

**MINUTES OF THE MEETING OF THE JERSEY VILLAGE  
CRIME CONTROL AND PREVENTION DISTRICT**

March 15, 2010 – 7:00 p.m.

The Crime Control and Prevention District of the City of Jersey Village, Texas, convened on March 15, 2010, at 7:00 p.m. in the Civic Center Meeting Room, 16327 Lakeview, Jersey Village, Texas.

- A. Open Meeting** - The meeting was called to order at 7:00 p.m. by Russell Hamley, Vice President of the District, with the following present:

Vice President, Russell Hamley  
Board Member, Ernie English  
Board Member, Joyce Berube  
Board Member, Rod Erskine  
Board Member, Jill Klein

City Manager, Mike Castro  
City Attorney, Martha Williams  
City Secretary, Lorri Coody

President, Duncan Klussmann and Board Member, Curtis Haverty were not present.

Staff in attendance: Mark Bitz, Fire Chief; Charles Wedemeyer, Chief of Police; Danny Segundo, Director of Public Works; Isabel Kato, Director of Finance; and Michael Brown, Director of Parks and Recreation.

- B. Consider approval of the minutes of the CCPD Meetings held on August 17, 2009.**

Board Member English moved to approve the Minutes of the CCPD Meeting held on August 17, 2009. Board Member Berube seconded the motion. The vote follows on the motion:

Ayes: Board Members: Berube, Erskine, English, and Klein

Nays: None

Vice President Hamley did not vote on the motion.

The motion carried.

- C. Consider Resolution No. 2010-01, approving an amendment to the Jersey Village Crime Control and Prevention District Budget for fiscal year 2009-2010 (Police Department Expansion Project).**

Michael Brown, Director of Parks and Recreation introduced the item.

He explained that this item is to request a budget amendment to the 2009-2010 Crime Control and Prevention Budget in order that the Police Department Expansions project may be properly funded, as the current budgeted amount for the project is \$700,000. Of the \$700,000 budgeted (\$350,000 from General Fund and \$350,000 from CCPD Fund), \$600,000 was budgeted for the construction of the building and \$100,000 was budgeted for architect fees.

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The proposal that was accepted at last month's meeting by Council of \$633,000 does include allowances; however, in order to complete the project with allowances and pay the architect, Staff is requesting that the CCPD Board review this request to amend its 2009-2010 budget in the amount of \$37,000 and make the appropriate budget amendments.

The \$37,000 will be allocated in the project as follows:

- \$5,000 to cover the difference between the amount initially budgeted and the proposed construction costs (including allowances) and the cost for the architect.
- \$32,000 for a 5% contingency fund to cover unforeseen project costs.

The Board engaged in discussion about the Architect Fees and how much of these fees remained unexpended and what happened to the unexpended funds. Mr. Brown explained that there was approximately \$28,000 unexpended in Architect fees from the initial \$100,000 and this balance has been applied to the project total. The budget amendment being asked for tonight takes into consideration these unexpended funds.

Board Member English moved to approve Resolution No. 2010-01, approving an amendment to the Jersey Village Crime Control and Prevention District Budget for fiscal year 2009-2010 to allocate funds for the Police Department Expansion Project. Board Member Berube seconded the motion. The vote follows:

Ayes: Board Members: Berube, Erskine, English, and Klein

Nays: None

Vice President Hamley did not vote on the motion.

The motion carried.

RESOLUTION NO. 2010-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE JERSEY VILLAGE CRIME CONTROL AND PREVENTION DISTRICT, AMENDING THE BUDGET OF SUCH DISTRICT FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2009, AND ENDING SEPTEMBER 30, 2010; AND PROVIDING FOR SEVERABILITY.

- D. Consider Resolution No. 2010-02, approving an amendment to the Jersey Village Crime Control and Prevention District Budget for fiscal year 2009-2010 to hire a temporary part-time person to handle computer based technical tasks directly related to the Police Station Expansion Project.**

Bob Blevins, IT Administrator introduced the item. He told Council that this item is to request allocation of funds to hire a temporary part-time person to handle computer based technical tasks directly related to the police department expansion project. If approved, this person would be responsible for the relocation of computers, printers, network equipment, telephones, radio equipment, security cameras, and existing network cabling. In addition, this person would be the liaison between GHC911, AT&T, the building contractor and other

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vendors that will be involved in the computer related technical aspects of the expansion project.

Discussion was had concerning the methods staff will use to fill the position. Mr. Blevins explained that Mr. Joe Schmidt, the former IT person for the City was interested in this part-time work. He explained that he is well suited for the position as he knows the City's "IT Setup."

Board Member Berube moved to approve Resolution No. 2010-02, approving an amendment to the Jersey Village Crime Control and Prevention District Budget for fiscal year 2009-2010 to hire a temporary part-time person to handle computer based technical tasks directly related to the Police Station Expansion Project. Board Member English seconded the motion. The vote follows:

Ayes: Board Members: Berube, Erskine, English, and Klein

Nays: None

Vice President Hamley did not vote on the motion.

The motion carried.

RESOLUTION NO. 2010-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE JERSEY VILLAGE CRIME CONTROL AND PREVENTION DISTRICT, AMENDING THE BUDGET OF SUCH DISTRICT FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2009, AND ENDING SEPTEMBER 30, 2010; AND PROVIDING FOR SEVERABILITY.

**E. Adjourn**

With no further business on the agenda, the meeting adjourned at 7:10 p.m.

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Lorri Coody, City Secretary