

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, August 11, 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 Davis, 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, 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.** Mr. Schmidt mentioned that Waller VFD was having a pipeline safety meeting on August 21st, at 6:30. They will feed everyone, so Mr. Schmidt wanted a headcount for food. Troy, with Monaville VFD mentioned that there is going to be a TEEEX class in October for fire fighters; the cost is \$1,475.00 per person.
- 2. To receive a report from the Waller County Fire Chief's Association.** Mr. Williams said that the departments are gathering their equipment needs. Mr. Williams also mentioned that they don't think they can wait a long time to get the satellite stations built. Mr. Williams mentioned that the fire chiefs are discussing the possibility to have Engine Tenders in some areas; the satellite stations would be a good place for them. The Fire Chiefs' are also requesting a Budget workshop soon to know what ESD is wanting from them. They would like this process to be more streamlined than last year.
- 3. To review and take action on approval of minutes of prior meetings.** Ms. Gunderson mentioned that line item 16 needed to be reopened due to *Ms. Robinson* seconding a motion that regarded Monaville. There was discussion and Mr. Katz mentioned that she should just abstain from any motions regarding Monaville. *Ms. Robinson* made a motion to approve the July 14th minutes with the correction of item number 16. *Mr. Hargrave* seconded the motion. The motion passed 4 to 0.
- 4. Review and take action on the following matters and Orders relating to calling a public election to elect three (3) commissioners to the District Board under Health & Safety Code, Section 775.035:**
 - a. Order for Election to be held November 4, 2014 to elect three (3) commissioners to the District Board under Health & Safety Code, Section 775.035.** *Mr. Hargrave* made

a motion to elect three commissioners to the District Board under Health & Safety Code, Section 775.035 on November 4, 2014. *Ms. Robinson* seconded the motion, which passed 4 to 0.

- b. Order Adopting Form of Notice of District Election.** *Mr. Hargrave* made a motion to approve adopting Form of Notice of District Election. *Ms. Robinsons* seconded the motion, which passed 3 to 0, *Mr. Ferguson* abstained from the vote due to he wasn't paying attention; he was researching Monaville's contract regarding fixing the roof and sewer, and if ESD has a lien on the station.
 - c. Order Establishing and Designating Election Precinct and Polling Places.** Hold until next month.
 - d. Order Establishing and Designating Early Voting Polling Places.** Hold until next month.
- 3. Mr. Ferguson reopened item number 3, regarding the minutes. Mr. Ferguson read section 5.04 Title and Facilities from the Provider's Contract. This was in regards to Monaville requesting money to fix the roof and sewer at Monaville's fire station. Mr. Katz said we can put money into facilities, ESD has a lien on all property advanced to the provider.
 - 5. **To Consider and take action on such other Orders, Resolutions and related matters as required or appropriate to call for District election to elect three (3) commissioners to the District Board under Health and Safety Code, Section 775.035.** *Mr. Hargrave* designated Kristin Gunderson as agent to be able to collect the board election applications. *Ms. Robinson* approved, which passed 4 to 0.
 - 6. **Action to approve a contract with the Waller County Elections Office or other jurisdiction for services relating to the conduct of the election.** *Mr. Ferguson* made a motion to approve a contract with the Waller County Elections Office for services related to the conduct of the election. *Mr. Hargrave* seconded the motion, which passed 4 to 0.
 - 7. **Action to approve a contract with the Harris County Elections Office or other jurisdiction for services relating to the conduct of the election.** *Mr. Ferguson* made a motion to approve a contract with the Harris County Elections Office for services related to the conduct of the election. *Ms. Robinson* seconded the motion, which passed 4 to 0.
 - 8. **To receive a financial report from the District Treasurer and District Bookkeeper.** Report was read by Ms. Gunderson for Month Ending July 31, 2014.

| | |
|--------------------------------|----------------|
| Prosperity – Operations # 1881 | \$9,861.36 |
| Prosperity – Tax/Public # 8700 | \$1,283,368.87 |
| FNB – Public Funds # 8084 | \$1,971,154.58 |
| Accounts Receivable | \$428,821.72 |
| | |
| Total Revenues for July | \$74,816.64 |

| | |
|-------------------------|---------------------|
| Total Provider Payments | \$151,494.16 |
| Total District Expenses | \$ 75,390.78 |

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

Mr. Williams mentioned that he demanded that the lawyer that the Tri-County Board of Directors hired be present at the Tri County meeting tomorrow night. Mr. Williams said he was going to recommend having all of the checks from FEMA cut this week.

