

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28  
MINUTES OF THE BOARD OF COMMISSIONERS MEETING  
January 19, 2015**

**Members in Attendance:**

Dan Langford, President  
Morris Bradley, Treasurer  
Jim Chatterton, Secretary

Mike Jones, Vice President  
Dan Dronberger, Assistant Treasurer

**Others in Attendance:**

Fred Windisch, Fire Chief  
Teresa Griffin, Office Manager  
Kelly Taylor, Resident  
Howard Katz, Coveler & Katz (arrived 5:35 p.m.)

**CALL TO ORDER**

Dan Langford called the January 19, 2015 ESD Board Meeting to order at 5:00 p.m. with a quorum in attendance.

**MINUTES**

Dan Langford asked if there were any changes or corrections to the minutes for the December 15, 2014 meeting, or from the Special Board Meeting of January 5, 2015.

No changes were presented for either meeting. Mike Jones made a motion to approve the minutes as written. Jim Chatterton seconded the motion with unanimous approval of the board.

**PUBLIC COMMENTS**

Kelly Taylor asked about the progress of the new Academy store being built. FCW said it is in progress, the walls are now up. It is at Spring Cypress/IH 45 – not in our district.

## FINANCIALS

Morris Bradley reported on the December Checking Account, with a beginning balance of \$ 1,632,749.19, we had deposits of \$676,327.87 which includes interest of \$1,760.45. The ending balance on the checking account is \$1,909,171.77. The Money Market beginning balance was \$411,474.70 with an interest payment of \$69.89 for an ending balance of \$411,544.59.

Morris handed out the Comparison Year to Date vs. Budget for 2014. Morris said we talked a little last time about the difference in revenue, \$190K held back. Morris said he thinks we need to set our budget without the \$190K. We can look at it again when we decide to do a budget revision.

At the bottom of the page, we show a Projected Net Income of \$617K, and it is a little higher at \$740,336.01.

In your board packet, the Balance Sheet shows a line item that is "Deferred Penalty & Interest" account number 23100. Teresa will ask the audit if anything needs to be done with that. She transferred Deferred Tax Revenue over the first of January each year, but not Penalty and Interest. She will advise.

We have 5 bills to pay as follows:

Hovis Surveying	\$ 3,720.00	Surveying work Station 63
Klein VFD	1,911.00	Traffic Preemption Admin. Cost Share for 2015
PVFA	460,000.00	Operating Funds Draw
Sales Tax Assurance	1,500.00	Retainer for Feb. Mar. April 2015 Tax Consulting Services
Texas Network	1,020.00	Website Hosting for ESD-Annual Cost

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

At the last meeting we discussed creating a separate bank account for our sales tax receipts. In addition, we are going to drop those line items under the money market account (Reserve Fund, Capital Improvement Fund).

We will move \$375,696.00 to open the Sales Tax Revenue Money Market account. Dan Dronberger made a motion to approve opening the account, Mike Jones seconded with unanimous approval of the board.

Station 62 Loan – We are going to pay the full \$200K in February rather than February and October. FCW will contact Cindy at Prosperity.

## **FIRE CHIEF'S REPORT**

FCW updated the website to be inclusive through December 2014.

The fire stats for the month are attached. We had 137 total responses. There were some large fires; Little York was particularly busy on New Year's Eve. Also attached is a report on the stats for the year. Fred will provide color charts breaking down the type of incidents next month.

### **Traffic Signals Update**

Traffic Signals are up to date; Elm Brook Drive and Kuykendahl will be in 2015, and on the other side of the freeway, Carlsway Road and Greenbrook Drive. It will be approximately \$21K for the entire implementation.

### **Station 63 Title Transfer & Replatt**

Howard Katz arrived from Coveler & Katz (5:35 p.m.) Howard mentioned that we are in a reserve, 3.9 acres, it is under the unofficial detention rules, but it depends on what we plan to do. They have a pipeline easement (the pipeline people) of 30 feet.

Howard needs an original blueprint. FCW will take care of. Howard will get with Ray and see who he wants to use as a civil.

### **Station 63 Facility Construction**

Howard spoke with the Board about the construction loan and said there are excellent rates out there right now, i.e. 2.7%, and that we could pledge our sales tax dollars. We would still get out sales tax receipts, but it would just be pledged for the loan. If we pledged the sales tax, MUDS would not be able to take the tax until the loan is discharged. Howard said some of the MUDS are trying to get the sales tax revenue. If we were to pledge the sales tax dollars, we could incur a little less cost and possibly secure a better rate. There is no sinking fund with sales tax.

FCW asked what would be our action at a meeting. Howard stated that when we are looking to make the award, the process would be 6 weeks to 2 months. BRW is our architect. We would probably look at the March or April meeting. We have to take action to approve the plans, if they are done in March, then BRW would bring in a contractor. April is when we should look at financing (Howard). Howard will put it in follow-up to get with Ray at BRW in May.

### **Annual Report TX Department of Agriculture completed**

FCW handled the report. It is completed.

**Engage Ron Welch for focused ad valorem revenue forecast**

FCW has been speaking with Ron Welch regarding doing an ad valorem revenue forecast report for us. Ron thinks it would be around \$1,500 and he will do the best job he can. Mike Jones made a motion to engage Ron Welch for this job. Dan Langford seconded the motion with unanimous approval of the board.

**Retain Coveler & Katz, P.C. to serve as District counsel**

Mike Jones motioned to retain Howard for another year. Motion passed with unanimous approval of the board.

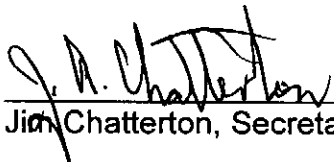
**Review and take action on District 2015 Investment Policy**

The Board reviewed the 2015 Investment Policy; there were no changes to the document. Dan Dronberger will continue to serve as our Investment Officer. Dan Langford approved the motion, Jim Chatterton seconded with unanimous approval of the board.

Howard mentioned that large banks are moving away from bonds as collateral, and using Letters of Credit instead. He said Prosperity may still be using bonds though. Teresa will check with Cindy at Prosperity.

**MOTION TO ADJOURN**

A motion to adjourn was made at 6:10 p.m. by Mike Jones. Morris Bradley seconded the motion with unanimous approval of the board. The next meeting will be on Monday, February 16, 2015 at 5:00 p.m.

  
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Jim Chatterton, Secretary