

CITY OF DEER PARK
710 EAST SAN AUGUSTINE STREET
DEER PARK, TEXAS 77536

FD 01-160

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 JULY 11, 2018 BEGINNING AT 5:45 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

SAM PIPKIN	PRESIDENT
CHARLIE JOHNSON	VICE PRESIDENT
DONNA TODD	TREASURER
JOHN GREEN	MEMBER
JASON KARR	MEMBER
SONIA ACOSTA	DEPUTY CITY SECRETARY

1. MEETING CALLED TO ORDER – President Pipkin called the meeting to order at 5:45 p.m.
2. APPROVAL OF MINUTES - Motion was made by Charlie Johnson and seconded by John Green to approve the minutes of the regular meeting on April 16, 2018. Motion carried unanimously.
3. APPROVAL OF MINUTES - Motion was made by Jason Karr and seconded by Charlie Johnson to approve the minutes of the regular meeting on May 14, 2018. Motion carried unanimously.
4. APPROVAL OF MINUTES - Motion was made by Jason Karr and seconded by John Green to approve the minutes of the workshop meeting on June 11, 2018. Motion carried unanimously.
5. APPROVAL OF MINUTES - Motion was made by Jason Karr and seconded by John Green to approve the minutes of the public hearing meeting on June 11, 2018. Motion carried unanimously.
6. CONSIDERATION OF AND ACTION ON APPROVING THE FY 2018-2019 DEER PARK FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT BUDGET AND SUBMISSION TO CITY COUNCIL – Donna Todd advised the Board of the few minor revisions that have been incorporated into the final proposed

budget. These revisions are relating to personnel and operating expenditures within the Emergency Medical Services and Fire Marshal budgets. (Exhibits A1-A5)

Motion carried unanimously.

PRESENTATION OF THE QUARTERLY FINANCIAL REPORT FOR THE FY 2017-2018 THIRD QUARTER ENDED JUNE 30, 2018 – Treasurer Donna Todd presented the Financial Report and gave an overview of the statement of revenues and expenditures. (Exhibit B1-B2) Motion carried unanimously.

7. DISCUSSION OF ISSUES RELATING TO THE SCHEDULE OF EVENTS FOR THE DESIGN AND CONSTRUCTION OF THE EMS STATION – Emergency Services Director, Robert Hemminger gave an update of the EMS station and design. (Exhibit A1-A5)

Vice President, Charlie Johnson asked, “Is there any concern relating to security of the personnel personal vehicles while they are parked there? Should any of that be fenced?”

Mr. Hemminger responded, “I don’t know of anymore concern than there is at the current existing fire station. The design of the building will include security cameras around the exterior of the building.”

President Sam Pipkin asked, “Are there plans to cover the generator?”

Mr. Hemminger responded, “Yes.”

John Green asked, “If we were to hire an Assistant Fire Chief, will they have to share an office with the Deputy Chief?”

Mr. Hemminger responded, “No. They are in the process of reconfiguring the offices. There will be four offices in total to accommodate the personnel.”

Mr. Green asked, “Will the ambulance building stay where it is right now?”

Mr. Hemminger responded, “Yes.”

Mr. Green asked, “Will there be a lobby for the public?”

Mr. Hemminger responded, “It will be like a vestibule, mainly for Staff.”

Mr. Johnson asked, “Are there plans to put any fencing in between the columns in the patio area?”

Mr. Hemminger responded, "I believe that is still in the air."

Mr. Johnson asked, "Does the conference room double as a training center?"

Mr. Hemminger responded, "Yes. It was designed to house a pretty good training meeting that could include 14 to 18 people."

Mr. Pipkin asked, "Does that sidewalk go through to the patio area?"

Mr. Hemminger responded, "There will be a change where there will be a sidewalk that comes directly aside from the fuel station to get in."

Mr. Hemminger commented, "As of today, we are right on time. By August 24th, 2018 we should have construction documentation completed so that by September 4th, 2018, we can go out for bids. I anticipate on giving an update at the next October 15, 2018 meeting."

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

ATTEST:

APPROVED:

Shannon Bennett
City Secretary, TMRC

Sam Pipkin
President