and action on setting the Watauga Crime Control and Prevention District Fiscal year 2020-2021 Budget adoption date for July 6, 2020

2. Consideration and possible action on the Watauga Crime Control and Prevention District Proposed Budget for Fiscal Year 2020-2021

ADJOURNMENT

NOTICE

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) 514-5825, OR FAX (817) 281-1991 FOR FURTHER INFORMATION.

I, Andrea Gardner, City Secretary for the City of Watauga, hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on Thursday, June 11, 2020, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.

Andrea Gardner, City Secretary

CITY OF WATAUGA, TEXAS

AGENDA MEMORANDUM

DATE: June 11, 2020

TO: Crime Control and Prevention District Directors

FROM: Raquel Guajardo, Deputy City Secretary

SUBJECT: Consideration of minutes of the June 1, 2020 Watauga Crime Control and Prevention District Board meeting.

BACKGROUND/INFORMATION:
Consideration of minutes of the June 1, 2020 Watauga Crime Control and Prevention District Board meeting.

FINANCIAL IMPLICATIONS:
N/A

RECOMMENDATION/ACTION DESIRED:
Respectfully request consideration and action to approve the minutes of the June 1, 2020 Watauga Crime Control and Prevention District Board meeting.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:
1. 060120 WCCPD MINS

REVIEWED BY:
Andrea Gardner, City Manager   Final Approval - 6/11/2020

MINUTES
WATAUGA CRIME CONTROL AND PREVENTION DISTRICT
BOARD MEETING
MONDAY, JUNE 1, 2020
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
6:00 PM

CALL TO ORDER

The Crime Control and Prevention District convened the meeting at 6:00 p.m.

ROLL CALL

The meeting convened with the following members present:

Mark Taylor	Chairperson
Lovie Downey	Vice-Chairperson
Juanita King	Secretary
Andrew Neal	Director
Danielle Tucker	Director
Tom Snyder	Director
Kim Irving	Director (arrived at 6:25 p.m.)
Art Miner	Director

and

Andrea Gardner	City Manager/City Secretary
Raquel Guajardo	Deputy City Secretary
Sandra Gibson	Director of Finance
Robert Parker	Chief of Police
Paul Hackleman	Director of Public Works
Bradley Fraley	Chief Information Officer/ PIO
Stewart Bass	Judge

PRESENTATIONS

1. Administer the Oath of Office for Place 1, Place 2, Place 6 and Place 7

   Judge Bass administered the Oath of Office for the following: Place 1 - Danielle Tucker; Place 2 - Tom Snyder, Place 6- Mark Taylor.

   Judge Bass offered to return to the meeting to administer the oath for Director Kim Irving upon arrival to the meeting.

PUBLIC TESTIMONY

The requirements of the Public Hearing were met. There were no citizen comments.

APPROVAL OF MINUTES

1. Consideration of minutes of the July 8, 2019 Watauga Crime Control and Prevention District Board meeting.

Director Snyder made a motion to approve the minutes of the Watauga Crime Control and Prevention District Board meeting held July 8, 2019.

The motion was seconded by Director Downey and passed 7-0-1-0 as follows:

AYES: Tucker, Snyder, Downey, Miner, Neal, King, Taylor
NAYS: None
ABSENT: Irving
ABSTAIN: None

NEW BUSINESS

1. Discuss and consider action on a Resolution selecting officers to the Watauga Crime Control and Prevention District Board; providing an effective date.

Director Neal nominated Director Downey to serve as President.

Director Miner closed the nominations. The motion to close nominations was seconded by Director Snyder and passed 7-0-1-0 as follows:

AYES: Tucker, Snyder, Downey, Miner, Neal, King, Taylor
NAYS: None
ABSENT: Irving
ABSTAIN: None

Director Snyder made a motion to accept the nomination of Lovie Downey as President.

The motion was seconded by Director Neal and passed 7-0-1-0 as follows:

AYES: Tucker, Snyder, Downey, Miner, Neal, King, Taylor
NAYS: None
ABSENT: Irving
ABSTAIN: None

Director Taylor passed the gavel to Chairperson Downey.

Director Neal nominated Director Snyder to serve as Vice-President.

With no other nominations, the motion was seconded by Director Taylor and passed 7-0-1-0 as follows:

AYES: Tucker, Snyder, Downey, Miner, Neal, King, Taylor
NAYS: None
ABSENT: Irving
ABSTAIN: None

Director Taylor nominated Director Neal to serve as Secretary.

With no other nominations, the motion was seconded by Vice-Chairperson Snyder and passed 7-0-1-0 as follows:

AYES: Tucker, Snyder, Downey, Miner, Neal, King, Taylor
NAYS: None
ABSENT: Irving
ABSTAIN: None

2. Consider and acceptance of the Watauga Crime Control and Prevention District Annual Audit Report for the period ending 9/30/2019.

   Sandra Gibson, Director of Finance, provided an overview of the Watauga Crime Control and Prevention District Annual Audit Report for the period ending September 30, 2019.

   Director Miner made a motion to accept the annual audit report as presented.

   The motion was seconded by Secretary Neal and passed 7-0-1-0 as follows:

   AYES: Tucker, Snyder, Downey, Miner, Neal, King, Taylor
   NAYS: None
   ABSENT: Irving
   ABSTAIN: None

3. Discuss and Consider the Watauga Crime Control and Prevention District Proposed Budget for Fiscal Year 2020-2021

   Sandra Gibson, Director of Finance, and Robert Parker, Police Chief, provided an overview of the Watauga Crime Control and Prevention District Proposed Budget for Fiscal Year 2020-2021.

   No action was taken at this time.

   Director Irving joined the meeting at 6:25 p.m.

4. Consideration and action on scheduling a meeting and setting a Public Hearing on June 15, 2020 at 6:00 p.m., to discuss the Proposed Crime Control and Prevention District Budget for Fiscal Year 2020-2021.

   Chairperson Downey called for a motion to schedule the public hearing on June 15, 2020 at 6:00 p.m.

   Director Taylor made a motion to schedule the Public Hearing on June 15, 2020 at 6:00 p.m., to discuss the Proposed Crime Control and Prevention District Budget for Fiscal Year 2020-2021.

   Andrea Gardner, City Manager, notified all present that she will not be in attendance due to city business travel.

The motion was seconded by Vice Present Snyder and passed 8-0-0-0 as follows:

AYES: Tucker, Snyder, Downey, Miner, Neal, King, Taylor, Irving
NAYS: None
ABSENT: None
ABSTAIN: None

Andrea Gardner, City Manager/City Secretary, administered the Oath of Office for Director Kim Irving, Place 7.

ADJOURNMENT

With no further business to discuss, Chairperson Downey adjourned the meeting at 6:42 p.m.

APPROVED: this ____ day of ____________, ______
SIGNED: this ____ day of ____________, ______

APPROVED:

____
Lovie Downey, Chairperson

ATTEST:

____
Andrew Neal, Secretary

NOTE: Original Audio and Video Recording of this meeting is preserved and maintained by the City Secretary's Office

AGENDA MEMORANDUM

DATE: June 9, 2020

TO: Crime Control and Prevention District Directors

FROM: Sandra Gibson, CGFO, CGFM, Director of Finance

SUBJECT: Public Hearing on the Watauga Crime Control and Prevention District Proposed Budget for Fiscal Year 2020-2021

BACKGROUND/INFORMATION:

This item is to allow for public input and comment regarding the Watauga Crime Control and Prevention District Proposed Budget for FY2020-2021.

