



**MINUTES OF THE REGULAR DEER PARK FIRE CONTROL, PREVENTION
AND EMERGENCY MEDICAL SERVICES DISTRICT BOARD OF DIRECTORS
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 JULY 09, 2024 BEGINNING AT 5:45 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

CHARLIE JOHNSON	PRESIDENT
TOMMY ARCHER	VICE PRESIDENT
JOE REYNOLDS	MEMBER
SCOTT COMBS	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. RECOGNITION OF SERVICE BY MARSHALL SHEPHERD ON THE FIRE CONTROL, PREVENTION BOARD OF DIRECTORS – City Manager commented that Marshall Shepherd was not available to attend the meeting.

Motion was made by Scott Combs and seconded by Joe Reynolds to table the item for a future meeting. Motion carried unanimously.

2. ANNOUNCEMENT OF APPOINTMENT TO THE FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICES BOARD OF DIRECTORS –President Johnson introduced Kevin Machemehl as the new member of the FCPMSD.

3. APPROVAL OF MINUTES OF REGULAR MEETING, SPECIAL CALLED MEETING AND PUBLIC HEARING ON THE BUDGET FOR APRIL 15, MAY 13 AND JUNE 10, 2024 – Motion was made by Joe Reynolds and seconded by Tommy Archer to approve the regular meeting, special called meeting and public hearing on the budget for April 15, May 13 and June 10, 2024. Motion carried unanimously.

4. CONSIDERATION OF AND ACTION ON ACCEPTANCE OF THE QUARTERLY REPORT REGARDING BUDGETED EXPENDITURES AND PROJECTS FOR THE DEER PARK FIRE CONTROL PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT (FCPEMSD) – Assistant EMS Chief Andrew Smith gave an overview of the report including details of the day to day purchases of operational supplies as needed such as PPE (Personal Protective Equipment), (6) Knox boxes, (3) TIC's (Thermal Imaging Camera), a new Grass Truck (G-16) and an Ambulance Chassis. (Exhibit A1)

Motion was made by Scott Combs and seconded by Joe Reynolds to accept the quarterly report regarding budgeted expenditures and projects for the Deer Park Fire Control Prevention and Emergency Medical Services District (FCPEMSD). Motion carried unanimously.

5. CONSIDERATION OF AND ACTION ON THE PRESENTATION OF THE QUARTERLY FINANCIAL REPORT FOR THE FY 2023-2024 THIRD QUARTER ENDED JUNE 30, 2024 – Treasurer Nicole Ganey spoke on the preliminary and unaudited quarterly financial report for the District's FY 2023-2024 third quarter ended June 30, 2024 including details such as the total revenue at \$1,319,108.31, total expenditures at \$2,006,894.89, including \$427,254.36 of capital outlay and the total assets at \$3,126,165.87. Ms. Ganey emphasized that the total revenue includes sales tax revenue collected through April 2024. (Exhibit B1-B2)

Motion was made by Joe Reynolds and seconded by Scott Combs to Accept the quarterly financial report for the FY2023-2024 third quarter ended June 30, 2024. Motion carried unanimously.

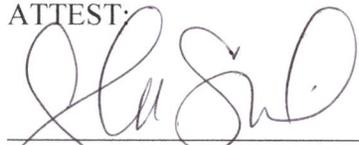
6. CONSIDERATION OF AND ACTION ON APPROVING THE FY 2024-2025 DEER PARK FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT BUDGET AND SUBMISSION TO CITY COUNCIL – Treasurer Nicole Ganey discussed the proposed budget that includes all anticipated revenues to be derived in FY 2024-2025 from the FCPEMSD sales and use tax as well as the proposed expenditures for the FCPEMSD in FY 2024-2025. Ms. Ganey emphasized that there were no changes from the proposed budget presented.

Motion was made by Scott Combs and seconded by Joe Reynolds to approve the FY 2024-2025 Deer Park Fire Control, Prevention and Emergency Medical Services District Budget and submit to City Council. Motion carried unanimously.

7. ANNOUNCEMENT OF THE NEXT REGULAR FCPEMSD BOARD MEETING ON OCTOBER 21, 2024 – President Johnson acknowledged the next regular FCPEMSD Board Meeting on October 21, 2024 at 5:45 pm.

ADJOURN – President Johnson adjourned the meeting at 5:57 p.m.

