

CITY OF DEER PARK

CCPD 1-255

710 EAST SAN AUGUSTINE STREET

DEER PARK, TEXAS 77536

MINUTES

OF

THE REGULAR MEETING OF THE DEER PARK CRIME CONTROL AND PREVENTION DISTRICT BOARD OF DIRECTORS HELD AT CITY HALL COUNCIL CHAMBERS, 710 EAST SAN AUGUSTINE STREET, DEER PARK, TEXAS, ON JANUARY 17, 2022 BEGINNING AT 5:15 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

DIANNA TAYLOR	PRESIDENT
EDWARD BERG	VICE PRESIDENT
SMOKEY MATHER	MEMBER
DONALD ZUCKERO	MEMBER
WENDELL STANLEY	MEMBER
SHANNON BENNETT	BOARD SECRETARY
DONNA TODD	TREASURER

1. MEETING CALLED TO ORDER – President Dianna Taylor called the meeting to order at 5:15 p.m.
2. COMMENTS FROM AUDIENCE – No comments received.
3. APPROVAL OF MINUTES OF REGULAR MEETING OF OCTOBER 18, 2021 – Motion was made by Donald Zuckero and seconded by Edward Berg to approve the minutes of the regular meeting on October 18, 2021 with correction to the misspelled word “range”. Motion carried unanimously.
4. PRESENTATION OF THE QUARTERLY FINANCIAL REPORT FOR THE FY 2021-2022 FIRST QUARTER ENDING DECEMBER 31, 2021 – Treasurer, Donna Todd presented the Financial Report for FY 21-2022 and highlighted the expenditures and revenues for each fund. (Exhibit A1-A2)

Ms. Todd thanked the Crime Control and Prevention District Board for their support during her time with the City of Deer Park and introduced the new Treasure, Sara Robinson.

5. CONSIDERATION OF AND ACTION ON A QUARTERLY PLAN FOR EXPENDITURES FOR THE PERIOD OF JANUARY 1, 2022, THROUGH MARCH 31, 2022 – Captain Wade Connor gave an overview of the expenditures for the period of January 1, 2022 through March 31, 2022 to include the pricing of the Motorola Records Management System and the delivery of the self-contained mobile command post. (Exhibit B1-B2)

Motion was made by Donald Zuckero and seconded by Wendell Stanley to accept the Quarterly Financial Report for the FY 2021-2022 First Quarter ended December 31, 2021. Motion carried unanimously.

6. DISCUSSION OF ISSUES RELATING TO THE UPDATED SCHEDULE FOR THE DESIGN OF THE DEER PARK EMERGENCY OPERATION CENTER ADDITION, RECONFIGURATION OF THE EXISTING EOC AND DISPATCH CENTER AND EXPANSION OF THE RECORDS UNIT AT THE DEER PARK POLICE DEPARTMENT – Assistant City Manager Gary Jackson introduced Paul Bonnette with PGAL via WebEx who gave an overview and scheduling of the project design and highlighted the changes, that included the major change of separating the new addition from the existing building to avoid problems with connecting the roof of the new addition to the roof of the existing EOC building.

Vice President Edward Berg asked, “Where do you anticipate having a press conference room?”

Captain Wade Connor responded, “The old EOC room is where press conferences will take place.”

President Dianna Taylor asked, “Is this building design and size larger than the first building plan we looked at?”

Captain Connor responded, “Yes. I believe it an additional 1,200 square feet more.”

Mr. Bonnette commented, “The total square footage of the building is 8,500 square feet.”

President Taylor commented, “I really like the building design a lot.”

Vice President Berg asked, “Will it have a new generator?”

Captain Connor responded, “There is an existing generator that was switched over to where it covers the entire existing building. The new building will have a new generator. We will have two generators.”

Mr. Zuckero asked, “Is it a natural gas generator?”

Mr. Bonnette responded, “It is a diesel generator.”

President Taylor asked, "How will the generator be refueled and how often?"

Captain Connor responded, "We have the diesel checked in the existing generator monthly, just because we run tests on the generator monthly."

Mr. Bonnette continued the discussion and advised the Board of the schedule and timeline of the project that will start in April 2022 and scheduled to be completed in January of 2023.

