



## CRIME CONTROL AND PREVENTION DISTRICT MEETING AGENDA

January 27, 2026 at 6:00 PM

Town Hall - 1941 E. Jeter Road, Bartonville, TX 76226

- A. CALL MEETING TO ORDER**
- B. PLEDGE OF ALLEGIANCE**
- C. PUBLIC PARTICIPATION**

*The purpose of this item is to allow citizens an opportunity to address the Bartonville Crime Control and Prevention District Board on issues that are not the subject of a public hearing. Items which require a public hearing will allow citizens or visitors to speak at the time that item is introduced on the agenda. No formal action can be taken by the Board on items that are not posted on the agenda.*

- D. REGULAR ITEMS**

1. Discuss and consider the appointment of Secretary.
2. Consider approval of the October 28, 2025, Bartonville Crime Control and Prevention District Board Regular Meeting Minutes.
3. Discuss and consider the FY2026-2027 CCPD Budget Calendar, including scheduling meetings.
4. Discussion of Financial Report ending December 2025.

- E. ADJOURNMENT**

### CERTIFICATION

I hereby certify that this Notice of Meeting was posted on the Town Website, and on the bulletin board, at Town Hall of the Town of Bartonville, Texas, a place convenient and readily accessible to the public at all times. Said Notice was posted on the following date and time; and remained posted continuously prior to the scheduled time of said meeting and shall remain posted until meeting is adjourned.

/s/ Shannon Montgomery, Town Secretary

Posted: Wednesday, January 21, 2026, prior to 4:00 pm.

Agenda Removed from Town of Bartonville Bulletin Board on: \_\_\_\_\_

By: \_\_\_\_\_, Title: \_\_\_\_\_



# CRIME CONTROL & PREVENTION DISTRICT COMMUNICATION

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**DATE:** January 27, 2026

**FROM:** Shannon Montgomery, TRMC, Town Secretary

**AGENDA ITEM:** Discuss and consider the appointment of Secretary.

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**SUMMARY:**

At the October 28, 2025 meeting, it was asked whether the Board needed to officially appoint a Board Secretary. Staff reviewed the Local Government Code and found that, yes, the Board needs to appoint a Secretary.

LOCAL GOVERNMENT CODE  
TITLE 11. PUBLIC SAFETY  
SUBTITLE C. PUBLIC SAFETY PROVISIONS APPLYING  
TO MORE THAN ONE TYPE OF LOCAL GOVERNMENT  
CHAPTER 363. CRIME CONTROL AND PREVENTION DISTRICTS

Sec. 363.103. OFFICERS. (a) The board shall elect from among its members a president and vice president. The board shall appoint a secretary. The secretary need not be a director. The person who performs the duties of auditor for the political subdivision shall serve as treasurer for the district.

(b) Each officer of the board serves for a term of one year.

(c) A vacancy in a board office shall be filled for the unexpired term by the board.

**RECOMMENDED MOTION OR ACTION:**

Motion to appoint Town Secretary Shannon Montgomery as the CCPD Secretary.

**ATTACHMENTS:** N/A



# CRIME CONTROL & PREVENTION DISTRICT COMMUNICATION

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**DATE:** January 27, 2026

**FROM:** Shannon Montgomery, Town Secretary

**AGENDA ITEM:** Consider approval of the October 28, 2025, Bartonville Crime Control and Prevention District Board Regular Meeting Minutes.

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**SUMMARY:**

CCPD held a Regular Meeting on October 28, 2025.

**RECOMMENDED MOTION OR ACTION:**

Approve the October 28, 2025, Regular Meeting Minutes as presented.

**ATTACHMENTS:**

- October 28, 2025, Regular Meeting Minutes.

THE BARTONVILLE CRIME CONTROL AND PREVENTION DISTRICT (CCPD) MET IN REGULAR SESSION ON THE 28TH DAY OF OCTOBER 2025, AT BARTONVILLE TOWN HALL, 1941 E JETER ROAD, BARTONVILLE, TEXAS WITH THE FOLLOWING DIRECTORS PRESENT, CONSTITUTING A QUORUM:

Jeff Grubb, Chair  
Johnny Jones, Vice Chair  
Chris Colbert, Director  
Jim Murphy, Director  
Jarod Root, Director  
Lori Van Alstine, Director  
Steve Weiss, Director *left at 6:47 pm*

*Town Staff Present:*

Kirk Riggs, Town Administrator/Chief of Police  
Shari Borth, Permit Technician

**A. CALL MEETING TO ORDER**

Chair Grubb called the meeting to order at 6:00 pm.

**B. PLEDGE OF ALLEGIANCE**

Lori Van Alstine led the Pledge of Allegiance.

**C. PUBLIC PARTICIPATION**

*The purpose of this item is to allow citizens an opportunity to address the Bartonville Crime Control and Prevention District Board on issues that are not the subject of a public hearing. Items which require a public hearing will allow citizens or visitors to speak at the time that item is introduced on the agenda. No formal action can be taken by the Board on items that are not posted on the agenda.*

There was no public participation.

