

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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

November 19, 2018

Members in Attendance:

Dan Langford, President	Dan Dronberger, Treasurer
Mike Jones, Vice President	Shirley Jauma, Secretary

Others in Attendance:

Fred Windisch, Fire Chief
Dana Schmanski, Office Manager

Excused Members:

Ken Koenig, Asst. Treasurer

CALL TO ORDER

Dan Langford called to order the November 19, 2018, ESD Board meeting starting at 5:00 p.m.

MINUTES

Dan Langford asked if there were any additions or corrections to the minutes from the October 15, 2018 Board Meeting.

Dan Dronberger made a motion to approve minutes as written. Mike Jones seconded with unanimous approval of the board.

PUBLIC COMMENTS

No public in attendance.

FINANCIAL REPORT

Dan Dronberger passed out the monthly reports. Typical end of the year activity, very quiet. The extrapolations shown on the far right column. Sales tax revenue is close to estimation. We are above on Ad Valorem receipts.

Dan Dronberger reported on the bank balances in our various accounts as of October 31, 2018.

Checking Account: We had a beginning balance of \$25,956.11, with deposits totaling \$886,119.65 (which includes an interest deposit of \$227.33); and checks and debits totaling \$172,055.53, for an ending balance of \$740,020.23.

Money Market Account: We started with a beginning balance of \$350,263.92, with an interest deposit of \$267.74, for an ending balance of \$350,531.66.

Sales Tax Money Market Account: Beginning balance of \$2,771,086.87 with deposits totaling \$166,318.71 (which includes an interest deposit of \$1,812.91), and checks and debits totaling \$712,275.80, for an ending balance of \$2,225,129.78.

We have (5) bills to pay this month as follows:

Texas Mutual Insurance	\$316.00	Worker Comp Insurance
Coveler & Peeler P.C.	\$1,578.27	Legal Fees – October 2018
Harris County Appraisal District	\$5,991.00	Quarterly Assessment Qtr 1
Safe – D	\$1,100.00	Membership Renewal
Sales Tax Assurance	\$31,656.00	4010 Retainer Fees/4020 Commissions

ESD Commissioner Compensation – December 2018

PVFA Draw – December 2018

Review and amendment of the District's 2018 Budget

Year to date comparison, second column budget adopted. Extrapolation is off on Sales Tax Revenue. Sales Tax Assurance is going up. We are only off \$19,000.00 in our Sales Tax Revenue, not worth amending the budget for a few thousands dollars.

Review and amendment of the District's 2019 Budget

Nothing to Report

Review and amendment of PVFA's 2019 Budget

Nothing to Report

Mike Jones made a motion to approve the financials, checks written for September 2018. Shirley Jauma seconded the motion with unanimous approval of the board.

FIRE CHIEF REPORT

Fire Responses – 168 Responses in October

Averaging 182 per Month

Major Response:

10/14 Minor firefighter injury when an apartment gate 311 North Vista (that wouldn't open) at a reported structure fire "fell" on the firefighter's leg; bruise only – did receive medical evaluation.

10/29 Small apartment fire, 311 Highland Cross; Electrical that caused damage with extended overhaul.

To receive an update regarding the traffic preemption program with GTT

Nothing to Report

Review, discuss and take any necessary action regarding the Training Facility Upgrade.

Nothing to Report

To receive an update regarding current and long range information planning.

FCW – Dorms are in progress now. We hope they finish before next meeting.

Health Insurance Renewal – DMS we received a 61.63% increase from our current health insurance premiums. We went out for bid with three brokers. We have decided to go back to Blue Cross Blue Shield with 5 choices for them to choose from for their coverage. Their rates are reasonable and the full time firefighters are pleased with the new plans.

December 11, 2018 – Joint Meeting with ESD#28 and PVFA for budget review.

To receive an update regarding the ISO evaluation of the department.

Received preliminary information of an improvement of the ISO Rating.

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

No Attendance

Review, discuss and take action to confirm the date for any future meetings including the next regular District meeting scheduled for December 17, 2018.

Regular meeting on December 17th, Joint meeting on December 11, 2018.

Discuss any new items which need to be on the agenda for the subsequent District meetings including the regular District meeting.

Nothing to Report

To meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas and Tax Code §323.3022 to discuss sales tax matters.

Nothing to Report

To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.


Nothing to report

To take any necessary action as a result of Closed Session.

Nothing to Report

Adjourn

Mike Jones made a motion to adjourn at 5:24 pm. Shirley Jauma seconded the motion with unanimous approval of the board.


