

**VILLAGE FIRE DEPARTMENT**  
**REGULAR MONTHLY BOARD MEETING AGENDA**  
**Wednesday, March 25, 2026, 6:00 P.M**

Notice is hereby given of a regular monthly meeting of the Fire Commission of the Village Fire Department, to be held on **Wednesday, March 25, 2026, at 6:00 P.M.**, 901 Corbindale Road, Hedwig Village, Texas 77024.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLIGIANCE**
3. **COMMENTS FROM THE PUBLIC** – Comments are limited to 3 minutes each.
4. **CONSENT AGENDA** – All Consent Agenda items listed are considered to be routine by the Board of Commissioners and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.
  - A. Approval of Minutes – Regular Monthly Board Meeting Minutes February 2026
  - B. Approval of Bills Paid – February 2026
5. **REPORTS**
  - A. Financial Report – February 2026 (Buckert)
  - B. Administrator’s Report – February 2026 (Buckert)
    1. State-mandated AI/Cybersecurity training
    2. Workers Comp Options Update
  - C. Investment Report – February 2026 (Buckert)
  - D. Fire Chief’s Report – February 2026 (Croft)
6. **DISCUSSION OF AND POSSIBLE ACTION REGARDING PAST FINANCIAL MATTERS (Morris)** - The Board of Commissioners will discuss and take any action necessary related to past financial matters, the resulting forensic audit, and steps toward resolution.
7. **DISCUSSION OF AND POSSIBLE ACTION REGARDING TIMING AND PAYMENT OF 2024 AUDIT (Ramey)** - The Board of Commissioners will discuss and take any action necessary related to past financial matters, the resulting forensic audit, and steps toward resolution.
8. **FY 2027 BUDGET UPDATE #2 DISCUSSION AND POSSIBLE ACTIONS (Buckert/Budget Committee)** – The Budget Committee will give an update on the budget process, followed by discussion and any possible action on FY 2027 Budget items.
  - A. General Fund (GF)
  - B. Capital Replacement Fund (CRF)

I certify that the agenda for the 25<sup>th</sup> of March 2026 Regular Monthly Board Meeting was posted at the fire department this the 20<sup>th</sup> day of March 2026, at 2:00 P.M. – Amy Buckert, Administrator/Finance Director

The facility is wheelchair-accessible and accessible parking is available. Requests for accommodations or interpretive services must be made at least forty-eight (48) hours prior to this meeting. Please contact the Fire Chief's Office at (713) 468-7941 for further information.

- C. Equipment Replacement Fund (ERF)
9. **DISCUSSION OF AND POSSIBLE ACTION REGARDING DISPATCH SUPERVISOR (Croft)** - The Board of Commissioners will discuss and take any action necessary related to authorization of Dispatch Supervisor position and the funding of such position.
  10. **DISCUSSION OF AND POSSIBLE ACTION REGARDING MEDIC 3 REPLACEMENT (Croft)** - The Board of Commissioners will discuss and take any action necessary related to the purchase and order of Medic 3 out of the Capital Replacement Fund.
  11. **DISCUSSION OF AND POSSIBLE ACTION REGARDING OLD STATION GENERATOR (Croft)** - The Board of Commissioners will discuss and take any action necessary related to the old station generator.
  12. **FUTURE TOPICS**
  13. **NEXT MEETING DATE**  
April 22, 2026
  14. **ADJOURNMENT**

I certify that the agenda for the 25<sup>th</sup> of March 2026 Regular Monthly Board Meeting was posted at the fire department this the 20<sup>th</sup> day of March 2026, at 2:00 P.M. – Amy Buckert, Administrator/Finance Director

The facility is wheelchair-accessible and accessible parking is available. Requests for accommodations or interpretive services must be made at least forty-eight (48) hours prior to this meeting. Please contact the Fire Chief's Office at (713) 468-7941 for further information.

**VILLAGE FIRE DEPARTMENT**  
**REGULAR MONTHLY BOARD MEETING MINUTES**  
**Wednesday, February 25, 2026, 6:00 P.M**

A regular fire commission meeting of the Village Fire Department was held on Wednesday, February 25, 2026, at 901 Corbindale, Houston, Texas 77024. It began at 6:01 p.m. and was presided over by Dan Ramey. The secretary was present.

**Present & Voting Were:**

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

Commissioner Dan Ramey, Chair  
Alternate Steve Bass  
Alternate Patrick Breckon  
Mayor Bob Buesinger, Secretary  
Alternate John DeWitt  
Commissioner Josh Pratt

**Present Were:**

City of Bunker Hill Village  
City of Piney Point Village

Alternate Clara Towsley  
Alternate Henry Kollenberg

Village Fire Department  
Administrative Staff

Fire Chief, Brian Croft  
Amy Buckert, Administrator/Finance  
Director  
Katherine Stuart, Administrative Specialist

Randle Law Firm

Attorney Riley McKay

**Not Present Were:**

City of Spring Valley Village  
City of Hedwig Village  
City of Hilshire Village  
City of Hunters Creek

Commissioner John Lisenby, Vice Chair  
Commissioner Matt Woodruff  
Alternate Mike Garofalo  
Commissioner Rob Adams, Treasurer

**1. CALL TO ORDER**

CALL TO ORDER

**2. PLEDGE OF ALLIGIANCE**

The Pledge of Allegiance was recited.

**3. COMMENTS FROM THE PUBLIC** – Comments are limited to 3 minutes each.

**4. CONSENT AGENDA** – All Consent Agenda items listed are considered to be routine by the Board of Commissioners and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

- a. Approval of Minutes – Regular Monthly Board Meeting Minutes January 2026
- b. Approval of Bills Paid – January 2026

There was a motion to approve the consent agenda.

**Motion:** Buesinger

**Second:** Bass

The motion passed unanimously.

**5. DISCUSSION OF AND POSSIBLE ACTION REGARDING PAST FINANCIAL MATTERS (Morris)** - The Board of Commissioners will discuss and take any action necessary related to past financial matters, the resulting forensic audit, and steps toward resolution.

The Chair provided an update regarding the forensic matter and ongoing communication with the District Attorney's office. No new developments were reported. The Chair stated that reimbursement to the Department appears likely, though felony charges may not result.

No action was taken.

**6. REPORTS**

- a. Treasurer's Financial Report – January 2026 (Buckert)
- b. Administrator's Report – January 2026 (Buckert)
- c. Investment Report – January 2026 (Buckert)
- d. Fire Chief's Report – January 2026 (Croft)

Chief Croft reviewed operational updates, including January call volume and EMS activity.

