

**MEETING OF THE WALLER-HARRIS EMERGENCY
SERVICES DISTRICT NO. 200**

A meeting of the **WALLER-HARRIS EMERGENCY SERVICES DISTRICT NO. 200**, was held on **Monday, May 13, 2013 at 7:00 p.m.** at the **Hempstead Volunteer Fire Department, 1046 Austin St., Hempstead, Texas 77445.**

In attendance were: Commissioners: Gary Ferguson, Darwin Hargrave, Brook Robinson, & Tommy Albert, **Legal Counsel:** Mr. Katz, **Departments:** Waller VFD, Pattison VFD, Mt. Zion, Gerald, Hempstead Fire Department, Monaville VFD, Waller EMS, Rolling Hills, Prairie View VFD, & Tri-County VFD. The meeting was called to order at: 7:12 by Gary Ferguson.

The District will consider and act upon the following matters:

- 1a* 1. **To receive public comment, including vendors and service providers.** - Jimmy
1b Sanders, City Councilman of Brookshire thanked the ESD and everyone who
1c supported the measure admitting the City of Brookshire and it's ETJ into WHESD #200.
2d

1e Mr. Katz read the election results for the Brookshire and its ETJ: The measure was
1f approved by 628 in favor 207 against with a 75% approval rate. 287 in area. Call Katz
1g for other details. Katz - 2.448 value which was higher than last year.

1h Bo with Waller EMS informed the board, at the close of the meeting, that he was served
1i with legal papers regarding the lawsuit being brought forth against them by Monaville
1j VFD. Mr. Albert stated that he doesn't like the fact that two departments within the EDS
1k are suing either other and doesn't think this is appropriate. Monaville stated they will be
1l funding this with non ESD funds (private funds), as will EMS. The suit could potentially
1m effect ESD as the costs escalate.

- 2a* 2. **To receive a report from the Waller County Fire Chief's Association and discussion**
2b **of alternate dispatching options.** - No meeting/nothing to report.

- 3a* 3. **To receive an update on Waller County Fire Marshall position and review of**
3b **District's participation in funding thereof and to take appropriate action as**
required.

3c Discussion was held regarding the \$30K that was paid to the County for fire a Marshall,
3d but no Fire Marshall has been hired as of yet. Mr. Ferguson wanted to know what
3e happens to the funds that they have invested in this position. Mr. Katz stated he will send
3f an official inquiry to the County to find out what is the status and to request the funds
3g returned if the Fire Marshall position is not going to be filed.

- 4a* 4, **To review and take action on approval of minutes of prior meetings.** – Mr. Albert
4b moved to accept the April minutes, Mr. Hargrave seconded the motion which carried 4-0.

- 5a 5. **To receive a financial report from the District Treasurer and District Bookkeeper. –**
 5b Report was read by Leanna Lehman. Discussion followed reregarding the ACH debit for
 5c the pension, after which The Smith Group was asked to check all ACH debits and
 5d payments for the last year. Mr. Albert moved to accept the financial report as read, Mr.
 5e Hargrave seconded the motion which carried 4-0.

Prosperity - 68-61881	\$ 428.63
Prosperity-Public Funds	\$ 1,746,906.61
1st National Bank-Public Funds	\$ 1,503,141.18
Accounts Receivable	<u>\$ 162,050.18</u>
Unrestricted Net Assets	\$ 3,412,526.60
Total Revenues for April	\$ 82,683.98
Total Provider Payments	\$ 125,141.67
Total District Expenses	<u>\$ 32,296.75</u>
Total Expenses	\$ 240,122.40

- 6a 6 **To pay District bills-** Leanna Lehman read the district bills. Mr.Hargrave moved to pay
 6b the district bills, Mr. Albert seconded the motion, which carried 4-0

1	BFF Investments		Office Lease (ready to pick up)	5/9/2013	\$800.00
2	Daystar Publishing		Election Notices	5/9/2013	\$1,971.00
3	F.A.S.T.		Training for Rolling Hills	5/9/2013	\$625.00
4	Houston Community News		Election Notices	5/9/2013	\$8,796.56
5	Municipal (MES)		Equipment /Tri-County	5/9/2013	\$20,650.68
6	Municipal (MES)		Equipment /Tri-County	5/9/2013	\$843.51
7	Safe-D		Training/Construction Mngt	5/9/2013	\$190.00
8	The Smith Group, Inc.		Accounting/Bookkeeping	5/9/2013	<u>\$1,597.30</u>
					\$35,474.05

- 7a 7 **To discuss and take action on a Contract with and engagement of Perdue,**
 7b **Brandon, Fielder, Collins & Mott for the collection of delinquent District ad valorem**
 7c **property taxes for years 2012 and prior, and providing for the payment of 20% of**
 7d **the delinquent taxes, penalties, and interest which are collected by the attorney**
 7e **under said Contract.**

7f Mr. Katz informed the board that **Perdue, Brandon, Fielder, Collins & Mott**, was the
 7g new legal firm contracted by Waller County. ESD has always gone with the county's law
 7h firm in the past, thus in keeping with the county tax bill. Mr. Katz recommended that ESD
 7i contract with the Perdue, Brandon, Fielder, Collins & Mott as well. Mr. Albert moved to
 7h accept the motion, Brooke seconded. The motion carried 4-0.