FINANCIAL IMPLICATIONS:

N/A

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the Board allow for public input as posted and advertised.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Watauga Crime Control and Prevention District Summary
2. WCCPDPH6-15-2020
3. CCD PROPOSED BUDGET DOCUMENT

REVIEWED BY:

Sandra Gibson, CGFO, CGFM, Director of Finance	Approved - 6/9/2020
Andrea Gardner, City Manager	Final Approval - 6/11/2020

WATAUGA CRIME CONTROL AND PREVENTION DISTRICT

Proposed Budget
FY2020-2021

BACK THE BLUE

Purpose of Crime Control District: Police & Law Enforcement Programs

Local Government Code, Title 11, Subtitle C, Section 363.151

Finance all costs of a crime control and prevention program

- Personnel
- Administration
- Expansion, Enhancement & Capital Expenditures

LOCAL GOVERNMENT CODE REQUIREMENTS FOR CRIME CONTROL AND PREVENTION DISTRICT

PUBLIC HEARING & NOTICE- 100 DAYS before fiscal year-end

June 15, 2020 (required by June 21, 2020)

BUDGET ADOPTION BY BOARD– 80 Days before fiscal year-end

July 6, 2020 (required by July 12, 2020)

BUDGET ACCEPTANCE BY COUNCIL – Not Later Than 10 days after Board Adoption

July 13, 2020 (required by July 16, 2020)

ADDITIONAL REQUIREMENTS - ANOTHER PUBLIC HEARING GOVERNING BODY (Council) - 45 days before fiscal year-end

August 10, 2020 (Required by August 16, 2020)

BUDGET ADOPTION BY COUNCIL (30 days before fiscal year-end)

August 24, 2020 (Required by August 31, 2020)

FY2019-FY2020 SIGNIFICANT ACCOMPLISHMENTS

- Filled all vacancies and successfully trained all positions
- With the appropriate staffing revitalization of the bike patrol was possible
- Back filled specialized positions such as Traffic and CID
- Hosted Coffee with the Cops meetings at various local restaurants establishments
- Began community engagement with Civil Space to obtain public input for proposed police facility

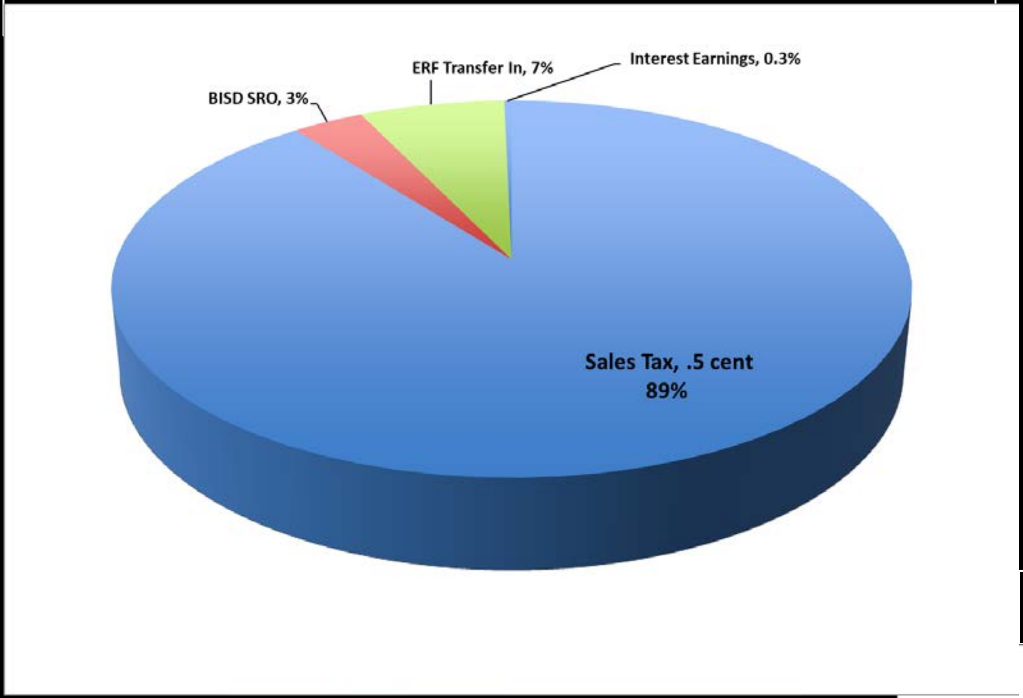
FY2020-FY2021 GOALS/OBJECTIVES

- Enhance community outreach by meeting with local religious leaders

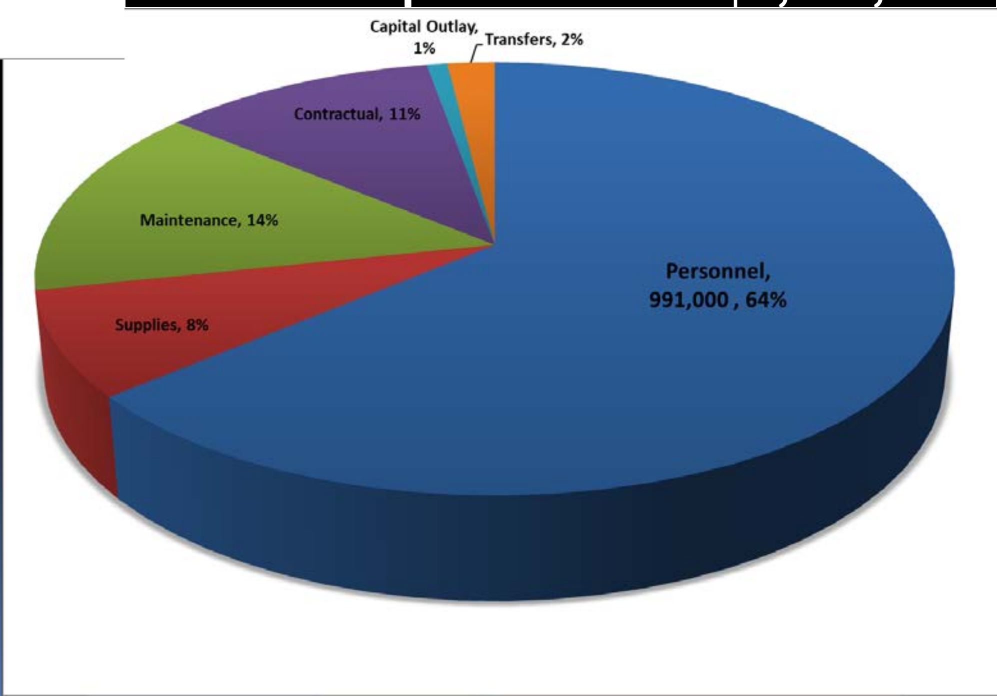
- Increase community events such as Snow Cones and Cops to engage more of the community

- Increase the usage of social media and web services such as Civil Space in order to obtain feedback and engagement of the community

WCCPD Revenues $1,464,600



WCCPD Expenditures $1,553,650



CCPD BUDGET FOR FY2020-2021:

Decrease in Sales Tax Revenues due to COVID-19 impact on businesses

Proposed Offset

Transfer of some fund balance from Equipment Replacement Fund from prior years to mitigate impact of sales tax losses

Proposed Offset

Scheduled vehicle replacements are listed in the 2020-2021 Capital Outlay Plan through the Equipment Replacement Fund

