



CITIZENS ADVISORY COUNCIL FOR OCOEE POLICE DEPARTMENT

Ocoee City Hall
1 N. Bluford Avenue
Ocoee, Florida

May 25, 2023

AGENDA

7:00 PM

• CALL TO ORDER

Pledge of Allegiance and Moment of Silence

Roll Call and Determination of Quorum

• APPROVAL OF MINUTES

1. Regular Meeting January 26, 2023
Special Meeting March 2, 2023
Special Meeting April 13, 2023

• OLD BUSINESS

1. Community Picnic

• NEW BUSINESS

1. Financial Report and Budget Discussion
2. Officer of the Quarter and Civilian of the Quarter Nominee's Selection
3. Discussion on Board Polo Order
4. Voting on the Future Purchase of Promotional Items

• DEPARTMENT UPDATES

1. Upcoming Events

• PUBLIC COMMENTS

• ADJOURNMENT

Notice: Any person who desires to appeal any decision at this meeting will need a record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made which includes testimony and evidence upon which the appeal is based. In accordance with Florida Statute 286.26: Persons with disabilities needing assistance to participate in any of these proceedings should contact the Office of the City Clerk, 1 N. Bluford Avenue, Ocoee FL 34761, (407) 905-3105, 48 hours in advance of the meeting.

More than one Commissioner may participate or hear discussions regarding a matter which will come before the Commission for action.

Minutes of the Citizen Advisory Council for Ocoee Police Department Regular Meeting Held January 26, 2023

CALL TO ORDER

Vice Chair Brown called the meeting to order at 7:02 PM, in the Commission Chambers of Ocoee City Hall, located at 1 North Bluford Avenue, Ocoee, FL 34761.

Member Brown led the Pledge of Allegiance and led the Invocation. **Recording Clerk Maldonado** called roll and declared a quorum present.

PRESENT

Member Lewis, Braunskill, Brown, Holt, Meeks, Moyer, and Mellen

Also present: Sergeant Beck, and Recording Clerk Maldonado

ABSENT

Member Garone

NEW BUSINESS

A. APPROVAL OF MEETING MINUTES

APPROVAL OF MINUTES FROM THE MARCH 24, 2022, MEETING:

***Member Brown** made a motion to approve the March 24, 2022, minutes; seconded by **Member Lewis**. The motion carried unanimously.*

APPROVAL OF MINUTES FROM THE MAY 26, 2022, MEETING:

***Member Brown** made a motion to approve the May 26, 2022, minutes; seconded by **Member Lewis**. The motion carried unanimously.*

APPROVAL OF MINUTES FROM THE JUNE 23, 2022, SPECIAL MEETING:

***Member Brown** made a motion to approve the June 23, 2022, minutes; seconded by **Member Lewis**. The motion carried unanimously.*

B. BOARD OFFICER APPOINTMENTS

***Member Lewis** nominated himself for chair person; seconded by **Member Braunskill**. Vice Chair Brown opened the vote to the Board. The motion carried unanimously.*

***Member Lewis** nominated **Member Brown** for Vice-Chair; seconded by **Member Moyer**. The vote was opened to the Board. The motion carried unanimously.*

C. FINANCIAL REPORTS AND BUDGET DISCUSSION

Sergeant Prince provided an update on the \$2,000.00 for the annual budget that covers October 1st thru September 30th. **Member Brown** asked about the tent cost. **Sergeant Prince** provided an estimated \$790.00 plus fees associated with production which would total \$900.00, the table cloth cost of \$150.00-\$200.00, and noted that consideration would need to be made for the cost of any other promotional items.

D. QUARTERLY AWARDS ALLOWANCE

Sergeant Prince reminded the Board about the total of the award gift cards of \$500.00 if no increase is made. He also asked for consideration to increase the amount from \$50.00 to \$75.00, or \$100.00, for the Officer of the Year and Civilian of the Year.

***Member Meeks** made a motion to have awards presented at the “Night of Excellence” Event; seconded by **Member Mellen**. The motion carried unanimously.*

***Member Meeks** made a motion to give the \$50.00-dollar gift cards for Officer of the Quarter and Civilian of the Quarter, increase to \$100.00-dollar gift cards for Officer of the Year and Civilian of the Year, with at total amount for the 10-gift cards to be \$600.00; seconded by **Member Mellen**. The motion carried unanimously.*

***Member Mellen** made a motion to keep the current logo and place an order to get merchandise for promotions, seconded by **Member Holt**. The motion carried unanimously.*

The Board had a discussion on promotional items.

***Member Moyer** made a motion for himself to do the research on the canopy and tent; seconded by **Member Lewis**. The motion carried unanimously.*

DEPARTMENT UPDATE UPDATES OF EVENTS

Sergeant Prince provided all the details of upcoming events for the Police Department:

The Picnic event in May, National Night Out, Police Teen Academy, Casting with a Cop, Trunk or Treat which will be coordinated with the Parks and Recreation department and held at the Jim Beach Center, Christmas Event, Stuff the Police Car, Operation Blue Santa, Shop with a Cop, Toy Give away for the Ocoee kids in need, Blue Jay Way Clean Up Program, and Chief’s Night Out.