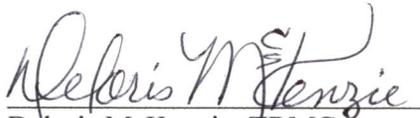
Vice President Berg asked, "Who will be doing the contract negotiation and the project construction management?"

Captain Connor responded, "The Construction Manager will be assigned to the General Contractor who is awarded the bid."

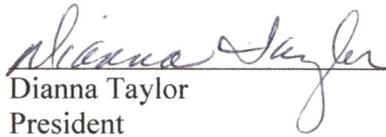
Motion was made by Donald and seconded by Donald Zuckero to accept the FY 2020-21 Crime Control Prevention District Budget and submission to City Council. Motion carried unanimously.

7. ANNOUNCEMENT OF THE NEXT REGULAR CCPD BOARD MEETING ON APRIL 18, 2022 – President Dianna Taylor acknowledged the next regular Board meeting on April 18, 2022.
8. ADJOURN – President Dianna Taylor adjourned the meeting at 5:42 p.m.

ATTEST:


Deloris McKenzie, TRMC
Interim Board Secretary

APPROVED:


Dianna Taylor
President

**CITY OF DEER PARK
CRIME CONTROL AND PREVENTION DISTRICT (CCPD)
FISCAL YEAR 2022**

December 31, 2021

Authority for the Deer Park Crime Control Prevention District is provided by Texas Local Government Code, Chapter 363. The purpose of the District is to enhance the capability of law enforcement and further crime prevention programs in the City of Deer Park. The fund was established by a dedicated one-fourth of one percent (0.25%) sales and use tax approved by the voters in May 2011 and effective on October 1, 2011 for a period of five years. In May 2016, voters authorized continuation of the District, including the dedicated 0.25% sales and use tax, for an additional period of 10 years.

BALANCE SHEET (UNAUDITED)

<u>Assets</u>	
Cash	\$ 2,826,724.01
Accounts Receivable	-
Due To/Due From	50,134.73
Capital Assets	5,228,870.28
Depreciation	(1,942,503.78)
Construction-In-Progress	-
Deferred Outflows (Pension - GASB 68)	101,784.98
Total Assets	\$ 6,265,010.22
 <u>Liabilities & Equity</u>	
Payables	\$ 44,394.72
Capital Leases Payable	-
Net Pension Obligation (GASB 68)	91,270.19
Total OPEB Liability	269,938.48
Due To/Due From	1,920.20
Deferred Inflows (Pension - GASB 68)	49,247.69
Total Liabilities	456,771.28
 <u>Fund Equity</u>	
Fund Balance	5,888,589.62
Revenues Over/(Under) Expenditures	(80,350.68)
Total Fund Equity	5,808,238.94
Total Liabilities & Equity	\$ 6,265,010.22

STATEMENT OF REVENUES AND EXPENDITURES (UNAUDITED)

	Q1 <u>12/31/21</u>	Q2 <u>03/31/22</u>	Q3 <u>06/30/22</u>	Q4 <u>09/30/22</u>	YTD <u>Total</u>	Adopted <u>Budget</u>	Remaining <u>Budget</u>
<u>Revenues</u>							
Sales Tax Revenue	\$ 142,885.12				\$ 142,885.12	\$ 1,550,000.00	\$ 1,407,114.88
Investment Revenue	1,181.23				1,181.23	2,500.00	1,318.77
Insurance Reimbursement	6,800.00				6,800.00	-	(6,800.00)
Prior Year Revenue (Reserves)	-				-	4,943,197.00	4,943,197.00
Total Revenue	150,866.35				150,866.35	6,495,697.00	6,344,830.65
 <u>Expenditures</u>							
Salaries & Benefits	153,068.91				153,068.91	769,032.00	615,963.09
Services	71,573.12				71,573.12	550,935.00	479,361.88
Supplies	275.00				275.00	8,162.00	7,887.00
Repairs & Maintenance	6,300.00				6,300.00	41,708.00	35,408.00
Other - Salary Contingency	-				-	-	-
Sub-total Operating Expenditures	231,217.03				231,217.03	1,369,837.00	1,138,619.97
Capital Expenditures	-				-	5,125,860.00	5,125,860.00
Total Expenditures	231,217.03				231,217.03	6,495,697.00	6,264,479.97
 Revenue Over/(Under) Expenditures	 \$ (80,350.68)				 \$ (80,350.68)	 \$ -	 \$ 80,350.68