**D. PRESENTATIONS**

**1. Statement of Appointed Official and Oath of Office to reappointed Directors.**

Permit Technician Borth administered the Statement of Appointed Official and Oath of Office to Directors Colbert, Grubb, and Root.

**E. APPOINTMENT OF OFFICERS**

**1. Appointment of Chair.**

Director Jones, seconded by Director Colbert, nominated Director Grubbs for the position of Chair. Motion carried unanimously.

**2. Appointment of Vice Chair.**

Director Weiss, seconded by Director Colbert, nominated Director Jones for the position of Vice Chair. Motion carried unanimously.

**F. REGULAR ITEMS****1. Discuss and consider approval of September 9, 2025, Bartonville Crime Control and Prevention District Board Regular Meeting Minutes.**

Motion made by Director Van Alstine, seconded by Director Jones, to **APPROVE** the September 9, 2025, Regular Meeting Minutes as presented. Motion carried 6-0-1 with Director Weiss abstaining.

**2. Recap discussion of the October 7, 2025 National Night Out Event.**

Chief of Police Riggs provided a recap of the October 7, 2025, National Night Out Event.

**3. Discuss and consider the 2025 Blue Santa Event.**

Chief of Police Riggs provided an update on the upcoming Blue Santa event and addressed questions from the Board.

**4. Discuss and consider approval of a Budget Amendment for Fiscal Year 2025-2026 for an Axon Real-Time Translation Module not to exceed \$20,000.**

Motion made by Director Weiss, seconded by Director Colbert, to **APPROVE** a Budget Amendment for Fiscal Year 2025-2026 for an Axon Real-Time Translation Module in an amount not to exceed \$20,000. Motion carried unanimously.

**5. Discussion of Financial Report ending September 2025.**

Chief of Police Riggs presented the financial report ending September 2025 and addressed questions from the Directors. Discussion only, no action taken.

**6. Discuss and schedule the next Bartonville Crime Control and Prevention District Meeting.**

Motion made by Director Jones, seconded by Director Root, to schedule the next quarterly Board meeting for Tuesday, January 27, 2026.

**G. FUTURE ITEM**

Discussion only, no action taken.

**H. ADJOURNMENT**

Chair Grubb adjourned the meeting at 6:47 pm.

**APPROVED this the 27th day of January 2026.**

**APPROVED:**

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Jeff Grubb,  
Chair

**ATTEST:**

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Shannon Montgomery, TRMC  
Town Secretary



# CRIME CONTROL COMMUNICATION

**DATE:** January 27, 2026

**FROM:** Shannon Montgomery, Town Secretary

**AGENDA ITEM:** Discuss and consider the FY2026-2027 CCPD Budget Calendar, including scheduling meetings.

## **SUMMARY:**

Discuss and set a meeting date pursuant to Local Government Code § 363.204 to hold the Proposed Budget Public Hearing and vote on the proposed budget on either **Monday, June 22** or **Tuesday, June 23, 2026** at 6:00 p.m.

## **RECOMMENDED MOTION OR ACTION:**

Approve calendar with date as discussed.

## **ATTACHMENT:**

- Draft FY2026-2027 CCPD Budget Calendar.

# Crime Control District Budget

## Calendar 2026-2027 Budget

**October 1, 2026 – September 30, 2027**

DATE	ACTION	DEADLINE
<b>June 13, 2026</b> <i>Publication; needs to be to DRC by noon 06/10/26</i>	Publish CCPD Budget Public Hearing Notice in the Newspaper	Publish notice DRC not later than the 10 <sup>th</sup> day before CCPD Public Hearing <i>LGC 363.204 (b)</i>
<b>June 22, 2026</b> <b>OR</b> <b>June 23, 2026</b>	Proposed Budget Public Hearing and Adoption of Budget	Public Hearing needs to be held not later than the 100 <sup>th</sup> day (June 23) before the date the fiscal year begins <i>LGC 363.204 (a)</i> . Budget needs to be approved not later than the 80 <sup>th</sup> day (July 13) before the date of the fiscal year <i>LGC 363.204 (d)</i>
	Town Secretary to Submit Budget to Governing Body	Not later than the 10 <sup>th</sup> day after the budget is adopted, budget shall be submitted to the governing body. <i>LGC 363.204 (e)</i>
<b>July 11, 2026</b> <i>Publication; needs to be to DRC by 07/08/26</i>	Publish COUNCIL Public Hearing Notice in the Newspaper	Publish notice in DRC not later than the 10 <sup>th</sup> day before COUNCIL Public Hearing <i>LGC 363.205 (b)</i>
<b>July 21, 2026</b>	Council to hold CCPD Budget Public Hearing	Not later than the 45 <sup>th</sup> day (Aug 17) before the date the fiscal year begins <i>LGC 363.205 (a)</i>
<b>August 18, 2026</b>	Council shall approve/reject budget	Not later than the 30 <sup>th</sup> day (Sept 1) before the date the fiscal year begins. <i>LGC 363.205 (d)</i>

The newspaper only publishes a printed version on Saturdays and the deadline for a Saturday publication is Noon, the previous Wednesday.

