

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



17061 Rolling Creek
Houston, TX 77090-2411
281-444-8465
FAX 281-444-8052
www.hcesd28.com
www.ponderosavfd.org



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

January 21, 2019

Members in Attendance:

Mike Jones, Vice President
Shirley Jauma, Secretary

Dan Dronberger, Treasurer
Ken Koenig, Asst. Treasurer

Others in Attendance:

Fred Windisch, Fire Chief
Dana Schmanski, Office Manager
Debbie Gibson, McCall, Gibson, Swedlund, Barfoot, PLLC

Excused Members:

Dan Langford, President

CALL TO ORDER

Mike Jones called to order the January 21, 2019, ESD Board meeting starting at 5:06 p.m.

MINUTES

Mike Jones asked if there were any additions or corrections to the minutes from the December 11, 2018 and December 17, 2018 Board Meetings.

Dan Dronberger – we need to correct the Coveler and Peeler check amount to \$724.29 on December 17, 2018 minutes.

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

PUBLIC COMMENTS

No public in attendance.

FINANCIAL REPORT

Dan Dronberger – in review of the Profit and Loss statement, notice Tax Receipts 2012 is \$75,118.92, this is simply on wrong line item, will be moved to Tax Receipts 2018. We have a credit of \$93,357.99 in December deferred to 2019 Profit and Loss Statement. We had one large unbudgeted capital outlay of \$55,000.00 for the new Car Fire Prop installed at Station 63 Training Field. Additionally we made a fire truck payment for \$363,000.00 in 2018. Leaving us with a net income \$688,314.21. There will be some adjustments as result of annual audit. KK – Total deferred tax deferred to 2019 Profit and Loss Statement is \$765,442.75.

FCW – we are currently \$59,000.00 under budget for 2018. Although we have a proposal for setting aside money for the replacement of our Ladder Truck in 2021.

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

Checking Account: We had a beginning balance of \$767,500.12, with deposits totaling \$872,027.96 (which includes an interest deposit of \$331.47); and checks and debits totaling \$583,362.77, for an ending balance of \$1,056,165.31.

Money Market Account: We started with a beginning balance of \$350,790.96, with an interest deposit of \$268.14, for an ending balance of \$351,059.10.

Sales Tax Money Market Account: Beginning balance of \$2,379,663.25 with an interest deposit of \$1,818.97, for an ending balance of \$2,381,482.22.

We have (4) bills to pay this month as follows:

Coveler & Peeler	\$134.77	Attorney Fees
Houston Chronicle	\$285.58	Legal Notice
PVFA	\$630,000.00	January Draw
The Texas Network	\$1,020.00	Annual Website Hosting

ESD Commissioner Compensation – March 2019

PVFA Draw – January 2019

FCW - Handout of the draw, we have a negative amount in the checking account in Quick Books only, for the Fire Engine's payment of \$165,000.00, due January 24, 2019. We have removed the \$100,000.00 from January Draw for funds received in December Draw to pay insurance premiums, and the Contingency Account has been replenished. January Draw including all expenses is not to exceed \$630,000.00.

Review and amendment of the District's 2018 Budget

Nothing to Amend.

Review and amendment of the District's 2019 Budget

Nothing to Report

Review and amendment of PVFA's 2019 Budget

Nothing to Report

Ken Koenig made a motion to approve the financials, checks written for January 2019, and the January Draw \$630,000.00. Shirley Jauma seconded the motion with unanimous approval of the board.

FIRE CHIEF REPORT

Fire Responses – 203 Responses December

Monthly average: 183

Major Response:

No major fires in our District

2018 Fire Report

Total Responses: 2,192

Fire loss value: \$1,000,000.00

Mutual Aid: 537

Received Mutual Aid: 114

Residential Responses: 1,000

Subtract 285 Spring FD responses, 1,907 Total Responses

GTT traffic preemption program

FCW – There has been activity nothing hard to report, possibly not be invoiced until next year or last quarter of 2019. Everything must be fully operationally, then a testing period. All included in their contract.

