

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28 MINUTES OF THE BOARD OF COMMISSIONERS MEETING October 17, 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
Dana Schmanski, Office Manager

CALL TO ORDER

Dan Langford called to order the October 17, 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. Changes to the Financial Report section: No money received from tax receipts in the month of August, shown as September. They were only 3 bills to pay, listed as 10. August interest should be recorded as \$2,945.44, versus \$4,064.60 written in minutes.

Dan Dronberger made a motion to accept the minutes with the above changes. Mike Jones seconded the motion with unanimous approval of the board.

PUBLIC COMMENTS

No public was in attendance.

FINANCIAL REPORT

Morris Bradley passed out the Income and Expense Statements. In comparing transactions to the budget, this year's tax receipts are very close to budget compared to our income. We have 3 more months of sales tax income expected. FCW - passed out a sales tax review. MB - we have no transactions until we come to station 63 construction expenses. Everything looks good as far as budget is concerned.

We have approximately \$60,000.00 remaining of our budget for Station 63 construction. FCW - security and access will be about \$17,000.00. To finish radio tower installation is approximately \$11,000.00. When they sent the tower we paid 30% or 40% as a down payment, the tower should be set this year. The water tap has been paid and will be included in October's Income and Expense statement.

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

MB - asked if there were any questions concerning Income and Expense Statement for September. No questions.

Morris Bradley - reported on the bank balances in our various accounts as of September 30, 2016.

Checking Account: We had a beginning balance of \$818,214.37 with deposits totaling \$80,911.51 (which includes an interest deposit of \$313.32); and checks and debits totaling \$360,983.02, for an ending balance of \$538,142.86.

Money Market Account: We started with a beginning balance of \$412,916.45 with an interest deposit of \$67.27, transfer from sales tax account \$76,364.43, for an ending balance of \$336,619.29.

Sales Tax Money Market Account: Beginning balance of \$966,259.51 with deposits of \$76,523.25 (which includes an interest deposit of \$158.82) for an ending balance of \$1,042,782.76.

We have (4) bills to pay this month as follows:

Klein Volunteer Fire Department	\$1,487.50	TxDot Intersections
DBA MTEC Companies	\$1,942.25	Steel, Well and Concrete Inspections at Station 63
Houston Chronicle	\$8,575.13	Legal Notices Ad Valorem Tax Rate
Texas Mutual Insurance	\$353.00	Workers Compensation Insurance

The interest paid this month on the bank loan to Trustmark National Bank was \$4,578.26.

LDF Construction Loan Payment in the amount of \$145,778.45, Draw # 10.

Dan Langford made a motion to approve the 10th Draw for LDF Construction in the amount of \$145,778.45. Mike Jones seconded the motion with unanimous approval of the board.

MB - reported that we have total account bank balances as of today of \$2,010,044.23.

PVFA Draw

PVFA Draw – November 2016

ESD 2016 Budget – No changes

To Adopt the District FY 2017 Budget

Morris Bradley - Budget was proposed at our last meeting, Are there any changes? FCW – are you attending the Safe D conferences? Dan Langford indicated every two years is enough. No board members will attend Safe D's next conference. Morris Bradley - If there are no changes we can adopt 2017 Budget as presented.

Mike Jones made a motion to adopt the Budget for 2017 as presented. Dan Dronberger seconded the motion with unanimous approval of the board.

To consider, adopt and set by order of the 2016 Ad Valorem Tax rate for maintenance and operations, \$0.10000/\$100.

The board considered and reviewed the 2016 Ad Valorem Tax Rate of \$0.10000/\$100

Resolution Adopting a tax rate in excess of the 2016 effective tax rate for HCESD28 was signed and will be forward and filed with Harris County Tax Assessors office and our attorneys.

Mike Jones made a motion to adopt 2016 Ad Valorem Tax Rate of \$.10000/\$100. Dan Dronberger seconded the motion with unanimous approval of the board.

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

219 Responses – We are still maintaining a lot of runs in our district but nothing big to report.

Traffic Signals Update and Request

A couple of intersections under vendor control and then E Views will be turned on.

High Water Vehicle update

Transmission has been installed in truck. FCW drove from transmission shop in Cleveland, TX, last week to Reliable Transmissions Service of Texas for repairs. Vehicle drove nice but no reverse in the transmission.

PVFA 2017 Budget

FCW – 2017 Budget is in process.

1972 Fire Engine

FCW – potentially next week it will be going into shop and just a reminder all costs associated are Non-ESD funds.

Station 63 Construction

It is starting to take shape. The roof will be dried in by Thursday of this week. And the weather has been helpful. Everything is moving quickly.

Sprinkler system discussion: The sprinkler contractor indicated we must have a dry system because the NFPA Code says if it is exposed to less than 40 degrees we are suppose to be under a dry system. The Harris County Fire Marshall said they do not require a dry system, as long as it is insulated it will be acceptable. FCW to write performance based alternative letter to Fire Marshall.

PVFA will not meet in November, meeting will resume in December. FCW will communicate with PVFA Board for the PVFA November Draw.

We are purchasing a washer and dryer for Station 62. Also, a compressor purchase for Station 63. With these purchases we are \$100,000.00 under budget. In addition, if we continue under budget we will consider purchasing the sauna for Station 63 before the end of the year. The sauna will be used for cancer prevention of our firefighters.

Trustmark Bank Loan Extension – Station 63 Construction

We have received the first amendment to the Construction Loan Agreement, entered into effectiveness as of November 11, 2016, by and between HCESD28 and Trustmark National Bank to extend completion date of Construction Loan of Station 63, to April 11, 2017. Agreement signed by Daniel Langford, Board President.

FCW - LDF Construction is doing good, they also got the bid to build both of Spring Fire Departments new stations.

Mike Jones made a motion to accept extended agreement with new completion date of April 11, 2017. Dan Dronberger seconded the motion with unanimous approval of the board.

Architect Update

FCW – BRW is verifying and reviewing changes and/or approvals needed for construction completion.

New Business

Move meeting to 6pm

If the candidate for board member joins the HCESD28 he would not be able to make the meetings until 6 pm. Leave on agenda until November.

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

Meeting was held at Champions Fire Department. The discussion held concerning tactical jackets for the fire fighters when in dangerous situations. Possible purchase for the departments was reviewed. FCW - more concern would be with EMS responders.

PVFA & ESD

PVFA Budget Meeting

FCW – would the board be interested in a joint meeting with the two boards in December to review the PVFA budget? The meeting will be held the second week in December. Please consider and we will review at the next meeting.

Christmas Party 2016

PVFA & ESD28 Christmas Party, December 9th, 2016, at Shirley Acres.

MOTION TO ADJOURN

A motion to adjourn was made by Mike Jones at 5:39 p.m. and seconded by Dan Dronberger. The next meeting will be held on Monday, November 21, 2016 at 5:00 p.m.



Mike Jones, President/Secretary