



**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 15, 2024 BEGINNING AT 5:45 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

CHARLIE JOHNSON	PRESIDENT
TOMMY ARCHER	VICE PRESIDENT
FLYNT BLACKWELL	MEMBER
ALLEN WESTMORELAND	MEMBER
SCOTT COMBS	MEMBER
MARSHALL SHEPARD	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 REGULAR MEETING ON JANUARY 22, 2024 – Motion was made by Scott Combs and seconded by Tommy Archer to approve the minutes of the regular meeting on January 22, 2024. Motion carried unanimously.
2. QUARTERLY REPORT REGARDING BUDGETED EXPENDITURES AND PROJECTS FOR THE DEER PARK FIRE CONTROL PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT (FCPEMSD) – Chief Don Davis gave an update to the Board on the quarterly report. The fire department is still waiting for the six (6) Knox boxes that have been ordered. The new grass truck (G-16) is in but they are waiting for the flat bed to arrive so it can be put into service. They have also ordered three (3) TIC (thermal imaging cameras) for engine 12, engine 31 and unit #430. They have begun the budget process for FY24-25. EMS Chief Andrew Smith stated that they should receive the new ambulance by the end of April 2024.
3. PRESENTATION OF THE QUARTERLY FINANCIAL REPORT FOR THE FY 2023-2024 SECOND QUARTER ENDED MARCH 31, 2024 – 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 \$739,924.51, total expenditures

revenue would be grossed to the full collection amount and a debit would be made to the liability account to draw it down. Following their recommendation, \$391,122.41 must be coded as an expense to the FCPEMSD. As this was an unexpected event, this transaction was not budgeted for. In order to prevent the District from exceeding its budget, a budget amendment is required. The additional appropriation would be funded by the unassigned fund balance of the FCPEMSD. This is a one-time expense to the budget and will not show up again. The \$6,208 will not show up on the quarterly reports as that amount is reduced from our sales tax collections before reaching the District.

Motion was made by Scott Combs and seconded by Marshall Shepard on authorizing the recommendation to city council to amend the Fiscal Year 2023-2024 Fire Control Prevention and Emergency Medical Services District Budget for the repayment of sales taxes to the State Comptroller's office. Motion carried unanimously.

6. DISCUSSION OF UPCOMING FCPEMSD BOARD MEETINGS – Assistant City Manager Sara Robinson spoke on the upcoming meetings. May 13, 2024 the proposed budget will be presented and the District will schedule the public hearing for the proposed budget. The public hearing is scheduled for June 10, 2024 with a budget workshop following (if still required). The District will adopt their budget at the next quarterly meeting on July 8, 2024. She explained that it is very critical that members attend these budget meetings as there is very little room for change due to legislation. Mr. Combs mentioned that he will not be available for the June 10th meeting.

ADJOURN - President Johnson adjourned the meeting at 6:08 p.m.

ATTEST:



Angela Smith, TRMC, CMC
Board Secretary

APPROVED:



Charlie Johnson
President