



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

This notice is posted pursuant to the Texas Open Meetings Act. Notice is hereby given that a **Watauga Crime Control and Prevention District Board Meeting** will be held at which time the following subjects will be discussed and may be acted upon.

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.

CALL TO ORDER

ROLL CALL

PRESENTATION

1. Presentation of a proclamation recognizing July 7, 2020 as Texas Fallen Law Enforcement Officer Day

APPROVAL OF MINUTES

1. Consideration of minutes of the June 15, 2020 Watauga Crime Control and Prevention District Board meeting.

PUBLIC HEARING

NEW BUSINESS

1. Consider and action on an Ordinance amending the Crime Control and Prevention District FY2019-2020 Fiscal Year Budget to reduce revenues and expenditures relating to the COVID-19 financial impact.
2. Consider and action on approving and adopting the FY2020-2021 Crime Control and Prevention District Proposed Budget and submitting to City Council for acceptance

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, July 2, 2020, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.



Andrea Gardner, City Secretary





AGENDA MEMORANDUM

DATE: July 2, 2020

TO: Honorable City Council Members

FROM: Raquel Guajardo, Deputy City Secretary

THROUGH: Andrea Gardner, City Manager

SUBJECT: Presentation of a proclamation recognizing July 7, 2020 as Texas Fallen Law Enforcement Officer Day

BACKGROUND/INFORMATION:

Presentation of a proclamation recognizing July 7, 2020 as Texas Fallen Law Enforcement Officer Day

FINANCIAL IMPLICATIONS:

None.

RECOMMENDATION/ACTION DESIRED:

Staff recommends presentation of a proclamation recognizing July 7, 2020 as Texas Fallen Law Enforcement Officer Day

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Texas Fallen Law Enforcement Officer Day Proclamation

REVIEWED BY:

Approved as to form for inclusion on Agenda



Proclamation

Whereas, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Watauga Police Department; and

Whereas, nearly 60,000 assaults against law enforcement officers are reported each year, resulting in approximately 16,000 injuries; and

Whereas, since the first recorded death in 1791, almost 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and

Whereas, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C; and

Whereas, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

Whereas, I, Arthur L. Miner, Mayor of the City of Watauga, do hereby recognize July 7, 2020 as

“TEXAS FALLEN LAW ENFORCEMENT OFFICER DAY”

and urge all citizens to make every effort to express heartfelt appreciation to the men and women who risk their lives daily to guard our community.

Proclaimed this the 6th day of July, 2020.

Arthur L. Miner, Mayor

ATTEST

Andrea Gardner, City Manager/Secretary



AGENDA MEMORANDUM

DATE: July 1, 2020

TO: Crime Control and Prevention District Directors

FROM: Raquel Guajardo, Deputy City Secretary

SUBJECT: Consideration of minutes of the June 15, 2020 Watauga Crime Control and Prevention District Board meeting.

BACKGROUND/INFORMATION:

Consideration of minutes of the June 15, 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 15, 2020 Watauga Crime Control and Prevention District Board meeting.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. WCCPD Minutes 06.15.20

REVIEWED BY:

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

CALL TO ORDER

The Crime Control and Prevention District convened the meeting at 6:01 p.m.

ROLL CALL

The meeting convened with the following members present:

| | |
|-----------------|-------------------------------|
| Lovie Downey | Chairperson |
| Tom Snyder | Vice-Chairperson |
| Andrew Neal | Secretary |
| Juanita King | Director (absent with notice) |
| Danielle Tucker | Director |
| Mark Taylor | Director |
| Kim Irving | Director |
| 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 |
| Bradley Fraley | Chief Information Officer/ PIO |

PUBLIC TESTIMONY

President Downey called for public testimony. No requests to speak were received.

APPROVAL OF MINUTES

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

Director Tucker made a motion to approve the minutes of the Watauga Crime Control and Prevention District Board meeting held June 1, 2020. Motion seconded by Director Irving.

Chairperson Downey made friendly amendment to the motion and requested that page six (6) of the minutes located under section New Business Item #1, be edited to reflect the following:

Director Miner ~~closed~~ *made a motion to close* the nominations.

