

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, July 14, 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, Darwin Hargrave, and Gary Ferguson; 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, and Monaville VFD; and Gundersons Bookkeeping, the District Bookkeeper; and Barry Weinman, the ESD Director.

The Meeting was called to order at: 7:12 p.m. by *Mr. Gary Ferguson*.

- 1. To receive public comment, including vendors and service providers.** No public comment.
- 2. To receive a report from the Waller County Fire Chief's Association.** Mr. Williams said that a vendor came into the Fire Chief's meeting to show new gear. There was also discussion on purchasing fire trucks, training classes, and SCBAs.
- 3. To review and take action on approval of minutes of prior meetings.** *Mr. Albert* made a motion to approve the June 9th minutes. *Mr. Hargrave* 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 June 30, 2014.

Prosperity – Operations # 1881	\$13,847.53
Prosperity – Tax/Public # 8700	\$1,351,665.03
FNB – Public Funds # 8084	\$2,007,383.92
Accounts Receivable	\$535,398.65
Total Revenues for June	\$15,389.25
Total Provider Payments	\$151,494.16
Total District Expenses	\$ 43,943.40

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

Mr. Katz sent the review of FEMA to Mr. Weinman for a final report. Mr. Katz wanted to thank Mr. Freddy Williams for getting all the info together. No action.

6. To pay District Bills. *Mr. Albert* had a question about the Rescue Boat. *Mr. Williams* explained that the items were needed to be in compliance and had not been done yet. *Mr. Albert* also had a question about reimbursing Tri-County for the expenses occurred to look at the 75' Quint in PA. *Mr. Ferguson* explained that new trucks are \$340,000, and this truck is \$150,000. Tri-County was interested in a new truck, but said they would be happy with this used truck. They sent two representatives to look at the used fire truck. *Mr. Albert* said it was never discussed so who is to pay for these expenses? This was not an emergency, so why was it so expensive? Why didn't we send Barry to look at the truck, *Mr. Albert* thought this was why we hired Barry. *Mr. Albert* also wanted to know why Tri-County needs a 10 year old ladder truck.

Mr. Barry Weinman explained we are going to pay more for a pumper truck than this used ladder truck. *Mr. Weinman* did the research and it is \$120,000 less for this used ladder truck than purchasing a new pumper truck. *Mr. Weinman* explained that Spring, Texas bought a fleet of these and he knows the history of them. They had a 3 day notice and the two guys they spent the night. The Quint needs some work on it. He explained that by purchasing this truck, ESD will have another ariel devise that is \$100,000 less than a new pumper. He wouldn't spend the money on a used vehicle without looking at it. It is also minimal expense to get the truck back up to par and ship it back to Waller.

Ms. Robinson stated that there was nothing in the ISO report stating that Tri-County needed a Quint. Prairie View needs a Quint. *Ms. Robinson* also stated that she thought this is why ESD hired *Mr. Weinman*. *Mr. Gary Ferguson* thought this was presented to him as a pumper truck, he did not remember or know it was a Ladder Truck.

Ms. Robinson asked how much more money needs to go into this Quint? *Mr. Weinman* stated it would probably take \$13,000 to get the updates and repairs done and haul the truck down here. *Mr. Weinman* also stated that the truck went out of service in February 2014, however, this is not a northern truck, and everything on it is aluminum. *Mr. Weinman* also reminded the board that Tri-County needs a fire truck one way or the other; they only have 1 certified fire truck right now. This Quint is basically a pumper with a stick on the top of it.

Ms. Robinson stated that we need to decide if ESD is paying for this bill or not to reimburse Tri-County for their travel expenses *Mr. Albert* made a motion to approve the district bills completely. *Mr. Hargrave* seconded the motion, which passed 4 to 0.

Name	Memo	Num	Date	Amount
QuickBooks Payroll Service	Created by Payroll Service on 07/07/2014		07/30/2014	1,460.11
QuickBooks Payroll Service	Created by Payroll Service on 07/07/2014		07/14/2014	1,460.11
Barry Weinman	Reimb for mileage	11148	07/14/2014	538.72