Chief Croft reviewed community engagement efforts and introduced Deputy Fire Chief/Fire Marshal Keith Guillory again to the Commission.

The Administrator reviewed January financials, reporting revenue at approximately 8.3% of budget, personnel expenses at approximately 6%, and operational expenses at approximately 4.2%. She briefly reviewed the budget adjustments to follow in a later agenda item. And gave an update on the audit process.

The Administrator reviewed the Investment Report and noted interest rate adjustments in Texas CLASS and Stellar accounts.

No action was taken.

**7. DISCUSSION OF AND POSSIBLE ACTION REGARDING TIMING AND PAYMENT OF 2024 AUDIT (Ramey)** - The Board of Commissioners will discuss and take any action necessary related to past financial matters, the resulting forensic audit, and steps toward resolution.

No action was taken.

**8. FY 2027 BUDGET UPDATE #1 (Buckert/Budget Committee)** – The Budget Committee will give an update on the budget process.

The Budget Committee provided an update on the FY 2027 budget process. The draft budget has been developed with detailed documentation supporting each line item. The committee will hold one additional meeting before distributing the draft budget to commissioners approximately ten days prior to the next meeting. Commissioners were encouraged to review the materials and be prepared with questions for discussion at the March meeting. Final adoption is anticipated in April, pending completion of the annual audit expected in May.

No action was taken.

9. **DISCUSSION OF AND POSSIBLE ACTION REGARDING USE OF DONATED FUNDS FOR THE PURCHASE OF A LUCAS DEVICE (Croft)** - The Board of Commissioners will discuss and take any action necessary related to the purchase of a Lucas Device from the previously donated funds.

Chief Croft presented a proposal to use a portion of a previously received \$50,000 donation designated for life-saving equipment to purchase an additional LUCAS chest compression device. The device is used during CPR to provide automated chest compressions and improve patient outcomes.

Staff explained that Medic 1 and Medic 2 currently utilize LUCAS devices, and the proposed purchase would allow both frontline ambulances to have matching, current-generation devices. An existing unit would then be reassigned to Medic 3, ensuring that all three ambulances are equipped if the reserve unit is placed into service.

The estimated cost of the device is approximately \$30,000. Discussion also addressed equipment rotation, readiness of Medic 3, and how advanced life support equipment is supplied when the reserve unit is deployed.

Staff further discussed administrative options for expending the donated funds, noting that the purchase could proceed with a budget amendment later in the fiscal year to formally account for the expenditure.

There was a motion to approve the purchase of the LUCAS device using donated funds, with a budget amendment to be processed later in the year.

**Motion:** Pratt  
**Second:** Bass

The motion passed unanimously.

10. **DISCUSSION OF AND POSSIBLE ACTION REGARDING BUDGET AMENDMENT FOR WORKERS COMPENSATIONS AND CERTIFICATION PAY (Buckert)** - The Board of Commissioners will discuss and take any action necessary related to putting forth a Budget Amendment for the Workers Compensation and Certification Pay line items.

Staff presented information regarding budget adjustments needed for the Workers' Compensation and Certification Pay line items. It was noted that the Certification Pay account in the FY 2026 budget was significantly underfunded at approximately \$21,000, compared to the typical amount of approximately \$71,000, resulting in an estimated \$50,000 shortfall. Certification pay supports

professional certifications held by department personnel and also impacts related payroll costs such as FICA and TMRS.

Staff also reported a significant increase in the department's Workers' Compensation insurance premium, which rose from approximately \$107,000 budgeted to approximately \$183,000, based on recent claims history. The department is currently operating on a temporary month-to-month payment arrangement while evaluating longer-term options and potential training initiatives to help reduce future claims.

Staff explained that the necessary adjustments could be handled through internal budget transfers rather than a formal budget amendment as structured through the Department's 13-line item budget. The proposed solution would transfer funds from Base Pay to Certification Pay, and from Health Insurance to Workers' Compensation, where sufficient budget capacity exists due to lower-than-anticipated health insurance costs. The associated TMRS (\$4,500) and FICA (\$4,000) amounts would also be moved.

Following discussion, a motion was made and seconded to approve the internal budget adjustments as presented.

**Motion:** Pratt

**Second:** Bass

The motion passed unanimously.

#### **11. FUTURE TOPICS**

- Medic 3 replacement planning (future discussion/action):
- Replacement currently projected for 2028 on the CRF.
- Budget estimate needs adjustment: previously \$300,000, now expected closer to \$350,000.
- Lead time discussed as approximately 18 months, meaning ordering would need to occur within the next few months to meet 2028 delivery goals.
- It was stated that payment is not due at order time—agreement signed now, payment upon receipt—locking in price and timeline earlier.
- Plan described as similar to the ladder truck procurement process.
- March meeting expected to include significant budget discussion; materials to be distributed 10 days prior.

#### **12. NEXT MEETING DATE**

**March 25, 2026**

#### **13. ADJOURNMENT**

There was a motion to adjourn at 7:03 pm.

**Motion:** Buesinger

**Second:** Bass

The motion passed unanimously.



