

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28  
MINUTES OF THE BOARD OF COMMISSIONERS MEETING  
July 13, 2015**

**Members in Attendance:**

Dan Langford, President  
Dan Dronberger, Asst. Treasurer

Morris Bradley, Treasurer  
Jim Chatterton, Secretary

**Members Absent:**

Mike Jones, V.P. (Excused)

**Others in Attendance:**

Fred Windisch, Fire Chief  
Teresa Griffin, Office Manager

**CALL TO ORDER**

Dan Langford called the July 13, 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 June 15, 2015 meeting.

No changes were presented, Dan Dronberger made a motion to accept the minutes as written; Jim Chatterton 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 June 2015 report. There doesn't seem to be anything out of line on expenses, looks good down to the Capital Outlay which we have used \$140K so far and we are \$20K over budget, but we still have the \$100K above that so the overall budget is still ok.

On the Station 62 loan payment, we paid an extra \$400K on the principle.

On the interest income from Prosperity, we will only get another \$900 of interest as the bank has cut the interest rate.

This is revision #2 on the budget, the bolded numbers were changed, and Morris will redo the PVFA numbers and will drop the \$100K down from 62000/64000.

We will wait until next month to post to the website, etc. Leave on the agenda for next month.

Morris reported on the balances in our bank accounts:

- 1) Checking as of June 30, 2015, we had a beginning balance of \$2,042,380.76, with 6 deposits totaling \$94,947.76 and 11 checks/debits of \$514,437.34 for an ending balance of \$1,622,891.18.
- 2) Money Market Account, we had a beginning balance of \$411,885.22 with 1 interest deposit of \$67.71.
- 3) Sales Tax Money Market Account, we had a beginning balance of \$847,515.29 with 2 deposits totaling \$87,211.01, for an ending balance of \$934,726.31.

We have 4 bills to be paid as follows:

BRW Architects	\$ 34,782.00	Services through 5/31/15
Coveler & Katz	3,328.52	Services through June 2015
McCall, Gibson, et al	\$2,500.00	Balance on ESD 28 2014 Audit
PVFA	\$505,000.00	Operating Funds Draw

Jim Chatterton made a motion to pay the bills and approve the Financial Report. Dan Dronberger seconded the motion with unanimous approval of the board.

## FIRE CHIEF'S REPORT

FCW reported that we had 142 responses for the month of June with a total loss in district of \$456K. On the 10<sup>th</sup> we had a house fire in North Forest, appears to be a burglary with fire intentionally set.

On the 17<sup>th</sup>, we had a commercial strip center fire, 3 alarms at I45/1960 east side.

To discuss and act on increasing Contingency Account to \$150K - FCW reported on increasing the Contingency Fund, he spoke with Mike Jones since he was not able to attend tonight and Mike feels it is needed and should be \$200K. Dan Langford said we should increase now to \$150K and if needed, we could always increase again. Does anyone have a problem with changing the account to \$150K from \$100K? The Board agreed with the change.

SAFE-D Announcement February 18-20, 2016 – if you want to attend, let FCW know so that he can make the reservations. He could go ahead and order 5 rooms now and we could always cancel later if someone decides not to attend. Fred will get the rooms for now.

PVFA Budget - As far as the budget goes, we are tracking at 49.1% on payroll and everything is falling where it should be, so we are good for now.

### Staffing Study

FCW said we have not done anything further on this. Volunteer staffing has not improved. Fred handed out a Regional Fire Department Wage Study that was done by Spring FD and the PVFA agreed to raise the base rate of \$500 a year for all fulltime firefighters. We will probably do another year of reasonable increases. Fred will advise as things move forward.

### Traffic Signals Update

E-Views – 263 intersections will have been installed at the end of this week. This is not the final report.

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

FCW said to leave on the agenda.

### **Station 63 Construction**

#### Financing Station 63 Construction

Dan Dronberger said they are meeting this week. Howard is going for \$4.5 million for the loan. This is for the loan solicitation; he will go for both Sales Tax and regular Ad Valorem Tax to see both.

Architecture Contract Update

This is just payments to BRW.

Geotechnical Fee \$4K

FCW said we can remove from the agenda now.

New Shed

FCW reported that this is still with the County for permits. Fred sent an email to Guthrie Buildings and they forward on to the County, no response as of meeting time.

Select Construction Manager at Risk

The recommendation is to again select LDF Construction. Dan Dronberger made a motion to select them, seconded by Jim Chatterton with unanimous approval of the board.

**ESD11 Update**

FCW attended last month and it was a relatively quiet meeting. One of their board members came up with the idea to build an ambulance station at ESD 7's new station on 2920, but CCEMS does not want to do that. They would rather remodel their existing location. They had a special meeting which Fred did not attend but understands that fireworks flew! This Thursday is their regular meeting and FCW will attend.

The next two items on the agenda from Howard Katz require that we have the numbers from Harris County on 2015 which have not come in yet. They will remain on the agenda until they can be addressed.

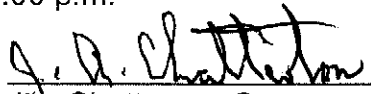
**Report on the President's participation in the Emergency Response Leadership Coalition**

FCW and Dan Langford attended a meeting at South Montgomery County. The new NFPA standard changes the telemetry requirements for personal alert safety systems.

The Northwest Chief's Meeting will be here on Wednesday August 12<sup>th</sup> the meeting will be here at 6:30 p.m. Buddy Yen will be doing prime rib, if you want, stop by and eat!

**MOTION TO ADJOURN**

A motion to adjourn was made at 5:50 p.m. by Jim Chatterton. Dan Dronberger seconded the motion with unanimous approval of the board. The next meeting will be on Monday, August 17, 2015 at 5:00 p.m.

  
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Jim Chatterton, Secretary