

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28
MINUTES OF THE BOARD OF COMMISSIONERS MEETING**

January 20, 2014

Members in Attendance:

Mike Jones, President	Jim Chatterton, Secretary
Dan Langford, Vice President	Dan Dronberger, Treasurer
Morris Bradley, Assistant Treasurer	

Others in Attendance:

Fred Windisch, Fire Chief
Dana Schmanski, Recording Secretary (Excused Absence)
Ira Coveler

Call to Order

Mike Jones called the January 20, 2014, ESD 28 Board Meeting called to order at 5:00 p.m. with a quorum in attendance.

Minutes

Mike Jones asked if there were any changes or additions to the minutes for the December 16, 2013, meeting. The following changes: under "Ratification of Retaining Law Firm", second sentence, should read "and providing for the payment of 20%....., under "Engage the Law Firm of Coveler & Katz for ESD 28 Attorney of Record for 2014", first sentence should read "Discussion was held by the board to engage the Law Firm...". Morris Bradley made a motion to accept the minutes with the above changes. Dan Langford seconded with unanimous approval of the board.

Public Comments

No Public Comments.

Financials

Dan Dronberger reported on the December Checking Account, beginning balance \$650,387.04, we had 13 deposits \$367,920.78, and expended \$495,050.50 and had an ending balance of \$523,257.32.

Money Market \$410,652.62, interest deposit \$69.76. The ending balance on this account was \$410,722.38.

We have bills to pay as follows:

\$	1,931.00	Sales Tax Assurance
\$	100.00	Dana Schmanski
\$	1,300.00	Harris County ESD
\$	435.00	Eddie Hare
\$	925.00	LDF Construction
\$	662.50	Coveler & Katz
\$	435,000.00	PVFA Draw
\$	1,000.00	Safe D

Dan Langford presented a motion to approve and pay bills as submitted; Morris Bradley seconded the motion with unanimous approval of the board.

2014 Budget

Discussion was held by the board concerning revenues and expenses for the 2014 budget. The board reviewed expenses and revenues by category. More information will be received and final budget will be completed in March. Ira Coveler presented a letter to include rate changes for 2014 attorney fees. Howard Katz' hourly rate will change from \$300 to \$350 an hour. Other attorney rates will change from \$250 to \$300 an hour.

Chief Report

Traffic Signals: Meeting will be held here for Traffic Signals plans for 2014. Has a minimum impact on ESD 28.

Station 63 Flood – A report in your package will be finished in January.

2013 Budget - We are under budget about \$100,000.00. This is due to less equipment expense and 96.4% employment expense. In addition we have accomplished everything we wanted to complete in 2013.

2014 PVFA Budget - The PVFA Board has approved the budget in the amount of \$2,330,000.00

SCBA Purchase – We have been saving funds for new equipment since 2011, we sent out bids to three different vendors and have saved approximately \$32,000.00. This purchase will be outside of ESD funds. We will cash in the CD for \$310,000.00 by the end of January and use those funds for the purchase. We will have remaining equipment. The best 15 cylinders will be placed at our training facility. The remaining will be sold at approximately \$500.00 each.

Station 61 – 99.9% done. Now doing floors, final bill in the next couples of weeks.

Fire Reports – Total responses for 2013 is 1,564. In addition 350 calls were automatic alarms which we did not respond.

PVFA Budget - With all of the projects we have done this year, approximately \$9,500.00, the budget projections are not too tight, and we continue to hold under budget.

Engine 64 – February 10th final inspection, then the Truck will arrive a week later. At that time our boys will begin working on the engine.

Safe D Conference - January 23, 2014, agenda distributed.

Annual Christmas Party – December 5, 2014

Bylaws - Now posted on our web site.

Investment Policy

Ira Coveler: keep two months liquid operating assets at all times in your general fund. In addition, you will not have an investment greater than 6 months. Ira prepared a report for signatures and everything is the same as last year. The board is asked to make a motion to approve the above requirements.

Dan Langford made a motion to approve the investment policy. Dan Dronberger seconded the motion with unanimous approval of the board.

Review and Take Action of 2014 Elections Sections A, B, C, D, E, F, G, H

The board held a discussion concerning the review and taking action of the 2014 Elections. Ira Coveler mentioned the voters that turned out in 2013 were very low, so elections will be held this year at Station 61, 17061 Rolling Creek Drive, Houston, TX 77090 only. Date to be announced through media. Jim Chatterton made a motion to approve 2014 Elections to include sections A,B,C,D,E,F,G,H. Dan Langford seconded the motion with unanimous approval of the board.

Emergency Response Leadership Coalition

Meeting at Klein Fire Department on Wednesday. Listed on the agenda is a new way to fight fire, less aggressively and how to implement nationally.

Adjourn

A motion to adjourn was made by Dan Dronberger at 5:38. Dan Langford seconded the motion with unanimous approval of the board. The next scheduled meeting on Monday, February 17th, 2014, at Station 61, 17061 Rolling Creek, Houston, Texas 77090 at 5:00 pm.

J. A. Chatterton

Jim Chatterton, Secretary