

City of Windcrest



AGENDA

WINDCREST CRIME CONTROL AND PREVENTION DISTRICT THURSDAY, JANUARY 14, 2021

CITY COUNCIL CHAMBERS @ 8601 MIDCROWN

2:00 P.M.

NOTICE IS HEREBY GIVEN THAT A WINDCREST CRIME CONTROL AND PREVENTION DISTRICT (WCCPD) MEETING WILL BE HELD AT THE CITY OF WINDCREST CITY COUNCIL CHAMBERS, 8601 MIDCROWN, WINDCREST, TEXAS ON THE 14th DAY OF JANUARY 2021 STARTING AT 2:00 P.M. DURING THE MEETING THE FOLLOWING SUBJECTS WILL BE CONSIDERED AND THE BOARD MAY TAKE ACTION ON ANY OF THE LISTED SUBJECTS.

THE WCCPD RESERVES THE OPTION TO RECESS THE MEETING DURING THE AFTERNOON OF JANUARY 14, 2021 AND TO RECONVENE THE MEETING ON THE FOLLOWING DAY, JANUARY 15, 2021 AT 9:00 A.M. AT THE WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS.

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

The City of Windcrest Council Chambers is wheelchair accessible, and accessible parking spaces are available. In compliance with Americans with Disabilities Act, the City of Windcrest will provide reasonable accommodations for persons attending the meeting. To better serve you, requests should be received 48 hours prior to the meeting. Please contact the City Secretary's Office, at 210-655-0022 ext. 2150 or Fax 210-655-8776, or 711 Texas Relay.

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance and Invocation
- IV. **Citizens to be Heard**

- a) Citizens may address the WCCPD on topics not on the agenda for no more than three (3) minutes.
- b) Citizens shall also have the opportunity to address the WCCPD during consideration of posted agenda items for no more than six (6) minutes.
- c) Only a maximum of six (6) members of the public will be permitted in the City Council Chambers at a time. All attendees will be required to be screened for present signs of COVID-19 prior to entering City Hall.
- d) Four (4) hours prior to the meeting, an email to the Police Chief at dvolz@windcrest-tx.gov is required, to be added to the attendee list ensuring proper physical distance seating inside and outside City Council Chambers.
- e) An email statement may be sent to the Police Chief at dvolz@windcrest-tx.gov to be read into the meeting to the WCCPD. Statements will be provided to Council and available to the public not in attendance after the meeting.
- f) A City Official may make a statement of specific factual information in response to an inquiry made by a member of the public, or a recitation of existing policy in response to an inquiry made by a member of the public.

V. Discussion & Action

- a) Deliberation and possible action on an ordinance creating three (3) new police officers' positions to include two patrol officers and one corporal. [Darrell Volz, Police Chief]

VI. General Announcements & Future Agenda Items Requested

Per Ordinance No. 618, repealing Ordinance No. 593; Section 9: Every agenda shall include an item entry granting a member the opportunity to propose an item for consideration of future agendas for Regular or Special Meetings. Any member may request the inclusion of such items at any meeting.

VII. Adjournment

It is anticipated that members of other city boards, commissions and committees may attend the meeting in numbers that may constitute a quorum of such other city boards, commissions and committees, so that notice is hereby given that the meeting is also a meeting of the other city boards, commissions and committees whose members are in attendance. The members of the other city boards, commissions and committees may participate in discussions which occur at the meeting, but no action will be taken by the other boards, commissions and committees whose members are in attendance.

The City reserves the ability to go into executive session on any matter posted on the agenda, should the discussion on such a matter become qualified for executive session under the Texas Open Meetings Act.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Windcrest Crime Control and Prevention District is a true and correct copy of said Notice and was posted on the bulletin board at City Hall of said City in a convenient place to the public and said Notice was posted more than seventy-two (72) hours prior to the meeting on January 14, 2021.

By: /s/Rachel C. Dominguez, City Secretary

WCCPD AGENDA ITEM MEMO

DEPARTMENT: Police

REQUESTOR: Darrell Volz

DEPARTMENT HEAD: Darrell Volz

IMPACTED DEPARTMENT/'S: Police Department

SUBJECT: Addition of 3 New Positions

SUMMARY: The Windcrest Police Department is in need of additional sworn personnel to keep up with the demands of policing in Windcrest, Texas.

BACKGROUND INFORMATION: The Windcrest Police Department's current staffing has been at this level for nearly 10 years. While the demands of the department have increased the manpower has not. This will take our number of sworn members from 27 to 30.

ISSUE: The mission of the Windcrest Police Department is to enhance the quality of life in our community and provide the community with a safe and fear free environment in which to live work and play. One of the most common concerns brought to my attention is traffic in our city. With the addition of these personnel, my intentions are to create a traffic unit to address these issues. The additional corporal will be used in our Criminal Investigations to address the investigation of crimes in our city which the current personnel are unable to keep up with.

ALTERNATIVES: As an alternative we can continue with the status quo and do the best we can addressing the concerns of our citizens with our current staffing.

