



**MINUTES
CRIME CONTROL & PREVENTION DISTRICT
MEETING
CITY HALL COUNCIL CHAMBER,
7105 WHITLEY ROAD
MONDAY, JUNE 9, 2025
5:30 PM**

CALL TO ORDER

Chairperson Malissa Minucci called the meeting to order at 5:34 p.m.

ROLL CALL

The meeting was convened with the following members present:

Lovie Downey	Chairperson/Place 3
Pat Shelbourne	Place 1
Cris Blackburn	Place 3
Andrew Neal	Place 4
Malissa Minucci	Place 5
Mark Taylor	Place 6
Jan Hill	Place 7
Arthur L. Miner	Place 8

and

Sandra Gibson	City Manager
Linda Proskey	City Secretary
Jennifer Calvert	Director of Finance
James Lewis	Chief of Police

ANNOUNCEMENTS

There were no announcements.

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 2, 2025, CCPD minutes.

Chairperson Downey asked if there were any items the board wished to pull. Hearing none, she called for a motion. Director Hill made a Motion to approve the consent agenda as presented. Director Neal seconded the motion. Chairperson Downey called for a vote.

The motion carried 8-0-0-0.

Ayes, Downey, Shelbourne, Blackburn, Minucci, Miner, Neal, Taylor, Hill,

Nays: None

Abstain: None

Absent: None

PUBLIC HEARING

1. Conduct a Public Hearing on the Watauga Crime Control and Prevention District proposed budget for FY2025-2026

Chairperson Downey opened the public hearing at 5:38 pm.

There were no requests to speak

Chairperson Downey closed the public hearing at 5:38 pm.

ACTION ITEMS

1. Consider action on acceptance of the Annual Financial Audit for the period ending September 30, 2024, for the Watauga Crime Control and Prevention District as conducted with the annual audit of the City of Watauga.

Finance Director Jennifer Calvert explained that the audit is conducted annually, as required by the Local Government Code, and invited Board Member Cris Blackburn to share her comments with regards to discrepancies she noticed. Director Blackburn noted four discrepancies in the audit, attributing them to possible formatting issues during the conversion process. She stated that certain figures—particularly in the variance column—were incorrectly bracketed, resulting in inaccurate values.

Calvert acknowledged the discrepancies on page 87 of the audit, specifically in the variance column under “Other Financing Uses,” where negative values of -\$60,149 and -\$1,490 should have been positive. She confirmed that the auditing firm had corrected these errors and provided a revised page, which was distributed to the board. However, Director Blackburn indicated there might be additional issues but did not have her notes available for reference.

Director Miner asked whether approval of the audit was time-sensitive or tied to budget approval. Calvert confirmed there was no immediate deadline.

Director Miner then moved to table the item until the next council meeting. Director Hill seconded the motion. Chairperson Downey called for a vote.

The motion carried 8-0-0-0.

Ayes, Downey, Shelbourne, Blackburn, Minucci, Miner, Neal, Taylor, Hill,

Nays: None

Abstain: None

Absent: None

2. Consideration and action on the Watauga Crime Control and Prevention District's Proposed Budget for Fiscal Year 2025-2026.

Finance Director Jennifer Calvert presented the proposed budget, noting no changes since the previous week's workshop. Revenues are budgeted at \$2.11 million, and expenditures at \$2.65 million, resulting in a projected fund balance drawdown of approximately \$498,000. This is primarily due to operating expenditures and capital outlay. The projected fund balance does not fall below the 20% threshold; however, if it appears likely to, staff will reevaluate expenditures and consider delaying purchases or shifting costs to the General Fund. The Crime Control District's new funded requests include two LPR cameras, two PTZ cameras, gym equipment, and portable covert surveillance cameras, totaling \$40,800. Although the plan allows for \$225,000 in capital outlay, the request is for \$125,000 to purchase two vehicles instead of three.

Chief Lewis provided an overview of the proposed FY 2025-26 Crime Control and Prevention District (CCPD) budget. Key changes include the addition of a second School Resource Officer (SRO) to enhance safety across BISD campuses. Currently, one SRO serves all three schools; the second would allow dedicated coverage for Grace Hardeman and Watauga Elementary, reducing response times and providing support to patrol operations during the summer.

Chief Lewis also requested continued funding for the crisis response position held by Christy Garcia, which would allow the reallocation of existing resources to hire a sworn Mental Health Officer. Garcia has proven instrumental in supporting both police and fire departments, developing mental health response programs and offering support for staff exposed to traumatic events. A dedicated Mental Health Officer would help reduce patrol response times, lower EDP recidivism, and enhance service to vulnerable community members.

To support crime prevention and investigations, Chief Lewis requested \$15,800 for four additional surveillance cameras, expanding the current network from 20 to 24, with an annual recurring cost of \$13,000. He also requested \$10,000 for portable covert cameras to assist in narcotics interdiction efforts, providing safer and more effective surveillance options.

In support of officer wellness and readiness, \$15,000 was requested to replace outdated gym equipment. Rising personnel costs remain a budget factor, but Chief Lewis affirmed his commitment to only requesting what is essential to fulfill the department's mission. He concluded by reaffirming the department's dedication to serving the community with professionalism, integrity, and compassion.

Director Neal made a Motion to accept the 2025-2026 proposed budget. Director Hill seconded the motion. Chairperson Downey called for a vote.

The motion carried 8-0-0-0.

Ayes, Downey, Shelbourne, Blackburn, Minucci, Miner, Neal, Taylor, Hill,
Nays: None
Abstain: None
Absent: None

ANNOUNCEMENTS

There were no items for future agendas.

ADJOURNMENT

Chairperson Downey adjourned the meeting at 5:50 pm.

Approved: this 23 day of June, 2025

Signed: this 23 day of June 2025

APPROVED:

/s/ Lovie Downey

Lovie Downey, Chairperson

ATTEST:

/s/ C. Blackburn

Cris Blackburn, Secretary