



Crime Control & Prevention District  
(CCPD)

Regular Session Agenda Packet  
June 16, 2016

**CITY OF SANSOM PARK  
CRIME CONTROL AND PREVENTION DISTRICT  
(CCPD) BOARD OF DIRECTORS  
Regular Called Session  
June 16, 2016  
6:00 P.M.**

**ATTENDANCE SHEET**

Jim Barnett, Jr., President \_\_\_\_\_

Crystal Harris, Vice President \_\_\_\_\_

Donna Bell, Member \_\_\_\_\_

Jerry Sewall, Member \_\_\_\_\_

Jim Barnett, Sr., Member \_\_\_\_\_

Tanya Gregory, Member \_\_\_\_\_

**Staff:**

Greg Hutson, City Administrator \_\_\_\_\_

Wendy Blocker, City Secretary \_\_\_\_\_

Randy Driver, Police Chief / Staff Liason \_\_\_\_\_



**CITY OF SANSOM PARK**  
**Crime Control and Prevention District (CCPD) Board of Directors**  
**Meeting Agenda Regular Session – 6:00 p.m.**  
**June 16, 2016**

The Sansom Park Crime Control and Prevention District (CCPD) Board of Directors will hold a Regular Session at 6:00 p.m. in the City Hall Council Chambers, 5705 Azle Avenue, Sansom Park, Texas on Thursday, June 16, 2016. This meeting is open to the public and subject to the Open Meeting Act.

*Pursuant to Section 551.071 of the Texas Government Code, the Council may convene an Executive Session at any time during the meeting as deemed necessary to obtain advice from the City Attorney regarding any posted agenda item.*

**REGULAR SESSION – 6:00 P.M.**

**I. CALL TO ORDER / ROLL CALL**

Call to order and announce a quorum is present.

**II. ACTION ITEMS**

1. Discuss and consider approval of the minutes from the meeting held on May 19, 2016, as presented.

**III. PUBLIC HEARINGS**

1. a. Hold a public hearing on the Crime Control and Prevention District proposed FY2016-17 Budget.

b. Discuss and consider approving the Crime Control and Prevention District proposed FY2016-17 Budget and recommendation to the City Council for approval.

**ADJOURNMENT**

**Certification:**

I hereby certify that the above notice was posted on the bulletin board, at the Sansom Park City Hall, 5705 Azle Avenue, Sansom Park, Texas, 76114, on \_\_\_\_\_, \_\_\_\_\_, 2016 \_\_\_\_\_ am/pm and remained so posted at least 72 hours before said meeting was convened. **NOTICE:** Sansom Park City Hall is wheelchair accessible and special parking is available on the North side of the building. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the City Secretary's Office a minimum of 24 hours before the meeting and every effort will be made to provide reasonable accommodations.

\_\_\_\_\_  
Wendy Blocker, City Secretary

**NOTICE:** A quorum of the Sansom Park City Council, the Planning and Zoning Commission, the Zoning Board of Adjustment and the Building Board of Appeals will be present at this meeting; however, none of these Boards will take action on any items on this posted agenda.

*Certification of Notice of Meeting was removed on \_\_\_\_\_, 2016 at \_\_\_\_\_ a.m./p.m.  
by \_\_\_\_\_.*

**MINUTES OF THE CRIME CONTROL AND PREVENTION DISTRICT (CCPD) BOARD OF DIRECTORS REGULAR SESSION HELD, Thursday, May 19, 2016 at 6:30 p.m. in the City Council chambers, 5705 Azle Ave., Sansom Park, Texas.**

***Board Members Present:***

Jim Barnett, Jr., President  
Willie Roach, Member  
Jerry Sewall, Member  
Jim Barnett, Sr., Member  
Crystal Harris, Vice President  
Tanya Gregory, Member

***City Staff Present:***

Greg Hutson, City Administrator  
Wendy Blocker, City Secretary  
Randy Driver, Police Chief  
Ron Douglas, Community Development

**CALL TO ORDER**

President, Jim Barnett, Jr. called regular meeting to order at 6:35 p.m. A quorum is present of the CCPD Board of Directors.

