



Sam Pipkin, President
Charlie Johnson, Vice President
Joe Reynolds
Flynt Blackwell

Scott Combs
Hal Vaughan
Tommy Archer

In order to help prevent the spread of the virus that causes COVID-19, the City of Deer Park is asking members of the public attending the meeting to:

- 1. Maintain at least 6 feet separation from other individuals.*
- 2. Self-screen before going into the meeting for any of the following new or worsening signs or symptoms of possible COVID-19: (Cough, Shortness of breath or difficulty breathing, Chills, Repeated shaking with chills, Muscle pain, Headache, Sore throat, Loss of taste or smell, Diarrhea, Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit, Known close contact with a person who is lab confirmed to have COVID-19, Wash or disinfect hands upon entering the building and after any interaction with others in the building.*
- 3. Consider wearing cloth face coverings (over the nose and mouth) when entering the building, or when within 6 feet of another person who is not a member of the individual's household.*

The City of Deer Park will be limiting attendance in the Council Chambers to seventy five percent (75%) of the total listed occupancy of room capacity during this meeting.

CALL TO ORDER

COMMENTS FROM AUDIENCE

1. Approval of minutes of regular meeting on January 18, 2021.

[MIN 21-044](#)

Recommended Action: Approval

Attachments: [FD MR 011821](#)

2. Quarterly Report regarding budgeted expenditures and projects for the current fiscal year.

[RPT 21-022](#)

Recommended Action: Accept report as provided and presented.

Attachments: [2020-21 Q3 Quarterly Report](#)

The Mission of the City of Deer Park is to deliver exemplary municipal services that provide the community a high quality of life consistent with our history, culture and unique character.

3. Presentation of the Quarterly Financial Report for the FY 2020-2021
Second Quarter ended March 31, 2021.

[RPT 21-020](#)

Recommended Action: Accept the quarterly financial report for the FY 2020-2021 second quarter ended March 31, 2021.

Department: Finance Director Todd

Attachments: [FCPEMSD - 2021 2Q Financials](#)

4. Discussion of FCPEMSD Board of Directors meeting dates for the
remainder of FY 2020-2021.

[DIS 21-034](#)

Recommended Action: Discuss the Board of Directors meeting dates for the remainder of FY 2020-2021.

ADJOURN

Shannon Bennett, TRMC
City Secretary

Posted on Bulletin Board
April 16, 2021

City Hall is wheelchair accessible and accessible parking spaces are available. Hearing assistance devices are available. Requests for accommodations services must be made 72 hours prior to any meeting. Please contact the City Secretary's office at 281-478-7248 for further information.

The Mission of the City of Deer Park is to deliver exemplary municipal services that provide the community a high quality of life consistent with our history, culture and unique character.



Legislation Details (With Text)

File #: MIN 21-044 **Version:** 1 **Name:**
Type: Minutes **Status:** Agenda Ready
File created: 4/14/2021 **In control:** Fire Control District
On agenda: 4/19/2021 **Final action:**

Title: Approval of minutes of regular meeting on January 18, 2021.

Sponsors:

Indexes:

Code sections:

Attachments: [FD_MR_011821](#)

Date	Ver.	Action By	Action	Result
4/19/2021	1	Fire Control District		

Approval of minutes of regular meeting on January 18, 2021.

Summary:

Fiscal/Budgetary Impact:

Approval

CITY OF DEER PARK

FD 01-199

710 EAST SAN AUGUSTINE STREET

DEER PARK, TEXAS 77536

MINUTES

OF

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 18, 2021 BEGINNING AT 5:45 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

SAM PIPKIN	PRESIDENT
CHARLIE JOHNSON	VICE PRESIDENT
FLYNT BLACKWELL	MEMBER
SCOTT COMBS	MEMBER
JOE REYNOLDS	MEMBER
HAL VAUGHAN	MEMBER
TOMMY ARCHER	MEMBER
DONNA TODD	TREASURER
SHANNON BENNETT	BOARD SECRETARY