# Expense Report - Prior Month

Village Fire Department

February 2026

Transaction date	Transaction type	Vendor	Amount	Memo
02/02/2026	Expense	Tipalti	-10,978.43	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_e7adf97 Village F
02/02/2026	Expense	Tipalti	10,978.43	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_e7adf97 Village F
02/02/2026	Expense	8x8	-450.52	7ZWM3KV 8X8 CCD G 7ZWM3KV 8X8 CCD GM9K Village Fire D
02/02/2026	Expense	8x8	450.52	7ZWM3KV 8X8 CCD G 7ZWM3KV 8X8 CCD GM9K Village Fire D
02/03/2026	Expense	PS Lightwave	-1,015.58	WEBPAYMENT PSLIGHTWAVEINC WEB
02/03/2026	Expense	PS Lightwave	1,015.58	WEBPAYMENT PSLIGHTWAVEINC WEB
02/03/2026	Expense	VMIG	-80,334.06	
02/03/2026	Expense	VMIG	-1,370.51	
02/03/2026	Expense	VMIG	1,699.16	
02/03/2026	Expense	VMIG	-10,015.26	
02/03/2026	Expense	VMIG	67,249.13	
02/03/2026	Expense	Namecheap	9.88	NAME-CHEAP.COM* QFYDZ6 WWW.NAMECHEAPAZ US
02/03/2026	Expense	Namecheap	9.88	NAME-CHEAP.COM* QFYDZ6 WWW.NAMECHEAPAZ US
02/05/2026	Expense	TX Health Benefits Pool	-183,308.14	CONS COLL TML0111 XXXXXXXX38621 CONS COLL TML0111 XXXXXXXX3862172 PPD MMEMORI12602
02/05/2026	Expense	TX Health Benefits Pool	183,308.14	CONS COLL TML0111 XXXXXXXX38621 CONS COLL TML0111 XXXXXXXX3862172 PPD MMEMORI12602
02/05/2026	Expense		53.33	QT 860 HURST TX US
02/05/2026	Expense		53.33	QT 860 HURST TX US
02/05/2026	Expense	In-N-Out Burger	10.09	IN-N-OUT HURST HURST TX US
02/05/2026	Expense	In-N-Out Burger	10.09	IN-N-OUT HURST HURST TX US
02/06/2026	Expense	QuickBooks Payments	-293.15	QBooks Onl INTUIT * CCD 2 QBooks Onl INTUIT * CCD 2640453 VILLAGE FIRE D
02/06/2026	Expense	QuickBooks Payments	293.15	QBooks Onl INTUIT * CCD 2 QBooks Onl INTUIT * CCD 2640453 VILLAGE FIRE D
02/09/2026	Expense	Child Support	-2,287.43	CHILDSUPP Texas SDU CCD 2 CHILDSUPP Texas SDU CCD XXXXXXXX2523352 VILLAGE FIRE D
02/09/2026	Expense	Child Support	-2,287.43	CHILDSUPP Texas SDU CCD 2 CHILDSUPP Texas SDU CCD XXXXXXXX2523352 VILLAGE FIRE D
02/09/2026	Expense	Tipalti	-979.00	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR15531_bda76e2 Village F



# Expense Report - Prior Month

Village Fire Department

February 2026

Transaction date	Transaction type	Vendor	Amount	Memo
02/09/2026	Expense	Tipalti	-979.00	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR15531_bda76e2 Village F
02/09/2026	Expense	Starlink	-65.00	STARLINK I STARLINK INTERNECCD S STARLINK I STARLINK INTERNECCD ST-V2H4U4Z8Z0M6 VILLAGE
02/09/2026	Expense	Starlink	65.00	STARLINK I STARLINK INTERNECCD S STARLINK I STARLINK INTERNECCD ST-V2H4U4Z8Z0M6 VILLAGE
02/10/2026	Expense	FirstNet	-492.83	PAYMENT ATT XXXXXXXX0634985 PAYMENT ATT XXXXXXXX0634985 PPD
02/10/2026	Expense	FirstNet	492.83	PAYMENT ATT XXXXXXXX0634985 PAYMENT ATT XXXXXXXX0634985 PPD
02/10/2026	Expense	ENGIE	-2,437.16	BILL PAY ENGIE REG IMMEDI WEB BILL PAY ENGIE REG IMMEDI WEB XXXXXXXX3221
02/10/2026	Expense	ENGIE	2,437.16	BILL PAY ENGIE REG IMMEDI WEB BILL PAY ENGIE REG IMMEDI WEB XXXXXXXX3221
02/11/2026	Expense	Tipalti	-1,223.44	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_4072c09 Village F
02/11/2026	Expense	Tipalti	1,223.44	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_4072c09 Village F
02/11/2026	Expense	MVWA	-162.15	UTILITY DD Memorial Village 1130 UTILITY DD Memorial Village XXXXXXXX0001902 PPD
02/11/2026	Expense	MVWA	162.15	UTILITY DD Memorial Village 1130 UTILITY DD Memorial Village XXXXXXXX0001902 PPD
02/11/2026	Expense	Kotapay/Village WIRE	-169,554.82	WIRE TO REF 817 Kotapay/Village WIRE TO REF 817 Kotapay/Village Fire
02/11/2026	Expense	Kotapay/Village WIRE	169,554.82	WIRE TO REF 817 Kotapay/Village WIRE TO REF 817 Kotapay/Village Fire
02/11/2026	Expense		-1,021.47	Payroll Tracking ID:3495140 - direct deposit for Carson Hebert (new hire) PPE02102026
02/11/2026	Expense		1,021.47	Payroll Tracking ID:3495140 - direct deposit for Carson Hebert (new hire) PPE02102026
02/11/2026	Expense	Employee Reimbursement	-569.32	Payroll Tracking ID:3495149 - Employee Reimbursement to Ellis
02/11/2026	Expense	Employee Reimbursement	300.00	Payroll Tracking ID:3495149 - Employee Reimbursement to Ellis
02/11/2026	Expense	Employee Reimbursement	100.66	Payroll Tracking ID:3495149 - Employee Reimbursement to Ellis
02/11/2026	Expense	Employee Reimbursement	56.49	Payroll Tracking ID:3495149 - Employee Reimbursement to Ellis



# Expense Report - Prior Month

Village Fire Department

February 2026

Transaction date	Transaction type	Vendor	Amount	Memo
02/11/2026	Expense	Employee Reimbursement	25.00	Payroll Tracking ID:3495149 - Employee Reimbursement to Ellis
02/11/2026	Expense	Employee Reimbursement	87.17	Payroll Tracking ID:3495149 - Employee Reimbursement to Ellis
02/11/2026	Expense	Employee Reimbursement	-360.00	Payroll Tracking ID:3495163 - Employee Reimbursement to Westfall
02/11/2026	Expense	Employee Reimbursement	360.00	Payroll Tracking ID:3495163 - Employee Reimbursement to Westfall
02/11/2026	Expense	Employee Reimbursement	-243.66	Payroll Tracking ID:3495170 - Employee Reimbursement to Aranda
02/11/2026	Expense	Employee Reimbursement	100.00	Payroll Tracking ID:3495170 - Employee Reimbursement to Aranda
02/11/2026	Expense	Employee Reimbursement	56.49	Payroll Tracking ID:3495170 - Employee Reimbursement to Aranda
02/11/2026	Expense	Employee Reimbursement	87.17	Payroll Tracking ID:3495170 - Employee Reimbursement to Aranda
02/11/2026	Expense	Employee Reimbursement	-250.00	Payroll Tracking ID:3495178 - Employee Reimbursement to Gutierrez
02/11/2026	Expense	Employee Reimbursement	250.00	Payroll Tracking ID:3495178 - Employee Reimbursement to Gutierrez
02/11/2026	Expense	Employee Reimbursement	-368.66	Payroll Tracking ID:3495189 - Employee Reimbursement to Hoopes
02/11/2026	Expense	Employee Reimbursement	225.00	Payroll Tracking ID:3495189 - Employee Reimbursement to Hoopes
02/11/2026	Expense	Employee Reimbursement	56.49	Payroll Tracking ID:3495189 - Employee Reimbursement to Hoopes
02/11/2026	Expense	Employee Reimbursement	87.17	Payroll Tracking ID:3495189 - Employee Reimbursement to Hoopes
02/11/2026	Expense	Employee Reimbursement	-87.17	Payroll Tracking ID:3495196 - Employee Reimbursement to Hoopes
02/11/2026	Expense	Employee Reimbursement	87.17	Payroll Tracking ID:3495196 - Employee Reimbursement to Hoopes
02/11/2026	Expense		139.00	SRM TRAINING LLC SRMTRAINNING.TX US
02/11/2026	Expense		139.00	SRM TRAINING LLC SRMTRAINNING.TX US
02/12/2026	Expense	Gallagher	-3,633.33	Gallagher - Consulting & Benefit Advocate Services
02/12/2026	Expense	Gallagher	3,333.33	Gallagher - Consulting & Benefit Advocate Services
02/12/2026	Expense	Gallagher	300.00	Gallagher - Consulting & Benefit Advocate Services
02/12/2026	Expense	Nationwide	-1,569.50	
02/12/2026	Expense	Nationwide	-1,569.50	



