

**MINUTES OF THE MEETING OF THE FIRE CONTROL PREVENTION, AND EMERGENCY MEDICAL SERVICES DISTRICT BOARD MEETING HELD ON JULY 18, 2022 AT 6:00 P.M. IN THE CIVIC CENTER AUDITORIUM, 16327 LAKEVIEW, JERSEY VILLAGE, TEXAS.**

**A. The meeting was called to order by Board President, Bobby Warren at 6:18 p.m. with the following present:**

President, Bobby Warren  
Director Drew Wasson  
Director, Sheri Sheppard  
Director, Michelle Mitcham  
Director, James Singleton  
Director, Jennifer McCrea  
Director, Austin Bless

Board Secretary, Lorri Coody  
City Attorney, Justin Pruitt

Staff in attendance: Robert Basford, Assistant City Manager; Mark Bitz, Fire Chief; Kirk Riggs, Chief of Police; Isabel Kato, Finance Director; Maribel S. Frank, Accounting Manager; Laura Capps, Human Resources Manager; Abram Syphrett, Director of Innovation and Technology; and Maria Thorne, Administrative Assistant.

**B. CITIZENS' COMMENTS - Any person who desires to address the City of Jersey Village FCPEMSD Board regarding an item on the agenda will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, the City staff and Directors are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments to the Board.**

There were no public comments.

**C. Election and appointment of officers – President, Vice President, and Secretary for the term, which will begin July 18, 2022, and ending July 17, 2023.**

Board President, Bobby Warren, introduced the item. Background information is as follows:

In accordance with the Directives of City Council, the City Council and the City Manager serve as the Board of Directors for the Fire Control, Prevention and Emergency Medical Services Board (FCPEMSD).

Sec. 344.103 of the Local Government Code requires that the Board shall elect from among its members a president and vice president. The board shall appoint a secretary. The secretary need not be a director. The person who performs the duties of auditor for the political subdivision shall serve as treasurer for the district. Each officer of the board serves for a term of one year.

Accordingly, all officers of the FCPEMSD will serve a term of one year beginning July 18, 2022 and ending July 17, 2023.

This item is to address the requirements of LGC Section 344.103.

With limited discussion on the matter Board Member Wasson moved to elect Bobby Warren as President, Michelle Mitcham as Vice President, and the City Secretary as the Board Secretary. Board Member Singleton seconded the motion. The vote follows:

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Ayes: Directors Wasson, Sheppard, Mitcham, Singleton, McCrea, and Bless  
President Warren

Nays: None

The motion carried.

**D. Consider approval of the minutes of the Fire Control Prevention, and Emergency Medical Services District (FCPEMSD) Meetings held on October 18, 2021.**

Director Bless moved to approve the minutes for the meeting held on October 18, 2021. Director Wasson seconded the motion. The vote follows:

Ayes: Directors Wasson, Sheppard, Mitcham, Singleton, McCrea, and Bless  
President Warren

Nays: None

The motion carried.

**E. Conduct a public hearing on the proposed Jersey Village Fire Control Prevention, and Emergency Medical Services District’s Budget for the fiscal year 2022-2023.**

President Warren opened the Public Hearing at 6:20 p.m., giving all interested parties the right to appear and be heard on the proposed Jersey Village Fire Control Prevention, and Emergency Medical Services District’s Budget for the fiscal year 2022-2023.

President Warren called upon Fire Chief, Mark Bitz to give a presentation on the FCPEMSD budget. Accordingly, Fire Chief Bitz gave a presentation of the 2022-2023 FCPEMSD Budget, which included, in addition to revenues, the following expense items:

Fund 49 - Revenues		PROPOSED REVENUE
49-10-7623	SALES TX-FIRE CONTROLPREV&EMERG	\$ 2,200,000.00

  

ACCT NO.	DESCRIPTION	BUDGET AMT.
49-26-3504	Wearing Apparel	\$ 46,350.00
49-26-3505	Fire Prevention Supplies	\$ 2,900.00
49-26-5024	Radio Usage Fees	\$ 15,000.00
49-26-5029	Travel and Training	\$ 20,000.00
49-26-5523	Personnel - Fire Control	\$ 1,570,497.00
49-26-5524	Administrative	\$ 24,900.00
49-26-9772	Technology User Fee	\$ 96,373.00
49-26-9791	Equipment User Fee	\$ 419,118.00
	Total	\$ 2,195,138.00

President Warren then called upon anyone wishing to speak at the public hearing.

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**Mark Maloy, 7803 Hamilton Circle, Jersey Village, Texas (713) 461-1430** – Mr. Maloy spoke to this budget and how this District was created. He stated that the creation was put to the voters at the expense of eliminating the property tax relief fund. He went on to explain what he felt was the repercussions of creating this District.

With no one else signing up to speak, President Warren closed the Public Hearing at 6:26 p.m.

**F. Consider Resolution No. 2022-01, adopting a budget for the ensuing fiscal year, beginning October 1, 2022, and ending September 30, 2023, in accordance with Chapter 344 of the Texas Local Government Code and the alternative procedures adopted by the District; and providing for the effective date thereof.**

There was discussion by the Board about spending from this account from the past fiscal year. Finance Director Kato explained the expenditures and the revenues. City Manager Bless addressed the reserves in this fund as well as the Chapter 380 agreement obligations.

There was discussion by the Board concerning the move toward having more and more full-time paid firefighters.

With no further discussion on the matter, Director Mitcham moved to approve Resolution No. 2022-01, adopting a budget for the ensuing fiscal year, beginning October 1, 2022, and ending September 30, 2023, in accordance with Chapter 344 of the Texas Local Government Code and the alternative procedures adopted by the District; and providing for the effective date thereof. Director Sheppard seconded the motion. The vote follows:

Ayes: Directors Wasson, Sheppard, Mitcham, Singleton, McCrea, and Bless  
President Warren

Nays: None

The motion carried.

**RESOLUTION NO. 2022-01**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FIRE CONTROL PREVENTION, AND EMERGENCY MEDICAL SERVICES DISTRICT OF THE CITY OF JERSEY VILLAGE, TEXAS, ADOPTING A BUDGET FOR THE ENSUING FISCAL YEAR, BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023, IN ACCORDANCE WITH CHAPTER 344 OF THE TEXAS LOCAL GOVERNMENT CODE AND THE ALTERNATIVE PROCEDURES ADOPTED BY THE DISTRICT; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

**G. Adjourn**

With no other items to be addressed by the Board, the meeting was adjourned at 6:31 p.m.



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Lorri Coody, Board Secretary