

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.”

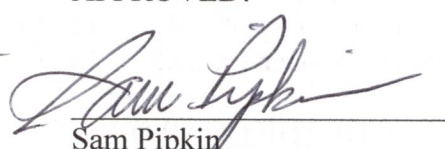
Mr. Jackson commented, “The meeting date of June 11, 2021 should actually be June 14, 2021.”

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

ATTEST:


Shannon Bennett
Board Secretary, TMRC

APPROVED:


Sam Pipkin
President

CITY OF DEER PARK
FIRE CONTROL, PREVENTION, AND EMERGENCY MEDICAL SERVICES DISTRICT (FCPEMSD)
FISCAL YEAR 2021
December 31, 2020

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	\$	236,252.77
Due To/Due From		1,113.80
Capital Assets		3,223,111.60
Depreciation		(1,269,588.89)
Construction In Progress		-
Deferred Outflows (Pension - GASB 68)		202,224.37
Total Assets	\$	<u>2,393,113.65</u>
<u>Liabilities & Equity</u>		
Payables	\$	142,646.80
Capital Leases Payable		772,685.46
Net Pension Obligation (GASB 68)		205,021.43
Total OPEB Liability		454,674.59
Due To/Due From		1,461.41
Deferred Inflows (Pension - GASB 68)		21,794.57
Total Liabilities		<u>1,598,284.26</u>
<u>Fund Equity</u>		
Fund Balance		991,105.21
Revenues Over/(Under) Expenditures		(196,275.82)
Total Fund Equity		<u>794,829.39</u>
Total Liabilities & Equity	\$	<u>2,393,113.65</u>

STATEMENT OF REVENUES AND EXPENDITURES (UNAUDITED)

	Q1 12/31/20	Q2 03/31/21	Q3 06/30/21	Q4 09/30/21	YTD Total	Adopted Budget	Remaining Budget
<u>Revenues</u>							
Sales Tax Revenue	\$ 135,192.40				\$ 135,192.40	\$ 1,350,000.00	\$ 1,214,807.60
Investment Revenue	119.58				119.58	300.00	180.42
Prior Year Revenue (Reserves)	-				-	217,872.00	217,872.00
Total Revenue	<u>135,311.98</u>				<u>135,311.98</u>	<u>1,568,172.00</u>	<u>1,432,860.02</u>
<u>Expenditures</u>							
Salaries & Benefits	243,501.86				243,501.86	841,742.00	598,240.14
Services	46,339.61				46,339.61	254,330.00	207,990.39
Supplies	-				-	176,000.00	176,000.00
Maintenance	<u>2,362.21</u>				<u>2,362.21</u>	<u>113,500.00</u>	<u>111,137.79</u>
Sub-total Operating Expenditures	292,203.68				292,203.68	1,385,572.00	1,093,368.32
Capital Expenditures	<u>39,384.12</u>				<u>39,384.12</u>	<u>182,600.00</u>	<u>143,215.88</u>
Total Expenditures	<u>331,587.80</u>				<u>331,587.80</u>	<u>1,568,172.00</u>	<u>1,236,584.20</u>
Revenue Over/(Under) Expenditures	\$ <u>(196,275.82)</u>				\$ <u>(196,275.82)</u>	\$ -	\$ 196,275.82

	Fire Dept	EMS	Fire Marshal	Q1 Total	YTD Total
<u>Expenditures by Department:</u>					
Salaries & Benefits	\$ -	\$ 221,900.07	\$ 21,601.79	\$ 243,501.86	\$ 243,501.86
Services	16,206.81	29,836.80	296.00	46,339.61	46,339.61
Supplies	-	-	-	-	-
Maintenance	<u>2,362.21</u>	-	-	<u>2,362.21</u>	<u>2,362.21</u>
Other (Contingency)	-	-	-	-	-
Operating Expenditures	18,569.02	251,736.87	21,897.79	292,203.68	292,203.68
Capital Expenditures	<u>39,384.12</u>	-	-	<u>39,384.12</u>	<u>39,384.12</u>
Total Expenditures	\$ <u>57,953.14</u>	\$ <u>251,736.87</u>	\$ <u>21,897.79</u>	\$ <u>331,587.80</u>	\$ <u>331,587.80</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			
Feb 2021			
Mar 2021			
Apr 2021			
May 2021			
Jun 2021			
Jul 2021			
Aug 2021			
Sep 2021			
YTD Total	<u>\$ 135,192.40</u>	<u>Budget</u>	<u>% of Budget</u>
Annual	<u>\$ 135,192.40</u>	<u>\$ 1,350,000.00</u>	10.01%

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	-	144,147.01	135,480.77	151,915.82
Feb	-	162,431.11	164,852.84	166,066.65
Mar	-	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>\$ 135,192.40</u>	<u>\$ 1,747,241.39</u>	<u>\$ 1,894,060.76</u>	<u>\$ 1,691,438.14</u>
YTD Total	\$ 135,192.40	\$ 162,425.45	\$ 137,878.96	\$ 158,447.04