

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 18, 2021 BEGINNING AT 5:15 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

GEORGE PINDER	PRESIDENT
SMOKEY MATHER	MEMBER
DONALD ZUCKERO	MEMBER
WENDELL STANLEY	MEMBER
BOB HOTTEN	MEMBER
SHANNON BENNETT	SECRETARY
DONNA TODD	TREASURER

1. MEETING CALLED TO ORDER – President George Pinder 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 19, 2020 – Motion was made by Smokey Mather and seconded by Donald Zuckero to approve the minutes of the regular meeting on October 19, 2020. Motion carried unanimously.
4. APPROVAL OF MINUTES OF JOINT MEETING ON DECEMBER 15, 2020 – Motion was made by Bob Hotten and seconded by Donald Zuckero to approve the minutes of the joint meeting on December 15, 2020. Motion carried unanimously.
5. PRESENTATION OF THE QUARTERLY FINANCIAL REPORT FOR THE FY 2020-2021 FIRST QUARTER ENDING DECEMBER 31, 2020 – Treasurer Donna Todd presented the Financial Report and highlighted the statement of revenues that includes sales tax collected through October 2020. (Exhibit A1-A2)

Motion was made by Wendell Stanley and seconded by Bob Hotten to accept the quarterly financial report for the FY 2020-21 first quarter ended December 31, 2020. Motion carried unanimously.

6. CONSIDERATION OF AND ACTION ON A QUARTERLY PLAN FOR EXPENDITURES FOR THE PERIOD OF JANUARY 1, 2020, THROUGH MARCH 31, 2021 AND AUTHORIZE AND RECOMMEND THE SUBMISSION TO CITY COUNCIL FOR THE PURCHASE OF ITEMS RELATED TO THE CONSTRUCTION OF A NEW EOC IN THE AMOUNT OF \$375,100 – Captain Wade Conner highlighted a list of items included, most are not part of the construction project that will be designed by PGAL Architects, but will be purchased with construction funds to be implemented before construction begins. These items include Jail Access Control System, Police Department Access Control and Camera System, Cable Network System and room technology for the existing and new conference rooms. (Exhibit B1)

Motion was made by Smokey Mather and seconded by Donald Zuckero to approve the quarterly plan for expenditures for the period of January 1, 2020, through March 31, 2021 and authorize and recommend the submission to City Council for the purchase of items related to the construction of a new EOC in the amount of \$375,100.00. Motion carried unanimously.

7. DISCUSSION OF ISSUES RELATING TO ENTERING INTO AN AGREEMENT FOR ARCHITECTURAL SERVICES WITH THE ARCHITECTURAL FIRM PGAL FOR DESIGN OF THE DEER PARK EMERGENCY OPERATION CENTER ADDITION, RECONFIGURATION OF THE EXISTING EOC AND DISPATCH CENTER AS WELL AS THE EXPANSION OF THE RECORDS UNIT AT THE DEER PARK POLICE DEPARTMENT – City Engineer Adam Ballesteros gave a presentation of the Deer Park Emergency Operation Center renovation and expansion. The presentation included the overall site plan, EOC expansion, existing renovation plan, expansion perspective, conceptual budget estimate and the proposed design and construction schedule. (Exhibit C1-C7)

Assistant City Manager Gary Jackson commented, “We originally intended to have an item that would ask for your authorization to approve an agreement with PGAL to take to Council. However, we are trying to refine the numbers to get down to an agreeable number. Instead, tonight we would like for permission to continue negotiations and at such time, trust that whatever agreement we reach, we bring that agreement to Council, rather than have a specific agreement at this time. That would save us the time from the next quarterly meeting so we can move along with the process.”

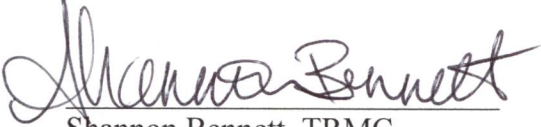
Member Donald Zuckero asked, “This item is just to authorize to continue negotiations?”

Mr. Jackson responded, “Yes.”

