

CITY OF DEER PARK  
710 EAST SAN AUGUSTINE STREET  
DEER PARK, TEXAS 77536

CD 01-155

MINUTES

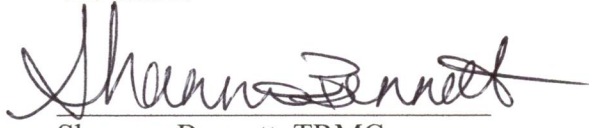
OF

THE SPECIAL 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 MAY 13, 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
RAY LANDERS	MEMBER
BOB HOTTEN	MEMBER
SHANNON BENNETT	BOARD SECRETARY
DONNA TODD	TREASURER

1. MEETING CALLED TO ORDER – President O'Sullivan called the meeting to order at 5:15 p.m.
2. ACCEPTANCE OF THE PROPOSED FISCAL YEAR 2019-2020 CCPD BUDGET SUBMITTED BY THE DEER PARK POLICE DEPARTMENT – Motion was made to accept the FY 2019-2020 CCPD Budget. (Exhibit A1-A5) Motion carried unanimously.
3. SCHEDULE A PUBLIC HEARING ON THE PROPOSED FY 2018-2019 CCPD BUDGET – Motion was made to schedule a public hearing on the proposed FY 2019-2020 CCPD Budget on June 10, 2019 at 5:15 p.m. Motion carried unanimously.
4. ADJOURN – President O'Sullivan adjourned the meeting at 5:19 p.m.

ATTEST:

  
Shannon Bennett, TRMC  
Board Secretary

APPROVED:

  
Craig O'Sullivan  
President

CITY OF DEER PARK  
CRIME CONTROL AND PREVENTION DISTRICT (CCPD)  
2019-2020 ANNUAL BUDGET

REVENUE SUMMARY

DESCRIPTION	ACTUAL 17-18	BUDGET 18-19	ESTIMATED 18-19	REQUESTED 19-20	PROJECTED 19-20
Tax Revenue	\$ 1,836,210	\$ 1,435,200	\$ 1,510,000	\$ 1,500,000	
Other Revenue	6,578	11,000	8,400	7,800	
Prior Year Revenue	-	519,417	-	871,322	
<b>Total Revenue</b>	<b>\$ 1,642,788</b>	<b>\$ 1,965,617</b>	<b>\$ 1,518,400</b>	<b>\$ 2,379,122</b>	

CITY OF DEER PARK  
CRIME CONTROL AND PREVENTION DISTRICT (CCPD)  
2019-2020 ANNUAL BUDGET

DESCRIPTION	ACTUAL 17-18	BUDGET 18-19	ESTIMATED 18-19	REQUESTED 19-20	PROJECTED 19-20
<b><u>3100 TAX REVENUE</u></b>					
3120 Sales Tax Revenue	\$ 1,636,210	\$ 1,435,200	\$ 1,510,000	\$ 1,500,000	
<b>Total Tax Revenue</b>	<b>1,636,210</b>	<b>1,435,200</b>	<b>1,510,000</b>	<b>1,500,000</b>	
<b><u>3600 OTHER REVENUE</u></b>					
3614 Sale of Surplus Material	5,550	10,000	5,000	5,000	
3620 Investment Revenue	1,028	1,000	3,400	2,800	
3630 Insurance Reimbursement	-	-	-	-	
<b>Total Other Revenue</b>	<b>6,578</b>	<b>11,000</b>	<b>8,400</b>	<b>7,800</b>	
<b>Prior Year Revenue</b>	<b>-</b>	<b>519,417</b>	<b>-</b>	<b>871,322</b>	
<b>TOTAL REVENUE</b>	<b>\$ 1,642,788</b>	<b>\$ 1,965,617</b>	<b>\$ 1,518,400</b>	<b>\$ 2,379,122</b>	

**CITY OF DEER PARK  
CRIME CONTROL AND PREVENTION DISTRICT (CCPD)  
2019-2020 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

DESCRIPTION	ACTUAL 17-18	BUDGET 18-19	ESTIMATED 18-19	REQUESTED 19-20	PROPOSED 19-20
Personnel & Related	\$ 343,843	\$ 686,418	\$ 540,252	\$ 709,403	
Services	105,608	157,558	154,044	172,112	
Supplies	150,145	208,457	164,265	297,121	
Repairs & Maintenance	4,350	69,446	56,460	35,392	
Other Operating Expenditures	-	14,396	-	-	
Capital Outlay	-	829,342	586,155	1,165,094	
Transition Fund	-	-	-	-	
<b>Total Expenditures</b>	<b>\$ 603,946</b>	<b>\$ 1,965,617</b>	<b>\$ 1,501,176</b>	<b>\$ 2,379,122</b>	

**PERSONNEL SCHEDULE**

Crime Prevention Officer	1	1	1	1
Sergeant - Investigations	1	1	1	1
Pro-Act Investigators	2	2	2	2
Dispatcher	3	3	3	3

**PROGRAM DESCRIPTION**

The purpose of this special revenue district is to enhance the capability of law enforcement and to further crime prevention programs in Deer Park.

