



**MINUTES
CRIME CONTROL & PREVENTION DISTRICT
MEETING
CITY HALL COUNCIL CHAMBER,
7105 WHITLEY ROAD
MONDAY, JUNE 2, 2025
5:30 PM**

CALL TO ORDER

Chairperson Malissa Minucci called the meeting to order at 5:36 p.m.

ROLL CALL

The meeting was convened with the following members present:

Malissa Minucci
Pat Shelbourne
Cris Blackburn
Lovie Downey
Andrew Neal
Mark Taylor
Jan Hill
Arthur L. Miner

Chairperson/Place 5
Place 1 (Absent)
Secretary/Place 2 (Absent)
Place 3
Place 4
Place 6 (Absent)
Place 7
Place 8

and

Sandra Gibson
Linda Proskey
Jennifer Calvert
James Lewis

City Manager
City Secretary
Director of Finance
Chief of Police

ANNOUNCEMENTS

There were no announcements.

OATHS OF OFFICE

Linda Proskey, City Secretary, gave the Oath of Office to the following members:

Place 3 - Lovie Downey
Place 4 - Andrew Neal

Place 5 - Malissa Minucci

Place 8 - Arthur L. Miner

PUBLIC COMMENT

No requests for public comment were received.

PUBLIC TESTIMONY FOR ACTION ITEMS

No requests for public testimony were received.

CONSENT AGENDA

1. Consider approval of June 10, 2024, CCPD minutes.

Director Hill made a Motion to approve the minutes as presented. Director Mayor Miner seconded the motion. Chairperson Minucci called for a vote.

Motion carried 5-0-0-0.

Ayes, Minucci, Miner, Neal, Downey Hill

Nays: None

Abstain: None

Absent: Taylor, Shelbourne, Blackburn

ACTION ITEMS

1. Discussion and selection of the following officers:

Chairperson

Director Hill made a nomination for Director Lovie Downey for Chairperson.

Hearing no further nominations Chairperson Minucci called for a motion. Director Hill motioned to appoint Director Downey as Chairperson. Director Neal seconded the motion. Vice-Chairperson Minucci called for a vote.

Motion carried 5-0-0-0.

Ayes: Neal, Downey Hill, Minucci, Miner

Nays: None

Abstain: None

Absent: Shelbourne, Blackburn, Taylor

Vice Chairperson

Director Hill nominated Andrew Neal as Vice-Chairperson

Hearing no further nominations Chairperson Minucci called for a motion. Director Hill nominated Andrew Neal as Vice-Chairperson. Mayor Miner seconded the motion. Vice-Chairperson Minucci called for a vote.

Motion carried 5-0-0-0.

Ayes: Neal, Downey Hill, Minucci, Miner

Nays: None

Abstain: None

Absent: Shelbourne, Blackburn, Taylor

Secretary

Director Miner made a nomination for Director Cris Blackburn as Secretary.

Hearing no further nominations Chairperson Minucci called for a motion. Director Miner nominated Cris Blackburn for Secretary. Director Hill seconded. Vice-Chairperson Minucci called for a vote.

Motion carried 5-0-0-0.

Ayes: Neal, Downey Hill, Minucci, Miner

Nays: None

Abstain: None

Absent: Shelbourne, Blackburn, Taylor

2. Discussion and possible action on the Watauga Crime Control and Prevention District Budget for FY2025-2026

Finance Director Jennifer Calvert and Police Chief James Lewis jointly presented the budget overview. Calvert reviewed the budget process, revenues, and expenditures, noting efforts to streamline meetings. A workshop was held this evening, with a public hearing and potential budget adoption by both the Board and City Council scheduled for June 9, followed by a second public hearing on August 11, when the budget may be formally adopted. FY2025 Crime District revenues are projected at \$2.1 million, primarily (94%) from sales tax, with additional income from Birdville ISD reimbursements for School Resource Officers (SROs) and interest earnings. Expenditures are estimated at \$2.6 million, 61% of which is for personnel, with the remainder for maintenance, contracts, capital, supplies, and transfers. FY2026 expenditures are projected to increase to nearly \$2.7 million. Sales tax revenue, conservatively budgeted due to economic uncertainty, is estimated at \$1.953 million for the current year. A 4% revenue increase is expected due to Birdville ISD's asking for an additional SRO. Birdville contributes 65–75% of the two SRO positions.

Chief Lewis highlighted key operational accomplishments, including successful recruitment across multiple roles, expanded leadership training, and implementation of a crisis response program, peer support and wellness initiatives, and compliance with state law enforcement training standards. He also noted enhancements to surveillance capabilities through expanded license plate reader and camera systems, with plans to improve data transparency, traffic enforcement, and community engagement. Additional priorities include developing public dashboards, streamlining internal reporting for data-driven policing, and replacing outdated equipment to support officer safety and effectiveness.

No action was taken.

3. Consideration and action on setting a Public Hearing for citizen input on the Watauga Crime Control and Prevention District Proposed Budget for Fiscal Year 2025-2026 on June 9, 2025, at 5:30 p.m.

Finance Director Jennifer Calvert presented the item, stating that they would like to hold a public hearing on the budget they just proposed on June 9, 2025, at 5:30 p.m. to receive public input before sending it to the council for possible acceptance.

Director Neal made a motion to set the public hearing on June 9, 2025, at 5:30 p.m. Director Hill seconded the motion. Hearing no further discussion Chairperson Downey called for a vote.

Motion carried 5-0-0-0.

Ayes: Neal, Downey Hill, Minucci, Miner

Nays: None

Abstain: None

Absent: Shelbourne, Blackburn, Taylor

4. Consideration and action on setting the Watauga Crime Control and Prevention District Budget Adoption date for June 9, 2025

Finance Director Jennifer Calvert presented the item, stating that they would like to present the budget for possible adoption on June 9, 2025, at the regularly scheduled City Council meeting.

Director Hill made a motion to set the adoption date for June 9, 2025. Director Neal seconded the motion. Hearing no further discussion Chairperson Downey called for a vote.

Motion carried 5-0-0-0.

Ayes: Neal, Downey Hill, Minucci, Miner

Nays: None

Abstain: None

Absent: Shelbourne, Blackburn, Taylor

ANNOUNCEMENTS

There were no items for future agendas.

ADJOURNMENT

Chairperson Downey adjourned the meeting at 6:13 pm

Approved: this 9 day of June, 2025

Signed: this 9 day of June, 2025

ATTEST;

/s/ C. Blackburn

Cris Blackburn, Secretary

APPROVED: 

/s/ Lovie Downey

Lovie Downey, Chairperson 