Motion was made by Donald Zuckero and seconded by Bob Hotten to approve continued negotiations for the architectural services with the architectural firm PGAL for the design of the Deer Park Emergency Operation Center addition, reconfiguration of the existing EOC and Dispatch Center as well as the expansion of the Records Unit at the Deer Park Police Department. Motion carried unanimously.

8. DISCUSSION OF CCPD BOARD OF DIRECTORS MEETING DATES FOR FY 2020-2021
– Assistant City Manager Gary Jackson gave an overview of the meeting dates that are scheduled for the Board except the July 5, 2021 meeting that is tentative and has not yet been confirmed.
9. ADJOURN – President George Pinder adjourned the meeting at 5:32 p.m.

ATTEST:


Shannon Bennett, TRMC
Board Secretary

APPROVED:


George Pinder
President

CITY OF DEER PARK
CRIME CONTROL AND PREVENTION DISTRICT (CCPD)
FISCAL YEAR 2021
December 31, 2020

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	\$ 2,724,495.25
Due To/Due From	8.30
Capital Assets	4,875,092.68
Depreciation	(1,643,216.75)
Construction-In-Progress	-
Deferred Outflows (Pension - GASB 68)	164,642.86
Total Assets	<u>\$ 6,121,022.34</u>
<u>Liabilities & Equity</u>	
Payables	\$ 17,286.15
Capital Leases Payable	-
Net Pension Obligation (GASB 68)	194,591.90
Total OPEB Liability	218,004.47
Due To/Due From	1,916.92
Deferred Inflows (Pension - GASB 68)	15,735.02
Total Liabilities	<u>447,534.46</u>
<u>Fund Equity</u>	
Fund Balance	5,786,134.38
Revenues Over/(Under) Expenditures	(112,646.50)
Total Fund Equity	<u>5,673,487.88</u>
Total Liabilities & Equity	<u>\$ 6,121,022.34</u>

STATEMENT OF REVENUES AND EXPENDITURES (UNAUDITED)

	Q1 <u>12/31/20</u>	Q2 <u>03/31/21</u>	Q3 <u>06/30/21</u>	Q4 <u>09/30/21</u>	YTD <u>Total</u>	Adopted <u>Budget</u>	Remaining <u>Budget</u>
<u>Revenues</u>							
Sales Tax Revenue	\$ 135,642.54				\$ 135,642.54	\$ 1,350,000.00	\$ 1,214,357.46
Investment Revenue	1,035.28				1,035.28	2,500.00	1,464.72
Sale of Surplus Material	-				-	8,000.00	8,000.00
Prior Year Revenue (Reserves)	-				-	4,241,009.00	4,241,009.00
Total Revenue	<u>136,677.82</u>				<u>136,677.82</u>	<u>5,601,509.00</u>	<u>5,464,831.18</u>
<u>Expenditures</u>							
Salaries & Benefits	177,295.55				177,295.55	763,770.00	586,474.45
Services	55,043.65				55,043.65	164,031.00	108,987.35
Supplies	7,691.41				7,691.41	176,180.00	168,488.59
Repairs & Maintenance	4,090.00				4,090.00	49,462.00	45,372.00
Other - Salary Contingency	-				-	-	-
Sub-total Operating Expenditures	<u>244,120.61</u>				<u>244,120.61</u>	<u>1,153,443.00</u>	<u>909,322.39</u>
Capital Expenditures	<u>5,203.71</u>				<u>5,203.71</u>	<u>4,448,066.00</u>	<u>4,442,862.29</u>
Total Expenditures	<u>249,324.32</u>				<u>249,324.32</u>	<u>5,601,509.00</u>	<u>5,352,184.68</u>
Revenue Over/(Under) Expenditures	<u>\$ (112,646.50)</u>				<u>\$ (112,646.50)</u>	<u>\$ -</u>	<u>\$ 112,646.50</u>

CCPD FY 2020-2021 Sales Tax Revenue Comparison

<u>G/L</u>	<u>Actual</u>		
Oct 2020	\$ -		
Nov 2020	-		
Dec 2020	135,642.54		
Jan 2021			
Feb 2021			
Mar 2021			
Apr 2021			
May 2021			
Jun 2021			
Jul 2021			
Aug 2021			
Sep 2021			
YTD Total	<u>\$ 135,642.54</u>	<u>Budget</u>	<u>% of Budget</u>
Annual	<u>\$ 135,642.54</u>	<u>\$ 1,350,000.00</u>	10.05%

