

# NOTICE OF MEETING

## **BALCONES HEIGHTS CRIME CONTROL & PREVENTION DISTRICT BOARD OF DIRECTORS**

TAKE NOTICE THAT A REGULAR CALLED MEETING OF THE CRIME CONTROL & PREVENTION DISTRICT BOARD OF DIRECTORS OF THE CITY OF BALCONES HEIGHTS, TEXAS WILL BE HELD ON THE **23rd DAY OF JANUARY, 2023 AT 5:45 P.M.**, IN THE JUSTICE CENTER, LOCATED AT 3300 HILLCREST DRIVE, BALCONES HEIGHTS, TEXAS, TO ACT UPON ANY LAWFUL SUBJECT WHICH MAY COME BEFORE SAID MEETING, INCLUDING AMONG OTHERS THE FOLLOWING BUSINESS:

I. Call To Order & Recording of Quorum:

II. Approval of Minutes:

- Meeting held October 24, 2022
- Meeting held December 12, 2022

III. Citizens To Be Heard:

IV. Business Items:

1. Board will review, discuss and take appropriate ACTION on Order 2023-01 approving District finances through December 31, 2022.

V. Adjournment:

**IF YOU PLAN TO ATTEND THE MEETING AND YOU HAVE A DISABILITY THAT REQUIRES SPECIAL ARRANGEMENTS AT THE MEETING, CONTACT CITY SECRETARY, WITHIN 72 HOURS OF THE MEETING (210) 957-3542. REASONABLE ACCOMODATIONS WILL BE MADE TO ASSIST YOUR NEEDS. ANY REQUIREMENTS FOR SIGN INTERPRETIVE OR OTHER SERVICES MUST BE MADE 48 HOURS IN ADVANCE OF THE MEETING FOR WHICH THE SERVICES ARE BEING REQUESTED. TO REQUEST INTERPRETIVE SERVICES CALL CITY SECRETARY OR TEXAS DEVICE FOR THE DEAF.**

DATE POSTED: \_\_\_\_\_

TIME POSTED: \_\_\_\_\_

BY: \_\_\_\_\_

DATE RETRIEVED: \_\_\_\_\_

TIME RETRIEVED: \_\_\_\_\_

BY: : \_\_\_\_\_

BALCONES HEIGHTS CRIME CONTROL & PREVENTION DISTRICT  
BOARD OF DIRECTORS  
3300 Hillcrest Drive  
Balcones Heights, TX 78201

MINUTES

DATE: October 24, 2022

TIME: 5:50 p.m.

Members present: Suzanne de Leon      Gloria Cantu      Juan M. Lecea (5:52 p.m.)  
Lamar Gillian      Miguel Valverde

Members absent: Stephen Lara

**Sign in Sheet:** Frank Hebert

I. Call To Order & Recording of Quorum

Meeting was called to order and quorum was present.

II. Approval of Minutes:

Minutes, July 25, 2022

MOTION: I move to approve the minutes of July 25, 2022.

Motion by: Suzanne de Leon      Second: Lamar Gillian      5/0/0      PASSED

III. Citizens To Be Heard

There were no citizens signed up to be heard.

IV. Business Items:

1. Board will review, discuss and take appropriate **ACTION** to adopt Order No. 2022-XX approving the District finances through September 30, 2022.

MOTION: So, moved.

Motion by: Lamar Gillian      Second: Juan Lecea      5/0/0      PASSED

2. Discussion and Action to amend the Balcones Heights Crime Control District (BHCCD) Fund's FY2022-23 Budget to incorporate changes made to it in the City's approved FY2022-23 Budget.

MOTION: Motion to approve the amendment of the Crime Control Budget.

Motion by: Suzanne de Leon      Second: Miguel Valverde      5/0/0      PASSED

V. Adjournment:

Meeting was adjourned at 5:58 p.m.

Submitted by:

Delia R. Sanchez  
City Secretary

BALCONES HEIGHTS CRIME CONTROL & PREVENTION DISTRICT  
BOARD OF DIRECTORS  
3300 Hillcrest Drive  
Balcones Heights, TX 78201

MINUTES

DATE: December 12, 2022

TIME: 5:45 p.m.

