

Total Provider Payments	\$151,494.24
Total District Expenses	\$ 105,981.68

Mrs. Robinson approved the financial report as presented. *Mr. Hargrave* seconded the motion, which passed 3 to 0. Ms. Julia McCall with McCall, Gibson brought the proposal for the audit for 2014. Mr. Katz said that we approved hiring McCall, Gibson Swedlund Barfoot PLLC at the last meeting. Ms. McCall said the audit should run \$14,000 - \$15,000 tops, last year it was \$14,000.

5. To pay District Bills.

Mrs. Robinson made a motion to approve the district bills. *Mr. Hargrave* seconded the motion. The motion passed 3 to 0.

Customer/Vendor ID	Description	Check No.	Date	Amount
AT&T	10/16/14 - 11/15/14 billing	EFT	11/26/2014	100.37
Appel Ford Mercury	Tri County Apparatus Repairs	11307	12/8/2014	3190.65
BFF Investments	Rent - Jan	11308	12/8/2014	\$1,400.00
BFF Investments	ESD - November Light Bill	11308	12/8/2014	\$52.53
Brooke Robinson	Invoice 2014	3093	12/8/2014	\$2,900.00
Daystar Publishing	Inv 12740; Notice of elec - English, Spanish, Chinese & Vietnamese	11311	12/8/2014	\$2,494.00
Mt Zion VFD	CPR Class	11318	12/8/2014	\$150.00
Gundersons Bookkeeping	bookkeeping Inv#426	11312	12/8/2014	\$2,840.94
Hampton Inn	Safe-D Conference	11313	12/8/2014	\$2,054.36
Harris Co. Appraisal Dist.	Inv PSI14002859; Qtr 1 Qtrly Assessment	11314	12/8/2014	\$1,480.00
KATZ	November Invoice - Administrative	11310	12/8/2014	\$1,918.00
KATZ	November Election Invoice	11310	12/8/2014	\$2,200.00
LaRoche	ESD Directors Truck	1578	12/1/2014	\$30,400.00
Mattiesen Consulting	Inv #4; Administration Building	11316	12/8/2014	\$1,150.00
Mattiesen Consulting	Inv #7; Rolling Hills VFD	11316	12/8/2014	\$1,150.00
More Than Signs	Inv# 15589 - Shirts & jackets for commissioners	11337	12/8/2014	\$1,801.00
PPE	Inv 11202014; Tri County Gear Repairs	11319	12/8/2014	\$2,528.00
Rodney Crosby	Inv# 43; PV Training - Dec	11334	12/4/2014	\$350.00
Rodney Crosby	Inv #42; Rolling Hills VFD Training	11320	12/8/2014	\$350.00
Rodney Crosby	Inv #40; Prairie View VFD Training	11320	12/8/2014	\$350.00
Rodney Crosby	Inv #41; Hempstead VFD Training	11320	12/8/2014	\$175.00

SAFE-D	Annual Conference	11321	12/8/2014	\$1,785.00
TERRS	Pension	EFT	12/30/2014	\$7,632.00
Twigg	Website	11317	12/8/2014	\$100.00
US Treasury	November PR Liabilities	EFT	12/10/2014	\$1,119.76
Waller Co Appraisal	1st Qtr 2015 Allocation	11322	12/8/2014	\$14,453.11
Waller County Election Office	Election Expense	11323	12/8/2014	\$14,975.02
Weinman	Reimb for Gas/Mileage and other Expenses	11333	12/4/2014	\$522.10
Weinman	Payroll & DD fee	DD	12/15/2014	\$1,460.28
Weinman	Payroll & DD fee	DD	12/31/2014	\$1,460.28
				99,251.38
Katy	Dec Provider Payment - make up		12/8/2014	\$2,337.50
City of Brookshire	Provider Payment	11297	12/8/2014	\$1,216.63
Katy	Provider Payment	11324	12/8/2014	\$6,250.00
Monaville	Provider Payment	11325	12/8/2014	\$6,650.00
Mount Zion	Provider Payment	11326	12/8/2014	\$1,593.75
Pattison	Provider Payment	11327	12/8/2014	\$7,075.38
Prairie View	Provider Payment	11328	12/8/2014	\$4,411.38
Rolling	Provider Payment	11329	12/8/2014	\$4,087.88
Tri-County	Provider Payment	11330	12/8/2014	\$6,618.50
Waller EMS	Provider Payment	11331	12/8/2014	\$95,833.37
Waller VFD	Provider Payment	11332	12/8/2014	<u>\$5,648.37</u>
				\$141,722.76
		Total Expenses:		\$240,974.14

6. To Review and take action on revisions to District 2014 budget. *Mrs. Robinson* made a motion to approve the reallocation of expenses for the ESD as presented. *Mr. Hargrave* seconded the motion. The motion passed 3 to 0.