**CITY OF DEER PARK  
CRIME CONTROL AND PREVENTION DISTRICT (CCPD)  
2019-2020 ANNUAL BUDGET**

DESCRIPTION	ACTUAL 17-18	BUDGET 18-19	ESTIMATED 18-19	REQUESTED 19-20	PROPOSED 19-20
<b>4100 PERSONNEL &amp; RELATED</b>					
4101 Salaries - Full Time	\$ 239,182	\$ 467,310	\$ 380,628	\$ 501,022	
4104 Salaries - Overtime	12,312	20,000	21,744	20,000	
4106 Social Security/Medicare	18,449	37,035	30,900	39,532	
4107 TMRS	36,709	70,731	52,000	73,792	
4108 Health & Life Insurance	26,804	88,632	42,500	60,876	
4109 Workers Compensation	1,696	2,485	1,580	2,756	
4114 Section 125 Admin Fee	100	225	100	135	
4117 Health Savings Account	-	-	800	1,290	
4197 Pension Expense	3,804	-	5,000	5,000	
4198 OPEB Expense	4,787	-	5,000	5,000	
<b>Total Personnel &amp; Related</b>	<b>343,843</b>	<b>686,418</b>	<b>540,252</b>	<b>709,403</b>	
<b>4200 SERVICES</b>					
4231 Equipment Rental	14,950	21,600	21,386	43,200	
4239 Audit Fee	2,000	2,000	2,000	2,000	
4250 Training & Travel	2,500	1,970	1,970	-	
4252 Dues & Fees	686	10,444	10,193	10,555	
4279 Software - Other	84,148	116,273	113,224	110,357	
4290 Contract Labor	900	5,271	5,271	6,000	
4294 Outside Services	424	-	-	-	
<b>Total Services</b>	<b>105,608</b>	<b>157,558</b>	<b>154,044</b>	<b>172,112</b>	
<b>4300 SUPPLIES</b>					
4305 Printing	136	-	-	-	
4307 Postage	7	327	100	327	
4308 Small Tools & Minor Equipment	140,825	193,965	150,000	265,892	
4314 Protective Clothing	9,177	14,165	14,165	30,902	
<b>Total Supplies</b>	<b>150,145</b>	<b>208,457</b>	<b>164,265</b>	<b>297,121</b>	
<b>4400 REPAIRS &amp; MAINTENANCE</b>					
4402 Machinery & Equipment	-	1,500	-	5,392	
4404 Buildings	-	30,088	30,765	-	
4405 Radios	-	5,163	2,000	-	
4409 Air Conditioners	-	2,695	2,695	-	
4412 Grounds Maintenance	4,350	30,000	21,000	30,000	
<b>Total Repairs &amp; Maintenance</b>	<b>4,350</b>	<b>69,446</b>	<b>56,460</b>	<b>35,392</b>	
<b>4500 OTHER OPERATING EXP.</b>					
4511 Salary Contingency	-	14,396	-	-	
<b>Total Other Operating Exp.</b>	<b>-</b>	<b>14,396</b>	<b>-</b>	<b>-</b>	

**CITY OF DEER PARK  
CRIME CONTROL AND PREVENTION DISTRICT (CCPD)  
2019-2020 ANNUAL BUDGET**

DESCRIPTION	ACTUAL 17-18	BUDGET 18-19	ESTIMATED 18-19	REQUESTED 19-20	PROPOSED 19-20
<b>4900 CAPITAL OUTLAY</b>					
4902 Buildings	-	479,000	267,346	594,000	
4904 Machinery & Equipment	-	166,163	151,374	222,861	
4906 Automobiles & Light Trucks	-	184,179	167,435	348,233	
4908 Lease Purchase	-	-	-	-	
4941 Consulting Engineer Fee	-	-	-	-	
<b>Total Capital Outlay</b>	-	<b>829,342</b>	<b>586,155</b>	<b>1,165,094</b>	
<b>TOTAL OPERATING BUDGET</b>	<b>603,946</b>	<b>1,965,617</b>	<b>1,501,176</b>	<b>2,379,122</b>	
Transition Fund	-	-	-	-	
<b>TOTAL EXPENDITURES</b>	<b>\$ 603,946</b>	<b>\$ 1,965,617</b>	<b>\$ 1,501,176</b>	<b>\$ 2,379,122</b>	