Shirley Jauma, Secretary

Next Meeting December 17, 2018

Emergency Services District #28
Profit & Loss YTD Comparison
November 2018

12/10/18

Accrual Basis

	Nov 18	Jan - Nov 18
Ordinary Income/Expense		
Income		
40000 · Receipts		
40300 · Penalty and Interest	556.51	21,628.53
40600 · TAX RECEIPTS PREV YRS	262.83	2,481.98
41102 · TAX RECEIPTS 2014	107.28	2,105.34
41103 · TAX RECEIPTS 2015	106.75	3,094.74
41104 · TAX RECEIPTS 2016	-8,034.97	975.53
41105 · TAX RECEIPTS 2017	-18,131.02	3,115,164.74
41106 · TAX RECEIPTS 2018	93,357.99	93,357.99
Total 40000 · Receipts	68,225.37	3,238,808.85
41300 · SALES TAX REVENUE	152,819.66	1,191,720.54
53800 · Miscellaneous Revenue	0.00	3,500.00
Total Income	221,045.03	4,434,029.39
Gross Profit	221,045.03	4,434,029.39
Expense		
60000 · Expenses		
60200 · Harris County Appraisal Distric	5,991.00	23,485.00
60250 · Tax Collector's Fees	35.00	35.00
60300 · Legal Fees		
60350 · Delinquent Tax Atty Fee	382.89	11,241.05
60351 · ELECTION EXPENSE	0.00	0.00
60352 · Legal Notices	0.00	1,566.90
60353 · Legal Fees - General	1,578.27	12,085.61
Total 60300 · Legal Fees	1,961.16	24,893.56
60400 · Audit Fees	0.00	12,200.00
60500 · Miscellaneous	0.00	2,952.88
60600 · Ponderosa Vol. Fire Assoc.	0.00	2,375,000.00
60601 · PVFA 2010 Pierce Balloon Pymt	0.00	363,563.33
60700 · Insurance	316.00	2,199.50
61100 · SAFE-D Annual Dues		
61111 · SAFE-D Conference	0.00	3,269.02
61100 · SAFE-D Annual Dues - Other	1,100.00	1,100.00
Total 61100 · SAFE-D Annual Dues	1,100.00	4,369.02
61600 · WEBSITE	0.00	1,020.00
Total 60000 · Expenses	9,403.16	2,809,718.29
61500 · Sales Tax Consulting Service	31,656.00	51,251.00
65000 · CAPITAL OUTLAY-NEW STA. 3		
65013 · COVERED PARKING	0.00	0.00
Total 65000 · CAPITAL OUTLAY-NEW STA. 3	0.00	0.00
66000 · Payroll Expenses		
66001 · Mtg. Per Diem	0.00	1,750.00
66002 · FICA (S.S. Medicare) Expense	0.00	-2.71
66003 · TWC Unemployment Expense	0.00	13.75
66004 · FUTA - Unemployment Expense	0.00	4.97
66000 · Payroll Expenses - Other	0.00	173.95
Total 66000 · Payroll Expenses	0.00	1,939.96
70000 · Debt Service Payments		
70001 · Principle Payments	0.00	262,800.46
70002 · Interest Payments	0.00	110,912.01
Total 70000 · Debt Service Payments	0.00	373,712.47
Total Expense	41,059.16	3,236,621.72

Emergency Services District #28
Profit & Loss YTD Comparison
November 2018

	<u>Nov 18</u>	<u>Jan - Nov 18</u>
Net Ordinary Income	179,985.87	1,197,407.67
Other Income/Expense		
Other Income		
80000 · Other Income		
80100 · Interest Inc Bank Ck Acct.	313.68	5,026.88
80101 · Interest Inc MM Acct.	1,973.11	15,797.27
Total 80000 · Other Income	<u>2,286.79</u>	<u>20,824.15</u>
Total Other Income	<u>2,286.79</u>	<u>20,824.15</u>
Net Other Income	<u>2,286.79</u>	<u>20,824.15</u>
Net Income	<u><u>182,272.66</u></u>	<u><u>1,218,231.82</u></u>