Example: July 13<sup>th</sup> is the last day public hearing can be held; publishing date would be no later than June 28th; with a deadline to DRC of June 25th.



## CRIME CONTROL COMMUNICATION

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**DATE:** January 27, 2026

**FROM:** Shannon Montgomery, Town Secretary

**AGENDA ITEM:** Discussion of Financial Report Ending December 2025.

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**SUMMARY:**

Financial Report Ending December 2025

**RECOMMENDED MOTION OR ACTION:**

Discussion only; no action to take.

**ATTACHMENT:**

- Financial Report ending December 2025.

Town of Bartonville  
Revenue and Expense Report  
As of December 31, 2025

1/22/2026

Item D4.

900 - Bartonville Crime Control & P Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
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<u>Sales &amp; Mixed Beverage Tax</u>							
-4025 Sales Tax Revenue	10,951.28	34,294.86	130,000.00	95,705.14	73.62%	32,794.98	137,451.31
Total Sales & Mixed Beverage Tax	10,951.28	34,294.86	130,000.00	95,705.14	73.62%	32,794.98	137,451.31
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<u>Other/Transfer</u>							
-4200 Use of Reserves (from Fund Balance)	0.00	0.00	20,000.00	20,000.00	100.00%	0.00	0.00
-4250 Interest Earned	732.61	2,361.33	8,500.00	6,138.67	72.22%	4,118.93	11,396.73
-4999 Transfer In	0.00	0.00	34,514.00	34,514.00	100.00%	0.00	0.00
Total Other/Transfer	732.61	2,361.33	63,014.00	60,652.67	96.25%	4,118.93	11,396.73
Total	11,683.89	36,656.19	193,014.00	156,357.81	81.01%	36,913.91	148,848.04
Total Revenue	11,683.89	36,656.19	193,014.00	156,357.81	81.01%	36,913.91	148,848.04

Town of Bartonville  
Revenue and Expense Report  
As of December 31, 2025

1/22/2026

Item D4.

900 - Bartonville Crime Control & P Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
<b><u>10-Administration</u></b>							
<u>Other</u>							
10-5107 Bonds	0.00	0.00	200.00	200.00	100.00%	0.00	140.00
Total Other	0.00	0.00	200.00	200.00	100.00%	0.00	140.00
Total Administration	0.00	0.00	200.00	200.00	100.00%	0.00	140.00
<b><u>20-Police</u></b>							
<u>Events</u>							
20-5105 Blue Santa	0.00	0.00	1,500.00	1,500.00	100.00%	(1,510.00)	1,747.70
20-5452 National Night Out	1,725.90	2,406.63	3,000.00	593.37	19.78%	1,680.00	2,225.00
Total Events	1,725.90	2,406.63	4,500.00	2,093.37	46.52%	170.00	3,972.70
<u>Supplies</u>							
20-5232 Equipment (Flock)	0.00	0.00	50,000.00	50,000.00	100.00%	50,684.76	79,969.12
20-5650 Axon Body Cameras	0.00	0.00	35,000.00	35,000.00	100.00%	0.00	16,780.36
20-5726 Uniforms	1,152.67	1,439.66	9,000.00	7,560.34	84.00%	2,853.93	9,801.25
20-6400 Squad Car Accessories	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	685.00
Total Supplies	1,152.67	1,439.66	95,000.00	93,560.34	98.48%	53,538.69	107,235.73
<u>Salary &amp; Benefits</u>							
20-5627 Salary to Town	0.00	0.00	30,000.00	30,000.00	100.00%	0.00	30,000.00
Total Salary & Benefits	0.00	0.00	30,000.00	30,000.00	100.00%	0.00	30,000.00
<u>Other</u>							
20-5711 Travel & Training	1,250.00	2,158.63	5,000.00	2,841.37	56.83%	0.00	4,149.38
Total Other	1,250.00	2,158.63	5,000.00	2,841.37	56.83%	0.00	4,149.38
<u>Capital</u>							

Town of Bartonville  
 Revenue and Expense Report  
 As of December 31, 2025

1/22/2026

Item D4.

<b>900 - Bartonville Crime Control &amp; P Department Expense</b>	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
20-5753 Vehicle Replacement	0.00	0.00	58,314.00	58,314.00	100.00%	0.00	58,803.27
Total Capital	0.00	0.00	58,314.00	58,314.00	100.00%	0.00	58,803.27
Total Police	4,128.57	6,004.92	192,814.00	186,809.08	96.89%	53,708.69	204,161.08
<b>Total Expense</b>	<b>4,128.57</b>	<b>6,004.92</b>	<b>193,014.00</b>	<b>187,009.08</b>	<b>96.89%</b>	<b>53,708.69</b>	<b>204,301.08</b>