



MINUTES OF THE DEER PARK FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT REGULAR 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 JANUARY 22, 2024 BEGINNING AT 5:45 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

CHARLIE JOHNSON	PRESIDENT
TOMMY ARCHER	VICE PRESIDENT
SCOTT COMBS	MEMBER
JOE REYNOLDS	MEMBER
ALLEN WESTMORELAND	MEMBER
MARSHALL SHEPHERD	MEMBER
NICOLE GANEY	BOARD TREASURER
ANGELA SMITH	BOARD SECRETARY

CALL 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 REGULAR MEETING ON OCTOBER 16, 2023 – Motion was made by Marshall Shepherd and seconded by Tommy Archer to approve the minutes of the regular meeting on October 16, 2023. Motion carried unanimously.
2. QUARTERLY REPORT REGARDING BUDGETED EXPENDITURES AND PROJECTS
– Fire Chief Don Davis gave an overview of the quarterly expenditures for the quarter to include regular day to day purchases of operational supplies, continuation of the SBCA composite bottles replacement program, replacing 12 Knox boxes for fire, replace three (3) TIC's (Thermal Imaging Camera) on Engine 12, Engine 31 and Unit #430 and the continuation with the PPE (Personal Protective Equipment) assessment to compile with NFPA (National Fire Protection Association) to inspect and make necessary repairs based on regulations. Chief Davis also mentioned they are still waiting on the parts for the new grass truck (G-16).

EMS Chief Andrew Smith gave an overview of ambulance chassis is currently on order with Knapp Chevrolet with an estimated delivery of March 2024 and the accident with Medic 4,

Chief Smith mentioned waiting for the insurance adjuster to assess the damage to determine if the unit is totaled. Depending on the determination, the price of the replacement unit could be affected and a budget amendment maybe required.

3. PRESENTATION OF THE QUARTERLY FINANCIAL REPORT FOR THE FY 2023-2024 FIRST QUARTER ENDED DECEMBER 31, 2023 – Board Treasurer Nicole Ganey gave an overview of the preliminary and unaudited quarterly financial report for the District's FY 2023-2024 first quarter ended December 31, 2023 to include the total revenue, total expenditures, capital outlay and total asset balance of \$2,897,314.28. (Exhibit B1-B2)

Motion was made by Scott Combs and seconded by Joe Reynolds to accept the quarterly financial report for the FY 2023-2024 first quarter ended December 31, 2023. Motion carried unanimously.

4. CONSIDERATION OF AND ACTION ON A RECOMMENDATION TO CITY COUNCIL TO AMEND THE FISCAL YEAR 2022-2023 BUDGET FOR THE FIRE CONTROL PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT FOR SALES AND USE TAX COMPLIANCE SERVICES – Board Treasurer Nicole Ganey gave an overview of the appropriation of \$30,000.00 for the 30% collection fee from Avenu Insights, a company that was hired to perform Sales and Use Tax Compliance Services for the FCPEMSD. The collection fees for the fiscal year totaled \$31,904.23, slightly higher than budgeted. An amendment in the amount of \$2,000.00 is necessary to fund the overage and will be paid by the unassigned fund balance of the FCPEMSD. (Exhibit C1)

Motion was made by Joe Reynolds and seconded by Marshall Shepherd to approve the recommendation to City Council to amend the Fiscal Year 2022-2023 Budget for the Fire Control Prevention and Emergency Medical Services District for Sales and Use Tax Compliance Services.

5. CONSIDERATION OF AND ACTION ON A RECOMMENDATION TO CITY COUNCIL TO AMEND THE FISCAL YEAR 2022-2023 BUDGET FOR THE FIRE CONTROL PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT TO REIMBURSE THE CITY FOR THE ANNUAL COST OF THE ALS 360 AGREEMENT WITH STRYKER FOR STRETCHERS, POWER LOADS, AND LUCAS DEVICES – Board Treasurer Nicole Ganey gave an overview of the authorized 10-year lease agreement with Stryker for ALS equipment, including stretchers, power loads, and Lucas devices. The FCPEMSD is to reimburse the City for the annual cost of this lease agreement. In FY 2022-2023 the FCPEMSD did not budget funds to reimbursement the City, therefore, a budget amendment is necessary in the amount of \$174,000.00 to do so. The additional appropriation will be funded by the unassigned fund balance of the FCPEMSD.

Motion was made by Tommy Archer and seconded by Joe Reynolds to approve the recommendation to City Council to amend the Fiscal Year 2022-2023 Budget for the Fire Control Prevention and Emergency Medical Services District to reimburse the City for the annual cost of the ALS 360 agreement with Stryker for stretchers, power loads, and Lucas devices.

6. ANNOUNCEMENT OF THE NEXT REGULAR FCPEMSD BOARD MEETING ON APRIL 15, 2024 – President Johnson acknowledged the next regular Board meeting on April 15, 2024 at 5:45 p.m.

ADJOURN – President Johnson adjourned the meeting at 5:59 p.m.

ATTEST:

APPROVED:

Angela Smith
Board Secretary

Charlie Johnson
President