

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28  
MINUTES OF THE BOARD OF COMMISSIONERS MEETING  
December 15, 2014**

**Members in Attendance:**

Dan Langford, President  
Morris Bradley, Treasurer  
Jim Chatterton, Secretary

Mike Jones, Vice President  
Dan Dronberger, Assistant Treasurer

**Others in Attendance:**

Debbie Gibson, McCall, Gibson, et al  
Fred Windisch, Fire Chief  
Teresa Griffin, Office Manager

**Call to Order**

Dan Langford called the December 15, 2014 ESD 28 Board Meeting to order at 5:00 p.m. with a quorum in attendance.

**Minutes**

Dan Langford asked if there were any changes or corrections to the minutes from the November 17, 2014 meeting. The meeting adjournment time should be 5:34 p.m. rather than 6:34 p.m. Teresa will make the change. No other changes were presented. Dan Dronberger approved with unanimous approval of the board.

**Public Comments**

No public comments.

## **Review and take action on engagement of auditor for District 2014 Audit**

Debbie Gibson was in attendance from McCall Gibson, et al. She brought along a Letter of Engagement for the 2014 ESD #28 District Audit. Her firm estimates that the 2014 audit costs will range between \$10,000 and \$11,000. Dan Dronberger made a motion to retain McCall Gibson to handle the 2014 Audit. Morris Bradley seconded the motion with unanimous approval of the board. Dan Langford signed the Letter of Engagement as President.

## **Financials**

Morris Bradley reported on the November Checking Account, with a beginning balance of \$1,593,917.46, we had 6 deposits of \$169,345.45, and 5 checks written totaling \$130,513.72. This account had an ending balance of \$1,632,749.19 which includes interest of \$1,700.81.

Money Market Account had a beginning balance of \$ 411,407.07 with an interest deposit of \$67.63 for an ending balance of \$411,474.70.

Morris handed out Budget report, year to date comparison through November 2014. We will have one more month to complete our budget; we are pretty close in most areas.

We have 5 bills to pay as follows:

BRW Architects	\$ 4,800.00
Coveler & Katz	440.00
HCAD	5,306.00
Stewart Title Commercial Svcs.	558.70
PVFA	390,000.00

Howard has arranged for the deed title for Station 3 property to transfer to ESD 28. FCW said it is less than we originally thought. It appears it will be in this year's business.

Jim Chatterton made a motion to approve the bills presented, allow the President to sign any related documents and also to proceed with the closing on Station 3 for title transfer. Dan Dronberger seconded the motion with unanimous approval of the board.

FCW discussed the spreadsheet in the package for the draw. The requested draw is for \$390K, and it does include the \$100K for the insurance payment due in early January. We have PVIP and another payroll period this month, plus Workers Comp of \$61K, which is higher than we anticipated because of some injuries which increased the premium.

For the Sales Tax receipts, a motion was made by Dan Dronberger to establish a separate bank account. Debbie Gibson mentioned that you can use sales tax for anything, not so with ad valorem property tax. Morris Bradley seconded the motion with unanimous approval of the board. Teresa will check the interest rates at Prosperity. Next month, we will execute the signature cards to set up the account.

#### **ESD Commissioner Compensation**

Dan Langford made a motion to approve the ESD Commissioner payments for the last quarter. Mike Jones seconded the motion with unanimous board approval.

#### **Traffic Signals**

CyFair and Little York are looking at setting up traffic signals. FCW will keep the board advised of what progresses.

Fire Report and Budget Reports are in your package.

The Christmas Party was another success.

ESD 11 is having significant issues. There are still a couple negative commissioners on the board. Potentially, those commissioners want to bring in another ambulance service. It would drive up our cost per dispatch. Wayne Dolcefino is being paid to do this.

#### **Station 63 Title Transfer & Replatt**

We just did the title transfer; next we will address the replatt. The preliminary cost will be \$5800.

#### **Station 63 Feasibility Study**

FCW reported we are meeting on the 18<sup>th</sup> at 11 a.m. to layout the next phase. Dan Langford will take the first meeting and we will see from there.

#### **PVFA 2015 Budget**

The budget was approved last Wednesday night at the PVFA Board Meeting.

#### **Employee Health Insurance**

Insurance Coverage: The proposal is that we have 3 employees to go to Family coverage, 1 to full Family coverage, the other to Employee and Children, and the other to Employee and Spouse. \$12K per year is the direct impact on our budget. It's another benefit and doesn't affect everyone on the payroll. FCW believes that it is a reasonable assist to the employees. Spring VFD pays up to \$800 per month.

\$2.45 million is the requested amount from ESD for the 2015 budget.

Dan Dronberger made a motion to agree with the PVFA budget as presented. Jim Chatterton seconded the motion with unanimous approval of the board.

**Department Service Agreement between the ESD and Ponderosa VFA**

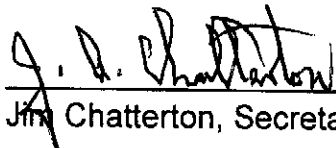
This agreement between ESD 28 and PVFA is a continuing agreement. Mike Jones made a motion that we acknowledge it is continuing as executed previously, board unanimously approved.

**Report on the President's participation in the Emergency Response Leadership Coalition**

FCW and Dan Langford attended a meeting at TranStar. The next meeting is January 21, 2015.

**Motion to Adjourn**

A motion to adjourn was made at 5:38 p.m. by Mike Jones. Morris Bradley seconded the motion with unanimous approval of the board. The next meeting will be on Monday, January 19, 2015 at 5:00 p.m.

  
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Jim Chatterton, Secretary