ATTEST:

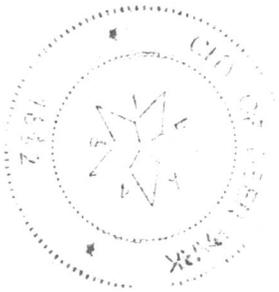


Angela Smith, TMRC, CMC
Board Secretary

APPROVED:



Charlie Johnson,
President





**City of Deer Park
Fire Control, Prevention and Emergency Medical Services District**

**2023-2024 Quarterly Report
Fire, EMS and Fire Marshal
June 2024**

- Continue to purchase day to day operational supplies as need for Fire, EMS and the Fire Marshal's office.
- Continue with SCBA composite bottles replacement program based on life span completed for FY2023-2024.
- Continue with PPE (Personal Protective Equipment) assessment to compile with NFPA (National Fire Protection Association) to inspect and make necessary repairs based on regulations.
- Ordered six (6) Knox boxes and awaiting receipt. Will result in a total of 12 Knox boxes. Received and installation to be scheduled.
- Ordered three (3) TIC's (Thermal Imaging Camera) on Engine 12, Engine 31 and Unit #430; awaiting receipt. Completed for FY2023-2024.
- The new Grass Truck (G-16) is in; continuing to wait on the flat bed to arrive so it can be put it in service. Vendor continues to work and estimates being completed by end of June 2024.
- Ambulance Chassis is scheduled to be inspected and picked by the end of April 2024. Estimated to be in service by July 2024.
- FY2024-2025 Budget submitted.

**CITY OF DEER PARK
FIRE CONTROL, PREVENTION, AND EMERGENCY MEDICAL SERVICES DISTRICT (FCPEMSD)
FISCAL YEAR 2024**

June 30, 2024

Authority for the Deer Park Fire Control, Prevention, and Emergency Medical Services District is provided by Texas Local Government Code, Chapter 344. The purpose of the District is to enhance fire control and prevention and emergency medical services programs in the City of Deer Park. The fund was established by a dedicated one-fourth of one percent (0.25%) sales and use tax approved by the voters in May 2011 and effective on October 1, 2011 for a period of five years. In May 2016, voters authorized continuation of the District, including the 0.25% sales and use tax, for an additional 10 years.

BALANCE SHEET (UNAUDITED)

<u>Assets</u>	
Cash	\$ 1,224,614.11
Accounts Receivable	21.84
Due To/Due From	-
Capital Assets	3,309,265.31
Depreciation	(1,934,737.39)
Deferred Outflows (Pension - GASB 68)	527,002.00
Total Assets	\$ 3,126,165.87
<u>Liabilities & Equity</u>	
Payables	\$ 13,449.59
Capital Leases Payable	333,766.82
Net Pension Obligation (GASB 68)	622,538.00
Total OPEB Liability	301,808.00
Sales Tax Liability	347,666.41
Due To/Due From	9.96
Total Liabilities	1,619,238.78
<u>Fund Equity</u>	
Fund Balance	1,807,360.85
Deferred Inflows (Pension - GASB 68)	314,553.00
Revenues Over/(Under) Expenditures	(779,096.37)
Total Fund Equity	1,342,817.48
Total Liabilities & Equity	\$ 2,962,056.26

STATEMENT OF REVENUES AND EXPENDITURES (UNAUDITED)