Director Tucker agreed to the friendly amendment to the motion. Motion seconded by Director Irving. Motion passed 7-0-1-0.

AYES: Tucker, Snyder, Downey, Miner, Neal, Taylor, Irving

NAYS: None
ABSENT: King
ABSTAIN: None

PUBLIC HEARING

Chairperson Downey provided the requirements of the Public Hearing and officially opened the hearing at 6:07 p.m., and introduced Ms. Gibson to present the following item:

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

Ms. Gibson gave a brief summary of the proposed budget for fiscal year 2020- 2021 and stated that sales tax is expected to decline 13% for the next year.

President Downey called for public testimony. No requests to speak were received.

President Downey called for Board discussion and or comments. Director Tucker inquired regarding the fund balance. Ms. Gibson explained the fund balance process and stated that a decrease of approximately \$89,000 is expected.

As there were no additional comments, Chairperson Downey closed the Public Hearing at 6:11 p.m.

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.

Vice-Chairperson Snyder made a motion to schedule the budget adoption on July 6, 2020. Motion seconded by Director Irving. Motion passed 7-0-1-0.

AYES: Tucker, Snyder, Downey, Miner, Neal, Irving, Taylor

NAYS: None

ABSENT: King

ABSTAIN: None

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

Chairperson Downey invited staff to provide comments. Staff had no comments at this time.

Chairperson Downey invited the Board to present direction regarding this item.

Director Tucker inquired if the budget included a Police Department banquet. Chief Parker responded that the event for 2020-2021 is included, however, due to COVID-19, a banquet was not held during the current year.

No direction or action was required for this item.

ADJOURNMENT

With no further business to discuss, Chairperson Downey adjourned the meeting at 6:15 p.m.

APPROVED: this ____ day of _____, 2020

SIGNED: this ____ day of _____, 2020

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 17, 2020

TO: Crime Control and Prevention District Directors

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

SUBJECT: Consider and action on an Ordinance amending the Crime Control and Prevention District FY2019-2020 Fiscal Year Budget to reduce revenues and expenditures relating to the COVID-19 financial impact.

BACKGROUND/INFORMATION:

Chapter 363.205(f) of the Local Government Code states that the Crime Control and Prevention District budget may be amended after the beginning of the fiscal year on approval by the board and the government body.

Due to the expected financial impact of COVID-19, in March of this year, the City Manager enacted measures to decrease spending that included the implementation of a hiring freeze for all positions except for public safety; elimination of all discretionary spending; and the reduction of expenditure budgets to the greatest extent possible without reducing service levels.

The General Fund and sales tax funds are expected to experience the biggest revenue shortfalls. Therefore, a budget amendment is needed in order to reflect the decreased revenues and expenditures for the Crime Control and Prevention District Budget. In order to mitigate some of the expected sales tax revenue loss of \$195,000 this fiscal year, a transfer from the Equipment Replacement Fund is proposed in the amount of \$70,000. Proposed expenditure reductions total \$158,195, which include a decrease in supplies, travel, training, lease payment to the Equipment Replacement Fund, and capital outlay. The attached proposed ordinance amends the budget to decrease revenues and expenditures and provides for the transfer from the Equipment Replacement Fund.

FINANCIAL IMPLICATIONS:

See attached proposed ordinance and budget amendment detail (Attachment A).

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the Board review and take action on the item presented.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Budget Amendment Ordinance 9.04BC CCD Budget 2019-2020
2. Attachment A - CCD Reduction in Revenues and Expenditures FY2019-2020

REVIEWED BY:



AGENDA MEMORANDUM

Sandra Gibson, CGFO, CGFM, Director of Finance
Karrie Marling, Legal
George Hyde, Legal
Andrea Gardner, City Manager

Approved - 6/29/2020
Approved - 7/2/2020
Approved - 7/2/2020
Final Approval - 7/2/2020

ORDINANCE NO. 2020-021

AN ORDINANCE OF THE CITY OF WATAUGA, TEXAS, AMENDING THE GENERAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020; REDUCING CERTAIN APPROPRIATIONS; TRANSFERRING VARIOUS APPROPRIATIONS AMONG ACCOUNTS; AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO TAKE ACTION NECESSARY TO ACCOMPLISH SAME; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on September 9, 2019, the City Council of the City of Watauga, Texas, passed, adopted and approved the City of Watauga, Texas, General Budget for the fiscal year beginning October 1, 2019 and ending September 30, 2020 (“Fiscal Year 2019-2020); and

