

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28 MINUTES OF THE BOARD OF COMMISSIONERS MEETING September 19, 2016

Members in Attendance:

Dan Langford, President
Morris Bradley, Treasurer

Mike Jones, Vice President/Secretary
Dan Dronberger, Asst. Treasurer

Others in Attendance:

Fred Windisch, Fire Chief (Excused)
Dana Schmanski, Office Manager
Tony Spitzenberger (Assistant Chief)

CALL TO ORDER

Dan Langford called to order the September 19, 2016, ESD Board Meeting at 5:00 p.m.

MINUTES

Dan Langford asked if there were any additions or corrections to the minutes from the August 15, 2016 Board Meeting. Last paragraph date should be the 17th of October. Mike Jones made a motion to accept the minutes with the above date change. Dan Dronberger seconded the motion with unanimous approval of the board.

PUBLIC COMMENTS

No public was in attendance.

FINANCIAL REPORT

MB - handed out the financial reports, No money received for tax receipts in September. The insurance we budgeted in the amount of \$2,000.00 have been

moved to the end of the year. We previously got bills in May or June. MJ – we usually pay them in December.

Capital Outlay for Station 63, we have \$116,600.00 left in contingency fund. Everything looks good. We have three items for TxDot, we have approximately \$80,000.00 budgeted.

MB - asked if there were any questions on the report. No questions.

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

Checking Account: We had a beginning balance of \$831,042.43 with deposits totaling \$140,832.84 (which includes an interest deposit of \$335.73); and checks and debits totaling \$162,636.90, for an ending balance of \$809,238.37.

Money Market Account: We started with a beginning balance of \$412,846.51 with an interest deposit of \$69.94 for an ending balance of \$412,916.45.

Sales Tax Money Market Account: Beginning balance of \$825,790.71 with deposits of \$140,468.80 (which includes an interest deposit of \$152.92) for an ending balance of \$966,259.51.

We have (10) bills to pay this month as follows:

Harris County Municipal Utility	\$18,015.00	Tap Fees Station 63
Brown Reynolds Watford Architects	\$10,176.00	Station 63 Construction Phase 20%
Creative Cabling & Communications LLC	\$7,159.80	Structured Cabling, Telephone, Data & Wireless Access Points

The interest paid this month on the bank loan to Trustmark National Bank was \$4,064.60.

MB - reported that we have total account bank balances as of today of \$2,132,099.93.

PVFA Draw

September PVFA Draw – \$295,000.00 Approved.

ESD 2016 Budget – No changes

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

FIRE CHIEF REPORT

Fire Responses

TS - We had 219 responses in September, nothing spectacular, several calls no significant fires. DL – one lost person found near Cypress Creek, MJ – Ponderosa Elementary had a carjacking last week.

Traffic Signals Update and Request

All but a couple of E Views controllers have been installed; there are a couple of intersections that are not turned over to TX Dot due to the vendor proving period.

FEMA Public Assistance Funds – April Flooding

Nothing more to report at this time; waiting on payment all documents have been submitted to FEMA.

High Water Vehicle update

They are still working on the transmission modifications.

PVFA Purchase of boat motor.

FCW - Boat Motor was picked up September 13, 2016 and located at Station 61.

PVFA 2017 Budget

FCW - We may have a joint meeting in December to address the 2017 Budget. No changes.

1972 Fire Engine

FCW - currently waiting on the rehab company to contact with further details.

PVFA Office Manager

Approved by PVFA Board in August 2016

Station 63 Construction

TS - Station 63 framing is on its way. The initial block work is complete. The steel company will be back this week to put up awnings. Beginning with the south side of building by mid week, then the bays and followed by north side of the station.

Water Tap Fees are paid and hopefully they will be out to set tap before concrete is poured. The doors have been delivered.

The electricians and plumbers are staying on site to be ready to begin working once concrete is laid.

Once the walls are installed we will measure for windows and hopefully by next week the brick masons will be ready to begin exterior brick. The roofers will start installing the roof decking and the roof.

It is a progression and going pretty well. It is very complicated to frame with a combination of wood and steel.

Dan Dronberger – the dry weather has probably helped.

TS - Weather is not hurting us too much and we need it to stay dry so the roofing company can get the roof decked while we have dry weather conditions to avoid roofing issues.

So that's where we are at this point. They are still projecting February 2017 as our completion date. Unfortunately, the end of the year we will only get 2 weeks of work done in November and two weeks in December, people tend to shut down for the holidays. I have confirmed most of our guys are not deer hunters and don't have leases so they will be there to work. Our electrician has a child due in February; He is trying to get everything done possible before delivery. Contingency fund wise we are doing very well.

DL - we have much higher construction costs this time around. TS – Yes the construction costs are higher on station 63. Thankfully we allotted for many of the unknowns from Station 62's construction, and were able to address them so we wouldn't have as many additional costs reducing the contingency fund.

Station 62

TS - To LDF Construction's credit we have a proposed fix. And BRW sent out engineers to look at the condensation issues with air vents. If the fix works they will come in and do all the repairs at no cost. This is good news considering we are 4 years down the road from original construction date.

Architect Update

TS - We only have \$10,000 left with BRW, but the design work is done. The meeting and final walk through which will include acceptance of all work done, will be done once they have completed construction. We will not make final payment to LDF or BRW until we are satisfied with everything.

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

No Attendance

SPECIAL MEETING

To review and take action on the District 2017 Budget

MB – Are there any questions on the proposed budget. No questions from the board.

To review and take action on the 2016 tax Rate

Tax Rate may remain at \$0.10

Approve Notice of Public Hearing

Notice of Public Hearing will run in the Houston Chronicle and local area newspaper distribution beginning next week.

Approve 1st Public hearing date

October 6, 2016 1st open hearing/forum for public hearing at 5pm.

Announce Time and Date of 2nd Public Open Hearing

October 10, 2016 Public Hearing at 5pm

Mike Jones made a motion to set hearing dates of October 6th, October 10th and October 17, 2017 for 2017 budget and 2016 Tax Rate approval at 5:00 pm. Dan Dronberger seconded the motion with unanimous approval of the board.

MOTION TO ADJOURN

A motion to adjourn was made by Mike Jones at 5:38 p.m. and seconded by Dan Dronberger. The next meeting will be held on Monday, October 17, 2016 at 5:00 p.m.



Mike Jones, Secretary