

City of Montgomery

Crime Control and Prevention District Meeting Minutes

December 16, 2024 at 6:00 PM
Montgomery City Hall – Council Chambers
101 Old Plantersville Rd. Montgomery, TX 77316

CALL TO ORDER

The Regular Meeting of the Crime Control and Prevention District was called to order by Joel Gordon at 6:00 p.m. on December 16, 2024, at City Hall 101 Old Plantersville Rd. Montgomery, TX and live video streaming.

With the Board Members present a quorum was established.

Present: Carol Langley
Nelson Cox
Michael Ghutzman
Joel Gordon
Sara Countryman
Stan Donaldson
T.J. Wilkerson

INVOCATION

Board Member Donaldson let the invocation.

PLEDGES OF ALLEGIANCE

Board Member Gordon led the Pledge of Allegiance and Pledge of Allegiance to the Texas State Flag.

PUBLIC FORUM

No public comments were presented for this meeting.

CONSENT AGENDA

- 1. Consideration and possible action on approval of the minutes from the November 14, 2024 meeting.**
- 2. Adopt a budget year of October 1st through September 30th to align with the City's current Fiscal Year.**

Motion: Board Member Countryman moved to approve the consent agenda, as presented. Board member Donaldson seconded the motion. Motion carried with all present voting in favor.

REGULAR AGENDA

3. Draw lots for seat positions to be numbered 1 through 7.

Montgomery CCPD Board Place Drawing:

- Place 1: Carol Langley
- Place 2: Sara Countryman
- Place 3: Nelson Cox
- Place 4: Stan Donaldson
- Place 5: Joel Gordon
- Place 6: T.J. Wilkerson
- Place 7: Michael Ghutzman

Sec. 363.101. BOARD OF DIRECTORS.

(a) A district is governed by a board of seven directors appointed in the same manner as provided for the selection of temporary directors under Section 363.052(a).

(b) Board members serve staggered two-year terms that expire September 1, except that the initial appointees under this section shall draw lots to determine:

(1) the three directors to serve terms that expire on September 1 of the first year following creation of the district; and

(2) the four directors to serve terms that expire on September 1 of the second year following creation of the district.

Montgomery CCPD Board Member Initial Terms Drawing:

	Number Drawn	Expiring Term
Place 1: Carol Langley	#2	09/01/2025
Place 2: Sara Countryman	#3	09/01/2026
Place 3: Nelson Cox	#4	09/01/2025
Place 4: Stan Donaldson	#5	09/01/2026
Place 5: Joel Gordon	#1	09/01/2026
Place 6: T.J. Wilkerson	#6	09/01/2025
Place 7: Michael Ghutzman	#7	09/01/2026

4. Consideration and possible action on the election of the President and Vice President of the board. Each position serves for a term of one calendar year.

Sec. 363.103. OFFICERS. (a) The board shall elect from among its members a president and vice president. (b) Each officer of the board serves for a term of one year.

Motion: Board Member Langley moved to nominate Joel Gordon as President. Board Member Wilkerson seconded the motion. Motion carried with all present voting in favor.

Motion: Board Member Cox moved to nominate Michael Ghutzman as Vice-President. Board Member Countryman seconded the motion. Motion carried with all present voting in favor.

5. Consideration and possible action on the appointment of the secretary and treasurer.

Sec. 363.103. OFFICERS. (a) ... The board shall appoint a secretary. The secretary need not be a director. The person who performs the duties of auditor for the political subdivision shall serve as treasurer for the district. (b) Each officer of the board serves for a term of one year.

Motion: Board Member Langley moved to nominate staff member Corrin Tilley as Secretary. Board Member Donaldson seconded the motion. Motion carried with all present voting in favor.

Motion: Board Member Langley moved to nominate Maryann Carl the City Finance Director as Treasurer. Board Member Donaldson seconded the motion. Motion carried with all present voting in favor.

6. Consideration and possible action on the adoption of the Montgomery Crime Control and Prevention District Vision Statement, Mission Statement, and Strategies.

VISION STATEMENT

The Crime Control and Prevention District Board will work to ensure that funds raised through a proposed quarter-cent Crime Control local sales and use tax are spent on programs and capital purchases that will reduce crime, increase public safety, and maintain and enhance the quality of life in Montgomery.

MISSION STATEMENT

To enhance the Montgomery Police Department's ability to provide quality service and to work in partnership with the community to reduce crime and to create a safe environment for all. That Mission is accomplished through funding of the Crime Control and Prevention strategies:

STRATEGIES

1. Provide Opportunities for citizens to learn about the city, the department, and the district.
2. Support efforts to reduce crime through enhanced enforcement activities and crime prevention programs.
3. Support efforts to increase the safety of residents and to decrease crime throughout the City of Montgomery neighborhoods.
4. Support efforts to increase the safety of youth and reduce juvenile crime through crime prevention and intervention programs.
5. Support efforts to enhance crime fighting and prevention tools and efforts through diverse recruitment, training, and retention of high-quality officers, technology, equipment, and capital improvements.