**ACTION ITEMS**

- 1. Discuss and consider approval of the minutes from the meeting held on February 4, 2016, as presented.** Vice President Crystal Harris made a motion to approve the minutes from February 4, 2016, second by Member Tanya Gregory. Board voted unanimously to approve the minutes of the meeting held on February 4, 2016 as presented. Motion carried 6-0.
- 2. Discuss and consider adoption of Order No. CCPD 504-16 An Order of the Sansom Park Crime Control and Prevention District in the City of Sansom Park, Texas Canvassing and Declaring the results of the May 7, 2016 Special Election on a Referendum to continue the Crime Control and Prevention District Sales Tax for a period of Twenty (20) years.** Vice President Harris made a motion to adopt Order No. CCPD 504-16, second by Member Gregory. Board voted unanimously to adopt Order No. CCPD 504-16 an Order of the Sansom Park Crime Control and Prevention District in the City of Sansom Park, Texas Canvassing and Declaring the results of the May 7, 2016 Special Election on a Referendum to continue the Crime Control and Prevention District Sales Tax for a period of Twenty (20) years. Motion carried 6-0.

**NON-ACTION ITEMS**

- 1. Chief Driver update to Board.** Chief Driver updates the Board on the upcoming Budget schedule for FY 2016-17. Also, he had a presentation of various items that have been purchased from CCPD funds. President Barnett, Jr. would like review and put into place again the crime watch meetings.

As there was no further business to discuss or consider, President Barnett, Jr., adjourned the meeting at 6:54 p.m.

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Jim Barnett, Jr., President

ATTEST:

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Wendy Blocker, City Secretary

# Crime Control and Prevention District **C. C. P. D.**

Proposed 2016 – 2017 budget



**SANSOM PARK POLICE DEPARTMENT**

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## Board of Directors

**Jim Barnett Jr, President**

**Crystal Harris, Vice President**

**Jim Barnett Sr., Member**

**Tayna Gregory, Member**

**Jerry Sewell, Member**

**Donna Bell, Member**



## Revenue

Revenue from the ½ cent sales tax serves a role in providing the necessary resources to effectively implement crime reduction strategies pertaining to enhanced enforcement, neighborhood crime prevention, recruitment and training, department equipment, technology, and infrastructure. These strategies may include deploying officers on an enhanced basis to respond to emerging problems, supporting citizen participation and crime prevention programs, replacing vehicles and other equipment critical to aid in controlling crime within the City of Sansom Park.

The estimated revenue for the budget year is: \$125,325.00

# Expenditures

## 1) Salaries / Wages

The salary and wages expenditure is \$45,011.00. This amount will be used to add an additional Police Officer to the force. This Officer would be a uniformed sworn Officer assigned to patrol the City.

## 2) TMRS Retirement

\$2,351.00 is being budgeted to fund the cost that would go to the new Officers retirement fund.

## 3) Hlth / Life / Dental

\$6,651.00 would be to fund Health, Life and Dental insurance for the new position (Officer).

## 4) FICA

\$3,443.00 would be to the federal taxes, Social Security, etc.. for the new position (Officer).

## 5) Unemployment Compensation

\$450.00 would be to cover the unemployment compensation rate.

## 6) Workers Compensation

\$118.00 would be to cover the unemployment compensation rate.

