

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28
MINUTES OF THE BOARD OF COMMISSIONERS MEETING
March 16, 2015**

Members in Attendance:

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

Absent:

Dan Langford, President (Excused)

Others in Attendance:

Fred Windisch, Fire Chief
Teresa Griffin, Office Manager

CALL TO ORDER

Mike Jones called the March 16, 2015 ESD Board Meeting to order at 5:02 p.m.

MINUTES

Mike Jones asked if there were any changes or corrections to the minutes for the February 16, 2015 meeting. No changes were presented, and Jim Chatterton made a motion to approve with unanimous approval of the board.

PUBLIC COMMENTS

No public in attendance.

FINANCIALS

Morris Bradley reported on the 2015 Budget vs. Year to Date handouts. Our collections to date are already \$2,416,455.83, so we are just \$70K short of our budgeted amount. Everything looks good; we're just two months into the year.

Morris reported on the February 2015 Checking Account, with a beginning balance of \$1,982,005.85; we had 15 deposits totaling \$1,106,659.77 which includes interest deposit of \$2,567.38, with five checks written, for an ending balance of \$2,930,637.01.

The Money Market Account had a beginning balance of \$411,614.50, with an interest deposit of \$63.15 for an ending balance of \$411,677.65.

The Sales Tax Money Market Account had a beginning balance of \$375,718.64. We had an interest deposit of \$67.51, and also a deposit for the month of \$150,079.61 for an ending balance of \$525,865.76.

\$ 3,500.00 donation in lieu of taxes came in from Cypresswood Estates per FCW.

Morris was discussing the study done by Ron Welch and the noted increase which would bring our receipts up to \$6M in 2018. *18*
1 carry-over

FCW said that in 2018 we will be looking at getting 3 new engines; they would be \$1.5 million vs. a lease purchase per fire truck.

With the anticipated extra tax dollars Morris spoke about, how about making extra payments on the Station 62 loan? The next payment is in April and we will make the October payment at the same time to reduce interest.

Tony Spitzenberger joined the meeting and commented that one of the things the Command Staff has been doing under FCW is that we have been bare boning things/projects. There are things that could affect where our budget is knowing that we have money to deal with those items. We have been going under the premise that we would not see the numbers that are starting to come back up.

FCW further said we are looking at staffing and increasing full time staffing; and we would like to bring the full time firefighters salaries to where we are competitive in the workplace.

Tony commented that with regard to the Rescue Truck, we have been putting band-aids on it for now, but a new one could be \$750K.

Morris presented the bills to pay as follows:

| | | |
|----------------------------|-------------|-------------------------------------|
| BRW Architects | \$44,880.00 | Services through January 2015 |
| Harris County ESD 11 | 11,370.00 | New intersections E-View Systems |
| Harris Co. Appraisal Dist. | 5,087.00 | 2 nd Quarter Assessment |
| PVFA | 400,000.00 | Operating Funds Draw |

The ESD 11 payment is broken down between County and State.

We will pay the Commissioners' quarterly compensation this month. Dan Dronberger made a motion to approve, seconded by Morris Bradley with unanimous approval of the board.

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

FIRE CHIEF'S REPORT

FCW reported that we have bunker gear ordered. We have projected it for April, but it may be in May.

Traffic Signals Update

We just approved payment for this. Nothing to report at this time.

Other Current and Long Range Information Exchange

Christmas Party - This year's party will be held on Friday, December 11th at Shirley Acres.

Saturday, March 21st – This Saturday is John O'Gorman's Memorial Service here at Station 61. It will begin at 1 p.m.

BBQ Cook-Off – Will be held at Sam Houston Race Park on Friday evening, April 24th and Family Day is Saturday, April 25th. We have cash in and cash out and are waiting for all receipts and will reconcile at the end of the project.

R-61 Light Tower failed. We took it off and shipped back to the factory for a rebuild, will be approximately \$5500.

We are going to restart the SCBA fund for the April meeting.

We received the \$5K from Circle K and purchased a cloud based inventory software program which will include a truck check off system instead of a lot of papers. It is maintained on a server away from here. Part of the contribution will be (3) Tablet Computers.

2000 Fleetwood Trailer – The donated trailer is getting cleaned up and we think we will put the original FEMA trailer up for bid to employees and board members.

Staffing Study

The staffing study is verbal at the moment. What is coming out from the conversations is our volunteers need to staff more, February was worse than January. Fred thinks we are in the works to hire 6 more people. We would do a

formal proposal that would go to the PVFA first and cost approximately \$140K for 6 more people. We need to do more research. We will keep the board advised.

We had 125 total responses for February. We had 3 fires as you will see listed on the report – 2/5 Red Oak Apartments 2-alarm and a total loss; 2/6 Cypress Station, again 2-alarm and two civilian injuries, minor burns, and on 2/20 a house fire on West Tucumcari which was also a total loss.

Station 63 Title Transfer & Replatt

FCW reported that we are holding on that, they think we do not need to replatt. We will leave it on the agenda and see what happens.

Station 63 Construction

- **Construction Contract Update** - They met on Wednesday, Dan Dronberger reported. We started out with a Station 62 look alike, has a lot more engineering and design work, however, that design does not match the neighborhood. FCW showed a second and third set of drawings to the Board, the third option is what looked the best for the area. Tony reported that brick is cheaper than stone, the peaked roof, etc. is more expensive, it will be less geometrically friendly, but the brick and Hardee will blend together better.
- **Geotechnical Fee \$4K** – The architects figured \$8K for geotechnical. Tony feels it will be between \$4-8K.
- **Existing Bldg. Environmental Testing** – Tony said we have to make sure that it doesn't contain any asbestos.
- **Storage POD's** – We will get storage pods as we did when we were under construction at Station 61. One for storage off site and one for on site.
- **Temporary Housing** – Industrial Housing Solutions came out to \$23K for the time needed. The local one came out to \$8800.
- **New Shed**
 - **Engineering/Electrical/Structure** – The total cost of the project is a little less than \$47K, \$20 a sq. ft. Civil Engineering \$6700 and Architectural is \$4K.

We need an approval not to exceed \$60K, this needs to be done before we can start taking down the old one.

Dan Dronberger made a motion to approve the costs not to exceed \$60K for the shed and to move forward on the environmental testing. Morris Bradley seconded the motion with unanimous approval of the board.

No action on the detention this month.

ESD 11 Update

Nothing new to report, the next meeting is Thursday morning.

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

FCW reported that Spring had a special speaker on a competitor to Firehouse Software and their technical support is supposedly very good.

MOTION TO ADJOURN

A motion to adjourn was made at 5:37 p.m. by Dan Dronberger. Mike Jones seconded the motion with unanimous approval of the board.

The next meeting will be on Monday, April 20th, 2015 at 5:00 p.m.



Jim Chatterton, Secretary