Expense	Jan - Dec 14	Budget	\$ Over Budget	% of Budget	Move Amt	Reallocation From Account#
61000 - Auto / Vehicle Expense	1,890.74	1,000.00	890.74	189.07%	\$ 891.00	
63200 - Appraisal District Fees	62,265.36	50,000.00	12,265.36	124.53%	\$ 12,266.00	
63800 - Election Expenses	38,613.10	9,100.00	29,513.10	424.32%	\$ 29,514.00	

63970 - Gear & Equip (Not Asset)	6,559.50	5,000.00	1,559.50	131.19%	\$ 1560.00	
63980 - Insurance	2,103.00	2,100.00	3.00	100.14%	\$ 3.00	
67500 - Office Rental/Expense	11,177.67	9,600.00	1,577.67	116.43%	\$ 1,578.00	
68500 - Maintenance Expense	53,160.63	40,000.00	13,160.63	132.9%	\$ 13,161.00	
68800 - Postage and Shipping Expense	920.53	500.00	420.53	184.11%	\$ 421.00	
69400 - Property Taxes Expense	34.53	0.00	34.53	100.0%	\$ 35.00	
69500 - Publiciations	28,946.13	15,000.00	13,946.13	192.97%	\$ 13,946.00	
69900 - Tax Assessor Fees	37,143.19	25,000.00	12,143.19	148.57%	\$ 12,144.00	
70000 - Travel Expense	5,923.93	4,000.00	1,923.93	148.1%	\$ 1,924.00	
78000 - Capital Outlay	432,603.51	360,000.00	72,603.51	120.17%	\$ 72,604.00	
79000 - Debt Services						
79100 - Principal	302,392.70	0.00	302,392.70	100.0%		
79500 - Interest Expense	28,633.19	0.00	28,633.19	100.0%		
79000 - Debt Services - Other	0.00	1,391,355.00	1,391,355.00	0.0%		
Total 79000 - Debt Services	331,025.89	1,391,355.00	1,060,329.11	23.79%	\$(160,047.00)	79000 - Debt Services

7. To Review and take action on revisions to service provider 2014 budgets. Mrs. Robinson made a motion to approve the reallocation of expenses for Mt. Zion as presented. Gundersons Bookkeeping is to request the phone and vehicle maintenance expenses from Tri-County before reallocations will be approved. Mr. Hargrave seconded the motion. The motion passed 3 to 0.

Tri - County Budget Reallocation for 2014					
Updated 12/2/14					
	Jan - Nov	Budgeted	Over so far	Request to be reallocated	From Acct
5600 - Fuel	\$ 9,600.88	\$ 9,000.00	\$ 600.88	\$ 1,500.00	7103 - Commercial Ins.
5802 - Foam	\$ 1,492.80	\$ 1,200.00	\$ 292.80	\$ 300.00	7103 - Commercial Ins.
6005 - Yearly Audit	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	6002 - Accounting
6905 - Pest Service	\$ 1,100.00	\$ 360.00	\$ 740.00	\$ 740.00	6801 - Uniforms Purchased
7001 - Maintenance - Apparatus	\$ 9,594.20	\$5,500.00	\$ 4,094.20	\$ 5,000.00	7106 - Vehicle/Auto Ins
7003 - Reg / Insp	\$ 437.90	\$ 390.00	\$ 47.90	\$ 50.00	7002 - Repairs
7201 - Electricity	\$ 7,306.55	\$7,200.00	\$ 106.55	\$ 300.00	7103 - Commercial Ins.
7206 - Telephone	\$ 3,471.66	\$1,300.00	\$ 2,171.66	\$ 2,300.00	7106 - Vehicle/Auto Ins
7210 - Trash Pickup	\$ 891.13	\$ 350.00	\$ 541.13	\$ 550.00	7103 - Commercial Ins.
		Total:	\$ 11,095.12	\$ 13,240.00	

