



MINUTES OF THE REGULAR FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT BOARD MEETING

A MEETING OF THE DEER PARK FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT BOARD OF DIRECTORS HELD AT CITY HALL COUNCIL CHAMBERS, 710 EAST SAN AUGUSTINE STREET, DEER PARK, TEXAS, ON APRIL 21, 2025 BEGINNING AT 5:45 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

CHARLIE JOHNSON	PRESIDENT
TOMMY ARCHER	VICE PRESIDENT
FLYNT BLACKWELL	MEMBER
JOE REYNOLDS	MEMBER
ALLEN WESTMORELAND	MEMBER
KEVIN MACHEMEHL	MEMBER
NICOLE GANEY	BOARD TREASURER
ANGELA SMITH	BOARD SECRETARY

MEETING CALLED TO ORDER – President Johnson called the meeting to order at 5:45 p.m.

COMMENTS FROM AUDIENCE – No comments received.

1. APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON JANUARY 27, 2025 AND THE SPECIAL MEETING HELD ON FEBRUARY 3, 2025 – Motion was made by Joe Reynolds and seconded by Tommy Archer to approve the minutes of the regular January 27, 2025 and the special meeting held on February 3, 2025. Motion carried unanimously.
2. QUARTERLY REPORT REGARDING BUDGETED EXPENDITURES AND PROJECTS FOR THE DEER PARK FIRE CONTROL PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT (FCPEMSD) – Fire Chief Phillip Arroyo gave an update to the Board on the quarterly report that include details of the Ipads for patient care being in service along with the biannual PPE inspection being complete. Chief Arroyo mentioned that T-3 was in the shop for preventive maintenance and various repairs but that pump testing has occurred for Ladder 22 & T-3 with no issues. Currently, the Volunteer Fire Department is holding a fire academy which will make use of consumables for the drill field such as hay and propane that were ordered for in-house training and rental purposes.

3. PRESENTATION OF THE QUARTERLY FINANCIAL REPORT FOR THE FY 2024-2025 SECOND QUARTER ENDED MARCH 31, 2025 – Board Secretary Nicole Ganey highlighted the report of the preliminary financials for the fiscal year. She reminded the board that these are unaudited figures and that sales tax revenue is deposited two months after collection. Total revenue is \$622,718.40, total expenditures is \$569,539.09 including \$39,384.12 of capital outlay with total assets at \$3,168,856.81. The total revenue includes sales tax collected through January 2025.

Motion was made by Tommy Archer and seconded Joe Reynolds to the FY 2024-2025 Second Quarter ended March 31, 2025. Motion carried unanimously.

4. CONSIDERATION OF AND ACTION ON A RECOMMENDATION TO CITY COUNCIL TO AMEND THE FISCAL YEAR 2024-2025 BUDGET FOR THE FIRE CONTROL PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT FOR THE REPAYMENT OF SALES TAXES TO THE STATE COMPTROLLER'S OFFICE – Board Secretary Nicole Ganey addressed the board and informed them that an amendment to add \$132,590.85 to the Fiscal Year 2024-2025 budget for the FCPEMSD to be funded by the unassigned fund balance of the FCPEMSD is needed due to the District entering into a 57-month, interest-free payback arrangement with the State Comptroller's office for installment payments of \$2,326.00 deducted monthly. This was discovered through an audit by the Comptroller's office of a taxpayer located outside of the city limits who erroneously remitted sales tax to the district for the reporting period of January 2017 through September 2021 and was not the results of an error made by the City of Deer Park or the FCPEMSD.

Motion was made by Joe Reynolds and seconded by Allen Westmoreland on a recommendation to City Council to amend the Fiscal Year 2024-2025 Budget for the Fire Control Prevention and Emergency Medical Services District for the repayment of sales taxes to the State Comptroller's office. Motion carried unanimously.

5. CONSIDERATION OF AND ACTION ON A RECOMMENDATION TO CITY COUNCIL FOR AUTHORIZATION TO PURCHASE SIXTEEN (16) SETS OF FIREFIGHTING BUNKER GEAR FROM METRO FIRE ON BUY BOARD CONTRACT #698-23 – Board Secretary Nicole Ganey gave an overview of the annual bunker gear replacement program where bunker gear that is nearing the manufacturer's expiration date will be taken out of service and replaced. Staff recommends Deer Park FCPEMSD Board approve making the recommendation to City Council on authorization the purchase of sixteen (16) sets of firefighting bunker gear from Metro Fire through Buy Board Contract #698-23 in the amount of \$57,820.00.

Motion was made by Joe Reynolds and seconded by Tommy Archer on a recommendation to City Council for authorization to purchase sixteen (16) sets of firefighting bunker gear from Metro Fire on Buy Board Contract #698-23. Motion carried unanimously.

6. UPDATE ON 2025 SPECIAL ELECTION FOR CRIME & FIRE RENEWALS – Board Secretary Angela Smith spoke on the Special Election information pertaining to Early Voting in City Hall in the City Secretary’s office and Election Day in the Council Chambers. Board Secretary Smith discussed a special meeting to be determined to be held on May 7, May 12 or May 13th to canvass the election results. The actual date will not be known until after the election is completed on Saturday, May 3rd. The “canvass” is the official examination of the votes cast in an election.
7. CONSIDERATION OF AND ACTION ON APPROVAL TO CALL A SPECIAL-CALLED FCPEMSD DISTRICT MEETING ON EITHER MAY 7, MAY 12, OR MAY 13, 2025, AT 5:45 PM FOR PURPOSES OF CANVASSING THE ELECTION RESULTS FROM THE SPECIAL ELECTION FOR DISTRICT RENEWAL – Motion was made by Joe Reynolds and seconded by Flynt Blackwell on the approval to call a special-called FCPEMSD district meeting on either May 7, May 12, or May 13, 2025, at 5:45 pm for purposes of canvassing the election results from the Special Election for District renewal. Motion carried unanimously.
8. DISCUSSION OF UPCOMING FCPEMSD BOARD MEETINGS – Board Secretary Angela Smith acknowledged the upcoming FCPEMSD Board meetings for 2025. These dates include budget meetings and hearings along with regular quarterly meetings.

ADJOURN - President Johnson adjourned the meeting at 6:12 p.m.

ATTEST:

APPROVED:

Angela Smith, TRMC, CMC
Board Secretary

FCPEMS District