

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28
MINUTES OF THE BOARD OF COMMISSIONERS MEETING
August 17, 2015**

Members in Attendance:

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

Mike Jones, V.P.
Dan Dronberger, Asst. Treasurer

Others in Attendance:

Fred Windisch, Fire Chief
Teresa Griffin, Office Manager

Howard Katz, Coveler & Katz

CALL TO ORDER

Dan Langford called the August 17, 2015 ESD Board Meeting to order at 5:00 p.m.

MINUTES

Dan Langford asked if there were any changes or corrections to the minutes from the July 13, 2015 meeting.

No changes were presented, Dan Dronberger made a motion to accept the minutes as written; Morris Bradley seconded the motion with unanimous approval of the board.

PUBLIC COMMENTS

No public was in attendance.

FINANCIALS

Morris Bradley handed out the 2015 Budget vs. YTD Comparison through July 2015 report. We have collected more on tax receipts; we are \$19K above at this point. Most of the other items are pretty much in line. Audit fees have exceeded

the budget. The Capital Outlay we are going to combine the \$100K and the number will be positive rather than a negative.

The \$400K paid on the Station loan is reflected.

Bank interest will come in lower for the remainder of the year as the bank adjusted the interest rate lower.

Morris also handed out the 2015 Revision 2 Budget dated August 17, 2015. He increased the Tax Receipts for 2014 to \$2,525,000.00; increased the Audit Fees and then moved the \$100K on Capital Outlay to Station 63.

FCW mentioned that next year will be an election year. Morris will increase the legal fees to \$10K.

Within two weeks, we should know what the tax receipts will be and FCW should be able to give Morris a firm number for Budget 2016.

Fred commented that TxDot can go down for next year to \$15K and just leave the County where it is.

FCW said to wait until after September to do the 2016 Budget.

Morris reported on the balances in our bank accounts as of July 31, 2015:

- 1) Checking as of July 31, 2015, we had a beginning balance of \$1,622,891.18 with 6 deposits totaling \$95,403.83 and an interest deposit of \$33.61 for an ending balance of \$1,095,845.65.
- 2) Money Market Account as of July 31, 2015, we had a beginning balance of \$411,952.93 with an interest payment of \$69.98 for an ending balance of \$412,022.91.
- 3) Sales Tax Money Market Account as of July 31, 2015 we had a beginning balance of \$934,726.31, with 2 deposits totaling \$80,039.90 and interest deposit of \$167.09 for an ending balance of \$1,014,766.21.

We have 3 bills to be paid as follows:

BRW Architects	\$ 53,856.00	Services through 6/30/15
HCAD	5,081.00	4 th Quarter Assessment
Sales Tax Assurance	1,500.00	Quarterly Retainer

Jim Chatterton made a motion to pay the bills and accept the Financial Report as given. Dan Dronberger seconded the motion with unanimous approval of the board.

FIRE CHIEF'S REPORT

Traffic Signal Update

Nothing new to report.

Staffing Study

FCW reported that we are getting closer to finalizing what funds we will be asking for. We have a potential of sharing Station 62 with Spring FD. FCW will be meeting with Robert Logan later this week. There is a document included in the minutes that outlines the discussions that have been held.

Fred said he thinks this is a win for us to allow Spring to use that station, and it would position us also for 2017 to see what we are going to do for staffing at Station 62. The biggest issue from us is allowing their volunteers use of the station. Sometimes the volunteers do not have the direct supervision that paid firefighters do.

Training Facility Upgrade

The system is 13 years old now; the first purchase and installation would be for the control system which would cost \$55K. FCW will assume if everything goes right, we would get a better deal on their installation cost. Fred wants to leave on the agenda and see where we go. We could do it as PVFA, but since the ESD owns the building, it would need to fall on ESD.

Training Facility Partnership with Spring FD

Spring has purchased 13 acres to build a training facility and have a flashover chamber. We are in the beginning stages to see what we can work out relative to a partnership.

Inverness Forest UD Proposal

FCW included in the minutes package an email and subsequent letter from the Inverness Forest UD, basically wanting us to participate in the fire hydrant maintenance with them. Fred's response is included, and we have not had a reply. Board stated that we do not need to discuss further and we will remain silent.

SAFE-D Conference – February 18-20 Moody Gardens

FCW has reserved (6) rooms.

Station 63 Title Transfer & Replatt

Nothing to discuss, leave on the agenda for now.

Station 63 Construction

FCW reported that today we were offered an opportunity on the radio tower. Exxon Mobil bought a radio tower that they are taking down because it was temporary. We could purchase it to disassemble, transport and reassemble at Station 3. FCW said he thinks we should take advantage of it; it's a standalone 120 ft. tower. Jim Chatterton made a motion to purchase the tower. Dan Dronberger seconded the motion with unanimous approval of the board.

Financing Station 63 Construction

Howard Katz joined the meeting at 5:43 p.m.

He gave a report on the various loan options he had received via closed bid, and the Board discussed them

Howard will provide a compiled list of the loan options for the next meeting.

The Board thought that the best choice would be going with Trustmark Bank, and will meet again on August 31st to make a final decision so Howard can proceed. The loan would be for up to \$4.5 million, based on 15 year loan with annual or semi-annual payments. We could do interest only payments for first year, with interest rate of 2.84% based on pledged sales tax revenue.

Architect Update

They will meet this Thursday.

Storage POD's

Leave on the agenda for now.

Temporary Housing

Leave on the agenda until construction.

New Shed

FCW reported they are building it now.

In the minutes, there is a bid package for the old shed. We do not have any idea what it will bring, but he and Tony put it together and it will go into The Chronicle.

Dan Dronberger made a motion to approve moving forward with the bid package for the old shed. Mike Jones seconded the motion with unanimous approval of the board.

ESD 11 UPDATE

FCW reported this Thursday morning is the next meeting and he and Dan Langford will be attending.

ESD 48 UPDATE

West I-10 – Volunteers do not want to vacate the premises. Legal actions occurring.

The PVFA Audit is complete, we do not have the final copy yet, but it was approved.

FCW commented that when we held the NW Chiefs' meeting here, we had two cars broken into, one of which was Scott Seifert's. We are looking at a fence for the far parking lot area. We may be able to use the gate from Station 63 when they do the demolition.

We need to add the contract between ESD and PVFA for the next meeting. Dan Langford and FCW will review it.

MOTION TO ADJOURN

A motion to adjourn was made at 6:47 p.m. by Dan Dronberger. Mike Jones seconded the motion with unanimous approval of the board. The next meeting will be on Monday, August 31st, 2015 at 5:00 p.m.



Jim Chatterton, Secretary