FISCAL IMPACT: The total cost will be approximately \$174,000 annually or \$14,500 monthly for all three (3) positions, including benefits. WCCPD budget summaries are enclosed.

RECOMMENDATION:

Recommendation of an ordinance be approved to send to City Council for consideration of the addition of three (3) new positions to the Windcrest Police Department sworn in officers.

18 -WCC&PD FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
18-1102	CLAIM ON CASH	(120,298.37)	
18-1105	CASH - SAVINGS	357,553.06	
18-1210	PREPAID MAINTENANCE	0.00	
18-1315	DUE FROM GENERAL FUND	0.00	
18-1510	A/R-SALES TAX	92,710.62	
18-1515	A/R - MISC.	<u>0.00</u>	
			<u>329,965.31</u>
TOTAL ASSETS			329,965.31
			=====
LIABILITIES			
=====			
18-2200	WAGES PAYABLE	0.00	
18-2230	TMRS PAYABLE	0.00	
18-2250	INSURANCE A/P	0.40	
18-2315	DUE TO GENERAL FUND	0.00	
18-2400	A/P PENDING	33,028.36	
18-2410	A/P - SALES TAX	0.00	
18-2451	A/P SALES TAX PAYBACK	<u>0.00</u>	
	TOTAL LIABILITIES		<u>33,028.76</u>
EQUITY			
=====			
18-3201	FUND BALANCE	<u>326,614.00</u>	
	TOTAL BEGINNING EQUITY	326,614.00	
TOTAL REVENUE		2.59	
TOTAL EXPENSES		<u>29,680.04</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		(29,677.45)	
TOTAL EQUITY & FUND BALANCE			<u>296,936.55</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE			329,965.31
			=====

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2020

18 -WCC&PD FUND

% OF YEAR COMPLETED: 08.33

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET
<u>REVENUE SUMMARY</u>							
ALL REVENUES	<u>864,222</u>	<u>864,222</u>	<u>2.59</u>	<u>2.59</u>	<u>491.67</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	864,222	864,222	2.59	2.59	491.67	0.00	0.00
<u>EXPENDITURE SUMMARY</u>							
<u>00-GENERAL EXPENDITURES</u>							
SALARIES & BENEFITS	685,481	685,481	29,425.04	29,425.04	28,789.71	0.00	4.29
OTHER EXPENSES	90,500	90,500	0.00	0.00	7,325.76	0.00	0.00
CAPITAL EXPENSES	0	0	255.00	255.00	9,707.10	45,349.69	0.00 (
OTHER INCOME/EXPENSES	<u>53,000</u>	<u>53,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL 00-GENERAL EXPENDITURES	828,981	828,981	29,680.04	29,680.04	45,822.57	45,349.69	9.05
TOTAL EXPENDITURES	828,981	828,981	29,680.04	29,680.04	45,822.57	45,349.69	9.05
REVENUE OVER/ (UNDER) EXPENDITURES	35,241	35,241 (	29,677.45) (	29,677.45) (	45,330.90) (	45,349.69)	212.90-

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2020

18 -WCC&PD FUND

% OF YEAR COMPLETED: 08.33

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET
18-4101 INCOME - SALES TAX	861,222	861,222	0.00	0.00	0.00	0.00	0.00
18-4102 INCOME-K9 DONATIONS	0	0	0.00	0.00	0.00	0.00	0.00
18-4105 INCOME - OTHER	0	0	0.00	0.00	0.00	0.00	0.00
18-4115 INCOME - INTEREST	3,000	3,000	2.59	2.59	491.67	0.00	0.09
18-4120 PROCEEDS FROM GUN SALES	0	0	0.00	0.00	0.00	0.00	0.00
18-4900 PROCEEDS FROM CAPITAL LEASE	0	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	864,222	864,222	2.59	2.59	491.67	0.00	0.00

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CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2020