Emergency Services District #28
Balance Sheet
As of November 30, 2018

	<u>Nov 30, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
10002 · Prosperity Bank Checking	767,500.12
10003 · Prosperity Money Market	350,790.96
10005 · Prosperity-Sales Tax Money Mkt	2,379,663.25
Total Checking/Savings	<u>3,497,954.33</u>
Total Current Assets	<u>3,497,954.33</u>
TOTAL ASSETS	<u><u>3,497,954.33</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
24000 · Payroll Liabilities	
240-04 · State Unemployment (SUI)	-14.71
240-05 · Federal Unemployment FUTA	-24.52
24000 · Payroll Liabilities - Other	3.11
Total 24000 · Payroll Liabilities	<u>-36.12</u>
Total Other Current Liabilities	<u>-36.12</u>
Total Current Liabilities	<u>-36.12</u>
Total Liabilities	<u>-36.12</u>
Equity	
39000 · Fund Balance	2,279,758.63
Net Income	1,218,231.82
Total Equity	<u>3,497,990.45</u>
TOTAL LIABILITIES & EQUITY	<u><u>3,497,954.33</u></u>

November 2018 Board Report
See Amex and Capital One credit card reports

Item	Current Month Information	Explanation
Fuel	Shell unleaded & diesel \$2.578/gal; Sun Coast diesel \$3.122;	
Equipment Expense	15 Hoods \$2,000; Sta 62 replacement TV \$699; job shirts \$625	Bunker gear ordered; 10 apparatus modems ordered for AT&T First Net install \$10,000
Radio Maint		
Equipment Maint		Pm's coming up for new engines December; R61 rear springs and other \$6k December
Training	Rescue class at Station 63 \$1,100; see Amex report for Symposium costs	
Training Facility/Recruit		Recruit class in progress; graduation Dec 18; new car fire prop installed week of Nov 28
Station 61 Maint		Dormitory bedroom mod almost complete; other bedrooms to have doors installed
Station 62 Maint	Lights and Ballasts \$645	
Station 63 Maint		
Utilities		We are still receiving a good price; renewed contract for six months
Operations	\$6,000 paid for consulting project; owe about \$4,000 to be paid soon; Boy Scout troop annual park pass \$106	
Office Operations		
PVIP		December – staffing, responses, training, duty officer
Payroll		
Public Education		
PVFA Expenses	Tax and 990 filing \$2,000	
Insurance	Started new insurance program effective Dec 1	Workers Comp annual payment due in December \$64,000
Other Assets		
Other Revenue		
1972 Engine non-ESD funds transferred to Checking account		Currently at Siddons-Martin for various pump/gauges items, parts only to purchase – used in mechanic training

November 2018 Major Responses

Total MA received – 8 **Total MA given –25 Total Responses – 172**
 Total loss in district – \$31,000 Total save in district – \$1,049,000

Date	Type	Given/Rec'd	Department	ET Hrs
11/5	Commercial R61 cascade	G	Eastex	2.25
11/5	House	G	Spring	1.3
11/6	MVI	G	Spring	2.5
11/14	Apartment	R	Aldine, Little York, Spring	minimal
11/16	House	G	Aldine	0.8
11/19	MVI	G	Little York	1.1

Note: Mutual aid received elapsed time is an average since some units are returned to service earlier than others.

11/14 Small apartment fire due to AC/heater malfunction on Imperial Valley

Odd months will see significant increases in auto aid as E62 runs as E75; January 57; March 62; May 56, July 65, September 45. The Comcenter is not charging us for those dispatches even though listed as auto aid. Spring moved out in October.

The responses are as follows

Avg/Month	Annual	EMS Assists	Avg/month
2008 – 127	1519	355	30
2009 – 117	1409	374	31
2010 – 116	1396	388	32
2011 – 125	1498	469	39
2012 – 138	1656	620	52
2013 – 130	1564	597	50
2014 - 138	1657	610	51
2015 – 157	1887	764	64
2016 – 186	2227	939	78
	2016 less 347 Spring/75 total responses –	1880	
2017 – 178	2139	950	79
	2017 less 240 Spring/75 total responses -	1899	
2018 – 181			84