CCPD Sales Tax Revenue History

<u>Month</u>	<u>FY 2021</u>	<u>FY 2020</u>	<u>FY 2019</u>	<u>FY 2018</u>
Oct	\$ -	\$ -	\$ -	-
Nov	-	-	-	-
Dec	135,642.54	163,018.74	129,313.70	144,488.08
Jan	-	144,631.06	127,484.11	144,324.10
Feb	-	163,511.53	151,307.00	164,039.91
Mar	-	120,671.77	128,543.72	113,102.94
Apr	-	175,830.68	135,404.16	162,426.63
May	-	154,444.50	180,386.84	148,330.87
Jun	-	134,712.08	175,976.00	125,780.26
Jul	-	133,400.76	154,921.14	120,073.33
Aug	-	153,295.58	155,830.94	131,921.80
Sep *	-	409,418.57	470,780.71	381,721.90
Annual	<u>\$ 135,642.54</u>	<u>\$ 1,752,935.27</u>	<u>\$ 1,809,948.32</u>	<u>\$ 1,636,209.82</u>
YTD Total	\$ 135,642.54	\$ 163,018.74	\$ 129,313.70	\$ 144,488.08

PREVIOUS NUMBERS**EXISTING FACILITY RENOVATION COSTS**

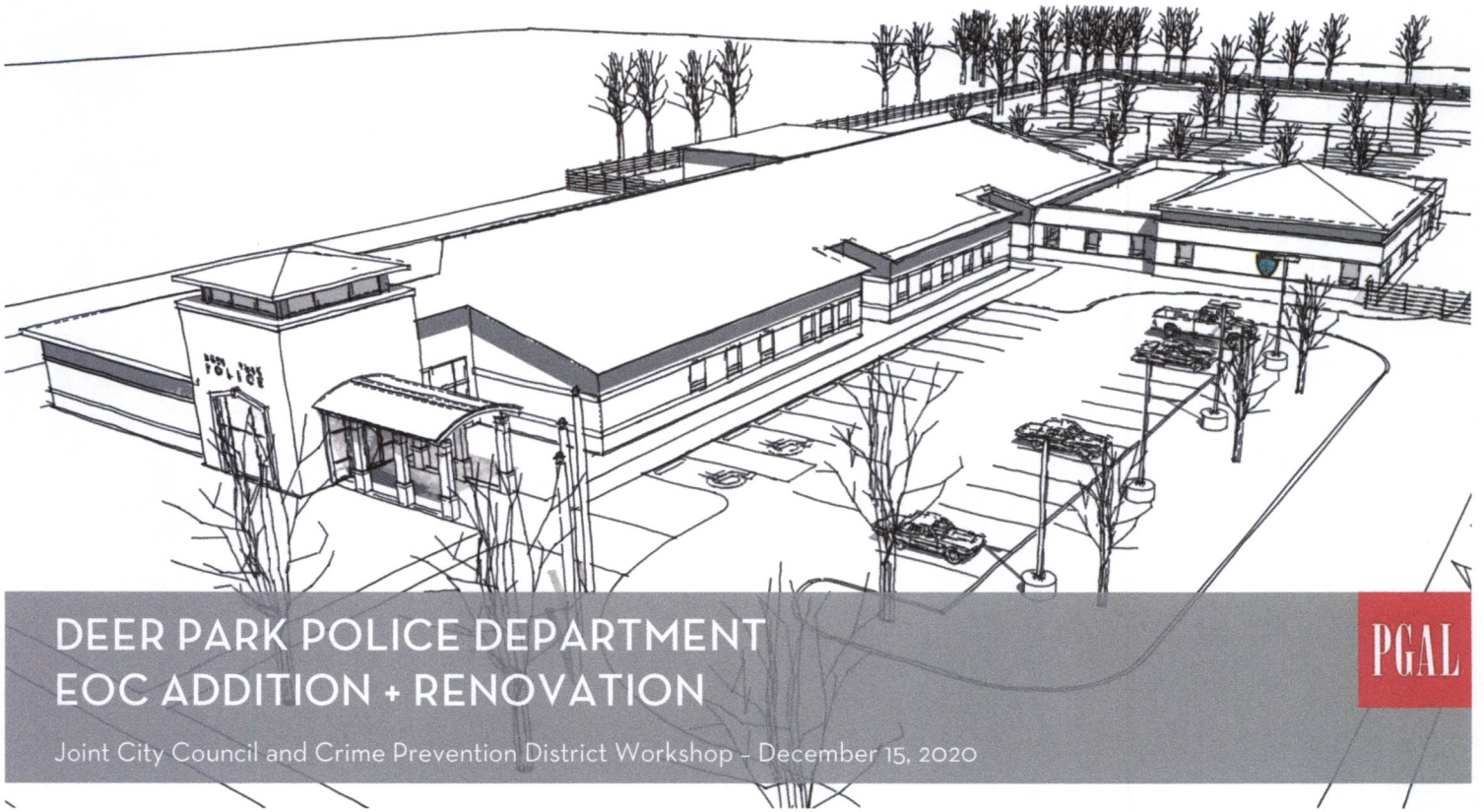
JAIL AUTOMATED ACCESS SYSTEM	\$ 150,000
ACCESS CONTROL /CAMERA SYSTEM REPLACEMENT	\$ 139,000
CELL PHONE BOOSTER	\$ 2,000
CABLE NETWORK SYSTEM	\$ 4,500
ROOM TECHNOLOGY	\$ 9,000

