

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28  
MINUTES OF THE BOARD OF COMMISSIONERS MEETING  
June 15, 2015**

Members in Attendance:

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

Mike Jones, V.P.  
Dan Dronberger, Asst. Treasurer

Others in Attendance:

Fred Windisch, Fire Chief  
Teresa Griffin, Office Manager

**CALL TO ORDER**

Dan Langford called the June 15, 2015 ESD Board Meeting to order at 5:00 p.m.

**MINUTES**

Dan Langford asked if there were any changes or corrections to the minutes from the May 15, 2015 meeting.

Morris noted a couple of changes under "Financials", the first sentence should read, "Morris Bradley handed out two reports, one showing the 2015 YTD Comparison through **April** 2015..." rather than "through March". The next sentence also says "Through **March**..." and should say "Through **April**, there are **three** charges deducted from that amount that total **\$56,680.**" rather than \$48,600. Teresa will make the noted changes. No other changes were mentioned. Dan Dronberger made a motion to accept the minutes with the noted changes. Mike Jones seconded the motion with unanimous approval of the board.

**PUBLIC COMMENTS**

No public was in attendance.

## FINANCIALS

Morris Bradley handed out the 2015 Budget vs. YTD Comparison through May 2015 report. It looks like tax receipts are going to come in just a little higher than we thought. Sales Tax looks like it will go up a little also to greater than budgeted.

No significant other items down to the Capital Outlay on Station 63. We have used the \$140K budgeted, however we still have the other \$100K above that. Only other note of significance is the interest on the bank checking account. Since Prosperity has dropped the interest rate down, that will be approximately \$2500 per month that we will not be earning for the rest of the year.

We don't know at this point what we are going to pay BRW for the rest of the year; FCW said we won't know yet.

Morris reported on the balances in our bank accounts; (1) Checking as of May, we had a beginning balance of \$2,294,369.73 with 6 deposits of \$165,262.23 and \$417,251.20 in checks/debits, for an ending balance of \$2,042,380.76. (2) Money Market Account as of May, we had a beginning balance of \$411,815.27 with an interest deposit of \$69.95 for an ending balance of \$411,885.22. (3) Sales Tax Money Market had a beginning balance of \$702,913.07, with deposits of \$144,602.22 (includes interest of \$136.02), for an ending balance of \$847,515.29.

We have 5 bills to be paid as follows:

BRW Architects	\$ 6,830.00	Services through 4/30/15
Harris County Appraisal District	5,059.00	3 <sup>rd</sup> Qtr. Assessment
**Prosperity Bank	400,000.00	Payment on principle on Sta. 62 note
Terracon Consultants	3,500.00	Site Work/Geotechnical Engineering Report
VFIS of Texas	1,184.00	Insurance Renewal (6 months Premium)

\*\* Discussed at last month's meeting, but deferred until this month.

Mike Jones made a motion to approve a \$400K principle payment to Prosperity Bank to pay down the Station 62 note. Morris Bradley seconded the motion with unanimous approval of the board.

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

Station 62 Payment & Payoff: FCW put together some notes for consideration and handed out copies of those notes. At year end is when we have the lowest cash point. (attached). FCW went over the various suggestions.

## **FIRE CHIEF'S REPORT**

Traffic Signals Update: FCW reported that they are installing 46 intersections now. We are installing at Carlsway and Greenbrook. Our total bill is \$11,370.00.

Staffing Study: FCW went over the Staffing Study with the Board and the various options presented. Fred has met with Spring FD and we are looking at putting together a joint staffing plan for Station 62 for approximately 16 months. The proposed staff will include (1) Ponderosa FF along with Spring FF's and Spring will also provide the apparatus. We are considering moving to 12 hour shifts vs. 10 hour shifts. Robert Logan asked for August or September start date.

We are staffed tonight for all 3 stations. We will play by ear tomorrow and tomorrow night. FCW is comfortable where we are for staffing tonight. Mike Jones asked if we have thought about getting another boat for rescue. FCW said not right at the moment, but he will keep it in mind.

We should look at the existing contract between ESD/PVFA to update.

Cook-Off Team Trailer was purchased and it is sitting at Station 63 for now. The reconciliation is also attached for the Cook-Off event. It was purchased using Non-ESD funds.

Recruit Class graduation will be on Tuesday, June 30<sup>th</sup> and as always, you are invited to attend. We have 15 graduating, one will be PFD and one will be a Junior PFD.

The Training Tower was hit by lightning, Rick Reeg has order parts to repair, cost approximately \$4100.

W-10 FD – FCW discussed with the Board – there has been an effort from the volunteers to maintain a dual department between Fire Department and ESD. He commented that the ESD cancelled the agreement between the Fire Department the ESD. Cloverleaf FD went through the same thing a year or two ago, and Channelview FD also.

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

FCW said to leave on the agenda for now.

## **Station 63 Construction**

### Financing Station 63 Construction

Howard Katz said we would probably need to make a decision on the type of loan at next month's Board Meeting.

### Geotechnical Fee \$4K

The report is completed; if anyone wants to read it, FCW has.

### Storage POD's & Temporary Housing

Keep on the agenda – nothing to report as of this date.

### New Shed

The County wanted a fire plan for the shed, including red curbs for a 'No Parking' fire lane, etc. We passed along to Guthrie Buildings and told them answer what they want and we will address later.

## **ESD 11 Update**

FCW attended last month's meeting. The one commissioner did show up.

## **To review and discuss appraisal values of the District and authorize counsel to prepare and publish Effective Tax Rate Notice**

Board discussed the values and Mike Jones made a motion to authorize Howard Katz to move forward to prepare and publish Effective Tax Rate Notice. Dan Dronberger seconded the motion with unanimous approval of the board.

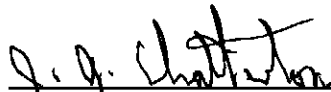
## **Report on the President's participation in the Emergency Response Leadership Coalition**

FCW reported that last month's meeting was held at CyFair and that he and Dan Langford attended. The subject that is coming up now is mutual aid agreements that say we have to charge if we are there more than 12 hours. We have to bill them for our services. If we do not bill them, then we cannot recoup for instance, hurricane related work hours.

FCW mentioned that on August 12<sup>th</sup>, we are hosting the Northwest Chiefs' Meeting and Buddy Yen is cooking!

## **MOTION TO ADJOURN**

A motion to adjourn was made at 6:14 p.m. by Dan Dronberger. Mike Jones seconded the motion with unanimous approval of the board. The next meeting will be on Monday, July 13, 2015 at 5:00 p.m.

  
\_\_\_\_\_  
Jim Chatterton, Secretary