

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28 MINUTES OF THE BOARD OF COMMISSIONERS MEETING August 21, 2017

Members in Attendance:

Dan Langford, President	Dan Dronberger, Treasurer
Mike Jones, Vice President	Shirley Jauma, Secretary
Ken Koenig, Asst. Treasurer	

Others in Attendance:

Fred Windisch, Fire Chief
Dana Schmanski, Office Manager
Bob Schmanski, ESD #7 President

CALL TO ORDER

Dan Langford called to order the August 21, 2017, ESD Board meeting starting at 5:00 p.m.

MINUTES

Dan Langford asked if there were any additions or corrections to the minutes from the July 17, 2017, board meeting.

Mike Jones made a motion to approve minutes as written. Shirley Jauma seconded with unanimous approval of the board.

PUBLIC COMMENTS

No public in attendance.

FINANCIAL REPORT

Dan Dronberger handed out the financial report for July. The comparison report after auditor's adjustments for 2016 final audit. This reduced our income by \$242,000.00. Additionally \$1,084,904.23 is our current expense to Capital Outlay.

Discussion held by the board in review of audit adjustments (adjustments for CY 2015, CY 2016, and Sales Tax Revenue received in 2017 for the 2016 calendar year income).

FCW - January and February Sales Tax Revenue received is two months in arrears when received by the district.

Board agrees to table adjustments to 2017 budget once information received from auditors concerning accruals for Sales Tax Revenue and Capital Outlay Expense.

Dan Dronberger reported on the bank balances in our various accounts as of July 31, 2017.

Checking Account: We had a beginning balance of \$1,633,993.45 with deposits totaling \$112,143.58 (which includes an interest deposit of \$626.19); and checks and debits totaling \$729,793.60, for an ending balance of \$1,016,343.43.

Money Market Account: We started with a beginning balance of \$413,753.97. With an interest deposit of \$122.99, for an ending balance of \$413,876.96.

Sales Tax Money Market Account: Beginning balance of \$1,595,543.03 with deposits totaling \$0, (which includes an interest deposit of \$474.29), for an ending balance of \$1,596,017.32.

We have (5) bills to pay this month as follows:

Eddie Hare Accessibility	\$620.00	Station 63, TDLR/TAS Inspection
Harris County Appraisal District	\$5,434.00	4 th Quarter, Quarterly Assessment for Appraisal District Operations
Klein Vol. Fire Department	\$2,813.25	Traffic Light Coalition cost sharing
LDF Construction	\$242,623.00	Application #19 Station 63 Construction

Sales Tax Assurance	\$4,124.00	Quarterly retainer & Contingency Fees
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ESD Commissioner Compensation – September 2017

PVFA Draw – September 2017

ESD 2018 BUDGET

Dan Dronberger – in review of preliminary budget, most of the budget items will remain the same. Capital Outlay adjustment reduce to \$50,000.00.

Remove recording secretary expense, no longer needed. Architect Fee deleted, no longer needed. Board will review budget and adopt at next board meeting.

FCW – next month we will adopt budget and then set the tax rate. This year we had a \$2.962 billion in budgeted tax rolls, next year is \$2.936 billion, with a slight reduction. In addition, \$259 million of uncertified funds remains open. Our arithmetic method, it would be \$3.195 billion total ad valorem taxable. If we are under an 8% increase we do not have to run two ads with the Houston Chronicle, reducing expenses. This is a liberal number until attorney enters into the system we will not know.

Mike Jones made a motion to accept the financials and pay the bills as presented. Shirley Jauma seconded the motion with unanimous approval of the board.

FIRE CHIEF REPORT

Fire Responses

FCW – We had 203 responses in July.

July major responses - Fan 62 assisted Houston Fire Department in an unusual fire. They are looking at replacing their fan because it does not work properly. They were also call to the Chinese Embassy; as soon as fire was out, they were asked to leave their sovereign property.

Apartment fire on 17th, at Inverness Forest Apartments, it was accidental fire.

In July, Spring Fire Department ran 44 auto incidents with engine 62. The Comcenter is not charging us for those dispatches even though listed as auto aid.

Traffic Signals Update

New traffic signal maintenance contractor is doing an outstanding job. We met on Friday for the latest changes the County and TX Dot has completed.

Other Current and Long Range Information

PVFA 2017 budget - final lease purchase payment on trucks is \$160,000.00 payable in December. Depending on where we are in the budget, we may not require any additional ESD dollars. There is a possibility we may have to come back to draw more funds to make payment. Additionally, in January or February 2018, we will make the first lease payment on new trucks.

PVFA 2018 Budget

PVFA Budget for 2018 - 3.1 million is our number to put in the ESD#28 budget. We have to go thru our process to finalize, waiting on additional information. More to follow at next board meeting.

STATION 63 CONSTRUCTION

Construction Payments, Change Orders, Other Actions as Necessary

Station 63 construction is complete, final inspection conducted and approved. Remove from agenda.

Bank Loan & Final Construction Payments

Complete remove from agenda.

Covered Parking

FCW – passed out two quotes from Guthrie Building. Two sizes for review, one quote is a 30' X 40' building at 15.56 sq. ft. or 30' X 80' at \$10.44 sq. ft. Discussion held by the board members.

Dan Langford – if we go smaller we will have to increase the size later. All board members agreed on 30' X 80' steel covered parking.

Mike Jones made a motion to purchase 30' X 80' covered parking for Station 63. Ken Koenig seconded the motion with unanimous approval of the board.

Appraisal Values and Authorize counsel to prepare and publish Effective Tax Rate Notice.

FCW- received appraisal values today, Ira Coveler will review and begin the process.

Dan Dronberger made a motion to authorize counsel to prepare and publish Effective Tax Rate Notice. Mike Jones seconded with unanimous approval of the board.

2017 Appraisal Valuations and Adoption of 2018 Budget, scheduling any necessary public hearings to adopt 2017 Effective Tax Rate.

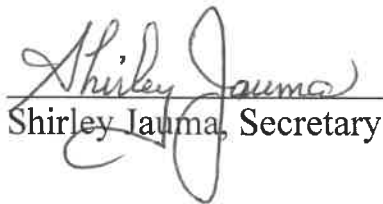
1st hearing to adopt 2017 appraisal values, 2018 Budget and set Effective Tax Rate. Board meeting scheduled, September 12, 2017.

Report on the President's participation in the Emergency Response Leadership Coalition

No Attendance. Next meeting Wednesday, August 23, 2017

MOTION TO ADJOURN

A motion to adjourn made by Ken Koenig at 5:39 p.m. Dan Dronberger seconded the motion with unanimous approval of the board.



Shirley Jauma, Secretary