I. Call To Order & Recording of Quorum

Meeting was called to order and quorum was present.

II. Citizens To Be Heard

There were no citizens signed up to be heard.

III. Business Items:

1. **PUBLIC HEARING:** to receive public input to order an election “Whether the City of Balcones Heights Crime Control and Prevention District should be continued for up to 20 years and the Balcones Heights Crime Control and Prevention District sales and use tax should be continued for 20 years.”

Public Hearing opened and closed at 5:46 p.m.

2. The Board of Directors will review, discuss, and may take action to order a Special Election for the continuation of the Balcones Heights Crime Control and Prevention District for an additional period of 20 years and to continue the present sales and use tax for a like period of time.

MOTION: Motion to approve.

Motion by: Lamar Gillian      Seconded: Suzanne de Leon      5/0/0      PASSED

IV. Adjournment:

Meeting was adjourned at 5:47 p.m.

Submitted by:

Delia R. Sanchez  
City Secretary

**Balcones Heights Crime Control Police District  
Balance Sheet  
As of December 31, 2022**

**ASSETS**

Cash	144,652.49	<i>Bank Cash</i>
Accounts Receivables	(164,971.51)	<i>Health Insurance Withholdings</i>
Investments	108,669.20	<i>TexPool Balance</i>
<b>Total Assets</b>	<b>88,350.18</b>	

**LIABILITIES & FUND BALANCE**

Accounts Payable	528.65	<i>Payroll Withholdings to be paid</i>
<b>Total Liabilities</b>	<b>528.65</b>	

<u>Revenues</u>		
Sales Taxes	76,605.63	<i>2 Months Behind</i>
Interest	1,108.95	<i>TexPool Interest</i>
Total Revenues	77,714.58	

<u>Expenses</u>		
Salary Expenses	228,708.53	<i>All Categories</i>
Administrative Expenses	9,472.68	<i>Audit &amp; Insurances</i>
Facility Expenses	29,613.42	<i>Utilities; Facility Maintenance</i>
Capital Outlay	18,866.40	<i>Justice Center Cameras</i>
Total Expenses	286,661.03	

<b>Net Revenues &amp; Expenses</b>	<b>(208,946.45)</b>	<i>Revenues less Expenses</i>
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<u>Fund Balance</u>		
Reserved Fund Balance	-	
Unreserved Fund Balance	296,767.98	<i>Fund Balance</i>
<b>Total Fund Balance</b>	<b>296,767.98</b>	

<b>Total Liabilities &amp; Fund Balance</b>	<b>88,350.18</b>	<i>Must Equal Total Assets to Balance</i>
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**BALCONES HEIGHTS CRIME CONTROL & PREVENTION DISTRICT**

BOARD OF DIRECTORS

**ORDER NO. 2023-01**

**BY ORDER OF THE BOARD OF DIRECTORS OF THE BALCONES HEIGHTS,  
TEXAS CRIME CONTROL & PREVENTION DISTRICT:**

**WHEREAS**, the Board of Directors of the Balcones Heights Crime Control and Prevention District has, heretofore, entered into an Interlocal Agreement with the City of Balcones Heights, Texas to perform administrative services for the District, and

**WHEREAS**, pursuant to Sections 363.22(e) and 363.153 of the *Texas Local Government Code*, the Board of Directors shall manage, control and administer the Balcones Heights Crime Control and Prevention District Finances.

**NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF DIRECTORS OF THE  
BALCONES HEIGHTS, TEXAS CRIME CONTROL & PREVENTION DISTRICT, that:**

The attached "Financial Report" of the Balcones Heights Crime Control and Prevention District for the period ending December 31, 2022, attached hereto, is hereby ratified and approved and the financial activity thereof is hereby authorized.

**PASSED, APPROVED, AND ADOPTED by the Board of Directors this the 23<sup>rd</sup> day  
of January, 2023.**

Gloria J. Cantu  
President, BHCCPD

ATTEST:

Delia R. Sanchez  
Board Secretary