

CITY OF DEER PARK

FD 01-193

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 JULY 6, 2020 BEGINNING AT 5:45 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

SAM PIPKIN	PRESIDENT
JOHN GREEN	MEMBER
SCOTT COMBS	MEMBER
JOE REYNOLDS	MEMBER
HAL VAUGHAN	MEMBER
JOHN GREEN	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 MAY 18, 2020 – Motion was made by Joe Reynolds and seconded by John Green to approve the minutes of regular meeting on May 18, 2020. Motion carried unanimously.
4. APPROVAL OF MINUTES OF PUBLIC HEARING ON JUNE 15, 2020 (Budget) – Motion was made by John Green and seconded by Joe Reynolds to approve the minutes of the public hearing on June 15, 2020. Motion carried unanimously.
5. APPROVAL OF MINUTES OF WORKSHOP MEETING ON JUNE 15, 2020 – Motion was made by Joe Reynolds and seconded by John Green to approve the minutes of the workshop meeting on June 15, 2020. Motion carried unanimously.
6. ANNOUNCEMENT OF RESIGNATION OF FCPEMSD BOARD MEMBER EDWARD BRASHIER – President Pipkin recognized and thanked Edward Brashier for his service with the Houston Fire Department and the Fire Control Prevention and Emergency Services District.

7. CONSIDERATION OF AND ACTION ON APPROVING THE FY 2020-2021 DEER PARK FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT BUDGET AND SUBMISSION TO CITY COUNCIL – Finance Director Donna Todd gave an overview of the FY 2020-2021 FCPEMSD Budget and advised the Board of line items that cover pension expenses and OPEB expenses that had a \$25,000 reduction in personnel and related expenditures for the Emergency Medical Services and a reduction of \$3,500 in personnel and related expenditures for the Fire Marshal Office. These adjustments reduced the initial proposed budgetary expenditures by \$28,500. (Exhibit B1-B5)

President Pipkin asked, “Just curious, why did that have to be placed in the budget?”

Ms. Todd responded, “It is a non-cash item and I really don’t know if we should have done it last year, we had to do a budget amendment for one of the departments. It was just a very odd situation because we have no way to determine the number. That isn’t a reason not to budget something but it is a non-cash item and the more I was looking into it, I called the auditor and had a discussion about it he said that I did not have to budget for that, so I took it out.”

Assistant City Manager Gary Jackson gave an overview of the final actions of the Board on submitting the budget for the FY2020-2021 and the steps City Council will take on August 18, 2020 to approve the report. If there any disagreements on the budget, State Statue allows a meeting amongst the Board and City Council to resolve any issues.

Motion was made by Scott Combs and seconded by Joe Reynolds to approve the FY 2020-2021 Deer Park Fire Control, Prevention and Emergency Medical Services District Budget and submission to City Council.

8. PRESENTATION OF THE QUARTERLY FINANCIAL REPORT FOR THE FY 2019-2020 THIRD QUARTER ENDING JUNE 30, 2020 – Finance Director Donna Todd gave an overview of the preliminary quarterly financial report for the FY 2019-2020. (Exhibit C1-C2)

Motion was made by Joe Reynolds and seconded by John Green to accept the quarterly financial report for the FY 2019-2020 third quarter ending June 30, 2020.

9. ADJOURN - President Pipkin adjourned the meeting at 5:58 p.m.

ATTEST:

APPROVED:

Shannon Bennett
Board Secretary, TMRC

Sam Pipkin
President