

CITY OF DEER PARK

CCPD 1-151

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 21, 2019 BEGINNING AT 5:15 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

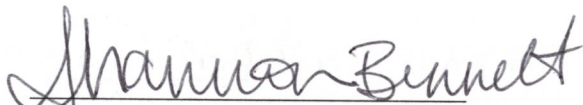
CRAIG O'SULLIVAN	PRESIDENT
GEORGE PINDER	VICE PRESIDENT
SMOKEY MATHERS	MEMBER
DIANNA TAYLOR	MEMBER
RAY LANDERS	MEMBER
BOB HOTTEN	MEMBER
SHANNON BENNETT	BOARD SECRETARY
DONNA TODD	TREASURER

1. MEETING CALLED TO ORDER – President Craig O'Sullivan called the meeting to order at 5:15 p.m.
2. APPROVAL OF MINUTES – Motion was made by Bob Hotten and seconded by Smokey Mather to approve the minutes of the regular meeting on October 15, 2018. Motion carried unanimously.
3. PRESENTATION OF THE QUARTERLY FINANCIAL REPORT FOR THE FY 2018-2019 FIRST QUARTER ENDING DECEMBER 31, 2018 – Treasurer Donna Todd presented the Financial Report. (Exhibit A1)

Motion was made by George Pinder and seconded by Dianna Taylor to accept the Financial Report as presented. Motion carried unanimously.
4. CONSIDERATION OF AND ACTION ON A QUARTERLY PLAN FOR EXPENDITURES FOR THE PERIOD OF JANUARY 4, 2019 THROUGH MARCH 31, 2019 – Captain Connor gave an overview of the year to date paid, pending and projected expenditures. (Exhibit B1)
5. DISCUSSION OF CCPD BOARD OF DIRECTORS MEETING DATES FOR FY 2018-2019 – Assistant City Manager, Gary Jackson, gave an overview of the tentative scheduled FY 2018 -2019 dates for the Board of Directors meetings for FY 2018-19.

6. ADJOURN – President Craig O’Sullivan adjourned the meeting at 5:22 p.m.

ATTEST:



Shannon Bennett, TRMC
Board Secretary

APPROVED:



Craig O’Sullivan
President

CITY OF DEER PARK
CRIME CONTROL AND PREVENTION DISTRICT (CCPD)
FISCAL YEAR 2019
December 31, 2018

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	\$ 1,797,752.03
Accounts Receivable	-
Due To/Due From	-
Capital Assets	1,726,101.50
Depreciation	(1,117,754.16)
Construction-In-Progress	2,512,206.50
Deferred Outflows (Pension - GASB 68)	90,108.00
Total Assets	<u>\$ 5,008,413.87</u>
<u>Liabilities & Equity</u>	
Payables	\$ 86,874.48
Capital Leases Payable	-
Net Pension Obligation (GASB 68)	171,984.84
Due To/Due From	139.90
Total Liabilities	<u>258,999.22</u>
<u>Fund Equity</u>	
Fund Balance	4,900,442.66
Revenues Over/(Under) Expenditures	(151,028.01)
Total Fund Equity	<u>4,749,414.65</u>
Total Liabilities & Equity	<u>\$ 5,008,413.87</u>

STATEMENT OF REVENUES AND EXPENDITURES (UNAUDITED)

	Q1 <u>12/31/18</u>	Q2 <u>03/31/19</u>	Q3 <u>06/30/19</u>	Q4 <u>09/30/19</u>	YTD <u>Total</u>	Adopted <u>Budget</u>	Remaining <u>Budget</u>
<u>Revenues</u>							
Sales Tax Revenue	\$ 129,313.70				\$ 129,313.70	\$ 1,435,200.00	\$ 1,305,886.30
Investment Revenue	900.69				900.69	1,000.00	99.31
Sale of Surplus Material	-				-	10,000.00	10,000.00
Prior Year Revenue (Reserves)	-				-	519,417.00	519,417.00
Total Revenue	<u>130,214.39</u>				<u>130,214.39</u>	<u>1,965,617.00</u>	<u>1,835,402.61</u>
<u>Expenditures</u>							
Salaries & Benefits	100,667.77				100,667.77	686,418.00	585,750.23
Services	81,653.90				81,653.90	157,558.00	75,904.10
Supplies	20,016.58				20,016.58	208,457.00	188,440.42
Repairs & Maintenance	8,687.40				8,687.40	69,446.00	60,758.60
Other - Salary Contingency	-				-	14,396.00	14,396.00
Sub-total Operating Expenditures	<u>211,025.65</u>				<u>211,025.65</u>	<u>1,136,275.00</u>	<u>925,249.35</u>
Capital Expenditures	70,216.75				70,216.75	829,342.00	759,125.25
Total Expenditures	<u>281,242.40</u>				<u>281,242.40</u>	<u>1,965,617.00</u>	<u>1,684,374.60</u>
Revenue Over/(Under) Expenditures	<u>\$ (151,028.01)</u>				<u>\$ (151,028.01)</u>	<u>\$ -</u>	<u>\$ 151,028.01</u>