Ponderosa Fire Department

Ponderosa Mutual Aid Responses by Incident

Alarm Date Between {11/01/2018} And {11/30/2018}

Inc. #	Date	Location	Incident Type	Other Dept	Type M/A	Time
.8-0075643	11/03/2018	23054 BANQUO DR	Dispatched & cancelled	Spring	Automatic aid given	00:03:46
.8-0075976	11/04/2018	14203 DARRAH DR	Cooking fire, confined	Little York	Automatic aid given	00:08:27
.8-0075995	11/05/2018	21603 FOX TRAIL	Building fire	Eastex	Mutual aid given	02:16:20
.8-0076170	11/05/2018	19106 APPLECREST WAY	Building fire	Spring	Automatic aid given	01:18:49
.8-0076284	11/06/2018	18710 DESERT MARIGOLD	Dispatched & cancelled	Aldine	Automatic aid given	00:03:24
.8-0076427	11/06/2018	NORTH FREEWAY & W FM	Motor vehicle accident	Spring	Automatic aid received	00:36:04
.8-0076437	11/06/2018	19265 NORTH FREEWAY	Motor Vehicle Accident	Spring	Automatic aid given	02:27:03
.8-0076894	11/08/2018	16314 N TRAIL DR	Cooking fire, confined	Aldine	Automatic aid received	00:06:00
.8-0076894	11/08/2018	16314 N TRAIL DR	Cooking fire, confined	Little York	Automatic aid received	00:04:00
.8-0076894	11/08/2018	16314 N TRAIL DR	Cooking fire, confined	Spring	Automatic aid received	00:04:29
.8-0077303	11/10/2018	20430 IMPERIAL VALLEY	Dispatched & cancelled	Aldine	Automatic aid given	00:04:12
.8-0077643	11/11/2018	LOUETTA RD & SORREL	Motor vehicle accident	Spring	Automatic aid received	00:03:04
.8-0078031	11/13/2018	2700 TREASCHWIG RD	Dispatched & cancelled	Spring	Automatic aid given	00:04:37
.8-0078072	11/13/2018	1347 SPRING CITY CT	Passenger vehicle fire	Little York	Automatic aid given	00:14:32
.8-0078232	11/13/2018	5526 RIVERTREE	Passenger vehicle fire	Klein Volunteer	Automatic aid given	00:39:33
.8-0078284	11/14/2018	22715 IMPERIAL VALLEY	Building fire	Aldine	Automatic aid received	00:11:46
.8-0078284	11/14/2018	22715 IMPERIAL VALLEY	Building fire	Little York	Automatic aid received	00:11:23
.8-0078284	11/14/2018	22715 IMPERIAL VALLEY	Building fire	Spring	Automatic aid received	00:10:57
.8-0078493	11/14/2018	21021 ALDINE WESTFIELD	Dispatched & cancelled	Aldine	Automatic aid given	00:05:55
.8-0078966	11/16/2018	1318 WOODYARD DR	Building fire	Aldine	Automatic aid given	00:48:07
.8-0079032	11/16/2018	1834 SPRING CYPRESS RD	Building fire	Spring	Automatic aid given	00:19:28
.8-0079060	11/16/2018	ROSEVILLE DR & SPRING	Motor Vehicle Accident	Spring	Automatic aid given	00:27:10
.8-0079204	11/17/2018	2331 Bammelwood DR	Smoke or odor removal	Harris County	Mutual aid received	00:20:06
.8-0079403	11/18/2018	21703 ROSEVILLE DR	Building fire	Spring	Automatic aid given	00:41:11
.8-0079455	11/18/2018	17681 NORTH FREEWAY	Motor vehicle accident	Spring	Automatic aid received	00:45:13
.8-0079701	11/19/2018	14300 ELLA BLVD	Building fire	Little York	Automatic aid given	00:07:40
.8-0079748	11/19/2018	T C JESTER BLVD &	Road freight or	Little York	Automatic aid given	01:04:01
.8-0080021	11/20/2018	19306 YOUNG OAK ST	Smoke or odor removal	Klein Volunteer	Automatic aid given	00:17:38
.8-0080781	11/24/2018	14301 STUEBNER AIRLINE	No Incident found on	Champions	Automatic aid given	00:10:59
.8-0081145	11/26/2018	14022 WALTERS RD	Smoke from barbecue,	Klein Volunteer	Automatic aid given	00:10:49
.8-0081297	11/26/2018	FOREST WAY DR &	Dispatched & cancelled	Spring	Automatic aid received	00:05:19
.8-0081521	11/27/2018	NORTH FREEWAY &	Motor Vehicle Accident	Spring	Automatic aid given	00:22:59
.8-0081803	11/28/2018	5440 W FM 1960	Dispatched & cancelled	Champions	Automatic aid given	00:11:42
.8-0081970	11/29/2018	205 HOLLOWTREE LN	Motor vehicle accident	Spring	Automatic aid received	00:07:23
.8-0082048	11/29/2018	18400 NORTH FREEWAY	Motor Vehicle Accident	Spring	Automatic aid given	00:35:37
.8-0082238	11/30/2018	19428 NORTH FREEWAY	Dispatched & cancelled	Spring	Automatic aid given	00:02:52
.8-0082291	11/30/2018	19103 GUNDLE RD	Dispatched & cancelled	Aldine	Automatic aid given	00:04:23