

**AGENDA
CITY OF WINDCREST, TEXAS
REGULAR MEETING OF THE
BOARD OF DIRECTORS
OF THE CITY OF WINDCREST CRIME
CONTROL AND PREVENTION DISTRICT**

**AUGUST 5, 2010
6:00 P.M.**

NOTICE IS HEREBY GIVEN THAT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE CITY OF WINDCREST CRIME CONTROL AND PREVENTION DISTRICT WILL BE HELD AT WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS ON THE 5th DAY OF AUGUST, 2010 AT 6:00 P.M. DURING THE MEETING THE FOLLOWING SUBJECTS WILL BE CONSIDERED AND THE BOARD OF DIRECTORS MAY TAKE ACTION ON ANY OF THE LISTED SUBJECTS.

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.

Meeting Chair: please remind each participant in your meeting that they must speak into a microphone; the recording is the Official Minutes of your meeting and all who speak must be recorded. All guest speakers and citizens to be heard must speak from podium. Please interrupt speakers during meeting if you recognize that they are not speaking into microphone and have them do so.

I. Call to Order

II. Action Items

1. The WCCPD will review, discuss and take action on proposed budget adjustments for 2009/2010 Fiscal Year. (Att.1)
2. The WCCPD will review, discuss and take action on financial statements as of June 2010. (Att.2)
3. The WCCPD will review, discuss and take action on Order No. 10-01, an order adopting a budget for the Windcrest Crime Control and Prevention District for the 2010-2011 Fiscal Year. (Att. 3)

III. Adjournment

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Board of Directors of the City of 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 hours prior to August 5, 2010.

By: Heather Weidenbach City & CC&PD Secretary

In compliance with the Americans With Disabilities Act, the City of Windcrest Council Chambers are wheelchair accessible, and accessible parking spaces are available. The City of Windcrest will provide for reasonable accommodations for persons attending City meetings. To better serve you, requests should be received 48 hours prior to the meetings. Please contact Heather Weidenbach, City & CC&PD Secretary, at 210-655-0022 ext. 2150 or Fax 210-655-8776.

This Agenda has been reviewed and approved by City Council's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Local Government Code §551.144(c) and the meeting is conducted by all participants in reliance on this opinion

WINDCREST CRIME CONTROL & PREVENTION
DISTRICT

PROPOSED
BUDGET ADJUSTMENTS
FOR
2009/2010

WCCPD

CITY OF WINDCREST BUDGET ADJUSTMENT FORM

TYPE OF TRANSFER:

☐ INTER-DEPARTMENTAL TRANSFER ☐ INTRA-DEPARTMENTAL TRANSFER
☐ SUPPLEMENTAL APPROPRIATION

FROM: FUND 18	DEPT.	ACCT. GL 3201 Fund Balance Carryover	AMOUNT
REASON: Adjust WCCPD Fund Balance Carryover per Final Audit			
From:	Estimated Carryover per Adopted Budget \$	135,532	
	Actual Carryover per Final Audit	<u>176,540</u>	
	Difference	41,008	
TOTAL			

TO: FUND 01	DEPT.	ACCT.	AMOUNT
REASON:			
To:			
TOTAL:			

REQUESTED BY: *Joe Pabor* DATE: 5-28-2010
 DEPARTMENT HEAD

RECOMMENDED BY: *Betsy Miller* DATE: 5-28-2010
 FINANCE DIRECTOR

APPROVED BY: *Nick Lanning* DATE: 6/10/10
 CITY MANAGER

APPROVED BY: _____ DATE: _____
 WCCPD ACTION (SIGNED BY PRESIDENT)

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CITY OF WINDCREST, TEXAS
COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES
NON-MAJOR GOVERNMENTAL FUNDS
YEAR ENDED SEPTEMBER 30, 2009

	Crime Control and Prevention District
Revenues	
Taxes	
Public safety revenue	\$ 307,136
Intergovernmental revenues	-
Donations	-
Miscellaneous income	1,307
Interest	200
Total Revenues	<u>1,399</u> 310,042
Expenditures	
Other expense	
Capital outlay	162,027
Debt service:	23,317
Capital lease principal payment	107,425
Capital lease interest payment	17,102
Total Expenditures	<u>17,102</u> 309,871
Excess (deficiency) of revenues over (under) Expenditures	 171
Other Financing sources (uses)	
Proceeds from capital lease	22,117
Transfer out	(10,000)
Total other financing sources (uses)	<u>(10,000)</u> 12,117
Change in fund balance	12,288
Beginning fund balance beginning of year	 <u>164,252</u>
Ending fund balance end of year	 <u>\$ 176,540</u>

WCCPD

CITY OF WINDCREST BUDGET ADJUSTMENT FORM

TYPE OF TRANSFER:

_____ INTER-DEPARTMENTAL TRANSFER X INTRA-DEPARTMENTAL TRANSFER
_____ SUPPLEMENTAL APPROPRIATION

FROM: FUND 18	DEPT.	ACCT. # Various See Below	AMOUNT
REASON: Reclass from line items that will not be spent this year to cover shortages			
From :	GL 500-020 Overtime	600	
	GL 500-130 Bonds & Training	1,250	
	GL 500-290 Audit	1,600	
	GL 500-500 Misc.-Crime Prev.	1,000	
TOTAL			4,450

