

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.

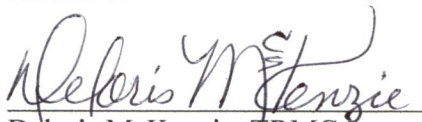
Vice President Berg asked, "Who will be doing the contract negotiation and the project construction management?"

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

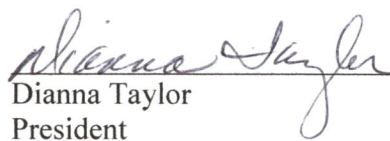
Motion was made by Donald and seconded by Donald Zuckero to accept the FY 2020-21 Crime Control Prevention District Budget and submission to City Council. Motion carried unanimously.

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	<u>\$ 6,265,010.22</u>
<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	<u>456,771.28</u>
<u>Fund Equity</u>	
Fund Balance	5,888,589.62
Revenues Over/(Under) Expenditures	(80,350.68)
Total Fund Equity	<u>5,808,238.94</u>
Total Liabilities & Equity	<u>\$ 6,265,010.22</u>

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	<u>150,866.35</u>				<u>150,866.35</u>	<u>6,495,697.00</u>	<u>6,344,830.65</u>
<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	<u>231,217.03</u>				<u>231,217.03</u>	<u>1,369,837.00</u>	<u>1,138,619.97</u>
Capital Expenditures	-				-	5,125,860.00	5,125,860.00
Total Expenditures	<u>231,217.03</u>				<u>231,217.03</u>	<u>6,495,697.00</u>	<u>6,264,479.97</u>
Revenue Over/(Under) Expenditures	<u>\$ (80,350.68)</u>				<u>\$ (80,350.68)</u>	<u>\$ -</u>	<u>\$ 80,350.68</u>

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	\$	<u>142,885.12</u>	<u>Budget</u> <u>% of Budget</u>
Annual	\$	<u>142,885.12</u>	<u>\$ 1,550,000.00</u> 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	\$ <u>142,885.12</u>	\$ <u>1,728,681.43</u>	\$ <u>1,752,935.27</u>	\$ <u>1,809,948.32</u>
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

City of Deer Park Police Department EOC & Dispatch Addition & Training Room Renovation Updated - 1/12/2022