10. To pay District Bills.

Mr. Ferguson made a motion to approve the district bills. *Mr. Hargrave* seconded the motion, which passed 4 to 0.

| Customer/Vendor ID | Description | Check No. | Date | Amount |
|-----------------------------|--|-----------|-----------|-------------|
| BFF Investments | July electric | 11193 | 8/11/2014 | \$44.59 |
| BFF Investments | Sept Rent | 11192 | 8/11/2014 | \$800.00 |
| DayStar Publishing | Inv#12441, Notice for Candidates | 11191 | 8/11/2014 | \$200.80 |
| DayStar Publishing | Inv# 12443, Notice for candidates | 11190 | 8/11/2014 | \$174.80 |
| DayStar Publishing | Inv# 12442, Notice for Candidates | 11189 | 8/11/2014 | \$140.80 |
| Ferguson, Gary | Lunch Reimb at Cielito Lindo. Davis, Ferguson, Weinman - lunch 7-22-14 | 11187 | 8/11/2014 | \$37.27 |
| Geo-Tec Environmental, Inc. | Inv# 8661, Phase 1 environmental assessment RH | 11180 | 7/24/2014 | \$1,200.00 |
| Gundersons Bookkeeping | bookkeeping & election | 11188 | 8/11/2014 | \$3,300.00 |
| Houston Community Newspaper | Notice for candidates | 11186 | 8/11/2014 | \$1,727.00 |
| Katz | July invoice | 11204 | 8/11/2014 | \$3,143.96 |
| Matthiesen Consulting | Professional Services for July - RH | 11205 | 8/11/2014 | \$1,150.00 |
| Metthiesen Consulting | Professional Services for July - Admin Building | 11206 | 8/11/2014 | \$1,150.00 |
| MES - Texas | Waller VFD - Hydro Tests done | 11185 | 8/11/2014 | \$1,072.80 |
| Rodney Crosby | Training - Hempstead | 11184 | 8/11/2014 | \$675.00 |
| Rodney Crosby | Training - Rolling Hills | 11183 | 8/11/2014 | \$500.00 |
| Twigg | Sept Website Maintenance | 11182 | 8/11/2014 | \$100.00 |
| US Treasury | June Payroll Taxes for Barry | EFT | 8/11/2014 | \$1,119.76 |
| Weinman | Payroll | DD | 8/15/2014 | \$1,460.12 |
| Weinman | Payroll | DD | 8/29/2014 | \$1,460.12 |
| | | | | \$19,457.02 |

11. To review and discuss appraisal values of the District. Mr. Katz said that HCAD has not acted yet, WCAD has acted and the valuation has gone up, which resulted in .5 cent reduction, which Brookshire should absorb. HCAD is expected to act on the 18th of 19th of August. Mr. Katz will

request a special called meeting the last week of August to discuss the appraisal values of the District. No Action.

- 12. 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.** Hold until next meeting.
- 13. To review and discuss the proposed District 2015 budget.** Mr. Albert will start working on the budget. No Action.
- 14. To Review and take action on revisions to District 2014 budget.** No action.
- 15. 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. Ferguson* made a motion to pay providers pursuant to the 2014 budget and service agreements. *Mr. Hargrave* seconded the motion, which passed 4 to 0.

- 16. To review and take action on approval of District/Department capital acquisitions and appropriate funding thereof.** Mr. Williams requested that Tri-County Fire Station needs to be repainted; the interior and exterior coverings are unrepresentable. Mr. Ferguson said it is probably not covered under warranty. Mr. Ferguson requested the paint specs that the company is going to use on the fire station.

Mr. Weinman said they have the equipment list ready. The total cost comes to \$35,638, and Metro Fire is the lowest bid. Access Hose & Ladder could not bid on all equipment. There was another quote from Wilson Fire. The finalized equipment list will be ready at the next meeting.

