

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

Board of Commissioners of **The WALLER-HARRIS EMERGENCY SERVICES DISTRICT NO 200**. Was held on **Monday, June 9, 2014 at 7:00 p.m.** at the **Prairie View City Hall, 44500 US Business 290, Prairie View, TX 77446**.

In attendance were: Commissioners: Brooke Robinson, Tommy Albert, Gary Ferguson, and Tommy Davis; Legal Counsel: Mr. Katz; Departments: Waller VFD, Pattison VFD, Mt. Zion VFD, Hempstead Fire Department, Waller EMS, Rolling Hills VFD, Prairie View VFD, Tri-County VFD, Brookshire VFD, and Monaville VFD; and Gundersons Bookkeeping, the District Bookkeeper; and Barry Weinman, the ESD Director.

The Meeting was called to order at: 7:03 p.m. by *Mr. Tommy Davis*.

- 1. To receive public comment, including vendors and service providers.** None.
- 2. To receive a report from the Waller County Fire Chief’s Association.** Mr. Williams said that the fire chiefs of ESD have received the Air Packs. Mr. Williams also thanked Barry Weinman for showing up to the Fire Chief’s meeting. The Fire Chiefs are going to be working together to put together some standards for Booster Trucks. The Fire Chiefs also would like to find an Emergency Operations Building that is large enough to hold everyone. The Fire Chiefs also need to order some PPE gear. Between all of the fire stations, 65 PPE gear is needed as of today. The gear is fore new graduates, and replacing old gear.
- 3. To review and take action on approval of minutes of prior meetings.** *Mr. Albert* made a motion to approve the May 12th minutes. *Mr. Ferguson* seconded the motion. The motion passed 4 to 0.
- 4. To receive a financial report from the District Treasurer and District Bookkeeper.** Report was read by Ms. Gunderson for Month Ending May 31, 2014.

Prosperity – Operations # 1881	\$9,768.91
Prosperity – Tax/Public # 8700	\$1,487,127.93
FNB – Public Funds # 8084	\$2,005,866.60
Accounts Receivable	\$535,398.65
Total Revenues for May	\$18,206.32
Total Provider Payments	\$151,494.16
Total District Expenses	\$ 14,047.09

5. To review and take action regarding FEMA and other agency reimbursements regarding, Tri-County Fire and Magnolia Fire and other incidents.

Mr. Katz has talked with Mr. Williams. Mr. Katz is going over the report and FEMA Reimbursements. Mr. Katz needs to verify allocations of the FEMA money. No action.

6. To pay District Bills. *Mr. Ferguson* made a motion to approve the district bills. *Mr. Albert* seconded the motion, which passed 4 to 0.

Name	Memo	Num	Date	Amount
Tri-County VFD	Reimb for May Training	11113	05/12/2014	500.00
Axcess Hose & Ladder Co.	Inv# 9388	11119	06/09/2014	2,890.89
Gulf Coast Breathing Air	Inv# 20141846	11120	06/09/2014	312.50
Gulf Coast Breathing Air	Inv# 20141850	11121	06/09/2014	311.22
Gulf Coast Breathing Air	Inv# 20141849	11122	06/09/2014	291.00
Gulf Coast Breathing Air	Inv# 20141848	11123	06/09/2014	311.22
Gulf Coast Breathing Air	Inv# 20141847	11124	06/09/2014	461.22
Harris Co Appraisal Dist	Inv# PSi144001184	11125	06/09/2014	1,261.00
Coveler & Katz, P.C.	Acct # H1-73110	11126	06/09/2014	4,640.75
Rolling Hills VFD	Inv# 27	11127	06/09/2014	375.00
Safe-D	1 Year Renewal for Membership	11128	06/09/2014	1,100.00
Waller Co Appraisal District	3rd Qtr 2014 Payment	11129	06/09/2014	14,178.44
Barry Weinman	Reimb	11130	06/09/2014	178.90
BFF Investments	July Rent	11131	06/09/2014	800.00
Michael Twigg		11132	06/09/2014	100.00
Monaville VFD		11133	06/09/2014	7,700.00
Mt. Zion Community VF Assoc., Inc.		11134	06/09/2014	2,458.33
City of Katy		11135	06/09/2014	6,462.50
Pattison Area VFD, Inc.		11136	06/09/2014	8,368.33
Prairie View VF Association, Inc.		11137	06/09/2014	6,416.67
Rolling Hills VFD		11138	06/09/2014	6,250.00
Tri-County VFD		11139	06/09/2014	9,866.67
Waller County EMS, Inc.		11140	06/09/2014	95,833.33
Waller VFD, Inc.		11141	06/09/2014	8,138.33
Tri-County VFD	Reimb to send 5 ppl to Training in Stafford	11142	06/09/2014	1,250.00
Axcess Hose & Ladder Co.	Inv# 9386, Tri-County Pump Testing	11143	06/09/2014	1,230.00
Tri-County VFD	Reimb for Training - Cable to connect projector	11144	06/09/2014	129.79
Johnsons Graphics	250 Sets 2 Part Purchase Requisition	11145	06/09/2014	58.00