# Expense Report - Prior Month

Village Fire Department

February 2026

Transaction date	Transaction type	Vendor	Amount	Memo
02/12/2026	Expense	Nationwide	-7,779.00	
02/12/2026	Expense	Nationwide	-7,779.00	
02/12/2026	Expense	Americhex, Inc.	-854.00	BILLING NATPAY-13717494 CCD 1 BILLING NATPAY-13717494 CCD 13717494 VILLAGE FIRE D
02/12/2026	Expense	Americhex, Inc.	854.00	BILLING NATPAY-13717494 CCD 1 BILLING NATPAY-13717494 CCD 13717494 VILLAGE FIRE D
02/12/2026	Expense	Tipalti	-7,646.00	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_815047f Village F
02/12/2026	Expense	Tipalti	7,646.00	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_815047f Village F
02/12/2026	Expense	Humana	-8,853.27	INS PYMT HUMANA, INC. 0280000 INS PYMT HUMANA, INC. XXXXXXXX6510411 PPD
02/12/2026	Expense	Humana	8,853.27	INS PYMT HUMANA, INC. 0280000 INS PYMT HUMANA, INC. XXXXXXXX6510411 PPD
02/13/2026	Expense		-1,025.00	
02/13/2026	Expense		-1,025.00	
02/13/2026	Expense	Valic	-175.00	
02/13/2026	Expense	Valic	-175.00	
02/13/2026	Expense	Tipalti	-4,110.45	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_cae98cb Village F
02/13/2026	Expense	Tipalti	4,110.45	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_cae98cb Village F
02/14/2026	Expense		638.40	OPENAI *CHATGPT SUBSCR OPENAI.COM CA US
02/14/2026	Expense		638.40	OPENAI *CHATGPT SUBSCR OPENAI.COM CA US
02/17/2026	Expense		-34,706.00	ACH Payments Tracking ID:35069 6 ACH Payments Tracking ID:35069 69
02/17/2026	Expense		-34,706.00	ACH Payments Tracking ID:35069 6 ACH Payments Tracking ID:35069 69
02/18/2026	Expense	Tipalti	-93.52	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_9243981 Village F
02/18/2026	Expense	Tipalti	93.52	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_9243981 Village F
02/18/2026	Expense	Tipalti	-22,015.26	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_a9ae66d Village F
02/18/2026	Expense	Tipalti	22,015.26	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_a9ae66d Village F
02/20/2026	Expense		675.00	CACTUS ENVIRONMENTAL SY 713-4674244 TX US
02/20/2026	Expense		675.00	CACTUS ENVIRONMENTAL SY 713-4674244 TX US



# Expense Report - Prior Month

Village Fire Department

February 2026

Transaction date	Transaction type	Vendor	Amount	Memo
02/21/2026	Expense	Comcast	-629.17	CABLE SVCS COMCAST-XFINITY 02100 CABLE SVCS COMCAST-XFINITY XXXXXXXX3388861 PPD
02/21/2026	Expense	Comcast	629.17	CABLE SVCS COMCAST-XFINITY 02100 CABLE SVCS COMCAST-XFINITY XXXXXXXX3388861 PPD
02/21/2026	Expense		240.00	NCTCOG RPA TRAINING 817-704-5624 TX US
02/21/2026	Expense		240.00	NCTCOG RPA TRAINING 817-704-5624 TX US
02/22/2026	Expense	Adobe	46.53	ADOBE INC. 408-536-6000 CA US
02/22/2026	Expense	Adobe	46.53	ADOBE INC. 408-536-6000 CA US
02/23/2026	Expense	Child Support	-2,287.43	CHILDSUPP Texas SDU CCD 2 CHILDSUPP Texas SDU CCD XXXXXXXX2523352 VILLAGE FIRE D
02/23/2026	Expense	Child Support	-2,287.43	CHILDSUPP Texas SDU CCD 2 CHILDSUPP Texas SDU CCD XXXXXXXX2523352 VILLAGE FIRE D
02/23/2026	Expense	Tipalti	-4,197.66	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_962bbce Village F
02/23/2026	Expense	Tipalti	4,197.66	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_962bbce Village F
02/23/2026	Expense	Texas Pride Disposal	-198.58	ACH TEXAS PRIDE DISP WEB ACH TEXAS PRIDE DISP WEB XXXXXX3593
02/23/2026	Expense	Texas Pride Disposal	198.58	ACH TEXAS PRIDE DISP WEB ACH TEXAS PRIDE DISP WEB XXXXXX3593
02/23/2026	Expense		117.35	ABR INDUSTRIES NORTHWEST HOUTX US
02/23/2026	Expense		117.35	ABR INDUSTRIES NORTHWEST HOUTX US
02/24/2026	Expense	The Hartford	-10,323.13	PREMRMB120 HARTFORD LIFE ANCCD 1 PREMRMB120 HARTFORD LIFE ANCCD 1207807 VILLAGE FIRE D
02/24/2026	Expense	The Hartford	10,323.13	PREMRMB120 HARTFORD LIFE ANCCD 1 PREMRMB120 HARTFORD LIFE ANCCD 1207807 VILLAGE FIRE D
02/24/2026	Expense	The Hartford	-6,338.56	PREMRMB120 HARTFORD LIFE ANCCD 1 PREMRMB120 HARTFORD LIFE ANCCD 1207477 VILLAGE FIRE D
02/24/2026	Expense	The Hartford	6,338.56	PREMRMB120 HARTFORD LIFE ANCCD 1 PREMRMB120 HARTFORD LIFE ANCCD 1207477 VILLAGE FIRE D
02/24/2026	Expense	Tipalti	-313.44	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_a48fced Village F
02/24/2026	Expense	Tipalti	313.44	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_a48fced Village F