Other current and long range information exchange

We have budgeted for electric hydraulic rescue tools this year. Spreader, cutter, and a ram. This removes older style of hydraulic tools with a pump. We will also order 4 bank chargers and lazy susan tool carriers. This will involve moving things around and getting rid of old items. Our estimated cost is \$37,000.00 may be closer to \$34,000.00. The beauty of these tools; you are not tethered by hydraulic lines. We will attempt to sell existing tools, no guarantees.

ISO evaluation of the department.

FCW – we have the final draft. FCW has a report on the evaluation. In review, there will be some changes due to response distance used for their review. If we can improve in a few areas, we could possibly increase our ISO rating. We have been evaluated and are now an ISO rating of 2.

Discussion held by the board in review of ISO Rating. Once final report arrives, will post on the Ponderosa Fire Department's website to make available to our district.

Review, discuss and take necessary 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 law firm under said contract.

To discuss and take action on the imposition of additional penalty on delinquent taxes accruing prior to June 1, 2019 pursuant to §33.07 of the Property Tax Code and adoption of a Resolution regarding same for taxes.

To discuss and take action on the imposition of additional penalty on delinquent taxes accruing after June 1, 2019 to defray costs of collection by the District's delinquent tax attorney, pursuant to §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 §33.11 of the Property Tax Code and adoption of a Resolution regarding same.

Shirley Jauma – made a motion to approve all above agenda items referencing delinquent taxes. Ken Koenig seconded the motion with unanimous approval of the board.

Review, discuss and take action on ESD#28 and PVFA Service Agreement for 2019.

Shirley Jauma – makes a motion to approve the contract for 2019 based on a job well done in 2018 and looking after budgets and maintaining responses in our community. Ken Koenig seconded the motion with unanimous approval of the board.

Review, discuss and take action on the ESD#28 Audit on the proposal provided by McCall, Gibson, Swedlund, & Barfoot, PLLC, for the 2018 Audit.

Debbie Gibson – looked through the ESD#28's Balance Sheet and Profit and Loss Statement. We estimate our audit invoice will be \$11,500.00 to \$12,500.00. The increase is due to annual hourly rate increase for our employees.

Debbie Gibson - we have an Evergreen Contract and nothing to sign except for the bank acknowledgment. Mike Jones completed the bank form. Do you engage Ira Coveler? DG - we will send him a letter.

Ken Koenig made a motion to engage our CPA firm for the 2018 Audit and accounting services. Dan Dronberger seconded the motion with unanimous approval of the board.

To meet in Closed Session: to consult with legal counsel regarding pending or contemplated litigation, real estate matters, sales tax collections and other matters as per Texas Government Code(s) related to each issue, and to take action(s) as necessary.

Nothing to Report

Review, discuss and take necessary action for a funding plan replacing the 2009 Ladder Truck.

This is a proposal to start planning to replace the Ladder Truck. We have talked to Siddons-Martin to review trade in values. We would order apparatus in the middle of 2021 with a 12-month delivery time. If we begin saving now, it will reduce loan amount and reduce interest paid. We propose to begin saving \$250,000.00 from Sales Tax Revenue over 3 years to offset loan and interest.

Discussion held by the board to consider investing funds in guaranteed cash available plans to earn additional interest on deposits. Additional research on interest bearing accounts, more information at next meeting.

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

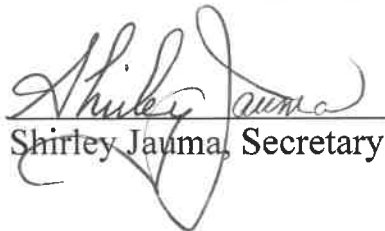
No attendance

Schedule upcoming meetings and consider agenda items.

Next Regular Meeting February 18, 2019.

Adjourn

Shirley Jauma made a motion to adjourn at 5:54 pm. Ken Koenig seconded the motion with unanimous approval of the board.



Shirley Jauma, Secretary