TO: FUND 18	DEPT:	ACCT. # Various See Below	AMOUNT
REASON: Reclass from above to cover shortages in line items indicated below			
To:	GL 500-017 Certification Pay	1,200	
	GL 500-021 7K Hours	600	
	GL 500-060 Workers Comp	920	
	GL 500-070 Unemployment Taxes	230	
	GL 500-435 K-9 Expenses	1,500	
TOTAL:			4,450

REQUESTED BY: *Joe Parker*
DEPARTMENT HEAD

DATE: 7-15-2010

RECOMMENDED BY: *Betsy Miller*
FINANCE DIRECTOR

DATE: 7-15-2010

APPROVED BY: *Chuck Henning*
CITY MANAGER

DATE: 7/20/10

APPROVED BY: _____
WCCPD ACTION (SIGNED BY PRESIDENT)

DATE: _____

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WINDCREST CRIME CONTROL & PREVENTION
DISTRICT
FINANCIAL STATEMENTS
AS OF
JUNE 2010

BALANCE SHEET

AS OF: JUNE 30TH, 2010

18 -WCC&PD FUND

ACCOUNT# TITLE

ASSETS

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1105 CASH - SAVINGS	100,875.74	
1210 PREPAID MAINTENANCE	0.00	
1315 DUE FROM GENERAL FUND	0.00	
1510 A/R-SALES TAX	57,372.04	
1515 A/R - MISC.	<u>0.00</u>	
		<u>158,247.78</u>

TOTAL ASSETS		158,247.78
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LIABILITIES

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2315 DUE TO GENERAL FUND	3,746.37	
2410 A/P - SALES TAX	<u>0.00</u>	
TOTAL LIABILITIES		<u>3,746.37</u>

EQUITY

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3201 FUND BALANCE	<u>176,539.35</u>	
TOTAL BEGINNING EQUITY	176,539.35	

TOTAL REVENUE	269,837.76	
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TOTAL EXPENSES	<u>291,875.70</u>	
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TOTAL SURPLUS/(DEFICIT)	(22,037.94)	
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TOTAL EQUITY & SURPLUS/(DEFICIT)	<u>154,501.41</u>	
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TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT		158,247.78
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FINANCIAL STATEMENT

AS OF: JUNE 30TH, 2010

18 -WCC&PD FUND
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
18 -WCC&PD FUND		301,200.00	30,379.85	269,837.76	89.59	0.00	(31,362.24)
*** TOTAL REVENUES ***		301,200.00	30,379.85	269,837.76	89.59	0.00	(31,362.24)
<u>EXPENDITURE SUMMARY</u>							
00-GENERAL EXPENDITURES		369,340.00	18,749.52	291,875.70	79.03	0.00	(77,464.30)
*** TOTAL EXPENDITURES ***		369,340.00	18,749.52	291,875.70	79.03	0.00	(77,464.30)
** EXCESS REVENUES/EXPENDITURES **		(68,140.00)	11,630.33	(22,037.94)	32.34	0.00	46,102.06
OTHER SOURCES/(USES)		0.00	0.00	0.00	0.00	0.00	0.00

REVENUE & OTHER SOURCES OVER/
(UNDER) EXPENDITURES & OTHER (USES) (68,140.00) 11,630.33 (22,037.94) 32.34 0.00 46,102.06

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FINANCIAL STATEMENT

AS OF: JUNE 30TH, 2010

18 -WCC&PD FUND
REVENUES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
4101	INCOME - SALES TAX	300,000.00	30,379.05	268,908.22	89.64	0.00	(31,091.78)
4102	INCOME-K9 DONATIONS	600.00	0.00	5.00	0.83	0.00	(595.00)
4105	INCOME - OTHER	0.00	0.00	0.00	0.00	0.00	0.00
4115	INCOME - INTEREST	600.00	0.80	924.54	154.09	0.00	324.54
4120	PROCEEDS FROM GUN SALES	0.00	0.00	0.00	0.00	0.00	0.00
4900	PROCEEDS FROM CAPITAL LEASE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
***	TOTAL REVENUES ***	301,200.00	30,379.85	269,837.76	89.59	0.00	(31,362.24)
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FINANCIAL STATEMENT