WCCPD BUDGET SUMMARY

	HISTORY		PROJECTED YEAR		BUDGET	%CHANGE
	2017-2018 Actual	2018-2019 Actual	2019-2020 Budget	2019-2020 Projected	2020-2021 Budget	FY2020-2021 VS 2019-2020
Fund Balance, October 1	**$1,233,129**	**$726,911**	**$681,641**	**$677,245**	**$511,570**	
Revenues:						
Sales Taxes	1,434,679	1,477,348	1,509,000	1,247,000	1,310,600	-13.1%
BISD SRO	0	0	49,000	24,500	49,000	0%
Transfer In From ERF	0	0	0	100,000	100,000	100%
Interest Earnings/Other	17,856	85,328	18,000	10,000	5,000	-72.2%
Operating Revenues	**$ 1,452,535**	**$ 1,562,676**	**$ 1,576,000**	**$ 1,381,500**	**$ 1,464,600**	**-7.07%**
Total Available Resources	**$ 2,685,664**	**$ 2,289,587**	**$ 2,257,641**	**$ 2,058,745**	**$ 1,976,170**	**-12.5%**
Expenditures:						
Operating Expenditures	1,533,250	1,555,855	1,658,370	1,508,175	1,510,650	-8.9%
Capital Outlay	28,807	12,487	17,000	9,000	13,000	-23.5%
Total Expenditures	1,562,057	1,568,341	1,675,370	1,517,175	1,523,650	**-9.1%**
Operating Transfers-Out						
To General Fund	28,696	29,000	30,000	30,000	30,000	0.0%
To Capital Projects	0	0	0	0	0	0.0%
To Internal Service Fund	368,000	15,000	0	0	0	0.0%
Total Operating Transfers-Out	396,696	44,000	30,000	30,000	30,000	**0.0%**
TOTAL OPERATING & TRANSFERS	$ 1,958,753	$ 1,612,341	$ 1,705,370	$ 1,547,175	$ 1,553,650	**-8.9%**
Fund Balance, September 30	$726,911	$677,245	$552,271	$511,570	$422,520	
CHANGE IN FUND BALANCE	($506,218)	($49,665)	($129,370)	($165,675)	($89,050)	
Fund Balance Policy Min @ 20%					$308,130	


WATAUGA
TEXAS
POLICE
DEPARTMENT
261

WATAUGA
T E X A S
"A GREAT PLACE TO LIVE"

NOTICE OF PUBLIC HEARING

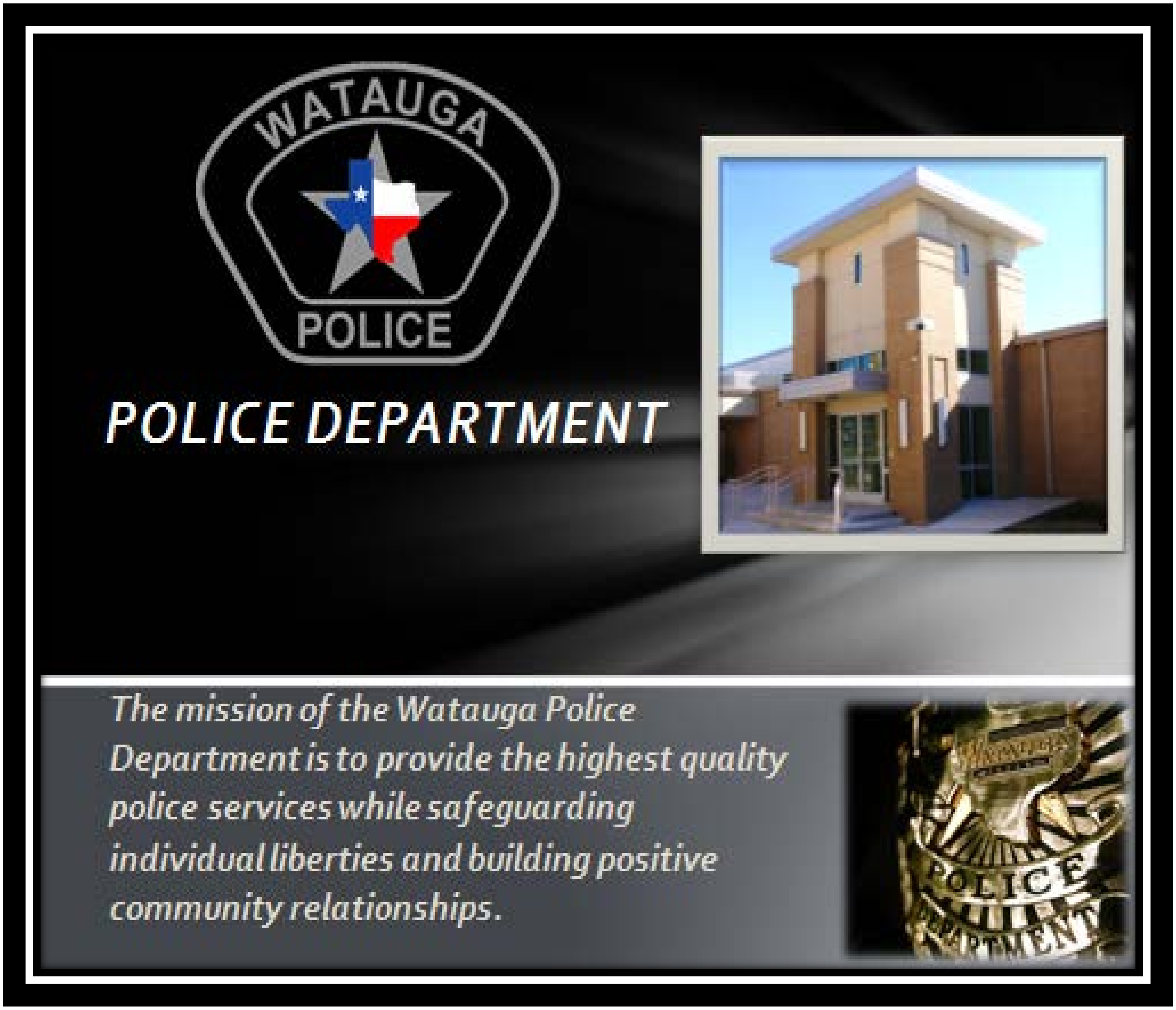
WATAUGA CRIME CONTROL AND PREVENTION DISTRICT
CITY HALL COUNCIL CHAMBER
7105 WHITLEY ROAD, WATAGUA, TEXAS 76148
MONDAY, JUNE 15, 2020
6:00 P.M.

Notice is hereby given that the Watauga Crime Control and Prevention District (WCCPD) of the City of Watauga, Texas will hold a Public Hearing on the proposed budget for the Watauga Crime Control and Prevention District for the 2020-2021 Fiscal Year on Monday, June 15, 2020, during the WCCPD meeting which begins at 6:00 p.m. in the Council Chamber at City Hall, 7105 Whitley Road, Watauga, Texas, 76148.

Published on June 5, 2020 in the Fort Worth Star Telegram, Legal Notices Section.

I, Andrea Gardner, City Secretary for the City of Watauga, Texas, hereby certify that this notice was posted on the official bulletin board at City Hall, 7105 Whitley Road, Watauga, Texas 76148, on Friday, June 5, 2020, before 6:00 p.m., in accordance with Chapter 363.204(b) of the Texas Local Government Code.

