



City of Westworth Village  
311 Burton Hill Road • Westworth Village, TX 76114  
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**CRIME CONTROL & PREVENTION DISTRICT  
MEETING MINUTES**

**TUESDAY  
MARCH 13, 2012**

**TIME: 5:45 PM**

<b>ATTENDEES:</b>	Nick Encke	President
	Jill Patton	Vice President
	Paul Hughes	Director
	Patricia Stack	Director
	Ed von Kohn	Director
	Charles Mason	Director (left meeting at 6:14pm)
	Melva Campbell	Director
	Carol Borges	Recording Secretary
<b>STAFF:</b>	Doug Reim	Police Chief
	Roger Unger	City Administrator
<b>GUESTS:</b>	Tony Yeager	Mayor
	Councilman	Randy Kressler (arrived at 6:20pm)
	Council Candidate	Steve Beckman

**I. CALLED TO ORDER at 5:45pm, by Chairman Encke.**

**II. Approval of Minutes** from CCPD meeting on December 13, 2011.

- **MOTION** to approve minutes by Melva Campbell. **SECOND** by Paul Hughes. Motion passed unanimously by a vote of 7 Ayes and 0 Nays.

**III. Review Financials:** F-YTD Disbursements & Variance Reports.

- City Administrator, Roger Unger, presented the fiscal year-to-date disbursements; variance report; and discussed the actual FY 10-11 financials, which include audit adjustments, the current FY 11-12 budget, as well as the preliminary FY 11-12 budget. Sales tax is tracking as expected. Kwik Kar is expected to generate a noticeable amount of sales tax revenue. Dunkin Donuts is anticipated to be operating by August. Other retailers are showing interest in the Shoppes at Hawks Creek center. Jett Express does not generate sales tax revenue; however it does provide revenue through the sale of water.
- Roger stated that the budget line for a new Municipal Complex sign will likely be delayed until a future budget year. Chief Reim stated that when project requirements change so does the funding.

- IV. Review and take action with respect to **FY10-11 Audit**.
- Roger Unger stated that the audit came out very clean, with CCPD taking in \$258 more in revenue than what was spent. Roger discussed internal process changes as suggested by the auditors.
  - **MOTION** to accept the FY 2010-2011 Audit by Jill Patton. **SECOND** by Paul Hughes. Motion passed unanimously by a vote of 7 Ayes and 0 Nays.
- V. Discuss and take action with respect to **FY11-12 Budget**.
- Discussed with item III.
- VI. Discuss preliminary **FY12-13 Budget**.
- Chief Reim made a presentation on funding needs with respect to staffing, training, protective gear, police vehicles, and technology enhancements.
- VII. Next meeting is scheduled for May 8<sup>th</sup>, time TBD.
- VIII. **ADJOURNED** at 6:27pm, by Chairman Encke.

MINUTES APPROVED on this day, the 8<sup>th</sup> day of MAY, 2012.

Nick Encke  
Nick Encke, President



ATTESTED TO BY:

Carol Ann Borges  
Carol Ann Borges, City Secretary  
City of Westworth Village, TX