ID	Task Name	Duration	Start	Finish	Feb 14, '21 S	Feb 15, '21 M	Feb 16, '21 T	Feb 17, '21 W	Feb 18, '21 T	Feb 19, '21 F	Feb 20, '21 S	Feb 21, '21 S	Feb 22, '21 M	Feb 23, '21 T	Feb 24, '21 W	Feb 25, '21 T	Feb 26, '21 F	Feb 27, '21 S	Feb 28, '21 S	Feb 29, '21 M	Mar 1, '21 T	Mar 2, '21 W	Mar 3, '21 T	Mar 4, '21 F	Mar 5, '21 S	Mar 6, '21 S	Mar 7, '21 M	Mar 8, '21 T	Mar 9, '21 W	Mar 10, '21 T	Mar 11, '21 F	Mar 12, '21 S	Mar 13, '21 S	Mar 14, '21 M	Mar 15, '21 T	Mar 16, '21 W	Mar 17, '21 T	Mar 18, '21 F	Mar 19, '21 S	Mar 20, '21 S	Mar 21, '21 M	Mar 22, '21 T	Mar 23, '21 W	Mar 24, '21 T	Mar 25, '21 F	Mar 26, '21 S	Mar 27, '21 S	Mar 28, '21 M	Mar 29, '21 T	Mar 30, '21 W	Mar 31, '21 T	Apr 1, '21 F	Apr 2, '21 S	Apr 3, '21 S	Apr 4, '21 M	Apr 5, '21 T	Apr 6, '21 W	Apr 7, '21 T	Apr 8, '21 F	Apr 9, '21 S	Apr 10, '21 S	Apr 11, '21 M	Apr 12, '21 T	Apr 13, '21 W	Apr 14, '21 T	Apr 15, '21 F	Apr 16, '21 S	Apr 17, '21 S	Apr 18, '21 M	Apr 19, '21 T	Apr 20, '21 W	Apr 21, '21 T	Apr 22, '21 F	Apr 23, '21 S	Apr 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'22 S	Sep 14, '22 S	Sep 15, '22 M	Sep 16, '22 T	Sep 17, '22 W	Sep 18, '22 T	Sep 19, '22 F	Sep 20, '22 S	Sep 21, '22 S	Sep 22, '22 M	Sep 23, '22 T	Sep 24, '22 W	Sep 25, '22 T	Sep 26, '22 F	Sep 27, '22 S	Sep 28, '22 S	Sep 29, '22 M	Sep 30, '22 T	Sep 31, '22 W	Oct 1, '22 T	Oct 2, '22 F	Oct 3, '22 S	Oct 4, '22 S	Oct 5, '22 M	Oct 6, '22 T	Oct 7, '22 W	Oct 8, '22 T	Oct 9, '22 F	Oct 10, '22 S	Oct 11, '22 S	Oct 12, '22 M	Oct 13, '22 T	Oct 14, '22 W	Oct 15, '22 T	Oct 16, '22 F	Oct 17, '22 S	Oct 18, '22 S	Oct 19, '22 M	Oct 20, '22 T	Oct 21, '22 W	Oct 22, '22 T	Oct 23, '22 F	Oct 24, '22 S	Oct 25, '22 S	Oct 26, '22 M	Oct 27, '22 T	Oct 28, '22 W	Oct 29, '22 T	Oct 30, '22 F	Oct 31, '22 S	Nov 1, '22 S	Nov 2, '22 M	Nov 3, '22 T	Nov 4, '22 W	Nov 5, '22 T	Nov 6, '22 F	Nov 7, '22 S	Nov 8, '22 S	Nov 9, '22 M	Nov 10, '22 T	Nov 11, '22 W	Nov 12, '22 T	Nov 13, '22 F	Nov 14, '22 S	Nov 15, '22 S	Nov 16, '22 M	Nov 17, '22 T	Nov 18, '22 W	Nov 19, '22 T	Nov 20, '22 F	Nov 21, '22 S	Nov 22, '22 S	Nov 23, '22 M	Nov 24, '22 T	Nov 25, '22 W	Nov 26, '22 T	Nov 27, '22 F	Nov 28, '22 S	Nov 29, '22 S	Nov 30, '22 M	Dec 1, '22 T	Dec 2, '22 W	Dec 3, '22 T	Dec 4, '22 F	Dec 5, '22 S	Dec 6, '22 S	Dec 7, '22 M	Dec 8, '22 T	Dec 9, '22 W	Dec 10, '22 T	Dec 11, '22 F	Dec 12, '22 S	Dec 13, '22 S	Dec 14, '22 M	Dec 15, '22 T	Dec 16, '22 W	Dec 17, '22 T	Dec 18, '22 F	Dec 19, '22 S	Dec 20, '22 S	Dec 21, '22 M	Dec 22, '22 T	Dec 23, '22 W	Dec 24, '22 T	Dec 25, '22 F	Dec 26, '22 S	Dec 27, '22 S	Dec 28, '22 M	Dec 29, '22 T	Dec 30, '22 W	Dec 31, '22 T	Jan 1, '23 F	Jan 2, '23 S	Jan 3, '23 S	Jan 4, '23 M	Jan 5, '23 T	Jan 6, '23 W	Jan 7, '23 T	Jan 8, '23 F	Jan 9, '23 S	Jan 10, '23 S	Jan 11, '23 M	Jan 12, '23 T	Jan 13, '23 W	Jan 14, '23 T	Jan 15, '23 F	Jan 16, '23 S	Jan 17, '23 S	Jan 18, '23 M	Jan 19, '23 T	Jan 20, '23 W	Jan 21, '23 T	Jan 22, '23 F	Jan 23, '23 S	Jan 24, '23 S	Jan 25, '23 M	Jan 26, '23 T	Jan 27, '23 W	Jan 28, '23 T	Jan 29, '23 F	Jan 30, '23 S	Jan 31, '23 S	Feb 1, '23 M	Feb 2, '23 T	Feb 3, '23 W	Feb 4, '23 T	Feb 5, '23 F	Feb 6, '23 S	Feb 7, '23 S	Feb 8, '23 M	Feb 9, '23 T	Feb 10, '23 W	Feb 11, '23 T	Feb 12, '23 F	Feb 13, '23 S	Feb 14, '23 S	Feb 15, '23 M	Feb 16, '23 T	Feb 17, '23 W	Feb 18, '23 T	Feb 19, '23 F	Feb 20, '23 S	Feb 21, '23 S	Feb 22, '23 M	Feb 23, '23 T	Feb 24, '23 W	Feb 25, '23 T	Feb 26, '23 F	Feb 27, '23 S	Feb 28, '23 S	Feb 29, '23 M	Feb 30, '23 T	Mar 1, '23 W	Mar 2, '23 T	Mar 3, '23 F	Mar 4, '23 S	Mar 5, '23 S	Mar 6, '23 M	Mar 7, '23 T	Mar 8, '23 W	Mar 9, '23 T	Mar 10, '23 F	Mar 11, '23 S	Mar 12, '23 S	Mar 13, '23 M	Mar 14, '23 T	Mar 15, '23 W	Mar 16, '23 T	Mar 17, '23 F	Mar 18, '23 S	Mar 19, '23 S	Mar 20, '23 M	Mar 21, '23 T	Mar 22, '23 W	Mar 23, '23 T	Mar 24, '23 F	Mar 25, '23 S	Mar 26, '23 S	Mar 27, '23
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