___/s/__Andrea Gardner____________
Andrea Gardner, City Secretary



CRIME CONTROL DISTRICT

PROPOSED BUDGET 2020-2021

SPECIAL REVENUE FUNDS

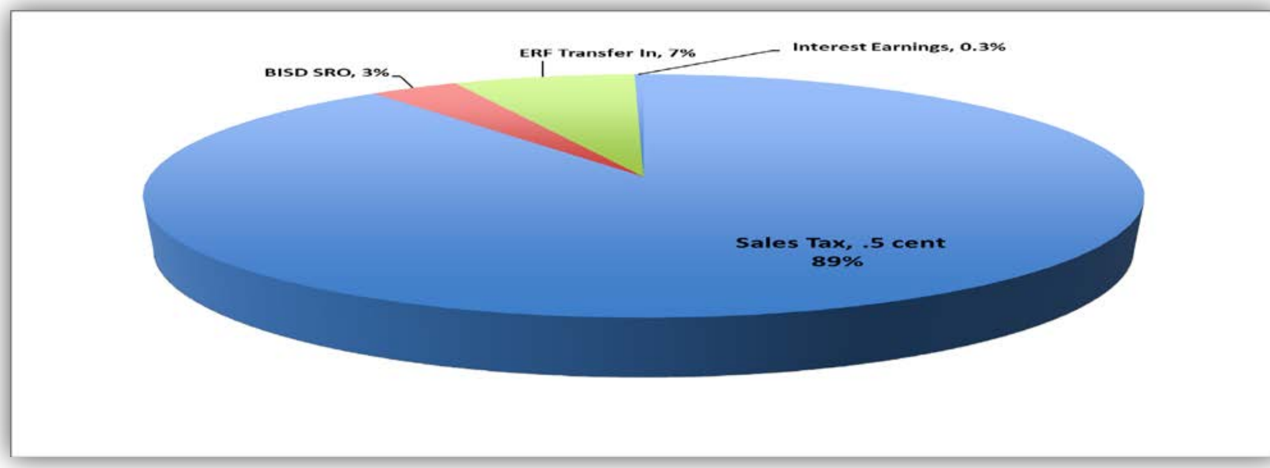
CRIME CONTROL DISTRICT – FUND 18

The Crime Control and Prevention District was established to account for a one-half cent sales tax increase approved by voters on March 23, 1996, for an initial five years. On May 5, 2001, voters extended the sales tax collection for ten more years. The purpose of the increase in sales tax is to enhance law enforcement in Watauga. The additional funding is used to add officers and purchase additional equipment and supplies for law enforcement purposes. A ten-year extension of the sales tax was passed during the November 2010 election.

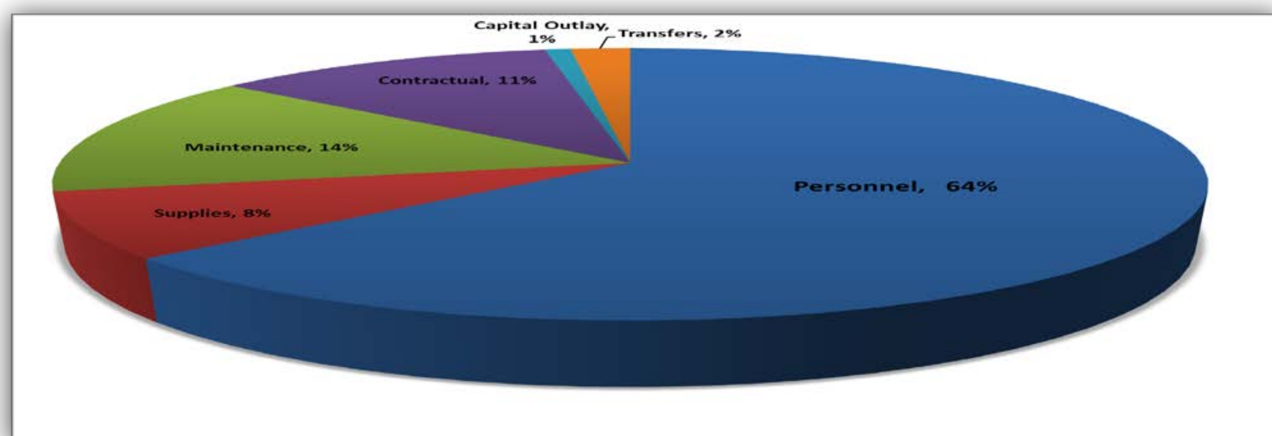
This is a Special Revenue Fund and is used to account for specific revenues that are legally restricted to expenditures for particular purposes. The fund is accounted for on the modified accrual basis of accounting. Revenues are recorded when available and measurable, and expenditures are recorded when the liability is incurred.

Sales tax revenue for FY2020-2021 is expected to be $1,310,600. Revenues are projected to be approximately 15% lower than the FY2019-2020 Budget.

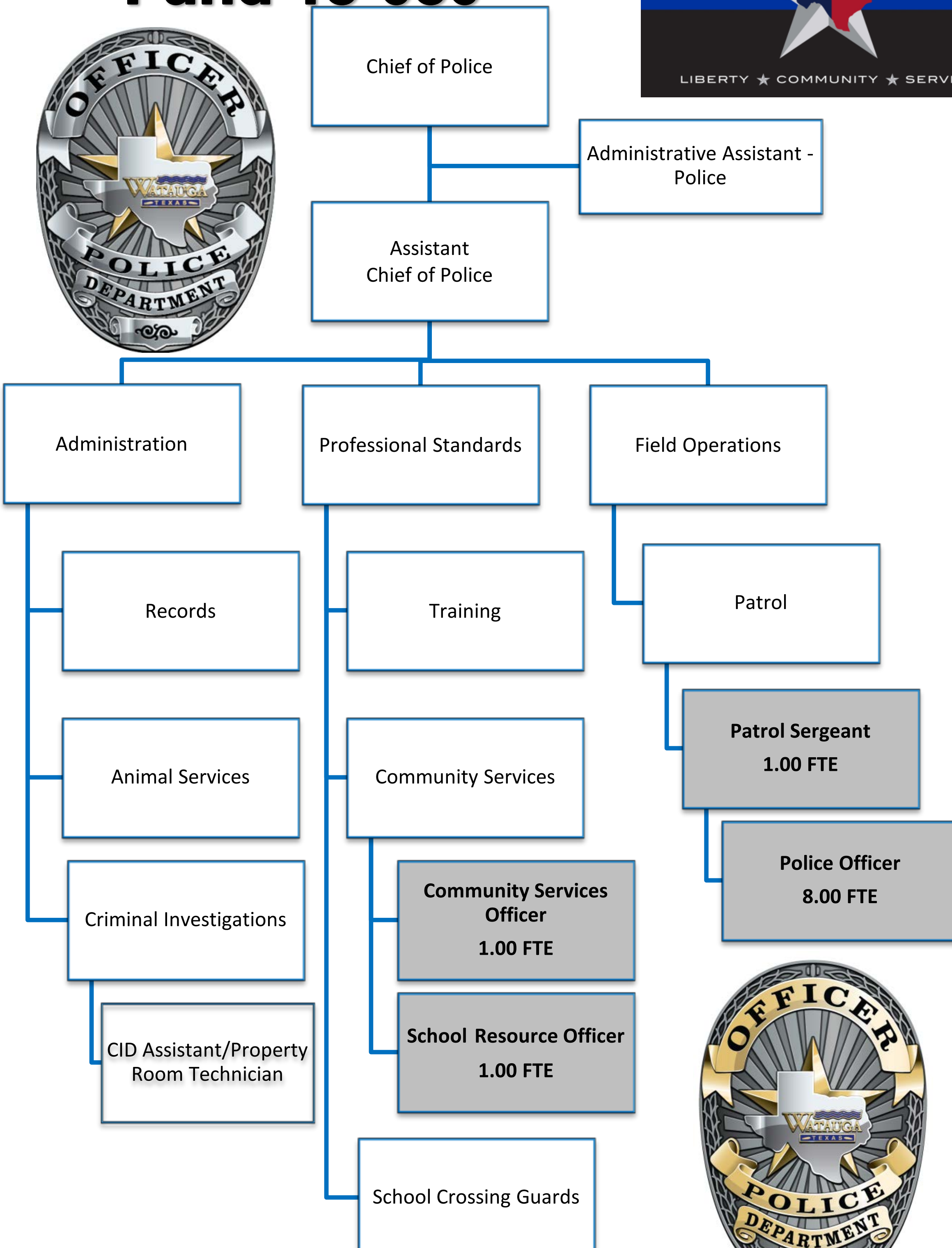
Where Does the Money Come From?



