

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28  
MINUTES OF THE BOARD OF COMMISSIONERS MEETING  
June 20, 2016**

Members in Attendance:

Dan Langford, President  
Morris Bradley, Treasurer

Mike Jones, Vice President  
Dan Dronberger, Asst. Treasurer

Members Absent:

Jim Chatterton, Secretary (excused)

Others in Attendance:

Fred Windisch, Fire Chief  
Teresa Griffin, Office Manager

**CALL TO ORDER**

Dan Langford called to order the June 20, 2016 ESD Board Meeting at 5:07 p.m.

**MINUTES**

Dan Langford asked if there were any additions or corrections to the minutes from the May 16, 2016 Board Meeting. A couple of changes were made, under the 2015 Audit, second page last sentence should read, "Dan Dronberger made a motion to approve the 2015 Audit; Jim Chatterton seconded with unanimous approval of the board." Under "Station 63 Construction, the last sentence of first paragraph should read, "FCW has been calling to get our meters set and the County told us that would not be done until our permits were closed, which no one had indicated prior to this." Last correction is under "Fire Chief's Report" second paragraph, last sentence, should read, "We received information out of the meeting that the 3 other apartment complexes on Cali do not have fire hydrant maintenance programs *either.....*" rather than 'wither'.

Morris Bradley made a motion to approve the minutes with the noted changes. Dan Dronberger seconded the motion with unanimous approval of the board.

**PUBLIC COMMENTS**

No public was in attendance.

## FINANCIAL REPORT

Morris handed out copies of the 2016 Budget vs. YTD Comparison report through May. We still have tax receipts coming in, no expenditures on Station 3 this month, except for the interest on the loan. Everything is pretty much in line with no issues. FCW commented that the payment we made to ESD 11 should be coded to TXDOT rather than the County. Teresa will make the change.

We are still pretty close budget wise and are in good shape; considering that we paid off the Station 62 loan.

Morris asked if there were any questions on the report. None were brought forth.

Morris reported on the bank balances in our various accounts as of May 31, 2016.

**Checking Account:** We had a beginning balance of \$1,742,772.68 with deposits totaling \$160,012.56 (which includes an interest deposit of \$660.92); and checks and debits totaling \$643,452.93, for an ending balance of \$1,259,332.31.

**Money Market Account:** We had a beginning balance of \$412,639.03 which includes an interest deposit of \$69.90, for an ending balance of \$412,708.93.

**Sales Tax Money Market Account:** Beginning balance of \$504,743.98 with deposits totaling \$143,739.18 (which includes interest deposit of \$94.92) for an ending balance of \$648,483.16.

We have (3) invoices to pay this month, and also compensation for Board Members:

BRW Architects	\$ 8,976.00	Services thru 4/30/16
BRW Architects	\$ 8,976.00	Services thru 5/31/16
Harris Co. Appraisal District	\$ 5,126.00	3 <sup>rd</sup> Qtr. Assessment

We also need to approve the Trustmark Bank's invoice for the interest on the Station 63 loan. We paid \$1,750.24 interest on June 6, 2016.

Mike Jones made a motion to accept the Financial Report as given, the bills to be paid, Compensation for the Board and to approve the interest to Trustmark. Dan Dronberger seconded with unanimous approval of the board.

## ESD 28 2015 AUDIT

We have received the audit from McCall, Gibson.

## **FIRE CHIEF'S REPORT**

### **Traffic Signals Update & Request**

FCW reported that beginning next week we will be installing the controllers from Willowbrook through I45.

### **September 9 and 10<sup>th</sup> Cook-Off**

The Cook-Off has been rescheduled for September 9 and 10<sup>th</sup> and will be in Pasadena. As of June, \$7500 has been spent, and we have revenue so far of \$8500.

FCW reported the fire report is attached, and again, we had a very busy month. We are averaging 177 runs a month which is up 20 from last year.

Teresa Griffin has chosen to retire, effective September 30<sup>th</sup>. Through the PVFA and a proposal, Dana Schmanski has accepted the position. Dana will work part time 25 hours beginning August 15<sup>th</sup> until Teresa leaves. Dana's starting pay will be \$42K per year.

## **STATION 63 CONSTRUCTION**

FCW reported on the status of construction – rain seems to have stopped for the time being, there are 126 piers in place and the next step is plumbing to go in so we need the 'no rain' to continue. Slab will be going in after that, and it should go pretty fast. We did get electricity last month, took 2 months for that.

## **ESD11 Update**

Fred reported that everything is calm for the moment; CCEMS has moved forward as soon as the former board members left, the purchase order was issued and more ambulances were put on the road.

## **ADMINISTER OATH(S) TO NEWLY ELECTED/RE-ELECTED AND/OR APPOINTED DISTRICT COMMISSIONERS**

Oaths were given to the re-elected District Commissioners Langford, Bradley and Dronberger and they were sworn in.

Teresa will notarize and forward on to Howard Katz office.

**PVFA PURCHASE OF A RESCUE BOAT AND MOTOR AND HIGH WATER VEHICLE**

FCW reported that he and Jerry Petersen are going to Ft. Worth to pick up LMTV this Thursday. Fred handed out a photo of same; we have no intentions of painting it, etc. just lights and basics. Martin's is not charging us for the tow or for Jerry going with Fred.

Fred also handed out a photo of the rescue boat, delivered without a motor, 'Boat in a Bag', aluminum floor and the cost is \$4250.00 delivered. Fred thinks we are looking at approximately \$3200 for a motor. LMC Boats are giving us a discount.

**AUTHORIZE CHIEF FRED WINDISCH AND ESD 28 TO APPLY FOR FEMA PUBLIC ASSISTANCE FUNDS FROM THE APRIL FLOODS**

Fred attended an after action of the April floods, and then he went to the Texas Department of Emergency Management presentation last week to find out if we qualified. We want to apply to FEMA for assistance. Mike Jones made a motion to approve our application to FEMA; Morris Bradley seconded the motion with unanimous approval of the board. This application will be PVFA business.

**AUTHORIZE CHIEF FRED WINDISCH TO BE THE OFFICIAL POINT OF CONTACT FOR ESD 28 BUSINESS**

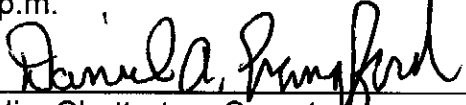
FCW has learned that pertinent business information/notices are going directly to Howard Katz rather than us. He would propose to the board that he be the direct contact instead of Howard for ESD business, so that where applicable, we can handle ourselves. Mike Jones made a motion to have Chief Windisch be the point of contact for ESD 28. Morris Bradley seconded the motion with unanimous approval of the board.

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

FCW and Dan Langford attended the meeting at Tomball.

**MOTION TO ADJOURN**

A motion to adjourn was made by Dan Dronberger at 5:50 p.m. and seconded by Morris Bradley. The next meeting will be held on Monday, July 18, 2016 at 5:00 p.m.

  
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Jim Chatterton, Secretary