

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28
MINUTES OF THE BOARD OF COMMISSIONERS MEETING
February 15, 2016**

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
Tony Spitzenberger, Asst. Fire Chief
Teresa Griffin, Office Manager

CALL TO ORDER

Dan Langford called the February 15, 2016 ESD Board Meeting to order at 5:02 p.m.

**TO REVIEW MATTERS RELATING TO A PUBLIC ELECTION TO ELECT
THREE (3) COMMISSIONERS TO THE DISTRICT BOARD UNDER HEALTH &
SAFETY CODE, SECTION 775.0345**

We have not heard of any challenges for the positions, Mike Jones made a motion to forgo the election and Dan Dronberger seconded with unanimous board approval.

ESD 11 will be concurrent and this will be an early voting place.

MINUTES

Dan Langford asked if there were any additions or corrections to the minutes from the January 18th, 2016 Board Meeting. No changes were given, Dan Dronberger made a motion to approve as written, Morris Bradley seconded with unanimous board approval.

PUBLIC COMMENTS

No public was in attendance.

FINANCIAL REPORTS

Morris Bradley handed out the 2016 Budget, and then the second column is January 2016 Income and Expenses and the variations. If we hold to this budget, we will add \$117k to our bank balance at the end of the year. We have \$225k in the budget for Station 63; however, Morris has not budgeted for the interest. He will rework the number.

Station 62 Payment & Payoff

The payoff as of February 16th is \$706,925.91; principal of \$661,731.90 and interest of \$45,194.01.

Morris asked if there were any questions on the budget. No questions were presented.

Morris reported on the bank balances in our various accounts as of January 31, 2016.

Checking Account: We had a beginning balance of \$ 305,767.54 with deposits totaling \$ 2,044,158.65 (which includes \$577.16 interest); and checks totaling \$636,614.45, for an ending balance of \$1,713,311.74.

Money Market Account: We had a beginning balance of \$412,366.31 with an interest deposit of \$69.85 for an ending balance of \$412,436.16.

Sales Tax Money Market: Beginning balance of \$715,219.83 with deposits of \$78,042.32 (includes interest of \$50.57), debit of \$600,000.00 for payment on Station 62 loan. We had an ending balance of \$193,262.15 at 1/31/16.

We received a check for \$3500 from Cypresswood Estates in lieu of taxes, it will be deposited tomorrow.

Station 62 Payment & Payoff

We voted last month to go ahead and pay off Station 62 loan. The payoff amount is \$ 706,925.91.

Other bills to be paid:

BRW Architects	\$8,976.00	Services through December 31, 2015
Klein VFD	1,911.00	Cost Sharing/Traffic Light Preemption
Sales Tax Consulting	1,500.00	Quarterly Retainer
Houston Chronicle	97.04	Ad-Admin. Office of ESD 28 (Katz)
PVFA	249.18	Reimburse for PVFA paying interest on Station 63 loan.

Mike Jones made a motion to approve the interest payment for the year, this is a recurring expense that is based on timing of the invoice and meeting schedules. The amount will be approved every month after payment. Jim Chatterton seconded the motion with unanimous board approval.

LDF Construction – An invoice for \$73,576.55, this will be to Trustmark for payment. Jim Chatterton motioned to approve, Mike Jones seconded with unanimous board approval.

FIRE CHIEF'S REPORT

Traffic Signals Update

The one check we approved to Klein VFD is for their annual fee to manage the administrative part of the project.

FCW passed out two reports, one is about the history of civilian injuries and deaths; we do not have data between 2012-2014. The Fire Marshal is following up to see if there are any injuries during that time period. At some point, Fred said we will be able to fill in the blanks.

The second report shows what we pay for our employees insurance each month. PVFA pays \$293.39 a month for a single employee and if they have children or spouse, there is a significant increase. The one firefighter who is leaving us on the 18th has family coverage so our insurance bill will go down. We pay up to \$ 793.39 for that insurance coverage for family. FCW maintains this worksheet for budget purposes.

We are \$53K under budget for 2015.

There will be a draw next month.

We had 184 responses for January, 59 of those will be our runs with Spring VFD out of Station 62.

We had a total of 1887 responses for 2015.

SAFE-D CONFERENCE – FEBRUARY 18-20

FCW reported he has made the reservations and hotel accommodations. Jim Chatterton will not be going and Fred has cancelled his room and reservation. He has made a dinner reservation for Friday night at Stern's. Attendees can submit their expenses for reimbursement to the Board.

STATION 63 CONSTRUCTION

Tony reported that we are underway with Phase 1 construction and passed around some photos, drawings.

Once the parking lot is completed, they will move on to the median.

CenterPoint is 8-10 weeks out, so we are hoping that they can push our project ahead to get it in. The generator won't be able to handle all the usage that we need. If we get power, we are about 1 month away from tearing down Station 3.

The new shed is wired, but they won't set the panel until they pull the service in, waiting on CenterPoint.

Tony met with the fencing contractor. He thinks we can re-use the chain link; we should have a number soon. We are finding cost savings here and there as we move through this.

The concrete pour is scheduled for Wednesday morning and then we will be waiting for CenterPoint after that.

FCW asked if there were any questions for Tony. Dan Dronberger asked where the fuel tanks are going to go. Tony said they will be staying where they presently are.

ESD 11 UPDATE

FCW said nothing new that he is aware of. He will not be making their next meeting as he will be going to Galveston.

To discuss and take action on the ratification of a continuing Contract with a private law firm for the collection of delinquent District ad valorem property taxes, and providing for the payment of up to 20% of the delinquent taxes, penalties, and interest which are collected by the attorney under said Contract.

To discuss and take action on the imposition of additional penalty on delinquent taxes for 2015 pursuant to Section 33.07 of the Property Tax Code and adoption of a Resolution regarding same.

To discuss and take action on the imposition of additional penalty on delinquent taxes for 2015 to defray costs of collection by the District's delinquent tax attorney, pursuant to Section 33.08 of the Property Tax Code and adoption of a Resolution regarding same.

To discuss and take action on the imposition of early additional penalty for collection costs for taxes imposed on personal property on delinquent taxes pursuant to Section 33.11 of the Property Tax Code and adoption of a Resolution regarding same.

Mike Jones made a motion to vote 'yes' on all of the Delinquent Tax Attorney Documents. Morris Bradley seconded the motion with unanimous approval of the board.

Review and take action on Harris County Office of Homeland Security and Emergency Management Plan and Mutual Aid Agreement.

Mutual Aid Agreement was signed and agreed upon previously. The above document has not been provided to the ESD 28 at this time.

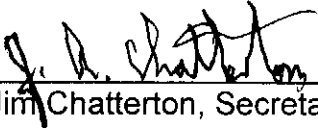
District 2016 Investment Policy

The investment policy was approved, there were no changes, and signed by all Board Members.

MOTION TO ADJOURN

A motion to adjourn was made at 5:49 p.m. by Mike Jones and seconded by Dan Dronberger.

The next meeting will be held on Monday, March 21st at 5:00 p.m.



Jim Chatterton, Secretary