WHEREAS, Section 102.010 of the Local Government Code authorizes the City Council of the City of Watauga to make changes in the Fiscal Year 2019-2020 budget for municipal purposes; and

WHEREAS, Article IX, Subsection 9.04C of the City Charter authorizes the City Council to reduce one or more appropriations, when determined by the city manager that the revenues available will be insufficient to meet the amount appropriated; and

WHEREAS, Article IX, Subsection 9.04D of the City Charter authorizes the City Council to transfer part or all of any unencumbered appropriation balance among programs within a department, division, or office or, upon written request by the city manager, the City Council may, by ordinance, transfer part or all of any unencumbered appropriation balance from one department, office or agency to another; and

WHEREAS, in accordance with state law and the City Charter, the City Council is of the opinion that the budget should be amended;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS, THAT:

SECTION 1.

The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

SECTION 2.

The General Budget of the City of Watauga, Texas, for Fiscal Year ____-____, be and is hereby amended as set forth in Exhibit "A," which is attached hereto and incorporated herein by reference.

SECTION 3.

The appropriate officials are hereby authorized and directed to take those steps necessary to accomplish such amendment and to cause the same to be duly reflected in the records of the City.

SECTION 4.

This ordinance shall be and is hereby cumulative of all other ordinances of the City of Watauga, Texas and this Ordinance shall not operate to repeal or affect any such other ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which such event conflicting provisions of this Ordinance, in which such event conflicting provisions, if any, in such other ordinance or ordinances are hereby repealed.

SECTION 5.

If any section, subsection, sentence, clause, or phrase of this Ordinance shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 6.

This Ordinance shall become effective and shall be in full force and effect from and after the date of passage and adoption by the City Council of the City of Watauga, Texas, and upon application of law and in accordance with Sections 3.11 and 3.13 of the Charter of the City of Watauga, Texas.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas this ____ day of ____, _____.

APPROVED:

Arthur L. Miner, Mayor

ATTEST:

Andrea Gardner, City Secretary

APPROVED AS TO FORM AND LEGALITY:

George Hyde, City Attorney

**ATTACHMENT A: REDUCED REVENUES AND APPROPRIATIONS
CRIME CONTROL AND PREVENTION DISTRICT FY2019-2020**

| Revenues | | | | |
|---------------------------------------|--|---------------------|---------------------|---------------------|
| Account | Description | Original | Revised Budget | Difference |
| 18-000-30510 | 1/2 Cent Sales Tax | \$ 1,509,000 | \$ 1,314,000 | \$ (195,000) |
| 18-000-36600 | Interest | \$ 18,000 | \$ 10,000 | \$ (8,000) |
| 18-000-36700 | Other Revenues | \$ 49,000 | \$ 24,500 | \$ (24,500) |
| 18-000-39150 | Transfer from ERF | \$ - | \$ 70,000 | \$ 70,000 |
| TOTAL DECREASED REVENUES | | \$ 1,576,000 | \$ 1,324,000 | \$ (157,500) |
| Expenditures | | | | |
| Category | Description | Original | Revised Budget | Difference |
| Personnel | Salaries, Benefits, Overtime, Certificaton Pay | \$ 982,500 | \$ 1,012,500 | \$ 30,000 |
| Supplies | Office, Wearing Apparel, Fuel/Parts, Educational, Ammunition | \$ 147,500 | \$ 116,500 | \$ (31,000) |
| Maintenance | Vehicle, Radio, Software, Uniform | \$ 198,500 | \$ 218,250 | \$ 19,750 |
| Contractual | Communications, Special Services, Training, Travel, Lease | \$ 329,870 | \$ 160,925 | \$ (168,945) |
| Capital Outlay | Computer Hardware/Software/Other | \$ 17,000 | \$ 9,000 | \$ (8,000) |
| TOTAL DECREASED APPROPRIATIONS | | \$ 1,675,370 | \$ 1,517,175 | \$ (158,195) |

Net Difference \$ (695)



AGENDA MEMORANDUM

DATE: June 17, 2020

TO: Crime Control and Prevention District Directors

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

SUBJECT: Consider and action on approving and adopting the FY2020-2021 Crime Control and Prevention District Proposed Budget and submitting to City Council for acceptance

BACKGROUND/INFORMATION:

The required Public Hearing was held on June 15, 2020 to allow for citizen input on the FY2020-2021 Proposed Budget for the Crime Control and Prevention District Budget in accordance with Local Government Code 363.204(a).

