

**HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28
MINUTES OF THE BOARD OF COMMISSIONERS MEETING
April 18, 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
Dr. Ron Welch, Municipal Information Services

Absent:

Teresa Griffin, Office Manager (Excused)

CALL TO ORDER

Dan Langford called to order the April 18, 2016 ESD Board meeting at 5:00 p.m.

MINUTES

Dan Langford asked if there were any additional or corrections to the minutes from the March 21, 2016 Board Meeting. Morris Bradley had a couple of minor changes under the Financial Report, the first sentence says, "Morris handed out the 2015 Comparison of Year-To-Date ..."; should say "2016 Comparison".

Dan Dronberger noted a change for the third paragraph under the Financial Report, last sentence, "...at worst case scenario we should be well with the \$225 budget." Should read, "at worst case scenario we should be well within the \$225,000 budget."

Also under the Financial Report, fifth paragraph, under "Checking Account" should read, (which includes *interest* \$835.63).

Dan Dronberger made a motion to accept the minutes with noted changes. Morris Bradley seconded with unanimous approval of the board.

PUBLIC COMMENTS

No public was in attendance.

FINANCIAL REPORT

Morris handed out the 2016 Budget vs. YTD Comparison through March, 2016 report. Last month Morris mentioned that was a bigger difference in receipts than he expected and that he may lower the tax projection some. February has been quite a bit higher so that may straighten out and come in higher, so that may be ok.

There were some adjustments also on previous years income, showing negative adjustments and that should be ok too, no issues.

Everything is pretty much in line; he put Station 63 loan interest on Capital Outlay, \$417.97 to keep track of all that is going against the \$225K budgeted. We have \$182K left there.

Budget is looking pretty good, any questions? None were presented.

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

Checking Account: We had a beginning balance of \$1,919,692.12 with deposits totaling \$ 168,232.96 (which includes interest of \$809.42); and checks totaling \$387,999.84 for an ending balance of \$1,699,925.24.

Money Market Account: We had a beginning balance of \$412,501.52 with an interest deposit of \$69.88 for an ending balance of \$412,571.40.

Sales Tax Money Market: Beginning balance of \$ 353,618.27 with deposits of \$78,601.17 (which includes interest deposit of \$67.20), for an ending balance of \$ 432,219.44.

We have the following bills to be paid:

BRW Architects	\$ 8,976.00	Services thru March 31, 2016
Conroe McCaffety Electric Co.	5,958.00	Electrical connection for Shed at 63.
MTEC Companies	1,216.00	Station 63 Lab Testing not covered by contract.
Municipal Information Services	2,875.00	Update of Comprehensive Review
PVFA	1,649.50	Reimburse SAFE-D Conf. Expenses
BRW Architects	8,976.00	Services thru February 29, 2016

We also paid \$969.99 interest to Trustmark Bank on the station 63 loan.

Mike Jones made a motion to approve the Treasurer's Report and checks as written with unanimous approval of the board.

Traffic Signals Update & Request

FCW reported on the attachment regarding this subject in the minutes. TxDot is replacing all of the signal controllers between Willowbrook and I45. The EViews replacement cost is \$208K (which equates to \$40K for us). There is nothing we can do about it, as it is their decision. The request is for ESD to approve the details as outlined in this document. It will supposedly improve the service. Klein VFD and Champions have met and approved.

The request is for ESD 28 to fund ten intersections from Sugar Pine and I45 in the amount of \$65K and reimburse Klein/ESD about \$6K in the near future for the three shared intersections. Approximately 50% of that would be invoiced to ESD11 this summer. ESD28's current 2016 traffic signal budget is \$12K, therefore, requiring ESD28 to vote to increase this budget line to \$43K with the understanding there will be a time period the line item will be over budget until invoices are paid. FCW asked Morris Bradley if he was ok with changing this, as far as the budget goes. Dan Dronberger and Mike Jones approved adjusting the budget to accommodate this. Morris is ok with it and will adjust the budget accordingly.

(Ron Welch joined the meeting.)

Update to Comprehensive Review 2016

Dr. Ron Welch presented the Review to the board, and referred to the short Executive Summary on the first several pages of the report. He went over the information with the board, addressing questions as they were presented.

The property tax decline from 2008 has finally recovered.

FCW asked Dr. Welch if he was able to put the map of MUD boundaries in a .pdf file for him for fire department use. Dr. Welch said yes, he would do that and send to Fred.

