

**MINUTES OF THE March 11, 2013 MEETING OF THE  
WALLER-HARRIS EMERGENCY SERVICES DISTRICT NO 200**

A Meeting was duly called of the **WALLER-HARRIS EMERGENCY SERVICES DISTRICT NO. 200**, which was held on March 11 , 2013 at the Waller Volunteer Fire Department 612 Walnut St., Waller, Texas 77484

The meeting was called to order at 7:06 P.M. by **Tommy Davis**, President. Those Commissioners present were, **Tommy Davis, Darwin Hargrave, Gary Ferguson, and Tommy Albert**. Also present were representatives of the District's service providers (Waller VFD, Hempstead VFD, Monaville VFD, Pattison Area VFD, Mt. Zion, Prairie View VFD, Tri-County VFD, Waller County EMS, and Rolling Hills. Cheryl Scott and Leanna Lehman of The Smith Group, Inc., the District's bookkeeper, and Howard Katz of Coveler & Katz, District's counsel.

The Board addressed item 1 of the agenda to receive public comment, including vendors and service providers. No comments were made.

The Board then addressed item 2 of the agenda to receive a report from the Waller County Fire Chief's Association and discussion of alternate dispatching options. Gene Schmidt, Waller VFD Chief stated that the Association did not have anything to report.

The Board moved to item 3 of the agenda to review and take action on approval of minutes of prior meetings. Mr. Ferguson moved to approve the minutes of the February 11, 2013 meeting. Mr. Albert seconded the motion. The motion passed with a 4 to 0 vote.

The Board next addressed item 4 of the agenda to review and take action on the following matters and Orders relating to calling an election under Health & Safety code, Section 775.051 relating to the annexation of the City of Brookshire and ETJ into the District and to adopt such other Orders and related matters as required or appropriate to call for the May 11, 2013 election, including but not limited to:

- a. To Consider and take action on such other Orders, Resolutions and related matters as required or appropriate to call for the District Election on May 11, 2013 under Health & Safety Code, Section 775.051. Mr. Davis tabled this item until Mr. Katz arrived. When Mr. Katz arrived he announced the polling dates, times and locations.

The Board addressed item 5 of the agenda to receive financial report from the District Treasurer and District Bookkeeper. Ms. Scott presented the financial report attached. Mr. Albert moved to approve the Financial Report as presented. Mr. Albert seconded the motion. Mr. Ferguson then discussed moving some of the District's deposited funds from Prosperity Bank to First National Bank of Bellville, Waller Branch. Mr. Ferguson moved to transfer \$330,714.87 from Prosperity Bank to First National Bank of Bellville, Waller Branch to bring the balance to \$1,500,000.00. Mr. Hargrave seconded the motion. The motion carried with a 3 to 0 vote, with Mr. Davis excusing himself from the vote.

Mr. Davis then returned to the chair. Mr. Davis stated that while attending the SAFE D meeting the board members received information from other lenders that would allow the

District to refinance current debt at lower interest rates. Mr. Davis asked the District's Bookkeeper to provide the Board with the current interest rates.

The Board moved to item 6 of the agenda to pay District bills. The attached invoices were presented. At this time Mr. Ferguson asked the Providers to provide the District Bookkeeper with a list of phone numbers for 2 contacts to give the vendor who will be providing the District's breathing air service contract. Mr. Ferguson explained that the vendor will give the Department 24 hour notice before arriving at their location. Mr. Albert moved to pay the District's bills. (List attached) Mr. Hargrave seconded the motion. The motion passed with a 4 to 0 vote.

The Board next addressed item 7 of the agenda to review and tack action on revisions to District 2013 budget. No action was taken.