Sec. 363.204(d)(e) states that the Board must take action on approval and adoption of the Watauga Crime Control and Prevention District Budget and provide approval to submit to City Council. The Board may still make budget changes on the budget before adoption. Staff recommends the board make changes to the FY2020-2021 budget to reflect \$1,347,000 for sales tax revenues, an increase of \$36,400 in the original proposed budget. This change is requested due to sales tax receipts from the Comptroller coming in higher than the original forecast.

The Watauga Crime Control and Prevention District Budget is attached for review and consideration. If the board wishes to make the above change in the FY2020-2021 budget, the budget summary is provided for the Board's consideration.

FINANCIAL IMPLICATIONS:

Revenues and appropriations as listed in the Proposed Budget.

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the Board review and take action on the item presented.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. CCD PROPOSED BUDGET DOCUMENT
2. CCD BUDGET SUMMARY REVISED 2019-2020 AND 2020-2021

REVIEWED BY:



AGENDA MEMORANDUM

Sandra Gibson, CGFO, CGFM, Director of Finance
Andrea Gardner, City Manager

Approved - 6/28/2020
Final Approval - 6/30/2020



POLICE DEPARTMENT



The mission of the Watauga Police Department is to provide the highest quality police services while safeguarding individual liberties and building positive community relationships.



CRIME CONTROL DISTRICT PROPOSED BUDGET 2020-2021

SPECIAL REVENUE FUNDS

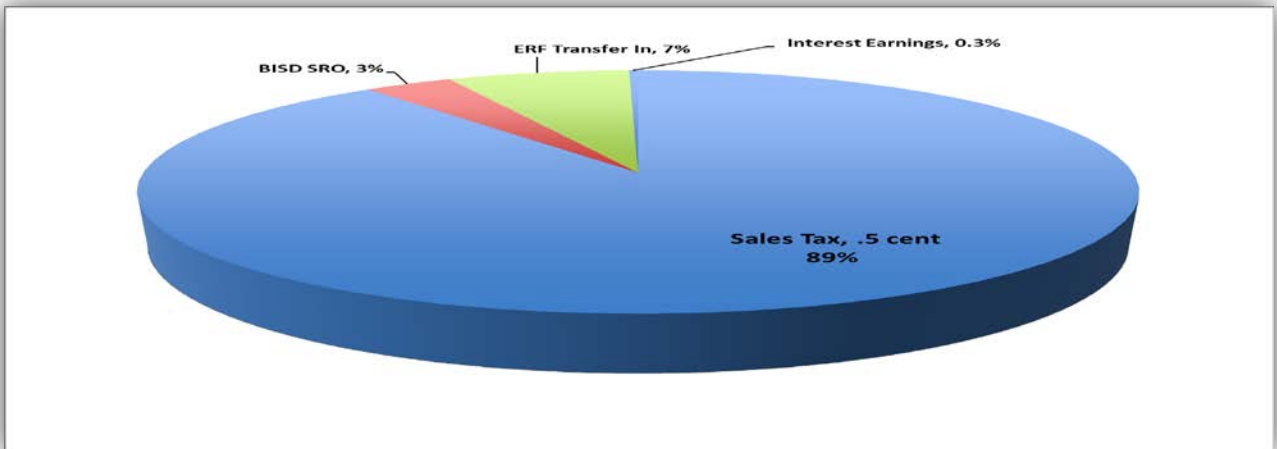
CRIME CONTROL DISTRICT – FUND 18

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.