Where Does the Money Go?



Crime Control District Fund 18-080



SPECIAL REVENUE FUNDS

CRIME CONTROL DISTRICT BUDGET SUMMARY - FUND 18

	HISTORY		PROJECTED YEAR		BUDGET	%CHANGE
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Fund Balance, October 1	**$1,233,129**	**$726,911**	**$681,641**	**$677,245**	**$511,570**	
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To Internal Service Fund	368,000	15,000	0	0	0	0.0%
Total Operating Transfers-Out	396,696	44,000	30,000	30,000	30,000	**0.0%**
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Fund Balance Policy Min @ 20%					$308,130	

SPECIAL REVENUE FUNDS

DEPARTMENT: POLICE
DIVISION / ACTIVITY: WATAUGA CRIME CONTROL AND PREVENTION DISTRICT – FUND 18

LOCATION:	**HOURS OF OPERATION:**
7101 Whitley Road Watauga, Texas 76148	24 hours a day

MISSION / PROGRAMS / SERVICES:

The mission of the Watauga Police Department is to provide the highest quality police services while safeguarding individual liberties and building positive community relationships. Our mandate is to reduce both crime and the fear of crime through training, technology and the implementation of the most modern and progressive resources available. The Watauga Police Department is responsible for all crime prevention, crime reports, crime investigations, traffic law enforcement, professional standards and animal services.

FY2019-2020 HIGHLIGHTS / ACHIEVEMENTS:

- Filled all vacancies and successfully trained all positions
- With the appropriate staffing revitalization of the bike patrol was possible
- Back filled specialized positions such as Traffic and CID
- Hosted Coffee with the Cops meetings at various local restaurants establishments
- Began community engagement with Civil Space for upgrading police facility

FY2020-2021 GOALS/ OBJECTIVES:

- Pursuing Re-Recognition status in the Texas Police Chiefs Association
- Enhance community outreach by meeting with local religious leaders
- Increase community events such as Snow Cones and Cops in an effort to engage more of the community
- Increase the usage of social media and web services such as Civil Space in order to obtain feedback and engagement of the community

MAJOR BUDGETARY ISSUES AND OPERATIONAL TRENDS:

The primary budget concern is the budget reduction due to the economic shortfall during the Covid-19 Pandemic. This shortfall will affect training opportunities and equipment replacement options.

The Pandemic is also creating an impact in the area of projections for the number of events and contacts in certain aspects of the department due to the unknown future of school resuming and the ability to host community gatherings.

SPECIAL REVENUE FUNDS

DEPARTMENT: POLICE
DIVISION / ACTIVITY: WATAUGA CRIME CONTROL AND PREVENTION DISTRICT - FUND 18

EXPENDITURES	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 PROJECTED	2020-2021 BUDGET
Personnel	$775,532	$889,873	$891,041	$982,500	$1,012,500	$991,000
Supplies	$127,289	$148,808	$141,659	$147,500	$116,500	$122,500
Maintenance	$172,581	$206,498	$214,256	$198,500	$218,250	$223,000
Contractual/Sundry	$198,809	$288,071	$308,898	$329,870	$160,925	$174,150
Capital Outlay	$48,365	$28,807	$12,488	$17,000	$9,000	$13,000
Transfers	$28,813	$396,696	$44,000	$30,000	$30,000	$30,000
TOTAL	$1,351,389	$1,958,753	$1,612,342	$1,705,370	$1,547,175	$1,553,650

PERSONNEL						
Officer	9.00	8.00	8.00	8.00	8.00	8.00
Sergeant	1.00	1.50	1.50	1.00	1.00	1.00
Community Resources Officer	0.00	1.00	1.00	1.00	1.00	1.00
School Resource Officer (SRO)	1.00	1.00	1.00	1.00	1.00	1.00
CID Secretary/Property Tech	1.00	0.00	0.00	0.00	0.00	0.00
TOTAL	12.00	11.50	11.50	11.00	11.00	11.00

PERFORMANCE MEASURES / SERVICE LEVELS

Input / Demand	*Actual 18-19*	*Budget 19-20*	*Projected 19-20*	*Budget 20-21*
Number of Sworn Police Officers		11.00	11.00	11.00

Efficiency Measures / Impact	*Actual 18-19*	*Budget 19-20*	*Projected 19-20*	*Budget 20-21*
M&O Budget per Capita	$68.35	$72.23	$65.53	$63.39
M&O Percentage of City Budget	3.74%	3.06%	2.78%	
Number of Sworn Officers Per 1000 Population from WCCPD	0.49	0.47	0.47	0.45

Effectiveness Measures / Outcomes	*Goals*	*Actual 18-19*	*Budget 19-20*	*Projected 19-20*	*Budget 20-21*
SRO Presentations	1,3, 5	5	18	1	2
SRO Student Contacts	1,3, 5	615	450	679	500
Area School Events/Contacts	1,3, 5	10	10	18	18
Explorer Post Meetings	1,3, 5	45	47	17	47
Explorer Post Meetings Training Hours	1,3, 5	1,989	2,115	376	2,000
Crime Prevention Training - Community Svc.	1, 3, 5	20	90	2	50
Business Contacts - Community Svc.	1, 3, 4, 5	62	175	74	100
Neighborhood Watch Mtgs - Community Svc.	1, 3, 5	0	35	0	10
VIPS Hours	1, 2, 3, 5	3,000	2,600	1,317	2,000
Town Hall Meetings	1, 2, 3, 4, 5	0	1	0	1

SPECIAL REVENUE FUNDS

BUDGET CHANGES

Fiscal Year 2020-21 Compared to Fiscal Year 2019-20

DEPARTMENT: POLICE
DIVISION / ACTIVITY: CRIME CONTROL DISTRICT - FUND 18-080

DESCRIPTION	CATEGORY	ONE-TIME	ON-GOING	CHANGE EXPLANATION
Personnel	Personnel Services		$8,500	Benefits & Rentention Adjustments
Office Supplies	Supplies		($1,000)	Needs Analysis Adjustment
Wearing Apparel	Supplies		($5,000)	Needs Analysis Adjustment
Vehicle Fuels & Lubricants	Supplies		($10,000)	Needs Analysis Adjustment
Minor Tools & Apparatus	Supplies		($3,000)	Needs Analysis Adjustment
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Weapons/ Ammunition	Supplies		($5,000)	Needs Analysis Adjustment
Office Equipment	Maintenance		($1,000)	Needs Analysis Adjustment
Vehicle Maintenance	Maintenance		($4,000)	Needs Adjustment/ Historical Analysis
Software Maintenance	Maintenance		$3,000	Axon Body Cameras Maintenance Increase
Software Maintenance	Maintenance		$34,000	CAD/RMS Adjustment
Software Maintenance	Maintenance		($500)	Netmotion/ Misc. Adjustment
Software Maintenance	Maintenance		($7,000)	Vigilant Software Elimination
Communications	Contractual/Sundry		($11,000)	Needs Analysis Adjustment
Special Services	Contractual/Sundry		($5,500)	Needs Analysis Adjustment
Advertising	Contractual/Sundry		($1,500)	Needs Analysis Adjustment
Dues & Subscriptions	Contractual/Sundry		$150	Various Dues Increases
Dues & Subscriptions	Contractual/Sundry		($8,000)	Lexipol Subscription Elimination
Dues & Subscriptions	Contractual/Sundry		$6,500	PowerDMS Subscription Addition (Replaces Lexipol)
Lease/ Purchase Cost	Contractual/Sundry		($136,370)	No ERF Transfer
Computer Software	Capital Outlay		($4,000)	Historical Needs Analysis Adjustment
TOTALS:		**$0**	**($151,720)**	