# Expense Report - Prior Month

Village Fire Department

February 2026

Transaction date	Transaction type	Vendor	Amount	Memo
02/24/2026	Expense	Turboscribe	20.00	TURBOSCRIBE.AI TURBOSCRIBE.AWA US
02/24/2026	Expense	Turboscribe	20.00	TURBOSCRIBE.AI TURBOSCRIBE.AWA US
02/25/2026	Expense		-1,025.00	
02/25/2026	Expense		-1,025.00	
02/25/2026	Expense	Valic	-175.00	
02/25/2026	Expense	Valic	-175.00	
02/25/2026	Expense		-7,632.96	ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8957 0000VILLAG
02/25/2026	Expense		7,632.96	ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8957 0000VILLAG
02/25/2026	Expense	Kotapay/Village WIRE	-174,225.10	WIRE TO REF 614 Kotapay/Village WIRE TO REF 614 Kotapay/Village Fire
02/25/2026	Expense	Kotapay/Village WIRE	174,225.10	WIRE TO REF 614 Kotapay/Village WIRE TO REF 614 Kotapay/Village Fire
02/25/2026	Expense		-3,833.31	Payroll Tracking ID:3451793 ABC shifts meal allowance for March 2026
02/25/2026	Expense		3,833.31	Payroll Tracking ID:3451793 ABC shifts meal allowance for March 2026
02/25/2026	Expense	Dr. Hutch Stilgenbauer	-1,250.00	ACH Payments Tracking ID:34516 0 ACH Payments Tracking ID:34516 06 medical director
02/25/2026	Expense	Dr. Hutch Stilgenbauer	1,250.00	ACH Payments Tracking ID:34516 0 ACH Payments Tracking ID:34516 06 medical director
02/25/2026	Expense		-410,362.00	ACH Payments Tracking ID:35311 3 ACH Payments Tracking ID:35311 31
02/25/2026	Expense		145,058.00	ACH Payments Tracking ID:35311 3 ACH Payments Tracking ID:35311 31
02/25/2026	Expense		-141,241.00	ACH Payments Tracking ID:35311 3 ACH Payments Tracking ID:35311 31
02/25/2026	Expense		124,063.00	ACH Payments Tracking ID:35311 3 ACH Payments Tracking ID:35311 31
02/25/2026	Expense		-353,102.00	ACH Payments Tracking ID:35311 3 ACH Payments Tracking ID:35311 35
02/25/2026	Expense		-22,904.00	ACH Payments Tracking ID:35311 3 ACH Payments Tracking ID:35311 35
02/25/2026	Expense		169,871.00	ACH Payments Tracking ID:35311 3 ACH Payments Tracking ID:35311 35
02/25/2026	Expense		160,327.00	ACH Payments Tracking ID:35311 3 ACH Payments Tracking ID:35311 35



# Expense Report - Prior Month

Village Fire Department

February 2026

Transaction date	Transaction type	Vendor	Amount	Memo
02/25/2026	Expense		248.00	CLIA LABORATORY PROGRAM 888-291-7289 MD US
02/25/2026	Expense		248.00	CLIA LABORATORY PROGRAM 888-291-7289 MD US
02/25/2026	Expense		34.39	SQ *POST MARK MAIL: PACK HOUSTON TX US
02/25/2026	Expense		34.39	SQ *POST MARK MAIL: PACK HOUSTON TX US
02/26/2026	Expense	O'Reilly Auto Parts	-352.58	BT0225 O'REILLY AUTO (VCCD 0 BT0225 O'REILLY AUTO (VCCD XXXXXXXX9038267 Village Fir
02/26/2026	Expense	O'Reilly Auto Parts	352.58	BT0225 O'REILLY AUTO (VCCD 0 BT0225 O'REILLY AUTO (VCCD XXXXXXXX9038267 Village Fir
02/26/2026	Expense		403.78	EZCATER*NEWKS EATERY 800-488-1803 MA US
02/26/2026	Expense		403.78	EZCATER*NEWKS EATERY 800-488-1803 MA US
02/27/2026	Expense	Tipalti	-9,531.79	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_1f828b1 Village F
02/27/2026	Expense	Tipalti	9,531.79	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_1f828b1 Village F

# Village Fire Department

## Budget vs. Actuals: Budget 2026-01 Approved - FY26 P&L

January - February, 2026

	ACTUAL	BUDGET	TOTAL		% OF BUDGET
			OVER BUDGET	REMAINING	
<b>Income</b>					
14000 City Assessments General Fund					
14010 Bunker Hill Village	335,280	2,011,682	-1,676,402	1,676,402	17.00 %
14020 Hedwig Village	326,457	1,958,743	-1,632,286	1,632,286	17.00 %
14030 Hilshire Village	52,939	317,634	-264,695	264,695	17.00 %
14040 Hunter's Creek Village	392,631	2,355,786	-1,963,155	1,963,155	17.00 %
14050 Piney Point Village	370,573	2,223,438	-1,852,865	1,852,865	17.00 %
14060 Spring Valley Village	286,753	1,720,518	-1,433,765	1,433,765	17.00 %
<b>Total 14000 City Assessments General Fund</b>	<b>1,764,634</b>	<b>10,587,801</b>	<b>-8,823,167</b>	<b>8,823,167</b>	<b>17.00 %</b>
14200 Fuel Cost Reimbursements	8,829		8,829	-8,829	
14275 Fuel Admin Fee	89		89	-89	
14400 Medical Standby Event Income	525		525	-525	
14500 CPR Income	2,422		2,422	-2,422	
14600 COBRA Income	1,406		1,406	-1,406	
14910 Interest Income	10,861		10,861	-10,861	
24910 Interest Income (CRF)	19,258		19,258	-19,258	
34000 Emergency Medical Services Revenue (ABF)	81,372		81,372	-81,372	
34910 Interest Income (ABF)	2,752		2,752	-2,752	
54910 Interest/Dividend Income (FF)	76		76	-76	
99410 Insurance Premiums Collected	497,160		497,160	-497,160	
<b>Total Income</b>	<b>\$2,389,385</b>	<b>\$10,587,801</b>	<b>\$ -8,198,416</b>	<b>\$8,198,416</b>	<b>23.00 %</b>
<b>GROSS PROFIT</b>	<b>\$2,389,385</b>	<b>\$10,587,801</b>	<b>\$ -8,198,416</b>	<b>\$8,198,416</b>	<b>23.00 %</b>
<b>Expenses</b>					
15000 Capital					
15015 Contingency - Physical Plant	10,815	0	10,815	-10,815	
15020 Misc. Tools & Equip. - Fire		10,000	-10,000	10,000	
15025 Misc. Tools & Equip. - EMS	28,775	60,210	-31,435	31,435	48.00 %
15030 Protective & Bunker Gear	6,465	45,000	-38,535	38,535	14.00 %
15035 Apparatus Computers		12,000	-12,000	12,000	
15045 SCBA	3,064	0	3,064	-3,064	
15050 Office Computers		4,000	-4,000	4,000	
15055 Radios		45,000	-45,000	45,000	
15065 Gym Equipment		0	0	0	
<b>Total 15000 Capital</b>	<b>49,120</b>	<b>176,210</b>	<b>-127,090</b>	<b>127,090</b>	<b>28.00 %</b>
16000 Personnel					
16001 PAYROLL					
16002 OVERTIME					
16011 Overtime - Regular	45,346	372,000	-326,654	326,654	12.00 %
16012 Overtime - Medical Standby Events	0	0	0	0	
16013 Overtime - Training		0	0	0	
16014 Overtime - CPR	0	0	0	0	
<b>Total 16002 OVERTIME</b>	<b>45,346</b>	<b>372,000</b>	<b>-326,654</b>	<b>326,654</b>	<b>12.00 %</b>