BFF Investments	Light Bill	11149	07/14/2014	38.28
BFF Investments	August 2014 Rent	11150	07/14/2014	800.00
Daystar Publishing, Inc.	Inv# 12413, Admin Building Public Notice	11151	07/14/2014	314.00
Houston Community Newspaper	Acct# 286019; Admin Building Publication	11152	07/14/2014	726.50
Johnsons Graphics	Inv# 8371, 500 Business Cards for Barry Weinman	11153	07/14/2014	79.95
Matthiesen Consulting	Inv# 1; Admin Building	11154	07/14/2014	1,150.00
Matthiesen Consulting	Inv# 4; RH Fire Station	11155	07/14/2014	1,725.00
Metro Fire	Inv# 74188-1; Mt. Zion 120" Pac Track Mounting Board & Labor	11156	07/14/2014	3,480.00
Rodney Crosby	Inv# 30; Hempstead Training for June	11157	07/14/2014	475.00
Rolling Hills VFD	Inv# 29, Rolling Hills Reimb for Training - June 2014	11158	07/14/2014	500.00
Rolling Hills VFD	Inv# 9373 - Access Hose & Ladder Reimb - Pump Testing RH	11159	07/14/2014	590.00
Tri-County VFD	Reimb to TC - Pride & Ownership Class	11160	07/14/2014	750.00
Tri-County VFD	Inv# 4540 - Reimb TC for Rescue Boat Purchases for compliance	11161	07/14/2014	518.35
Michael Twigg	Inv# 72 - Website Maintenance	11162	07/14/2014	100.00
Waller News Citizen	Inv# 789; Admin Building Publication	11163	07/14/2014	297.00
City of Katy		11164	07/14/2014	6,462.50
Monaville VFD		11165	07/14/2014	7,700.00
Mt. Zion Community VF Assoc., Inc.		11166	07/14/2014	2,458.33
Pattison Area VFD, Inc.		11167	07/14/2014	8,368.33
Prairie View VF Association, Inc.		11168	07/14/2014	6,416.67
Rolling Hills VFD		11169	07/14/2014	6,250.00
Tri-County VFD		11170	07/14/2014	9,866.67
Waller County EMS, Inc.		11171	07/14/2014	95,833.33
Waller VFD, Inc.		11172	07/14/2014	8,138.33
Gundersons Bookkeeping LLC	Inv# 339 - Bookkeeping 6-4-14 thru 7-10-14	11173	07/14/2014	1,800.00
McCall Gibson Swedlund Barfoot PLLC	2013 Audit for WHESD#200	11174	07/14/2014	10,000.00
Waller County EMS, Inc.	Inv# 1435; e-Dispatches - 5,000 calls per month/ 8-1-14 thru 1/31/15	11175	07/14/2014	1,518.00
Howse, Roy	Reimb for Trip to Inspect 75' Quint - Rental Car	11176	07/14/2014	46.03
Coveler & Katz, P.C.		11177	07/14/2014	3,360.54
Law Offices of Alan B. Folger, P.C.	General Legal Consultation on RH Land	11178	07/14/2014	1,008.00
Tri-County VFD	Reimb to Inspect 75' Quint in PA	11179	07/14/2014	2,439.65
United States Treasury	04-3746791	EFTPS	07/07/2014	1,119.74
	Total Expenses			187,789.14

7. To review and take action on District 2013 audit. Ms. Julia McCain with McCall Gibson Swedlund Barfoot got up and spoke on regards to the ESD 2013 audit. Ms. McCain said that the opinion was a clean opinion, which is what you want. She wanted to point out that on page 8, the Balance Sheet there is \$1.13 million in Long-Term Debt left to repay. There are three long term

notes, two notes will be paid off in 2016, and the other note will be paid off in 2020. Also, the entire 2013 tax levy is all deferred to be used in 2014. There was also a change in assets of approximately \$95,000, most of that was vehicles.

Ms. McCain stated that Harris & Waller County have deadlines. She asked for the board to approve the audit draft, subject to any changes so they can work with Mr. Katz to get this audit filed on time.

Mr. Albert made a motion to accept the audit, subject to changes in the next week or so. *Mr. Hargrave* seconded the motion, which passed 4 to 0.

8. **To review and discuss appraisal values of the District.** *Mr. Katz* said that items 8, 9, and 10 are just place holders until we get the tax roll in. No Action.
9. **To review and take action on 2014 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 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 providers pursuant to the 2014 budget and service agreements. *Ms. Robinson* seconded the motion, which passed 4 to 0.
12. **To review and take action on approval of District/Department capital acquisitions and appropriate funding thereof.** *Mr. Weinman* said that the Departments and Fire Chiefs asked for a new bunker gear two meetings ago. He had a vendor come to the Fire Chief's meeting and brought the bunker gear for the Fire Chiefs to look at. All of the Fire Chiefs were happy with it. It is not the same gear as last year, but it is good quality and cheaper than the last order. *Mr. Weinman* recommended purchasing 66 sets of gear from Metro Fire for \$2,778.00 each for a total of \$183,348.00. This includes everything from head to toe that is needed. The delivery time is 8 weeks once measured.