## 7) Office Supplies

**\$3000.00 would be to buy office supplies as needed, such as:**

- Pens
- White out
- Copy paper / printer paper (print reports, call sheets etc..)
- Printer ink
- Paper towels (non jail use)
- Toilet paper (non jail use)
- DVD's
- CD's
- Flash Drives
- Stamps / postage
- Binders, notebooks, tabs
- Dividers
- Paper Clips / binder clips
- Batteries
- File Folders
- Highlighters
- Dry Erase Pens
- Cleaning Supplies
- Staples
- Cables, connectors for computers, etc..
- Evidence bags, tags, evidence tape, markers, etc..
- Baggies
- Post it notes / memo pads / note tablets / legsl pads
- Message pads
- Light bulbs
- Screen cleaner & wipes
- Binder clips
- Copier supplies
- Hanging files – folders
- Trash bags
- Shredder supplies / bags
- Tape
- Business cards (new officers as hired)
- Receipt paper / invoice / receipt book for impound sales
- Misc computer supplies
- General office supplies not listed that arise durin g the year

## 8) Uniforms

\$5000.00 for new and replacement uniforms

- Uniforms for newly hired employees.
- Bullet resistant vests and carriers. (new Officers)
- Replacement uniforms for current staff as needed
- Name tags
- New uniform patches
- Badge replacements (change numbers or titles etc...)
- Guns belts , holsters, etc..
- Handcuffs, flashlights, batons

## 9) Radio Equipment

\$8,701.00 for radio equipment.

- Batteries
- Replace / fix broken radios
- Antenna replacement
- Replace broken dispatch console
- Repair back office radio
- Repair any radio equipment as needed
- Unit radio upgrades
- Vehicle antenna replacements when needed
- Upgrade equipment as mandated
- Cell phone for patrol

## 10) Miscellaneous Supplies

\$500.00 for

- Misc. impound, jail or building supplies or repairs as they arise.
- Interview room recording devices / jail recording devices
- Body camera repairs when or if needed

## 11) Range Supplies

**\$3,000.00 for range needs.**

- Timers
- Targets
- Ammunition
- Weapon repairs
- Department issued weapons or items relating to range
- Gun repair & repair equipment
- Gun unloading safety equipment
- Cleaning equipment and gear
- Safety glasses and ear protection
- Misc safety equipment
- Range fee's
- Staple guns and associated supplies
- Range instructor schools
- Instructor equipment
- Tactical training fee's
- Specialty equipment and specialized training involving weapons
- Sims training and supplies (simulated training)

## 12) Crime Watch Meetings

**\$500.00**

- Snacks & drinks
- guest speakers (if possible)
- Supplies
- Postage & mailers
- Printed materials

## **13) Neighborhood Watch Program**

**\$1,500.00**

- Signs for neighborhoods
- National fee's
- Training programs
- Stickers, decals, etc..
- Equipment & supplies as needed or required

## **14) National Night Out**

**\$1,00.00**

- Food & drinks
- supplies
- badges & stickers for children

## **15) Community / Staff Recognition**

**\$500.00**

- plaques
- certificates
- Food & drinks
- supplies

## **16) Training**

**\$5,000.00**

- state required training
- FTO schools
- Specialized schools
- DWI Training
- Drug training
- Training supplies

- conferences
- certificates
- Food & drinks is sponsoring training
- Supplies
- Defensive tactics training
- Instructor courses
- Less lethal training schools & associated required equipment
- New schools as they become available
- Public relations community awareness classes

## **17) Travel**

**\$1,200.00**

- Travel expenses & hotel lodging for training, court or other out of town out of town conferences

## **18) Lab Analysis / Reports**

**\$1,000.00**

- Drug seizure testing
- Victim lab tests required by DA's office
- Random testing
- Employee testing

## **19) Dues & Subscriptions**

**\$1,100.00**

- Professional association dues for command staff
- Evidence management association

## **20) New Hire Testing**

**\$2,300.00**

- Pre hire testing
- Medical evaluations
- Physical agility testing
- Vision & Hearing testing
- Psychological testing / evaluations
- Drug screening
- Associated testing not previously being done

## **21) Air Cards**

**\$4,500.00**

- Vehicle computer connecting to state systems
- Laptop connectivity

## **22) Vehicle Maintenance**

**\$5,00.00**

- Unkeep of current fleet
- Tires
- Oil changes
- repairs

## **23) Licensing**

**\$20,000**

- licensing fee's for RMS system or CAD computer aided dispatching (CRIMES)
- FCC licensing