EXISTING FACILITY SUBTOTAL	\$ 304,500
----------------------------	------------

UPDATED NUMBERS**EXISTING FACILITY RENOVATION COSTS**

JAIL AUTOMATED ACCESS SYSTEM	\$ 116,500	
INTERCOMS REMOVED	-\$ 33,500	
ACCESS CONTROL /CAMERA SYSTEM REPLACEMENT	\$ 211,000	
ADDED NEW EOC CAMERAS/ACCESS		+\$34,000
ADDED GUN RANGE CAMERAS/ACCESS		+\$19,000
ADDED NETWORKING EQUIPMENT		+\$19,000
CELL PHONE BOOSTER REMOVED	-\$ 2,000	
CABLE NETWORK SYSTEM	\$ 4,500	
ROOM TECHNOLOGY	\$ 9,000	
CONTINGENCY 10%	\$ 34,100	

EXISTING FACILITY SUBTOTAL	\$ 375,100
----------------------------	------------



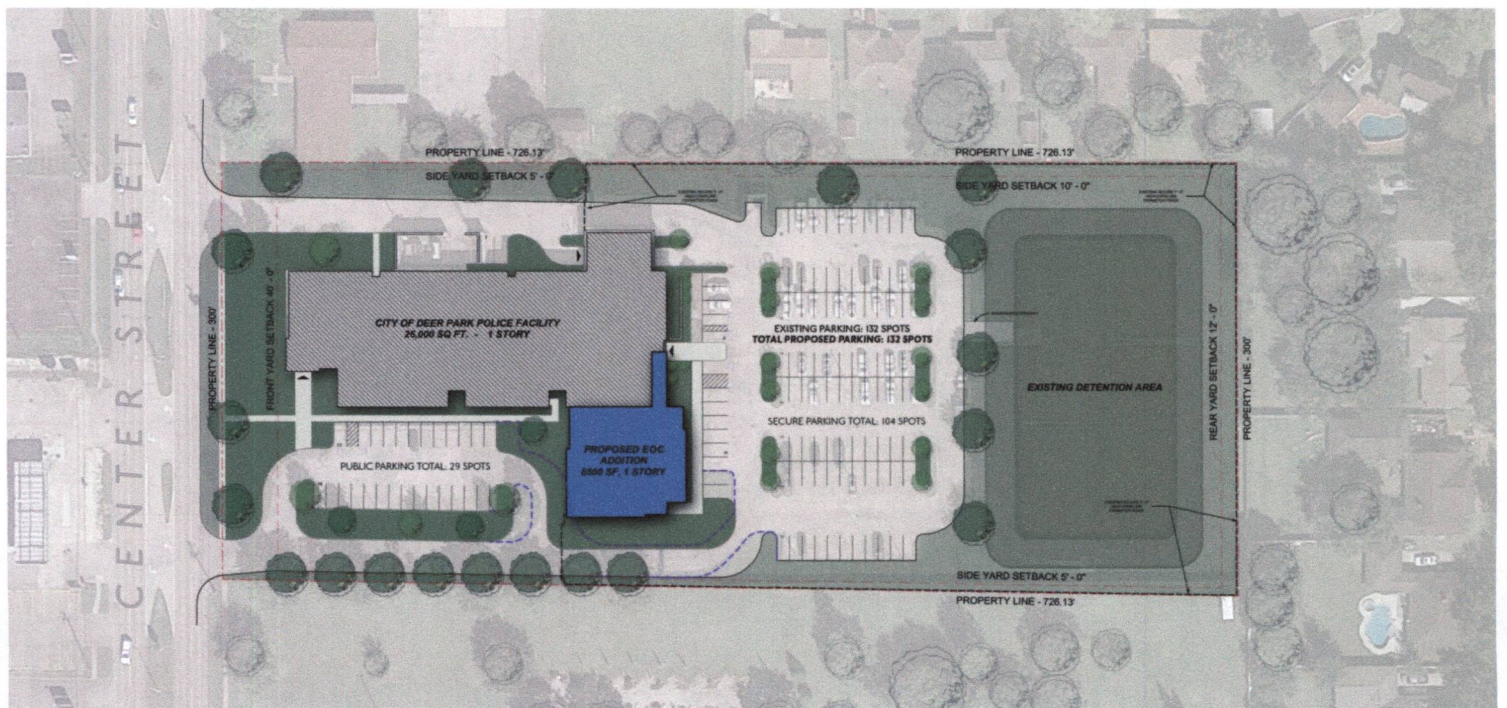
DEER PARK POLICE DEPARTMENT EOC ADDITION + RENOVATION

Joint City Council and Crime Prevention District Workshop - December 15, 2020

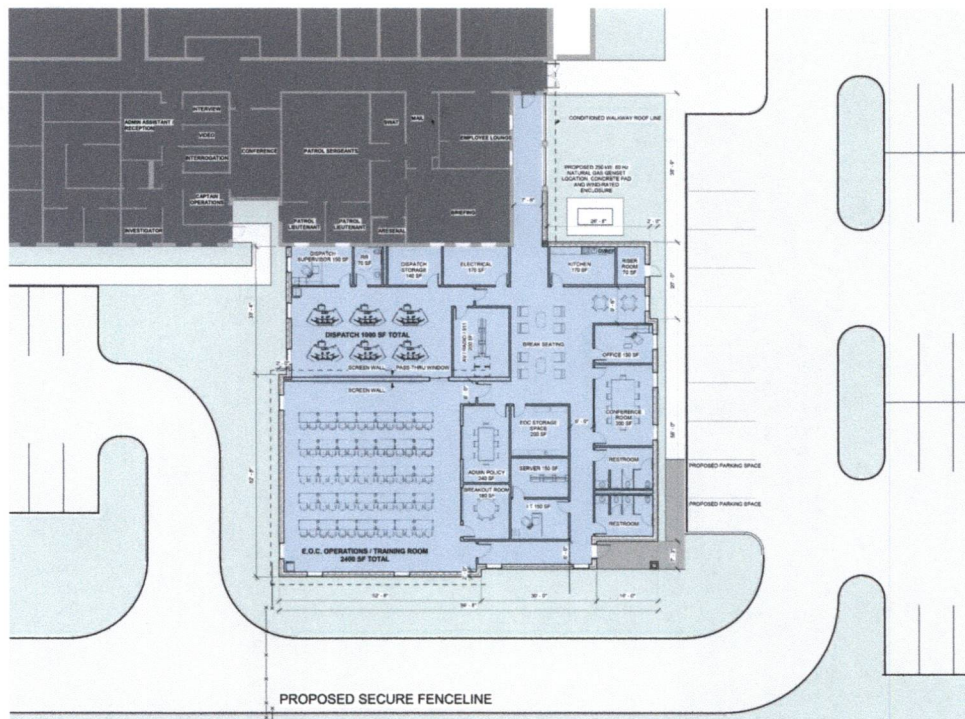
PGAL

OVERALL SITE PLAN

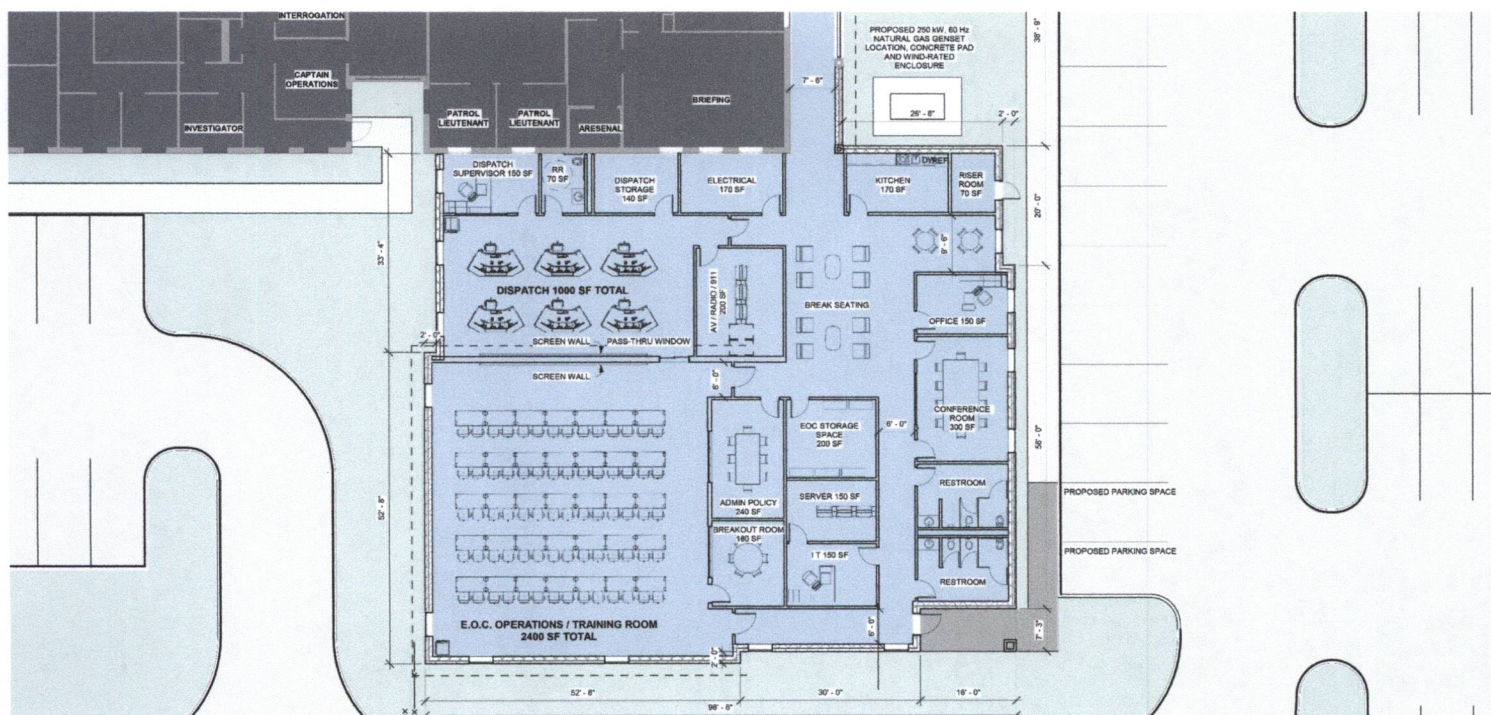
PGAL



EOC EXPANSION



EOC EXPANSION





EXISTING ENTRY PERSPECTIVE