Sergeant Beck provided all the details of upcoming events for the Community Affairs division: Pizza with the Police, Valentine’s Day Event for Seniors, Crossing Guard Awards, Polar Plunge at Aquatica, Tip-a-Cop, Ocoee Music Festival, Heathy West Orange ribbon cutting and the Healthy West Orange Event. The Police and Safety Academy will start in April.

Sergeant Prince provided current organizational information for the Police Department which included a Victim & Witness Advocate. The Ocoee Police department has a total 107 employees, and is budgeted for 130.

Commissioner Brinson addressed the Board to make his final remarks as Liaison and Commissioner for District 1. He stated he was very happy with the work that the CACOPD Board members accomplished during his four-year term, and the consideration of his input toward that effort.

COMMENTS / QUESTIONS FROM THE PUBLIC

None

ADJOURNMENT

Declared at 8:51 PM.

ATTEST:

APPROVED:

Recording Clerk

Chairperson

Minutes of the Citizen Advisory Council for Ocoee Police Department

Special Session Held March 2, 2023

CALL TO ORDER

Chairperson Lewis called the meeting to order at 7:00 PM, in the Commission Chambers of Ocoee City Hall, located at 1 North Bluford Avenue, Ocoee, FL 34761.

Chairperson Lewis led the Pledge of Allegiance, and **Member Braunskill** led the Invocation. **Recording Clerk Maldonado** called roll and declared a quorum present.

PRESENT

Chairperson Lewis, Members Garone, Braunskill, Brown, Holt, Meeks, Moyer, Mellen, and Garay

Also present: Sergeant Beck, and Recording Clerk Maldonado

ABSENT

None

NEW BUSINESS

DISCUSSION ON FUNDING TO PURCHASE TENT

Chairperson Lewis opened the discussion and the Board discussed and reviewed the cost of the tent from The Sign Factory.

***Member Brown** made a motion to ask Commissioner Brinson to cover the purchase of the tent for an amount of \$1,889.00, seconded by **Member Lewis**. The motion carried unanimously.*

FINANCIAL REPORTS AND BUDGET DISCUSSION

Member Meeks requested a financial report from staff. **Sergeant Beck** provided an update on the amount left after the 10 gift cards were purchased for the award ceremony.

DEPARTMENT UPDATE / UPDATES OF EVENTS

Sergeant Beck provided all the details of upcoming events.

COMMENTS / QUESTIONS FROM THE PUBLIC

None

ADJOURNMENT

Declared at 7:28 PM.

ATTEST:

Recording Cler

APPROVED:

Minutes of the Citizen Advisory Council for Ocoee Police Department Special Session Held April 13, 2023

CALL TO ORDER

Chairperson Lewis called the meeting to order at 7:10 PM, in the Commission Chambers of Ocoee City Hall, located at 1 North Bluford Avenue, Ocoee, FL 34761.

Chairperson Lewis opened the floor, **Member Meeks** led the Pledge of Allegiance, and **Member Moyer** led the Invocation. **Recording Clerk Maldonado** called roll and declared a quorum present.

PRESENT

Chairperson Lewis, and Members Braunskill, Holt, Meeks, Moyer, Mellen, and Garay

Also present: Sergeant Beck, and Recording Clerk Maldonado

ABSENT

Members Garone and Brown

NEW BUSINESS

DISCUSSION ON FUNDING TO PURCHASE TENT

Chairperson Lewis opened the discussion and Sergeant Beck provided the Board the current estimate from Go Match Up, discussion followed.

***Member Mellen** made a motion to utilize the allocated reserves, Commissioner Brinson approved to cover the purchase of the tent with sides and current CACOPD logo for the amount of \$1,335.00 plus fee associated with shipping before leaving office; seconded by **Member Holt**. The motion carried unanimously.*

***Member Moyer** made a motion to purchase the 8ft table cloth with the current CACOPD logo from Go Match Up for 322.00 plus fee associated with shipping, seconded by **Member Lewis**. The motion carried unanimously.*

***Member Meeks** made a motion to purchase from Positive Promotions the following items: 500 silicone bracelets with CACOPD monogram and/or logo \$255.00/\$35.00 for set charge, and 500 pencils with CACOPD monogram and/or logo for \$150.00/\$20.00, total amount of \$460.00 plus any fee associated with shipping; seconded by **Member Garay**. The motion carried unanimously.*

***Member Mellen** made a motion to remove the pens from the promotional items purchase, seconded by **Member Garay**. The motion carried unanimously.*

DISCUSSION ON PARTICIPATION ON THE COMMUNITY PICNIC

Chair Lewis requested that an email be sent out to the Board to confirm who is attending the Community Picnic and participating at the CACOPD table. Community Affairs will bring the equipment and supplies, and the Board will set up the table.

DEPARTMENT UPDATE UPDATES OF EVENTS

Sergeant Beck provided all the details of upcoming events.

COMMENTS / QUESTIONS FROM THE PUBLIC

None

ADJOURNMENT

Declared at 8:06 PM.

ATTEST:

APPROVED:

Recording Clerk