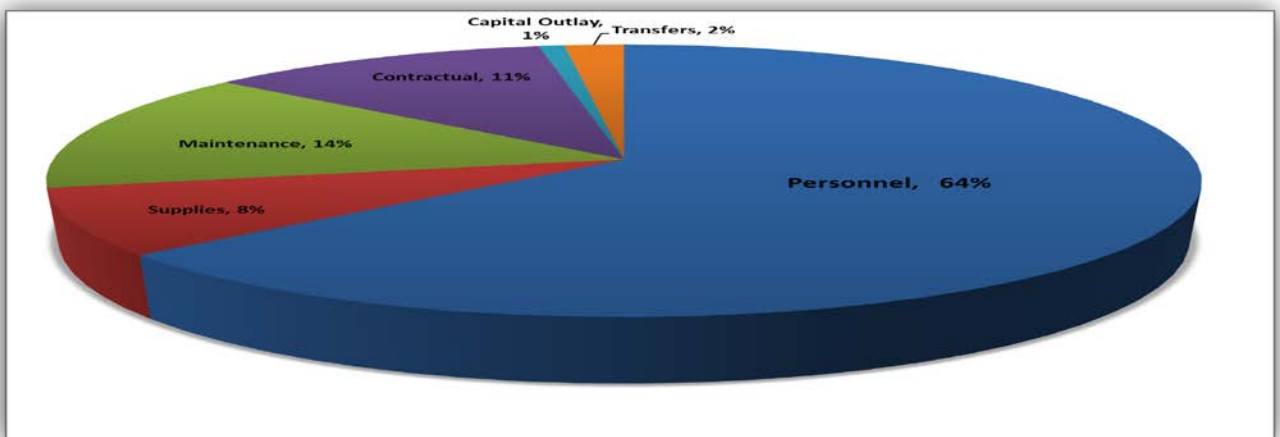
This is a Special Revenue Fund and is used to account for specific revenues that are legally restricted to expenditures for particular purposes. The fund is accounted for on the modified accrual basis of accounting. Revenues are recorded when available and measurable, and expenditures are recorded when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

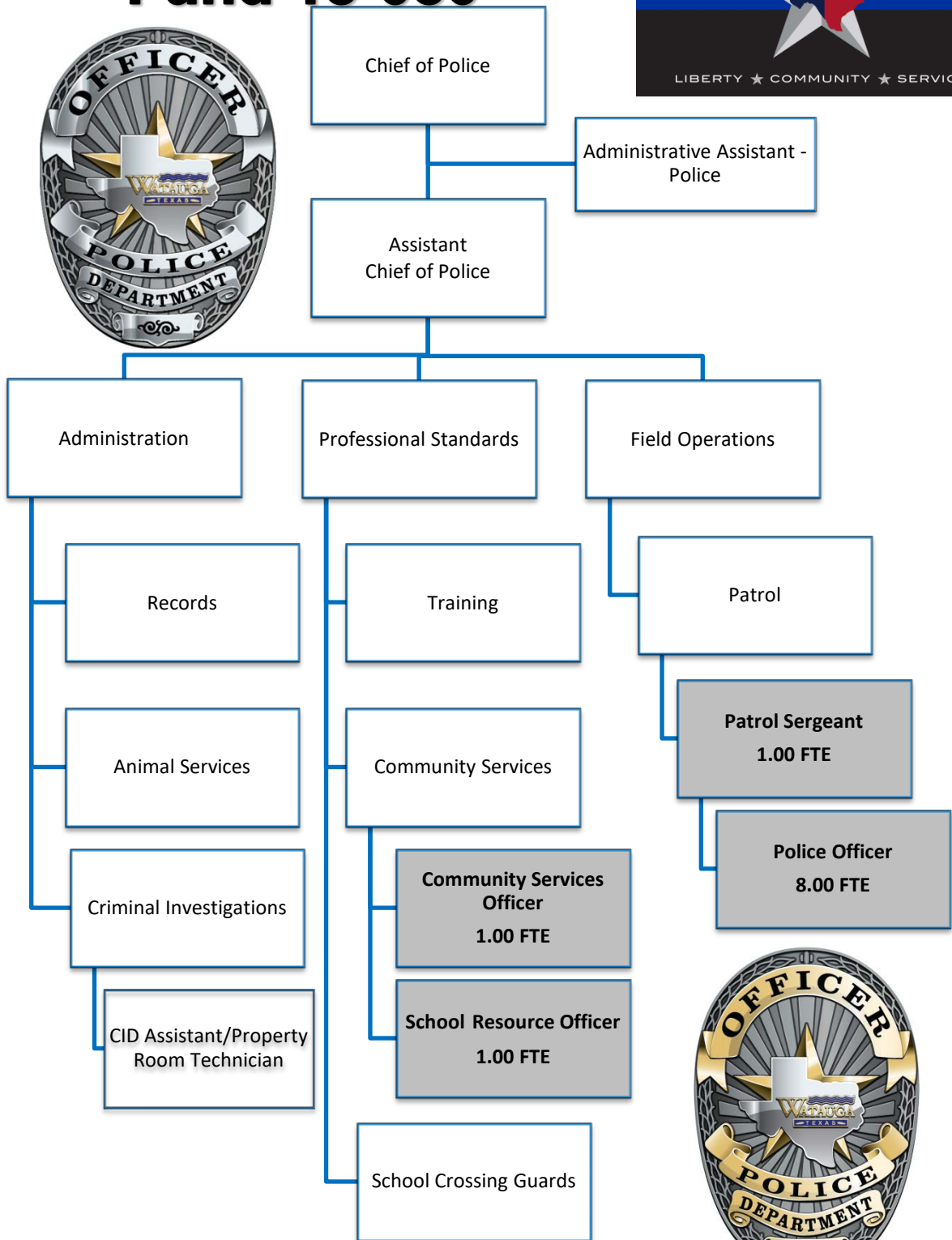
Where Does the Money Come From?