# Village Fire Department

## Budget vs. Actuals: Budget 2026-01 Approved - FY26 P&L

January - February, 2026

	TOTAL				
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET
16010 Base Pay	826,595	6,002,800	-5,176,205	5,176,205	14.00 %
16015 Longevity Pay	3,966	25,100	-21,134	21,134	16.00 %
16016 Higher Class Pay	8,262	28,111	-19,849	19,849	29.00 %
16018 Professional Certification Pay	10,468	76,402	-65,934	65,934	14.00 %
16020 457 Plan Contribution (Nationwide)		242,492	-242,492	242,492	
16030 FICA Tax	66,650	544,612	-477,962	477,962	12.00 %
<b>Total 16001 PAYROLL</b>	<b>961,287</b>	<b>7,291,517</b>	<b>-6,330,230</b>	<b>6,330,230</b>	<b>13.00 %</b>
16003 BENEFITS					
16040 Basic Life, ADD, LTD Insurance	3,421	25,540	-22,119	22,119	13.00 %
16050 Employee Retirement (TMRS)	57,777	423,937	-366,160	366,160	14.00 %
16060 Health Insurance	136,880	1,081,050	-944,170	944,170	13.00 %
16070 Worker's Compensation Insurance	24,292	185,562	-161,270	161,270	13.00 %
16090 Unemployment Claim Payment		0	0	0	
16100 Meal Allowance	7,667	46,000	-38,333	38,333	17.00 %
<b>Total 16003 BENEFITS</b>	<b>230,035</b>	<b>1,762,089</b>	<b>-1,532,054</b>	<b>1,532,054</b>	<b>13.00 %</b>
<b>Total 16000 Personnel</b>	<b>1,191,322</b>	<b>9,053,606</b>	<b>-7,862,284</b>	<b>7,862,284</b>	<b>13.00 %</b>
17000 Operating					
17005 RED TRUCKS & SAVING LIVES					
17010 Ambulance Medical Supplies	7,554	70,000	-62,446	62,446	11.00 %
17020 Dues & Subscriptions	450	4,850	-4,400	4,400	9.00 %
17040 IP Address VPN (PS Lightwave)	2,031	13,000	-10,969	10,969	16.00 %
17041 Internet & TV (Comcast & Starlink)	1,388	10,000	-8,612	8,612	14.00 %
17042 Mobile Device Services	493	6,600	-6,107	6,107	7.00 %
17043 City of Houston Radio System		19,680	-19,680	19,680	
17044 Communications (Motorola 47 & NICE)	44,241	45,000	-759	759	98.00 %
17045 Incident Records & CAD (Propheonix)		28,810	-28,810	28,810	
17046 Training Software & Vehicle Checks (Vector Solutions)		8,600	-8,600	8,600	
17047 EMS Protocol App (Handtevy)		6,300	-6,300	6,300	
17048 EMS Equipment Maintenance (ProCare/Stryker)		23,594	-23,594	23,594	
17085 Fuel (for VFD vehicles - Fuelman, Gas Stations)	53	55,000	-54,947	54,947	0.00 %
17136 Vehicle Licenses & Permits	29	5,000	-4,971	4,971	1.00 %
17190 Uniforms	4,158	40,000	-35,842	35,842	10.00 %
<b>Total 17005 RED TRUCKS &amp; SAVING LIVES</b>	<b>60,398</b>	<b>336,434</b>	<b>-276,036</b>	<b>276,036</b>	<b>18.00 %</b>
17025 FIRE STATION					
17030 Building Maintenance	239	52,300	-52,061	52,061	0.00 %
17035 Station Supplies	2,423	18,000	-15,577	15,577	13.00 %
17086 Rent		10	-10	10	
17090 Property & Casualty Insurance	49,000	130,000	-81,000	81,000	38.00 %
17140 Utilities	6,111	55,000	-48,889	48,889	11.00 %
<b>Total 17025 FIRE STATION</b>	<b>57,773</b>	<b>255,310</b>	<b>-197,537</b>	<b>197,537</b>	<b>23.00 %</b>
17069 FIRE PREVENTION - FIRE MARSHAL'S OFFICE					