($151,720) **NET INCREASE/DECREASE**

WATAUGA
T E X A S
"A GREAT PLACE TO LIVE"

AGENDA MEMORANDUM

DATE: June 9, 2020

TO: Crime Control and Prevention District Directors

FROM: Sandra Gibson, CGFO, CGFM, Director of Finance

SUBJECT: Consideration and action on setting the Watauga Crime Control and Prevention District Fiscal year 2020-2021 Budget adoption date for July 6, 2020

BACKGROUND/INFORMATION:

Section 363.204(d) of the Local Government Code states that the Crime Control and Prevention District Budget should be adopted not later than the 80th day before the fiscal year begins. In order to meet this requirement, the Board should schedule the budget adoption for Monday, July 6, 2020.

The Board may make changes to the budget before adoption. Not later than the 10th day after the date the budget is adopted by the board, the Board shall submit the budget to the governing body. The date for City Council acceptance of the budget is scheduled for July 13, 2020.

FINANCIAL IMPLICATIONS:

N/A

RECOMMENDATION/ACTION DESIRED:

Consider and action on setting an adoption date of July 6, 2020 for the Watauga Crime Control and Prevention District Proposed Budget for Fiscal Year 2020-2021

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Sandra Gibson, CGFO, CGFM, Director of Finance	Approved - 6/9/2020
Andrea Gardner, City Manager	Final Approval - 6/11/2020

AGENDA MEMORANDUM

DATE: June 10, 2020

TO: Crime Control and Prevention District Directors

FROM: Sandra Gibson, CGFO, CGFM, Director of Finance

SUBJECT: Consideration and possible action on the Watauga Crime Control and Prevention District Proposed Budget for Fiscal Year 2020-2021

BACKGROUND/INFORMATION:

This item is to allow for board discussion and/or changes to the WCCPD Proposed Budget for Fiscal Year 2020-2021.

The Board may make changes to the proposed budget before adoption. The adoption date should be set for July 6, 2020 in order to meet the requirements set forth in Chapter 363 of the Local Government Code.

FINANCIAL IMPLICATIONS:

N/A

RECOMMENDATION/ACTION DESIRED:

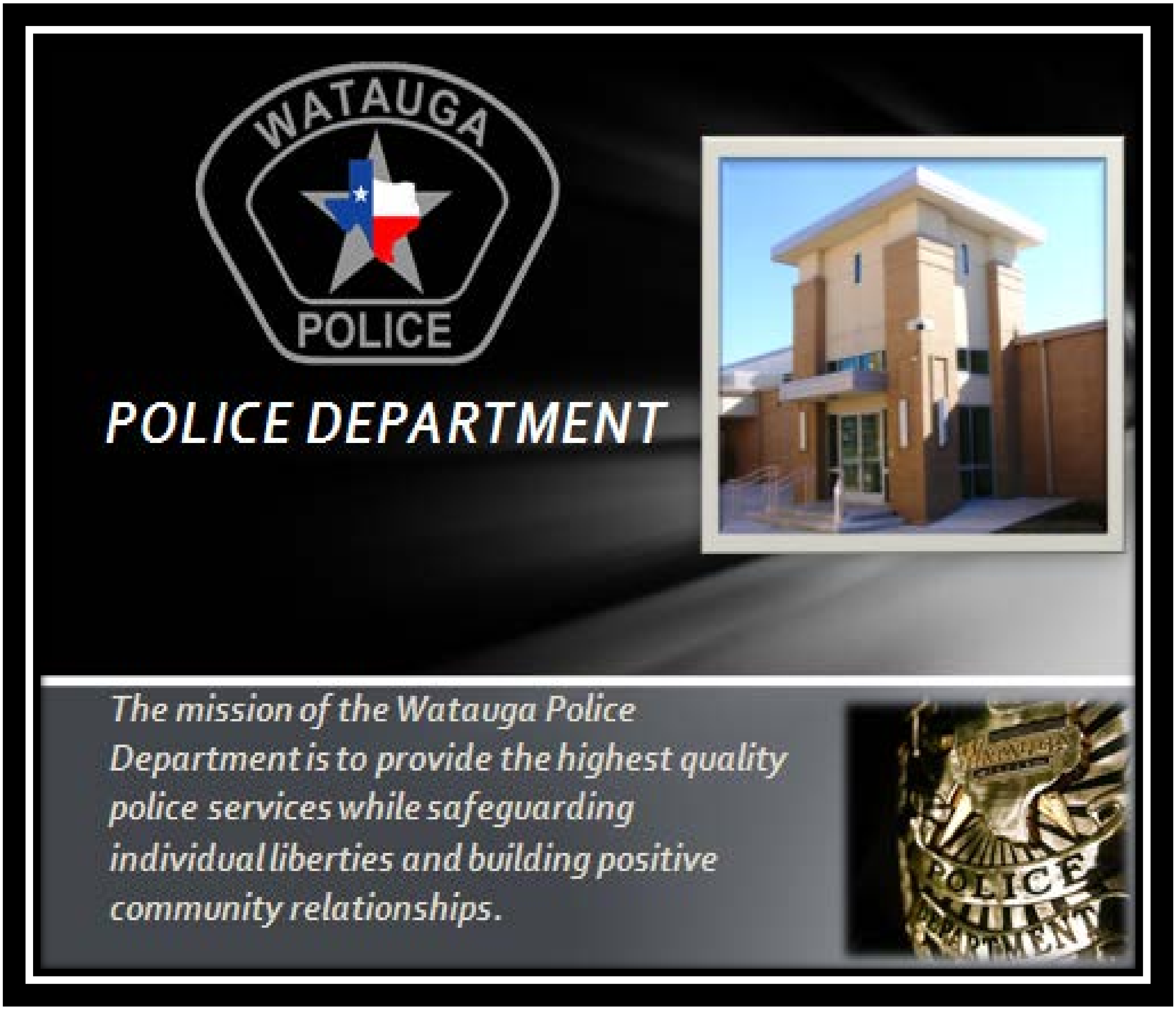
This item is to allow the Board to discuss and/or make changes to the Proposed Budget. No action is needed on this item if no changes are desired.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. CCD PROPOSED BUDGET DOCUMENT

REVIEWED BY:

Sandra Gibson, CGFO, CGFM, Director of Finance	Approved - 6/10/2020
Andrea Gardner, City Manager	Final Approval - 6/11/2020



