



**MINUTES OF MEETING OF THE NORTHEAST POLICE  
DEPARTMENT COMMISSION  
LOCATION: 1401 FM 424, CROSS ROADS, TEXAS  
Thursday, April 17, 2014  
REGULAR SESSION – 7:00 P.M.**

**TOWN OF CROSS ROADS  
COUNTY OF DENTON, TEXAS**

The Northeast Police Department Commission of the Town of Cross Roads and City of Krugerville, Texas, met in a Regular Session on Thursday, April 17, 2014. The meeting was held within the boundaries of the Town of Cross Roads and was open to the public.

**REGULAR SESSION – 7:00 PM**

- 1. CALL TO ORDER – 7:00 P.M.**
- 2. ROLL CALL**

	<b>PRESENT</b>	<b>ABSENT</b>
Chair Mike Starr	X	
Commissioner Hill	X	
Commissioner Johns	X	
Commissioner Parrent	X	
Commissioner Siano	X	
Commissioner Smith	X	

- 3. ANNOUNCEMENTS AND UPDATES:**
  - a. COMMISSION CHAIR**
  - b. COMMISSIONERS**
  - c. CHIEF OF POLICE**

Neither the Chair nor the Commissioners had comments or updates.

Chief Edland gave the 2<sup>nd</sup> quarter statistical report. He introduced the two new Northeast Police Department officers, Billy Wilson and Johnnie Jones. He presented Officer Joshua Hawkins with a letter of appreciation for his initiative and involvement with the recent narcotic investigation and arrests.

- 4. SWEARING IN OF THE NEWLY APPOINTED SERGEANT FOR THE NORTHEAST POLICE DEPARTMENT**

Chief Edland swore in Officer Gary McCraw as the newly appointed Sergeant for the Northeast Police Department.

**5. CITIZENS INPUT FOR ITEMS ON THE AGENDA**

*Complete a Citizens Input form, and hand it to the Board Secretary. Please limit your comments to three minutes in duration and you are restricted from passing your time or any portion of unused minutes on to another citizen for comment. Action on your statement may only be taken at a future meeting.*

No comments were made.

**6. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING THE COMMISSION MEETING MINUTES FROM FEBRUARY 20, 2014**

Motion made by Commissioner Smith, seconded by Commissioner Johns to approve the Commission Meeting Minutes from February 20, 2014 as presented. Motion carried unanimously.

**7. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING THE NORTHEAST POLICE DEPARTMENT SECOND QUARTER BILL REPORT**

Motion made by Commissioner Johns, seconded by Commissioner Hill to approve the Northeast Police Department Second Quarter Bill Report as presented. Motion carried unanimously.

**8. CONSIDER AND DISCUSS THE NORTHEAST POLICE DEPARTMENT SECOND QUARTER FINANCIALS**

Commissioners reviewed the second quarter financials with no questions or comments.

**9. CONSIDER AND DISCUSS AMENDMENT OF THE 2013 - 2014 BUDGET FOR THE NORTHEAST POLICE DEPARTMENT**

Commissioner Parrent stated anything over 50% would need to be amended. We will need to review budget columns for the telephone, dispatch fees to Denton County, water, rental to Denton County for Copeland building, IT support, legal services, holiday/payroll overtime hours and TMRS. Commissioner Smith asked that we review the hours under holiday/payroll overtime used for the bailiff position and requested the Commission wait until the 3<sup>rd</sup> quarter before amending the budget to see where we are financially.

**10. CONSIDER AND DISCUSS REQUESTS FOR THE 2014 - 2015 BUDGET FOR THE NORTHEAST POLICE DEPARTMENT**

The Commissioners asked Chief Edland what items he would like to see budgeted for the next physical year. Chief Edland stated some items that he would like to be considered were: Denton County will be requiring new radios within the next year. In car and hand held radios will need to be purchased. The police department building is

in need of update to accommodate the increased number of employees. He would like to add an additional room for patrol and storage in what is now the bay for vehicles, raises for the officers using a pay step scale based on performance, a new Investigator and/or patrol officer and a higher training allowance. Chief Edland also suggested possibly not renewing the lease for the rented office space at the Copeland Building and using two office spaces that will be available after the Town of Cross Roads' Town Hall addition is completed.

Chair Starr asked that Chief Edland prioritize the items he felt were most needed for the police department and cautioned on a step scale pay raise as there may not be enough budget for pay raises. Commissioner Parrent requested a line item be added that is a reserve dedicated for vehicles that will need to be replaced after three years and felt like training, equipment, remodel of the police department and vehicle reserve were priorities for the next physical year. The Commissioners asked Chief Edland to prepare an estimate for the cost to remodel the police department and to conduct a salary survey of surrounding cities for possible salary increases. Commissioner's Smith and Parrent stated the cost of the office space at Copeland is reasonable if the IT issues can be corrected. Commissioner Parrent questioned whether we would be paying rent to the Town of Cross Roads for the two offices if we did not renew the lease for the Copeland office space. Commissioner Starr asked for the cost to get the IT issues fixed at the Copeland office and suggested the Citrix System as a possible solution for the IT issues.

#### **11. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING THE "SAMPLE PROOF" OF THE NORTHEAST POLICE DEPARTMENT TRIFOLD BROCHURE**

Motion made by Commissioner Parrent, seconded by Commissioner Johns, to approve the "Sample Proof" of the Northeast Police Department Tri-fold Brochure with the following revisions: Add the two new officers and their biographies', update the title for Gary McCraw to Sergeant, update the photo of the Northeast Police Department Officers, remove the fax number and add the non emergency dispatch number 940-349-1600, add the [www.northeastpolice.net](http://www.northeastpolice.net) website and the code red website and logo under Website Links & Services Section and change the address of the Police Department to 100 Kruger Road, Krugerville, TX. Motion carried unanimously

#### **12. CITIZENS INPUT FOR ITEMS NOT ON THE AGENDA**

*Complete a Citizens Input form, and hand it to the Board Secretary. Please limit your comments to three minutes in duration and you are restricted from passing your time or any portion of unused minutes on to another citizen for comment. The Commission is restricted from discussing or taking action on items not posted on the agenda. Action on your statement may only be taken at a future meeting.*

No comments were made.

#### **13. COMMISSION REQUESTS FOR FUTURE AGENDA ITEMS**

*No Commission deliberation or discussion may take place during this agenda item.*

Amendment of the current budget once the 3<sup>rd</sup> Quarter financials are available. Commissioners requested an update on IT issues at the Copeland Building and continuing discussion of the proposed 2014 – 2015 budget.

#### 14. ADJOURN

Motion made by Commissioner Siano, seconded by Commissioner Hill, to adjourn. Meeting adjourned at 8:17 p.m.



Susan Zambrano, Commission Secretary  
Northeast Police Department Commission



Mike Starr, Chair  
Northeast Police Department Commission