



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

Tuesday, September 23, 2025 City of Melissa City Hall
Regular Meeting - 6:30 p.m. or 3411 Barker Avenue
immediately following the City Melissa, TX 75454
Council Meeting

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.

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:

Hope Baskin, City Secretary

Board Chair, Dana Conklin

CRIME CONTROL & PREVENTION DISTRICT 12-30				
LINE ITEMS	Adopted	Budget	Revised	
	FY25	Amendments	FY25	
Revenue				
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	
REVENUE TOTAL	\$ 2,175,000	\$ 120,000	\$ 3,754,242	
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 Insurance 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)	\$ -	
PERSONNEL TOTAL	\$ 291,884	\$ 2,560	\$ 294,445	
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	
OPERATIONS TOTAL	\$ 708,346	\$ 17,800	\$ 726,146	
5530 Capital Outlay - Vehicle	\$ 92,784		\$ 92,784	
CAPITAL TOTAL	\$ 92,784	\$ -	\$ 92,784	
TOTAL	\$ 1,093,015	\$ 20,360	\$ 1,113,375	
Ending Balance	\$ 1,081,985	\$ 99,640	\$ 2,640,867	