Motion: Board Member Countryman moved to adopt the Montgomery Crime Control and Prevention District Vision Statement, Mission Statement, and Strategies as presented. Board Member Donaldson seconded the motion. Motion carried with all present voting in favor.

7. Discuss potential budget and possible update on sales tax data.

Treasurer Carl addressed the Board and stated as far as the budget goes, we are going to go with the preliminary approved budget. We are still expecting this to go into effect January 01, 2025. As far as the sales tax dollars for the CD, we are waiting for legal to give us that final yes. That is the date we go with and if that is the case, we will receive those first funds deposited in March. So, that is the first time that we will have revenues, in theory, it would be the first time we could have any expenses. I will update again if we hear anything different, but that is what we expect to hear back from the attorneys. We have been waiting for the final blessing from them on that.

Discussion was held among the Board Members and Treasurer Carl about the preliminary budget being the one that is in their books. Treasurer Carl stated she believed that it was the one that was voted on. Treasurer Carl went on to explain that this is the beginning budget, and it is a guess right now, so we are going to be tracking in the beginning. We need to see where our revenues will be, and we will be looking at anything that we might be able to shift to the Chief to ease some of the burden on the general fund for the CCPD. So, we will be watching the first year to see.

8. Update on steps to open a bank account for the CCPD.

Treasurer Carl addressed the Board, stating, this is another thing that we are waiting for legal to weigh in on. I have talked with the Auditors, and it is not necessary that the CCPD have its own individualized bank account, because the city operates in a pooled cash environment. We use a system that tracks through fund accounting. In a pooled cash environment, everything is delineated by the

fund. As far as the Auditors are concerned, it is entirely acceptable to continue in that process. Typically, what we would see in a situation like this is that the hierarchy, in this case, the City designates its signers on all transactions from those bank accounts and a check request would come in for payment on any of those items. It is not uncommon for a check request to be signed by the Chief and potentially a member of the CCPD Board. That would be the Board authorization for the expense on that item. That is what I am expecting would be the way unless the Board has some other ideas on that. That is typically what we would see on a board that has money associated with it.

Treasurer Carl stated this is kind of the way that the EDC operates currently. President Gordon inquired about it being easier to run in that type of situation than establishing our own bank account. Treasurer Carl explained it is in respect that the CCPD is a component unit of the City and so it is reflected in our audit as such. If it were established as its own individual entity, it becomes a separation and it is handled a little bit differently and a little bit more cumbersome.

Treasurer Carl stated, when she came into the city a year and a half ago, we had a very large number of bank accounts. We are trying to pull back on that because that just opens us up for a lot of inaccuracies. We are trying not to do that. We do have a very strong fund accounting system specifically designed for governments. We are able to track all that. You will be reported in the audit that we will do for fiscal year 2025. The CCPD will be reported in that audit as a component unit.

Board Member Countryman asked if there is no way for leakage or maybe that CCPD earned \$2 million this year and yet we only recognize 650? Treasurer Carl stated it is handled in the same way that we do right now on the city side. Like when we get the city sales tax, we do an entry where that sales tax comes into one bank account, but it is adjusted in our funds according to a portion of it going to our general fund and a portion of it going to the EDC. Board Member Countryman stated, she has not seen any kind of quote "leakage" or anything funky there so it is trustworthy. Treasurer Carl said we cannot reconcile if it is. Board Member Countryman stated okay and just for transparency just wanted to ask.

Board member Donaldson inquired about it being treated the same as EDC. Treasurer Carl stated, essentially it is. President Gordon stated, we are functioning very similar to it, so I think if that is going to make everybody's life counting the numbers, auditing and all that good stuff a lot simpler I personally think that is the way to go. Interim City Administrator Solomon stated it is an entity of the city which means everything that is approved by you guys has to go to City Council to be approved before anything can happen.

9. Consideration and possible action on establishing meeting intervals and scheduling the next meeting for January 27, 2024 at 6pm.

Motion: Board Member Countryman made a motion to establish the meeting intervals to be the last Monday of each month starting on January 27, 2025, at 6:00 p.m. Vice-President Ghutzman seconded the motion. Motion carried with all present voting in favor.

ADJOURNMENT

Motion: Board Member Countryman made a motion to adjourn the Regular Meeting of the Crime Control and Prevention District at 6:35 p.m. Vice-President Ghutzman seconded the motion. Motion carried with all present voting in favor.

APPROVED:

Joel Gordon, President

ATTEST:

Corinne Tilley, Secretary