

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28 MINUTES OF THE BOARD OF COMMISSIONERS MEETING

March 19, 2018

Members in Attendance:

Dan Dronberger, Treasurer Ken Koenig, Asst. Treasurer
Shirley Jauma, Secretary

Others in Attendance:

Fred Windisch, Fire Chief
Dana Schmanski, Office Manager

Members Excused:

Dan Langford, President
Mike Jones, Vice President

CALL TO ORDER

Ken Koenig called to order the March 19, 2018, ESD Board meeting starting at 5:00 p.m.

MINUTES

Ken Koenig asked if there were any additions or corrections to the minutes from the February 19, 2018 Board Meeting.

Add "have" in first sentence under Financial Report.

Change "accountant" to "attorney" and add "Sales Tax Assurance" under Bills to Pay.

Add "Harris County" as owner of hardware under Fire Chief Report.

Remove "with" in third sentence second paragraph, and remove "y" from "They" in sixth sentence second paragraph, under Traffic Signal Update.

Dan Dronberger made a motion to approve minutes with the above changes. Shirley Jauma seconded with unanimous approval of the board.

PUBLIC COMMENTS

No public in attendance.

FINANCIAL REPORT

Dan Dronberger - handed out budget report. Just a few comments, our February expenditures are small and we have already reached our tax receipts target. On the far right side a column titled "Extrapolations" was added. As you can see the "Penalty and Interest Expense" if continued at the same rate, will be \$18,417.54 versus \$20,000.00 budgeted. Our "Sales Tax Revenue" if continued at the same rate, would be approximately \$1,649,724.72 versus \$1,300,000.00 budgeted. The only item on the budget report that is unbudgeted is the Balloon Payment to PNC for the 2010 Velocity Engine's.

We have the PVFA March draw of \$465,000.00.

Dan Dronberger reported on the bank balances in our various accounts as of February 28, 2018.

Checking Account: We had a beginning balance of \$1,389,478.02, with deposits totaling \$1,301,614.80 (which includes an interest deposit of \$721.88); and checks and debits totaling \$545,119.82, for an ending balance of \$2,145,973.00.

Money Market Account: We started with a beginning balance of \$414,632.15, with an interest deposit of \$127.23, for an ending balance of \$414,759.38.

Sales Tax Money Market Account: Beginning balance of \$1,748,471.85 with deposits totaling \$164,389.79, (which includes an interest deposit of \$565.24), for an ending balance of \$1,912,861.64.

We have (2) bills to pay this month as follows:

Harris County Appraisal District	\$5,895.00	Quarter 2 Assessment
PVFA	\$465,000.00	March Draw

ESD Commissioner Compensation – March 2018, commissioner's submitted compensation forms.

PVFA Draw – March 2018 - \$465,000.00

FCW – we had to dip into the contingency fund last month, the draw is \$465,000.00 for the next two months, we will replenish contingency fund and transfer all interest received back into checking account.

ESD#28 2018 BUDGET

Nothing to report

Shirley Jauma made a motion to approve the financials, commissioner compensation, and checks written. Dan Dronberger seconded the motion with unanimous approval of the board.

FIRE CHIEF REPORT

Fire Responses – 131 Responses

We had one apartment fire located at 505 Cypress Station Drive

Hiring process we are down to 11 applicants, we will schedule written and agility tests next week. Scott Windisch will handle the interviews. We started with 30 applicants and now down to 11, due to incomplete applications and requested information.

BBQ cook-off is coming up, we have received \$3,500.00 in donations to date. We use Non-ESD funds for the cook-off. We deposit donations into Non-ESD account. When expenses are paid we transfer funds into checking to cover the costs. FCW will prepare a spreadsheet with all donations and expenses for your review once complete.

Traffic Signals Update

We have a meeting tomorrow. We may be choosing one of the three companies at the meeting. If the company changes from what we have, we may opt out and stay with the company we have now. All of 1960 we have 18 or 19 intersections; Richey & 45, Richey & Imperial Valley and we only have about 4 county intersections at Kuyendahl. At this point, it would be silly to change products. We know more tomorrow E-views is in the hunt but we do not know without test results. The way I think it will go with another product, is a leasing arrangement. They maintain it all. If it is only 4 or 5 intersections it may not be a problem. We will know more tomorrow.

Other Current and Long Range information exchange

Hurricane Harvey

Everything submitted to FEMA, we are waiting to hear from them. Our regular guy has returned home to Florida, he has been here since October 2017.

New Diesel Pickup

Nothing new to report

Hiring a Vet

Nothing to report

Safe-D Attendance

Ken Koenig – at Safe-D conference during one of the sessions a discussion held about the vulnerability of using checks for payment. Once you receive a check, you have their routing number and account number. Someone could actually use that information to pay their bills. Positive Pay is a program with your bank. Once checks printed, the bank receives a list of the checks issued, if a check attempts to clear and is not listed, it will not be paid. DMS will contact bank for more information. Review at next meeting.

Shirley Jauma – one of the things besides the basics, was promoting of the ESD's and Fire Departments, with what they do in the community. The premise was the police departments do a great job promoting what they do, but the fire service is in the background. Everyone has expectations about the fire service, but the confirmation of what is being done for them is so important. An example given was doing a safety day and open to the community.

2018 Fire Engines

Finished and engines are in service.

ISO Benchmark Study

FCW - This Company is an arm of the IAFC, when at Safe-D we talked to them about Benchmark and our ISO Rating. We are due for our ISO rate evaluation. If we could get someone to come in and do the preliminaries, we will know where we are when we get to the studies. This is a peer review as well, with up to 25 departments similar to ours participating. Total cost \$11,155.00. We have seen a sample report and it will show strengths and weakness. As you know, the .10 tax rate was never intended to fund a full time fire department. This could set our

direction for the next decade. We believe based on feedback from PVFA meeting, we will decide at the next meeting.

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

No Attendance

Executive Session – Start time 5:37 pm

Executive Session –End time 5:41 pm

Review and Take Action to Cancel Election

Discussion held by the board to cancel election. No one opposed.

Dan Dronberger made a motion to cancel the election. Shirley Jauma seconded the motion with unanimous approval of the board.

Adjourn

Dan Dronberger made a motion to adjourn at 5:44 pm. Shirley Jauma seconded the motion with unanimous approval of the board.

Shirley Jauma, Secretary