

CITY OF DEER PARK

CCPD 1-159

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 OCTOBER 14, 2019 BEGINNING AT 5:15 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

CRAIG O'SULLIVAN	PRESIDENT
GEORGE PINDER	VICE PRESIDENT
SMOKEY MATHER	MEMBER
DIANNA TAYLOR	MEMBER
SHANNON BENNETT	SECRETARY
DONNA TODD	TREASURER

1. MEETING CALLED TO ORDER – President Craig O’Sullivan 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 JULY 8, 2019 – Motion was made by Dianna Taylor and seconded by Smokey Mather to approve the minutes of the regular meeting on July 8, 2019. Motion carried unanimously.
4. CONSIDERATION OF AND ACTION ON ELECTION OF OFFICERS FOR 2019-2020 – Motion was made by Dianna Taylor and seconded by Smokey Mather to approve the slate of Officers to remain the same. Motion carried unanimously.
5. CONSIDERATION OF AND ACTION ON THE ANNUAL REVIEW AND AN ORDER TO ADOPT THE INVESTMENT POLICY FOR THE DEER PARK CRIME CONTROL AND PREVENTION DISTRICT – Treasurer, Donna Todd gave an overview of the recently updated Investment Policy in accordance with the Texas Public Funds Investment Act, Government Code Ch. 2256 making several minor changes, including the recommendation of the City’s Investment Advisor, Valley View Consulting, L.L.C., to add another broker/dealer to the list of authorized broker/dealers to ensure a competitive environment if and when the City requests bids for security investments. The City Council approved this change as part of it’s annual review of the City’s Investment Policy in September 2019, and Multi-Bank Securities, Inc. has been added to the list of authorized broker/dealers. The change has been incorporated in the District's Investment Policy and are summarized on the Crime Control Prevention District Investment Policy Review. This change has been included in the District’s policy for 2019. (Exhibit A1)

Motion was made by Smokey Mather and seconded by Dianna Taylor to adopt the Investment Policy for the Deer Park Crime Control and Prevention District. Motion carried unanimously.

6. PRESENTATION OF THE QUARTERLY FINANCIAL REPORT FOR THE FY 2018-2019 FOURTH QUARTER ENDING SEPTEMBER 30, 2019 – Treasurer, Donna Todd presented the Financial Report and highlighted the statement of revenues and expenditures. (Exhibit B1)

Motion was made by Dianna Taylor and seconded by Smokey Mather to approve the FY 2018-19 Crime Control Prevention District Budget and submission to City Council.

7. CONSIDERATION OF AND ACTION ON A QUARTERLY PLAN FOR EXPENDITURES FOR THE PERIOD OF OCTOBER 1, 2019, THROUGH DECEMBER 31, 2019 – Captain Wade Conner presented the list of expenditures to the Board. Captain Conner commented, “I will just be covering the big ticket items. I believe the Chief signed off on the PO for the chairs for the employees in the breakroom and patrol briefing. We have already paid out for the Motorola radios. We put a lot of our budget into motion waiting on October 1<sup>st</sup>, and everything started coming together after October 1<sup>st</sup>. We have already purchased the 19 tasers to be assigned to officers. We are in the process and I am meeting with City Engineer Adam Ballasteros for the RFQ on the conceptual drawings to add onto the building for the EOC, which will also expand our Records Division which is packed right now. We are going to move our desks back but we are still talking about it. It will open up a lot more room that we desperately need right now. If you would have been there during the ITC incident with all the dispatchers, you would understand. We put into motion getting the fiber optics for our records management system. We got that started back in September, everything was put in place and it is moving right along now and they are getting all the agreements signed. The upgrade to the building automated system that shuts off the air for our main unit will go in front of Council. The vehicles and their equipment have been ordered but General Motors has gone on strike and we are not sure as to how long it will be before we get all of them back.” (Exhibit C1-C2)
8. CONSIDERATION OF AND ACTION ON APPROVING AN AMENDMENT TO THE FY 2019-2020 CRIME CONTROL AND PREVENTION DISTRICT BUDGET FOR RECONSTRUCTION OF THE BERM AT THE FIRING RANGE – Finance Director Donna Todd advised the Board of the budgeted amount of \$730,000.00 for reconstruction of the berm at the Firing Range that was damaged by Hurricane Harvey. The lowest bid of \$788,788.78 from Jerdon Enterprises is \$58,788.78 higher than the budget estimate, therefore it is necessary to amend the budget for the additional monies needed to complete the project. Ms. Todd also advised the Board that the City has received a FEMA Public Assistance grant, which will reimburse 90 percent (90%) of eligible project costs. When received, those funds would be transferred to the Crime Control and Prevention District budget.

President O’Sullivan asked, “Do we have the funds to cover this?”

Ms. Todd responded, “Yes. You are offsetting prior funds from the revenues, basically the reserves.”

Assistant City Manager Gary Jackson gave an overview of the FEMA process that compares the bids among the metropolitan areas and narrows down what amount will be granted by FEMA and considered as eligible project costs.

Motion was made by George Pinder and seconded by Smokey Mather to amend the FY 2019-2020 Crime Control and Prevention District budget for reconstruction of the berm at the Firing Range. Motion carried unanimously.

9. CONSIDERATION OF AND ACTION ON AN AMENDMENT NO.4 TO THE AGREEMENT WITH THE CITY OF DEER PARK FOR CRIME CONTROL PREVENTION DISTRICT PERSONNEL, VEHICLES, FACILITIES, EQUIPMENT, AND INVESTMENTS – Assistant City Manager, Gary Jackson advised the Board of the amendment to the annual agreement for all the administrative services and duties performed by the City for FY 2019-2020 on behalf of the District. (Exhibit D1-D4)

Motion was made by Dianna Taylor and seconded by George Pinder to amend the agreement for personnel, vehicles, facilities, equipment and investments for FY 2019-2020. Motion carried unanimously.

10. CONSIDERATION OF AND ACTION ON A RECOMMENDATION TO CITY COUNCIL FOR THE AWARD OF BID ON THE REPAIRS TO THE POLICE FIREARMS TRAINING FACILITY – Assistant City Manager, Gary Jackson gave a brief summary of bid tabulation sheet that included the low bidder, Jerdon Enterprises. The City Engineer Adam Ballasteros checked the references for Jerdon and is confident in their ability to complete the job. The contractor will bill and be paid monthly after City Council approves the payment and the City would then submit reimbursement from FEMA.

Member Dianna Taylor asked, “Will the soil be reused after it is removed from the site?”

Captain Wade Conner responded, “No. The top 4-6 inches is going to have to be removed from the site because there is grass already growing on it causing it to be spoiled soil. They will take the dirt that is underneath, put it out in the pasture in front of it, reuse it and put it back into the berm. They will also have to bring more in. They are going to make the outside of the berms three to one so it is easier to maintain. The majority will be reused soil.”

Motion was made by George Pinder and seconded by Dianna Taylor to submit a recommendation to City Council for the award of bid on the Repairs to the Police Firearms Training Facility to Jerdon Enterprise, L.P. Motion carried unanimously.

11. ADJOURN – President Craig O’Sullivan adjourned the meeting at 5:41 p.m.

ATTEST:

APPROVED:

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Shannon Bennett, TRMC  
Board Secretary

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Craig O’Sullivan  
President