

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28
MINUTES OF THE BOARD OF COMMISSIONERS MEETING
October 26, 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
Tony Spitzenberger, Asst. Fire Chief
Lynn Foster, LDF Construction

CALL TO ORDER

Dan Langford called to order the October 26, 2015 ESD Board Meeting at 5:00 p.m.

MINUTES

Dan Langford asked if anyone has changes to the minutes from the September 21, 2015 board meeting. No changes were presented; Dan Dronberger made a motion to approve the minutes as written. Morris Bradley seconded the motion with unanimous board approval.

PUBLIC COMMENTS

No public in attendance.

To Review and Take Action on Selection of Construction Manager at Risk for Station 63 Construction Project

We received one bid at 10:15 a.m. which FCW opened, it was the LDF bid and the only one received.

Dan Dronberger made a motion to accept LDF as the approved Construction Manager at Risk. Mike Jones seconded with unanimous board approval. Lynn and Tony Spitzenberger had a discussion on the contract. The last section gives the projected cost of \$4.5 million. One thing that wasn't put in the bid was a contingency. FCW commented during the discussion that what he is hearing is that we have the potential to lower some of the costs from the architects.

Concrete cost is high at this time because of localized demand with all of the road work and construction going on.

Lynn Foster can sign the contract tomorrow afternoon and then Dan Langford can sign before the next board meeting. Mike Jones made a motion to approve the signing of the contract and Dan Dronberger seconded with unanimous approval of the board.

Dan Langford will get with Howard Katz and Trustmark to do the bank closing for the loan.

Lynn Foster needs to know who to make the insurance out to at Trustmark.

Station 63 Construction

FCW commented that on November 9th the storage pods come in and the mobile home should be delivered by mid-November.

The new shed is up; Rick Reeg and Tony Spitzenberger are going over tomorrow to build shelves so they can transfer from the old shed.

Tony has to put electrical in the new shed, and may check with the electrician doing the station to see if he can do it for a good price.

FINANCIAL REPORT

Morris Bradley handed out the 2015 Budget vs. Year to Date through September vs. Adopted Budget.

Morris reported that everything looks pretty much in line, tax revenue is low right now, but will pick up.

We have gone over the Capital outlay on Station 63 We had \$240K and we are over \$148K.

Morris reported on the balances in our various account as of September 30, 2015:

Checking Account: We had a beginning balance of \$1,032,547.16, with 3 deposits totaling \$78,224.78 and 11 checks and 1 debit totaling \$395,531.57 for an ending balance of \$715,240.37.

Money Market Account: We had a beginning balance of \$412,092.90 with interest deposit of \$65.61. There was a transfer to correct a discrepancy from last month of \$77,724.31. This amount should have been debited from the checking account to the Sales Tax Account. Corrections have been made.

Sales Tax Account: With a beginning balance of \$1,151,563.48, we had a deposit of \$195.26 and, again, some transfer corrections from last month, for an ending balance of \$1,229,483.05.

We have 6 bills to pay as follows:

BRW Architects	\$ 23,122.00	Services thru 9/30/15
Coveler & Katz	5,480.92	July-Aug.-Sept. Services
Guthrie Buildings	15,000.00	Amt. due on Delivery of Materials
SAFE-D	1,100.00	Annual Dues
The Chronicle	10,728.82	Legal Ads
The Chronicle	4,409.26	Add'l Ad for Construction Mgr. At Risk

Station 62 Payment and Pay-Off

Delay until November meeting for discussion.

Jim Chatterton made a motion to accept the Financial Report and checks written. Dan Dronberger seconded the motion with unanimous approval of the board.

FIRE CHIEF'S REPORT

FCW distributed the run reports for September 2015 with a total of 169 for the month. This is the highest month we have had since 2008 when we had Hurricane Ike.

On the 6th we had an apartment fire which resulted in a lot of manual labor. The fire was running horizontally via utility/HVAC.

EMS calls have gone up and we'll see what transpired as we go forward.

Traffic Signals

Nothing to report on this.

Reminder, our Christmas Party will be held at Shirley Acres on December 11th.

Training Facility Upgrades

The upgrade is being fabricated now and could potentially be done in December of this year. We should know more in mid-November.

This is a cost-share with The Woodlands.

2016 PVFA Budget

The 2016 budget is under construction. We will discuss in November at a joint Board/Budget Meeting.

Monday, November 23rd Meeting

We can meet at a joint Board Meeting to include Budget Discussion. We will have dinner and dinner will begin at 5:00 p.m.

Safe-D Conference

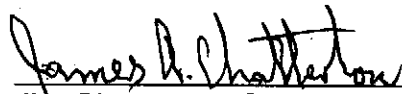
FCW has the rooms reserved and he will sign everyone up.

ESD 11 Update

Fred thinks they have passed their budget. Fire Chiefs did do a testimony of how one of their commissioners was out of line.

MOTION TO ADJOURN

A motion to adjourn was made at 5:50 p.m. by Dan Dronberger and seconded by Mike Jones with unanimous approval of the board. The next meeting will be on Monday, November 23, 2015 at 5:00 p.m. beginning with dinner.



Jim Chatterton, Secretary