- 8a 8 **To review and take action on revisions to District 2013 budget.** - No action
- 9a 9 **To review and take action on service provider 2013 budgets.** – Mr. Albert discussed
 9b the workshop held with Waller EMS who requested that ESD increase \$150K their
 9c budget, returning it to the 2012 contracted amount of \$1,150,00. Mr. Albert said that EMS
 9d was already running on a very tight budget and moved to increase EMS budget by
 9e \$150K. Mr. Hargrave asked to table the motion until Mr. Ferguson could finish gathering
 9f data. He has been running some comparisons with other districts and is still in process
 9g trying to get numbers together to get a better idea as to what to do from here. Mr.
 9h Ferguson felt that the increased needed to be justified. Mr. Albert stated that the quality
 9i of service that being provided shouldn't be compromise. Mrs. Robinson seconded motion
 9j to increase the motion. The commissioners voted, resulting in a 2-2 vote, with Mrs.
 9k Robinson and Mr. Albert for the motion and Mr. Ferguson and Mr. Hargrave against. Katz
 9l stated the meeting could not be tabled because a motion was on the floor, thus the
 motion failed.
- 9m
 9n According to Mr.Ferguson, Mr. Davis (who was not present) would like to call a special
 9o meeting in two weeks. Brookshire becomes part of EDS once the election is canvassed
 9p on the 22nd and this item could be addressed at that time. Further discussion was held
 9q regarding ESD's discretion as to when they start providing services. According to
 9r Mr.Katz,the 2013 tax bill will include Brookshire tax payments. Property owners were
 9s notified that they have become part of the district and will have a portion of their tax
 9t payments go to ESD for services. Brookshire can cancel their current provider at will and
 9u would like to do so ASAP. They would like services to begin immediately. Mr. Albert
 9v stated that we are at the end of the budget...and we need to think about how we can
 implement services with the current budget restraints.
- 9w
 9x Mrs. Robinson then moved to reopen #9 and suggested callin a special meeting to
 9y address the issue of increasing the Waller EMS budget. Mr. Ferguson said he could
 9z complete his research within 7-10 days. Mr. Albert moved to have this meeting with the
 9aa upcoming canvass meeting at on Tuesday, May 21 at 7pm. Mr. Robinson seconded the
 motion which carried 4-0
- 10a 10 **To review and take action on contractual compliance by service providers**
 10b **regarding audits, semi-annual reallocations, etc.** - No action
- 11a 11 **To review and take action on the payment of operations funding pursuant to 2013**
 11b **budget and service agreement with the District fire and EMS service providers.** –
 11c Mr. Albert moved to pay the service providers, Mrs. Robinson second. 4-0
- 12a 12 **To review and take action on approval of District/Department capital acquisitions**
 12b **and appropriate funding thereof.** - No action
- 13a 13 **To review and take action on development of a District-wide ISO plan.** - No action
- 14a 14 **To receive activity reports from District fire and EMS providers.** - Providers read
 14b their call/run reports (Rolling Hills, Waller VFD, Tri-County VFD, Monaville VFD, Pattison

- 14c VFD, Hempstead Fire Department, Waller EMS, Mt Zion VFD and Prairie View VFD.
14d (See attached report for April calls/runs).
- 14e Mr. Hargrave discussed educating the community about certain procedures for fire and
14f EMS calls. Maybe we need to look at some education and PR. The public perception is
14g that is these services are free. Mr. Ferguson asked to have that placed on the next
14h agenda. Rolling Hills has some programs in places to help reach the community can
14i bring this info to the next meeting.
- 15a 15 **To review and take action on revisions to District and/or Department operating and**
15b **capital budgets pursuant to re-allocations and/or other matters.** - No action
- 16a 16 **To review and take action as applicable on purchase of new fire apparatus,**
16b **including Engines, Booster Trucks, and Pumpers, and new ambulance and/or**
16c **remount with purchase of new cab and chassis and refurbish of box.** -
16d Mr. Ferguson asked Bo about EMS truck renovation. Remount will be \$55K, which will
16e not need to out to bid if they go through HGAC for the remount. No action was taken on
16f this item.
17a 17 **To receive a training report from service providers.** - Not due this month, no action
- 18a 18 **To review and take action on construction of future Rolling Hills Fire Station,**
18b **including transfer of real property to the District, including slab and pad for**
18c **generator and other equipment.** – Gary Ferguson stated that he had a price come in
18d for the concrete for water tank (\$3950 approx). The Board needs to approve the pouring
18e of the slab for the water tank for work to begin. Mr. Hargrave moved to have the slab
18f poured, with the cost not to exceed \$4000. Mr. Albert seconded the motion, which carried
18g 4-0.
- 19a 19 **To review and take action on execution of office lease space agreement.** - No
19b action
- 20a 20 **Executive Session, pursuant to Section 551.072 Government Code, to discuss real**
20b **estate matters with attorney.** - No action
- 21a 21 **Discuss and take action on ESD website.** Mr. Katz has two proposals from vendors
21b and is working on getting one more. No action
- 22a 22 **Adjournment.** – Mr. Albert moved to adjourn, Mr. Hargrave seconded. Motion carried 4-0
22c at 8:25 PM

Tommy Albert, Secretary/Treasurer