



TOWN OF TROPHY CLUB CRIME CONTROL & PREVENTION DISTRICT

MEETING AGENDA

November 19, 2025

6:00 PM

Council Chambers
1 Trophy Wood Drive
Trophy Club, Texas 76262

CALL TO ORDER AND ANNOUNCE A QUORUM

PUBLIC COMMENT(S)

This is an opportunity for citizens to address the Board/Commission on any matter pursuant to Texas Government Code Sec. 551.007. The Board/Commission is not permitted to discuss or take action on any presentations made concerning matters that are not listed on the agenda. Presentations are limited to matters over which the Board/Commission has authority. Speakers have up to three (3) minutes or the time limit determined by the Presiding Officer. Each speaker must have submitted their request to speak by completing the Speaker's Form or may email tdixon@trophyclub.org

REGULAR ITEMS

1. Welcome and Recognition

Welcome new CCPD Board members.

Recognize and express appreciation to departing member(s) for their service to the Board and the community.

2. Crime Control and Prevention District Board Training.

3. Consider the appointment of the Crime Control & Prevention District Board President, Vice President, and Secretary.

4. Consider approval of the Trophy Club Crime Control and Prevention District Board minutes for July 9, 2025.

5. Police Department Update

FUTURE AGENDA ITEMS

ADJOURN

The Board/Commission may convene into executive session to discuss posted items as allowed by Texas Government Code Sections 551.071 through 551.076 and Section 551.087.

Notice is hereby given that a quorum of the Town of Trophy Club Town Council may be in attendance at this meeting. The Town Council will not deliberate or take any action.

CERTIFICATION

I do hereby certify that the Notice of Meeting was posted on the official bulletin board at the Town Hall for the Town of Trophy Club, Texas, in a place convenient and readily accessible to the general public at all times on the following date and time: November 10, 2025, at 2:15 p.m., and said Notice of Meeting was also posted concurrently on the Town's website in accordance with Texas Government Code Ch. 551 of the Texas Government Code.

 /s/ Tammy Dixon
Tammy Dixon, Town Secretary

If you plan to attend this public meeting and have a disability that requires special needs, please contact the Town Secretary's Office at 6822372900, 48 hours in advance, and reasonable accommodations will be made to assist you.



**CRIME CONTROL & PREVENTION DISTRICT
COMMUNICATION**

MEETING DATE: November 19, 2025

FROM: Patrick Arata, Chief of Police

AGENDA ITEM: Crime Control and Prevention District Board Training.

BACKGROUND/SUMMARY: Crime Control & Prevention District general roles and responsibilities.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. CCPD Training

ACTIONS/OPTIONS:

This agenda item is being presented for discussion and education purposes only. No action will be taken by the Crime Control & Prevention District Board during the meeting.

Crime Control & Prevention District



General Roles and Responsibilities

Establishment

- The CCPD was created by a community vote and is subject to continuation by voters every 5-20 years.
- Created: Voters approved adoption of sales and use tax and the creation of the Board on May 11, 2013, for five years.
- The Town allocates 1/4 cent of sales and use tax to CCPD. (+/- \$360,500 annually)

Purpose

- Purpose: To enhance the capability of law enforcement and to further crime prevention programs through the acquisition of personnel, new equipment and technology for the police department. The Board establishes the annual budget and policies, oversees expenditures and evaluates programs funded by the district.

CCPD Continuation and Elections

- First Continuation Election: May 5, 2018 (5-year term)
- Latest Continuation Election: May 7, 2022 (20-year term)
- Next Scheduled Continuation: 2042

CCPD Structure and Meetings

- Meeting Frequency: 3-4 times a year, as needed
- Membership: 7 Board members
- Officer Roles: President, Vice President, Treasurer, and Secretary
- Board's Responsibility: The CCPD oversees local safety funding decisions.

Board Officers' Bond Requirement

- Bond Requirement: Each officer must execute a \$5,000 bond before assuming duties
- Bond Condition: Ensures faithful performance of duties

Officer Positions and Terms

- Positions: President, Vice President, Treasurer, Secretary
 - Board elects from among its members a president and vice president.
 - Board appoints a secretary (need not be a director)
- Term Length: 1-year term per officer

Voting Requirements for Decision Making

- General Business: Requires a simple majority vote

Powers and Duties

- The district may finance all the costs of a crime control and crime prevention program, including the costs for personnel, administration, expansion, enhancement, and capital expenditures in accordance with Chapter 363 of the Government Code.

Adoption of Budget

- Not later than the 100th day before the date each fiscal year begins, the board shall hold a public hearing on the proposed annual budget.
- Not later than the 80th day before the date each fiscal year begins, the board shall adopt a budget.
- The adopted budget must be submitted to and approved by the Town Council, which must be approved not later than the 45th day before the fiscal year begins.



CRIME CONTROL & PREVENTION DISTRICT COMMUNICATION

MEETING DATE: November 19, 2025

FROM: Patrick Arata, Chief of Police

AGENDA ITEM: Consider the appointment of the Crime Control & Prevention District Board President, Vice President, and Secretary.

