



**CITY OF MELISSA CRIME CONTROL  
AND PREVENTION DISTRICT BOARD  
REGULAR MEETING AGENDA**

Tuesday, September 23, 2025  
Regular Meeting - 6:30 p.m. or  
immediately following the City  
Council Meeting

City of Melissa City Hall  
3411 Barker Avenue  
Melissa, TX 75454

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**REGULAR MEETING AGENDA**

**1. CALL TO ORDER AND ROLL CALL**

**2. PUBLIC COMMENTS - AGENDA ITEMS**

*This item is available for citizens to speak for up to 3 minutes on any item on the current agenda. General public comments can be made at the end of the Council meeting.*

**3. REGULAR AGENDA**

- A. Consider the minutes from the August 26, 2025 Crime Control and Prevention District Board Meeting.
- B. Consider a recommendation to City Council to amend the Crime Control and Prevention District Fiscal Year 2024-2025 Budget and approve the Revised Budget Figures for Fiscal Year 2024-2025.

**4. ADJOURN**

**Certified**

Certified to this the 17th day of September, 2025.

Posted: September 17, 2025 @ 5:30 p.m.

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Hope Baskin, City Secretary

If during the course of the meeting covered by this notice, the City Council should determine that a closed or executive meeting or session of the City Council or a consultation with the attorney for the City should be held or is required, then such closed or executive meeting or session or consultation with attorney as authorized by the Texas Open Meetings Act, Texas Government Code §551.001 et seq., will be held by the City Council at the date, hour and place given in this notice or as soon after the commencement of the meeting covered by this notice as the City Council may conveniently meet in such closed or executive meeting or session or consult with the attorney for the City concerning any and all subjects and for any and all purposes permitted by the Act, including, but not limited to, the following sanctions and purposes:

Texas Government Code Section:

551.071 Private consultation with the attorney for the City.

551.072 Discussing purchase, exchange, lease or value of real property.

551.074 Discussing personnel or to hear complaints against personnel

**MINUTES  
CITY OF MELISSA CRIME CONTROL AND  
PREVENTION DISTRICT BOARD  
REGULAR MEETING  
August 26, 2025  
6:30 p.m.**

**REGULAR MEETING AGENDA**

**1. CALL TO ORDER AND ROLL CALL**

Board Chair Dana Conklin called the meeting to order at 6:56 p.m.

Board Chair Dana Conklin, Mayor Northcut, Mayor Pro Tem Craig Ackerman, Preston Taylor, Rendell Hendrickson, Joseph Armstrong, and Sean Lehr were present.

**2. PUBLIC COMMENTS - AGENDA ITEMS**

There were no public comments.

**3. REGULAR AGENDA**

- A. Consider the minutes from the October 22, 2024 meeting.

Action:

Motion was made by Craig Ackerman and seconded by Joseph Armstrong to Approve the minutes from the October 22, 2024 meeting.

Vote: 7/0/0

- B. Conduct a public hearing and consider recommending the FY26 proposed Crime Control and Prevention District budget to the City Council.

Action

Motion was made by Joseph Armstrong and seconded by Preston Taylor to open the public hearing at 6:57 p.m.

Vote: 7/0/0

Action

Motion was made by Joseph Armstrong and seconded by Sean Lehr to close the public hearing at 6:58 p.m.

Vote: 7/0/0

Erik Stokes, Police Chief, presented an FY 2025 review of the Crime Control and Prevention District as well as a look ahead to FY 2026.

Action

Motion was made by Craig Ackerman and seconded by Preston Taylor to recommend the FY26 proposed Crime Control and Prevention District budget to the City Council.

Vote: 7/0/0

4. **ADJOURN**

Action

Motion was made by Joseph Armstrong and seconded by Rendell Hendrickson to Adjourn the Crime Control and Prevention District Board meeting at 7:08 p.m.