	forms			
Gundersons Bookkeeping LLC		11147	06/09/2014	1,812.50
Rodney Crosby	Inv# 28; Hemstead Training - May 2014	11146	06/09/2014	675.00
United States Treasury	04-3746791	24631250	06/10/2014	1,119.76
QuickBooks Payroll Service	Created by Payroll Service on 06/09/2014		06/12/2014	1,460.12
QuickBooks Payroll Service	Created by Payroll Service on 06/09/2014		06/27/2014	1,460.11
Texas Emergency Srvcs Ret System		EFT	06/30/2014	7,524.00
			Total	195,925.58

7. **To review and take action on District 2013 audit.** *Mr. Katz* said that they filed a 30-day extension to Harris & Waller County. They want to have it completed by the next meeting. No action.
8. **To review and discuss appraisal values of the District and authorize counsel to prepare and publish Effective Tax Rate Notice.** *Mr. Katz* said that HCAD certifies the roll in August and WCAD certifies the roll in July. *Mr. Ferguson* made a motion to authorize counsel to prepare and publish the effective tax rate notice when applicable. *Mr. Albert* seconded the motion, which passed 4 to 0.
9. **To review and take action on 2013 appraisal valuations and commencement of adoption of 2014 tax rate, including review of 2014 effective tax rate calculations, and scheduling any necessary public hearings to adopt District 2014 tax rate.** No Action.
10. **To review and discuss the proposed District 2015 budget.** No Action.
11. **To review and take action on private resale offer regarding a delinquent property tax account.** *Ms. Gonzalez*, who handles the district's delinquent tax collections, said that there was a private offer to buy 2 delinquent properties. The offer was \$95,000, and ESD would be recovering 71.22% of what is owed on judgment. *Ms. Gonzalez* said that the Waller ISD has already accepted the offer and now the ESD has to accept the offer to move forward with the private sale. *Mr. Albert* made a motion accept the private sale. *Ms. Robinson* seconded the motion, which passed 4 to 0.
12. **To review and take action on hiring a company to scan and store all District documents.** No action taken.
13. **To review, discuss and take action on the adoption of a Records Removal Program and related orders.** *Mr. Katz* mentioned that he is in the progress of doing this. He has been really busy with all of the elections, but they are over now so he has time to focus on this.

- 14. To review and take action on the payment of operations funding pursuant to 2014 budget and service agreement with the District fire and EMS service providers.** *Mr. Albert* made a motion to pay the District Fire and EMS providers. *Mr. Ferguson* seconded the motion, which passed 4 to 0.
- 15. To review and take action on approval of District/Department capital acquisitions and appropriate funding thereof.** Brookshire Fire Department needs a 14 ft roof ladder, an extension ladder, 8 – 50 ft sections of hose, and 25 ft section hose. Brookshire has handed in a quote that is good until July 12th and it is for \$15,100. *Mr. Davis* wants a second quote and asked *Mr. Weinman* to look into getting the quote. *Mr. Albert* made a motion to approve *Mr. Weinman* to research what Brookshire needs and to purchase it, as long as it does not exceed \$15,100. *Mr. Ferguson* seconded the motion, which passed 4 to 0.
- Mr. Ferguson* made a motion to buy *Mr. Weinman* a computer. *Mr. Albert* seconded the motion, which passed 4 to 0.
- There was also discussion on getting a quote to purchase the PPE gear that is needed for the fire departments.
- 16. To review and take action on development of a District-wide ISO plan.** *Ms. Robinson* asked *Mr. Jimmie Orsak* to write up the notes from the last ISO meeting.
- 17. To receive activity reports from District fire and EMS providers.** Katy Fire Department had a total of 104 calls, 23 were inside ESD; Katy EMS had 26 calls in district, 119 calls out of district; Monaville VFD had 5 calls, all inside ESD; Mt. Zion had 0 calls; Pattison Area VFD had 15 calls, 12 inside ESD; Hempstead VFD had 14 calls, all inside ESD; Rolling Hills had 1 call, all inside ESD; Waller VFD had 15 calls, all were inside ESD; Prairie View VFD had 7 calls, all inside ESD, Tri-County VFD had 25 calls, 23 inside ESD, and Waller EMS had 316 calls, 315 calls inside ESD.
- 18. To review and take action on revisions to District and/or Department operating and capital budgets pursuant to re-allocations and/or other matters.** No action taken.
- 19. 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. Weinman* is working with *Mr. Robinson* on a commercial chassis. The quote is for \$285,175.00. The truck has all of the specs that the fire chiefs have requested. The equipment would be an additional cost. *Mr. Weinman* would have to get with *Mr. Robinson* to see what additional equipment Monaville would need at a later date.