BACKGROUND/SUMMARY: Section 363.103 of the Government Code provides that the board shall elect from among its members a president and vice president. The board shall appoint a secretary, and 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.

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

BOARD REVIEW/CITIZEN FEEDBACK: N/A

FISCAL IMPACT: There is no financial impact associated with this agenda item.

LEGAL REVIEW: N/A

ATTACHMENTS:

None

ACTIONS/OPTIONS:

Staff recommends that the Crime Control & Prevention District Board move to appoint the president, vice president, and secretary.



**CRIME CONTROL & PREVENTION DISTRICT
COMMUNICATION**

MEETING DATE: November 19, 2025

FROM: Julie Swartz, Admin Assistant

AGENDA ITEM: Consider approval of the Trophy Club Crime Control and Prevention District Board minutes for July 9, 2025.

BACKGROUND/SUMMARY: The Crime Control and Prevention District Board held a meeting on July 9, 2025.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. July 9, 2025 Minutes

ACTIONS/OPTIONS:

Move to approve the Trophy Club Crime Control and Prevention District Board minutes for July 9, 2025.

**MINUTES FROM REGULAR SESSION
BOARD OF THE CRIME CONTROL AND PREVENTION DISTRICT MEETING
FOR THE TOWN OF TROPHY CLUB
LOCATION: 1 TROPHY WOOD DRIVE, TROPHY CLUB, TEXAS
Wednesday, July 9, 2025, at 6:00 P.M.
Council Chambers**

The Crime Control and Prevention District Board of the Town of Trophy Club, Texas, met in a Regular Session on Wednesday, June 4, 2025. The meeting was held within the boundaries of the Town and was open to the public.

**STATE OF TEXAS §
COUNTY OF TARRANT §**

CCPD BOARD MEMBERS PRESENT:

Marc Bartels, President
Christine Udvar-Hazy, Vice President
Christopher McAllister, Member
Royce Labor, Member
Marion Hawker, Member
Leo Daniels, Member

CCPD BOARD MEMBERS ABSENT:

STAFF AND GUEST(S) PRESENT:

Brandon Wright, Town Manager
Patrick Arata, Chief of Police
Julie Swartz, Administrative Assistant

CALL TO ORDER AND ANNOUNCE A QUORUM

Board member Bartels called the meeting to order and announced quorum at 6:00 p.m.

PUBLIC COMMENTS

Citizens are allowed four (4) minutes to address the Board regarding an item over which the Board has policy or oversight authority as provided by Texas law, the ethics order, or other policy order.

No public comments.

REGULAR SESSION

1. Consider and take appropriate action regarding the Crime Control and Prevention District Board Minutes for June 4, 2025.

Minutes reviewed and motion passed unanimously.

2. Conduct public hearing and consider approval of FY 2026 proposed annual budget for Trophy Club Crime Control and Prevention District.

At 6:01 p.m. the public hearing opened. Chief Arata discussed how \$300,000 in reserve funding can be used for over hire position. This officer could be hired, put in training and prepared for the department, also supporting online programs. This would mean tapping into reserve funds but would have person trained as cadet and come to PD into FTO program. There is currently a two-year commitment; we would make this a three-year commitment.

Public hearing closed at 6:06 by Marc Bartels.

ADJOURN

Meeting adjourned at 6:30 p.m.

Marc Bartels
Town of Trophy Club

Julie Swartz
Town of Trophy Club

*The video of the meeting is posted on the Town's YouTube page



**CRIME CONTROL & PREVENTION DISTRICT
COMMUNICATION**

MEETING DATE: November 19, 2025
FROM: Patrick Arata, Chief of Police
AGENDA ITEM: Police Department Update

BACKGROUND/SUMMARY:

Police Cadet Recruitment:

The recruitment process for the CCPD-funded Police Cadet position is progressing. Candidate interviews have been completed, and one applicant is currently in the background investigation phase. If the candidate successfully passes all requirements, the department intends to extend an employment offer with the goal of enrolling the cadet in the December police academy.

Drone Program Status:

The department has temporarily paused implementation of the Drone Program pending anticipated federal guidance related to the National Defense Authorization Act (NDAA). This guidance, expected in December, will clarify rules concerning the use of drones manufactured in China. Once this information is released, the department will evaluate available options and determine the most appropriate path forward.

Council Strategic Plan – Police Department Initiatives:

The Police Department is actively advancing two initiatives outlined in the current Council Strategic Plan. The first focuses on expanding the Elderly Take-Home Program and enhancing coordination with the Fire Department to improve information sharing. The second initiative involves developing a public-facing website to provide real-time access to crime statistics and response time data, promoting greater transparency and community engagement.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

None

ACTIONS/OPTIONS:

This agenda item is being presented for discussion and feedback purposes only. No action will be taken by the Crime Control & Prevention District Board during the meeting.

