

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28
MINUTES OF THE BOARD OF COMMISSIONERS MEETING
March 21, 2016**

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

Coveler & Katz Agenda

Review and take action to cancel the election.

CALL TO ORDER

Dan Langford called to order the March 21, 2016 meeting at 5:00 p.m. to review and take action on canceling the election. There were no candidates running against the incumbents. There are two documents to be signed from Coveler & Katz office, counsel for the District as follows, one to certify three unopposed candidates for election, and an order declaring the election of three unopposed candidates for election to be held May 7, 2016.

Dan Langford and Jim Chatterton signed the documents which will be sent to Howard Katz. Dan Dronberger made a motion to cancel the election; Morris Bradley seconded the motion with unanimous approval of the board.

Adjourned the Election portion of the meeting.

Dan Langford called to order the regular board meeting at 5:05 p.m.

MINUTES

Dan Langford asked if there were any additions or corrections to the minutes from the February 15, 2016 Board Meeting. Dan Dronberger had a couple of changes. Under "Financial Reports" first sentence should read, "Morris Bradley handed out the 2016 Budget Report; the second column is January 2016 Income and Expenses and the variations."

Also, Dan mentioned the next to the last page of the minutes following the ESD 11 Update item, that it is confusing the way the various subjects from Howard Katz are laid out, he thinks there should be a heading that says "Delinquent Tax Documents" before the various discussion items. Teresa will change.

Mike Jones made a motion to approve the minutes with the noted changes. Morris Bradley seconded the motion with unanimous approval of the Board.

PUBLIC COMMENTS

No public was in attendance.

FINANCIAL REPORT

Morris handed out the 2015 Comparison of Year-To-Date through February against our budget.

He noted that there is a bigger difference on tax receipts than he expected, so he may lower the tax projection a little.

Morris changed a bit on the report to keep Station 62 and Station 63 separate. We have \$417.97 interest to Trustmark Bank on the loan. He did an estimate on what the interest might run and at worst case scenario we should be well within the \$225 budget.

Morris reported on the bank balances in our various accounts as of February 29, 2016.

Checking Account: We had a beginning balance of \$ 1,713,311.74 with deposits totaling \$ 1,089,448.70 (which includes \$835.63); and checks totaling \$ 883,068.32, for an ending balance of \$1,919,692.12.

Money Market Account: We had a beginning balance of \$ 412,436.16 with an interest deposit of \$65.36 for an ending balance of \$ 412,501.52.

Sales Tax Money Market: Beginning balance of \$ 193,262.15 with deposits totaling \$ 160,356.12 (which includes interest deposit of \$42.89), for an ending balance of \$353,618.27.

We have Commissioner payroll this month, along with the following bills to be paid:

BRW Architects	\$ 8,976.00	Services through January 31, 2016
Harris Co. Appraisal District	5,136.00	2 nd Qtr. Assessment
Hovis Surveying	750.00	Surveying services for Station 63
LDF Construction	23,281.00	Reimburse Centerpoint charge for setting 2 poles
PVFA	270,000.00	Operating Funds Draw

We paid \$168.79 interest on the Station 63 loan for January and \$233.09 for February.

Mike Jones made a motion to approve the financial report and pay the bills as presented. Dan Dronberger seconded the motion with unanimous approval of the board.

FIRE CHIEF'S REPORT

There were 141 responses for the month of February. FCW is working with the water district, Harris County Precinct 1 and the land owners to reduce exposure and remove homeless after the woods/grass fire on 2/9.

PVFA Board had their Annual Meeting and Buddy Yen has replaced Rick Windham as 3rd Vice President. Rick has retired from the fire department.

STATION 63 CONSTRUCTION

FCW handed out a Station 63 Construction Update as of 3/21/16. Discussion about the progress on noted items. There is a potential of additional parking and concrete for \$24,090 and a change order. Attached also is the cost of the chain link fence and gate. They are installing the fencing today.

We also have the official Big Ass Fan proposal; installed at Station 63, at \$8,565.00. The proposal needs approval; the bill will come later on. Board approved unanimously.

The Architect presented the 3rd Payment Application for Trustmark Bank in the amount of \$275,659.60. We need a motion to approve and Dan Langford needs to sign. Mike Jones made a motion to approve the payment application; Dan Dronberger seconded the motion with unanimous approval of the board.

Per FCW, we can remove the 'New Shed' from the agenda.

ESD 11 UPDATE

FCW reported there is nothing new to report. They are meeting this Thursday, they do have an election. Fred was asked to host a forum on April 7th; it will be here at Station 61.

REVIEW AND TAKE ACTION ON HARRIS COUNTY OFFICE OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT PLAN AND MUTUAL AID AGREEMENT

FCW reported we still have not received the mutual aid agreement as of this date.

REPORT ON THE PRESIDENT'S PARTICIPATION IN THE EMERGENCY RESPONSE LEADERSHIP COALITION

Fred said they are meeting at Spring this coming week.

Bob Schmanski from ESD 7 joined the meeting. The grand opening of Station 70 will be the third Saturday in April. Bob mentioned that E78 was hit on the freeway the other night and the driver was arrested.

BRW designed Station 75; Spring FD will have 2 Stations under construction at once.

MOTION TO ADJOURN

A motion to adjourn was made at 5:39 p.m. by Mike Jones and seconded by Dan Dronberger.

The next meeting will be held on Monday, April 18, 2016 at 5:00 p.m.



Jim Chatterton, Secretary