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:

7101 Whitley Road
Watauga, Texas 76148

HOURS OF OPERATION:

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 |
| Educational Supplies | Supplies | | (\$1,000) | Crossing Guards Program Elimination/ Needs Adjustment |
| 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

SPECIAL REVENUE FUNDS

CRIME CONTROL DISTRICT BUDGET SUMMARY - FUND 18 REVISED

| | CURRENT BUDGET YEAR | | BUDGET | %CHANGE |
|--|---------------------|-----------------------------|---------------------|-----------------------------|
| | 2019-2020 Budget | 2019-2020 Revised Budget | 2020-2021 Budget | FY2020-2021 VS 2019-2020 |
| Fund Balance, October 1 | \$681,641 | \$677,245 | \$548,570 | |
| <u>Revenues:</u> | | | | |
| Sales Taxes | 1,509,000 | 1,314,000 | 1,347,000 | -10.7% |
| BISD SRO | 49,000 | 24,500 | 49,000 | 0% |
| Transfer In From ERF | 0 | 70,000 | 100,000 | 100% |
| Interest Earnings/Other | 18,000 | 10,000 | 5,000 | -72.2% |
| Operating Revenues | \$ 1,576,000 | \$ 1,418,500 | \$ 1,501,000 | -4.76% |
| Total Available Resources | \$ 2,257,641 | \$ 2,095,745 | \$ 2,049,570 | -9.2% |
| <u>Expenditures:</u> | | | | |
| Operating Expenditures | 1,658,370 | 1,508,175 | 1,510,650 | -8.9% |
| Capital Outlay | 17,000 | 9,000 | 13,000 | -23.5% |
| Total Expenditures | 1,675,370 | 1,517,175 | 1,523,650 | -9.1% |
| <u>Operating Transfers-Out</u> | | | | |
| To General Fund | 30,000 | 30,000 | 30,000 | 0.0% |
| To Capital Projects | 0 | 0 | 0 | 0.0% |
| To Internal Service Fund | 0 | 0 | 0 | 0.0% |
| Total Operating Transfers-Out | 30,000 | 30,000 | 30,000 | 0.0% |
| TOTAL OPERATING & TRANSFERS | \$ 1,705,370 | \$ 1,547,175 | \$ 1,553,650 | -8.9% |
| Fund Balance, September 30 | \$552,271 | \$548,570 | \$495,920 | |
| CHANGE IN FUND BALANCE | (\$129,370) | (\$128,675) | (\$52,650) | |
| Fund Balance Policy Min @ 20% | | | \$308,130 | |