CCPD FY 2018-2019 Sales Tax Revenue Comparison

<u>G/L</u>	<u>Actual</u>		
Oct 2018	\$ -		
Nov 2018	-		
Dec 2018	129,313.70		
Jan 2019			
Feb 2019			
Mar 2019			
Apr 2019			
May 2019			
Jun 2019			
Jul 2019			
Aug 2019			
Sep 2019			
YTD Total	\$ <u>129,313.70</u>	<u>Budget</u>	<u>% of Budget</u>
Annual	\$ <u>129,313.70</u>	\$ <u>1,435,200.00</u>	9.01%

CCPD Sales Tax Revenue History

<u>Month</u>	<u>FY 2019</u>	<u>FY 2018</u>	<u>FY 2017</u>	<u>FY 2016</u>
Oct	\$ -	\$ -	\$ -	-
Nov	-	-	-	-
Dec	129,313.70	144,488.08	144,617.78	130,668.90
Jan		144,324.10	129,898.74	130,881.95
Feb		164,039.91	164,199.36	141,347.47
Mar		113,102.94	103,194.16	121,029.34
Apr		162,426.63	118,942.19	128,214.52
May		148,330.87	168,849.74	142,313.64
Jun		125,780.26	120,858.58	138,994.62
Jul		120,073.33	137,048.43	146,669.87
Aug		131,921.80	133,256.62	192,621.50
Sep *		381,721.90	387,025.09	415,998.23
Annual	\$ <u>129,313.70</u>	\$ <u>1,636,209.82</u>	\$ <u>1,607,890.69</u>	\$ <u>1,688,740.04</u>
YTD Total	\$ 129,313.70	\$ 1,636,209.82	\$ 1,607,890.69	\$ 1,688,740.04

* Sales taxes are deposited to the CCPD two months after collection. Collections in October, for example, are deposited in December. Because of this timing difference, the amount recorded in September will include the deposit for the month of July collections and an accrual at fiscal year end for the months of August and September that will be deposited in October and November, respectively.

SERVICES		BUDGET:	157,558.00
Rental Vehicles for ProAct Team & CID Sergeant		21,600.00	
Car Rental - October		-600.00	
Car Rental - October		-575.00	
Car Rental - October		-600.00	
Car Rental - November		-1,175.00	
Car Rental - November		-600.00	
Car Rental - December		-600.00	
Annual Audit		2,000.00	
Trainnig		1,970.00	
Accreditation Manager Training			
- on line	675.00		
Train & re-certify Investigator on Cellebrite	1,295.00		
Dues & Fees		10,444.00	
Leads on Line	4,748.00		
Lexis Nexis	5,025.00		
Lexis Nexis - October		-305.96	
Vehicle Registrations for PD			
Fleet	671.00		
Software - Other		116,273.00	
OSSI Agency Licensing Fee	46,295.00		
OSSI Agency Licensing Fee		-48,424.11	
OSSI Consortium Fee	30,441.00		
Cellebrite UFED Annual License			
Renewal	3,999.00		
Cellebrite UFED Annual License			
Renewal		-3,700.00	
Extended Warranty for Dispatch Equipment	12,379.00		
Extended Warranty for Dispatch Equipment		-12,377.93	
ADORE Software to convert training files to PDF	750.00		
IA Pro Professional Standards			
Software	13,385.00		
Dell PowerEdge Server for IA			
Pro		-3,213.00	PENDING
IA Pro Proffessional Software &			
Blue		-10,000.00	
Anti-virus software for IA Pro & Blue Team field support		-34.99	
LPR License Agreement			
(Vigilant)	6,000.00		
SolarWinds Serv-U License for			
Records	3,024.00		
SolarWinds Serv-U License for			
Records		-2,246.25	
Contract Labor		5,271.00	
Installation of new modems & antennas in fleet	5,271.00		
SERVICES BALANCE			\$73,105.76