CRIME CONTROL DISTRICT

PROPOSED BUDGET 2020-2021

SPECIAL REVENUE FUNDS

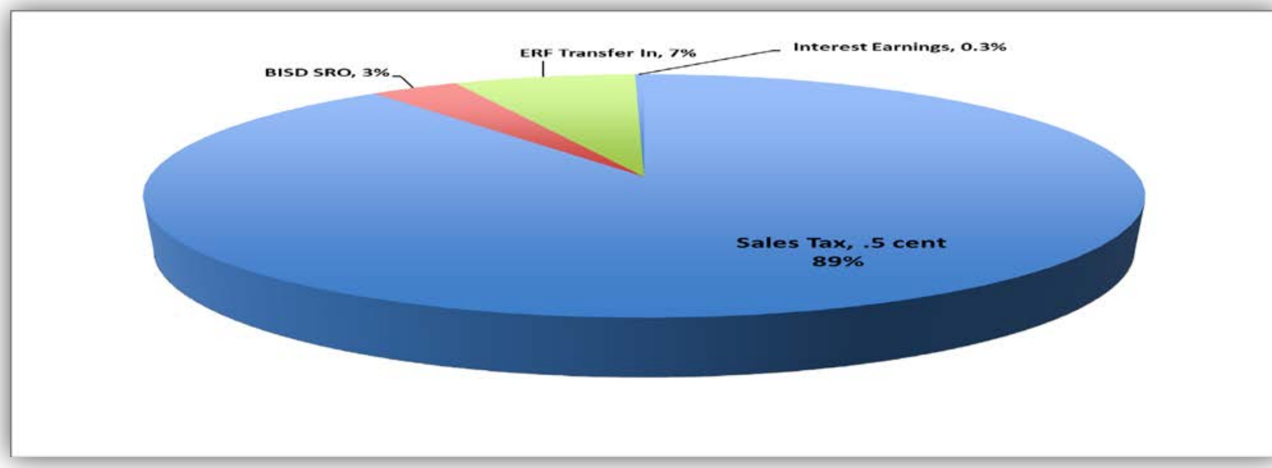
CRIME CONTROL DISTRICT – FUND 18

The Crime Control and Prevention District was established to account for a one-half cent sales tax increase approved by voters on March 23, 1996, for an initial five years. On May 5, 2001, voters extended the sales tax collection for ten more years. The purpose of the increase in sales tax is to enhance law enforcement in Watauga. The additional funding is used to add officers and purchase additional equipment and supplies for law enforcement purposes. A ten-year extension of the sales tax was passed during the November 2010 election.

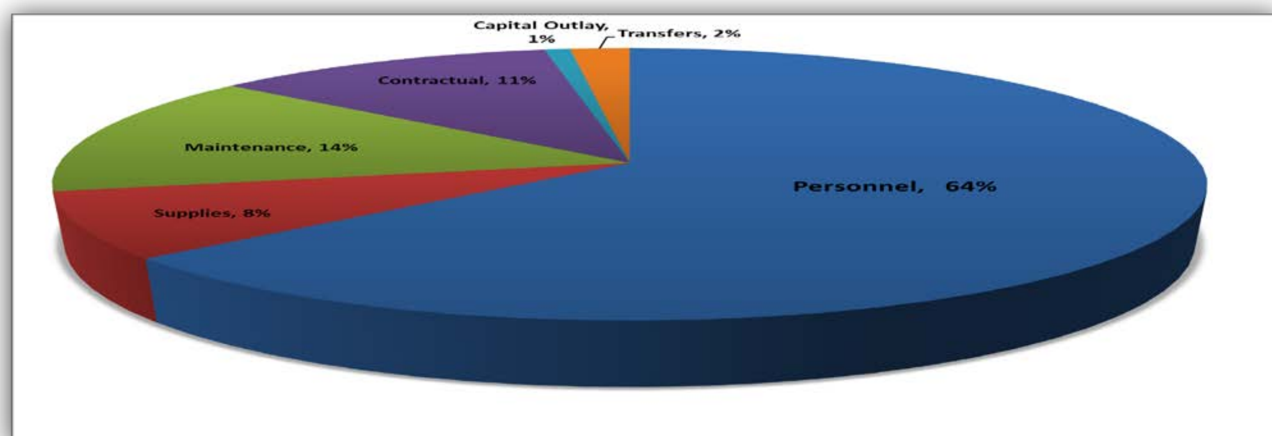
This is a Special Revenue Fund and is used to account for specific revenues that are legally restricted to expenditures for particular purposes. The fund is accounted for on the modified accrual basis of accounting. Revenues are recorded when available and measurable, and expenditures are recorded when the liability is incurred.

Sales tax revenue for FY2020-2021 is expected to be $1,310,600. Revenues are projected to be approximately 15% lower than the FY2019-2020 Budget.

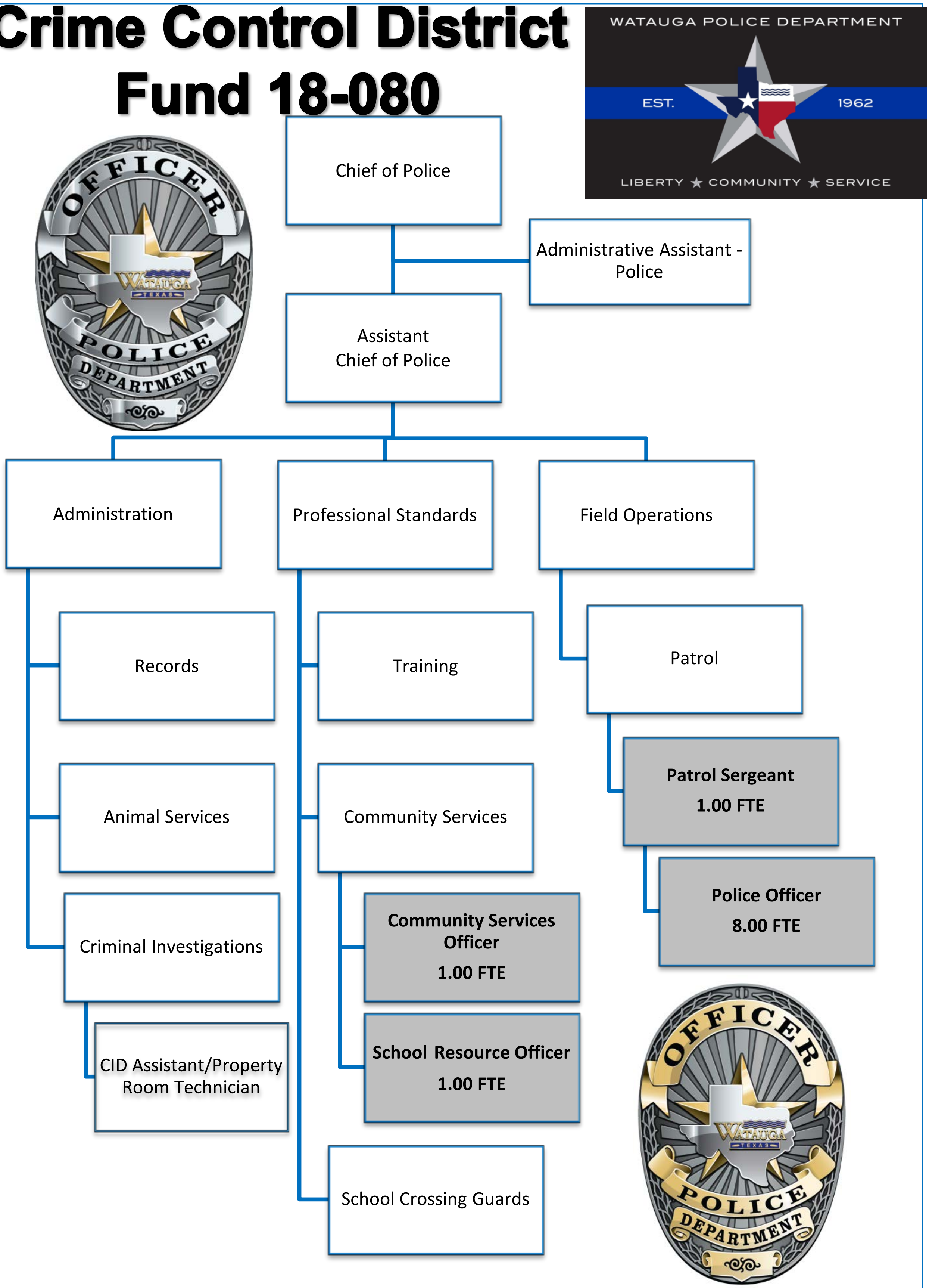
Where Does the Money Come From?