18 -WCC&PD FUND

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DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET
00-GENERAL EXPENDITURES =====							
<u>SALARIES & BENEFITS</u>							
18-500-009 SALARIES	469,863	469,863	17,872.78	17,872.78	16,874.47	0.00	3.80
18-500-010 ADMINISTRATIVE EXPENSE	0	0	0.00	0.00	0.00	0.00	0.00
18-500-011 LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00
18-500-013 STIPEND	0	0	0.00	0.00	0.00	0.00	0.00
18-500-014 SPECIAL ASSIGNMENT PAY K-9	4,500	4,500	222.53	222.53	346.16	0.00	4.95
18-500-015 INCENTIVE PAY-BILING & SHIFT	1,200	1,200	90.07	90.07	109.33	0.00	7.51
18-500-017 CERTIFICATION PAY	4,500	4,500	133.53	133.53	115.40	0.00	2.97
18-500-018 EDUCATION PAY	1,200	1,200	44.51	44.51	46.16	0.00	3.71
18-500-019 TUITION REIMBURSEMENT	0	0	0.00	0.00	0.00	0.00	0.00
18-500-020 OVERTIME	22,000	22,000	876.59	876.59	2,331.32	0.00	3.98
18-500-021 7K HOURS	7,000	7,000	383.40	383.40	444.13	0.00	5.48
18-500-026 HAZARDOUS DUTY PAY	5,640	5,640	154.29	154.29	92.31	0.00	2.74
18-500-030 SOCIAL SECURITY	38,931	38,931	1,473.63	1,473.63	2,078.30	0.00	3.79
18-500-040 HEALTH INSURANCE	81,576	81,576	4,615.92	4,615.92	4,255.83	0.00	5.66
18-500-050 RETIREMENT	39,959	39,959	1,479.40	1,479.40	2,093.16	0.00	3.70
18-500-060 WORKERS COMPENSATION	7,654	7,654	2,078.39	2,078.39	0.00	0.00	27.15
18-500-070 UNEMPLOYMENT COMPENSATION	<u>1,458</u>	<u>1,458</u>	<u>0.00</u>	<u>0.00</u>	<u>3.14</u>	<u>0.00</u>	<u>0.00</u>
TOTAL SALARIES & BENEFITS	685,481	685,481	29,425.04	29,425.04	28,789.71	0.00	4.29
<u>OTHER EXPENSES</u>							
18-500-120 DUES & SUBSCRIPTIONS	0	0	0.00	0.00	0.00	0.00	0.00
18-500-130 BONDS & TRAINING	0	0	0.00	0.00	2,448.79	0.00	0.00
18-500-250 LEGAL EXPENSE	0	0	0.00	0.00	0.00	0.00	0.00
18-500-290 AUDIT	20,000	20,000	0.00	0.00	0.00	0.00	0.00
18-500-325 SALES TAX COLLECTION SERVICE	10,000	10,000	0.00	0.00	3,485.00	0.00	0.00
18-500-420 OFFICE SUPPLIES/FURNITURE	0	0	0.00	0.00	13.60	0.00	0.00
18-500-430 JUVENILE PROG.FEES & SUPPLIE	0	0	0.00	0.00	0.00	0.00	0.00
18-500-431 MISCELLANEOUS SUPPLIES	0	0	0.00	0.00	340.19	0.00	0.00
18-500-433 IT SOFTWARE HARDWARE&SUPPLIES	0	0	0.00	0.00	0.00	0.00	0.00
18-500-435 K-9 PROGRAM EXPENSES	0	0	0.00	0.00	221.96	0.00	0.00
18-500-440 ELECTION EXPENSE	0	0	0.00	0.00	0.00	0.00	0.00
18-500-450 SYSTEM ACCESS FEE	0	0	0.00	0.00	0.00	0.00	0.00
18-500-480 UNIFORMS	0	0	0.00	0.00	350.92	0.00	0.00
18-500-485 WEAPONS & AMMUNITION	0	0	0.00	0.00	0.00	0.00	0.00
18-500-486 PERSONAL PROTECTIVE EQUIPMEN	0	0	0.00	0.00	0.00	0.00	0.00
18-500-487 VEHICLE EQUIPMENT	0	0	0.00	0.00	0.00	0.00	0.00
18-500-488 EMERGENCY SERVICES	0	0	0.00	0.00	0.00	0.00	0.00
18-500-489 COMMUNITY SERVICES	0	0	0.00	0.00	465.30	0.00	0.00
18-500-490 MEMORIAL SERVICES	0	0	0.00	0.00	0.00	0.00	0.00
18-500-500 MISC. CRIME PREVENTION	0	0	0.00	0.00	0.00	0.00	0.00
18-500-515 DEBT SERVICE - PRINCIPAL	0	0	0.00	0.00	0.00	0.00	0.00
18-500-516 DEBT SERVICE - PRINCIPAL	0	0	0.00	0.00	0.00	0.00	0.00
18-500-517 MAINTENANCE ON EQUIPMENT	60,500	60,500	0.00	0.00	0.00	0.00	0.00
18-500-518 DEBT SERVICE - INTEREST	0	0	0.00	0.00	0.00	0.00	0.00
18-500-520 BICYCLE PARTS & MAINTENANCE	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER EXPENSES	90,500	90,500	0.00	0.00	7,325.76	0.00	0.00

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AS OF: OCTOBER 31ST, 2020

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<u>CAPITAL EXPENSES</u>							
18-500-800 CAPITAL EXPENDITURES	0	0	255.00	255.00	9,707.10	45,349.69	0.00 (
TOTAL CAPITAL EXPENSES	0	0	255.00	255.00	9,707.10	45,349.69	0.00 (
<u>OTHER INCOME/EXPENSES</u>							
18-500-900 PRIOR PERIOD ADJUSTMENTS	0	0	0.00	0.00	0.00	0.00	0.00
18-500-901 TRANSFER TO GEN FUND	53,000	53,000	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER INCOME/EXPENSES	53,000	53,000	0.00	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	828,981	828,981	29,680.04	29,680.04	45,822.57	45,349.69	9.05
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