Delivery is usually 10 months; however, they have a truck that can be completed in 4-5 months, and ESD can hold with a PO.

Tri-County also needs a truck. *Mr. Ferguson* wants a total price for Tri-County and Monaville trucks together. Tri-County turned in some quotes to Mr. Weinman, and the truck they would like is \$331,000, no equipment would need to be purchased. The board tabled this item.

Mr. Weinman also mentioned that Brookshire needs the booster truck that ESD has at Waller VFD. He recommended that ESD send it to Brookshire Fire Department. Brookshire will have to transfer the insurance from Waller Fire Dept. This item was tabled.

- 20. To receive a training report from service providers.** Due next month.
- 21. To review and take action on contractors for the construction contract for the Rolling Hills Fire Station.** Tabled until executive session.
- 22. To review and take action on construction of future District administration building.** *Mr. Albert* made a motion to have Mr. Ferguson & Mr. Hargrave be the building committee like last time on the Rolling Hills Fire Station, and to present to the board their recommendations. *Ms. Robinson* seconded the motion, which passed 4 to 0. Mr. Katz is to forward Mr. Ferguson the grading material to approve a contractor for the district admin building. *Mr. Ferguson* made a motion to approve Matthiesen as the engineer for the admin building. *Ms. Robinson* seconded the motion, which passed 4 to 0.
- 23. To review and take action on any and all matters regarding the provision of fire and emergency medical services within District territory, including the City of Brookshire and the Brookshire ETJ, including designation of service providers, dispatch issues and interlocal agreement(s) with municipalities.** Mr. Katz needs to know who owns the Fire Station, and the vehicles in Brookshire. The two representatives from Brookshire said they would have the fire chief from Brookshire call Mr. Weinman this next week.
- 23. Discuss and take action on ESD Website.** No action taken.
- 24. Executive Session, pursuant to Government Code Sections 551.071, 551.072 and 551.074 to deliberate regarding real estate, consult with legal counsel and review District personnel and operating matters.** No executive session was needed. The Board went over the drawings for the Rolling Hills Fire Station.
- 21. To review and take action on contractors for the construction contract for the Rolling Hills Fire Station.** *Mr. Albert* made a motion to have Drymalla redo and get the final drawing done with the board's recommendations that were given tonight. The board also needs a final

quote for the rolling Hills building once the drawings are complete. *Mr. Ferguson* seconded the motion, which approved 4 to 0.

19 . 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. Albert* made a motion to purchase Monaville a truck. *Mr. Ferguson* seconded the motion, which passed 3 to 0. Ms. Robinson abstained from the vote. Ms. Gunderson gave Mr. Weinman the PO of 2014001 to use to put a hold on the truck for Monaville.

25. Discuss and take action on ESD website. It was requested that the call reports and territory maps be added to the website. Ms. Gunderson is to contact Daniel Lewis from dispatch / sheriff's office to get the call reports send to her each month, which she can forward to Mr. Twigg. Ms. Gunderson will also contact Mr. Twigg about adding these items to the ESD website.

26. To review and take action on selection of new meeting location. No action taken.

27. Adjournment. The meeting was adjourned at 9:08 PM.

Respectful Submitted,

Tommy Albert, Secretary / Treasurer