Where Does the Money Go?



Crime Control District Fund 18-080



SPECIAL REVENUE FUNDS

CRIME CONTROL DISTRICT BUDGET SUMMARY - FUND 18

	HISTORY		PROJECTED YEAR		BUDGET	%CHANGE
	2017-2018 Actual	2018-2019 Actual	2019-2020 Budget	2019-2020 Projected	2020-2021 Budget	FY2020-2021 VS 2019-2020
Fund Balance, October 1	**$1,233,129**	**$726,911**	**$681,641**	**$677,245**	**$511,570**	
Revenues:						
Sales Taxes	1,434,679	1,477,348	1,509,000	1,247,000	1,310,600	-13.1%
BISD SRO	0	0	49,000	24,500	49,000	0%
Transfer In From ERF	0	0	0	100,000	100,000	100%
Interest Earnings/Other	17,856	85,328	18,000	10,000	5,000	-72.2%
Operating Revenues	**$ 1,452,535**	**$ 1,562,676**	**$ 1,576,000**	**$ 1,381,500**	**$ 1,464,600**	**-7.07%**
Total Available Resources	**$ 2,685,664**	**$ 2,289,587**	**$ 2,257,641**	**$ 2,058,745**	**$ 1,976,170**	**-12.5%**
Expenditures:						
Operating Expenditures	1,533,250	1,555,855	1,658,370	1,508,175	1,510,650	-8.9%
Capital Outlay	28,807	12,487	17,000	9,000	13,000	-23.5%
Total Expenditures	1,562,057	1,568,341	1,675,370	1,517,175	1,523,650	**-9.1%**
Operating Transfers-Out						
To General Fund	28,696	29,000	30,000	30,000	30,000	0.0%
To Capital Projects	0	0	0	0	0	0.0%
To Internal Service Fund	368,000	15,000	0	0	0	0.0%
Total Operating Transfers-Out	396,696	44,000	30,000	30,000	30,000	**0.0%**
TOTAL OPERATING & TRANSFERS	$ 1,958,753	$ 1,612,341	$ 1,705,370	$ 1,547,175	$ 1,553,650	**-8.9%**
Fund Balance, September 30	$726,911	$677,245	$552,271	$511,570	$422,520	
CHANGE IN FUND BALANCE	($506,218)	($49,665)	($129,370)	($165,675)	($89,050)	
Fund Balance Policy Min @ 20%					$308,130	

SPECIAL REVENUE FUNDS

DEPARTMENT: POLICE
DIVISION / ACTIVITY: WATAUGA CRIME CONTROL AND PREVENTION DISTRICT – FUND 18

LOCATION:	**HOURS OF OPERATION:**
7101 Whitley Road Watauga, Texas 76148	24 hours a day

MISSION / PROGRAMS / SERVICES:

The mission of the Watauga Police Department is to provide the highest quality police services while safeguarding individual liberties and building positive community relationships. Our mandate is to reduce both crime and the fear of crime through training, technology and the implementation of the most modern and progressive resources available. The Watauga Police Department is responsible for all crime prevention, crime reports, crime investigations, traffic law enforcement, professional standards and animal services.

FY2019-2020 HIGHLIGHTS / ACHIEVEMENTS:

- Filled all vacancies and successfully trained all positions
- With the appropriate staffing revitalization of the bike patrol was possible
- Back filled specialized positions such as Traffic and CID
- Hosted Coffee with the Cops meetings at various local restaurants establishments
- Began community engagement with Civil Space for upgrading police facility

FY2020-2021 GOALS/ OBJECTIVES:

- Pursuing Re-Recognition status in the Texas Police Chiefs Association
- Enhance community outreach by meeting with local religious leaders
- Increase community events such as Snow Cones and Cops in an effort to engage more of the community
- Increase the usage of social media and web services such as Civil Space in order to obtain feedback and engagement of the community

MAJOR BUDGETARY ISSUES AND OPERATIONAL TRENDS:

The primary budget concern is the budget reduction due to the economic shortfall during the Covid-19 Pandemic. This shortfall will affect training opportunities and equipment replacement options.

The Pandemic is also creating an impact in the area of projections for the number of events and contacts in certain aspects of the department due to the unknown future of school resuming and the ability to host community gatherings.

SPECIAL REVENUE FUNDS

DEPARTMENT: POLICE
DIVISION / ACTIVITY: WATAUGA CRIME CONTROL AND PREVENTION DISTRICT - FUND 18

EXPENDITURES	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 PROJECTED	2020-2021 BUDGET
Personnel	$775,532	$889,873	$891,041	$982,500	$1,012,500	$991,000
Supplies	$127,289	$148,808	$141,659	$147,500	$116,500	$122,500
Maintenance	$172,581	$206,498	$214,256	$198,500	$218,250	$223,000
Contractual/Sundry	$198,809	$288,071	$308,898	$329,870	$160,925	$174,150
Capital Outlay	$48,365	$28,807	$12,488	$17,000	$9,000	$13,000
Transfers	$28,813	$396,696	$44,000	$30,000	$30,000	$30,000
TOTAL	$1,351,389	$1,958,753	$1,612,342	$1,705,370	$1,547,175	$1,553,650

PERSONNEL						
Officer	9.00	8.00	8.00	8.00	8.00	8.00
Sergeant	1.00	1.50	1.50	1.00	1.00	1.00
Community Resources Officer	0.00	1.00	1.00	1.00	1.00	1.00
School Resource Officer (SRO)	1.00	1.00	1.00	1.00	1.00	1.00
CID Secretary/Property Tech	1.00	0.00	0.00	0.00	0.00	0.00
TOTAL	12.00	11.50	11.50	11.00	11.00	11.00

PERFORMANCE MEASURES / SERVICE LEVELS

Input / Demand	*Actual 18-19*	*Budget 19-20*	*Projected 19-20*	*Budget 20-21*
Number of Sworn Police Officers		11.00	11.00	11.00

Efficiency Measures / Impact	*Actual 18-19*	*Budget 19-20*	*Projected 19-20*	*Budget 20-21*
M&O Budget per Capita	$68.35	$72.23	$65.53	$63.39
M&O Percentage of City Budget	3.74%	3.06%	2.78%	
Number of Sworn Officers Per 1000 Population from WCCPD	0.49	0.47	0.47	0.45

Effectiveness Measures / Outcomes	*Goals*	*Actual 18-19*	*Budget 19-20*	*Projected 19-20*	*Budget 20-21*
SRO Presentations	1,3, 5	5	18	1	2
SRO Student Contacts	1,3, 5	615	450	679	500
Area School Events/Contacts	1,3, 5	10	10	18	18
Explorer Post Meetings	1,3, 5	45	47	17	47
Explorer Post Meetings Training Hours	1,3, 5	1,989	2,115	376	2,000
Crime Prevention Training - Community Svc.	1, 3, 5	20	90	2	50
Business Contacts - Community Svc.	1, 3, 4, 5	62	175	74	100
Neighborhood Watch Mtgs - Community Svc.	1, 3, 5	0	35	0	10
VIPS Hours	1, 2, 3, 5	3,000	2,600	1,317	2,000
Town Hall Meetings	1, 2, 3, 4, 5	0	1	0	1

SPECIAL REVENUE FUNDS

BUDGET CHANGES

Fiscal Year 2020-21 Compared to Fiscal Year 2019-20

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