Mt. Zion Budget Reallocations

Account #	Budget Line Items	2014			Reallocations Request				
		Allocated	Used	Available	Amount	Account#	Budget Line Items		Adjusted Amount
5100	Communications								
5105	Equipment Repairs	\$ 400.00	\$ -	\$ 400.00					\$ -
5200	Computers								
5201	Hardware	0	\$ 849.00	\$ (849.00)	\$ (400.00)	5105	Equipment Repairs		
					\$ (108.05)	5504	Parades		
					\$ (250.00)	5802	Foam		
					\$ (90.95)	6302	Maintenance		
					\$ (849.00)				
5202	Software	0	\$ 943.34	\$ (943.34)	\$ (350.42)	6302	Maintenance		
					\$ (583.92)	6502	Purchases		
					\$ (934.34)				
5500	Public Relations								
5504	Parades	200	\$ 91.95	\$ 108.05					\$ -
5600	Fuel								
5601	Gasoline	700	\$ 1,075.30	\$ (375.30)	\$ (375.30)	5602	Diesel		
5602	Diesel	1500	\$ 514.25	\$ 985.75					\$ 610.45
5800	Haz-Mat Expenses								
5802	Foam	250	\$ -	\$ 250.00					\$ -
6200	Office Expenses								
6203	Office Supplies	150	\$ 456.82	\$ (306.82)	\$ (306.82)	6602	Maintenance		
6300	Equipment								
6301	Repairs	1500	\$ 2,150.54	\$ (650.54)	\$ (650.54)	6302	Maintenance		
6302	Maintenance	1500	\$ 589.99	\$ 910.01					\$ -
6304	Supplies	450	\$ 368.29	\$ 81.71					
6500	Miscellaneous								
6501	Rehab Supplies	350	\$ 148.34	\$ 201.66					
6502	Purchases	650	\$ -	\$ 650.00					\$ 66.08
6600	Station Repairs & Maint								
6601	Repairs	1100	\$ 109.39	\$ 990.61					
6602	Maintenance	1100	\$ -	\$ 1,100.00					\$ 707.18

6604	Supplies	900	\$ 83.17	\$ 816.83				
6605	Lawn Service	600	\$ 450.00	\$ 150.00				
6700	Training Expenses							
6706	Certifications	950	\$ 550.00	\$ 400.00				
6800	Uniforms							
6801	Purchased	1200	\$ -	\$ 1,200.00				
7000	Apparatus Maintenance							
7001	Maintenance	1500		\$ 1,500.00				
7002	Repairs	800		\$ 800.00				
7005	New Truck Furnishings	3500	3480	\$ 20.00				
7100	Insurance							
7101	Workers Compensation	1000	1517	\$ (517.00)	\$ (517.00)	7105	Property	
7105	Property	2000	1044	\$ 956.00				\$ -
7106	Vehicle/Auto	2000	2521	\$ (521.00)	\$ (439.00)	7105	Property	
					\$ (82.00)	6602	Maintenance	
					\$ (521.00)			
7107	Vehicle/Auto-Insurance Fee	0	4	\$ (4.00)	\$ (4.00)	6602	Maintenance	
7200	Utilities							
7201	Electricity	1500	1147	\$ 353.00				

8. **To review and approve 2015 service provider contracts.** Mr. Katz mentioned for the Fire Departments there were several changes to the contract for 2015 over the previous years. The changes Mr. Katz mentioned were on page 3, about the service area; page 5, page 9 about the insurance; page 10 capital items request; page 12 increasing the value from \$25,000 to \$50,000; page 14, the insurance part was redundant so it was deleted. For the EMS contract, Mr. Katz talked about the differences of the contract on page 5, page 6, page 8, page 9, page 12, and page 14; which were changes similar to the fire departments contracts. Mr. Katz told the providers to take the contracts back to their boards for approval. *Mrs. Robinson* made a motion to approve the 2015 service contracts. *Mr. Hargrave* seconded the motion. The motion passed 3 to 0.