The Bunker Gear is \$100 less than the last order, and these include the boots and helmet. The gear is the same gold color, has more reflective gear, more pockets, and is 10 pounds lighter than the last set ordered. *Mr. Weinman* is hoping all future gear ordered will be this gear.

Ms. Robinson made a motion to purchase the 66 sets of bunker gear for \$183,348.00. *Mr. Hargrave* seconded the motion, which passed 4 to 0.

- 13. To review and take action on Department policy regarding the sale of surplus and salvage property.** Mr. Katz mentioned that gave a copy of the new policy to all of the providers. In the last legislative session, they passed an amendment to the ESD statue. Property purchased with District funds can not be sold the way it used to be sold. Now due to government code, they must advertise unless they are selling to another ESD. No action needed.
- 14. To review and take action on development of a District-wide ISO plan.** *Ms. Robinson* stated that the ISO committee was formed. Jimmy Orzak wrote up the minutes and recommendations. There will be work required by the ESD Board to review the recommendations and to let the ISO committee know what they decide. Mr. Gene Schmidt mentioned the ISO board needs to meet again, now that they have the city ISO plan. Brookshire also needs to be addressed in the ISO plans. No Action.
- 15. To receive activity reports from District fire and EMS providers.** Katy Fire Department had a total of 83 calls, 14 were inside ESD; Katy EMS had 13 calls in district, 69 calls out of district; Monaville VFD had 3 calls, all inside ESD; Mt. Zion had 0 calls; Pattison Area VFD had 9 calls, all inside ESD; Hempstead VFD had 16 calls, all inside ESD; Rolling Hills had 2 call, all inside ESD; Waller VFD had 9 calls, 8 were inside ESD; Prairie View VFD had 6 calls, all inside ESD, Tri-County VFD had 9 calls, all inside ESD, and Waller EMS had 331 calls, 325 calls inside ESD.
- 16. 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.** Troy with Monaville mentioned that he has funds to give back to ESD; however, Monaville needs to do some major maintenance on the sewer system and replace a roof on station 1. Monaville has \$9,700 to return, but is asking to reallocate it to maintenance. There was discussion on how much WHESD could spend on repairs on the roof if ESD does not own the building. Mr. Katz said we can legally do it under the contract; we have an effective lean on the building. *Mr. Albert* made a motion asking Monaville to turn in the check they owe ESD and to get three bids for the sewer and three bids for the roof for the next meeting. *Ms. Robinson* seconded the motion, which passed 3 to 0. *Ms. Robinson* abstained.
- Mr. Schmidt stated that Waller VFD has about \$14,000 to return back to ESD, and would like to use it later to purchase equipment for the truck.
- Rolling Hills VFD station mentioned they had money to return also, however, they would be requesting it back to purchase hoses that the department needs.
- 17. 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 checked on the Prairie View Booster. The vendor finally got everything that they needed to move forward. They estimate 30

more days. The vendor is asking that Mr. Weinman and Mr. Jackson to come look at the truck, and they need help with graphics and striping to get the truck done.

Mr. Weinman also recommended that ESD buy the used Quint for Tri-County. If it was anything but an E1, he would not recommend buying it. Mr. Weinman trusts the two representatives Tri-County sent to look at the truck. It has a current pump test & current ariel test. It has 51,000 miles on the truck, has lots of compartment space, big generator, light tower on ladder pipe. A couple of seats need to be reupholstered.

Mr. Katz said he has no problem with ESD purchasing a used truck; however, there is still a market for used apparatus and wants Mr. Weinman to get two more quotes on similar apparatus before the board makes a decision to buy the used truck.

Ms. Marie Herndon stated that Prairie View has wanted a new ladder truck for months now. She asked if another department was getting a ladder truck before Prairie View was. *Mr. Ferguson* stated that the truck was presented as a pumper, not a ladder truck to him. Seeing how it was used, they had to go look at it. Now the ESD board is deciding if ESD should get it. He also mentioned that Prairie View has two new pumpers. Tri-County does not even have a pumper truck.