CCPD FY 2021-2022 Sales Tax Revenue Comparison

<u>G/L</u>	<u>Actual</u>		
Oct 2021	\$ -		
Nov 2021	-		
Dec 2021	142,885.12		
Jan 2022			
Feb 2022			
Mar 2022			
Apr 2022			
May 2022			
Jun 2022			
Jul 2022			
Aug 2022			
Sep 2022			
YTD Total	\$ 142,885.12	Budget	% of Budget
Annual	\$ 142,885.12	\$ 1,550,000.00	9.22%

CCPD Sales Tax Revenue History

<u>Month</u>	<u>FY 2022</u>	<u>FY 2021</u>	<u>FY 2020</u>	<u>FY 2019</u>
Oct	\$ -	\$ -	\$ -	\$ -
Nov	-	-	-	-
Dec	142,885.12	135,642.54	163,018.74	129,313.70
Jan	-	122,715.25	144,631.06	127,484.11
Feb	-	155,004.29	163,511.53	151,307.00
Mar	-	115,004.15	120,671.77	128,543.72
Apr	-	135,724.76	175,830.68	135,404.16
May	-	183,971.50	154,444.50	180,386.84
Jun	-	145,133.32	134,712.08	175,976.00
Jul	-	142,167.70	133,400.76	154,921.14
Aug	-	164,098.63	153,295.58	155,830.94
Sep *	-	429,219.29	409,418.57	470,780.71
Annual	\$ 142,885.12	\$ 1,728,681.43	\$ 1,752,935.27	\$ 1,809,948.32
YTD Total	\$ 142,885.12	\$ 135,642.54	\$ 163,018.74	\$ 129,313.70

42310	Equipment Rental		
	Six Rental Vehicles for Pro-Act & Investigations	31,400.00	Ongoing
42520	Dues & Fees		
	Vehicle Registrations for PD Fleet	708.00	
	Leads on Line	4,748.00	
	Lexis Nexus (Accurint)	5,972.00	Ongoing
42790	Software - Other		
	OSSI Agency Licensing Fee (RMS)	52,000.00	Paid
	OSSI Consortium Fee	30,441.00	
	Cellebrite UFED Annual License Renewal	4,599.00	
	Extended Warranty for Dispatch Equipment	3,427.00	
	IA Pro & Blue Team software maintenance	2,040.00	Paid
	Cellular service for ProAct Covert Camera Modem	600.00	Paid
	Motorola Records Management Systems (RMS)	400,000.00	
42900	Contract Labor		
	ERAD Enterprise Service - Fraud Detection	3,000.00	
	Specialized Counsel, Search Warrants, Subpoenas	10,000.00	

SERVICES BALANCE

43000 - SUPPLIES

43050	Election equipment, supplies & staffing		
43070	Postage		
43080	Small tools & Minor Equipment		
	Portable radio multi-battery charger	1,050.00	
	Replacement batteries for handheld radios	1,845.00	
	Surface Go2 Tablets for Investigators	2,215.00	
43140	Protective Clothing		
	Rifle vests for new officers (3)	2,725.00	

SUPPLIES BALANCE

44000 - Maintenance

44020	Equipment Maintenance		
	Datalux Tracer Maintenance	1,500.00	
44090	A/C Maintenance		
	A/C Maintenance	10,208.00	
44120	Grounds Maintenance		
	Grounds maintenance for Firing Range	30,000.00	Ongoing

49000 - CAPITAL OUTLAY

49020	Building		
	EOC Construction	4,710,000.00	
	EOC Final Structural Design	181,000.00	Ongoing

49030	Improvements Other Than Buildings		
	Building Covers and Storage at the Firing Range	150,000.00	
49060	Vehicles		
	28' Self Contained Mobile Command Post	84,860.00	Ongoing