15. **To review and take action on Interlocal Agreement with City of Brookshire for services for the City of Brookshire and ETJ area.** Mr. Katz asked to jump to item 15 on the agenda. Mr. Katz mentioned that City of Brookshire approved Brookshire's contract. However, there is not a consensus of the Budget from both sides. City of Brookshire is requesting more from WHESD#200. *Mr. Albert* mentioned that the budget that the city turned in is the same one they turned in 3 years ago when they said they would like to join the ESD. He also said that a budget

request and a budget approval are two different things; no department gets exactly what they requested. Mr. Katz will continue talking with the City of Brookshire. *Mrs. Robinson* mentioned that someone from the city needs to attend the ESD meeting. The Chief needs to understand how this works. Mr. Katz said we will get with the city to improve the process. *Mrs. Robinson* said the Chief needs to be the liaison in the contract and he needs to attend the monthly meetings. Mr. Katz said that in the interlocal agreement it states the city can designate the liaison. He also suggested holding off on Brookshire's contract until an agreement on the budget can be reached. No Action.

9. **To Review and take action on the service provider 2015 budget.** This was done last meeting.
10. **To review and take action on to change the Signature Card at Prosperity Bank.** *Mr. Albert* mentioned that when he went into Prosperity Bank, he found out that the signature cards were really out dated. We need to update bank accounts #6808700 and #6861881 and put all 5 board members on the signature card. We also need to take off Brian Nicols and John Thuman from the signature card. The current board members that should be on both signature cards are:
 - a. **Tommy Davis – President**
 - b. **Gary Ferguson – Vice President**
 - c. **Tommy Albert – Treasurer**
 - d. **Brooke Robinson – Commissioner**
 - e. **Darwin Hargrave – Commissioner**

Mrs. Robinson made a motion to add the five commissioners to both signature cards at Prosperity bank and take off Brian Nicols and John Thuman. *Mr. Hargrave* seconded the motion. The motion passed 3 to 0.

11. **To receive a report from the District Emergency Service Director.** Mr. Weinman Mentioned that at the chief meeting the other night they discussed doing an inventory of the ESD equipment over \$1,000 and that the chiefs are going to get a list together for their own department. Mr. Wienman will then compare it to the list that Gundersons Bookkeeping has and go from there. Mr. Katz mentioned that everything is ESD's at the station unless the fire departments can prove that it was purchased with donations or grant funds.

Mr. Weinman also mentioned that they are trying to get safety vests district wide. Chief Preston mentioned that if someone is on a scene and gets hit, if they do not have a vest on the state may not pay out benefits to that person.

Mr. Weinman mentioned that the new office is up and running, everything is moved over from the previous office. Gundersons Bookkeeping is moving in December 19th.

There was a recall on Pattison's truck, Mr. Wienman and Chief Hollis are taking it up to Brenham tomorrow to get the computer recoded.

EMS's new chassis is taking longer than expected. The Dodge 3500 is currently out of stock and may not be available until April. Mr. Hashaw would like to wait until they start making them instead of changing to a Ford or Chevy. The Remount may be done before the new one is in.

Prairie View booster came in without proper walkway safety gates. Mr. Weinman has talked to Ag Mier about this and they said it was built to the spec they had. The manager Billy contacted Robert with PV fire department about this during construction and was told to build it to the spec they had. The way it is now it is very difficult to enter the walkway because of a small area that has to be crawled through. I have researched the problem and found three solutions. The first is to leave it like it is. Second, is to purchase mansaver bars at a cost of \$640.00 dollars. The third and the best option in Mr. Weinman's opinion is for Ag Mier to build spring loaded gates at a cost of around \$1000.00 dollars.

12. To review and take action on the payment of operations funding pursuant to 2015 budgets and service agreements with the District fire and EMS service providers. *Mrs. Robinson* made a motion to pay the service providers pursuant to 2015 budgets and service agreements. *Mr. Hargrave* 2nd the motion, which passed 3 to 0.