1. MEETING CALLED TO ORDER – President Pipkin called the meeting to order at 5:45 p.m.
2. COMMENTS FROM AUDIENCE – No comments received.
3. APPROVAL OF MINUTES OF REGULAR MEETING ON OCTOBER 19, 2020 – Motion was made by Charlie Johnson and seconded by Joe Reynolds to approve the minutes of the regular meeting on October 19, 2020. Motion carried unanimously.
4. PRESENTATION OF THE QUARTERLY FINANCIAL REPORT FOR THE FY 2020-2021 FIRST QUARTER ENDING DECEMBER 31, 2020 – Finance Director Donna Todd gave an overview of the first preliminary and unaudited quarterly financial report for the FY 2020-2021. The total revenue of \$135,312 includes sales tax collected through October 2020. (Exhibit A1-A2)

Motion was made by Joe Reynolds and seconded by Tommy Archer to accept the quarterly financial report for the FY 2020-2021 first quarter ending December 31, 2020. Motion carried unanimously.

5. QUARTERLY REPORT REGARDING BUDGETED EXPENDITURES AND PROJECTS FOR THE CURRENT FISCAL YEAR – Fire Chief Don Davis advised the Board that there is not any quarterly expenditures report.

Chief Davis commented, “We don’t really have much to report this quarter. We haven’t done much except for preventative maintenance on vehicles and we only have one capital project under the Fire Control and Prevention Emergency Medical Service District and that is to add an extractor and dryer at another station. We have not started on that project yet, but we will probably start in the next quarter.”

Motion was made by Hal Vaughan and seconded by Joe Reynolds to accept the quarterly report regarding budgeted expenditures and projects for the current fiscal year. Motion carried unanimously.

6. DISCUSSION OF FCPEMSD BOARD OF DIRECTORS MEETING DATES FOR FY 2020-2021 – Assistant City Manager Gary Jackson gave an overview of the meeting dates that are consistent with dates of the regular meetings except for the July 2021 meeting which has yet to be determined.

President Pipkin commented, “For those of you that are new to the Board, these dates on the budget are very important and are set by law. We got a certain amount of days to get these meetings in and budgets approved.”

Mr. Jackson commented, “The meeting date of June 11, 2021 should actually be June 14, 2021.”

7. ADJOURN – President Pipkin adjourned the meeting at 5:53 p.m.

ATTEST:

APPROVED:

Shannon Bennett
Board Secretary, TMRC

Sam Pipkin
President



Legislation Details (With Text)

File #: RPT 21-022 **Version:** 1 **Name:**
Type: Report **Status:** Agenda Ready
File created: 4/14/2021 **In control:** Fire Control District
On agenda: 4/19/2021 **Final action:**
Title: Quarterly Report regarding budgeted expenditures and projects for the current fiscal year.
Sponsors:
Indexes:
Code sections:
Attachments: [2020-21 Q3 Quarterly Report](#)

Date	Ver.	Action By	Action	Result
4/19/2021	1	Fire Control District		

Quarterly Report regarding budgeted expenditures and projects for the current fiscal year.

Summary:

The Fire Chief and Assistant Chief - EMS will provide a verbal report to the Board regarding projects and initiatives budgeted for the current fiscal year.

Fiscal/Budgetary Impact:

This report serves only as an update on budgeted projects.

Accept report as provided and presented.



City of Deer Park

Fire Control, Prevention and Emergency Medical Services District

2020-2021

Budget Update

Fire, EMS and Fire Marshal

April 19, 2021

FIRE

- o Preventative maintenance has been completed on all fire apparatus as well as annual pump testing
- o We have upcoming inspections on the fire ladders, fire hose, and self contained breathing apparatus.
- o We continue to purchase day to day operational supplies as needed.
- o We currently have on order 22 sets of bunker gear and will be placing an order for spare gloves, hoods and helmets.
- o The gear extractor (washer) and dryer for Station 3 are on order and should be delivered soon.
- o We are currently working on an order for some additional low pressure fire hose and low pressure nozzles.
- o We are currently working on an order to replace 13 SCBA composite bottles that their life span has expired.