# Village Fire Department

## Budget vs. Actuals: Budget 2026-01 Approved - FY26 P&L

January - February, 2026

	ACTUAL	BUDGET	TOTAL		% OF BUDGET
			OVER BUDGET	REMAINING	
17070 Public Education, Relations, Promotions		5,000	-5,000	5,000	
17072 Fire Investigations		0	0	0	
17073 Law Enforcement Equipment		0	0	0	
<b>Total 17069 FIRE PREVENTION - FIRE MARSHAL'S OFFICE</b>		<b>5,000</b>	<b>-5,000</b>	<b>5,000</b>	
17098 MAINTENANCE					
17100 VEHICLE MAINTENANCE					
17101 Maint. - Chief's Truck		25,000	-25,000	25,000	
17102 Maint. - Fire Marshal's Car	789	25,000	-24,211	24,211	3.00 %
17103 Maint. - Utility Truck		25,000	-25,000	25,000	
17105 Maint. - Pumper (E1)		25,000	-25,000	25,000	
17107 Maint. - Ladder (L1)	3,561	25,000	-21,439	21,439	14.00 %
17108 Maint. - Ambulance (M1)		25,000	-25,000	25,000	
17109 Maint. - Ambulance (M2)	462	25,000	-24,538	24,538	2.00 %
17112 Maint. - Pumper (E2)		25,000	-25,000	25,000	
17113 Maint. - Ambulance (M3)		25,000	-25,000	25,000	
17115 Maint. - Deputy Chief's Car (D1)	18	25,000	-24,982	24,982	0.00 %
<b>Total 17100 VEHICLE MAINTENANCE</b>	<b>4,830</b>	<b>250,000</b>	<b>-245,170</b>	<b>245,170</b>	<b>2.00 %</b>
17123 EQUIPMENT & SUPPLIES MAINTENANCE					
17099 Maintenance of Equipment	159	40,000	-39,841	39,841	0.00 %
17110 Maint. - Other	353	0	353	-353	
17111 Maint. - Contracts		0	0	0	
<b>Total 17123 EQUIPMENT &amp; SUPPLIES MAINTENANCE</b>	<b>512</b>	<b>40,000</b>	<b>-39,488</b>	<b>39,488</b>	<b>1.00 %</b>
17127 Knox Contract		133	-133	133	
17131 Bunker Gear Maintenance		28,600	-28,600	28,600	
17133 SCBA Maintenance	1,508	15,000	-13,492	13,492	10.00 %
17135 Fuel System Maintenance		5,000	-5,000	5,000	
<b>Total 17098 MAINTENANCE</b>	<b>6,851</b>	<b>338,733</b>	<b>-331,883</b>	<b>331,883</b>	<b>2.00 %</b>
17155 TRAINING					
17160 Fire Certification Fees	543	6,539	-5,996	5,996	8.00 %
17170 Fire Training	1,336	29,830	-28,494	28,494	4.00 %
17171 EMS Training	509	18,000	-17,491	17,491	3.00 %
17173 EMS Certification Fees	948	6,000	-5,052	5,052	16.00 %
17175 Emergency Management Training (TDEM)	255	6,000	-5,745	5,745	4.00 %
17177 Fire Marshal Training & Certification Fees	432	8,600	-8,168	8,168	5.00 %
17183 Dispatch Training & Certification Fees		9,000	-9,000	9,000	
17185 Admin. Training & Certification Fees	379	9,500	-9,121	9,121	4.00 %
17187 General Supplies for Training	81	0	81	-81	
<b>Total 17155 TRAINING</b>	<b>4,483</b>	<b>93,469</b>	<b>-88,986</b>	<b>88,986</b>	<b>5.00 %</b>
17200 OFFICE					
17202 OFFICE SOFTWARE					
17211 Adobe	93	0	93	-93	

# Village Fire Department

## Budget vs. Actuals: Budget 2026-01 Approved - FY26 P&L

January - February, 2026

			TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET
17219 Office Phones (8x8)	451	0	451	-451	
17221 HRIS (UKG Workforce Ready/Americhex)	2,129	0	2,129	-2,129	
17223 Accounting (QuickBooks)	586	0	586	-586	
17224 AP & Payment Automation (Tipalti)	232	0	232	-232	
17225 Office Software	698	63,300	-62,602	62,602	1.00 %
<b>Total 17202 OFFICE SOFTWARE</b>	<b>4,189</b>	<b>63,300</b>	<b>-59,111</b>	<b>59,111</b>	<b>7.00 %</b>
17204 OFFICE SUPPLIES					
17203 Shipping		0	0	0	
17205 Office Supplies	195	32,900	-32,705	32,705	1.00 %
17213 Postage Meter Rental	34	0	34	-34	
17217 VFD Branded Stationary		0	0	0	
<b>Total 17204 OFFICE SUPPLIES</b>	<b>230</b>	<b>32,900</b>	<b>-32,670</b>	<b>32,670</b>	<b>1.00 %</b>
17207 Bank Service Charges		2,000	-2,000	2,000	
<b>Total 17200 OFFICE</b>	<b>4,419</b>	<b>98,200</b>	<b>-93,781</b>	<b>93,781</b>	<b>4.00 %</b>
17229 DISPATCH					
17230 Dispatch Alerting System (US Designs)		12,500	-12,500	12,500	
17240 Electronic Protocol Cards (Pro QA)		350	-350	350	
17250 Translation Service (Language Line)		100	-100	100	
<b>Total 17229 DISPATCH</b>		<b>12,950</b>	<b>-12,950</b>	<b>12,950</b>	
17300 PROFESSIONAL SERVICES					
17302 Legal Services	1,980	36,000	-34,020	34,020	6.00 %
17304 Accounting Services	1,835	20,000	-18,165	18,165	9.00 %
17306 IT Services	3,067	44,000	-40,933	40,933	7.00 %
17308 Health Insurance Consulting Services	10,496	13,622	-3,127	3,127	77.00 %
17309 Medical Director Services	3,192	25,000	-21,808	21,808	13.00 %
17310 Salary/Benefit Survey Services		0	0	0	
17311 Legal Notices & Advertising		10,000	-10,000	10,000	
17313 Other Professional and/or Miscellaneous Services	723	24,000	-23,277	23,277	3.00 %
<b>Total 17300 PROFESSIONAL SERVICES</b>	<b>21,293</b>	<b>172,622</b>	<b>-151,329</b>	<b>151,329</b>	<b>12.00 %</b>
17400 EVENTS & OTHER					
17401 VFD Fire Commission & Meeting Expenses	672	7,500	-6,828	6,828	9.00 %
17403 VFD Employee Appreciation & Events	1,668	10,000	-8,332	8,332	17.00 %
17405 CPR Supplies, Cards, & Equipment	4,200	7,100	-2,900	2,900	59.00 %
17407 Emergency Contingency		20,000	-20,000	20,000	
<b>Total 17400 EVENTS &amp; OTHER</b>	<b>6,541</b>	<b>44,600</b>	<b>-38,059</b>	<b>38,059</b>	<b>15.00 %</b>
<b>Total 17000 Operating</b>	<b>161,757</b>	<b>1,357,318</b>	<b>-1,195,562</b>	<b>1,195,562</b>	<b>12.00 %</b>
17080 Gas & Oil Inventory	9,915		9,915	-9,915	
27140 CR - Capital Expenditure (CRF)		85,000	-85,000	85,000	
99510 Insurance Premium Distributed	401,360		401,360	-401,360	
<b>Total Expenses</b>	<b>\$1,813,474</b>	<b>\$10,672,134</b>	<b>\$ -8,858,661</b>	<b>\$8,858,661</b>	<b>17.00 %</b>
<b>NET OPERATING INCOME</b>	<b>\$575,911</b>	<b>\$ -84,333</b>	<b>\$660,245</b>	<b>\$ -660,245</b>	<b>-683.00 %</b>