Ms. Robinson said she think this decision can wait until next month. *Mr. Albert* mentioned he was not in favor of purchasing used vehicles.

This item died due to lack of motion.

- 18. To receive a training report from service providers.** The service providers turned in their training reports.
- 19. To review and take action on Right-of-Way Easement for the Rolling Hills Fire Station.** *Mr. Ferguson* mentioned that he received a request from San Bernard Electric asking permission to put wiring across Rolling Hills property. It is to tie onto lot 11, which is across from Rolling Hills Fire station that is currently being built. This will create a problem if it is in front of the building, seeing how it would be right over the driveway. *Mr. Ferguson* votes to not put the wire there; San Bernard already has an easement to the property on the backside. *Mr. Ferguson* is going to ask San Bernard to resubmit the request.
- 20. To receive a report and authorize approval of payment s related to Rolling Hills Fire Station construction project.** There is no bill yet. *Mr. Ferguson* mentioned that we do not have a construction budget from Drymalla yet. Drymalla has put out bids, but has not received them all back yet. Building itself takes a long time to get done. He mentioned that ESD can still back out the pricing comes back too expensive. He thinks the building needs to be approved so that it can be delivered in 90-120 days. If ESD backs out, it will cost the district \$8,000. *Mr. Albert* asked when the pricing will come in. *Mr. Ferguson* did not know. *Mr. Albert* thinks it is a good

idea to wait until the pricing comes in to make a decision. Mr. Katz said they have to complete stage 1 and get a price. No Action.

21. **To review and take action on construction of future District administration building.** No Action.
22. **To review and take action on contractors for the construction contract for the future District administration building.** *Mr. Ferguson* forgot to bring the RFPs to the meeting. However, he recommends using the same contractor to build the Admin Building. By using the same contractor, ESD can save a little cost on only having to hire only 1 job superintendent for both Rolling Hills and the District Admin building. Mr. Katz said that they did not have the RFP's for review, and we are putting the cart before the horse. *Mr. Ferguson* said he would send out the RFPs in the morning to the board members. No Action.
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. Weinman mentioned that right after he was hired, he tried to get a hold of the chief of Brookshire several times. He contacted the mayor of Brookshire and finally the Fire Chief called him back. The gear, ladders, and hoses have been sent to Brookshire. Mr. Weinman told the chief as soon as they have insurance on the Booster, they will send it to Brookshire. So far, he has not heard anything back from the fire chief. If we don't get contact with Brookshire, it makes it hard to help them. ESD is still responsible for Brookshire. He heard a rumor that the fire chief is intimidated of ESD and that is why he doesn't come to the ESD meetings.

Mr. Schmidt mentioned that the fire chief of Brookshire called him and asked him how to transfer the insurance on the booster truck. They lost contact and Mr. Schmidt tried calling him back 2 or 3 times, but there was no answer.

Mr. Katz sent an interlocal agreement to Brookshire and they did not sign it because they do not need money from ESD until 2015. Mr. Katz thinks that if we are going to be giving Brookshire a booster truck, then they need to sign the interlocal agreement. He will resend the interlocal agreement to Brookshire so they can sign it.
24. **To review and take action on municipal Interlocal Agreement for fire and EMS services for the City of Brookshire.** No action taken.
25. **To discuss the proposed annexation by the City of Katy.** Mr. Katz said that Katy is annexing a portion of ESD. The city has to give notice if going to take from ESD & service Katy. Annex area does not intend to remove from ESD. Whoever owns property in this area will be covered under both jurisdictions and be taxed by both.

- 26. 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.
- 27. Discuss and take action on ESD website.** It was requested that the territory maps be added to the website. Ms. Gunderson contacted Mr. Twigg about the updates and he mentioned that this is a little more involved than his normal fee and requested \$500 to make a website interactive map. The board said it is just a simple PDF map and to ask Mr. Twigg to see if he can add it for his normally monthly fees.
- 28. To review and take action on selection of new meeting location.** *Mr. Ferguson* thanked Prairie View for letting us meet here and asked if we could meet here again next month. The next meeting will be at the same location as this month.
- 29. Adjournment.** *Mr. Hargrave* made a motion to adjourn. *Ms. Robinson* seconded the motion, which passed 4 to 0. The meeting was adjourned at 9:47 PM.

Respectful Submitted,

Tommy Albert, Secretary / Treasurer