**CITY OF DEER PARK  
CRIME CONTROL AND PREVENTION DISTRICT (CCPD)  
2019-2020 ANNUAL BUDGET**

<b>4100 - PERSONNEL &amp; RELATED</b>		
4101 Salaries - Full Time		\$ 501,022
4104 Overtime		20,000
Various Benefits (Total)		178,381
Pension/OPEB Expense		10,000
<b>TOTAL PERSONNEL</b>		<b>709,403</b>
<b>4200 - SERVICES</b>		
4231 Equipment Rental		43,200
Rental Vehicles for detectives	43,200	
4239 Annual Audit		2,000
4252 Dues & Fees		10,555
Vehicle Registrations for PD Fleet	671	
LeadsOnline annual subscription	4,748	
Lexis Nexis annual subscription	5,136	
4279 Software - Other		110,357
OSSI Agency Licensing Fee	46,295	
OSSI Consortium Fee	30,441	
RMS License for Investigators & Property/Evidence	4,500	
Cellebrite UFED Annual License Renewal	3,999	
Extended Warranty for Dispatch Equipment	13,006	
Windows 10, Office Pro, TRAPS Licenses	1,092	
IA Pro & Blue Team software maintenance	2,000	
LPR License Agreement (Vigilant)	6,000	
SolarWinds Serv-U License for Records	3,024	
4290 Contract Labor		6,000
ERAD Enterprise Service - Fraud Detection	6,000	
<b>TOTAL SERVICES</b>		<b>172,112</b>
<b>4300 - SUPPLIES</b>		
4307 Postage		327
4308 Equipment		265,892
Airlink modems for (5) patrol Tahoes	8,850	
AED Package/ Ambu Bags/ Trauma Kits	7,090	
Chairs for breakroom, briefing room, offices	9,816	
Colt AR-15 rifles (4) with lighting for SWAT	5,962	
New & replacement computers & equipment	7,550	
Laptop for Assistant Chief	1,700	
Motorola APX6000 radios, parts & accessories	29,320	
Kustom Signals radar - (6) dash mounted / (2) laser	15,208	
DataLux Tracer systems (5), printer & accessories	30,661	
Various equipment for Tahoes	108,080	
Upgrade Cellebrite computer for investigations	5,322	
New furniture for Police Department lobby	7,667	
New desk for CID office	4,200	
Replace broken scale in Property & Evidence Room	1,260	
Tasers (19), batteries, and holsters	22,686	
Wi-Fi cameras & SD cards (5) for investigations	500	



**CITY OF DEER PARK  
CRIME CONTROL AND PREVENTION DISTRICT (CCPD)  
2019-2020 ANNUAL BUDGET**

4314	Protective Clothing	2,000	30,902
	Riot Gear for new member & repairs to equipment	22,454	
	Gas Masks & Filters for SWAT & patrol officers	6,448	
	Rifle vests (9) for new officers		
	<b>TOTAL SUPPLIES</b>	<b>297,121</b>	
4400 -	<b>MAINTENANCE</b>		
4402	Equipment Maintenance	5,382	
	Datalux Tracer maintenance/repairs	1,500	
	5-Year warranty for DVD burner/reboot	3,882	
4412	Grounds Maintenance	30,000	
	Grounds maintenance for the firing range		
	<b>TOTAL MAINTENANCE</b>	<b>36,382</b>	
4900 -	<b>CAPITAL OUTLAY</b>		
4902	Building	594,000	
	Berm reconstruction at the firing range	414,000	
	Programming Conceptual Phase - EOC	30,000	
	Building covers and storage at firing range	150,000	
4904	Specialized Equipment	222,861	
	Fiber route protection for RMS/CAD	56,500	
	Building Automation System/Outside Air Return	97,175	
	Evidence locker refrigerator at Police Department	27,830	
	Watch Guard In-Car Video System (5)	41,366	
4906	Vehicles	348,233	
	Six (6) new Tahoes	257,037	
	Community Patrol Cruiser & Trailer	15,434	
	Replacement vehicle for Police Chief	37,881	
	New vehicle for Captain	37,881	
	<b>TOTAL CAPITAL OUTLAY</b>	<b>1,165,084</b>	
	<b>TOTAL BUDGETED EXPENDITURES</b>	<b>\$ 2,379,122</b>	