13. To review and take action on approval of District/Department capital acquisitions and appropriate funding thereof. Mr. Wienman talked about getting equipment for the director's truck. This includes lighting, siren, radios, front bumper guard, reflective stripping, and center console for mounting of radios and siren control head. Total including installation is 21,985.63. *Mrs. Robinson* mentioned that Mr. Weinman is the ESD Director and his vehicle is not technically a response vehicle. Lights and sirens are just not needed for his career. Mr. Weinman mentioned that Mr. Davis had him look into it because there is such a shortage during the day and Mr. Weinman could help out during the day. *Mr. Albert* said he can see getting a radio and striping for the vehicle and that is it. *Mrs. Robinson* and *Mr. Hargrave* were in agreement.

Mr. Wienman mentioned the safety vests and the Prairie View safety gates. *Mrs. Robinson* made a motion to approve \$1,000 to get the safety gates on the Prairie View Booster truck fixed, and safety vest for the Fire and EMS not to exceed \$25 each for approximately 200 vests; and approved lettering and radio purchase for the directors truck as long as it was less than \$19,000. *Mr. Hargrave* seconded the motion, which passed 3 to 0.

14. To review and take action on development of a District-wide ISO plan. No Action.

16. To review and take action on territory for the City of Brookshire and ETJ area. No Action.

17. **To receive activity reports from District fire and EMS providers.** *Mr. Albert* asked the providers if they would rather just turn in the reports at the meeting instead of telling everyone. It was decided to just turn in the activity reports from now on. Katy Fire Department had a total of 76 calls, 11 were inside ESD; Katy EMS had 10 calls in district, 149 calls out of district; Monaville VFD had 4 call, all inside ESD; Mt. Zion had 1 call, all inside ESD; Pattison Area VFD had 6 calls, all inside ESD; Hempstead VFD had 15 calls, all inside ESD; Rolling Hills had 7 call, all inside ESD; Waller VFD had 17 calls, all were inside ESD; Prairie View VFD had 13 calls, all inside ESD, Tri-County VFD had 15 calls, 14 inside ESD, and Waller EMS had 345 calls, 344 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.** Chief Robinson turned in 3 quotes for the roof repairs and 3 quotes for the septic repairs. *Mr. Albert* said the middle quote for the septic repair was from Waller County Septic for \$14,160.00 and the middle bid for the roof repairs was from D&T Roofing for \$13,364.00. With Monaville turning in approximately \$9,700 in July, this will leave ESD paying for approximately \$17,000. *Mr. Hargrave* made a motion to approve fixing Monaville's septic and roof. *Mr. Albert* seconded the motion which passed 3 to 0.
- Mr. Albert* asked everyone to get with *Mr. Wienman* for pages. G1 pagers are \$490 a piece and let *Mr. Wienman* know if you need to order any pagers. It was requested that *Mr. Wienman* get a test pages and go around to the departments so the chiefs can see them.
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.** Monaville's truck will be here in March. Waller's truck should be here January 19th. Tri-County's truck will be here in July, and Rolling Hills Tender will be here in August. *Mr. Albert* mentioned that we will have to borrow money for something. *R. Wienman* said it would be easier to finance trucks.
20. **To receive a training report from service providers.** Not due this month.
21. **To review and take action on Right-of-Way Easement for the Rolling Hills Fire Station.**
Completed last month.
22. **To receive a report and authorize approval of Guaranteed Maximum Price related to Rolling Hills Fire Station construction project.** Completed last month.
23. **To review and take action on construction of future District administration building.** No Action.
24. **To acknowledge receipt of written communication form Jeffrey K. Landrum, EMT-P.** *Mr. Katz* mentioned that Jeffrey K. Landrum turned in a request to WHESD 200 to appeal termination from Waller County EMS. *Mr. Katz* explained that WHESD is not the employer and does not have

any appeal rights. District funding is given to Waller County EMS for employment and ESD can look at to make sure funds are being used right, but we do not have the power to reinstate an employee. Mr. Katz did have a talk with Mr. Bo Hashaw to ensure no discrimination was taken. Mr. Katz said we will look at the issues being raised and he wanted to assure Mr. Landrum that his letter was received.

25. 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.

26. Adjournment. *Mrs. Robinson* made a motion adjourn the meeting at 8:29. *Mr. Hargrave* 2nd the motion, which passed 3 to 0.

Respectful Submitted,

Tommy Albert, Secretary / Treasurer