EMS

- o Day to day operationing supplies, small tools and minor equipment - On-going
- o Continue with annual inspection and preventative maintenance on stretchers and AED's.
- o Monthly and annual software renewal for inventory control and ordering, staff scheduling, ambulance billing and continue education training opportunities and credential tracking for all EMT's and paramedics



Legislation Details (With Text)

File #: RPT 21-020 **Version:** 1 **Name:**
Type: Report **Status:** Agenda Ready
File created: 4/12/2021 **In control:** Fire Control District
On agenda: 4/19/2021 **Final action:**
Title: Presentation of the Quarterly Financial Report for the FY 2020-2021 Second Quarter ended March 31, 2021.
Sponsors: Donna Todd
Indexes:
Code sections:
Attachments: [FCPEMSD - 2021 2Q Financials](#)

Date	Ver.	Action By	Action	Result
4/19/2021	1	Fire Control District		

Presentation of the Quarterly Financial Report for the FY 2020-2021 Second Quarter ended March 31, 2021.

Summary: Review and discussion of the preliminary and unaudited quarterly financial report for the District's FY 2020-2021 second quarter ended March 31, 2021. These preliminary results for the fiscal year are as follows:

Total Revenue - \$525,969

Total Expenditures - \$671,149, including \$78,768 of capital outlay

Total Assets - \$2,379,821

Total revenue includes sales tax revenue collected through January 2021 (sales taxes are deposited two months after collection).

Fiscal/Budgetary Impact:

N/A.

Accept the quarterly financial report for the FY 2020-2021 second quarter ended March 31, 2021.

CITY OF DEER PARK
FIRE CONTROL, PREVENTION, AND EMERGENCY MEDICAL SERVICES DISTRICT (FCPEMSD)
FISCAL YEAR 2021
March 31, 2021

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	\$ 163,417.41
Accounts Receivable	(38,993.99)
Due To/Due From	65,638.23
Capital Assets	3,329,323.83
Depreciation	(1,346,832.41)
Deferred Outflows (Pension - GASB 68)	142,743.54
Total Assets	<u>\$ 2,315,296.61</u>
<u>Liabilities & Equity</u>	
Payables	\$ 18,715.96
Capital Leases Payable	772,685.46
Net Pension Obligation (GASB 68)	19,251.09
Total OPEB Liability	514,028.46
Due To/Due From	1,461.41
Total Liabilities	<u>1,326,142.38</u>
<u>Fund Equity</u>	
Fund Balance	993,477.38
Deferred Inflows (Pension - GASB 68)	140,857.19
Revenues Over/(Under) Expenditures	(145,180.34)
Total Fund Equity	<u>989,154.23</u>
Total Liabilities & Equity	<u>\$ 2,315,296.61</u>

STATEMENT OF REVENUES AND EXPENDITURES (UNAUDITED)

	Q1 <u>12/31/20</u>	Q2 <u>03/31/21</u>	Q3 <u>06/30/21</u>	Q4 <u>09/30/21</u>	YTD <u>Total</u>	Adopted <u>Budget</u>	Remaining <u>Budget</u>
<u>Revenues</u>							
Sales Tax Revenue	\$ 135,192.40	\$ 390,522.78			\$ 525,715.18	\$ 1,350,000.00	\$ 824,284.82
Investment Revenue	119.58	134.19			253.77	300.00	46.23
Prior Year Revenue (Reserves)	-	-			-	217,872.00	217,872.00
Total Revenue	<u>135,311.98</u>	<u>390,656.97</u>			<u>525,968.95</u>	<u>1,568,172.00</u>	<u>1,042,203.05</u>
<u>Expenditures</u>							
Salaries & Benefits	243,501.86	243,273.80			486,775.66	841,742.00	354,966.34
Services	46,339.61	41,158.21			87,497.82	254,330.00	166,832.18
Supplies	-	70.00			70.00	176,000.00	175,930.00
Maintenance	2,362.21	15,675.36			18,037.57	113,500.00	95,462.43
Sub-total Operating Expenditures	<u>292,203.68</u>	<u>300,177.37</u>			<u>592,381.05</u>	<u>1,385,572.00</u>	<u>793,190.95</u>
Capital Expenditures	<u>39,384.12</u>	<u>39,384.12</u>			<u>78,768.24</u>	<u>182,600.00</u>	<u>103,831.76</u>
Total Expenditures	<u>331,587.80</u>	<u>339,561.49</u>			<u>671,149.29</u>	<u>1,568,172.00</u>	<u>897,022.71</u>
Revenue Over/(Under) Expenditures	<u>\$ (196,275.82)</u>	<u>\$ 51,095.48</u>			<u>\$ (145,180.34)</u>	<u>\$ -</u>	<u>\$ 145,180.34</u>

