

**VILLAGE FIRE DEPARTMENT**

**2024 BUDGET WORKSHOP  
Wednesday, April 24, 2024  
7:00 p.m. -Village Fire Department**

**Minutes**

Notice is hereby given of a Budget Workshop of the Fire Commission of the Village Fire Department to be held on **Wednesday, April 24, 2024, at 7:00 p.m.** or upon completion of the special meeting at the Village Fire Department, 901 Corbindale Rd. Hedwig Village, Texas 77024. The meeting will be open to the public and a quorum of the board of commissioners will be physically present at the above location.

**WORKSHOP:**

1. Call to order

**Present & Voting Were:**

**City of Bunker Hill Village  
City of Piney Point Village  
City of Spring Valley Village  
City of Hunters Creek  
City of Hilshire Village**

**Commissioner Keith Brown, Chair  
Commissioner Henry Kollenberg , Vice Chair  
Commissioner Allen Carpenter  
Commissioner Rob Adams, Member  
Commissioner Robert (Bob) Buesinger, Member**

**City of Hedwig Village**

**Commissioner Matt Woodruff, Chair**

**Present Were:**

**City of Bunker Hill Village  
City of Piney Point Village  
City of Spring Valley Village  
City of Hedwig Village  
Village Fire Department**

**Alternate Clara Towsley  
Alternate Aliza Dutt  
Alternate John Lisenby  
Alternate Mayor Tom Jinks  
Fire Chief, Howard Miller  
Administrative Staff, Marlo Longoria & Katherine Stuart**

**Not Present Were:**

**City of Hunters Creek  
City of Hilshire Village**

**Alternate Fidel Sapien  
Alternate Mike Garofalo**

2. Comments from the Public (Comments are limited to 3 minutes each)

None

3. A workshop will be held to discuss the following items that may be considered at the Commission's next regular meeting or at any future meetings. The following item is for discussion purposes only and no formal action will be taken.

- a. Capital Replacement Schedule
- b. 2025 Budget – Draft 4

## Budget Workshop – 4/24/2024

Commissioner Woodruff stated that the budget workshop would begin with a discussion on fund 2, Capital Replacement.

Commissioner Brown stated that the fire commission should review alternative funding mechanisms for fund 2 capital replacement. A possible option would be the 2025 EMS revenue.

Commissioner Woodruff stated that the 2024 EMS revenue is allocated to go back to the cities quarterly.

Commissioners continued to discuss some budget topics.

Major topics discussed:

- Fund 2 – Capital Replacement
  - o Funding mechanism for the budget plan
  - o Vehicle purchase plan
    - Can the VFD extend the life of an apparatus
    - Keeping a deputy chief or chief's vehicle and using it as a reserve
  - o Allocation amount; \$400,000, \$300,000, or \$200,000.
  - o SCBA equipment and the new updated standard purchase in 2025 or 2026
  - o 2023 surplus \$238,000 in 2024 fund 2 additional contribution
  - o EMS fund funding Fund 2 in the amount of \$250,000 annually until decided otherwise.
  - o Interest on the monies in Capital replacement
  - o Create a line-item EMS revenue contribution on Fund 2
- 2025 Proposed Budget #3
  - o List of items removed from the base budget (column "Chief's worksheet") – *article 1*.
    - Capital Expenditure
      - Training tower renovation
      - Boat (possible donation)
      - Gym Equipment
      - Office Computers
    - Personnel Expenditure
      - Health scan in Health insurance
    - Operating Expenditure
      - Office
      - Training
      - Events and other
      - Emergency contingency
- Budget vs. a supporting worksheet
- Donations/events/fundraiser to fund certain items on the budget
- 3% possible COLA increase
- City of Houston FD

Commissioners Woodruff and a combination of the remaining commissioners requested the Fire Chief to review and reduce the overall 2025 budget to a 3% COLA, reduce Fund 2 from \$400,000 to \$300,000, and possibly \$200,000

Discussion only and No action was taken.

#### 4. Adjournment

Commissioner Carpenter made a motion to adjourn at 9:50 p.m. seconded by Commissioner Buesinger.

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