SUPPLIES		BUDGET:	208,457.00
Postage		327.00	
Small tools & Minor Equipment		\$193,965.00	
Media & Presentation curtain	539.00		
Modems & Antennas for fleet	13,047.00		
Sierra Wireless Airlink MP70 Modems (5)		-7,400.00	PENDING
AED Package/ Ambu Bags/ Trauma Kits	7,700.00		
AED's & Trauma Kits for Patrol Tahoes		-7,104.80	PENDING
Tourniquet, Halo Chest & Quick Clot for Tahoes		-337.40	PENDING
DataLux Tracer Systems (5) w/printer, DL Swipe, puck	30,661.00		
Equipment for 5 new Tahoes	66,706.00		
Equipment, graphics & installation for 5 patrol Tahoes		-56,835.40	PENDING
Golden Eagle II Radars (6)	11,731.00		
Talon II dash mounted radars (6) & accessories		-11,364.00	
Laptop Computer for Training Facility	1,700.00		
LED Monitors & Stands for Records (3)	831.00		
LED Monitors & Stands for Records (3)		-739.97	
New refrigerators for Employee breakroom, dispatch & EOC	3,465.00		
New refrigerator in Disaptch		-1,107.99	
RETURN unused water line		9.99	
New refrigerators in EOC & employee breakroom		-2,096.00	
Plastix Plus Trunk organizers (5)	12,459.00		
Plastix Plus Trunk organizers (5)		-12,709.40	PENDING
Projector for Briefing Room	800.00		
Replace 20 chairs at PD	8,204.00		
Replace 20 chairs at PD		-7,461.12	PENDING
Stop Stick (7)	3,337.00		
Stop Stick (7)		-3,337.00	
Wind & water tight storage container	2,785.00		
concrete blocks to support storage container		-11.84	
conex box to serve as dry storage at the firing range		-2,785.00	PENDING
Equipment for firing range & training facility	30,000.00		
2 36" drum fans for the firing range		-628.02	
Protective Clothing		14,165.00	
Replace 7 Tactical Carriers	10,752.00		
Replace 7 Tactical Carriers for SWAT		-10,786.37	PENDING
Riot Gear for new member & repairs to equipment	2,000.00		
SWAT Gas Masks & Filters	1,413.00		
SWAT Gas Masks & Filters		-1,427.85	PENDING

SUPPLIES BALANCE

\$82,334.83

Maintenance		BUDGET	69,446.00
Equipment Maintenance			1,500.00
DataLux Tracer maintenance / repairs	1,500.00		
Building Maintenance			30,088.00
Paint Sally port & Juvenile detainee cell	27,762.00		
Re-cover lobby furniture at the PD	2,326.00		
Radio Maintenance			5,163.00
Tune & Align radios not under warranty	5,163.00		
A/C Maintenance			2,695.00
HVAC Shutdown to connect AHU-2 & AHU-3	2,695.00		
Grounds Maintenance			30,000.00
Grounds Maintenance at the Firing Range	30,000.00		
Move/ extend existing fence at firing range			-8,687.40
Repair the irrigation system at firing range			-845.00
MAINTENANCE BALANCE:			59,913.60

PENDING

CAPITAL OUTLAY		BUDGET:	829,342.00
Building - Firing Range			479,000.00
Firing Range remaining construction costs	414,000.00		
Building for weapons cleaning storage at range	65,000.00		
Building for weapons cleaning storage at range			-19,851.00
Specialized Equipment			166,163.00
Watch Guard In-Car Video System (5)	32,942.00		
Watch Guard In-Car Video System (5)			-30,845.00
Cellebrite	69,500.00		
Crisis Throw Phone	19,700.00		
Crisis Throw Phone			-19,692.20
Replace A/C in EOC & Dispatch	18,135.00		
Equipment to install A/C in EOC & Dispatch			-6,550.39
Replace server hardware for Higher Ground System	19,521.00		
Replace server hardware for Higher Ground System			-19,520.75
VHF equipment for Crossing Guard Channel	6,365.00		
Vehicles			184,179.00
Patrol Tahoes (5)	184,179.00		
Patrol Tahoes (5)			-167,434.70
CAPITAL OUTLAY BALANCE			\$565,447.96

PENDING

PENDING

PENDING

Transition Fund		
Salary Incentive Contingency		\$14,396.00

TOTAL REMAINING BALANCE	\$1,401,549.56
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