AS OF: JUNE 30TH, 2010

18 -WCC&PD FUND

00-GENERAL EXPENDITURES

DEPARTMENT EXPENDITURES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>SALARIES & BENEFITS</u>							
500-009	SALARIES	139,085.00	10,924.51	110,666.22	79.57	0.00	(28,418.78)
500-010	ADMINISTRATIVE EXPENSE	2,000.00	0.00	572.14	28.61	0.00	(1,427.86)
500-011	LONGEVITY	2,280.00	120.04	1,629.76	71.48	0.00	(650.24)
500-014	SPECIAL ASSIGNMENT PAY K-9	3,000.00	230.76	2,307.60	76.92	0.00	(692.40)
500-015	INCENTIVE PAY-BILING & SHIFT	1,800.00	137.85	1,260.18	70.01	0.00	(539.82)
500-017	CERTIFICATION PAY	600.00	115.40	1,292.48	215.41	0.00	692.48
500-020	OVERTIME	6,600.00	58.73	2,495.01	37.80	0.00	(4,104.99)
500-021	WCCPD-7K HOURS	0.00	91.73	228.84	0.00	0.00	228.84
500-030	SOCIAL SECURITY	11,885.00	879.66	8,677.81	73.01	0.00	(3,207.19)
500-040	HEALTH INSURANCE	17,910.00	1,492.25	13,314.25	74.34	0.00	(4,595.75)
500-050	RETIREMENT	12,041.00	934.32	9,221.60	76.59	0.00	(2,819.40)
500-060	WORKERS COMPENSATION	3,776.00	381.47	3,105.73	82.25	0.00	(670.27)
500-070	UNEMPLOYMENT COMPENSATION	570.00	0.00	694.79	121.89	0.00	124.79
	TOTAL SALARIES & BENEFITS	201,547.00	15,366.72	155,466.41	77.14	0.00	(46,080.59)
<u>OTHER EXPENSES</u>							
500-130	BONDS & TRAINING	6,250.00	1,502.20	2,944.65	47.11	0.00	(3,305.35)
500-250	LEGAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
500-290	AUDIT	1,600.00	0.00	0.00	0.00	0.00	(1,600.00)
500-420	OFFICE SUPPLIES	500.00	0.00	0.00	0.00	0.00	(500.00)
500-430	JUVENILE PROG.FEES & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
500-435	K-9 PROGRAM EXPENSES	3,500.00	48.50	3,905.94	111.60	0.00	405.94
500-440	ELECTION EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
500-450	SYSTEM ACCESS FEE	10,072.00	0.00	0.63	0.01	0.00	(10,071.37)
500-480	UNIFORMS	1,500.00	363.30	363.30	24.22	0.00	(1,136.70)
500-500	MISC. CRIME PREVENTION	5,000.00	0.00	544.27	10.89	0.00	(4,455.73)
500-515	VEHICLE LEASE	21,336.00	0.00	21,334.98	100.00	0.00	(1.02)
500-516	EQUIP.LEASE-DISPATCH & POL.RAD	103,193.00	0.00	103,192.33	100.00	0.00	(0.67)
500-517	MAINTENANCE ON EQUIPMENT	14,842.00	1,468.80	4,123.19	27.78	0.00	(10,718.81)
	TOTAL OTHER EXPENSES	167,793.00	3,382.80	136,409.29	81.30	0.00	(31,383.71)
<u>CAPITAL EXPENSES</u>							
500-800	CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL CAPITAL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
<u>OTHER INCOME/EXPENSES</u>							
500-900	PRIOR PERIOD ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OTHER INCOME/EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES		369,340.00	18,749.52	291,875.70	79.03	0.00	(77,464.30)

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FINANCIAL STATEMENT

AS OF: JUNE 30TH, 2010

18 -WCC&PD FUND

00-GENERAL EXPENDITURES

DEPARTMENT EXPENDITURES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
***	TOTAL EXPENDITURES ***	369,340.00	18,749.52	291,875.70	79.03	0.00	(77,464.30)
***	EXCESS REVENUES/EXPENDITURES **	(68,140.00)	11,630.33	(22,037.94)	32.34	0.00	46,102.06
<u>OTHER SOURCES/(USES)</u>							
900-500	TRANSFER TO GEN FUND	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OTHER SOURCES/(USES)	0.00	0.00	0.00	0.00	0.00	0.00
<u>REVENUE & OTHER SOURCES OVER/</u>							
	(UNDER) EXPENDITURES & OTHER (USES)	(68,140.00)	11,630.33	(22,037.94)	32.34	0.00	46,102.06

*** END OF REPORT ***

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ORDER NO. 10-01

AN ORDER ADOPTING A BUDGET FOR THE WINDCREST CRIME CONTROL AND PREVENTION DISTRICT FOR THE 2010-2011 FISCAL YEAR.

WHEREAS, Section 363.204 of the Local Government Code requires the Board of Directors of a Crime Control and Prevention District to adopt an annual budget; and

WHEREAS, the board has complied with the requirements of Sections 363.203 and 363.204 of the Local Government Code, including consideration of comments made at a public hearing on the budget, and now desires to adopt the budget attached hereto.

NOW THEREFORE, BE IT ORDERED BY THE BOARD OF DIRECTORS OF THE WINDCREST CRIME CONTROL AND PREVENTION DISTRICT that the attached budget is hereby adopted for the 2010-2011 fiscal year and the Board of Directors recommends approval of the budget by the City Council of the City of Windcrest.

PASSED AND APPROVED this the 5th day of August, 2010.

WINDCREST CRIME CONTROL AND
PREVENTION DISTRICT

By: _____
William Mueller, President

ATTEST:

Heather Weidenbach, City Secretary

APPROVED AS TO FORM:

Michael S. Brennan, City Attorney