Vote: 7/0/0

ATTEST:

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Hope Baskin, City Secretary

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Board Chair, Dana Conklin

CRIME CONTROL & PREVENTION DISTRICT 12-30			
	Adopted	Budget	Revised
LINE ITEMS	FY25	Amendments	FY25
<b>Revenue</b>			
Beginning Balance	\$ 1,000,000		\$ 2,459,242
4160 Sales Tax	\$ 1,150,000		\$ 1,150,000
4330 Interest	\$ 25,000	\$ 120,000	\$ 145,000
<b>REVENUE TOTAL</b>	<b>\$ 2,175,000</b>	<b>\$ 120,000</b>	<b>\$ 3,754,242</b>
5110 Salaries & Wages	\$ 200,306		\$ 200,306
5115 Salaries - Overtime	\$ 12,000	\$ (3,000)	\$ 9,000
5145 Longevity Pay		\$ 900	\$ 900
5150 Social Security Expense	\$ 11,690		\$ 11,690
5155 Medicare Expense	\$ 2,734		\$ 2,734
5160 Suta Expense	\$ 504		\$ 504
5161 Health Insurance Expense	\$ -	\$ 27,000	\$ 27,000
5162 Dental Insurnace Expense	\$ -	\$ 1,900	\$ 1,900
5166 Long Term Disability	\$ 294		\$ 294
5170 Tmrs Expense	\$ 33,335	\$ 5,000	\$ 38,335
5191 Annual Drivers License Check			\$ -
5192 Recruiting Expenses	\$ 1,080		\$ 1,080
5195 Drug Screening	\$ 242		\$ 242
5192 Background Check	\$ 460		\$ 460
5196 Misc Employee Expense			\$ -
5197 Employee Appreciation-Recognition			\$ -
5510 Group Health Insurance	\$ 29,240	\$ (29,240)	\$ -
<b>PERSONNEL TOTAL</b>	<b>\$ 291,884</b>	<b>\$ 2,560</b>	<b>\$ 294,445</b>
5280 Office Supplies			\$ -
5310 Dues & Memberships			\$ -
5320 Postage And Delivery			\$ -
5321 Shipping And Courier Svc			\$ -
5330 Publications And Subscriptions			\$ -
5350 Printing And Reproduction	\$ 180		\$ 180
5360 Equipment	\$ 630,019		\$ 630,019
5361 Equipment Rental			\$ -
5375 Vehicle Repair & Maintenance		\$ 1,200	\$ 1,200
5390 Professional Services			\$ -
5395 License Fees			\$ -
5410 Legal Fees			\$ -
5430 Telephone			\$ -
5432 Wireless Telephone Exp	\$ 960		\$ 960
5436 Computer Expenses	\$ 19,445		\$ 19,445
5438 Computer Hardware/Software	\$ 24,500		\$ 24,500
5439 Business Meals			\$ -
5440 Travel Expenses		\$ 14,000	\$ 14,000
5441 Mileage Reimbursement			\$ -
5450 Uniforms	\$ 9,242		\$ 9,242
5460 Training		\$ 2,600	\$ 2,600
5500 Misc Expense			\$ -
5550 Supplies			\$ -
5950 Transfer Out for Admin Svcs	\$ 24,000		\$ 24,000
<b>OPERATIONS TOTAL</b>	<b>\$ 708,346</b>	<b>\$ 17,800</b>	<b>\$ 726,146</b>
5530 Capital Outlay - Vehicle	\$ 92,784		\$ 92,784
<b>CAPITAL TOTAL</b>	<b>\$ 92,784</b>	<b>\$ -</b>	<b>\$ 92,784</b>
<b>TOTAL</b>	<b>\$ 1,093,015</b>	<b>\$ 20,360</b>	<b>\$ 1,113,375</b>
<b>Ending Balance</b>	<b>\$ 1,081,985</b>	<b>\$ 99,640</b>	<b>\$ 2,640,867</b>