The Board then moved to item 8 of the agenda to review and take action on service provider 2013 budgets. Mr. Katz reported that the contract has not been completed for Katy VFD and that for now, they will be receiving the same budget as 2012. Mr. Katz also suggested the Board start working now on the 2014 District Budget. Mr. Katz also indicated that the Board may choose to adjust the budgeted amount for Waller County EMS. Discussion followed concerning how Waller County EMS spends the funds the District provides them. Mr. Davis suggested that Waller County EMS approach the District when additional funds are needed. Mr. Ferguson moved to set the 2013 budget for Waller County EMS at \$1,000,000. Mr. Albert seconded the motion. The motion passed with a 3 to 0 vote with Mr. Davis declining to vote. The bookkeeper was instructed to annualize the new amount and recalculate the remaining payments to be made.

Next the Board moved to item 9 of the agenda to review and take action on contractual compliance by services providers regarding audits, semi-annual allocations, etc. No action was taken.

The Board then moved to item 10 of the agenda to review and take action on the payment of operations funding pursuant to 2013 budget and service agreement with the District fire and EMS services. Mr. Albert moved to pay the providers. Mr. Hargrave seconded the motion. The motion passed 4 to 0.

Then the Board addressed item 11 of the agenda to review and take action on approval of District/Department capital acquisitions and appropriate funding thereof. Freddie Williams, Tri-County VFD Fire Chief, presented the Board with a request of over \$10,000 needed to improve the status of a reserve truck. Mr. Davis explained that the District cannot spend more than \$10,000 on an asset that is not titled to the District. Mr. Williams believes that the owner of the vehicle, Cy-Fair VFD will give the title to Waller Harris ESD. Mr. Ferguson stated that he would agree with the \$10,000 repairs if WHESD 200 can get the title to the vehicle. Mr. Ferguson moved to purchase helmets, and air packs (30 minute bottles) and approve \$10,000 for repairs once Waller Harris ESD 200 has the title for the truck. Mr. Hargrave seconded the motion. The Motion passed with a 3 to 1 vote. Mr. Albert voted against.

The Board moved to item 12 of the agenda to review and take action on development of a District-wide ISO plan. Chief Lecamu reported on his meeting with the ISO consultant. He explained that certain measures must be in place in order to reduce

the rating. One of those measures is the ability of the District Providers' ability to use fold-down water tanks in place of hydrants.

Next the Board addressed item 13 of the agenda, to receive activity reports from District Fire and EMS Providers. Reports are attached.

Then the Board moved to item 14 of the agenda, to review and take action on revisions to District and/or Department operating and capital budgets pursuant to re-allocations and/of other matters. No action was taken.

The Board then addressed item 15 of the agenda to review and take action as applicable on purchase of new fire apparatus, including Engines, Booster Trucks, and Pumpers, and new ambulance and/or remount with purchase of new cab and chassis and refurbish of box. Mr. Ferguson moved to remount the existing box on a 4500 6/7 Ram Diesel for Waller County EMS at a cost not to exceed \$95,050. Mr. Hargrave seconded the motion. The Motion passed with a 4 to 0 vote.

Then the Board moved to item 16 of the agenda to receive a training report from service providers. No reports were due at this time. Mr. Albert announced that future Providers' training reports will be due at the February, April, July, and October meetings as to coincided with the pension reporting periods. Mr. Albert announced that the District was looking at buy backs for firefighters who qualify and it must happen by August 1, 2013.

Next the Board moved to item 17 of the agenda to review and take action on construction of future Rolling Hills Fire Department including transfer of real property to the District. Mr. Katz explained that one a slab is available, the property can be transferred to the District. No work can be done that is related to the construction loan until that is complete. Mr. Ferguson discussed an individual who could be the construction manager at risk for the project. Mr. Katz asked the Commissioners if they want to start interviewing architects/engineers. Discussion followed concerning procedures that had to be followed. Mr. Ferguson volunteered to research what can and cannot be done by the District without a construction manager concerning the building of the new station.

The Board moved to item 18 to discuss and take action on ESD Website. No action was taken.

The Board then moved to item 19. Mr. Albert moved that the meeting be adjourned. Mr. Hargrave seconded the motion. The motion passed with a 4 to 0 vote. The meeting was adjourned at 8:20 PM.

Respectfully Submitted;

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Tommy Albert, Secretary