- 17. To review and take action on development of a District-wide ISO plan.** No Action.
- 18. To review and take action on Agreement with Brookshire VFD for fire and EMS first responder services for the City of Brookshire and ETJ areas.** Mr. Katz has a drafted an agreement for Brookshire. Mr. Katz cannot get confirmation that there is no other nonprofit named Brookshire Volunteer Fire Department. *Mr. Ferguson* made a motion to approve contract pending confirmation of the entity's status. *Mr. Hargrave* seconded the motion, which passed 4 to 0.

Mr. Ferguson made a motion to approve the lease agreement with Brookshire. *Mr. Hargrave* seconded the motion, which passed 4 to 0.

- 19. To receive activity reports from District fire and EMS providers.** It was mentioned by several departments that dispatch was not showing all of their calls. Katy Fire Department had a total of 85 calls, 17 were inside ESD; Katy EMS had 16 calls in district, 122 calls out of district; Monaville VFD had 1 call, all inside ESD; Mt. Zion had 1 call, inside ESD; Pattison Area VFD had 12 calls, 10 inside ESD; Hempstead VFD had 12 calls, all inside ESD; Rolling Hills had 3 call, all inside ESD; Waller VFD had 10 calls, all were inside ESD; Prairie View VFD had 3

calls, all inside ESD, Tri-County VFD had ___ calls, all inside ESD, and Waller EMS had 305 calls, 302 calls inside ESD.

20. 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.

21. 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 mentioned that Tri County still needs a pumper. Mr. Weinman also mentioned the Rolling Hills has a 40 year old Tanker, which gets there, but it is slow, and doesn't stop well; this is a safety issue. Mr. Weinman recommended purchasing a tender in Rolling Hills, which he feels is more important the buying a pumper right now for Tri County. It is going to cost approximately a half million dollars for the tender. The board members asked how the providers felt about the Fouts Brothers tenders that were purchased a few years ago. The providers said the customer service is bad and it is hard to find someone to work on them. Mr. Weinman will investigate more into this and get pricing.

Mr. Weinman drove up to the vendor and checked on Prairie View's Booster truck. It is in the 4-Wheel Drive shop, they had to build a different back end for the booster due to the tires.

Mr. Hashaw mentioned that still need the ambulance chassis. EMS only has 1 ambulance under 100,000 miles, they also want to get a remount going. It can be delivered in December if we can get it approved. EMS will probably have to do a remount at the first of 2015. The Reserves are on the road just as much because everything has been breaking down.

Mr. Ferguson asked Mr. Wienman to work up a program for maintenance on ambulances. They all shouldn't wear out at the same time. He wants this program to include when to buy an ambulance, he thinks we should be buying a new ambulance once a year to 1 ½ years.

Mr. Ferguson made a motion to purchase EMS a chassis and Tri County a Pumper through the buyboard. *Mr. Hargrave* seconded the motion, which passed 4 to 0.

22. To receive a training report from service providers. No action.

23. To review and take action on Right-of-Way Easement for the Rolling Hills Fire Station. Mr. Ferguson will contact Travis with San Bernard Electric asking them to redraw a new easement over the back of the Rolling Hills property.

24. To receive a report and authorize approval of payment s related to Rolling Hills Fire Station construction project. There is no bill yet. No Action.

25. To review and take action on construction of future District administration building. Mr. Ferguson did not have the RFP's at the last meeting. The RFP's were ready at this meeting. Two contractors scored relatively the same. *Mr. Ferguson* made a motion to hire Drymalla to build the admin building, to save costs on only having to hire one superintendent. *Mr. Hargrave* seconded the motion, which passed 4 to 0.

- 26. To review and take action on contractors for the construction contract for the future District administration building.** Completed in item number 25. No Action.
- 27. 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.** No Action.
- 28. To review and take action on municipal Interlocal Agreement for fire and EMS services for the City of Brookshire.** No action taken.
- 29. To discuss the proposed annexation by the City of Katy.** No Action.
- 30. 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.
- 31. Discuss and take action on ESD website.** No Action.
- 32. Adjournment.** *Mr. Ferguson* made a motion to adjourn. *Ms. Robinson* seconded the motion, which passed 4 to 0. The meeting was adjourned at 8:34 PM.

Respectful Submitted,