**PSLO Summary**  
Fiscal Year 2019-2020 Budget

Total Base Budget (4200, 4300, 4400)

\$ 171,422

Department

300 - CCPD - Police Department

Priority	Program Service/Level Option	GL Account Number	FY 19-20 Base Budget	FY 19-20 Request	FY 19-20 Total	Brief Description / Justification	Cross Reference
1	Equipment Rental	820-300-4231	\$ 21,600	\$ 14,400	\$ 36,000	Increase rental vehicle expense to include two Investigators.	Tab 1
1	Equipment Rental	820-300-4231	\$ 21,600	\$ 7,200	\$ 28,800	Increase rental vehicle expense to include the Investigations Lieutenant.	Tab 1
1	Dues & Fees	820-300-4252	\$ 10,444	\$ 111	\$ 10,555	Annual increase of 3% for access to Lexis Nexis Accurint database for Investigations.	Tab 1
1	Software - Other	820-300-4279	\$ 46,295	\$ 3,000	\$ 49,295	Add RMS License on two (2) computers for Investigators.	Tab 2
1	Software - Other	820-300-4279	\$ 46,295	\$ 1,500	\$ 47,795	Add RMS License on additional computer for Property & Evidence position.	Tab 2
1	Software - Other	820-300-4279	\$ 46,295	\$ 627	\$ 46,922	Increased cost of extended warranty for dispatch equipment.	Tab 2
1	Software - Other	820-300-4279	\$ 46,295	\$ 728	\$ 47,023	Software for two (2) Investigator positions.	Tab 3
1	Software - Other	820-300-4279	\$ 46,295	\$ 364	\$ 46,659	Software for additional Property & Evidence position.	Tab 3
1	Software - Other	820-300-4279	\$ 46,295	\$ 2,000	\$ 48,295	IA Pre & Blue Team software maintenance.	Tab 3
1	Contract Labor	820-300-4290	\$ -	\$ 6,000	\$ 6,000	ERAD Enterprise Service - Fraud Detection.	Tab 4
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 7,090	\$ 7,090	AED package & Trauma Kit supplies for new patrol Tahoes.	Tab 4
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 8,850	\$ 8,850	Modems and Antennas for (5) new patrol Tahoes.	Tab 4
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 4,216	\$ 4,216	Replace chairs in patrol briefing room and employee break room.	Tab 5
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 5,600	\$ 5,600	Replace (8) office chairs in Dispatch and Records.	Tab 5
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 5,982	\$ 5,982	Purchase (4) Colt AR-15 rifles w/ lighting and sighting for SWAT.	Tab 5
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 2,660	\$ 2,660	Purchase two (2) computers for Investigators.	Tab 6
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 1,330	\$ 1,330	Purchase computer for additional Property & Evidence position.	Tab 6
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 30,661	\$ 30,661	Datalux Tracer systems, with DL Swipes and printers for (5) new patrol Tahoes.	Tab 6
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 92,672	\$ 92,672	Equipment build out for (5) new patrol Tahoes and a Community Services Tahoe.	Tab 7
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 1,702	\$ 1,702	Minor equipment needed for patrol Tahoes.	Tab 7
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 9,808	\$ 9,808	Purchase (5) dish mounted radars.	Tab 7
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 5,400	\$ 5,400	Purchase (2) ProLaser III radars with 2-year warranty.	Tab 8
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 5,322	\$ 5,322	Replace Celebrite computer.	Tab 8
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 1,700	\$ 1,700	Replace current outdated laptop for the Assistant Chief of Police.	Tab 8
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 23,706	\$ 23,706	Purchase (6) Motorola APX6000 handheld radios & accessories.	Tab 9
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 7,667	\$ 7,667	Purchase new lobby furniture.	Tab 9
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 4,200	\$ 4,200	Desk in Investigations Office #169.	Tab 9
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 13,706	\$ 13,706	Plastix Plus consoles & organizers for (5) new patrol Tahoes.	Tab 10
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 1,260	\$ 1,260	Replace broken scale in Property & Evidence.	Tab 10
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 3,560	\$ 3,560	Replace two (2) computer towers in Dispatch.	Tab 10
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 5,614	\$ 5,614	Replacement parts for handheld radios.	Tab 11
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 22,686	\$ 22,686	Replace (19) X-26 Tasers, including batteries and holsters.	Tab 11
1	Small Tools & Equipment	820-300-4308	\$ -	\$ 500	\$ 500	Wi-Fi cameras for ProAct Investigators.	Tab 11

Fiscal Year 2019-2020 Budget

\$ 171,422

300 - CCPD - Police Department

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