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>YTD</u>	<u>Adopted</u>	<u>Remaining</u>
	<u>12/31/23</u>	<u>03/31/24</u>	<u>06/30/24</u>	<u>09/30/24</u>	<u>Total</u>	<u>Budget</u>	<u>Budget</u>
<u>Revenues</u>							
Sales Tax Revenue	\$ 184,950.43	\$ 545,947.39	\$ 574,840.23	\$ -	\$ 1,305,738.05	\$ 2,000,000.00	\$ 694,261.95
Investment Revenue	4,337.96	4,688.73	4,343.57	-	13,370.26	4,336.00	(9,034.26)
Insurance Reimbursement	-	-	113,090.00	-	-	-	-
Prior Year Revenue (Reserves)	-	-	-	-	-	431,726.00	431,726.00
Total Revenue	189,288.39	550,636.12	692,273.80	-	1,319,108.31	2,436,062.00	1,116,953.69
<u>Expenditures</u>							
Salaries & Benefits	\$ 301,885.16	\$ 270,436.89	\$ 311,007.43	\$ -	\$ 883,329.48	\$ 1,210,270.00	\$ 326,940.52
Services	29,266.28	40,301.50	27,501.44	-	97,069.22	231,260.00	134,190.78
Supplies	47,952.61	1,853.64	100,322.63	-	150,128.88	324,432.00	174,303.12
Maintenance	19,273.00	12,943.74	25,773.80	-	57,990.54	127,500.00	69,509.46
Other (Sales Tax Payback)	391,122.41	-	-	-	391,122.41	-	(391,122.41)
Sub-total Operating Expenditures	\$ 789,499.46	\$ 325,535.77	\$ 464,605.30	\$ -	\$ 1,579,640.53	\$ 1,893,462.00	\$ 313,821.47
Capital Expenditures	39,384.12	322,686.12	65,184.12	-	427,254.36	542,600.00	115,345.64
Total Expenditures	828,883.58	648,221.89	529,789.42	-	2,006,894.89	2,436,062.00	429,167.11
Revenue Over/(Under) Expenditures	\$ (639,595.19)	\$ (97,585.77)	\$ 162,484.38	\$ -	\$ (687,786.58)	\$ -	\$ 687,786.58

	<u>Fire Dept</u>	<u>EMS</u>	<u>Fire Marshal</u>	<u>Non-Departmental</u>	<u>Q3 Total</u>	<u>YTD Total</u>
<u>Expenditures by Department:</u>						
Salaries & Benefits	\$ -	\$ 283,542.34	\$ 27,465.09	\$ -	\$ 311,007.43	\$ 883,329.48
Services	13,455.66	6,495.00	261.00	7,289.78	27,501.44	97,069.22
Supplies	96,944.84	3,923.47	(545.68)	-	100,322.63	150,128.88
Maintenance	8,661.09	17,112.71	-	-	25,773.80	57,990.54
Other (Sales Tax Payback)	-	-	-	-	-	391,122.41
Operating Expenditures	119,061.59	311,073.52	27,180.41	7,289.78	464,605.30	1,579,640.53
Capital Expenditures	65,184.12	-	-	-	65,184.12	427,254.36
Total Expenditures	\$ 184,245.71	\$ 311,073.52	\$ 27,180.41	\$ 7,289.78	\$ 529,789.42	\$ 2,006,894.89



FCPEMSD FY 2023-2024 Sales Tax Revenue Comparison

<u>G/L</u>	<u>Actual</u>		
Oct 2023	\$ -		
Nov 2023	-		
Dec 2023	184,950.43		
Jan 2024	188,173.99		
Feb 2024	198,251.36		
Mar 2024	159,522.04		
Apr 2024	181,560.78		
May 2024	194,225.96		
Jun 2024	199,053.48		
Jul 2024	-		
Aug 2024	-		
Sep 2024	-		
YTD Total	\$ 1,305,738.04	Budget	% of Budget
Annual	<u>\$ 1,305,738.04</u>	<u>\$ 2,000,000.00</u>	65.29%

FCPEMSD Sales Tax Revenue History

<u>Month</u>	<u>FY 2024</u>	<u>FY 2023</u>	<u>FY 2022</u>	<u>FY 2021</u>
Oct	\$ -	\$ -	\$ -	\$ -
Nov	-	-	-	-
Dec	184,950.43	183,406.79	143,342.89	135,192.40
Jan	188,173.99	176,072.23	149,205.84	122,323.11
Feb	198,251.36	234,077.14	175,153.22	153,676.46
Mar	159,522.04	141,705.11	144,894.04	114,523.21
Apr	181,560.78	212,668.12	149,645.01	134,826.82
May	194,225.96	199,398.74	190,691.14	183,375.42
Jun	199,053.48	231,711.55	162,200.19	144,481.72
Jul	-	209,946.18	166,632.93	141,053.62
Aug	-	193,929.59	178,560.00	163,007.48
Sep *	-	569,507.38	539,187.97	421,288.87
Annual	\$ 1,305,738.04	\$ 2,352,422.83	\$ 1,999,513.23	\$ 1,713,749.11
YTD Total	\$ 1,305,738.04	\$ 2,352,422.83	\$ 1,999,513.23	\$ 1,713,749.11