# Village Fire Department

## Budget vs. Actuals: Budget 2026-01 Approved - FY26 P&L

January - February, 2026

			TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET
NET INCOME	\$575,911	\$ -84,333	\$660,245	\$ -660,245	-683.00 %



# Village Fire Department

901 Corbindale Road  
Houston, Texas 77024  
(713) 468-7941

To: Village Fire Department Fire Commission  
From: Amy Buckert, Administrator/Finance Director  
CC: Brian Croft, Fire Chief  
Date: March 20, 2026

Re: February Administrator's Report

Percentages reflect Board packet financial presentation, excluding designated pass-through and non-operating accounts.

## 1. Budget Dashboard (Feb)

At-a-glance indicators for month-end budget performance:

Category	Status	% of Budget	Notes / Driver
Revenue	✓ Green (On track)	16.9%	16.6% of Budget year
Personnel (incl. OT)	✓ Green (On track)	13%	16.6% of Budget year
Operations	✓ Green (On track)	12%	16.6% of Budget year

### Status Legend:

**GREEN** = On track / within expected range

**YELLOW** = Watch item / trending concern

**RED** = Action needed / significant variance

### Calculation Notes (consistent each month):

- Revenue tracking excludes designated pass-through or restricted accounts shown in the purple-marked financial statements.
- Personnel tracking includes overtime and excludes non-operational payroll lines designated in the blue-marked financial statements.
- Operational tracking excludes pass-through and non-operating accounts not tied to the adopted operating budget.

## 3. Key Highlights (Month-End)

- FY25 follow ups and testing questions answered within 48 hours
- FY27 Budget still under development, GF is close, working on CRF



# Village Fire Department

901 Corbindale Road  
Houston, Texas 77024  
(713) 468-7941

## 4. Variance Explanations

- 15025 Misc Tools & Equipment – EMS – Purchase of Lucas Device
- 17308 Health Insurance Consulting – Paid for the year
- 17405 CPR Supplies, Cards, and Equip – Ordered for the year

## 5. Items for Board Review / Action

- ~~Item #10 Budget Update #1~~
- Item #8 Budget Update #2

## 6. Administrative / Policy Updates

- None this month

## 7. Next Steps / Upcoming Work

- Key work items anticipated before the next reporting period:
  - Continued work on FY27 Budget
  - Continued follow up to inquiries for FY25 Audit
  - Finalize Workers Comp decisions



# Village Fire Department

901 Corbindale Road  
Houston, Texas 77024  
(713) 468-7941

To: Village Fire Department Fire Commission  
From: Amy Buckert, Administrator/Finance Director  
CC: Brian Croft, Fire Chief  
Date: March 20, 2026

Re: Required AI/Cybersecurity Training

There are new State training requirements related to artificial intelligence and cybersecurity that apply to local government entities, including the Fire Commission. Recent changes to Texas law require certain local government officials and employees to complete cybersecurity and artificial intelligence training if they have access to a local government computer system or database.

Texas Government Code Sections 2054.5191 and 2063.103 mandate this training for applicable employees, elected officials, and appointed officials. The Texas Department of Information Resources (DIR) has confirmed that several training options provided through the Texas Municipal League Intergovernmental Risk Pool satisfy these requirements.

Commissioners may complete this training through:

- 1) A no-cost, 34-minute [YouTube video](#) that covers the required material
- 2) Listening to Episode 9d of the "[Local Officials: Stronger, Together](#)" podcast.
- 3) A not-yet-released training from TML's Risk Pool's Online Learning Center. This version will include the same training content but will also provide a post-training test and allow the organization to assign and track completion through the system.

Local government entities are responsible for tracking training completion internally. The most common and recommended approach is to maintain a written list or spreadsheet documenting which individuals have completed the required training.

Once all required participants have completed the training, the local government entity must certify its compliance with the training requirement to the Texas Department of Information Resources. This certification must be submitted annually using the Cybersecurity Training Certification for State and Local Governments form. The deadline for certification for the current cycle is August 31, 2026. The certification is submitted once per year by the entity, rather than by individual participants.

If you have completed this training as part of your elected official duties through one of the other Villages, please forward that information to me so it can be tracked by the Fire Department. You do not need to take the training twice.

February 2026 Investment Report

Account Type	Purchase Date	Maturity Date	Interest (Yield)	EOM Balance	Interest Earned	Total Fund Balance
General Fund (Stellar)	N/A	On Demand	2.58%	\$1,304,580.90	\$1,842.66	
General Fund (TX Class)	N/A	On Demand	3.80%	\$220,315.67	\$3,840.48	
<b>General Fund (Total)</b>	N/A	On Demand				<b>\$1,530,579.71</b>
Capital Fund (Stellar)	N/A	On Demand	2.58%	\$100,567.26	\$196.35	
Capital Fund (TX Class)	N/A	On Demand	3.80%	\$3,067,164.92	\$8,930.05	
<b>Capital Fund (Total)</b>	N/A	On Demand				<b>\$3,176,858.58</b>
Facility Fund (Stellar)	N/A	On Demand	2.58%	\$3,246.33	\$6.34	
Facility Fund (TX Class)	N/A	On Demand	3.80%	\$10,111.49	\$29.46	
<b>Facility Fund (Total)</b>	N/A	On Demand				<b>\$13,393.62</b>
Ambulance Fund (Stellar)	N/A	On Demand	2.58%	\$25,176.70	\$91.92	
Ambulance Fund (TX Class)	N/A	On Demand	3.80%	\$435,458.39	\$1,267.83	
<b>Ambulance Fund (Total)</b>	N/A	On Demand				<b>\$461,994.84</b>
VMIG	N/A	On Demand	0%	\$113,201.14	\$0.00	<b>\$113,201.14</b>
<b>Totals:</b>				<b>\$5,279,822.80</b>	<b>\$16,205.09</b>	<b>\$5,296,027.89</b>

This report complies with the requirements of the Public Funds Investment Act and covers all the funds of the Village Fire Department that are subject to that law.




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Amy Buckert, Administrator/Finance Director