Dan Langford made a motion to accept the updated Comprehensive Review with board approval.

FIRE CHIEF'S REPORT

FCW reported that on April 30th, our Crawfish Party will be here at Station 61.

The audits have started on ESD 28 and PVFA.

As far as this year's BBQ competition, we will draw from the Non-ESD account and replenish it. The PVFA has agreed to handle this way. We will get the donations in, offset the costs, and then do the reconciliation report. Pre-fund and pay it back.

We did donate the old compressor at Station 63, the last page of your Board packet is a letter of thanks from Richards Volunteer Fire Department. We also set him up with the people that have serviced it.

We already talked about the traffic signals, so that's it for the Chief's Report.

STATION 63 CONSTRUCTION

Tony Spitzenberger reported that Station 63 has been torn down and we are in the process of removing the rest of the concrete. Centerpoint was going to be out this week, but with the weather, they are probably going to be delayed and be busy fixing things at this point. It's underway, we have transferred everything over to our generator and for lack of a better term, we have mandated only the circuits that are hot, so that it can keep up. The storm has slowed progress down some.

The earth company is waiting impatiently to move on, may be a week or two before they can proceed. The fence company is waiting also to come out to set the gate.

Dan Dronberger attended the architect meeting. We had the discussion about the concrete parking area. We are going to move forward and give them the go-ahead to proceed while we are pouring the slab that will reduce overall costs.

We have another draw to make from Trustmark Bank to LDF Construction for \$142,324.98. Dan Dronberger made the motion to approve the draw, Mike Jones seconded and the board unanimously agreed. Teresa will take care of tomorrow.

ESD 11 UPDATE

FCW reported that we hosted a candidate forum here a week ago Thursday and it went ok. Dan Langford was there and Steve Sheridan from PVFA was there. Dan Langford said he was impressed with 3 candidates that showed up.

REVIEW AND TAKE ACTION ON HARRIS COUNTY OFFICE OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT PLAN AND MUTUAL AID AGREEMENT

No agreement yet.

**TO REVIEW, DISCUSS AND TAKE ACTION ON GRANTING EXEMPTIONS FOR
2016**

FCW commented that the past year we approved:

Homestead: 0
Over 65 \$30K
Disability \$75K

Mike Jones motioned to keep the same for this year. Dan Dronberger seconded with unanimous approval of the board.

**REPORT ON THE PRESIDENT'S PARTICIPATION IN THE EMERGENCY
RESPONSE LEADERSHIP COALITION**

Dan Langford and FCW attended, said this was another good meeting.

FCW asked to go into Executive Session to discuss personnel at 5:42 p.m.

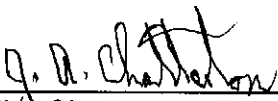
[Executive Session]

Back into regular Board Meeting at 5:44 p.m. No decisions made, just discussion.

MOTION TO ADJOURN

A motion to adjourn was made at 5:45 p.m. by Mike Jones and seconded by Dan Dronberger.

The next meeting will be held on Monday, May 16, 2016 at 5:00 p.m.



Jim Chatterton, Secretary

**ORDER OF THE BOARD OF EMERGENCY SERVICES COMMISSIONERS
OF HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 28
GRANTING EXEMPTIONS FOR 2016**

IN OPEN MEETING on 4/18, 2016, of the Board of Emergency Services Commissioners of **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 28**, with the following Commissioners present:

Mike Jones Dan Langford James Chatterton
 Dan Dronberger Morris Bradley

The following MOTION was considered, and after discussion was adopted and approved by a vote of X in favor and against:

WHEREAS, pursuant to Chapter 775 of the Health and Safety Code and pursuant to the Texas Tax Code, the **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 28** is authorized to grant exemptions relative to the District's property tax levy; and

WHEREAS, the District intends to collect taxes for the 2016 property tax year,

NOW, THEREFORE BE IT RESOLVED and ORDERED that the following exemptions are granted for 2016:

Homestead	<u>0</u>
Over 65	<u>\$ 30,000</u>
Disability	<u>\$ 75,000</u>

SIGNED THIS 18 DAY OF April, 2016.

**HARRIS COUNTY EMERGENCY
SERVICES DISTRICT NO. 28**

By: Dan Langford
Printed Name: DAN LANGFORD
Title: PROSIDENT

ATTESTED TO:

By: James D. Chatterton
Printed Name: JAMES CHATTERTON
Title: SECRETARY