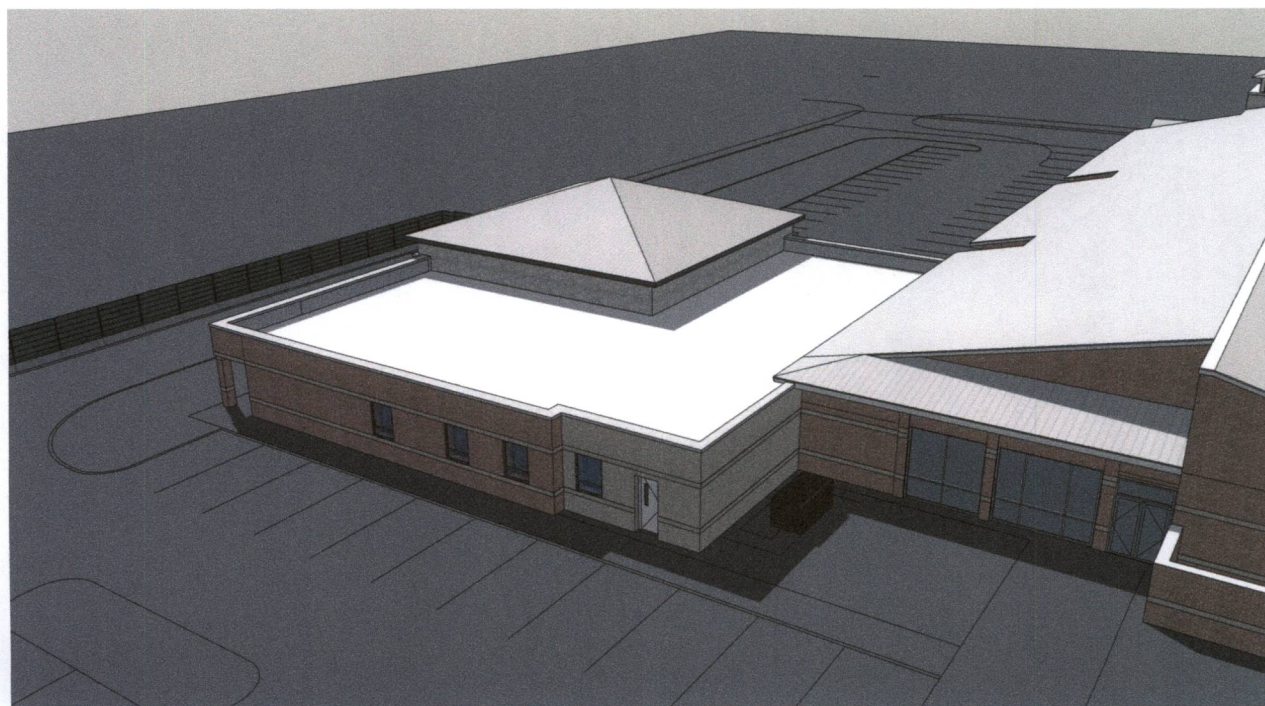
EXPANSION PERSPECTIVE



OVERALL PERSPECTIVE



EXPANSION PERSPECTIVE



CONCEPTUAL BUDGET ESTIMATE

CONSTRUCTION COST	\$ 3,270,105	
SOFT COSTS	\$ 327,000	
DISPATCH CONSOLES	\$ 130,000	} → \$ 665,000
MOTOROLA CONSOLES	\$ 290,000	
FF&E	\$ 245,000	
CONTINGENCY	\$ 327,000	TOTAL WITHOUT FF&E
TOTAL PROJECT COST	\$ 4,589,105	\$ 3,924,105

EXISTING FACILITY RENOVATION COSTS

JAIL AUTOMATED ACCESS SYSTEM	\$ 150,000
ACCESS CONTROL / CAMERA SYSTEM REPLACEMENT	\$ 139,000
CELL PHONE BOOSTER	\$ 2,000
CABLE NETWORK SYSTEM	\$ 4,500
ROOM TECHNOLOGY	\$ 9,000
EXISTING FACILITY SUBTOTAL	\$ 304,500
TOTAL PROJECT COST	\$ 4,893,605

PROPOSED DESIGN AND CONSTRUCTION SCHEDULE

PRESENTATION TO CCPD / COUNCIL	12/15/2020
CCPD MEETING / AUTHORIZATION	1/18/2021
COUNCIL MEETING / AUTHORIZATION	1/19/2021
PGAL DESIGN START	1/20/2021
RECEIVE BIDS	5/20/2021
AWARD BID	7/6/2021
NTP	8/20/2021
CONSTRUCTION	9/4/2021 - 7/1/2022