	Fire Dept	EMS	Fire Marshal	Q2 Total	YTD Total
<u>Expenditures by Department:</u>					
Salaries & Benefits	\$ -	\$ 221,264.23	\$ 22,009.57	\$ 243,273.80	\$ 486,775.66
Services	21,860.04	18,854.17	444.00	41,158.21	87,497.82
Supplies	-	70.00	-	70.00	70.00
Maintenance	14,894.08	781.28	-	15,675.36	18,037.57
Other (Contingency)	-	-	-	-	-
Operating Expenditures	<u>36,754.12</u>	<u>240,969.68</u>	<u>22,453.57</u>	<u>300,177.37</u>	<u>592,381.05</u>
Capital Expenditures	<u>39,384.12</u>	-	-	<u>39,384.12</u>	<u>78,768.24</u>
Total Expenditures	<u>\$ 76,138.24</u>	<u>\$ 240,969.68</u>	<u>\$ 22,453.57</u>	<u>\$ 339,561.49</u>	<u>\$ 671,149.29</u>

FCPEMSD FY 2020-2021 Sales Tax Revenue Comparison

<u>G/L</u>	<u>Actual</u>		
Oct 2020	\$ -		
Nov 2020	-		
Dec 2020	135,192.40		
Jan 2021	122,323.11		
Feb 2021	153,676.46		
Mar 2021	114,523.21		
Apr 2021			
May 2021			
Jun 2021			
Jul 2021			
Aug 2021			
Sep 2021			
YTD Total	<u>\$ 525,715.18</u>	<u>Budget</u>	<u>% of Budget</u>
Annual	<u>\$ 525,715.18</u>	<u>\$ 1,350,000.00</u>	38.94%

FCPEMSD Sales Tax Revenue History

<u>Month</u>	<u>FY 2021</u>	<u>FY 2020</u>	<u>FY 2019</u>	<u>FY 2018</u>
Oct	\$ -	\$ -	\$ -	-
Nov	-	-	-	-
Dec	135,192.40	162,425.45	137,878.96	158,447.04
Jan	122,323.11	144,147.01	135,480.77	151,915.82
Feb	153,676.46	162,431.11	164,852.84	166,066.65
Mar	114,523.21	119,971.14	144,803.32	114,881.51
Apr	-	175,186.64	143,460.98	171,509.24
May	-	152,841.86	205,507.15	155,168.13
Jun	-	133,763.99	186,479.62	125,248.64
Jul	-	136,234.82	154,626.05	124,629.84
Aug	-	152,796.70	153,731.26	134,837.02
Sep *	-	407,442.67	467,239.81	388,734.25
Annual	<u>\$ 525,715.18</u>	<u>\$ 1,747,241.39</u>	<u>\$ 1,894,060.76</u>	<u>\$ 1,691,438.14</u>
YTD Total	\$ 525,715.18	\$ 588,974.71	\$ 583,015.89	\$ 591,311.02



Legislation Details (With Text)

File #: DIS 21-034 **Version:** 1 **Name:**
Type: Discussion **Status:** Agenda Ready
File created: 4/15/2021 **In control:** Fire Control District
On agenda: 4/19/2021 **Final action:**
Title: Discussion of FCPEMSD Board of Directors meeting dates for the remainder of FY 2020-2021.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
4/19/2021	1	Fire Control District		

Discussion of FCPEMSD Board of Directors meeting dates for the remainder of FY 2020-2021.

Summary:

The meeting dates for the remainder of FY 2020-2021 are as follows:

Monday - April 19, 2021 - Regular Meeting

Monday - May 17, 2021 - Special Meeting (FD submits proposed FY 2021-2022 Budget & Call Public Hearing on Budget)

Monday, June 14, 2021 - Public Hearing & Workshop on Budget

Monday, July 12, 2021 - Regular Meeting & Adopt Budget

Fiscal/Budgetary Impact:

N/A

Discuss the Board of Directors meeting dates for the remainder of FY 2020-2021.